

**F.No.Misc.14017/5/2016-Estt.RR**  
**Government of India**  
**Ministry of Personnel, P.G. & Pensions**  
**Department of Personnel and Training**  
**Estt(RR) Section**

North Block, New Delhi  
Dated: 09<sup>th</sup> December, 2016

**OFFICE MEMORANDUM**

**Subject:-Meeting of the DPRC/Assessment Board to review the promotion of Scientist 'F' and Scientist 'G' under FCS-reg.**

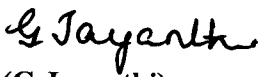
The undersigned is directed to refer to Department's OM dated 21.11.2005 wherein it has been laid down that each scientific Ministry/Department has to constitute a DPRC/Assessment Board for assessment of Scientists for their suitability for promotion under the Flexible Complementing Scheme (FCS) from Scientist 'E' to Scientist 'F' and Scientist 'F' to Scientist 'G'. As per DoPT's OM No. AB-14017/37/2008-Estt.(RR) dated 18.03.2015, the composition of the DPRC/Assessment Board for considering promotion to Scientist 'F' grade has been revised and Joint Secretary, DoPT has been included as the nominee of DoPT. Further, as per DoPT OM No.AB.14017/14/2006-Estt.(RR) dated 28.03.2006 for considering promotion to Scientist 'G' grade, an Additional Secretary, will be nominated as a member from DoPT.

2. It has come to the notice of DoPT that Scientific Ministries/Departments are sending the request for nomination of representative from DoPT at a very late stage, leaving very little time for this Department to nominate a representative in the meeting.

3. In view of this, Scientific Ministries/Departments are requested to send their request for nomination of a representative from DoPT in the meeting DPRC/Assessment Board atleast 10 days before the meeting is scheduled. Scientific Ministries/Departments are also to provide agenda notes to the representative of DoPT atleast 03 days in advance. An officer of appropriate level not below the rank of Deputy Secretary/Director shall be deputed to brief representative of DoPT on the issue atleast one day in advance. The agenda note should separately indicate the following information:-

Sl.No.	Information sought	Status
(i)	Whether the Scientists to be assessed fulfils the Educational Qualifications as per FCS scheme.	YES/NO
(ii)	Whether the Scientists to be assessed completes the prescribed residency period in the feeder grade.	YES/NO
(iii)	Whether ACRs are complete in all respects.	YES/NO
(iv)	Status of vigilance clearance.	Clear/Not clear

Note: If answer to any of the questions is negative, then details should be provided in the agenda.

  
(G.Jayanthi)  
Director (E.I)

To all Scientific Ministries/Departments