

F.No. 2/15/2017-Estt.(Pay-II)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training

North Block, New Delhi
Dated: 18th October, 2018

OFFICE MEMORANDUM

Subject : Transfer on deputation/foreign service of Central Government Employees to ex-cadre posts under the State Governments/ Union Territories or to any entity controlled by and located in the States /UTs - relaxation of para 8.5 of O.M. dated 17.6.2010.

This Department's OM No. 6/8/2009-Estt.(Pay-II) dated 17th June, 2010 regulates Pay, Deputation (Duty) Allowance, Tenure of Deputation / Foreign Service and other terms and conditions on the subject of deputation / foreign service of Central Government employees to ex-cadre posts under the Central Government, State Governments, Public Sector Undertakings, Autonomous Bodies, Union Territories Administration, local Bodies etc and vice-versa. Subject to its applicability as provided in para 2 of the OM, these instructions cover cases of deputation/foreign service where Central Government is either lending authority or borrowing authority or both.

2. As per para 8.5 of the aforesaid OM, a Central Government employee shall be eligible for deputation / foreign service to posts in State Government / State Government Organisations/Governments of UTs / Government of UT's Organisations / Autonomous Bodies, Trusts, Societies, PSUs etc. not controlled by the Central Government only after he has completed 9 years of service and is clear from vigilance angle.

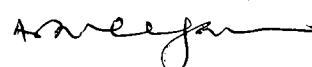
3. As per para 10 of the aforesaid OM, any relaxation of these terms and conditions will require the prior concurrence of the Department of Personnel & Training.

4. Various administrative Ministries / Departments / Borrowing Organisations have been approaching this Department for relaxation of the eligibility condition of minimum 9 years of service for proceeding on deputation / foreign service, on case to case basis, citing exigencies, quoting provisions of para 10 of the OM dated 17.06.2010.

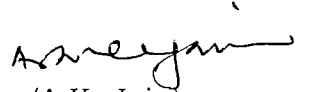
5. The matter has been considered in this Department and it has been decided that Ministries/Departments may consider and allow relaxations to para 8.5 of the OM dated 17.06.2010 with the approval of their Minister-in-charge in following category of cases:-

a) A Central Government employee after completion of 7 years of service in his/her cadre, may be allowed to go on deputation to any State of North Eastern Region and Jammu and Kashmir and Union Territories of Andaman & Nicobar and Lakshadweep or on foreign service to any entity controlled by and located in the said States/ Union Territories.

-contd-



- b) Central Government employees may be allowed to go on deputation to State Governments /Union Territories or on foreign service to any entity controlled by and located in the States/ Union Territories on spouse ground after completion of 6 years of service in the cadre.
6. The cases not covered by above dispensation will not be considered for relaxation. All other terms and conditions issued vide OM No. 6/8/2009-Estt.(Pay-II) dated 17th June, 2010 as amended from time to time will remain unchanged.
7. In so far as persons serving in the Indian Audit & Accounts Department are concerned, these orders issue after consultation with the Comptroller & Auditor General of India.
8. These orders shall come into effect from the date of issue of this OM.



(A.K. Jain)

Deputy Secretary to the Govt. of India
Tel No: 011-2309 4542

To

All Ministries/Departments of the Government of India (As per standard list)

Copy to:

Director (NIC), Department of Personnel & Training, to upload the OM on this Department's website under the Head "Notifications - OMs and Orders - Establishment, Sub-Head "Deputation".

No. 6/8/2009-Estt. (Pay II)
Government of India
Ministry of Personnel Public Grievances & Pensions
Department of Personnel & Training

New Delhi the 17th June, 2010

OFFICE MEMORANDUM

Subject: Transfer on deputation/foreign service of Central Government Employees to ex-cadre posts under the Central Government/ State Governments/Public Sector Undertakings/Autonomous Bodies, Universities/ UT Administration, Local Bodies etc. and vice-versa – Regulation of pay, Deputation (duty) Allowance, tenure of deputation/ foreign service and other terms and conditions – regarding.

The undersigned is directed to refer to this Department's O.M. No.2/29/91-Estt. (Pay II) dated 5th January, 1994 as amended/revised from time to time. A need has been felt to consolidate all these orders in one place and accordingly, it has been decided, in consultation with Department of Expenditure, to bring out a self contained O.M. in supersession of OM dated 5.1.94 and subsequent amendments on the subject, incorporating the provisions of earlier orders with suitable modifications, wherever necessary.

2. Application

2.1 These orders will apply to all Central Government employees, who are regularly appointed on deputation/foreign service in accordance with Recruitment Rules of the ex-cadre posts, under the same or some other Departments of Central Government or under the State Governments/ Union Territories Administration/ Local Bodies or under Central/ State PSUs/Autonomous Bodies etc. set up or controlled by Central/State Governments provided the foreign service under such PSUs/autonomous bodies has been permitted in relaxation of appointment on immediate absorption basis. These orders will also cover the cases of regular appointment on deputation/foreign service of employees of State Government/local bodies etc. as well as PSUs/Autonomous Bodies of Central/State Governments as per recruitment rules in the Central Government.

2.2 However, the following cases shall not be covered under these orders for whom separate orders exist:-

- (a) Members of the All India Services and those deputed to posts, whose terms are regulated under specific statutory rules or orders;
- (b) Officers appointed on deputation to posts under the Central Staffing Scheme (CSS) for whom separate orders as issued from time to time will continue to apply;
- (c) Deputation to posts operated outside India;

(d) Appointments of a specific category of employees to a specified class of posts, such as appointments made in the Personal Staff of Ministers etc., in respect of which special orders are already in existence. However, the terms and conditions set out in this O.M. will apply to those cases to the extent these are not specifically covered under such special orders.

(e) Appointments of the nature of deemed deputation or transfers to ex-cadre posts made in exigencies of service with the specific condition that no deputation (duty) allowance will be admissible – e.g. (i) interim arrangements in the event of conversion of a Government office/organisation or a portion thereof into a PSU/ autonomous body or vice-versa; and (ii) appointments to the same post in another cadre.

3. Scope of Term 'deputation/ foreign service' – Restrictions on treating an appointment as on deputation/ foreign service.

3.1 The terms deputation/foreign service will cover only those appointments that are made by transfer on a temporary basis provided the transfer is outside the normal field of deployment and is in public interest. The question whether the transfer is outside the normal field of deployment or not will be decided by the authority which controls the service or post from which the employee is transferred.

3.2 The following types of appointments will not be treated as deputation/foreign service for the purposes of these orders:

(a) appointment of serving employees made either by promotion or by direct recruitment from amongst open market candidates whether on permanent or temporary basis.

(b) permanent appointment made by transfer.

(c) Temporary appointment made on the basis of personal requests of employees.

(d) Arrangements necessitated by staff imbalances arising on re-organisation of offices on the same or different stations, subject to the specific condition that no deputation (duty) allowance will be admissible in such cases.

3.3 A person in a higher Grade Pay/scale of pay shall not be appointed on deputation to a post in lower Grade Pay/scale of pay if the deputation is from Central Government to Central Government and also in cases where the scale of pay and dearness allowance in the parent cadre post and ex-cadre post are similar.

3.4 However, no appointment on deputation/foreign service shall be made from/to Central Government/ an organisation where the pay scale and DA in the parent cadre post and ex-cadre post are dissimilar, if the basic pay in the parent cadre increased by one increment plus dearness allowance(s) including interim relief if any, admissible to a person in the parent cadre post exceeds the basic pay plus dearness allowance (s) including interim relief, if any, at the maximum of the pay scale of the ex-cadre post. In the revised pay structure, the maximum of the scale would mean the sum of the Grade Pay of the ex-cadre post and maximum of the Pay Band PB 4 i.e. Rs. 67000. For example, if the ex-cadre post

is in the Grade Pay of Rs. 4200, then the maximum would be Rs. 71200 i.e. Rs. 4200 plus Rs. 67000 (maximum of PB 4).

4. Exercise of option

4.1 An employee appointed on deputation/foreign service, may elect to draw either the pay in the scale of pay of deputation/foreign service post or his/her basic pay in the parent cadre plus deputation (duty) allowance thereon plus personal pay, if any. However, in case of Government employees on deputation/ foreign service to CPSEs, this option will not be allowed and their pay will be governed in terms of the orders issued by Department of Public Enterprises vide OM dated 26.11.2008 and clarifications issued thereafter.

4.2 The borrowing authority shall obtain the option of the employee within one month from the date of joining the ex-cadre post unless the employee has himself furnished the option.

4.3 The option once exercised shall be final.

4.4 However, the employee may revise the option under the following circumstances which will be effective from the date of occurrence of the same:

- (a) When he/she receives proforma promotion or is appointed to non-functional selection grade or up-gradation of scale in the parent cadre;
- (b) When he/she is reverted to a lower grade in the parent cadre;
- (c) When the scale of pay of the parent post on the basis of which his emoluments are regulated during deputation/foreign service or of the ex-cadre post held by the employee on deputation/foreign service is revised either prospectively or from a retrospective date.
- (d) Based on the revised/same option of the employee, in the event of proforma promotion/appointment to non-functional Selection Grade/revision/upgradation of scales of pay in the parent cadre, his/her pay will be re-fixed with reference to the revised entitlement of pay in the parent cadre. However, if the initial option was for the pay scale of the deputation post and no change in option already exercised is envisaged, the pay already drawn in deputation post will be protected if the pay re-fixed is less.

Note: Revision in the rates of DA, HRA or any other allowance either in the parent or borrowing organisation shall not be an occasion for revision of the earlier option.

4.5. If the pay of an employee in his cadre post undergoes downward revision, the pay in the ex-cadre post is also liable to be re-fixed on the basis of revised pay and in accordance with the revised option or existing option if the employee does not revise his option.

