

By SPEEDPOST/SPECIAL MESSENGER

No. 14015/27/2005-AIS (I)

Government of India

Ministry of Personnel, Public Grievances & Pensions

Department of Personnel & Training

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New Delhi, 21st February 2008.

To,

1. The Chief Secretaries of All State Governments
2. Jt Secretary (UT), MHA, North Block, New Delhi

Subject: Cadre Allocation Policy for the All India Services-IAS/IPS/IFS – Reg.

Sir,

I am directed to say that the Central Government has revised the Cadre Allocation Policy for the All India Services (IAS/IPS/IFoS), which shall come into effect with the Civil Services Examination-2008/Indian Forest Service Examination-2008 (A copy of OM to be issued is enclosed).

2. It is requested that the comments of the State Government, if any, may be sent to this department urgently but not later than 5th March 2008.

3. It is also requested that requirement of the Indian Administrative Service Officers to be recruited on the basis of the Civil Services Examination, 2008 (2009 batch) may be kindly sent to this department latest by 10th March, 2008. Similarly, requirement of the Indian Police Service Officers to be recruited on the basis of the Civil Services Examination-2008 and the Indian Forest Service Officers to be recruited on the basis of

the Indian Forest Service Examination-2008 may also be kindly sent to the Ministry Of Home Affairs and the Ministry of Environment and Forest respectively latest by 10th March, 2008. This is required for determination of vacancies under the revised policy.

Sd/-

(Ashwani Kumar)
Director (AIS)
Telefax. 23092765

Copy forwarded for information and necessary action to:

1. The Secretary, Ministry of Home Affairs, North Block, New Delhi.
2. The Secretary, Ministry of Environment & Forests, Paryavaran Bhavan, Lodi Road, New Delhi.
3. The Secretary, Union Public Service Commission, Dholpur House, Shahjahan Road, New Delhi.
4. NIC, DOPT, North Block, New Delhi with the request to put this letter on the official website of the DOPT.

Copy also forwarded for information to:

1. Director (PMO) (Mrs V. Vidyavathi) w.r.t. to PMO's ID note dated 20/2/2008

No. 14015/27/2005-AIS (I)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training

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New Delhi, 2008.

OFFICE MEMORANDUM

Subject: Cadre Allocation Policy for the All India Services-IAS/IPS/IFS – Reg.

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The undersigned is directed to say that the Central Government, after consultation with State Governments, has revised the policy for cadre allotment for the All India Services-Indian Administrative Service (IAS)/Indian Police Service (IPS)/Indian Forest Service (IFoS)- as follows:

1. The State Governments shall indicate the number of vacancies to be filled through a particular Civil Services Examination (CSE)/Indian Forest Service Examination by 31st December of the year prior to the year of the Examination. In respect of the services under them, the respective Cadre Controlling Authorities, namely, the Department of Personnel and Training (DoPT)/Ministry of Home Affairs (MHA)/Ministry of Environment and Forests (MoEF) shall determine vacancies including the break-up into Unreserved (UR)/SC/ST/OBC/Insider/Outsider vacancies for each of the cadre as per the rosters and keeping in mind the requisitions received from various State Governments. The vacancies so determined would be communicated to the State Governments and published on the respective Ministry's website, both actions to be done before the commencement of the Civil Services Examination/Indian Forest Service Examination. Since this would be a time bound exercise, the requisition received from the state government after the abovementioned deadline would not be considered while determining the vacancies.

2. A 200-point running vacancy-based-roster showing SC/ST/OBC/UR points shall be maintained for each of the cadre properly and would be used for determining the vacancies of various categories (SC/ST/OBC/UR) in each cadre. The accounting in this roster shall be done on the basis of actual filling of the roster point. This roster for each of the cadre may be initialized by adjusting the recruitments done since the CSE-1994.

3. While determining the category-wise vacancies (SC/ST/OBC/UR) in a cadre for a particular year, if the sum of vacancies in a category for all the cadres is greater than the total vacancies in that category determined by operating the roster on the total vacancies (intake) for the service in that year, the vacancies in the cadre(s) having highest excess (on the percentage basis) in that category as per the roster for that cadre(s) would be reduced to match the sum of vacancies in that category for all the cadres to the total vacancies in the service for that category. Similarly, if the sum of vacancies in a category for all the cadres is less than the total vacancies in that category determined by operating the roster on the total vacancies (intake) for the service in that year, the vacancies in the cadre(s) having highest shortfall (on the percentage basis) in that category as per the roster for that cadre(s) would be increased to match the sum to the total vacancies in the service for that category.

4. The insider and outsider vacancies in a cadre shall be determined on the basis of the inside-outside roster with points as follows: O-I-O-O-I-O and so on, so as to facilitate maintenance of the ratio of 1:2 between the insiders and outsiders. It is, however, clarified that depending on the actual filling of the insider vacancies, the ratio between insiders and outsiders in a cadre at any point of time may, however, be less than 1 to 2. There would be the following insider-outsider rosters for each of the cadre: first, for determining the total insiders and outsiders vacancies in the cadre; second, for determining the OBC insider/outsider vacancies and SC/ST insider/outsider vacancies; and third, for determining SC insider/outsider vacancies and ST insider/outsider vacancies. In the first step, the total insider and outsider vacancies in a cadre shall be determined on the basis of the first roster for the cadre. In the second step, the OBC

insider/outsider vacancies and the SC/ST (as one block) insider/outsider vacancies shall be determined on the basis of the second roster for the cadre. And in the last step, the SC insider/outsider vacancies and ST insider/outsider vacancies shall be determined on the basis of the third roster for the cadre. The UR insider/outsider vacancies for the cadre shall be determined by subtracting the total reserved insider and the total reserved outsider vacancies from the total insider vacancies and the total outsider vacancies respectively. The accounting in the rosters (for total vacancies as well as category wise vacancies) shall be on the basis of actual filling.

