

New Delhi 110001

January 12, 1998

OFFICE MEMORANDUM

Subject:-DPC procedure - Constitution of DPCs in respect of certain categories of cases which required ACC approval - Revised instructions - regarding.

The undersigned is directed to refer to the Office Memorandum No.27/12/97-EO(ACC) dated 15.10.1997 which conveys the decision of the Appointments Committee of the Cabinet (ACC) regarding delegation of certain powers to Ministries/Departments to make appointments to all posts or grades wherein the maximum of the salary (excluding allowances) or the maximum of the pay-scale (grade) is less than Rs.20,900/- (Rs.6,700/- in the pre-revised pay scale).

2. Hitherto, appointments to such posts were subject to the approval of the ACC. Keeping in view the parameters of the aforesaid delegation of powers, it has been decided to issue instructions for re-constitution of the Departmental Promotion Committees (DPC) as noted in the Recruitment/Service Rules for secretariat/non-secretariat appointments (regular as well as ad-hoc) to the posts or grades in the aforementioned category of pay scales so as to include the representative of the Department of Personnel and Training (DOP&T). Such cases, as per the said delegation of powers, need not be submitted to the ACC after suitable changes in the composition of the DPCs as noted in the relevant Recruitment/Service Rules have been made. [This arrangement will apply only to cases in the stated category where the UPSC is not associated with the DPC and also do not entail relaxation of any guidelines issued by the DOP&T.] The representative of the DOP&T is required to be at least one level higher than the level for which promotion is being considered. Accordingly, a list showing the designated nominee of the DOP&T on the DPC of each Ministry/Department is enclosed.

3. Ministry of Finance, etc are, therefore, requested to take steps to amend the composition of the DPCs of the relevant Recruitment/Service Rules so as to include the DOP&T nominee as indicated in the enclosed list in addition to the existing members of the DPCs. In order to facilitate speedy action on the suggested lines, powers are hereby delegated to the Ministries/Departments concerned to make the required amendments to the relevant Recruitment/Service Rules. The said amendments may be notified without making any reference

to this effect to the DOP&T/the UPSC. Exemption for this purpose is also granted from the temporary ban on framing/amendment/relaxation/modification/notification of Recruitment Rules/ Service Rules in respect of Group 'A', 'B', 'C' and 'D' posts/services/cadres imposed vide DOP&T O.M.No.AB.14017/2/97-Estt(RR) dated 10.2.1997.

4. Notwithstanding the delegation of powers as detailed in paragraphs 1 and 2 of this Office Memorandum, the administrative Ministries/Departments may continue the practice of sending their proposals to the Establishment Officer for concurrence before issuing the orders in terms of paragraphs 2 and 17 of the DOP&T O.M.No.27/12/97-EO(ACC) dated 15.10.1997.

5. These orders shall come into force with immediate effect.

6. Hindi version of this Office Memorandum would follow.


(K.K. JHA)
DIRECTOR(E)

To

1. All Secretaries to the Government of India
2. Member Secretary, Planning Commission, New Delhi
3. Secretary, Union Public Service Commission, New Delhi
4. Secretary, Public Enterprises Selection Board.
5. Additional Secretary(S&V), Deptt of Per & Trg
6. Joint Secretary(Establishment), Deptt of Per & Trg
7. Joint Secretary(AT&Admn), Deptt of Per & Trg
8. Joint Secretary(Training), Deptt of Per & Trg
9. Joint Secretary(Pers), Deptt of Expenditure
10. Director, Institute of Sectt Training and Management

Copy for information to:-

1. The Establishment Officer, Department of Per & Trg
2. Shri C. Phunsog, Joint Secretary, Prime Minister's Office
3. Shri D.M.M. Rao, Deputy Secretary, Cabinet Secretariat
4. Private Secretary to the Minister of State for Personnel, Public Grievances and Pensions, New Delhi.

LIST OF DESIGNATED NOMINEES OF DOP&T ON DPCs

<u>S.No.</u>	<u>Ministries/Departments</u>	<u>Nominee of DOP&T</u>
1.	Ministry of Agriculture	JS/AS(Admn) of the Department of Rural Areas and Employment
	(i) Department of Agriculture and Cooperation	
	(ii) Department of Agricultural Research and Education	
	(iii) Department of Animal Husbandry and Dairying	
2.	Ministry of Chemicals & Fertilisers	JS/AS(Admn) of the Department of Legal Affairs
	(i) Department of Fertilisers	
	(ii) Department of Chemicals and Petro-Chemicals	
3.	Ministry of Civil Aviation and Tourism	JS(AT&Admn), Department of Personnel and Training (DOP&T)
	(i) Department of Civil Aviation	
	(ii) Department of Tourism	
4.	Ministry of Food and Consumer Affairs	JS/AS(Admn) of the Department of Agriculture and Cooperation
	(i) Department of Food and Civil Supplies	
	(ii) Department of Consumer Affairs	
	(ji) Department of Sugar and Edible Oils	
5.	Ministry of Coal	JS/AS(Admn) of the Department of Education
6.	Ministry of Commerce	JS/AS(Admn) of the Ministry of Steel
	(i) Department of Commerce	
	(ii) Department of Supply	
7.	Ministry of Communications	JS/AS(S&V), DOP&T JS(E), DOP&T
	(i) Department of Posts	
	(ii) Department of Telecommunications	
8.	Ministry of Defence	JS/AS(Admn) of Ministry of Home Affairs (D/o Home)
	(i) Department of Defence	
	(ii) Department of Defence Production and Supplies	
	(iii) Department of Defence Research and Development	