5. Pay fixation

5.1 When an employee on deputation/Foreign Service elects to draw pay in the scale of pay attached to the ex-cadre post, his/ her pay may be fixed as under:

(i) Deputation from Central Government to Central Government

If the scale of pay/Grade Pay of the ex-cadre post is higher, the pay may be fixed after adding one increment to the existing pay in the Pay Band of the parent cadre post. The grade pay corresponding to the ex-cadre post would thereafter be granted in addition to this pay in the pay band. However, in cases where the fixation of pay in the ex-cadre post involves change of Pay Band also, if the pay in the pay band after adding the increment is less than the minimum of the pay band corresponding to the grade pay of the ex-cadre post, the pay in the pay band will be fixed at the minimum of the Pay Band.

In case the Grade Pay/scale of employee's cadre post and the ex-cadre post are identical, the employee would continue to draw his/her existing basic pay.

In case the Grade pay of the ex-cadre post is upto Rs 10000, the Basic Pay, from time to time after pay fixation should not exceed the maximum of the pay band PB-4 (Rs.67000) plus the grade pay of the post held on deputation. In case the ex-cadre post is in the HAG or HAG+ pay scale, the Basic Pay, from time to time after pay fixation should not exceed Rs. 79000 or Rs.80000 respectively.

(ii) In foreign service/ Reverse Foreign Service

(a) when the pay scale of the post in the parent cadre and that attached to ex-cadre post are based on the same index level and the DA pattern is also same, the pay may be fixed as under (i) above.

(b) If the appointment is made to a post whose pay structure and/ or DA pattern is dissimilar to that in the parent organisation, pay may be fixed by adding one increment to the pay in the parent cadre post in the scale of his regular parent post (and if he/she was drawing pay at the maximum of the scale, by the increment last drawn) and equating the pay so raised plus dearness allowance (and additional or ad-hoc dearness allowance, Interim relief etc., if any) with emoluments comprising of pay plus DA, ADA, Interim relief etc., if any, admissible, in the borrowing organisation and the pay may be fixed at the stage in the pay scale of the ex-cadre post at which total emoluments admissible in the ex-cadre post as above equal the emoluments drawn in the cadre.

5.2 In cases of appointment from one ex-cadre post to another ex-cadre post where the employee opts to draw pay in the scale of the ex-cadre post, the pay in the second or subsequent ex-cadre post should be fixed under the normal rules with reference to the pay in the cadre post only. However, in respect of appointments to ex-cadre posts carrying Grade Pay identical to that of the ex-cadre post(s) held on an earlier occasion(s), it may be ensured that the pay drawn in subsequent appointment should not be less than the pay drawn earlier.

5.3 In cases of appointments to a second or subsequent ex-cadre post(s) in a higher pay scale/grade pay than that of the previous ex-cadre post, the pay may be fixed with reference to the pay drawn in the cadre post and if the pay so fixed happens to be less than the pay drawn in the previous ex-cadre post, the difference may be allowed as personal pay to be absorbed in future increases in pay. This is subject to the condition that on both the occasions, the employee should have opted to draw pay in the scales of pay/Grade Pay attached to the ex-cadre posts.

Note-1: The term parent post and basic pay means the post held on regular basis in the parent organisation and pay drawn/ admissible in such a post respectively.

Note-2: An officer who may be holding a higher post on adhoc basis in the cadre at the time of proceeding on deputation/ foreign service would be considered to have vacated the post held on adhoc basis and proceeded on deputation/ foreign service from his/her regular post. During the period of deputation/ foreign service, he/she shall earn notional increments in the parent cadre post. On reversion, if he/she is re-appointed to the higher post on regular or adhoc basis his pay will get fixed with reference to the pay admissible in the lower post on the date of such re-appointment. In such cases, if his pay gets fixed at a stage lower than that of his junior(s) who continued to serve in the cadre, no stepping up will be admissible as per extant rules in so far as Central Government employees are concerned. However, if the pay so fixed is less than the pay drawn earlier while holding the post on ad-hoc basis the pay earlier drawn will be protected. **Therefore, those Central Government employees who are already holding a higher post on ad-hoc basis or expecting it shortly in the parent cadre may weigh all relevant considerations before opting for deputation/foreign service.** This note of caution will be applicable to employees of other organisations wishing to apply for posts on deputation in Central Government, if governed by similar rules in parent organisation.

Note-3: Pay of an officer appointed on deputation/foreign service on adhoc basis pending selection of a regular incumbent may also be regulated in accordance with provisions of Para 5.1 & 6.1 of this O.M.

Note-4: The provisions of this Para as well as Para 6 will not apply to appointments on Personal Staff of Ministers. Such appointments will be regulated by separate specific orders issued by the Government in that behalf.

6. Deputation (duty) Allowance

6.1 The deputation (duty) allowance admissible shall be at the following rates:

(a) In case of deputation within the same station, the allowance will be paid at the rate of 5% of basic pay subject to a maximum of Rs.2000 p.m.; and

(b) In other cases, Deputation (Duty) Allowance will be payable at the rate of 10% of the employee's basic pay subject to a maximum of Rs.4000/- p.m.

(c) The deputation (duty) allowance as above shall further be restricted as under:-

Basic Pay, from time to time, plus Deputation (Duty) Allowance shall not exceed the maximum of the pay band PB-4 (Rs.67000) plus the grade pay of the post held on deputation in case the Grade Pay of the post held on deputation is upto Rs 10000. In case the post held on deputation is in the HAG or HAG+ pay scales, the Basic Pay, from time to time, plus Deputation (Duty) Allowance should not exceed Rs. 79000 and Rs.80000 respectively.

Note: Basic Pay in the revised pay structure means the pay drawn in the prescribed pay band plus the applicable grade pay but does not include any other type of pay like special pay/allowance etc.

The rates of deputation (duty) allowance as above shall take effect from 1.9.2008.

Note: 1 The term 'same station' for the purpose will be determined with reference to the station where the person was on duty before proceeding on deputation.

Note: 2 Where there is no change in the headquarters with reference to the last post held, the transfer should be treated as within the same station and when there is change in headquarters it would be treated as not in the same station. So far as places falling within the same urban agglomeration of the old headquarters are concerned, they would be treated as transfer within the same station.

6.2 Special rates of deputation (duty) allowance may be admissible under separate orders in any particular area on account of the condition of living there being particularly arduous or unattractive. Where special rate is more favourable than that given in Para 6.1 above, employees deputed to the area will be given the benefit of the special rate.

6.3.1 If an employee with the permission of the competent authority, proceeds on deputation/foreign service from one ex-cadre post to another ex-cadre post in the same or another organisation without reverting to his parent cadre, and if the second ex-cadre post is at the same station as the first one, the rate of deputation (duty) allowance would remain unchanged.

6.3.2 In cases where a person on deputation/foreign service is transferred by the borrowing authority from one station to another without any change in the post held by him, the rate of deputation (duty) allowance will be refixed as per 6.1 (b).

7. Admissibility of pay, allowances & benefits while on deputation/foreign service

7.1 Any project allowance admissible in a project area in the borrowing organisation may be drawn in addition to deputation (duty) allowance.

7.2 Any special allowance granted to an employee in the parent Department under FR 9(25) or a corresponding rule of parent organisation should not be allowed in addition to deputation (duty) allowance. However, the borrowing department may allow in addition to deputation (duty) allowance, under special circumstances, any special allowance attached to

the post held by the employee in his/her parent Department, by suitably restricting the deputation (duty) allowance. This will require the specific and prior approval of Department of Personnel & Training.

7.3 In case special allowance is attached to the scale of pay of the ex-cadre post and the employee has opted to draw pay in that scale, then, in addition to the pay in that scale, he will also be entitled to draw such special allowance. However, such special allowance will not be admissible if he has opted to draw pay in the parent cadre scale/grade pay plus deputation (duty) allowance.

7.4 Personal pay, if any, drawn by an employee in his parent department will continue to be admissible on deputation/foreign service if he/she opts to draw pay in the parent cadre scale/grade pay plus deputation (duty) allowance. No deputation (duty) allowance on this personal pay will however, be admissible.

7.5 Increments - The employee will draw increment in the parent cadre grade or in the scale of pay /grade pay attached to the deputation post as the case may be, depending on whether he has opted for the parent cadre pay plus deputation (duty) allowance or the pay scale /grade pay of the deputation post. If he has opted for pay scale/grade pay of the deputation post, notional increments shall also continue to accrue to him in the post held on regular basis in the parent cadre/ organisation for the purpose of regulation of pay on repatriation to the parent post at the end of the tenure.

7.6 Admissibility of allowances and benefits while on deputation/ foreign service.

(a) Such allowances as are not admissible to regular employees of corresponding status in the borrowing organisation shall not be admissible to the officer on deputation/foreign service, even if they were admissible in the parent organisation.

(b) Following allowances will be regulated with mutual consent of the lending and borrowing organisation:

- (i) HRA/Transport Allowance
- (ii) Joining time and Joining Time Pay.
- (iii) Travelling Allowances and Transfer T.A.
- (iv) Children Education Allowance.
- (v) LTC.

(c) Following allowances/facilities will be regulated in accordance with the rules as explained against each:

(i) Dearness Allowance – The employee shall be entitled to dearness allowance at the rates prevailing in the borrowing organisation or in the lending organisation depending on whether he has opted to draw pay in the pay scale/grade pay of the ex-cadre post or the parent grade plus deputation (duty) allowance.

(ii) Medical Facilities – This will be regulated in accordance with the rules of the borrowing organisation.

