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हिमाचल प्रदेश सरकार

1988-89

B. No— 44
SR. No— 661

विभाग H.P. Sectt.

कार्यालय

नस्ति सं० Admn. 1-117/57 (I).

खंड

विषय THE CENTRAL CIVIL SERVICES (TEMPORARY SERVICE) ROLES, 1949.

पूर्व संदर्भ	भविष्य संदर्भ

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classified as 'A' RSWasti 28.5.20.

File No. Admn:1-1/7/57 (I).

1957.

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Himachal Pradesh Administration

Deptt./Office ..... Secti: Admn: Deptt: .....

Pros. _____ Nos.
Serial

Classified as A.
Return for - years.

Subject

The Central Civil Services (Temporary Service) Rules, 1949.

classified as 'A' 31.5.26

Previous References

ND - 2 - 178

Later References

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P.1

Notes on File No. Admn.1-117/57

SUB:- Central Civil Services (Temporary Service) Rules, 1949.

Dy. No. 1560-A/57 P.1
Dy. No. 1559-A/57 P.2

1. For information. Copies of the communications may be endorsed to all Heads of Deptts. & Offices in H.P. Admn. for their information. DFA. 1.

2. It may also be pointed out that the relevant file which contained the previous communications on the subject received from the Govt. of India, Ministry of Home Affairs, from time to time has been destroyed by the fire. In order to reconstruct the file and to complete it, we may also obtain copies of such communications from the Govt. of India. DFA-II.

Singh. 5/6/57. PM 6/6

PM 6/6

S/S.AD ~~AS(S.AD)~~

Issue pp. 3-4.

Dy. No. 1667-A/57 -p. 5-6. (Puc)

3. For information only. Since the procedural instructions for the grant of quasi-permanent status have not been introduced in this Admn., no further action is indicated. May file?

Singh. 14/6 PM 14/6

PM 15/6

~~AS(S.AD)~~ S/S.AD

PM 15/6

Dy: No. 2558-A/57 pp. 7-10.

4. In this behalf Kindly see N/3 above. For information only. May file?

Singh. 20/6 PM 21/6

PM 22/6

~~AS(S.AD)~~ S/S.AD

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Dy. No. 4144-A/57 Ps. 11-14

Submitted for information only. Other members of the branch may also please see.

16/7/57.

20/7

5.

AS (S.AD)

Members of S.AD

6.

AS (S.AD)

Dy: No. 4171-A/57 (Pvt.)

This is with reference to our letter at P.3/c read with N/2 supra. Submitted for favour of information only. File?

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S. of S. AD

6/8/57.

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1580 A/57

(1)

No.78/28/57-T.S.(1) 3/6
Government of India.
Ministry of Home Affairs.

31 MAY 1957

New Delhi-2, the 28th May, 1957.

NOTIFICATION

In excercise of the powers conferred by sub-rule (1) of rule 5A of the Central Civil Services (Temporary Service) Rules, 1949, the Central Government hereby specifies the Chief Engineer, Central Public Works Department as the authority to act under the said rule in respect of orders passed under rule 5 by any authority subordinate to him.

Sd/-
(R.N. Madhok)
Deputy Secretary to the Government of India.

No.78/28/57-T.S.(1) New Delhi-2, the 28th May, 1957.

Copy forwarded for information to:-

All Ministries of the Government of India including Ministry of Finance Company Law Administration(Defence)(Revenue)(I&C) Divisions and the Department of Economic Affairs; Ministry of External Affairs (Branch Secretariat) 6, Esplanade East, Calcutta 1; Department of Parliamentary Affairs; Cabinet Secretariat; Cabinet Secretariat(O&M Div.) South Block; Prime Minister's Secretariat; Partition Secretariat; Lok Sabha Secretariat; Rajya Sabha Secretariat; Director, Intelligence Bureau; Directorate General, Resettlement and Employment; Director General, Posts & Telegraphs; Director of Co-ordination (Police Wireless); Director Secretariat Training School Principal, I.A.S. Training School Commandant, Central Police Training College, Mount Abu; Union Public Service Commission; Office of the Election Commission; Comptroller & Auditor General of India; Military Secretary/Secretary to the President; Establishment Officer to the Government of India; Planning Commission; Planning Commission (Programme Evaluation Organisation); Supreme Court; Commissioner for Scheduled Castes and Scheduled Tribes; Department of Atomic Energy Appolo Pier Road, Bombay-1; Commandant, National Fire Service Training College, Rampur; Ministry of Finance(Rehabilitation Division) 6, Esplanade Post, Calcutta-1; Commandant, Central Reserve Police, Neemuch; and Ministry of Rehabilitation (Branch Secretariat) 8, Theatre Road, Calcutta-16. Registrar General, India; Inspector General, Special Police Establishment; I.A.S. Staff College, Simla. Union Administrations.

C.L. Goyal
(C.L. Goyal)
Under Secretary to the Government of India.

Copy to:- All regular sections.

b.r.28/5/57.

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1559 A(S) 3/6

(2)

No.78/28/57-T.S.(2).
Government of India.
Ministry of Home Affairs.

New Delhi-2, the 28th May, 1957.

NOTIFICATION

In excercise of the powers conferred by sub-rule (1) of rule 5A of the Central Civil Services (Temporary Service) Rules, 1949, the Central Government hereby specifies the Director General, Posts & Telegraphs as the authority to act under the said rule in respect of orders passed under rule 5 by any authority subordinate to him.

Sd/-
(R.N. Madhok)
Deputy Secretary to the Government of India.

No.78/28/57-T.S.(2) New Delhi-2, the 28th May, 1957.

Copy forwarded for information to:-

All Ministries of the Government of India including Ministry of Finance Company Law Administration(Defence) (Revenue) (I & C) Divisions and the Department of Economic Affairs; Ministry of External Affairs (Branch Secretariat) 6, Esplanade East, Calcutta 1; Department of Parliamentary Affairs; Cabinet Secretariat; Cabinet Secretariat (O&M Division) South Block; Prime Minister's Secretariat; Partition Secretariat; Lok Sabha Secretariat; Rajya Sabha Secretariat; Director, Intelligence Bureau; Directorate General, Resettlement and Employment; Director General, Posts & Telegraphs; Director of Co-ordination (Police Wireless); Director Secretariat Training Schoo; Principal, I.A.S. Training School; Commandant, Central Police Training College, Mount Abu; Union Public Service Commission; Office of the Election Commission; Comptroller & Auditor General of India; Military Secretary/Secretary to the President; Establishment Officer to the Government of India; Planning Commission; Planning Commission (Programme Evaluation Organisation); Supreme Court; Commissioner for Scheduled Castes and Scheduled Tribes; Department of Atomic Energy Appolo Pier Road, Bombay-1; Commandant, National Fire Service Training College, Rampur; Ministry of Finance (Rehabilitation Division) 6, Esplanade Post, Calcutta-1; Commandant, Central Reserve Police, Neemuch; and Ministry of Rehabilitation (Branch Secretariat) 8, Theatre Road, Calcutta-16. Registrar General, India; Inspector General, Special Police Establishment; I.A.S. Staff College, Simla; Union Administrations.

C.L. Goyal
(C.L. Goyal)
Under Secretary to the Government of India.

Copy to:-
All regular sections.

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b.r.28/5/57.

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NO.ADM.1-117/57.
HIMACHAL PRADESH ADMINISTRATION,
SECRETARIAT ADMINISTRATION DEAPRTMENT.
********* *

From

Shri Basant Rai,
Assistant Secretary,
to Himachal Pradesh Administration.

To

Draft-II

No. Admn.1-117/57.
Himachal Pradesh Administration
Sectt. Admn. Deptt.

Simla-4 the 13 June'57.

FROM

Shri Basant Rai,
Assistant Secretary to H.P. Admn.

TO

The Under Secretary to the
Government of India,
Ministry of Home Affairs, New Delhi.

Sub: Central Civil Services (Temporary Service) Rules, 1949.

Sir,

I am directed to request you kindly to supply copies of the communications of the Government of India on the subject cited above issued from time to time with a view to re-constructing this Administration file on the subject, which has been destroyed by the fire which broke out in this Sectt. building early last month.

Yours faithfully,

Asstt. Secretary.

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NO.ADM.1-117/57.
HIMACHAL PRADESH ADMINISTRATION,
SECRETARIAT ADMINISTRATION DEAPRTMENT.
********* *

From

Shri Basant Rai,
Assistant Secretary,
to Himachal Pradesh Administration.

To

All Heads of Departments and Offices,

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HIMACHAL PRADESH ADMINISTRATION,
SECRETARIAT ADMINISTRATION DEAPRTMENT.
********* *

From

Shri Basant Rai,
Assistant Secretary,
to Himachal Pradesh Administration.

To

All Heads of Departments and Offices,

Draft-I
No. Admn.1-117/57
Himachal Pradesh Administration
Sectt. Admn. Deptt.

Simla-4 the 12th June, 1957.

FROM

Shri Basant Rai,
Asstt. Secy. to H.P. Admn.

TO

All Heads of Deptts. and Offices
in Himachal Pradesh Admn.

Sub: Central Civil Services (Temporary Service) Rules, 1949.

Memorandum

A copy of the Government of India, Ministry of Home Affairs, Notification No. 78/28/57-T.S.(1) dated the 28th May, 1957 and No. 78/28/57-T.S.(2) dated the 28th May, 1957 is enclosed for information.

Assistant Secretary.

Issue for Gazette 7/6

Sent to the press today 11/6

Received 8/6

O.P.-1/Pre

O.P.-2/Pre

Despatch Register

Entered on 7/6

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NO.ADM.1-117/57.
HIMACHAL PRADESH ADMINISTRATION,
SECRETARIAT ADMINISTRATION DEAPRTMENT.
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From

Shri Basant Rai,
Assistant Secretary,
to Himachal Pradesh Administration.

To

All Heads of Departments and Offices,

Affairs,

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NO.ADM.1-117/57.
HIMACHAL PRADESH ADMINISTRATION,
SECRETARIAT ADMINISTRATION DEAPRTMENT.
********* *

From

Shri Basant Rai,
Assistant Secretary,
to Himachal Pradesh Administration.

To

All Heads of Departments and Offices,
in Himachal Pradesh Administration.

Dated Simla-4, the 12th June,1957.

SUBJECT: Central Civil Services(Temporary Service)Rules,1949.

....

MEMORANDUM.

A copy of the Government of India,Ministry of Home Affairs, Notification No.78/28/57.T.S.(1),dated the 28th May,1957, and No.78/28/57-T.S.(2),dated the 28th May,1957, is enclosed for information.

Basant Rai
Assistant Secretary,
to Himachal Pradesh Administration.

....

(I) Copy of Notification No.78/28/57-T.S.(1),dated 28th May,1957, from the Deputy Secretary to the Government of India,Ministry of Home Affairs.

....

In exercise of the powers conferred by sub-rule(1) of rule 5A of the Central Civil Services(Temporary Service)Rules,1949, the Central Govt. hereby specifies the Chief Engineer, Central Public Works Department as the authority to act under the said rule in respect of orders passed under rule 5 by any authority subordinate to him.

...

(2) Copy of Notification No.78/28/57-T.S.(2),dated 28th May,1957, from the Deputy Secretary to Government of India,Ministry of Home Affairs.

...

In exercise of the powers conferred by sub-rule(1) of rule 5 A of the Central Civil Services(Temporary Service) Rules,1949, the Central Government hereby specifies the Director General, Posts and Telegraphs as the authority to act under the said rule in respect of orders passed under rule 5 by any authority subordinate to him.

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1667-A(5)

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No.Fin.10-151/56.

-4 JUN 1957

To

All Heads of Departments
in Himachal Pradesh.

Simla-4, the 1-6- ~~May~~, 1957.

Sub: Condonation of breaks in service for the purpose of computing 3 years service for wuasi-permanency-Principles to be observed in.

...

Memo.

A copy of the Government of India, Ministry of Home Affair's letter No.78/79/56-T.S., dated the 17th May, 1957, on the above subject is enclosed for information and guidance.

R C Gupta

(R.C.Gupta)
Asstt.Secretary(Finance)to
Himachal Pradesh Administration.

Copy of letter No.78/79/56-TS dated the 17th May, 1957.

Sub: As above.

The undersigned is directed to refer to the second Note below Instruction 3(iii) of the Procedural Instructions issued vide this Ministry's Memorandum No.4/49-T.S. dated the 11th July, 1949 in which it has been stated that broken periods of temporary service would not count for purposes of computing three years service qualifying for quasi-permanency unless the breaks are condoned specifically by the Ministry of Home Affairs in consultation with the Ministry of Finance and the service thus rendered continuous. It has now been decided that the Ministries themselves (and the Comptroller and Auditor General in respect of persons serving in the Indian Audit and Accounts Department) may, in future, condone such breaks for the aforesaid purpose, subject to the conditions indicated below:-

(1) Only such breaks should be condoned for the purpose of computing three years service for quasi-permanency as were caused by circumstances beyond the individual's control, e.g., retrenchment, prolonged illness resulting in termination of services etc.

....(2)

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(2) In each individual case, the break or breaks should be condoned only for the purpose of quasi-permanency in a post/grade held after the last break, provided that

i) the period of break or breaks in each case is less than the period or periods of previous qualifying service in a post/grade equivalent tc the post/ grade held after the last break in which the individual is proposed to be declared quasi-permanent, and

ii) no gratuity, pensionary of other terminal benefit (except terminal leave and pay and allowances in lieu of notice) has been drawn in respect of service before the last break.

(3) An individual in whose case the conditions at (1) and (2) are fulfilled and the break is condoned for the aforesaid purpose shall be eligible for quasi-permanency from a crucial date after the last break so condoned, provi provided he fulfills all the conditions for the grant of quasi-permanent status and is considered suitable. In no case, will be be eligible for the last break in his service.

(4) The period of break or breaks in each case will be ignored and service rendered before and after the break or breaks will be treated as one spell of service for computing three years service required for quasi-permanency. The condonation of break for quasi-permanency shall not entitle a person to any other benefits regarding fixation of pay, seniority, pension gratuity, leave, etc.

2. Cases, if any, which are not strictly covered by para one above, but in which condonation of break is nevertheless considered justified by the Ministry concerned, may as hitherto, be referred to this Ministry.

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255-8-A/57
19/6/57

No.Fin.10-151/57.
HIMACHAL PRADESH ADMINISTRATION,
FINANCE DEPARTMENT.
.....

To

All Heads of Department,
in Himachal Pradesh,

Dated Simla-6, the 15th June, 1957.

Sub:- Condonation breaks in Service for the purpose of computing 3 years service for quasi-permanancy Principles to be observed in.

...

MEMO:

Continuation this Department memo, of even number dated 3rd June, 1957.

2. A copy of the Government of India, Ministry of Home Affairs memo. No. 4/149, dated the 11th July, 1949, is enclosed for information and guidance.

D.C.Gupta
ASSISTANT SECRETARY(FINANCE),
TO HIMACHAL PRADESH ADMINISTRATION.

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12/6

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No.4/49-T.S.
GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS.
NEW DELHI,3,the 11th July,1949.

Subject: Central Civil Services(Temporary Service)Rules,1949.
Reference:-Rules 3(ii) of the Central Civil Services(Temporary Service), Rules,1949.

....

The following instructions are prescribed to regulate the issue of declarations of quasi-permanent eligibility to temporary employees of the Central Government.

1. SCOPE OF THE INSTRUCTIONS: These instructions will apply, as provided for the Rule 1(ii) of the Rules, to all persons who hold a civil post under the Government of India and who are under the rule making control of the Governor-General.Provided that these instructions will not apply to employees in purely temporary organisations located outside India.

2. CRUCIAL DATE: For purposes of determming eligibility of temporary Government servants in respect of (i) age and (ii) the conditions regarding the three years' continuous Government service the 1st July of the year in which the declarations are issued shall be the crucial date.

3. CONDITIONS OF ELIGIBILITY: Every temporary Government servant should possess the following qualifications:-

i) "AGE: The temporary employee should be within the prescribed age limit for the post in which he is proposed to be made quasi-permanent or 28(whichever is higher)-or 31 in the case of Scheduled Caste candidates- on the 1st July of year in which the declaration is issued. for purposes of calculating this age limit he will be allowed to deduct from his actual age the length of his continuous temporary service as defined in rule 2 of the Central Civil Services(Temporary Service),Rules,1949.

Provided that in respect of special categories of Government servants for whom the maximum age for appointment to any Government post or class of posts has been specially relaxed by Government, the maximum so relaxed would be applicable in respect of that post or class of posts notwithstanding the maximum prescribed in this Instruction."

NOTE: The concessions regarding the relaxation of the maximum age limit given to candidates who took part in the National Movements, contained in the Ministry of Home Affairs Office Memorandum No.15/21/48-Ests, dated the 29th November,1948, will also apply for purposed of calculating the age under this rule.

ii) EDUCATIONAL QUALIFICATIONS: The temporary employee should possess the minimum educational qualifications prescribed for thepost of service concerned.

iii) LENGTH OF SERVICE: The Government servant should have on the crucial date rendered service for more than three years.

NOTE: (a) Only service rendered in a civil post under the Government of India is treated as temporary service for this purpose.
(b) The term Government service includes periods of duty and periods of leave including extraordinary leave.
(c) Prior service rendered in establishments paid from Defence estimates and service rendered in Railway Department is covered by these Instructions.
(d) 'War Service' as defined in the Home Department Communique of 14th November,1944, shall be counted as service for purposes od these Instructions.
(e) Temporary Service under Provincial Governments expect as provided for in (f) below is not to be counted for purposes of these Instructions.
(f) In case of displaced Government servants prior service rendered under Provincial Governments irrespective of the fact it was rendered in permanent or temporary capacity will be treated as Government service for purposes of these Instructions.

NOTE: Broken periods of temporary service will not count for purposes of this instruction unless the breaks are condoned specifically by the Ministry of Home Affairs in consultation with the Ministry of

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finance and the service thus rendered continuous. In such cases however, an initial period of service equivalent in length to the period or periods of actual breaks will not be counted as service for purposes of this Instruction.

(iv) SUITABILITY: The candidate should be able to satisfy the appointing authority concerned.

(a) that he is physically fit.
(b) that he has willingness and capacity to devote himself to the duties of his post and perform them efficiently, and
(c) that his character and antecedents are such as to render him suitable for quasi-permanent employment under Government.

Provided, however, the Ministry of Home Affairs may, by special order, exempt any specified case from the operation of those conditions.

4. As soon after 1st July as possible every year the Appointing Authority should review the cases of all temporary employees who satisfy the conditions prescribed above with a view to determine their eligibility for the issue of certificates of quasi-permanency. Before reviewing such cases the following steps should be taken:-

i) A Register of eligible candidates should be prepared showing accurately and in sufficient detail the age, qualifications, etc. of the candidates concerned. This Register should be put up to the Appointing Authority for consideration at the time of the annual review.

ii) The confidential records of the candidates should be properly main-tained and put up for consideration by the Appointing Authority. If , in any specific case the record is incomplete steps should be taken to complete it before the annual review.

iii) The character and antecedents of the employees should be duly verified by a reference to the Police Authorities concerned before their cases are considered for issue of quasi-permanent certificates. If in any case the charater and antecedents have not been properly verified action should be taken to complete the verification before the annual review. No quasi-permanent certificate should be issued in respect of any employee regarding whom the Appointing Authority is not fully satisfied that his antecedents are such as to deserve this status. Cases of doubt should be referred to the Ministry of Home Affairs for decision.

iv) The Appointing Authority should satisfy himself that the candidates have been medically examined and found fit for quasi-permanent service in Government. If, in any case, the candidates have not been medically examined steps should be taken to get them medically examined before issue of quasi-permanent certificates.

Such of those eligible candidates who satisfy the conditions prescribed in all respects may be recommended by the Appointing Authority for the issue of declarations. In cases of eligible candidates, where he does not consider the issue of declarations justified, the reasons for his recommendations should be recorded in writing.

5. For purposes of issue of declarations all existing temporary Government servants who come under the scope of the Central Civil Services (Temporary Service) Rules, 1949, will be broadly classified as under:-

(a) Those holding Class I &II posts, recruitment to which is made by, or with the concurrence of, the Federal Public Service Commission;
(b) those holding Ministerial posts in the Government of India Secretariat and Attached Offices recruitment to which is made through the Ministry of Home Affairs;
(c) those holding Class I,II &III posts not included in(a) or (b) above, and
(d) those holdings Class IV posts.

6. The recommendations of the Appointing Authority in respect of persons to whom quasi.permanent declarations are recommended to be issued in respect of (a) and (b) above should be referred to the Ministry of Home Affairs for their concurrence through the Controlling Authority. The Ministry of Home Affairs will after consulting the Federal Public Service Commission communicate their concurrence. Quasi-permanent declarations in respect of (c) and (d) will be

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issued by the Appointing Authorities in accordance with the rules and instructions in force from time to time. Such issue of declarations should have the prior concurrence of the Controlling Authority.

7. Declarations of quasi-permanent appointments will be issued in the form prescribed by the Ministry of Home Affairs.

.....

GENERAL:

8. The first selection for the issue of declarations of eligibility of quasi-permance will be held immediately after 1st July,1949, and completed as soon thereafter as possible.

9. Subsequent selections for the issue of declarations will be annual and held every year in July.

10. Every temporary employee should be considered for the grant of certificate on three successive occasions- provided he continues to be eligible and if he fails to secure a certificate on all these occasions he shall render himself ineligible for further consideration.

11. For purposes of computing three years' continuous service, the portion rendered in a higher grade can be considered to have been rendered in a lower grade.(Illustration: A Government servant who has rendered 3 years continuous service of which a part is in the lower grade and a part in the higher grade, should be considered for the grant of a certificate in the lower grade. He will become eligible for consideration for the grant of certificate in the higher grade only if and when he completes three years' service in the higher grade).

12. Any person is eligible for the grant of certificate only in respect of the particulars post or particular grade in which he has actually served. (Illustration: A person who has been recruited to and has put in 3 years' continuous service in any grade is not, if he is not considered suitable for the issue of a certificate in that grade, eligible for the issue of a certificate in the lower grade.).

13. (a) Quasi-permanent certificates issued to non-Gazetted servants should be embodied in their Service Books. In the case of Gazetted Government servants a copy of the certificate should be forwarded to the Audit Officer concerned for incorporation in the Histry of Services.

(b) The non-Gazetted employees to whom quasi.permanent certificates have issued should be shown as a separate category under each grade or cadre in drawing monthly pay bills and in the preparation of the Annual Establishment Returns.

Sd/- K. K. GOPALASWAMI,
OFFICER ON SPECIAL DUTY.

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No. Fin. 10-3/54/57.
HIMACHAL PRADESH ADMINISTRATION
FINANCE DEPARTMENT.

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To

All Hea-ds of Departments in Himachal Pradesh.

Dated Simla-4, the 12th July 1957.

Subject:- Central Civil Service (Conduct) Rules, 1957. Form of report to be submitted to the prescribed authority regarding purchase of Land, material etc. for building houses.

. . .

Memo.

A copy of G-overnment of India, Ministry of Home Affairs, Office Memorandum No. 25/21/57-Ests(A), dated the 11th June, 1957, is forwarded herewith for information and guidance.

Assistant Secretary (Finance)
to Himachal Pradesh Administration.

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A copy of office Memorandum No. [illegible] (2) from Deputy Secretary to the Government of India, Ministry of Home Affairs,

- - -

Subject:- Central Civil Service (Conduct) Rules, 1957. Form of report to be submitted to the prescribed authority regarding purchase of land, material etc. for building houses.

. . .

In para 4 of Ministry of Home Affair's Memorandum No. 25/10/55-Ests(A), dated the 12th January, 1956, it was explained that the construction of a house amounted to acquisition of immovable property for which the previous knowledge or sanction as the case may be, of the prescribed authority was required under Rule 15 of the Central Civil Service (Conduct) Rules. A question has been raised whether the purchase of movable property required for the construction of the house comes within the scope of rule 15(2) of the Central Civil Services (Conduct) Rules, which requires that a report of such transactions shall/ forthwith be sent to the prescribed authority. It would obviously be very cumbersome and inconvenient if such reports have to be made in respect of purchases made in connection with the building of the house. At the same time, the purpose of the rule would be defeated if a check is not kept on such purchases merely because permission has been given for the building of the house just before the construction is begins. It has, therefore, been decided that whenever a Government servant wishes to build a house, the following procedure should be followed.

Before starting construction of the house, he should report or seek permission as the case may be, in Form I and after completion of the house, he should report in Form II to the prescribed authority.

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(13)

FORM I

/ Form of report/application (for permission)
to the prescribed authority for building a house 7.

Sir,

This is to report to you that I propose to build
This is to request that permission may be granted.

a house. The estimated cost of
to me for the building pf a house.

the land and the building is given below :-

LAND

(1) Location (survey numbers, village, District, State).

(2) Area.

(3) Cost.

BUILDING.

1. Bricks (Rate/quantity/cost.)

2. Cement (rate/quantity/cost).

3. Iron and Steel (rate/quantity/cost).

4. Timber (rate/quantity/cost).

5. Sanitary fittings (cost).

6. Electrical fittings (cost).

7. Any other special fittings (cost).

8. Labour charges.

9. Other charges, if any.

Total cost of land and Building.

Yours faithfully,

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(5)

FORM II

Form of report to the prescribed authority after completion of the building of a house

Sir,

In my letter No. dated I had reported that I proposed to build a house.
Permission was granted to me in Order No. dated for the building of a house.

The house has since been completed & I enclose a Valuation Report, duly certified to by *

*(Afirm of Civil Engineers or a Civil Engineer of repute).

Yours faithfully,

(Signature)

Dated .

VALUATION REPORT.

I/We hereby certify that I/We have valued House @ ..... constructed by Shri/Shrimati £ and I/We give below the value at which we estimate the cost of the house under the following headings:-

@(Here enter details of the house).
£(Here enter name ect. of the Government servant.)

Heading.	Cost. Rs. NP.
1. Bricks.	
2. Cement.	
3. Iron and Steel	
4. Timber.	
5. Sanitary fittings.	
6. Electrical fittings.	
7. All other special fittings.	
8. Labour charges.	
9. All other charges.	
Total cost of the building.	

Dated (Signature of the valuation authority.)

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Rgd.

No. D. 2947/57-TS
Government of India
Ministry of Home Affairs.
.....

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1617

From

Shri M.L. Khosla,
Section Officer.

To

The Assistant Secretary,
Himachal Pradesh Administration
Secretariat, Simla-4.

New Delhi-2, the 12 JUL 1957

Subject:- Central Civil Service (Temporary Service) Rules 1949
Supply of copies of orders of-

....

Sir,

With reference to your letter No. Admn.1-117/57, dated the 13th June, 1957 on the subject noted above, I am directed to forward herewith a complete and an up-to-date set of orders relating to Central Civil Service (Temporary Service) Rules- 1949 as desired for.

Yours faithfully,

M.L. Khosla.

(M.L. Khosla)
Section Officer.

ssw-11/7/

Provincial Govt. concerned and the date on which they were appointed under the Govt. of India. That gap has been treated as joining time or as leave and in either case it counts as Government service for the purposes of these rules. Temporary service under Provincial Governments other than those mentioned above is not treated as Government service.

(b) The terms "Quasi-Permanent service" has been evolved with the object of attaching certain benefits to such services. Once the service of a temporary Government servant is declared as quasi-permanent he counts the periods of duty and leave with allowances thereafter irrespective of the duty having been rendered in the post in respect of which he has been declared quasi-permanent or any other post.

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Memorandum Explanatory of the C.S.S.(TS.)
Rules, 1949.

Rule 1.- This rule explains the scope of these rules. The rules are intended only in respect of personnel paid out of Civil estimates. They do not apply to employees of Railway Department and personnel paid from Defence serfices estimates. They do not also apply to Government servants who would have held a lien on a post under the Government of India or a Provincial Government had their lien not been suspended.

Rule 2.- (a) The term "Government service" has been defined in a broad sense. It includes periods of duty as well as periods of leave including extra-ordinary leave. Prior service rendered in establishments paid out of Defence service estimates and service in Railway Department being service under the Government of India is covered by this term. In order to enable refugees Government servants to fulfil the three years limit prescribed in Rule 3(i)prior service rendered under the Governments of Sind, N.W.F.P., and Baluchistan is also treated as Government service irrespective of such service being in a permanent capacity or in a temporary capacity. In the case of refugee Government servants there may be a gap between the date they relinquished their service under the Provincial Govt. concerned and the date on which they were appointed under the Govt. of India. That gap has been treated as joining time or as leave and in either case it counts as Government service for the purposes of these rules. Temporary service under Provincial Governments other than those mentioned above is not treated as Government service.

(b) The terms "Quasi-Permanent service" has been evolved with the object of attaching certain benefits to such services. Once the service of a temporary Government servant is declared as quasi-permanent he counts the periods of duty and leave with allowances thereafter irrespective of the duty having been rendered in the post in respect of which he has been declared quasi-permanent or any other post.

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Quasi-permanent service ceases when the Government servant is either appointed to a permanent post in a substantive capacity, or is relegated to purely temporary service for reasons of inefficiency or as a desciplinary measure. It should be noted that extraordinary leave does not count as quasi-permanent service. This exclusion has been made because extraordinary leave does not count for pensionary benefits.

(c) Under Rule 4(1) a Government servant has to be declared as quasi-permanent in respect of a particular post; such a post may be an isolated one or it may be a post in a cadre consisting of several posts. In case where a cadre is split up into several grades it may belong to one such grade within the cadre. A Government servant who is declared as quasi-permanent in respect of a particular post may be shifted from one post to another within the cadre or grade concerned due to reduction in post or other causes. Such shifting does not affect his rights.

(d) The terms "temporary service" includes periods of duty as well as periods of leave irrespective of such leave being with allowance or without. It should be noted that only the service rendered in a post under the Government of India is treated as temporary service. Hence in the case of refugee Government servants the Service rendered under a Provincial Governments does not count as temporary service. Please see also the explanation below on rule 10.

Rule 3.- There are two conditions to be fulfilled before a Government servant could be declared as quasi-permanent. The first condition is 3 years Government service. This service should be continuous and service rendered by refugee Government servants under a Provincial Government concerned is taken into account for the purpose. The second condition is regarding the suitability of the candidate, for continued appointment in the post concerned. A candidate's suitability has to be decided from three different angles. He should possess the requisite qualifications for the post, he should have both willingness and capacity to devote himself to the duties of

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his post; and perform them efficiently. In addition his character should be such as to make him fit for public service. A candidate who fulfils the two conditions can be declared as quasi-permanent. The issue of declarations should await the instructions referred to in the Rule (which should be issued separately by the Ministry of Home Affairs).

Rule 4.- This is a rule of procedure and is self-explanatory. It is necessary that a declaration issued in favour of a candidate under this rule should be kept along with his permanent records. In the case of a gazetted officer an authenticated copy of the declaration should, therefore, be sent to the Accounts Officer concerned and in the case of a non-gazeetted officer it should be pasted to the Service Book.

Rule 5.- This rule indicates the procedure to be adopted in terminating the services of a Govt. servant who is not declared quasi-permanent. As the services of 'purely temporary' employees are expressly made terminable by notice on either side, such termination will not be construed as 'dismissal' or 'removal' so as to attract the provisions of Section 240(3) of the Government of India Act, 1935; or necessitate the instruction of formal disciplinary proceedings under the classification Rules. The intention is to facilitate the maintenance of dispipline and the weeding out of inefficient or unsuitable employees.

Rule 6. This rule relates to the security of tenure of a quasi-permanent Government servant. It should be noted that except in the event of reduction in the number of posts in the cadre or grade concerned the termination of service of a quasi-permanent Govt. servant will have to be made in the same manner as in the case of a permanent Government servant. For example, if the services are to be terminated on grounds of indiscipline or inefficiency, it will be necessary to institute formal proceedings against him. He has also got a superior right of retention in service over that of purely temporary employees, in the grade in which he is quasi-permanent.

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Rule 7.- This rule deals with the prospect of permanency of a quasi-permanent employee in the grade in which he is quasi-permanent and provides for permanent absorption into Government serive of suitable candidates.

Rule 8.- This rule deals with the benefits accruing from the quasi-permanent service in the matter of pay and allowances, leave and disciplinary matters. It should be noted that the benefits accruing to a quasi-permanent employee in a post in which he is declared quasi-permanent are more or less similar to those accruing to him had he held such a permanent post in a substantive capacity. Hence for the pruposes of leave salary his pay in the quasi-permanent post will be treated as substantive pay. Similarly his increments in that post will not be postponed by leave with allowances. This rule, however, does not confer any retrospective benefit and the calculation of leave and leave slary as if he were in permanent service should be made only from the date from which he is declared as quasi-permanent.

Rjle 9. This rule deals with terminal benefits in respect of quasi-permanent service. It provides for a gratuity whic is to be reckoned only on completed years of quasi-permanent service. The gratuity is not payable in the event of resignation or removal on disciplinary grounds. It is to be calculated with reference to the pay in specified post and not with reference to the pay in any other posts the Government servant may be holding at the time of termination of the service.

Rule 10. - This rule confers certain additional benefits in the matter of counting service for pension. When a quasi-permanent Government servant is appointed substantively to a permanent post as envisaged in Rule 7, not only the entire quasi-permanent service counts as qualified service but half the continuous temporary service rendered after 2nd September 1939 also counts for this prupose. It should, however, be noted that periods of extraordinary leave should be excluded.

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Government of India
Ministry of Home Affairs
.....

New Delhi - the 17th March, 1949.

N O T I F I C A T I O N

No.60/325/48-Ests. In exercise of the powers conferred by sub-section (2) of section 241 of the Government of India Act, 1935 the Governor General is pleased to make the following rules to regulate the conditions of service of temporary Government servants:-

1.(1) These rules may be called the Central Civil Services (Temporary Service) Rules, 1949.

(2) Subject to the provisions of sub-rule (3), these rules shall apply to all persons who hold a civil post under the Government of India and who are under the rule making control of the Governor-General, but who do not hold a lien on any post under the Government of India or any Provincial Government.

(3) Nothing in these rules shall apply to:-

(a) Railway servants.
(b) personnel paid from Defence Service Estimates;
(c) Government servants engaged on contract;
(d) Government servants not in whole time employment;
(e) Government servants paid out of contingencies;
(f) Persons employed in extra-temporary establishments or in work charged establishments.
(g) Such other categories of employees as may be specified by the Central Government by notification in the official gazette.

2. In these rules, unless there is anything repugnant in the subject or context:-

(a) "Government Service" means temporary service under the Government of India, and includes in the case of former employees of the Governments of Sind, the North West Frontier Province and Baluchistan service under any of these Governments;

(b) "quasi-permanent Service" means temporary service commencing from the date on which a declaration issued under rule 3 takes effect and consisting of periods of duty and leave (other than extra-ordinary leave) after that date;

(c) "specified post" means the particular post, or the particular grade of posts within a cadre, in respect of which a Government servant is declared to be quasi-permanent under rule 3;

(d) "temporary service" means officiating and substantive service in a temporary post, and officiating service in a permanent post, under the Government of India.

