

**Oil Industry Development Board Employees
(Recruitment) Regulations, 2011**

In exercise of the powers conferred by rule 7 of the Oil Industry Development Board Employees' (General Conditions of Service) Rules, 1984 and in supersession of the Oil Industry Development Board Employees' (Recruitment) Regulations 1986, the Board hereby makes the following Regulations, namely :

1. Short title and commencement:

These Regulations may be called the Oil Industry Development Board Employees (Recruitment) Regulations, 2011 and shall come into force from the date of their approval.

2. Application:

These Regulations shall apply for recruitment to all posts in the Oil Industry Development Board except those for which separate provisions exist in the Act and the Rules made there under, or for which specific terms and conditions of service including method of recruitment, age, qualifications are prescribed by the Board or the Central Government, as the case may be.

3. Approved strength of regular posts:

The number of regular posts, their classifications and Pay Bands/Grade Pays attached thereto shall be such as is specified in the Schedule to the Oil Industry Development Board Employees' (General Conditions of Service) Rules, 1984, as amended from time to time.

4. Recruitment, Age, Educational and other qualifications:

The designation, Pay Bands/Grade Pays, age limit, educational and other qualifications, method of recruitment etc. for each post shall be such as is specified in the Schedule to these Regulations.

5. Method of Recruitment :

Appointment to a post in the Board may be made by any of the following methods :

- a) direct recruitment,
- b) promotion,
- c) contract,
- d) deputation or foreign service from Govt./PSUs & autonomous bodies,
- e) Ad-hoc appointment

6. Direct Recruitment:

Direct Recruitment means initial appointment which is not in the nature of promotion and shall include appointment of the employees of the Board who compete with outside candidates on the basis of eligibility according to prescribed criteria.

Direct recruitment/Deputation shall be made by a Departmental Selection Committees (DSCs). The composition of DSCs shall be same as is the composition of the Departmental Promotion Committees for the concerned posts prescribed in the schedule.

Before a candidate joins his first appointment in the Board, he will be required to produce a certificate of fitness from a Medical Officer authorized by the Board.

7. Promotion

The Board's employee shall be eligible for promotion to the next higher grade after completing minimum length of service in the lower grade as prescribed in the Schedule to the Recruitment Regulations against each post. Eligibility, however, does not mean entitlement and promotion to the next higher grade, will be subject to availability of vacancy and subject to his being found fit for promotion by a duly constituted Departmental Promotion Committee.

The Departmental Promotion Committee, while making its recommendations, shall consider the candidates in the eligible zones for promotion and prepare a panel on the basis of the record of the past performance, suitability and other relevant factors to be specifically mentioned. Appointments from the panel, which will be valid for one year, may be made from time to time as and when vacancy arises. For purposes of this rule, the panel may be prepared once a year or if having regard to the number of employees in the eligible zones annual plan is not considered necessary, the DPC may meet from time to time on ad-hoc basis, as and when vacancy arises.

8. Ad-hoc Appointment :

Without prejudice to the foregoing provisions, the Board may appoint from time to time employees on ad-hoc basis to fill up purely temporary vacancies or to meet ad-hoc requirements, as may be the case. Employees so appointed will not be entitled to the benefits admissible to the regular employees. They shall be eligible to the pay and allowances and other benefits, if any, as may be determined, from time to time, by the Secretary, OADB for posts upto Group 'B' level and Chairman for Group 'A'.

9. Seniority :

The inter-se seniority of the employees of the Board who are not on deputation shall be regulated as follows:-

Direct recruits:

On the basis of their relative position in the panel prepared by the Departmental Selection Committee.

Promotees:

On the basis of the relative position in the panel as prepared by the Departmental Promotion Committee, subject to the condition that in the case appointment upto and inclusive of the group 'C' posts, the main criterion for preparing the panel by the DPC shall be seniority-cum-fitness and in cases not falling under the above mentioned categories, the criterion shall be seniority-cum-merit.

10. Modified Assured Career Progression Scheme:

The career progression with effect from the date of approval of these regulations shall be in accordance with the Modified Assured Career Progression Scheme (MACP) applicable to the Central Government employees, annexed to the Schedule, as may be modified by the Central Government from time to time.

11. Reservation of posts for SC/ST candidates:

Reservations of posts in all the cadres/grades shall be made as per instructions issued in this regard by the Central Government from time to time.

12. Special provision relating to certain persons :

Notwithstanding anything in the foregoing provisions, every person who, immediately before the commencement of these Regulations, was holding a post under the Board shall, on and from such commencement, hold a corresponding post specified in column 2 of the Schedule and shall be deemed to have been appointed to such corresponding post.

13. Disqualification:

No person:

- (a) who has entered into or contracted a marriage with a person having a spouse living; or
- (b) who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment in the Board.

Provided that the Board may, if satisfied that such marriage is permissible under the personal law applicable to such a person and other party to the marriage and that there are other grounds for so doing; exempt the person from the operation of this condition.

14. Re- employment:

The appointing authority may re-employ a person, who has retired from service, beyond the age of superannuation after consultation with the authority under whom he held the lien at the time of his superannuation.

Provided that prior approval of the Oil Industry Development Board will be required for re-employment for a period exceeding two years beyond the age of superannuation.

15. Power to relax :

Where the Chairman is satisfied that the operation of any of these regulations presents any difficulty or causes undue hardship in any particular case, he may dispense with or relax the requirement of that regulation to such extent and subject to such conditions and exceptions as he may consider necessary for dealing with the case in a just and equitable manner.

**Recruitment Regulations for the post of
Financial Adviser & Chief Accounts Officer**

1.	Name of Post	:	Financial Adviser & Chief Accounts Officer
2.	No. of Posts	:	1 (one)
3.	Classification	:	Group 'A'
4.	Pay Band / Grade Pay	:	PB-4 / Rs.37400-67000 Grade Pay – Rs.8700/-
5.	Whether selection post or non-selection post	:	Selection Post
6.	Age limit for direct recruits	:	45 years
7.	Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension Rules, 1972)	:	Not applicable.
8.	Educational & other qualifications required for direct recruits	:	Essential: Graduate. An officer of the Central Group 'A' Accounts Services like Indian Audit & Accounts Service etc. in the grade pay of Rs.7600 or more. OR Finance Officer of PSUs in Grade H in Schedule "A" Company. Desirable: Post Graduate in Financial Management/Chartered Accountant and Knowledge of computer.
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	:	No
10.	Period of Probation, if any	:	Two years for direct recruits only. 'NIL' for promotees.
11.	Method of recruitment – Whether by direct recruitment or by deputation/transfer & percentage of the vacancies to be filled by various methods	:	Promotion, failing which by deputation/ direct recruitment.
12.	In case recruitment by promotion/ deputation/transfer, grades from which promotion/deputation/transfer to be made.	:	Promotion: Promotion from the post of Dy. Chief Finance & Accounts Officer with five years regular service in the Grade Pay of Rs.7600/-. Deputation: Officers with 5 years regular service in Grade Pay of Rs.7600 and possessing the educational qualifications and experience prescribed for direct recruits under Column 8.

13.	If a DPC exists, what is its composition	:	DPC comprising AS&FA, MOP&NG as Chairman with JS(E), MOP&NG (OIDB Board Member) and Secretary, OIDB as members.
14.	Circumstances in which UPSC is to be consulted in making recruitment	:	Not applicable.

**Recruitment Regulations for the post of
Dy. Chief Finance & Accounts Officer**

1.	Name of Post	:	Deputy Chief Finance & Accounts Officer
2.	No. of Posts	:	2 (Two)
3.	Classification	:	Group 'A'
4.	Pay Band / Grade Pay	:	PB-3 / Rs.15600-39100 Grade Pay – Rs.7600/-
5.	Whether selection post or non-selection post	:	Selection Post
6.	Age limit for direct recruits	:	45 years
7.	Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension Rules, 1972)	:	Not applicable.
8.	Educational & other qualifications required for direct recruits	:	<p>Essential: Graduate with at least 5 years of service in the grade pay of Rs.6600/- and having experience of finance, accounts, budgeting & financial control, or personnel & administration or building works & contract management in the office(s) of Central Government/ autonomous bodies.</p> <p>Desirable: Preference would be given to applicants having qualified SAS/Post Graduate in Financial Management/Chartered Accountant and Knowledge of computer.</p>
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	:	No
10.	Period of Probation, if any	:	Two years for direct recruits only. 'NIL' for promotees.
11.	Method of recruitment – Whether by direct recruitment or by deputation/transfer & percentage of the vacancies to be filled by various methods	:	Promotion, failing which by deputation/ direct recruitment.
12.	In case recruitment by promotion/ deputation/transfer, grades from which promotion/deputation/transfer to be made.	:	<p>Promotion: Promotion from the posts of Senior Accounts/Admn. Officer / Manager (P&A) / Manager (Estate) with five years regular service possessing educational qualifications and experience prescribed for direct recruits under column 8.</p> <p>Deputation: Officers with 5 years regular service in Grade Pay of Rs.6600 and possessing the educational qualifications and experience prescribed for direct recruits under column</p>

			8.
13.	If a DPC exists, what is its composition	:	DPC comprising Secretary, OIDB as Chairman with FA&CAO (OIDB) and Director/Deputy Secretary (Finance), MOP&NG as members.
14.	Circumstances in which UPSC is to be consulted in making recruitment	:	Not applicable.

**Recruitment Regulations for the post of
Manager (Personnel & Administration)**

1.	Name of Post	:	Manager (Personnel & Administration)
2.	No. of Posts	:	1 (One)
3.	Classification	:	Group 'A'
4.	Pay Band / Grade Pay	:	PB-3 / Rs.15600-39100 Grade Pay – Rs.6600/-
5.	Whether selection post or non-selection post	:	Selection Post
6.	Age limit for direct recruits	:	45 years
7.	Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension Rules, 1972)	:	Not applicable.
8.	Educational & other qualifications required for direct recruits	:	Essential: Graduate Should have 6 years experience in the Grade Pay of Rs.4800 or more or 7 years in the Grade Pay of Rs.4600 in the Central Government / Public Sector/ Autonomous organizations.
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	:	No
10.	Period of Probation, if any	:	Two years for direct recruits only. 'NIL' for promotees.
11.	Method of recruitment – Whether by direct recruitment or by deputation/transfer & percentage of the vacancies to be filled by various methods	:	Promotion, failing which by deputation/ direct recruitment.
12.	In case recruitment by promotion/ deputation/transfer, grades from which promotion/deputation/transfer to be made.	:	Promotion: Promotion from Officers with 6 years experience in the Grade Pay of Rs.4800 or more or 7 years regular service in Grade Pay of Rs.4600 (excluding Accounts Officer & Accountant) and possessing the educational qualifications and experience prescribed for direct recruits under Column 8. Deputation: Officers with 6 years experience in the Grade Pay of Rs.4800 or more or 7 years regular service in Grade Pay of Rs.4600

			and possessing the educational qualifications and experience prescribed for direct recruits under Column 8.
13.	If a DPC exists, what is its composition	:	DPC comprising Secretary, OIDB as Chairman with FA&CAO (OIDB) and Director/Deputy Secretary (Finance), MOP&NG as members.
14.	Circumstances in which UPSC is to be consulted in making recruitment	:	Not applicable.

**Recruitment Regulations for the post of
Manager (Estate)**

1.	Name of Post	:	Manager (Estate)
2.	No. of Posts	:	1 (One)
3.	Classification	:	Group 'A'
4.	Pay Band / Grade Pay	:	PB-3 / Rs.15600-39100 Grade Pay – Rs.6600/-
5.	Whether selection post or non-selection post	:	Selection Post
6.	Age limit for direct recruits	:	45 years.
7.	Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension Rules, 1972)	:	Not applicable.
8.	Educational & other qualifications required for direct recruits	:	Essential: Graduate. Should have 6 years' experience in the Grade Pay of Rs.4800 or more or 7 years in the Grade Pay of Rs.4600 in the Central Government / Public Sector/Autonomous organizations with experience of procurement, contracts, civil works. Desirable: Knowledge of computer viz. MS-Office, internet is desirable.
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	:	No.
10.	Period of Probation, if any	:	Two years for direct recruits only. 'Nil' for promotees.
11.	Method of recruitment – Whether by direct recruitment or by deputation/transfer & percentage of the vacancies to be filled by various methods	:	Promotion, failing which by deputation/direct recruitment.
12.	In case recruitment by promotion/ deputation/transfer, grades from which promotion/deputation/transfer to be made.	:	Promotion: Promotion from Officers with 6 years' experience in the Grade Pay of Rs.4800 or more or 7 years regular service in the Grade Pay of Rs.4600 (excluding Accounts Officer & Accountant) and possessing the educational qualifications and experience as prescribed for direct recruits under Column 8.

			Deputation: Asst. Executive Engineer with at least 5 years of service in the Grade Pay of Rs.5400 or Executive Engineer in the Grade Pay of Rs.6600 in the Pay Band of Rs.15600-39100 in CPWD/PWD etc. or equivalent in the Central/State Government.
13.	If a DPC exists, what is its composition	:	DPC comprising Secretary, OIBD as Chairman with FA&CAO (OIBD) and Director/Deputy Secretary (Finance), MOP&NG as members.
14.	Circumstances in which UPSC is to be consulted in making recruitment	:	Not applicable.

**Recruitment Regulations for the post of
Senior Accounts/Administrative Officer**

1.	Name of Post	:	Senior Accounts/Administrative Officer
2.	No. of Posts	:	1 (One)
3.	Classification	:	Group 'A'
4.	Pay Band / Grade Pay	:	PB-3 / Rs.15600-39100 Grade Pay – Rs.6600/-
5.	Whether selection post or non-selection post	:	Selection Post
6.	Age limit for direct recruits	:	45 years
7.	Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension Rules, 1972)	:	Not applicable.
8.	Educational & other qualifications required for direct recruits	:	<p>Essential: Graduate preferably Post Graduate/MBA or equivalent. Should have 10 years experience of Subordinate Accounts Service, Financing, commercial budgeting, personnel & administration and financial control in the office(s) of the Central Government / Public Sector/ Autonomous organizations.</p> <p style="text-align: center;">OR</p> <p>Chartered Accountant/ICWA/MBA (Finance) with three years experience.</p> <p>Desirable: Preferably SAS passed Accountant with ten years of service Knowledge of computer.</p>
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	:	No
10.	Period of Probation, if any	:	Two years for direct recruits only. 'NIL' for promotees.
11.	Method of recruitment – Whether by direct recruitment or by deputation/transfer & percentage of the vacancies to be filled by various methods	:	Promotion, failing which by deputation/ direct recruitment.
12.	In case recruitment by promotion/ deputation/transfer, grades from which promotion/deputation/transfer to be made.	:	<p>Promotion: Promotion from Accounts Officer with either 6 years experience in the Grade Pay of Rs.4800 or total combined service of 7 years' as Accounts Officer in the Grade Pay of Rs.4800 & Accountant in the Grade Pay of Rs.4600.</p>

			<p>Deputation:</p> <p>Accounts Officers with 6 years experience in the Grade Pay of Rs.4800 or more or Section Officer with 7 years regular service in Grade Pay of Rs.4600 and possessing the educational qualifications and experience prescribed for direct recruits under column 8.</p>
13.	If a DPC exists, what is its composition	:	DPC comprising Secretary, OIBD as Chairman with FA&CAO (OIBD) and Director/Deputy Secretary (Finance), MOP&NG as members.
14.	Circumstances in which UPSC is to be consulted in making recruitment	:	Not applicable.

**Recruitment Regulations for the post of
Accounts Officer**

1.	Name of Post	:	Accounts Officer
2.	No. of Posts	:	2 (Two)
3.	Classification	:	Group 'B'
4.	Pay Band / Grade Pay	:	PB-2 / Rs.9300-34800 Grade Pay – Rs.4800/-
5.	Whether selection post or non-selection post	:	Selection Post
6.	Age limit for direct recruits	:	35 years
7.	Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension Rules, 1972)	:	Not applicable.
8.	Educational & other qualifications required for direct recruits	:	<p>Essential: Graduate preferably with a Masters Degree in Commerce. Should have minimum 5 years experience of Subordinate Accounts Service as Accountant of Indian Audit & Accounts Department/Railways/Defense/P&T/ Controller General of Accounts.</p> <p>Desirable: Knowledge of computer and TALLY accounting software.</p>
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	:	No
10.	Period of Probation, if any	:	Two years for direct recruits only. 'NIL' for promotees.
11.	Method of recruitment – Whether by direct recruitment or by deputation/transfer & percentage of the vacancies to be filled by various methods	:	Promotion, failing which by deputation/ direct recruitment.
12.	In case recruitment by promotion/ deputation/transfer, grades from which promotion/deputation/transfer to be made.	:	<p>Promotion: Promotion from the post of Accountant/Section Officer with two years' regular service with Grade Pay of Rs.4600 with finance background. Preference will be given to those having knowledge of TALLY accounting software.</p>

			Deputation: Accountants/Section Officers with 2 years service in the grade pay of Rs.4600 and possessing the educational qualifications and experience prescribed for direct recruits under column 8.
13.	If a DPC exists, what is its composition	:	DPC comprising Secretary, OIBD as Chairman with FA&CAO (OIBD) and Director/Deputy Secretary (Finance), MOP&NG as members.
14.	Circumstances in which UPSC is to be consulted in making recruitment	:	Not applicable.

**Recruitment Regulations for the post of
Section Officer**

1.	Name of Post	:	Section Officer
2.	No. of Posts	:	3 (Three)
3.	Classification	:	Group 'B'
4.	Pay Band / Grade Pay	:	PB-2 / Rs.9300-34800 Grade Pay – Rs.4600/-
5.	Whether selection post or non-selection post	:	Selection Post
6.	Age limit for direct recruits	:	35 years
7.	Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension Rules, 1972)	:	Not applicable.
8.	Educational & other qualifications required for direct recruits	:	Essential: Graduate with at least 3 years experience in a supervisory capacity or holding analogous post in the Central Government/Public Sector/ Autonomous organizations. Desirable: Knowledge of computer.
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	:	No
10.	Period of Probation, if any	:	Two years for direct recruits only. 'NIL' for promotees.
11.	Method of recruitment – Whether by direct recruitment or by deputation/transfer & percentage of the vacancies to be filled by various methods	:	Promotion, failing which by deputation/ direct recruitment.
12.	In case recruitment by promotion/ deputation/transfer, grades from which promotion/deputation/transfer to be made.	:	Promotion: Fifty percent of vacancies by Promotion from eligible Assistants with 5 years regular service and Fifty percent through departmental competitive examination from the following categories of officers :- Assistant/Steno Gr. 'C' ...5 years regular service

			Deputation: Assistants with 5 years' service in the Grade Pay of Rs.4200 and possessing the educational qualifications and experience prescribed for direct recruits under column 8.
13.	If a DPC exists, what is its composition	:	DPC comprising Secretary, OIBD as Chairman with FA&CAO (OIBD) and Director/Deputy Secretary (Finance), MOP&NG as members.
14.	Circumstances in which UPSC is to be consulted in making recruitment	:	Not applicable.

**Recruitment Regulations for the post of
Hindi Officer**

1.	Name of Post	:	Hindi Officer
2.	No. of Posts	:	1 (one)
3.	Classification	:	Group 'B'
4.	Pay Band / Grade Pay	:	PB-3 / Rs.15600-39100 Grade Pay – Rs.5400/-
5.	Whether selection post or non-selection post	:	Selection Post
6.	Age limit for direct recruits	:	35 years
7.	Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension Rules, 1972)	:	Not applicable.
8.	Educational & other qualifications required for direct recruits	:	Essential: Graduate of a recognized university with Hindi as elective subject, proficiency in translation from English to Hindi and vice versa and working experience of about 5 years. Desirable: Knowledge of computer and Hindi Software.
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	:	No
10.	Period of Probation, if any	:	Two years for direct recruits only. 'NIL' for promotees.
11.	Method of recruitment – Whether by direct recruitment or by deputation/transfer & percentage of the vacancies to be filled by various methods	:	Promotion, failing which by deputation/ direct recruitment.
12.	In case recruitment by promotion/ deputation/transfer, grades from which promotion/deputation/transfer to be made.	:	Promotion: Promotion from the post of Assistant with 8 years regular service and possessing the educational qualifications and experience prescribed for direct recruits under column 8. Deputation: Assistants with 8 years' service in the grade pay of Rs.4200 and possessing the educational qualifications and experience prescribed for direct recruits under column 8.

13.	If a DPC exists, what is its composition	:	DPC comprising Secretary, OIDB as Chairman with FA&CAO (OIDB) and Director/Deputy Secretary (Finance), MOP&NG as members.
14.	Circumstances in which UPSC is to be consulted in making recruitment	:	Not applicable.

**Recruitment Regulations for the post of
Accountant**

1.	Name of Post	:	Accountant
2.	No. of Posts	:	1 (one)
3.	Classification	:	Group 'B'
4.	Pay Band / Grade Pay	:	PB-2 / Rs.9300-34800 Grade Pay – Rs.4600/-
5.	Whether selection post or non-selection post	:	Selection Post
6.	Age limit for direct recruits	:	35 years
7.	Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension Rules, 1972)	:	Not applicable.
8.	Educational & other qualifications required for direct recruits	:	<p>Essential: Graduate preferably with a Masters Degree in Commerce. Should have knowledge of preparation & finalization of Annual Accounts manually as well as using TALLY accounting software with at least 5 years experience.</p> <p style="text-align: center;">OR</p> <p>Subordinate Accounts Service Accountant of Indian Audit & Accounts Department/ Railways/ Defence/ Posts & Telegraphs/ Controller General of Accounts with one year experience as qualified Accountant or Cost Accountant.</p> <p>Desirable: Knowledge of computer using Tally.</p>
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	:	No
10.	Period of Probation, if any	:	Two years for direct recruits only. 'NIL' for promotees.
11.	Method of recruitment – Whether by direct recruitment or by deputation/transfer & percentage of the vacancies to be filled by various methods	:	Promotion, failing which by deputation/ direct recruitment.
12.	In case recruitment by promotion/ deputation/transfer, grades from which promotion/deputation/transfer to be made.	:	<p>Promotion: Promotion from the posts of Assistant/Stenographer Grade 'C' with 5 years' service in the Grade Pay of Rs.4200 and possessing the educational</p>

		<p>qualifications and experience prescribed for direct recruits under column 8.</p> <p>Deputation:</p> <p>Assistant/Stenographer Grade 'C' with 5 years' service in the Grade Pay of Rs.4200 and possessing the educational qualifications and experience prescribed for direct recruits under column 8.</p>
13.	If a DPC exists, what is its composition	: DPC comprising Secretary, OIBD as Chairman with FA&CAO (OIBD) and Director/Deputy Secretary (Finance), MOP&NG as members.
14.	Circumstances in which UPSC is to be consulted in making recruitment	: Not applicable.

**Recruitment Regulations for the post of
Stenographer Grade 'B'**

1.	Name of Post	:	Stenographer Grade 'B'
2.	No. of Posts	:	4 (Four)
3.	Classification	:	Group 'B'
4.	Pay Band / Grade Pay	:	PB-2 / Rs.9300-34800 Grade Pay – Rs.4600/-
5.	Whether selection post or non-selection post	:	Selection Post
6.	Age limit for direct recruits	:	35 years
7.	Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension Rules, 1972)	:	Not applicable.
8.	Educational & other qualifications required for direct recruits	:	Essential: Graduate with a minimum speed of 120 w.p.m. in shorthand and 40 w.p.m. in typing (English/Hindi). Minimum 5 years regular experience in the line in a Government/Public Sector/ Autonomous Organizations. Desirable: Knowledge of computer viz. MS-Office, internet is essential.
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	:	No
10.	Period of Probation, if any	:	Two years for direct recruits only. 'NIL' for promotees.
11.	Method of recruitment – Whether by direct recruitment or by deputation/transfer & percentage of the vacancies to be filled by various methods	:	Promotion, failing which by deputation/ direct recruitment.
12.	In case recruitment by promotion/ deputation/transfer, grades from which promotion/deputation/transfer to be made.	:	Promotion: Promotion from the post of Stenographer Grade 'C' with minimum 5 years regular service. Deputation: Stenographer Grade 'C' with 5 years' service in the Grade Pay of Rs.4200 and possessing the educational qualifications and experience prescribed for direct recruits under column 8.

13.	If a DPC exists, what is its composition	:	DPC comprising Secretary, OIDB as Chairman with FA&CAO (OIDB) and Director/Deputy Secretary (Finance), MOP&NG as members.
14.	Circumstances in which UPSC is to be consulted in making recruitment	:	Not applicable.

**Recruitment Regulations for the post of
Stenographer Grade 'C'**

1.	Name of Post	:	Stenographer Grade 'C'
2.	No. of Posts	:	2 (Two)
3.	Classification	:	Group 'B'
4.	Pay Band / Grade Pay	:	PB-2 / Rs.9300-34800 Grade Pay – Rs.4200/-
5.	Whether selection post or non-selection post	:	Non-Selection Post
6.	Age limit for direct recruits	:	30 years
7.	Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension Rules, 1972)	:	Not applicable.
8.	Educational & other qualifications required for direct recruits	:	Essential: Graduate with a minimum speed of 100 w.p.m. in shorthand and 40 w.p.m. in typing (English/Hindi). Minimum 5 years regular experience in the line in a Government/Public Sector/ Autonomous Organizations. Desirable: Knowledge of computer viz. MS-Office, internet is essential.
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	:	No
10.	Period of Probation, if any	:	Two years for direct recruits only. 'NIL' for promotees.
11.	Method of recruitment – Whether by direct recruitment or by deputation/transfer & percentage of the vacancies to be filled by various methods	:	Promotion, failing which by deputation/ direct recruitment.
12.	In case recruitment by promotion/ deputation/transfer, grades from which promotion/deputation/transfer to be made.	:	Promotion: Promotion from the post of Stenographer Grade 'D' with 10 years regular service. Deputation: Stenographer Grade 'D' with 10 years service in the Grade Pay of Rs.2400 and possessing the educational qualifications and experience prescribed for direct recruits under column 8.
13.	If a DPC exists, what is its composition	:	DPC comprising FA&CAO as Chairman with DCF&AO and Manager (P&A) as members.
14.	Circumstances in which UPSC is to be consulted in making recruitment	:	Not applicable.

**Recruitment Regulations for the post of
Stenographer Grade 'D'**

1.	Name of Post	:	Stenographer Grade 'D'
2.	No. of Posts	:	1 (One)
3.	Classification	:	Group 'C'
4.	Pay Band / Grade Pay	:	PB-1 / Rs.5200-20200 Grade Pay – Rs.2400/-
5.	Whether selection post or non-selection post	:	Non-Selection Post
6.	Age limit for direct recruits	:	30 years
7.	Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension Rules, 1972)	:	Not applicable.
8.	Educational & other qualifications required for direct recruits	:	Essential: Graduate with a minimum speed of 80 w.p.m. in shorthand and 40 w.p.m. in typing (English/Hindi). 3 years experience in the line in a Government/Public Sector/ Autonomous Organizations. Desirable: Knowledge of computer is essential.
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	:	No
10.	Period of Probation, if any	:	Two years for direct recruits only. 'NIL' for promotees.
11.	Method of recruitment – Whether by direct recruitment or by deputation/transfer & percentage of the vacancies to be filled by various methods	:	Promotion, failing which by direct recruitment/deputation.
12.	In case recruitment by promotion/ deputation/transfer, grades from which promotion/deputation/transfer to be made.	:	Promotion: Promotion from the post of LDC with minimum 8 years regular service and having the requisite qualifications and speed in shorthand and typing. Deputation: LDC with 8 years' service in the Grade Pay of Rs.1900 and possessing the educational qualifications and experience prescribed for direct recruits under column 8.
13.	If a DPC exists, what is its composition	:	DPC comprising FA&CAO as Chairman with DCF&AO and Manager (P&A) as members.
14.	Circumstances in which UPSC is to be consulted in making recruitment	:	Not applicable.

Recruitment Regulations for the post of

Assistant

1.	Name of Post	:	Assistant
2.	No. of Posts	:	2 (Two)
3.	Classification	:	Group 'B'
4.	Pay Band / Grade Pay	:	PB-2 / Rs.9300-34800 Grade Pay – Rs.4200/-
5.	Whether selection post or non-selection post	:	Non-Selection Post
6.	Age limit for direct recruits	:	30 years
7.	Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension Rules, 1972)	:	Not applicable.
8.	Educational & other qualifications required for direct recruits	:	Essential: Graduate preferably Masters Degree in Commerce/Economics. 5 years experience in establishment and accounts work. Desirable: Knowledge of computer viz. MS-Office, internet is essential.
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	:	No
10.	Period of Probation, if any	:	Two years for direct recruits only. 'NIL' for promotees.
11.	Method of recruitment – Whether by direct recruitment or by deputation/transfer & percentage of the vacancies to be filled by various methods	:	Promotion, failing which by deputation/ direct recruitment.
12.	In case recruitment by promotion/ deputation/transfer, grades from which promotion/deputation/transfer to be made.	:	Promotion: Promotion from the post of UDC with 10 years regular service. Deputation: UDC with 10 years' service in the Grade Pay of Rs.2400 and possessing the educational qualifications and experience prescribed for direct recruits under column 8.
13.	If a DPC exists, what is its composition	:	DPC comprising FA&CAO as Chairman with DCF&AO and Manager (P&A) as members.
14.	Circumstances in which UPSC is to be consulted in making recruitment	:	Not applicable.

**Recruitment Regulations for the post of
Upper Division Clerk**

1.	Name of Post	:	Upper Division Clerk (UDC)
2.	No. of Posts	:	2 (Two)
3.	Classification	:	Group 'C'
4.	Pay Band / Grade Pay	:	PB-1 / Rs.5200-20200 Grade Pay – Rs.2400/-
5.	Whether selection post or non-selection post	:	Non-Selection Post
6.	Age limit for direct recruits	:	30 years
7.	Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension Rules, 1972)	:	Not applicable.
8.	Educational & other qualifications required for direct recruits	:	Essential: Graduate from a recognized University with 3 years experience in clerical work. Desirable: Knowledge of computer viz. MS-Office, internet is desirable.
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	:	No
10.	Period of Probation, if any	:	Two years for direct recruits only. 'NIL' for promotees.
11.	Method of recruitment – Whether by direct recruitment or by deputation/transfer & percentage of the vacancies to be filled by various methods	:	Promotion, failing which by deputation/direct recruitment.
12.	In case recruitment by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	:	Promotion: Promotion from the post of LDC with 8 years regular service. Deputation: LDC with 8 years' service in the Grade Pay of Rs.1900 and possessing the educational qualifications and experience prescribed for direct recruits under column 8.
13.	If a DPC exists, what is its composition	:	DPC comprising FA&CAO as Chairman with DCF&AO and Manager (P&A) as members.
14.	Circumstances in which UPSC is to be consulted in making recruitment	:	Not applicable.

**Recruitment Regulations for the post of
Lower Division Clerk**

1.	Name of Post	:	Lower Division Clerk (LDC)
2.	No. of Posts	:	3 (Three)
3.	Classification	:	Group 'C'
4.	Pay Band / Grade Pay	:	PB-1 / Rs.5200-20200 Grade Pay – Rs.1900/-
5.	Whether selection post or non-selection post	:	Non-Selection Post
6.	Age limit for direct recruits	:	30 years
7.	Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension Rules, 1972)	:	Not applicable.
8.	Educational & other qualifications required for direct recruits	:	Essential: (i) Matriculation or equivalent qualification from a recognized Board. (ii) A typing speed of 30 w.p.m. in English. Desirable: (i) Knowledge of computer viz. MS-Office, internet. (ii) A typing speed of 25 w.p.m. in Hindi.
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	:	No
10.	Period of Probation, if any	:	Two years for direct recruits only.
11.	Method of recruitment – Whether by direct recruitment or by deputation/transfer & percentage of the vacancies to be filled by various methods	:	Direct recruitment through open advertisement on the basis of competitive examination to be conducted by OIBD.
12.	In case recruitment by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	:	Not applicable.
13.	If a DPC exists, what is its composition	:	Not applicable.
14.	Circumstances in which UPSC is to be consulted in making recruitment	:	Not applicable.

**Recruitment Regulations for the post of
Staff Car Driver (Selection Grade)**

1.	Name of Post	:	Staff Car Driver (Selection Grade)
2.	No. of Posts	:	1 (One)
3.	Classification	:	Group 'C'
4.	Pay Band / Grade Pay	:	PB-1 / Rs.5200-20200 Grade Pay – Rs.2400/-
5.	Whether selection post or non-selection post	:	Non-Selection Post
6.	Age limit for direct recruits	:	35 years
7.	Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension Rules, 1972)	:	Not applicable.
8.	Educational & other qualifications required for direct recruits	:	Essential: (i) Possession of a valid driving licence for motor cars; (ii) Knowledge of motor mechanism. (iii) Experience of driving a motor car for at least 5 years; Desirable: Should be 8 th Class pass with working knowledge of Hindi and English.
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	:	No
10.	Period of Probation, if any	:	Two years for direct recruits only.
11.	Method of recruitment – Whether by direct recruitment or by deputation/transfer & percentage of the vacancies to be filled by various methods	:	Direct recruitment.
12.	In case recruitment by promotion/ deputation/transfer, grades from which promotion/deputation/transfer to be made.	:	Not applicable.
13.	If a DPC exists, what is its composition	:	Not applicable.
14.	Circumstances in which UPSC is to be consulted in making recruitment	:	Not applicable.

Annexure - VII
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No.F. 7(1)/E.Coord.I/2006
Government of India
Department of Expenditure
Ministry of Finance

New Delhi, the 24th February 2006

OFFICE MEMORANDUM

Sub:- Ban on creation of posts - Checklist for processing cases.

The undersigned is directed to refer to OM No.7(2)/E.Coord/2005 dated 23rd November 2005 regarding Budget/Expenditure Management: Economy measures, rationalisation of expenditure, and measures for augmentation of revenues. In para 8 of the OM Ministries/Departments/Autonomous Institutions have been instructed that there shall be a ban on creation of new posts till further orders. Any unavoidable proposals for the creation of posts, including Groups B,C and D posts, will continue to be referred to the Ministry of Finance (Department of Expenditure) for approval. The proposals would necessarily have to be based on new organisation and accompanied by matching savings from existing related establishments. Outsourcing of routine services such as cleaning, maintenance, moving papers/dak etc may be encouraged.

2. M/o Finance has been receiving various proposals for creation of posts from different Ministries/Departments. A perusal of the proposals reveal that often such proposals are incomplete and do not contain critical details such as name, designation, pay scale, category/grade, functions, workload, Recruitment Rules of the posts and so on. Moreover, details of the organization such as the existing hierarchy, sanctioned and existing posts category-wise, vacancies including date of vacancies, posts abolished in the last five years as a consequence of 10% cut or implementation of Expenditure Reforms Commission (ERC) recommendations, functional justification, matching savings, possibilities of redeployment/outsourcing/hire etc, which are absolutely imperative for appraising the proposals are missing. This leads to back references and delays.

3. Keeping the above in view, a comprehensive checklist has now been devised taking into account the latest extant orders on the subject. All Ministries/Departments are requested to refer fresh proposals for creation of posts complying with the new checklist (copy enclosed) to avoid back references and obviate delays. It may be noted that any proposal which is not sent as per prescribed proforma would be returned. The proposals may invariably contain the approval of the concerned Financial Adviser.


(Anuradha Mitra)
Director (Pay)
Tele: 2309 2907

To

- (i) All Financial Advisers.
- (ii) All Ministries/Departments of the Government of India.

Check-List of Information/Details to be furnished with cases for creation of posts.

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The Post

1. Name and Designation of the post.
2. Pay scale of the post.
3. Grade/category of the post.
4. Scientific/technical or administrative nature of the post.
5. Functional justification (For each of the category separately).
6. How were the functions of the post being managed in the absence of its creation.
7. Duties and responsibilities of the post (Job description for each position).
8. Essential and minimum qualifications of the post.
9. Recruitment Rules relevant to the post.
10. Mode of filling up the post.
11. Immediate feeder post in the line of promotion.
12. Immediate promotion post in the hierarchy.
13. Workload of the post (Extriset of SIU study, if any).
14. Financial implications for creation of the post.

The Organisation

1. Name of the organisation.
2. Detailed sanctioned strength (category-wise) with pay scales.
3. Detailed actual strength (category-wise).
4. Details of vacancies date-wise.
5. Whether the organisation has been studied by SIU/IWSU. If so, details.
6. Details of posts abolished in the last five years under various categories like a) deemed abolition; b) 10% cut; c) SIU/IWSU study; d) ERC recommendations; e) DOPT OM dated 16.5.2001 on optimisation of direct recruitment to civilian posts; and f) any other reasons such as periodic reviews, winding up etc.
7. Possibilities of re-deployment/outsourcing/hiring out of services.
8. Matching savings (With specific posts, which are to be surrendered).
9. Costs (Both recurring and non-recurring).
10. Additional information, specific to this proposal.

Sub: Amendments to the recruitment regulations of OIDB.

OIDB Employees (Recruitment) Regulations, 1986, as amended from time to time, govern the manner of recruitment, promotion and other service matters of the employees of OIDB. A copy of the same is at **Flag-A**. These regulations require amendments. The reasons necessitating amendments and the manner in which the Regulations are proposed to be amended are explained in the following paragraphs.

2. OIDB has adopted the revised Central Government scales of pay. DoP&T vide O.M. No.AB.14017/61/2008-Estt.(RR) dated 24th March, 2009 (**Flag-B**) has laid down the consequential amendments that are to be carried out in the service rules/ recruitment rules of the Central Government. Following similar consequential amendments are required to be carried out in the "OIDB Employees (Recruitment) Regulations, 1986":-

- (i) The existing pay scales have to be substituted by new pay structure (Pay Band and Grade Pay) applicable to each post. Wherever posts are to be filled on deputation basis, the pay band and grade pay of the feeder post shall be indicated.
- (ii) The minimum qualifying service for promotion from one grade pay to another grade pay has been prescribed by DOP&T. The existing qualifying service in OIDB Employees (Recruitment) Regulations has to be brought in line with the revised minimum qualifying service.

3. Apart from the above, new recruitment regulations are required to be framed for the newly created posts viz. Manager (Personnel & Administration) and Manager (Estate). Sanction of the Ministry for creation of posts is at **Flag-C**.

F/AA
4. There are certain gaps in the existing recruitment regulations and it is proposed to fill the same. The gaps have arisen because OIDB Employees (Recruitment) Regulations are not in the format prescribed by DOP&T in the Hand Book on Recruitment Rules. The Central Government recruitment rules have 14 columns while OIDB Recruitment Regulations have only 6 columns. Consequently, various matters have not been elaborated. It is proposed to have 14 columns for each recruitment regulation. This would take care of matters like revised classification of posts into Group A, B, C & D based on Government pattern; classification into selection and non-selection of posts; probation period; specifying composition of DPC for each post etc. While filling the 14 columns, the following principles have been adopted :-

- (i) The proposed cadre structure and the eligibility criteria for promotion are at **Flag-D**.
 - (ii) Existing recruitment regulations do not prescribe eligibility criteria for deputation even though these prescribe such provisions for direct recruitments and promotions. Even in regard to promotion in some cases, no specific eligibility criteria have been prescribed. The reason could be that at the time of drafting of these regulations, there were no feeder grade posts etc. It is proposed to prescribe criteria for deputation and promotion in each case.
- F/AA

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- (iii) The mode of recruitment is proposed to be by promotion, failing which by deputation/direct recruitment/permanent absorption. Recruitment by deputation/Direct/permanent absorption is being prescribed because there may be cases where qualified departmental candidates may not be available.
- (iv) The feeder grades have been enlarged to tap in-house talents and only qualified persons would be promoted.

5. As the format of the recruitment regulations itself is being changed, instead of amending the recruitment regulations, it is felt desirable to adopt the new recruitment regulations in supersession of the existing recruitment regulations. Based on paras 2 to 4 above, draft recruitment regulations for each sanctioned post have been drafted afresh. These recruitment regulations can be approved by OIB Board in terms of the provisions of Rule 7 of OIBB Employees (General Conditions of Service) Rules, 1984, as amended from time to time and notified by the Central Government (Flag-E).

Submitted please.

R.K. Kaul

(R.K. Kaul)
Sr. Accounts Officer
7th April, 2010

B. Singh
7.4.2010

T. B. Singh
7/4/10.

G. Singh
7.4.2010

~~DCF&AO~~

~~FA/2010~~

~~Secretary~~

~~A.S. & FA / MOP & NG~~

6. Pl. examine & put up early.

IS (Fin)

Large
8/4/10.

~~249/A9404/2010~~
874
~~335/LS/A/10~~
08/04

Reference preceding notes.

- F/D
- F/B
- F/A
- F/BB
7. Consequent upon the acceptance of the recommendations of the 6th Central Pay Commission (CPC) and creation of 6 posts under cadre restructuring of OIBD, OIBD has proposed to frame fresh Recruitment Rules (RR) with respect to all the posts, ranging from the post of FA&CAO to LDC/Staff Car Driver in OIBD. After the introduction of revised Pay Scale (based on the 6th CPC), DOP&T has advised Ministries / Departments in March 2009 to substitute existing pay scales by the new pay structure (Pay Band and Grade Pay / Pay Scales) for which reference to DOP&T / UPSC is not necessary.
 8. In pursuance of the powers conferred by Section 31 of OIBD Act, 1974, and Rule 7 of OIBD Employees (General Conditions of Service) Rules, 1984, OIBD had framed Regulations, namely, the OIBD Employees (Recruitment) Regulations 1986 to regulate the service conditions of OIBD employees. These Regulations provide, inter alia, method of recruitment, age, educational and other conditions of eligibility, including promotion and other service conditions in respect of the employees of OIBD. The Annexure of these Regulations further provide details of pay scales of various posts and method and mode of recruitment, etc.
 9. Comments/observations of IFD on the draft Recruitment Regulations for various posts in OIBD are listed below:
 - (i) For the post of FA&CAO, column 8 indicates eligibility conditions in respect of direct recruitment without indicating educational qualifications. It is suggested that officers from other services / departments (as included in earlier RRs) and minimum length of service in case of filling up post through promotion from Grade Pay of Rs.7600/- to Rs.8700/- may be indicated. Attention is invited to Annexure to DoP&T O.M. dated 24.3.2009. (P 2310)
 - (ii) For the post of Dy CF&AO, requirement of 10 years experience needs to be specified / elaborated.
 - (iii) For the posts of Manager (Personnel & Administration) and Manger (Estate), experience of 10 years is mentioned, whereas for departmental candidates regular service is indicated as 8 years. Similarly, for promotion from Section Officer to Manager (Under Secretary level), i.e., from Grade Pay Rs.4600/- to Rs.6600/-, minimum service prescribed in statement is 7 years, whereas it is indicated in draft RRs as 8 years.
 - (iv) Corresponding changes, as explained above, would need to be made in draft RRs for other category of posts. It is suggested that issues like, qualifications, essential and desirable and 'weightage', knowledge of computers etc. may be specified and elaborated in RRs to facilitate selection / promotion through DPC etc. at a later stage.
 - (v) As per DOP&T's O.M. dated 24-3-2009(F/B'), while reference to DOP&T/UPSC is not required for adopting revised pay scales, para 2 of the said O.M. states that for amendment to RRs/Service Rules notified by Ministries/Deptts., normal procedure for furnishing proposals to DOP&T and UPSC in the prescribed format may be followed. In the case of OIBD, OIBD has stated that the Board is competent to approve RRs/amendment to RRs in terms of the provisions of Rule 7 of OIBD Employees(General Conditions of

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Service) Rules, 1984, as has been done in the past. This needs to be confirmed by OIBD.

(vi) Since OIBD has adopted revised pay scales, recommended by the 6th CPC and is also proposing to frame fresh Recruitment Rules (RRs) in respect of posts already existing / recently created, the Regulations of 1986 would need be reviewed and a composite Regulations would need be notified. It is accordingly suggested that the covering Notification may also be drafted with which the proposed RR's would be annexed. F/A

(vii) It is noticed that as per Rule 5 of Notification dated 12.7.1984, a 'Schedule' indicating description / number of posts and an 'Explanatory Memorandum' was annexed at the time of accepting the recommendations of 5th Pay Commission w.e.f. 1.1.1996. OIBD may examine as to whether similar Explanatory Note would now be necessary along with corresponding amendments to Notification dated 12.7.1984. F/B

(viii) The instructions contained in para 1(v) of DoP&T O.M. dated 24.3.2009 also provide certain conditions in regard to counting of service rendered prior to 1.1.2006, which needs to be reflected in the RR's being framed by OIBD. idid

(ix) A few minor corrections have been made in the draft RR's, which may be carried out / amplified.

10. The draft RR's were also discussed with Sr. AO of OIBD when the above issues were highlighted. The file may be returned to OIBD with the above observations/comments for carrying out necessary changes.

319/AS&FA/2010
13-4

V.K. Sethi
(V.K. Sethi)
DS(Finance)
12.04.2010

AS&FA

Sanyal (OIBD)

Kanwar
13/04/2010

O. Sharma
19.4.10

FA

- cont on p/5-N

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from pre-page

1. Para-wise clarifications to the comments/observations made by IFD on pages 3-4/n on the draft Recruitment Regulations for various posts in OIBB are as under :-

Para No.	Comments/observations of IFD	Clarifications by OIBB
(i)	<p>For the post of FA&CAO, column 8 indicates eligibility conditions in respect of direct recruitment without indicating educational qualifications.</p> <p>It is suggested that officers from other services/ departments (as included in earlier RRs) and</p> <p>minimum length of service in case of filling up post through promotion from Grade Pay of Rs.7600/- to Rs.8700/- may be indicated. Attention is invited to Annexure to DoP&T O.M. dated 24.3.2009.</p>	<p>As the officers are proposed to be drawn from Central Group 'A' Accounts Services in the grade pay of Rs.7600 or more who are at least graduates, the Graduate qualification has been added.</p> <p>The field of selection has been enlarged by making "Finance Officers of PSUs in Grade H in Schedule "A" company" eligible for this post.</p> <p>The minimum length of service in case of filling up post through promotion from Grade Pay of Rs.7600/- to Rs.8700/- has already been provided in column 12. This is not relevant for direct recruitment.</p>
(ii)	<p>For the post of Dy. CF&AO, requirement of 10 years experience needs to be specified / elaborated.</p>	<p>As desired, the following has been specified :-</p> <p>"Graduate with at least 5 years of service in the grade pay of Rs.6600/- and having experience of finance, accounts, budgeting & financial control, personnel & administration in the office(s) of Central Government/ autonomous bodies. Preference would be given to applicants having professional qualifications like Chartered Accountants/MBA with specialization in Finance."</p>
(iii)	<p>For the posts of Manager (Personnel & Administration) and Manager (Estate), experience of 10 years is mentioned, whereas for departmental candidates, regular service is indicated as 8 years. Similarly, for promotion from Section Officer to Manager (Under Secretary level), i.e. from Grade Pay Rs.4600/- to Rs.6600/-, minimum service prescribed in statement is 7 years, whereas it is indicated in draft RRs as 8 years.</p>	<p>Requisite changes in the length of service have been made as desired in regard to the posts of Manager (P&A) and Manager (Estate).</p>
(iv)	<p>Corresponding changes, as explained above, would need to be made in draft RRs for other category of posts. It is suggested that issues like qualifications, essential and desirable and 'weightage', knowledge of computers etc. may be specified and elaborated in RRs to facilitate selection/promotion through DPC etc. at a later stage.</p>	<p>Wherever weightages were proposed, these have been replaced by preferences and preferential qualifications have been specified.</p>

(v)	As per DOP&T's O.M. dated 24.3.2009 (F/B), while reference to DOP&T/UPSC is not required for adopting revised pay scales, para 2 of the said O.M. states that for amendment to RRs/Service Rules notified by Ministries/Depts., normal procedure for furnishing proposals to DOP&T and UPSC in the prescribed format may be followed. In the case of OIDB, OidB has stated that the Board is competent to approve RRs/ amendment to RRs in terms of the provisions of Rule 7 of OidB Employees (General Conditions of Service) Rules, 1984, as has been done in the past. This needs to be confirmed by OidB.	This is confirmed on account of the following :- Oil Industry Development Act, 1974, empowers Oid Board to appoint employees and pay them such salaries and allowances as it may determine. This power is subject to such conditions and restrictions as may be prescribed by rules made by Central Government (Section 5 (5) read with section 2). Central Government has made the Oil Industry (General Conditions of Service) Rules, 1984. Rule 7 thereof empowers the Board to specify the qualification criteria and method of recruitment. Hence, Board is competent to approve RRs/ amendment to RRs.
(vi)	Since OidB has adopted revised pay scales, recommended by the 6 th CPC and is also proposing to frame fresh Recruitment Rules (RRs) in respect of posts already existing/recently created, the Regulations of 1986 would need to be reviewed and a composite Regulation would need be notified. It is accordingly suggested that the covering Notification may also be drafted with which the proposed RRs would be annexed.	The Regulations of 1986 have been reviewed and consequential amendments to these Regulations have been proposed at para 2 below.
(vii)	It is noticed that as per Rule 5 of Notification dated 12.7.1984, a 'Schedule' indicating description / number of posts and an 'Explanatory Memorandum' was annexed at the time of accepting the recommendations of V Pay Commission w.e.f. 1.1.1996. OidB may examine as to whether similar Explanatory Note would now be necessary along with corresponding amendments to Notification dated 12.7.1984.	The matters relating to the creation of posts and pay scales of such posts are governed by the Central Government by the Oil Industry Development Board Employees (General Conditions of Service) Rules, 1984. The proposals to make requisite amendments in these Rules including its Schedule and Explanatory Memorandum have been submitted in a separate file on 22.6.2010.
(viii)	The instructions contained in para 1(v) of DOP&T O.M. dated 24.3.2009 also provide certain conditions in regard to counting of service rendered prior to 1.1.2006, which needs to be reflected in the RRs being framed by OidB.	The provisions relating to counting of service are not applicable in OidB as there are no merged posts.
(ix)	A few minor corrections have been made in the draft RRs, which may be carried out/amplified.	All corrections have been carried out, including provisions to deputations.

2.0 In the context of para (vi) above, the following proposals to further amend the Schedules along with modifications to OidB Employees (Recruitment) Regulations, 1986 (F/A) are, therefore, proposed for consideration and approval:-

2.1 Amendments to the Regulation 3: The pay scales have been replaced by pay bands/ grade pays. Consequently in Regulation 3, the words "scales of pay" may be substituted by the words "pay bands and grade pays."

2.2 Amendments to the Regulation 4: The pay scales have been replaced by pay bands/ grade pays. Consequently in Regulation 4, the words "scales of pay" may be substituted by the words "pay bands and grade pays."

Further, in the existing schedule to the Regulation, there are only 6 columns. In the proposed revised schedule, there are 14 columns based on DOPT pattern. Consequently, in Regulation 4, after the words "method of recruitment", the word "etc." may be added.

2.3 Amendments to the Regulation 5: Regulation 5(d) provides for deputation or foreign service from Govt./other PSUs. The word "other PSUs" can be substituted by the words "PSUs and autonomous bodies" because this will give wider choice to OIBB.

2.4 Amendments to the Regulation 6: Para 2 of Regulation 6 deals with appointment through employment exchange and selection by Departmental Selection Committee (DSC) comprising FA&CAO, Sr. Accounts/Administrative Officer etc. As the composition of DSC has now been specified in the schedule itself against each post, this para can be deleted.

2.5 Amendments to the Regulation 7: Para 1 of this regulation provides for 3 years eligibility for promotion and provides for composition of Departmental Promotion Committees. As the composition of DPCs and length of qualifying service for promotion has now been specified in the schedule itself against each post, this para can be deleted.

2.6 Amendments to the Regulation 8: This Regulation envisages contract appointment against a sanctioned post with a sanctioned scale of pay. There does not appear to be any need now for keeping a post vacant and making contract appointment. A better option could be enabling provision of outsourcing of works on need basis. The same can be regulated through delegation of powers of the Board and regulation 8 can be deleted.

2.7 Amendments to the Regulation 11: The existing Regulation envisages one time scale promotion after completion of 6 years of continuous service in the existing grade, subject to his satisfactory performance in his existing grade. The Government has introduced Modified Assured Career Progression Scheme (MACP) that envisages three time scale promotions after completion of 10, 20 and 30 years of service. Board has already approved revised pay bands/grade pays (reference para 1 above). The Regulation 11 can, therefore, be substituted by the following:-

"The career progression shall be in accordance with the Modified Assured Career Progression Scheme (MACP) annexed to the Schedule, as may be modified by the Central Government from time to time (F/F)."

3. The revised proposal for replacing the existing recruitment regulations (F/G) along with revised Schedules (F/H) are, therefore, submitted for consideration and approval. After concurrence of IFD, the matter would be put up for the approval of the Board in its next meeting.

Secretary, OIBB

A.S. FA, MOFFING

(M. C. Singh)
FA&CAO, OIBB

US (F/II) 4/5/16 DS (F/II) 24/6/16

566/AS/FA/2010
24-6
566/AS/FA/10
25/6

Finance-II

Reference Note at Page 5-7/ante.

2. OIBD had submitted draft Reeruitment Regulations for various posts in OIBD. The draft Regulations were examined in Finance Division vide Note at Page 3-4/ante and the File was returned to OIBD with various observations/comments for carrying out necessary changes in the draft Regulations. OIBD has now furnished their comments/clarifications in respect various observations made by Finance Division.

3. Based on the clarifications furnished by OIBD and revised Recruitment Regulations, Post-wise Recruitment Rules have been examined in the light of clarification furnished by OIBD and Model Recruitment Rules framed by Department of Personnel & Training. Following comments are offered on the draft Recruitment Rules for various posts:

o f / Y

(i) **For the post of FA&CAO**, Column 8 relates to educational and other qualifications. As per the Model Recruitment Rules, qualifications are categorized as "Essential;" and "Desirable". However, no such categorization has been made. Column 10 indicates period of probation for a period of one year. Probation period is applicable to Direct Recruits only and generally it is for two years. We may suggest that probation period will be two years. Further, Column 12 indicates eligibility for promotion, deputation, etc. In case of deputation, officers holding analogous posts on regular basis have been made eligible. However, officers having five years of service in the grade pay of Rs. 7600 have not been made eligible for deputation as has been made in the case of promotion. It is, therefore suggested that following may also be incorporated in column 12:

" Officers with 5 years regular service in Grade Pay of Rs. 7600 and possessing the educational qualifications and experience prescribed for direct recruits under Column 8".