(iii) Leave – An officer on deputation/foreign service shall be regulated by the Leave Rules of the parent organisation. If however an employee proceeds from vacation department to non-vacation department, or vice-versa, he shall be governed by Leave Rules of the borrowing organisation. At the time of reversion from the deputation post to the parent cadre, the borrowing organisation may allow him/her leave not exceeding two months. The employee should apply for further leave to his Cadre Controlling Authority.

7.7 Leave salary/Pension/NPS Contribution.

(i) As at present, allocation of leave salary and pension contribution between different Ministries/Departments of Central Government and between Central and State Government has been dispensed with. In such cases of deputation from Central Government to State Government and vice-versa, liability for bearing leave salary vests with the Department from which the officer proceeds on leave or which sanctioned leave and no contributions are payable to the lending organisation. Liability for pension/ employee's contribution to CPF will be borne by the parent department, to which the officer permanently belongs at the time of retirement and no proportionate contribution will be recovered.

(ii) In case of deputation of Central Government employees on foreign service terms to Central Public Sector Undertakings/ State Public Sector Undertakings and Autonomous Bodies/ etc., leave salary contribution (except for the period of leave availed of on foreign service) and pension contribution/CPF (Employer's share) contribution are required to be paid either by the employee himself or by the borrowing organisation to the Central Government.

(iii) In cases of reverse deputation from Central Public Sector Undertakings/ State Public Sector Undertakings/ Autonomous Bodies/local bodies to Central Government, the question regarding leave salary and pension contribution will be decided by mutual consent.

(iv) In case of employees covered under New Pension Scheme (NPS), the borrowing department shall make matching contribution to the NPS account of the employee.

8. Tenure of deputation/foreign service.

8.1 The period of deputation/foreign service shall be as per the Recruitment Rules of the ex-cadre post or 3 years in case no tenure regulations exist for the ex-cadre post.

8.2. In case where the period of deputation/foreign service prescribed in the recruitment rules of the ex-cadre post is 3 years or less, the Administrative Ministry/borrowing organisation may grant extension upto the 4th year after obtaining orders of their Secretary (in the Central Government)/Chief Secretary (in the State Government)/ equivalent officer (in respect of other cases) and for the fifth year with the approval of the Minister of the borrowing Ministry/Department and in respect of other organisations with the approval of the Minister of the borrowing Ministry/Department with which they are administratively concerned.

8.3.1 The borrowing Ministries/Departments/Organisations may extend the period of deputation upto the fifth year where absolutely necessary in public interest, subject to the following conditions:

(i) The extension would be subject to the prior approval of the lending organisation, the consent of the official concerned and wherever necessary, the approval of the UPSC/ State Public Service Commission and Appointment Committee of Cabinet (ACC).

(ii) If the borrowing organisation wishes to retain an officer beyond the prescribed tenure, it shall initiate action for seeking concurrence of lending organisation, individual concerned etc. six months before the date of expiry of tenure. In no case it should retain an official beyond the sanctioned term unless prior approval of the competent authority to grant further extension has been obtained.

(iii) No further extension beyond the fifth year shall be considered.

8.3.2 Where extension is granted up to the fifth year, the official concerned will continue to be allowed deputation (duty) allowance, if he/she has opted to draw deputation (duty) allowance.

8.4 There shall be a mandatory 'cooling off' period of three years after every period of deputation/foreign service up to Joint Secretary level posts and one year for Additional Secretary level posts.

8.5 A Central Government employee shall be eligible for deputation/foreign service to posts in State Government/ State Government Organisations/Government of UTs/ Government of UT's Organisations/ Autonomous Bodies, Trusts, Societies, PSUs etc. not controlled by the Central Government only after he has completed 9 years of service and is clear from the vigilance angle.

8.6 If during the period of deputation/ foreign service, on account of proforma promotion in the parent cadre the official concerned becomes entitled to a higher Pay Scale/ Pay Band & Grade Pay in the parent cadre vis-a-vis that of the ex-cadre post, the official shall complete his/her normal /extended tenure of deputation already sanctioned with the approval of the competent authority. The pay shall be regulated as under:

(a) If the Grade pay of the officer in the parent cadre becomes higher than that of the deputation post after getting proforma promotion, he may be allowed the pay in the pay band + Grade Pay of the post to which he is promoted till the time he completes the normal/extended period of deputation (if he gets proforma promotion in the extended period) already sanctioned, if he so opts. No extension in the period of deputation shall be allowed to him after completing the sanctioned period of deputation.

(b) If he draws the pay in the pay band + Grade pay attached to the deputation post, on reversion to his parent cadre, his pay may be fixed by allowing him notional increments in his regular post in the parent department + the Grade pay attached to it.

(c) If the Grade pay of the officer in the parent cadre becomes higher than that of the deputation post on getting financial upgradation under the ACP/MACP scheme, the officer may be allowed to draw the pay in the pay band + Grade Pay to which he becomes entitled to under the ACP/MACPS, if opted for by him, as laid down in Para 27 of Annexure I to the DOPT OM No. 35034/3/2008 -Estt. (D) dated 19th May, 2009.

9. Premature reversion of deputationist to parent cadre.

Normally, when an employee is appointed on deputation/ foreign service, his services are placed at the disposal of the parent Ministry/ Department at the end of the tenure. However, as and when a situation arises for premature reversion to the parent cadre of the deputationist, his services could be so returned after giving an advance notice of at least three months to the lending Ministry/ Department and the employee concerned.

10. Relaxation of conditions.

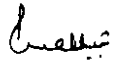
Any relaxation of these terms and conditions will require the prior concurrence of the Department of Personnel & training.

11. Date of Effect

These orders will take effect from 1.1.2006 and shall be applicable to all officers who were on deputation on 1.1.2006 or appointed thereafter except for the revised rates of deputation (duty) allowance which shall be applicable from 1.9.2008 as mentioned below Para 6.1 of this OM.

12. In so far as persons serving in the Indian Audit and Accounts Department are concerned, these orders will apply for deputation outside Indian Audit and Accounts Department as concurred in by the Comptroller and Auditor General of India.

13. Hindi version will follow.



(Rita Mathur)

Director

To

**All Ministries/ Departments of the Govt. of India etc.
(As per standard list)**

Copy to NIC: To upload the O.M. on the Department's website in "What's new" and also in "Establishment" sub-head "deputation".

CHECK - LIST

ANNEXURE I

(vide para 8.4)

1. Name of the officer.
2. Name of the parent office.
Designation of the post held in parent office & pay scale of that post
3. Present basic pay in the parent cadre post
4. Designation & pay scale of the post held on deputation and the present basic pay in the ex-cadre post.
5. Has the officers been given NBR proforma promotion/? If so, pay scale of the post to which promoted.
6. Normal period of deputation prescribed in Recruitment Rules for the ex-cadre post.
7. Date of appointment on deputation.
8. Is the officer drawing grade pay + d(d)a? If so, has the d(d)a been stopped during the 5th year/2nd year in excess of the period prescribed in the Recruitment Rules.
9. Whether the extension for 1st year/2nd year in excess of period prescribed in the RRs of the post has been given with the approval of the Secy. and Minister incharge of the administrative Ministry/Department respectively.
10. Does the proposed extension also requires the approval of UPSC/ACCT?
11. What is the specific public interest involved in the proposed extension?
12. Whether the concurrence of lending organisation/ individual concerned has been obtained for the proposed extension?
13. Efforts made to select a suitable replacement for the officer?
14. According to Recruitment Rules can the post be filled up by promotion? If so, are there any eligible officers available from the feeder cadre (if there is one) and if so, why are they not being considered for promotion instead of seeking further extension for existing incumbent?
15. Any other relevant information considered necessary.

Signature and Designation

Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training
Services Division

CONSOLIDATED DEPUTATION GUIDELINES FOR ALL INDIA SERVICES

- Ref:- (1) DoPT Letter No.14017/33/2005-AIS(II)(Part I) dated 27.12.2006
(2) DoPT Letter No.14017/3/2007-AIS(II) dated 06.03.2007
(3) DoPT Letter No.14017/33/2005-AIS(II)(Pt.I) dated 28.11.2007
(4) DoPT Letter No.14017/33/2005-AIS(II)(Pt.I) dated 14.03.2008
(5) DoPT Letter No.14017/33/2005-AIS(II)(Pt.I) dated 09.02.2011
(6) DoPT Letter No.14017/33/2005-AIS(II)(Pt.I) dated 11.01.2012
(7) DoPT Letter No.20011/2/2010-AIS-II dated 29.03.2012
(8) DoPT Letter No.14017/2/2016-AIS-II dated 27.06.2016
(9) DoPT Letter No.14017/02/2022-AIS-II(Pension) dated 17.08.2022

Instructions have been issued from time to time regarding Deputation Guidelines for All India Services Officers under Rule 6 of Indian Administrative Service (Cadre) Rules, 1954 and the analogous provisions in the Cadre Rules of Indian Police Service and Indian Forest Service. In order to bring clarity to the existing instructions and enable uniform implementation, the guidelines issued so far on the subject have been reviewed, consolidated and reiterated at one place.

2. It may be noted that any mode of deputation other than those prescribed in the Annexures attached with this OM shall be invalid. Accordingly, the following may be noted for strict compliance:

- i. For all appointment of IAS officers on deputation/foreign service, prior 'No Objection' from the Cadre Controlling Authorities concerned shall be mandatory;
- ii. No appointment shall be made on loan basis or bilateral arrangements or any other informal basis forthwith;
- iii. For any appointment/deputation approved without "No Objection" from the respective Cadre Controlling Authority, the officer concerned shall also be liable to disciplinary action under relevant rules; and
- iv. The existing appointments on loan basis or bilateral arrangements or any other informal basis in violation of existing guidelines/instructions/rules shall be terminated and officers so appointed shall be repatriated to the parent cadre/organization with immediate effect.