3. A Government servant shall be deemed to be in quasi-permanent service:-

(i) if he has been in continuous Government service for more than three years; and

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(ii) if the appointing authority, being satisfied as to his suitability in respect of age, qualifications, work and character, for employment in a quasi-permanent capacity, has issued a declaration to that effect, in accordance with such instructions as the Governor General may issue from time to time.

4. (a) A declaration issued under rule 3 shall specify the particular post or the particular grade of posts within a cadre, in respect of which it is issued, and the date from which it takes effect.

(b) Where recruitment to a specified post is required to be made in consultation with the Federal Public Service Commission no such declaration shall be issued except after consultation with the Commission.

5. (a) The service of a temporary Government servant who is not in quasi-permanent service shall be liable to termination at any time by notice in writing given either by the Government servant to the appointing authority, or by the appointing authority to the Government servant.

(b) The period of such notice shall be one month, unless otherwise agreed to by the Government and by the Government servant.

Provided that the service of any such Government servant may be terminated forthwith by payment to him of a sum equivalent to the amount of his pay plus allowances for the period of the notice or, as the case may be, for the period by which such notice falls short of one month or any agreed longer period.

Provided further that the payment of allowances shall be subject to the conditions under which such allowances are admissible.

5-A. (1) Where a notice is given by the appointing authority terminating the service of a temporary Government servant or where the service of any such Government servant is terminated either on the expiry of the period of such notice or forthwith by payment of pay plus allowances the Central Government or any other authority specified by the Central Government in this behalf may, of its own motion or otherwise, re-open the case and after calling for the record of the case and after making such inquiry as it deems fit, may -

(a) confirm the action taken by the appointing authority; or

(b) withdraw the notice; or

(c) re-instate the Government servant in service; or

(d) make such other order in the case it may consider proper;

provided that no case shall be re-opened under this sub-rule after the expiry of three months-

(i) in a case where notice is given, from the date of notice;

(ii) in a case where no notice is given, from the date of termination of service.

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(2) Where a Government servant is re-instated in service under sub-rule (1), the order of re-instatement shall specify;-

(a) the amount or proportion of pay and allowances, if any, to be paid to the Government servant for the period of his absence between the date of termination of service and the date of re-instatement, and

(b) whether the said period shall be treated as a period spent on duty for any specified purpose or purposes.

6. (1) The service of a Government servant in quasi-permanent service shall be liable to termination:-

(i) in the same circumstances and in the same manner as a Government servant in permanent service, or

(ii) when the appointing authority concerned has certified that a reduction has occured in the number of posts available for Govt. servants not in permanent service;

Provided that the service of a Government servant in quasi-permanent service shall not be liable to termination under clause (ii) so long as any post of the same grade and under the same appointing authority as the specified post held by him, continues to be held by a Government servant not in a permanent or quasi-permanent service;

Provided further that as among Government servants in quasi-permanent service whose specified posts are of the same grade and under the same appointing authority, termination of service consequent on reduction of posts shall ordinarily take place in order of juniority in the list referred to in rule 7.

(2) Nothing in this rule shall affect any special instructions issued by Government regarding the manner and the order in which temporary Government servants belonging to any Scheduled Caste or Scheduled Tribe may be discharged.

7. (1) Subject to the provisions of this rule, a Government servant in respect of whom a declaration has been issued under rule 3, shall be eligible for a permanent appointment on the occurrence of a vacancy in the specified posts which may be reserved for being filled from among persons in quasi-permanent service, in accordance with such instructions as may be issued by the Governor-General in this behalf from time to time.

Explanation:- No such declaration shall confer upon any person a right to claim a permanent appointment to any post.

(2) Every appointing authority shall, from time to time, after consultation with the appropriate Departmental Promotions Committee, prepare a list, in order of precedence, of persons in quasi-permanent service who are eligible for permanent appointment. In preparing such a list, the appointing authority shall consider both the seniority and the merit of the Government servants concerned. All permanent appointments which are reserved under sub-rule (1) under the control of any such appointing authority shall be made in accordance with such list;

Provided that the Government may order that a permanent appointment to any grade or post may be made purely in order of seniority.

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8. A Government servant in quasi-permanent service and holding a specified post shall, as from the date on which his service is declared to be quasi-permanent, be entitled to the same conditions of service in respect of leave, allowances and disciplinary matters as a Government servant in permanent service holding the specified post.

8-A. Notwithstanding anything contained in rules 5 and 6, the services of a Government servant to whom these rules apply may be terminated at any time without notice on his being declared physically unfit for continuance in service by an authority who would have been competent to declare him as permanently incapacitated for service had his appointment been permanent.

9. A Government servant in quasi-permanent service shall, if his service is terminated otherwise than a disciplinary measure or by resignation, be eligible for -

(a) a gratuity at the rate of half a month's pay for each completed year of quasi-permanent service, such gratuity being payable on the basis of the pay admissible to such Government servant in respect of the specified post on the last day of his service, and

(b) any gratuity to which he is entitled in respect of his service before his appointment to quasi-permanent service.

10. Where a Government servant in quasi-permanent service is appointed substantively to a permanent post, the entire period of his quasi-permanent service, together with one-half of, the period of the preceding continuous temporary service (excluding extraordinary leave) rendered after 2nd September 1939, shall be deemed to be qualifying service for the grant of pension or gratuity, as the case may be.

Sd/- R.A. GOPALASWAMI,
Joint Secretary.

.....

No.60/325/48-Ests.

Copy forwarded to all Ministries of the Government of India including the Ministry of Finance(Defence), (Revenue), (States and E.A.), Communications), (Food), and (I & C) Divisions the Director General, Resettlement and Employment; the Prime Minister's Secretariat; the Cabinet Secretariat; the Partition Secretariat; the Development Board; the Department of Scientific Research; the Legislative Assembly Department; the Federal Public Service Commission, the Director, Intelligence Bureau; the Principal, Indian Administrative Service School; the Director, S.T.S.; the Commandant, Central Police Training College, Abu; the Inspector-General, Special Police Establishment; the Auditor-General; All Chief Commissioners; the Private Secretary to H.E. the Governor General, and the Military Secretary to H.E. the Governor General.

Copy also forwarded for information to the Federal Court, the Constituent Assembly Secretariat and all Provincial Governments.

Copy also to Under Secretary(Administration).

By order, etc.
Sd/- B.D. Tewari
[illegible] of India

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"IMMEDIATE"

No.1/49-TS.
GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS

New Delhi-3, the 12th April 1949.

OFFICE MEMORANDUM

Subject:- Central Civil Services (Temporary Service) Rules, 1949.

Reference:- Para. 4 of Homo Ministry's Circular No.1 issued under No.1/49-TS dated the 4th April, 1949.

It is proposed to issue immediately the first batch of instructions in regard to the collection of statistical data and other information necessary for consideration before the issue of declarations of eligibility for quasi-permanent appointments. A draft of the instructions that are proposed to be issued is attached. It is requested that the comments of the Ministry of Finance, etc. on the draft may kindly be communicated to the Ministry of Homo Affairs on or before the 22nd April 1949. If no reply is received by that date, it will be assumed that the Ministries have no comments to make.

Rdutt

(R.C.Dutt)
Deputy Secretary to the Government of India.

p.t.o.-----/-

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To

No spare copies will be supplied.

All the Ministries of the Government of India (including the Ministry of Finance (Defence), (Revenue), (States and External Affairs), (Communication), (Food), and (Industry & Commerce) Divisions;

The Director General, Resettlement and Employment;
The Prime Minister's Secretariat;
The Cabinet Secretariat;
The Partition Secretariat;
The Development Board;
The Department of Scientific Research;
The Legislative Assembly Department;
The Federal Public Service Commission;
The Director, Intelligence Bureau;
The Principal, Indian Administrative Service Training School;
The Director, Secretariat Training School;
The Commandant, Central Police Training College, Abu;
The Inspector-General, Special Police Establishment;
The Auditor-General;
All Chief Commissioners;
The Private Secretary to H.E. the Governor- General; &
The Military Secretary to H.E. the Governor-General.

No.1/49-TS. New Delhi-3, the 12th April, 1949.

Copy forwarded for information to the Federal Court, and the Constituent Assembly Secretariat.

Copy to the Under Secretary (Administration).

It is requested that the comments, if any, on the draft may please be communicated to the Ministry of Home Affairs by the 18th April 1949. If no reply is received by that date it will be assumed that the proposed instructions are concurred in.

By order,

P.R. Ranga

Assistant Secretary to the Govt. of India

PR/124
(Khullar 12/4/49)

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D R A F T.

No.1/49-T.S.
GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS

NEW DELHI- 3, the April 1949.

CIRCULAR NO.2

Subject:- Central Civil Services (Temporary Service) Rules, 1949.

Reference:- Home Ministry's Circular No.1 issued under No.1/49-T.S., dated the 4th April 1949.

As a preliminary to the issue of the declaration of eligibility it is requested that the following action should be taken by the Ministry of Finance etc., in regard to the collection of statistics etc.

2. The appointing authority (as defined in para 5(2) (a) of this Ministry's circular No.1) should prepare a Register of Temporary Employees in respect of each establishment under its control. The Register should contain a Table of Contents in the form specified in Annexure I. The contents of the Register should be arranged in the form in Annexure II, with space separately allotted to each grade of post. A copy of this Register should be lodged with the Controlling Authority (as defined in Circular No.1) and changes occurring in the Register from time to time should be duly notified to the Controlling Authority. As soon as the Register has been opened, copies of the Table of Contents (in form Annexure I) should be forwarded through the Controlling Authority to

(a) the Heads of the Department,

(b) the Ministry concerned, and

(c) the Ministry of Home Affairs,

for information and record.

3. Once every quarter, by the 15th of March, June, September and December of every year of Statement of Establishment should be prepared by the Appointing

Authority/.....

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Authority concerned in the form specified in Annexure III and forwarded to the Controlling Authority .

4. As it is probable that the Rules regulating the issue of declarations of eligibility might be framed on different lines for the holders of different classes of posts, it is desirable to have separate Register opened for holders of the posts of the following classes separately:

(a) Class I & II (Non-Technical);

(b) Technical & Specialised posts (Class I & II);

(c) Class III Ministerial posts;

(d) Other class III posts;

(e) Class IV posts;

5. The preparation of the Registers should be taken on hand immediately and completed during the course of two months. The copies referred to in para 2 above should reach the Ministry of Home Affairs before the 30th June 1949.

Officer on Special Duty.

To

All the Ministries of the Government of India, etc.

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ANNEXURE I.

(Sample Table of contents of Establishment in Register of Temporary Employees.)

Name of Establishment.

(e.g. Income-Tax Appellate Tribunal).

Sl. No.	Name of Post.	Appointing Authority	Controlling Authority.	Head of Department.	Pages in the Register.
1.	e.g. President.				
2.	Members				
3.	Registrar				
4.	Asstt.Registrar.				
5.	Asstt.Supdt.				
6.	Head Clerks				
7.	Stenographers.				
8.	Upper Division Clerks.				
9.	Second Clerk.				
10.	Clerks.				
11.	Havildars				
12.	Other Posts in Class IV.				
13.					
14.					
15.					

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ANNEXURE II.

REGISTER OF TEMPORARY EMPLOYEES.

GRADE _____

Sl. No.	Name of temporary employee.	Date of birth.	Educational Qualifications starting from Matriculation	Date of entry in continuous Govt.service and the grade in which he/she joined.	Date of appointment to present post or grade.	Whether he/she has been medically examined and certified fit for service.	Whether his/her antecedents and character have been verified.	Is he/she employment respect of	
								Age	Educa-Quali-
1	2	3	4	5	6	7	8	9	10

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nent eligible for Quasi-Perma- in the post or grade in		Has F.P.S.C. been consulted about his/her suitability for Quasi-permanent employment.	Date of Quasi-permanent appointment	No.& date of declaration of quasi-permanent appointment.	Date of absorption in permanent employment & grade in which so absorbed.	No. & date of order of permanent appointment.	Remarks.
tional fications	Length of Service.						
11		12	13	14	15	16	17

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ANNEXURE III.

QUARTERLY STATEMENT OF ESTABLISHMENT.

Sl. No.	Post or Grade.	Prescribed Educational Qualifications for direct recruits.	Is consultation with FPSC necessary for direct appointment to the post or Grade? If not, what is the normal mode of recruitment.	Prescribed scales of pay.	No. of sanctioned post		Number of employees in the grade				Out of purely temporary employees vide No.10 no. who have completed 3 years' service on------	REMARKS.
					Permanent	Temporary.	Permanent	Quasi-permanent.	Purely temporary.	Total		
1	2	3	4	5	6	7	8	9	10	11	12	13

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No. F. 42/49-Apptts.
Government of India
Ministry of Home Affairs.
******

New Delhi-3, the 16th May, 1949.

OFFICE MEMORANDUM.

In this Ministry's Office Memorandum No. 70/48/47-Ests. (R) dated 23rd December 1947, proposals were made regarding the procedure for confirmation of persons nominated by the Transfer Bureau. Certain objections were raised by Ministries to the procedure on the ground that it did not provide adequately for the claimsof other persons temporarily employed in the various grades. The opportunity offered by the scheme for Reorganization of the Central Secretariat Service has been utilised to ensure a balance between the various claim in formulating the Instructions for the initial Constitution of Grade IV of the Central Secretariat Service. As regards the other services and grades also it is necessary similary to provide adequately for the absorption in an orderly manner of all categories of temporary employees and of permanent ones temporarily employed in higher grades. Schemes for such absorption are envisaged under Rule 7

No. 1/49-T.S.
Government of India,
MINISTRY OF HOME AFFAIRS.

(32)

New Delhi-3, the 18th May, 1949.

OFFICE MEMORANDUM.

Subject:- Central Civil Services (Temporary Service) Rules, 1949.

The undersigned is directed to invite a reference to sub-para. 5(2) of the Ministry of Home Affairs Office Memorandum No. 1/49-T.S., dated the 4th April 1949, on the subject cited above, and to request that the information asked for therein, may be expedited.

(R.K. Rangan)
Assistant Secretary to the Government of India.

To

All Ministries of the Government of India,
(except Ministries of Law, Education, Labour, Rehabilitation and Works Mines & Power).
Ministry of Finance (I. & C. Division).

P.T.O.

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No. F. 42/49-Apptts.
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New Delhi-3, the 16th May, 1949.

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Ministry of Finance (Supply Division)
Ministry of Finance (Food Division)
Ministry of Finance (Revenue Division)
Ministry of Finance (Communications Division)
Ministry of Finance (E.A. & States Division)
Director General, Resettlement and Employment.
Prime Minister's Secretariat.
Cabinet Secretariat.
Partition Secretariat.
Development Board.
Legislative Assembly Department.
Director, Intelligence Bureau.
The Director, Secretariat Training School.
Inspector General, Special Police Establishment.
Auditor General: The Chief Commissioner Ajmer-Merwara.
The Chief Commissioner Coorg: The Chief Commissioner Panth Piploda.
The Chief Commissioner Andamans & Nicobar Islands.
Private Secretary to H.E. the Governor General and The
Military Secretary to H.E. the Governor-General.

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No. F. 42/49-Apptts.
Government of India
Ministry of Home Affairs.
*****

New Delhi-3, the 16th May, 1949.

OFFICE MEMORANDUM.

In this Ministry's Office Memorandum No. 70/48/47-Ests. (R) dated 23rd December 1947, proposals were made regarding the procedure for confirmation of persons nominated by the Transfer Bureau. Certain objections were raised by Ministries to the procedure on the ground that it did not provide adequately for the claimsof other persons temporarily employed in the various grades. The opportunity offered by the scheme for Reorganization of the Central Secretariat Service has been utilised to ensure a balance between the various claim in formulating the Instructions for the initial Constitution of Grade IV of the Central Secretariat Service. As regards the other services and grades also it is necessary similary to provide adequately for the absorption in an orderly manner of all categories of temporary employees and of permanent ones temporarily employed in higher grades. Schemes for such absorption are envisaged under Rule 7

IMMEDIATE

No. 1/49-TS.,
Government of India,
Ministry of Home Affairs.
....
New Delhi-3, the 5th September, 1949.

Office Memorandum.

Subject:- Central Civil Services (Temporary Service) Rules, 1949 - Forwarding copies of Table of contents of Establishment in Register of Temporary Employees.

The undersigned is directed to invite a reference to para 5 of the Ministry of Home Affairs Circular No.2, issued under No.1/49-TS, dated the 10th June 1949, on the above subject, and to request that the information asked for therein may kindly be expedited.

(R.K. Rangan)
Assistant Secretary to the Government of India.

To

All the Ministries of the Government of India (except the Ministryoof Information & Broadcasting and Ministry of Finance (I&C) Division.) and Ministry of States.

No. 1/49-TS the 5th September, 1949.

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No. F. 42/49-Apptts.
Government of India
Ministry of Home Affairs.
*****

New Delhi-3, the 16th May, 1949.

OFFICE MEMORANDUM.

In this Ministry's Office Memorandum No. 70/48/47-Ests. (R) dated 23rd December 1947, proposals were made regarding the procedure for confirmation of persons nominated by the Transfer Bureau. Certain objections were raised by Ministries to the procedure on the ground that it did not provide adequately for the claimsof other persons temporarily employed in the various grades. The opportunity offered by the scheme for Reorganization of the Central Secretariat Service has been utilised to ensure a balance between the various claim in formulating the Instructions for the initial Constitution of Grade IV of the Central Secretariat Service. As regards the other services and grades also it is necessary similary to provide adequately for the absorption in an orderly manner of all categories of temporary employees and of permanent ones temporarily employed in higher grades. Schemes for such absorption are envisaged under Rule 7 of the Central Civil Services (Temporary Service) Rules issued

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Copy forwarded to:
The Director General, Resettlement & Employment; The Prime Minister's Secretariat; The Cabinet Secretariat; The Partition Secretariat; The development Board; The Department of Scientific Research; The Legislative Assembly Department; The Federal Public Service Commission; The Director, Intelligence Bureau; The Director, Secretarist Training School; The Commandant, Central Police Training College, Abu; The Inspector-General, Special Police Establishment; The Auditor-General; All Chief Commissioners; The Private Secretary to H.E. the Governor General; The Secretary, Federal Public Service Commission; Federal Court; Constituent Assembly Secretariat.

R.K. Rangan

(R.K. Rangan)
Assistant Secretary to the Government of India.

Copy also to the Under Secretary (Admn.) for necessary action in respect of Ministry of Home Affairs.

SSP:5.9.49.

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No. F. 42/49-Apptts.
Government of India
Ministry of Home Affairs.
*****

New Delhi-3, the 16th May, 1949.

OFFICE MEMORANDUM.

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2. Appoint ents of nominees of the Transfer Bureau have been made in the first instance on a temporary basis subject to termination on one month's notice. One of the reasons for this procedure was that in several cases appointments could be made only after consultation with the Federal Public Service Commission and it was not found possible to undertake such consultation before nominations were made. In some cases they have now held these posts for over a year and in other cases they are completing a year of service. It is understood that in order to satisfy the requirements of Regulation 4(b) of the Federal Public Service, Commission (Consultation by the Governor General) Regulations some of the posts at present held by permanent displaced Government servants are being notified to the Federal Public Service Commission with the possibility of the employees temporarily resettled being discharged even though they may be quite suitable for those posts. In order to prevent hardship to displaced Government servants as well as to ensure that as many existing vacancies as possible are pooled for the benefit of the various categories of employees, it has now been decided with the concurrence of the Federal Public Service Commission that;-

(a) Pending the formulation of the instructions contemplated in Rule 7 of the Central Civil Services (Temporary Service) Rules, there shall be no further direct recruitment on a permanent basis to posts or grades in which displaced Government servants or other temporary employees who are eligible for the grant of quaisi-permanent certificates are employed except in the case of Services to which recruitment is made on the results of competitive examinations held by the Federal Public Service Commission.

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(b) Promotions on a permanent basis to the various grades should be limited to 50 per cent of the posts normally filled by such promotions.

(c) Posts held by permanent displaced Government servants or persons who are likely to qualify for the issue of quasi-permanent certificates should not at present be reported to the Federal Public Service Commission for recruitment.

(d) The cases of all persons temporarily employed in the various grades and any others eligibel under the normal rules for promotion to these grades should be considered for confirmation in due course in accordance with the instructions to be issued under rule 7 of the Central Civil Service (Temporary Service) Rules, the Federal Public Service Commission being consulted in accordance with Rule 4(b) of these Rules.

3. Ministries should examine urgently all cases in which requisitions for recruitment have been sent to the Federal Public Service Commission and intimate to them whether in accordance with clauses (a) and (c) of para 2 above the recruitment should be postponed or not.

4. These instructions will not apply to vacancies reserved for war service candidates and for temporary employees and will remain in force upto the 15th August 1950

Sd/-
R. C. Dutt
Deputy Secretary to the Government of India.

To

All Ministries of the Government of India etc. Ministry of Finance (Revenue Division); Ministry of Finance (S & E.A.) Ministry of Finance (I & C), (Defence) Cabinet Secretariat Partition Secretariat Director General Resettlement and Employment Director, Intelligence Bureau, Director, Indian Administrative Service Training Schoo; Federal Court Secretariat of Legislative Assembly; Prime Minister's Secretariat- Department of Scientific Research, Secretariat Training School; Inspector General, Special Police Establishment Private Secretary to the Governor Genera; - Military Secretary to the Governor General.

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No. F. 42/49-Apptts. New Delhi-3, the 16th May, 1949.

Copy forwarded for information to the Secretary, Federal Public Service Commission with reference to his letter No. F. 8/71/49-S, dated the 23rd April, 1949.

2. As regards para 3 of the letter the intention is to provide for permanent men eligible for promotion also in the instructions referred to.

By order,

Sd/- K.N. Subbanna
Under Secretary to the Govt. of India.

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No. 4/49-T.S.

GOVERNMENT OF INDIA

MINISTRY OF HOME AFFAIRS.

NEW DELHI 3, the 11th July, 1949.

Subject:—Central Civil Services (Temporary Service) Rules, 1949.

Reference:—Rule 3 (ii) of the Central Civil Services (Temporary Service) Rules, 1949.

The following ... are prescribed to regulate the ...

while reckoning the additional period. In the case of refugees Government servants no benefit is allowed under this rule in respect of service rendered under a Provincial Govt. the treatment of such service is under consideration separately'.

...etariat (or an ... in the Assistants' Grade for purposes of determining his eligibility for the issue of declarations of quasi permanent appointment in the latter Grade. The question has been carefully considered by this Ministry and it has been decided that the service rendered by a Government servant as an 'A' Grade Clerk in the Secretariat (or Attached Office) should not be counted for purposes of calculating the length of service in the grade of an Assistant except when the pay drawn by him exceeded Rs. 160/-/-

Dwarka

ASSISTANT SECRETARY TO THE GOVERNMENT OF INDIA.

P.T.O.

VIDHANI(H)/3.9.1949.

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No. 4/49-T.S.

GOVERNMENT OF INDIA

MINISTRY OF HOME AFFAIRS.

NEW DELHI 3, the 11th July, 1949.

Subject:—Central Civil Services (Temporary Service) Rules, 1949.

Reference:—Rule 3 (ii) of the Central Civil Services (Temporary Service) Rules, 1949.

The following instructions are prescribed to regulate the issue of declarations of quasi-permanent eligibility to temporary employees of the Central

[illegible] or an [illegible] in the Assistants' Grade for purposes of determining his eligibility for the issue of declarations of quasi permanent appointment in the latter Grade. The question has been carefully considered by this Ministry and it has been decided that the service rendered by a Government servant as an 'A' Grade Clerk in the Secretariat (or Attached Office) should not be counted for purposes of calculating the length of service in the grade of an Assistant except when the pay drawn by him exceeded Rs. 160/-/-

ASSISTANT SECRETARY TO THE GOVERNMENT OF INDIA.

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No. 4/49-T.S.

GOVERNMENT OF INDIA

MINISTRY OF HOME AFFAIRS.

NEW DELHI 3, the 11th July, 1949.

Subject:—Central Civil Services (Temporary Service) Rules, 1949.

Reference:—Rule 3 (ii) of the Central Civil Services (Temporary Service) Rules, 1949.

The following instructions are prescribed to regulate the issue of declarations of quasi-permanent eligibility to temporary employees of the Central Government.

1. **Scope of the Instructions**: These instructions will apply, as provided for in Rule 1 (ii) of the Rules, to all persons who hold a civil post under the Government of India and who are under the rule making control of the Governor-General. Provided that these instructions will not apply to employees in purely temporary organisations located outside India.

2. **Crucial date** : For purposes of determining eligibility of temporary Government servants in respect of (i) age and (ii) the condition regarding the three years' continuous Government service the 1st July of the year in which the declarations are issued shall be the crucial date.

3. **Conditions of eligibility :** Every temporary Government servant should possess the following qualifications :—

(i) **"Age** : The temporary employee should be within the prescribed age limit for the post in which he is proposed to be made quasi-permanent or 28 (whichever is higher)—or 31 in the case of Scheduled Caste candidates—on the 1st July of the year in which the declaration is issued. For purposes of calculating this age limit he will be allowed to deduct from his actual age the length of his continuous temporary service as defined in rule 2 of the Central Civil Services (Temporary Service) Rules, 1949.

Provided that in respect of special categories of Government servants for whom the maximum age for appointment to any Government post or class of posts has been specially relaxed by Government, the maximum so relaxed would be applicable in respect of that post or class of posts notwithstanding the maximum prescribed in this Instruction."

NOTE :—The concessions regarding the relaxation of the maximum age limit given to candidates who took part in the National Movements, contained in the Ministry of Home Affairs Office Memorandum No. 15/21/48-Ests, dated the 29th November 1948, will also apply for purposes of calculating the age under this rule.

(ii) **Educational qualifications** : The temporary employee should possess the minimum educational qualifications prescribed for the post or service concerned.

(iii) **Length of service :** The Government servant should have on the crucial date rendered service for more than three years.

NOTE :— (a) Only service rendered in a civil post under the Government of India is treated as temporary service for this purpose.

(b) The term Government service includes periods of duty and periods of leave including extraordinary leave.

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ASSISTANT SECRETARY TO THE GOVERNMENT OF INDIA.

P.T.O.

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(c) Prior service rendered in establishments paid from Defence estimates and service rendered in Railway Department is covered by these Instructions.

(d) 'War Service' as defined in the Home Department Press Communique of 14th November 1944, shall be counted as service for purposes of these Instructions.

(e) Temporary Service under Provincial Governments except as provided for in (f) below is not to be counted for purposes of these Instructions.

(f) In case of displaced Government servants prior service rendered under Provincial Governments irrespective of the fact it was rendered in permanent or temporary capacity will be treated as Government service for purposes of these Instructions.

Note:–Broken periods of temporary service will not count for purposes of this Instruction unless the breaks are condoned specifically by the Ministry of Home Affairs in consultation with the Ministry of Finance and the service thus rendered continuous. In such cases however, an initial period of service equivalent in length to the period or periods of actual breaks will not be counted as service for purposes of this Instruction.

(iv) **Suitability** : The candidate should be able to satisfy the appointing authority concerned

(a) that he is physically fit

(b) that he has willingness and capacity to devote himself to the duties of his post and perform them efficiently, and

(c) that his character and antecedents are such as to render him suitable for quasi-permanent employment under Government.

Provided, however, the Ministry of Home Affairs may, by special order, exempt any specified case from the operation of those conditions.

4. As soon after 1st July as possible every year the Appointing Authority should review the cases of all temporary employees who satisfy the conditions prescribed above with a view to determine their eligibility for the issue of certificates of quasi-permanency. Before reviewing such cases the following steps should be taken :—

(i) A Register of eligible candidates should be prepared showing accurately and in sufficient detail the age, qualifications, etc. of the candidates concerned. This Register should be put up to the Appointing Authority for consideration at the time of the annual review.

(ii) The confidential records of the candidates should be properly maintained and put up for consideration by the Appointing Authority. If, in any specific case the record is incomplete steps should be taken to complete it before the annual review.

(iii) The character and antecedents of the employees should be duly verified by a reference to the Police Authorities concerned before their cases are considered for issue of quasi-permanent certificates. If in any case the character and antecedents have not been properly verified action should be taken to complete the verification before the annual review. No quasi-permanent certificate should be issued in respect of any employee regarding whom the Appointing Authority is not fully satisfied that his antecedents are such as to deserve this status. Cases of doubt should be referred to the Ministry of Home Affairs for decision.

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the issue of declarations of quasi permanent appointment in the latter Grade. The question has been carefully considered by this Ministry and it has been decided that the service rendered by a Government servant as an 'A' Grade Clerk in the Secretariat (or Attached Office) should <u>not</u> be counted for purposes of calculating the length of service in the grade of an Assistant except when the pay drawn by him exceeded Rs. 160/-/-

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(iv) The Appointing Authority should satisfy himself that the candidates have been medically exmined and found fit for quasi-permanent service in Government. If, in any case, the candidates have not been medically examined steps should be taken to get them medically examined before issue of quasi-permanent certificates.

Such of those eligible candidates who satisfy the conditions prescribed in all respects may be recommended by the Appointing Authority for the issue of declarations. In cases of eligible candidates, where he does not consider the issue of declarations justified, the reasons for his recommendations should be recorded in writing.

5. For purposes of issue of declarations all existing temporary Government servants who come under the scope of the Central Civil Services (Temporary Service) Rules, 1949, will be broadly classified as under :—

(a) Those holding Class I & II posts, recruitment to which is made by, or with the concurrence of, the Federal Public Service Commission;

(b) those holding Ministerial posts in the Government of India Secretariat and Attached Offices recruitment to which is made through the Ministry of Home Affairs ;

(c) those holding Class I, II and III posts not included in (a) or (b) above, and

(d) those holding Class IV posts.

6. The recommendations of the Appointing Authority in respect of persons to whom quasi-permanent declarations are recommended to be issued in respect of (a) and (b) above should be referred to the Ministry of Home Affairs for their concurrence through the Controlling Authority. The Ministry of Home Affairs will after consulting the Federal Public Service Commission communicate their concurrence. Quasi-permanent declarations in respect of (c) and (d) will be issued by the Appointing Authorties in accordance with the rules and instructions in force from time to time. Such issue of declarations should have the prior concurrence of the Controlling Authority.

7. Declarations of quasi-permanent appointments will be issued in the form prescribed by the Ministry of Home Affairs.

GENERAL

8. The first selection for the issue of declarations of eligibility of quasi-permanence will be held immediately after 1st July 1949 and completed as soon thereafter as possible.

9. Subsequent selections for the issue of declarations will be annual and held every year in July.

10. Every temporary employee should be considered for the grant of certificate on three successive occasions—provided he continues to be eligible and if he fails to secure a certificate on all these occasions he shall render himself ineligible for further consideration.

11. For purposes of computing three years' continuous service, the portion rendered in a higher grade can be considered to have been rendered in a lower grade. (*Illustration* : A Government servant who has rendered 3 years continuous service of which a part is in the lower grade and a part in the higher grade, should be considered for the grant of a certificate in the lower grade. He will become eligible for consideration for the grant of certificate in the higher grade **only** if and when he completes three years' service in the higher grade.)

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ASSISTANT SECRETARY TO THE GOVERNMENT OF INDIA.

P.T.O.

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12. Any person is eligible for the grant of certificates **only** in respect of the particulars post or particular grade in which he has actually served. (*Illustration* : A person who has been recruited to and has put in 3 years' continuous service in any grade is not, if he is not considered suitable for the issue of a certificate in that grade, eligible for the issue of a certificate in the lower grade.)

13. (a) Quasi-permanent certificates issued to non-Gazetted servants should be embodied in their Service Books. In the case of Gazetted Government servants a copy of the certificate should be forwarded to the Audit Officer concerned for incorporation in the History of Services.

(b) The non-Gazetted employees to whom quasi-permanent certificates have issued should be shown as a separate category under each grade or cadre in drawing monthly pay bills and in the preparation of the Annual Establishment Returns.

R. A. GOPALASWAMI

OFFICER ON SPECIAL DUTY.

To

All Ministries of the Government of India (including the Ministry of Finance (Defence), (Revenue), (States & E. A.), (Communications), (Food), and (Industry & Commerce Divisions).

No. 4/49-TS. NEW DELHI-3, the 11th July, 1949.

Copy forwarded for information to—

The Director General, Resettlement and Employment;
The Prime Minister's Secretariat;
The Cabinet Secretariat;
The Partition Secretariat;
The Development Board;
The Department of Scientific Research;
The Legislative Assembly Department;
The Director, Intelligence Bureau;
The Principal, Indian Administrative Service Training School;
The Director, Secretariat Training School;
The Commandant, Central Police Training College, Abu;
The Inspector-General, Special Police Establishment;
The Auditor-General;
All Chief Commissioners;
The Private Secretary to His Excellency the Governor General;
The Military Secretary to His Excellency the Governor General;
The Federal Court;
The Constituent Assembly Secretariat; and
Federal Public Service Commission.

By order, etc.,
R. K. RANGAN,

ASSISTANT SECRETARY TO THE GOVERNMENT OF INDIA.

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ASSISTANT SECRETARY TO THE GOVERNMENT OF INDIA.

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No. 1/49-T.S. New Delhi, the June 1949.

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The Prime Minister's Secretariat;
The Cabinet Secretariat;
The Partition Secretariat;

IMMEDIATE

No. 1/49-T.S.
Government of India
Ministry of Home Affairs
New Delhi, the 20th June 1949.

OFFICE MEMORANDUM

SUBJECT: Central Civil Services (Temporary Service)Rules,1949.
REFERENCE: Paragraph 6 of the Ministry of Home Affairs Circular No.2 issued under No.1/49-T.S. dated the 10th June 1949.

The undersigned is directed to say that it has since been decided, that printed copies of the forms in Annexures I,II and III to this Ministry's Circular cited above, be distributed by Ministry of Home Affairs. In the circumstances the Ministry of Finance etc. should not indent on the Controller,Printing and Stationery for the supply of the necessary number of printed copies of the forms in question but should intimate their requirements to the Ministry of Home Affairs.

NO. 4/2/49- TS,
Government of India
Ministry of Home Affairs

. . . . .

New Delhi,3, the 6th September, 1949.

OFFICE MEMORANDUM.

Subject :- Central Civil Services (Temporary Service) Rules, 1949- Treatment of Service rendered by a Government servant as an 'A' Grade Clerk.

A question has been raised whether the service rendered by a Government Servant as an 'A' Grade Clerk in the Secretariat (or an Attached Office) can be counted as Service rendered in the Assistants' Grade for purposes of determining his eligibility for the issue of declarations of quasi permanent appointment in the latter Grade. The question has been carefully considered by this Ministry and it has been decided that the service rendered by a Government servant as an 'A' Grade Clerk in the Secretariat (or Attached Office) should not be counted for purposes of calculating the length of service in the grade of an Assistant except when the pay drawn by him exceeded Rs. 160/-/-

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ASSISTANT SECRETARY TO THE GOVERNMENT OF INDIA.