(ii) **For the post of Dy. Chief Finance & Accounts Officer**, Column 8 relates to educational and other qualifications. As per the Model recruitment Rules, qualifications are categorized as "Essential;" and "Desirable". However, no such categorization has been made. Column 10 indicates period of probation for a period of one year. Probation period is applicable to Direct Recruits only and normally it is for two years. We may suggest that probation period will be two years. Further, Column 12 indicates eligibility for promotion, deputation, etc. In case of deputation, officers holding analogous posts on regular basis have been made eligible. However, officers having five years of service in the grade pay of Rs. 6600 have not been made eligible for deputation as has been made in the case of promotion. It is, therefore suggested that following may also be incorporated in column 12:

" Officers with 5 years regular service in Grade Pay of Rs. 6600 and possessing the educational qualifications and experience prescribed for direct recruits under Column 8".

(iii) **For the post of Manager (Personnel & Administration)**, Column 8 relates to educational and other qualifications. As per the Model recruitment Rules, qualifications are categorized as "Essential;" and "Desirable". However, no such categorization has been made. Column 10 indicates period of probation for a period of one year. Probation period is applicable to Direct Recruits only and normally it is for two years. We may suggest that probation period will be two years. Further, Column 12 indicates eligibility for promotion, deputation, etc. In case of promotion, Section Officers/Stenographer Grade "B" with 7 years regular service are eligible and preference will be given for qualification like MBA and 3 years experience in Personnel & Administration. It is not understood as to how the Stenographer Grade "B" will gain experience of Personnel and Administration. Rationale for incorporation of these provisions needs to be elaborated. In case of deputation, officers holding analogous posts on regular basis have been made eligible. However, officers having seven years of service in the grade pay of Rs. 4600 have not been made eligible for deputation as has been made in the case of promotion. It is, therefore suggested that following may also be incorporated in column 12:

"Officers with 7 years regular service in Grade Pay of Rs. 4600 and possessing the educational qualifications and experience prescribed for direct recruits under Column 8".

(iv) **For the post of Manager (Estate)**, Column 8 relates to educational and other qualifications. As per the Model Recruitment Rules, qualifications are categorized as "Essential;" and "Desirable". However, no such categorization has been made. Column 10 indicates period of probation for a period of one year. Probation period is applicable to Direct Recruits only and normally it is for two years. We may suggest that probation period will be two years. Further, Column 12 indicates eligibility for promotion, deputation, etc. In case of promotion, Section Officers/Stenographer Grade "B" with 7 years regular service are eligible and preference will be given to applicants having 3 years experience in procurement, contracts and civil works. It is not understood as to how the Stenographer Grade "B" will gain experience in procurement, contracts and civil works. Rationale for incorporation of these provisions needs to be elaborated. In case of deputation, officers holding analogous posts on regular basis have been made eligible. However, officers having seven years of service in the grade pay of Rs. 4600 have not been made eligible for deputation as has been made in the case of promotion. It is, therefore suggested that following may also be incorporated in column 12:

"Officers with 7 years regular service in Grade Pay of Rs. 4600 and possessing the educational qualifications and experience prescribed for direct recruits under Column 8".

(v) **For the post of Senior Accounts/Administrative Officer**, Column 8 relates to educational and other qualifications. As per the Model recruitment Rules, qualifications are categorized as "Essential;" and "Desirable". However, no such categorization has been made. Column 10 indicates period of probation for a period of one year. Probation period is applicable to Direct Recruits only and normally it is for two years. We may suggest that probation period will be two years. Further,

Column 12 indicates eligibility for promotion, deputation, etc. In case of promotion, Accounts Officers with minimum 6 years regular service are being made eligible. However, as per DOP&T OM 24.3.2009, officers drawing Grade Pay of Rs. 5400 are eligible for promotion to the Posts having Grade Pay of Rs. 6600 with 5 years service. As such this needs to be corrected. Further, In case of deputation, officers holding analogous posts on regular basis have been made eligible. However, Accounts Officers having 5 years service in the grade pay of Rs. 5400 and Section Officers having 7 years service in Grade Pay of Rs. 4600 have not been made eligible for deputation as has been made in the case of promotion. It is, therefore suggested that following may also be incorporated in column 12:

"Accounts Officers with 5 years service in the grade pay of Rs. 5400 and Section Officers with 7 years regular service in Grade Pay of Rs. 4600 and possessing the educational qualifications and experience prescribed for direct recruits under Column 8".

(vi) **For the post of Accounts Officer**, in Column 4 Rs. 5400 has been shown as Grade Pay. It would be pertinent to mention that recently one post of Accounts Officer has been created in the Pay Band of Rs. 9300-34800 with Grade Pay of Rs. 4800. As such correct Grade Pay of Rs. 4800 may be indicated in column 4. Column 8 relates to educational and other qualifications. As per the Model recruitment Rules, qualifications are categorized as "Essential;" and "Desirable". However, no such categorization has been made. Column 10 indicates period of probation for a period of one year. Probation period is applicable to Direct Recruits only and normally it is for two years. We may suggest that probation period will be two years. Further, Column 12 indicates eligibility for promotion, deputation, etc. In case of promotion, Accountants/Section Officers with minimum 2 years regular service are being made eligible. However, as per DOP&T OM 24.3.2009, officers drawing Grade Pay of Rs. 4600 are eligible for promotion to the Posts having Grade Pay of Rs. 5400 with 3 years service. As such this needs to be corrected. Further, In case of deputation, officers holding analogous posts on regular basis have been made eligible. However, Accountant having 2 years service in the grade pay of Rs. 5400 and Section Officers having 3 years service in Grade Pay of Rs. 4600 have not been made eligible for deputation as has been made in the case of promotion. It is, therefore suggested that following may also be incorporated in column 12:

"Accountants with 2 years service in the grade pay of Rs. 4600 and Section Officers with 3 years regular service in Grade Pay of Rs. 4600 and possessing the educational qualifications and experience prescribed for direct recruits under Column 8".

(vii) **For the post of Section Officer**, Column 8 relates to educational and other qualifications. As per the Model Recruitment Rules, qualifications are categorized as "Essential;" and "Desirable". However, no such categorization has been made. Column 10 indicates period of probation for a period of one year. Probation period is applicable to Direct Recruits only and normally it is for two years. We may suggest that probation period will be two years. Further, In column 8, Graduate preferably with a Master Degree in Commerce/PG Diploma in HR/Finance with at least 5 years

experience in supervisory capacity in Central Government/PSUs/Autonomous, have been made eligible for direct recruitment. The proposed higher qualification particularly 5 years experience may not attract suitable candidates for the post of Section Officer. This may be re-looked.

Column 12 indicates eligibility for promotion, deputation, etc. In case of promotion, Assistant with minimum 5 years regular service are being made eligible. Further, In case of deputation, officers holding analogous posts on regular basis have been made eligible. However, Assistants having 5 years service in the grade pay of Rs. 4200 have not been made eligible for deputation as has been made in the case of promotion. It is, therefore suggested that following may also be incorporated in column 12:

"Assistants with 5 years service in the grade pay of Rs. 4200 and possessing the educational qualifications and experience prescribed for direct recruits under Column 8".

(viii) **For the post of Hindi Officer**, Column 8 relates to educational and other qualifications. As per the Model Recruitment Rules, qualifications are categorized as "Essential;" and "Desirable". However, no such categorization has been made. Column 10 indicates period of probation for a period of one year. Probation period is applicable to Direct Recruits only and normally it is for two years. We may suggest that probation period will be two years. Further, Column 12 indicates eligibility for promotion, deputation, etc. In case of promotion, Assistant with Grade Pay of Rs. 4200 and minimum 5 years regular service are being made eligible. Officers drawing Grade Pay of Rs. 4200 with 8 years service are eligible for promotion to the posts having Grade Pay of Rs. 5400 as per DOP&T OM dated 24.3.2009. As such this needs to be corrected. Further, In case of deputation, officers holding analogous posts on regular basis have been made eligible. However, Assistants having 5 years service in the grade pay of Rs. 4200 have not been made eligible for deputation as has been made in the case of promotion. It is, therefore suggested that following may also be incorporated:

"Assistants with 5 years service in the grade pay of Rs. 4200 and possessing the educational qualifications and experience prescribed for direct recruits under Column 8".

(ix) **For the post of Accountant**, Column 8 relates to educational and other qualifications. As per the Model recruitment Rules, qualifications are categorized as "Essential;" and "Desirable". However, no such categorization has been made. Column 10 indicates period of probation for a period of one year. Probation period is applicable to Direct Recruits only and normally it is for two years. We may suggest that probation period will be two years. Further, Column 12 indicates eligibility for promotion, deputation, etc. In case of promotion, Assistant with Grade Pay of Rs. 4200 and minimum 5 years regular service and Stenographer

Grade "C" with knowledge of preparation of accounts with TALLY and Grade Pay of Rs. 4200 and minimum 5 years regular service and knowledge are being made eligible. Officers drawing Grade Pay of Rs. 4200 with 6 years service are eligible for promotion to the posts having Grade Pay of Rs. 4800 as per DOP&T OM dated 24.3.2009. As such this needs to be corrected. Further, it is not understood as to how the Stenographer Grade "C" will gain experience of accounts. Rationale for incorporation of these provisions needs to be elaborated. In case of deputation, officers holding analogous posts on regular basis have been made eligible. However, Assistants/Stenographer Grade "C" having 6 years service in the grade pay of Rs. 4200 have not been made eligible for deputation as has been made in the case of promotion. It is, therefore suggested that following may also be incorporated in column 12:

"Assistants/Stenographer Grade "C" with 6 years service in the grade pay of Rs. 4200 and possessing the educational qualifications and experience prescribed for direct recruits under Column 8".

(x) **For the post of Stenographer Grade "B"**, Column 8 relates to educational and other qualifications. As per the Model Recruitment Rules, qualifications are categorized as "Essential;" and "Desirable". However, no such categorization has been made. Column 10 indicates period of probation for a period of one year. Probation period is applicable to Direct Recruits only and normally it is for two years. We may suggest that probation period will be two years. Further, Column 12 indicates eligibility for promotion, deputation, etc. In case of promotion, Stenographer Grade "C" with Grade Pay of Rs. 4200 and minimum 5 years regular service are being made eligible. However, in case of deputation, officers holding analogous posts on regular basis have been made eligible. However, Assistants/Stenographer Grade "C" having 5 years service in the grade pay of Rs. 4200 have not been made eligible for deputation as has been made in the case of promotion. It is, therefore suggested that following may also be incorporated in column 12:

"Stenographer Grade "C" with 5 years service in the grade pay of Rs. 4200 and possessing the educational qualifications and experience prescribed for direct recruits under Column 8".

(xi) **For the post of Stenographer Grade "C"**, Column 8 relates to educational and other qualifications. As per the Model Recruitment Rules, qualifications are categorized as "Essential;" and "Desirable". However, no such categorization has been made. Column 10 indicates period of probation for a period of one year. Probation period is applicable to Direct Recruits only and normally it is for two years. We may suggest that probation period will be two years. Further, Column 12 indicates eligibility for promotion, deputation, etc. In case of promotion, Stenographer Grade "D" with Grade Pay of Rs. 2400 and minimum 10 years regular service are being made eligible. However, in case of deputation, officers holding

analogous posts on regular basis have been made eligible. However, Stenographer Grade "D" having 10 years service in the grade pay of Rs. 2400 have not been made eligible for deputation as has been made in the case of promotion. It is, therefore, suggested that following may also be incorporated in column 12:

"Stenographer Grade "D" with 10 years service in the grade pay of Rs. 2400 and possessing the educational qualifications and experience prescribed for direct recruits under Column 8".

(xii) For the post of Stenographer Grade "D", Column 8 relates to educational and other qualifications. As per the Model Recruitment Rules, qualifications are categorized as "Essential;" and "Desirable". However, no such categorization has been made. Column 10 indicates period of probation for a period of one year. Probation period is applicable to Direct Recruits only and normally it is for two years. We may suggest that probation period will be two years. Further, Column 12 indicates eligibility for promotion, deputation, etc. In case of promotion, LDC with Grade Pay of Rs. 1900 and minimum 8 years regular service are being made eligible. However, in case of deputation, officers holding analogous posts on regular basis have been made eligible. However, LDC having 8 years service in the grade pay of Rs. 1900 have not been made eligible for deputation as has been made in the case of promotion. It is, therefore suggested that following may also be incorporated in column 12:

"LDC with 8 years service in the grade pay of Rs. 1900 and possessing the educational qualifications and experience prescribed for direct recruits under Column 8".

(xiii) For the post of Assistant, Column 8 relates to educational and other qualifications. As per the Model Recruitment Rules, qualifications are categorized as "Essential;" and "Desirable". However, no such categorization has been made. Column 10 indicates period of probation for a period of one year. Probation period is applicable to Direct Recruits only and normally it is for two years. We may suggest that probation period will be two years. Further, Column 12 indicates eligibility for promotion, deputation, etc. In case of promotion, UDC with Grade Pay of Rs. 2400 and minimum 10 years regular service are being made eligible. However, in case of deputation, officers holding analogous posts on regular basis have been made eligible. However, UDC having 10 years service in the grade pay of Rs. 2400 have not been made eligible for deputation as has been made in the case of promotion. It is, therefore, suggested that following may also be incorporated:

"UDC with 10 years service in the grade pay of Rs. 2400 and possessing the educational qualifications and experience prescribed for direct recruits under Column 8".

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(xiv) For the post of UDC, Column 8 relates to educational and other qualifications. As per the Model Recruitment Rules, qualifications are categorized as "Essential;" and "Desirable". However, no such categorization has been made. Column 10 indicates period of probation for a period of one year. Probation period is applicable to Direct Recruits only and normally it is for two years. We may suggest that probation period will be two years. Further, Column 12 indicates eligibility for promotion, deputation, etc. In case of promotion, LDC with Grade Pay of Rs. 1900 and minimum 8 years regular service are being made eligible. However, in case of deputation, officers holding analogous posts on regular basis have been made eligible. However, LDC having 8 years service in the grade pay of Rs. 1900 have not been made eligible for deputation as has been made in the case of promotion. It is, therefore suggested that following may also be incorporated in column 12:

"LDC with 8 years service in the grade pay of Rs. 1900 and possessing the educational qualifications and experience prescribed for direct recruits under Column 8".

(xv) For the post of LDC, Column 8 relates to educational and other qualifications. As per the Model Recruitment Rules, qualifications are categorized as "Essential;" and "Desirable". However, no such categorization has been made. Further no mention has been made as to whether the typing speed should in English or Hindi. Column 10 indicates period of probation for a period of one year. Probation period is applicable to Direct Recruits only and normally it is for two years. We may suggest that probation period will be two years. Column 11 provides for method of recruitment. It has not been indicated as to whether the direct recruitment would be through SSC, etc, or through any competitive examination to be conducted by OADB.

(xv) For the post of Staff Car Driver, Column 8 relates to educational and other qualifications. As per the Model Recruitment Rules, qualifications are categorized as "Essential;" and "Desirable". However, no such categorization has been made. Further knowledge of motor mechanism may also be added as essential qualification as has been provided in the Model recruitment Rules for the post of Staff Car Driver. Column 10 indicates period of probation for a period of one year. Probation period is applicable to Direct Recruits only and normally it is for two years. We may suggest that probation period will be two years.

1095/PA(F)10
16/7

97/BA-10/10
16/7

M.S.V.
15/7/10
(Mahendru Singh)
US(Fin.II)
15.7.2010

JA(Finance)
Can you kindly summarise the above + give me the gist please?

M.S.V.
16/7/10

US(Fin-17)
Discussed. May like to see for further necessary action as per observations made.
Early p.

Secretary (OADB)

F.A.

M.S.V.
22.7.10
21/7/10

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F/I

The draft Recruitment Regulations on pages 8-14/n have been further modified based the observations of the IFD. Thus all the observations of IFD are being agreed in the revised draft regulations. However, clarifications on the remaining observations are given below:

Rationale for making stenographers eligible for promotion to various posts:-

These observations relate to the posts of Manager (P&A), Manager (Estate) and Accountant (IFD's observations at Sl.No. (iii), (iv), (ix) refer).

OIDB is a very compact organization where promotional avenues for Stenographers are almost negligible. Multifarious tasks are being assigned to the stenographers. The assigned jobs are not directly related to their normal functions. For example, one of the stenographers has been assigned the job of Manager (Estate) for the last 4 years. Another stenographer has been posted as Manager (Personnel & Administration), ISPRL for the last four years. Both of them are carrying out their duties satisfactorily and with great zeal and enthusiasm. One more stenographer has been assigned the task of managing the hardware/software requirements of OIDB, maintenance of PCs and peripherals, OIDB Drought Relief Trust and ISPRL related Matters etc. All existing stenographers have been assigned one or other additional task not related to the normal job of stenographers. The proposed Regulations are meant to provide career progression opportunity so that in-house experience is fruitfully utilized. The intention is not to relax any qualification or experience criteria. Only stenographers having requisite qualifications and experience are proposed to be considered for promotion.

Further, the stenographers belonging to the CSSS, are entitled to get promotions upto the post of Principal Staff Officer in the Grade Pay of Rs.8700/- whereas in OIDB in terms of the revised pay structure, freshly recruited stenographers would get promotions only upto the Grade Pay of Rs.4600/- because no posts in the higher grade pay exists thereafter. For the new entrants at entry level, even the ACPS benefit would be restricted to grade pay of Rs.5400. Prior to 6th Central Pay Commission, in terms of the extant Regulations, some stenographers got the pay scale of Rs.10000-15600 (presently Grade Pay of Rs.6600) as time scale promotions. The service conditions shall now be inferior than the earlier ones.

A reference is also invited to the Ministry's observations in respect of the following:

- (a) In OIDB, Accountants are placed in the Grade Pay of Rs.4600 and Accounts Officer in the Grade Pay of Rs.4800, even though they should have been placed in the Grade Pay of Rs.4800 and Rs.5400 respectively. However, in the present Notification, their Grade Pay are being retained at Rs.4600 and Rs.4800 respectively.
- (b) The length of service for promotion from feeder grade have been modified in accordance with Government instructions.
- (c) Similarly for the promotion and deputation of Assistants (GP Rs.4200) to the post of Hindi Officer(GP Rs.5400), the regular service of 8 years has been indicated as against Ministry's

suggestion of 5 years in the case of deputation of Assistants to the post of Hindi Officer.

In the case of promotion from the post of Assistant/Steno Grade C' 5 years of regular service has been depicted as against suggested 6 years.

Submitted for consideration and approval.

R.K. Kaul

(R.K. Kaul)
Sr. Accounts Officer
17th August, 2010

S. K. Singh
17.8.2010

DCF&AO

F A K Rao

[Signature]
17/8/10

S. J. (TDB)

[Signature]
17.8.2010

D. S. (OPPG)

US (Fin II)
[Signature]
18/8

This was discussed today with ASEFA when Secy: ODB, F&AO ODB and US (Fin II) were present. The proposal is being returned for carrying out modifications in draft RR as discussed.

748/AS/110
18/8

112/Fin/10
27/8

Secy: ODB
F A R

Umesh
20.8.10

[Signature]
29.8.10

11/11/10
K. Dham
[Signature]
[Signature]

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Notes & orders on previous pages refer

Kindly recall the discussions with Secretary, OIBD regarding amendments to the Recruitment Regulations of OIBD consequent upon creation of new posts in the revised pay scales and decision to revise the existing Recruitment Regulations on the pattern of standard Recruitment Regulations proposed by DOPT.

Subsequent to the discussions, it has emerged that OIBD Act does not empower the Government to amend any Rules retrospectively. Ministry of Law to whom the notification for adoption of pay scales with effect from 1.1.2006 was submitted had not agreed to retrospectively introduction of revised pay scales and hence notification has been issued ~~in~~ ^{on} the prospectively. The matter of regularization of pay drawn with effect from 1.1.2006 onwards is being processed separately. In these circumstances, introduction of Modified Assured Career Progression Scheme (MACP) with effect from the date the scheme was introduced in Central Government would also amount to retrospective amendment and is not prospectively. Consequently, the amendment to the Time Scale Promotion Regulation 11 is also proposed prospectively. Consequently, MACP will be proposed prospectively.

Subject to the above, the draft Recruitment Regulations have been amended in line with the discussions held in the chamber of Secretary, OIBD.

The text in red ink in the Draft R/R is proposed to be added on the basis of discussions. Also, amendment as required in OIBD (Recruitment) Regulation 1986 is also submitted on above lines

DCF & AO
F. No. 1100

lele
29/x

The draft recruitment regulation alongwith Schedule, have examined by IFD and FIA.

The same have been further revised based on discussions with DS(A) / JS (F) in Secy (OIBD)'s chamber, except that the applicability of MACP is now being proposed prospectively in view of above note.

The revised draft may pl. be sent for consideration and approval of IAO/Secy OIBD before the matter is placed before OIB Board for approval.

S. / OIBD Secy / 10
29/11/10

Secy (OIBD)
DS(F), DOP & NG

22/11/10
22.11.10

JS (Fin. II)

26/11/10

- 18 -

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Finance-II

Reference Note at Page 17/ante.

2. OIDB had submitted draft Recruitment Regulations for various posts in OIBD. The draft Regulations were examined in Finance Division vide Note at Page 3-4/ante and 8-14/ante. The File was returned to OIBD with various observations/comments for carrying out necessary changes in the draft Regulations. Subsequently, the matter was also discussed with Secretary, OIBD. OIBD has now furnished revised Recruitment Regulations. Post-wise Recruitment Rules have been examined in the light of clarification furnished by OIBD and guidelines issued by Department of Personnel & Training. Following comments are offered on the draft Recruitment Rules for various posts:

- (i) **Manager (Estates):** It has been proposed that post will be filled up by deputation only and officers having diploma/degree in Engineering with 5 years service in CPWD/PWD will be eligible for deputation. Guidelines issued by DP&T provide that fields of selection for deputation, which might include various grades, should also reflect the corresponding Grade Pay along with Pay Band/Pay Scales. However, Grade Pay in which the minimum eligibility service is required, has not been mentioned in the Regulations for the Post of Manager (Estates). OIBD may be advise to include the same in the proposed regulation.
- (ii) **Accountant :** Assistant and Stenographer Grade "C" with 5 years service have been made eligible for promotion to the post of Accountant. It was commented by Finance Division vide its Note dated 15.7.2010 "as to how the Stenographer Grade "C" will gain experience of accounts. Rationale for incorporation of these provisions needs to be elaborated". OIBD has not replied/furnished comments in the matter. Further it would be relevant to mention that following posts are in operation in the Stenographer Cadre:

Stenographer Grade "B" - 4
Stenographer "C" - 2
Stenographer "D" - 1

It may please be seen that there are ample scope/opportunities for Stenographer for promotion in their cadre. Providing avenues for their promotion in a cadre, which is not connected with their normal functioning, will adversely affect the officials such as LDC/UDC/Assistant because number of posts at Section Officer level is three only in OIBD. OIBD may be advised to re-look in the matter.

2. We may return the File to OIBD for further necessary action.

153/621/2010
27/12

Director (IC/Finance)

M.S.
(Mahendra Singh)
US (Fin-I)
27.12.2010

Sent (0526)

P. h.
27.12.10

FA (on file)
DGF
SAB

A. J.
28.12.10

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The observations raised by the Ministry on page 18/n have been examined and the comments of OIBD are as under:

- i. **Manager (Estate)** : As desired by the Ministry, the field of selection for deputation for the post of Manager (Estate) from CPWD/PWD including various grades with corresponding Grade Pay/Pay Band/Pay Scale has been indicated against column 11 of the draft Recruitment Regulations of OIBD for the post of Manager (Estate).
- ii. **Accountant**: Assistant/Steno Gr C has been proposed for promotion to the post of Accountant with a view to enhance the career growth for the hard working/talented officials of OIBD from amongst different streams. The enabling provisions for the stenographer grade C to be eligible to the post of Accountant will not adversely affect the prospects of LDC/UDC/Assistant due to the fact that there are ample opportunities available for this cadre for growth in OIBD in their respective line of promotions. Further, due to paucity of manpower in OIBD and also to ensure smooth functioning, the additional work of different nature has been assigned to all the stenographers apart from their normal line of functioning. The exigencies of work in OIBD have therefore necessitated the need to bring stenographers in the administrative/accounts/finance line for the betterment of the organization.

In this context, reference is invited to page 12/n ante wherein the Ministry has suggested that "Assistant/Stenographer Grade C with six years service in the grade of Rs.4200 and possessing the educational qualifications and experience prescribed for direct recruits under column 8" may be incorporated as essential qualification for deputation to the post of Accountant. On the same analogy, Assistant and Stenographer Grade C of OIBD having minimum graduate qualification with minimum 5 years regular service and knowledge of preparation of accounts using tally software have been made eligible for promotion to the post of Accountant. The above proviso has been incorporated in Revised Recruitment Regulations based on the discussions with Dy. Secretary (F) and Under Secretary (F) in the Chamber of Secretary (OIBD).

In case, however, Ministry so desires that the above proviso may not be incorporated in the revised Recruitment Regulations, a decision may be taken as it may be deemed fit.

The revised draft Recruitment Regulations are placed along side as desired by the Ministry except that applicability of MACP is now being proposed prospectively in view of the note on page 17/n.



(S.K. Pujari)
DCF&AO
7.1.2011

~~FA&CAO~~

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from pre-page

1. The revised draft of the Recruitment Regulations was based on the discussions held and consensus arrived at during discussions with DS(F)/US(F)/OIDB. IFD has made further observations on the draft of the revised recruitment regulations, only in respect of two posts namely, the posts of Manager (Estate) and Accountant.

2. It has been observed by IFD that the grade pay of the feeder grades for the post of Manager (Estate) may be prescribed. It is proposed that the feeder grades for post of Manager (Estate) would be Assistant Executive Engineer with grade pay Rs.5400 with at least 5 years of service in the grade or Executive Engineer in the grade pay of Rs.6600. Revised draft for the post is at **Flag-X**.

3. It has been observed by IFD that rationale for incorporation of the provision regarding eligibility of Steno-grade-C for the post of Accountant may be elaborated. In this context it is clarified that the steno grade-C was proposed to be one of the feeder grades for the post of Accountant for the following reasons:

IFD vide Notes on page 12/N has suggested that Assistants/ Steno Grade-C with 5 years of service in the grade pay of Rs.4200 and possessing the educational qualifications and experience prescribed for DRs be made eligible for deputation to the post of Accountant. It was, therefore, felt during discussions that if steno grade-C could be made eligible for deputation, departmental steno Grade-C officers should also be made eligible, if they other-wise meet the eligibility criteria.

4. It has been opined by IFD that there are ample opportunities for promotion in steno grades. Making stenos eligible for promotion would adversely affect the officials such as LDC/UDC/Assistant.

Under the existing recruitment regulations, the post of accountant can be filled by officers from Subordinate Accounts Services only. It is no more possible to do so because the grade pay of the post in OIDB is Rs.4600 while officers of Subordinate Accounts Services are in the higher grade pay of Rs.4800. By making stenos/assistants eligible for promotion, the career progression of all cadres is being enhanced. No cadre is being adversely affected.

5. Stenographers in their representations (**Flag Y**) have enclosed details that bring out that the stenographers in different grade pays would remain in the same grade pays for periods varying from 20-30 years. The reason being that most of the stenos being young they would not retire in near future. Further, the number of grades in OIDB being less than that in Government, even the Stenographers Grade 'B' (highest grade in OIDB), would have no promotional opportunities till retirement. It was in this background that while submitting proposals for creation of posts, a view was taken that some changes may also be required in the interest of continuity of qualified/experienced manpower including review of feeder grades for various Group 'A' and Group 'B' posts so that the officers of OIDB having the desirable qualifications/experience could also be given opportunity. They have also stated that OIDB Board, in its 66th Board meeting, approved the enlargement of feeder grade for promotion to the post of Section Officers by including Stenographers Grade 'C' and 'B' also as additional the feeder Grades along with Assistants for promotion to the post of Section Officer based on ~~competitive~~ examination. (The decision has not yet been implemented.)

6. As brought out by DCF&AO, the administrative works have been allocated to all the stenographers. In view of the fact that departmental stenographers would remain in the same grade pays for periods varying from 20 to 30 years, there appears to be justification for making departmental candidates including stenographers eligible for promotion to posts like Manager (P&A) and Section Officer, if otherwise eligible.

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from overleaf

7. AO has also made a representation (F/Z) that combined grades of AO/Accountant should be taken into account for promotion to the post of Sr. AO. He is an officer from Subordinate Accounts Service (grade pay of Rs.4800) and has been given promotion in the same grade pay of Rs.4800, which is applicable for direct recruitment in OIBB. The period for promotion can be seven years in combined service of Accountant and AO grades or six years in AO grades. This may please be considered.

8. However, in pursuance of the observations of IFD, MOP&NG, the stenographers have been excluded as feeder grades from all the posts except from the post of Accountant.

9. Even though in the draft Recruitment Regulations proposed by OIBB, Graduation has been made a pre-requisite for promotion of Assistant to the post of Section Officer, there will be stagnation at Assistant level because most of the employees at these levels would not be eligible for promotion as Section Officer. It is also gathered that in Central Government for promotion from Assistant to Section Officer, Graduation is not pre-requisite. This may also please be considered.

10. Based on the facts as brought out in paras 5 & 6 above, it is recommended that IFD may consider Departmental candidates from any cadre, otherwise possessing requisite qualifications/ experience to be made eligible for other posts on the analogy of suggestions made by IFD in the criteria for filling up posts on deputation basis for posts like Manager (P&A) etc.

(M.C. Singh)
FA & CAO
12.01.2011

19/01/2011
M/1/11

~~Secretary, OIBB~~

~~Director (Fin) / MOP & NG~~

A/G
12.01.2011

V/S F.W. II

12.01.11

455

from pre-page

The draft Recruitment Regulations (RRs) were last examined by IFD vide notes on page 18/n. Clarifications were provided by OIDB vide notes on pages 19-21/n. The matter was further discussed with US(Fin.II), MOP&NG on 19.1.2011. The record Note of the discussions is given below:-

1. **Section Officer**

It was clarified that OIB Board, in its 66th meeting, had approved a proposal for conversion of one post of Stenographer Grade 'B' to Section Officer and to fill up the post of Section Officer through examination. The feeder grades for the examination were as under:-

Stenographer Grade 'B'	...	Any time
Assistant / Steno Gr. 'C'	...	3 years

Decision is yet to be taken as to whether the said examination would be a competitive examination or a qualifying examination. In case the examination is made qualifying, determination of inter-se seniority of qualified assistants/stenographers could be a subjective decision. It was felt that competitive examination would be better option as not only the best candidate would get the appointment, there would also be no need of determining inter-se seniority.

It was also felt that all posts need not be filled through examination. A percentage of the vacancies may be filled by promotion from eligible Assistants and rest of the vacancies may be filled through competitive examination. Modalities for competitive examination would be worked out after the proposal is approved. In case eligible Assistants are not available, the same would be diverted to competitive examination/deputation/direct recruitment.

It was also felt that the requirement of Graduate as one of the qualifying criteria for promotion may not be required, on the Government pattern.

It was noted that in terms of the DOPT instructions after acceptance of 6th Central Pay Commission, the minimum qualifying length of service for promotion from Grade Pay of Rs.4200 to Grade Pay of Rs.4600 is 5 years while OIB Board had earlier prescribed 3 years. With the adoption of Government pay pattern in OIB, the eligibility criteria may be 5 years for Assistants/Stenographers Grade 'C'.

2. **Accountant**

IFD, MOP&NG had earlier observed that by making Stenographers Grade 'C' eligible for the post of Accountant, the interest of LDC/UDC/Assistants would be adversely affected. It was clarified that under the existing regulations neither Assistants nor Stenographers are eligible and, hence, the interest of LDC/UDC/Assistants are not being adversely affected. The need has arisen because the pay scale of the post of Accountant in OIB is less than the pay scale of Central Government Accounts Services.

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from overleaf

3. **Manager (Estate)**

The draft Recruitment Regulations had not prescribed the Grade Pays of the feeder grades for filling up of the post on deputation basis. OIBD proposed that Assistant Executive Engineer with 5 years services in the Grade Pay of Rs.5400 or Executive Engineer in Grade Pay of Rs.6600 in Central Government or its equivalent in State Government be prescribed.


4. **Sr. Accounts/Administrative Officer (SAO)**

The feeder grades for promotion to the post of SAO are Accounts Officer with 6 years' service or Section Officer with 7 years' service. With the creation of post of Manager (P&A), it was felt that there could be separate cadres for accounts and administration. The feeder grades for the post of SAO, could be restricted to officers from the accounts Division. The combined service of Accounts Officer/Accountant could be taken into account for the post of SAO i.e. Accounts Officer with 6 years' service or 7 years' combined service.


5. **Manager (Personnel & Administration)**

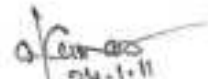
It was felt that for the post of Manager (P&A), officers of OIBD in the grade pay of Rs.4600 with 7 years' service or 6 years' service in the grade pay of Rs.4800 may be made eligible. However, accounts related officers viz. Accounts Officer and Accountant would be excluded from the feeder grades to this post because they would be made eligible for the post of SAO.

Secretary, OIBD may kindly see the above before the same is sent to US(Fin.II), MOP&NG for enabling IFD to take appropriate decision.


(M.C. Singh)
FA&CAO/21.1.11

Secretary, OIBD


O.S (Fin II) (th. Mr. Mohinder Singh)
MOP&NG


24.1.11

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6/3/2010-01DB

Finance-II

OIDB Employees (Recruitment) Regulations, 1986 (Regulations) govern the recruitment, promotion and other service conditions of the employees of OIDB. Copy of the Regulations is at F/A. The Regulations need amendments due to the facts that revised pay scales have been adopted by OIDB as per the recommendations of 6th Central Pay Commission and new recruitment regulations are also required to be framed for the newly created posts of Manager (P&A) and Manger (Estates). Further minimum qualifying service for promotion from one grade pay to another grade pay has been prescribed by DOP&T. ✓

F/B

2. OIDB had submitted the revised Recruitment Regulations for all the sanctioned posts. The Regulations were examined in this Ministry. The proposed regulations have also been discussed with officers of OIDB particularly w.r.t. decisions taken by OID Board in this regards in respect of posts of Section Officer and Accountant. Based on the instructions issued by DOP&T regarding pay scales & qualifying service for various posts and discussions held with officers of OIDB, the post-wise Recruitment Regulations are further examined as under:

(i) **Staff Car Driver:** There is one post of Driver in the scale of pay of Rs. 5200-20200 with grade pay of Rs. 2400/- (PB-1). Persons possessing a valid driving licence for motor cars, knowledge of motor mechanism and experience of driving a motor car for at least 5 years will be eligible for direct recruitment. Further person should be 8th Class pass with working knowledge of Hindi and English.

Comments: The qualification, experience, pay scale/grade pay are as per the instructions issued by DOP&T. The proposed Regulations appear to be in order.

(ii) **Lower Division Clerk:** LDCs are in the scale of pay of Rs. 5200-20200 with grade pay of Rs. 1900 (PB-1). There are three posts of LDC. The posts are proposed to be filled up through direct recruitment on the basis of competitive examination, which will be conducted by OIDB. Persons having Matriculation qualification with typing speed of 30 wpm are eligible for recruitment.

Comments: The experience, pay scale/grade pay are as per the instructions issued by DOP&T. The proposed regulations appear to be in order expect educational qualification, which should be 12th class or equivalent as per the revised instructions of DOP&T.

(iii) **Upper Division Clerk:** There are two posts of UDC in the pay scale of Rs. 5200-20200 and grade pay of Rs. 2400 (PB-I). The posts are proposed to be filled up through promotion from the post of LDC with 8 years regular service failing which by deputation/direct recruitment. Graduate with 3 years experience in clerical work are eligible for appointment to the post. LDC with 8 years service in grade pay of Rs. 1900 and possessing educational qualifications and experience prescribed for direct recruitment will be eligible for deputation.

Comments: The qualification, experience, pay scale/grade pay are as per the instructions issued by DOP&T. proposed regulations appear to be in order.

- (iv) **Assistant:** There are two posts in PB-2 with scale of pay of Rs. 9300-34800 and grade pay of Rs. 4200/-. Graduate with five years experience in establishment and accounts work are eligible for direct recruitment. The posts will be filled up by promotion from the post of UDC with 10 years regular service failing which by deputation/direct recruitment. UDC with 10 years service in the grade pay of Rs. 2400/- and possessing educational qualification and experience prescribed or direct recruitment will be eligible for deputation.

Comments: The qualification, experience, pay scale/grade pay are as per the instructions issued by DOP&T. The proposed regulations appear to be in order.

- (iv) **Stenographer Grade "D":** There is one post with pay scale of Rs. 5200-20200 and grade pay of Rs. 2400/-. Essential qualifications are (i) graduate with a minimum speed of 80 w.p.m. in shorthand and 40 wpm in typing (English/Hindi) and (ii) 3 years experience in a Government/Public Sector/Autonomous organization. The post will be filled up by promotion from amongst LDCs with minimum 8 years regular service and having requisite qualifications and experience failing which by deputation/direct recruitment. LDCs with minimum 8 years regular service and having requisite qualifications and experience prescribed for direct recruits will be eligible for deputation.

Comments: The qualification, experience, pay scale/grade pay are as per the instructions issued by DOP&T. The proposed regulations appear to be in order.

- (v) **Stenographer Grade "C" :** There are two post in pay scale of Rs. 9300-34800 with grade pay of Rs. 4200/- (PB-2). Essential qualifications are (i) graduate with a minimum speed of 100 w.p.m. in shorthand and 40 wpm in typing (English/Hindi); and (ii) 5 years experience in the Government/Public Sector/Autonomous Organization. The posts will be filled up by promotion from amongst Steno Grade "D" with minimum 10 years regular service in the grade pay of Rs. 2400/- and having requisite qualifications and experience failing which by deputation/direct recruitment. Steno Grade "D" with minimum 10 years regular service in the grade pay of Rs. 2400/- and having requisite qualifications and experience prescribed for direct recruits will be eligible for deputation.

Comments: The qualification, experience, pay scale/grade pay are as per the instructions issued by DOP&T. The proposed regulations appear to be in order.

(vi) **Stenographer Grade "B"**: There are 4 posts with pay scale of Rs. 9300-34800 and grade pay of Rs. 4600 (PB-2). Graduate with a minimum speed of 120 w.p.m. in shorthand & 40 w.p.m. in typing (English/Hindi); and (ii) 5 years experience in the a Government/Public Sector/Autonomous organization are eligible for direct recruitment. The post will be filled up by promotion from amongst Steno Grade "C" with minimum 5 years regular service in the grade pay of Rs. 4200/- and having requisite qualifications and experience failing which by deputation/direct recruitment. Stenographer Grade "C" with 5 years service in grade pay of Rs. 4200/- and possessing educational qualifications and experience prescribed for direct recruits, will be eligible for deputation.

Comments: The qualification, experience, pay scale/grade pay are as per the instructions issued by DOP&T. The proposed regulations appear to be in order.

(vii) **Accountant:** One post in pay scale of Rs. 9300-34800 with grade pay of Rs. 4600/- (PB-2) has been created recently. Graduate having knowledge of preparation & finalization of Annual Accounts manually as well as using Tally accounting software with at least 5 years experience or SAS Accountant of Indian Audit & Accounts Department/Railways/Defence/Posts & Telegraphs/CGA with one year experience as qualified Accountant or Cost Accountant will be eligible for direct recruitment. Post will be filled up by promotion from the post of Assistant/Stenographer Grade "C" with 5 years service in grade pay of Rs. 4200 and possessing the prescribed educational qualification and experience failing which by deputation/direct recruitment. Assistant/Stenographer Grade "C" with 5 years service in grade pay of Rs. 4200 and possessing the prescribed educational qualification and experience for direct recruit, will be eligible for deputation.

Comments: It may please be seen that Assistant as well as Steno Grade 'C' are being made eligible for promotion to the post of Accountant. This is being proposed due to the fact that post of Accountant in OADB is having grade pay of Rs. 4600/- whereas Accountants in Central Government are having grade pay of Rs. 4800/-. As such SAS Accountants are not likely to be available for recruitment/deputation. The qualification, experience, pay scale/grade pay appear to be in order.

(vii) **Hindi Officer:** There is one post of Hindi Officer in scale of pay of Rs. 15600-39100 and grade pay of Rs. 5400/- (PB-3). Graduate with Hindi as elective subject, proficiency in translation from English to Hindi and vice versa and working experience of 5 years are eligible for direct recruitment. Promotion will be made from the post of Assistant with 8 years regular service and possessing educational qualification and experience prescribed for direct recruits. Assistant with 8 years regular service and possessing educational qualification and experience prescribed for direct recruits will be eligible for deputation.

Comments: The qualification, experience, pay scale/grade pay are as per the instructions issued by DOP&T. The proposed regulations appear to be in order.

- (viii) **Section Officer** : There are three posts in PB-2 with scale of pay of Rs 9300-34800 and grade pay of Rs. 4600/-. Graduate with 3 years experience in a supervisory capacity or holding analogous post in Central Government/Public Sector/Autonomous organization will be eligible for direct recruitment. Promotion will be made from Assistants with 5 years regular service. It has also been proposed that certain percentage of vacancy may be filled up through departmental competitive examination from the following Grade:

Steno Gr. 'B' - Any time.
Assistant/Steno Gr. 'C' - 5 years regular service.

Comments: Section Officer is a supervisory post, which carry higher responsibilities. Proposal to fill up certain %age of posts by promotion from Assistant and the remaining through competitive examination appears to be reasonable and fair. It is proposed that 50% of the vacancies in the grade of Section Officer may be filled up by promotion from Assistants and the remaining 50% may be filled up through competitive examination. Assistant/Stenographer Grade 'C' with grade pay of Rs. 4200 may be made eligible to appear in the competitive examination to be conducted by OIDD. Stenographer Grade 'B' having grade pay of Rs. 4600/- may not be permitted to appear in the competitive examination as they are already having similar grade of Rs. 4600/- and are eligible for promotion to the post of Manager (P&A)

- (ix) **Accounts Officer**: There are two posts in the scale of pay of Rs. 9300-34800 with grade pay of Rs. 4800 (PB-2). Graduate with 5 years experience of Subordinate Accounts Service as Accountant of Indian Audit & Accountants Department/Railways/Defence/P&T/CGA will be eligible for direct recruitment. Accountant/Section Officer in grade pay of Rs. 4600 with finance background and two years experience will be eligible for promotion. Accountants/Section Officers with 2 years service in grade pay of Rs. 4600 and possessing educational qualifications and experience prescribed for direct recruits, will be eligible for deputation.

Comments: The proposed qualification, experience, pay scale/grade pay appear to be in order.

- (x) **Senior Accounts/Administrative Officer**: There is one post in PB-3 (pay scale of Rs. 15600-39100 with grade pay of Rs. 6600). Graduate with 10 years experience of Subordinate Accounts Service, financing, commercial budgeting, personnel & administration and financial control in Central Government/Public Sector/Autonomous

organization or Chartered Accountant/ICWA/MBA (Finance) with three years experience will be eligible for direct recruitment. Accounts Officer with either 6 years experience in grade pay of Rs. 4800 or total combined service of 7 years as Accounts Officer in grade pay of Rs. 4800 and Accountant in grade pay of Rs. 4600 will be eligible for promotion. In case of deputation, Accounts Officer with 6 years experience in the grade pay of Rs. 4800 or more or Section Officer with 7 years regular service in grade pay of Rs. 4600 and possessing educational qualification and experience for direct recruits will be eligible.

Comment: With the creation of the post of Manager (P&A) in the grade pay of Rs. 6600/-, there seems to be no necessity that functions of administration and accounts are combined. It is proposed that the the post of Senior Accounts/Administrative Officer may be filled up by promotion from the post of Accounts officer only and work relating to personnel and administration may be assigned to Manager (P&A), which will be promotional post for Section Officers/Stenographer Grade 'B'.

- (xi) **Manager (Estates):** This is a newly created post in the scale of pay of Rs. 15600-39100 with grade pay of Rs. 6600/- (PB-3). The post will be filled up through deputation only as there is no feeder engineering cadre. Assistant Executive Engineer with at least 5 years service in the grade pay of Rs. 5400 or Executive Engineer in grade pay of Rs. 6600 in pay scale of Rs. 15600-3910 in CPWD/PWD, etc or equivalent in the Central Government/State Governments will be eligible for deputation.

Comments: Since the duties of Manager (Estates) would be of technical nature, it appears in order that an Engineer is taken on deputation. Proposed qualification, experience, pay scale/grade pay, etc appear to be in order.

- (xii) **Manager (Personnel & Administration):** This is a newly created post in PB-3 with grade pay of Rs. 6600/-. Graduate with 6 years experience in grade pay of Rs. 4800 or more or 7 years in grade pay of Rs. 4600 in Central Government/Public Sector/Autonomous organization will be eligible for direct recruitment. Officers with 6 years experience in grade pay of Rs. 4800 or more or 7 years regular service in grade pay of Rs. 4600 (excluding Accounts Officer & Accountant) and possessing educational qualifications and experience prescribed for DRs will be eligible for promotion failing which by deputation.

Comments: It may please be seen that Accountants and Accounts Officer have been excluded for consideration from promotion due to the fact that they have been made eligible for promotion to the post of Sr. Accounts/Administrative Officer, which also carry grade pay of Rs. 6600/-. Further the post of Manager (P&A) should be exclusively available for promotion from the officers having grade

pay of Rs. 4800 with 6 years experience and Rs. 4600 with experience of 7 years. Thus promotion avenues would be equally available for Accountants/Accounts Officer as well as Section Officer/Stenographer Grade "B". The proposed qualification, scale of pay, qualifications, etc appears to be in order.

(xiii) **Deputy Chief Finance and Accounts Officer:** There are two posts in PB-3 with grade pay of Rs. 7600/- Graduate with 5 years service in the grade pay of Rs. 6600/- and experience in finance, accounts, budgeting & financial control, personnel & administration in Central Government/autonomous bodies. Senior Accounts/Administrative Officer/Manager (P&A) with 5 years service possessing educational qualifications and experience prescribed for DRs, will be eligible for promotion. Further officers with 5 years service in grade pay of Rs. 6600 and possession educational qualifications/experience will be eligible for deputation.

Comments: The qualification, experience, pay scale/grade pay are as per the instructions issued by DoP&T. The proposed regulations appear to be in order.

(xiv) **Financial Adviser & Chief Accounts Officer:** There is one post in PB-4 in pay scale of pay 37400-67000 with grade pay of Rs. 8700/-. Officers of Central Group 'A' Accounts Services such as Indian Audit & Accounts Services in the grade pay of Rs. 7600/- will be eligible for direct recruitment. Deputy Chief Finance and Accounts Officer with five years regular service in the grade pay of Rs. 7600/- will be eligible for promotion. Further for deputation officers with 5 years regular service in grade pay of Rs. 7600 and possessing educational qualifications and experience prescribed for DRs.

Comments: The qualification, experience, pay scale/grade pay are as per the instructions issued by DOP&T. The proposed Regulations appear to be in order.

3. Rule 7 of the OIBB Employees (General Conditions of Service) Rules, 1984 provides that qualifications for and method of recruitment to a post or class of posts shall be such as the Board may specify from time to time. As such the proposed Recruitment Regulations require approval of the Board. Comments of IFD, as given in the foregoing paragraphs, are submitted for approval.

M Singh
31/1/2011
(Mahendra Singh)
US(Fin.II)
31.1.2011

Director (Finance)

AS/FA

P. Singh
01/02/11

This will require a discussion with Secy OAB. He wants...

US(Fin II)

Discussed. May be placed before OIBB Board as per discussion.

Secy OIBB

1/2/2011
3/2/11

M. Singh
29
31/1/11
US(Fin II)
Spone
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9/1/2011
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1/2/11

1562/AS/FA
2/2

Agenda Item No.81.14 (Supplementary)	Amendment to the Oil Industry Development Board Employees' (Recruitment) Regulations, 1986
	<p>The pay scales of the employees of the Oil Industry Development Board (OIDB) are identical to the pay scales of Central Government employees and Central Government have already notified revised pay structure of OIDB employees on Central Government pattern (Annexure-I). Additional posts have also been created, with the approval of Central Government, in the revised pay pattern (Annexure-II).</p> <p>2. The proposal to carry out consequential amendments to reflect the changes from pay scales to pay band/grade pay etc. and to frame recruitment regulations for the newly created posts have been examined in consultation with Integrated Finance Division (IFD) of Ministry of Petroleum & Natural Gas (MOPNG). As the existing recruitment regulations have only six columns and various relevant matters were not elaborated therein, the proposed revised recruitment regulations proposed 14 columns based on Central Government pattern of Recruitment Rules. The revised Recruitment Regulations are proposed to be adopted in supersession of the existing Recruitment Regulations, 1986.</p> <p>3. The salient features of proposed revised Recruitment Regulations are as follows :-</p> <ul style="list-style-type: none">(i) The minimum eligibility criteria for promotion to the next higher grade in the existing regulations was 3 years while in the revised regulations, the minimum eligibility criteria is based on DOPT's instructions contained in O.M. No.AB.14017/61/2008-Estt. (RR) dated 24.3.2009 (Annexure-III).(ii) OIDB employees as per the existing regulations are entitled to Time Scale Promotion after a period of satisfactory service of 6 years. This is being replaced by Modified Assured Career Progression Scheme (MACP) of Central Government for granting next Grade Pay after completion of 10, 20 and 30 years of service.(iii) The field of selection for deputation in the existing regulations has been enlarged to include autonomous bodies also, apart from Govt./PSUs as provided in the existing regulations.

4. While drafting the revised schedule in respect of each post, the following has been kept in view :-

- (i) Based on creation of additional posts, it has been found feasible now to segregate the accounts and administration related matters and the separate cadres would now be available in the proposed Recruitment Regulations. The accounts cadre would constitute Accountant, Accounts Officer and Senior Accounts Officer. These officers would not be eligible for administrative posts upto the level of Manager. However, they would be eligible for higher post.
- (ii) The qualifications, experience, pay band/grade pay are as per the instructions issued by DOPT, Govt. of India.

5. The proposed Oil Industry Development Board Employees' (Recruitment) Regulations, 2011 along with the schedules as advised by IFD, MOP&NG is enclosed as **Annexure-IV**. Board is competent to approve the Recruitment Regulations in terms of Rule 7 of Oil Industry Development Board Employees' (General Conditions of Service) Rules, 1984.

6. Board is requested to approve the revised Recruitment Regulations.

<p>Agenda Item No.81.11</p>	<p>principal and interest accrued thereon. OIGB grant to GAIL for engagement of consultant in respect of study on common pooled price of natural gas in the country Reimbursement of consultant's fee of Rs.9.34 lakh.</p>
	<p>It was decided that GAIL (India) Ltd. will bear the expenditure of Rs.9.34 lakh for engagement of consultant in respect of study on common pooled price of natural gas in the country.</p>
<p>Agenda Item No.81.12</p>	<p>Recommendations of the Standing Committee on the interest rates on OIGB loans for the period April 2010 to December 2010.</p>
	<p>The Board approved recommendations of the Standing Committee on the Interest Rates on OIGB loans for the period from April 2010 to December 2010.</p>
<p>Agenda Item No.81.13</p>	<p>Transport Arrangement of the official of OIGB/ISPR.</p>
	<p>Board approved the proposal of continuation of the existing transport facility for a further period of 3 months only.</p>
<p>Agenda Item No.81.14</p>	<p>Amendment to the Oil Industry Development Board Employees' (Recruitment) Regulations, 1986.</p>
	<p>The Board approved the proposed Oil Industry Development Board Employees' (Recruitment) Regulations 2011, subject to the following modification :-</p> <p>In column 8 of Recruitment Regulations for the post of Dy. Chief Finance & Accounts Officer, the words "Building works/Contract Management" may be added after the words "experience of finance, accounts, budgeting & financial control, personnel & administration". Column 8 will now read as follows :-</p> <p>Essential: Graduate with at least 5 years of service in the grade pay of Rs.6600,- and having experience of finance, accounts, budgeting & financial control; or personnel & administration; or building works/contract management in the office(s) of Central Government/ autonomous bodies.</p> <p>It was stated that inspection of projects of PSU's in oil and gas sector being provided loan by OIGB would be carried out by the officers after their placement in OIGB more frequently to oversee the efficacy of expenditure incurred.</p>

[Handwritten signature]

Subj: Regularisation of promotion of Sh. Rajesh Kumar Saini, Sr. PA to FA&CAO to the post of Steno Gr. 'B'.

In the 35th meeting of the Board held on 26.11.96, a decision, inter-alia, was taken that the post of Steno Grade 'C' in the pay scale of Rs.1400-2600 attached to FA&CAO may be upgraded to the post of Stenographer Grade 'B' in the pay scale of Rs.2000-3500.

2. Sh. Rajesh Kumar Saini, presently posted as ad hoc Stenographer Grade 'B' against the deputation vacancy of Sh. R.C. Narang, is presently attached to FA&CAO. As Sh. Saini, who is holding equivalent post in the organisation consequent upon his selection by DPC, is already working in Grade 'B' on ad hoc basis, he has requested that his promotion on ad hoc basis may be regularised.

3. Since Sh. Saini has already been promoted earlier by the duly constituted DPC as an ad hoc appointee to the post of Stenographer Grade 'B' with effect from 27.6.95 against a deputation vacancy, his promotion may, if approved, be regularised to the post of Stenographer Grade 'B' in view of the Board's decision to upgrade the post of PA to FA&CAO from Stenographer Grade 'C' to Stenographer Grade 'B'. Secretary(OIDB) is the competent authority for Group 'B' posts.

4. A draft Office Order is placed at DFA for approval please.

(S.K. Pujari)
Accounts Officer
27.12.96

FA & CAO
30/12/96

Secretary (OIDB)

D.F (Fin), MOPENG may pl. study and discuss.

15/1/97

DS (Fin), MOPENG

Discussed. A final DPC may be conducted with the following for this case:-

- (i) Secy, OI DB
- (ii) FA + CAO, OI DB
- (iii) DS (Fin + A)

FA + CAO
3/2/97

11/12/96

11/12/96

11/12/96

990/FA&CAO/26
27/12/96

53/JS(FA)44
21-92

(pl discuss)

11

31/1/97

FA + CAO

Discussed with FA + CAO, and A.O.

