

No. 21011/1/94-Estt.(C)
Government of India
Ministry of Personnel, Public
Grievances and Pensions
(Department of Personnel and Training)

New Delhi, the 20th April, 1995

OFFICE MEMORANDUM

Subject:- Probation in various Central Services

The period of probation to be prescribed for different posts in the Government have been laid down in this Department's OM No. 21011/2/80-Estt.(C) dated 19th May, 1983. In terms of these instructions in the case of promotions involving a change of Group, for example from Group 'B' to Group 'A', the period of probation to be prescribed is two years. Further for direct recruits to posts which carry a pay scale the minimum of which is Rs. 5000/- and above or to posts for which the maximum age limit is 35 years or above, the period of probation is one year where no training is involved and two years where probation includes institutional/ on the job training.

2. Instances have been brought to this Department's notice in which on account of the guidelines referred to above, different periods of probation have to be prescribed for direct recruits and promotees. In the case of posts carrying the pay scale of Rs. 2200-4000 where the mode of recruitment comprises direct recruitment as well as promotion and where no institutional training is involved, the period of probation for direct recruits would be one year whereas that for promotees would be two years.

3. This issue has been examined and it has been felt that it would not be desirable to prescribe different periods of probation for promotees and direct recruits in such cases. It has, therefore, been decided that in such cases, i.e. where recruitment is done through promotion and direct recruitment and the posts carry a pay scale the minimum of which is Rs. 5000 or above or for which the maximum age limit is 35 years or above and where no training is involved a uniform period of one year may be prescribed as probation period for both promotees and direct recruits.

4. However considered necessary, a change in the relevant rules may be made in consultation with this Department in the light of the above instructions.

1. In so far as the persons serving in the Indian Audit & Accounts Department are concerned, these orders issue in consultation with the Comptroller and Auditor General of India.

Krishna Menon
(KRISHNA MENON)

DEPUTY SECRETARY TO THE GOVERNMENT OF INDIA

To

All Ministries/Departments as per standard list.

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- (2) UPSC, New Delhi
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- (4) Lok Sabha/Rajya Sabha Sectt. New Delhi
- (5) Commissioner for Linguistic Minorities, Allahabad.
- (6) All U.T.Adms.
- (7) All attached and subordinate Offices of the Ministry of Personnel, P.G.and Pensions and MHA.
- (8) All Officers and Sections of the Ministry of Personnel, P.G.and Pensions and MHA.
- (9) Secretary (Staff Side) National Council, JCM, 13-C, Feroze Shah Road, New Delhi

Krishna Menon
(KRISHNA MENON)

DEPUTY SECRETARY TO THE GOVERNMENT OF INDIA