P.T.O.

VIDHANI(H)/3.9.1949.

Original with:
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Himachal Pradesh (Shimla)
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No. 1/49-T.S. New Delhi, the June 1949.

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IMMEDIATE

No. 1/49-T.S.
Government of India
Ministry of Home Affairs
New Delhi, the 20th June 1949.

OFFICE MEMORANDUM

SUBJECT: Central Civil Services (Temporary Service)Rules,1949.
REFERENCE: Paragraph 6 of the Ministry of Home Affairs Circular No.2 issued under No.1/49-T.S. dated the 10th June 1949.

The undersigned is directed to say that it has since been decided, that printed copies of the forms in Annexures I, II and III to this Ministry's Circular cited above, be distributed by Ministry of Home Affairs. In the circumstances the Ministry of Finance etc. should not indent on the Controller, Printing and Stationery for the supply of the necessary number of printed copies of the forms in question but should intimate their requirements to the Ministry of Home Affairs.

2. The undersigned should be grateful for an intimation of the approximate requirements of the Ministry of Finance/etc. on or before

TO,

All Ministries of the Government of India (including the Ministry of Finance (Defence), (Revenue), (States and E.A.), (Communications), (Food), and (Industry and Commerce Division).*

*Spare copies will be sent when received from the Press.

NO. 1/49-T.S. New Delhi, 3, the 6th September, 1949.

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By Order,

ASSISTANT SECRETARY TO THE GOVERNMENT OF INDIA.

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No. 1/49-T.S.
Government of India
Ministry of Home Affairs
New Delhi, the 20th June 1949.

OFFICE MEMORANDUM

SUBJECT: Central Civil Services (Temporary Service) Rules, 1949.
REFERENCE: Paragraph 6 of the Ministry of Home Affairs Circular No.2 issued under No.1/49-T.S. dated the 10th June 1949.

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2. The undersigned should be grateful for an intimation of the approximate requirements of the Ministry of Finance/etc. on or before the 24th June 1949.

(R.K.Rangan)
Assistant Secretary to the Government of India.
Tel. 40906

To

All the Ministries of the Government of India (including the Ministry of Finance (Defence), (Revenue), (States and E.A.), (Communication), (Food), and (I.&.C.Divisions).

20-6-49
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The Director, Intelligence Bureau;
The Principal, Indian Administrative Service Training School;
The Director, Secretariat Training School
The Commandant, Central Police Training College, Abu
The [illegible] General, Special Police Establishment;

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The Director, Intelligence Bureau;
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The Director, Secretariat Training School
The Commandant, Central Police Training College, Abu
The Inspector-General, Special Police Establishment;
The Auditor-General;
All Chief Commissioners;
The Private Secretary to H.E. the Governor-General; and
The Military Secretary to H.E. the Governor-General

By Order,

(R.K.Rangan)
Assistant Secretary to the Government of India.

No. 1/49-T.S. New Delhi, the June 1949.

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Copy also to the Under Secretary (Administration).

By Order,

(R.K.Rangan)
Assistant Secretary to the Government of India.

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IMMEDIATE

No. 1/8/49-TS(NGS)
GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS

New Delhi-2, the 12th December 1949.

OFFICE MEMORANDUM

The Ministry of Home Affairs have under active consideration the question of making the provisions of the Central Civil Services (Temporary Service) Rules, 1949, applicable to persons holding a lien on some permanent post but officiating in higher grades, to whom the rules, as they stand at present, do not apply. In this connection the necessity for the grant of temporary substantive status on persons holding temporary posts, and the implications of conferring this status, are under examination. Pending a decision on these matters, it has been decided that, until further orders, no appointments on a substantive basis should be made in temporary posts in any of the grades under the Government of India.

Sd/- R.C.Dutt,
Deputy Secretary to the Govt. of India.

To

All Ministries of the Govt. of India including Ministry of Finance (Defence), (Revenue), (E.A. & States), (I&C) and (Food)

P.T.O.

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<u>IMMEDIATE</u>

No. 1/8/49-TS(NGS)
GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS

New Delhi-2, the 12th December 1949.

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IMMEDIATE / SECRET.

No. 4/49-T.S.
Government of India,
Ministry of Home Affairs.

NEW DELHI-3, the 10th June 1949.

OFFICE MEMORANDUM.

Subject:- Central Civil Services (Temporary Service) Rules,1949.

No. 4/49-TS.
Government of India,
Ministry of Home Affairs.

New Delhi,3,the 29th August, 1949.

OFFICE MEMORANDUM.

Subject:- Central Civil Services (Temporary Service) Rules, 1949 - Procedural Instructions for the issue of declarations of quasi-permanent appointment - Treatment of prior service rendered by displaced Government servants under para 3(iii) of the Instructions -

---

A question has been raised as to how displaced Government servants who have not yet completed three years service in a grade in the Secretariat (and its attached or subordinate offices) are to be given the benefit of their previous service rendered in a lower or comparable grades under the Provincial Government, for purposes of issuing declarations of quasi-permanent eligibility in their favour.

2/- In such cases, service in all posts rendered by a displaced Government servant under the Provincial Government, which carried a pay above the minimum of the grade in which it is proposed to declare him quasi-permanent should be taken into account for purposes of calculating the length of service in a grade referred to in para 3(iii) of the Procedural Instructions.

(R.K. RANGAN)
ASSISTANT SECRETARY TO THE GOVERNMENT OF INDIA.

in respect of age, (educational) qualifications, work and character. Persons to whom quasi-permanent certificates are issued have a normal expectation, under Rule 7, to be considered for permanent appointment in their respective grades. It is, therefore, clear that the issue of a quasi-permanent certificate under the Rules holds out the expectation of eventual absorption in permanent service, to the Government servant concerned. The issue of declarations should, therefore, be made with as much care and caution as if a permanent appointment to the public service is being made.

3. .....

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Government of India,
Ministry of Home Affairs.

NEW DELHI-3, the 10th June 1949.

OFFICE MEMORANDUM.

Subject:- Central Civil Services (Temporary Service) Rules,1949.

Reference:- Para 4 of the Ministry of Home Affairs Circular

To

All Ministries of the Government of India (including the Ministry of Finance (Defence), (Revenue), (States and E.A.), (Communications), (Food), and (Industry and Commerce Divisions).

No. 4/49-TS. New Delhi, the 29th August, 1949.

Copy forwarded for information to the Director General, Resettlement and Employment; the Prime Minister's Secretariat; the Cabinet Secretariat; the Partition Secretariat; the Development Board; the Department of Scientific Research; the Legislative Assembly Department; the Director, Intelligence Bureau; the Principal, Indian Administrative Service Training School; the Director, Secretariat Training School; the Commandant, Central Police Training College, Abu; the Inspector-General, Special Police Establishment; the Auditor-General; All Chief Commissioners; the Private Secretary to His Excellency the Governor General; the Military Secretary to His Excellency the Governor General; the Federal Court; and the Constituent Assembly Secretariat; and Federal Public Service Commission.

By Order,

(R.K. RANGAN)
ASSISTANT SECRETARY TO THE GOVERNMENT OF INDIA.

MBT/23.8.

in respect of age, (educational) qualifications, [illegible]

Persons to whom quasi-permanent certificates are issued have a normal expectation, under Rule 7, to be considered for permanent appointment in their respective grades. It is, therefore, clear that the issue of a quasi-permanent certificate under the Rules holds out the expectation of eventual absorption in permanent service, to the Government servant concerned. The issue of declarations should, therefore, be made with as much care and caution as if a permanent appointment to the public service is being made.

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No. 4/49-T.S.
Government of India,
Ministry of Home Affairs.

NEW DELHI-3, the 10th June 1949.

OFFICE MEMORANDUM.

Subject:- Central Civil Services (Temporary Service) Rules,1949.

Reference:- Para 4 of the Ministry of Home Affairs Circular No. 1 issued under No. 1/49-T.S., dated the 4th April 1949.

In pursuance of Rule 3(i) of the Central Civil Services (Temporary Service) Rules 1949, it is proposed to issue instructions to regulate the issue of declarations of eligibility under rule 3 of the Central Civil Services (Temporary Service) Rules, 1949, for the guidance of the Ministry of Finance, etc. A draft of the instructions proposed to be issued is forwarded herewith. Ministry of Finance etc. may, in consultation with such of their Attached and Subordinate Offices as they consider necessary, consider this draft and let the Ministry of Home Affairs have their comments before the 25th June 1949. If no reply is received by that date it will be assumed that there are no comments and the draft will issue.

2. It will be observed that the draft embodies only the general principles that should be followed for the issue of quasi-permanent declarations. As the Ministry of Finance etc. are aware, under rule 3 of the Temporary Service Rules a Government servant is eligible for the issue of quasi-permanent certificate only if (i) he had been in continuous Government service for more than 3 years and (ii) he satisfies the Appointing Authority as to his suitability in respect of age, (educational) qualifications, work and character. Persons to whom quasi-permanent certificates are issued have a normal expectation, under Rule 7, to be considered for permanent appointment in their respective grades. It is, therefore, clear that the issue of a quasi-permanent certificate under the Rules holds out the expectation of eventual absorption in permanent service, to the Government servant concerned. The issue of declarations should, therefore, be made with as much care and caution as if a permanent appointment to the public service is being made.

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3. Attention is drawn particularly to paragraphs 4 and 5 of the Draft Instructions which prescribe the procedure for the issue of quasi-permanent declarations in respect of different categories of Government servants mentioned therein. Rule 4 of the Central Civil Services (Temporary Service) Rules, provides that "where recruitment to a specified post is required to be made in consultation with the Federal Public Service Commission no such declaration shall be issued except after consultation with the Commission". It has accordingly been provided in paragraph 5 of the Draft Instructions that the recommendations of the Appointing Authorities in respect of Class I and Class II and certain other posts should be referred to the Home Ministry for concurrence. Home Ministry will consult the Commission as and where such consultation is necessary. For Classes III and IV posts, however, the Draft Instructions confer powers on the Appointing Authorities to issue the necessary declarations in accordance with such rules as are prescribed from time to time. It has, however, been suggested that a machinery should be set up for the prior scrutiny of the cases in which the issue of quasi-permanent declarations are proposed in order to ensure a uniformity of standards in all offices and to prevent issue of such declarations by any particular office in cases not strictly contemplated by the rules which might give rise to undesirable repercussions in other offices. It is realised that the machinery so set up should be be simple in its operation and should not add considerably to the routine work involved in the issue of certificates. It is, therefore, not suggested that the cases should be referred to the Home Ministry for prior scrutiny but that they should be put up before a Regional Committee consisting of representatives of the main offices of the region concerned and a representative of the Ministry of Home Affairs. It will be the duty of this Committee to ensure that quasi-permanent declarations are issued in strict conformity with the rules prescribed. The Committee will meet only once a year and though the volume of work it may be called upon to transact is likely to be heavy at the initial stages, it is improbable that there will be much work for it

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after the next two or three years. As a matter of fact, it is contemplated that once the initial work is completed and rules for the issue of quasi-permanent declaration fully appreciated by all Appointing Authorities the Committee may be dissolved and the recurring work entrusted entirely to the authorities concerned. The views of the Ministry of Finance etc. are particularly invited on this suggestion which, if approved, will be incorporated in the final instructions that will issue.

4. However, carefully the rules may be framed, it is not improbable that cases are likely to be encountered where the literal application of the rules would cause hardship. In order to meet such cases provision is proposed to be made for the issue of special orders exempting specially hard cases. The Ministry concerned may recommend special cases for the sanction of exemption with reasons in full justification of the same.

A very early reply will be greatly appreciated.

(R. C. Dutt)
Deputy Secretary to the Government of India.

To

All the Ministries of the Government of India (including the Ministry of Finance (Defence), (Revenue), (States and E.A), (Communications), (Food), and (Industry & Commerce) Divisions.

No. 1/49-TS. New Delhi-3, the 10th June 1949.

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It is requested that the comments, if any, on the draft may please be communicated to the Ministry of Home Affairs by the 25th June 1949. If no reply is received by that date it will be assumed that the proposed instructions are concurred in.

(R. K. RANGAN)
Assistant Secretary to the Government of India.

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MINISTRY OF HOME AFFAIRS
TEMPORARY SERVICES SECTION.

....

Subject:- Central Civil Services (Temporary Service) Rules, 1949.

Reference: Rule 3(ii) of the Central Civil Services (Temporary Service) Rules, 1949.

The following instructions are prescribed to regulate the issue of declaration of quasi-permanent eligibility to temporary employees of the Central Government.

1. Crucial date: For purposes of determining eligibility of temporary Government servants in respect of (i) age and (ii) the condition regarding the three years continuous Government Service the 1st July of the year in which the declarations are issued shall be the crucial date.

2. Conditions of eligibility: Every temporary Government servant should possess the following qualifications :-

(i) Age: The employee should be within the prescribed maximum age limit for the post in which he is proposed to be made quasi-permanent or 28 (whichever is higher) on the first July of the year in which the declaration is issued. For purposes of calculating this limit of age, he will be allowed to deduct from his actual age the length of his continuous temporary service as defined in rule 2 of these Rules.

(ii) Educational qualifications: The temporary employee should possess the minimum educational qualifications prescribed for the post or service concerned.

(iii) Length of Service: The Government servant should have on the crucial date rendered continuous service for more than three years.

NOTE: (i) Only service rendered in a civil post under the Government of India is treated as temporary service for this purpose.

(ii) The term Government Service includes periods of duty and periods of leave including extraordinary leave.

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(iii) Prior service rendered in establishments paid from Defence estimates and service rendered in Railway Department is covered by this rule.

(iv) Temporary service under Provincial Governments except as provided for in (v) below is not to be counted for purposes of this rule.

(v) In case of 'displaced' Government servants prior service rendered under Provincial Governments irrespective of the fact it was rendered in permanent or temporary capacity will be treated as Government service for purposes of this rule.

(iv) Suitability: The candidate should be able to satisfy the appointing authority concerned

(a) that he is physical fit

(b) that he has willingness and capacity to devote himself to the duties of his post and perform them efficiently, and

(c) that his character and antecedents are such as to render him suitable for quasi-permanent employment under Government,

Provided, however, the Ministry of Home Affairs may, by special order, exempt any specified case for the operation of those conditions.

3. As soon after 1st July as possible every year the Appointing Authority should review the cases of all temporary employees who satisfy the conditions prescribed above with a view to determine their eligibility for the issue of certificates of quasi-permanency. Before reviewing such cases the following steps should be taken:-

(i) A Register of eligible candidates should be prepared showing accurately and in sufficient detail the age, qualifications etc. of the candidates concerned. This Register should be put up to the Appointing Authority for consideration at the time of the annual review.

(ii) The confidential records of the candidates should be properly maintained and put up for consideration by the Appointing Authority. If, in any specific case the record is incomplete steps should be taken to complete it before the annual review.

(iii) The character and antecedents of the employees should be duly verified by a reference to the Police

authorities .....

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Authorities concerned before their cases are considered for issue of quasi-permanent certificates. If in any case the character and antecedents have not been properly verified action should be taken to complete the verification before the annual review. No quasi-permanent certificate should be issued in respect of any employee regarding whom the Appointing Authority is not fully satisfied that his antecedents are such as to deserve this status. Cases of doubt should be referred to the Ministry of Home Affairs for decision.

(iv) The Appointing Authority should satisfy himself that the candidates have been medically examined and found fit for quasi-permanent service in Government. If, in any case, the candidates have not been medically examined steps should be taken to get them medically examined before issue of quasi-permanent certificates.

Such of those eligible candidates who satisfy the conditions prescribed in all respects may be recommended by the Appointing Authority for the issue of declarations. In cases of eligible candidates, where he does not consider the issue of declarations justified, the reasons for his recommendations should be recorded in writing.

4. For purposes of issue of declarations all existing temporary Government servants who come under the scope of the Central Civil Services (Temporary Service) Rules, 1949, will be broadly classified as under :-

(a) Those holding Class I & II posts, recruitment to which is made by, or with, the concurrence of the Federal Public Service Commission.

(b) those holding Ministerial posts in the Government of India Secretariat and Attached offices recruitment to which is made through the Ministry of Home Affairs;

(c) those holding Class III posts and

(d) those holding Class IV posts.

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5. The recommendations of the Appointing Authority in respect of persons to whom quasi-permanent declarations are recommended to be issued in respect of (a) and (b) above should be referred to the Ministry of Home Affairs for their concurrence through the Controlling Authority. The Ministry of Home Affairs will after consulting the Federal Public Service Commission communicate their concurrence. Quasi-permanent declarations in respect of (c) & (d) will be issued by the Appointing Authorities in accordance with the rules prescribed from time to time.

6. Declarations of quasi-pormanont appointments will be issued in the form prescribed by the Ministry of Home Affairs.

GENERAL

7. The forms will carry a Serial Number allotted to it by the Ministry of Home Affairs to serve as a ready reference.

8. The first selection for the issue of declarations of eligibility of quasi-permanence will be held immediately after 1st July 1949 and completed as soon thereafter as possible.

9. Subsequent selections for the issue of declarations will be annual and held every year in July.

10. Every temporary employee should be considered for the grant of certificate on three successive occasions - provided he continues to be eligible - and if he fails to secure a certificate on all those occasions he shall render himself ineligible for further consideration.

11. For purposes of computing three years continuous service, the portion rendered in a higher grade can be considered to have been rendered in a lower grade. (Illustration. A Government servant who has rendered 3 years continuous service of which a part is in

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the lower grade and a part in the higher grade, should be considered for the grant of a certificate in tho lower grade. Ho will become eligible for consideration for tho grant of certificate in the higher grade only if and when he completes three years' service in the higher grade).

12. Any person is eligible for tho grant of certificates only in respect of tho particular post or particular grade in which he has actually served. (Illustration. A person who has been recruited to and has put in 3 years' continuous service in any grade is not, if he is not considered suitable for the issue of a certificate in that grade, eligible for the issue of a certificate in the lower grade).

13. The recommendations for the issue of quasi-permanent certificates will come in groups every year and on the issue of such certificates the gruop of quasi-permanent employees will rank in seniority between the permanent and temporary groups. Thus seniority inter se will be determined by rules applicable to permanent employees from time to time.

14. (a) Quasi-permanent certificates issued to non-Gazetted servants should be embodied in their Service Books. In the case of gazetted Government servants a copy of the certificate should be forwarded to the Audit Officer concerned for incorporation in tho History of Services.

(b) The non-gazetted employees to whom quasi-permanent certificates have issued should be shown as a separate category under each grade or cadre in drawing monthly pay bills and in the preparation of the Annual Establishment Returns.

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No.1/49-T.S.

GOVERNMENT OF INDIA.
MINISTRY OF HOME AFFAIRS.

.....

New Delhi, the 10th June 1949.

CIRCULAR NO. 2

Subject:- *Central Civil Services (Temporary Service) Rules, 1949.*

Reference:- *Ministry of Home Affairs Circular No.1 issued under No.1/49-T.S., dated the 4th April 1949.*

As a preliminary to the issue of the declaration of eligibility it is requested that the following action should be taken by the Ministry of Finance etc., in regard to the collection of statistics.

2. The appointing authority (as defined in para 5(2) (a) of this Ministry's Circular No.1 should prepare a Register of Temporary employees in respect of each Establishment under its control. The Register should contain a Table of Contents in the form specified in Annexure I. The contents of the Register should be arranged in the form in Annexure II, with space separately allotted to each grade or post. A copy of this Register should be lodged with the Controlling Authority (as defined in Circular No.1) and changes occurring in the Register from time to time should be duly notified to the Controlling Authority. As soon as the Register has been opened, copies of the Table of Contents should be forwarded through the Controlling Authority to

(a) the Head of the Department,

(b) the Ministry concerned, and

(c) the Ministry of Home Affairs,

for information and record.

3. As it is likely that the Rules regulating the issue of declarations of eligibility might be framed on different lines for the holders of different classes of posts, it is desirable to have separate Registers opened and a separate Table of Contents (Annexure I) maintained for holders of the posts of the following classes separately:

(a) Class I and II (Non-Technical);

(b) Technical and Specialised posts (Class I & II);

(c) Class III Ministerial posts;

(d) Other Class III posts; and

(e) Class IV posts.

4. Once every quarter, by the 15th of March, June, September and December of every year a statement of Establishment should be prepared by the Appointing Authority concerned in the form specified in Annexure III and forwarded to the Controlling Authority. It is desirable that this is also done separately for the holders of the various categories of posts mentioned in para 3 above.

5. The preparation of the Registers should be taken on hand immediately and completed during the course of the next six weeks. The copies referred to in para 2 above should reach the Ministry of Home Affairs before the 31st July 1949.

6. The Ministry of Finance etc. may indent on the Controller of Printing and Stationery for the supply of the necessary number of printed copies of the forms in Annexures I, II and III to this circular.

R.C. DUTT.

DEPUTY SECRETARY TO THE GOVERNMENT OF INDIA.

To

All the Ministries of the Government of India (including the Ministry of Finance (Defence), (Revenue), (States and E.A.), (Communication), (Food), and (I. & C.) Divisions).

---

* Spare copies will be sent when received from the Press.

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No.1/49-T.S. New Delhi, the 10th June 1949.

Copy forwerded to:

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The Cabinet Secretariat;
The Partition Secretariat;
The Development Boara;
The Department or Scientific Research;
The Legislative Assembly Department;
The Federal Public Service Commission;
The Director, Intelligence Bureau;
The Principal, Indian Administrative Service Training School;
The Director, Secretariat Training School;
The Commandant, Central Police Training College, Abu;
The Inspector-General, Special Police Establishment;
The Auditor-General;
All Chief Commissioners;
The Private Secretary to H.E. the Governor-General; and
The Military Secretary to H.E. the Governor-General.

By Order,

R.K. RANGAN,

ASSISTANT SECRETARY TO THE GOVERNMENT OF INDIA.

No.1/49-T.S. New Delhi, the 10th June 1949.

Copy also forwarded for information to the Federal Court, the Constituent Assembly Secretariat and all Provincial Governments.

Copy also to the Under Secretary (Administration).

By Order.

R.K. RANGAN.

ASSISTANT SECRETARY TO THE GOVERNMENT OF INDIA.

ANNEXURE I.

(Table of contents of Establishment in Register of Temporary Employees).

Name of Establishment.

Sl. No.	Name of post.	Appointing Authority.	Controlling Authority.	Head of Department.	Pages in the Register.

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ANNEXURE II.

REGISTER OF TEMPORARY EMPLOYEES.

GRADE .....

1	Serial No.	
2	Name of temporary employee.	
3	Date of birth.	
4	Educational Qualifications(Highest Qualification.)	
5	Date of entry in continuous Govt. service and the grade in which he/she joined.	
6	Date of appointments to various posts or grades.	
7	Whether he/she has been medically examined and certified fit for service.	
8	Whether his/her antecedents and character have been verified.	
9	Age	Is he/she eligible for Quasi Permanent employment in the post or grade in respect of
10	Educational Qualifications.	
11	Length of Service.	
12	Has F.P.S.C. been consulted about his/her suitability for for Quasi-permanent employment.	
13	Date of Quasi Permanent appointment.	
14	No. & date of declaration of Quasi Permanent appointment.	
15	Date of absorption in permanent employment & grade in which so absorbed.	
16	No. & date of order of permanent appointment.	
17.	Remarks.	

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ANNEXURE III.

QUARTERLY STATEMENT OF ESTABLISHMENT.

Sl. No.	Post or grade	Prescribed Educational Qualifications for direct recruits.	Is consultation with P.P.S.C. necessary for direct appointment to the post or Grade? If not, what is the normal mode of recruitment.	Prescribed scales of pay.	No. of sanctioned post.		Number of employees in the grade.				Out of purely temporary employees vide No.10 no. who have completed 3 years' service on	Remarks.
					Permanent.	Temporary.	Permanent.	Quasi-Permanent.	Purely temporary.	Total		
1	2	3	4	5	6	7	8	9	10	11	12	13.

I M M E D I A T E.

No.4/49-T.S.
Government of India
MINISTRY OF HOME AFFAIRS.

.....

New Delhi-3, the 13th July 1949.

OFFICE MEMORANDUM

Subject: Central Civil Services (Temporary Service) Rules, 1949.

Reference: Instructions prescribed to regulate the issue of declarations of quasi-permanent eligibility to temporary employees of the Central Government, issued under the Ministry of Home Affairs under No.4/49-T.S., dated the 11th July 1949.

.....

Since the Instructions referred to were issued a point has been raised which renders it necessary to reconsider one of the Instructions contained therein. The matter is under consideration and a correction slip will issue shortly. Pending receipt of the correction slips it is requested that the instructions need not be communicated to authorities in and under your administrative control.

(R.C.DUTT)
DEPUTY SECRETARY TO THE GOVT. OF INDIA.

To

All the Ministries of the Government of India, including the Ministry of Finance(Defence), (Revenue), (States & E.A.), (Communications), (Food) and (Industry & Commerce Divisions.).

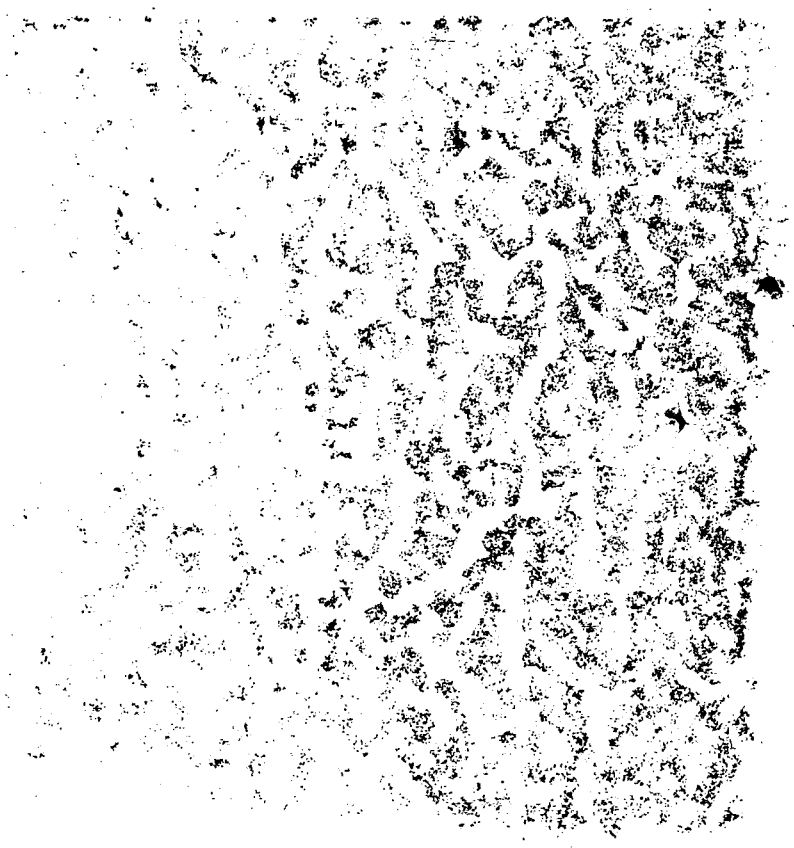
No.4/49-T.S. New Delhi-3, the 13th July 1949.

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By Order, etc.

(R.K.RANGAN)
Assistant Secretary to the Govt. of India.

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IMMEDIATE.

No.4/49-T.S.
Government of India
Ministry of Home Affairs.

New Delhi 3, the 1st August, 1949.

OFFICE MEMORANDUM

Subject:- Central Civil Services (Temporary Service) Rules, 1949 - Procedural Instructions for the issue of declarations of quasi-permanent appointment - Relaxation of maximum age limits for special categories of Government servants.

....

A question has been raised with reference to para.3 of the Ministry of Home Affairs Office Memorandum No.4/49-T.S., dated the 11th July 1949, whether the directions issued in Ministry of Home Affairs Office Memorandum No.60/94/48-Ests., dated the 15th November 1948, regarding relaxation of maximum age limits for recruitment to Government service in the case of 'displaced Government servants' will apply to the issue of quasi-permanent certificates also.

2. As already provided for in the proviso to para.3(i) of the Procedural Instructions issued under Ministry of Home Affairs No.4/49-T.S., dated the 11th July 1949, special categories of Government servants for whom the maximum age for appointment to any Government post or class of posts has been specially relaxed by Government the maximum so relaxed would be applicable in respect of that post or class of posts notwithstanding the maximum prescribed in that Instruction.

3. The relaxation of age limits provided for in the Ministry of Home Affairs Office Memorandum No.60/94/48-Ests., dated the 15th November 1948, will therefore hold good for determining the eligibility of temporary Government servants for quasi-permanent appointment.

Sd/- R.C. Dutt
Deputy Secretary to the Government of India.

...

To

*Spare copies will be sent on receipt from the press.

*All Ministries of the Government of India (including the Ministry of Finance(Defence), (Revenue), (States & E.A.), (Communications), (Food) and (I & C.) Divisions).

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By order,

Sd/- (R.K. Rangan)
Assistant Secretary to the Government of India.

...

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No.1/49-TS
GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS

New Delhi 3, the 4th April, 1949.

CIRCULAR NO. 1.

SUBJECT:- Central Civil Services (Temporary Service) Rules, 1949.

The Central Civil Services (Temporary Service)Rules, 1949, have been promulgated in order to regulate the tenure and certain conditions of service of temporary Government servants. A copy of the rules and an explanatory Memorandum attached thereto is enclosed (together with spare copies) for information.

2. As Ministries are aware, a number of problems have arisen as a result of the employment for long periods of temporary persons side by side with permanent Government servants with duties and responsibilities which are similar in character, e.g., the problem of uncertainty about the period of retention in employment, disabilities in respect of leave terms and absence of provisions regarding retirement benefits. These conditions have led to discontent among temporary employees which affects efficiency. Moreover, it is essential in the interest alike of efficiency and the maintenance of discipline, that those temporary employees who would not ordinarily have been recruited to the permanent service, or who have not earned by their record of efficient work and satisfactory conduct the privilege of treatment as permanent employees, should be clearly distinguished from others who may be justifiably given party of treatment with permanent employees. It is also necessary that appointing authorities should have sufficient hold over their employees so as to secure that inefficient and disloyal elements can be weeded out without much difficulty. The rules have been devised in order to secure these purposes.

3. The substance of the principal provisions made in these Rules is as follows:-

First there is provision for issue to temporary employees of declarations of eligibility for quasi-permanent service, and on the basis of such declarations to devide temporary employees into two categories viz. Quasi-permanent Employees, and Purely Temporary Employees. Two conditions are attached to the issue of declarations of eligibility. The first condition is three years continuous satisfactory Government service. The second condition is regarding the suitability of the candidate for continued employment. The Rules visualised the issue of instructions on this matter. It may be mentioned at this stage, that a candidate's suitability should be decided with reference to the following criteria. He should possess the requisite qualifications for the post, and should have both willingness and capacity to devote himself to the duties of his post and perform them efficiently. In addition, his conduct and character should be such as to make him suitable for the public service. Only persons who fulfil both sets of conditions will be eligible to be declared as quasi-permanent.

Secondly the rules provide for approximating the conditions of service of quasi-permanent employees to those of permanent employees. Thus they enable temporary employees to obtain the same treatment in the matter of security of tenure, allowances, leave and procedural safeguards in disciplinary matters as is admissible to permanent Government servants. They will also enable them to secure confirmation in future permanent vacancies up to the number which will be specifically reserved for them. Provision is also made for benefits payable to them in the event of their discharge on account of reduction of establishment. Prior to their absorption in permanent service.

Thirdly the Rules also provide a clear definition of the tenure of purely temporary employees, so as to obviate the need for cumbrous procedure in securing the termination of service of those among them who may be unfit or undesirable.

...../-

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4. Instructions to be prescribed for regulating the issue of declarations of eligibility mentioned in rule 3 of the Rules are under consideration. A separate circular on the subject will be issued in due course. It should be clearly understood that such declarations are not to be issued until the instructions are received. It should further be made clear to all concerned that these declarations will not be issued as a matter of course on the mere completion of three year's service. Appointing authorities will be held responsible for satisfying themselves on the essential criteria stated in paragraph 3 above and strict fulfilment of procedural instructions.

5. Preliminary action is now required to ensure that steps necessary for the issue of declarations are taken by Ministries and Heads of Departments under them, as early as possible. The first step is as follows:-

(1) The rules and explanation of their scope and purpose should be communicated to all authorities concerned;

(2) The Ministries and Heads of Departments under them should immediately nominate, under instructions to this Ministry;

(a) Appointing Authorities in respect of each post or grade, who will be responsible for making the necessary preparation and verification of records, etc., of temporary employees for determining their suitability for the issue of declarations of eligibility in quasi-permanent service in specific posts or grades,

(b) Controlling Authorities who will be responsible for ensuring that necessary action in this behalf is taken by the specified appointing authorities under them.

The authorities mentioned in (a) and (b) should, as far as possible, be normally the same as those prescribed under the existing rules and orders, as the appointing and appellate authorities in respect of employees in particular posts or grades.

6. If spare copies of the Rules and Memorandum are required by the Ministry of Finance/etc., for distribution to Heads of Departments under them, they will be supplied on request.

Sd/- R.A. GOPALASWAMI,
Officer on Special Duty.

To

All the Ministries of the Government of India /including the Ministry of Finance (Defence), (Revenue), (States and E.A.), (Communication), (Food), and (I. and C.) Divisions/;

The Director General, Resettlement and Employment;
The Prime Minister's Secretariat;
The Cabinet Secretariat;
The Partition Secretariat;
The Development Board;
The Department of Scientific Research;
The Legislative Assembly Department;
The Federal Public Service Commission;
The Director, Intelligence Bureau;
The Principal, Indian Administrative Service Training School;
The Director, S.T.S.;
The Commandant, Central Police Training College, Abu;
The Inspector-General, Special Police Establishment;
The Auditor-General;
All Chief Commissioners;
The Private Secretary to H.E. the Governor General; and
The Military Secretary to H.E. the Governor General.

...../-P.T.O.

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No.1/49-TS

New Delhi 3, the 4th April, 1949.

Copy also forwarded for information to the Federal Court, the Constituent Assembly Secretariat and all Provincial Governments.

Copy also to the Under Secretary (Administration).

By order, etc.,

Sd/- R.K. RANGAN.
Asstt. Secy. to the Govt. of India.

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Home Affairs .
servants and employees who are, or are likely to become quasi-permanent are adequately safeguarded, the latter Ministry will agree to the filling of the vacancies in relaxation of those orders, subject to consultation, in the matter of actual appointments, with the Union Public Service Commission, where necessary.

It is requested that steps may now be taken to complete the issue of quasi-permanent certificates to the eligible candidates as early as possible, so that the instructions contemplated by rule 7 of the Central Civil Services (Temporary Service) Rules, 1949, may be issued without any undue delay.