14/1/97

362/120/97
3/2
1001/FA&CAO/97
-77

20/12/96

CONFIDENTIALOIL INDUSTRY DEVELOPMENT BOARD

The DPC comprising of Secretary, OIDB, Jt. Secretary, (C&A), Ministry of Petroleum & N. G and FA & CAO, OIDB met on 4-6-1997 to discuss the cases ^{of promotion} of Shri Narinder Pal, Section Officer, and Shri Rajesh Kumar Saini, Sr. PA (Ad-hoc). In case of Shri Narinder Pal, the DPC reviewed the ACRs including ACRs for the period ending 31.3.97 which has been reviewed by the Director General of Hydrocarbons and found him fit for grant of time scale promotion to the next higher grade i.e. Rs. 3000-4500. In the case of Shri Rajesh Saini, the DPC reviewed the ACRs and decided that the Ad-hoc promotion would

be regularised w.e.f. ~~4.6.1997~~ 26th Nov. 1996 when a regular post of Sr. Gr. B was created by the OIDB.

Archana
4.6.97
(Archana Nigam)
FA & CAO

C.L. Bashal
4/6/97
(C.L. Bashal)
Jt. Secretary (C&A)

A. Sen
4/6/97
(A. Sen)
Secretary

No.F.7(11)-E(Coord)/84
 Government of India
 Ministry of Finance
 Department of Expenditure

New Delhi, 20th June, 1984.

OFFICE MEMORANDUM

Subject: Ban on creation of posts - Guidelines for processing of cases.

The undersigned is directed to refer to this Ministry's O.M. of even number dated 3rd January, 1984 and 13th January, 1984 in terms of which no new posts can be created till 30th September, 1984, except in the most exceptional circumstances and vacancies are not to be filled for the period, except where recruitment action has been taken. Clarifications are being sought by various Ministries/Deptts. regarding the type of cases in which the aforesaid ban orders could be relaxed and the procedure for processing of various kinds of cases.

2. Besides keeping in view the spirit of the ban orders issued vide this Ministry's O.M.No.7(2)-E.(Coord)/79 dated 6th July, 1979, and No.F.7(18)-E(Coord)/79, dated 7th September, 1979, the proposals regarding creation of various kinds of posts ought to be examined more closely and where creation of posts is considered to be absolutely necessary in most exceptional circumstances, the proposals may be got approved at the appropriate level in the Administrative Ministry and submitted for orders through the Financial Advisers concerned for approval as under:-

Sl.No.	Category of posts	Authority to which proposals are to be put up
1	2	3
(1)	(a) Posts on the Plan side >>	Group A posts - Finance Minister Group B, C and D posts - Secretary (Exp.)
	(b) Posts for new organisations	Posts carrying pay exceeding Rs.3000/- p.m. --- Cabinet
(2)	(a) Operational posts in the Railways, Posts & Telegraphs, Civil aviation, India Meteorological Deptt. 	-
	(b) Posts required for fulfilling statutory requirements. >>	All proposals to be submitted for approval of Finance Minister.
	(c) Operational and Technical staff directly connected with security and vigilance functions. 	
	(d) Posts required as a result of reorganisation of the structure of the organisation 	

- after detailed study resulting)
 in substantial savings. -)
- (3) Proposals relating to creation of other posts (including non-plan posts) All proposals to be submitted to the Cabinet indicating matching savings after obtaining Finance Minister's approval. ...p2/-

Note: All proposals of upgradation of existing posts are treated as proposals for creation of new posts in a new pay scale.

3. It has also since been decided that the ban orders on filling up of vacancies would not apply to :-
- (a) cases where advanced recruitment action has been taken, offer of appointments, leading to the finalisation of the panel or issue of the afore-mentioned ban orders of 3rd January, 1984;
 - (b) vacancies to be filled up on compassionate grounds or by appointment of handicapped persons in accordance with the procedure laid down by the Deptt. of Personnel and A.R. and subject to the percentage quotas laid down in the relevant orders; and
 - (c) vacancies to be filled up by re-deployment of surplus personnel through the Central (Surplus Staff) Cell administered by the Deptt. of Personnel and A.R./ Directorate General of Employment and Training; and
 - (d) regularisation of casual labour in accordance with the Deptt. of Personnel and A.R.'s orders on the subject.
4. While forwarding proposals for creation of various posts, the most exceptional circumstances in justification of the proposals should be set out unambiguously and approvals obtained in the Administrative Ministry at a level appropriate to the level at which approval in the Ministry of Finance is necessary.
5. Ministry of Home Affairs etc. are requested to take a note of the above instructions for necessary action both in regard to the proposals for creation of posts in the Ministries/Deptt. as also for proposals relating to creation of posts in the attached and subordinate offices.

Sd/-
 (R.C. FURI)

3

अध्याय 3 (I)

पदाधिकार	वेतनमान	अनुसूची	अंश
सचिव	अधिनियम की धारा 5(3) के अधीन सचिव की नियुक्ति केन्द्रीय सरकार द्वारा की जाएगी और उसका वेतन भी सरकार द्वारा नियत किया जाएगा		1
विशेष सहायक और मुख्य लेखा अधिकारी	2000-123/2-2250		1
उप-लेखा और प्रशासनिक अधिकारी	1100-50-1600		1
तकनीकी अधिकारी	1100-50-1600		1
सेखा अधिकारी	840-40-1200		1
अनुभाग अधिकारी	650-30-740-35-880-दरौं-40-1200		1
सहायक	425-15-500-दरौं-15-560-20-700-दरौं-25-800		1
आवृत्तिक श्रेणी 'ख'	650-30-740-35-880-दरौं-40-1040		1
आवृत्तिक श्रेणी 'ग'	425-15-560-दरौं-15-560-20-700-दरौं-25-800		4
आवृत्तिक श्रेणी 'घ'	330-10-380-दरौं-12-500-दरौं-15-560		1
उप-श्रेणी लिपिक	330-10-380-दरौं-12-500-दरौं-15-560		2
निम्न श्रेणी लिपिक	260-6-290-दरौं-326-8-366-दरौं-8-390-10-400		2
स्टाफ कार चालक	260-6-290-दरौं-326-8-366-दरौं-8-390-10-400/330-8-370-10-400-दरौं-10-480		1
अपराधी	190-3-220-दरौं-232		4

पदों का वर्गीकरण

- समूह क - पद जिसका वेतन या वेतनमान 1300-50 रुपए के अधिकतम से कम नहीं है।
- समूह ख - पद जिसका वेतन या वेतनमान 900 रुपए के अधिकतम से कम नहीं है किन्तु 1300-50 रुपए से कम है।
- समूह ग - पद जिसका वेतन या वेतनमान 290 रुपए से ऊपर का अधिकतम है किन्तु 900 रुपए से कम है।
- समूह घ - पद जिसका वेतन या वेतनमान एंसा है जो अधिक से अधिक 290 रुपए या उससे कम है।

MINISTRY OF ENERGY
(Department of Petroleum)
NOTIFICATION
New Delhi, the 12th July, 1984.

GSR 509(E).—In exercise of the powers conferred by section 31 of the Oil Industry (Development) Act, 1974 (47 of 1974) and in supersession of the Oil Industry Development Board Employees' (General Conditions of Service) Rules, 1978, except as respects since done or omitted to be done before such supersession, the Central Government hereby makes the following rules, namely :—

- Short title and commencement :— (1) These rules may be called the Oil Industry Development Board Employees' (General Conditions of Service) Rules, 1984.
- They shall come into force on the date of their publication in the Official Gazette.
- Definitions.—In these rules, unless the context otherwise requires,—
 - (a) "Act" means the Oil Industry (Development) Act, 1974 (47 of 1974);
 - (b) "appointing authority" in relation to exercise of a power means Board and includes—
 - (i) the Chairman, in relation to exercise of such power in respect of Group A posts;
 - (ii) the Secretary, in relation to exercise of such power in Groups B, C and D posts;
 - (c) "Secretary" means the Secretary of the Board;
 - (d) "Employee" means a person who holds a post under the Board but does not include casual employee;
 - (e) "Schedule" means the Schedule to these rules.

3. Application.—(1) These rules shall apply to all the employees of the Board except :—

- (a) those who are on foreign service terms with the Board in whose case the terms and con-

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ditions of appointment and service agreed to between the Board and the lending organisation would apply; and

(b) those paid from contingencies.

(2) Nothing in these rules shall operate to deprive an employee of any right or privilege to which he is entitled

(a) by or under any law for the time being in force; or

(b) by the terms or conditions of service or any agreement, subsisting between such person and the Government; or

(c) by the terms or any agreement subsisting between him and the Board at the commencement of these rules.

4. Creation of posts and appointment thereto.—The Board may create such posts and make appointments thereto, as may be necessary for the performance of its functions;

Provided that for creation of posts in Group A and Group B and appointments thereto, prior approval of the Central Government shall be obtained :

Provided further that for creation of Group A and Group B posts and appointment thereto on purely temporary and ad hoc basis prior approval of the Central Government shall not be necessary.

5. Strength and composition of the office establishment of the Board.—The categories of the posts in the Board and their strength sanctioned on regular basis shall be such as is specified in the Schedule.

6. Appointment.—All appointments to posts in the service of the Board shall be made by the appointing authority.

7. Qualifications for and method of recruitment.—The qualifications for and the method of recruitment to a post or class of posts shall be such as the Board may specify from time to time.

8. Age on initial appointment.—(1) No person shall be appointed to a post in the Board unless he has attained the age of 18 years.

(2) Every employee newly appointed to a post under the Board at the time of appointment shall declare the date of his birth by the Christian Era and shall produce confirmatory documentary evidence to the satisfaction of the appointing authority.

9. Verification of character and antecedents.—Mere selection of a candidate confers no right to appointment unless the appointing authority is satisfied, after such enquiries as may be considered necessary, that the candidate, having regard to his character and antecedents, is suitable in all respects for appointment.

10. Medical Certificate on First Entry.—No person shall be appointed to a post in the Board without a medical certificate of health, for initial entry into the service, obtained in accordance with the Government instructions in this regard;

Provided that the Board may by order exempt, permanently or temporarily, any candidate or of candidates from the production of such certificate of fitness.

11. Seniority.—Seniority of an employee in grade to which he belongs shall be regulated determined in accordance with the instructions of the Central Government in this regard.

12. Promotion.—For the purpose of promotion posts in the Board shall be classified into the following two categories, namely;

(a) Selection Post.—Posts, promotion to which shall be made by selection based on merit with due regard to seniority.

(b) Non-selection Posts.—Posts, promotion to which shall be made by seniority subject to rejection of the unfit.

13. Loan of services of the employees of the Board on Foreign Service terms.—(1) Permanent employees, and those temporary employees of the Board who have put in 3 years service in the Board, shall be allowed to go on deputation to other organisations. The deputation in each case shall be approved by the Chairman and the period of deputation shall be 2 years in the first instance :

Provided that no employee will be allowed to proceed on deputation to private organisations.

(2) In a case where the services of an employee have been placed at the disposal of an outside authority, he shall be entitled to all the protection or benefits as would have accrued to him had he been in the Board.

(3) The terms and conditions governing the loan service shall be decided in consultation with the borrowing department.

(4) The borrowing organisation will be responsible for the payment of :—

(i) in the case of death during the period of deputation, the excess of amount payable as gratuity admissible as per sub-rule (2) of rule 5 of the Oil Industry Development Board Employees (Death-cum-Retirement) Rules, 1983;

(ii) in the case of death or injury during the period of deputation, any compensation that may be admissible under the rules of the Board or the provisions of any other law or rules.

(5) The borrowing organisation will be liable to pay leave salary (including allowances) in respect of disability leave granted to the officer on account of disability incurred while on deputation even if the disability manifests itself after the termination of the deputation period.

14. Resignation.—(1) The authority competent to accept the resignation of an employee in the Board shall be the appointing authority.

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11. अ (1)

(2) Every temporary employee shall be required to give one month's notice in writing to the Board before submitting his resignation :

Provided that an employee who has been declared permanent shall be required to give three months notice.

(3) Notwithstanding the provisions of sub rule (2) the appointing authority may, at its discretion, accept the resignation of the employee with immediate effect or with effect from any time before the expiry of the notice period.

15. Termination of Service.—(1) Except as may be specifically provided in the contract of service, the services of a temporary employee shall be liable to termination at any time without assigning any reason by a notice in writing given by the appointing authority to the employee and the period of such notice shall be one month.

Provided that the services of any such employee may be terminated forthwith and on such termination, the employee shall be entitled to claim a sum equivalent to the amount of his pay plus allowances for the period of the notice at the same rates at which he was drawing them immediately before the termination of his service, or as the case may be, for the period by which such notice falls short of one month.

16 Retirement.—(1) The age for retirement from the service of the Board shall be 60 years for an employee in Group D and 58 years for all other employees and he shall retire from the afternoon of the last day of the month in which he attains the age of retirement.

(2) An employee, other than a Group D employee, may be granted extension of service after he attains the age of retirement, with the sanction of the Board and approval of the Central Government, if such extension is in the interest of work of the Board and the grounds therefor are recorded in writing:

Provided that no extension under this sub-rule shall be granted for a period exceeding two years, except in very special circumstances.

(3) An employee may, by giving notice of not less than three months in writing to the appointing authority, retire from service after he has attained the age of fifty years.

(4) An employee who has put in not less than 20 years of qualifying service may, by giving a notice of not less than three months in writing to the appointing authority, retire voluntarily with weightage of upto 5 years towards qualifying service subject to the conditions that (i) the total qualifying service after allowing the weightage, should not, in any event, exceed 30 years' qualifying service; and (ii) the total qualifying service after giving the weightage should not exceed the qualifying service which, he would have rendered if he had retired after attaining the age of 50 years prescribed under sub rule (3).

17. Re-appointment.—(1) No person who has been dismissed from the service of the Board or the Government or a body, incorporated or not, which is fully or substantially owned or controlled by the Government, shall be re-employed. A person who has been compulsorily retired or removed from service may be re-employed with the prior approval of the Board or the Central Government, as the case may be.

(2) The appointing authority may re-employ a person who has resigned from service or whose services have been terminated after consultation with the authority under whom he was previously working.

18. Record of Service.—A record of particulars of service of each employee shall be maintained in the Service Book or Service Sheet of the employee in such form and in such manner as may be specified by the Board from time to time.

19. Saving.—Nothing in these rules shall affect reservations and other concessions required to be provided for the Scheduled Castes and the Scheduled Tribes and other special categories of persons in accordance with the orders issued by the Central Government from time to time and adopted by the Board.

20. Pay and Allowances.—(1) The scale of pay to which the holder of a post in the establishment of the Board shall be entitled shall be such as is mentioned against the appropriate post in the Schedule.

(2) The employees of the Board shall be entitled to such allowances and at such rates as may be determined by the Board from time to time with the prior approval of the Central Government.

(3) The fixation of pay and grant of increments to the employees of the Board shall be regulated in such manner as may be laid down by the Board from time to time with the prior approval of the Central Government.

21. Advances.—(1) Subject to the provisions of funds in the budget estimates of the Board, the Chairman shall have the powers to grant to the employees of the Board the following types of advances:

- (a) House Building Advance
- (b) Car Advance
- (c) Scooter/Motor/Cycle Advance
- (d) Loan Advance
- (e) Festival Advance

(2) The grant of advances referred to in sub-rule (1) shall be regulated in such manner as may be laid down by the Board with the prior approval of the Central Government.

22. Entitlement to Leave, Medical benefits and Travelling Allowance.—The employees of the Board shall be entitled to such leave (including leave salary) medical benefits and travelling allowance, as may be prescribed by the Central Government under the rules in this regard.

23. Retirement benefit.—(1) Service under the Board shall not qualify for pension from Oil Industry Development Fund. It will, however, qualify for gratuity in accordance with such rules as may be framed and notified by the Central Government in the Official Gazette.

(2) A Government servant on deputation to the Board shall continue to be governed by conditions of service in regard to pension and other matters which apply to him as Government servant.

(3) The Board shall establish and maintain a Contributory Provident Fund for the benefit of its employees and require them to subscribe to the said Fund in accordance with such rules as may be made and notified by the Central Government in the Official Gazette.

(4) The Contributory Provident Fund shall be administered by the Secretary or any other officer authorised by the Chairman in this behalf.

24. Control and Discipline.—The conduct, discipline and control of the employees of the Board shall be in accordance with such rules as may be made and notified by the Central Government in the Official Gazette.

25. Interpretation.—Any question as to interpretation of these rules shall be referred to the Central Government for a decision.

(F. No. 7/783-Fin-II)

R. VASUDEVAN Jt. Secy.

SCHEDULE

Sl. No.	Designation of post	Scale of Pay	No. of posts sanctioned
1	2	3	4
1.	Secretary	Under section 5(3) of the Act, the Secretary is to be appointed by the Central Government and his salary is also to be fixed by Government.	1
2.	Financial Adviser and Chief Accounts Officer	2000-2252-2250	1

1	2	3
3.	Sr. Accounts/Administrative Officer	1100-50-1600
4.	Technical Officer	1100-50-1600
5.	Accounts Officer	840-40-1200
6.	Section Officer	650-30-740-35-880-EB-40-1200
7.	Assistant	425-15-500-EB-15-560-30-700-EB-25-800
8.	Stenographer Grade B	650-30-740-35-880-EB-40-1040
9.	Stenographer Grade C	425-15-500-EB-15-560-30-700-EB-25-800
10.	Stenographer Grade D	330-10-380-EB-12-500-EB-15-560
11.	Upper Division Clerk	330-10-380-EB-12-500-EB-15-560
12.	Lower Division Clerk	260-6-290-EB-6-326-8-166-EB-8-390-10-400
13.	Staff Car Driver	260-6-290-EB-6-326-8-166-EB-8-390-10-400-130-8-370-10-400-EB-10-430
14.	Peon	196-1-220-EB-3-232

Classification of Posts

- Group A Post carrying a pay or a scale of pay with maximum of not less than Rs. 1300.00
- Group B Post carrying a pay or a scale of pay with maximum of not less than Rs. 900.00 but less than Rs. 1300.00
- Group C Post carrying a pay or a scale of pay with maximum of over Rs. 290.00 but less than Rs. 900.00
- Group D Post carrying a pay or a scale of pay the sum of which is Rs. 290.00 or less.

तेल उद्योग विकास बोर्ड

Sub: Grant of financial upgradations under MACP Scheme.

The OID Board, in its 81st meeting held on 8.2.2011, approved the Oil Industry Development Board Employees' (Recruitment) Regulations, 2011 (F/A) in supersession of earlier Recruitment Regulations, 1986. Regulation 10 of said regulations stipulates that the career progression with effect from the date of approval of these regulations (8.2.2011) shall be in accordance with the Modified Assured Career Progression Scheme (MACP) applicable to the Central Government employees, annexed to the Schedule, as may be modified by the Central Government from time to time.

2. A copy of DOPT's O.M. No.35034/3/2008-Estt.(D) dated 19th May 2009 enclosing therewith the MACP Scheme is placed at F/B. Following are the salient features of MACP Scheme :-

- (i) There shall be three financial upgradations under the MACPS, counted from the direct entry grade on completion of 10, 20 and 30 years service respectively. Financial upgradation under the Scheme will be admissible whenever a person has spent 10 years continuously in the same grade-pay.
- (ii) In terms of Para 28(A)(i)&(ii) of the MACP Scheme, a person is eligible for grant of financial upgradation under the Scheme whenever he spent 10 years continuously in the same grade-pay (F/C).
- (iii) The MACPS envisages merely placement in the immediate next higher grade pay in the hierarchy of the recommended revised pay bands and grade pay as given in Section 1, Part-A of the first schedule of the CCS (Revised Pay) Rules, 2008.
- (iv) 'Regular service' shall include all periods spent on deputation/foreign service, study leave and all other kind of leave, duly sanctioned by the competent authority.
- (v) The financial upgradation would be on non-functional basis subject to fitness, in the hierarchy of grade pay within the PB-1. Thereafter for upgradation under the MACPS the benchmark of 'good' would be applicable till the grade pay of Rs. 6600/- in PB-3. The benchmark will be 'Very Good' for financial upgradation to the grade pay of Rs.7600 and above.
- (vi) A Screening Committee is required to be constituted to consider the cases for grant of financial upgradations under the MACP Scheme. The Screening Committee shall consist of a Chairperson and two members. The members of the Committee shall comprise officers holding posts which are at least one level above the grade in which the MACP is to be considered and not below the rank of Under Secretary equivalent in the Government. The Chairperson should generally be a grade above the members of the Committee. The recommendations of the Screening Committee are required to be placed before the competent authority for approval.

- (vii) In order to prevent undue strain on the administrative machinery, the Screening Committee shall follow a time-schedule and meet twice in a financial year – preferably in the first week of *Januar* and first week of *July* of a year for advance processing of the cases maturing in that half. Accordingly, cases maturing during the first-half (April-September) of a particular financial year shall be taken up for consideration by the Screening Committee meeting in the first week of January. Similarly, the Screening Committee meeting in the first week of July of any financial year shall process the cases that would be maturing during the second-half (October-March) of the same financial year.

3. Subsequently, DOP&T have issued clarifications on 1.4.2011 to various frequently asked questions on MACPS (F/D – page 31-36/cor). The service records of OIBD employees have been scrutinized to ascertain whether any of them is entitled to MACP benefit in the light of MACPS and the clarifications issued by DOP&T. The cases of the following six eligible employees which are covered vide clarification No.2 at F/D page 36/cor can be submitted for consideration of the screening committee (All of them have completed 10 years continuously in the same grade pay) :-

- (i) Shri R.K. Saini, Manager (P&A)
- (ii) Shri V.K. Saxena, Stenographer Grade 'C'
- (iii) Shri Dharam Pal, UDC
- (iv) Shri Shyam Sunder, UDC
- (v) Shri Inderjeet, LDC
- (vi) Shri Om Prakash, LDC

None of them have been granted 3 promotions/financial upgradations so far except Sh Dharam Pal. However, his first financial upgradation in the pay scale of Rs.775-1025 shall be ignored in terms of DOPT O.M. No.35034/3/2008-Estt(D) dated 16.11.2009 (F/E - page 30/cor). As per this O.M., four pre-revised Group 'D' pay scales viz. Rs.2550-3200, Rs.2610-3540, Rs.2610-4000 and Rs.2650-4000 have been upgraded and replaced by the revised pay structure of grade pay of Rs.1800 in the pay band PB-1. Further, promotions earned or upgradations granted under ACP Scheme in the past to the four pay scales mentioned above, which now carry the grade pay of Rs.1800 shall be ignored for the purpose of MACPS.

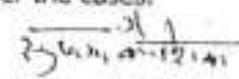
4. Besides above, Shri G.C. Doval, Manager (Estate) has also requested that he is due for financial upgradation under MACPS as he has completed 10 years continuously in the same grade pay (page 2/cor). His service particulars have been examined and it is seen that he has already got 3 financial upgradations/ promotions in his service career (page 43/cor). His case can be considered only if his promotion from scale of Rs 5000-8000 to Rs 6500-10500 is not taken into account. This matter can be examined separately with reference to para 5 of MACPS.

5. The details of the employees, referred to in para 3 above, indicating their date of entry into the service, pay scale at the time of entry and promotions/financial upgradations granted till date may kindly be seen at F/CF(pages 37-42/cor). These employees have already completed 10 years' service in their existing grade pays and have not got 3

promotions/financial upgradations so far and are, therefore, entitled for financial upgradations under MACPS.

6. It is, therefore, submitted that the Screening Committees may please be constituted in view of para 2(vi) above to consider the cases.

Submitted for consideration please.


(Sushma Kaushik)
Section Officer
9.8.2011

Manager (P&A)

7. In terms of the instructions of MACP Scheme, made applicable to OIBD employees with effect 8.2.2011, it is proposed to grant financial upgradation to six eligible employees as brought out in para 3 above w.e.f. the dates they have completed ten years in a grade or the date of applicability of the MACPS in OIBD whichever is later.

8. The suitability of employees proposed in para 3 for financial upgradation would be considered in the following Grade Pays :-

- (i) Grade Pay of Rs.7600/- (Group 'A') to Manager (P&A) (Sh. R.K. Saini)
- (ii) Grade Pay of Rs.4600/- (Group 'B') to Steno Gr. 'C' (Sh. V.K. Saxena)
- (iii) Grade Pay of Rs.2800/- (Group 'C') to UDC (Sh. Dharam Pal)
- (iv) Grade Pay of Rs.2000/- (Group 'C') to UDC/LDCs (S/Sh. Shyam Sunder, Inderjeet & Om Prakash)

9. In terms of Rule 2(b) of OIBD Employees' (General Conditions of Service) Rules, the appointing authority for Group 'A' posts is Chairman, OIBD whereas Secretary, OIBD and FA&CAO, OIBD are the appointing authorities for Group 'B' and Group 'C' posts respectively. Hence, the composition of the Screening Committees in terms of para 2(vi) on page 4/n is suggested as under:-

- (i) To consider grant of Grade Pay of Rs.7600/-, the composition could be Secretary, OIBD as Chairperson with FA&CAO, OIBD and another member not below the rank of Director from MOP&NG as members. The recommendations of the Screening Committee would be submitted for approval of Chairman, OIBD, who is the appointing authority for Group 'A' posts.
- (ii) To consider grant of Grade Pay of Rs.4600/-, the composition could be FA&CAO, OIBD as Chairperson with DCF&AO-I, OIBD and another member not below the rank of Under Secretary from OIBD/MOP&NG as members. The recommendations of the Screening Committee would be submitted for approval of Secretary, OIBD, who is the appointing authority for Group 'B' posts.

- (iii) To consider grant of Grade Pay of Rs 2000/-, the composition could be DCF&AO-I, OIBB as Chairperson with DCF&AO-II, OIBB and another member not below the rank of Under Secretary from OIBB/MOP&NG as members. The recommendations of the Screening Committee would be submitted for approval of FA&CAO, OIBB, who is the appointing authority for Group 'C' posts.

10. In this regard, approval is solicited for the following:-

- (i) To constitute Screening Committees as proposed in para 9 above.
- (ii) To indicate suitable date and time for holding the meeting of the Screening Committees in the month of ~~July~~ ^{Aug.} 2011 in terms of para 2(vii) on page 1/n.

M. Saini
 (Rajesh Saini)
 Manager (P&A)
 10.8.2011

DCF&AO-I

may kindly consider constituting three screening committees with following composition:-

1. for Grade Pay - 7600
 Secy - OIBB - Chairman
 FA & CAO
 JA (F)

2. for Grade Pay - 4600
 FA & CAO - Chairman
 DCF & AO
 DS (F)

~~3. for Grade Pay - 2000~~
 DCF & AO - I
 DCF & AO - II
 Man (PR M)

FA & CAO
 Secy (M)

M. Saini
 11/8/11
 T. B. Chakraborty
 11/8/11

File withdrawal plan examine
with instructions & DCF on adoption
& transfer by statutory order.

~~12/15/11~~

~~PRM~~

Discussed. As directed, draft letter
to Motley is put up for consideration
and approval.

~~12/12/11~~

~~DCFAO~~

~~12/11/11~~

~~FA&CA~~
~~Scholar~~

~~14/12/11~~

~~14-12-11~~

~~14/12~~ F/A.
MGR (PBA)

Sub: Implementation of Modified Assured Career Progression Scheme (MACPS) for Central Government civilian employees in OIBD.

MOP&NG, vide letter No.G-38026/5/2011-Fin.II dated 13th March 2013 (page 59/cor), requested OIBD to furnish clarifications on the following points:-

- (a) The reasons as to why decision has been taken to discontinue the Scheme of time scale promotion and to introduce MACP Scheme to the employees of OIBD.
- (b) As per the Scheme of Time Scale Promotions, the average number of promotions received by an employee.
- (c) Total number of employees of OIBD to be benefitted on introduction of MACP Scheme and financial implication involved thereon.

The point-wise replies have been prepared and is placed at F/A for consideration and approval please.

Saini
4/4/13
(Rajesh Saini)
Manager (P&A)
2.4.2013

DCF&AO(AD)

Ash
3/4/13

FA & CAD

U. Dincan
4/4/13

DCF&AO (AD)

Discussed. The proposed draft reply is placed opposite for consideration and approval.

1. Discussed
2. Pl. discuss
Mg/12/13
A
8/4

Scientific (AD)

Ash
22/4

Saini
12/11/13

FA & CAD

U. Dincan
12/11/13
DCF&AO (AD)

A
24/4

Discussed
Mg/12/13
Mg/12/13

Sub: Restoration of Time Scale Promotion Scheme in OI DB.

A
p-4/102

The OI DB, in its 81st meeting held on 8.2.2011, approved the Oil Industry Development Board Employees' (Recruitment) Regulations, 2011 in supersession of earlier Recruitment Regulations, 1986 (Annexure-I).

p-4/102

2. Regulation 10 of said regulations stipulates that the career progression with effect from the date of approval of these regulations (8.2.2011) shall be in accordance with the Modified Assured Career Progression Scheme (MACP) applicable to the Central Government employees, annexed to the Schedule, as may be modified by the Central Government from time to time (Annexure-II). Three financial upgradations are available under the MACPS, counted from the direct entry grade on completion of 10, 20 and 30 years' service respectively.

p-44/102

3. However, the matter of implementation of MACP Scheme in OI DB was referred to Ministry of Petroleum & Natural Gas for clarification in connection with DOPT OM No.35034/3/2010-Estt(D), dated 3.8.2010 (Annexure-III) which stipulates that the MACP Scheme can be implemented only where ACP Scheme was in existence. MOP&NG referred the matter to DOPT/Department of Expenditure for advice.

p-44/102

4. MOP&NG, vide its letter No.G-38026/5/2011-Fin.II dated July 24, 2013 (Annexure-IV), conveyed that the matter under reference was taken up with Ministry of Finance, Department of Expenditure, who have informed as under -

"As per DOPT's guidelines vide O.M. dated 3.8.2010, one of the condition for MACPS is that the earlier ACP should have been implemented/adopted by the autonomous/statutory body. Since OI DB did not implement the ACP scheme, it is regretted that the proposal cannot be agreed to."

5. With the above decision, neither the benefit of earlier Time Scale Promotion Scheme of OI DB nor the benefit of MACP Scheme could be given to OI DB employees during the period from 8.2.2011 to till date.

6. In terms of Rule 7 of OI DB Employees' (General Conditions of Service) Rules, the OI Board is competent to decide about the qualifications for and method of recruitment to a post or class of posts. In terms thereof, the OI DB Employees' (Recruitment) Regulations and amendments thereto are approved by OI Board from time to time. The career progression scheme is an integral part of said recruitment regulations.

7. In view of para 4, 5 and 6 above, it is proposed to take up the matter with OI Board in its ensuing Board meeting for restoring the Time Scale Promotion Scheme of OI DB with effect from 8.2.2011. *Agenda is placed opposite for consideration & approval.*

Rajesh Saini
(Rajesh Saini)
Manager (P&A)
8.6.2013

DCF&AO (AD)
Shri
SL
F A S I A D

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8. In case use propose that if it seems
may be preferred, how would energy
referenced to it? or p-621. Is
addressed? Please clarify.

9. Alternatively please propose
amendment to the old scheme
to make it more attractive, as
amendments would be within
the purview of the MAB Board.

12/13/13

~~DCF & (X)~~

10. This is an scheme to provide
career progression in terms of financial
benefits which is otherwise not available
because of different reasons viz non-
availability of promotion post, non-
availability of vacancy at the level of
promotion post etc. The regular
promotion is available only when
the employee fulfils the eligibility
criteria prescribed for the same & whereas
the services of employee become countable
for next promotion. This is not the case
in time scale promotion because this
is only financial upgradation.

11. Even under MABP scheme there may
be situations where actual service
required for promotion is more than
the prescribed service for MABP benefits.
Even though the employees are allowed
MABP benefits.
Submitted

13/8/13

Reference notes form 4-7/21

12. In view of the relationship to the
ABB employees (as they are neither
being financial intermediation under
old scheme nor under rules the
draft guide lines may kindly be
considered for approval.

~~Sany (ABB)~~

~~13/1/11~~

~~13/8~~

FA & CAO

Sub: Implementation of Modified Assured Career Progression Scheme (MACPS) for Central Government civilian employees in OIBD.

13. The OIBD Board, in its 75th Board meeting held on 24.12.2008, had adopted the Central Government pay scales, TA/DA, LTC, Pension, Gratuity and transport allowance etc. for its employees as notified in the revised Pay Rules 2008 for Central Government employees on acceptance of 6th CPC recommendations as a package (page 52/cor).

14. OIBD Board is a statutory body set up under an Act of Parliament viz. Oil Industry (Development) Act, 1974. The composition of the Board is prescribed in Section 3 of the Act (Board comprises representatives of Ministry of Finance (Department of Expenditure), MOP&NG and Ministry of Chemicals & Fertilizer etc. The Board is competent to frame the service conditions for its employees. Since its inception and upto 1991-92, OIBD has received an amount of Rs.902.4 crore out of cess proceeds from the Central Government. Thereafter, no grant has been received by the Board. Presently, OIBD has a corpus of over Rs.10,000 crore which is being utilized for development of oil industry.

15. The amendment to regulations is within the delegated powers of OIBD Board in terms of OIBD Employees' (General Conditions of Service) Rules notified by Central Government. One of the service matters relate to the time scale promotion. This matter is covered by the OIBD Employees' (Recruitment) Regulations. OIBD employees were eligible for one time promotion after completion of 6 years of regular service. The Board, under its delegated powers, approved modification of OIBD Employees' (Recruitment) Regulations in its 81st Board meeting held on 8.2.2011 and replaced the provision of giving one time scale promotion to OIBD employees after completion of 6 years' continuous service, by MACPS, applicable to Central Government employees (page 51/cor).

16. A clarification regarding implementation of the said scheme in OIBD was sought in December 2011 from Ministry of Petroleum & Natural Gas with reference to Department of Personnel & Training (DOPT) OM No.35034/3/2010-Estt(D) dated 3rd August 2010 (page 44/cor).

17. However, Ministry of Petroleum & Natural Gas, vide letter dated 24.07.2013 (page 68/cor), communicated that the matter under reference was taken with Ministry of Finance, Department of Expenditure, who have informed as under :-

"As per DOPT's guidelines vide O.M. dated 3.8.2010, one of the conditions for MACPS is that the earlier ACP should have been implemented/adopted by the autonomous/statutory body. Since OIBD did not implement the ACP Scheme, it is regretted that the proposal cannot be agreed to".

18. In the above context, the matter was taken up with OIBD Board, in its 86th meeting held on 4.9.2013 to consider and approve restoration of Time Scale Promotion Scheme in OIBD. However, the Board decided that the matter may again be referred to DOPT through MOP&NG for reconsidering implementation of MACP Scheme in OIBD (page 73/cor).

Contd - -

from overleaf

7. In view of the above, Ministry of Petroleum & Natural Gas may be requested as per DFA to take up the matter again with DOPT for implementation of MACP Scheme in OIBD.

6. Submitted for consideration and approval please.

[Signature]
(Rajesh Saini)
Manager (P&A)
9.10.2013

DCF&AO (AM)

21. May kindly see

[Signature]
11/10

150/DCF&AO (AM)
19/10/13

~~DCF&AO (AD)~~

22. It is pertinent to mention here that the employees are denied of any of the schemes. A

[Signature]
11/10/13

FA & CAO

[Signature]
11/10/13

23. Discussed Revised draft is submitted for consideration & approval at.

~~Secretary (OIBD)~~

[Signature]
25/10/13

[Signature]
27/10

3044/2128
542/27-10-2013

FA

[Signature]
21/10/13
~~DCF&AO (AD)~~

~~Mgr (P&A)~~

[Signature]
1/10/13

[Signature]
11/10/13

2/14

28. Brief on MOP has been revised after incorporating the suggestions made by Finance on page 10/4 and the revised draft is submitted for approval. pl.

Leila
23/4/2014

DCFA (AM)

DFA plan

FA & CA

29.

It is late. Pl send without further delay.

Sony (D/D)

DT
24/4

Pray. 22/5
11/03/24-4-14

FA

DCFA (AM)

2/14

1/4 (P/A)

30. MOPENG, vide its letter dated 16.11.2014, requested EWS and a table of comparison between the present scheme being followed by EWS (some other) accounts, AC? & MOP scheme may be sent to MOPENG alongwith the proposal that EWS had intended to bring to the account.

31. The draft reply alongwith comparison table is placed opposite for consideration and approval.

DCFA (AM)

2/11

Leila
25/5/14

FA / CA

Plan disc
25/5/14
Dina

Mar RFA.

DCFA (AM)

DCFA (AM) A

Board per page

24. In pursuance of Ltr Board's no. 1000 dated 26th March 1967, the matter was again referred to Board for taking up with the Board Ministry for consideration of a presentation of 1967 scheme in 1968 (Page 11.51/100).

25. Memo no. 1000 dated 26.3.67/1000-1000-1000 dated 26.3.67 informed that the said proposal has not been referred to by the Department of Expenditure, Ministry of Finance. However, it has been decided in the Ministry to take up the matter at a higher level and requested Board to furnish a brief on the subject for use of Board for the proposed meeting with the senior officers of Ministry of Finance.

26. In view of the above, a brief on the above is placed affable for consideration and approval of Board.

7-3/67

1/10/67

Director (A.S.)

1/11/67

1/11/67

~~1 A 2 A~~ - 27. Please do incorporate the following matter:-

- (i) Legal implication of Board's order in respect of minority in order decision which is standing in nature?
- (ii) Does order of Board's intervention take away the powers of O.S.D. Board to regulate the revision condition when there is no Govt. order?
- (iii) Will it engage us could we do for O.S.D. Board's order and on being denied the benefit of Govt. order?

Director (A.S.)

1/11/67

2/12

31. Related comparison table alongside A&A is submitted for approval.

~~DEF/AD (AD)~~

Hair
27/5/14

Am
27/5

~~FA&CAD~~

~~Am
27/5/14~~

~~DEF/AD (AD)~~

~~Am
27/5~~

~~Mo/FA~~

Hair
28/5/14

32. The decision of members on our proposal of implementation of notes library in EUSA is still awaited. It is therefore, proposed that notes may be requested as per A&A to intimate EUSA about the decision taken in the matter.

Submitted for approval.

~~DEF/AD (AD)~~

Am
9/8

Hair
4/8/2014

[FA&CAD] on leave

~~Secretary, OIB 34~~

Pl. p.u. e self contained draft letter.

Am
5/8

Secy. OIB
1355/58/14

Man/IRA. Am
5/8

DEF/AD

from per page:

35. AC desired a self contained letter to MODAS with attention to Adm. (VFD) is submitted for consideration and approval please.

Amul
5/8

[FA/CA] on leave

Secretary, OIRB

Amul
5/8

DEF (AD)

Amul
5/8

1355/5-8-14

Mg. (RA)

Amul
5/8/14

36. MODAS was requested via letter dated 5-8-2014 (P-113/14) to expedite decision in the matter of MACP. No communication has been received from MODAS till date. It is proposed to issue a reminder as per draft D.O. letter to start as per DFA.

DEF (AD)

Amul
10/12/14

Amul
10/12

FA/CA

10/12/14
Secy (OIRB)

PR put up a self-contained do letter indicating entire chronology. Sgr
10/12/14

Amul

2/12

38. In pursuance of instructions of Secretary DIB in para 37, the draft ~~to~~ letter has been revised and is placed opposite for consideration & approval pl.

~~DCFA (AO)~~

~~Naini~~
21/1/15

Am
7/1/15

21/FA
07/1/15

~~FA & CAO~~

39. // issues modified.

~~DCFA (AO)~~
MGR (CA)

Am
15/1

~~Am~~
15/1

40. MODRNG, vide letter No. G-28011/22/2015-Fin-I dated 25.2.2015 stated that DIB's proposal for implementation of MACPS in EIOB has been dealt in DIB's file and requested DIB to refer the file to MODRNG for necessary action.

41. In view of the above, it is submitted that the matter referred to above had never been dealt in DIB's file. It was dealt in MODRNG's file through which they had, in the past, communicated the decision of Govt. Dept of Expenditure.

42. No may. If approved, inform MODRNG accordingly or per DIB.

~~DCFA (AO)~~

~~Naini~~
14/2/15

Am
1/4

~~FA & CAO~~

43. Dismissed. The revised draft is submitted for consideration and approval pl.

~~DCFA (AO)~~

~~Naini~~
21/1/15

Am
2/4

21/FA
01/4/15
+ 21/4/15
MGR (CA)
Am
1/4

~~FA & CAO~~
MGR (CA)

~~Am~~
23/4

~~Naini~~
3/4/15

Form overleaf

44. The matter regarding implementation of MACP scheme in OAS is pending in MotAG since 1-11-2012. Despite repeated follow-up/seminders, no reply has since been received. The subject matter was discussed in a meeting taken by MotAG on 3-8-2015 wherein the proposed agenda items for the coming 41st Board Meeting were discussed. It was decided to take up the matter again with OAS Board in view of the fact that the OAS employees are deprived of the benefit of both MACP or Time Scale from here since 8-2-2011. A draft agenda item in this regard has been prepared and is placed opposite for consideration and approval pls.

Jaini
12/8/15

~~DCFAO (AD)~~

Amul
13/8

~~FAO/AD~~

lit. Please review note as modified. The note may also include why the Time Scale Scheme proposed to be treated was withdrawn earlier.

1041/FA
15/8/15

~~DCFAO~~

fas
19/8

Amul
19/8

My...

sig...
11/9
2CF

200

from page page

46. The revised agenda incorporating the changes
is placed opposite for consideration & approval plz.

~~OC/24/18~~

Naresh
24/8/18

Adul
24/8

F&CAO

Sub: Implementation of MACP Scheme for OIIB Employees.

The OIIB employees are governed by OIIB Employees' (Recruitment) Regulations, 2011 which were approved by OIIB Board, in its 81st meeting held on 8.2.2011, in supersession of earlier Recruitment Regulations, 1986 (page 135/cor). The Recruitment Regulations were placed before the OIIB Board after these were examined and recommended by IFD, MOP&NG.

2. Regulation 10 of the said regulations stipulates that the career progression with effect from the date of approval of these regulations i.e. 8.2.2011, shall be **in accordance with** the Modified Assured Career Progression Scheme (MACP) of the Central Government employees (page-134/cor). As per this MACP Scheme, three financial upgradations are available, counted from the direct entry grade on completion of 10, 20 and 30 years' service respectively. Accordingly, the earlier Time Scale Promotion Scheme, which was in vogue in OIIB till 7.2.2011 was replaced by the MACP Scheme on Central Government pattern.

3. However, while implementing the MACP Scheme in OIIB, it was noticed that there are instructions regarding introduction of MACP Scheme in Autonomous Bodies. Therefore, the matter was referred to Ministry of Petroleum & Natural Gas (MOP&NG) for advice. The MOP&NG in consultation with DOPT and Department of Expenditure, vide its letter No.G-38026/5/2011-Fin.II dated July 24, 2013 (page-133/cor), advised as under :-

"As per DOPT's guidelines vide O.M. dated 3.8.2010, one of the condition for MACPS is that the earlier ACP should have been implemented/adopted by the autonomous/statutory body. Since OIIB did not implement the ACP scheme, it is regretted that the proposal cannot be agreed to."

4. Since as per the advice of MOP&NG, MACP could not be introduced in OIIB as there was no ACP in OIIB, the matter was placed before OIIB Board in its 86th meeting held on 4.9.2013 for restoration of erstwhile Time Scale Promotion Scheme in OIIB (page 131-132/cor). The Board, however, decided that the matter may again be referred to DOPT through MOP&NG for reconsidering implementation of MACP Scheme in OIIB (page-130/cor). The matter was accordingly again referred to MOP&NG vide letter dated 1.11.2013 (page 128-129/cor). The matter was constantly followed up with MOP&NG to expedite decision on the proposal for implementation of MACP in OIIB so that eligible employees of OIIB may get benefit of financial upgradation since February 2011. Since Department of Expenditure has already made it clear that implementation of MACP in OIIB cannot be agreed to as OIIB has not implemented ACP earlier for its employees, there is a need to have an alternate career progression scheme for the employees of OIIB as **neither the benefit of erstwhile Time Scale Promotion Scheme of OIIB nor the benefit of MACP Scheme could be given to OIIB employees during the period from 8.2.2011 to till date.**

5. Oil Industry Development Board (OIIB) is a statutory body, set up under the Oil Industry (Development) Act, 1974, under the administrative control of Ministry of Petroleum and Natural Gas and OIIB has its own rules and regulations and the DOPT instructions are not binding on OIIB.

6. As and when the service matters of OIIB were referred to DOPT for clarification/advice, DOPT had advised that "the instructions issued by DOPT are applicable to Central Government Civilian Employees and posts. These are not applicable to Autonomous Bodies, PSUs, Trusts or Banks which are governed by regulations/instructions issued by concerned administrative Ministry/Department under Statute/Act of the Parliament by which they are created or came into existence along with their own set of Service Rules." (page 111/cor).

7. In terms of Rule 7 of OIBD Employees' (General Conditions of Service) Rules, the OIBD Board is competent to decide about the qualifications for and method of recruitment to a post or class of posts. Accordingly, the OIBD Employees' (Recruitment) Regulations and amendments thereto are approved by OIBD Board from time to time. The career progression scheme is an integral part of said recruitment regulations and, hence, OIBD Board is competent to take decision in this regard.

8. Moreover, the linkage of MACP with ACP is not applicable in the case of OIBD as OIBD has its own set of rules duly approved by its Board. DOPT has, time and again, been advising that Government instructions are not applicable in totality where the organisations have their own set of rules as mentioned in para 6 above.

9. The present position is as under :-

(i) Consequent upon approval of OIBD Employees' (Recruitment) Regulations, 2011, in OIBD Board's 81st meeting held on 8.2.2011, in supersession of earlier Recruitment Regulations, 1986, the MACP Scheme as applicable to Central Government employees already stands adopted for OIBD employees.

(ii) In terms of the rule position explained in paras 5 to 7 above, OIBD Board is competent to approve Recruitment Regulations for OIBD employees and the Government instructions are not applicable on OIBD because OIBD has its own set of Service Rules.

10. In view of the fact that the MACP Scheme had already been approved by OIBD Board in its 81st meeting held on 8.2.2011 and to avoid undue hardship to the OIBD employees to the extent that they have been denied financial upgradations, both under the earlier scheme as well as the revised scheme, the matter was taken up with OIBD Board, in its 91st meeting held on 16.09.2015, to allow OIBD to implement the MACP Scheme for OIBD employees, which is already approved (page 135-138/cor).

11. The Board, however, directed Secretary, OIBD to examine the matter and decide appropriately (page 143/cor).

12. In view of the position explained above, Secretary, OIBD is requested to kindly consider and allow OIBD to implement the MACP Scheme for OIBD employees, which already stands approved by OIBD Board in its 81st Board meeting.

Submitted for kind consideration please.

Rajesh Saini
(Rajesh Saini)
Manager (P&A)
30.11.2015

~~DCFS/AD~~

Ashu
11/11/15

~~FA/CAO~~

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30-11-2015

2521
11.12.15

From pre page

13. Since 1986, OIBD employees were governed by OIBD Employees (Recruitment) Regulations, 1986 which inter-alia provided for Time Scale Promotion for the employees of OIBD. In supersession of these regulations, OIBD Board in its 81st meeting held on 8.2.2011 approved OIBD Employees (Recruitment) Regulations 2011, Regulation 10 of which provides for Modified Assured Career Progression (MACP) "...in accordance with the MACP applicable to the Central Government employees...". Accordingly, MACP for the employees on the patterns of MACP for Central Government employees became applicable to the employees of OIBD replacing erstwhile Time Scale Scheme w.e.f 8.2.2011. The MACP provides for three financial upgradations on completion of 10, 20, 30 years' service respectively.

14. While implementing the MACP for the employees of OIBD, doubts were raised if the MACP could be implemented for the employees of OIBD citing DOPT circular dated July 24, 2013 as per which one of the pre-conditions for implementation /adoption of MACP by autonomous /statutory bodies is that these organisations should have earlier Assured Career Progression (ACP) of Government in vogue. Accordingly, views of Department of Expenditure were sought, which reiterated the above position (page 133/c). The matter was accordingly placed before the 86th Board meeting, which was held on 4.9.2013, with a proposal to consider reviving the earlier Time Scale Scheme for the employees of OIBD in view of the said observations of Department of Expenditure. OIBD Board, however, directed OIBD to refer the matter to DOPT again through MOPNG for reconsideration. The matter is still pending with MOPNG.

15. In the meanwhile, the matter was again re-examined in OIBD, in view of DOPT's decision (page 141/c) on various issues relating to establishment matters referred to it by OIBD where DOPT has clearly stated that "the instructions issued by DOPT are only applicable to Central Government Civilian employees and posts and are not applicable to autonomous bodies which are governed by the regulations /instructions issued by concerned administrative Ministry/Department under Statute/Act of the Parliament by which they are created or came into existence along with their own set of Service Rules".

16. Further, Ministry of Personnel, Public Grievances and Pensions while replying to a Parliament Question in Rajya Sabha on 14.3.2013 (page 148/c) have clearly stated that "The service conditions of the employees of statutory and constitutional bodies are regulated by the statute under which they are created" and that 'Government Servant' are those who are covered under Rule 2(h) of CCS (CCA) Rules, which is not applicable to OIBD being a statutory body with its own service regulations. MACP and the instructions related to it are applicable for "Central Government civilian employees". OIBD has only proposed MACP for its employee on the pattern of MACP for central government civilian employees just like most of the service rules of OIBD, which are based on the Central Government's Rules.

17. In view of the above doubts raised on whether MACP could be implemented for employees of OIBD in view of DOPT instructions dated July 24, 2013, seems to be invalid and since the OIBD Board has already approved the OIBD Employees (Recruitment) Regulations 2011 that included MACP in its 81st Board meeting, which was held on 8.2.2011, MACP on the pattern of central government's MACP continues to be valid from the date the said

204

Regulations were approved by the Board. Accordingly, the file is submitted to Secretary, OIBD in accordance with the decision taken in 91st Board Meeting held on 16.9.2015 (page 143/c) for consideration of above facts and issuance of necessary orders implementing MACP w.e.f. 8.2.2011 for employees of OIBD.

[Signature]
(Ajay Srivastava)
FA&CAO, OIBD
20.1.2016

~~AS(E)MOP&NG/Secretary, OIBD~~

Pl. 42
~~FA&CAO, OIBD~~

18. Discussed. Approval is approved in view of the fact that DoT circular of July 24, 2012 is not applicable to OIBD and Board in its 61st meeting has already resolved to adopt MACP as applicable to central Govt employees to OIBD employees.

[Signature]
04/2/2016

~~FA&CAO~~
~~Mgr (CA)~~

[Signature]
9/2/16

~~Consultant (E&A)~~

19. Draft OM for ^{kind} consideration and approval flow.

[Signature]
03/02/2016

~~Manager (CA)~~

[Signature]
3/3/16

~~FA&CAO~~
20

20 put up revised order as discussed.

~~Mgr (CA)~~

[Signature]
3/3

FA&CAO
3015
3-3-16

21. Corrections have been carried out & receipt of order is placed affords for X/Muf.

FA/AS

Main
2/3/16

~~Mgr (P/A)
Com (11)~~

~~Mgr
9/2~~

Main
9/3/16

- For signature please

-> Manager (P/A)

~~Mgr~~
26-2/16
Main
9/2/16

Com/AS

3097
9-3-16

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No. G/12/2011-01DB

Sub: Implementation of Modified Assured Career Progression (MACP) Scheme for OJDB employees.

Ref: Notes on pages 19-23 ante and Office Order No.03/2016 dated 09.03.2016 on page 150/C.

As per the above said Office Order, the Modified Assured Career Progression (MACP) Scheme is to be implemented for OJDB employees on the pattern of Central Government employees w.e.f 08.02.2011.

2. A copy of DOPT's OM No.35034/3/2008-Estt (D) dated 9th May 2009 forwarded therewith the MACP Scheme is 10-19/C (F/C). The salient features of MACP Scheme are:

(a) There shall be three financial upgradations under the MACPS, counted from the direct entry grade on completion of 10, 20 and 30 years service respectively. Financial upgradation under the scheme will be admissible whenever a person has spent 10 years continuously in the same grade pay.

(b) In terms of para 28(A)(i)&(ii) of the MACP Scheme, a person is eligible for grant of financial upgradation under the Scheme whenever he spends 10 years continuously in the same grade pay.

(c) The MACPS envisages merely placement in the immediate next higher grade pay in the hierarchy of the recommended revised pay bands and grade pay as given in Section 1, Part-A of the first schedule of the CSS (Revised Pay) Rules, 2008. Regular service shall include all periods spent on deputation/foreign service, study leave and all other kind of leave, duly sanctioned by the competent authority.

(d) The financial upgradation would be on non-functional basis subject to fitness, in the hierarchy of grade pay within the PB-1. Thereafter for upgradation under MACPS the benchmark of 'good' would be applicable till the grade pay of Rs.6600/- in PB-3. The benchmark will be 'very good' for financial upgradation to the grade pay of Rs.7600/-.

(e) Screening committee is required to be constituted to consider the cases for grant of financial upgradations under the MACPS. The Screening Committee shall consist of a Chairperson and two members. The members of the Committee shall comprise officers holding posts which are at least one level above the grade in which the MACP is to be considered and not below the rank of Under Secretary equivalent in the Government. The Chairperson shall generally be a grade above the members of the Committee. ~~The~~ **recommendations**

3. In pursuance of the above Office Order, the service records of all the employees of OJDB have been scrutinized to ascertain the eligible employees for benefit of MACP from 08.02.2011 onwards. The individual wise details are placed at F/X.