3. In so far as the provisions which are not covered in this Guideline are concerned, the provisions in the earlier guidelines shall continue to be applicable.

CONSOLIDATED DEPUTATION GUIDELINES FOR ALL INDIA SERVICE OFFICERS

The guidelines for All India Services with respect to Rule 6 of IAS (Cadre) Rules, 1954 and the analogous provisions in the Cadre Rules of Indian Police Service and Indian Forest Service are consolidated as follows:-

1. Rule 6(1)

"A cadre officer may, with the concurrence of the State Governments concerned and the Central Government, be deputed for service under the Central Government or another State Government or under a company, association or body or individuals, whether incorporated or not, which is wholly or substantially owned or controlled by the Central Government or by another State Government."

1.1 Central Staffing Scheme:-

Posts that are to be covered:

Ministries/Departments of Government of India, Union Public Service Commission, Election Commission of India, Central Vigilance Commission, Central Intelligence Commission

Procedure to be followed for appointment:

Civil Services Board (JS and below), with ACC approval for JS and above

Tenure to be applicable:

US level - 3 years
DS level - 4 years
Dir level - 5 years
JS level - 5 years
JS/AS level - 7 years (subject to 3 years in the second post, and also subject further to a minimum of 5 years in the Centre)
AS level - 4 years
Secretary level - No ceiling

1.2 Non-Central Staffing Scheme:-

1.2.1 Posts that are to be covered:

Autonomous Institutions wholly or substantially funded or controlled by the Central Government

Procedure to be followed for appointment:

Search-cum-Selection Committee process as laid down in DoPT Office Memorandum No. 28/13/2006-EO(SM.II) dated 03.07.2006 (as amended from time to time)(**ANNEXURE-I**) OR as per approved RRs OR as per

statutory provisions for institutions covered by specific status (with ACC approval for Chief Executives carrying pay scales of Rs.18400-22400 or above)

Tenure to be applicable:

As provided under the Central Staffing Scheme

1.2.2 Posts that are to be covered:

CVOs

Procedure to be followed for appointment:

From DOPT panel with concurrence of CVC and Ministry concerned (with ACC approval for JS and above), i.e. as per current procedure

Tenure to be applicable:

Maximum of 5 years (A deputation of 3 +3 years is permissible when an officer moves from one PSU to another)

1.2.3 Posts that are to be covered:

Central PSUs or PSUs of another State or PSUs wholly or substantially owned and controlled by two or more States

Procedure to be followed for appointment:

Subject to exemption from Immediate Absorption Rule through PESB/Search Committee (with ACC approval for JS and above)

Tenure to be applicable:

As provided under the Central Staffing Scheme

1.2.4 Posts that are to be covered:

Constitutional Bodies or staff officers of Heads of Constitutional Bodies

Procedure to be followed for appointment:

Civil Services Board OR on request by name, subject to vigilance clearance and suitability (with ACC approval for JS and above)

Tenure to be applicable:

As provided under the Central Staffing Scheme

1.2.5 Posts that are to be covered:

Statutory Bodies set up by an Act of Parliament or staff officers of Heads of such Statutory Bodies

Procedure to be followed for appointment:

Civil Services Board OR on request by name, subject to vigilance clearance and suitability (with ACC approval for JS and above)

Tenure to be applicable:

As provided under the Central Staffing Scheme

1.2.6 Posts that are to be covered:

Non-permanent, non-statutory bodies with a specific term set up through executive orders/notifications by the Central Government- like Administrative Reforms Commissions, Pay Commission, National Manufacturing Competitiveness Commission, Sachar Committee, Inquiry Commissions, etc.

Procedure to be followed for appointment:

Civil Services Board (with ACC approval for JS and above)

Tenure to be applicable:

As provided under the Central Staffing Scheme

Note I: Procedure to be followed for appointment to Non-CSS Posts: NOC/Cadre/Vigilance Clearance from the concerned Cadre Controlling Authority is required for appointment to the posts where the Competent Authority is other than ACC/DoPT.

Note II: Standard Terms and Conditions for Deputation under Non-Central Staffing Scheme, other than CVOs, is provided at **ANNEXURE-II**.

NOTE: Provided that if an officer moves from a CSS to a non-CSS post, or vice versa, she/he shall be eligible for an additional tenure of two years, subject to at least two years on either post.

1.3 Inter-Cadre Deputation

Posts that are to be covered:

To another State Government

Procedure to be followed for appointment:

With the concurrence of the State Government on whose Cadre the officer is borne and the borrowing State Government, and with the approval of the Central Government, as per the terms laid down in DoPT O.M. No.13017/28/2022-AIS-I dated __.09.2022* (as amended from time to time) (**ANNEXURE-III**)

Tenure to be applicable:

Maximum of 5 years, provided that the officer has completed 9 years in his own Cadre and has not reached the Super-time Scale

2. Rule 6(2)(i)

“A Cadre officer may also be deputed for service under a company, association or body of individuals, whether incorporated or not, which is wholly or substantially owned or controlled by a State Government, a Municipal Corporation or a Local Body, by the State Government on whose cadre she/he is borne.”

Deputation within the State Government on whose Cadre the officer is borne.

Posts that are to be covered:

- i. A Municipal Corporation or a Local Body of the State
- ii. State Government PSUs
- iii. Training/Research/Educational Institutions wholly or substantially funded or controlled by the State Government
- iv. Autonomous Institutions wholly or substantially funded or controlled by the State Government
- v. A registered Trust or Society or Association or Body of Individuals wholly or substantially funded or controlled by the State Government

Procedure to be followed for appointment:

Appointment by the State Government

Tenure to be Applicable:

As decided by the State Government

Note: Service in any of these posts shall count towards Cooling Off **provided that** the posts mentioned in (iv) and (v) shall count towards Cooling Off only if they are located within the State.

3. Rule 6(2)(ii)

“A Cadre officer may also be deputed for service under an international organization, an autonomous body not controlled by the Government, or a private body, by the Central Government in consultation with the State Government on whose Cadre she/he is borne.”

3.1 Deputation under Rule 6(2)(ii) to International Organizations

Posts that are to be covered:

- i. United Nations Organizations or Organisations under the UN
- ii. International financial institutions like World Bank, IMF; Regional Banks, like ADB, etc.
- iii. Multilateral organizations of which India is a member, like IAEA, WTO, Commonwealth Organization, International Court of Justice, etc.; Bodies of Regional Cooperation, like SAARC, EU, etc.

- iv. Bilateral Bodies set up under the Vienna Convention, i.e. Embassies and Bodies set up under them, like USAID, DFID, NORAD, etc.
- v. International NGOs or Funding Organizations, from which India receives technical/financial assistance, like International Red Cross Society, Action Aid, Aga Khan Foundation, Ford Foundation, etc.
- vi. International organisations, which are private bodies

Procedure to be followed for appointment:

With the approval of the Committee under the Chairmanship of the Cabinet Secretary comprising Secretary (P) and Finance Secretary (with PM's approval for JS and above);

Provided that for appointment to posts listed at (iv), the Foreign Secretary or the MEA Secretary concerned shall also be a member of the Committee.

Provided further that for appointments to posts listed at (v), the concurrence of MHA and MEA shall be taken.

Tenure to be applicable:

Maximum of 5 years at a stretch

3.2 Deputation under Rule 6(2)(ii) to an autonomous body, trust, society, etc. not controlled by the Government, or a private body

Posts that are to be covered:

- i. Non-profit organisations or Foundations of repute working in the fields of research, social work, social development, infrastructure etc.
- ii. Organisations registered under the Societies Registration Act
- iii. Organisations registered under the Charitable Trusts Act
- iv. Organisations registered under the Cooperatives Act
- v. Apex bodies of Industries and Commerce

Provided that such autonomous or private bodies fulfill all four of the following criteria:

- a) Structure of the Organisation - Organisations covered under Rule 6(2)(ii) may include Commissions, Regulatory Authorities and organisations like Universities, with functional autonomy created under Constitutional and statutory provisions.
- b) Financial Autonomy - Organisations with less than 50% share of Government funding or organisations where Government is not a majority shareholder. The organisations are not substantially funded by the Central and State Governments.
- c) Power to give directions - The Central or State Governments do not have powers to give them directions. The nature of bylaws and the

power to guide would be important, eg. in the case of Food Corporation of India. Organisations where Government officials hold ex-officio positions cannot be considered as autonomous.

d) They are not companies (except Section 25 companies) registered under the Registration of Companies Act.

Provided further that deputation to Section 25 companies shall be allowed only on standard Government deputation terms.

Procedure to be followed for appointment:

With the approval of the Committee under the Chairmanship of the Cabinet Secretary comprising Secretary (P) and Finance Secretary (with PM's approval for JS and above)

Tenure to be applicable:

Maximum 5 years at a stretch

Note I: Provided that total period of deputation under all categories under Rule 6(2)(ii) shall not exceed a maximum of 7 years in the entire Service.

Note II: Guidelines for Deputation Under Rule 6(2)(ii) is provided at **ANNEXURE-IV**. Standard Terms and Conditions for Deputation under Rule 6(2)(ii) is provided at **ANNEXURE-V**.

4. Notwithstanding anything contained above regarding deputation tenures,
 - i) absence from the cadre shall not exceed more than 7 years at a stretch for officers below the level of Secretary as a result of inter-cadre deputation and deputation under Rule 6(2)(ii); and
 - ii) the total period under inter-cadre deputation and deputation under Rule 6(2)(ii) shall not exceed 10 years in the entire career.