Sd/- (K.N. Subbanna)
Under Secretary to the Government of India.

To

* All Ministries of the Government of India including Ministry of Finance (Defence), (Revenue) and (I & C) Divisions; Cabinet Secretariat; Director General, Resettlement and Employment; Prime Minister's Secretariat; Planning Commission; Partition Secretariat; Parliamentary Secretariat; Principal, Indian Administrative Service Training School; Director, Intelligence Bureau; Director, Secretariat Training School; Inspector General, Special Police Establishment; Commandant, Central Police Training College, Mount Abu; Director of Co-ordination (Police Wireless); Union Public Service Commission; Supreme Court;

* With usual number of spare copies.

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It is requested that steps may now be taken to complete the issue of quasi-permanent certificates to the eligible candidates as early as possible, so that the instructions contemplated by rule 7 of the Central Civil Services (Temporary Service) Rules, 1949, may be issued without any undue delay.

Sd/- (K.N. Subbanna)
Under Secretary to the Government of India.

To

* All Ministries of the Government of India including Ministry of Finance (Defence), (Revenue) and (I & C) Divisions; Cabinet Secretariat; Director General, Resettlement and Employment; Prime Minister's Secretariat; Planning Commission; Partition Secretariat; Parliamentary Secretariat; Principal, Indian Administrative Service Training School; Director, Intelligence Bureau; Director, Secretariat Training School; Inspector General, Special Police Establishment; Commandant, Central Police Training College, Mount Abu; Director of Co-ordination (Police Wireless); Union Public Service Commission; Supreme Court;

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Most Immediate

No.F.54/28/50-NGS
Government of India
Ministry of Home Affairs.

New Delhi-2, the 17th August, 1950.

OFFICE MEMORANDUM

Subject:- Central Civil Services (Temporary Service) Rules 1949 - Extension of the orders contained in the Ministry of Home Affairs Office Memorandum No. F.42/49-Apptts. dated the 16th May, 1949, for a period of one year from 15th August 1950, pending the issue of instructions contemplated by Rule 7 of the -

The undersigned is directed to invite the attention of the Ministry of Finance, etc., to the orders contained in paragraph 4 of the Ministry of Home Affairs Office Memorandum No.F.42/49-Apptts. dated the 16th May, 1949, and to say that, in view of the elaborate procedure involved in the implementation of the Central Civil Services (Temporary Service) Rules, 1949, it will be some more time yet before the numbers of quasi-permanent employees in different grades/posts are ascertained, and instructions for their permanent employment, contemplated by rule 7 of those Rules, issued. The Ministry of Home Affairs have, therefore, decided, in consultation with the Union Public Service Commission, to extend those orders for one year i.e., till the 15th August, 1951, with the modification that, where a Ministry is able to satisfy the Ministry of Home Affairs that the interests of displaced Government servants and employees who are, or are likely to become quasi-permanent are adequately safeguarded, the latter Ministry will agree to the filling of the vacancies in relaxation of those orders, subject to consultation, in the matter of actual appointments, with the Union Public Service Commission, where necessary.

It is requested that steps may now be taken to complete the issue of quasi-permanent certificates to the eligible candidates as early as possible, so that the instructions contemplated by rule 7 of the Central Civil Services (Temporary Service) Rules, 1949, may be issued without any undue delay.

Sd/- (K.N. Subbanna)
Under Secretary to the Government of India.

To

* All Ministries of the Government of India including Ministry of Finance (Defence), (Revenue) and (I & C) Divisions; Cabinet Secretariat; Director General, Resettlement and Employment; Prime Minister's Secretariat; Planning Commission; Partition Secretariat; Parliamentary Secretariat; Principal, Indian Administrative Service Training School; Director, Intelligence Bureau; Director, Secretariat Training School; Inspector General, Special Police Establishment; Commandant, Central Police Training College, Mount Abu; Director of Co-ordination (Police Wireless); Union Public Service Commission; Supreme Court;

* With usual number of spare copies.

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~~Military Secretary to the President~~; Secretary to the President; Department of Scientific Research; Department of Parliamentary Affairs; Office of the Election Commission.

No.54/28/50-NGS New Delhi-2, the 17th August, 1950.

Copy forwarded for information to the Union Public Service Commission with reference to their letter No.F.8/135/50-S, dated the 14th August 1950.

Sd/-(K.N. Subbanna)
Under Secretary to the Government of India.

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No.F.54/23/50-NGS
Government of India
Ministry of Home Affairs.

New Delhi-2, the 17th August, 1950.

OFFICE MEMORANDUM

Subject:- Central Civil Services (Temporary Service) Rules 1949 - Extension of the orders contained in the Ministry of Home Affairs Office Memorandum No. F.42/49-Apptts. dated the 16th May, 1949, for a period of one year from 15th August 1950, pending the issue of instructions contemplated by Rule 7 of the -

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It is requested that steps may now be taken to complete the issue of quasi-permanent certificates to the eligible candidates as early as possible, so that the instructions contemplated by rule 7 of the Central Civil Services (Temporary Service) Rules, 1949, may be issued without any undue delay.

Sd/- (K.N. Subbanna)
Under Secretary to the Government of India.

To

* With usual number of spare copies.

* All Ministries of the Government of India including Ministry of Finance (Defence), (Revenue) and (I & C) Divisions; Cabinet Secretariat; Director General, Resettlement and Employment; Prime Minister's Secretariat; Planning Commission; Partition Secretariat; Parliamentary Secretariat; Principal, Indian Administrative Service Training School; Director, Intelligence Bureau; Director, Secretariat Training School; Inspector General, Special Police Establishment; Commandant, Central Police Training College, Mount Abu; Director of Co-ordination (Police Wireless); Union Public Service Commission; Supreme Court;

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~~Military Secretary to the President;~~ Secretary to the President; Department of Scientific Research; ~~Department~~ of Parliamentary Affairs; Office of the Election Commission.

No.54/26/50-NGS New Delhi-2, the 17th August, 1950.

Copy forwarded for information to the Union Public Service Commission with reference to their letter No.F.3/135/50-S, dated the 14th August 1950.

Sd/-(K.N. Subbanna)
Under Secretary to the Government of India.

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IMMEDIATE.

No: 1/4/49-T.S(NGS)
Government of India
Ministry of Home Affairs
-.-

New Delhi-3, the 30th January, 1950.

OFFICE MEMORANDUM.

Subject:- Central Civil Services (Temporary Service) Rules, 1949 - Form of declaration of quasi-permanent eligibility to be issued to temporary employees under the -.

The undersigned is directed to invite a reference to para 7 of the procedural Instructions contained in the Ministry of Home Affairs Office Memorandum No: 4/49-T.S., dated the 11th July, 1949, on the subject noted above, and to say that the form in which delcarations of quasi-permanency should be issued has now been finalised in consultation with the Ministries of Law and Finance. A specimen copy of the form of declaration is enclosed.

2. It has also been decided that a person in respect of whom such a declaration is issued should also simultaneously be issued with an order appointing him in a quasi-permanent capacity in the grade or post in which he has been declared to be eligible for quasi-permanent appointment. A specimen of the form in which such an "Order of Appointment" should be issued is also enclosed.

3. Steps are being taken to have the forms referred to para 1 and 2 above "Standardised", so that copies can be obtained by the Appointing Authorities from the Central Forms Store, Calcutta, as and when required. In the meantime there is no objection to the declarations and orders of appointment being issued on type-written or cyclostyled forms. After the printed forms are received they should be used and the declarations, etc. should not, except in special circumstances, be issued on other forms.

Sd/- K.N. Subbanna.
Under Secretary to the Government of India.

To

All Ministries of the Government of India etc. etc.

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No. 54/18/49-NGS.
Government of India
Ministry of Home Affairs.

....

New Delhi-3, the 7th February 1950.

OFFICE MEMORANDUM.

Subject:- The Central Civil Services (Temporary Service) Rules, 1949, Issue of quasi-permanent certificates to the temporary employees of the Central Government coming under the scope of.

...

The undersigned is directed to invite a reference to paragraph 5 and 6 of the Procedural Instructions contained in the Ministry of Home Affairs No. 4/49-T.S., dated the 11th July 1949, on the subject mentioned above, and to say that in accordance with the procedure laid down therein, the Ministry of Home Affairs are expected to obtain the concurrence of the Union Public Service Commission to the issue of quasi-permanent certificates to the temporary employees in whose cases consultation with the Commission is required. The categories of employees in whose cases such consultation is necessary are mentioned in clauses (a) and (b) of para 5 of the Office Memorandum referred to above.

2. Of the category of persons mentioned above, it is not proposed at present to take up the question of issuing quasi-permanent certificates in respect of posts which will form Grades I to III of the Central Secretariat Service. The Union Public Service Commission are already examining the cases of persons employed in those posts inconnection with the constitution of the Central Secretariat Service, and their gradings which are expected to be completed shortly should be awaited before issuing certificates of quasipermanency. Since however, it may take a considerably longer time to finalise permanent appointments to grade IV of the Central Secretariat Service, it is proposed to consider without any further delay cases for quasi-permanent appointment to that grade.

3 It is requested that the Ministry of Home Affairs may be supplied urgently (in any case not later than the 28th February, 1950) with lists, in triplicate, of persons who are recommended for quasipermanence in Class I or Class II posts other than those included in Grades I-III of the Central Secretariat Service and in respect of Ministerial Staff in the Secretariat and Attached Offices. The lists should indicate the post with reference to which the persons concerned are to be declared quasi-permanent and should be accompanied by their confidential reports, and registers of all temporary employees of the Grades. The registers should indicate those who were in all respects eligible, under the Procedural Instructions referred to above, for quasi-permanent status on the Ist July, 1949, and the recommendations approved by the controlling authority in respect of each employee.

4. It has been decided that it is not necessary to insist on persons, recommended for quasi-permanence as clerks, passing a typing test before the grant of quasipermanent certificates but they should be warned that before any of them is confirmed as a clerk in the Secretariat or Attached Offices, it will be necessary for him to pass the Union Public Service Commission's typing test at 30 words per minute.

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5. So far as stenographers in the Secretariat and Attached Offices are concerned, only those who have passed the Union Public Service Commission's test for stenographers or are otherwise eligible for confirmation, will be eligible for the grant of quasi-permanent certificates. In forwarding lists of stenographers for the grant of quasi-permanent status, it should be indicated whether the person concerned has passed the stenographers test or not.

6. The responsibility for determining whether or not a candidate is eligible, under the rules, for the issue of a quasi-permanent certificate rests with the appointing/controlling authority, Doubtfull cases, if any, should be indicated bodily in the list and the point of doubt indicated in an accompanying memorandum.

7. Where the persons concerned were recruited through the Federal Public Service Commission or that body's concurrence has already been obtained to their appointment, the fact should be stated in the remarks column of the register.

8. As regards eligible employees of categories other than those mentioned in clauses (a) and (b) of para 5 of the Office Memorandum of the 11th July, 1949 the appointing authority may now obtain the orders of the controlling authority and issue quasi-permanent certificates in the form which has already been prescribed. It will be for the appointing authority or the Ministry concerned to decide whether any departmental tests, which have been prescribed for the confirmation of a person in a grade, should be undergone before a person is declared quasi-permanent in that grade.

Sd/-
R. C. Dutt
Deputy Secretary to the Govt. of India.

To

All Ministries of the Government of India etc. etc.

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No. 54/14/49-NGS
Government of India.
Ministry of Home Affairs.

...

New Delhi-3, the 24th March, 1950.

OFFICE MEMORANDUM.

Subject:- Central Civil Services (Temporary Service) Rules, 1949, Medical Examination of temporary employees before they are declared quasi-permanent.

...

In continuation of the Ministry of Home Affairs Office Memorandum No. 54/14/49-NGS, dated the 28th January, 1950, on the subject noted above, the undersigned is directed to say that it has been reported that Ministries/etc. are finding it difficult to arrange for the early medical examination of their temporary employees who are to be declared quasi-permanent. The matter has, therefore, been considered in consultation with the Ministry of Health and it has now been decided that for the medical examination of their temporary employees serving in Delhi or New Delhi who are to be declared quasi-permanent, the Ministries etc. should address the Director of Health Services, Delhi, who will make the necessary arrangements for the purpose.

2. The question whether Class IV Government servants should be medically examined by the Civil Surgeon has also been raised by some Ministries. Since the cases of these persons are covered by S.R. 4(2) it is not necessary to have Class IV servants (whose pay at the time of quasi-permanent appointment does not exceed Rs. 50/- p.m.) examined by the Civil Surgeon. If at the time of their appointment or later they had produced certificates of fitness signed by an Assistant or sub-Assistant Surgeon, or any Medical Graduate or Licentiate, they need not be sent up for a fresh medical Examination. If there are any Class IV servants who have not so far produced a certificate of fitness, they may be asked to produce such certificates from an Assistant or Sub-Assistant Surgeon or any medical graduate or licentiate in Government Medical Service.

Sd/-
(K. N. Subbanna)
Under Secretary to the Govt. of India

To

All Ministries of the Government of India including Ministry of Finance (Defence), (Revenue) and (I & C) Divisions; Cabinet Secretariat; Directorate General, Resettlement and Employment; Prime Minster's Secretariat; Partition Secretariat; Parliamentary Sectt.; Principal Indian Administrative Service Training Schoo; Director, Intelligence Bureau, Director Sectt. Training School-I.G. Special Police Establishment Union Public Service Commission; Supreme Court; Military Secretary to the President Secretary to the President; Department of Scientific Research; Department of Parliamentary Affairs; Commandant, C.P.T.C.; Mount Abu; and the Office of the Election Commission.

Copy to Admn/Police I & II/ and Establishment Section.

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No:1/4/49-T.S(NGS)
Government of India
Ministry of Home Affairs
-.-

New Delhi-3, the 30th January, 1950.

OFFICE MEMORANDUM.

Subject:- Central Civil Services (Temporary Service) Rules, 1949 - Form of declaration of quasi-permanent eligibility to be issued to temporary employees under the -.

The undersigned is directed to invite a reference to para 7 of the procedural Instructions contained in the Ministry of Home Affairs Office Memorandum No: 4/49-T.S., dated the 11th July, 1949, on the subject noted above, and to say that the form in which delcarations of quasi-permanency should be issued has now been finalised in consultation with the Ministries of Law and Finance. A specimen copy of the form of declaration is enclosed.

2. It has also been decided that a person in respect of whom such a declaration is issued should also simultaneously be issued with an order appointing him in a quasi-permanent capacity in the grade or post in which he has been declared to be eligible for quasi-permanent appointment. A specimen of the form in which such an "Order of Appointment" should be issued is also enclosed.

3. Steps are being taken to have the forms referred to para 1 and 2 above "Standardised", so that copies can be obtained by the Appointing Authorities from the Central Forms Store, Calcutta, as and when required. In the meantime there is no objection to the declarations and orders of appointment being issued on type-written or cyclostyled forms. After the printed forms are received they should be used and the declarations, etc. should not, except in special circumstances, be issued on other forms.

Sd/- K.N. Subbanna.
Under Secretary to the Government of India.

To

All Ministries of the Government of India etc. etc.

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Government of India.
Ministry of Home Affairs
-.-

New Delhi-3, the 25th March, 1950.

NOTIFICATION.

In exercise of the powers conferred by the proviso to article 309 of the Constitution, the President is pleased to direct that the following amendments shall be made in the Central Civil Services (Temporary Service) Rules, 1949, namely:-

In the said Rules, --

(1) to rule 5, the following provisos shall be added, namely:-

"Provided that the service of any such Government servant may be terminated forthwith by payment to him of a sum equivalent to the amount of his pay plus allowances for the period of the notice or, as the case may be, for the period by which such notice falls short of one month or any agreed longer period.

Provided further that the payment of allowances shall be subject to the conditions under which such allowances are admissible."

(2) rule 6 shall be renumbered as sub-rule (1) of that rule, and after the sub-rule as so renumbered the following sub-rule shall be added, namely:-

"(2) Nothing in this rule shall affect any special instructions issued by Government regarding the manner and the order in which temporary Government servants belonging to any Scheduled Caste may be discharged."

Sd/- R.G. Dutt.
Deputy Secretary to the Government of India.

To

All Ministries of the Government of India etc.

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No:F.54/14/49-NGS.
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Ministry of Home Affairs.

...

New Delhi-2, the 28th January, 1950

Office Memorandum.

Subject:- Central Civil Service (Temporary Service) Rules, 1949 - Medical Examination of temporary employees before they are declared quasi-permanent.

The Ministry of Home Affairs have had under consideration the question whether a temporary Government servant who, on his first appointment under the Government of India in a temporary capacity, produced a certificate of physical fitness from an authorised medical attendent but not from the appropriate authority competent to declare him fit for permanent appointment to the grade in question, should be medically examined by such authority before a declaration of quasi-permanent eligibility is issued in his favour.

2. It has been decided, in consultation with the Ministries of Health and Finance that, all such temporary employees should, before they are issued with certificates/fit by the appropriate medical authority in the same way in which they are required to be declared physically fit for permanent appointment i.e., by a Civil Surgeon or a Commissioned Officer in the case of non-gazetted staff, and by a medical board in the case of Gazetted Officers as provided for in the Ministry of Finance Office Memorandum No:F.7(72)-EV/49., dated the 15th October, 1949. It will not thereafter be necessary for them to be examined again for confirmation in the grade in which they are quasi-permanent.

/ of quasi-permanency be medically examined and verified

(3. This disposes of the Ministry of Induatry & Supply Office Memorandum No: E-II-1(160)., dated the 26th September, 1949.)

()To I & S Ministry only.

Sd/- K.N. Subbanna
Under Secretary to the Government of India.

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To

All Ministries of the Government of India including the Ministry of Finance (Defence);(Revenue Division); (E.A.& States), (I & C), (Food), and (Communications) Divisions; Cabinet Sectt; Directorate General, Resettlement & Employment; Prime Minister's Secretariat; Partition Secretariat; Secretariat of the Constituent Assembly; Legislative Assembly Department; Principal, Indian Administrative Service Training School; Director, Secretariat Training School; Inspector General, Special Police Establishment; Principal, Central Police Training College, Abu; Federal Public Service Commission; Federal Court; Director, Intelligence Bureau; Military Secretary to Mr. President; Private Secretary to Mr. President; Department of Scientific Research; Department of Parliamentary Affairs.

No: 54/14/49-NGS. New Delhi-3, the 28th January, '5

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Maitra/-
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Sd/- K.N. Subbanna
Under Secretary to the Government of India.

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Government of India.
Ministry of Home Affairs
-.-

New Delhi-2, the 7th May, 1951.

NOTIFICATION.

In exercise of the pwoers conferred by clause (g) of sub-rule (3) of Rule 1 of the Central Civil Services (Temporary Service) Rules, 1949, the Central Government hereby directs that the said rules shall not apply to non-departmental telegraphists and Task Work Messengers employed in the Posts and Telegraphs Department.

Sd/- P.M. Sundaram,
Deputy Secretary to the Government of India.

Copy to:-

All Ministries of the Government of India including Ministry of Finance (Defence), (Revenue) and (I & C) Divisions, Cabinet Secretariat; Directorate General Resettlement and Employment; Prime Minister's Secretariat; Partition Secretariat; Parliamentary Secretariat; Principal, Indian Administrative Service Training School; Director, Intelligence Bureau; Director, Secretariat Training School; Inspector General, Sepcail Police Establishment, Union Public Service Commission; Supreme...Court; Military Secretary to the President; Secretary to the President; Department of Scientific Research; Department of Parliamentary Affairs; Commandant, Central Police Training College, Mount Abu; Office of the Election Commission; and all Chief Commissioners.

By order,

Sd/- B.R. Murgai.
Under Secretary to the Government of India.

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Government of India.
Ministry of Home Affairs.

-.-

New Delhi-2, the 13th March, 1951.

NOTIFICATION.

In exercise of the powers conferred by the proviso to article 300 of the Constitution, the President hereby directs that the following further amendments shall be made in the Central Civil Services (Temporary Service)Rules, 1949, namely:-

After clause (f) of sub-rule (3) of rule 1 of the said Rules, the following new clause shall be added, namely:-

"(g) Such other categories of employees as may be specified by the Central Government by notification in the official Gazette."

Sd/- P.M. Sundaram.
Deputy Secretary to the Government of India.

New Delhi-2, the 13th March, 1955.

No.54/168/51-NGS
Government of India
Ministry of Home Affairs.

New Delhi-2, the 2nd August, 1951.

OFFICE MEMORANDUM

Subject:- The Central Civil Services (Temporary Service) Rules, 1949 - Condonation of breaks in services - effect of.

The undersigned is directed to say that, as a doubt was felt by certain Ministries, etc., in regard to exact scope of the second note under paragraph 3(iii) of the Procedural Instructions contained in this Ministry's Memorandum No.4/49-T.S. dated the 11th July 1949, the matter has been considered in consultation with the Ministry of Finance, and it has been decided that the effect of the condonation sanctioned under that note is that the period of the break condoned is ignored and the services rendered before and after the break treated as one spell of continueds service. In other words, the condonation of the break or breaks enables a temporary employee to add up broekn periods of service to the disregard of the break or breaks and to count those broekn periods of service as one spell of continuous service.

Sd/- B.R. Murgai
Under Secretary to the Govt. of India.
P.T.O.

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Ministry of Home Affairs.
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New Delhi-2, the 13th March, 1951.

NOTIFICATION.

In exercise of the powers conferred by the proviso to article 300 of the Constitution, the President hereby directs that the following further amendments shall be made in the Central Civil Services (Temporary Service)Rules, 1949, namely:-

After clause (f) of sub-rule (3) of rule 1 of the said Rules, the following new clause shall be added, namely:-

"(g) Such other categories of employees as may be specified by the Central Government by notification in the official Gazette."

Sd/- P.M. Sundaram.
Deputy Secretary to the Government of India.

No: 54/5/51-NGS. New Delhi-2, the 13th March, 1955.

To

All Ministries of the Government of India including Ministry of Finance (Defence), (Revenue), and (I&C) Divisions; Department of Economic Affairs; Department of Parliamentary Affairs; Cabinet Secretariat; Prime Minister's Secretariat; Partition Secretariat; Parliament Secretariat; Director Intelligence Bureau; Director General Resettlement and Employment; Director of Co-ordination (Police Wireless); Director Secretariat Training School; Principal Indian Administrative Service Training School; Commandant Central Police Training College, Mount Abu; Inspector General Special Police Establishment; Union Public Service Commission; Planning Commission; Supreme Court; Office of the Election Commission; Military Secretary to the President; Secretary to the President and Establishment Officer to the Government of India.

Copy to the Administration Section.

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Government of India.
Ministry of Home Affairs.
-.-

New Delhi-2, the 13th March, 1951.

NOTIFICATION.

In exercise of the powers conferred by the proviso to article 300 of the Constitution, the President hereby directs that the following further amendments shall be made in the Central Civil Services (Temporary Service)Rules, 1949, namely:-

After clause (f) of sub-rule (3) of rule 1 of the said Rules, the following new clause shall be added, namely:-

"(g) Such other categories of employees as may be specified by the Central Government by notification in the official Gazette."

Sd/- P.M. Sundaram.
Deputy Secretary to the Government of India.

No: 54/5/51-NGS. New Delhi-2, the 13th March, 1955.

Copy to:-

*All Ministries of the Government of India including Ministry of Finance (Defence), (Revenue) and (I & B) Divisions; Cabinet Secretariat; Directorate General Resettlement and Employment; Prime Minister's Secretariat; Partition Secretariat; Parliament Secretariat; Principal, I.A.S. Training School; Director, Intelligence Bureau; Director, Secretariat Training School; Inspector General, Special Police Establishment; Union Public Service Commission; Supreme Court; Military Secretary to the President; Secretary to the President; Department of Scientific Research; Department of Parliamentary Affairs; Commandant, Central Police Training College, Mount Abu; Office of the Election Commission; and all Chief Commissioners.

By order,

Sd/- B.R. Murgai.
Under Secretary to the Government of India.

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No. 54/115/51-NGS
Government of India
Ministry of Home Affairs.

.....

New Delhi-2, the 19th November 1951.

OFFICE MEMORANDUM.

Subject:- The Central Civil Services (Temporary Service) Rules, 1949 - Issue of quasi-permanent certificates to the temporary employees of the Ministry of Finance, etc., coming under the scope of -

.....

The undersigned is directed to invite a reference to paragraph 6 of the procedural instructions issued under this Ministry's memorandum No. 4/49-T.S., dated the 11th July 1949, according to which the recommendations of the Appointing Authority for quasi-permanent declarations in respect of employees falling under clauses (a) and (b) of paragraph 5 of the said instructions are to be referred to the Ministry of Home Affairs for their concurrence, through the concerned Controlling Authority. As a result of the examination of the recommendations so far received inthis Ministry, it has been noticed that, Ministries usually go wrong especially on the following points, thus resulting in unnecessary correspondence and delay in the issue of quasi-permanent certificates:-

(i) According to instruction 12 of the procedural instructions referred to above, a temporary employees is eligible for the issue of a quasi-permanent certificate only in respect of a particular post/grade in which he has actually served. It therefore follows that a person who was initially recruited as 'A' Grade Clerk or Assistant will not be eligible for the issue of a quasi-permanent certificate in the grade of Lower Division Clerk unless the employee in question has actually served at one stage or the other in the grade of Lower Division Clerk also

(ii) According to para 5 of this Ministry's Office Memorandum No. 54/18/49-NGS, dated the 7th February 1950, only those stenographers who qualify at the Union Public Service Commission's tests for stenographers are eligible for being declared as quasi-permanent in the stenographers' grade, and they are eligible for quasi-permanency with effect from a date later than the date of their qualifying at these tests, and not from any earlier date.

(iii) War Service referred to in the Note (d) to para 3(iii) of the instructions referred to above will count only if it is continuous with other temporary service. For the purpose of computing three years' service, only that period of War service rendered by a Government servant should be taken into account during which the pay drawn by him exceeded the minimum of the grade in which he is proposed to be declared as quasi-permanent. The same principle will apply mutatis mutandis to counting service, other than war service, as contemplated by instruction 11 of the procedural instructions.

(iv) Permanent employees of theBaluchistan Administration are not entitled to the benefits of the Central Civil Services (Temporary Service) Rules, 1949, since the rules in question apply only to purely temporary employees.

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(v) Persons nominated against permanent vacancies on the basis of the results of Ministerial Service competitive examinations held by the Union Public Service Commission are not eligible for being declared as quasi-permanent for so long their nominations are not cancelled.

(vi) In the case of displaced Government servants, prior service rendered under Provincial Governments irrespective of whether it was rendered in a permanent or a temporary capacity, will be treated as Government service and counted towards length of service provided that the gap between that service and the service under the Government of India, if any is specifically condoned by this Ministry inconsultation with the Ministry of Finance. All such cases should therefore be separately referred to this Ministry for necessary action under the second note below paragraph 3(iii) of the procedural instructions referred to above.

(vii) Proposals for a relaxation of the conditions regarding age and educational qualifications are made along with the recommendations in cases in which all conditions of eligibility are fulfilled. This should not be done. Such proposals should be submitted to this Ministry separately under the proviso to paragraph 3 (iv) of the procedural instructions.

(viii) Recommendations made for the issue of declarations of quasi-permanency are sometimes provisional pending completion of medical examination, verification of character and antecedents, etc. Where this is the case, the fact should be specifically indicated by adding a separate paragraph to this effect in the covering letter.

2. The Ministry of Home Affairs will be glad if these points are kept in view in recommending theissue of declarations of quasi-permanency in future. In order to expedite the decision on such recommendations, this Ministry will henceforward confine themselves to conductingg only a test scrutiny of the recommendations made, it being the sole responsibility of the Administrative Ministry to enqure the accuracy and the correctness of those recommendations.

Sd/- P.M. Sundaram
Deputy Secretary to the Govt. of India.

To

All Ministries of the Govt. of India including Ministry of Finance (Defence) (Revenue) (E.A. and States), (Communications) (I&C) and (Food) Divisions; Cabinet Secretariat; Directorate General, Resettlement and Employment; Prime Minister's Sectt.; Partition Secretariat; Department of Economic Affairs; Department of Parliamentary Affairs; Parliament Secretariat; Director, Intelligence Bureau; Director of Coordination (Police Wireless); Director Secretariat Training School; Principal, Indian Administrative Service Training School; Commandant, Central Police Training College, Mount Abu; Inspector General of Police, Special Police Establishment; Union Public Service Commission; Planning Commission; Military Secretary to the President; Secretary to the President and Establishment Officer to the Government of India.

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Government of India
Ministry of Home Affairs
-.-

New Delhi-2, the 8th September, 1951.

OFFICE MEMORANDUM.

Subject:- Central Civil Services (Temporary Service) Rules, 1949 - Procedural Instructions for the issue of declarations of quasi-permanent appointment under the - Treatment of prior service in calculating length of service under paragraph 3(iii) of the -

The undersigned is directed to say that, in partial modification of the orders issued in this Ministry's Office Memorandum No: 4/49-T.S., dated the 29th August, 1949, it has been decided that the service that counts towards seniority in accordance with the liberalised orders of seniority issued in this Ministry's Office Memorandum No: 31/223/50-DGS., dated the 27th April, 1951, will also count towards length of service for quasi-permanent appointment mentioned in paragraph 3(iii) of the procedural instructions contained in this Ministry's Memorandum No: 4/49-T.S., dated the 11th July, 1949.

Sd/- P.M. Sundaram.
Deputy Secretary to the Government of India.

To

All Ministries of the Government of India including Ministry of Finance (Defence) (Revenue) and (I & C) Divisions; Department of Economic Affairs; Department of Parliamentary Affairs; Cabinet Secretariat; Prime Minister Secretariat; Partition Secretariat; Parliament Secretariat; Director Intelligence Bureau; Director General Resettlement and Employment, Director of Co-ordination (Police Wireless); Director Secretariat Training School; Principal Indian Administrative Service Training School; Commandant Central Police Training College; Mount Abu; Inspector General Special Police Establishment; Union Public Service Commission; Planning Commission; Supreme Court; Office of the Election Commission; Military Secretary to the President; Secretary to the President and Establishment Officer to the Government of India.
All Chief Commissioners.

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Ministry of Home Affairs.
-.-

Immediate

New Delhi-2, the 30th August, 1951.

OFFICE MEMORANDUM.

Subject:- The Central Civil Services (Temporary Service) Rules, 1949 - Extension of the orders contained in this Ministry O.M. No: 54/28/50-NGS, dated the 17th August, 1950 for a further period of 6 months.

In continuation of this Ministry's Office Memorandum of even number dated the 17th August, 1950, the undersigned is directed to say that, after consulting the Union Public Service Commission, the Ministry of Home Affairs have decided to extend the orders contained therein for a further period of six months from the 16th August, 1951 i.e. upto 15th February, 1952.

Sd/- B.R. Murgai.
Under Secretary to the Government of India.

To

All Ministries of the Government of India including Ministry of Finance (Defence), (Revenue), and (I & C) Divisions, Department of Economic Affairs; Department of Parliamentary Affairs; Cabinet Secretariat; Prime Minister Secretariat; Partition Secretariat; Parliament Secretariat; Director Intelligence Bureau; Director General Resettlement and Employment; Director of Co-ordination (Police Wireless); D.S.T. School; P.I.A.S.T. School; C.C.P.T.C. Mount Abu; I.G.S.P. Establishment; Union Public Service Commission; Planning Commission; Supreme Court; Office of the Election Commission; Military Secretary to the President; Secretary to the President and Establishment Officer to the Government of India.

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No: 54/22/51-N.G.S.
Government of India.
Ministry of Home Affairs.
-.-

New Delhi-2, the 19th May, 1951.

NOTIFICATION.

In exercise of the powers conferred by t he proviso to article 309 of the Constitution, the President hereby directs t hat the f ollowing further amendment shall be made in the Central Civil Services (Temporary Service) Rules, 1949, namely:-

In sub-ruel (2) of rule 6 of the said rules, after the words, "any Scheduled Caste", the words "or Scheduled Tribe" shall be inserted.

Sd/- P.M. Sundaram.
Deputy Secretary to the Government of India.

No: 54/22/51-N.G.S. New Delhi-2, the 19th May, 1951.

Copy to all Ministries of the Government of India, including Ministry of Finance (Defence), (Revenue) and (I & C) Divisions; Cabinet Secretariat; Director General, Resettlement and Employment; Prime Minister's Secretariat; Partition Secretariat; Planning Commission; Parliamentary Secretariat; Principal, Indian Administrative Service Training School; Director, Intelligen Bureau; Director Secretariat Training School; Inspector General, Special Police Establishment; Union Public Service Commission; Supreme Court; Military Secretary to the President; Secretary to the President; Department of Parliamentary Affairs; Commandant, Central Police Training College, Mount Aby; Director of Coordination (Police Wireless) and office of the Election Commission and to all Chief Commissioners.

By order,

Sd/- B.R. Murgai,
Under Secretary to the Government of India.

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No.54/88/51-NGS
Government of India,
Ministry of Home Affairs.

New Delhi-2; the 4th October 1951.

Subject:- Applicability of the Central Civil Services(Temporary Service)Rules, 1949, to the employees of the former Indian States transferred to the Government of India.

....

The undersigned is directed to say that the question of the applicability of the Central Civil Services(Temporary Service)Rules, 1949, to the staff of the former Indian States, who have been taken over by the Central Government as a result of the financial integration, has been considered by the Government of India. It has been decided as a result that while the said Rules do not apply to the permanent staff taken over by the Central Government, they are applicable to the temporary staff, so taken over, who may count their previous continuous temporary service rendered under the State Governments for the purpose of rule 3(i) of those Rules.

Under Secretary to the Government of India

To

*All Ministries of the Government of India including Ministry of Finance(Defence),(Revenue)and (I&C) Divisions; Department of Economic Affairs; Department of Scientific Research; Department of Parliamentary Affairs; Cabinet Secretariat; Prime Minister's Sectt; Partition Secretariat; Parliament Secretariat; Director Intelligence Bureau; Director General Resettlement and Employment; Director of Co-ordination(Police Wireless); Director Secretariat Training School; Principal Indian Administrative Service Training School; Commandant, Central Police Training College, Mount Abu; Inspector General Special Police Establishment; Union Public Service Commission; Planning Commission; Supreme Court; Office of the Election Commission; Military Secretary to the President and Secretary to the President.

*All/States (20 copies)

No.54/88/51-NGS. New Delhi-2; the 4th October 1951

Copy forwarded to the Secretary, Union Public Service Commission, for information and guidance. The orders issued in this Ministry's letter No.54/95/50-NGS dated the 11th April 1951 should be treated as modified by these orders.

Under Secretary to the Government of India.

TMI)3/10.

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No. 54/27/50-NGS.
Government of India
MINISTRY OF HOME AFFAIRS.

New Delhi-2, the 25th August, 1951.

OFFICE MEMORANDUM

Subject:- Central Civil Services (Temporary Service) Rules, 1949 - Eligibility for quasi-permanent certificates - age and educational qualifications.