5. The candidates shall give the choice in the order of their preference from amongst various State cadres and if a candidate does not give any preference for cadre(s), it will be presumed that he has no specific preference for those cadre(s). Accordingly, if he is not allotted to any one of the cadres for which he has indicated preference, he shall be allotted along with other such candidates in the order of rank to any of the remaining cadres, arranged in alphabetical order, in which there are vacancies in his category after allocation of all the candidates who can be allotted to cadres in accordance with their preference.

6. A candidate shall be allotted to his Home cadre or any other cadre, as the case may be, on the basis of his merit, preference and vacancy available at his turn in his category.

7. The following shall be the formula for filling up of an insider vacancy belonging to a particular category for which a candidate is not available.

- a. When no candidate is available against an Insider SC vacancy in a Cadre, the same shall be filled up by bringing in the senior most insider officer available in the merit list of ST candidates (failing which in the merit list of OBC candidates and in the merit list of the Unreserved candidates in that order) and shifting the SC vacancy of the Cadre to the cadre to which the incoming officer would have normally been allotted against the available

outsider vacancy in his category (failing which to the next cadre in alphabetical order in which the outsider vacancy is available).

- b. When no candidate is available against an Insider ST vacancy in a Cadre, the same shall be filled up by bringing in the senior most insider officer available in the merit list of SC candidates (failing which in the merit list OBC list and in the merit list of the Unreserved candidates in that order) and shifting the ST vacancy of the Cadre, to the cadre to which the incoming officer would have normally been allotted against the available outsider vacancy in his category (failing which to the next cadre in alphabetical order in which the outsider vacancy is available).
- c. When no candidate is available against an Insider OBC vacancy in a Cadre, the same shall be filled up by bringing in the senior most insider officer available in the merit list of ST candidates (failing which in the merit list of SC candidates and in the merit list of the Unreserved candidates in that order) and shifting the OBC vacancy of the Cadre to the cadre to which the incoming officer would have normally been allotted against the available outsider vacancy in his category (failing which to the next cadre in alphabetical order in which the outsider vacancy is available).

Provided that in every such case listed in clause (a), (b) and (c) above, if insider-physically-disabled-candidate(s) of the relevant community is/are available, such physically disabled candidate (senior most in the merit list) shall be so adjusted. In other words, a physically disabled candidate would have a higher claim for being adjusted as compared with non-physically disabled candidates of his community.

- d. When no insider unreserved candidate is available against an Insider Unreserved vacancy available in a Cadre but insider SC/ST/OBC candidate(s) is/are available, such senior most ST candidate (failing which such senior most SC candidate and such senior most OBC candidate in that order) shall be adjusted by shifting out the Unreserved insider vacancy to the next cadre in alphabetical order having outsider vacancy in

that category and bringing in an Outsider vacancy of that category from that cadre.

8. The cadre allocation shall consist of three steps as follows:
- (i) First, all those candidates who can be allocated against the insider vacancies available in their category would be so allocated.
 - (ii) Second, the candidates who are eligible for allocation to their Home State as per para 7 above will be allocated. In this regard, the cadre to which the incoming officer would be allocated would be determined by allocating all the candidates remaining after allocation as per para 8(i) above, against the outsider vacancies plus all the insider vacancies remaining unallocated after the first step as per para 8(i). In case, the allocation happens to be against the unallocated insider vacancy, the next cadre in alphabetical order in which outsider vacancy is available in the relevant category would be considered for transfer of SC/ST/OBC vacancy as per clause (a), (b) and (c) of para 7 above. If an insider vacancy cannot be filled as per para 7 above, it would be converted to outsider vacancy and filled as such and its accounting would be done in the insider-outsider roster accordingly.
 - (iii) Finally, all the remaining candidates will be allocated against the outsider vacancies in their category (after taking into account diversion of vacancies as stipulated in para 7 above) on the basis of their merit and preference.

9. A reserved category candidate selected on general standards shall be eligible for allocation against the available insider unreserved vacancy as per his merit and preference. But if he cannot be allocated against such vacancy, for he is lower in rank as compared with other general category candidates, he shall be considered for allocation as per his merit and preference against the available insider vacancy of his category and, in case found eligible, adjusted by exchanging insider vacancy in his

category into insider UR vacancy and outsider UR vacancy into outsider reserved vacancy of his category. This is to ensure that such candidate is not placed at disadvantageous position vis-à-vis other candidates of his category in the merit list below him.

10. The Cadre allocation exercise for the IAS shall be done as soon as possible before the commencement of the Foundation Course in the LBSNAA. The Cadre allocation exercise for the IPS/IFoS shall also be done immediately after the appointments have been made.

11. This cadre allocation policy issues in supersession of the existing cadre allocation policy and comes into effect with the Civil Services Examination-2008/Indian Forest Service Examination-2008.

(Ashwani Kumar)
Director (AIS)
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4. The Chief Secretaries of All State Governments/Jt Secretary (UT), MHA
5. Office copy