5. There shall be a mandatory 'Cooling Off' requirement after every period of deputation under Rules 6(1) and 6(2)(ii). The length of such 'Cooling Off' shall be as follows:
 - i) For JS-level and below- 3 years
 - ii) For AS--level - 1 year
 - iii) For Secretary level - Nil

Note: Since the requirement of "cooling off" is to ensure that an officer does not stay away from his/her Cadre for long stretched at a time, there shall be no objection if an officer on Central Deputation is permitted deputation under Rule 6(2)(ii) to the limit of approved Central Deputation tenure without cooling off. This is subject to the overall tenure ceiling under the Consolidated Deputation Guidelines.

6. If the administrative Ministries/Departments and other borrowing organizations wish to retain an officer beyond five years, they may extend the tenure of deputation where

absolutely necessary in the public interest, up to a period not exceeding 7 years at a stretch. This shall be done with the approval of the Minister of the borrowing Ministry/Department concerned and in respect of other organizations, with the approval of the Minister of the borrowing Ministry/Department with which they are administratively concerned, keeping in view the exigencies and subject to fulfillment of all other requirements such as willingness and vigilance clearance of the Officer concerned, NOC of the lending authority/State Government, UPSC/ACC approval wherever applicable.

In cases where the necessity to have deputation tenures longer than 7 years is felt, the concerned administrative Ministries/Departments/borrowing organizations may amend the relevant Recruitment Rules of such deputation post accordingly, after following the requisite procedure. No extension of deputation beyond 7 years is to be allowed unless provided in the relevant Recruitment Rules of such deputation post. Thus, no case of extension shall be referred to the Department of Personnel and Training, New Delhi.

The cases which are not covered under Non-Central Staffing Scheme posts, other than CVOs, including those where Central Government is neither a lending authority nor a borrowing authority, will continue to be decided in terms of the relevant provisions/rules/instructions etc. governing them.

7. The Consolidated Deputation Guidelines for All India Service officers shall come into force with prospective effect.
8. Appointments for which orders have already been issued shall not be affected by these Guidelines.
9. Nothing contained in the above guidelines shall affect or override the special dispensations provided to certain Cadres.

Confidential/Immediate

**No. 28/13/2006-EO (SM.II)
Government of India
Department of Personnel & Training
Office of the Establishment Officer

New Delhi, the 3rd July 2006

OFFICE MEMORANDUM

Subject : Policy & Procedure for appointments in Autonomous Institutions, through the ACC.

In supersession of the earlier OMs No.28/17/2004-EO(SM-II) dated 30.11.2005 and 16.5.2006, the undersigned is directed to convey the directions, of the ACC, laying down the following modified process, for appointments, in the autonomous institutions:-

- (i) All appointments of Chief Executives, carrying the scale of pay of Rs.18400-22400/- and above, in Central autonomous institutions, that are wholly or substantially funded by the Central Government, should come under the purview of the ACC. This would apply to the appointments of officers (and not non-officials and public figures) and would include posts, which combine the functions of the Chief Executive and Chairman.
- (ii) Appointments of Non-official Members of Governing Councils/Board of Directors/ Board of Trustees of an autonomous institution will be kept out of the purview of the ACC and will be vested with the Minister-in-Charge of the Department. This would, however, not apply to the post of Chairman of an institution if it combines the functions and powers of the Chief Executives.
- (iii) Each Ministry/Department will constitute a Search-cum-Selection Committee, with the concurrence of the DOPT, for (a) all appointments to the posts of Chief Executives and (b) for all appointments carrying a pay scale of Rs.18400-22400/- and above.
- (iv) The Search-cum-Selection Committee would mandatorily include at least one outside expert of eminence, from the relevant field. The Committee should also include the Chief Executive of the autonomous institution, unless the selection is for the Chief Executive himself.

- (v) The norms and criteria, for selection, may be finalized by the autonomous institutions, with the concurrence of the Ministry concerned and should be made widely known, well in advance of the selection.
- (vi) The panel recommended by the Committee will have to be implemented, by the Ministry/Department, in toto. Any deviation in the matter will require the prior approval of the ACC. However, appointments, of Chief Executives of the pay scale of Rs.18400-22400/- and above, would require the prior approval of the ACC.
- (vii) The panel, recommended by the Search-cum-Selection Committee, will be valid for one year. If no selection is made from the panel within a period of one year, then a fresh Committee will be constituted to prepare a fresh panel. Such a Committee may also consider the names of persons recommended in the earlier panel.
- (viii) All appointments, which are covered by specific statutes, are to be carried out, on the basis of the statutory provisions. Wherever the statutes provide for an appointment, to the post, with the approval of the "Central Government", the appointment to the posts of Chief Executives, of the pay scale of Rs.18400-22400/- and above, will be within the purview of the ACC. In cases of statutes, which do not lay down the manner of recruitment, appropriate rules may be framed, under these statutes, for such recruitments, in such a way that they are in harmony with the extant orders of the ACC.
- (ix) These orders would be applicable to all the autonomous institutions of all the Ministries.
- (x) Approval for entrusting additional charge/current charge of the posts of Chief Executive in autonomous institutions carrying the scale of pay of Rs.18400-22400/- or above shall be with the ACC. However, in respect of unanticipated vacancies (the regular appointments to which require ACC approval) the administrative ministry may, with the approval of the Minister in charge, order additional charge arrangements subject to maximum period of six months, with effect from the date of occurrence of the vacancy, and also subject to the condition that the officer to whom the additional charge is assigned is the senior most officer in the next lower grade and is clear from vigilance angle, and also the additional charge is assigned to an officer in the same station as far

as possible in which the post has fallen vacant. In respect of officers other than the Chief Executive, the authority, for entrusting additional/current charge, for a maximum period of one year with effect from the date of occurrence of the vacancy, will vest with the Minister in charge of the Administrative Ministry.

- (xi) Authority for approval of extension in tenure of Chief Executives of autonomous institutions will vest with the ACC. Extension in tenure, of persons other than the Chief Executives, shall be considered by the search-cum-Selection Committee and their recommendations should be implemented by the Ministry/Department. Any deviation will require approval of the ACC.


(Satyananda Mishra)

Additional Secretary to the Government of India

To

All Ministries/Departments (Secretaries to the Government of India)

**STANDARD TERMS AND CONDITIONS FOR DEPUTATION OF ALL INDIA
SERVICES OFFICERS UNDER RULE 6(1) OF THE RESPECTIVE CADRE RULES,
OTHER THAN DEPUTATION UNDER CENTRAL STAFFING SCHEME, RULE 6(2)(ii)
AND AS CVOs**

1. Period of Deputation: Fromto.....
(Details as per approval of the competent authority)
2. Pay Fixation:
 - 2.1 On deputation to a post other than a post mentioned in Schedule-II of the IAS (Pay) Rules, 2007 and similar schedules of IPS/IFS (Pay) Rules, 2007, the requirement of declaration of equivalence of deputation post to a post mentioned in Schedule-II shall be deemed to have been dispensed with in terms of provisions contained in Rule 9(4) of IAS (Pay) Rules, 2007 or similar rules in respect of IPS/IFS.
 - 2.2 The member of Service may elect to draw either the pay in the scale of pay of deputation post or his basic pay in the parent cadre plus deputation (duty) allowance thereon plus personal pay, if any. However, in case of member of Service on deputation to CPSEs, this option will not be allowed and his pay will be governed in terms of the orders issued by the Department of Public Enterprises vide O.M. dated 26.11.2008 and clarifications issued thereafter.
 - 2.3 The option once exercised shall be final.
 - 2.4 However, the member of Service may revise the option under the following circumstances which will be effective from the date of occurrence of the same:
 - (a) When he receives proforma promotion or is appointed to non-functional grade or up-gradation of scale in the parent cadre;
 - (b) When he is reverted to a lower grade in the parent cadre;
 - (c) When the scale of pay of the parent post on the basis of which his emoluments are regulated during deputation/foreign service or of the ex-cadre post held by the member of Service in deputation is revised either prospectively or from a retrospective date.
 - (d) Based on the revised/same option of the member of Service, in the event of proforma promotion/appointment to non-functional Grade/revision/up-gradation of scales of pay in the parent cadre, his pay will be re-fixed with reference to the revised entitlement of pay in the parent cadre. However, if the initial option was for the pay scale of the deputation post and no change in option already exercised is

envisaged, the pay already drawn in deputation post will be protected if the pay re-fixed is less.

Note: Revision in the rate of DA, HRA or any other allowance either in the parent or borrowing organisation shall not be an occasion for revision of the earlier option.

2.5 If the pay of a member of Service in his cadre post undergoes downward revision, the pay in the ex-cadre post is also liable to be re-fixed on the basis of the revised pay and in accordance with the revised option or existing option if he does not revise his option.

2.6 When a member of Service on deputation elects to draw pay in the scale of pay attached to the ex-cadre post, his pay may be fixed as under:

- (i) Pay fixation on deputation to Central Government under non-Central Staffing Scheme:
 - a) If the scale of pay/Grade Pay of the ex-cadre post is higher, the pay may be fixed after adding one increment to the existing pay in the Pay Band of the parent cadre post. The grade pay corresponding to the ex-cadre post would thereafter be granted in addition to this pay in the pay band. However, in cases where the fixation of pay in the ex-cadre post involves change of Pay Band also, if the pay in the pay band after adding the increment is less than the minimum of the pay band corresponding to the grade pay of the ex-cadre post, the pay in the pay band will be fixed at the minimum of the Pay Band.
 - b) In case the Grade Pay/scale of cadre post and the ex-cadre post are identical, the member of Service would continue to draw higher existing basic pay.
 - c) In case the Grade pay of the ex-cadre post is up to Rs.10000, the Basic Pay, from time to time after pay fixation should not exceed the maximum of the pay band PB4 (Rs.67000) plus the grade pay of the post held on deputation. In case the ex-cadre post is in the HAG or HAG+ pay scale, the Basic Pay, from time to time after pay fixation, should not exceed Rs.79000 or Rs.80000 respectively.
- (ii) On deputation to Autonomous/Constitutional/Statutory bodies/Non-statutory bodies/Commissions etc.
 - a) When the pay scale of the post in the parent cadre and that attached to ex-cadre post are based on the same index level and the DA pattern is also same, the pay may be fixed as under (i) above.
 - b) If the appointment is made to a post whose pay structure and/or DA pattern is dissimilar to that in the parent organisation, pay may be fixed by adding one increment to the pay in the parent cadre post in the scale of his regular parent post (and if he/she was drawing pay at the maximum of the scale, by the increment last drawn) and equating the pay so raised plus dearness allowance (and additional or ad-hoc dearness allowance, interim relief etc. if any) with emoluments comprising of pay plus DA, ADA, Interim relief etc., if any, admissible, in the borrowing organisation and the pay may be fixed at

the stage in the pay scale of the ex-cadre post at which total emoluments admissible in the ex-cadre post as above equal the emoluments drawn in the cadre.