G. S. S. S. S.

4. It would be seen from the said employee's wise service records that the following 9 employees of OADB are eligible for MACP:

Sl.	Name & Designation	Duration of accrual of benefit of MACP	Grade Pay of financial upgradation to be given
1.	Shri Rajesh Saini, DCF&AO.	27.06.2011 to 11.04.2016 - Was given II financial upgradation in Grade Pay of Rs.6600/- on 27.06.2001. - Completed 10 years on 27.06.2011 in the grade pay of Rs.6600/-. - Promoted as DCF&AO in the grade pay of Rs.7600/- on 11.4.2016 (AN)	Rs.7600/- 3 rd financial Upgradation.
2.	Smt. Jyoti Sharma, Hindi Officer	26.10.2014 till date. - Was on deputation as Hindi Officer from on 26.10.2004 in the Pay Scale of Rs.6500-10500 on followed by absorption on 20.01.2006 (Revised scale: Rs.15600-39100 grade pay of Rs.5400 on implementation of 6 CPC). Period of deputation followed by absorption is regular service for MACP and thus, eligible for next grade in MACP on 26.10.2014 on completion of 10 years in the grade pay of Rs.5400/-.	Rs.6600/- 3 rd financial Upgradation w.e.f. 26.10.2014
3.	Km. Asha, PS	05.09.2012 till date. -Promoted as Stenographer Grade 'B' on ad hoc basis in the pay Scale of Rs.6500-10500 (Grade Pay : Rs.4600) on 05.09.2002 as 2 nd financial upgradation. -Completed ten years in that grade pay on 04.09.2012.	Rs.4800/- 3 rd financial Upgradation w.e.f.05.09.2012

in file no. 26/10

4.	Mrs. Vandana Verma Steno. Grade 'B'	11.12.2013 onwards -Was given time scale of Rs.6500-10500 (Grade Pay : Rs.4600) on 11.12.2003 as 2 nd financial upgradation, followed by ad-hoc promotion as Steno. Grade 'B' in the same scale and then regular promotion on 09.03.2011 in the same post in pay band II: Rs.9300-34800 with the same grade pay of Rs.4600. -Thus completed ten years in the grade pay of Rs.4600/- on 10.12.2013.	Rs.4800/- 3 rd financial Upgradation w.e.f 11.12.2013.
5.	Shri Vikas Saxena, PS	01.04.2011 till 05.04.2016 -Was given Time Scale in the Pay Scale of Rs.5000-8000 (Grade Pay Rs.4200) on 01.04.2001 as 1 st financial upgradation. -Completed 10 years in that grade on 01.04.2011 in the grade pay of Rs.4200/-. - Was promoted as PS in the grade pay of Rs.4600/- on 06.04.2016.	Rs.4600/- 2 nd financial upgradation
6.	Shri Dharam Pal Assistant.	08.02.2011 till 30.04.2015 - Was given Selection Scale in the Pay Scale of Rs.4000 - 100-6000 (equivalent to Grade Pay of Rs.2400/- on 05.05.1998 as IInd Financial upgradation. - Completed 10 years in that grade pay on 05.05.2008. - Promoted as Assistant on 01.05.2015.	Rs.2800/- 3 rd financial upgradation

7.	Shri Om Prakash, UDC	08.02.2011 to 31.05.2015 - Was granted the Time Scale Promotion in the pay scale of Rs.3050-4500 equivalent to GP-Rs.1900 on 01.09.1996 as 1 st financial upgradation. - Completed 10 years in that grade pay on 01.09.2006. However, MACP came into existence in OIBD since 8.2.2011. - Was promoted as UDC in the grade pay of Rs.2400 on 01.06.2015.	Rs.2400/- 2 nd financial Upgradation w.e.f. 08.02.2011 till 31.05.2015.
8.	Shri Inderjeet, UDC	From 08.02.2011 till 31.05.2015. - Was Granted the Time Scale Promotion in the pay scale of Rs.3050-4590 equivalent to GP-Rs.1900 on 26.05.1999 as 1 st financial upgradation. - Completed 10 years in the same Grade pay of Rs.1900 on 25.05.2009. However, MACP came into existence in OIBD since 8.2.2011. - Was promoted as UDC on 01.06.2015 in the grade pay of Rs.2400.	Rs.2400/- 2 nd financial Upgradation from 08.02.2011 to 31.05.2015
9.	Sh. Jaswant Singh, UDC	22.05.2012 onwards - Given time scale in the pay scale of Rs.3050-4500 equivalent to grade pay of Rs.1900/- on 22.05.2002 as 1 st financial upgradation; followed by promotion as LDC on 24.06.2009 in the same grade pay. - Completed 10 years in the grade pay of Rs.1900/- on 22.05.2012. Was promoted as UDC on 01.06.2015 in the grade pay of Rs.2400.	Rs.2400/- 2 nd financial upgradation

G. H. N. P. 28/05

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from for - 12/2/2011

(23)

Page 4 of 10

5. In terms of the Office Order for implementation of MACP for OIBD employees with effect from 08.02.2011, it is proposed to grant financial upgradation to 9 eligible employees as per the details given in para 3 & 4 above w.e.f the dates they have completed ten years in a grade or the date of applicability of the MACP in OIBD whichever is later.

6. The suitability of employees proposed in para 4 for financial upgradation would be considered for Grade Pay of Rs.7600/- (Group 'A') as also for group 'B' and 'C' i.e. for Grade Pays of Rs.4800/-, Rs.4600, Rs.4200, Rs.2800 and Rs.2400.

7. In terms of Rule 2(b) of OIBD Employees' (General Conditions of Service) Rules, the appointing authority for Group 'A' posts is Chairman, OIBD whereas Secretary, OIBD and FA&CAO, OIBD are the appointing authorities for Group 'B' and Group 'C' posts respectively. The composition of the Screening Committees may be same as that of DPCs for the posts of the said grade pays given in the R/Rs as under:

- (a) To consider grant of Grade Pay of Rs.7600/-, Rs.4800/- and Rs.4600, the composition of the screening committee would be Secretary, OIBD as Chairman with FA&CAO, OIBD and Deputy Secretary/Director (Finance) from MOP&NG as Members. The recommendations of the Screening committee for grant of grade pay of Rs.7600/- would be submitted to Chairman, OIBD who is the appointing authority and for grade pay of Rs.4800/- and Rs.4600/- to Secretary, OIBD as the appointing authority.
- (b) To consider grant of other Grade Pays of Rs.4200/-, Rs.2800/- and Rs.2400/-, the composition would be FA&CAO as Chairman and DFC&AO (GD) and DCF&AO (RS) as Members. The recommendations of the Screening Committee would be submitted to FA&CAO, OIBD who is the appointing authority for Group 'C' posts.

8. The proposal is submitted for:

- (a) seeking approval of the competent authority to the composition of the Screening Committees as proposed in para 7 above; and
- (b) for indicating time and date as convenient to the Chairman of the Screening Committees for holding meetings of the Screening Committees.

FC & AO (G.S.)

Q.C.
S.F. & P.C.
in 1 Estt.

20/2/11

Sub: Implementation of MACP Scheme for OIBD Employees.

Notes on pages 24-28/n refers.

The OIBD employees are governed by OIBD Employees' (Recruitment) Regulations, 2011 which were approved by OIBD Board, in its 81st meeting held on 8.2.2011, in supersession of earlier Recruitment Regulations, 1986 (page 135/cor). The Recruitment Regulations were placed before the OIBD Board after these were examined and recommended by IFD, MOP&NG.

2. Regulation 10 of the said regulations stipulates that the career progression with effect from the date of approval of these regulations i.e. 8.2.2011, shall be **in accordance with** the Modified Assured Career Progression Scheme (MACP) of the Central Government employees (page-134/cor). As per this MACP Scheme, three financial upgradations are available, counted from the direct entry grade on completion of 10, 20 and 30 years' service respectively. Accordingly, the earlier Time Scale Promotion Scheme, which was in vogue in OIBD till 7.2.2011 was replaced by the MACP Scheme on Central Government pattern.

3. In terms of the instructions of MACP Scheme, made applicable to OIBD employees with effect 8.2.2011, it is proposed to grant financial upgradation to nine eligible employees as brought out in para 4 on pages 25-27/n w.e.f. the dates they have completed ten years in a grade or the date of applicability of the MACPS in OIBD whichever is later.

4. The competent authority in terms of Rule 2(b) of OIBD Employees' (General Conditions of Service) Rules is Chairman, OIBD in respect of Group 'A' post whereas Secretary, OIBD and FA&CAO, OIBD are the competent authorities for Group 'B' and Group 'C' posts respectively. The composition of post-wise DPCs are defined in the relevant schedule and the same composition is application for DSCs. Therefore, on the same line, the same post-wise composition is suggested for the Screening Committees as well as proposed in para 7 on page 28/n.

5. In view of the above, Secretary and FA&CAO is requested to indicate suitable date and time for convening the meeting of the Screening Committees to consider financial upgradations under MACP scheme to OIBD employees.

9607
2/8/16

(Signature)
(G.C. Doval) 2/8/16
DCF&AO

FA&CAO

The attached list has many names, who are not eligible for MACP. The list needs to be segregated. Also, since Appointing Authority for Group B and other posts are different, separate file may be put up for convening of the Screening Committee. The above note does not give any details on the eligibility requirement and the rule position in this regard. Please discuss with the MACP adopted by OIBD & the rule position.

(Signature)
15/8/16

(Signature)
15/8

196 (14)

No.G.38026/S/2011-Fin.II
Government of India
Ministry of Petroleum & Natural Gas

Shastri Bhawan, New Delhi,
Dated: July 24, 2013

To

The Secretary,
Oil Industry Development Board,
OIDB Bhawan, Plot No.2,
Sector-73,
NOIDA - 201301.

Sub:- Implementation of Modified Assured Career Progression Scheme (MACPS) for Central Government civilian employees in OIDB.

Sir,

I am directed to refer to your letter No.6/12/2011-OIDB dated May 22, 2013 on the subject mentioned above and to say that the matter under reference was taken up with Ministry of Finance, Department of Expenditure, who have informed as under:-

"As per DOPT's guidelines vide O.M. dated 3.8.2010, one of the condition for MACPS is that the earlier ACP should have been implemented/adopted by the autonomous/statutory body. Since OIDB did not implement the ACP Scheme, it is regretted that the proposal cannot be agreed to".

Yours faithfully,

O.P. Banwari
(O.P. Banwari)
Deputy Secretary (IFD)
Tel. 23381029

File No.
26/7/13
Uo33

Mr. (GA)
Am
21/7

29/7/13
O.P. Banwari (AD)

OIL INDUSTRY DEVELOPMENT BOARD
Ministry of Petroleum & Natural Gas
Government of India

No.6/12/2011-OIDB

May 22, 2013

To

The Deputy Secretary (Fin)
Ministry of Petroleum & Natural Gas
Shastri Bhawan,
New Delhi-110 001.

Sub: Implementation of Modified Assured Career Progression Scheme (MACPS) for Central Government civilian employees in OIDB.

Sir,

This has reference to your letter No.G-38026/5/2011-Fin.II dated 13th March 2013 on the above subject. The point-wise clarifications are as under :-

(a)	The reasons as to why decision has been taken to discontinue the Scheme of time scale promotion and to introduce MACP Scheme to the employees of OIDB.
Reply	OIDB has been established under Oil Industry (Development) Act, 1974. In terms thereof and the rules framed thereunder, the pay scales of OIDB employees are notified by Central Government in the Gazette of India. Central Government has decided that the pay scales of the employees of the Oil Industry Development Board (OIDB) are identical to the pay scales of Central Government employees and Central Government have already notified revised pay structure of OIDB employees on Central Government pattern (Annexure-I). Additional posts were also created, with the approval of Ministry of Finance, in the revised pay pattern. 2. The proposal to carry out consequential amendments to reflect the changes from pay scales to pay band/grade pay etc. and to frame recruitment regulations for the newly created posts were examined in consultation with Integrated Finance Division (IFD) of Ministry of Petroleum & Natural Gas (MOPNG). As the OIDB Employees' (Recruitment) Regulations 1986 had only six columns and various relevant matters were not elaborated therein, based on advice of Ministry of Petroleum & Natural Gas, the revised recruitment regulations proposed 14 columns based on Central Government pattern of Recruitment Rules. The revised OIDB Employees' (Recruitment) Regulations 2011 were adopted by OID Board in supersession of the existing Recruitment Regulations, 1986.

प्रधान कार्यालय :-

ओ.आई.डी.बी. भवन, 'सी' ब्लॉक, तीसरी मंजिल,
प्लॉट नं. 2, सेक्टर - 73, नोएडा- 201301, उ.प्र.
फोन : 91-120-2594602, 603, 604 फैक्स : 91-120-2594630
ई.मेल : oidb-mopng@nic.in, वेब साइट : www.oidb.gov.in

पंजीकृत कार्यालय :-

301 वर्ल्ड ट्रेड सेंटर, तीसरी मंजिल, बाबर रोड, नई दिल्ली - 110 001
फोन : 91-11-23413540, 23414692 फैक्स : 91-11-23414882

Main Office :-

OIDB Bhawan, 'C' Block, 3rd Floor
Plot No 2, Sector - 73, Noida-201301, Uttar Pradesh
Phone : 91-120-2594602, 603, 604 Fax : 91-120-2594630
Email : oidb-mopng@nic.in, Website : www.oidb.gov.in

Registered Office :-

301, World Trade Centre, 3rd Floor, Babar Road, New Delhi - 110 001
Phone : 91-11-23413540, 23414692 Fax : 91-11-23414882

(124)

(62)

3. The amendment to regulations is within the delegated powers of OIB Board in terms of OIBB Employees' (General Conditions of Service) Rules notified by Central Government.

4. One of the service matters relate to the time scale promotion. This matter is covered by the OIBB Employees' (Recruitment) Regulations. OIBB employees were eligible for one time promotion after completion of 6 years of regular service. Retaining the old provisions could have led to an anomaly, to the extent that in respect of posts where the qualifying service for promotion is more than six years, the OIBB employees even though not eligible for promotion would have become eligible for time scale promotion. The Board, under its delegated powers, approved modification of OIBB Employees' (Recruitment) Regulations in its 81st Board meeting held on 8.2.2011 and replaced the provision of giving one time scale promotion to OIBB employees after completion of 6 years' continuous service, by MACPS, applicable to Central Government employees (**Annexure-II**).

(b) **As per the Scheme of Time Scale Promotions, the average number of promotions received by an employee.**

Reply The provisions of Scheme of Time Scale Promotions is reproduced below :-

Quote

11. Time scale promotion:

- (1) An employee if not promoted to the next higher post for want of vacancies, after six years of continuous service in the existing grade, may be placed in the next higher grade to which he may be eligible on promotion, subject to his satisfactory performance in his existing grade.
- (2) For posts, for which there are no avenues for promotion, an employee may be given the next grade of the particular cadre as 'Selection Grade' after he has completed six years of satisfactory service in the existing grade, provided that once an employee is given a selection grade under this rule, he shall not be eligible again for the next higher grade as selection grade under this rule.

Unquote

As per this Scheme, employees have received only one time scale promotion till date.

193
CGP

(c)	Total number of employees of OIBD to be benefitted on introduction of MACP Scheme and financial implication involved thereon.
Reply	There are only 19 regular employees of OIBD out of which 5 employees will not get any benefit under MACP Scheme because either they have already got 3 promotions/financial upgradations in their career or they will retire before they become eligible for benefit under MACP. Further, it is difficult to work out financial implications at this stage as benefit of MACP would be spread over a period of time as and when employees complete 10, 20 & 30 years of service. However, the impact of the introduction of MACP would be met from the Board's funds in terms of Rule 21 of Oil Industry (Development) Rules, 1975 (Annexure-III). Central Government has not provided any funds to OIBD since 1991-92.

Yours faithfully,

Rajesh Saini
22/11/2013
(Rajesh Saini)
Manager (P&A)

Encl: A/a.

76

No:F.7(1)-E(Coord)/84
Government of India
Ministry of Finance
Department of Expenditure

New Delhi, 20th June, 1984.

OFFICE MEMORANDUM

Subject: Ban on creation of posts - Guidelines for processing of cases.

The undersigned is directed to refer to this Ministry's O.M. of even number dated 3rd January, 1984 and 13th January, 1984 in terms of which no new posts can be created till 30th September, 1984, except in the most exceptional circumstances and vacancies are not to be filled for the period, except where recruitment action has been taken. Clarifications are being sought by various Ministries/Depts. regarding the type of cases in which the aforesaid ban orders could be relaxed and the procedure for processing of various kinds of cases.

2. Besides keeping in view the spirit of the ban orders issued vide this Ministry's O.M.No.7(21-E.(Coord)/79 dated 5th July, 1979, and No.F.7(18)-E(Coord)/79, dated 7th September, 1979, the proposals regarding creation of various kinds of posts ought to be examined more closely and where creation of posts is considered to be absolutely necessary in most exceptional circumstances, the proposals may be got approved at the appropriate level in the Administrative Ministry and submitted for orders through the Financial Advisers concerned for approval as under:-

Sl.No.	Category of posts	Authority to which proposals are to be put up
1	2	3
(1)	(a) Posts on the Plan side - >>	Group A posts - Finance Minister Group B, C and D posts - Secretary (Exp.)
	(b) Posts for new organisations -	Posts carrying pay exceeding Rs.3000/- p.m. --- Cabinet
(2)	(a) Operational posts in the Railways, Posts & Telegraphs, Civil aviation, India Meteorological Deptt. - 	-
	(b) Posts required for fulfilling statutory requirements. - >>	All proposals to be submitted for approval of Finance Minister.
	(c) Operational and Technical staff directly connected with security and vigilance functions. - 	
	(d) Posts required as a result of reorganisation of the structure of the organisation - 	

- after detailed study resulting)
 in substantial savings. -1
- (3) Proposals relating to creation of other posts (including non-plan posts) All proposals to be submitted to the Cabinet indicating matching savings after obtaining Finance Minister's approval. ...p2/-

Note: All proposals of upgradation of existing posts are treated as proposals for creation of new posts in a new pay scale.

3. It has also since been decided that the ban orders on filling up of vacancies would not apply to :-
- (a) cases where advanced recruitment action has been taken, offer of appointments, leading to the finalisation of the panel or issue of the afore-mentioned ban orders of 3rd January, 1984;
 - (b) vacancies to be filled up on compassionate grounds or by appointment of handicapped persons in accordance with the procedure laid down by the Deptt. of Personnel and A.R. and subject to the percentage quotas laid down in the relevant orders; and
 - (c) vacancies to be filled up by re-deployment of surplus personnel through the Central (Surplus Staff) Cell administered by the Deptt. of Personnel and A.R./ Directorate General of Employment and Training; and
 - (d) regularisation of casual labour in accordance with the Deptt. of Personnel and A.R.'s orders on the subject.

4. While forwarding proposals for creation of various posts, the most exceptional circumstances in justification of the proposals should be set out unambiguously and approvals obtained in the Administrative Ministry at a level appropriate to the level at which approval in the Ministry of Finance is necessary.

5. Ministry of Home Affairs etc. are requested to take a note of the above instructions for necessary action both in regard to the proposals for creation of posts in the Ministries/Deptt. as also for proposals relating to creation of posts in the attached and subordinate offices.

Sd/-
 (R.C. FURI)

VIGILANCE MATTER

No.6/2/2023-OIDB (Vigilance)
Government of India
Ministry of Petroleum & Natural Gas

A Wing, Shastri Bhawan,
New Delhi, dated 31st October 2023

To

The Chief Vigilance Officer,
Ministry of Petroleum & Natural Gas,
Shastri Bhawan,
New Delhi.

Subject: Complaint of Advocate Abhitosh Kumar on illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenographers only and getting benefits of MACP by flouting government norms without government approval.

Madam,

Kindly refer to O.M. No.C-31024/9/2022-VIG-PNG dated 28 November 2022 & 9th March 2023 received from Vigilance Division of MoP&NG on the above mentioned subject. Comments in the matter are as under:

- (I) In respect of Para 2 of the complaint relating to the allegation of illegal promotion it is stated that:
- (a) Sh. Rajesh Kumar Saini, the then Stenographer Grade 'C' [presently working as Deputy Chief Finance & Accounts Officer (DCF&AO) Level-12] joined OIDB as Steno Grade 'C' on 01.01.1992 **[Pg.23 of complaint dated 09.11.2022]**.
 - (b) He was granted ad-hoc promotion to the post of Steno Grade 'B' w.e.f. 27.06.1995 against the vacancy occurred due to deputation of Steno Grade 'B' of OIDB. No regular vacancy for the post of Steno Grade 'B' was available **[Pg.23 & 43-45 of complaint dated 09.11.2022]**.
 - (c) OIDB had placed the agenda No.35.17 in the 35th Meeting of the OID Board held on 26.11.1996 for up-gradation of the post of Stenographer Grade 'C' to Stenographer Grade 'B' and the same was approved by the Board **[Annexure-I]**.
 - (d) Sh. Saini was regularised on the post of Stenographer Grade 'B' w.e.f. 26.11.1996 when a regular post of Steno Gr. 'B' was created by the OID Board. [Note of F.No.6/2/94-OIDB & copy of Minutes of the meeting of DPC held on 04.06.1997 are at **Annexure-II**].
 - (e) MoF/DoE O.M. No. 7(1)-E(Coord)/84 dated 20 June 1984 stipulates that "*all proposals of up-gradation of existing posts are treated as proposals for creation of new posts*" **[Annexure-III]**.

- (f) Rule 4 of the OI DB Employees (General Conditions of Service) Rules, 1984, relating to Creation of posts and appointment thereto **[Annexure-IV]**, stipulates the following:

**Rule 4. Creation of posts and appointment thereto,--*

The Board may create such posts and make appointment thereto, as may be necessary for the performance of its functions;

*Provided that for creation of posts in Group A and Group B and appointment thereto, prior approval of the Central Government shall be obtained.**

- (g) The requisite approval of the Central Government for creation/upgradation of the above-mentioned post of Stenographer Grade 'B' upgraded by OI D Board in its 35th Meeting of the OI D Board held on 26.11.1996 is not available in the concerned file No.6/2/94-OI DB P.251-332/c and No.6/18/96-OI DB. Copies of relevant pages of these files are attached at **Annexure-V(A) & Annexure-V(B)**.

- (II) In respect of Para 3 and 4 of the complaint relating to the allegation of illegal time scale promotion it is stated that:

- (a) As per record, Sh. Saini was regularised on the post of Stenographer Grade 'B' on 26.11.1996 and he had completed six years of continuous regular service on 25.11.2002 which is required for grant of Time Scale Promotion **[Pg. 23 & 52 of complaint dt.09.11.2022]** as per Recruitment Regulations of 1986 **[Pg. 34-40 of complaint dt.09.11.2022]**. However, he was granted Time Scale Promotion under rule 11(2) of OI DB Employees Recruitment Regulations, 1986 w.e.f. 27.6.2001.
- (b) Ad-hoc service from 27.6.1995 upto 25.11.1996 rendered by Sh. R.K. Saini on the post of Stenographer Grade 'B' was counted in the required experience of six years at the time of grant of Time Scale Promotion in the grade of 10000-325-15200.

- (III) In respect of Para 5 to 7 of the complaint relating to framing of Recruitment Regulations (RRs) for the employees of OI DB, a copy file No.6/3/2010-OI DB, is attached at **Annexure-VI**. Further, in respect of RR for the post of Managers, it is stated that:

- (a) Relevant clauses of OI DB Employees Recruitment Regulation, 2011 **[Annexure-VII]**, applicable for promotion to the posts of Manager (P&A) and Manager (Estate), as approved by OI D Board in its 81st meeting held on 08.02.2011 **[agenda & minutes available at Annexure-VI]** are reproduced below:

Manager (P&A):

*Promotion from Officers with 6 years experience in the Grade Pay of Rs.4800 or more or 7 years regular service in Grade Pay of Rs.4600 (excluding Accounts Officer & Accountant) and possessing the educational qualifications and experience prescribed for direct recruits i.e. **Essential:** Graduate Should have 6 years experience in the Grade Pay of Rs.4800 or more or 7 years in the Grade Pay of Rs.4600 in the Central Government / Public Sector/ Autonomous organizations.*

Manager (Estate):

Promotion from Officers with 6 years experience in the Grade Pay of Rs.4800 or more or 7 years regular service in the Grade Pay of Rs.4600 (excluding Accounts Officer & Accountant) and possessing the educational qualifications and experience as prescribed for direct recruits i.e. **Essential:** Graduate. Should have 6 years* experience in the Grade Pay of Rs.4800 or more or 7 years in the Grade Pay of Rs.4600 in the Central Government / Public Sector/Autonomous organizations with experience of procurement, contracts, civil works.*

Desirable: Knowledge of computer viz. MS-Office, internet is desirable.

- (b) It may be seen that **no** feeder posts are mentioned in RRs of both the above-mentioned posts. However, except above-mentioned two posts, feeder posts are prescribed in the RRs for all the posts where promotion is one of the method of appointment.
- (c) Relevant recruitment regulations for promotion to the posts of Deputy Chief Finance & Accounts Officer (DCF&AO) as approved by OID Board in its 81st meeting held on 08.02.2011, are reproduced below:

DCF&AO:

*Promotion from the posts of Senior Accounts/Admn. Officer / Manager (P&A) / Manager (Estate) with five years regular service possessing educational qualifications and experience prescribed for direct recruits i.e. **Essential:** Graduate with at least 5 years of service in the grade pay of Rs.6600/- and having experience of finance, accounts, budgeting & financial control, or personnel & administration or building works & contract management in the office(s) of Central Government/ autonomous bodies. **Desirable:** Preference would be given to applicants having qualified SAS/Post Graduate in Financial Management/Chartered Accountant and Knowledge of computer.*

- (d) In respect of Para 5-8 of the complaint dated 09.11.2022, it is observed that:
- (i) OIDB Employees Recruitment Regulations, 2011 [**Annexure-VII**] had been made under rule 7 of OIDB Employees (General Conditions of Service) Rules, 1984 [OIDBEGCS) Rules] after approval by OID Board in its 81st meeting held on 08.02.2011.
- (ii) As per Sl. No.11 & 12 of Checklist of MoF/DoE O.M. No.7(1)/E.Coord.I/2006 dated 24.2.2006 [**Annexure-VIII**] 'The immediate feeder post in the line of promotion' and 'Immediate promotion post in the hierarchy' are necessarily required to be mentioned in the Recruitment Rules/ Regulation.
- (iii) However, no feeder posts are mentioned in these RRs for both the above-mentioned posts of Manager (P&A) and Manager (Estate). Moreover, the officers holding the posts of Accounts Officer and Accountant (which are dealing the main work of OIDB were excluded for promotion to these posts. Further, the feeder posts/ grades eligible for promotion to the post of DC&AO (level-12) specifically mentions the two posts of Managers besides Sr. Accounts/Admn. Officer.

(iv) Non-mentioning of feeder posts for promotions to the post of Managers was required to be clarified from the Central Government as per rule '25 Interpretation' of OIBBE (GCS) Rules, 1984 which stipulates that 'Any question as to interpretation of these rules shall be referred to the Central Government for a decision.' However, as per available records, no clarification/ interpretation was sought by OIBB from MoP&NG in this regard.

(v) OIBB promoted two stenographers (not mentioned as feeder posts in RRs of above posts) to the posts of Manager (P&A) and Manager (Estate), respectively, without obtaining clarification w.r.t. feeder posts.

(IV) In respect of Para 9 of the complaint dated 09.11.2022 relating to the complaint dated 9.5.2019 & 5.4.2019 of the then Sr. A.O., it is stated that:

(a) The comments on the allegations of illegal promotion & time scale promotion are mentioned at Para (I) & (II) above and comments on allegation of wrong MACP are at Para (V) below.

(V) In respect of Para 10 – 12 of the complaint relating to wrong implementation of MACP, it is stated that:

(a) DOP&T vide O.M. No.35034/3/2010-Estt(D) dated 3 August 2010 [Pg. 166-167 of complaint dated 09.11.2022] extended the benefits of MACPS to the Central Autonomous/ Statutory Bodies under various Ministries/ Departments subject to satisfying the following four conditions:

- (i) The earlier ACP Scheme was also implemented/ adopted by the said Autonomous/ Statutory Body.
- (ii) The proposal to adopt MACP Scheme has been approved by the Governing Body/ Board of Directors.
- (iii) The Administrative Ministry/ Financial Adviser of the Ministry has concurred with the proposal.
- (iv) The financial implications of adoption of MACP Scheme have been taken into account by the Organisation/ Body and the additional financial implications can be met by it within the existing Budget Grants.

(b) As per available records [note and relevant correspondence of F.No.6/12/2011-OIBB are attached at Annexure-IX, MACP was incorporated in the OIBB Employees' RRs, 2011 [Annexure-VII] with the approval of the OIBB Board only in the 81st meeting held on 8.2.2011 and without the approval of the Government (MoF/DoE). Later the matter of implementation of MACPS in OIBB was taken up by MoP&NG with MoF/DoE and the same was declined by MoF/DoE in 2013 stating the following [Annexure-IX]:

"As per DOPT's guidelines vide O.M. dated 3.8.2010, one of the condition for MACPS is that the earlier ACP should have been implemented/ adopted by the autonomous/ statutory body. Since OIBB did not implement the ACP Scheme, it is regretted that the proposal cannot be agreed to."

(c) As per Annexure-IX, the above was communicated by MOP&NG to the OIBB vide MoP&NG letter No.G.38026/5/2011-Fin.II dated 24.7.2013. Later, it was mentioned in the file:-

"10. In view of the fact that the MACP Scheme had already been approved by OI Board in its 81st meeting held on 8.2.2011 and to avoid undue hardship to the OI Board employees to the extent that they have been denied financial upgradation, both under the earlier scheme as well as the revised scheme, the matter was taken up with the OI Board, in its 91st meeting held on 16.9.2015, to allow OI Board to implement the MACP for OI Board employees which is already approved.

11. The Board however, directed Secretary, OI Board to examine the matter and decide appropriately.

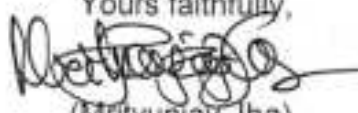
12. In view of the above, Secretary, OI Board is requested to consider and allow OI Board to implement the MACP scheme for OI Board employees which already stands approved by OI Board in its 81st Meeting."

- (d) Subsequently, as mentioned at Page 22 of note of the file at **Annexure-IX**, relating to "implementation of MACP for OI Board employees" the proposal of implementation of MACP in OI Board was approved by AS(E) MoP&NG/ Secretary (OI Board) on 4.2.2016.
- (e) MACP Scheme was implemented in OI Board, without the approval of the Government, either at the time of inclusion of MACP in the OI Board Employees' RRs, 2011 or at the time of its implementation in OI Board in 2016. The benefits under the scheme were granted w.e.f. 2011 [**Pg. 79 of the compliant dated 09.11.2022**] although the file was approved on 04.02.2016.

2. This being an administrative matter, the above findings are forwarded to the Secretary, OI Board for further necessary action, as appropriate.

3. As desired by MoP&NG's Vigilance Division vide their O.M. No.C-31024/9/2022-VIG-PNG dated 28 November 2022 & 9th March 2023, the above report in the matter is submitted for information and further necessary action.

Encl. As above.

Yours faithfully,

(Mrityunjay Jha)
Director, MoP&NG
and CVO, OI Board

Copy to: Secretary, Oil Industry Development Board.

17. Item No.35.17

Upgradation of the post of PA to FA&CAO from Stenographer Gr. 'C' to Stenographer Gr. 'B'.

The proposal was approved.

Provisions of Oil Industry (Development) Act, 1974

As per sub-section (5) of Section 5 of the Oil Industry (Development) Act, 1974, subject to such conditions and restrictions as may be prescribed, the Board may appoint such other officers and employees as may be necessary for the performance of its functions and pay them such salaries and allowances as it may determine from time to time.

Provisions of Oil Industry (Development) Rules, 1975

2. As per Rule 21 of Oil Industry (Development) Rules, 1975, all expenditure on account of the salaries, allowances, pension, leave salary and other contribution if any, of the Chairman, Secretary, Officers, Consultants and employees of the Board appointed under the Act shall be met from the Board's funds.

3. Thus, the expenditure of pay and allowances of the employees of the Secretariat of the Board is met from the funds of the Board.

OIDB Employees (Pay & Allowances) Regulations, 1984

4. In exercise of the powers of the Act, the Board has made OIDB (General Conditions of Service) Rules, 1984. Rule 5 thereof provides that scale of pay, DA, CCA for employees of the Board shall be the same as notified in the Rules or as prescribed by the Government from time to time.

5. Rule 7 thereof further prescribes for fixation of pay on initial appointment as under :-

"On initial appointment of an employee, the Board may fix the salary in such scale and at such a state or fix consolidated emoluments at such an amount as it may consider appropriate with regard to appointments it is competent to make."

**OIDB Employees
(Recruitment)
Regulations, 1986**

6. In exercise of Rule 7 of OIDB Employees (General Conditions of Service) Rules, 1984 quoted above, the Board has further made OIDB Employees (Recruitment) Regulations, 1986 prescribing therein the scales of pay etc. Of various posts created by it. A post of Stenographer Grade 'C' in the scale of pay of Rs.1400-2600 has been created for the post of FA&CAO.

**Justification for
upgradation of
the post**

7. Thus when the post of FA&CAO and other posts of the employees of the Secretariat of the Board were created, comparison of the pay scales was made to the pay scales of Government employees. Accordingly, Stenographer provided to FA&CAO was Stenographer Grade 'C'. However, with the passage of time the activities of the Board have been multiplied and the work-load has increased tremendously. In this context, it is submitted that the OIDB Secretariat is headed by the Financial Adviser & Chief Accounts Officer (FA&CAO) who is reporting to the Secretary/Chairman of the Board and his responsibilities includes monitoring of investment of surplus funds, appraisal of project proposals and rendering financial advice on various important matters to the Government of India, Ministry of Petroleum & Natural Gas, etc.

8. The FA&CAO have also been delegated various powers of the Board including the power to sanction and release budgetary support loans to various organisations provided that the relevant budget provision exists in the approved budget of the Board and there is no deviation from the general approved lending terms in force from time to time. In view of the increased work-load and

peculiar nature of the duties of the post of FA&CAO which are not comparable to duties of the post of comparable scale of the officers in the Central Government, it is proposed that comparison of proposed pay scales of the Stenographer of the Board may be made with facilities made available to Stenographers in Public Sector Undertakings.

9. The Heads of the Secretariat in other PSUs are provided the PAs of Grade 'B' level and above. It is, therefore, proposed that the scale of pay of Stenographer Grade 'C' attached to the post of FA&CAO may be upgraded to Stenographer Grade 'B' in the scale of pay of Rs.2000-3500. The financial implication of the proposal will be only Rs.22,900/- per annum approximately. If the proposal is approved, consequential revisions in the salary budget of the Board's Secretariat will also be made.

**Decision
required**

10. The Board may kindly approve the proposed upgradation of the post of PA to FA&CAO from Stenographer Grade 'C' to Stenographer Grade 'B'.

Sub: Filling up the vacancy of Stenographer Grade 'B'

Shri Gajjan, Sr. P.A who was re-employed from 1.11.93 after his superannuation on 31.10.93, has requested OIDS to be relieved of his services in OIDS due to domestic circumstances. His request was acceded to and he has been relieved w.e.f. 31.1.94. Accordingly, a post of Stenographer Grade 'B' has fallen vacant w.e.f. 1.2.1994.

F/A
HB
FC

2. Presently in OIDS Secretariat 2 Stenographers Grade 'C' are working. Out of these two Shri G.C.Doval is senior. He was appointed as Stenographer Grade 'D' w.e.f. 10.7.87 and was promoted to Stenographer Grade 'C' w.e.f. 16.7.90. As per Rule 7 of the OIDS Employee (Recruitment) Regulations, 1986 the Board's employees shall be eligible for promotion to the next higher grade after completing atleast 3 years services in the lower grade. For determining and regulating promotion a Departmental Promotion Committee consisting of Secretary of the Board, the FA&CAO and any other officer from the Ministry or other PSUs as may be coopted by the Secretary, OIDS is to be formed. The Departmental Promotion Committee, while making its recommendations, shall consider the candidates in the eligible zones for promotions and prepare a panel on the basis of the record of the past performance. Appointments from the panel, which will be valid for one year, may be made from time to time as and when vacancies arise. At present, there is only one vacancy of Stenographer Grade 'B'. Shri Doval who is working as Stenographer Grade 'C' w.e.f. 16.7.90 is due for promotion if otherwise eligible.

Submitted please.

(Signature)
(S.D.Dua)
Section Officer

DCFAO

This post is vacant for the issuing of the
Circular mem. etc. This office may also be
consulted, if considered necessary.

1070/FA&CAO/94
2/2/94

~~12/1/94~~

(Signature)
2/2/94

17/04

12/04

A vacancy of Stenographer Grade 'B' has arisen in the Board. As per Recruitment Regulations, this post is to be filled by promotion from Gr. 'D' and above stenographer having a speed of 120 w.p.m in shorthand and 40 w.p.m. in typing. This post can also be filled by direct recruitment. Regulation No. 7 of the Recruitment Regulations also provides that the Board's employees shall be eligible for promotion to the next higher grade after completing atleast 3 years' service in the lower grade. Keeping this in view, Shri G.C.Doval, Stenographer Grade 'C', is eligible for being considered for promotion to the post of Stenographer Grade 'B'. A decision in regard to his

(Signature)

from overleaf

being found fit or otherwise is to be taken by the DPC which, as per Recruitment Regulations relevant to the present post, is to be headed by Secretary (OIDB), FA&CAO and another officer from the Ministry or PSUs as may be coopted by the Secretary.

In view of the above, Secretary (OIDB) may kindly approve constitution of a DPC for filling up the vacancy of Stenographer Grade 'B'. It is proposed that DS(Finance), Ministry of Petroleum & Natural Gas may be the third member of the DPC. If approved, Shri R.C.Narang, Sr. P.S. to the Secretary (OIDB) may be directed to conduct the test in stenographic proficiency. The test may be held on 4.2.94. The DPC could meet on 7.2.1994.

Secretary, OIDB is the appointing authority for the post.

[Signature]
(FA & CAO)
02-02-94

137/93
7/2

Secy. (OIDB)

[Signature]
7/2

~~Encl. 1/93~~

Reference DPC proceedings at p 25 per. Please take further action to promote the individual.

[Signature]
8/2

1089/1994
8/2/94

~~Draft~~

[Signature]
8/2

S/O.

Draft office order promoting the one level as Stenographer Grade 'B' is placed opposite for approval please

[Signature]
8/2

~~Draft~~ was *[Signature]*

As per revised draft placed in the file.

[Signature]
8/2

~~Draft~~ was *[Signature]*

[Signature]

Subj:- Time Scale Promotion

Mrs. Asha who was appointed as Hindi Stenographer Grade 'D' on 17.5.88 vide office order No. 17 dated 17.5.88 has requested this office for Time Scale Promotion. Her application placed on P/28 on completion of her six years service in the grade.

As there is no next higher post of Hindi Stenographer Grade 'D' in the Board, Mrs. Asha may be given time scale promotion Under Rule 11(2) :-

*For posts for which there are no provision for promotion an employee may be given the next grade of the particular cadre as Selection Grade after he/she has completed six years of satisfactory service in the existing grade, provided that once an employee is given a Selection Grade under this rule, he/she shall not be eligible again for the next higher grade as Selection grade under this rule.

Submitted for consideration please.

10/5/94

(S. S. S. S.)
Section Officer

P/28- A post of Stenographer Grade 'D' in Hindi was created vide agenda item No 23.15. Mrs. Asha was appointed as Hindi Stenographer Grade 'D' on 17-5-88 against this post. She has completed six years of continuous service in the grade on 16-5-94.

P/11c Mrs. Asha can not be given time scale promotion under rule 11(1) as there is no next higher post in the cadre of Hindi Stenographers Grade 'D'. She may, however, be given time scale promotion under rule 11(2) in the scale of pay of Rs 1400-40-1600-50-2300-EB-2600 as selection grade. She will not be eligible again for the next higher grade as selection grade.

Submitted please

10/5/94

Not necessary
12/1/94
DCA/AD

May we see current decisions on the
in this case of the system "not" out of case

-4-

Has his pass been re-issued in the Schedule 2

S.O. Secy. In the pass will be got re-issued along with other passes
20/5/94
20/5/94

D/LT/O

20/5/94

1354/PAS/200/94
20/5/94

F.A. Secy

20/5/94

D/LT/O

S/O Secy. In the pass will be got re-issued along with other passes

कृपया अनुमत आदेश जारी करें।
कृपया अनुमति एवं कार्यालय की रिपोर्टों की प्रतियाँ करें।

I called Mr. Khan etc. Orders in the name of M. A. be issued.

D/LT/O
20/5/94
D/LT/O - Mr. Khan
D/O Mr. Khan
20/5/94

- N/5-

July - Promotion to Stenographer Grade 'B'

P/33/c Sri Rajesh Saini (P.A.) Stenographer Grade 'C' vide his application placed alongside has requested this office to promote him as Stenographer Grade 'B' against the post being vacant in this organisation, as he has completed three years service in this in the lower grade.

P/32/c It is seen from the authorised strength of the Board that there are two posts of Stenographer 'B' and the same are duly filled in. Rule 7 of O.D.B. Employees (Recruitment) Regulations, 1986 stipulates that Eligibility to does not mean entitlement and promotion to the next higher grade will be subject to availability of vacancy and subject to his being found fit for promotion by duly constituted Departmental Promotion Committee.

His name has however been kept for consideration to the next higher grade on availability of vacancy.

Submitted. 10/1/95

S.O.

27/1/95
19/1/95

The work relating to the consultancy cell has since been transferred to the Directorate General of Hyderabad. No duty there exists in vacant post which can be filled in. The same would, however, be considered on top priority basis if such a vacancy arises or if such a post is created.

Encl. 2-1882

S.A.O.

20/1/95

F. No. 5940

12/1

12000000

12.1.95

14/1/95

14/1/95

27/1/95
12/1/95

327

G/N

P/310
*

Shri Rajesh Saini, PA (Stenographer Grade 'C') had, vide his application dated January 6, 1995, applied for promotion to the post of Sr.PA (Stenographer Grade 'B'). His request could not be considered earlier because of non-existence of vacancy of Sr.PA at that point of time.

P/410

2. Under Rule 7 of OIIB's Employees (Recruitment) Regulations, 1986, an employee of the Board is eligible for promotion after completion of 3 years service in the lower grade subject to availability of vacancy and also his being found fit for promotion. The term 'vacancy' has, however, not been defined suitably anywhere in the OIIB Rules. However, as per the provisions contained in Part-III of Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training O.M. No.22011/5/86-Estt.(D), dated the 10th April, 1989, a clear vacancy in a post/grade/service will arise due to death/retirement/resignation/regular long term promotion and deputation or from creation of post on a long term. As regards vacancies arising out of deputations, only those cases of deputation for period exceeding one year should be taken into account.

P/400

3. Shri R.C. Narang, P.S. (Stenographer Grade 'B') has gone on deputation to Oil Coordination Committee for a period of 3 years from March, 1994. The request made by Sh. Rajesh Saini has been further reviewed in the light of the provisions contained in Part III of Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training O.M. No.22011/5/86-Estt.(D), dated the 10th April, 1989. As Sh. Narang's deputation tenure still remains for more than one year, there appears to exist a clear vacancy in the scale of Stenographer Grade 'B'.

P/400

4. Shri Rajesh Saini, who has successfully completed more than 3 years continuous service in the existing grade, may, therefore, favourably be considered for promotion to the higher grade till the date of Sh. Narang's repatriation to OIIB, subject to his being found otherwise fit for this promotion.

5. The competent authority for appointment to Group 'B' post is Secretary(OIIB).

Submitted for kind consideration.

(Signature)
(S.D. Dua)
Section Officer

~~Sr.A.O.~~

The question of promotion of Sh. Rajesh Saini to the higher grade would have to be considered by a duly constituted DPC subject to identification of a vacancy.

In January, 1985, the issue was examined and it was observed that there existed no vacant post of Stenographer Grade 'B' at that point of time which could be filled in by promotion. The matter has since been re-examined in the foregoing note. It has been stipulated in the DP&T OM dated 10.4.89 that vacancy arising due to deputation for period exceeding one year should be taken into account for preparation of a panel to be considered by the DPC. Since Sh. R.C. Narang, Stenographer Grade 'B' will be on deputation to the O.C.C. for a period of more than one year, a long term vacancy is deemed to be existing as on date in Stenographer Grade 'B'. Therefore, if otherwise found suitable by the DPC, Sh. Rajesh Saini can be considered for promotion against the vacancy on "ad hoc"/"officiating" basis until Sh. R.C. Narang reverts back to the OADB or until further orders, whichever is earlier. This is submitted for approval.

Amde/pe

(R.P. Chatterjee)
Sr. Accounts Officer

~~D.C.F.A.O.~~

Sh. Narang, as the time of his

deputation was acting as PS to Secy (OIDB)

*Does a clear vacancy exist at the time?
where is he to be adjusted on his
promotion?*

*W.D. 2
9.5.85*

~~S.P.O.
P.O.L.
9/5~~

Ref: D.C.F.A.O.'s remarks about

Before proceeding on deputation to OCC, Sh. R.C. Narang was working as PS to Secretary(OADB) in the time scale of Rs.3000-4500. The said post was created by the Board on temporary basis in lieu of lower post of Stenographer Grade 'B'. As Sh. R.C. Narang will be on deputation for more than one year, a regular vacancy of Stenographer Grade 'B' is deemed to be existing as on date. As some other PS from the Ministry is already working in the office of Secretary(OADB), we may, if approved, continue to utilise the services of Sh. Saini in the OADB Secretariat after his promotion.

Submitted please.

S.D. DUA
(S.D. DUA)
Section Officer

Sr. Accounts Officer
12/5/85

Amde/pe
12/5/85

325

-281-

in the higher time scale pay can be adjusted against a post as a lower time scale pay, since Saini can be given promotion only if the post of PG to Secy OIDA is directed to OIDA Secretariat as PCG P.A. & A.O.

245/Ala/197
15/5/95

F.A. & C.A.O.

19/6/95

Due to Sh. R.C. Narang, PS(Stenographer Grade 'B') being on deputation to OCC for a period of 3 years, an ad-hoc vacancy of Stenographer Grade 'B' is available in the OIDA. As per relevant Rules, an employee is eligible for promotion after completion of three years service in the lower grade subject to availability of vacancy and subject to the individual being found fit by a DPC. In this connection, a request has been received from Sh. Rajesh Saini, Stenographer Grade 'C' for promotion as Stenographer Grade 'B'. In order to consider the request, inter-alia, with reference to his ACR dossier, Secretary(OIDA) may kindly consider constituting a DPC headed by him with FA&CAO, OIDA and Dy. Secretary(Finance), Ministry of Petroleum & Natural Gas as members.

Submitted for approval.

(FA & CAO)
21.06.95

245/Ala/197
27/6/95

Secy(OIDA)

27/6

692/FA/95
27/6

FA & CAO

The DPC met on 26/6/95 and has approved the adhoc promotion of Sh. Rajesh Kumar Saini as Steno Grade B. Please issue orders show on the draft.

27/6

D.F.A.O. 27/6/95
S.A.
27/6
27/6

M/50c

A draft office order regarding adhoc promotion of Sh. Rajesh K. Saini, is placed alongside for kind approval please

S.A.O. 27/6/95

27/6
27/6

Subj: Regularisation of promotion of Sh. Rajesh Kumar Saini, Sr. PA to FA&CAO to the post of Steno Gr. 'B'.

In the 35th meeting of the Board held on 26.11.96, a decision, Inter-alia, was taken that the post of Steno Grade 'C' in the pay scale of Rs.1400-2600 attached to FA&CAO may be upgraded to the post of Stenographer Grade 'B' in the pay scale of Rs.2000-3500.

2. Sh. Rajesh Kumar Saini, presently posted as ad hoc Stenographer Grade 'B' against the deputation vacancy of Sh. R.C. Narang, is presently attached to FA&CAO. As Sh. Saini, who is holding equivalent post in the organisation consequent upon his selection by DPC, is already working in Grade 'B' on ad hoc basis, he has requested that his promotion on ad hoc basis may be regularised.

3. Since Sh. Saini has already been promoted earlier by the duly constituted DPC as an ad hoc appointee to the post of Stenographer Grade 'B' with effect from 27.6.95 against a deputation vacancy, his promotion may, if approved, be regularised to the post of Stenographer Grade 'B' in view of the Board's decision to upgrade the post of PA to FA&CAO from Stenographer Grade 'C' to Stenographer Grade 'B'. Secretary(OIDB) is the competent authority for Group 'B' posts.

4. A draft Office Order is placed at DFA for approval please.

(S.K. Pujari)
Accounts Officer
27.12.96

FA & CAO
30/12/96
Secretary (OIDB)

D.F (Fin), MOPENG may
pl. study and discuss
15/1/97

DS (Fin), MOPENG

Discussed. A final DPC may be completed with the following for this case:-

- (i) Secy, OIDB
- (ii) FA + CAO, OIDB
- (iii) DS (Fin + A)

FA + CAO
3/2/97

30/11/96

30/11/96

30/11/96

990/122/10/16
27/12/96

53/15 (10A) 94
3-1-97

(pl discuss
3/1/97
FA + CAO

Discussed with
FA + CAO, and
AO,
14/1/97

990/122/10/16
3/2
102/1A & 10/17
-97

- from prepage -

741/25 (A/S)
C/L
1033/Andcom/17
5/2/97

Secy. (O/D/B) is requested to kindly indicate a suitable date & time for holding the DPC.

Sup
5/2

PR. B/R ch Secy O/D/B
11/2/97
F.A. & CAO Arugam
S/2
11/2/97

11/2/97
DSC (F) ^{Spoken} _{11/2}
374/DSC (P) 197
10/2

Monday 17/2/97 at 3PM in Secy (O/D/B)'s office. (CR Dossier may also be kept ready).

F.A.S (AO (O/D/B))
S/2
11/2

The DPC met on 17/2/97 and decided that ACR's upto 31/3/97 may be put up to the DPC for consideration.

Sri C.L. Bashal
17/2/97
Chairman DPC

Sri T.S. Balasubramaniam
17/2
D.S. (Fin) Member

Arugam
17.2.97
Archana Nigam
FA & CAO Member

May take u a and pge of
Arugam

322

- from overleaf -

A draft information letter regarding decision of DPC, is submitted alongside for approval please.

May also please see

ho
18/2

PA & CAO Au

secy/IDB

Reply not necessary at this stage; DPC has not yet taken final view.

S-120/75/CAO
19/2

JK
19/2

PA & CAO

- Sub:**(i) Regularisation of promotion of Sh. Rajesh Kr. Saini, Sr.PA (ad hoc),
(ii) Grant of time scale promotion to Sh. Narinder Pal, Section Officer.

The notings at page 9-10/n ante and 15-17/n of the link file No.6/4/87-OIDB may kindly be referred to.

2. It was decided by the then DPC that the ACRs of the individuals concerned upto the year 31st March, 1997 may be submitted for consideration of the DPC. Now that the ACRs in respect of both the individuals has been received, the DPC may be requested to consider both the cases. The then DPC constituted of the following members :-

- (i) Secretary (OIDB) - Chairman
- (ii) FA&CAO (OIDB) - Member
- (iii) Dy.Secy (Fin.), MOP&NG - Member

P/12-13c

3. As per Regulation 7 of OIDB Recruitment Regulations, the DPC will consist of :-

- (i) Secretary (OIDB) as Chairman;
- (ii) FA&CAO (OIDB) as member; and
- (iii) Another officer from the Ministry or PSU, as may be coopted by the Secretary (OIDB) as member.

4. It is understood that DS(Fin) is likely to be relieved of his duties from the Ministry of Petroleum & Natural Gas in near future. It is, therefore, for consideration as to whether another officer from the Ministry/PSU may be coopted as third member of DPC in place of DS(Fin.). A suitable date and time for considering the cases may also be indicated.

Submitted please.


(S.D. DUA)
Section Officer

from overleaf

A DPC was constituted consisting of Secretary, OIBB, FA&CAO, OIBB and DS(Finance), Ministry of Petroleum & N.G. to consider the cases due for promotion/regularisation in OIBB. This DPC met on 17th Feb. 1997 and considered the following cases:-

- I. Grant of time scale promotion to Sh. Narinder Pal, Section Officer
- II. Regularisation of promotion of Sh. Rajesh Kr. Saini, Sr. PA(ad hoc)

This DPC desired that ACRs upto 31st March, 1997 may also be evaluated and put up to the DPC.

This was discussed with Secretary, OIBB who desired that the constitution of the DPC may be amended as follows:-

- | | | |
|-------|------------------------------|-----------|
| (I) | Secretary, OIBB | Chairman, |
| (II) | FA & CAO | Member, |
| (III) | Jt. Adviser (Finance), MOPNG | Member |

This is in terms of Regulation 7 of OIBB Recruitment Regulations.

3. Secretary, OIBB as Chairman may kindly indicate suitable date & time for holding of the DPC meeting to reconsider the above two cases.

4. As per the requirement of Rules, CRS for the last three years are already available, however, as per the directions of the last DPC, the Chairman, Shri C.L. Basha had desired that the ACRs for the period ending 31.3.1997 be added. This will be done.

Signature
30.5.97
Secretary (Nigam)
FA & CAO
30/5/1997

Secretary, OIBB
FA & CAO

We may have the DPC on 5/6. We may request Sri Basha to join the DPC if convenient to him. Otherwise, Sri Balakrishnan may be requested.

FA
For further u.a. pg
Atu
all

As desired, DFA is added please

ho
27/5

FA & CAO

तेल उद्योग विकास बोर्ड
OIL INDUSTRY DEVELOPMENT BOARD

301, वर्ल्ड ट्रेड सेन्टर
 तीसरी मंजिल, बाबर रोड,
 नई दिल्ली-110001



301, World Trade Centre
 3rd Floor, Babar Road
 New Delhi - 110001

SECRET

No.6/2/94-OIDB

June 2, 1997

To

Shri C.L. Bashal,
 Joint Secretary (C&A),
 Ministry of Petroleum & Natural Gas,
 Shastri Bhawan,
New Delhi-110001.

Sir,

The Secretary, OIDB has desired that, if convenient, you may kindly join the proceedings of the Departmental Promotion Committee (DPC) of the OIDB to be held on 5.6.97 at 11.00 am to consider the following two cases :-

- (i) Regularisation of ad-hoc promotion of Sh. Rajesh Kr. Saini, Sr. PA.
- (ii) Time scale promotion of Sh. Narinder Pal, Section Officer.

A copy of the OIDB (Recruitment) Regulations is enclosed.

Kindly confirm your participation in the meeting.