- (i) Department of Family Welfare
- (ii) Department of Indian Systems of Medicines and Homoeopathy

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14. Ministry of Home Affairs

- (i) Prime Minister's Office
- (ii) Cabinet Secretariat
- (iii) Department of Internal Security
- (iv) Department of States
- (v) Department of Official Languages
- (vi) Department of Home
- (vii) Department of Ocean Development
- (viii) Department of J&K Affairs

JS/AS (Admin)
of DOP&T

JS/AS (Admin)
of Department of Revenue

JS/AS (Admin) of the Department

of Economic Affairs

<u>S.No.</u>	<u>Ministries/Departments</u>	<u>Nominee of DOP&T</u>
9.	Ministry of Environment and Forests	JS/AS(Admn) of Ministry of Non- Conventional Energy Sources
10.	Ministry of External Affairs	JS(E), DOP&T
11.	Ministry of Finance	
	(i) Department of Expenditure	JS(AT&Admn), DOP&T
	(ii) Department of Economic Affairs	JS(Training), DOP&T
	(iii) Department of Revenue	JS(E), DOP&T
	(iv) Department of Company Affairs	JS(AT&Admn), DOP&T
12.	Ministry of Food Processing Industries	JS/AS(Admn) of the Deptt of Posts.
13.	Ministry of Health and Family Welfare	
	(i) Department of Health	JS(E), DOP&T
	(ii) Department of Family Welfare	JS(Training)
	(iii) Department of Indian Systems of Medicines and Homoeopathy	of DOP&T
14.	Ministry of Home Affairs	
	(i) Prime Minister's Office	JS/AS(Admn)
	(ii) Cabinet Secretariat	of the
	(iii) Department of Internal Security	Department of
	(iv) Department of States	Revenue
	(v) Department of Official Languages	-----] JS/AS(Admn) of
	(vi) Department of Home] the Department
	(vii) Department of Ocean Development] of Economic
	(viii) Department of J&K Affairs] Affairs

<u>S.No.</u>	<u>Ministries/Departments</u>	<u>Nominee of DOP&T</u>
15.	Ministry of Human Resource Development (i) Department of Education (ii) Department of Culture (iii) Department of Women and Child Development (iv) Department of Youth Affairs and Sports	JS/AS(Admn) of the Ministry of Coal
16.	Ministry of Industry (i) Department of Industrial Policy and Promotion (ii) Department of Industrial Development (iii) Department of Heavy Industry (iv) Department of Public Enterprises (v) Department of Small Scale Industries and Agro and Rural Industries	JS/AS(Admn) of the Department of Commerce
17.	Ministry of Information and Broadcasting	JS/AS(Admn) of M/o Welfare
18.	Ministry of Labour	JS/AS(Admn) of M/o Water Resources
19.	Ministry of Law and Justice (i) Department of Legal Affairs (ii) Legislative Department (iii) Department of Justice	JS/AS(Admn) of the Ministry of Mines
20.	Ministry of Mines	JS/AS(Admn) of M/o I&B
21.	Ministry of Non-Conventional Energy Sources	JS/AS(Admn) of Ministry of Environment and Forests
22.	Ministry of Parliamentary Affairs	JS(AT&Admn), DOP&T
23.	Ministry of Personnel, Public Grievances and Pensions (i) Department of Personnel and Training (ii) Department of Administrative Reforms and Public Grievances (iii) Department of Pensions and Pensioners Welfare	JS(Pers), Ministry of Finance

<u>S.No.</u>	<u>Ministries/Departments</u>	<u>Nominee of DOP&T</u>
24.	Ministry of Petroleum and Natural Gas	JS/AS(Admn) of M/o Welfare
25.	Ministry of Planning and Programme Implementation (i) Department of Planning (ii) Department of Statistics (iii) Department of Programme Implementation	JS/AS(Admn) of the Ministry of Surface Transport
26.	Ministry of Power	JS/AS(Admn) of the M/o of Labour
27.	Ministry of Railways	JS(E), DOP&T
28.	Ministry of Rural Areas and Employment (i) Department of Rural Development (ii) Department of Wastelands Development (iii) Department of Rural Employment and Poverty Alleviation	JS/AS(Admn) of the Department of Food and Civil Supplies
29.	Ministry of Science and Technology (i) Department of Science and Technology (ii) Department of Scientific and Industrial Management (iii) Department of Bio-Technology	Director, Institute of Secretariat Training and Management, DOP&T
30.	Ministry of Steel	JS/AS(Admn) of the Department of Industrial Policy and Promotion
31.	Ministry of Surface Transport	JS/AS(Admn) of the D/o Telecom
32.	Ministry of Textiles	JS/AS(Admn) of the Department of Industrial Policy and Promotion

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| 33. | Ministry of Urban Affairs and Employment | |
| | (i) Department of Urban Development | JS(E), DOP&T |
| | (ii) Department of Urban Employment and Poverty Alleviation | JS(Training), DOP&T |
| 34. | Ministry of Water Resources | JS/AS(Admn) of the M/o Power |
| 35. | Ministry of Welfare | JS/AS(Admn) of the Ministry of Petroleum and Natural Gas |
| 36. | Department of Atomic Energy | JS/AS(Admn) of the Ministry of Defence |
| 37. | Department of Electronics | JS(Training), DOP&T |
| 38. | Planning Commission | Ministry of Programme Implementation |
| 39. | Department of Space | JS(Training), DOP&T |