

No. AB.14017/48/2010-Estt. (RR)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training

New Delhi, the 2nd June, 2011

Office Memorandum

Subject: Proposals for relaxation

This Department has been receiving a number of proposals seeking relaxation in Recruitment Rules. It has been noticed that in a number of cases the proposals are not referred through a self-contained note leading to confusion/ambiguity.

2. It is requested that the proposal for relaxation should consist of a self-contained note indicating the name of officers, batch, period of relaxation/shortfall, and justification for the same duly approved by competent authority. Reference to DOPT should be made at the level of Joint Secretary. The signed and issued copy of Seniority List of the grades and dully filled in Annexure IV in prescribe proforma may also be furnished with the proposal.

3. It is also requested that in addition to sending the hard copy of proposals, the proposals of relaxation may also be sent by email at usrr@nic.in for the level of Senior Administrative Grade and above.

4. Hindi version will follow.


(SMITA KUMAR)
Director(E-I)
Tel. 2309 2479

1. All Ministries/Departments of Government of India
2. The President's Secretariat, New Delhi.
3. The Vice-President's Secretariat, New Delhi
4. The Prime Minister's Office, New Delhi.
5. The Cabinet Secretariat, New Delhi.
6. The Comptroller and Auditor General of India, New Delhi.
7. The Union Public Service Commission, New Delhi.

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Copy to :-

1. The Rajya Sabha Secretariat, New Delhi.
2. The Lok Sabha Secretariat, New Delhi.
3. All Attached Offices under the Ministry of Personnel, Public Grievances and Pensions.
4. Establishment Officer and Secretary, ACC (10 copies).
5. All Officers and Sections in the Department of Personnel & Training
6. Secretary, Staff Side, National Council (JCM), 13-C, Ferozeshah Road, New Delhi
7. All Staff Members of National Council (JCM)
8. All Staff Members of the Departmental Council (JCM), Ministry of Personnel, PG and Pensions
9. Establishment (RR Division) (50 copies)
10. NIC, North Block for posting on the website


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