The proviso to paragraph 3(i) of the procedural instructions contained in this Ministry's memorandum No.4/49-T.S., dated the 11th July, 1949, lays down that, in respect of special categories of Government servants for whom the maximum age for appointment to any post or class of posts has been specially relaxed, the maximum so relaxed would be applicable for determining their eligibility for quasi-permanent certificates. The application of this principle to cases of persons who took part in national movements and displaced Government servants has been specifically referred to in the note under this proviso and in this Ministry's Office Memorandum No.4/49-T.S., dated the 1st August, 1949. The following decisions, which are based on the application of the same principle to certain classes of posts and of temporary employees, are communicated for information and guidance.

2. (i) Assistants in the Secretariat and Attached Offices.

The age limit of 45 years on the 22nd October, 1948, prescribed in the instructions for the initial constitution of Grade IV - Assistants of the Central Secretariat Service, for purposes of admission to the I and II tests held by the Union Public Service Commission, will also apply to temporary assistants for determining their eligibility, by age, for quasi-permanent appointment. This condition will not, however, apply to (i) permanent displaced Government servants eligible for inclusion in the non-test category in the initial constitution of Grade IV Assistants, who will be eligible for the issue of quasi-permanent certificates in the grade of Assistants irrespective of their age and educational qualifications, and (ii) persons above the age of 45, but below the age of 55 on the 22nd October, 1948, who are, as a special case, being permitted to take the II test for appointment to vacancies in the Assistants' grade. Permanent displaced Government servants, who came to India as migrants before the 15th April 1949, but are not eligible for inclusion in the non-test category, can be declared quasi-permanent without reference to their age if they satisfy the educational qualifications, or are eligible for treatment as 'accepted category' in the light of this Ministry's Office Memorandum No.23/47/48-NGS, dated the 21st July 1948.

(ii) Temporary stenographers employed in the Secretariat and Attached offices.

Any stenographer who has qualified at a Commission test/examination (including proficiency tests) will be eligible for quasi-permanency irrespective of age or educational qualifications.

(iii).....

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(iii) Temporary clerks in the Secretariat and Attached offices.

The age limit of 47 years on the 1st January, 1951, prescribed for purposes of the initial constitution of the reorganised clerical grades will apply to temporary clerks for determining their eligibility, by age, for quasi-permanent appointment, except in the case of permanent displaced Government servants, who came over to India as migrants before the 15th April, 1949, and were nominated by the Transfer Bureau as clerks, who will be eligible for the issue of quasi-permanent certificates in the grade of clerks irrespective of their age and educational qualifications.

3. Both persons recruited before the crucial dates mentioned against the grade concerned and those recruited thereafter will be eligible for the age concessions detailed in paragraph 2 above until the initial constitution of Grade IV of the Central Secretariat Service, Grade C of the Central Secretariat Stenographers Service or the Lower Division Clerks Grade of the Central Secretariat Clerical Service, as the case may be, is completed. These age limits having been prescribed with reference to specific dates, and not the date of entry into service, no deduction of continuous temporary service will be allowed in calculating these age limits.

Sd/-
(P.M. Sundaram)
Deputy Secretary to the Government of India.

To

All Ministries of the Government of India including Ministry of Finance (Defence), (Revenue) and (I&C) Divisions; Department of Economic Affairs; Department of Parliamentary Affairs; Cabinet Secretariat; Prime Minister's Secretariat; Partition Secretariat; Parliament Secretariat; Director, Intelligence Bureau; Director General Resettlement and Employment; Director of Co-ordination (Police Wireless); Director, Secretariat Training School; Principal, I.A.S. Training School; Commandant, Central Police Training College, Abu; Inspector General, Special Police Establishment; Union Public Service Commission; Planning Commission; Supreme Court; Office of the Election Commission; Military Secretary to the President; Secretary to the President and Establishment Officer to the Government of India.

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No.54/42/50-NGS.
Government of India.
Ministry of Home Affairs.

New Delhi-2, the 15th September, 1952.

OFFICE MEMORANDUM

Subject:- The Central Civil Services (Temporary Service) Rules, 1949 - Amendment of the Explanatory Memorandum thereof.

...

The Memorandum Explanatory to the Central Civil Services (Temporary Service) Rules, 1949, states in the paragraph relating to rule 2(a) that the gap between the date the refugee Government servants relinquished their services under the Provincial Governments in Pakistan and the date on which they were appointed under the Government of India has been treated as joining time or as leave and that in either case it counts as Government service for purposes of the Central Civil Services (Temporary Service) Rules. This question of the treatment of the gap was considered further and the instructions that were issued as a result thereof are contained in the second note under para 3(iii) of the Procedural Instructions issued under this Ministry's Memorandum No. 4/49-T.S. dated the 11th July 1949. These latter instructions do not, however, specifically indicate that they supersede the provisions of the Explanatory Memorandum referred to above and enquiries have been made to ascertain whether the earlier provisions continue to be in force. In order, therefore, to remove the possibility of any doubt, it has been decided that in the paragraph referred to in the begining of this office Memorandum, for the sentence.

> "that gap has been treated as joining time or as leave and in either case it counts as Government service for the purpose of these rules",

the following shall be substituted:-

> "that gap will be treated as a break and will not count as Government service for the purpose of these rules."

2. It has also been decided that so fara s persons who were in service under the Governments of N.W.F.P and Sind are concerned (both temporary and permanent), the breaks in their service caused by their migration should be treated as automatically condoned, and the service thus rendered as continuous with the last stretch of service in Pakistan immediately before migration in accordance with the second note under para 3(iii) of the Procedural Instructions issued under this Ministry's Memorandum No.4/49-T.S. dated the 11th July 1949; provided that the period of break does not exceed the period of continuous service in an equivalent grade rendered in Pakistan. For this purpose service in Pakistan which counts for seniority in the relevant grade in accordance with the various orders issued by this Ministry should be treated as service in an equivalent grade.

3. Employees of Baluchistan administration who opted for service in Pakistan as well as Central Government employees who opted finally for service in Pakistan will be treated on the same lines as employees of the N.W.F.P and Sind, while

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the case of those Baluchistan employees who opted for service in India and are treated as Central Government employees should be dealt with in accordance with the provisions of the Ministry of Finance Office Memorandum No.F.3(13)-E.IV/50, dated the 2nd February 1952.

Sd/-
(N.L. Nagar)
Deputy Secretary to the Govt. of India.

To

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No.54/111/51-NGS.
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Ministry of Home Affairs
....

New Delhi-2; the 14th April 1952.

OFFICE MEMORANDUM

Subject:- The Central Civil Services (Temporary Service) Rules, 1949 - Treatment of quasi-permanent employees in the matter of promotion.

....

A question has been raised by certain Ministries, etc. whether quasi-permanent employees should be treated on par with permanent employees in the matter of promotion to the next higher grade irrespective of their educational qualifications. The Ministry of Home Affairs have examined this question and are of the view that the cases of persons who are quasi permanent in a grade must be distinguished from those who are purely temporary in that grade. Temporary employees who are declared quasi-permanent in a grade must be presumed to have satisfied the competent authorities in regard to their experience and suitability for permanent retention in that grade. There is, therefore, to reason why such persons should not be treated as permanent employees in that grade for purposes of promotion to the next higher grade. It has accordingly been decided that quasi-permanent employees, like permanent employees, should be eligible for consideration for promotion to the next higher grade even though they do not satisfy the minimum educational qualifications prescribed for the higher grade, provided that they are otherwise found suitable for such promotions.

Sd/- (R.C. Dutt)
Deputy Secretary to the Government of India.

To

All Ministries of the Government of India including Ministry of Finance (Defence), (Revenue) and (I & C) Division, Department of Economic Affairs, Department of Parliamentary Affairs, Cabinet Secretariat, Parliament Secretariat, Director, Intelligence Bureau, Director General Resettlement and Employment, Director of Co-ordination, (Police Wireless), Director, Secretariat Training School, Principal, Indian Administrative Service Training School, Commandant, Central Police Training College, Mount Abu, Inspector General Special Police Establishment, Union Public Service Commission, Planning Commission, Supreme Court, Office of the Election Commission, Military Secretary to the President, Secretary to the President, Auditor General and Establishment Officer to the Government of India.

No.54/111/51-NGS. New Delhi-2; the 14th April, 1952.

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Sd/- (R.N. Philip)
Under Secretary to the Government of India.

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No.55/110/52-NGS
GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS
**

New Delhi (2), the 8th December, 1952.

OFFICE MEMORANDUM

Sub: The Central Civil Services (Temporary Service) Rules, 1949 - Procedural Instructions for theissue of quasi-permanent declarations under the Treatment of prior service in calculating length of service under paragraph 3 (iii) of the -

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The undersigned is directed to say that a question has been raised as to whether the benefit of counting previous service allowed for the grant of quasi-permanent status to displaced Government servants in this Ministry's Office Memoranda No.4/49-T.S., dated the 29th August 1949 and No.54/77/51-NGS., dated the 8th September 1951, should be extended also to other temporary employees of the Government of India. It has been decided that all previous service rendered by such temporary employees under the Government of India in different grades in which the pay drawn by them exceeded the minimum of the grade in which a declaration of quasi-permanency is proposed to be issued, should be counted as service rendered in that grade under para 3(iii) of the Prcedural Instructions issued in this Ministry's circular No.4/49-T.S. dated the 11th July 1949.

2. The service that counts towards seniority in accordance with the liberalised orders of seniority issued in this Ministry's Office Memorandum No.31/223/50-DGS., dated the 27th April 1951, will also count in the case of such temporary employees towards length of service for the purpose of the grant of quasi-permanent certificates.

Sd/- N.L. Nagar
Deputy Secretary to the Government of India.

To

All Ministries of the Govt. of India including Ministry of Finance (Defence), (Revenues,) and (I&C) Division; Department of Economic Affairs; Department of Parliamentary Affairs, Cabinet Secretariat; Prime Minister Secretariat; Partition Secretariat; Parliament Secretariat; Director Intelligence Bureau; Director General Resettlement and Employment, Director of Co-ordination (Police Wirless) Director Secretariat Training School, Principal Indian Administrative Service Training School, Commandant Central Police Training College, Mount Abu; Inspector General Special Police Establishment, Union Public Service Commission; Planning Commission; Office of the Election Commission, Military Secretary to the President; Secretary to the President; and Establishment Officer to the Govt. of India and AuditorGeneral.

No.55/110/52-NGS, New Delhi (2), the 8th December, 1952

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Sd. B.M.Sharma
Assistant Secretary to the Govt. of India.

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No.55/51/52-NGS
Government of India
Ministry of Home Affairs

New Delhi-2, the 9th May 1952

OFFICE MEMORANDUM

Subject:- Central Civil Services (Temporary Service) Rules, 1949 - Age limits for the purpose of the grant of quasi-permanent certificates to the Ministerial employees of the Subordinate Offices of the Government of India.

The undersigned is directed to invite a reference to this Ministry's Office Memorandum No.54/27/50-NGS., dated the 25th August, 1951, and to say that the orders contained therein have given rise to a number of representations from Clerical Grade Associations and other Organizations of the Government of India protesting against the relaxation of the age limit being allowed only to Secretariat and Attached Offices employees. These representations have been carefully examined. As a result, in partial modification of para. 3(i) of our Office Memorandum No. 4/49-T.S. dated 11th July, 1949, it has now been decided that in respect of those ministerial employees of the Subordinate Offices who entered service in any of the grades mentioned below not later than the date specified against each grade, the following age limits will apply for determining their eligibility by age for the grant of quasi-permanent certificates :-

(i)	Upper Division Clerks, Assistant and above.	45 years	on 22.10.48
(ii)	Stenographers	45 years	on 1.1.50
(iii)	Clerks	47 years	on 1.1.51

2. As these age limits have been prescribed with reference to specific dates and not the date of entry into service, no deduction of continuous temporary service will be allowed in calculating these age limits.

(ROYAPPA.N.PHILIPS)
DEPUTY SECRETARY TO THE GOVERNMENT OF INDIA

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No. 54/51/52-NGS NEW DELHI-2; the 9th May 1952.

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(ROYAPPA N. PHILIPS)
DEPUTY SECRETARY TO THE GOVERNMENT OF INDIA.

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Ministry of Home Affairs.
***

New Delhi-2, the 22nd September, 1952

OFFICE MEMORANDUM

Sub: The Central Civil Services (Temporary Service) Rules, 1949 - Issue of quasi-permanent Certificates under the -

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The undersigned is directed to say that in consultation with the Union Public Service Commission, the Ministry of Home Affairs have decided that in the case of a temporary employee who was eligible and approved for quasi-permanency on a particular date, but in whose case the issue of the certificate was delayed due to fortuitous circumstances, the issue of the certificate should not be withheld because his work had come to adverse notice subsequently. In such cases, the proper action would be to issue the certificate and then take suitable departmental action against the person concerned in accordance with the departmental rules.

Sd/- (N.L. Nagar)
Deputy Secretary to the Government of India.

To

All the Ministries of the Government of India including Ministry of Finance (Defence), (Revenue) and (I&C) Divisions; Department of Economic Affairs;Department of Parliamentary Affairs;Cabinet Secretariat; Prime Minister's Secretariat; Partition Secretariat; Parliament Secretariat; Director Intelligence Bureau; Director General Resettlement and Employment; Director of Co-ordination (Police Wireless) Director, Secretariat Training School, Commandant, Central Police Training College, Mount Abu; Inspector General, Special Police Establishment; Union Public Service Commission; Planning Commission; Office of the Election Commission; Military Secretary to the President; Secretary to the President; Establishment Officer to the Govt. of India; Principal, Indian Administrative Service Training School and Auditor General.

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No.54/136/51-NGS.
Government of India
Ministry of Home Affairs

....

New Delhi-2, the 24th April, 1952.

OFFICE MEMORANDUM

SUBJECT: The Central Civil Services (Temporary Service) Rules, 1949 - Transfer of quasi-permanent employees.

...

The undersigned is directed to say that a question has been raised whether a quasi-permanent Government servant, on transfer from one office to another, should be allowed to retain a lien on the post to which he has been appointed in a quasi-permanent capacity. A reference in this connection is invited to sub-paragraph (c) of the Explanatory Memorandum of Rule 2 of the Central Civil Services (Temporary Service) Rules, 1949 under which a Government servant who is declared as quasi-permanent in respect of a particular post can be shifted from one post to another within the cadre or grade concerned due to reduction or other causes without his rights being affected. In other words, if a quasi-permanent employee is transferred from one office to another within the same grade, he will carry with him his quasi-permanent status. It is only when a quasi-permanent employee is shifted to some other post of grade that he needs some protection. After carefully examining all aspects it has been decided that quasi-permanent employee in a post or grade who is either promoted or transferred or permitted to go to some other post or grade will carry with him his quasi-permanent status in the original post or grade. On the event of his being reverted or retrenched from the new post or grade, he will come back to his original post or grade and his place in that post or grade will be determined accoriding to the normal standing rules, namely, seniority by length of service. If reversion or retrenchment of quasi-permanent employees in a grade, who as a class will be senior to purely temporary employee in that grade, is contemplated, all quasi-permanent employees in the grade will be arranged in a merit list referred to in Rule 7 of the said Rules and retrenchment will be effected in order of juniority in that list.

2. This disposes of the Ministry of Food and Agriculture's office memorandum No.F.7-8/51-Admn.Coord., dated the 28th January, 1952.

RAYAPPA N. PHILIPS
DEPUTY SECRETARY TO THE GOVT. OF INDIA

To

All Ministries of the Government of India including Ministry of Finance (Defence), (Revenue) and (I & C) Divisions; Department of Economic Affairs; Department of Parliamentary Affairs; Cabinet Secretariat; Prime Minister's Sec-

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No.55/14/52-NGS
Government of India
Ministry of Home Affairs

New Delhi-2, the 14th February 1952

OFFICE MEMORANDUM

Subject:- The Central Civil Services (Temporary Service) Rules, 1949- Treatment of age limit prescribed for entry into Government service and confirmation of Displaced Government Servants from Pakistan and Indian employees of the Government of Burma for purposes of -

The undersigned is directed to refer to the Ministry of Home Affairs' Office Memoranda Nos. 60/94/48-Ests., and 65/19/49-Apptts., dated the 15th November 1948 and 21st September 1949 respectively, which provide for the relaxation of the maximum age limit for entry into Government service as well as for permanent absorption to 45 years in respect of the Services recruitment to which is made otherwise than on the basis of open competitive tests held by the Union Public Service Commission. Under these orders displaced Government servants other than permanent Displaced Government servants or Indian employees of the Government of Burma are not eligible for confirmation if they are more than 45 years of age on the date of confirmation. On the other hand the proviso to paragraph 3(i) of the Procedural Instructions issued with this Ministry's Office Memorandum No.4/49-T.S., dated the 11th July 1949 lays down that in respect of special categories of Government servants for whom the maximum age for appointment to any post or class of posts has been specially relaxed by Government, the maximum so relaxed would be applicable in respect of that post or class of posts for determining the eligibility of such special categories of Government servants for quasi-permanent appointments. As Government servants in quasi-permanent service shall be eligible for a permanent appointment on the occurrence of a vacancy in the specified posts which may be reserved for them, the question has arisen whether the two sets of orders referred to above conflict with each other in that a quasi-permanent displaced Government servant or Indian employee of the Government of Burma becomes eligible for confirmation even after crossing the age of 45 years. The position is that once a Government servant has been declared quasi-permanent, the maximum age limit prescribed for confirmation in respect of the post in which he has been declared quasi-permanent will not apply to him, as he will be governed by the Central Civil Services (Temporary Service) Rules, 1949 and will secure confirmation in accordance with the provisions of rule 7 of the said rules. The maximum age limit of 45 years prescribed for the confirmation of Displaced Government servants and Indian employees of the Government of Burma will, however, apply, if they are confirmed otherwise than through quasi-permanency.

(R.N.PHILIPS)
UNDER SECRETARY TO THE GOVT. OF INDIA.

To

All Ministries of the Government of India

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including Ministry of Finance (Defence), (Revenue), and (I&C) Division; Department of Economic Affairs; Department of Parliamentary Affairs; Cabinet Secretariat; Prime Minister Secretariat; Partition Secretariat; Parliament Secretariat; Director Intelligence Bureau; Director General Resettlement and Employment; Director of Co-Ordination (Police Wireless); Director Secretariat Training School; Principal Indian Administrative Service Training School; Commandant Central Police Training College, Mount Abu; Inspector General Special Police Establishment; Union Public Service Commission; Planning Commission; Supreme Court; Office of the Election Commission; Military Secretary to the President; Secretary to the President; and Establishment Officer to the Government of India.

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No.54/147/51-NGS.
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Ministry of Home Affairs.

New Delhi-2, the 14th February 1952.

OFFICE MEMORANDUM

Subject:- The Central Civil Services (Temporary Service) Rules, 1949- Issue of quasi-permanent declarations under the-

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The undersigned is directed to say that some of the Ministries of the Government of India have raised the question whether quasi-permanent declarations under the Central Civil Services(Temporary Service) Rules, 1949, should take effect from the 1st July of the year in which declarations are issued or from any date on or after the 17th March 1949 the date of notification of the said rules. Some of the Ministries of the Government of India have actually issued such declarations with effect from the 17th March 1949.

As the Central Civil Services (Temporary Service) Rules, 1949 take effect from the 17th March 1949, persons entitled to the benefits thereof can claim that they are so entitled from that date and not from the 1st July 1949, for the reason that entitlement from the latter date involves postponement of the benefits of rules

Immediate.

No. 54/28/50-NGS
Government of India
Ministry of Home Affairs.

....

New Delhi-2, the 9th April 1952.

OFFICE MEMORANDUM.

Subject:- The C.C.S(T.S.) Rules, 1949- Extension of the orders contained in this Ministry's O.M. No. 54/28/50-NGS, dated the 17th August 1950.

.....

The undersigned is directed to invite a reference to this Ministry's O.M. No. 54/28/50-NGS dated the 30th August 1951 extending the orders contained in this Ministry's O.M. No. 54/28/50-NGS, dated the 17th August 1950 upto the 15th February 1952, and to say that the question of removing the ban on confirmations is under consideration by this Ministry in consultation with the Union Public Service Commission. Pending a decision on that question, the orders contained in this Ministry's O.M. No. 54/28/50-NGS, dated the 17th August 1950 should be treated as extended until further orders.

Sd/- R.N. Phillips
Under Secretary to the Govt. of India.

To
All Ministries of the
Government of India.

[illegible] Secretary to the President and
Secretary to the President.

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No.54/147/51-NGS.
Government of India.
Ministry of Home Affairs.

New Delhi-2, the 14th February 1952.

OFFICE MEMORANDUM

Subject:- The Central Civil Services (Temporary Service) Rules, 1949- Issue of quasi-permanent declarations under the-

The undersigned is directed to say that some of the Ministries of the Government of India have raised the question whether quasi-permanent declarations under the Central Civil Services(Temporary Service) Rules, 1949, should take effect from the 1st July of the year in which declarations are issued or from any date on or after the 17th March 1949 the date of notification of the said rules. Some of the Ministries of the Government of India have actually issued such declarations with effect from the 17th March 1949.

As the Central Civil Services (Temporary Service) Rules, 1949 take effect from the 17th March 1949, persons entitled to the benefits thereof can claim that they are so entitled from that date and not from the 1st July 1949, for the reason that entitlement from the latter date involves postponement of the benefits of rules 6 to 10 of the said rules. On the other hand, para 2 of the Procedural instructions issued with this Ministry's Memo No.4/49-T.S., dated the 11th July 1949 provides that for purposes of determining

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New Delhi-2, the 14th February 1952.

OFFICE MEMORANDUM

Subject:- The Central Civil Services (Temporary Service) Rules, 1949- Issue of quasi-permanent declarations under the-

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The undersigned is directed to say that some of the Ministries of the Government of India have raised the question whether quasi-permanent declarations under the Central Civil Services(Temporary Service) Rules, 1949, should take effect from the 1st July of the year in which declarations are issued or from any date on or after the 17th March 1949 the date of notification of the said rules. Some of the Ministries of the Government of India have actually issued such declarations with effect from the 17th March 1949.

As the Central Civil Services (Temporary Service) Rules, 1949 take effect from the 17th March 1949, persons entitled to the benefits thereof can claim that they are so entitled from that date and not from the 1st July 1949, for the reason that entitlement from the latter date involves postponement of the benefits of rules 6 to 10 of the said rules. On the other hand, para 2 of the Procedural instructions issued with this Ministry's Memo No.4/49-T.S., dated the 11th July 1949 provides that for purposes of determining eligibility of temporary Government servants for the grant of quasi-permanent declarations, the 1st July of the year in which declarations are issued shall be the crucial date, which implies that the benefits of quasi-permanency should accrue from the 1st July of every year and not from any other date.

The question has been considered carefully. In order to secure uniformity of treatment, it has been decided that quasi-permanent declarations in respect of the year 1949 can be issued with effect from a date earlier than the 1st July 1949 but not earlier than the 17th March 1949, provided that the persons in question satisfy the conditions of eligibility on that date. Quasi-permanent declarations in respect of the subsequent years should take effect from the 1st July of the year in which declarations are issued and not from any other date.

(R.C. Datt)
Deputy Secretary to the Govt. of India.

To

All Ministries of the Government of India including Ministry of Finance (Defence), (Revenue) and (I & C) Divisions; Department of Economic Affairs; Department of Parliamentary Affairs; Cabinet Secretariat; Prime Minister's Secretariat; Partition Secretariat; Parliament Secretariat; Director Intelligence Bureau; Director General of Resettlement & Employment; Director of Co-ordination (Police Wireless); Director, Secretariat Training School; Principal Indian Administrative Service Training School; Commandant, Central Police Training College, Mount Abu; Inspector General, Special Police Establishment; Union Public Service Commission; Supreme Court; Office of the Election Commission; Military Secretary to the President and Secretary to the President.

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(R.N. Philips)
Under Secretary to the Govt. of India.

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GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS.

New Delhi-2, the 31st October, 1952.

OFFICE MEMORANDUM.

SUBJECT:- *The Central Civil Services (Temporary Service) Rules, 1949 - Issue of quasi-permanent declarations to Class I officers.*

The undersigned is directed to invite a reference to para 2(iii) of Shri Dutt's D.O. letter No. 54/4/49-NGS dated the 5th November 1949 (copy enclosed for reference) in which it was stated that for the purpose of the Central Civil Services (Temporary Service) Rules 1949. the

No:55/60/52-NGS.
Government of India
Ministry of Home Affairs.
-.-

New Delhi-2, the 9th June, 1952.

OFFICE MEMORANDUM.

Subject:- The Central Civil Service (Temporary Service) Rules, 1949 - Grant of quasi-permanent certificates to Assistants who have qualified in the First or Second Test held by the Union Public Service Commission.

The under signed is directed to request that while forwarding the Reigster of temporary employees containing the names of Assistants recommended for the grant of quasi-permanent certificates under the Central Civil Services (Temporary service) Rules, 1949, the Ministry of Finance etc. may kindly indicate the remarks column whether any in the list had qualified in the First or Second Test held by the Union Public Service Commission as the case may be together with rank secured by them.

Sd/- Royappa N. Philips
Deputy Secretary to the Government of India.

by us was not collected and co-ordinated by the Ministries. Our letter was forwarded to the Attached and Subordinate Offices with the request to supply the required information to the Home Ministry direct. This created difficulties. First, the Home Ministry has no complete list of offices attached or subordinate to the various Ministries. When the replies were received, therefore, we had no means of checking whether all the Attached and Subordinate Offices had in fact supplied the information. Secondly, in the absence of coordination by the Ministries the replies lacked uniformity. Many of them did not supply the information we really wanted and in most cases the nomination of Appointing and Controlling authorities was not done in the manner desired. We feel, therefore, that it is essential that information collected by Ministries

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GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS.

New Delhi-2, the 31st October, 1952.

OFFICE MEMORANDUM.

SUBJECT:- *The Central Civil Services (Temporary Service) Rules, 1949 - Issue of quasi-permanent declarations to Class I officers.*

The undersigned is directed to invite a reference to para 2(iii) of Shri Dutt's D.O. letter No. 54/4/49-NGS dated the 5th November 1949 (copy enclosed for reference) in which it was stated that for the purpose of the Central Civil Services (Temporary Service) Rules 1949, the

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MINISTRY OF HOME AFFAIRS.

New Delhi-2, the 31st October, 1952.

OFFICE MEMORANDUM.

SUBJECT:- *The Central Civil Services (Temporary Service) Rules, 1949 - Issue of quasi-permanent declarations to Class I officers.*

The undersigned is directed to invite a reference to para 2(iii) of Shri Dutt's D.O. letter No. 54/4/49-NGS dated the 5th November 1949 (copy enclosed for reference) in which it was stated that for the purpose of the Central Civil Services (Temporary Service) Rules 1949, the Appointing and Controlling Authorities should be some specific authorities other than the Governor General (now the President). It is considered now that it will not be proper to nominate authorities other than the President as the appointing authority in the case of Class I officers. It has, therefore, been decided that all declarations and orders of appointment in the case of Class I officers should in future be issued in the name of the President and signed by an officer who is authorised to authenticate such orders. The form of declaration and order of appointment for Class I officers has accordingly been modified as in the enclosed copy.

N.L. NAGAR
DEPUTY SECRETARY TO THE GOVERNMENT OF INDIA.

To

All Ministries of the Government of India etc.

Copy of D.O. No. 54/4/49-NGS, dated the 5th November, 1949 from Shri R.C. Dutt, ICS, Deputy Secretary to the Government of India, Ministry of Home Affairs, to All the Ministries of the Govt. of India.

SUBJECT:- *Central Civil Services (Temporary Services) Rules, 1949 - Nomination of Appointing and Controlling authorities - submission of table of contents to the Ministry of Home Affairs.*

Please refer to the correspondence resting with the Ministry of Home Affairs Office Memorandum No. 1/49-TS, dated the 4th April 1949 on the subject noted above. A review of the replies so far received indicates the general prevalence of a number of defects which I am afraid are unlikely to be removed in reasonable time unless your personal interest and cooperation is enlisted. Hence this letter. I hope, in spite of its somewhat drab and routine character you will kindly go through it and issue appropriate instructions.

2. (i) *Lack of Co-ordination:* In many cases the information asked for by us was not collected and co-ordinated by the Ministries. Our letter was forwarded to the Attached and Subordinate Offices with the request to supply the required information to the Home Ministry direct. This created difficulties. First, the Home Ministry has no complete list of offices attached or subordinate to the various Ministries. When the replies were received, therefore, we had no means of checking whether all the Attached and Subordinate Offices had in fact supplied the information. Secondly, in the absence of coordination by the Ministries the replies lacked uniformity. Many of them did not supply the information we really wanted and in most cases the nomination of Appointing and Controlling authorities was not done in the manner desired. We feel, therefore, that it is essential that information collected by Ministries

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from its Attached and Subordinate Offices should be checked and coordinated by the Ministry concerned before being forwarded to the Home Ministry. It would also be for the Ministry to ensure that replies are received from all the Attached and Subordinate Offices and that no gap is left.

(ii) *Lack of full details:* Classification of posts in the Ministries and Attached and Subordinate Offices followed no uniform pattern. In some cases, for instance, posts were classified as 'Gazetted and 'Non-Gazetted' - a classification which does not serve our purpose at all. What we would like to have is a complete list of posts indicating clearly the class to which they belong, namely Class I, Class II, Class III or Class IV. Those that have not been classified in any of these four classes may be shown separately with a clear indication of this fact. Posts which are considered to be purely tenure posts in the sense that officers are not confirmed therein but hold the posts only for a fixed tenure period may also be shown as such. This information is particularly important because officers cannot obviously be made either permanent or quasi-permanent in tenure post's.

(iii) *Nomination of Appointing or Controlling authorities.*

The idea in asking Ministries and Attached and Subordinate Offices to nominate Appointing and Controlling authorities for the implementation of the C.C.S. Rules was that the former should be personally responsible for the issue of quasi-permanent certificates and the latter would ensure that the Appointing Authorities did their work expeditiously and according to the rules. It was of course stated that the Appointing and the Controlling authorities should correspond as far as possible to the Appointing and the Appellate Authorities under the ordinary rules., but it was not intended that they should always beso irrespective of whether it would serve the special purpose for which the normal Appointing and Appellate Authirities were nominated. In many cases, however, the Governor-General has been nominated as the Appointing or Controlling Authority, presumably on the ground that under the rules he is the Appointing or Appellate Authority for the particular class of officers. For our purpose, however, such nomination obviously serves no purpose, for the Governor-General is certainly not expected either to issue certificates personally or even to control their issue in respect of any class of officers. Similarly, it is not enough to specify that a Ministry is the Appointing or Controlling Authority in respect of certain officers. In order to fix responsibility for the work it is necessary that the designation of the officer concerned in the Ministry who would actually perform the duties in question should be specified. I am, therefore, to request that the purpose behind the proposed nomination may be kept in view and officers nominated by designation.

(a) as Appointing Authority for the actual issue of certificates and

(b) as Controlling Authority to control their issue.

The defects mentioned above have also appeared in respect of the statements furnished in the form prescribed in Annexure I to Circular No. 2, issued under Home Ministry's Office Memorandum No. 1/49-TS dated the 10th June 1949. It is, not necessary at this stage to revise all the statements submitted to this Ministry in response to our Circular No. 1 in the light of the defects pointed out but it is important that the statement furnished in Annexure I to Circular No. 2 should be correct in all details and should avoid the mistakes referred to above. The statements in this form therefore, even if already sent to this Ministry may please be revised in the light of the remarks, in this letter and sent to us afresh. In this connection we would also request you to take the following steps specifically.

(a) We would like to have a complete list showing the number and location of the various offices attached and subordinate to the Ministry. The list should be maintained in the Ministry itself and a copy forwarded to the Home Ministry immediately. It is essential that this list should be maintained uptodate and any addition or alteration communicated without delay to the Ministry of Home Affairs.

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(b) An Officer in the Ministry proper not below the rank of a Deputy Secretary should be nominated to deal with this subject. He should be responsible for supplying the information required from time to time by the Home Ministry in connection with the C.C.S.(T) Rules and should satisfy himself that all such information collected in the Ministry and the Attached and Subordinate Offices is as far as possible properly checked and verified, and coordinated on an uniform pattern in accordance with the instructions issued by this Ministry. In the Home Ministry the undersigned will be in charge of this work and all communications in connection with the application of these rules should be addressed to him.

(c) Attached and Subordinate Offices may please be informed that all communications on the subject of C.C.S.(T.S.) Rules should be routed through the Ministry concerned.

(d) As and when complete statements of Annexure I are received in respect of the five categories referred to in paragraph 3 of this Ministry's Circular No. 2 issued under No. 1/49-T.S. dated the 10th June 1949 they may be checked up on the following points :-

(i) that the classification and details of all the posts have been properly given;

(ii) that the nomination of Appointing and Controlling Authorities is correct and relates to those authorities who will actually discharge the duties and responsibilities imposed on them by the rules and

(iii) that the entries in the table of contents are properly filled.

Each Ministry should certify that the statements forwarded to the Home Ministry have been properly checked.

3. As you will agree considerable time has already been lost in the implementation of the rules and it is now essential that further action should be taken without any avoidable delay. I am, therefore, to request that statements in Annexure to Circular No. 2 (including the revised statements in cases where they have already been submitted) and the reports asked for in (a) and (b) of paragraph 2 above may please be furnished to this Ministry not later than November the 30th. As all reports are henceforth to be compiled and forwarded by the Ministry concerned we shall take no action in this Ministry on reports already received or on those that may be received hereafter from individual Attached or Subordinate Offices.

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GOVERNMENT OF INDIA

MINISTRY _____

OFFICE

DECLARATION UNDER RULES 3 AND 4 OF THE CENTRAL CIVIL SERVICES (TEMPORARY SERVICE) RULES, 1949.

In pursuance of rules 3 and 4 of the Central Civil Service (Temporary Service) Rules, 1949, the President being satisfied as to the suitability of

fi _____

in respect of age, qualifications, work and character, hereby declares that the said _____

is a fit person to be appointed in a quasi-permanent capacity in the post of _____
grade of posts

with effect from _____

GOVERNMENT OF INDIA

MINISTRY

OFFICE

WHERRAS Mr. * _____

has been in continuous Government service for more than three years,

WHERRAS a declaration has been issued to him in pursuance of Rules 3 and 4 of the Central Civil Services (Temporary Service) Rules, 1949.

AND WHERRAS recruitment to the post of % _____

1 _____

** is required to be made in consultation with the Union Public Service Commission and their concurrence to the appointment has been obtained,/** is not required to be made in consultation with the Union Public Service Commission.

The President is pleased to appoint him to the post/grade in a quasi-permanent capacity with effect from ....

Signature .....

Designation .....

---

* Name and designation of the employee.

% Specify the post in which it is proposed to declare the temporary employee quasi-permanent.

