

No.22/1/2000-CRD
Government of India
Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel and Training)

New Delhi 110001
June 6, 2000

OFFICE MEMORANDUM

**Subject:-Grant of Non-Functional Selection Grade to the
organized Group 'A' Central Services - increase in
percentage ceiling.**

Pursuant to the recommendations of the Fourth Central Pay Commission, the Non-Functional Selection Grade (NFSG) has been granted in all organized Group 'A' Central Services subject to the conditions as prescribed/modified from time to time as per the Department of Personnel and Training (DoP&T) instructions quoted in the margin. These conditions are as follows:-

O.M.No.19/1/86-PP
dated 14.8.1987

O.M.No.19/1/86-PP
dated 9.12.1987

O.M.No.19/1/86-PP
dated 6.1.1989

O.M.No.1/11/98-CRD
dated 9.11.1998

O.M.No.28038/1/88-
Estt(D) dated
9.10.1989

- (i) The number of posts in NFSG shall be equal to 15% of the senior duty posts (i.e. all duty posts at the level of Senior Time Scale and above in the cadre);
- (ii) There shall be no increase in the overall strength of the cadre;
- (iii) The officer shall first hold the post in the basic grade of Junior Administrative Grade (JAG) before he could be considered for appointment to NFSG;
- (iv) Since NFSG is a segment of JAG, the strength in NFSG shall not exceed the number of posts available in JAG;
- (v) No member (officer) of the Service shall be eligible for appointment to NFSG until he has entered the fourteenth year of service on the 1st January of the year calculated from the year following the year of examination on the basis of which the member was recruited;
- (vi) Appointment to NFSG shall be made subject to suitability in terms of DoP&T O.M.No.28038/1/88-Estt(D) dated 9.10.1989 (copy enclosed); and
- (vii) Recommendation regarding appointment to NFSG shall be made by a Committee to be constituted internally.

2. As NFSG is a segment of JAG and is also 'non-functional' in character, appointment to NFSG is not promotion but merely placement in the higher pay-scale.

3. The matter relating to the percentage ceiling on NFSG has been reconsidered by the Government and, in modification of the aforesaid condition (i) in paragraph 1 above, it has been decided that in the case of the organized Group 'A' Central Services, the existing ceiling of 15% in the case of NFSG shall, with prospective effect (from the date of issue of this Office Memorandum), be increased to 30%. The other conditions noted in paragraph 1 above shall remain unchanged. Particular attention is invited in this connection to the conditions in paragraphs 1(iii) and 1(v)

4. However, these instructions, together with the instructions quoted in paragraph 1 above, shall not apply in the case of organized Group 'A' Engineering Services which would be governed by a separate set of instructions (of even number dated 6.6.2000) which are also being issued simultaneously.

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

6. These instructions take effect from the date of issue.


(K.K. JHA)
DIRECTOR(Establishment)

All Ministries/Departments of the Government of India

Copy to:-

1. The Union Public Service Commission, New Delhi 110011
2. The Comptroller and Auditor General of India, New Delhi 110002
3. The Department of Expenditure (Implementation Cell), New Delhi
4. Establishment(RR), DoP&T
5. Establishment(D), DoP&T (200 copies)
6. Cadre Review Division, DoP&T (500 copies)

No.28038/1/88-Estt.(D)
भारत सरकार
GOVERNMENT OF INDIA
कामिक, लोक शिकायत तथा पेंशन मंत्रालय
MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES AND PENSIONS
कामिक और प्रशिक्षण विभाग
DEPARTMENT OF PERSONNEL & TRAINING
नई दिल्ली
NEW DELHI

dated the 19th October, 1989.

OFFICE MEMORANDUM

Subject : Selection Grade in Group 'A' Service - Guidelines to be followed by the Selection Committee - Instructions on.

A reference is invited to this Department's O.M. No. 22038/1/88-Estt.(D) dated 6.7.88 on the above subject. The instructions contained therein have been carefully reviewed. It has now been decided, in supersession of the existing instructions, that for appointment to the Selection Grade in Group A Services which is non-functional, the following procedure and criteria shall be followed:-

- (i) An internal committee will be constituted to review the cases of officers for "NFSG" and to make suitable recommendation.
- (ii) The Committee shall consider the last five ACRs of the officers.
- (iii) Ordinarily the Committee shall accept the final grading given by the Reporting/Reviewing/Accepting authority in each ACR unless there are good reasons to depart from that grading.
- (iv) The Committee should satisfy itself that the overall performance of the officer was good and that he has atleast two "very good" gradings in the last five ACRs. Such an officer would be considered suitable for NFSG.
- (v) There should be no adverse entries in any ACR. If there are any adverse entries, it should be clearly brought out in the minutes as to why the officer has been proposed for NFSG in spite of the adverse entry.
- (vi) The minutes should also include a certificate that there is no other factor or aspect affecting an officer which will disqualify him for grant of NFSG.
- (vii) The Screening Committee may, in exceptional cases, recommend candidates for appointment to NFSG who do not strictly satisfy the above criteria provided they are considered deserving of grant of NFSG. In such cases the Screening Committee should clearly record the reasons for such recommendation.

2. These revised instructions will have only prospective effect. In all the cases where selection process is over, the panel already recommended by the Internal Screening Committee may be processed for approval on the basis of the existing criteria.

3. Ministries/Departments are requested to bring these instructions to the notice of all concerned for guidance and also to ensure their compliance.

(Hindi version will follow).



(M.V. KESAVAN)
DIRECTOR

To

All Ministries/Departments of the Govt. of India.

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