Yours faithfully,

Archan
 26/97
 (Archan Nigam)
 FA & CAO

CONFIDENTIALOIL INDUSTRY DEVELOPMENT BOARD

The DPC comprising of Secretary, OIDB, Jt. Secretary, (C&A), Ministry of Petroleum & N. G and FA & CAO, OI DB met on 4-6-1997 to discuss the cases ^{of promotion} of Shri Narinder Pal, Section Officer, and Shri Rajesh Kumar Saini, Sr. PA (Ad-hoc). In case of Shri Narinder Pal, the DPC reviewed the ACRs including ACRs for the period ending 31.3.97 which has been reviewed by the Director General of Hydrocarbons and found him fit for grant of time scale promotion to the next higher grade i.e. Rs. 3000-4500. In the case of Shri Rajesh Saini, the DPC reviewed the ACRs and decided that the Ad-hoc promotion would be regularised w.e.f. ~~4.6.1997~~ ^{26th Nov. 1996} when a regular post of Sr. Gr. B was created by the OI DB.

Archana
4.6.97
(Archana Nigam)
FA & CAO

C.L. Bashal
4/6/97
(C.L. Bashal)
Jt. Secretary (C&A)

A. Sen
4/6/97
(A. Sen)
Secretary

**Departmental Promotion Committee will meet at 12.00 noon on 4.6.97
in respect of regularisation of Promotion of Sh. Rajesh Kr. Saini
to the post of Stenographer Grade 'B'**

1. Vacancy : 1
2. Eligible Candidate : 1
3. Eligibility conditions : a) Graduate with 3 years' experience (5)
b) Speed of 120 wpm in Shorthand & a speed of 40 wpm in Typing (600)
(Already qualified).
4. Rule position : As per Regulation 7 of the OADB Employees (Recruitment) Regulations, 1986, the Board's employee shall be eligible for promotion to the next higher grade after completing atleast 3 years service in the lower grade. *eligibility rule*
5. DPC (26.6.95) : DPC was comprised of Dr. A.N. Saksena, the then Secretary(OADB) with Sh. Arvind Kaushal, the then FA&CAO and Sh. T.S. Balasubramanian, DS(Fin.), MOP&NG. It was decided at that time that Sh. Saini was the only candidate who fulfills the qualifications laid down for filling up the post by promotion. On consideration of his bio-data and ACR dossier, the Committee recommended his ad-hoc promotion to the post of Steno Gr. 'B'.
- DPC (17.2.97) : DPC was comprised of Sh. C.L. Bashal, the then Secretary(OADB) with Smt. Archana Nigam, FA&CAO & Sh. T.S. Balasubramanian, DS(Fin.), MOP&NG. It was decided that ACRs upto 31.3.97 may be put up to the DPC for consideration.
- DPC (to be held on 4.6.97) : DPC is comprised of Sh. A. Sen, Secretary, OADB with Mrs. Archana Nigam, FA&CAO & Sh. C.L. Bashal, JS(C&A) to consider regularisation of earlier promotion of Sh. Saini.

Ad hoc Regularized with effect from 1.1.97.

6. ACRs Grading :

Year	Grading
1991-92	015
1992-93	015
1993-94	015
1994-95	015
1995-96	015
1996-97 (upto 9.9.96)	015
1996-97 (10.9.96 - 31.3.97)	015

7. Shri Rajesh Kumar Saini fulfills all the eligibility conditions laid-down for filling up the post of Stenographer Grade 'B'. He is already holding the above post on ad hoc basis since June, 1995. As there exists a clear vacancy now, he may be considered for regularisation of his post. Financial effect will be nil in the present case.

Sl. No.	Name of the post	Incumbency	Scale	Sanctioned strength	Appointing Authority	OIDB reference of sanction/Remarks
1.	Steno Gr.'B'	Shri R.C. Narang (on deputation) Shri G.C. Doyal Shri Rajesh Kr. Saini (ad-hoc - under regularisation)	2000-60-2300-EB-75-3200-100-3500	3	Secretary	One post is notified is Gazette Notification dated 20.12.89 & other two posts upgraded vide agenda item no.23.20 (12.8.87) & 35.17 (26.11.96).
2.	Steno Gr. 'C'	Vacant Vacant	1400-40-1600-50-2300-EB-60-2600	2	FA & CAO	Gazette Notification dated 12.1.88. This includes one post stands upgraded to Steno Gr. 'B' in Sept.' 85 but not yet ratified by the Board.
3.	Steno Gr. 'D'	Sh. V.K. Saxena Ms. Asha Kumari (Hindi Steno) Mrs. Vandana Varmad (Contract Cell)	1200-30-1560-EB-40-2040	3	FA & CAO	Gazette Notification dated 12.1.88 for one post & other two posts created vide agenda item no.25.7 (29.3.89) & no.23.15 (12.8.87 - Hindi Steno).

17. Item No.35.17

Upgradation of the post of PA to FA&CAO from Stenographer Gr. 'C' to Stenographer Gr. 'B'.

The proposal was approved.

**Departmental Promotion Committee will meet at 3.00 pm on 17.2.97
In respect of regularisation of Promotion of Sh. Rajesh Kr. Saini
to the post of Stenographer Grade 'B'**

1. Vacancy : 1
2. Eligible Candidate : 1
3. Eligibility conditions : a) Graduate with 3 years' experience
b) Speed of 120 wpm in Shorthand & a speed of 40 wpm in Typing (Already qualified).
4. DPC : Promotion is to be considered by Secretary(OIDB) with FA&CAO and DS(Fin.), MOP&NG in the present case.

5. ACRs Grading :

Year	Grading
1991-92	215
1992-93	215
1993-94	215
1994-95	215
1995-96	215
1996-97 (upto 9.9.96)	215

6. Shri Rajesh Kumar Saini fulfills all the eligibility conditions laid-down for filling up the post of Stenographer Grade 'B'. He is already holding the above post on ad hoc basis since June, 1995. As there exists a clear vacancy now, he may be considered for regularisation of his post. Financial effect will be nil in the present case.

SECRET

No.6/2/94-OIDB

June 2, 1997

To

Shri C.L. Bashal,
Joint Secretary (C&A),
Ministry of Petroleum & Natural Gas,
Shastri Bhawan,
New Delhi-110 001.

Sir,

The Secretary, OIDB has desired that, if convenient, you may kindly join the proceedings of the Departmental Promotion Committee (DPC) of the OIDB to be held on 5.6.97 at 11.00 am to consider the following two cases :-

- (i) Regularisation of ad-hoc promotion of Sh. Rajesh Kr. Saini, Sr. PA.
- (ii) Time scale promotion of Sh. Narinder Pal, Section Officer.

A copy of the OIDB (Recruitment) Regulations is enclosed.

Kindly confirm your participation in the meeting.

Yours faithfully,

Archana
2-6-97
(Archana Nigam)
FA & CAO

SECRET

No.

May 30, 1997

To

Shri C.L. Bashal,
 Joint Secretary (C&A),
 Ministry of Petroleum & Natural Gas,
 Shastri Bhawan,
New Delhi-110 001.

Sir,

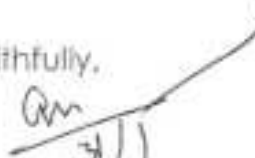
The Secretary, OI DB has desired that, if convenient, you may join the proceedings of the Departmental Promotion Committee (DPC) of the OI DB to be held on 5.6.97 at 11.00 am/pm to consider the following three cases :-

- ~~(i) Promotion to the post of Senior Accounts Officer.~~
 (ii) Regularisation of ad-hoc promotion of Sh. Rajesh Kr. Saini, Sr. PA.
 (iii) Time scale promotion of Sh. Narinder Pal, Section Officer.

A copy of the OI DB (Recruitment) Regulations is enclosed.

Kindly confirm your participation in the meeting.

Yours faithfully,


 (Archana Nigam)
 FA & CAO

FE

Office Memorandum

Sub: Regularisation of promotion to the post of Steno Grade 'B'

Reference: Your representation dated 23/12/1996

The Departmental Promotion Committee (DPC) has considered your case regarding regularisation of promotion to post of Steno Grade 'B' under Rule 7 of OIBD Employee (Recruitment) Regulations, 1986 and decided that the case will be considered after filling up the ACR for the year ending 31st March, 1997.

(S.D. Dua)
Section Officer

No.6/2/94-OIBD

Dated 18/2/1997

To

Shri Rajesh Saini
Steno Gr'B'

CURRICULUM VITAE

1. Name : **RAJESH KUMAR SAINI**
2. Post Held : Stenographer Gr. 'C'
(1.1.92 - 26.6.95)
Stenographer Gr. 'B' (ad-hoc)
(27.6.95 - fill date)
3. Date of Birth (DD/MM/YY) : 25-03-1970
4. Postal address with pin code and contact telephone no. : D-168, Nangloi Extension-II,
New Delhi-110 041.
Phone : 5474725
5. Details of Educational Qualifications (Graduation onwards) :

Exam. Passed	Main Subject/s	Year of Passing	Institution/ University	Grade/ Class	%age
M.B.A. (Pursuing)	Finance Stream	--	Indira Gandhi National Open University (IGNOU)	--	--
B.Com.(P)	English, Accounts, Commerce, Economics, Office Management, Business Law	1991	Delhi University	IIIrd	40.7%
Secretarial Practice * (One year)	English, Typing, Stenography, Office Management, Social Studies	1988	I.T.I., Delhi	Ist	89%
* Won the Scholarship during Secretarial Practice Course from ITI, Delhi. Also passed a special test of shorthand at a speed of 100 w.p.m.					

6. Speed in English Shorthand : 120 W.P.M.
Speed in English Typing : 70 W.P.M.

7. Details of Computer Qualifications :

Educational Institution	Year(s)	Degrees, Diplomas & Certificates (If any)	Grading	Special Fields
National Institute of Information Technology (NIIT), New Delhi	1992	Proficiency in PC Skills - Certificate Course	Excellent	Wordstar, dBase III, DOS, Lotus 123, VP Planner etc.
National Institute of Information Technology (NIIT), New Delhi	1993-94	Following Elective Minor Courses :- 1. Microsoft Windows 2. Word Perfect Ver. 4.2 3. P.C. - A Tool for Managers 4. Communication that Work 5. Time Trap		
National Institute of Information Technology (NIIT), New Delhi	1993 - continuing	Honours Diploma in Systems Management (Already completed Semesters I & II)	Will be awarded after completion of Semester III.	DOS, Programming Logic & Techniques and Algorithms, Structured Cobol, Microdatabase, Spreadsheets, FOXPRO, Application Development UNIX & 'C', Windows and Seminar Presentations.

OTHERS : Have excellent knowledge of following softwares -

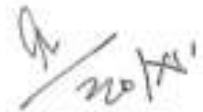
- Microsoft Windows
- Microsoft Office (MS Word, MS Excel, MS Powerpoint)
- Harvard Graphics
- Framework
- Wordstar
- Lotus 123
- dBase III
- Wordperfect

8. Details of Experience :

Name of the employer	Post held	Period		Nature of duty	Scale of pay
		From	To		
Oil Industry Development Board (Ministry of Petroleum & Natural Gas)	Sr. P.A. to Financial Adviser & Chief Accnts. Officer	1.1.1992	Till date	The OIDB is an autonomous body, headed by the Minister for Petroleum & Natural Gas, set up under an Act of Parliament. It functions as a developmental financial institution for the oil sector. My services are attached to the Financial Adviser & Chief Accounts Officer. My duties include assisting the officer in executive and secretarial functions such as taking dictations, attending phone calls & visitors in a courteous and tactful manner, maintenance of appointment diary, making travel arrangements, maintenance of files and other confidential records etc. and other duties as may be assigned from time to time. The job involves working in computerised environment.	Rs.2000-60-2300-EB-75-3200-100-3500
DLF Universal Limited	Steno-Secretary to MD/Dy. MD/Chief Manager (Commercial)	4.3.1991	31.12.1991	My services were attached to the Managing Director/ Deputy Managing Director which included assisting the officer in executive and secretarial functions like taking dictations, attending phone calls & visitors in a courteous and tactful manner, maintenance of appointment diary, maintenance of files and other confidential records etc. The job involved working in computerised environment.	Rs.2,000/- + perks
J.K. Industries Ltd. (J.K. Tyre)	P.A. to MD/Chief Executive	15.7.1989	28.2.1991	My services were attached to the Managing Director which included assisting the officer in executive and secretarial functions viz. taking dictations, attending phone calls & visitors in a courteous and tactful manner, making travel arrangements & travelling with the Boss, maintenance of appointment diary, maintenance of files and other confidential records etc.	Rs.1450/- plus perks.
Prakash Pipes & Industries Ltd	Stenographer	7.1.1989	11.7.1989	I was attached to the Dy. General Manager (Finance). My duties included taking dictations, attending phone calls, operation of telex, fax etc.	Rs.1100/- plus perks.
Vishnu Agro Industries (P) Ltd	Stenographer	1.7.1988	31.12.1988	Taking dictations, typing work and liaison duties.	Rs.1200/- consolidated.

OFFICE ORDER NO.

Consequent upon the decision taken by the OID Board, in its 35th meeting held on 26.11.96, the ad hoc promotion of Shri Rajesh Kumar Saini, Senior PA to FA&CAO to the post of Stenographer Grade 'B' in the pay scale of Rs.2000-60-2300-EB-75-3200-100-3500, is hereby regularised against a clear vacancy in the OIDB. Other terms and conditions related to fixation of his pay etc. will remain as such unless otherwise affected.



**(Archana Nigam)
Financial Adviser &
Chief Accounts Officer**

No.6/2/94-OIDB

Dated December 27, 1996

Copy to :-

1. PS to Secretary, OIDB.
2. Shri Rajesh Kumar Saini, Senior PA
3. Accountant, OIDB, New Delhi.
4. Personal file of Sh. Rajesh Kumar Saini
5. Office Order File.
6. Guard File.

55
305'

To

The FA & CAO
OIDB
New Delhi

Sub: Request for regularisation of promotion to the post of Steno Grade 'B' in the scale of pay of Rs.2000-3500.

Respected Madam,

Consequent upon the recommendations made by the DPC, I was promoted on ad hoc basis to the post of Stenographer Grade 'B' in the pay scale of Rs.2000-3500 with effect from 27.6.95 against a deputation vacancy. I am working against this vacancy since 27.6.95 (F/N). I have come to know that a regular vacancy of Stenographer Grade 'B' has since arisen consequent upon a decision taken by the Board in its 35th meeting held on 26.11.96 for upgrading one post of Stenographer Grade 'C' attached to FA&CAO from pay scale of Rs.1400-2600 to the post of Stenographer Grade 'B' in the pay scale of Rs.2000-3500.

2. In view of the decision taken by the OID Board to upgrade the post of PA to FA&CAO from Stenographer Grade 'C' to Stenographer Grade 'B', my promotion may kindly be regularised at the earliest.

Thanking you,

Yours faithfully,

Rajesh Saini
(Rajesh Saini)
Sr. PA

23.12.96

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आ. प्र. सं. क्र. सं.	
दि. सं.	
पं. सं.	1347/96
सं. सं.	22/12/96

Extracts from the Minutes of the 35th meeting of the
Oil Industry Development Board held in Shastri Bhawan,
New Delhi at 5.00 PM on Tuesday, November 26, 1996

17. **Item No.35.17**

Upgradation of the post of PA to FA&CAO from
Stenographer Gr. 'C' to Stenographer Gr. 'B'.

The proposal was approved.

Agenda Item No.35.17

Upgradation of post of PA to FA&CAO from Stenographer Gr. 'C' to Stenographer Gr. 'B'

Provisions of Oil Industry (Development) Act, 1974

As per sub-section (5) of Section 5 of the Oil Industry (Development) Act, 1974, subject to such conditions and restrictions as may be prescribed, the Board may appoint such other officers and employees as may be necessary for the performance of its functions and pay them such salaries and allowances as it may determine from time to time.

Provisions of Oil Industry (Development) Rules, 1975

2. As per Rule 21 of Oil Industry (Development) Rules, 1975, all expenditure on account of the salaries, allowances, pension, leave salary and other contribution if any, of the Chairman, Secretary, Officers, Consultants and employees of the Board appointed under the Act shall be met from the Board's funds.

3. Thus, the expenditure of pay and allowances of the employees of the Secretariat of the Board is met from the funds of the Board.

OIDB Employees (Pay & Allowances) Regulations, 1984

4. In exercise of the powers of the Act, the Board has made OIDB (General Conditions of Service) Rules, 1984. Rule 5 thereof provides that scale of pay, DA, CCA for employees of the Board shall be the same as notified in the Rules or as prescribed by the Government from time to time.

5. Rule 7 thereof further prescribes for fixation of pay on initial appointment as under :-

"On initial appointment of an employee, the Board may fix the salary in such scale and at such a state or fix consolidated emoluments at such an amount as it may consider appropriate with regard to appointments it is competent to make."

**OIDB Employees
(Recruitment)
Regulations, 1986**

6. In exercise of Rule 7 of OIDB Employees (General Conditions of Service) Rules, 1984 quoted above, the Board has further made OIDB Employees (Recruitment) Regulations, 1986 prescribing therein the scales of pay etc. Of various posts created by it. A post of Stenographer Grade 'C' in the scale of pay of Rs.1400-2600 has been created for the post of FA&CAO.

**Justification for
upgradation of
the post**

7. Thus when the post of FA&CAO and other posts of the employees of the Secretariat of the Board were created, comparison of the pay scales was made to the pay scales of Government employees. Accordingly, Stenographer provided to FA&CAO was Stenographer Grade 'C'. However, with the passage of time the activities of the Board have been multiplied and the work-load has increased tremendously. In this context, it is submitted that the OIDB Secretariat is headed by the Financial Adviser & Chief Accounts Officer (FA&CAO) who is reporting to the Secretary/Chairman of the Board and his responsibilities includes monitoring of investment of surplus funds, appraisal of project proposals and rendering financial advice on various important matters to the Government of India, Ministry of Petroleum & Natural Gas, etc.

8. The FA&CAO have also been delegated various powers of the Board including the power to sanction and release budgetary support loans to various organisations provided that the relevant budget provision exists in the approved budget of the Board and there is no deviation from the general approved lending terms in force from time to time. In view of the increased work-load and

peculiar nature of the duties of the post of FA&CAO which are not comparable to duties of the post of comparable scale of the officers in the Central Government, it is proposed that comparison of proposed pay scales of the Stenographer of the Board may be made with facilities made available to Stenographers in Public Sector Undertakings.

9. The Heads of the Secretariat in other PSUs are provided the PAs of Grade 'B' level and above. It is, therefore, proposed that the scale of pay of Stenographer Grade 'C' attached to the post of FA&CAO may be upgraded to Stenographer Grade 'B' in the scale of pay of Rs.2000-3500. The financial implication of the proposal will be only Rs.22,900/- per annum approximately. If the proposal is approved, consequential revisions in the salary budget of the Board's Secretariat will also be made.

**Decision
required**

10. The Board may kindly approve the proposed upgradation of the post of PA to FA&CAO from Stenographer Grade 'C' to Stenographer Grade 'B'.

OFFICE ORDER NO.17

As recommended by DPC, Shri Rajesh Kumar Saini, Stenographer Grade 'C', is granted adhoc promotion to the post of Stenographer Grade 'B' in the pay scale of Rs.2000-60-2300-EB-75-3200-100-3500 with immediate effect against a vacancy caused due to Shri R.C. Narang being on deputation. Shri Saini's promotion to Grade 'B' will remain effective for the period Shri Narang remains on deputation or till further orders. His pay is fixed at the minimum of scale and the date of his next increment will be 1.6.96, unless otherwise affected.

h
(S.D. DUA)
Section Officer

o/c
Dated the 27th June, 1995

No.6/2/94-OIDB

Copy to :-

1. PS to Secretary, OIDB.
- hain* 2. Shri Rajesh Kumar Saini, Stenographer.
3. Accountant, OIDB, New Delhi. *h*
4. Office Order File.
5. Guard File.

with both files

Confidential

OIL INDUSTRY DEVELOPMENT BOARD

The Departmental Promotion Committee (DPC) set up under Regulation 7 of the OIIB Employees (Recruitment) Regulations, 1986 met today in the chamber of Secretary(OIIB) to draw up a panel for ad-hoc promotion to the post of Stenographer Grade 'B'.

2. The DPC notes that Shri Rajesh Kumar Saini is the only candidate who fulfills the qualifications laid down for filling up the post by promotion. On consideration of his bio-data and ACR dossier, the Committee recommends his ad-hoc promotion to the post of Stenographer Grade 'B' in the scale of Rs.2000-60-2300-EB-75-3200-100-3500.

Ansal
-26/6
(Dr. A.N. Saksena)
Secretary(OIIB)
Chairman

Arvind Kaushal
(Arvind Kaushal)
FA & CAO
Member

B. Balasubramanian
(T.S. Balasubramanian)
Dy. Secy(Finance)
Member

While moving the motion, the hon. Member made a very fine speech giving us a clear picture of what the / Universities are today and what the Universities should be. But, Sir, I was unable to follow the objects of the Bill. / The aims of the Bill do not seem to be clear even to the framers of the Bill. / In the Statement of Objects and Reasons, it is said: "The Constitution of India vests Parliament with exclusive authority in regard to / co-ordination and determination of standards in institutions for higher education or research and scientific and technical institutions. (100) It is obvious that neither co-ordination nor determination of standards is possible unless the Central Government has some voice in the determination / of standards of teaching and examination in Universities, both old and new."

If we observe this statement, we can see / that it is the intention of the framers of this Bill to have control over the Universities at least / with regard to co-ordination of standards of examination. If that is the object with which this Motion is brought, / then I wish to submit that they should have introduced a Bill for controlling the Universities. If we go through (200) this Bill, my suspicion that the objects are not very clear to the framers of the Bill is confirmed because / on the face of it the title of the Bill is University Grants Commission Bill. So, the object that is / intended is that a Commission should be established and the Commission should have control with regard to the utilisation of / the funds that are given to the Universities. It means that the University Grants Commission should control the Universities / in respect of spending the grants that are made to the Universities but if you look at the provisions of the (300) Bill, they go far beyond this. Several clauses are provided here not only for Universities which receive grants but for / all Universities which have been asked to furnish particulars to the Commission and to observe certain other conditions. Then, / they will also be made liable to certain penalties in case they fail to submit returns. I could have understood if / these clauses were made applicable only to Universities which receive grants but it is not so. As per definition, 'University' / means a university established, or incorporated, by or under a Central Act or a State Act under the Concurrent List. (400)

So, I wish to know from the hon. Members what exactly is the object of this Bill to have / some sort of control over Universities, to regulate the Universities, then I am afraid this Bill will not do. He must / bring forward another Bill called the Universities Bill in which they can have any provision to assume control over Universities / to any extent. On the other hand, if the object of this Bill is only to exercise control over the / spending of the grants made to the Universities, if this is to be made applicable only to such Universities as (500) are applicable to the Grants Commission, then I am afraid some of the provisions have to be deleted entirely or / materially altered. This point, I wish, is to be made clear.

Coming to the composition of the Commission, it / has already been observed by some of the hon. Members that the number is either small or large. One lady Member / said that the number is small while another hon. gentleman said that the number is large. The University Grants Commission provides / for a small number, that is, five. And it should be so in order to make this Commission effective. (600) Sir, I wish to submit that the number should not be large. We all know by our experience in the / working of Committees and Commissions that a large Commission or Committee means only procrastination or delay in working. If the / Commission is large, the quorum will also be large and members may not come and, therefore, meetings will have to be / postponed and delayed. In the interest of success of this University Grants Commission, it should be an efficient body; / it must be a small body. I think five would do and I wish to direct the attention of the Committee to this aspect. (700) The Members of this body should be very eminent educationists.

With regard to composition, a provision / is made for appointment of Members from among the Vice-Chancellors of Universities. That is provided in sub-clause (a) / of clause 5. Sir, this is a matter which involves a very great principle. When Universities are applicants for grants, / would it be advisable to put the Vice-Chancellors of those Universities on the Commission? We want this University Grants Commission to be an impartial body. We want the Members of this Commission to be above all influences. (800)

Even the hon. Parliamentary Secretary who moved this Motion has admitted that the University Grants Commission should be above politics and above / all favouritism. If we have to do it, there should be no subjective element in the composition of the Commission. (840 words)

Rajesh Kumar Saini

26.6.1995

While moving the motion, the honourable Member made a very fine speech giving us a clear picture of what the Universities are today and what the Universities should be. But, Sir, I was unable to follow the objects of the Bill. The aims of the Bill do not seem to be clear even to the framers of the Bill. In the Statement of Objects and Reasons, it is said, "the Constitution of India vests Parliament with exclusive authority in regard to coordination and determination of standards in institutions for higher education or research and scientific and technical institutions. It is obvious that neither coordination nor determination of standards is possible unless the Central Government has some voice in the determination of standards of teaching and examination in Universities, both old and new." If we observe this statement, we can see that it is the intention of the framers of this Bill to have control over the Universities atleast with regard to coordination of standards of examination. If this is the object with which this motion is brought then I wish to submit that they should have introduced a Bill for controlling the Universities. If we go through this my that the objects are not very clear to the framers of the Bill is confirmed because on the fact of it the title of the Bill is University Grants Commission Bill. So, the object that is intended is that a Commission should be established and the Commission should have control with regard to the utilisation of the funds that are given to the Universities. It means that the University Grants Commission should control the Universities in respect of spending the grant that are made to the Universities but if you look at the provisions of the Bill,

they go far beyond this. Several clauses are provided here not only for Universities which receive grants but for all Universities which have been asked to furnish particulars to the Commission and to observe certain other conditions^{xx} then they will also be made liable to certain penalties in case they fail to submit returns. I could have understood if these clauses were made applicable only to Universities which receive grants but it is not so. As per definition, University means a university established or incorporated by or under a Central Act or a State Act under the concurrent^x list. // So, I wish to know from the honourable^x members what exactly is the object of this Bill to have some sort of control over Universities to regulate the Universities then I am afraid this Bill will not do. He must bring forward another Bill called the Universities Bill in which they can have any provision to assume control over Universities to any extent. On the other hand, if the object of this Bill is only to exercise control over the spending of the grants made to the Universities, if this is to be made applicable only to such Universities as are applicable to the Grants Commission, then I am afraid some of the provisions have to be deleted entirely or materially altered. This point, I wish, is to be made clear.

// Coming to the composition of the Commission, it has already been observed by some of the honourable^x members that the number is either small or large. One lady^x member said that the number of small while another honourable gentleman said that the number of large. The University Grants Commission provides for a small number that is five. And it should be so in order to make this Commission effective.

Mistakes = 10
 600 words in five minutes.
 Speed = 120 wpm

Test qualified, Ranin 26/6/15
Amitham 26/6/15

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BIO - DATA

1. Name : **RAJESH SAINI**
2. Post held : Stenographer Grade 'C'
3. Educational Qualification : B.Com. from Delhi University.
4. Professional Qualification :
 - a) Passed *Secretarial Practice-cum-Stenography course* from Industrial Training Institute, Delhi in 1988 and obtained *Ist Division (90% marks)*. Won the *scholarship* during the year. Also qualified a special test in stenography at a speed of 100 w.p.m.
 - b) Passed computer course titled '*Proficiency in PC Skill*' from NIIT, New Delhi. Graded 'Excellent'.
 - c) Passed computer programming course titled '*Honours Diploma in Systems Management*' from NIIT, New Delhi. Grading awaited.
5. Experience :
 - a) Worked with M/s. Prakash Pipes & Industries Ltd. as PA to DGM(Finance) from January, 1989 to June, 1989.
 - b) Worked with M/s. J.K. Tyre as PA to Managing Director from July, 1989 to February, 1991.
 - c) Worked with M/s. DLF Universal Ltd. as Secretary to Managing Director from March, 1991 to December, 1991.
 - d) Presently working with Oil Industry Development Board.
6. Pay Scale : Rs.1400-2600.

(42) 292

7. ACRs Grading :

Period	Grading
1.1.92 - 31.3.92	
1992-93	
1993-94	
1994-95	

Ex.Ord fromG.I.D.B. Employees (Recruitment) Regulations, 1986

(as amended upto August, 1989)

7. Promotion :-

The Board's employees shall be eligible for promotion to the next higher grade after completing atleast 3 years service in the lower grade. Eligibility, does not mean entitlement and promotion to the next higher grade will be subject to availability of vacancy and subject to his being found fit for promotion by a duly constituted Departmental Promotion Committee. For determining and regulating promotions, the Board shall constitute, from time to time, departmental promotion committees consisting of Secretary of Board the FALCAD and another Officer from the Ministry or other PSU as may be coopted by the Secretary, in respect of posts above the level of Assistant/ Stenographer Gr. 'C' or equivalent. In respect of posts upto this level the departmental promotion committee shall consist of FA & CAO, Senior Accounts Officer and another Officer as may be directed by the F.A.&C.A.O.

The departmental promotion Committee, while making its recommendations, shall consider the candidates in the eligible zones for promotion and prepare a panel on the basis of the record of the past performance, suitability, physical fitness and other relevant factors to be specifically mentioned. Appointments from the panel, which will be valid for one year, may be made from time to time as and when vacancy arises. For purposes of this rule, the panel may be prepared once a year or if having regard to the number of employees in the eligible zones annual plan is not considered necessary, the DPC may meet from time to time on ad-hoc basis, as and when vacancy arises.

No. 22011/5/86-Estt.(D)
Government of India
Ministry of Personnel, Public Grievances
and Pensions
Department of Personnel and Training

*** **

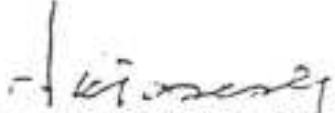
New Delhi, dated the 10th April, 1989

OFFICE MEMORANDUM

Subject : Departmental Promotion Committees and related matters - Consolidated instructions on -

...

The undersigned is directed to say that instructions on the constitution and functioning of Departmental Promotion Committees and the procedure to be followed in processing and implementing the recommendations of D.P.Cs. were issued in a consolidated form, vide this Department's OM No. 22011/6/75-Estt.(D), dated 30th December, 1976. Instructions have also been issued subsequently clarifying/modifying certain aspects of the procedure. The various instructions have been updated and consolidated in the form of "Guide Lines on Departmental Promotion Committees", a copy of which is forwarded herewith.


(S.K. PARTHASARATHY)
JOINT SECRETARY TO THE GOVT.
OF INDIA

To

All the Ministries/Departments of the Govt. of India.

/TS/

PART - III

PREPARATORY ACTION FOR HOLDING DEPARTMENTAL PROMOTION COMMITTEES

Determination of regular vacancies

4.1 It is essential that the number of vacancies in respect of which a panel is to be prepared by a DPC should be estimated as accurately as possible. For this purpose the vacancies to be taken into account should be the clear vacancies arising in a post/grade/service due to death, retirement, resignation, regular long term promotion and deputation or from creation of additional posts on a long term. As regards vacancies arising out of deputation, only those cases of deputation for periods exceeding one year should be taken into account, due note, however, being kept also of the number of the deputationists likely to return to the cadre and who have to be provided for. Purely short term vacancies created as a result of officers proceeding on leave, or on deputation for a shorter period, training etc., should not be taken into account for the purpose of preparation of a panel. In cases where there has been delay in holding DPCs for a year or more, vacancies should be indicated year-wise separately.

Papers to be put up for consideration by DPCs.

4.2.1. In the case of promotions, the proposals should be placed before the DPC in the proforma given in Annexure-I. As regards cases of confirmation, the proposals should be put up before the DPC in the proforma given in Annexure-II. These proforma should be completed and submitted to the DPC, whether the UPSC is associated with the DPC or not.

4.2.2. Where a member of the UPSC has to attend a meeting of a DPC, the necessary documents should be sent to the Commission along with the references requesting the Commission to nominate one of their Members to preside over the DPC. The papers should be complete as per the Check List given in Annexure-III and should be sent in good time before the meeting.

4.2.3. No proposal for holding a DPC or Selection Committee should be sent to UPSC until and unless all the ACRs complete and upto date are available. In certain cases involving collection of large number of ACRs, the proposal can be sent only if at least 90% of the ACRs (uptodate and complete) are available. Every effort should be made to keep the ACRs dossiers upto date, lest this aspect is advanced as the reason for not holding DPCs in time. The officer referred in para 3.1 should also be responsible for monitoring the completion of the ACR dossiers.

4.2.4. The ACR folder should be checked to verify whether the ACRs for the individual years are available. For this purpose, the proforma enclosed (Annexure-IV) should be filled in and sent to UPSC. If the ACR for a particular year is not available and for valid/justifiable reasons it cannot be made available, a certificate should be recorded to that effect and placed in the ACR folder.

4.2.5. The integrity certificate on the lines indicated below should be furnished to the DPCs constituted to consider cases for promotion or confirmation:

"The records of service of the following officers who are to be considered for promotion/confirmation in the grade have been carefully scrutinised and it is certified that there is no doubt about their integrity".

If there are names of persons, in the list of eligible candidates, whose integrity is suspect or has been held in doubt at one stage or other, this fact should also be specifically recorded by the Ministry/Department/office concerned and brought to the notice of the DPC.

4.2.6. Where the UPSC is associated with the DPC the certificate will be recorded by an officer not below the rank of a Deputy Secretary to the Government. Where UPSC is not associated the officer-in-charge of the Administration section in the Ministry/Department/Office concerned who processes and submits names and particulars of eligible officers to the DPC should himself record the certificate.

4.2.7. It should be ensured that the information furnished to the UPSC/DPC is factually correct and complete in all respects. Cases where incorrect information has been furnished should be investigated and suitable action taken against the person responsible for it.

consideration
officers
deputation

4.3.1. The names of the officers who are on deputation, either on their own volition or in public interest (including foreign service), should also be included in the list submitted to the DPC for consideration for promotion in case they come within the field of choice for promotion and fulfil the prescribed eligibility conditions. Similarly, the names of the officers on deputation should also be included in the list of names to be considered by the DPC for confirmation, in case they are eligible for confirmation and come within the range of seniority.

4.3.2. Very often a certain number of years of service in the lower grade is prescribed as a condition for becoming eligible for consideration for promotion to a higher post/grade. In such cases, the period of service rendered by an officer on deputation/foreign service, should be treated as comparable service in his parent department for purposes of promotion

as well as confirmation. This is subject to the condition that the deputation/foreign service, is with the approval of the competent authority and it is certified by the competent authority that but for deputation/foreign service, the officer would have continued to hold the relevant post in his parent department. Such a certificate would not be necessary if he was holding the departmental post in a substantive capacity.

Consideration of officers on Study Leave

4.4. An officer proceeding on study leave should be treated on the same basis as an officer proceeding on deputation if the study leave was duly sanctioned by the competent authority and the competent authority certified that he would have continued to officiate but for his proceeding on study leave. Such a certificate would not be necessary if he was holding the said departmental post substantively. These instructions would also apply in the cases of Government servants who are granted special leave for training abroad under the various training schemes.

Consideration of Direct recruits

4.5 It may happen that a Government servant who is recommended for appointment to a post as a direct recruit may also be among those eligible for consideration for promotion to the same post. An officer does not lose his right of consideration for such promotion merely because he has been recommended for appointment against the direct recruitment quota. Therefore, such officers, if they are within the field of eligibility, should be included in the list of officers for consideration by the DPC, excepting where an officer was holding the lower post in a temporary capacity and has been appointed to the higher post as a direct recruit before the date of the meeting of the DPC.

Reservation for SCs/STs

4.6 Instructions have been issued from time to time by the Department of Personnel and Training regarding reservations and concessions to SCs and STs in the matter of promotions and confirmations. These instructions should be duly taken into account by the appointing authorities while formulating proposals for promotion/confirmation for consideration of the DPC.

P A R T - I V

PROCEDURE TO BE OBSERVED BY DEPARTMENTAL PROMOTION COMMITTEES

5. Each departmental Committee should decide its own method and procedure for objective assessment of the suitability of the candidates. No interviews should be held unless it has been specifically provided for in the recruitment rules for the post/service. Whenever promotions are to be made by the method of 'Selection' by DPC and the administrative ministry desires that an interview should form part of the selection process, necessary provision should be made in the recruitment rules.

To,

The Financial Adviser &
Chief Accounts Officer,
Oil Industry Development Board,
301, World Trade Centre,
Babar Road,
New Delhi-110 001.

Sir,

With due respect, it is stated that I have completed three years' service in the Board as Stenographer Grade 'C'. I understand that a post of Stenographer Grade 'B' is lying vacant in this organisation. As per Oil Industry Development Board Employees (Recruitment) Regulations, 1986, the Board's employee becomes eligible for promotion to the next higher grade after completing atleast three years' service in the lower grade subject to availability of vacancy and his being found fit for the promotion. You are, therefore, requested to kindly consider my case favourably and oblige.

I shall ever remain thankful to your goodself for this act of kindness.

Thanking you,

Yours faithfully,

(Rajesh Saini)
Stenographer Gr. 'C'

January 6, 1995

OIDB	
FA & CAO	
DCF & AO	
Diry No.	38/95
Date	6/1/95

Ans 6/1
for St. Saini *Ans 9/1*

No.D-19023/3/93-94/ONG/D(V)
Government of India
Ministry of Petroleum & Natural Gas

New Delhi: December 2, 1994

To

Shri S.K. Narula,
Chief Consultant,
Oil Industry Development Board,
3rd Floor, Allahabad Bank Building,
17, Parliament Street,
New Delhi.

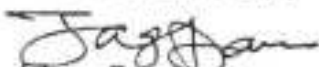
Sub:-Issue of essentiality Certificates for availing of concessional duty in respect of imports by ONGC, OIL and GAIL.

Sir,

I am directed to refer to your Notes No.T-2/NOT./94-CC dated 25th November, 1994 and No.DGH/94-CC dated 29th November, 1994 on the above subject and to say that Shri G.L. Chugh, Joint Director (EC) in the Directorate General of Hydrocarbons has been authorised to issue the essentiality certificates in terms of Customs Notification No.186/94 dated 10.11.94 till further orders. You are, therefore, requested to transfer to him all the papers concerning the issue of essentiality certificates. All necessary assistance may also be provided to him by the existing Consultancy cell of the OIDB.

2. The question of your deputation to Directorate General of Hydrocarbons is being considered separately.

Yours faithfully,


(Jag Ram)

Under Secretary to the Govt. of India

284
No.D-19023.73/73-94/ONG/D(V)
Government of India
Ministry of Petroleum & Natural Gas

New Delhi: December 2, 1994

OFFICE MEMORANDUM

Sub:- Issue of essentiality certificates in terms of Customs Notification No.186/94-Customs dated 10.11.1994.

The undersigned is directed to refer to the Central Board of Excise and Customs d.o. No.F.No.354/63/94-TRU dated 17th November, 1994, addressed to Secretary (P&NG) under which a copy of subject cited Customs Notification was forwarded and to say that Shri G.L. Chugh, Joint Director (EC) from the Directorate General of Hydrocarbons has been authorised to issue the necessary essentiality certificates in terms of the various Customs Notifications mentioned in the subject cited Customs Notification till further orders. The Director General of Hydrocarbons has separately informed the Collector of Customs, Delhi, Bombay, Madras, Calcutta and Ahmedabad vide his letter No.DGH/EC/2/94 dated 28th November, 1994 (copy enclosed). It is requested that all concerned Customs authorities may please be informed about it.


(Jag Ram)

Under Secretary to the Govt. of India

Central Board of Excise and Customs,
(kind attention Shri T.R. Rustagi, Commissioner (TRU),
North Block,
New Delhi.

Copy forwarded for information/necessary action to:

1. Director General of Hydrocarbons, New Delhi.
- ✓ 2. CC, OIDB, New Delhi.
3. Director(EC).
4. Shri G.L. Chugh, Joint Director(EC), DGH, New Delhi.

Staff Position of O.I.D.B.

282
32

	Authorized		Total	Posted	Vacant
	Sectt.	CC Office/ Chairman's office/Secy's office			
FA & CAO	1 ✓	-	1	1	-
Chief Consultant	-	1 ✓	1	1	-
DCF & AO	1 ✓	-	1	1	-
Sr. A.O.	1 ✓	-	1	1	-
Technical Officer	-	1 ✓	1	-	1
Accounts Officer	1 ✓	-	1	1	-
Hindi Officer ✓	1	-	1	-	1
Section Officer	1 ✓	1 ✓	2	2	-
Accountant	1 ✓	-	1	1	-
Assistant	1	1	2	1	1
Steno Grade 'B'	-	2	2	2	-
Steno Grade 'C'	2	1	3	1	2
Steno Grade 'D'	1	1	2	1	1
Hindi Steno Grade 'D'	1	-	1	1	-
Receptionist	1	-	1	1	-
Sr. Caretaker	1	-	1	1	-
U.D.C.	1	1	2	2	-
L.D.C.	1	2	3	3	-
Staff Car Driver	1	1	2	2	-
Peon	3	3	6	4	2
	<u>20</u>	<u>15</u>	<u>35</u>	<u>27</u>	<u>8</u>

staff.fw4

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-315
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Office order no.20

In partial modification of office order no.3 dated Feb.,8. 1994. Sh. G.C. Doval, Stenographer Grade 'B' is placed in the pay scale of Rs.2000-60-2300-EB-75-3200-100-3500 w.e.f. 8.2.94.

[Signature]
(S.D. DUA)
SECTION OFFICER
[Signature]
8/12/94

No.6/2/94-OIDB

Dated the 8th Dec., 1994

1. P.S. to Minister of State for Petroleum & Natural Gas
2. P.S. to Secretary, OIBB
3. P.A. to Financial Adviser & Chief Accounts Officer
4. P.A. to Dy. Chief Finance & Accounts Officer
5. Shri G.C. Doval
6. Accountant
7. Personal File
8. Office Order File
9. Guard File

[Signature]
8/12/94

[Signature]
8/12/94

[Signature]
8/12/94

OIL INDUSTRY DEVELOPMENT BOARD

तेल उद्योग विकास बोर्ड

301, वर्ल्ड ट्रेड सेन्टर
तीसरी मंजिल, बाबर रोड
नई दिल्ली-110 001



301, World Trade Centre
3rd Floor, Babar Road
New Delhi-110 001

OFFICE ORDER No.13

Kumari Asha, Stenographer Grade 'D' has completed six years of continuous service in the scale of Rs. 1200-30-1500-EB-40-2040 and fulfills all the laid down requirements for the grant of next higher grade under Rule 11(2) of the OIBD Employees (Recruitment) Regulations, 1986. She is accordingly placed in the next higher scale of pay of Rs. 1400-40-1600-50-2300-EB-2600 with effect from 17.5.1994.

The pay of Kumari Asha is fixed at the minimum of the new scale of pay. The date of her next increment will be 1.5.1995 unless otherwise affected.

This has the approval of F.A. & C.A.O.

Rochan
R.P. Chatterjee
(R.P. Chatterjee)
Sr. Accounts Officer

No.6/2/94-OIDB

Dated July 4, 1994

Copy to:-

5/8/94

1. P.A. to FA & CAO, OIBD, New Delhi.
2. P.A. to DCF & AO, OIBD, New Delhi.
3. Accounts Officer, OIBD, New Delhi.
4. Kumari Asha.
5. Personal File of Kumari Asha.
6. Office Order File.
7. Guard File.

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3324574
3313386

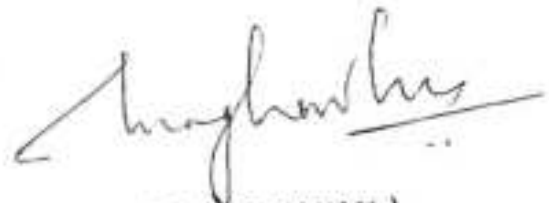
OIL IS PRECIOUS, SAVE IT

के ब ल : 'प्रायल बोर्ड'
Cable: OIL BOARD
फोनस : 011-3310188
FAX :

29
287

OFFICE ORDER NO.17.

Consequent upon her acceptance of the offer of temporary appointment as Stenographer Grade 'D' (Hindi), Miss Asha Kumari is appointed as Stenographer Grade 'D' (Hindi) w.e.f. 17.5.88, in the scale of pay of Rs.1200-30-1560-EB-40-2040 on the terms of appointment as stipulated in letter No.10/6/86-OIDB dated 9th May,1988. The pay of the official is fixed in the minimum of the scale and the date of her increment is 1.5.1989 unless otherwise affected.



(S. RAGHAVAN)
F.A.&C.A.O.

No.6/7/88-OIDB.

Dated the 22nd July, 1988

1. Miss Asha Kumari, Stenographer Grade 'D', OIDB.
2. P. File of the official.
3. Spare copy.

Recd Asha
22/7/88.

सेवा में,

वित्तीय सलाहकार एवं मुख्य लेखा अधिकारी,
तेल उद्योग विकास बोर्ड,
बाबर रोड,
नई दिल्ली

महोदय,

विनम्र निवेदन है कि तेल उद्योग विकास बोर्ड में दिनांक 17.5.88 को मेरी नियुक्ति आशुलिपिक हिन्दी समूह "घ" के पद पर हुई थी। उपर्युक्त पद पर लगातार कार्य करती हुई मुझे दिनांक 17.5.94 को छः वर्ष पूरे हो जायेंगे। कृपया आप जैसा उचित समझे, अगली पदोन्नति प्रदान करें, सटा आभारी रहूँगी।

भवदीया,

3-11-94

। आशा कुमारी ।
आशुलिपिक । हिन्दी ।

दिनांक : 16.5.94

604194
16/5/94

so est. 16/5
16/5
12/5
19/5

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OFFICE ORDER NO.3

In pursuance of the recommendation of the Departmental Promotion Committee (DPC) in its meeting held on February 7, 1994 under the chairmanship of Secretary (OIDB), the undersigned is directed to convey the approval of the Secretary (OIDB) promoting Shri Ganesh Chander Doval, Stenographer Grade 'C' to the post of Stenographer Grade 'B' in the scale of pay of Rs.2000-60-2300-EB-75-3200 with effect from February 8, 1994. His pay, on promotion, is fixed at the minimum of the scale and the date of his next increment will be 1.2.95, unless affected otherwise.

[Handwritten signature]

[Handwritten signature]
(S.D. Dua)
Section Officer
[Handwritten initials]

No.6/2/94-OIDB

Dated February 8, 1994

Copy to:

1. Secretary, OIDB
2. Ganesh Chander Doval, Steno, Grade 'C'
3. Personal file of the official
4. Office Order File
5. Accountant

[Handwritten signature]

[Handwritten signature]

Issued
[Handwritten signature]
8/2/94

Office Order No.

Consequent upon his selection as Stenographer 'B' the Secretary, (OIDB) is pleased to appoint Shri Ganesh Chander Doval, Stenographer Grade 'C' as Stenographer 'B' in the scale of pay of Rs. 2000-60-2300-EB-75-3200¹⁰⁰⁻³⁵⁰⁰ w.e.f. 8th February, 1994 in the ~~Oil~~ ^{Oil} ~~Service~~ ^{Service} of the ~~Oil~~ ^{Oil} ~~Industry Development Board.~~ ^{Industry Development Board.} His pay is fixed at the minimum of the scale and the date of his next increment will be 1.2.95 unless otherwise affected.

(S.D. Dua)
Section Officer

No. 6/2/94-OIDB

Dated February 8, 1994

Copy to:

1. Secretary, OIDB
2. Personal file of the official
3. Office Order File
4. Ganesh Chander Doval, Steno, Grade 'C'
5. Cash Section *for payment*

OIL INDUSTRY DEVELOPMENT BOARD

The Departmental Promotion Committee (DPC) set up under Regulation 7 of the OIIB Employees (Recruitment) Regulation, 1986 comprising Dr. A.N. Saksena, Secretary(OIIB), Chairman, Sh. Arvind Kaushal, Financial Adviser & Chief Accounts Officer, member and Sh. T.S. Balasubramanian, Deputy Secretary (Finance), Ministry of Petroleum & Natural Gas (co-opted member) met today in the chamber of Secretary (OIIB) at 6.00 PM to draw up a panel for promotion to the post of Stenographer Grade 'B'.

2. The DPC notes that Sh. Ganesh Chander Doval is the only candidate who fulfills the qualifications laid down for filling up the post by promotion. On consideration of his bio-data and ACR dossier, the Committee unanimously recommends his promotion to the post of Stenographer Grade 'B' in the scale of Rs.2000-60-2300-EB-75-3200.

<i>A.N. Saksena</i> 7/2/94	<i>Arvind Kaushal</i> 7/2/94	<i>T.S. Balasubramanian</i> 7/2/94
(Dr. A.N. Saksena) Secretary (OIIB) Chairman	(Arvind Kaushal) F.A. & C.A.O. Member	(T.S. Balasubramanian) Dy.Secretary (Fin.) Member

BIO - DATA

- 1. NAME : GANESH CHANDER DOVAL
- 2. Date of Birth : 12-10-1962
- 3. Educational Qualification : B.A., from Delhi University.
- 4. Experience :
 : Joined OI DB in July, 1987 as Stenographer Grade 'D' worked as PA to FA & CAO & DCFAO.
 : Promoted to Stenographer Grade 'C' w.e.f. 16th July, 1990. Posted with Addl. Secy & FA/Secy (OI DB) as PA. Presently working with FA& CAO, OI DB as PA.
- 5. Present Post : Stenographer Grade 'C'
- 6. Pay Scale : Rs.1400-40-1600-50-2300-EB-60-2600
- 7. ACRs Grading :

<u>Year</u>	<u>Grading</u>
1989	OS
1990	OS
1991	VG
1992	OS
1993	OS

Mr. Vice-Chairman, Sir, I was submitting in the forenoon session that political defections have become a moral feature of our political and public life. I hope, after this Constitution Amendment Bill is adopted, we will get rid of this bad thing which has been happening in our public life. I was also saying that a good move has been made by the party in power. After all, a democratic Govt. is not a Govt. by majority. It is not a majority rule which operates. In the real sense the party in power should take the parties in opposition into confidence. Not merely take them into confidence but they should also try to meet their point of view to the fullest extent possible. This is the way democracy operates. This is the system which we have inherited from our ancestors, which used to be in the form of Panchayat System. We need to preserve, nurture and see that it flowers further so that we can take all advantages through this system. The only alternative to this system is, as is well-known, dictatorship where a person, a human being cannot flower into his own and to the full. Basic freedoms which are very necessary for an advancement of the society and for achieving various objectives are not available. This defection has raised a matter of principle because it is a matter of morality in public life, in political life, which needs to be gone into. I know, ~~say~~, that ~~the~~ this is something which has been happening in all countries of course, democratic countries, and we ~~witness~~ a number of incidents of this type. But I would submit alongwith that it is just not right to defect I think there is something more than that which also we should try to understand. A person leaves

272

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party for 2 reasons. One is that it is a matter of principle or certain basic policies or a programmes against which the party is trying to go. It might have been enshrined in the Constitution in the policies and programmes, but still the occasions do arise when the parties go against their very principles and policies. It is only under these circumstances that there are certain persons, members who are more loyal to the basic principles rather than to the institution or a party, who raised the question of freedom of conscience.

After all, political party is an instrument to achieve something, it is not an end by itself. If you look from this point of view, the right to dissent or even to leave is a basic right which should exist in any democratic society. But the point that is relevant is, how this is going to be exercised. Is it going to be exercised for personal advancement personal benefit, selfish interest or some national or social interest? That is the dividing line and this should be kept in mind. I am, therefore, happy that the particular clause which used to be in the original bill that was thought to be introduced, that a person who could be expelled from a party outside the House not connected with the voting in this House also would disqualify from the Membership of the House has been given a go by unanimously. That is a very welcome feature of this particular Bill. Again, as I was saying there are a number of situations wherein the people are required to operate, to work and vote according to the policies that are laid-down. It is true that the members are elected on the basis of certain policies and programmes of a political party.

Mustaker = 13
 Govt House in 5 minutes in 12.15 PM.

Test Qualifier

Renewing

Shree
 1/12

6/2/95
 P. K. ...

Amending
 48/1/95

31

ॐ नमो भगवते वासुदेवाय
 श्रीकृष्णाय नमः
 श्रीगुरुभ्यो नमः
 श्रीगणेशाय नमः
 श्रीशंकराय नमः
 श्रीविष्णवे नमः
 श्रीब्रह्मणे नमः
 श्रीसूर्याय नमः
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 श्रीनारायणाय नमः
 श्रीवसुदेवाय नमः
 श्रीकृष्णाय नमः

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4/21/14
 Keweenaw
 4/21/14

Mr. Vice-Chairman, Sir, I was submitting in the forenoon session that political defections have become a moral feature of our political and public life. I hope, after this Constitution Amendment Bill is adopted, we will get rid of this bad thing which has been happening in our public life. I was also saying that a good move has been made by the Party in power. After all, a democratic Government is not a Government by majority. It is not a majority rule which operates. In the real sense the Party in power should take the parties in Opposition into confidence. Not merely take them into confidence, but they should also try to meet their point of view to the fullest extent possible. This is the way democracy operates. This is the system which we have inherited from our ancestors, which used to be in the form of Panchayat system. We need to preserve, nurture and see that it flowers further so that we can take all advantages through this system. The only alternative to this system is, as is well-known, dictatorship where a person, a human being cannot flower into his own and to the full. Basic freedoms which are very necessary for an advancement of the society and for achieving various objectives are not available.

This defection has raised a matter of principle because it is a matter of morality in public life, in political life, which needs to be gone into. I know, Sir, that this is something which has been happening in all countries, of course, democratic countries, and we have witnessed a number of incidents of this type. But I would submit alongwith that it is just not right

to defect I think there is something more than that which also we should try to understand. A person leaves party for two reasons. One is that it is a matter of principle or certain basic policy or a programme against which the party is trying to go. It might have been enshrined in the Constitution in the policies and programmes but still the occasions do arise when the parties go against their very principles and policies. It is only under these circumstances that there are certain persons, members, who are more loyal to the basic principles rather than to the institution or a party, who raise the question of freedom of conscience.

After all, political party is an instrument to achieve something, it is not an end by itself. If you look from this point of view, the right to dissent or even to leave is a basic right which should exist in any democratic society. But the point that is relevant is, how this is going to be exercised. Is it going to be exercised for personal advancement aggraganment, personal benefit, selfish interest or some national or social interest? That is the dividing line and this should be kept in mind. I am, therefore, happy that the particular clause which used to be in the original Bill that was sought to be introduced, that a person who could be expelled from a party outside the House not connected with the voting in this House also would disqualify from the Membership of the HOuse, has been given a goby unanimously. That is a very welcome feature of this particular Bill.