** Strike out the one that is not applicable.

NOTE:- Order of Appointment has to be issued by the Appointing Authority.

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OFFICE

DECLARATION UNDER RULES 3 AND 4 OF THE CENTRAL CIVIL SERVICES (TEMPORARY SERVICE) RULES, 1949.

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MINISTRY _____

OFFICE

DECLARATION UNDER RULES 3 AND 4 OF THE CENTRAL CIVIL SERVICES (TEMPORARY SERVICE) RULES, 1949.

In pursuance of rules 3 and 4 of the Central Civil Service (Temporary Service) Rules, 1949, the President being satisfied as to the suitability of

fi _____

in respect of age, qualifications, work and character, hereby declares that the said _____

is a fit person to be appointed in a quasi-permanent capacity in the post of _____
grade of posts

with effect from _____

Signature .....

Designation .....

---

fi Insert name and designation of person in respect of whom the declaration is to be issued.

NOTE:- Declaration has to be issued by the Appointing Authority.

1,500-18.11.52-V, T.V.S.

(KARAM CHAND)
DEPUTY SECRETARY TO THE GOVERNMENT OF INDIA.

To

All Ministry of the Government of India including Ministry of Finance(Company Law administration) (Defence) (Revenue) (I & C) Divisions and the Department of Economic Affairs; Ministry External Affairs(Branch Secretariat) 6, Esplanade East, Calcutta-1; Department of Parliamentary Affairs; Cabinet Secretariat; Cabinet Secretariat (O & M Division) South Block, Prime Minister's Secretariat; Partition Secretariat; Lok Sabha Secretariat; Rajya Sabha Secretariat; Director, Intelligence Bureau; Directorate General, Resettlement & Employment; Director General, Post & Telegraphs; Director of Co-ordination (Police Wireless); Director, Secretariat Training School; Principal, Indian Administrative Service Training School, Delhi/ Grand Hotel, Simla; Commandant, Central Police Training College, Mount Abu; Inspector General Special Police Establishment; Registrar General of India; Union Public Service Commission; Office of the Election Commission; Military Secretary/Secretary to the President; Establishment Officer to the Government of

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(KARAM CHAND)
DEPUTY SECRETARY TO THE GOVERNMENT OF INDIA.

To

All Ministry of the Government of India including Ministry of Finance(Company Law administration) (Defence) (Revenue) (I & C) Divisions and the Department of Economic Affairs; Ministry External Affairs(Branch Secretariat) 6, Esplanade East, Calcutta-1; Department of Parliamentary Affairs; Cabinet Secretariat; Cabinet Secretariat (O & M Division) South Block, Prime Minister's Secretariat; Partition Secretariat; Lok Sabha Secretariat; Rajya Sabha Secretariat; Director, Intelligence Bureau; Directorate General, Resettlement & Employment; Director General, Post & Telegraphs; Director of Co-ordination (Police Wireless); Director, Secretariat Training School; Principal, Indian Administrative Service Training School, Delhi/ Grand Hotel, Simla; Commandant, Central Police Training College, Mount Abu; Inspector General Special Police Establishment; Registrar General of India; Union Public Service Commission; Office of the Election Commission; Military Secretary/Secretary to the President; Establishment Officer to the Government of

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No.54/84/51-NGS.
GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS.

New Delhi-2, the 29th July, 1953.

OFFICE MEMORANDUM

Subject:- The Central Civil Services (Temporary Service) Rules, 1949 - Payment of gratuity to a Government servant in quasi-permanent service under rule 9(a) of -

. . . . . .

The undersigned is directed to invite the attention of the Ministry of Finance/etc. to rule 9(a) of the Central Civil Services (Temporary Service) Rules, 1949, which contemplates payment of a gratuity to a Government servant in quasi-permanent service in the event of his services being terminated otherwise than as a disciplinary measure or by resignation.

2. A question has arisen whether, in the event of the death of a Government servant in quasi-permanent service, such a gratuity should be paid to his family, or, if there is no family, to his Legal heirs. It has been decided, in consultation with the Ministry of Finance, that where a Government servant who has been declared to be quasi-permanent dies before confirmation, the gratuity admissible to him under the Central Civil Service (Temporary Service) Rules, 1949, should be paid to his family. For this purpose, the word "family" shall be defined as in para 4(1) of the Ministry of Finance Office Memorandum No.3(1)-Est.(SPL)/47 dated the 17th April, 1950 relating to the Liberalised Pension Rules. If, however, there be no family no gratuity would be payable.

3. In so far as Government servants who are serving in the Indian Audit and Accounts Department are concerned, these orders have been issued after consultation with the Comptroller and Auditor General.

Sd/-
(KARAM CHAND)
DEPUTY SECRETARY TO THE GOVERNMENT OF INDIA.

To

All Ministry of the Government of India including Ministry of Finance(Company Law administration) (Defence) (Revenue) (I & C) Divisions and the Department of Economic Affairs; Ministry External Affairs(Branch Secretariat) 6, Esplanade East, Calcutta-1; Department of Parliamentary Affairs; Cabinet Secretariat; Cabinet Secretariat (O & M Division) South Block, Prime Minister's Secretariat; Partition Secretariat; Lok Sabha Secretariat; Rajya Sabha Secretariat; Director, Intelligence Bureau; Directorate General, Resettlement & Employment; Director General, Post & Telegraphs; Director of Co-ordination (Police Wireless); Director, Secretariat Training School; Principal, Indian Administrative Service Training School, Delhi/ Grand Hotel, Simla; Commandant, Central Police Training College, Mount Abu; Inspector General Special Police Establishment; Registrar General of India; Union Public Service Commission; Office of the Election Commission; Military Secretary/Secretary to the President; Establishment Officer to the Government of

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India; Comptroller and Auditor General of India; Planning Commission; Planning Commission (Programme Evaluation Organisation); Supreme Court; Commissioner for Scheduled Castes and Scheduled Tribes; Department of Atomic Energy, Appolo Pier Road, Bombay-1; Commandant, National Fire Service Training College, Rampur; Ministry of Finance (Rehabilitation Division), 6, Esplanade East, Calcutta-1; Commandant, Central Emergency Relief Training Institute, M.L.A.'s Hostel No.2, Nagpur; I.G., Central Reserve Police, Delhi.

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IMMEDIATE.

No.9/1/53-T.S.
Government of India
Ministry of Home Affairs.

New Delhi(2); the 5th February, 1953.

OFFICE MEMORANDUM.

The undersigned is directed to invite the attention of the Ministry of Finance/etc. to paras 8 and 9 of the Procedural Instructions issued under this Ministry's No.4/49-T.S. dated the 11th July, 1949, and to say that this Ministry will be grateful to be furnished with information, as in the statement enclosed, in regard to the temporary employees who are eligible for quasi-permanency under the Central Civil Services (Temporary Service) Rules, 1949. The information is required for answering a question in the Council of States (copy enclosed) and should be furnished by the 21st February 1953 at the latest.

B.M.Sharma

(B.M.Sharma)
Assistant Secretary to the Govt. of India

To

All the Ministries of the Government of India including Ministry of Finance (Defence), (Revenue) and (I & C Division); Department of Economic Affairs;

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No: 54/88/51-NGS.
Government of India
Ministry of Home Affairs.
-.-

New Delhi-2, the 26th November, 1953.

OFFICE MEMORANDUM.

Subject:- Applicability of the Central Civil Services (Temporary Service) Rules, 1949 - to the employees of the former Indian States transferred to the Government of India.

The undersigned is directed to refer to the Ministry of Home Affairs' Office Memorandum No: 54/88/51-NGS., dated the 4th October, 1951, on the subject noted above, and to say that the application of the orders contained there in to the persons employed in the Indian Audit and Accounts Department. Those orders should accordingly be deemed to have been issued with the concurrence of the Comptroller and Auditor General in so far as the personnel serving in the Indian Audit and Accounts Department are concerned.

/Comptroller & Auditor General has agreed to the

Sd/- Karan Chand.
Under Secretary to the Government of India.

To

All Ministries of the Government of India, etc.

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No: 54/145/52-T.S.
Government of India.
Ministry of Home Affairs.
-.-

New Delhi-2, the 2nd January, 1953.

OFFICE MEMORANDUM.

Subject:- The Central Civil Services (Temporary Service) Rules, 1949.

The undersigned is directed to invite a reference to paragraph 3 of the Ministry of Home Affairs No: 54/18/49-NGS., dated the 7th February, 1950, according to which the Ministry of Finance, etc. are required to send to this Ministry lists (in triplicate) of temporary employees who are recommended for quasi-permanency in different posts/grades, together with their character rolls.

According to paragraph 6 of the Procedural Instructions, the recommendations of the Appointing Authority in respect of persons falling under paragraph 5(a) & (b) of the Instructions, to whom quasi-permanent declarations are recommended to be issued, are required to be referred to this Ministry for their concurrence in consultation with the Union Public Service Commission. While all these recommendations are examined by this Ministry from the point of view of eligibility of the person concerned for quasi-permanency, the question as to whether or not he/she is suitable for being declared quasi-permanent in a particular post/grade is primarily for the Union Public Service Commission to decide. In the circumstances, the character rolls of persons of these categories are of no use to this Ministry. It would be appropriate if they are sent direct to the Union Public Service Commission as and when advised to do so by this Ministry.

Will the Ministry of Finance/etc. please issue necessary instructions to all concerned in the matter?

Sd/- B.N. Sharma.
Assistant Secretary to the Government of India.

To

All Ministries of the Government of India etc.

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No.55/87/52-NGS
Government of India
Ministry of Home Affairs

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New Delhi-2, the 25th May 1953.

OFFICE MEMORANDUM

Subject:- The Central Civil Services (Temporary Service) Rules, 1949 - Treatment of persons holding liens at par with quasi-permanent employees in the matter of promotion.

The undersigned is directed to invite a reference to this Ministry's Office Memorandum No.54/III/51-NGS, dated the 14th April 1952, which lays down that irrespective of their educational qualifications quasi-permanent employees should be eligible for promotion to the next higher grade, provided they are otherwise eligible and suitable for such promotions. In this Ministry's Office Memorandum No.5/82/52-CS(B) dated the 5th October 1952, it has been further laid down that persons who satisfy all the conditions of eligibility for the grant of quasi-permanent status and have been recommended by the Ministries for quasi-permanent appointment in the grade of Clerk would be eligible for promotion in a purely temporary capacity to posts of Assistant, subject to the condition that in the event of their not being approved for quasi-permanent appointment in the grade of clerk they will immediately be reverted.

2. A question has now been raised whether persons who hold liens on other posts and are, therefore, prevented from being declared quasi-permanent should also be considered for promotion irrespective of their educational qualifications. In view of the fact that the concession of exemption from the requirement of educational qualification for promotion to the next higher grade has been allowed to persons who are quasi-permanent or have been recommended for quasi-permanent appointment, it is considered that it will be invidious to deny it to those who fulfil all the conditions of eligibility but are held ineligible for quasi-permanent status due only to the fact that they held liens on permanent posts under the Central or a State Government. It has accordingly been decided that those employees who are holding liens on posts under the Government of India or any State Government and who have completed more than three years' of service and are considered suitable for confirmation in their present grades should also be considered along with quasi-permanent employees for promotion to the next higher grade, provided that they are otherwise eligible and suitable for such promotions.

M.N.Nagar

(N.L. NAGAR)
DEPUTY SECRETARY TO THE GOVT. OF INDIA.

To *

All Ministries of the Government India including Ministry of Finance (Defence (Revenue) & Industry and Commerce Division) Department of Economic Affairs; Department of Parliamentary Affairs; Cabinet Secretariat; Prime Minister's Secretariat; Partition Secretari Parliament Secretariat; Director, Intelligence Bureau; Director General, Resettlement and Employment; Director of Co-ordination (Police Wireless) Director Secretariat Training School; Principal, Indian Administrative Service Training School; Commandant, Central Police Training College, Mout Abu; Inspector General, Special Police Establishment; Union Public Service Commission; Planning Commission, Office of the Election Commissioner;

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* with usual number of spare copies (spare copies will follow on receipt from the Press)

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Military Secretary to the President; Secretary to the President; Establishment Officer to the Govt. of India and Auditor General; Council of States Secretariat and Vice President's Secretariat.

Copy to:-

Administration/C.S.(A)/C.S.(B)/D.G.S./ Establishments Sections.

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No. 55/104/52-T.S.
Government of India
Ministry of Home Affairs.

New Delhi-2, the 20th February 1953.

OFFICE MEMORANDUM.

Subject:- The Central Civil Services (Temporary Service) Rules, 1949- Procedural Instructions for the

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NO. 54/13/50-NGS.,
GOVERNMENT OF INDIA,
MINISTRY OF HOME AFFAIRS.

New Delhi-2, the 20th May, 1953.

OFFICE MEMORANDUM.

SUBJECT:- Central Civil Services (Temporary Service) Rules, 1949 - Treatment of service rendered under the Government of Burma as Government service for purposes of -

The undersigned is directed to refer to the Ministry of Home Affairs Office Memorandum No. 54/13/50-NGS, dated the 11th May, 1950, on the subject mentioned above, and to say that the orders contained therein are ordinarily applicable only to Indian employees of the Govt. of Burma whose services had been terminated due to constitutional changes in that country and who were re-employed under the Government of India and not to other categories of ex-employees of the Government of Burma (e.g. those who resigned service under the Government of Burma and were re-employed under the Government of India before the constitutional changes took place). It has now been decided that other cases of ex-employees of the Government of Burma should also be examined on merits and the benefits in question be extended where special circumstances exist.

It is accordingly requested that if there are any such cases, they may be referred to the Ministry of Home Affairs for consideration.

B.M. SHARMA
ASSISTANT SECRETARY TO THE GOVERNMENT OF INDIA.

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No. 55/104/52-T.S. New Delhi-2, the 20th February, 1953.

Copy forwarded to the Government of Ajmer, Home and Services Department, Ajmer.

Sd/- B.M. Sharma
Assistant Secretary to the Govt. of India.

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No. 55/104/52-T.S.
Government of India
Ministry of Home Affairs.

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New Delhi-2, the 20th February 1953.

OFFICE MEMORANDUM.

Subject:- The Central Civil Services (Temporary Service) Rules, 1949- Procedural Instructions for the issue of Quasi-permanent declarations under the

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To

* All Ministries of the Government of India including Ministry of Finance (Defence) (Revenue) & Industry and Commerce Division) Department of Economic Affairs; Department of Parliamentary Affairs; Cabinet Secretariat; Prime Minister's Secretariat; Partition Secretariat; Parliament Secretariat; Director, Intelligence Bureau; Director General, Resettlement and Employment; Director of Co-ordination (Police Wireless); Director Secretariat Training School; Principal, Indian Administrative Service Training School; Commandant; Central Police Training College, Mount Abu; Inspector General, Special Police Establishment; Union Public Service Commission, Planning Commission, Office of the Election Commission; Military Secretary to the President; Secretary to the President; Establishment Officer to the Government of India and Auditor General; Council of States Secretariat and Vice President's Secretariat.

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(with reference to their O.M.No.F.1(70)-Est.I/49, dated the 19th May, 1950).

() *To the M. of Finance only.*

1,250-29.5.53-V.T.V.S.

No. 55/104/52-T.S. New Delhi-2, the 20th February, 1953.

Copy forwarded to the Government of Ajmer, Home and Services Department, Ajmer.

Sd/- B.M. Sharma
Assistant Secretary to the Govt. of India.

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No. 55/104/52-T.S.
Government of India
Ministry of Home Affairs.

.....

New Delhi-2, the 20th February 1953.

OFFICE MEMORANDUM.

Subject:- The Central Civil Services (Temporary Service) Rules, 1949- Procedural Instructions for the issue of Quasi-permanent declarations under the Treatment of service on contract basis in calculating length of service under para 3(iii) of the -

.....

The undersigned is directed to say that a question has been raised whether in the case of Government servants who were originally engaged on contract and who after the expiry of their contract continued to be in temporary employ of Government, the service rendered by them while engaged on contract should be allowed to count for the purpose of computing the length of three years' service required for the issue of quasi-permanent certificates, even though the Central Civil Services (Temporary Service) Rules, 1949, do not apply to such personnel. As service rendered in Railway Departments and 'war service' and service rendered in establishments paid from Defence estimates have been allowed to count as service for this purpose under Notes (c) and (d) below para 3(iii) of the Procedural Instructions issued with this Ministry's Memorandum No. 4/49-T.S., dated the 11th July 1949, and as service rendered on contract is Government service and has not been specifically excluded from being computed as temporary service under the Procedural Instructions, It has been decided in consultation with the Union Public Service Commission that Government servants who were originally engaged on contract and who after the expiry of contract continued in temporary employ should be allowed to count their previous service rendered on contract for the purpose of computing the length of three years service required for the grant of quasi-permanency certificates.

Sd/- N.L. Nagar
Deputy Secretary to the Government of India.

To

All *Ministries of the Government of India including Ministry of Finance (Defence)(Revenue) & Industry and Commerce Division) Department of Economic Affairs; Department of Parliamentary Affairs; Cabinet Secretariat; Prime Minister's Secretariat; Partition Secretariat; Director, Intelligence Bureau; Director General, Resettlement and Employment; Director of Co-ordination (Police Wireless); Director, Secretariat Training School; Principal, I.A.S. Training School; Commandant, Central Police Training College, Mount Abu; Inspector General, Special Police Establishment; Union Public Service Commission; Planning Commission; Office of the Election Commission; Military Secretary to the President; Secretary to the President; Establishment Officer to the Government of India; Auditor General; Council of State Secretariat; & Vice President's Secretariat.

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No. 55/104/52-T.S. New Delhi-2, the 20th February, 1953.

Copy forwarded to the Government of Ajmer, Home and Services Department, Ajmer.

Sd/- B.M. Sharma
Assistant Secretary to the Govt. of India.

Copy to Administration Section.

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No. 55/152/53-T.S.
GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS..

New Delhi-2, the 9th December, 1953.

OFFICE MEMORANDUM..

SUBJECT:- The Central Civil Services (Temporary Service) Rules, 1949 Issue of quasi-permanent certificates to the temporary employees of the Central Government coming under the scope of.

The undersigned is directed to refer to paragraph 6 of the Procedural Instructions issued under this Ministry's Office Memorandum No. 4/49-T.S. dated the 11th July, 1949, and to say that proposals for the grant of quasi-permanent certificates to temporary employees who were eligible for the grant of such certificates on 1st July 1949-50-51 are still being received in this Ministry. Instructions in this regard were issued under this Ministry's Office Memorandum No.54/18/49-NGS., dated the 7th February 1950 and it was hoped that Ministries would be able to finalise quickly their proposals for the grant of quasi-permanent certificates. Delay in the issue of such certificates naturally causes anxiety to those whose cases are yet to be decided though they became eligible therefor as early as 1st July 1949 or 1st July 1950 or 1st July 1951. The Central Government Third Division Clerks' Union also has drawn attention to this delay. While it is inevitable that examination of cases by the various authorities should take some time, it is desirable that steps should be devised to ensure that such cases are dealt with more expeditiously so that the cases of all who become eligible for quasi-permanent certificates in any year are finalised and decisions taken on their suitability for being granted such certificates before the end of the next calendar year.

The Ministry of Finance/etc. are accordingly requested to review the progress made in the issue of quasi-permanent certificates and ensure that all outstanding cases are expedited. It is suggested that for this purpose, Ministries may ask heads of departments to certify after reviewing the position at the end of each calendar year that all outstanding cases of persons who had become eligible for quasi-permanency with effect from 1st July of the previous year or earlier have been finalised, and decisions taken thereon. The progress made in this regard may kindly be intimated to this Ministry as early as possible with a statement of the number of outstanding cases year-wise, and an indication of when a reference to this Ministry, where necessary, may be expected on such cases.

(R.C.DUTT)
JOINT SECRETARY TO THE GOVT.OF INDIA..

To

All Ministries of the Government of India including Ministry of Finance (Defence) (Revenue), and (I & C) Division; Department of Economic Affairs; Department of Parliamentary Affairs; Cabinet Secretariat; Prime Minister's Secretariat; Partition Secretariat; Parliament Secretariat; Council of States Secretariat; Director Intelligence Bureau; Director General Resettlement and Employment; Director General Posts and Telegraphs; Director of Co-ordination (Police Wireless); Director Secretariat Training School; Principal, Indian Administrative Service Training School; Commandant, Central Police Training College, Mount Abu; Inspector General Special Police Establishment Union Public Service Commission; Office of the Election Commission; Military Secretary to the President; Secretary to the President; Establishment Officer to the Government of India; Comptroller and Auditor General; Planning Commission; Supreme Court; Backward Classes Commission.

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No. 55/152/53-T.S. New Delhi-2, the 9th December, 1953.

Copy forwarded to the Union Public Service Commission for information with reference to their letter No.F.16/34/53-S dated the 20th July, 1953.

(P. SITARAMAN)
DEPUTY SECRETARY TO THE GOVT. OF INDIA.

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Copy of the Office Memorandum No: 54/78/51-N.G.S., dated the 16th May, 1953, from the Ministry of Home Affairs, Government of India, New Delhi, to all Ministries of Government of India, etc.

Subject:- The Central Civil Services (Temporary Service) Rules, 1949 - Age limit for the purpose of the grant of quasi-permanent certificates to the non-ministerial and technical employees of the Government of India Secretariat, its Attached and Subordinate Offices.

The undersigned is directed to invite a reference to the orders contained in this Ministry's Office Memorandum nos. 54/27/50-NGS and 55/51/52-NGS., dated the 25th August 1951 and the 9th May 1952, respectively, which provide for relaxation of age limits in the case of ministerial employees of the Government of India Secretariat, Attached and Subordinate offices.

2. A question has been raised whether for purposes of quasi-permanency age limits can be relaxed also in the case of non-ministerial and technical employees of the Secretariat, Attached and Subordinate offices and, if so, to what extent. This question has been considered and it has been decided, in consultation with the Union Public Service Commission, that while no general relaxation of age limits should be made in favour of persons holding non-ministerial and technical posts, the Ministry of Home Affairs should examine on merits all such cases involving relaxation of age limits other than those covered by para 3(i) of the procedural instructions contained in this Ministry's Memorandum No: 4/49-T.S., dated the 11th July, 1949, and issue necessary orders. Cases of non-ministerial and technical personnel requiring relaxation of age-limits for purposes of quasi-permanency should therefore continue to be referred to this Ministry.

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No.55/92/53-T.S.
Government of India,
Ministry of Home Affairs.

New Delhi-2, the 2nd February 1954.

Office Memorandum

Subject:- The Central Civil Services (Temporary Service) Rules, 1949 - Relaxation of age limit in respect of persons belonging to the Scheduled Castes/Tribes for the purpose of.

The undersigned is directed to invite the attention of the Ministry of Finance, etc, to para 3(1) of the Procedural Instructions issued under this Ministry's Memorandum No.4/49-T.S., dated the 11th July 1949 according to which persons belonging to the Scheduled Castes/Tribes are entitled to three years age concession over and above the prescribed age limits for different grades. According to this Ministry's Resolution No.42/19/51-NGS dated the 25th June 1952, however, the maximum age limit prescribed for appointment to a non-gazetted service or post has been increased by five years in the case of candidates belonging to the Scheduled Castes/Tribes. It has accordingly been decided that for the purpose of determining the eligibility of such temporary employees by age for the grant of quasi-permanent certificates in non-gazetted services or posts, age concession of five years should be allowed to such persons. In other words, persons belonging to the Scheduled Castes/Tribes are entitled to a further relaxation of five years over and above the age limits prescribed in the Ministry of Home Affairs Office Memorandum No.54/27/50-NGS and No.55/51/52-NGS dated the 25th August 1951 and 9th May 1952 respectively for the purpose of quasi-permanency in services/posts referred to therein.

2. The cases of persons other than those referred to above involving relaxation of the prescribed age limits should continue to be referred to this Ministry in accordance with the orders contained in this Ministry's Office Memorandum No.54/78/51-NGS dated the 16th May 1953.

3. The cases of persons belonging to the Scheduled Castes/Tribes who were not considered eligible for quasi-permanency by age may be re-examined if they satisfy the age limits now prescribed.

P. Sitaraman

(P. Sitaraman)
Deputy Secretary to the Government of India.

To

All Ministries of the Government of India including Ministry of Finance (Defence) (Revenue) and (I & C) Divisions; Department of Economic Affairs; Cabinet Secretariat; Prime Minister's Secretariat; Partition Secretariat; Parliament Secretariat; Council of States Secretariat; Director, Intelligence Bureau; Director General, Resettlement and Employment; Director General, Posts and Telegraphs; Directorate of Co-ordination (Police Wireless); Director, Secretariat Training School; Principal, Indian Administrative Service Training School; Commandant, Central Police Training College, Mount Abu; Inspector General, Special Police Establishment; Union Public Service Commission; Office of the Election Commission; Military Secretary to the President; Secretary to the President; Establishment Officer to the Government of India; Comptroller and Auditor General of India; Planning Commission; Supreme Court and Backward Classes Commission.
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No.78/24/54-NGS(TS)
GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS.

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New Delhi-2, the 20th February, 1954.

OFFICE MEMORANDUM.

SUBJECT:- The Central Civil Service (Temporary Service) Rules, 1949 - Relaxation of prescribed age limit in respect of Class IV Government servants for the purpose of quasi-permanency -

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The undersigned is directed to invite a reference to the orders contained in this Ministry's office memoranda Nos. 54/27/50-NGS and 55/51/52-NGS, dated the 25th August 1951 and the 9th May, 1952 respectively, which provide for relaxation of age limits in the cases of ministerial employees of the Government of India Secretariat and its Attached and Subordinate offices. No such general orders have however been issued regarding relaxation of the prescribed age limit in respect of Class IV Government servants for the purpose of quasi-permanency but this Ministry has been examining each case on its merits and relaxing the prescribed age limit in individual cases upto 45 years on the date of appointment, where circumstances justify such a course. It has since been decided that while no general relaxation of age limits should be made in favour of persons holding Class IV posts, individual cases for the relaxation of the age limit beyond 45 years on the date of appointment should be examined on the merits of each case. It is therefore requested that cases of the Class IV Government servants who were more than 45 years at the time of appointment may be reviewed and such of those in which enforcement of the age limit of 45 years at the time of appointment results in undue hardship be referred to this Ministry. While referring such cases, the circumstances leading to

P.T.O.

after consultation with the Comptroller and Auditor General of India.

SD/- KARAM CHAND
UNDER SECRETARY TO THE GOVERNMENT OF INDIA.

To

* All Ministries of the Government of India including Ministry of Finance (Defence) (Revenue), and (I & C) Division; Department of Economic Affairs; Department of Parliamentary Affairs; Cabinet Secretariat; Prime Minister's Secretariat; Partition Secretariat; Parliament Secretariat; Council of States Secretariat; Director, Intelligence Bureau; Director General, Resettlement and Employment; Director General Posts and Telegraphs; Director of Co-ordination (Police Wireless); Director Secretariat Training School; Principal Indian Administrative Service Training School;

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the late employment of the persons concerned should be explained.

Sd/- (P.SITARAMAN)
DDPUTY SECRETARY TO THE GOVERNMENT OF INDIA.

To

*All Ministries of the Government of India including Ministry of Finance (Defence) (Revenue), Delhi States Div. and (Industry and Commerce) Division; Department of Economic Affairs, Department of Parliamentary Affairs, Cabinet Secretariat; Prime Minister's Secretariat; Partition Secretariat; Parliament Secretariat; Council of States Secretariat; Director Intelligence Bureau; Director General Resettlement and Employment; Director General Posts and Telegraphs; Director of Co-ordination (Police Wireless); Director Secretariat Training School; Principal, Indian Administrative Service Training School; Commandant, Central Police Training College, Mount Abu; Inspector General, Special Police Establishment; Union Public Service Commission; Office of the Election Commission; Military Secretary to the President; Secretary to the President; Establishment Officer to the Government of India; Comptroller and Auditor General; Planning Commission; Supreme Court, Executive Officer, Backward Classes Commission.

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SD/- KARAM CHAND
UNDER SECRETARY TO THE GOVERNMENT OF INDIA.

To

* All Ministries of the Government of India including Ministry of Finance (Defence) (Revenue), and (I & C) Division; Department of Economic Affairs; Department of Parliamentary Affairs; Cabinet Secretariat; Prime Minister's Secretariat; Partition Secretariat; Parliament Secretariat; Council of States Secretariat; Director, Intelligence Bureau; Director General, Resettlement and Employment; Director General Posts and Telegraphs; Director of Co-ordination (Police Wireless); Director Secretariat Training School; Principal Indian Administrative Service Training School;

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No.78/75/54-TS.
Government of India
Ministry of Home Affairs.

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New Delhi-2, the 20th July, 1954.

OFFICE MEMORANDUM

SUBJECT: Central Civil Services (Temporary Service) Rules, 1949.

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The undersigned is directed to invite the attention of the Ministry of Finance etc. to para 13 (a) of the Procedural Instructions issued under this Ministry' s Memorandum No. 4/49-T.S., dated the 11th July, 1949, according to which quasi-permanent certificates issued to non-gazetted servants are to be embodied in their service books and in the case of gazetted Government servants a copy of the certificate is to be forwarded to the Audit Officer concerned for incorporation in the History of Services.

2. A question has been raised whether it is necessary in the case of Gazetted Officers to issue a gazette notifi-

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NO. 54/13/50-NGS
GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS.

New Delhi-2, the 12th March 1954.

OFFICE MEMORANDUM.

SUBJECT:- The Central Civil Services (Temporary Service) Rules, 1949.

The undersigned is directed to invite the attention of the Ministry of Finance/etc. to the orders contained in this Ministry's Office Memorandum of even number dated the 11th May 1950, on the subject noted above, and to say that in so far as the persons serving in the Indian Audit and Accounts Department are concerned, the aforesaid orders were issued after consultation with the Comptroller and Auditor General of India.

SD/- KARAM CHAND
UNDER SECRETARY TO THE GOVERNMENT OF INDIA.

To

* All Ministries of the Government of India including Ministry of Finance (Defence) (Revenue), and (I & C) Division; Department of Economic Affairs; Department of Parliamentary Affairs; Cabinet Secretariat; Prime Minister's Secretariat; Partition Secretariat; Parliament Secretariat; Council of States Secretariat; Director, Intelligence Bureau; Director General, Resettlement and Employment; Director General Posts and Telegraphs; Director of Co-ordination (Police Wireless); Director Secretariat Training School; Principal Indian Administrative Service Training School;

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No. 78/75/54-TS.
Government of India
Ministry of Home Affairs.

New Delhi-2, the 20th July, 1954.

OFFICE MEMORANDUM

SUBJECT: Central Civil Services (Temporary Service) Rules, 1949.

The undersigned is directed to invite the attention of the Ministry of Finance etc. to para 13 (a) of the Procedural Instructions issued under this Ministry's Memorandum No. 4/49-T.S., dated the 11th July, 1949, according to which quasi-permanent certificates issued to non-gazetted servants are to be embodied in their service books and in the case of gazetted Government servants a copy of the certificate is to be forwarded to the Audit Officer concerned for incorporation in the History of Services.

2. A question has been raised whether it is necessary in the case of Gazetted Officers to issue a gazette notifi-

Comptroller General, Special Police Establishment; Union Public Service Commission; Office of the Election Commission; Military Secretary to the President; Secretary to the President; Comptroller and Auditor General; Planning Commission; Supreme Court; Backward Class Commission.

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No. 78/75/54-TS.
Government of India
Ministry of Home Affairs.

New Delhi-2, the 20th July, 1954.

OFFICE MEMORANDUM

SUBJECT: Central Civil Services (Temporary Service) Rules, 1949.

The undersigned is directed to invite the attention of the Ministry of Finance etc. to para 13 (a) of the Procedural Instructions issued under this Ministry's Memorandum No. 4/49-T.S., dated the 11th July, 1949, according to which quasi-permanent certificates issued to non-gazetted servants are to be embodied in their service books and in the case of gazetted Government servants a copy of the certificate is to be forwarded to the Audit Officer concerned for incorporation in the History of Services.

2. A question has been raised whether it is necessary in the case of Gazetted Officers to issue a gazette notification declaring them as quasi-permanent. It has since been decided that a gazette notification should be issued in the case of all gazetted officers at the time of declaring them quasi-permanent.

Sd/- (L.W. Dhume)
DEPUTY SECRETARY TO THE GOVERNMENT OF INDIA.

To

All Ministries of the Govt. of India including Ministry of Finance (Defence) (Revenue) and (I. & C.) Division; Department of Economic Affairs; Department of Parliamentary Affairs; Cabinet Secretariat; Prime Minister's Secretariat; Partition Secretariat; Council of States Secretariat; Director, Intelligence Bureau; Director General of Resettlement & Employment; Director General

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The undersigned is directed to refer to this Ministry's Office Memorandum No.55/110/52-NGS, dated the 8th December, 1952, and to say that in so far as the persons serving in the Indian Audit and Accounts Department are concerned, those orders were issued, after consultation with the Comptroller and Auditor General of India.

(Karam Chand)
Under Secretary to the Government of India.

To

All Ministries of the Government of India including Ministry of Finance (Defence) (Revenue), and (I & C) Division; Department of Economic Affairs; Department of Parliamentary Affairs; Cabinet Secretariat; Prime Minister's Secretariat; Partition Secretariat;

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Posts & Telegraphs; Directorate of Co-ordination (Police Wireless); Director, Secretariat Training School; Principal, Indian Administrative Service Training School; Commandant, Central Police Training College, Mount Abu; Inspector General, Special Police Establishment; Union Public Service Commission; Office of the Election Commission; Military Secretary to the President; Secretary to the President; Establishment Officer to the Govt. of India; Comptroller and Auditor General; Planning Commission; Supreme Court; Community Projects Administration (Planning Commission); Backsard Classes Commission; Commissioner for Scheduled Castes and Scheduled Tribes and States Re-organisation Commission.

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The undersigned is directed to refer to this Ministry's Office Memorandum No.55/110/52-NGS, dated the 8th December, 1952, and to say that in so far as the persons serving in the Indian Audit and Accounts Department are concerned, those orders were issued, after consultation with the Comptroller and Auditor General of India.

(Karam Chand)
Under Secretary to the Government of India.

To

*All Ministries of the Government of India including Ministry of Finance (Defence) (Revenue), and (I & C) Division; Department of Economic Affairs; Department of Parliamentary Affairs; Cabinet Secretariat; Prime Minister's Secretariat; Partition Secretariat;

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No.78/25/54-NGS.
GOVERNMENT OF INDIA,
MINISTRY OF HOME AFFAIRS.

New Delhi-2, the 13th May 1954.

OFFICE MEMORANDUM.

SUBJECT:- The Central Civil Services (Temporary Service) Rules, 1949.

