

भारत सरकार  
Government of India  
इलेक्ट्रॉनिकी और सूचना प्रौद्योगिकी मंत्रालय  
Ministry of Electronics & Information Technology  
इलेक्ट्रॉनिक्स निकेतन, 6, सी जी ओ कॉम्प्लेक्स, नई दिल्ली-110003  
Electronics Niketan, 6, C G O Complex, New Delhi-110003  
Website: www.meity.gov.in

संख्या

No.....T4(T)/2020-P.III (Pt.2)

दिनांक

Date.....

21.04.2022

To,

Subject:-**Request for information under RTI Act, 2005.**

Sir,

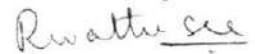
Reference is invited to your RTI application No. NICHQ/R/E/22/00058 dated 11.02.2022.

2. The RTI application has been forwarded to CPIO(P-III), MeitY for providing information on Pt. Nos. 3 & 4 of the application.

3. The Personnel Policy and Practices for Group 'A' S&T officers dated 11.08.1981 provides that, "the basic features of the policy outlined above will also apply, mutatis-mutandis, to S&T officers/posts below Group-A level." The Policy has been notified with the approval of Chairman, Electronics Commission and Secretary, DoE (now MeitY) and the same has been made effective from 01.01.1982. As desired, certified copies of the policy dated 11.08.1981 is enclosed herewith.

3.1. As regards information at pt. no. 4, the Group 'A' S&T Policy 1981 was superseded by the Flexible Complimenting Scheme (FCS) of DoPT in the year 1998. The FCS has been notified by DoPT and the same is accessible from the DoPT's website. You are requested to access the information from the DoPT's website.

Encl: as above.



(Revathi Suresh Kumar)

Joint Director & CPIO (P-III)

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REVATHI SURESH KUMAR

Joint Director

Government of India

Ministry of Electronics & Information Technology  
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18/09/2022/Pers-III

No. A-12016/1/20-PP  
Government of India  
Department of Electronics

New Delhi : 110 003  
Dated : 11th August, 1981

*Superseded by OM No. 11/1/20-PP dated 11/8/81*

OFFICE MEMORANDUM

Subject : Personnel Policy and Practices for Group 'A' Scientific and Technical Officers/posts in the Department of Electronics/Electronics Commission.

1. On a careful review of the existing personnel policy and practices as applicable to Group 'A' Scientific and Technical (S&T) Officers, it has been decided to adopt a revised personnel policy. The personnel policy will be viewed essentially as one covering, not merely career advancement and service conditions, but, above all, comprising all major personnel functions and obligations, as well. This needs to be clearly understood and kept uppermost in mind for all time to come. The revised personnel policy will be applicable to all Group 'A' S&T Officers/posts in the Department of Electronics (DOE)/Electronics Commission(EC), Information Planning & Analysis Group (IPAG)/National Informatics Centre (NIC); and such other units of/under the DOE/EC as may be specified from time to time. The broad features of the revised personnel policy are spelt out below for the information of all concerned :

- 2.1(i) The present predominantly contract system of employment (Of Group 'A' S&T Officers) will be largely discontinued and replaced by one of regular continuing system of employment, subject to usual provisions relating to superannuation.
- (ii) The details of the proposed grade structure are given in Annexure 'A'.

D501/2022/Pers-III

(iii)

The system will provide for career advancement

The system will be such as to enable... on merit. It will be such as to enable... to advance in their career at a rate determined by their performance, generally without the constraint of availability of vacancies/posts. At the same time, vacancies/posts will not be filled, irrespective of merit, simply because these exist in particular grades.

- (iv) The system will also provide for rewarding exceptionally meritorious work.
- (v) The system will also provide for fresh inductions at any level, on the basis of open advertisements; limited/wide-ranging enquiries; deputation/reverse deputation; selective induction of highly meritorious candidates; contracts for specified periods, etc.