265 15

Again, as I was saying, there are a number of situation wherein the people are required to operate, to work and vote according to the policies that are laid down. It is true that the members are elected on the basis of certain policies and programmes of a political party.

O.I.D.B. Employees (Recruitment) Regulations, 1986

(as amended upto August, 1989)

In exercise of the powers conferred by rule 7 of the Oil Industry Development Board Employees' (General Conditions of Service) Rules, 1984, the Board hereby makes the following Regulations, namely:-

1. Short title and commencement :-

These Regulations may be called the Oil Industry Development Board Employees (Recruitment) Regulations 1986 and shall come into force from the date of their approval.

2. Application :-

These Regulations shall apply for recruitment to all posts in the Oil Industry Development Board except those for which separate provisions exist in the Act and the Rules made thereunder, or for which specific terms and conditions of service including method of recruitment, age, qualifications are prescribed by the Board or the Central Government, as the case may be.

3. Approved Strength of regular posts :-

The number of regular posts, their classifications and scales of pay attached thereto shall be such as is specified in the schedule to the Oil Industry Development Board Employee's (General conditions of Service) rules, 1984, as amended from time to time.

4. Recruitment, Age, Educational and other qualifications:-

The designation, scale of pay, age limit, educational and other qualifications, method of recruitment for each post shall be such as is specified in the schedule to these Regulations.

5. Method of Recruitment:-

Appointment to a post in the Board may be made by any of the following methods :-

- a) direct recruitment;
- b) Promotion;

- 26/11/20
- c) Contract;
 - d) deputation or foreign service from Govt./other PSUs;
 - e) ad-hoc appointment.

6. Direct Recruitment :-

Direct recruitment means initial appointment which is not in the nature of promotion and shall include appointment of the employees of the Board who compete with outside candidates on the basis of eligibility according to prescribed criteria.

For posts upto the level of Assistant/Stenographer Gr. 'C' or equivalent posts, direct recruitment shall be made through Employment Exchange. Selection shall be made by the Departmental Selection Committee comprising the FA & CAO, Sr. Accounts Officer/Admn. Officer and another Officer as may be directed by FA & CAO. For all posts in the higher category such recruitment shall be made on the basis of open advertisement. Selection will be made by the Departmental Selection Committee consisting of Secretary of the Board, FA&CAO and any other Officer as may be considered by the Secretary.

Before a candidate joins his first appointment in the Board, he will be required to produce a certificate of fitness from a Medical Officer authorised by the Board.

7. Promotion :-

The Board's employee shall be eligible for promotion to the next higher grade after completing atleast 3 years service in the lower grade. Eligibility, does not mean entitlement and promotion to the next higher grade will be subject to availability of vacancy and subject to his being found fit for promotion by a duly constituted Departmental Promotion Committee. For determining and regulating promotions, the Board shall constitute, from time to time, departmental promotion committees consisting of Secretary of Board the FA&CAO and another Officer from the Ministry or other PSUP as may be cooped by the Secretary, in respect of posts above the level of Assistant/Stenographer Gr. 'C' or equivalent. In respect of posts upto this level the departmental promotion committee shall consist of FA & CAO, Senior Accounts Officer and another Officer as may be directed by the F.A.&C.A.O.

The departmental promotion Committee, while making its recommendations, shall consider the candidates in the eligible zones for promotion and prepare a panel on the basis of the record of the past performance, suitability, physical fitness and other relevant factors to be specifically mentioned. Appointments from the panel, which will be valid for one year, may be made from time to time as and when vacancy arises. For purposes of this rule, the panel may be prepared once a year or if having regard to the number of employees in the eligible zones annual plan is not considered necessary, the DPC may meet from time to time on ad-hoc basis, as and when vacancy arises.

8. Contract Appointment :-

Contract appointment shall be made to posts carrying a scale of pay Rs.1500/- and above, according to requirements, under orders of the Chairman of the Board. The terms and conditions of contracts of service may be such as may be determined by the Chairman.

9. Ad-hoc appointments :-

Without prejudice to the foregoing provisions, the Board may appoint from time to time temporary employees on Ad-hoc basis to fill up purely temporary vacancies or to meet ad-hoc requirements, as may be the case. Employees so appointed will not be entitled to the benefits admissible to the regular employees. They shall be eligible to the pay and allowances and other benefits, if any, as may be determined, from time to time, by the Chairman.

10. Seniority :-

The inter-se seniority of the employees of the Board who are not on deputation shall be regulated as follows:-

Direct recruits : On the basis of their relative position in the panel prepared by the Departmental Selection Committee.

Promotees :- On the basis of the relative position in the panel as prepared by the Departmental Promotion Committee, subject to the condition that in the case of appointment upto and inclusive of the group 'C' posts, the main criterion for preparing the panel by the DPC shall be seniority-cum-fitness and in cases not falling under the above mentioned categories, the criterion shall be seniority-cum-merit.

11. Time scale promotion :-

(1) An employees if not promoted to the next higher post for want of vacancies, after six years of continuous service in the existing grade, may be placed in the next higher grade to which he may be eligible on promotion, subject to his satisfactory performance in his existing grade.

(2) For posts, for which there are no avenues for promotion, an employee may be given the next grade of the particular cadre as 'Selection Grade' after he has completed six years of satisfactory service in the existing grade, provided that once an employee is given a selection grade under this rule, he shall not be eligible again for the next higher grade as selection grade under this rule.

12. Reservation of posts for SC/ST candidates:-

Reservations of posts in all the cadres/grades shall be made as per instructions issued in this regard by the Central Government from time to time.

13. Special Provision relating to certain persons :-

Notwithstanding anything in the foregoing provisions, every person who immediately before the commencement of these Regulations, was holding a post under the Board shall, on and from such commencement, hold a corresponding post specified in column 2 of the Schedule and shall be deemed to have been appointed to such corresponding post.

14. Disqualification :-

No Person :-

(a) who has entered into or contracted a marriage with a person having a spouse living; or

(b) who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment in the Board.

Provided that the Board may, if satisfied that such marriage is permissible under the personal law applicable to such a person and other party to the marriage and that there are other grounds for so doing; exempt the person from the operation of this condition.

15. Re-employment :- The appointing authority may reemploy a person, who has retired from service, beyond the age of superannuation after consultation with the authority under whom he held the lien at the time of his superannuation.

Provided that prior approval of the Oil Industry Development Board will be required for re-employment for a period exceeding two years beyond the age of superannuation.

16. Power to Relax :- Where the Chairman is satisfied that the operation of any of these regulations presents any difficulty or caused undue hardship in any particular case, he may dispense with or relax the requirement of that regulation to such extent and subject to such conditions and exceptions as he may consider necessary for dealing with the case in a just and equitable manner.

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SCHEDULE

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Name of post.	Scale of Pay	Maximum age limit for direct recruitment	Educational and other qualifications required for direct recruitment	Method of recruitment	In case of recruitment by promotion, posts from which promotion is to be made, qualification and experience
Peon	750-12-870- EB-14-940	25 years	Middle/8th pass. Knowledge of (Reading and writing) Local language essential; Hindi & English preferable.	Direct	
Staff Car Driver	950-20-1150- EB-25-1500	35 years	Having valid driving licence for the past 2 years; capacity to drive vehicle properly and efficiently. Should be middle/8th pass with working knowledge of Hindi & English. Driving experience atleast for one year.	Direct/ promotion from class IV/deputation	Preference will be given to existing employees of the Board with minimum 1 year regular service and having valid driving licence.
Selection Grade S.C.D.	1200-30-1440- EB-30-1800	Not applicable	Not applicable	Not applicable	Promotion to Selection from the lower grade of staff car driver subject to his satisfactory performance in the lower grade

1.-----2.-----3.-----4.-----5.-----6.-----

Upper Division Clerk 1200-30-1560- 25 years EB-40-2040

Bachelor's Degree of a recognised University previous experience in clerical work if any, will be preferable
Promotion/ Direct/ Deputation

Promotion: From amongst LDCs in the Board with 5 years experience if not a graduate

Assistant 1400-40-1600- 28 years 50-2300-EB- 60-2600

Bachelor's Degree of a recognised University; Masters degree in Commerce/Economics will be preferable. Minimum three years experience in establishment and accounts work in the case of Bachelor's degree holders.
Promotion/ Direct/ Deputation

Promotion from amongst UDCs in the Board with 3 years experience in the grade if a graduate and 5 years if not a graduate.

A deputationist can be absorbed if a suitable employee for the post is not available in the Board.

Steno-Grapher Grade-D 1200-30-1560- 25 years EB-40-2040

Matriculation or equivalent with a minimum speed of 80 w.p.m. in short-hand and 40 w.p.m. in typing.
Promotion/ Direct/ Deputation

Promotion from amongst LDCs having the requisite qualifications and satisfactory service in the grade.

UDCs having the requisite qualifications can also be allowed transfer from clerical to stenographer's cadre.

(7) (u)
(4c)

1.				
2.	950-20-1150- EB-25-1500	25 Years		
3.				
4.				
5.				
6.				

Lower Division Clerk

Matriculation or Direct equivalent qualification with a minimum speed of 30 w.p.m. in type writing.

Peon of the Board having requisite qualifications will be preferred.

Stenographer Grade-C

1400-40-1600-
50-2300-EB-
60-2600

35 Years

Graduate with a minimum speed of 100 w.p.m. in shorthand and 40 w.p.m. in typing. Three years experience in the line in a Govt./Public Sector/Commercial Organisation.

Promotion from Grade-D stenographers having the requisite speed in shorthand and typing. The educational/technical qualifications for direct recruitment are relaxable in case of promotees/deputatationists.

Employees taken on deputa-
tion may also be considered
for absorption in the Board.

Steno-
grapher
Grade-B

2000-60-2300-
EB-75-3200

35 Years

Graduate with a speed of 120 w.p.m. in shorthand and 40 w.p.m. in typing. At least 5 years experience in the line in a Govt./Public Sector/Commercial Organisation.

-do-

2. 3. 4. 5. 6.

Account-1. 1640-60-2600- 40 years
EB-75-2900

2. 2000-60-2300-
EB-75-3200

Subordinate Accounts service Accountant of Indian Audit and Accounts Deptt./Railways/Defence/Posts & Telegraphers or Controller General of Accounts with one year's experience as qualified Accountant or Cost Accountant.

Direct/Deputation

Section- 2000-60-2300- 40 years
Officer EB-75-3200-100-3500

Graduate preferably with a Masters Degree in Commerce/ Economics with atleast 5 years experience in a supervisory capacity in the Central Govt./Public Sector/Commercial organization.

Promotion/Deputation/Direct

Promotion from the post of Assistant/Accountant with 5 years experience as Assistant or three years experience as Accountant the Board. Weightage will be given to prior service if any, in the relevant grades in Govt.

Officer 2000-60-2300- 40 years
EB-75-3200-100-3500

Graduate of a recognised University with Hindi as elective subject, proficiency in translation from English to Hindi/working experience of about 3-4 years in translation from Hindi to English and vice versa.

Deputation/Direct recruitment/Promotion

Promotion from Hindi Assst. worked in Hindi Section of the Ministry/Board for at least 11 years.

2. 3. 4. 5. 6.

Accounts Officer 2375-75-3200- 45 Years
EB-100-3500

Graduate - should have atleast 5 years experience of subordinate Accounts Service as Accountant of Indian Audit & Accounts/Deptt./Railways/ Defence/P&T/P&S/Controller General of Accounts.

Tr. Accts/ Adm. Officer. 3000-100-3500 45 years
-125-4500 (relaxable)

Graduate should have 7 years experience of subordinate Accounts Service, Financing, Commercial Accounting & Budgeting, establishment, administration in the offices of the Central Govt./Public Sector Undertaking.

Promotion from the post of A Officer with atleast three years experience as Accounts Officer in the Board, subject to satisfactory service, if no suitable employee is available then promotion/direct recruitment

Technical Officer 3000-100-3500- 45 Years
125-4500 (relaxable)

Chartered Accountant with three years experience.
Graduate in Engineering or holder of a Masters Degree in Science with experience of about three years in the Oil Sector.

Deputation/Direct.

With dearness allowance at the Central Govt. rates for its staff.

Graduate of a recognised University, preferably female, with good knowledge of Hindi & English and a minimum speed of 30 words per minute in type-writing. Knowledge of Operating a PABX system would be considered as additional qualification.

Direct recruitment/Promotion

Preference will be given to existing female staff of the Board. For promotion, the concerned employee should have put in atleast three years service as U.D.C. Not necessarily be a graduate but should have working knowledge of both English and Hindi.

Sr. Caretaker 1640-60-2600-EB- 35 years
75-2900

Graduate of a recognised University having experience of atleast three years as Assistant in the Deptt. of Personnel.

Promotion/Direct recruitment

Promotion from Assistant/Selection Grade Clerk with experience in stocks purchase & office management. The educational qualification for direct recruitment is relaxable in case of promotees.

Deputy Chief Finance & Accounts Officer 3700-125-4700- 50 years
175-5090.

Graduate - should have 10 years experience of Sub-ordinate Accounts Service, Financing, Commercial Accounting, Budgeting & Financial Control in the office(s) of the Central Govt. and/or Public Sector Undertakings or Chartered Accountant with 5-6 years experience.

Promotion/Deputation/Direct recruitment

Promotion from Sr. Account & Admn. Officer with atleast three years experience as Sr.A.O. in the Board, if suitable employee is available then by deputation/direct recruitment.

1.	2.	3.	4.	5.	6.
Financial Adviser & Chief Accounts Officer	4500-150-5700	45 years (relaxable)	Preferably : Masters Degree in Commerce/Chartered Acctt/ MBA(Finance) with Ten years experience in Govt./Public Sector/Commercial organisa-	Deputation/ Direct/ Promotion.	As determined by the appointing authority fr time to time in the case of 'promotion'

OR

An officer of the Indian Audit and Accounts Service of the grade of Senior Dy. Acctt. General.

As determined by the appointing authority fr time to time in the case of 'promotion'

OIL INDUSTRY DEVELOPMENT BOARD

तेल उद्योग विकास बोर्ड

301, वर्ल्ड ट्रेड सेंटर
तीसरी मंजिल, बाबर रोड,
नई दिल्ली-110 001



301, World Trade Centre
3rd Floor, Babar Road,
New Delhi-110001

OFFICE ORDER NO.15

Consequent upon his selection for the post of Stenographer Grade 'C', the F.A.&C.A.O., OIDB, is pleased to appoint Shri G.C. Doval, Stenographer Grade 'D' as Stenographer Grade 'C' in the scale of pay of Rs.1400-40-1600-50-2300-EB-60-2600 w.e.f. 16th July, 1990 in the Oil Industry Development Board. His pay is fixed at the minimum of the scale and the date of his next increment will be 1-7-1991 unless otherwise affected.

(V.P. CHUGH)
Dy.Chief F.&A.O.

No.6(5)/87-OIDB

Dated the 16th July, 1990

Copy to :

1. Shri Ganesh Chander Doval, Stenographer Grade 'D', OIDB, New Delhi.
2. Personal file of the official.
3. Office Order File
4. Cash Section.




25/10/87

OIL INDUSTRY DEVELOPMENT BOARD
तेल उद्योग विकास बोर्ड

I. O. C.'S, 3rd Floor,
World Trade Centre,
Barakhamba Lane,
New Delhi-110001

OFFICE ORDER NO. 4

Shri Ganesh Chander Deval, is appointed as Stenographer Grade 'D', consequent upon his acceptance of the offer of temporary appointment as Stenographer Grade 'D' w.e.f. 10.7.87, in the scale of Pay of Rs. 1200-30-1560-EB-40-2040, on the terms of appointment as stipulated in letter No.6/2/87-OIDS dated 23.6.87. The pay of the official is fixed in the minimum of the scale and the date of his next increment is 1.7.88 unless otherwise affected.


(S. BALACHANDRAN)
SECRETARY

No.6(5)87-OIDS

Dated 26th Oct.1987

1. Shri Ganesh Chander Deval, Stenographer, OIDS
2. P.F. of the Official
3. Spare.



OIL INDUSTRY DEVELOPMENT BOARD
Ministry of Petroleum & Natural Gas
Government of India

No.AD-14/6/2023

Date: 08.01.2024

To

The Under Secretary (Vigilance)
Ministry of Petroleum & Natural Gas
'A' Wing, Shastri Bhawan,
Dr. Rajendra Prasad Marg, New Delhi.

Subject: Complaint of Advocate Abhitosh Kumar on illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefiting stenographers only and getting benefits of MACP by flouting government norms without government approval.

Sir,

I am directed to refer to CVO, OIDB's letter No.6/2/2023-OIDB(Vigilance) dated 31st October 2023 on the above-mentioned subject and to request to convey the action taken, if any, by the CVO, MoP&NG with respect to the above-mentioned letter of CVO, OIDB.

जारी किया
Manoj Kumar
8/1/2024

Yours faithfully,


(Sanjay Kashyap)
Manager (P&A)

प्रधान कार्यालय :-
ओ.आई.डी.बी. भवन, 'सी' ब्लॉक, तीसरी मजिल,
प्लॉट नं. 2, सेक्टर - 73, नोएडा-201301, उ.प्र.
फोन : 91-120-2594602, 603, 604 फैक्स : 91-120-2594630
वेबसाइट : www.oidb.gov.in

पंजीकृत कार्यालय :-
301, वर्ल्ड ट्रेड सेंटर, तीसरी मजिल, बाबर रोड, नई दिल्ली - 110 001
फोन : 91-11-23413540

Main Office :-
OIDB Bhawan, 'C' Block, 3rd Floor
Plot No. 2, Sector - 73, Noida-201301, Uttar Pradesh
Phone : 91-120-2594602, 603, 604 Fax : 91-120-2594630
Website : www.oidb.gov.in

Registered Office:-
301, World Trade Centre, 3rd Floor, Babar Road, New Delhi - 110 001
Phone : 91-11-23413540

Complaint of Advocate Abhitosh Kumar on illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefiting stenographers only and getting benefits of MACP by flouting government norms without government approval.

From : Sanjay Kashyap Manager <mgr.admn.oidb@nic.in>

Thu, Jan 18, 2024 01:44 PM

Subject : Complaint of Advocate Abhitosh Kumar on illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefiting stenographers only and getting benefits of MACP by flouting government norms without government approval.

1 attachment

To : CK VINAY KUMAR <ckvinay.kumar@nic.in>

Cc : JS(IC) <jsic.png@nic.in>, Kapil Verma <facao.oidb@nic.in>

Dear Sh. Vinay Ji,

Kindly refer to OIBD's letter No. AD-14/6/2023 dtd. 08.01.2024 (**pdf attached**) on the above mentioned subject and intimate the action taken, if any, by the CVO, MOPNG, in the matter.

Regards

Sanjay Kashyap

प्रबंधक कार्मिक एवं प्रशासन Manager Personnel & Administration

तेल उद्योग विकास बोर्ड Oil Industry Development Board

पेट्रोलियम एवं प्राकृतिक गैस मंत्रालय Ministry of Petroleum & Natural Gas

Sector-73, नोएडा 201301 Noida-201301.

फोन: 0120-2594613 (O)

Letter No.14-6-2023-ADM dtd.08.01.2024 to US(Vig)-MOPNG-reg.complaint of illegal promotion-steep hike-manipulation RR & MACP.pdf
347 KB

Note # 1

Subject: Complaint regarding getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenographers only and getting benefits of MACP by flouting government norms without government approval.

Pl. examine."

sd/-
Secy, P&NG/
Chairman, OIDB

AS
JSM

PUC is Dy. No.234851 dated 22.11.2022 forwarding therewith a compliant dated 9.11.2022 [[Pg.201-149/c](#), [148-99/c](#), [98-49/c](#) & [48-1/c](#)] of Advocate Abhitosh Kumar on the above-mentioned subject. Same complaint/ reminder on the subject matter were also received from the office of JS(M/GP), MoP&NG ([P.163/c](#)) on 28.11.2022, [Secretary, OIDB](#) on 9.3.2023 and [AS](#), MoP&NG on 7.3.2023. The matter was dealt in OIDB and was referred to Consultant (Legal) due to shortage of manpower in Administration Division of OIDB, for seeking para/point-wise comments on the allegations made by the complainant vide email dt. 13.3.2023 ([Pg.266/c](#)). The [comments](#) of the Consultant Legal were received vide email dated 15.5.2023 ([Pg. 235/c](#)) wherein the Consultant Legal has mentioned 'factually correct' against various points/allegations labelled by the complainant and also commented that RRs etc. were approved by competent authority / OI Board. However, Consultant Legal has not commented upon the allegations of procedural lapse, hiding of facts before the competent authority/ Board, etc.

2. The above complaint of Sh. Abhitosh Kumar was also sent by Vigilance Division of MoP&NG to CVO, OIDB vide MoP&NG O.M. No.C-31/24/9/2022-VIG-PNG dated 28.11.2022 ([Pg.279/c](#)) and 9.3.2023 ([Pg.278/c](#)) for examining the matter and furnishing a report along-with the comments of CVO, OIDB with specific recommendations in the matter. Accordingly, the matter was examined by CVO, OIDB and report was sent to CVO, MoP&NG vide letter No.6/2/2023-OIDB(Vigilance) dated 31st October 2023 [Report at [Pg.550-554/c](#) and Annexures at [Pg. 546 - 317](#)] for information & further necessary action. A copy of the said letter/findings have also been endorsed by CVO, OIDB to Secretary, OIDB for further necessary action, as appropriate, being an administrative matter.

3. If approved the said report / findings may also be submitted to the Chairman, OIDB/Secretary, P&NG for his kind perusal, in the context of his above-mentioned remarks on the PUC.

06/12/2023 10:46 AM

SANJAY KASHYAP
MANAGER PERSONNEL AND ADMINISTRATION

Note # 2

Please discuss

06/12/2023 07:24 PM

Kapil Verma
FINANCIAL ADVISOR AND CHIEF ACCOUNTS OFFICER

Note # 3

Kindly indicate date and time for discussion as per convenience.

20/12/2023 10:00 AM

SANJAY KASHYAP
MANAGER PERSONNEL AND ADMINISTRATION

Note # 4

Please check action, if any from CVO, MoPNG w.r.t the letter of CVO OADB dated 31 October, 2023.

02/01/2024 05:49 PM

Kapil Verma
FINANCIAL ADVISOR AND CHIEF ACCOUNTS OFFICER

Note # 5

DFA pl.

06/01/2024 12:17 PM

SANJAY KASHYAP
MANAGER PERSONNEL AND ADMINISTRATION

Note # 6

Refer: [Note#4-5 above.](#)

As directed, **DFA/568** is submitted for kind perusal please.



06/01/2024 02:06 PM

JASWANT SINGH
ASSISTANT

Note # 7

Fair letter (**Pg.555/c**) issued to US Vig. MOPNG and sent through email (**Pg.556/c**). Submitted for information please.

18/01/2024 01:53 PM

SANJAY KASHYAP
MANAGER PERSONNEL AND ADMINISTRATION

Note # 8

18/01/2024 05:13 PM

Kapil Verma
FINANCIAL ADVISOR AND CHIEF ACCOUNTS OFFICER

Note # 9

19/01/2024 11:31 AM

SANJAY KASHYAP
MANAGER PERSONNEL AND ADMINISTRATION

Note # 10



22/02/2024 12:51 PM

DIMPLE VERMA
STENOGRAPHER GRADE-II

Note # 11

Please retain this file until any further action is required to be taken.

28/02/2024 11:53 PM

SANJAY KASHYAP
MANAGER PERSONNEL AND ADMINISTRATION

No.6/2/2023-OIDB (Vigilance)
Government of India
Ministry of Petroleum & Natural Gas

A Wing, Shastri Bhawan,
New Delhi, dated 31st October 2023

To

The Chief Vigilance Officer,
Ministry of Petroleum & Natural Gas,
Shastri Bhawan,
New Delhi.

Subject: Complaint of Advocate Abhitosh Kumar on illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenographers only and getting benefits of MACP by flouting government norms without government approval.

Madam,

Kindly refer to O.M. No.C-31024/9/2022-VIG-PNG dated 28 November 2022 & 9th March 2023 received from Vigilance Division of MoP&NG on the above mentioned subject. Comments in the matter are as under:

(I) In respect of Para 2 of the complaint relating to the allegation of illegal promotion it is stated that:

- (a) [redacted] the then Stenographer Grade 'C' [presently working as Deputy Chief Finance & Accounts Officer (DCF&AO) Level-12] joined OIDB as Steno Grade 'C' on 01.01.1992 [Pg.23 of complaint dated 09.11.2022].
- (b) He was granted ad-hoc promotion to the post of Steno Grade 'B' w.e.f. 27.06.1995 against the vacancy occurred due to deputation of Steno Grade 'B' of OIDB. No regular vacancy for the post of Steno Grade 'B' was available [Pg.23 & 43-45 of complaint dated 09.11.2022].
- (c) OIDB had placed the agenda No.35.17 in the 35th Meeting of the OID Board held on 26.11.1996 for up-gradation of the post of Stenographer Grade 'C' to Stenographer Grade 'B' and the same was approved by the Board [Annexure-I].
- (d) [redacted] was regularised on the post of Stenographer Grade 'B' w.e.f. 26.11.1996 when a regular post of Steno Gr. 'B' was created by the OID Board. [Note of F.No.6/2/94-OIDB & copy of Minutes of the meeting of DPC held on 04.06.1997 are at Annexure-II].
- (e) MoF/DoE O.M. No. 7(1)-E(Coord)/84 dated 20 June 1984 stipulates that "all proposals of up-gradation of existing posts are treated as proposals for creation of new posts" [Annexure-III].

- (f) Rule 4 of the OI DB Employees (General Conditions of Service) Rules, 1984, relating to Creation of posts and appointment thereto [Annexure-IV], stipulates the following:

**Rule 4. Creation of posts and appointment thereto,--*

The Board may create such posts and make appointment thereto, as may be necessary for the performance of its functions;

Provided that for creation of posts in Group A and Group B and appointment thereto, prior approval of the Central Government shall be obtained."

(g) The requisite approval of the Central Government for creation/upgradation of the above-mentioned post of Stenographer Grade 'B' upgraded by OI D Board in its 35th Meeting of the OI D Board held on 26.11.1996 is not available in the concerned file No.6/2/94-OI DB P.251-332/c and No.6/18/96-OI DB. Copies of relevant pages of these files are attached at Annexure-V(A) & Annexure-V(B).

(II) In respect of Para 3 and 4 of the complaint relating to the allegation of illegal time scale promotion it is stated that:

→ (a) As per record, [redacted] was regularised on the post of Stenographer Grade 'B' on 26.11.1996 and he had completed six years of continuous regular service on 25.11.2002 which is required for grant of Time Scale Promotion [Pg. 23 & 52 of complaint dt.09.11.2022] as per Recruitment Regulations of 1986 [Pg. 34-40 of complaint dt.09.11.2022]. However, he was granted Time Scale Promotion under rule 11(2) of OI DB Employees Recruitment Regulations, 1986 w.e.f. 27.6.2001.

→ (b) Ad-hoc service from 27.6.1995 upto 25.11.1996 rendered by [redacted] on the post of Stenographer Grade 'B' was counted in the required experience of six years at the time of grant of Time Scale Promotion in the grade of 10000-325-15200.

(III) In respect of Para 5 to 7 of the complaint relating to framing of Recruitment Regulations (RRs) for the employees of OI DB, a copy file No.6/3/2010-OI DB, is attached at Annexure-VI. Further, in respect of RRs for the post of Managers, it is stated that:

(a) Relevant clauses of OI DB Employees Recruitment Regulation, 2011 [Annexure-VII], applicable for promotion to the posts of Manager (P&A) and Manager (Estate), as approved by OI D Board in its 81st meeting held on 08.02.2011 [agenda & minutes available at Annexure-VI] are reproduced below:

Manager (P&A):

*Promotion from Officers with 6 years experience in the Grade Pay of Rs.4800 or more or 7 years regular service in Grade Pay of Rs.4600 (excluding Accounts Officer & Accountant) and possessing the educational qualifications and experience prescribed for direct recruits i.e. **Essential:** Graduate Should have 6 years experience in the Grade Pay of Rs.4800 or more or 7 years in the Grade Pay of Rs.4600 in the Central Government / Public Sector/ Autonomous organizations.*

Manager (Estate):

*Promotion from Officers with 6 years' experience in the Grade Pay of Rs.4800 or more or 7 years regular service in the Grade Pay of Rs.4600 (excluding Accounts Officer & Accountant) and possessing the educational qualifications and experience as prescribed for direct recruits i.e. **Essential:** Graduate. Should have 6 years' experience in the Grade Pay of Rs.4800 or more or 7 years in the Grade Pay of Rs.4600 in the Central Government / Public Sector/Autonomous organizations with experience of procurement, contracts, civil works.*

***Desirable:** Knowledge of computer viz. MS-Office, internet is desirable.*

- (b) It may be seen that no feeder posts are mentioned in RRs of both the above-mentioned posts. However, except above-mentioned two posts, feeder posts are prescribed in the RRs for all the posts where promotion is one of the method of appointment.
- (c) Relevant recruitment regulations for promotion to the posts of Deputy Chief Finance & Accounts Officer (DCF&AO) as approved by OIB Board in its 81st meeting held on 08.02.2011, are reproduced below:

DCF&AO:

*Promotion from the posts of Senior Accounts/Admn. Officer / Manager (P&A) / Manager (Estate) with five years regular service possessing educational qualifications and experience prescribed for direct recruits i.e. **Essential:** Graduate with at least 5 years of service in the grade pay of Rs.6600/- and having experience of finance, accounts, budgeting & financial control, or personnel & administration or building works & contract management in the office(s) of Central Government/ autonomous bodies. **Desirable:** Preference would be given to applicants having qualified SAS/Post Graduate in Financial Management/Chartered Accountant and Knowledge of computer.*

- (d) In respect of Para 5-8 of the complaint dated 09.11.2022, it is observed that:
- (i) OIBB Employees Recruitment Regulations, 2011 [Annexure-VII] had been made under rule 7 of OIBB Employees (General Conditions of Service) Rules, 1984 [OIBBEGCS) Rules] after approval by OIB Board in its 81st meeting held on 08.02.2011.
- (ii) As per Sl. No.11 & 12 of Checklist of MoF/DoE O.M. No.7(1)/E.Coord.I/2006 dated 24.2.2006 [Annexure-VIII] 'The immediate feeder post in the line of promotion' and 'Immediate promotion post in the hierarchy' are necessarily required to be mentioned in the Recruitment Rules/ Regulation.
- (iii) However, no feeder posts are mentioned in these RRs for both the above-mentioned posts of Manager (P&A) and Manager (Estate). Moreover, the officers holding the posts of Accounts Officer and Accountant (which are dealing the main work of OIBB) were excluded for promotion to these posts. Further, the feeder posts/ grades eligible for promotion to the post of DC&AO (level-12) specifically mentions the two posts of Managers besides Sr. Accounts/Admn. Officer.

(iv) Non-mentioning of feeder posts for promotions to the post of Managers was required to be clarified from the Central Government as per rule '25 Interpretation' of OIBBE (GCS) Rules, 1984 which stipulates that 'Any question as to interpretation of these rules shall be referred to the Central Government for a decision.' However, as per available records, no clarification/ interpretation was sought by OIBB from MoP&NG in this regard.

(v) OIBB promoted two stenographers (not mentioned as feeder posts in RRs of above posts) to the posts of Manager (P&A) and Manager (Estate), respectively, without obtaining clarification w.r.t. feeder posts.

(IV) In respect of Para 9 of the complaint dated 09.11.2022 relating to the complaint dated 9.5.2019 & 5.4.2019 of the then Sr. A.O., it is stated that:

(a) The comments on the allegations of illegal promotion & time scale promotion are mentioned at Para (I) & (II) above and comments on allegation of wrong MACP are at Para (V) below.

(V) In respect of Para 10 – 12 of the complaint relating to wrong implementation of MACP, it is stated that:

(a) DOP&T vide O.M. No.35034/3/2010-Estt(D) dated 3 August 2010 [Pg. 166-167 of complaint dated 09.11.2022] extended the benefits of MACPS to the Central Autonomous/ Statutory Bodies under various Ministries/ Departments subject to satisfying the following four conditions:

- (i) The earlier ACP Scheme was also implemented/ adopted by the said Autonomous/ Statutory Body.
- (ii) The proposal to adopt MACP Scheme has been approved by the Governing Body/ Board of Directors.
- (iii) The Administrative Ministry/ Financial Adviser of the Ministry has concurred with the proposal. *
- (iv) The financial implications of adoption of MACP Scheme have been taken into account by the Organisation/ Body and the additional financial implications can be met by it within the existing Budget Grants.

(b) As per available records [note and relevant correspondence of F.No.6/12/2011-OIBB are attached at Annexure-IX, MACP was incorporated in the OIBB Employees' RRs, 2011 [Annexure-VII] with the approval of the OIBB Board only in the 81st meeting held on 8.2.2011 and without the approval of the Government (MoF/DoE). Later the matter of implementation of MACPS in OIBB was taken up by MoP&NG with MoF/DoE and the same was declined by MoF/DoE in 2013 stating the following [Annexure-IX]:

"As per DOPT's guidelines vide O.M. dated 3.8.2010, one of the condition for MACPS is that the earlier ACP should have been implemented/ adopted by the autonomous/ statutory body. Since OIBB did not implement the ACP Scheme, it is regretted that the proposal cannot be agreed to."

(c) As per Annexure-IX, the above was communicated by MOP&NG to the OIBB vide MoP&NG letter No.G.38026/5/2011-Fin.II dated 24.7.2013. Later, it was mentioned in the file:-

"10. In view of the fact that the MACP Scheme had already been approved by OI Board in its 81st meeting held on 8.2.2011 and to avoid undue hardship to the OI DB employees to the extent that they have been denied financial upgradation, both under the earlier scheme as well as the revised scheme, the matter was taken up with the OI Board, in its 91st meeting held on 16.9.2015, to allow OI DB to implement the MACP for OI DB employees which is already approved.

11. The Board however, directed Secretary, OI DB to examine the matter and decide appropriately.

12. In view of the above, Secretary, OI DB is requested to consider and allow OI DB to implement the MACP scheme for OI DB employees which already stands approved by OI Board in its 81st Meeting."

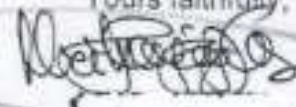
- (d) Subsequently, as mentioned at Page 22 of note of the file at **Annexure-IX**, relating to "implementation of MACP for OI DB employees" the proposal of implementation of MACP in OI DB was approved by AS(E) MoP&NG/ Secretary (OI DB) on 4.2.2016.
- (e) MACP Scheme was implemented in OI DB, without the approval of the Government, either at the time of inclusion of MACP in the OI DB Employees' RRs, 2011 or at the time of its implementation in OI DB in 2016. The benefits under the scheme were granted w.e.f. 2011 [Pg. 79 of the compliant dated 09.11.2022] although the file was approved on 04.02.2016.

2. This being an administrative matter, the above findings are forwarded to the Secretary, OI DB for further necessary action, as appropriate.

3. As desired by MoP&NG's Vigilance Division vide their O.M. No.C-31024/9/2022-VIG-PNG dated 28 November 2022 & 9th March 2023, the above report in the matter is submitted for information and further necessary action.

Encl. As above.

Yours faithfully,



Director, MoP&NG
and CVO, OI DB

Copy to: Secretary, Oil Industry Development Board.

conditions of appointment and service agreed to between the Board and the leading organisation would apply; and

(b) those paid leave contingencies,

(2) Nothing in these rules shall operate to deprive an employee of any right or privilege to which he is entitled

(a) by or under any law for the time being in force; or

(b) by the terms or conditions of service or any agreement, subsisting between such person and the Government; or

(c) by the terms of any agreement subsisting between him and the Board at the commencement of these rules.

4. Creation of posts and appointment thereof.—The Board may create such posts and make appointments thereto, as may be necessary for the performance of its functions;

Provided that for creation of posts in Group A and Group B and appointments thereto, prior approval of the Central Government shall be obtained :

Provided further that for creation of Group A and Group B posts and appointment thereto on purely temporary and ad hoc basis prior approval of the Central Government shall not be necessary.

5. Strength and composition of the office establishment of the Board.—The categories of the posts in the Board and their strength sanctioned on regular basis shall be such as is specified in the Schedule.

6. Appointment.—All appointments to posts in the service of the Board shall be made by the appointing authority.

7. Qualifications for and method of recruitment.—The qualifications for and the method of recruitment to a post or class of posts shall be such as the Board may specify from time to time.

8. Age on initial appointment.—(1) No person shall be appointed to a post in the Board unless he has attained the age of 18 years.

(2) Every employee newly appointed to a post under the Board at the time of appointment shall declare the date of his birth by the Christian Era and shall produce confirmatory documentary evidence to the satisfaction of the appointing authority.

9. Verification of character and antecedents.—Before selection of a candidate no right to appointment unless the appointing authority is satisfied, after such enquiries as may be considered necessary, that the candidate, having regard to his character and antecedents, is suitable in all respects for appointment.

10. Medical Certificate on First Entry.—No person shall be appointed to a post in the Board without a medical certificate of health, for initial entry into the service, obtained in accordance with the Government instructions in this regard;

Provided that the Board may by order permit, permanently or temporarily, any candidate or candidates from the possession of such certificate of fitness.

11. Security.—Security of an employee's grade to which he belongs shall be regulated in accordance with the instructions of the Central Government in this regard.

12. Promotion.—For the purpose of present posts in the Board shall be classified into the following two categories, namely:

(a) Selection Post.—Posts, promotion to which shall be made by selection based on merit with due regard to seniority.

(b) Non-selection Posts.—Posts, promotion to which shall be made by seniority subject to rejection of the unit.

13. Term of services of the employees of the Board on Foreign Service terms.—(1) Permanent employees, and those temporary employees of the Board who have not in 3 years service in the Board been allowed to go on deputation to other organisations. The deputation in such case shall be approved by the Chairman and the period of deputation shall be 2 years in the first instance :

Provided that an employee will be allowed to proceed on deputation to private organisations.

(2) In a case where the services of an employee have been placed at the disposal of an outside authority, he shall be entitled to all the protection or benefits as would have accrued to him had he been now in the Board.

(3) The terms and conditions governing the foreign service shall be decided in consultation with the borrowing department.

(4) The borrowing organisation will be responsible for the payment of:—

(i) in the case of death during the period of deputation, the excess of gratuity admissible ex post sub-rule (2) and 5 of the Civil Service Development Employees (Death-cum-Retirement) Rules, 1963;

(ii) in the case of death or injury during period of deputation, any gratuity that may be admissible under the rules of the Board or the provisions of any other rules.

(3) The borrowing organisation will be liable to pay leave salary (including allowances) in respect of disability leave granted to the officer on account of disability incurred while on deputation even if disability manifests itself after the termination of deputation period.

14. Resignation.—(1) The authority competent to accept the resignation of an employee is the appointing authority.

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REGISTERED NO. D. (B.N.) 127

प. सं. (वि. सं.) 127



भारत का राजपत्र The Gazette of India

असाधारण
EXTRAORDINARY

भाग II—खण्ड 3—सूचना (I)
PART II—Section 3—Notification (I)

प्रतिपक्ष से प्रकाशित
PUBLISHED BY AUTHORITY

सं. 19] नई दिल्ली, बुधवार, जनवरी 13, 1968/बी. 23, 1968
No. 19] NEW DELHI, WEDNESDAY, JANUARY 13, 1968/PAUSA 23, 1968

एक नए से निम्न सूचना को जारी है जिसमें कि यह अलग संज्ञाओं के रूप में
रखा जा सके

Subject: Paylog is given to this Part in order that it may be filed as a
separate notification

MINISTRY OF PETROLEUM & NATURAL GAS

New Delhi, the 13th January, 1968

NOTIFICATION

G.O. 24 (E).—In exercise of the powers conferred by Section 31 of the Oil Industry (Development) Act, 1974 (47 of 1974), the Central Government hereby makes the following rules further to "Award for Oil Industry Development Board Employees" (General Conditions of Service) Rules, 1967, namely:—

1. (1) These rules may be called the Oil Industry Development Board Employees' (General Conditions of Service) Second Amendment Rules, 1968.

(2) They shall come into force on the date of their publication in the Official Gazette.

2. In the Oil Industry Development Board Employees' (General Conditions of Service) Rules, 1967—

(3) in rule 2, in clause (b), for sub-clause (ii), the following sub-clauses shall be substituted, namely:—

"(i) the Secretary, in relation to exercise of such power, in respect of Group B Posts;

(ii) the Financial Adviser and Chief Accounts Officer, in relation to exercise of such power in respect of Group C posts;

(iv) the Senior Accounts/Administrative Officer, in relation to exercise of such power in respect of Group D posts;";

(5) after clause (5), the following clause shall be inserted, namely:—

(b) "Financial Adviser and Chief Accounts Officer" means a person who holds, for the time being, that post in the Board;

(c) "Senior Accounts/Administrative Officer" means a person who holds, for the time being, that post in the Board."

(F. No. 1356-Fin. II)

S. BALACHANDRAN, Jr. Secy.

For Note: 1. The principal rules were published vide notification No. G. S. R. 500 (E) dated the 12th July, 1967, Gazette of India (Extraordinary), Part II, section 3 (i).

2. The first amendment to these rules was published vide notification No. G. S. R. 28 (E) dated the 12-1-1968, Gazette of India (Extraordinary), Part II, section 3 (i).



**OIL INDUSTRY DEVELOPMENT BOARD
MINISTRY OF PETROLEUM & NG
GOVERNMENT OF INDIA**

**OIDB BHAWAN,
SECTOR, 73, NOIDA (UP) – 201301.**

No.6/12/2011-OIDB

Dated: 09th March, 2016.

OFFICE ORDER NO. 03/2016

Sub: Implementation of Modified Assured Career Progression (MACP) Scheme for OIB employees.

As per directions given by OIB Board in its 91st meeting held on 16.09.2015, the matter relating to Implementation of MACP Scheme for OIB employees on the pattern of Central Government's MACPS was examined by Secretary, OIB and the MACP Scheme, which was approved by OIB Board in its 81st meeting held on 08.02.2011, as part of OIB Employees (Recruitment) Regulations 2011, is implemented in OIB w.e.f. 08.02.2011, i.e., the date of its approval by OIB Board.

Rajesh Saini
(Rajesh Saini)
Manager (P&A)

- To:
- (1) All Officers and employees of OIB.
 - (2) Office Order folder.
 - (3) Guard File.
 - (4) Notice Board.

Copy, for information, to:

- (i) PS to Secretary, OIB.
- (ii) PA to FA&CAO, OIB.

तेल उद्योग विकास बोर्ड
पेट्रोलियम एवं प्राकृतिक गैस मंत्रालय
भारत सरकार

तेलविद्यो भवन,
सैक्टर-73, नोएडा-201301(उ.प्र.)


सं०: 6/4/12016-ते.उ.वि.बो

दिनांक १७ अक्टूबर, 2016

कार्यालय आदेश सं०-3/2016

विषय :- तेल उद्योग विकास बोर्ड के कार्मिकों के लिए संशोधित निश्चित कैरियर उन्नयन योजना (एमएसीपी) का कार्यान्वयन।

तेल उद्योग विकास बोर्ड की दिनांक 16.09.2015 को सम्पन्न हुई 91वीं बैठक में दिए निर्देशानुसार, केन्द्र सरकार की पद्धति पर आधारित एमएसीपी योजना के कार्यान्वयन को सचिव, तेलविद्यो द्वारा जांचा गया और एमएसीपी योजना, जिसे तेलवि बोर्ड की दिनांक 08.02.2011 को सम्पन्न हुई 81वीं बैठक में तेलवि बोर्ड कार्मिक (शर्ती) विनियम 2011 के एक भाग के रूप में अनुमोदित किया गया था, उसको बोर्ड द्वारा अनुमोदित तिथि 08.02.2011 से तेलवि बोर्ड में कार्यान्वित किया जाता है।


(राजेश सैनी)

प्रबंधक (काठ एवं प्रशां०)

प्रति :-

1. तेलविद्यो के अधिकारी एवं कर्मचारी
2. कार्यालय आदेश मिंसिल।
3. नोटिस बोर्ड
4. गार्ड मिंसिल

प्रति: सूचनार्थ

1. सचिव, तेलविद्यो के निजी सचिव
2. जिला सलाहकार के निजी सचिव

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**Minutes of 91st Board Meeting of
Oil Industry Development Board held on 16th September 2015**

The 91st meeting of the Oil Industry Development Board was held on 16th September 2015 at 3.00 P.M. in the Conference hall of Ministry of Petroleum and Natural Gas at Shastri Bhawan, New Delhi. The list of Members, representatives and invitees who attended the Board Meeting, is at Annex.

At the outset, the Board acknowledged and placed on record its appreciation for the contributions made by Shri L.N. Gupta during his tenure as Secretary, Oil Industry Development Board from 10.06.2013 to 05.06.2015.

The agenda items discussed during the meeting and decisions taken thereon are indicated below:

Agenda item No.91.1	Leave of Absence of Board Members
	Leave of absence was granted to Shri Surjit Kumar Chaudhary, Secretary, Deptt. of Chemicals & Petrochemicals, Shri D.K. Sarraf, CMD, ONGC, Shri S. Varadarajan, CMD, BPCL, Smt. Nishi Vasudeva, CMD, HPCL and Shri R.C. Tripathi, CMD, GAIL.
Agenda item No.91.2	Confirmation of Minutes of the 90th Board meeting of the Oil Industry Development Board held on 2.6.2015
	The minutes of the 90 th Board meeting were circulated on 15.6.2015. Since there were no comments received, the Board confirmed the minutes of the 90 th Board meeting.
Agenda Item No.91.3	Action Taken Report on the Minutes of the 90th Meeting of the Oil Industry Development Board held on 2.6.2015
	Board took note of the Action Taken Report on the minutes of 90 th meeting of the OIIB Board.
Agenda Item No.91.4	Adoption of OIIB's Annual Accounts for the financial year 2014-15
	F&CAG OIIB informed that Section 20(1) of Oil Industry (Development) Act along with Rule 31 of Oil Industry (Development) Rules require OIIB to prepare Annual Statement of Accounts in consultation with CAG. Accordingly the Annual Accounts of OIIB for 2014-15 were placed before the board for its adoption and thereafter the accounts will be sent to CAG for their statutory audit under Section 20(2) of Oil Industry (Development) Act 1974.
	Board noted and adopted the OIIB's Annual Accounts for the year 2014-15 with Notes on Accounts thereto and accounting policy. The

	Board also directed OADB to take into consideration the points made by Special Secretary (Expenditure), Ministry of Finance, a copy of which was handed over by him in the meeting, before the accounts are sent to CAG.
Agenda Item No.91.5	Approval of recommendations of the Standing Committee on the Interest Rates on OADB loans for the period from May 2015 to August 2015
	Board approved the recommendations of the Standing Committee on the Interest Rates applicable on OADB loans and discounts for the months from May 2015 to August 2015 as mentioned in the para 4 and 5 of the agenda notes.
Agenda Item No.91.6	Status of release of grant to regular grantees institutions, loan to Oil PSUs and Equity participation in ISPRIL
	Board noted the status of release of grant, loan and OADB equity participation in ISPRIL during the financial year 2015-16 for the period from 01.04.2015 to 01.09.2015 as indicated in paras 2, 3 and 5 of the agenda notes. The Board was informed that as compared to BE of Rs.394.7 crore for 2014-15 the utilization as on 1.9.2015 is 19.5%. As against the approved loan assistance of Rs.2260.48 crore and amount of Rs.715.25 crores has been disbursed by OADB till 1.9.2015. The Board was also informed that the equity contribution of OADB in ISPRIL as on 31.08.2015 was Rs.3288.08 crore, which was enhanced by Government approval vide letter No.P-25011/3/2013-Sup. Dated 2.2.2015 to Rs.3832.56 crore due to cost over runs in Mangalore and Vishakhapatnam projects.
Agenda Item No.91.7	Status of construction of Strategic Storage for crude oil through Indian Strategic Petroleum Reserves Ltd. (ISPRIL)
	Board noted the status of construction of the strategic crude oil storages at Vishakhapatnam, Mangalore & Padur and up-to-date equity investment of Rs.3288.08 crore by OADB in ISPRIL till 31.08.2015. CEO&MD, ISPRIL informed that the physical progress for Mangalore and Vishakhapatnam projects is almost 100% while that at Padur project is 96%. He further informed that in Mangalore Cavern test is under progress, however, there are problems in laying of pipelines due to local opposition and efforts are being made to sort out the issues with the help of local administration.
Agenda Item No.91.8	Progress of Formation of Hydrocarbon Sector Skill Council (HSSC) for Oil & Gas Sector
	Board noted the status of the progress of formation of Hydrocarbon Sector Skill Council (HSSC) for Oil & Gas Sector.

	<p>Board was informed that as per Ministry of Skill Development, Sector Skill Councils (SSCs) are set up through NSDC and not by the Government and therefore these councils do not require the Cabinet approval. Board was also informed that as per the directions given by the Board in the last meeting, OIDB had convened a day long meeting on 26.8.2015, where the draft MOA/Rules of HSSC were compared with those of Automotive Sector Skill Council and Capital Goods Skill Council. The final draft MOA/Rules of HSSC are comparable with them and are also as per standard template of NSDC.</p> <p>After the detailed deliberations, the Board approved the final draft of MOA, Rules & Structure and Composition of Governing council of proposed HSSC and authorized FA&CAO, OIDB to be the representative of OIDB in the HSSC Society.</p> <p>Board requested MOP&MG to expedite nomination of one representative of MOP&MG as member of General Body of HSSC and signatory to MOA so that the HSSC could be registered at the earliest.</p>
<p>Agenda Item No.91.9</p>	<p>Delegation of Financial Powers – Ratification of decision of Chairman, OIDB</p>
	<p>Board ratified the decision of the Chairman, OIDB in accordance with Rule 28(9) of Oil Industry (Development) Rules 1975 regarding delegation of financial powers to FA&CAO with regard to renting of building for office accommodation/residential and other purposes/repairs and alteration to hired/owned office space. The following modifications in Sl no. 2000 of the delegation of financial powers were approved :</p> <p>"Renting of building for office accommodation/residential and other purposes/repairs and alteration to hired/owned office space".</p>
<p>Agenda Item No.91.10</p>	<p>Recovery of outstanding dues from Canbank Financial Services Ltd. (CANFINA), wholly owned subsidiary of Canara Bank – Ratification of decision of Chairman, OIDB</p>
	<p>Board ratified the decision of the Chairman, OIDB in accordance with Rule 28(9) of Oil Industry (Development) Rules 1975 regarding acceptance of the offer of the CANFINA to OIDB whereby OIDB was requested to accept Rs.2,50,887/- to be realized from the sale of securities namely Modl Ind, Parsampada Synthetics and Garware Nylon, which are in possession of CANFINA.</p>

Agenda Item No.91.11	Reimbursement of expenditure on Medicines to OIB employees/pensioners
	Board considered the proposal of OIB for revision in cost ceiling for medicines, which were fixed in 2009 by the Board in its 76 th meeting held on 27.3.2009 and approved the proposal as indicated in para 8 of the agenda notes.
Agenda Item No.91.12	Implementation of MACP Scheme for OIB Employees
	Board directed Secretary, OIB to examine the matter and decide appropriately.
Agenda Item No.91.13	Purchase of staff car against condemned vehicle
	The Board considered the proposal of procurement of vehicles against condemned vehicles and approved hiring of vehicles instead of procurement.

The meeting ended with a vote of thanks to the Chair and the participants.

List of Members, Representatives and Invitees present during the 91st meeting of Oil Industry Development Board held on 26.09.2015

Sl. No.	Board Members present in the meeting	Position.
1.	Shri S.D. Tripathi Secretary, Ministry of Petroleum & Natural Gas	Chairman
2.	Shri A.M. Jha Special Secretary, Deptt. of Expenditure	Member
3.	Shri Anant Kumar Singh AS&FA, Ministry of Petroleum & Natural Gas	Member
4.	Shri U.P. Singh Additional Secretary (Exploration), MOP&NG and Secretary, OIDB	Member & Member Secretary
5.	Shri B. Ashok Chairman, Indian Oil Corporation Ltd.	Member
6.	Shri Prabendra Kumar General Secretary Shrihanik Vikas Patishad, Barauni Refinery of IOCL	Member
Nominees of Board Members Present		
	Board Members	Nominees of Board Members
1.	Secretary, Deptt. of Chemicals & Petrochemicals	Sh. Anilash Joshi, Joint Secretary, DOPC
2.	CMD, HPCL	Sh. J. Ramaswamy, ED (CF), HPCL
3.	CMD, ONGC	Sh. A.K. Srinivasan, OSD(F), ONGC
4.	CMD, GAIL	Sh. A.C. Gupta, ED(F), GAIL
5.	CMD, BPCL	Ms. Monica Wadhani, ED (Coordn), BPCL
Special Invitees		
6.	Shri Alok Chandra	Advisor (IFD), MOP&NG
7.	Shri Rajas K. Pillai	CEO & MD, ISPRIL
OIDB Officers Present		
8.	Shri Ajay Srivastava	Financial Adviser & Chief Accounts Officer
9.	Shri Ajay Mishra	Dy. Chief Finance & Accounts Officer
10.	Shri Amitabh Dholivedi	Dy. Chief Finance & Accounts Officer
11.	Shri G.C. Doyal	Manager (Estate)
12.	Shri R.K. Sahni	Manager (Personnel & Administration)
13.	Shri Girish Chandra	Senior Accounts Officer
14.	Shri Rajinder Kaul	Consultant (Legal)

Extracts from the minutes of 91st Board Meeting of O.D.B.
 Dated on 28-02-2021

Agenda Item No.81.11	<p>principal and interest accrued thereon.</p> <p>OIDB grant to GAIL for engagement of consultant in respect of study on common, pooled price of natural gas in the country - Reimbursement of consultant's fee of Rs.9.34 lakh.</p>
	<p>It was decided that GAIL (India) Ltd. will bear the expenditure of Rs.9.34 lakh for engagement of consultant in respect of study on common pooled price of natural gas in the country.</p>
Agenda Item No.81.12	<p>Recommendations of the Standing Committee on the Interest rates on OIBB loans for the period April 2010 to December 2010.</p>
	<p>The Board approved recommendations of the Standing Committee on the Interest Rates on OIBB loans for the period from April 2010 to December 2010.</p>
Agenda Item No.81.13	<p>Transport Arrangement of the official of OIBB/ISPRL</p>
	<p>Board approved the proposal of continuation of the existing transport facility for a further period of 3 months only.</p>
Agenda Item No.81.14	<p>Amendment to the Oil Industry Development Board Employees' (Recruitment) Regulations, 1986.</p>
	<p>The Board approved the proposed Oil Industry Development Board Employees' (Recruitment) Regulations 2011, subject to the following modification :-</p> <p>In column B of Recruitment Regulations for the post of Dy. Chief Finance & Accounts Officer, the words "Building works/Contract Management" may be added after the words "experience of finance, accounts, budgeting & financial control, personnel & administration". Column B will now read as follows :-</p> <p>Essential: Graduate with at least 5 years of service in the grade pay of Rs.6600/- and having experience of finance, accounts, budgeting & financial control; or personnel & administration; or building works/contract management in the office(s) of Central Government/ autonomous bodies.</p> <p>It was stated that inspection of projects of PSUs in oil and gas sector being provided loan by OIBB would be carried out by the officers after their placement in OIBB more frequently to oversee the efficacy of expenditure incurred.</p>

Agenda Item
No.81.14
(Supplementary)

**Amendment to the Oil Industry Development Board
Employees' (Recruitment) Regulations, 1986**

The pay scales of the employees of the Oil Industry Development Board (OIDB) are identical to the pay scales of Central Government employees and Central Government have already notified revised pay structure of OIDB employees on Central Government pattern (**Annexure-I**). Additional posts have also been created, with the approval of Central Government, in the revised pay pattern (**Annexure-II**).