The undersigned is directed to invite a reference to the instructions contained in this Ministry's Office Memorandum No.54/13/50-NGS, dated the 11th May 1950, on the subject noted above. Prior service rendered under the Government of Burma has been treated as Government service for the purpose of calculating the period of three years prescribed for quasi-permanency. This is subject to the condition that breaks in service of ex-Burma Government servants are condoned in accordance with the second note under para 3(iii) of the Procedural Instructions contained in this Ministry's Memorandum No.4/49-TS, dated the 11th July 1949.

2. It has been decided, in consultation with the Ministry of Finance, that the breaks in the service of former,

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No.55/138/53-T.S.
Government of India
Ministry of Home Affairs.

New Delhi-2, the 8th January, 1954.

OFFICE MEMORANDUM

Subject:- The Central Civil Services (Temporary Service) Rules, 1949 - Procedural Instructions for the issue of quasi-permanent declarations under the - Treatment of prior service in calculating length of service under paragraph 3 (iii) of the -

The undersigned is directed to refer to this Ministry's Office Memorandum No.55/110/52-NGS, dated the 8th December, 1952, and to say that in so far as the persons serving in the Indian Audit and Accounts Department are concerned, those orders were issued, after consultation with the Comptroller and Auditor General of India.

(Karam Chand)
Under Secretary to the Government of India.

To

*All Ministries of the Government of India including Ministry of Finance (Defence) (Revenue), and (I & C) Division; Department of Economic Affairs; Department of Parliamentary Affairs; Cabinet Secretariat; Prime Minister's Secretariat; Partition Secretariat:

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GOVERNMENT OF INDIA,
MINISTRY OF HOME AFFAIRS.

New Delhi-2, the 13th May 1954.

OFFICE MEMORANDUM.

SUBJECT:- The Central Civil Services (Temporary Service) Rules, 1949.

The undersigned is directed to invite a reference to the instructions contained in this Ministry's Office Memorandum No.54/13/50-NGS, dated the 11th May 1950, on the subject noted above. Prior service rendered under the Government of Burma has been treated as Government service for the purpose of calculating the period of three years prescribed for quasi-permanency. This is subject to the condition that breaks in service of ex-Burma Government servants are condoned in accordance with the second note under para 3(iii) of the Procedural Instructions contained in this Ministry's Memorandum No.4/49-TS, dated the 11th July 1949.

2. It has been decided, in consultation with the Ministry of Finance, that the breaks in the service of former, employees of the Government of Burma caused by constitutional

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Copt to Administration/D.G.S./C.S.(A)/C.S.(B)/
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No.78/25/54-NGS.
GOVERNMENT OF INDIA,
MINISTRY OF HOME AFFAIRS.

New Delhi-2, the 13th May 1954.

OFFICE MEMORANDUM.

SUBJECT:- The Central Civil Services (Temporary Service) Rules, 1949.

The undersigned is directed to invite a reference to the instructions contained in this Ministry's Office Memorandum No.54/13/50-NGS, dated the 11th May 1950, on the subject noted above. Prior service rendered under the Government of Burma has been treated as Government service for the purpose of calculating the period of three years prescribed for quasi-permanency. This is subject to the condition that breaks in service of ex-Burma Government servants are condoned in accordance with the second note under para 3(iii) of the Procedural Instructions contained in this Ministry's Memorandum No.4/49-TS, dated the 11th July 1949.

2. It has been decided, in consultation with the Ministry of Finance, that the breaks in the service of former, employees of the Government of Burma caused by constitutional changes should be treated as automatically condoned and the service rendered by such persons under the Government of India treated as continuous with the last stretch of service under the Government of Burma immediately before their re-employment under the Government of India, provided that the period of break does not exceed the period of continuous

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1951, under which previous continuous temporary service rendered by the former employees of the Indian States counts for the purpose of computing three years service prescribed for quasi-permanency. It has now been decided, in consultation with the Ministry of Finance, that in the case of persons absorbed in the Central Services as a result of the integration, service rendered by them in posts in the Indian States which have now been equated with the posts in the Central Services in which they are now employed, or which, in the case of the Indian Audit Department the Comptroller & Auditor General declares to be corresponding posts for this purpose, should count towards the three years limit prescribed for quasi-permanency in such posts irrespective of the pay drawn by them in the equated posts prior to integration. If, however, the pay drawn by them during service under the former Indian States exceeded the minimum of the grade under the Government of India in which they are proposed to be declared quasi-permanent, the principle laid down in the Government of India Ministry of Home Affairs Office Memorandum No. 55/110/52-NGS, dated the 8th December 1952 would apply and the period or periods during which they drew such higher rates of pay would also be counted as service rendered in that grade for purpose of quasi-permanency.

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service in an equivalent grade rendered under the Government of Burma.

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

Sd/- (L.W.DHUME)
DEPUTY SECRETARY TO THE GOVERNMENT OF INDIA.

To

* All the Ministries of Government of India (including Ministry of Finance (Defence) (Revenue), and (I &C) Division; Department of Economic Affairs; Department of Parliamentary Affairs; Cabinet Secretariat; Prime Minister's Secretariat, Partition Secretariat; Parliament Secretariat, Council of States Secretariat; Director, Intelligence Bureau; Director, General of Resettlement and Employment Director General of Posts and Telegraphs; Director of Co-ordination (Police Wireless); Director Secretariat Training School; Commandant, Central Police Training College, Mount Abu; Inspector General, Special Police Establishment. Union Public Service Commission; Office of the Election Commission, Military Secretary to the President; Secretary to the President; Establishment Officer to the Government of India, Comptroller and Auditor General; Planning Commission; Executive Officer Backward Classes Commission. Principal, Indian Administrative Service Training School.

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Copy also to Admn./DGS/CS(A)/(B)/(C)/(D)/Establishment Sections.

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1951, under which previous continuous temporary service rendered by the former employees of the Indian States counts for the purpose of computing three years service prescribed for quasi-permanency. It has now been decided, in consultation with the Ministry of Finance, that in the case of persons absorbed in the Central Services as a result of the integration, service rendered by them in posts in the Indian States which have now been equated with the posts in the Central Services in which they are now employed, or which, in the case of the Indian Audit Department the Comptroller & Auditor General declares to be corresponding posts for this purpose, should count towards the three years limit prescribed for quasi-permanency in such posts irrespective of the pay drawn by them in the equated posts prior to integration. If, however, the pay drawn by them during service under the former Indian States exceeded the minimum of the grade under the Government of India in which they are proposed to be declared quasi-permanent, the principle laid down in the Government of India Ministry of Home Affairs Office Memorandum No. 55/110/52-NGS, dated the 8th December 1952 would apply and the period or periods during which they drew such higher rates of pay would also be counted as service rendered in that grade for purpose of quasi-permanency.

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No:78/197/54-T.S.
Government of India
Ministry of Home Affairs
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From

Shri C.L. Goyal,
Under Secretary to the Government of India.

To

The Secretary,
Union Public Service Commission,
New Delhi.

New Delhi-2, the 24th February, 1955.

Subject:- The Central Civil Services (Temporary Service) Rules, 1949-Amendment of the procedural instructions issued under Rule 3(ii) of -

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No.78/9/54-T.S.
GOVERNMENT OF INDIA.
MINISTRY OF HOME AFFAIRS.
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New Delhi-2 the 8th September, 1954.

OFFICE MEMORANDUM.

SUBJECT:- The Central Civil Services (Temporary Service) Rules, 1949 - Treatment of prior service rendered by the former employees of the Indian States taken over by the Central Government as a result of financial integration for the purpose of rule 3(1) of -

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The undersigned is directed to refer to this Ministry's Office Memorandum No.54/88/51-NGS, dated the 4th October 1951, under which previous continuous temporary service rendered by the former employees of the Indian States counts for the purpose of computing three years service prescribed for quasi-permanency. It has now been decided, in consultation with the Ministry of Finance, that in the case of persons absorbed in the Central Services as a result of the integration, service rendered by them in posts in the Indian States which have now been equated with the posts in the Central Services in which they are now employed, or which, in the case of the Indian Audit Department the Comptroller & Auditor General declares to be corresponding posts for this purpose, should count towards the three years limit prescribed for quasi-permanency in such posts irrespective of the pay drawn by them in the equated posts prior to integration. If, however, the pay drawn by them during service under the former Indian States exceeded the minimum of the grade under the Government of India in which they are proposed to be declared quasi-permanent, the principle laid down in the Government of India Ministry of Home Affairs Office Memorandum No. 55/110/52-NGS, dated the 8th December 1952 would apply and the period or periods during which they drew such higher rates of pay would also be counted as service rendered in that grade for purpose of quasi-permanency.

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Government of India
Ministry of Home Affairs
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From

Shri C.L. Goyal,
Under Secretary to the Government of India.

To

The Secretary,
Union Public Service Commission,
New Delhi.

New Delhi-2, the 24th February, 1955.

Subject:- The Central Civil Services (Temporary Service) Rules, 1949-Amendment of the procedural instructions issued under Rule 3(ii) of -

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2. In so far as persons serving in the Indian Audit and Accounts Department are concerned, these orders have been issued with the prior concurrence of the Comptroller and Auditor General of India.

Sd/- L.W. DHUME
DEPUTY SECRETARY TO THE GOVERNMENT OF INDIA.

To

, 1955.

All Ministries of the Government of India including Ministry of Finance (Defence) and (Industry and Commerce) Divisions; Department of Economic Affairs; Department of Parliamentary Affairs; Cabinet Secretariat; Prime Minister's Secretariat; Partition Secretariat; Parliament Secretariat; Director, Intelligence Bureau; Director General Resettlement and Employment; Director of Co-ordination (Police Wireless); Director Secretariat Training School; Principal Indian Administrative Service Training School; Commandant Central Police Training College, Mount Abu; Inspector General, Special Police Establishment; Union Public Service Commission; Planning Commission; Office of the Election Commission; Military Secretary to the President; Secretary to the President; Establishment Officer to the Government of India and Auditor General; Council of States Secretariat and Vice President's Secretariat Supreme Court; Executive Officer, Backward Classes Commission; Director General Posts and Telegraphs.

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No:78/197/54-T.S.
Government of India
Ministry of Home Affairs
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From

Shri C.L. Goyal,
Under Secretary to the Government of India.

To

The Secretary,
Union Public Service Commission,
New Delhi.

New Delhi-2, the 24th February, 1955.

Subject:- The Central Civil Services (Temporary Service) Rules, 1949-Amendment of the procedural instructions issued under Rule 3(ii) of -

Sir,

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NO. 55/166/53-T.S.
GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS.

New Delhi-2, the 13th Sept. 1954.

OFFICE MEMORANDUM.

SUBJECT:- The Central Civil Services (Temporary Service) Rules, 1949 - Payment of gratuity to a Government Servant in quasi-permanent service under Rule 9(a) of -

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The undersigned is directed to invite a reference to this Ministry's Office Memorandum No. 54/84/51-NGS dated the 29th July 1953, which lays down that, in the case of a Government servant in quasi-permanent service, who dies before confirmation, the gratuity admissible to him under the Central Civil Services (Temporary Service) Rules, 1949 should be paid to his family. A question has now been raised whether a nomination as envisaged in para 4(2) of the Ministry of Finance's Office Memorandum No. 3(1)-Est.(Spl)/47, dated the 17th April 1950, is required to be made in respect of the gratuity so admissible to the family of a quasi-permanent Government Servant. It has been decided that no nomination is required in the case of a quasi-permanent Government servant. The gratuity admissible to him will, on his death, be payable to his family in the order of preference mentioned below :-

1. Eldest surviving widow in the case of a male officer;
2. husband in the case of a female officer;
3. eldest surviving son;
4. eldest surviving unmarried daughter;
5. eldest widowed daughter;
6. Father;
7. mother;
8. eldest surviving brother below the age of 18 years;
9. eldest surviving unmarried sister;
10. eldest surviving widowed sister.

2. It has also been decided that the dearness pay should be treated as pay for the purpose of gratuity under rule 9 of the Central Civil Services (Temporary Service) Rules, 1949.

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No:78/197/54-T.S.
Government of India
Ministry of Home Affairs
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From

Shri C.L. Goyal,
Under Secretary to the Government of India.

To

The Secretary,
Union Public Service Commission,
New Delhi.

New Delhi-2, the 24th February, 1955.

Subject:- The Central Civil Services (Temporary Service) Rules, 1949-Amendment of the procedural instructions issued under Rule 3(ii) of -

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3. The amount of gratuity payable to a quasi-permanent Government servant or to his family in the event of his death may be determined on the basis of entries made in his service book, and drawn without a formal application or audit report just as pay claims in a pay bill form.

4. In so far as persons serving in the Indian Audit & Accounts Department are concerned, these orders have been issued with the concurrence of Comptroller & Auditor General of India.

SD/- L.W. DHUME
DEPUTY SECRETARY TO THE GOVERNMENT OF INDIA.

To *

All Ministries of the Govt. of India Including Ministry of Finance (Defence) and (Industry and Commerce) Divisions; Department of Economic Affairs; Department of Parliamentary affairs; Cabinet Secretariat; Prime Minister's Secretariat; Partition Secretariat; Parliament Secretariat; Director, Intelligence Bureau; Director General Resettlement and Employment; Director of Co-ordination (Police Wireless); Director Secretariat Training School; Principal Indian Administrative Service Training School; Commandant Central Police Training College, Mount Abu; Inspector General Special Police Establishment; Union Public Service Commission; Planning Commission; Office of the Election Commission; Military Secretary to the President; Secretary to the President; Establishment Officer to the Government of India and Auditor General; Council of States Secretariat and Vice President's Secretariat; Supreme Court; Executive Officer, Backward Classes Commission; Director General Posts and Telegraphs.

Copy to Admn. Section/C.S.(A), C.S.(B), C.S.(C), C.S.(D)/N.G.S. C.D.G.S./Ests., (A) and (B) Sections.

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No:78/197/54-T.S.
Government of India
Ministry of Home Affairs
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From

Shri C.L. Goyal,
Under Secretary to the Government of India.

To

The Secretary,
Union Public Service Commission,
New Delhi.

New Delhi-2, the 24th February, 1955.

Subject:- The Central Civil Services (Temporary Service) Rules, 1949-Amendment of the procedural instructions issued under Rule 3(ii) of -

Sir,

I am directed to refer to this Ministry's letter of even number, dated the 17th February 1955, on the subject mentioned above, and to say that according to para 6 of the procedural instructions as amended in this Ministry Office Memorandum No: 78/197/54-TS., dated the 17th February 1955, the recommendations of the Union Public Service Commission in respect of the persons to whom quasi-permanent certificates are proposed to be issued are to be intimated direct to the Appointing Authority. I am, therefore, to request that the recommendations of the Commission in respect of the persons, whose quasi permanency cases have already been referred to them for advice, may be communicated direct to the Ministries concerned instead of to the Home Ministry as has been the practice so far.

Yours faithfully,

Sd/- C.L. Goyal.
Under Secretary to the Government of India.

No: 78/197/54-T.S. New Delhi-2, the 24th February, 1955.

Copy forwarded for information and guidance to all the Ministries of the Govt. of India including Min. of Finance (Defence) (Revenue) and (I & C) Division; Department of Economic Affairs; Department of Parliamentary Affairs; Cabinet Secretariat; Cabinet Secretariat (O & M Division) South Block; Prime Minister's Secretariat; Partition Secretariat; Lok Sabha Secretariat; Rajya Sabha Secretariat; Director Intelligence Bureau; Director General Resettlement and Employment; Director General Posts and Telegraphs; Director of Co-ordination (Police Wireless); Director Secretariat Training School; Principal, Indian Administrative Service Training School; Commandant Central Police Training College, Mount Abu; Inspector General, Special Police Establishment; Union Public Service Commission; Office of the Election Commission; Military Secretary to the President; Secretary to the President; Establishment Officer to the Government of India; Comptroller and Auditor General; Planning Commission; Supreme Court; Community Projects Administration (Planning Commission); Backward Classes Commission; Commissioner for Scheduled Castes and Scheduled Tribes; States Re-organisation Commission; Department of Atomic Energy, Appallo Pier Road, Bombay-1.

Sd/- C.L. Goyal.
Under Secretary to the Government of India.

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IMMEDIATE

No.78/209/54-TS.
Government of India
Ministry of Home Affairs.

NEW DELHI-2, the 9th July, 1955.

OFFICE MEMORANDUM

Subject:- The Central Civil Services (Temporary Service) Rules, 1949- Issue of instructions contemplated by Rule 7(i) of -

In supersession of the orders contained in this Ministry's Office Memorandum No.54/28/50-NGS., dated the 17th August 1950, read with this Ministry's Office Memorandum of even number dated the 9th April 1952, extending until further orders, the ban on making substantive appointments, the undersigned is directed to say that it has now been decided that in the matter of confirmation of temporary and officiating incumbents in permanent posts the Ministry of Home Affairs would have no objection to the requirement of prior con-sultation with them being relaxed and their concurrence being presumed provided that the Ministries themselves ensure:

(i) that except where confirmation are made on the basis of seniority, the number of quasi-permanent persons confirmed should bear the same relation to the total number of persons confirmed as the number of quasi-permanent incumbents bears to the total number of eligible temporary and officiating officers;

(ii) that eligible displaced Government servants are confirmed in number at least proportionate to the ratio which their number bears to the total number of temporary employees eligible for confirmation; and

(iii) that members of Scheduled Castes and Scheduled Tribes are confirmed up to the numbers reserved for them according to the orders regarding communal representation in services. If Scheduled Castes and Scheduled Tribes officers are not immediately available for confirmation in the reserved vacancies, a fresh attempt should be made in the manner laid down in this Ministry's circular Office Memorandum No.42/21/49-NGS., dated the 28th January 1952, to obtain persons belonging to those communities. If persons belonging to Scheduled Castes and Scheduled Tribes are still not available, a reference should be made to the Ministry of Home Affairs indicating what attempt was actually madd so that they might be satisfied that the claims of members of Scheduled Castes and Scheduled Tribes are not over-looked.

Sd- (P.Prabhakar Rao)
Deputy Secretary to the Govtl. of India.

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To

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NO. 78/105/55-TS
GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS.

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New Delhi-2, the 22nd December '55.

OFFICE MEMORANDUM.

Subject:- Rule of the Central Civil Service (Temporary Service) Rules 1949- Question whether a temporary ministerial Government servant resigning without notice should forfeit the pay and allowances for the notice period.

It has come to notice that in certain Ministries and Offices the practice is still in vogue of obtaining an undertaking from employees appointed to temporary ministerial posts that if they resign without giving the requisite notice, they shall forfeit to Government the pay and allowances for the notice period. The undertaking referred to was originally devised during the war as one of the measures designed to prevent the drift of ministerial staff from one office to another. The position was, however, reviewed in 1951 in the light of the provisions of rule 5 of the Central Civil Service (temporary Service) Rules 1949 and it was decided that it was no longer necessary to keep alive the earlier orders about forfeiture of pay by temporary employees-vide this Ministry's office Memorandum No. 37/23/51-NGS dated the 27th September 1951.

2. Rule 5 of the Central Civil Services (Temporary Service) Rules 1949 enables Government to dispense with the services of a temporary employees forthwith by paying him the pay and allowances for the notice period but does not provide for the forfeiture to Government of a similar amount when the employees does not give the requisite notice. This was deliberate. The period of notice serves different purposes in the case of Government and of the employee. So far as the employee is concerned the grant of pay and allowances for the period is an adequate substitute for the actual period of notice but the appointing authority would often be seriously inconvenienced if it did not have the required notice to make arrangements for appointment to the post and for the transfer of charge to the new incumbent. On the other hand, it has been argued that if there is no penal provision for enforcing the condition of giving the requisite notice, there will be no remedy against the tendency to resign without notice. In such cases the appointing authority may refuse to accept the resignation and if the employee stays away from office without permission, take suitable disciplinary action against him. In particularly bad cases, it will be open to the authority concerned to inform the relevant authorities concerned with verification of character and antecedents of the circumstances of the case and its opinion that he was not a fit person for employment under Government. This would be a sufficient deterrent.

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Taking into all the considerations, it has been decided that the practice of obtaining an undertaking from temporary ministerial employees regarding forfeiture of pay and allowances should be discontinued where this has not already been done. The Ministry of Finance, etc are requested to bring these instructions to the notice of all concerned.

Sd/- (Raj Kumar)
DEPUTY SECRETARY TO THE GOVT. OF INDIA.

TO

All Ministries of the Government of India including Ministry of Finance (Defence)(Revenue)(I&C) Divisions and the Department of Economic Affairs, Ministry of External Affairs (Branch Secretariat)6, Esplanade East, Calcutta-1; Department of Parliamentary Affairs, Cabinet Secretariat, Cabinet Secretariat (O & M Division South Block) Prime Minister's Secretariat, Partition Secretariat, Lok Sabha Secretariat, Rajya Sabha Secretariat; Director Intelligence Bureau, Director General Resettlement and Employment, Director General Posts and Telegraphs, Director of Co-Ordination (Police Wireless); Director Secretariat Training School, Principal, Indian Administrative Service Training School, Commandant, Central Police Training College, Mount Abu, Inspector General Special Police Establishment, Union Public Service Commission; Office of the Election Commission, Military Secretary/Secretary to the President, Establishment Officer to the Government of India, Comptroller and Auditor General of India Planning Commission, Planning Commission (Programmes Evaluation Organisation), Supreme Court, Community Projects Administration(Planning Commission) Commissioner for Scheduled Castes and Scheduled Tribes, Department of Atomic Energy Appolo pier Road Bombay-1; Commandant, National Fire Service Training College, Rampur; Ministry of Finance (Rehabilitation Division)6, Esplanade East, Calcutta-1.

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IMMEDIATE

No.78/197/54-TS
Government of India
Ministry of Home Affairs.

New Delhi-2, the 17th February, 1955.

OFFICE MEMORANDUM

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Rule

No.55/118/52-NGS.
GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS.

New Delhi-2, the 12th February, 1955.

OFFICE MEMORANDUM

SUBJECT:- The Central Civil Services (Temporary Service) Rules, 1949 - Question whether persons who died or superannuated should be declared quasi-permanent under :

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A question has been raised by certain Ministries whether persons who have retired on attaining the age of superannuation or died should be eligible under the Central Civil Services (Temporary Service) Rules, 1949, for declaration of quasi- permanency if they were in Government service on the date from which quasi-permanency is to take effect.

2. The Ministry of Home Affairs have, after consultation with the Ministry of Finance, decided that the persons who were eligible in all respects for being declared quasi-permanent with effect from particular crucial dates but who could not be so declared before their death or superannuation and consequent retirement from service, should still be considered eligible for quasi-permanency with effect from the dates on which they otherwise became eligible for being declared as quasi-permanent before their death or superannuation and consequent retirement from service. This decision applies also to persons who retired or died after 17th March 1949 when the Central Civil Services (Temporary Service) Rules were issued, but before the issue of these orders. Such cases should now be taken up for consideration and decided expeditiously.

3. In so far as persons serving in the Indian Audit and Accounts Departments are concerned, these orders have been issued with the prior concurrence of the Comptroller and Auditor General of India.

Sd/-(L.W. Dhume)
Deputy Secretary to the Govt. of India.
P.T.O.

Sd/- (L.W. Dhume)
Deputy Secretary to the Government of India.

To

*All Ministries of the Government Of India including Ministry of Finance (Defence) (Revenue) and (I&C) Division; Department of

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No.78/197/54-TS
Government of India
Ministry of Home Affairs.

New Delhi-2, the 17th February, 1955.

OFFICE MEMORANDUM

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To

@All the Ministries of the Government of India including Ministry of Finance (Defence) (Revenue) and (I & C) Division; Department of Economic Affairs; Department of Parliamentary Affairs; Cabinet Secretariat; Cabinet Secretariat (O&M Division) South Block; Prime Minister's Secretariat; Partition Secretariat; Lok Sabha Secretariat; Rajya Sabha Secretariat; Director Intelligence Bureau; Director General Resettlement and Employment; Director General Posts and Telegraphs; Director of Co-ordination(Police Wireless); Director Secretariat Training School; Principal, Indian Administrative Service Training School; Commandant Central Police Training College, Mount Abu; Inspector General, Special Police Establishment; Union Public Service Commission; Office of the Election Commission; Military Secretary to the President; Secretary to the President; Establishment Officer to the Government of India; Comptroller and Auditor General; Planning Commission; Supreme Court; Community Projects Administration (Planning Commission)- Backward Classes Commission; Commissioner for Scheduled Castes and Scheduled Tribes; States Re-organisation Commission; Department of Atomic Energy, Bombay-1, including Part 'C' States.

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"1300. 18.2.55. V.T.KUMAR"

Sd/- (L.W. Dhume)
Deputy Secretary to the Government of India.

To

*All Ministries of the Government Of India including Ministry of Finance (Defence) (Revenue) and (I&C) Division; Department of

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No.78/197/54-TS
Government of India
Ministry of Home Affairs.

New Delhi-2, the 17th February, 1955.

OFFICE MEMORANDUM

SUBJECT:- The Central Civil Services (Temporary Service) Rules, 1949 Amendment of the procedural instructions issued under Rule 3(ii) of -

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The undersigned is directed to invite the attention of the Ministry of Finance etc. to para 6 of the Procedural Instructions issued under the Ministry of Home Affairs Memorandum No.4/49-T.S., dated the 11th July 1949, according to which the recommendations of the Appointing Authority in respect of persons to whom quasi-permanent declarations are recommended to be issued in posts/grades recruitment to which is made after consultation with the Union Public Service Commission are required to be referred to the Ministry of Home Affairs through the Controlling Authority. The Ministry of Home Affairs after consultation with the Union Public Service Commission, are required to communicate their concurrence on the recommendations made by the Ministry of Finance etc.

2. In order to expedite disposal of cases pertaining to quasi-permanency, it has been decided that while the recommendations of the Appointing Authority in respect of temporary employees to whom quasi-permanent certificates are recommended to be issued should continue to be referred to this Ministry to enable them to establish the eligibility of the persons concerned for quasi-permanency, the Commission's advice on the recommendations made by the Ministry of Finance etc. will be communicated direct by the Commission to the Ministries concerned. In such cases, the advice of the Commission should be deemed to have been accepted by the Ministry of Home Affairs.

3. Para 6 of the Procedural Instructions circulated with this Ministry's Memorandum No.4/49-T.S., dated the 11th July 1949, has been amended to read as under:

> "The recommendations of the Appointing Authority in respect of persons to whom quasi-permanent declarations are recommended to be issued in respect of (a) and (b) above should be referred to the Ministry of Home Affairs for their concurrence through the Controlling Authority. The Ministry of Home Affairs will consult the Union Public Service Commission and in cases in which the Commission intimate their recommendations direct to the Appointing Authority, the recommendations of the Commission will be deemed to have been accepted by the Ministry of Home Affairs whose concurrence may be assumed by the Appointing Authority. Quasi-permanent declarations in respect of (c) and (d) will be issued by the Appointing Authority in accordance withe rules and instructions in force from time to time. Such issue of declarations should have the prior concurrence of the Controlling Authority."

Sd/- (L.W. Dhume)
Deputy Secretary to the Government of India.

To

* All Ministries of the Government Of India including Ministry of Finance (Defence) (Revenue) and (I&C) Division; Department of

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Economic Affairs; Department of Parliamentary Affairs; Cabinet Secretariat; Cabinet Secretariat (O&M Division) South Block; Prime Minister's Secretariat; Partition Secretariat; Lok Sabha Secretariat; Rajya Sabha Secretariat; Director, Intelligence Bureau; Director General, Resettlement and Employment; Director General Posts and Telegraphs; Director of Co-ordinatuon (Police Wireless); Director, Secretariat Training School; Principal, Indian Administrative Service Training School; Commandant, Central Police Training College, Mount Abu; Inspector General, Special Police Establishment; Union Public Service Commission; Office of the Election Commission; Military Secretary to the President; Secretary to the President; Establishment Officer to the Government of India; Comptroller and Auditor General; Planning Commission; Supreme Court; Community Projects Administration (Planning Commission); Backward Classes Commission; Commissioner for Scheduled Castes and Scheduled Tribes; States Re-organisation Commission; Department of Atomic Energy, Apollo Road, Bombay.

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No.78/30/55-T.S.
Government of India
Ministry of Home Affairs.

...

New Delhi-2, the 2nd November, 1955.

Office Memorandum

Subject:- Central Civil Services (Temporary Service) Rules, 1949 - Maintenance of Register of Temporary Employees.

.....

The undersigned is directed to refer to this Ministry's circular Office Memorandum of even number, dated the 22nd September, 1955, on the subject noted above, and to say that for para 3 thereof substitute the following:-

"3. It may also be pointed out that columns 6 and 17 of the register of temporary employees forwarded by the Ministries etc., do not usually contain adequate information for the proper examination of the cases of the officers recommended for quasi-permanency. Column 6 of the register should give detailed particulars in regard to the various posts held, the Ministries/Offices in which the posts were held, and the pay (and the scale of pay) drawn from time to time by the officer who is recommended for quasi-permanency. Column 17 of the register, namely, the remarks column, should contain all information relevant to and helpful for the proper examination of the case which cannot appropriately be given under any other column of the register. This column should, for example, indicate whether in the case of posts recruitment to which is made by the Union Public Service Commission, the appointment of the officer who is recommended for quasi-permanency has been approved or regularized by the Commission and if so, the Number and date of the Commission's letter should be given in this column. The break in service, if any, and whether this was due to migration from Pakistan (this applies to Displaced Government Servants only) or due to reduction in establishment, or due to some other reason should be mentioned in detail. The fact whether the break has or has not been condoned by the Ministry of Home Affairs, and if condoned, the Number and date of the reference in which it was done, should also be mentioned in this column. In the case of Assistants

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who may have qualified in any of the tests held by the Union Public Service Commission the fact that they have so qualified, and the test in which they did, and the rank obtained by them should appropriately be mentioned in the remarks column. If a temporary employee is recommended for quasi-permanency with effect from a crucial date later than the date on which he first became eligible for quasi-permanency, the reasons why he is not recommended from earlier crucial date(s) from which he was eligible should be clearly stated. Where the temporary employee may have held more than one post in a temporary capacity, the fact whether such an employee has already been declared quasi-permanent in any particular post and the date from which he has been so declared should also be mentioned. These are only instance of the type of information that should be given in the Remarks Column."

Sd/-

(C.L. Goyal)
Under Secretary
to the Government of India.

All Ministries of the Government of India including Ministry of Finance (Defence) (Revenue) (I&C) Divisions and the Department of Economic Affairs Department of Parliamentary Affairs, Cabinet Secretariat, Cabinet Secretariat (O&M Division South Block) Prime Minister's Secretariat, Partition Secretariat, Lok Sabha Secretariat, Rajya Sabha Secretariat, Director Intelligence Bureau, Director General Resettlement and Employment, Director General Posts and Telegraphers, Director of Co-Ordination (Police Wireless), Director Secretariat Training School, Principal, Indian Administrative Service Training School, Commandant Central Police Training College, Mount Abu, Inspector General Special Police Establishment, Union Public Service Commission, Office of the Election Commission, Military Secretar/Secretary to the President, Establishment Officer to the Government of India, Comptroller and Auditor General of India, Planning Commission, Planning Commission (Programms Evaluation Organisation), Supreme Court, Community Projects Administration (Planning Commission), Backward Classes Commission, Commissioner for Scheduled Castes and Scheduled Tribes, Department of Atomic Energy, Apollo pier Road, Bombay 1., Commandant, National Fire Service Training College, Ram Pur, Ministry of External Affairs (Branch Secretariat), 6 Esplanade East Calcutta-1, Ministry of Finance (Rehabilitation Division 6, Esplanade East Calcutta-1.

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No. 78/30/55-T.S.
GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS

.....

New Delhi-2, the 23rd May, 1955.

OFFICE MEMORANDUM

Subject:- Central Civil Services (Temporary Service) Rules, 1949 - Maintenance of Register of Temporary Employees.

Para 4 of this Ministry's Circular, No. 4/49-T.S., dated the 11th July, 1949, lays down that as soon after 1st July, as possible, every year the Appointing Authority should review the cases of all temporary employees who satisfy the conditions prescribed with a view to determine their eligibility for the issue of certificates of quasi-permanency. One of the steps to be taken inter alia precedent to such cases being reviewed is that a Register (Register of Temporary Employees - Annexure II to this Ministry's circular No. 2, issued under, No. 1/49-T.S., dated the 10th June, 1949) of eligible candidates should be prepared showing accurately and in sufficient detail the age, qualifications, etc. of the candidates concerned, and that this Register should be put up the Appointing Authority for consideration at the time of the annual review.

2. It need hardly be emphasized that all cases relating to quasi-permanency, whether they are those in respect of paras 5(a) and (b) of the prosedural instructions issued under this Ministry's circular, No. 4/49; T.S., dated the 11th July, 1949, or those referred to the Ministry of Home Affairs for special order to exempt any specified case from the operation of any of the conditions of eligibility regarding age and educational qualification etc. laid down in para 3 of the instructions referred to, that are referred to this Ministry, should be accompanied by the Register of Temporary Employees, containing the particulars of the candidates concerned. It has, however, been the experience of this Ministry that this is not invariably done by the Ministries.

3. Further, instances have come to the notice of this Ministry which clearly showed that the particulars entered in the Register of Temporary Employees were not properly checked and verified before the Register was forwarded to this Ministry. In fact, action was taken by all concerned on the basis of wrong particulars entered in the Register, and it was only, when it came to actually issuing the certificate, that the mistake was detected. The matter has been given very careful consideration in the Ministry of Home Affairs, and it has been decided that the Register of Temporary Employees on the basis of which the cases of temporary employees eligible for quasi-permanency are reviewed, should be duly authenticated by an officer not lower than (i) an Under Secretary to the Government of India or (ii) an officer of an equivalent rank.

4. It is requested that in future:-

(i) all communications that are addressed to the Ministry of Home Affairs in regard to cases relating to quasi-permanency should invariably be accompanied by the Register of Temporary Employees in respect of the temporary employees concerned; and

(2) the Register should be duly authenticated by an office not lower than (i) an Under Secretary to the Government of India or (ii) an officer of an equivalent rank. If the Register consists of more than one page, every page should be attested by the officer concerned. Also, any corrections made in the Register should be duly initialled by the same officer.

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It may be added that if any reference made to this Ministry pertains to one or two employees only and if it is not possible to spare the Register of Temporary Employees containing the particulars of a number of other employees, an authenticated extract in respect of the employees concerned alone may be sent to this Ministry.

Sd/- (C. L. Goyal)
Under Secretary to the Government of India.

