

No.28036/3/97-Est(D)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training

New Delhi 110001
August 26, 1997

OFFICE MEMORANDUM


Subject:-Ad-hoc appointments - information regarding.

Instructions have been issued vide this Department's Office Memorandum No.28036/8/87-Est(E) dated 30.3.1988 requesting Ministries/Departments to fill all posts only on regular basis in accordance with the prescribed procedure and Recruitment Rules. Ministries/Departments have also been required to ensure that ad-hoc appointments are made only in rare and exceptional circumstances and are limited to posts which cannot be kept vacant until regular candidates become available. In terms of prescribed procedures and instructions, continuation of such ad-hoc arrangements by the Ministries/Departments is subject to the overall restriction of one year. In order to continue such arrangements further, specific prior approval of this Department is mandatory.

2. However, instances have come to the notice of this Department where the aforesaid instructions have not been followed in letter and spirit resulting into avoidable administrative complications including court cases. In number of cases, ad-hoc arrangements are allowed as a matter of routine. In many of the cases referred to this Department requests are made seeking ex-post-facto approval to ad-hoc arrangements. All this does not indicate a very happy situation.

3. In view of the foregoing circumstances, it is proposed to undertake a comprehensive review of the ad-hoc arrangements made by various Ministries/Departments. It is, therefore, requested that the requisite information may be furnished to this Department in the prescribed proforma enclosed with the Office Memorandum.

4. The information sought for should reach this Department by 30.9.1997. Failure to respond adequately in this regard may result in non-approval by the Department of Personnel and Training of proposals for continuance of ad-hoc arrangements.


(K.K. JHA)
DIRECTOR
TEL 3011479

All Ministries/Departments of Government of India

STATEMENT SHOWING DETAILS OF AD-HOC APPOINTMENTS

Annexure to O.M.No.28036/3/97-Estt(D)

Name of Ministry/Department

<u>Sl</u> <u>No.</u> <u>(1)</u>	<u>Name of</u> <u>post and</u> <u>sanctioned</u> <u>strength</u> <u>(2)</u>	<u>No. of posts</u> <u>filled up on</u> <u>ad-hoc basis</u> <u>with reasons</u> <u>for making</u> <u>such</u> <u>arrangements</u> <u>(3)</u>	<u>Initial</u> <u>date from</u> <u>which ad-hoc</u> <u>arrangement</u> <u>is continuing</u> <u>(4)</u>	<u>Whether the officials fulfilled</u> <u>the eligibility conditions as</u> <u>per RRs at the time of initial</u> <u>ad-hoc appointment. If not,</u> <u>whether approval of competent</u> <u>authority was obtained to relax the</u> <u>the rules, if not reasons therefor.</u> <u>(5)</u>	<u>Whether approval</u> <u>of DOP&I obtained</u> <u>for continuing the</u> <u>arrangement beyond</u> <u>one year, if not</u> <u>reasons therefor</u> <u>(6)</u>	<u>Steps</u> <u>taken for</u> <u>making</u> <u>regular</u> <u>arrangement</u> <u>(7)</u>	<u>Remark</u> <u>(8)</u>
---------------------------------------	---	---	---	---	---	---	-----------------------------