

INDERJEET KAUR

Director (Police)

☎ 23093256

23rd December 2008

D.O. No. I-21023/32/2008-IPS.III

Dear

Please find enclosed herewith a copy of the DOP&T reference dated 21.11.2008 containing the guidelines along with its enclosures prescribed in connection with preparation of 'offer list' of IPS officers for consideration for appointment to the posts of Joint Secretary / Deputy Secretary / Director levels under Central Staffing Scheme during the year 2009.

The names of the eligible officers as per the above guidelines may please be sponsored. The officers willing to apply for the posts 'online' are required to submit their personal data as per Annexure-I by logging on to DOP&T website (persmin.nic.in) and follow the instructions provided therein. Annexure-II to IV are to be electronically filled by the Nodal Officers designated for the purpose in the State Governments.

It is also requested that the 'offer list' so drawn up may please be forwarded to this Ministry by **28th of December 2008**.

Yours sincerely,

Sd/-

(INDERJEET KAUR)

(1) The Chief Secretaries

All State Governments

(2) Joint Secretary (UT), MHA, North Block, New Delhi

(3) The Section Officer (IT), MHA, North Block, New Delhi

(4) DOP&T (MM-II), North Block, New Delhi

V.N. GAUR

(POLICE)

☎ 011 - 23094927

NORTH BLOCK
NEW DELHI – 110 001

D.O. No. I-21023/31/2008 IPS.III

27th November 2008

Dear Shri Prakash,

As you may be aware, this Ministry invites nominations of IPS officers for Central deputation every year from various States/Cadres for filling up the vacancies at various levels, i.e. from SP to DGP. The same are now being invited for the year 2009.

2. The detailed guidelines for drawing up the list of the nominees for Central deputation are given in **Annexure-I** which may please be strictly adhered to.

3. The nominations for Central deputation should correspond to the Central Deputation Reserve (CDR) of each IPS cadre. However, it has been observed that in some cases the nominations are either too many or too less. In some other cases the States do not forward the nominations at all. For proper cadre management, it is necessary to provide minimum two opportunities to the eligible officers to work with the Government of India on Central deputation once at middle level and later at senior level.

4. The Officers who are likely to be promoted to the higher grade in the State cadre during the year 2010 may not be recommended for deputation. Similarly, nominations of the IPS officers belonging to the batches 1975, 1977, 1988 and 1995, who are likely to be considered for empanelment to the next higher ranks in the Central Government, may also not be forwarded for Central deputation.

5. While sponsoring officers, care may be taken to ensure that officers of different levels/ranks are adequately and proportionately represented. Sufficient numbers of officers are made available to be retained on offer at various levels at least for a period of one calendar year. The number of Inspector General and above level nominations should not exceed 30% of the total number of nominations offered.

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6. Those officers who been debarred from Central deputation by Government of India or have not completed the required “cooling off” period in the cadre may not be included in the offer list till completion of the requisite period.
7. The Procedure involved in posting the officers under the Central Government is very elaborate. It is often seen that the State Governments withdraw the names of the officer(s) offered for Central deputation subsequent to their selection to a post / posts or do not relieve them for taking up the assignment at the Centre. This results in wastage of efforts and considerable delay in placement of officers at the Centre which is not desirable.
8. It has also been observed that there is a tendency amongst the officers to choose their postings and to back out from Central deputation in the event of their selection to a non-preferred post(s). Therefore, while sponsoring officers for Central deputation no choice of specific organization be indicated and it be made clear to the nominees that appointments in Government of India are based on number of factors like merit and suitability and the postings may not always be as per their choice.
9. The Government of India follow the policy of debarring the officers from Central Deputation for a period five years if they, on being selected, do not join within one month of issue of appointment order, either on account of personal disinclination or on refusal by the concerned State Government to relieve the officer. Therefore, it may please be ensured that an officer, once placed on the offer list, continues to be available for consideration throughout the year and is relieved to report to the Government of India for duties. The nominations should not be withdrawn during the validity period except in exceptional circumstances wherein the intimation regarding change be given at the earliest opportunity and definitely before his selection to a post.
10. To facilitate quicker processing of the nominations, all relevant details may kindly be forwarded under the signature of an officer of the rank of not less than Joint Secretary to the State Government.

....3/-

11. Given the procedural delays in receiving offer lists from the State Governments/Cadre Authorities, we presume your concurrence in operating the 'offer list' of 2008 at least till 31.03.2009.

12. The details of this letter are also being made available on this Ministry's website at <http://mha.nic.in>.

With regards,

Yours Sincerely,

Sd/-
(V.N. GAUR)

To

- (i) The Chief Secretaries of all States except Arunachal Pradesh, Goa, Mizoram & Union Territories.
- (ii) Joint Secretary (UT), MHA, New Delhi.

Copy to:-

- (i) Guard File
- (ii) DOP&T
- (iii) SO(IT), NIC, MHA – for placing the same on the website of MHA.