2.7 Pay fixation on deputation from one ex-cadre post to another:

- (a) In cases of appointment from one ex-cadre post to another ex-cadre post where the member of service opts to draw pay in the scale of the ex-cadre post, the pay in the second or subsequent ex-cadre post should be fixed under the normal rules with reference to the pay in the cadre post only. However, in respect of appointments to ex-cadre posts carrying Grade Pay identical to that of the ex-cadre post(s) held on an earlier occasion(s), it may be ensured that the pay drawn in subsequent appointment should not be less than the pay drawn earlier.
- (b) In cases of appointments to a second or subsequent ex-cadre post(s) in a higher pay Scale/grade pay than that of the previous ex-cadre post, the pay may be fixed with reference to the pay drawn in the cadre post and if the pay so fixed happens to be less than the pay drawn in the previous ex-cadre post, the difference may be allowed as personal pay to be absorbed in future increases in pay. This is subject to the condition that on both the occasions, the member of service should have opted to draw pay in the scales of pay/Grade Pay attached to the ex-cadre posts.

2.8 Pay fixation on Proforma Promotion: If during the period of deputation, on account of proforma promotion in the parent cadre, the member of service becomes entitled to a higher Pay Scale/Pay Band & Grade Pay in the parent cadre vis-à-vis that of the ex-cadre post, he will complete his tenure of deputation already approved by the competent authority. The pay shall be regulated as under:

- (a) If the Grade pay of the officer in the parent cadre becomes higher than that of the deputation post after getting proforma promotion, he may be allowed the pay in the pay band + Grade Pay of the post to which he is promoted till the time he completes the normal/extended period of deputation (if he gets proforma promotion in the extended period) already sanctioned, if he so opts.
- (b) If he draws the pay in the pay band + grade pay attached to the deputation post, on reversion to his parent cadre, his pay may be fixed by allowing him notional increments in his regular post in the parent department + the Grade pay attached to it.
- (c) If the grade pay of the IPS/IFS officer in the State cadre becomes higher than that of the deputation post on being granted non-functional financial up-gradation in PB-3, PB-4 or HAG scale in terms of provisions contained in Note 3 below Rule 3 of IPS/IFS (Pay) Rules, 2007, the officer may be allowed, if he opts for, to draw the pay in the pay band + grade pay to which he becomes entitled to in the State cadre.

3. Deputation Allowance: A member of the service while on deputation will be eligible to draw deputation allowance wherever admissible in case he has given option to draw his

grade pay of the cadre post. However, he will not be eligible to draw deputation allowance if he opts for pay of the post of the borrowing organization.

The deputation (duty) allowance admissible shall be at the following rates:

- (a) In case of deputation within the same station, the allowance will be paid at the rate of 5% of basic pay subject to a maximum of Rs.2000/- p.m.; and
- (b) In other cases, Deputation (Duty) Allowance will be payable at the rate of 10% of the officer's basic pay subject to a maximum of Rs.4000/- p.m.
- (c) The deputation (duty) allowance as above shall further be restricted as under:-
Basic Pay, from time to time, plus Deputation (Duty) Allowance shall not exceed the maximum of the pay band PB-4 (Rs.67000) plus the grade pay of the post held on deputation in case the Grade Pay of the post held on deputation is up to Rs.10000. In case the post held on deputation is in the HAG or HAG+ pay scales, the Basic Pay, from time to time, plus Deputation (Duty) Allowance should not exceed Rs.79000 and Rs.80000 respectively.

4. Dearness Allowance: If a member of the service has given option to draw his grade pay of the cadre post, along with deputation allowance, if any, he will be eligible to draw dearness allowance at the Central Government rates. However, in case the member of the service has opted for pay of the post in the borrowing organization, this allowance would be admissible as per the relevant rules of the borrowing organization.

5. House Rent Allowance/Transport Allowance: If a member of the service has opted for drawing his grade pay of the cadre, he would be paid house rent allowance/transport allowance at rates applicable to him in the cadre post under relevant rules. In case the member of service opts for official accommodation he would be required to pay the prescribed license fee for similar class of accommodation the Government. However, if the officer has opted to draw pay in the pay scale of the post of the borrowing organization, HRA/Transport Allowance will regulated as per the relevant rules of that organization.

6. Transfer T.A./Joining Time: A member of service will be entitled to Transfer TA and Joining Time both on joining post on deputation and on reversion under the rules of the borrowing organisation which shall not be inferior to the relevant provisions of the AIS Rules. The expenditure on this account will be borne by the borrowing organization.

7. TA/DA: for journey on duty: A member of the service will be paid Travelling Allowance and Daily Allowance by the borrowing organization under its own rule for the journey undertaken by him in connection with the official work under that organization whether in India or abroad, which shall not be inferior to the relevant provisions of the All India Services Rules.

8. Medical Facilities: The borrowing organization shall afford to a member of Service medical facilities not inferior to those which are admissible to an All India Service Officer of the same status under Central Government rules on the subject.

9. Leave and Pension: During the period of deputation, a member of the service will continue to be governed by the All India Services (Leave) Rules, 1955 and the All India Services (DCRB) Rules, 1958. The member of the service shall not be allowed to join any of the pension schemes of the borrowing organization.

10. Provident Fund: During the period of foreign service, a member of the service will continue to subscribe to the All India Service (Provident Fund) Scheme to which he was subscribing at the time of proceeding on foreign service in accordance with the rules of such fund.

11. Conduct, Discipline and Appeal Rules: A member of the service, shall continue to be governed by the All India Services (Conduct) Rules, 1968 and All India Services (Discipline and Appeal) Rules, 1969.

12. Leave Travel Concession: The organization shall allow Leave Travel Concession to a member of the service as admissible under its own rules provided these are not inferior to those admissible to him under the All India Services (LTC) Rules, 1975. The whole expenditure in this regard shall be met by the borrowing organization. This is, however, subject to the condition that the officer had not already, before proceeding on deputation, availed of the concession during the particular block years period of his deputation.

13. Disability Leave: The borrowing organization will be liable to pay leave emoluments in respect of disability leave, if any, granted to a member of the service on account of any disability incurred in and through foreign service even though such disability manifests itself after termination of foreign service. The relevant AIS rules will be applicable in such cases.

14. Leave Salary/Pension Contributions:

- (i) The entire expenditure in respect of leave taken during and at the end of deputation shall be borne by the borrowing organization. The organisation will pay to the Government of the parent Cadre of the member of Service leave salary and pension contributions at the rates in force from time to time in accordance with the orders issued by the President under F.R. 116. The payment of these contributions must be paid annually within 15 days from the end of each financial year or at the end of foreign service if the deputation expires before the end of a financial year. Delayed payment will attract liability of payment of interest in terms of the instructions contained in the Ministry of Finance's Notification No.F.1(1)-E.III/83 dated 10.08.1983, as amended from time to time. Pending intimation of the rates of leave salary and pension contributions by the concerned Accountant General, the organisation shall pay leave salary and pension contributions provisionally at the prescribed rates.
- (ii) In case of officers covered under National Pension System (NPS), the borrowing organisation shall make matching contribution to the NPS account of the concerned officer.

15. Group Insurance: If a member of service has not opted out of the Central Government Employees Group Insurance Scheme, 1980 before 31.12.1981, the said Scheme, as appended to the Schedule to AIS (Group Insurance) Rules, 1981, shall be applicable to him/her. In that case, the amount deducted from his/her salary as per prescribed rates of subscription towards the Scheme shall be remitted to the concerned Accountant General by the organisation. If at any time the recovery of subscription fails in arrears, the same shall be recovered with interest admissible under the Scheme on the accretions to the Saving Fund.

16. Residuary Matters: In all matters relating to conditions of service and benefits/facilities and perquisites in the borrowing organisation not covered by the above paras, a member of Service shall be governed by the existing rules, regulations and orders of the borrowing organisation. The above mentioned terms and conditions would be applicable till the member of service remains on deputation with the borrowing organization. On reversion from deputation, he/she will be governed by the relevant rules laid down for the All India Services.

No.13017/28/2022-AIS.I
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training

North Block, New Delhi.

Dated: 15.11.2022.

Office Memorandum

Subject: Inter-Cadre Deputation in respect of All India Service officers – policy regarding.

- Reference:
1. OM No. 13017/16/2003-AIS(I) dated 08.11.2004;
 2. OM No. 13017/8/2002-AIS-I dated 14.08.2013;
 3. OM No. 13017/15/2013-AIS-I dated 21.11.2014
 4. OM No. 13017/09/2016-AIS-I dated 12.04.2016;
 5. OM No. 13017/16/2003-AIS-I dated 05.09.2017;
 6. OM No. 13017/05/2013-AIS-I dated 11.11.2017;
 7. OM No. 13017/16/2003-AIS.I dated 10.04.2018;
 8. U.O. No. 37/2/2018-EO(SM-I) dated 25.05.2018; and
 9. OM No. 13017/16/2003-AIS-I dated 28.06.2018.

