

North Block, New Delhi 110001

April 13, 1998

OFFICE MEMORANDUM

Subject:- Procedure to be observed by the Departmental Promotion Committee(DPC) - Holding of Review DPC -

The undersigned is directed to invite reference to the Department of Personnel and Training(DOP&T) Office Memorandum No.22011/5/86-Estt(D) dated April 10, 1989 containing the consolidated instructions on DPC's. The provisions made in para 6.4.2 and para 18.1 of the aforesaid Office Memorandum enumerate some of the situations in which Review DPC is required to be held. These situations are:-

- (a) Non-reporting of vacancies due to error or omission (i.e. though the vacancies were available at the time of holding of DPC meeting, these were not reported to the DPC). This leads to injustice to the officers concerned by artificially restricting the zone of consideration; or
- (b) Where eligible persons were omitted to be considered; or
- (c) Where ineligible persons were considered by mistake; or
- (d) Where the seniority of a person was revised with retrospective effect resulting in a variance of seniority list placed before the DPC; or
- (e) Where some procedural irregularity was committed by a DPC; or
- (f) Where adverse remarks in the CRs were toned down or expunged after the DPC had considered the case of the officer.

These instances are illustrative and not exhaustive.

2. The Union Public Service Commission has expressed a doubt as to whether it is necessary to hold review DPC in cases where excess number of vacancies were reported to DPC which resulted in an inflated zone of consideration leading to consideration/empanelment of employees who would not have been covered by the zone of consideration, if the vacancies had been reported accurately. The basis of doubt is that the situation has not been specifically enumerated in para 6.4.2 or para 18.1 of the Office Memorandum dated April 10, 1989.

3. In this connection, it is clarified that the situations enumerated in the aforesaid paras (6.4.2 and 18.1) are only illustrative and not exhaustive. As already mentioned in para 18.1 of the said Office Memorandum, the primary objective of holding a review DPC is to rectify any mistake that took place at the time of holding of the original DPC. Over-reporting of vacancies is also one of the mistakes which needs to be rectified by holding a review DPC. Therefore, the provision made in para 18.1 was/is required to be read to cover this situation also. However, it is directed that in the case of over-reporting of vacancies, a review DPC may be held only if the change in the number of vacancies would result in exclusion of any person(s) empanelled by the original DPC, on account of over-reporting of vacancies which led to inflated zone of consideration. As such, no review DPC need be convened where it may prove to be an infructuous exercise.



(K.K. JHA)

Director(Establishment)

To

All Ministries/Departments of the Government of India