2. The proposal to carry out consequential amendments to reflect the changes from pay scales to pay band/grade pay etc. and to frame recruitment regulations for the newly created posts have been examined in consultation with Integrated Finance Division (IFD) of Ministry of Petroleum & Natural Gas (MOPNG). As the existing recruitment regulations have only six columns and various relevant matters were not elaborated therein, the proposed revised recruitment regulations proposed 14 columns based on Central Government pattern of Recruitment Rules. The revised Recruitment Regulations are proposed to be adopted in supersession of the existing Recruitment Regulations, 1986.

3. The salient features of proposed revised Recruitment Regulations are as follows :-

- (i) The minimum eligibility criteria for promotion to the next higher grade in the existing regulations was 3 years while in the revised regulations, the minimum eligibility criteria is based on DOP's Instructions contained in O.M. No.AB.14017/61/2008-Est. (RR) dated 24.3.2008 (**Annexure-III**).
- (ii) OIDB employees as per the existing regulations are entitled to Time Scale Promotion after a period of satisfactory service of 6 years. This is being replaced by Modified Assured Career Progression Scheme (MACPS) of Central Government for granting next Grade Pay after completion of 10, 20 and 30 years of service.
- (iii) The field of selection for deputation in the existing regulations has been enlarged to include autonomous bodies also, apart from Govt./PSUs as provided in the existing regulations.

4. While drafting the revised schedule in respect of each post, the following has been kept in view :-

- (i) Based on creation of additional posts, it has been found feasible now to segregate the accounts and administration related matters and the separate cadres would now be available in the proposed Recruitment Regulations. The accounts cadre would constitute Accountant, Accounts Officer and Senior Accounts Officer. These officers would not be eligible for administrative posts upto the level of Manager. However, they would be eligible for higher post.
- (ii) The qualifications, experience, pay band/grade pay are as per the instructions issued by DOPT, Govt. of India.

5. The proposed Oil Industry Development Board Employees' (Recruitment) Regulations, 2011 along with the schedules as advised by IFD, MOP&NG is enclosed as **Annexure-IV**. Board is competent to approve the Recruitment Regulations in terms of Rule 7 of Oil Industry Development Board Employees' (General Conditions of Service) Rules, 1984.

6. Board is requested to approve the revised Recruitment Regulations.

Oil Industry Development Board Employees
(Recruitment) Regulations, 2011

In exercise of the powers conferred by rule 7 of the Oil Industry Development Board Employees' (General Conditions of Service) Rules, 1984 and in supersession of the Oil Industry Development Board Employees' (Recruitment) Regulations 1986, the Board hereby makes the following Regulations, namely :

1. Short title and commencement:

These Regulations may be called the Oil Industry Development Board Employees' (Recruitment) Regulations, 2011 and shall come into force from the date of their approval.

2. Application:

These Regulations shall apply for recruitment to all posts in the Oil Industry Development Board except those for which separate provisions exist in the Act and the Rules made there under, or for which specific terms and conditions of service including method of recruitment, age, qualifications are prescribed by the Board or the Central Government, as the case may be.

3. Approved strength of regular posts:

The number of regular posts, their classifications and Pay Bands/Grade Pays attached thereto shall be such as is specified in the Schedule to the Oil Industry Development Board Employees' (General Conditions of Service) Rules, 1984, as amended from time to time.

4. Recruitment, Age, Educational and other qualifications:

The designation, Pay Bands/Grade Pays, age limit, educational and other qualifications, method of recruitment etc. for each post shall be such as is specified in the Schedule to these Regulations.

5. Method of Recruitment :

Appointment to a post in the Board may be made by any of the following methods :

- a) direct recruitment,
- b) promotion,
- c) contract,
- d) deputation or foreign service from Govt./PSUs & autonomous bodies,
- e) Ad-hoc appointment

6. Direct Recruitment:

Direct Recruitment means initial appointment which is not in the nature of promotion and shall include appointment of the employees of the Board who compete with outside candidates on the basis of eligibility according to prescribed criteria.

Direct recruitment/Deputation shall be made by a Departmental Selection Committee (DSCs). The composition of DSCs shall be same as in the composition of the Departmental Promotion Committees for the concerned posts prescribed in the schedule.

Before a candidate joins his first appointment in the Board, he will be required to produce a certificate of fitness from a Medical Officer authorized by the Board.

7. Promotion

The Board's employee shall be eligible for promotion to the next higher grade after completing minimum length of service in the lower grade as prescribed in the Schedule to the Recruitment Regulations against each post. Eligibility, however, does not mean entitlement and promotion to the next higher grade, will be subject to availability of vacancy and subject to his being found fit for promotion by a duly constituted Departmental Promotion Committee.

The Departmental Promotion Committee, while making its recommendations, shall consider the candidates in the eligible zones for promotion and prepare a panel on the basis of the record of the past performance, suitability and other relevant factors to be specifically mentioned. Appointments from the panel, which will be valid for one year, may be made from time to time as and when vacancy arises. For purposes of this rule, the panel may be prepared once a year or if having regard to the number of employees in the eligible zones annual plan is not considered necessary, the DPC may meet from time to time on ad-hoc basis, as and when vacancy arises.

8. Ad-hoc Appointment :

Without prejudice to the foregoing provisions, the Board may appoint from time to time employees on ad-hoc basis to fill up purely temporary vacancies or to meet ad-hoc requirements, as may be the case. Employees so appointed will not be entitled to the benefits admissible to the regular employees. They shall be eligible to the pay and allowances and other benefits, if any, as may be determined, from time to time, by the Secretary, OIBB for posts upto Group 'B' level and Chairman for Group 'A'.

9. Seniority :

The inter-se seniority of the employees of the Board who are not on deputation shall be regulated as follows:-

in (4)
3**Direct recruits:**

On the basis of their relative position in the panel prepared by the Departmental Selection Committee.

Progressees:

On the basis of the relative position in the panel as prepared by the Departmental Promotion Committee, subject to the condition that in the case appointment upto and inclusive of the group 'C' posts, the main criterion for preparing the panel by the DPC shall be seniority-cum-fitness and in cases not falling under the above mentioned categories, the criterion shall be seniority-cum-merit.

10. Modified Assured Career Progression Scheme:

The career progression with effect from the date of approval of these regulations shall be in accordance with the Modified Assured Career Progression Scheme (MACPS) applicable to the Central Government employees, annexed to the Schedule, as may be modified by the Central Government from time to time.

11. Reservation of posts for SC/ST candidates:

Reservations of posts in all the cadres/grades shall be made as per instructions issued in this regard by the Central Government from time to time.

12. Special provision relating to certain persons :

Notwithstanding anything in the foregoing provisions, every person who, immediately before the commencement of these Regulations, was holding a post under the Board shall, on and from such commencement, hold a corresponding post specified in column 2 of the Schedule and shall be deemed to have been appointed to such corresponding post.

13. Disqualification:

No person:

- (a) who has entered into or contracted a marriage with a person having a spouse living; or
- (b) who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment in the Board.

Provided that the Board may, if satisfied that such marriage is permissible under the personal law applicable to such a person and other party to the marriage and that there are other grounds for so doing, exempt the person from the operation of this condition.

14. Re-employment:

The appointing authority may re-employ a person, who has retired from service, beyond the age of superannuation after consultation with the authority under whom he held the lien at the time of his superannuation.

Provided that prior approval of the Oil Industry Development Board will be required for re-employment for a period exceeding two years beyond the age of superannuation.

15. Power to relax :

Where the Chairman is satisfied that the operation of any of these regulations presents any difficulty or causes undue hardship in any particular case, he may dispense with or relax the requirement of that regulation to such extent and subject to such conditions and exceptions as he may consider necessary for dealing with the case in a just and equitable manner.

FREQUENTLY ASKED QUESTIONS (FAQs) ON MODIFIED ASSURED CAREER PROGRESSION SCHEME

1. What is Modified Assured Career Progression Scheme (MACPS) ?

The MACP Scheme for Central Civilian Government Employees is in supercession of earlier ACP Scheme. Under the MACP Scheme three financial Up-gradations are allowed on completion of 10,20,30 years of regular service, counted from the direct entry grade. The MACPS envisages merely placement in the immediate next higher grade pay as given in Section I, Part-A of the first schedule of the CCS (Revised Pay) Rules 2008, in case no promotion has been earned by the employee during this period.

2. From which date the MACPS is effective?

The MACPS is effective w.e.f. 01.09.2008 or on completion of 10, 20 & 30 years of continuous regular service, whichever is later. Financial upgradation will also be admissible whenever a person has spent 10 years continuously in the same grade pay. (Para 9 of OM dated 19/5/2009)

3. Who are entitled for financial under the MACPS?

The MACPS is applicable to all Central Government Civilian Employees.

4. What norms are required to be fulfilled while granting the benefits under MACPS?

The financial upgradation would be on non-functional basis subject to fitness in the hierarchy of pay band and grade pay within PB- 1. Thereafter, only the benchmark of 'Good' would be applicable till the grade pay of Rs.6600 in PB-3. The benchmark will be 'Very Good' for Financial upgradation to the grade pay of Rs.7600 and above. However, where the Financial upgradation under the MACPS also happen to be in the promotional grade and benchmark for promotion is lower than the benchmark for granting the benefits under MACPS as mentioned in para 17 of the Scheme, the benchmark for promotion shall apply to MACP also.

O.M.NO.5034/3/2008-Estt(D) dated 01/11/2010

5. Whether Pay Band would be changed at the time of grant of financial upgradation under MACPS?

Yes.

OM.NO.35034/3/2008-Estt.(D) dated 09/09/2010

6. Whether the promotions in same grade would be counted for the purpose of MACPS?

The financial up-gradation under the MACPS is in the immediate next higher grade pay in the hierarchy of recommended revised pay bands and grade pay as given in CCS (Revised Pay) Rules, 2008. However if the promotional hierarchy as per recruitment rules is such that promotions are earned in the same grade pay, then the same shall be counted for the purpose of MACPS.

7. How will the benefits of ACP be granted if due between 01 .01.2006 and 31.08.2008?

The revised pay structure has been changed w.e.f. 01.01.2006 and the benefits of ACPs have been allowed till 31.08.2008. Hence, the benefits of revised pay structure would be allowed for the purpose of ACPs.
(OM No.35034/3/2008-Estt. dated 9.9.2010)

8. Whether adhoc appointment would be counted towards qualifying service for MACPS?

No. Only continuous regular service is counted towards qualifying service for the purpose of MACPS. The regular service shall commence from the date of joining of a post in direct entry grade on a regular basis. (Para 9 of the MACPS)

9. Whether State Government service shall be reckoned for the purpose of MACPS?

No. Only regular service rendered in the Central Government's Department/Office is to be counted for the purpose of MACPS, as the Scheme is applicable to the Central Government Civilian Employees only. (MACPS , Para 10)

10. What are the periods included in the regular service?

All period spent on deputation/foreign service, study leave and all other kind of leave, duly sanctioned by the competent authority shall be included in the regular service.
(Para 11. MACPS)

11. How is the MACPS to be extended to the employees of Autonomous and Statutory Bodies?

Procedure prescribed in OM No.35034/3/2010- Estt(D), Dated 03/08/2010 would be followed by the administrative Ministries/Departments concerned for extension of the MACPS to the employees of Autonomous and Statutory Bodies under their control.

12. Whether the cases of grant of financial upgradation allowed under the ACPs between 01.09.2008 and 19.05.2009, the date of issue of the Scheme are be reviewed?

Yes. Since the benefits of ACPs have been discontinued w.e.f. 01.09.2008, the cases settled between 01.09.2008 and 19.05.2009, in terms of previous ACP Scheme shall be reviewed.

13. Whether the past continuous regular service in another Govt. Deptt. in a post carrying same grade pay prior to regular appointment in a new Deptt. without a break shall be counted towards qualifying regular service for the purpose of MACPS?

Yes. (Para 9, MACPS)

14. Upto what grade pay the benefits under the / MACPS is allowed?

The benefits of MACPS are being up-to HAG scale of Rs. 67000 - 79000/- (DOPT's O.M.No.35034/3/2008-Estt.(D) dated 24.12.2010)

15. How the cases of pre-revised pay scales (Rs.5000-8000 & Rs.5500-9000 and Rs.6500-10500 & Rs.7450-11500) merged w.e.f. 01.01.2006 are to be decided under MACPS?

The cases would be regulated in accordance with para 5 of Annexure-I of MACPS. The Ministries/Departments are expected to re-organise cadres and frame common RRs for the post in merged scales.

16. Whether 'Non-functional Scale' of Rs.8000-13500 (revised to grade pay of Rs.5400 in PB-3) would be viewed as one financial upgradation for the purpose of MACPS?

Yes, in terms of para 8.1 of Annexure-I of MACPS dated 19.05.2009.

17. Whether 'time bound promotion' scheme including 'in-situ promotion' scheme can run concurrently with MACPS?

No. (Para 13 of MACPS)

18. Whether Staff Car Drive Scheme can run concurrently with MACPS?

DOPT vide O.M.No.35011/03/2008-Estt.(D),30/07/2010 has extended the benefits of MACPS to Staff Car Drivers as a fall back option

19. Whether the placement of erstwhile Gr. D employees as Staff Car Driver, ordinary grade would count as a promotion?

No. The model RRs for Staff Car Drivers provide deputation/absorption as a method of appointment for erstwhile Gr. D employees . The placement as staff Car Driver is not in the hierarchy hence the same would not be counted as promotion under MACPS. The regular service for the MACPS would be from the date of appointment as Staff Car Driver.

20. Whether designation classification or higher status would change on account of financial upgradation under MACPS?

There shall be no change in the designation classification or higher status on grant of financial upgradation under MACPS, as the upgradation under the Scheme is purely personal and merely placement in the next higher grade pay. (Para 16 of Annexure-I of MACPS refers)

21. If a financial upgradation under the MACPS is deferred due to the reason of the employees being 'unfit' or due to departmental proceedings, etc, whether this would have consequential effect on the subsequent financial upgradation?

Yes, this would have consequential effect on the subsequent financial upgradation, which would also get deferred to the extent of delay in grant of financial upgradation. (MACPS, Para 15)

22. Whether the stepping up of pay would be admissible if a junior is getting more pay than the senior on account of grant of financial upgradation under MACPS?

No stepping up of pay in the band or grade pay would be admissible with regard to junior getting more pay than the senior on account of pay fixation under MACPS. Para 10 of OM dated 19/5/2009

23. Whether the regular service rendered by an employee if declared surplus in his/her organisation and appointed in the same grade pay or lower grade pay shall be counted towards the regular service in a new organization for the purpose of MACPS?

Yes. (refer para 23 of Annexure-I of MACPS)

24. In case of transfer including unilateral transfer own request, whether regular service rendered in previous organisation/office shall be counted alongwith the regular service in the new organization for the purpose of MACPS?

Yes. OM No.35031/3/2008-Estt(D) dated 01/11/2010

25. If a regular promotion has been offered but was refused by the employees before becoming entitled to a financial upgradation under The MACPS, whether financial upgradation shall be allowed to such a Government servant?

If a regular promotion has been offered but was refused by the Government employee before becoming entitled to a financial upgradation, no financial upgradation shall be allowed and as such an employee has not been stagnated due to lack of opportunities. If, however, financial upgradation has been allowed due to stagnation and the employees subsequently refuse the promotion, it shall not be a ground to withdraw the financial upgradation. He shall, however, not be eligible to be considered for further financial upgradation till he agrees to be considered for promotion again and the next financial upgradation shall also be deferred to the extent of period of debarment due to the refusal. (Para 25 of MACPS)

Source: www.persmin.nic.in

Immediate

No.35034/3/2008-Estt.(D)

भारत सरकार

Government of India

काब्रिक, लोक शिकायत तथा पेंशन मंत्रालय

Ministry of Personnel, Public Grievances and Pensions

(कार्मिक और प्रशिक्षण विभाग)

(Department of Personnel & Training)

स्थापना (D)/Establishment (D)

नॉर्थ ब्लॉक, नई दिल्ली

North Block, New Delhi

Dated: 9th September, 2010**OFFICE MEMORANDUM**


**SUBJECT:- MODIFIED ASSURED CAREER PROGRESSION SCHEME (MACPS)
FOR THE CENTRAL GOVERNMENT CIVILIAN EMPLOYEES -
CLARIFICATIONS REGARDING.**

The undersigned is directed to invite reference to the Department of Personnel and Training Office Memorandum of even number dated the 19th May, 2009 regarding the Modified Assured Career Progression Scheme (MACPS). Consequent upon introduction of the Scheme, clarifications have been sought by various Ministries/Departments about certain issues in connection with implementation of the MACPS. The doubts raised by various quarters have been duly examined and point-wise clarifications have accordingly been indicated in the Annexure.

2. The MACPS should strictly be implemented in keeping with the Department of Personnel and Training Office Memorandum of even number dated 19.05.2009 read with the aforesaid clarifications (Annexure).

3. All Ministries/Departments may give wide circulation to the contents of this O.M. for general guidance and appropriate action in the matter.

4. Hindi version would follow.


(Smita Kumar)
Director (Estt.I)
Tel.No.23092479

To

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

2

Copy to :-

1. President's Secretariat/Vice President's Secretariat/Prime Minister's Office/Supreme Court/Rajya Sabha Secretariat/Lok Sabha Secretariat/Cabinet Secretariat/UPSC/CVC/C&AG/Central Administrative Tribunal (Principal Bench), New Delhi.
2. All attached/subordinate offices of the Ministry of Personnel, Public Grievances and Pensions.
3. Secretary, National Commission for Minorities.
4. Secretary, National Commission for Scheduled Castes/Scheduled Tribes.
5. Secretary, Staff Side, National Council (JCM), 13-C, Ferozeshah Road, New Delhi.
6. Ministry of Finance (Department of Expenditure) w.r.t. U.O. No.18(1)/Legal/2010 dated 05.09.2010.
7. All Staff Side Members of the National Council (JCM).
8. Establishment (D) Section - 100 copies.
9. NIC (for uploading this CM on the website of DOPT (ACP)).
10. Hindi Section, DOPT for Hindi version.


 (Sanjay Kumar)
 Director (Ext. I)
 Tel. No. 23092478

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AnnexureReference:- Office Memorandum No.36024/3/2008-Estt.(D) dated 07.08.2010

S. No.	Point of doubt	Clarification
1	Whether the Pay Band would change in the hierarchy of Pay Bands & Grade Pay on grant of the benefits under MACPS?	Yes. The upgradations under MACPS is to be granted in the immediate next higher grade pay in the hierarchy of recommended revised pay band and grade pay as prescribed in the CCS (RP) Rules, 2008.
2	Whether the benefits of MACPS would be allowed to the Government servants who have been later on inducted in the Organized Group 'A' Service.	No. The benefits under MACPS is not applicable to Group 'A' officer of Organized Group 'A' Services, as the officer under Organized Group 'A' Services have already been allowed parity of two years on non-functional basis with the officers of Indian Administrative Service (IAS).
3	How will the benefits of ACP be granted if due between 01.01.2006 and 31.08.2008?	<p>The new MACPS has come into existence w.e.f. 01.09.2008. However, the pay structure has been changed w.e.f. 01.01.2006. Therefore the previous ACPs would be applicable in the new pay structure adopted w.e.f. 01.01.2006. Para 6.1 of Annexure-I of MACPS is only for exercising option for coming over to the revised pay structure and not for grant of benefits under MACPS. The following illustrations would explain the position:</p> <p><u>(A) In the case of isolated post:</u></p> <p>Date of appointment in entry Grade in the pre-revised pay scale of Rs.4000-6000: 01.10.1967</p> <p>1st ACP granted on 09.08.1999 :Rs.4500-7000 (pre-revised)</p> <p>2nd ACP due on 01.10.2008 :Rs.5000-8000 (pre-revised) [revised PB-2 Grade Pay of Rs.4200]</p> <p>3rd financial upgradation under the MACPS would be due on 01.10.2012 (on completion of 30 years of continuous regular service) in the immediate next higher grade pay in the hierarchy of recommended revised pay band and grade pay i.e. Grade Pay of Rs.4800 in PB-2.</p>

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(75)

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(B) In the case of normal promotional hierarchy:

Date of appointment in entry Grade in the pre-revised pay scale of Rs.5400-9000: 01.10.1992

1st ACP granted on 09.08.1999 :Rs.6500-10500 (pre-revised)

2nd ACP due on 01.10.2008 (as per the existing hierarchy) :Rs.10000-15200 (pre-revised).

Therefore, 2nd ACP would be in PB-3 with Grade Pay of Rs.6000 (in terms of hierarchy available):

3rd financial upgradation under MACPS would be due on 01.10.2012 in the immediate next higher grade pay in the hierarchy at recommended revised pay band and grade pay of Rs.7800.

4 Whether the benefits of MACPS would be granted from the date of entry grade or from the date of their regular service/approved service counted under various service rules.

The benefits under MACPS would be available from the date of actual joining of the post in the entry grade

5 In a case where a person is appointed to an ex-cadre post in higher scale on deputation followed by absorption, whether the period spent on deputation period would be counted as continuous service in the grade or not for the purpose of MACPS.

(i) Where a person is appointed on direct recruitment/deputation basis from another post in the same grade, then past regular service as well as past promotions/ACP, in the earlier post, will be counted for computing regular service for the purpose of MACPS in the new hierarchy.

(ii) However, where a person is appointed to an ex-cadre post in higher scale initially on deputation followed by absorption, while the service rendered in the earlier post, which was in a lower scale cannot be counted, there is no objection to the period spent initially on deputation in the ex-cadre post prior to absorption being counted towards regular service for the purposes of grant of financial upgradation under MACPS, as it is in the same Pay band/grade pay of the post.

5

6	Whether the pay scale/grade pay of substantive post would be taken into account for appointment/selection to a higher post on deputation basis or the pay scale/grade pay carrying by a Government servant on account of financial upgradation(s) under ACP/MACP scheme.	The pay scale/grade pay of substantive post would only be taken into account for deciding the eligibility for appointment/selection to a higher post on deputation basis
7	In a case where 1 st /2 nd financial upgradations are postponed on account of the employees not found fit or due to departmental proceedings, etc. whether this would have consequential effect on the 2 nd /3 rd financial upgradation or not.	Yes. If a financial upgradation has been deferred/postponed on account of the employee not found fit or due to departmental proceedings, etc., the 2 nd /3 rd financial upgradations under MACPS would have consequential effect. (Para 13 of Annexure-I of MACPS referred).
8	In a case, where the Government servant have already earned three promotions and still stagnated in one grade for more than 10 years, whether he would be entitled for any further upgradation under MACPS.	No. Since the Government servant has already earned three promotions, he would not be entitled for any further financial upgradation under MACPS.
9	Whether the pre-revised pay scale of Rs.2750-4400 in respect of Group 'D' non-matriculate employees, would also be taken as merged to grade pay of Rs.1800 for the purpose of MACPS in view of merger of pre-revised pay scales of Rs.2550-3200, Rs.2810-3540, Rs.2810-4000 and Rs.2850-4000, which have been upgraded and replaced by the revised pay structure of grade pay of Rs.1800 in the pay band PB-1.	Yes.

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|----|---|--|
| 10 | If a Govt. Servant on deputation earns upgrade/ promotion under MACPS in the parent cadre, whether he would be entitled for deputation (duty) allowance on the pay and emoluments granted under the MACPS or not? | No. While eligibility of an employee for appointment against ex-cadre posts in terms of the provisions of the RRs of the ex-cadre post will continue to be determined with reference to the post/pay scale of the post held in the parent cadre on regular basis (and not with reference to the higher scale granted under ACP/MACPS). Such an officer, in the event of his selection, may be allowed to opt to draw the pay in the higher scale under ACP/MACP Scheme <u>without</u> deputation allowance during the period of deputation, if it is more beneficial than the normal entitlements under the existing general order regulating pay on appointment, on deputation basis. |
| 11 | Since the pay scales of Group 'D' employees have been merged and placed in the Grade Pay of Rs.1800, whether they are entitled for grant of increment @ 3% during pay fixation at every stage. | Yes. On the analogy of point 22 of Annexure-I of MACPS, the pay of such Group 'D' employees who have been placed in the Grade Pay of Rs.1800 w.e.f. 01.01.2006 shall be fixed successively in the next three immediate higher grade pays in the hierarchy of revised pay-bands and grade pays allowing the benefit of 3% pay fixation at every stage. |

IMMEDIATE

No.35034/3/2008-Eatt. (D)

Government of India

Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel and Training)North Block, New Delhi, the 19th May, 2009OFFICE MEMORANDUM**SUBJECT:- MODIFIED ASSURED CAREER PROGRESSION SCHEME (MACPS) FOR THE CENTRAL GOVERNMENT CIVILIAN EMPLOYEES.**

The Sixth Central Pay Commission in Para 6.115 of its report, has recommended Modified Assured Career Progression Scheme (MACPS). As per the recommendations, financial upgradation will be available in the next higher grade pay whenever an employee has completed 12 years continuous service in the same grade. However, not more than two financial upgradations shall be given in the entire career, as was provided in the previous Scheme. The Scheme will also be available to all posts belonging to Group "A" whether isolated or not. However, organised Group "A" services will not be covered under the Scheme.

2. The Government has considered the recommendations of the Sixth Central Pay Commission for introduction of a MACPS and has accepted the same with further modification to grant three financial upgradations under the MACPS at intervals of 10, 20 and 30 years of continuous regular service.

3. The Scheme would be known as "MODIFIED ASSURED CAREER PROGRESSION SCHEME (MACPS) FOR THE CENTRAL GOVERNMENT CIVILIAN EMPLOYEES". This Scheme is in supersession of previous ACP Scheme and clarifications issued there under and shall be applicable to all regularly appointed Group "A", "D", and "C" Central Government Civilian Employees except officers of the Organised Group "A" Service. The status of Group "D" employees would cease on their completion of prescribed training, as recommended by the Sixth Central Pay Commission and would be treated as Group "C" employees. Casual employees, including those granted 'temporary status' and employees appointed in the Government only on adhoc or contract basis shall not qualify for benefits under the aforesaid Scheme. The details of the MACP Scheme and conditions for grant of the financial upgradation under the Scheme are given in Annexure-1.

4. ~~An Screening Committee shall be constituted~~ in each Department to consider the case for grant of financial upgradations under the MACP Scheme. The Screening Committee shall consist of a Chairperson and two members. The members of the Committee shall comprise officers holding posts which are at least one level above the grade in which the MACP is to be considered and not below the rank of Under Secretary equivalent in the Government. The Chairperson should generally be a grade above the members of the Committee.

Cmrl:adm

5. The recommendations of the Screening Committee shall be placed before the Secretary in cases where the Committee is constituted in the Ministry/Department or before the Head of the organisation/competent authority in other cases for approval.
6. In order to prevent undue strain on the administrative machinery, the Screening Committee shall follow a time-schedule and meet twice in a financial year - preferably in the first week of January and first week of July of a year for advance processing of the cases maturing in that half. Accordingly, cases maturing during the first-half (April-September) of a particular financial year shall be taken up for consideration by the Screening Committee meeting in the first week of January. Similarly, the Screening Committee meeting in the first week of July of any financial year shall process the cases that would be maturing during the second-half (October-March) of the same financial year.
7. However, to make the MACP Scheme operational, the Cadre Controlling Authorities shall constitute the first Screening Committee within a month from the date of issue of these instructions to consider the cases maturing upto 30th June, 2009 for grant of benefits under the MACPs.
8. In so far as persons serving in The Indian Audit and Accounts Departments are concerned, these orders issue after consultation with the Comptroller and Auditor General of India.
9. Any interpretation/clarification of doubt as to the scope and meaning of the provisions of the MACP Scheme shall be given by the Department of Personnel and Training (Establishment-D). The scheme would be operational w.e.f. 01.09.2008. In other words, financial upgradations as per the provisions of the earlier ACP Scheme (of August, 1999) would be granted till 31.08.2008.
10. No stepping up of pay in the pay band or grade pay would be admissible with regard to junior getting more pay than the senior on account of pay fixation under MACP Scheme.
11. It is clarified that no past cases would be re-opened. Further, while implementing the MACP Scheme, the differences in pay scales on account of grant of financial upgradation under the old ACP Scheme (of August 1999) and under the MACP Scheme within the same cadre shall not be construed as an anomaly.
12. Hindi version will follow.

(S. Jaiendra Kumar)

Deputy Secretary to the Govt. Of India

To

All Ministries/Departments of the Government of India

Contd. P-31

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Copy to -

- 1. President's Secretariat/Vice President's Secretariat/Prime Minister's Office/Supreme Court/Rajya Sabha Secretariat/Lok Sabha Secretariat/ Cabinet Secretariat/UPSC/UPSC/CSA/Central Administrative Tribunal (Principal Bench), New Delhi.
- 2. All attached/subordinate offices of the Ministry of Personnel, Public Grievances and Pensions.
- 3. Secretary, National Commission for Minorities.
- 4. Secretary, National Commission for Scheduled Castes/Scheduled Tribes
- 5. Secretary, Staff Side, National Council (JCM), 25-C, Kausashik Road, New Delhi
- 6. All Staff Side Members of the National Council (JCM)
- 7. Establishment (D) Section - 1000 copies
- 8. MCA 2011, MCA 2012 Block for uploading of the CM in DWP website.

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10/11/23

ANNEXURE-IMODIFIED ASSURED CAREER PROGRESSION SCHEME (MACPS)

1. There shall be three financial upgradations under the MACPS, counted from the direct entry grade on completion of 10, 20 and 30 years service respectively. Financial upgradation under the Scheme will be admissible whenever a person has spent 10 years continuously in the same grade-pay.

2. The MACPS envisages merely placement in the immediate next higher grade pay in the hierarchy of the recommended revised pay bands and grade pay as given in Section I, Part A of the first schedule of the CCS (Revised Pay) Rules, 2008. Thus, the grade pay at the time of financial upgradation under the MACPS can, in certain cases where regular promotion is not between two successive grades, be different than what is available at the time of regular promotion. In such cases, the higher grade pay attached to the next promotion post in the hierarchy of the concerned cadre/organisation will be given only at the time of regular promotion.

3. The financial upgradation under the MACPS would be admissible up-to the highest grade pay of Rs. 12000/- in the PB 4.

4. Benefit of pay fixation available at the time of regular promotion shall also be allowed at the time of financial upgradation under the Scheme. Therefore, the pay shall be raised by 3% of the total pay in the pay band and the grade pay drawn before such upgradation. There shall, however, be no further fixation of pay at the time of regular promotion if it is in the same grade pay as granted under MACPS. However, at the time of actual promotion if it happens to be in a post carrying higher grade pay than what is available under MACPS, no pay fixation would be available and only difference of grade pay would be made available. To illustrate, in case a Government Servant joins as a direct recruit in the grade pay of Rs. 1900 in PB-1 and he gets no promotion till completion of 10 years of service, he will be granted financial upgradation under MACPS in the next higher grade pay of Rs. 2000 and his pay will be fixed by granting him one increment plus the difference of grade pay (i.e. Rs. 100). After availing financial upgradation under MACPS, if the Government servant gets his regular promotion in the hierarchy of his cadre, which is to the grade of Rs. 2400, on regular promotion, he will only be granted the difference of grade pay between Rs. 2000 and Rs. 2400. No additional increment will be granted at this stage.

5. Promotions earned/upgradations granted under the ACP Scheme in the past to those grades which now carry the same grade pay due to merger of pay scales/upgradations of posts recommended by the Sixth Pay Commission shall be ignored for the purpose of granting upgradations under Modified ACP.

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Illustrations

The pre-revised hierarchy (in ascending order) in a particular organization was as under:-

Rs. 5000-8000, Rs. 5500-9000 & Rs. 6500-10500.

- (a) A Government servant who was recruited in the hierarchy in the pre-revised pay scale Rs. 5000-8000 and who did not get a promotion even after 25 years of service prior to 11.2005, in his case as on 11.2005 he would have got two financial upgradations under ACP to the next grades in the hierarchy of his organization, i.e., to the pre-revised scales of Rs. 5500-9000 and Rs. 6500-10500.
- (b) Another Government servant recruited in the same hierarchy in the pre-revised scale of Rs. 5000-8000 has also completed about 25 years of service, but he got two promotions to the next higher grades of Rs. 5500-9000 & Rs. 6500-10500 during this period.

In the case of both (a) and (b) above, the promotions/financial upgradations granted under ACP to the pre-revised scales of Rs. 5500-9000 and Rs. 6500-10500 prior to 11.2005 will be ignored on account of merger of the pre-revised scales of Rs. 5000-8000, Rs. 5500-9000 and Rs. 6500-10500 recommended by the Sixth CPC. As per CCS (RP) Rules, both of them will be granted grade pay of Rs. 4300 in the pay band PB-2. After the implementation of MACPS, two financial upgradations will be granted both in the case of (a) and (b) above to the next higher grade pays of Rs. 4600 and Rs. 4800 in the pay band PB-2.

6. In the case of all the employees granted financial upgradations under ACPS till 01.01.2006, their revised pay will be fixed with reference to the pay scale granted to them under the ACPS.

6.1 In the case of ACP upgradations granted between 01.01.2006 and 31.03.2008, the Government servant has the option under the CCS (RP) Rules, 2008 to have his pay fixed in the revised pay structure either (a) w.e.f. 01.01.2006 with reference to his pre-revised scale as on 01.01.2006; or (b) w.e.f. the date of his financial upgradation under ACP with reference to the pre-revised scale granted under ACP. In case of option (b), he shall be entitled to draw his arrears of pay only from the date of his option i.e. the date of financial upgradation under ACP.

6.2 In cases where financial upgradation had been granted to Government servants in the next higher scale in the hierarchy of their cadre as per the provisions of the ACP Scheme of August, 1999, but whereas as a result of the implementation of Sixth CPC's recommendations, the next higher post in the hierarchy of the cadre has been upgraded by granting a higher grade pay, the pay of such employees in the revised pay structure will be fixed with reference to the higher grade pay granted to the post. To illustrate, in the case of Jr. Engineer in CPWD, who was granted 1st ACP in his hierarchy to the grade of Asstt. Engineer in the pre-revised scale of Rs.6500-10500 corresponding to the revised grade pay of Rs.4300 in the pay band PB-2, he will now be granted grade pay of Rs.4600 in the pay band PB-2 consequent upon upgradation of the post of Asstt. Engg. in CPWD by granting them the grade pay of Rs.4600 in PB-2 as a result of Sixth CPC's recommendation. However, from the date of implementation of the MACPS, all the financial upgradations under the Scheme should be done strictly in accordance with the hierarchy of grade pays in pay bands as notified vide CCS (Revised Pay) Rules, 2008.

7. With regard to fixation of his pay on grant of promotion/financial upgradation under MACPS Scheme, a Government servant has an option under FR22 (1) (a) (1) to get his pay fixed at the higher post/ grade pay either from the date of his promotion/upgradation or from the date of his next increment viz. 1st July of the year. The pay and the date of increment would be fixed in accordance with classification nos.2 of Department of Expenditure's O.M. No.1/3008-IC dated 13.09.2008.

8. Promotions earned in the post carrying same grade pay in the promotional hierarchy as per Recruitment Rules shall be counted for the purpose of MACPS.

8.1. Consequent upon the implementation of Sixth CPC's recommendations, grade pay of Rs. 5400 is now in two pay bands viz., PB-2 and PB-3. The grade pay of Rs. 5400 in PB-2 and Rs.5400 in PB-3 shall be treated as separate grade pays for the purpose of grant of upgradations under MACPS Scheme.

9. 'Regular service' for the purposes of the MACPS shall commence from the date of joining of a post in direct entry grade on a regular basis either on direct recruitment basis or on absorption/re-employment basis. Service rendered on adhoc/contract basis before regular appointment or pre-appointment training shall not be taken into reckoning. However, past continuous regular service in another Government Department in a post carrying same grade pay prior to regular appointment in a new Department, without a break, shall also be counted towards qualifying regular service for the purposes of MACPS only (and not for the regular promotions). However, benefits under the MACPS in such cases shall not be considered till the satisfactory completion of the probation period in the new post.

10. Past service rendered by a Government employee in a State Government/Statutory body/Autonomous Body/Public Sector organisation, before appointment in the Government shall not be counted towards Regular Service.

11. 'Regular service' shall include all periods spent on deputation/foreign service, study leave and all other kind of leave, duly sanctioned by the competent authority.

12. The MACPS shall also be applicable to work charged employees, if their service conditions are comparable with the staff of regular establishment.

13. Existing time-bound promotion scheme, including in-situ promotion scheme, Staff Car Driver Scheme or any other kind of promotion scheme existing for a particular category of employees in a Ministry/Department or its offices, may continue to be operational for the concerned category of employees if it is decided by the concerned administrative authorities to retain such Schemes, after necessary consultations or they may switch-over to the MACPS. However, these Schemes shall not run concurrently with the MACPS.

14. The MACPS is directly applicable only to Central Government Civilian employees. It will not get automatically extended to employees of Central Autonomous/Statutory Bodies under the administrative control of a Ministry/Department. Keeping in view the financial implications involved, a conscious decision in this regard shall have to be taken by the respective Governing Body/Board of Directors and the administrative Ministry concerned and where it is proposed to adopt the MACPS, prior concurrence of Ministry of Finance shall be obtained.

-7-

15. If a financial upgradation under the MACPS is deferred and not allowed after 10 years in a grade pay, due to the reason of the employees being unfit or due to departmental proceedings, etc., this would have consequential effect on the subsequent financial upgradation which would also get deferred to the extent of delay in grant of first financial upgradation.
16. On grant of financial upgradation under the Scheme, there shall be no change in the designation, classification or higher status. However, financial and certain other benefits which are linked to the pay drawn by an employee such as HRA, allotment of Government accommodation shall be permitted.
17. The financial upgradation would be on non-functional basis subject to fitness, in the hierarchy of grade pay within the PB-1. Thereafter for upgradation under the MACPS the benchmark of 'good' would be applicable till the grade pay of Rs. 6600/- in PB-3. The benchmark will be 'Very Good' for financial upgradation to the grade pay of Rs. 7600 and above.
18. In the matter of disciplinary/ penalty proceedings, grant of benefit under the MACPS shall be subject to rules governing normal promotion. Such cases shall, therefore, be regulated under the provisions of the CCS (CCA) Rules, 1965 and instructions issued thereunder.
19. The MACPS contemplates merely placement on personal basis in the immediate higher Grade pay /grant of financial benefits only and shall not amount to actual/functional promotion of the employees concerned. Therefore, no reservation orders/roster shall apply to the MACPS, which shall extend its benefits uniformly to all eligible SC/ST employees also. However, the rules of reservation in promotion shall be ensured at the time of regular promotion. For this reason, it shall not be mandatory to associate members of SC/ST in the Screening Committee meant to consider cases for grant of financial upgradation under the Scheme.
20. Financial upgradation under the MACPS shall be purely personal to the employee and shall have no relevance to his seniority position. As such, there shall be no additional financial upgradation for the senior employees on the ground that the junior employee in the grade has got higher pay/grade pay under the MACPS.
21. Pay drawn in the pay band and the grade pay allowed under the MACPS shall be taken as the basis for determining the terminal benefits in respect of the retiring employee.
22. If Group "A" Government employee, who was not covered under the ACP Scheme has now become entitled to say third financial upgradation directly, having completed 30 year's regular service, his pay shall be fixed successively in next three immediate higher grade pays in the hierarchy of revised pay-bands and grade pays allowing the benefit of 3% pay fixation at every stage. Pay of persons becoming eligible for second financial upgradation may also be fixed accordingly.

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23. In case an employee is declared surplus in his/her organisation and appointed at the same pay-scale or lower scale of pay in the new organisation, the regular service rendered by him/her in the previous organisation shall be counted towards the regular service in his/her new organisation for the purpose of giving financial upgradation under the MACPS.

24. In case of an employee after getting promotion/ACP seeks unilateral transfer on a lower post or lower scale, he will be entitled only for second and third financial upgradations on completion of 20/30 years of regular service under the MACPS, as the case may be, from the date of his initial appointment to the post in the new organisation.

25. If a regular promotion has been offered but was refused by the employee before becoming entitled to a financial upgradation, no financial upgradation shall be allowed as such an employee has not been stagnated due to lack of opportunities. If, however, financial upgradation has been allowed due to stagnation and the employee subsequently refuse the promotion, it shall not be a ground to withdraw the financial upgradation. He shall, however, not be eligible to be considered for further financial upgradation till he agrees to be considered for promotion again and the second the next financial upgradation shall also be deferred to the extent of period of debarment due to the refusal.

26. Cases of persons holding higher posts purely on adhoc basis shall also be considered by the Screening Committee alongwith others. They may be allowed the benefit of financial upgradation on reversion to the lower post or if it is beneficial vis-a-vis the pay drawn on adhoc basis.

27. Employees on deputation need not revert to the parent Department for availing the benefit of financial upgradation under the MACPS. They may exercise a fresh option to draw the pay in the pay band and the grade pay of the post held by them or the pay plus grade pay admissible to them under the MACPS, whichever is beneficial.

28. Illustrations

- A (i) If a Government servant (UDC) in PB-I in the Grade Pay of Rs.1900 gets his first regular promotion (UDC) in the PB-I in the Grade Pay of Rs.2400 on completion of 8 years of service and then continues in the same Grade Pay for further 10 years without any promotion then he would be eligible for 2nd financial upgradation under the MACPS in the PB-I in the Grade Pay of Rs.2800 after completion of 18 years (8+10 years).
- (ii) In case he does not get any promotion thereafter, then he would get 3rd financial upgradation in the PB-II in Grade Pay of Rs.4300 on completion of further 10 years of service i.e. after 28 years (8+10+10).
- (iii) However, if he gets 2nd promotion after 5 years of further service in the pay PB-II in the Grade Pay of Rs.4200 (Asstt. Grade/Grade "C") i.e. on completion of 23 years (8+10+5 years) then he would get 3rd financial upgradation after completion of 30 years i.e. 10 years after the 2nd ACP in the PB-II in the Grade Pay of Rs.4600.

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In the above scenario, the pay shall be raised by 20% of the total pay in the Pay Band and Grade Pay drawn before each upgradation. There shall, however, be no further fixation of pay at the time of regular promotion if he is in the same Grade Pay or in the higher Grade Pay. Only the difference of grade pay would be admissible at the time of promotion.

- B. If a Government servant (LDC) in PB-I in the Grade Pay of Rs.1000 is granted 1st financial upgradation under the AACPS on completion of 10 years of service in the PB-I in the Grade Pay of Rs.1000 and 5 years later he gets 1st regular promotion (HIC) in PB-II in the Grade Pay of Rs.2000, the 2nd financial upgradation under AACPS (to the next Grade Pay with Grade Pay laid by Government servant) will be granted on completion of 20 years of service in PB-I in the Grade Pay of Rs.2000. On completion of 30 years of service, he will get 1st AGP in the Grade Pay of Rs. 2000. However, if two promotions are earned before completion of 20 years, only 3rd financial upgradation would be admissible on completion of 10 years of service in Grade Pay from the date 2nd promotion in at 20th year of service, whichever is earlier.
- C. If a Government servant has been granted either two regular promotions or 2nd financial upgradation under the ACP Scheme of August, 1999 after completion of 20 years of regular service then only 3rd financial upgradation would be admissible to him under the AACPS on completion of 30 years of service provided that he has not earned third promotion in the hierarchy.

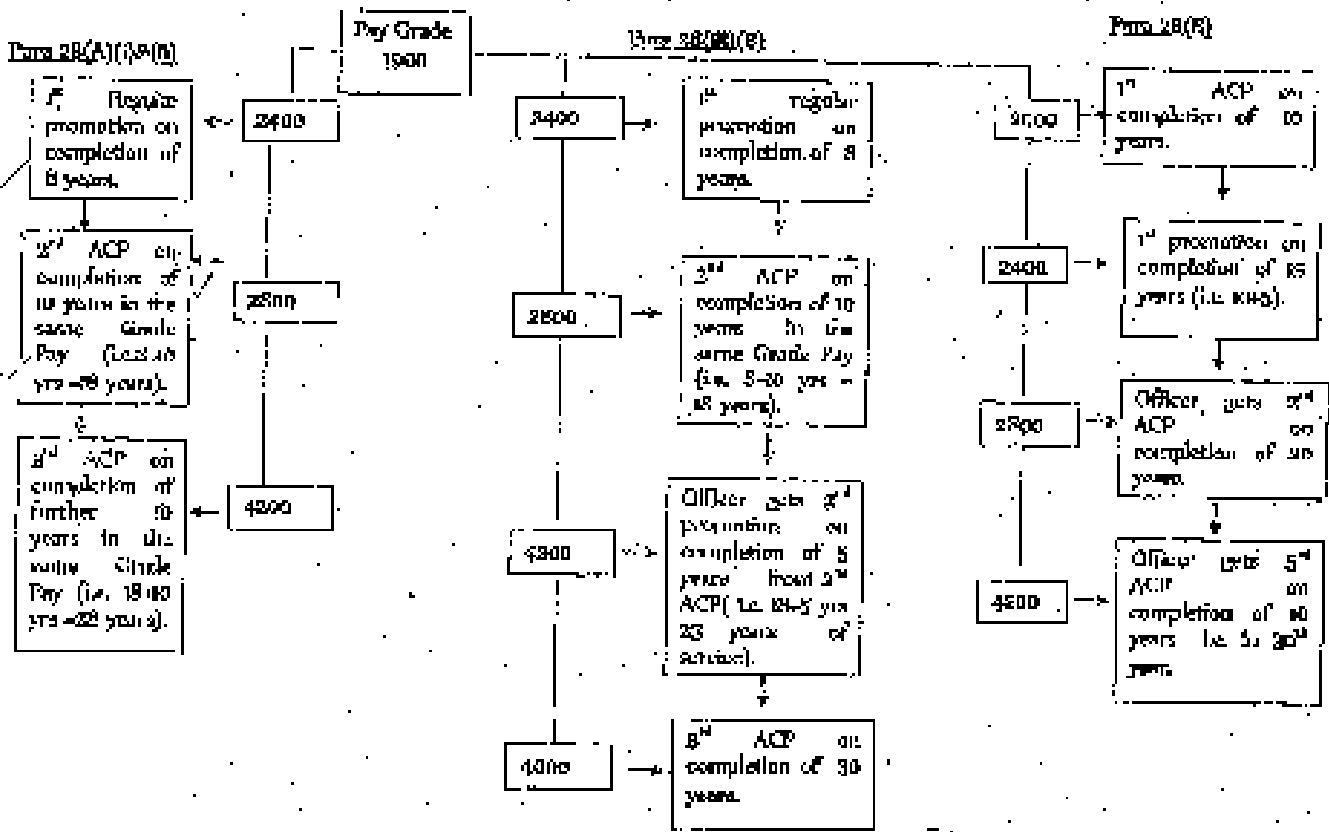
(S) Jatinendra Kumar

Deputy Secretary to the Govt. Of India.

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ILLUSTRATIONS



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Subject: Complaint regarding 3rd financial upgradation granted under MACP to Shri Rajesh Saini, DCF in OIBB-rog

FR is a complaint received from Shri Girish Chandra, Sr AO alleging that 3rd MACP in Grade Pay Rs.7600/- has been wrongly granted to Shri Rajesh Saini, DCF w.e.f.2011. In this regard, it has been directed to examine the matter in the light of rules and regulations.

2.0. In the first instance, a brief regarding Implementation of MACP in OIBB is given as under-

2.1 OIBB is a statutory body set up under an Act of Parliament i.e. OIB Act, 1974. The amendment to regulations is within the delegated powers of OIB Board in terms of OIBB Employees' (General Conditions of Service) Rules notified by Central Government.

2.2 In its 75th Meeting held on 24.12.2008, OIB Board adopted Central Government Pay Scales in OIBB as per 6th CPC. In its 81st Meeting held on 08.02.2011, OIB Board approved OIBB Employees' (Recruitment) Regulations 2011 replacing its earlier Regulations 1996, including Time Scale Promotion.

2.3 As regards implementation of MACPS in OIBB, Board in the said 81st meeting directed Secretary to examine the matter and decide appropriately. Accordingly, with the approval of Secretary, OIBB, necessary orders for implementation of MACPS in OIBB w.e.f. 6.2.2011 were issued on 9.3.2016, as already approved by OIB Board in its 86th Meeting.

3.0 In view of above background of MACPS in OIBB, issue of 3rd Financial upgradation wrongly granted to Shri Rajesh Saini, as alleged by Complainant, may be examined in the light of DOPT's relevant instructions issued from time to time, as under.

VFR

S.No.	Alleged statement	OIBB remarks
3.1	<p>Vide FR, complainant states that how the 3rd Financial upgradation is granted to the officer who has not completed 30 years of regular service. Further he submit the following-</p> <p>(b) Shri Rajesh Saini joined the office on 01.01.1982 as Steno (Grade C) and got the promotion to the post of Steno (Grade B) in an officiating capacity w.e.f 27.03.1995.</p> <p>(b) Got regular promotion to the post of Steno (Grade B) on 28.11.1996.</p> <p>(c) Granted Time Scale Promotion on 27.06.2007 in the scale of Rs.10,000-325-15,200 (Revised Rs.15,600-39,000 with Grade Pay of Rs.6600 as per 7th CPC).</p>	<p>3.1 (a), (b), (c), & (d) are factually correct</p> <p>Shri Saini is p. appointed to Steno (Grade B) on 27.03.1995</p>

	<p>(3) Promoted as Manager(P&A) in the Pay Band Rs.16,600-19000 with a Grade Pay of Rs.8000 vide Office Order No. 5 of 2011 (File No.6/2/2011-OIDB) dated 25th March, 2011.</p>		
3.2	<p>FR further states that as per Government of India, Ministry of Personnel, Public Grievances & Pensions(Department of Personnel & Training) OM No. 35054/3/2000-Estt.(D) dated 19.05.2009, 3rd financial upgradation under MACPS can be granted on completion of 30 years of continuous regular service.</p>	<p>In terms of DOP's OM dated 19.05.2009, para-1 of Annexure-1, there shall be three financial upgradations under MACPS, counted from the direct entry grade on completion of 10, 20 and 30 years service respectively. Financial upgradation under the scheme will be admissible whenever a person has spent 10 years continuously in the same grade pay. These conditions are applicable to OIB under MACPS. Sh/Saini was granted 3rd Financial upgradation (GP7600) on completion of 10 years continuously in grade pay Rs8000, r.e.f. ---</p>	* 9/10
3.3	<p>It has been stated that GOI vide OM No. 2322/2009-CG.I(CR) dated 12th April, 2010 clarified that DR Assistant/DR Stenographer Grade C who have got Non-functional grade(NFG) in the grade pay of Rs.5400 would only be entitled for 3rd financial upgradation in the immediate higher grade pay of Rs.8000 on completion of 30 years of continuous service or on completion of 10 years stagnation to a single grade pay, whichever is earlier. No further financial upgradation would be admissible to such officials.</p>	<p>GOI vide OM dated 12.04.2010 relates to DR Assistant/DR Steno Grade C (direct entry in grade pay Rs.4800) in CSS/CSSS, who have got Non Functional Grade (NFG) in the grade pay of Rs.5400, whereas in OIB, Assistant/Steno C are in grade pay of Rs.4200 and there is no such NFG in grade pay of Rs.5400 in OIB, which is given to Assistant/Steno Grade 'C' on promotion/financial upgradation granted after 4 years once they get grade pay of Rs.4800 on regular promotion as GO/PS. Hence, this may not be relevant in OIB perspective.</p>	
3.4	<p>It has further been stated that Mr.Saini has got 1st promotion in a period less than 5 years in regular capacity and then Time Scale Promotion equivalent to the post of Under Secretary in Government of India within a period of less than 5 years. In totality, Mr. Saini has already got the promotion/financial upgradation upto the level of Under Secretary within 9 and 1/2 years whereas as per MACPS financial upgradation upto this level may be granted after 30 years of regular service.</p>	<p>It is factually correct that Sh/Saini has got two promotions/financial upgradation from his direct entry post of Steno C (Grade Pay 4200) (Date of joining -1.1.1992) to the post of Steno B (Grade pay Rs.4800) on regular basis on 28.11.1996 and Time Scale Promotion (Grade Pay Rs.6600) on 27.06.2001 as per the then RRs within 10 years and also got regular promotion on the post of Manager(P&A) on 25.03.2011.</p>	

Further, when he was already given promotion to the post of Manager then how it can be granted the 3rd financial upgradation. He further alleges bad intention of Administration in connection with granting 3rd financial upgradation to Mr. Saini w.e.f. 27.06.2011 whereas he had already got promotion to the post of Manager (P&A) w.e.f. 15.03.2011 in Grade pay Rs 6800. He further alleges that officials in Administration were either not aware with rules & regulations or were under influence of Mr. Senil, the then DCF(Admin.)