The undersigned is directed to say that Rule 6(1) of the IAS (Cadre) Rules, 1954 and analogous provisions in the IPS (Cadre) Rules, 1954 and IFS (Cadre) Rules, 1966 read as follows:

"6(1) A cadre officer may, with the concurrence of the State Governments concerned and the Central Government, be deputed for service under the Central Government or another State Government or under a company, association, or body of individuals, whether incorporated or not, which is wholly or substantially owned or controlled by the Central Government or by another State Government.

Provided that a case of any disagreement, the matter shall be decided by the Central Government and the State Government or State Governments concerned shall give effect to the decision of the Central Government."

2. The Department of Personnel and Training (DoPT) has from time to time issued various instructions/guidelines to be followed by the concerned Cadre Controlling Authorities while processing requests for inter-cadre deputation under Rule 6(1) of Cadre Rules. Therefore, an effort has been made to consolidate and update the said guidelines at one place for better understanding and guidance, as follows.

3. The Competent Authority in supersession of this Department's OMs cited above has now decided that inter-cadre deputation may be availed of by AIS officers with the following conditions:

- a. Inter-cadre deputation will be available to the officers only after completion of nine years of service in his or her cadre and before reaching pay at Level 14 of the Pay Matrix in his or her home cadre.
- b. 1st July of the batch year is to be considered as the starting date of calculating length of service for the purpose of counting 9 years of eligibility of the AIS officers seeking inter-cadre deputation. Further, 1st July of the year of allotment in case of promotee IAS officers is to be considered for computing nine years of eligibility for seeking inter cadre deputation.
- c. Inter-cadre deputations have normally been processed only in cases where individual officers have sought a deputation in view of the personal difficulties. A request for inter cadre deputation will be entertained only if it is forwarded by the State Government concerned with their consent/No Objection alongwith the request of the officer.
- d. All cases of inter-cadre deputation of All India Services officers will initially be restricted to three years, extendable by two more years, after review.
- e. The total allowable period of inter-cadre deputation in the entire career of the officer shall be five years. No extension of inter-cadre deputation beyond five years shall be allowed.
- f. The officers who are already on deputation and get Supertime scale while on deputation, may be allowed to complete their full term.
- g. A request for extension (upto a maximum period of five years) will be entertained only if it is forwarded by the State Government concerned with cogent reasons and at least three months prior to the expiry of the period of deputation. In case no specific approval of the central Government for extension is received within the period for which deputation was originally valid, the officer shall have to be relieved positively and immediately on completion of the original tenure.
- h. In cases where an officer has completed the approved period of inter-cadre deputation it would be made clear to the officer and to the State Government concerned that adverse notice will be taken at the time of empanelment and promotion of the officer if the officer continued on inter cadre deputation beyond the approved period of deputation.
- i. The inter-cadre deputation is valid only for the period for which it is allowed by the Central Government and any extension is neither automatic nor should it be presumed merely on the ground that the State Government concerned or officer or both had made a request to

Central Government for extension. As such, the officer shall be entitled to draw salary etc. in the State to which he/she has been deputed only for the period for which he/she has been allowed deputation by the Government of India. He/she shall not be entitled to draw salary, etc. after expiry of the period of deputation. An officer on such deputation shall relinquish charge and get himself/herself relieved on the last day of his/her deputation if no orders extending his/her deputation by the concerned Cadre Controlling Authority i.e. Department of Personnel and Training in the case of the Indian Administrative Service, the Ministry of Home Affairs in the case of the Indian Police Service and the Ministry of Environment and Forests in the case of the Indian Forests Service, are received in the State Government.

- j. An officer who does not handover charge at the end of the approved period of deputation will be immediately liable to disciplinary action and break-in-service for the period beyond the approved date. All orders of deputation will carry endorsement to this effect and further an endorsement to the Accountant General to stop payment of salary to the officer beyond the approved period of deputation.
- k. The copy of all deputation orders must be marked to /served on the officer concerned alongwith State Governments and others concerned.
- l. In the event the officer overstays for any reason whatsoever, he/she is liable for disciplinary action and other adverse Civil/Service consequences which would include the period of over stay not being counted for service for the purpose of pension and that any increment due during the period of overstay being deferred with cumulative effect, till that date on which the officer rejoins in his parent cadre.
- m. The State Governments are advised to relieve the officer promptly on the last date of completion of the inter cadre deputation tenure without fail unless the competent authority extends the period of deputation in writing prior to its date of expiry.
- n. Grant of leave to officer on completion of their tenures of Inter cadre deputation - On reversion from inter cadre deputation, the officers concerned might be allowed leave not exceeding two months by the concerned cadre where the officer was on deputation and that the officer concerned should apply for further leave to his/her parent cadre. Further, such leave is debitable from the leave account of the Officer.
- o. Cooling off Period:
 - i. If officers from outside cadres go on deputation to North East cadres, the conditionalities of cooling off would be waived off,

provided he completes a term of deputation of at least five years.

- ii. Thus, an officer from any other cadre would be allowed to go on deputation to the North East directly after a full period of Central deputation without cooling off.
- iii. Conversely, an officer from any other cadre would be given a full term of Central deputation directly after a full term of deputation in the North East for at least five years, without cooling off, on the basis of the officer's own request and subject to cadre clearance.
- iv. In all other cases, 'cooling off' requirement shall be governed by the provisions contained in 'Consolidated Deputation Guidelines for All India Services' issued vide DoPT O.M. No. 14017/33/2005-AIS(II)(Pt.) dated 28.11.2007.

4. The Ministry of Home Affairs and the Ministry of Environment, Forests & Climate Change are requested to consider all the requests for Inter-Cadre Deputation keeping in view the aforesaid consolidated guidelines. All such requests shall continue to be processed and submitted for the consideration of the Appointments Committee of the Cabinet after obtaining approval of the Minister-in-charge.



(Udai Bhan Singh)

Under Secretary to the Government of India

Tel. No. 23094142

Copy to:

1. The Secretary,
Ministry of Home Affairs,
North Block, New Delhi
2. The Secretary,
Ministry of Environment, Forests & Climate Change,
Parvayaran Bhawan, New Delhi.
3. Director General of Forests and Special Secretary,
Ministry of Environment, Forests & Climate Change,
Parvayaran Bhawan, New Delhi.

Copy also forwarded for information and necessary action:-

1. Establishment Officer & Additional Secretary,
Department of Personnel and Training,
North Block, New Delhi

2. Director,
Prime Minister's Office,
South Block, New Delhi.

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**GUIDELINES FOR DEPUTATION OF MEMBERS OF ALL INDIA SERVICES UNDER
RULE 6(2)(ii) OF THE RESPECTIVE CADRE RULES**

The guidelines and standard terms & conditions for All India Services with respect to Rule 6(2)(ii) of IAS (Cadre) Rules, 1954 and the analogous provisions in the Cadre Rules of Indian Police Service and Indian Forest Service are consolidated as follows:-

1. The general principle of public interest shall be the overriding factor in deciding deputations under this rule.
2. Deputations to the international agencies shall be regulated in terms of Consolidated Instructions on Foreign Assignments issued from time to time.
3. Deputations under rule 6(2)(ii) shall not be allowed to those private bodies:
 - a) which are or have relations with organisations of a political, religious or sectarian nature.
 - b) against which any FIR has been lodged or charge sheet filed or case pending for a violation of any law of the land, including private bodies which have in the past been convicted in a court of law for violation of any law of the land. The borrowing private body shall have to give a mandatory certificate in this regard.
4. Factors such as general reputation of the private body and the nature of its business shall also be examined in each case. The competent authority shall also see whether there is any enrichment of the experience of the officer by such deputation.
5. FCRA clearance shall be required for deputation to an organisation receiving foreign donations.
6. All deputations under Rule 6(2)(ii) shall be considered only with the consent of the officer concerned and the approval of the cadre controlling authority. The Cadre Controlling Authority would mean the State Government concerned if the officer is in his cadre. If the officer is with the Government of India, then it would mean the Ministry of Home Affairs in the case of IPS officers, M/o EF&CC in the case of IFoS officers. This approval is a precondition for the cases being placed in the Committee detailed in Para 8 below. In the case of IAS officers serving in the Government of India, since the Committee at Para 8 below also includes Secretary (P) the proposals would directly be placed before the Committee.
7. A Committee under the Chairmanship of Cabinet Secretary, comprising of Secretary(P), Finance Secretary may be set up to screen, on a case to basis, applications/requests seeking deputation under Rule 6(2)(ii). For officers below the Joint Secretary level to Government of India, the recommendations of the Committee shall be

approved by the MOS(PP). For officers of the level of JS and above, the recommendations of the Committee would be routed through MOS(PP) to PM for approval.

8. No deputation under Rule 6(2)(ii) can be considered, under any circumstances, as a mandatory posting.

9. A member of Service shall be eligible for deputation under Rule 6(2)(ii) only after he/she has served for at least 9 years in his/her Cadre.

10. A member of Service shall be eligible for deputation under Rule 6(2)(ii) only if he/she is clear from vigilance angle.

11. For deputation under Rule 6(2)(ii) the officer should not have dealt with the borrowing organisation in the last five years.

12. An officer shall not be allowed to proceed on deputation to organisation in which he/she or any of his/her blood relations is connected with the setting up/management of the organisation.

13. Mode of selection for the post may be based on advertisement, nomination or direct offer. For international organisations, these form part of the Consolidated Instructions.