2.2 Electronics is a key area of science and technology characterised by rapid changes in technology and applications. The effectiveness of the Electronics Commission/Department of Electronics as a nodal agency of Government responsible for the rapid, balanced and all-round development of electronics, as a whole, in the country, therefore, depends, inter-alia, on the sustained scientific and technical excellence/calibre and devotion to duty of its S&T cadres. This casts a special responsibility on the S&T personnel, as true professionals, to keep themselves abreast of the latest developments in this fast changing field and to keep their knowledge updated. It is, therefore, axiomatic that this will always remain an inseparable dimension of their performance assessment. While the Department will continue to further this objective through various measures like grant of ordinary/extra-ordinary leave/study leave; secondment to other organisations; deputation to specialised training courses/seminars, etc., the S&T personnel will be expected to spare no pains on their part to remain contemporaneous, particularly in their own field of specialisation; and also always to contribute fully to the realisation of the organisational

objectives. With this end in view, the total personnel development system will provide for goal setting; appraisal and counselling; and personnel enhancement, as an inter-linked process. On the other hand, there will be disincentives for continued unsatisfactory performance, culminating even in termination of services.

2.3 Based on the above policy frame, detailed procedures, etc., are being worked out for implementation. The procedures, etc., so devised and the functioning of the over-all system will be periodically reviewed and changes made as may be called for, to ensure, among other things, that the personnel policy and practices subserve the organisational goals.

2.4 The basic features of the personnel policy outlined above will also apply, mutatis-mutandis, to scientific and technical officers/posts below Group 'A' level. Suitable proposals in this regard are being worked out separately for implementation.

3. The S&T Officers presently employed on contract basis will be assessed for regular, continuing employment through Special Committees. Based on the recommendations of the Committees, the contract officers may be offered regular, continuing appointment in any of the proposed grades mentioned in Annexure 'A'. Those contract officers who are not adjudged suitable for regular, continuing appointment may continue in their present appointment in accordance with and subject to the provisions/stipulations of their existing contract.

4. The following supplemental/consequential steps will be taken to take care, inter-alia, of the problems in the transitional phase :-

- (i) The contract officers are at present allowed higher HRA @ 25% / 30% of their basic pay, per month, because of contractual nature of appointment. When they go over to regular, continuing appointment, in order to ensure that there is little or no loss to the officer

because of the reduction in the rate of HRA to normal 15%, the actual quantum of HRA drawn by him on the day immediately preceding the change-over to regular, continuing appointment, will be protected. It may, however, progressively diminish in some cases on increases in pay arising out of regular service/increments/promotions, etc. To illustrate, in the case of a contract officer drawing a basic pay of Rs 1500/- P.M and who is in receipt of HRA of Rs 375/- P.M (on the basis of 25% of basic pay on actual rent paid of Rs 525/-P.M), the quantum of HRA of Rs 375/- P.M will be protected on regularisation; but it will be reduced by Rs 5/- on earning the next increments or say, Rs 50/- and so on and so forth. Similarly, in case this officer's pay is fixed at Rs 1600/- P.M on regularisation, the quantum of HRA will be reduced by Rs 10/-.

- (ii) At present, contract officers are governed by Contributory Provident Fund (CPF). However, at the time of change-over to regular, continuing employment an option may be given to them to either retain CPF benefits, or to switch over to General Provident Fund (GPF) and pensionary benefits, as per normal Government rules. S&T Officers, to be newly recruited (except those who are already contributing to GPF) will be placed initially on CPF; and on completion of probation may be given the option as above, to be exercised within three months of completion of probation.

In addition, the S&T officers may be allowed one more option before they leave the Department, by retirement or otherwise, to opt for CPF, or GPF and pensionary benefits.

- (iii) The services rendered by the existing S&T contract officers in the DDC/SC/TPAG/HTC will be considered as

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- (iv) For purposes of determining the eligibility for advances, study leave and for calculating gratuity, pensionary and other terminal benefits, etc., service rendered, if any, by the S&T officers in other government departments, or agencies before joining DOE/EC/IPAG/NIC, will be allowed, in accordance with rules.
- (v) The contract officers who may be offered regular, continuing appointment, but do not accept it in writing, within one month of the offer of regular, continuing appointment being made to them, may be allowed to continue in their present appointment in accordance with and subject to the provisions/stipulations of their existing contract.

5. Except to the extent indicated above and such other rules/provisions as may be made by the Electronics Commission, from time to time, in all other service matters the S&T Officers (who are offered and who accept regular, continuing appointment) will be governed by general Central Government Rules.

6. The above issues with the approval of Chairman, Electronics Commission and Secretary, Department of Electronics.

*Vernekar P.J.*

(P.J. VERNEKAR)

Deputy Secretary to the Government of India

1. All Group 'A' Scientific & Technical Officers in the Department of Electronics and Electronics Commission.
2. Heads of Divisions, for wide circulation among scientific and technical officers and staff working under their respective jurisdiction.