

No. AB-14017/11/2004-Estt(RR)
Government of India
Ministry of Personnel P.G.& Pensions
Department of Personnel & Training

North Block, New Delhi
Dated: 21.10.2015

OFFICE MEMORANDUM

Subject: Setting up of Search Committees/Search-cum-Selection Committee.

The guidelines on constitution of Search Committees for posts in Government and Search-cum-Selection Committees for posts in autonomous organizations have been issued vide this Department's OM of even number dated 30th July, 2007.

2. The guideline stipulates that Search Committees should be constituted only for sufficiently senior posts at the level of Director (in the scale of Rs. 14300-18300)(Revised PB-4, GP 8700) or above, which require specialized scientific/technical knowledge and experience. It further provides that the Committee should be chaired by the Secretary of the Ministry/Department concerned. Where it is constituted for a Secretary-level post, a senior and distinguished academician may be invited to chair the Committee.

3. As regards constitution of Search-cum-Selection Committees for posts in autonomous/statutory bodies etc., the guidelines stipulates that each Ministry/Department shall constitute a Search-cum Selection Committee, with the concurrence of the DOPT, for (a) all appointments to the post of Chief Executives and (b) for all appointments carrying a pay scale of Rs. 18400-22400 (revised as PB-4 with GP of Rs. 10000/) and above. Ministries/Departments will have the discretion to choose the Chairman of the Committee. They may, however, ensure that the person, so chosen, is distinguished and of sufficiently high standing commensurate with the level of the post for which selection is to be recommended by the Committee.

4. These guidelines have been reviewed and with the approval of the competent authority it has been decided that henceforth Cabinet Secretary shall be the Chairperson of Search Committee/Search-cum Selection Committee meetings wherever retired Secretaries to Govt. of India are eligible for appointment to a post/an assignment.

G. Jayanthi

(G.Jayanthi)
Director

To

All Ministries/Departments of Government of India

Copy to:

1. The President's Secretariat, New Delhi.
2. The Prime Minister's Office, New Delhi.
3. The Cabinet Secretariat, New Delhi.
4. The Rajya Sabha Secretariat, New Delhi.
5. The Lok Sabha Secretariat, New Delhi.
6. The Comptroller and Auditor General of India, New Delhi.
7. The Union Public Service Commission, New Delhi.
8. The Staff Selection Commission, New Delhi.
9. All Attached Offices under the Ministry of Personnel, Public Grievances and Pensions.
10. Establishment Officer and Secretary, ACC
11. All Officers and Sections in the Department of Personnel
12. Secretary, Staff Side, National Council (JCM), 13-C, Ferozeshah Road, New Delhi
13. All Staff Members of National Council (JCM)
14. All Staff Members of the Departmental Council (JCM),
15. Ministry of Personnel, PG and Pensions
16. Establishment (RR Division) (20 copies)
17. NIC for uploading the OM on Department's website.

G. Jayanthi
(G.Jayanthi)
Director