14. An officer of service may be allowed deputation for initial period of maximum of 5 years under Rule 6(2)(ii) and a maximum of 7 years of deputation can be allowed in the First 30 years of service. There shall be a minimum cooling off of three years between two stretches of deputation under Rule 6(2)(ii) in the first 30 years of service. Beyond 30 years of service, there shall be no limit to the period of deputation.

15. The limit of 5 years in one stretch and 7 years in the entire career shall not be extended under any circumstances. The officer shall be deemed to have resigned from service in case he/she fails to join the Government within one month of completion of his/her approved tenure with the concerned organisation.

16. In the first 30 years of service, an officer shall have to undergo a cooling off period of 3 years at the end of completion of deputation under Rule 6(2)(ii). If an officer is on deputation under Rule 6(2)(ii) at the time of completing 30 years of service, he shall have to undergo a cooling off period of one year. Beyond 30 years of service, there shall be no requirement of cooling off, for officers completing a period of deputation under Rule 6(2)(ii).

17. While serving in a multilateral/bilateral organisation or international financial organisations, the officer shall be eligible to draw pay and allowances as per the scheme of the borrowing organisation. In the other organisations, the officer may opt for his existing pay or the pay of the post, whichever is more beneficial to him.

18. While on deputation, the service conditions of the officer shall continue to be regulated under the relevant All India Service Rules. Other terms and conditions may be in accordance with standard terms devised from time to time (**ANNEXURE-V**).
19. The provisions of paying to the Government 1/3rd of the amount of fee earned by the officer during short-term assignments with international organisations may also be removed. This distinction between international organizations and other national organizations under Rule 6(2)(ii) may be modified in this respect also.
20. The terms and conditions of deputation shall be finalized by the concerned State Government, if the officer is in the cadre. If the officer is in the Government of India, the Ministry concerned i.e. Ministry of Home Affairs in case of IPS, M/o EF&CC in the case of IFOS and DoPT in the case of IAS shall finalize the same. However, this may be done in accordance with the standard terms and conditions prescribed by the DOPT.
21. Notwithstanding anything above, the Government shall have the absolute right to refuse permission or recall an officer from a period of deputation under Rule 6(2)(ii).
22. An officer on deputation under Rule 6(2)(ii) would run the disqualification of not being considered for empanelment under the Central Staffing Scheme during the currency of their deputations, and also, till they earn ACRs on return to their Cadre.
23. Deputation under Rule 6(2)(ii) or inter-cadre deputation or deputation under the Consolidated Instructions on Foreign Assignment shall not be allowed until an officer has completed 9 years of service in his/her Cadre.
24. The total period of deputation under Rule 6(2)(ii), inter-cadre deputation and deputation under Consolidated Instructions on Foreign Assignments in the first 30 years of service shall not exceed 10 years.
25. In the first 30 years of service, there shall be a cooling off of three years after a period of deputation under Rule 6(2)(ii), inter-cadre deputation and deputation under Consolidated Instructions on Foreign Assignments.
26. In the first 30 years of service, absence from the cadre shall not exceed 7 years at a stretch as a result of deputation under Rule 6(2)(ii), inter-cadre deputation and deputation under Consolidated Instructions on Foreign Assignments.
27. The above paras 23-26 shall not apply to the Cadres for which certain special dispensations have been made.

STANDARD TERMS AND CONDITIONS FOR DEPUTATION OF MEMBERS OF ALL INDIA SERVICES UNDER RULE 6(2)(ii) OF THE RESPECTIVE CADRE RULES

1. Period of Deputation: Fromto.....
(Details as per approval of the competent authority)
2. Pay: While serving in Constitutional/statutory/multilateral/bilateral organisation or international financial organisations, the officer shall be eligible to draw pay and allowances as per the scheme of the borrowing organisation. In other organisations, the officer may opt for his/her grade pay or the pay of the post, whichever is more beneficial to him/her. This grade pay should be pay of the post which he held immediately before proceeding to the deputation post and he was promoted to the post in his/her Cadre in accordance with the rule and Government of India decisions in this regard. The member of Service may opt the pay scale of the post in the borrowing organisation instead of his/her grade pay. He/she will be given further option in case there is any change is the substantive notional pay in his/her parent cadre.
3. Deputation Allowance: A member of Service while on deputation will be eligible to draw deputation allowance wherever admissible in case he/she has given option to draw his/her grade pay of the cadre. However, he/she will not be eligible to draw deputation allowance of he/she opts for pay of the post of the borrowing organisation.
4. Dearness Allowance: If a member of Service has given option to draw his/her grade pay of the cadre post, along with deputation allowance, if any, he/she will be eligible to draw dearness allowance at the Central Government rates. However, in case the member of Service has opted for pay of the post in the borrowing organisation, this allowance would be admissible as per the existing rules of the borrowing organisation.
5. City Compensatory Allowance: If a member of Service has opted for his/her grade pay of the Cadre post, the City Compensatory allowance will be applicable as per the Central Government rules, otherwise this will be regulated in accordance with the existing provisions of the borrowing organisation.
6. House Rent Allowance: If a member of Service has opted for drawing his/her grade pay of the Cadre post, he/she will be required to pay 10% of the pay plus DA/DP and CCA or the prescribed license fee for similar class of accommodation in the Government, whichever is lower. However, if the officer has opted to draw pay scale of the post of the borrowing organisation, this will be regulated as per existing rules of the organisation.

7. Transfer T.A./Joining Time: A member of service will be entitled to TA and Joining time both on joining the post on deputation and on reversion under the rules of the borrowing organisation which shall not be inferior to the relevant provisions of the AIS rules. The expenditure on this account will be borne by the borrowing organisation.
8. TA/DA for journey on duty: A member of Service will be paid Travelling Allowance and Daily Allowance by the borrowing organisation under its own rule for the journey undertaken by him in connection with the official work under that organisation whether in India or abroad, which shall not be inferior to the relevant provisions of the AIS Rules.
9. Medical Facilities: The borrowing organisation shall afford to a member of Service medical facilities not inferior to those which are admissible to an AIS officer of the same status under Central Government rules on the subject.
10. Leave and Pension: During the period of deputation, a member of Service will continue to be governed by the All India service (Leave) rules, 1955 and the All India Service (Death-Cum-Retirement-Benefits) Rules, 1958.
11. Provident Fund: During the period of foreign service, a member of the Service will continue to subscribe to AIS (Provident Fund) Scheme to which he/she was subscribing at the time of proceeding on foreign service in accordance with the rules of such fund.
12. Conduct, Discipline and Appeal Rules: A member of Service shall continue to be governed by the AIS (Conduct) Rules, 1968 and AIS (Discipline and Appeal) Rules, 1969.
13. Leave Travel Concession: The organisation shall allow Leave Travel Concession to a member of Service as admissible under its own rules, provided these are not inferior to those admissible to him/her under the AIS (LTC) Rules, 1975. The whole expenditure in this regard shall be met by the borrowing organisation. This is, however, subject to the condition that the officer had not already, before proceeding on deputation, availed of the concession during the particular block year's period of his/her deputation.
14. Disability Leave: The borrowing organisation will be liable to pay leave emoluments in respect of disability leave, if any, granted to a member of service on account of any disability incurred in and through foreign service even though such disability manifests itself after termination of foreign service. The relevant AIS rules will be applicable in such cases.
15. Leave Salary/Pension Contributions:
Participation in the pension scheme - The officers deputed, except to UN bodies as per the relevant rules, which may have their own regular pension schemes, shall not be permitted to join the pension schemes of the organisation under any circumstances. On joining the same, the service rendered by the officer during the deputation period shall not be counted as qualifying for pensionary benefits.

The entire expenditure in respect of pension and leave salary contributions for the period of deputation shall be borne by the borrowing organisation, failing which by the member of Service. However, those allowed joining the pension schemes of the organisations mentioned above, shall not be required to make pension contributions.

The organisation will pay to the Government of the parent Cadre of the member of Service leave salary and pension contributions at the rates in force from time to time in accordance with the orders issued by the President under F.R. 116. The payment of these contributions must be paid annually within 15 days from the end of each financial year or at the end of foreign service if the deputation expires before the end of a financial year. Delayed payment will attract liability of payment of interest in terms of the instructions contained in the Ministry of Finance's Notification No.F.1(1)-E.III/83 dated 10.08.1983, as amended from time to time. Pending intimation of the rates of leave salary and pension contributions by the concerned Accountant General, the organisation shall pay leave salary and pension contributions provisionally at the prescribed rates.

16. Group Insurance: If a member of service has not opted out of the Central Government Employees Group Insurance Scheme, 1980 before 31.12.1981, the said Scheme, as appended to the Schedule to AIS (Group Insurance) Rules, 1981, shall be applicable to him/her. In that case, the amount deducted from his/her salary as per prescribed rates of subscription towards the Scheme shall be remitted to the concerned Accountant General by the organisation. If at any time the recovery of subscription fails in arrears, the same shall be recovered with interest admissible under the Scheme on the accretions to the Saving Fund.

17. Performance appraisal/ACRs during the period of deputation: The competent Authority in the organisation accepting the officer shall provide an ACR/Performance appraisal written in such form as prescribed under rules. The report shall be placed in the PAR dossier and treated as mandatory input for empanelment and promotion.

18. Residuary Matters: In all matters relating to conditions of service and benefits/facilities and perquisites in the borrowing organisation not covered by the above paras, a member of Service shall be governed by the existing rules, regulations and orders of the borrowing organisation.

The above mentioned Terms and Conditions would be applicable till the member of Service remains on deputation with the borrowing organisation. On reversion from deputation, he/she will be governed by the relevant rules laid down for All India Service Officers.