To

*All Ministries of the Government of India including Ministry of Finance (Defence) (Re[illegible]e) and (I.& C.) Divisiin Department of Economic Affairs; Department of Parliamentary Affairs; Cabinet Secretariat; Cabinet Secretariat (O.& M Division)South Block, Prime Minister's Secretariat; Partition Secretariat; Lock Sabha Secretariat; Rajya Sabha Secretariat; Director Intelligence Bureau; Directorate General, Resettlement & Employment; Director General, Posts & Telegraphs; Directorate of Coordination (Police Wireless); Director, Secretariat Training School; Principal, Indian Administrative Service Training School; Commandant, CentralPolice Training College, Mount Abu; Inspector General, Special Police Establishment; Union Public Service Commission; Office of the Election Commission; Military Secretary to the President; Secretary to the President; Establishment Officer to the Government of India; Comptroller and Auditor General;Planning Commission; Supreme Court; Community Projects Administration(Planning Commission); Backward Classes Commission; Commissioner for Scheduled Castes & Scheduled Tribes; States Reorganisation Commissior; Department of Atomic Energy Bombay; Commandant, National Fire Service College, Nagpur; Planning Commissiin (ProgrammeEvaluation Organisation).

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/IMMEDIATE/

No.41/2/55-TS.I.
Government of India.
Ministry of Home Affairs.

New Delhi-2, the 28th February, 1956.

OFFICE MEMORANDUM.

Subject:- Question in the Rajya Sabha by Dr. Radha Kumud Mookerji regarding the temporary Central Government employees.

.....

The undersigned is directed to say that, during the tenth session of Parliament, a question was put in the Rajya Sabha by Dr. Radha Kumud Mookerji enquiring whether it was a fact that there were Central Government employees who are still working on temporary basis even after twenty years of continuous service. As the Ministries, etc., are aware, so far as posts in the Secretariat and Attached Offices are concerned, the various service schemes that are now being implemented with a view to placing the services on a proper and stable basis make suitable provision for the fixation of the strength of the permanent cadre at a reasonable figure. As regards the Subordinate Offices, it was decided vide the Ministry of Finance Office Memorandum, No.F.14(3)-E.II/51, dated the 11th August 1951, that 80% of the total number of temporary posts which are required on a permanent basis should be converted into permanent ones. In regard to Class IV posts also, the Ministries etc., were informed in the Ministry of Finance Office Memorandum No.F.14(3)-E.II/51, dated the 22nd December 1951, to convert in consultation with that Ministry temporary Class IV posts into permanent ones not exceeding 50% of the total number of posts in each grade which had existed continuously for more than five years on the Ist January 1952. In this connection, the attention of the Ministries etc., is also invited to the Ministry of Finance Office Memorandum No.F.10(4)-E.II/54, dated the 31st May, 1954.

2. In view of the position stated in para I above, it is visualised that there are not many Government servants remaining who have not been confirmed after long years of continuous service. In any case, the Ministry of Home Affairs will be glad to have information showing the extent to which the instructions regarding conversion of temporary posts into permanent ones have been given effect to by the Ministries etc. The compilation of such information has necessarily to be related to the nature of the offices i.e. whether a particular office has been accepted in the permanent set-up of Government. There would be certain offices which are functioning purely on a temporary basis, e.g., the Community Projects Administration or any office created for a specific project or for initial planning and such offices are bound to carry a large number of officers on a temporary basis except where some of the posts have been integrated with the existing permanent services. In the case of offices, therefore, which are of a permanent nature and in respect of such of the establishments as have been accepted in the permanent set-up of Government, the following information may please be furnished:-

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i) the number of permanent posts in each grade which have been accepted as required on a permanent basis;

ii) the number of posts that have been actually made permanent on the basis of the formula applicable to that particular establishment/ office;

iii) the steps taken by the Ministry/Office having such establishments to make the remaining posts permanent;

iv) the number of persons actually confirmed; and

v) the number of permanent posts which remain unfilled, together with reasons therefor.

The information in respect of posts in the Secretariat and Attached Offices which are included in the various service schemes that are being handled by the Ministry of Home Affairs need not be furnished.

3. Even in respect of offices/establishments, as have been accepted in the permanent set-up of Government there are bound to be a number of posts which are continued on a temporary basis from time to time. The information in respect of the incumbents holding such posts and who are not likely to be confirmed in the foreseeable future may please also be furnished as in the proforma attached. The offices which are functioning purely on a temporary basis may also furnish information in the same proforma.

4. It is requested that a reply to this Memorandum may please be furnished to this Ministry as expeditiously as possible and in any case not later than 15th May, 1956.

(C.R. Goyal)
Under Secretary
to the Government of India.

To

All Ministries (except the Ministry of Works Housing and Supply and Communications) of the Government of India including Ministry of Finance (Defence)(Revenue)(I & C) Divisions and the Department of Economic Affairs; Ministry of External Affairs (Branch Secretariat) 6, Esplanade East, Cal.-1; Department of Parliamentary Affairs, Cabinet Secretariat, Cabinet Secretariat (O&M Division South Block) Prime Ministers Secretariat, Partition Secretariat; Lok Sabha Secretariat, Rajya Sabha Secretariat ; Director Intelligence Bureau, Directorate General Resettlement and Employment, Director of Co-ordination (Police Wireless); Director Secretariat Training School, Principal, Indian Administrative Service Training School , Commandant, Central Police Training College, Mount Abu, Inspector General Special Police Establishment, Union Public Service Commission; Office of the

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No.78/167/56-TS.
Government of India.
Ministry of Home Affairs.

New Delhi-2, the 3rd December, 1956.

OFFICE MEMORANDUM

Subject:- Central Civil Services (Temporary Service) Rules, 1949 - Progress in the implementation of.

....

The undersigned is directed to invite a reference to this Ministry's Office Memorandum No.9/28/51-NGS, dated the 15th November 1951, on the subject noted above, (copy enclosed for ready reference) and to state that suggestions have been received from some Ministries urging that the submission of these returns should either be discontinued or at least the periodicity of their submission may be increased as the preparation of the monthly returns called for therein involves a considerable amount of labour. The matter has been examined carefully in this Ministry. It is felt that the preparation of a monthly return serves a useful purpose in that it is a reminder to all concerned of the necessity of finalising quasi-permanency cases expeditiously and provides an occasion for a review of the progress made. It has accordingly been decided that the submission of these returns should be continued. The Ministries of Finance, etc., are requested kindly to furnish the statements by the 10th of every month, as requested in this Ministry's Office Memorandum No.9/28/51-NGS, dated the 15th November, 1951.

2. It is also requested that the progress made in the issue of quasi-permanency certificates in the Ministries and the attached and subordinate offices under their control may also be reviewed in the Ministries concerned and steps taken to ensure that all outstanding cases are expedited. In this connection, attention is invited to this Ministry's Office Memorandum No.55/152/53-TS, dated the 9th December, 1953.

(R.N. Madhok)
Deputy Secretary to the Government of India.

To

*with usual number of spare copies.

All Ministries of the* Govt. of India including Ministry of Finance Company Law administration (Defence) Revenue) I & C) Divisions and the Department of Economic Affairs; Ministry of External Affairs (Branch Secretariat) 6, Esplande East, Calcutta;1; Department of Parliamentary Affairs; Cabinet Secretariat; Cabinet Secretariat (O&M Division) South Block; Prime Minister's Secretariat; Partition Secretariat; Lok Sabha Secretariat; Rajya Sabha Secretariat; Director, Intelligence Bureau Directorate General, Resettlement & Employment; Director General, Posts & Telegraphs;* Director of Co-ordination (Police Wireless), Director Secretariat Training School; Principal Indian Administrative Service Training School; Commandant, Central Police Training College, Mount Abu; Inspector General Special Police Establishment; Registrar General, India; Union Public Service Commission; Office of the Election Commission; Military Secretary/Secretary to the President; Establishment Officer to the Government of India; Comptroller and Auditor General of India; Planning Commission; Planning Commission (Programme Evaluation Organisation); Supreme Court; Community Projects Administration (Planning Commission); Commissioner for Scheduled Castes and Scheduled Tribes; Department of Atomic Energy, Appolo pier Road, Bombay-1;

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Commandant, National Fire Service Training College, Rampur, Ministry o
Finance (Rehabilitation Division) 6, Esplanade Post, Calcutta-1;
Secretary, Official Language Commission, 4, Kitchner Road, New Delhi.
and Treasury Officer, Central Government Treasury Office, Trivandrum.

Copy to all regular sections of the Ministry of Home Affairs.

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Copy of Office Memorandum No.9/28/51-NGS., dated 15th November, 1951, from Government of India, Ministry of Home Affairs to All Ministries of the Government of India etc. etc.

The undersigned is directed to invite a reference to this Ministry's Office Memorandum No. 9/14/50-NGS, dated the Ist December, 1950, and to say that the Ministry of Home Affairs will be glad to be furnished with the information, as in the statement enclosed in regard to the temporary employees of the Ministry of Finance/ etc. and the Office(s) attached and subordinate thereto, who were eligible for quasi-permanency under the Central Civil Services (Temporary Service) Rules, 1949 on Ist July 1949, Ist July 1950 and Ist July 1951. The information is required in connection with the consideration of certain representations on the subject which have been received.

2. The Ministry of Home Affairs will also be glad to be favoured thereafter with similar information in the statement referred to above by the 10th of every month in order to enable them to watch the progress made in the issue of quasi-permanent certificates to temporary employees by the various authorities of the Government of India.

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STATEMENT SHOWING THE PROGRESS MADE BY THE MINISTRY _____ upto and including the 30th September 1951 in the _____ Office

Implementation of the Central Civil Services (Temporary Service) Rules, 1949.

Service and Grades within the service	No. of persons eligible for being declared quasi-permanent on			No. of persons recommended by the Appointing Authority for being declared quasi-permanent, on.			No. of pending cases of persons eligible for quasi-permanency.			No. of persons actually declared quasi-permanent with effect from		
	1.7.49	1.7.50	1.7.51	1.7.49	1.7.50	1.7.51	1.7.49	1.7.50	1.7.51	1.7.49	1.7.50	1.7.51
1	2	3	4	5	6	7	8	9	10	11	12	13

NOTE:- Separate statements should be submitted in respect of each class of service in accordance with the instructions contained in paragraph 5 of the Procedural Instructions issued under the Ministry of Home Affairs' No.4/49-T.S. dated the 11th July, 1949.

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No.9/1/54-RPS
GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS

New Delhi-2, the 9th October, 1956.

OFFICE MEMORANDUM

Subject:-Discharged temporary employees employed during the period of notice - condonation of break in service.

....

As Ministries are aware, the services of a temporary Government servant, who is not in quasi-permanent service, may be terminated forthwith by payment to him of a sum equivalent to the amount of his pay plus allowances for the prescribed period of notice or, as the case may be, for the period by which the actual notice falls short of the prescribed period (vide rule 5 of the Central Civil Services (Temporary Service) Rules. When the services are so terminated any appointment which that person may secure thereafter will be a fresh appointment even if it is within the period for which he has received pay and allowances; and the intervening period will constitute a break in the continuity of his service. A similar situation will arise where a quasi-permanent employee is retrenched with pay and allowances for three months, or for such period as the actual period of notice falls short of the prescribed period of three months.

2. In order to avoid the hardship caused by the break in such cases it has been decided with the concurrence of the Ministry of Finance that where a Central Government servant whose services have been terminated on payment of pay and allowances in lieu of a period of notice is able to secure another appointment under the Central Government within that period the break in service may be condoned by the appointing authority and service in the new appointment treated as continuous with that in the previous appointment for all purposes, including fixation of pay, seniority, leave and gratuity or other retirement benefits; provided that he shall refund to

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Government the pay and allowances of the former post for the unexpired portion of the notice after his re-employment as well as any gratuity for other terminal benefits in respect of his previous service.

3. In the case of a person who was in quasi-permanent service before discharge the condonation of break will entitle him to count his previous quasi-permanent service for pension in full only if he is declared to be in quasi-permanent service with effect from the date of such re-employment and is confirmed in continuation of such quasi-permanent service. If, however, he is treated as a temporary employee not in quasi-permanent service the previous quasi-permanent service will count only to the extent that purely temporary service would so count, i.e. to the extent of half, if he is confirmed finally without a break in service.

4. In the case of a person who held only a temporary appointment before retrenchment and who is re-employed within the period of notice, only one-half of the earlier period of temporary service will be counted for pension on subsequent confirmation.

5. In so far as the persons serving in the Indian Audit and Accounts Department are concerned these orders have been issued after consultation with the Comptroller and Auditor General.

K.N Subbanna

(K.N. Subbanna)
Deputy Secretary
to the Government of India.

To

* with usual number of s/cs.

*All the Ministries of the Government of India including Ministry of Finance (Defence) (Revenue) (I&C) Divisions and the Department of Economic Affairs; Ministry of External Affairs (Branch Secretarit) 6, Esplanade East, Calcutta; 1 Department of Parliamentary Affairs; Cabinet Secretariat; Cabinet Secretariat (O&M Division) Sourth Block; Prime Minister's Secretariat; Partition Secretariat; Lok Sabha Secretariat;

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No. 78/30/55-TS
Government of India
Ministry of home Affairs.

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New Delhi-2 the 4th January, 1956.

OFFICE MEMORANDUM

Subject:- Central Civil Services (Temporary Service) Rules, 1949 - Maintenance of register of temporary employees.

...

Para 4 of this Ministry's circular No. 4/49-TS, dated the 11th July 1949, lays down that as soon after 1st July as possible, every year the appointing authority should review the cases of all temporary employees who satisfy the conditions prescribed with a view to determine their eligibility for the issue of certificates of quasi-permanency. Before undertaking such a review, a register of eligible candidates should be prepared showing accurately and in sufficient detail the age, qualifications, etc. of the candidates concerned. The register is to be put up to the appointing authority for consideration at the time of the annual review. In other words, what is envisaged is that the register of temporary employees should be maintained as a permanent document so that it may be put up every year for orders of the competent authority in order to decide who should be declared quasi-permanent.

2. Unless the register of temporary employees is maintained in the shape of a permanent document, there is likelihood of the case of a temporary employee whose case for the grant of quasi-permanency has become due for review being lost sight of. It has been noticed in the case of some Ministries/Offices that they send their recommendations piece-meal for the grant of quasi-permanent certificates to their temporary employees, and it is these piece-meal proposals which have given rise to the suggestion whether the register of temporary employees is or is not being maintained as a permanent document and whether the cases for the grant of quasi-permanency of temporary staff are being regularly taken up for review every year as and when they fall due. In any case, if the register of temporary employees is there in the shape of a permanent document, the appointing authority will have before him complete data in regard to all the temporary employees who may be eligible for quasi-permanency on a particular crucial date and will thus be in a position to review all such cases immediately they have fallen due.

3. The undersigned is, therefore, directed to request that the register of temporary employees should invariably be maintained as a permanent document in accordance with the existing instructions on the subject contained in this Ministry's circular No. 2, Office Memorandum No. 1/49-TS, dated the 10th June 1949, preferably in triplicate, particularly in respect of establishments which fall within the scope of paras 5(a) and (b) of this Ministry's Office Memorandum, No. 4/49-TS, dated the 11th July 1949.

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In that case when proposals for quasi-permanency in respect of staff for the grant of such a status with effect from a particular crucial date are referred to the Ministry of Home Affairs/Union Public Service Commission two copies could be made available to them, the third still remaining with Ministry/ Office concerned. Of course, as explained in this Ministry's circular Office Memorandum, No.78/30/55-TS, dated the 22nd September 1955, if any reference made to this Ministry pertains to one or two temporary employees only and if it may not be possible to spare the register, an authenticated extract in duplicate in respect of the particular employees alone could be sent to this Ministry.

C.L. Goyal

(C.L. Goyal)
Under Secretary to the Govt. of India.

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To

All Ministries of the Government of India including Ministry of Finance (Defence) (Revenue) (I & II Divisions and the Department of Economic Affairs; Ministry of External Affairs (Branch Secretariat) 6, Esplanade East, Calcutta-I; Department of Parliamentary Affairs, Cabinet Secretariat; Cabinet Secretariat (O & M Division South Block); Prime Minister's Secretariat; Partition Secretariat; Lok Sabha Secretariat; Rajya Sabha Secretariat; Director Intelligence Bureau; Director General Resettlement and Employment, Director General Posts & Telegraphs, Director of Co-Ordination (Police Wireless); Director Secretariat Training School; Principal, Indian Administrative Service Training School; Commandant, Central Police Training College, Mount Abu; Inspector General, Special Police Establishment; Union Public Service Commission; Office of the Election Commission; Military Secretary/ Secretary to the President; Establishment Officer to the Government of India; Comptroller and Auditor General of India; Planning Commission; Planning Commission (Programms Evaluation Organisation). Supreme Court; Community Projects Administration (Planning Commission); Backward Classes Commission; Commissioner for Scheduled Castes and Scheduled Tribes; States Re-Organisation Commission; Department of Atomic Energy, Appolo Pier Road, Bombay1; Commandant, National Fire Service Training College, Rampur; Ministry of Finance (Rehabilitation Division) 6, Esplanade East, Calcutta-1.

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GOVERNMENT OF INDIA.
MINISTRY OF HOME AFFAIRS.
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New Delhi-2, the 23rd Jan.'56.

OFFICE MEMORANDUM.

SUBJECT:- Implementation of assurance given during the third session 1953 of the Rajya Sabha.

***

The undersigned is directed to enclose copy of a Starred Question, No. 175, asked in the Rajya Sabha on the 3rd March, 1953 and the interim reply given thereto. Unfortunately, the Ministry of Home Affairs file dealing with the question has been mislaid and it is not possible to ascertain whether action to collect the information as promised in the Rajya Sabha was taken or not. In any case, in the absence of the relavant file, it is not possible to fulfil the assurance unless the material is collected afresh from the Ministries etc. In the circumstances, the undersigned is directed to request that information in respect of the year 1952 may be furnished as in the attached proforma 'A'. The information in respect of each office may please be furnished separately.

2. It is further requested that similar information in respect of those who had become eligible for quasi-permanency later than the 1st July 1952 but not later than the 1st July 1955, and as it stood in 1955 may please also be furnished separately as in the attached proforma 'B'. As in respect of the year 1952, the information in respect of each office may please be furnished separately.

3. A reply to this memorandum may please be furnished as soon as possible and in any case not later than the 16th April, 1956. The information in proforma 'A' may be furnished in advance of the information in proforma 'B'.

SD/- (C.L.GOYAL)
UNDER SECRETARY TO THE GOVERNMENT OF INDIA.

TO

* All Ministries of the Govt. of India including Ministry of Finance (Defence) (Revenue) (I&C) Divisions and the Department of Economic Affairs; Ministry of External Affairs (Branch Secretariat) 6, Explanade East, Cal-1 ; Department of Parliamentary Affairs, Cabinet Secretariat, Cabinet Secretariat (O&M Division South Block) Prime Minister's Secretariat, Partition Secretariat; Lok Sabha Secretariat, Rajya Sabha Secretariat; Director Intelligence Bureau, Directorate General Resettlement and Employment, Director General Posts and Telegraphs, Director of Co-ordination (Police Wireless); Director Secretariat Training School, Principal, Indian Administrative Service Training School, Commandant, Central Police Training College, Mount Abu, Inspector General Special Police Establishment, Union Public Service Commission; Office of the Election Commission, Military Secretary/ Secretary to the President, Establishment Officer to the Government of India, Comptroller and Auditor General of India; Planning Commission, Planning Commission (Programmes Evaluation Organisation), Supreme Court, Community Projects Administration (Planning Commissions) Commissioner for Scheduled Castes and Scheduled Tribes, Department of Atomic Energy Appolo pier Road, Bombay-1; Commandant National Fire Service Training College, Rampur; Ministry of Finance (Rehabilitation Division) 6, Esplanade East, Calcutta-1.

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GOVERNMENT OF INDIA.

MINISTRY OF HOME AFFAIRS.

COUNCIL OF STATES.

STARRED QUESTION NO. 175.

TO BE ANSWERED ON THE 3RD MARCH 1953.

Reply to the question asked by Shri V.K. Dhage.

*175 SHRI V.K. DHAGE: Will the Minister of Home Affairs be pleased to state:

(a) the number of temporary employees under the Government of India (i) who were eligible to be granted quasi-permanent certificates in 1952 and (ii) who have been granted such certificates in 1952; and

(b) the total number of temporary Government servants in the Government of India in 1952; and

---

DR. KAILAS NATH KATJU (Minister for Home Affairs)

(a) and (b). The information is being collected and will be laid on the table of the House in due course.

****

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PROFORMA 'A'

MINISTRY OF HOME AFFAIRS

****

MINISTRY/OFFICE OF _____

(1) No. of temporary employees as on 1.7.1952.

(2) No. of temporary employees, who were eligible for quasi-permanency on or before 1.7.1952.

(3) No. of persons who had actually been declared quasi-permanent by the end of 1952.

SIGNATURE .....
DESIGNATION .....

PROFORMA 'B'

MINISTRY OF HOME AFFAIRS

****

MINISTRY/OFFICE OF _____

(1) No. of temporary employees as on 1.7.1955.

(2) No. of temporary employees who were eligible for quasi-permanency late than 1.7.1952 but not later than 1.7.1955.

(3) No. of persons who had actually been declared quasi-permanent by the end of 1955.

SIGNATURE .....
DESIGNATION .....

1400/31/1/V.T.B

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No.18/95/55-TS.
Government of India
Ministry of Home Affairs
...

New Delhi-2, the 14th January, 1957.

Office Memorandum

Subject:- The Central Civil Services (Temporary Service) Rules, 1949 - Counting of 'boy service' for the purpose of benefits under -
....

The undersigned is directed to state that doubts have been expressed in certain quarters as to whether the service rendered by a temporary employee before attaining the age as prescribed in Articles 358 or 360, Civil Service Regulations as amended by para 6 of the Ministry of Finance Office Memorandum, No.3(1)Est(Spl)/50, dated the 17th April, 1950, counts for the purpose of computing 3 years service prescribed for quasi-permanency in Rule 3(i) of the above mentioned Rules. After careful consideration, Government of India have decided that the 'boy service' i.e., service rendered by a temporary employee before his attaining the age prescribed in the Articles referred to above may be allowed to count for the limited purpose of computing 3 years service for the issue of declaration of quasi permanency under the Central Civil Service (Temporary Service) Rules 1949. But for the purpose of gratuity admissible under rule 10 thereof or for the purpose of pension only such service as is rendered after attaining the age of 20/18 years in the case of superior service/inferior service as the case may be, will be taken into account; the emphasis being that this rule does not override the provisions in the Civil Service Regulations.

2. The Ministry of Commerce and Consumers Industries etc., may now review in the light of the decision referred to above, any cases pertaining to quasi-permanency of their temporary employees which might have been returned by the Union Public Service Commission or the disposal of which was held over pending a final decision on the question.

3. In so far as persons serving in the Indian Audit and Accounts department are concerned, these orders have been issued after consultation with the Comptroller and Auditor General of India.

4. Ministry of Defence will, no doubt, consider issuing similar orders in due course in so far as cases falling within the purview of the civilians in Defence Service (Temporary Service) Rules-1949, are concerned.

R.N. Madhok

(R.N. Madhok)
Deputy Secretary to the Govt. of India

To

*with usual number of spare copies

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No. 78/166/56-TS
GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS
****

New Delhi-2, the 21/1/57.

OFFICE MEMORANDUM

Sub: Question whether service in extra temporary establishments or in work charged establishments should count for the purpose of computing three years service for quasi-permanency.

******

A question has been raised whether service in an extra temporary establishment or in a work charged establishment should count for the purpose of computing three years service to render a person eligible, by length of service, for quasi-permanency under Instruction 3(iii) of the Procedural Instructions contained in this Ministry's Memorandum No.4/49-T.S., dated the 11th July, 1949. It has now been decided that service in an extra temporary establishment or in a work-charged establishment, whether on monthly or daily rates of pay, will NOT count for the aforesaid purpose.

2. Past cases, if any, which have already been finalised need not be re-opened.

R.N. Madhok

(R.N. Madhok)
Deputy Secretary to the Govt. of India

*With usual number of S.Cs.

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No. 78/63/56-T.S.
Government of India,
Ministry of Home Affairs.

New Delhi-2, the 6th February, 1957.

OFFICE MEMORANDUM

Subject:- Question whether Union Public Service Commission should also consider cases of officers who are not recommended for the grant of quasi-permanent status.

Attention of the Ministry of Finance, etc. is invited to Ministry of Home Affairs Office Memorandum No. 78/63/56-T.S., dated the 6th July 1956, soliciting their views about the proposal made by the Union Public Service Commission that they should be consulted, as a matter of convention, in cases in which the Appointing and Controlling Authorities consider that quasi-permanency should be denied, just as they are consulted under rule 4 of the Central Civil Services (TS) Rules, 1949, when award of quasi-permanent status is recommended by those authorities. The replies received indicate a near uniformity of opinion that there is advantage in accepting the arrangement proposed by the Commission in that it will ensure uniformity of assessment and create satisfaction among those affected that their cases have been adjudged by an impartial authority. Accordingly, it has been decided that in future the advice of the Commission should be obtained before quasi-permanency is withheld on the third and last crucial date for eligibility for such status in posts, recruitment to which is made on the advice of the Commission. Where the Commission recommend grant of quasi-permanency, the conferment of the status will be effective only from the third and last crucial date, and in no case will the benefit be given retrospectively from an earlier date. Administrative authorities will, no doubt, appreciate that the advice tendered by the Commission under these arrangements has to be given the same weight and accepted and acted upon as in cases where consultation with the Commission is a constitutional requirement and an obligation arising under rules.

(R.N. Madhok)
Deputy Secretary to the Govt. of India.

To

All Ministries of the Government of India including Ministry of Finance Company Law Administration (Defence) (Revenue) (I & C) Divisions and the Department of Economic Affairs; Ministry of External Affairs (Branch Secretariat) 6, Esplanade East, Calcutta;1; Department of Parliamentary Affairs; Cabinet Secretariat; Cabinet Secretariat (O & M Division) South Block; Prime Minister's Secretariat; Partition Secretariat; Lok Sabha Secretariat; Rajya Sabha Secretariat; Director, Intelligence Bureau; Directorate General, Resettlement & Employment; Director General, Posts & Telegraphs; Director of Co-ordination (Police Wireless); Director Secretariat Training School; Principal Indian Administrative Service Training School; Commandant, Central Police Training College, Mount Abu; Inspector General Special Police Establishment; Registrar General, India; Union Public Service Commission; Office of the Election Commission;

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Military Secretary/Secretary to the President; Establishment Officer to the Government of India; Planning Commission; Planning Commission (Programme Evaluation Organisation); Supreme Court; Commissioner for Scheduled Castes and Scheduled Tribes; Department of Atomic Energy Appolo Pier Road, Bombay-1; Commandant, National Fire Service Training College, Rampur; Ministry of Finance (Rehabilitation Division) 6, Esplanade Post, Calcutta-1; Commandant, Central Reserve Police, Neemuch; and Ministry of Rehabilitation (Branch Secretariat) 8, Theatre Road, Calcutta-16.

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No.78/147/56-TS.
GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS.
****

New Delhi-2, the 12th February, 1957.

Notification.

In exercise of the powers conferred by sub-rule (1) of rule 5A of the Central Civil Services (Temporary Service) Rules, 1949, the Central Government hereby specifies the Comptroller and Auditor General as the authority to act on behalf of the said Government for the purpose of the said rule in so far as the employees of the Indian Audit and Accounts Department are concerned.

Sd/-

(R.N. Madhok)
DEPUTY SECRETARY TO THE GOVERNMENT OF INDIA
Tele. No. 32234

No.78/147/56-TS, New Delhi-2, the 12th February, 1957.

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All Union Administrations.

C.L. Goyal

(C.L. Goyal)
UNDER SECRETARY TO THE GOVERNMENT OF INDIA
Tele. No. 41/149

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No.78/42/57-TS.
GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS.
***

New Delhi-2, the 17th April, 1957.

OFFICE MEMORANDUM.

Subject: Medical Examination of temporary employees for the award of quasi-permanent status.

...

Attention of the Ministry of Finance, etc., is invited to this Ministry's Office Memorandum No. 5/6/54-RPS, dated the 28th September, 1956.

2. Under the aforesaid orders the system of permitting Government servants to be examined by two different medical authorities, one for permanent and another for temporary appointment, has been abolished and temporary employees are now required to be examined medically by the authorities mentioned in para 2 of those orders within a period of two years. In keeping with the spirit of those orders, it is desirable that no quasi-permanency certificate should, in future, be issued to temporary employees until their medical examination has been completed and they have been found fit. However, to avoid delays in the award of quasi-permanency the eligible temporary employees should be given priority over other temporary employees in the submission of their names to the medical authorities.

(R. N. Madhok)
Deputy Secretary to the Government of India.
Tele.No.32234.

To

All Ministries of the Government of India including Ministry of Finance Company Law Administration (Defence) (Revenue) (I & C) Divisions and the Department of Economic Affairs; Ministry of External Affairs (Branch Secretariat) 6, Esplanade East, Calcutta 1; Department of Parliamentary Affairs; Cabinet Secretariat; Cabinet Secretariat (O&M Division) South Block; Prime Minister's Secretariat; Partition Secretariat; Lok Sabha Secretariat; Rajya Sabha Secretariat; Director, Intelligence Bureau; Directorate General, Resettlement and Employment; Director General, Posts & Telegraphs; Director of Co-ordination (Police Wireless); Director Secretariat Training School; Principal, I.A.S. Training School; Commandant, Central Police Training College, Mount [illegible], Abu. Union Public Service Commission; Office of the Election Commission; Comptroller & Auditor General of India; Military Secretary/Secretary to the President; Establishment Officer to the Government of India; Planning Commission; Planning Commission (Programme Evaluation Organisation); Supreme Court; Commissioner for Scheduled Castes and Scheduled Tribes; Department of Atomic Energy Appolo Pier Road, Bombay-1; Commandant, National Fire Service Training College, Rampur; Ministry of Finance (Rehabilitation Division) 6, Esplanade Post, Calcutta-1; Commandant, Central Reserve Police, Neemuch; and Ministry of Rehabilitation (Branch Secretariat) 8, Theatre Road, Calcutta-16. Registrar General, India, Inspector General, Special Police Establishment. Union Administrations.

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No.78/79/56-TS
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MINISTRY OF HOME AFFAIRS
****

New Delhi-2, the 17th May, 1957.

OFFICE MEMORANDUM

Sub: Condonation of breaks in service for the purpose of computing 3 years service for quasi-permanency - Principles to be observed in -

---

The undersigned is directed to refer to the second Note below Instruction 3 (iii) of the Procedural Instructions issued vide this Ministry's Memorandum No.4/49-T.S., dated the 11th July, 1949, in which it has been state that broken periods of temporary service would not count for purposes of computing three years service qualifying for quasi-permanency unless the breaks are condoned specifically by the Ministry of Home Affairs in consultation with the Ministry of Finance and the service thus rendered continuous. It has now been decided that the Ministries themselves (and the Comptroller and Auditor General in respect of persons serving in the Indian Audit & Accounts Department) may, in future, condone such breaks for the aforesaid purpose, subject to the conditions indicated below -

(1) Only such breaks should be condoned for the purpose of computing three years service for quasi-permanency as were caused by circumstances beyond the individual's control, e.g., retrenchment, prolonged illness resulting in termination of services etc.

(2) In each individual case, the break or breaks should be condoned only for the purpose of quasi-permanency in a post/grade held after the last break, provided that

(i) the period of break or breaks in each case is less than the period or periods of previous qualifying service in a post/grade equivalent to the post/grade held after the last break in which the individual is proposed to be declared quasi-permanent, and

(ii) no gratuity, pensionary or other terminal benefit (except terminal leave and pay and allowances in lieu of notice) has been drawn in respect of service before the last break.

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(3) An individual in whose case the conditions at (1) and (2) are fulfilled and the break is condoned for the aforesaid purpose shall be eligible for quasi-permanency from a crucial date after the last break so condoned, provided he fulfills all the conditions for the grant of quasi-permanent status and is considered suitable. In no case, will he be eligible for quasi-permanency from a date earlier than or during the last break in his service.

(4) The period of break or breaks in each case will be ignored and service rendered before and after the break or breaks will be treated as one spell of service for computing three years service required for quasi-permanency. The condonation of break for quasi-permanency shall not entitle a person to any other benefits regarding fixation of pay, seniority, pension gratuity, leave, etc.

2. Cases, if any, which are not strictly covered by-para one above, but in which condonation of break is nevertheless considered justified by the Ministry concerned, may, as hitherto, be referred to this Ministry.

R.N. Madhok

(R.N. Madhok)
Deputy Secretary to the Govt. of India.

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No.78/28/57-T.S.(1)
Government of India.
Ministry of Home Affairs.

New Delhi-2, the 28th May, 1957.

NOTIFICATION

In excercise of the powers conferred by sub-rule (1) of rule 5A of the Central Civil Services (Temporary Service) Rules, 1949, the Central Government hereby specifies the Chief Engineer, Central Public Works Department as the authority to act under the said rule in respect of orders passed under rule 5 by any authority subordinate to him.

Sd/-
(R.N. Madhok)
Deputy Secretary to the Government of India.

No.78/28/57-T.S.(1) New Delhi-2, the 28th May, 1957.

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C.L. Goyal
(C.L. Goyal)
Under Secretary to the Government of India.

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GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS.

...

NEW DELHI-2, the 29th May, 1957.

C_O_R_R_I_G_E_N_D_U_M

In paragraph 1 of this Ministry's Office Memorandum, No. 78/95/55-TS, dated the 18th January, 1957, regarding counting of boy service for the purpose of benefits under the Central Civil Services (Temporary Service) Rules, 1949, for No.3(1)Est(Spl)/50 read No.3(1)Est(Spl)/47.

C.L. Goyal

(C.L. Goyal)
UNDER SECRETARY TO THE GOVT. OF INDIA.

To

All *Ministries of the Government of India including Ministry of Finance, Company Law Administration (Defence) (Revenue) (I&C) Division & the Department of Economic Affairs; Ministry of External Affairs (Branch Secretariat) 6 Esplanade East, Calcutta-1; Department of Parliamentary Affairs; Cabinet Secretariat; Cabinet Secretariat (O&M Division) South Block; Prime Minister's Secretariat; Partition Secretariat; Lok Sabha Secretariat; Rajya Sabha Secretariat; Director, Intelligence Bureau; Directorate General, Resettlement & Employment; Director General, Posts & Telegraphs; Director of Co-ordination (Police Wireless); Director, Secretariat Training School; Principal, Indian Administrative Service Training School; Commandant, Central Police Training College, Mount Abu, Union Public Service Commission; Office of the Election Commission; Comptroller & Auditor General of India; Military Secretary/Secretary to the President; Establishment Officer to the Government of India; Planning Commission; Planning Commission (Programme Evaluation Organisation); Supreme Court; Commissioner for Scheduled Castes & Scheduled Tribes; Department of Atomic Energy, Appolo Pier Road, Bombay-1; Commandant, National Fire Service Training College, Rampur; Ministry of Finance (Rehabilitation Division) 6, Esplanade East, Calcutta-1; Commandant, Central Reserve Police, Neemuch; Ministry of Rehabilitation (Branch Secretariat) 8, Theatre Road, Calcutta-16; Registrar General of India; Inspector General, Special Police Establishment; and Union Administrations.

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