Guidelines for the preparation of offer list for consideration for appointments to the posts of DG/Additional DG/IG/DIG/SP under the Government of India during the year 2009.

ELIGIBILITY

- (a) Director General
Officers up to 1975 batches.
- (b) Additional Director General
Officers of 1977 batch
- (c) Inspector General
Officers from 1978 to 1987 batches
- (d) Deputy Inspector General
Officers from 1989 to 1994 batches
- (e) Superintendent of Police
Officers from 1996 to 2001 batches (for IB and R&AW upto 2003 batches).

Note : The officers of 1975, 1977, 1988 and 1995 batches are being considered for empanelment for next higher ranks. Their cases shall be considered for the next rank only if they are empanelled for the higher rank.

2. Only officers whose track records are very good and above should be sponsored.

3. Generally an officer being nominated should be willing to serve anywhere in India. Preference of an officer for any particular station(s) on account of personal reasons, if any, may be explicitly indicated. It is, however, mentioned that even if the officer has indicated certain choice of posting, the Central Government may appoint an officer to any post / station in the Central Government.

4. Officers who are on the verge of promotion to the higher ranks may not be recommended.
5. Willingness of officers is not required for Central deputation except for posts/organisations to be filled up under the provisions of Rule 6(2)(ii) of the IPS(Cadre) Rules, 1954. No request for withdrawing names from offer list/cancellation of order of deputation will be entertained on this ground.
6. Officers who have less than three years of service to superannuate may not be sponsored.

“COOLING OFF” PERIOD

7. An officer will be considered for deputation to the Central Government for the posts of SP, DIG and IG only if he has completed “cooling off” period of three years prior to the proposed date of his appointment at the Centre, after his previous Central Deputation, if any. In the case of IPS officers borne on the cadres of Assam-Meghalaya, Manipur-Tripura, Nagaland, Sikkim and Jammu & Kashmir, the prescribed cooling off period is of two years. Officers of other cadres, who have served in Assam Meghalaya, Manipur-Tripura, Nagaland, Sikkim and Jammu & Kashmir cadres for a period of two years in continuation of their tenure at the Centre will be eligible for re-deputation to the Centre.
8. The period of “cooling off” is counted from the date the officer reports to the parent cadre on reversion from Central deputation including extended deputation arising out of proceeding on study leave, EOL, etc. In case of premature repatriation on personal grounds, the “cooling off” period will count from the date on which the officer would have completed his full tenure in the normal course.

VIGILANCE CLEARANCE AND MEDICAL FITNESS CERTIFICATE

9. Only those officers who are clear from vigilance angle and are medically fit for field duties need be placed on offer. Therefore, apart from the vigilance clearance certificate presently being given at the time sending nominations of the officers, a ‘medical fitness certificate’ stating that the

(iii)

officer is fit for field duties is also required to be sent. The requisite certificates be endorsed by an officer of not less than the rank of Joint Secretary to the State Government. In case anything adverse comes to the notice of the State Government subsequent to offering the officer(s) for Central deputation, the same should be conveyed to this Ministry immediately.

DEBARMENT

10. If an officer on offer is selected for a Central posting and does not report either on his own volition or at the instance of the State Government, he would be debarred for consideration for a post under the Government of India for a period of five years. As per instructions contained in letter No.14/1/98-FA (UN) dated 26.02.98 and letter No.37/15/97-EO (F) dated 18.11.99 of the Department of Personnel and Training, an officer who is debarred from being taken on deputation to a position under the Government of India is also to be debarred from being given cadre clearance for being deputed on foreign assignments/consultancies during the period of debarment. Officers, who have already been debarred, should not be offered before the debarment period is over. However, names of these officers who are to complete their debarment period within next 3-4 months on the date of sending their names may also be considered. Cases, if any, for relaxation in debarment period on justified grounds should be sent separately by the State, if felt necessary, and should not be linked with the present reference of sending names on offer for Central Deputation.

CONFIDENTIAL ROLL

11. The Confidential Rolls of the officers placed on offer must be made complete upto 31.03.2008. Names of the officers whose CRs are incomplete will not be considered for retention in the offer list.

SUGGESTIONS FOR CAREER DEVELOPMENT

12. In case any State Government have formulated career development plans in respect of their officers, the same may be indicated in the following manner:

- (INV) : Investigation
- (SEC) : Security
- (AP/PM) : Armed Police/Para Military
- (L&O) : Law and Order
- (GA) : General Administration
- (Sec Wk) : Secretariat Work
- (Vig.) : Vigilance
- (Pl. Res. Dev.) : Planning, Research & Development
- (Trg.) : Training
- (Others) : Any other field, which may be specified

CDR UTILIZATION

13. In formulating the offer list for the year 2008, care may be taken to offer officers of different seniority levels in sufficient numbers so as to meet the gaps in the utilization of Central Deputation Reserve in the cadre.

NOTICE TO OFFICERS ON OFFER

14. Sufficient notice may be given to the officers, whose names have been sponsored, so as to enable them get prepared and be ready for deputation under the Government of India.