At the time of promotion to the post of Manager in Grade Pay of Rs6800, Shri Saini was not given any financial benefit, since he was already holding the Grade Pay of Rs 6800 on account of Time Scale Promotion as per the then RRs. As per MACPS, financial upgradation under the scheme will be admissible whenever a person has spent 10 years continuously in the same grade pay, accordingly, he was granted 3rd financial upgradation in Grade Pay of Rs7600 on completing 10 years in Grade Pay 6800 since 27.06.2011.

4.0 In view of the above it is clear that 3rd financial upgradation in grade pay Rs 7600 was granted to Shri Saini in accordance with the provisions of MACPS and Shri Girish Chandra's allegations in the subject matter are found baseless and not substantiated. Submitted please.

Manager (P.A)

DCF (AD)

20/04/2019
Ca (C&A)

No 35034/2/2010-Estt.(D)

भारत सरकार

Government of India

कार्मिक, लोक शिकायत तथा पेंशन विभाग

Ministry of Personnel, Public Grievances and Pensions

(व्यक्तिगत और प्रशिक्षण विभाग)

(Department of Personnel & Training)

स्थापना (D)/Establishment (D)

नॉर्थ ब्लॉक, नई दिल्ली

North Block, New Delhi

Date: 3rd August, 2010**OFFICE MEMORANDUM**

Subject: Modified Assured Career Progression Scheme for the central Government civilian employees – Clarification regarding.

The undersigned is directed to invite reference to the Department of Personnel & Training (DOP&T)'s Office Memorandum of even number dated the 19th May, 2009 on the subject cited above. Consequent upon introduction of the Modified Assured Career Progression Scheme (MACPS), in view of para 14 of the Annexure-I of the Scheme, a number of proposals/references seeking extension of the Scheme to Central Autonomous/Statutory Bodies under various Ministries/Departments have been received by the Department of Expenditure. The Department of Expenditure has felt that keeping the large number of Central Autonomous/Statutory Bodies in view, it would be appropriate to delegate the power the approving such proposals to the administrative Ministries/Departments concerned. The Department of Expenditure has accordingly approved for extending the benefits of the MACPS to the Central Autonomous/Statutory Bodies under various Ministries/Departments subject to them satisfying the following four conditions:

- (i) The earlier ACP Scheme was also implemented/adopted by the said Autonomous/Statutory Body.
- (ii) The proposal to adopt MACP Scheme has been approved by the Governing Body/Board of Directors.
- (iii) The Administrative Ministry/Financial Advisor of the Ministry has concurred with the proposal.
- (iv) The financial implications of adoption of MACP Scheme have been taken into account by the Organisation/Body and the additional financial implications can be met by it within the existing Budget Grants.

2. As per the revised arrangement, the proposal shall be processed by the Financial Advisor concerned in the first instance and subject to it meeting the requirements spelt out at (i), (ii) and (iv) above, he would obtain the orders of the administrative Head/Secretary concerned for approving the extension of MACPS to such a body

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3. Above is brought to the notice of all concerned Ministry/Department in continuation of para 14 of Annexure-I of MACPS dated 19.05.2019.

4. Hindi version will follow.


(A.K. Srivastava)

Under Secretary to the Government of India

To

1. All Ministries/Departments of the Government of India
2. President's Secretariat/Vice President's Secretariat/Prime Minister's Office/Supreme Court/Rajya Sabha Secretariat/Lok Sabha Secretariat/ Cabinet Secretariat/ UPSC/CVC/C&AG/Central Administrative Tribunal (Principal Bench), New Delhi
3. All attached/subordinate offices of the Ministry of Personnel, Public Grievances and Pensions.
4. Secretary, National Commission for Minorities.
5. Secretary, National Commission for Scheduled Castes/Scheduled Tribes.
6. Secretary, Staff Side, National Council (JCM), 13-C, Ferozeshah Road, New Delhi.
7. All Staff Side Members of the National Council (JCM).
8. Ministry of Finance, Department of Expenditure [E III (A) Branch] w.r.t, their L.O. No.7/13/2010-E.III (A) dated 18.08.2010.
9. Establishment (D) Section - 100 copies
- ✓ 10. NIC, DOP&T, North Block, New Delhi for up-loading of the OM in DOP&T's website.
11. Hindi Section for Hindi version.


(A.K. Srivastava)

Under Secretary to the Government of India

No. 22/22/2009-OS.1(CR)
 Government of India
 Ministry of Personnel, Public Grievances and Pensions
 (Department of Personnel and Training)

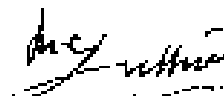
Link Nagar, Udhawa, Khan Mkt.
 New Delhi, dated 12th April, 2019

OFFICE MEMORANDUM

Subject:- Grant of financial upgradation under the Modified Assured Career Progression Scheme.

In supersession of this Department's O.M. of even number dated 12th January, 2010, the undersigned is directed to say that it has been further clarified by Establishment (D) Section of this Department that DR Assistants/DR Grade 'C' Stenographers who have got Non-Functional grade(NFG) in the grade pay of Rs.5400/- would only be entitled for 3rd financial upgradation to the immediate higher grade pay of Rs.6600/- on completion of 30 years of continuous service or on completion of 10 years stagnation in a single grade pay, whichever is earlier. No further financial upgradation would be admissible to such officials.

All the cadre/sub-cadre authorities are requested to deal with such cases accordingly.


 (M.C. Lather)

Deputy Secretary to the Government of India
 Tele: 24629411

To

1. All Ministries/Departments of Government of India
 DS(Admin./Ltr.)
2. NIC for uploading in web-site of the Ministry 'What is New'
3. Copy for information to Esst(D) w.r.t. Esst Note No. 79(22775)/US(Lett.D)/2010 dated 10.03.2010

Oil Industry Development Board Employees (Recruitment) Regulations, 2011
(After incorporating amendments made by OI Board in its 103rd meeting held on
18th August, 2021)

in exercise of the powers contained by rule 7 of the Oil Industry Development Board Employees' (General Conditions of Service) Rules, 1984 and in supersession of the Oil Industry Development Board Employees' (Recruitment) Regulations 1986, the Board hereby makes the following Regulations, namely:

1. Short title and commencement:

These Regulations may be called the Oil Industry Development Board Employees (Recruitment) Regulations, 2011 and shall come into force from the date of their approval.

2. Application:

These Regulations shall apply for recruitment to all posts in the Oil Industry Development Board except those for which separate provisions exist in the Act and the Rules made there under, or for which specific terms and conditions of service including method of recruitment, age, qualifications are prescribed by the Board or the Central Government, as the case may be.

3. Approved strength of regular posts:

The number of regular posts, their classifications and Pay Bands/Grade Pay/Levels attached thereto shall be such as is specified in the Schedule to the Oil Industry Development Board Employees' (General Conditions of Service) Rules, 1984, as amended from time to time.

4. Recruitment, Age, Educational and other qualifications:

The designation, Pay Bands/Grade Pay/Levels, age limit, educational and other qualifications, method of recruitment etc. for each post shall be such as is specified in the Schedule to these Regulations.

5. Method of Recruitment:

Appointment to a post in the Board may be made by any of the following methods :

- a) direct recruitment,
- b) promotion,
- c) contract,
- d) deputation or foreign service from Govt./PSUs & autonomous bodies,
- e) Ad-hoc appointment
- f) Absorption

**Recruitment Regulations for the post of
Dy. Chief Finance & Accounts Officer**

1.	Name of Post	Deputy Chief Finance & Accounts Officer
2.	No. of Posts	2 (Two)
3.	Classification	Group 'A'
4.	Pay Level	Level - 12 of Pay Matrix of 7 th CPC (Rs.78800-208200)
5.	Whether selection post or non-selection post	Selection Post
6.	Age limit for direct recruits	45 years
7.	Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension Rules, 1972)	Not applicable.
8.	Educational & other qualifications required for direct recruits	Essential: Graduate with at least 5 years of service in the pay level-11 and having experience of finance, accounts, budgeting & financial control, or personnel & administration or building works & contract management in the office(s) of Central Government/ autonomous bodies. Desirable: Preference would be given to applicants having qualified SAS/Post Graduate in Financial Management/Chartered Accountant and Knowledge of computer.
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	No
10.	Period of Probation, if any	Two years for direct recruits only. 'NIL' for promotees.
11.	Method of recruitment - Whether by direct recruitment or by deputation/transfer & percentage of the vacancies to be filled by various methods	Promotion, falling which by deputation/ direct recruitment.
12.	In case recruitment by promotion/ deputation/transfer, grades from which promotion/deputation/transfer to be made.	Promotion: Promotion from the posts of Senior Accounts/Admn. Officer / Manager (P&A) / Manager (Estate) with five years regular service possessing educational qualifications and experience prescribed for direct recruits under column 8. Deputation: Officers with 5 years regular service in the pay level-11 and possessing the educational qualifications and experience prescribed for direct recruits under column 8.
13.	If a DPC exists, what is its composition	DPC comprising Secretary, OIB as Chairman with FA&CAO (OIB) and Director/Deputy Secretary (Finance), MOP&NG as members.
14.	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable.

**Recruitment Regulations for the post of
Manager (Personnel & Administration)**

1.	Name of Post	Manager (Personnel & Administration)
2.	No. of Posts	(One)
3.	Classification	Group 'A'
4.	Pay Level	Level - 11 of Pay Matrix of 7 th CPC (Rs.87700-208700)
5.	Whether selection post or non-selection post	Selection Post
6.	Age limit for direct recruits	45 years
7.	Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension Rules, 1972)	Not applicable.
8.	Educational & other qualifications required for direct recruits	Essential: Graduate Should have 8 years experience in the pay level-8 or more or 7 years in the pay level-6 in the Central Government/Public Sector/Autonomous organizations.
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	No
10.	Period of Probation, if any	Two years for direct recruits only. 'NIL' for promotees.
11.	Method of recruitment – whether by direct recruitment or by deputation/transfer & percentage of the vacancies to be filled by various methods	Promotion, falling which by deputation/ direct recruitment.
12.	In case recruitment by promotion/ deputation/transfer, grades from which promotion/deputation/transfer to be made.	Promotion: Promotion from Officers with 8 years experience in the pay level-8 or more or 7 years regular service in the pay level-7 (excluding Accounts Officer & Accountant) and possessing the educational qualifications and experience prescribed for direct recruits under Column 8. Deputation: Officers with 8 years experience in the pay level-8 or more or 7 years regular service in the pay level-7 and possessing the educational qualifications and experience prescribed for direct recruits under Column 8.
13.	If a DPC exists, what is its composition	DPC comprising Secretary, OIB as Chairman with FA&CAO (OIB) and Director/Deputy Secretary (Finance), MOP&NG as members.
14.	Circumstances in which DPC is to be consulted in making recruitment	Not applicable.

**Recruitment Regulations for the post of
Manager (Estate)**

1.	Name of Post	Manager (Estate)
2.	No. of Posts	1 (One)
3.	Classification	Group 'A'
4.	Pay Level	Level -11 of Pay Matrix of 7 th CPC (Rs.87700-208700)
5.	Whether selection post or non-selection post	Selection Post
6.	Age limit for direct recruits	45 years.
7.	Whether benefit of added years of service admissible under Rule 80 of the CCS (Pension Rules, 1972)	Not applicable.
8.	Educational & other qualifications required for direct recruits	Essential: Graduate. Should have 6 years' experience in the pay level-8 or more or 7 years in the pay level-7 in the Central Government / Public Sector/Autonomous organizations with experience of procurement, contracts, civil works. Desirable: Knowledge of computer viz. MS-Office, Internet is desirable.
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	No.
10.	Period of Probation, if any	Two years for direct recruits only. Nil for promotees.
11.	Method of recruitment - Whether by direct recruitment or by deputation/transfer & percentage of the vacancies to be filled by various methods	Promotion, falling which by deputation/direct recruitment.
12.	In case recruitment by promotion/ deputation/transfer, grades from which promotion/deputation/transfer to be made.	Promotion: Promotion from Officers with 6 years' experience in the pay level-8 or more or 7 years regular service in the pay level-7 (excluding Accounts Officer & Accountant) and possessing the educational qualifications and experience as prescribed for direct recruits under Column 8. Deputation: Asst. Executive Engineer with at least 5 years of service in the level-10 or Executive Engineer in the level-11 in CPWD/PWD etc. or equivalent in the Central/State Government.
13.	If a DPC exists, what is its composition	DPC comprising Secretary, OIB as Chairman with FA&CAO (OIB) and Director/Deputy Secretary (Finance), MOP&NG as members.
14.	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable.

**Recruitment Regulations for the post of
Senior Accounts/Administrative Officer**

2

1.	Name of Post	Senior Accounts/Administrative Officer
2.	No. of Posts	1 (One)
3.	Classification	Group 'A'
4.	Pay Level	Level - 11 of Pay Matrix of 7 th CPC (Rs.67700-208700)
5.	Whether selection post or non-selection post	Selection Post
6.	Age limit for direct recruits	45 years
7.	Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension Rules, 1972)	Not applicable.
8.	Educational & other qualifications required for direct recruits	<p>Essential: Graduate preferably Post Graduate/MBA or equivalent. Should have 10 years experience of Subordinate Accounts Service, Financing, commercial budgeting, personnel & administration and financial control in the office(s) of the Central Government / Public Sector/ Autonomous organizations.</p> <p align="center">OR</p> <p>Chartered Accountant/CWA/MBA (Finance) with three years experience.</p> <p>Desirable: Preferably SAS passed Accountant with ten years of service Knowledge of computer.</p>
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	No
10.	Period of Probation, if any	Two years for direct recruits only. 'NIL' for promotees.
11.	Method of recruitment - Whether by direct recruitment or by deputation/transfer & percentage of the vacancies to be filled by various methods	Promotion, failing which by deputation/ direct recruitment.
12.	In case recruitment by promotion/ deputation/transfer, grades from which promotion/deputation/transfer to be made.	<p>Promotion: Promotion from Accounts Officer with either 8 years experience in the pay level-8 or total combined service of 7 years' as Accounts Officer in the pay level-8 & Accountant in the level-7.</p> <p>Deputation: Accounts Officers with 8 years experience in the pay level-8 or more or Section Officer with 7 years regular service in the pay level-7 and possessing the educational qualifications and experience proscribed for direct recruits under column 8.</p>
13.	If a DPC exists, what is its composition	DPC comprising Secretary, OIB as Chairman with FA&CAC (OIB) and Director/Deputy Secretary (Finance), MOF&NG as members.
14.	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable.

Table of Pay Scale of 4th, 5th, 6th and 7th CPC for Civilian Employees

Sl. NO	4th CPC Pay scales w.e.f. 1.1.1985	5th CPC Post/Grade and Pay scales w.e.f. 1.1.1996		6th CPC Pay Band & Grade Pay w.e.f. 1.1.2006			7th CPC Level and Entry Pay w.e.f. 01.01.2016	
	Pay Scales	Grade	SCALE	Pay Band	Pay Bands	Grade Pay	Pay Level	Entry Pay
1	750-12-870-14-940.	S-1	2550-55-2660-60-3200	-15	4440-7440	1300	L-1	18000
2	775-12-871-12-1025.	S-2	2610-60-3150-65-3540	-15	4440-7440	1400	L-1	18000
3	775-12871-14-955-15-1030-20-1150.	S-2A	2610-60-2910-65-3300	-15	4440-7440	1600	L-1	18000
4	800-15-1010-20-1150.	S-3	2650-65-3300-70-4000	-15	4440-7440	1650	L-1	18000
5	825-15-900-20-1200.	S-4	2750-70-3800-75-4400	PB-1	5200-20200	1800	L-1	18000
6	950-20-1150-25-1400. 950-20-1150-25-1500. 1150-25-1500.	S-5	3050-75-3950-80-4590	PB-1	5200-20200	1900	L-2	19900
7	975-25-1150-30-1540. 975-25-1150-30-1660.	S-6	3200-85-4900	PB-1	5200-20200	2000	L-3	21700
8	1200-30-1440-30-1800. 1200-30-1560-40-2040. 1320-30-1560-40-2040.	S-7	4000-100-6000	PB-1	5200-20200	2400	L-4	25500
9	1350-30-1440-40-1800-50-2200. 1400-40-1800-50-2300.	S-8	4500-125-7000	PB-1	5200-20200	2800	L-5	29200
10	1400-40-1600-50-2300-60-2600. 1600-50-2300-60-2660.	S-9	5000-150-8000	PB-2	9300-34800	4200	L-6	35400
11	1640-60-2600-75-2900.	S-10	5500-175-9000	PB-2	9300-34800	4200	L-6	35400
12	2000-60-2120.	S-11	6500-200-6900	PB-2	9300-34800	4200	L-6	35400
13	2000-60-2300-75-3200. 2000-60-2300-75-3200-3500.	S-12	6500-200-10500	PB-2	9300-34800	4200	L-6	35400
14	2375-75-3200-100-3500. 2375-75-3200-100-3500-125-3750.	S-13	7450-225-11500	PB-2	9300-34800	4600	L-7	44900
15	2500-4000. (New Scale)	S-14	7500-250-12000	PB-2	9300-34800	4800	L-8	47600
16	2200-75-2800-100-4000. 2300-100-2800.	S-15	8000-275-13500	PB-2	9300-34800	5400	L-9	53100
17	2200-75-2800-100-4000.	New Scale	8000-275-13500 (Group A Entry)	PB-3	15600-39100	5400	L-10	56100
18	2630. FIXED	S-16	9000	PB-3	15600-39100	5400	L-10	56100
19	2630-75-2780.	S-17	9000-275-9550	PB-3	15600-39100	5400	L-10	56100
20	3150-100-3350.	S-18	10325-325-10975	PB-3	15600-39100	5600	L-11	67700
21	3000-125-3625. 3000-100-3500-125-4500. 3000-100-3500-25-5000.	S-19	10000-325-15200	PB-3	15600-39100	6600	L-11	67700
22	3200-100-3700-125-4700.	S-20	10650-325-15850	PB-3	15600-39100	6600	L-11	67700
23	3700-150-4450. 3700-125-4700-150-5000.	S-21	12000-375-16500	PB-3	15600-39100	7600	L-12	78800
24	3950-125-4700-150-5000.	S-22	12750-375-16500	PB-3	15600-39100	7600	L-12	78800
25	3700-125-4950-150-5700.	S-23	12000-375-18000	PB-3	15600-39100	7600	L-12	78800
26	4100-125-4850-150-5300. 4500-150-5700.	S-24	14300-400-18300	PB-4	37400-67000	8700	L-13	123100
27	4800-150-5700.	S-25	15100-400-18300	PB-4	37400-67000	8700	L-13	123100
28	5100-150-5700. 5100-150-6150. 5100-150-5700-200-6300.	S-26	16400-450-20000	PB-4	37400-67000	8900	L-13A	131100
29	5100-150-6300-200-6700.	S-27	16400-450-20900	PB-4	37400-67000	8900	L-13A	131100
30	4500-150-5700-200-7300.	S-28	14300-450-22400	PB-4	37400-67000	10000	L-14	144200
31	5900-200-6700. 5900-200-7300.	S-29	18400-500-22400	PB-4	37400-67000	10000	L-14	144200
32	7300-100-7600.	S-30	22400-525-24500	PB-4	37400-67000	12000	L-14	144200
33	7300-200-7500-250-8000.	S-31	22400-600-26000	HAG+ SCALE	67000-79000	NIL	L-15	182200
34	7600. -FIXED. 7600-100-8000.	S-32	24050-650-26000	HAG+ SCALE	75500-80000	NIL	L-16	205400
35	8000. - FIXED	S-33	26000(FIXED)	APEX SCALE	80000(FIXED)	NIL	L-17	225000
36	9000. - FIXED	S-34	30000(FIXED)	CAB. SEC.	90000(FIXED)	NIL	L-18	250000

Dated 06.04.2019

The Secretary,
Oil Industry Development Board,
OIDB Bhawan,
NOIDA

Sub: 3rd Financial Upgradation to Shri Rajesh Saini, Dy. Chief Finance & Accounts Officer -
Regarding.

Sr,

Please find enclosed a copy of Office Order No. 05/2017 (6/12(t) 2011 - OIBB dated March 24, 2017 wherein 3rd Financial Upgradation has been granted to Shri Rajesh Saini, Dy. Chief Finance & Accounts Officer w.e.f. 27.06.2011 (Annexure-I). It is very surprising to see the order and couldn't understand how the 3rd Financial Upgradation is granted to the officer who has not yet completed the 30 years of regular service.

In this regard, I beg to submit the following:-

1. Shri Rajesh Saini joined the office on 01.01.1992 as Steno (Grade-C) and got the promotion to the post of Steno (Grade-B) in an officiating capacity w.e.f. 27.06.1995.
2. Got regular promotion to the post of Steno (Grade-B) on 26.11.1996.
3. Granted Time Scale Promotion on 27.06.2001 in the scale of Rs.10,000-325-15,200 (revised to Rs.15,600-39,000 with a Grade Pay of Rs.6,600 as per 7th CPC).
4. Promoted as Manager (P&A) in the Pay Band Rs.15,600-39,000 with a Grade Pay of Rs.6,600 vide Office Order no.5 of 2011 (File No.6/2/2011-OIDB) Dated 15th March, 2011 (Annexure-II)

As per Government of India, Ministry of Personnel, Public Grievances and Pensions (Department of Personnel and Training) O.M. No. 35034/3/2008-Estt.(D) Dated 19th May, 2009 (Annexure-III), 3rd financial upgradations under the MACPs can be granted on completion of 30 years of continuous regular service. Further, GOI vide O.M. No. 22/22/2009-CS:(CR) dated 12th April, 2010 (Annexure-IV) clarified that DR Assistants/DR Grade 'C' Stenographers who have got Non-functional grade (NFG) in the grade pay of Rs.5400/- would only be entitled for 3rd financial upgradation in the immediate higher grade pay of Rs.6,600 on completion of 30 years of continuous service or on completion of 10 years stagnation in a single grade pay, whichever is earlier. No further financial upgradation would be admissible to such officials.

MACPs was introduced by the Government with a view to benefit those employees who either does not getting promotions for want of vacancies or waiting for their promotion for a long period or stagnated at any stage.

Handwritten notes:
Dep't (Asst) with high credit
GA accounts
SAB (Asst) with high credit
Dr. examinations
The examinations
held in para X & Y

सं० ए० वि० अ० ३	
कमिश्नर	
उप-कमिश्नर	
अधीक्षक	
अधीक्षक	
अधीक्षक	


37/4/19

As far as the case of Mr. Saini is concerned, he has got 1st promotion after a period of less than 3 and half years in officiating capacity and less than 5 years in regular capacity. Further, he has got Time Scale Promotion equivalent to the post of Under Secretary in Government of India within a period of less than 5 years. In totality, Mr. Saini has already got the promotion/financial upgradation upto the level of Under Secretary within 9 and 1/2 years whereas as per MACPs Financial Upgradation upto this level may be granted after 30 years of regular service. Further, when he was already given promotion to the post of Manager then how it can be granted the 3rd financial upgradation to him after that within a period of 3 months.

It can be clearly shown the bad intention of the officers working in administration which grants 3rd Financial Upgradation to Mr. Rajesh Saini w.e.f. 27.06.2011 whereas he was already got promotion to the post of Manager (P&A) w.e.f. 15.03.2011 in the pay band of Rs.15,600-39,100 + 6,600 (Grade Pay). It seems either the officers/staff working in the administration are not fully aware of the Rule & Regulations or done with some vested interest under the influence of Mr. Rajesh Saini who was also working as DCF&AO (Admn.) at that time.

It is requested you to please look into the matter personally and enquire the role and motive of the officers working in administration behind the scene. A suitable administrative action against the erring officers is also requested.

Thanking You,

Yours faithfully,

 (Girish Chandra) Sr. Accounts Officer

Encl.: As above

तेल उद्योग विकास बोर्ड
Petroleum and Natural Gas Ministry
भारत सरकार



ANNEXURE I
OIL INDUSTRY DEVELOPMENT BOARD
Ministry of Petroleum & Natural Gas
Government of India

March 24, 2017

No.6/12(1)/2011-OIDB


Office Order No.05/2017

In terms of Regulation 10 of OIIB Employees' (Recruitment) Regulations, 2011, the competent authority has approved grant of financial upgradations to the following officers in the scale of pay, applicable to them, from the date of their eligibility, as mentioned against their names :

Sl. No.	Name	1 st /2 nd /3 rd Financial Upgradation granted	Due date
1.	Shri Rajesh Kumar Saini, Dy. Chief Finance & Accounts Officer	2 nd financial upgradation in PB:3/Rs.15600-39100. Grade Pay: Rs.7000	From 27.06.2013 to 11.04.2015.
2.	Smt. Jyoti Sharma, Hindi Officer	3 rd financial upgradation in PB:3/Rs.15600-39100 Grade Pay: Rs.6600	26.10.2014

2. The aforesaid officers are requested to exercise an option for pay fixation, if they so desire, within one month from the date of issue of this Office Order failing which it will be assumed that they have no option to exercise and the pay will be fixed accordingly in the upgraded Grade Pay.

3. If any excess payment is made consequent upon the said upgradations, the same would be recovered from the concerned officer.


(Ajay Srivastava)
Financial Adviser &
Chief Accounts Officer

Distribution:

1. PS to Secretary, OIIB
2. PS to FAS/CAO.
3. DCFBAO(GD)/DCFBAO(RS)
4. Shri Rajesh Kumar Saini, Dy. Chief Finance & Accounts Officer
5. Smt. Jyoti Sharma, Hindi Officer.
6. DDO/SO (Cash).
7. Personal Files and Service Books of the concerned officer.
8. Hindi Section / Office Order File / Guard File

प्रधान कार्यालय :-
ओ आई डी बी, भवन, पी. जी. ब्लॉक, कोयंबी इन्डिया,
प्लॉट नं. 2, गेट - 73, नौमन-201301, मध्य प्रदेश
फोन : 91-120-2394602, 603, 604 फैक्स : 91-120-2394690
वेबसाइट : www.oildb.gov.in

पंजीकृत कार्यालय :-
301, वर्ल्ड ट्रेड सेंटर, हिंदी ब्लॉक, बहार रोड, नई दिल्ली - 110 001
फोन : 91-11-23413540

Main Office:
OIBB Bhawan, C Block, 3rd Floor
Plot No. 2, Gate - 73, Noida-201301, Uttar Pradesh
Phone: 91-120-2394602, 603, 604 Fax: 91-120-2394690
Website: www.oildb.gov.in

Registered Office:
301, World Trade Centre, 3rd Floor, Bahar Road, New Delhi - 110 001
Phone: 91-11-23413540

एन.डी.ए.डी. विकास बोर्ड
 नेशनल ओइल इंडस्ट्री डेवलपमेंट बोर्ड
 नई दिल्ली



OIL INDUSTRY DEVELOPMENT BOARD
 Ministry of Petroleum & Natural Gas
 Government of India

Office Order No.5 of 2011

Approval of the Secretary (Petroleum & Natural Gas)/Chairman, Oil Industry Development Board is conveyed for the following promotions against the existing vacancies on regular basis from the dates of assuming the charge by officers:

Sl. No	Name of the officer	Post to which appointed	Pay Band + Grade Pay	Pay Band
1.	Shri Ganesh Chander Doyal	Manager (Estate)	Rs.15600-39100 + Rs.6600 (GP)	PB-3
2.	Shri Rajesh Kumar Saini	Manager (Personnel & Administration)	Rs.15600-39100 + Rs.6600 (GP)	PB-3

Authority : Chairman's approval dated 09.03.2011 on File No.6/2/2011-OIDB.

(M.C. Singh)
 Financial Adviser &
 Chief Accounts Officer

File No.6/2/2011-OIDB

15th March, 2011

Copy to:

1. PS to Secretary, OIDB
2. PS to FA&CAO
3. Shri Ganesh Chander Doyal, Steno Grade 'B'
4. Shri Rajesh Kumar Saini, Steno Grade 'B'
5. Personal Files of officers (Shri Rajesh Kumar Saini)
6. Section Officer (Estt)
7. Accountant (UC)
8. Office Order File
9. Guard File

No.35034/3/2008-EsIL (D)
Government of India
Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel and Training)

North Block, New Delhi, the 19th May, 2009

OFFICE MEMORANDUM

SUBJECT: - MODIFIED ASSURED CAREER PROGRESSION SCHEME (MACPS) FOR THE CENTRAL GOVERNMENT CIVILIAN EMPLOYEES.

The Sixth Central Pay Commission in Para 6.1.15 of its report, has recommended Modified Assured Career Progression Scheme(MACPS). As per the recommendations, financial upgradation will be available in the next higher grade pay whenever an employee has completed 12 years continuous service in the same grade. However, not more than two financial upgradations shall be given in the entire career, as was provided in the previous Scheme. The Scheme will also be available to all posts belonging to Group "A" whether isolated or not. However, organised Group "A" services will not be covered under the Scheme

2. The Government has considered the recommendations of the Sixth Central Pay Commission for introduction of a MACPS and has accepted the same with further modification to grant three financial upgradations under the MACPS at intervals of 10, 20 and 30 years of continuous regular service .

3. The Scheme would be known as "**MODIFIED ASSURED CAREER PROGRESSION SCHEME (MACPS) FOR THE CENTRAL GOVERNMENT CIVILIAN EMPLOYEES**". This Scheme is in supersession of previous ACP Scheme and clarifications issued there under and shall be applicable to all regularly appointed Group "A", "B", and "C" Central Government Civilian Employees except officers of the Organised Group "A" Service. The status of Group "D" employees would cease on their completion of prescribed training, as recommended by the Sixth Central Pay Commission and would be treated as Group "C" employees. Casual employees, including those granted 'temporary status' and employees appointed in the Government only on adhoc or contract basis shall not qualify for benefits under the aforesaid Scheme. The details of the MACP Scheme and conditions for grant of the financial upgradation under the Scheme are given in Annexure-I.

4. A Screening Committee shall be constituted in each Department to consider the case for grant of financial upgradations under the MACP Scheme. The Screening Committee shall consist of a Chairperson and two members. The members of the Committee shall comprise officers holding posts which are at least one level above the grade in which the MACP is to be considered and not below the rank of Under Secretary equivalent in the Government. The Chairperson should generally be a grade above the members of the Committee.

5. The recommendations of the Screening Committee shall be placed before the Secretary in cases where the Committee is constituted in the Ministry/Department or before the Head of the organisation/competent authority in other cases for approval.
6. In order to prevent undue strain on the administrative machinery, the Screening Committee shall follow a time-schedule and meet twice in a financial year – preferably in the first week of January and first week of July of a year for advance processing of the cases maturing in that half. Accordingly, cases maturing during the first-half (April-September) of a particular financial year shall be taken up for consideration by the Screening Committee meeting in the first week of January. Similarly, the Screening Committee meeting in the first week of July of any financial year shall process the cases that would be maturing during the second-half (October-March) of the same financial year.
7. However, to make the MACP Scheme operational, the Cadre Controlling Authorities shall constitute the first Screening Committee within a month from the date of issue of these instructions to consider the cases maturing upto 30th June, 2009 for grant of benefits under the MACPS.
8. In so far as persons serving in The Indian Audit and Accounts Departments are concerned, these orders issue after consultation with the Comptroller and Auditor General of India.
9. Any interpretation/clarification of doubt as to the scope and meaning of the provisions of the MACP Scheme shall be given by the Department of Personnel and Training (Establishment-D). The scheme would be operational w.e.f. 01.08.2008. In other words, financial upgradations as per the provisions of the earlier ACP Scheme (of August, 1999) would be granted till 31.08.2008.
10. No stepping up of pay in the pay band or grade pay would be admissible with regard to junior getting more pay than the senior on account of pay fixation under MACP Scheme.
11. It is clarified that no past cases would be re-opened. Further, while implementing the MACP Scheme, the differences in pay scales on account of grant of financial upgradation under the old ACP Scheme (of August 1999) and under the MACP Scheme within the same cadre shall not be construed as an anomaly.
12. Hindi version will follow.

(S. Jainendra Kumar)

Deputy Secretary to the Govt. Of India

To

All Ministries/Departments of the Government of India

No. 22/22/2009-CS.1(CR)

Government of India

Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel and Training)Lok Nayak Bhawan, Khas Mkt.
New Delhi, dated 12th April, 2010**OFFICE MEMORANDUM**Subject:- Grant of financial upgradation under the Modified Assured
Career progression Scheme.

In supersession of this Department's O.M. of even number dated 12th January, 2010, the undersigned is directed to say that it has been further clarified by Establishment (D) Section of this Department that ~~DRAs/Assistant DEs/Grade 22/23/24/25/26/27/28/29/30/31/32/33/34/35/36/37/38/39/40/41/42/43/44/45/46/47/48/49/50/51/52/53/54/55/56/57/58/59/60/61/62/63/64/65/66/67/68/69/70/71/72/73/74/75/76/77/78/79/80/81/82/83/84/85/86/87/88/89/90/91/92/93/94/95/96/97/98/99/100/101/102/103/104/105/106/107/108/109/110/111/112/113/114/115/116/117/118/119/120/121/122/123/124/125/126/127/128/129/130/131/132/133/134/135/136/137/138/139/140/141/142/143/144/145/146/147/148/149/150/151/152/153/154/155/156/157/158/159/160/161/162/163/164/165/166/167/168/169/170/171/172/173/174/175/176/177/178/179/180/181/182/183/184/185/186/187/188/189/190/191/192/193/194/195/196/197/198/199/200/201/202/203/204/205/206/207/208/209/210/211/212/213/214/215/216/217/218/219/220/221/222/223/224/225/226/227/228/229/230/231/232/233/234/235/236/237/238/239/240/241/242/243/244/245/246/247/248/249/250/251/252/253/254/255/256/257/258/259/260/261/262/263/264/265/266/267/268/269/270/271/272/273/274/275/276/277/278/279/280/281/282/283/284/285/286/287/288/289/290/291/292/293/294/295/296/297/298/299/300/301/302/303/304/305/306/307/308/309/310/311/312/313/314/315/316/317/318/319/320/321/322/323/324/325/326/327/328/329/330/331/332/333/334/335/336/337/338/339/340/341/342/343/344/345/346/347/348/349/350/351/352/353/354/355/356/357/358/359/360/361/362/363/364/365/366/367/368/369/370/371/372/373/374/375/376/377/378/379/380/381/382/383/384/385/386/387/388/389/390/391/392/393/394/395/396/397/398/399/400/401/402/403/404/405/406/407/408/409/410/411/412/413/414/415/416/417/418/419/420/421/422/423/424/425/426/427/428/429/430/431/432/433/434/435/436/437/438/439/440/441/442/443/444/445/446/447/448/449/450/451/452/453/454/455/456/457/458/459/460/461/462/463/464/465/466/467/468/469/470/471/472/473/474/475/476/477/478/479/480/481/482/483/484/485/486/487/488/489/490/491/492/493/494/495/496/497/498/499/500/501/502/503/504/505/506/507/508/509/510/511/512/513/514/515/516/517/518/519/520/521/522/523/524/525/526/527/528/529/530/531/532/533/534/535/536/537/538/539/540/541/542/543/544/545/546/547/548/549/550/551/552/553/554/555/556/557/558/559/560/561/562/563/564/565/566/567/568/569/570/571/572/573/574/575/576/577/578/579/580/581/582/583/584/585/586/587/588/589/590/591/592/593/594/595/596/597/598/599/600/601/602/603/604/605/606/607/608/609/610/611/612/613/614/615/616/617/618/619/620/621/622/623/624/625/626/627/628/629/630/631/632/633/634/635/636/637/638/639/640/641/642/643/644/645/646/647/648/649/650/651/652/653/654/655/656/657/658/659/660/661/662/663/664/665/666/667/668/669/670/671/672/673/674/675/676/677/678/679/680/681/682/683/684/685/686/687/688/689/690/691/692/693/694/695/696/697/698/699/700/701/702/703/704/705/706/707/708/709/710/711/712/713/714/715/716/717/718/719/720/721/722/723/724/725/726/727/728/729/730/731/732/733/734/735/736/737/738/739/740/741/742/743/744/745/746/747/748/749/750/751/752/753/754/755/756/757/758/759/760/761/762/763/764/765/766/767/768/769/770/771/772/773/774/775/776/777/778/779/780/781/782/783/784/785/786/787/788/789/790/791/792/793/794/795/796/797/798/799/800/801/802/803/804/805/806/807/808/809/810/811/812/813/814/815/816/817/818/819/820/821/822/823/824/825/826/827/828/829/830/831/832/833/834/835/836/837/838/839/840/841/842/843/844/845/846/847/848/849/850/851/852/853/854/855/856/857/858/859/860/861/862/863/864/865/866/867/868/869/870/871/872/873/874/875/876/877/878/879/880/881/882/883/884/885/886/887/888/889/890/891/892/893/894/895/896/897/898/899/900/901/902/903/904/905/906/907/908/909/910/911/912/913/914/915/916/917/918/919/920/921/922/923/924/925/926/927/928/929/930/931/932/933/934/935/936/937/938/939/940/941/942/943/944/945/946/947/948/949/950/951/952/953/954/955/956/957/958/959/960/961/962/963/964/965/966/967/968/969/970/971/972/973/974/975/976/977/978/979/980/981/982/983/984/985/986/987/988/989/990/991/992/993/994/995/996/997/998/999/1000/1001/1002/1003/1004/1005/1006/1007/1008/1009/1010/1011/1012/1013/1014/1015/1016/1017/1018/1019/1020/1021/1022/1023/1024/1025/1026/1027/1028/1029/1030/1031/1032/1033/1034/1035/1036/1037/1038/1039/1040/1041/1042/1043/1044/1045/1046/1047/1048/1049/1050/1051/1052/1053/1054/1055/1056/1057/1058/1059/1060/1061/1062/1063/1064/1065/1066/1067/1068/1069/1070/1071/1072/1073/1074/1075/1076/1077/1078/1079/1080/1081/1082/1083/1084/1085/1086/1087/1088/1089/1090/1091/1092/1093/1094/1095/1096/1097/1098/1099/1100/1101/1102/1103/1104/1105/1106/1107/1108/1109/1110/1111/1112/1113/1114/1115/1116/1117/1118/1119/1120/1121/1122/1123/1124/1125/1126/1127/1128/1129/1130/1131/1132/1133/1134/1135/1136/1137/1138/1139/1140/1141/1142/1143/1144/1145/1146/1147/1148/1149/1150/1151/1152/1153/1154/1155/1156/1157/1158/1159/1160/1161/1162/1163/1164/1165/1166/1167/1168/1169/1170/1171/1172/1173/1174/1175/1176/1177/1178/1179/1180/1181/1182/1183/1184/1185/1186/1187/1188/1189/1190/1191/1192/1193/1194/1195/1196/1197/1198/1199/1200/1201/1202/1203/1204/1205/1206/1207/1208/1209/1210/1211/1212/1213/1214/1215/1216/1217/1218/1219/1220/1221/1222/1223/1224/1225/1226/1227/1228/1229/1230/1231/1232/1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No.35034/3/2008-Estt. (D)

Government of India

Ministry of Personnel, Public Grievances and Pensions

(Department of Personnel and Training)

North Block, New Delhi, the 19th May, 2009OFFICE MEMORANDUM

SUBJECT:- MODIFIED ASSURED CAREER PROGRESSION SCHEME (MACPS) FOR THE CENTRAL GOVERNMENT CIVILIAN EMPLOYEES.

The Sixth Central Pay Commission in Para 6.115 of its report, has recommended Modified Assured Career Progression Scheme (MACPS). As per the recommendations, financial upgradation will be available in the next higher grade pay whenever an employee has completed 12 years continuous service in the same grade. However, not more than two financial upgradations shall be given in the entire career, as was provided in the previous Scheme. The Scheme will also be available to all posts belonging to Group "A" whether isolated or not. However, organised Group "A" services will not be covered under the Scheme.

2. The Government has considered the recommendations of the Sixth Central Pay Commission for introduction of a MACPS and has accepted the same with further modification to grant three financial upgradations under the MACPS at intervals of 10, 20 and 30 years of continuous regular service.

3. The Scheme would be known as "**MODIFIED ASSURED CAREER PROGRESSION SCHEME (MACPS) FOR THE CENTRAL GOVERNMENT CIVILIAN EMPLOYEES**". This Scheme is in supersession of previous ACP Scheme and clarifications issued there under and shall be applicable to all regularly appointed Group "A", "B", and "C" Central Government Civilian Employees **except officers of the Organised Group "A" Service**. The status of Group "D" employees would cease on their completion of prescribed training, as recommended by the Sixth Central Pay Commission and would be treated as Group "C" employees. Casual employees, including those granted 'temporary status' and employees appointed in the Government only on adhoc or contract basis shall not qualify for benefits under the aforesaid Scheme. The details of the MACP Scheme and conditions for grant of the financial upgradation under the Scheme are given in Annexure-I.

4. A Screening Committee shall be constituted in each Department to consider the case for grant of financial upgradations under the MACP Scheme. The Screening Committee shall consist of a Chairperson and two members. The members of the Committee shall comprise officers holding posts which are at least one level above the grade in which the MACP is to be considered and not below the rank of Under Secretary equivalent in the Government. The Chairperson should generally be a grade above the members of the Committee.

Contd. P.31

5. The recommendations of the Screening Committee shall be placed before the Secretary in cases where the Committee is constituted in the Ministry/Department or before the Head of the organisation/competent authority in other cases for approval.

6. In order to prevent undue strain on the administrative machinery, the Screening Committee shall follow a time-schedule and meet twice in a financial year – preferably in the first week of January and first week of July of a year for advance processing of the cases maturing in that half. Accordingly, cases maturing during the first-half (April-September) of a particular financial year shall be taken up for consideration by the Screening Committee meeting in the first week of January. Similarly, the Screening Committee meeting in the first week of July of any financial year shall process the cases that would be maturing during the second-half (October-March) of the same financial year.

7. However, to make the MACP Scheme operational, the Cadre Controlling Authorities shall constitute the first Screening Committee within a month from the date of issue of these instructions to consider the cases maturing upto 30th June, 2009 for grant of benefits under the MACPS.

8. In so far as persons serving in The Indian Audit and Accounts Departments are concerned, these orders issue after consultation with the Comptroller and Auditor General of India.

9. Any interpretation/clarification of doubt as to the scope and meaning of the provisions of the MACP Scheme shall be given by the Department of Personnel and Training (Establishment-D). The scheme would be operational w.e.f. 01.09.2008. In other words, financial upgradations as per the provisions of the earlier ACP Scheme (of August, 1999) would be granted till 31.08.2008.

10. No stepping up of pay in the pay band or grade pay would be admissible with regard to junior getting more pay than the senior on account of pay fixation under MACP Scheme.

11. It is clarified that no past cases would be re-opened. Further, while implementing the MACP Scheme, the differences in pay scales on account of grant of financial upgradation under the old ACP Scheme (of August 1999) and under the MACP Scheme within the same cadre shall not be construed as an anomaly.

12. Hindi version will follow.

(S.) Jaimendra Kumar

Deputy Secretary to the Govt. Of India

To

All Ministries/Departments of the Government of India

Copy 1/31

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1. President's Secretariat/Vice President's Secretariat/Prime Minister's Office/Supreme Court/Rajya Sabha Secretariat/Lok Sabha Secretariat/ Cabinet Secretariat/UPSC/CVC/CSAG/Central Administrative Tribunal (Principal Bench), New Delhi.
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MODIFIED ASSURED CAREER PROGRESSION SCHEME (MACPS)

1. There shall be three financial upgradations under the MACPS, counted from the direct entry grade on completion of 10, 20 and 30 years service respectively. Financial upgradation under the Scheme will be admissible whenever a person has spent 10 years continuously in the same grade-pay.
2. The MACPS envisages merely placement in the immediate next higher grade pay in the hierarchy of the recommended revised pay bands and grade pay as given in Section 1, Part-A of the first schedule of the CCS (Revised Pay) Rules, 2008. Thus, the grade pay at the time of financial upgradation under the MACPS can, in certain cases where regular promotion is not between two successive grades, be different than what is available at the time of regular promotion. In such cases, the higher grade pay attached to the next promotion post in the hierarchy of the concerned cadre/organisation will be given only at the time of regular promotion.
3. The financial upgradations under the MACPS would be admissible up to the highest grade pay of Rs. 12000/- in the PB-4.
4. Benefit of pay fixation available at the time of regular promotion shall also be allowed at the time of financial upgradation under the Scheme. Therefore, the pay shall be raised by 3% of the total pay in the pay band and the grade pay drawn before such upgradation. There shall, however, be no further fixation of pay at the time of regular promotion if it is in the same grade pay as granted under MACPS. However, at the time of actual promotion if it happens to be in a post carrying higher grade pay than what is available under MACPS, no pay fixation would be available and only difference of grade pay would be made available. To illustrate, in case a Government Servant joins as a direct recruit in the grade pay of Rs. 1900 in PB-3 and he gets no promotion till completion of 10 years of service, he will be granted financial upgradation under MACPS in the next higher grade pay of Rs. 2000 and his pay will be fixed by granting him one increment plus the difference of grade pay (i.e. Rs. 100). After availing financial upgradation under MACPS, if the Government servant gets his regular promotion in the hierarchy of his cadre, which is to the grade of Rs. 2400, on regular promotion, he will only be granted the difference of grade pay between Rs. 2000 and Rs. 2400. No additional increment will be granted at this stage.
5. Promotions earned/upgradations granted under the ACP Scheme in the past to those grades which now carry the same grade pay due to merger of pay scales/upgradations of posts recommended by the Sixth Pay Commission shall be ignored for the purpose of granting upgradations under Modified ACP.

The pre-revised hierarchy (in ascending order) in a particular organization was as under:-

Rs. 5000-8000, Rs. 5500-9000 & Rs. 6500-10500.

- (a) A Government servant who was recruited in the hierarchy in the pre-revised pay scale Rs. 5000-8000 and who did not get a promotion even after 25 years of service prior to 1.1.2006, in his case as on 1.1.2006 he would have got two financial upgradations under ACP to the next grades in the hierarchy of his organization, i.e., to the pre-revised scales of Rs. 5500-9000 and Rs. 6500-10500.
- (b) Another Government servant recruited in the same hierarchy in the pre-revised scale of Rs. 5000-8000 has also completed about 25 years of service, but he got two promotions to the next higher grades of Rs. 5500-9000 & Rs. 6500-10500 during this period.

In the case of both (a) and (b) above, the promotions/financial upgradations granted under ACP to the pre-revised scales of Rs. 5500-9000 and Rs. 6500-10500 prior to 1.1.2006 will be ignored on account of merger of the pre-revised scales of Rs. 5000-8000, Rs. 5500-9000 and Rs. 6500-10500 recommended by the Sixth CPC. As per CCS (RP) Rules, both of them will be granted grade pay of Rs. 4300 in the pay band PB-2. After the implementation of MACPS, two financial upgradations will be granted both in the case of (a) and (b) above to the next higher grade pay of Rs. 4600 and Rs. 4800 in the pay band PB-2.

6. In the case of all the employees granted financial upgradations under ACPS till 01.01.2006, their revised pay will be fixed with reference to the pay scale granted to them under the ACPS.

6.1 In the case of ACP upgradations granted between 01.01.2006 and 31.03.2008, the Government servant has the option under the CCS (RP) Rules, 2008 to have his pay fixed in the revised pay structure either (a) w.e.f. 01.01.2006 with reference to his pre-revised scale as on 01.01.2006; or (b) w.e.f. the date of his financial upgradation under ACP with reference to the pre-revised scale granted under ACP. In case of option (b), he shall be entitled to draw his arrears of pay only from the date of his option i.e. the date of financial upgradation under ACP.

6.2 In cases where financial upgradation had been granted to Government servants in the next higher scale in the hierarchy of their cadre as per the provisions of the ACP Scheme of August, 1999, but whereas as a result of the implementation of Sixth CPC's recommendations, the next higher post in the hierarchy of the cadre has been upgraded by granting a higher grade pay, the pay of such employees in the revised pay structure will be fixed with reference to the higher grade pay granted to the post. To illustrate, in the case of Jr. Engineer in CPWD, who was granted 1st ACP in his hierarchy to the grade of Asstt. Engineer in the pre-revised scale of Rs.6500-10500 corresponding to the revised grade pay of Rs.4200 in the pay band PB-2, he will now be granted grade pay of Rs.4600 in the pay band PB-2 consequent upon upgradation of the post of Asstt. Engg. in CPWD by granting them the grade pay of Rs.4600 in PB-2 as a result of Sixth CPC's recommendation. However, from the date of implementation of the MACPS, all the financial upgradations under the Scheme should be done strictly in accordance with the hierarchy of grade pays in pay bands as notified vide CCS (Revised Pay) Rules, 2008.

7. With regard to fixation of his pay on grant of promotion/financial upgradation under MACP Scheme, a Government servant has an option under PR22 (I) (a) (I) to get his pay fixed in the higher post/ grade pay either from the date of his promotion/upgradation or from the date of his next increment viz, 1st July of the year. The pay and the date of increment would be fixed in accordance with clarification no.2 of Department of Expenditure's O.M. No.10/2008-IC dated 13.09.2008.

8. Promotions earned in the post carrying same grade pay in the promotional hierarchy as per Recruitment Rules shall be counted for the purpose of MACPS.

8.1 Consequent upon the implementation of Sixth CPC's recommendations, grade pay of Rs. 5400 is now in two pay bands viz., PB-2 and PB-3. The grade pay of Rs. 5400 in PB-2 and Rs.5400 in PB-3 shall be treated as separate grade pays for the purpose of grant of upgradations under MACP Scheme.

9. 'Regular service' for the purposes of the MACPS shall commence from the date of joining of a post in direct entry grade on a regular basis either on direct recruitment basis or on absorption/re-employment basis. Service rendered on adhoc/contract basis before regular appointment or pre-appointment training shall not be taken into reckoning. However, past continuous regular service in another Government Department in a post carrying same grade pay prior to regular appointment in a new Department, without a break, shall also be counted towards qualifying regular service for the purposes of MACPS only (and not for the regular promotions). However, benefits under the MACPS in such cases shall not be considered till the satisfactory completion of the probation period in the new post.

10. Past service rendered by a Government employee in a State Government/statutory body/Autonomous body/Public Sector organisation, before appointment in the Government shall not be counted towards Regular Service.

11. 'Regular service' shall include all periods spent on deputation/foreign service, study leave and all other kind of leave, duly sanctioned by the competent authority.

12. The MACPS shall also be applicable to work charged employees, if their service conditions are comparable with the staff of regular establishment.

13. Existing time-bound promotion scheme, including in-situ promotion scheme, Staff Car Driver Scheme or any other kind of promotion scheme existing for a particular category of employees in a Ministry/Department or its offices, may continue to be operational for the concerned category of employees if it is decided by the concerned administrative authorities to retain such Schemes, after necessary consultations or they may switch-over to the MACPS. However, these Schemes shall not run concurrently with the MACPS.

14. The MACPS is directly applicable only to Central Government Civilian employees. It will not get automatically extended to employees of Central Autonomous/Statutory Bodies under the administrative control of a Ministry/Department. Keeping in view the financial implications involved, a conscious decision in this regard shall have to be taken by the respective Governing Body/Board of Directors and the administrative Ministry concerned and where it is proposed to adopt the MACPS, prior concurrence of Ministry of Finance shall be obtained.

15. If a financial upgradation under the MACPS is deferred and not allowed after 10 years in a grade pay, due to the reason of the employees being unfit or due to departmental proceedings, etc., this would have consequential effect on the subsequent financial upgradation which would also get deferred to the extent of delay in grant of first financial upgradation.

16. On grant of financial upgradation under the Scheme, there shall be no change in the designation, classification or higher status. However, financial and certain other benefits which are linked to the pay drawn by an employee such as HRA, allotment of Government accommodation shall be permitted.

17. The financial upgradation would be on non-functional basis subject to fitness, in the hierarchy of grade pay within the PB-1. Thereafter for upgradation under the MACPS the benchmark of 'good' would be applicable till the grade pay of Rs. 6600/- in PB-3. The benchmark will be 'Very Good' for financial upgradation to the grade pay of Rs. 7600 and above.

18. In the matter of disciplinary/ penalty proceedings, grant of benefit under the MACPS shall be subject to rules governing normal promotion. Such cases shall, therefore, be regulated under the provisions of the CCS (CCA) Rules, 1965 and instructions issued thereunder.

19. The MACPS contemplates merely placement on personal basis in the immediate higher Grade pay /grant of financial benefits only and shall not amount to actual/functional promotion of the employees concerned. Therefore, no reservation orders/roster shall apply to the MACPS, which shall extend its benefits uniformly to all eligible SC/ST employees also. However, the rules of reservation in promotion shall be ensured at the time of regular promotion. For this reason, it shall not be mandatory to associate members of SC/ST in the Screening Committee meant to consider cases for grant of financial upgradation under the Scheme.

20. Financial upgradation under the MACPS shall be purely personal to the employee and shall have no relevance to his seniority position. As such, there shall be no additional financial upgradation for the senior employees on the ground that the junior employee in the grade has got higher pay/grade pay under the MACPS.

21. Pay drawn in the pay band and the grade pay allowed under the MACPS shall be taken as the basis for determining the terminal benefits in respect of the retiring employee.

22. If Group "A" Government employee, who was not covered under the ACP Scheme has now become entitled to say third financial upgradation directly, having completed 30 year's regular service, his pay shall be fixed successively in next three immediate higher grade pays in the hierarchy of revised pay-bands and grade pays allowing the benefit of 3% pay fixation at every stage. Pay of persons becoming eligible for second financial upgradation may also be fixed accordingly.

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24. In case an employee is declared surplus in his/her organisation and appointed in the same pay-scale or lower scale of pay in the new organization, the regular service rendered by him/her in the previous organisation shall be counted towards the regular service in his/her new organisation for the purpose of giving financial upgradation under the MACPS.

24. In case of an employee after getting promotion/ACP seeks unilateral transfer on a lower post or lower scale, he will be entitled only for second and third financial upgradations on completion of 20/30 years of regular service under the MACPS, as the case may be, from the date of his initial appointment to the post in the new organization.

25. If a regular promotion has been offered but was refused by the employee before becoming entitled to a financial upgradation, no financial upgradation shall be allowed as such an employee has not been stagnated due to lack of opportunities. If, however, financial upgradation has been allowed due to stagnation and the employees subsequently refuse the promotion, it shall not be a ground to withdraw the financial upgradation. He shall, however, not be eligible to be considered for further financial upgradation till he agrees to be considered for promotion again and the second the next financial upgradation shall also be deferred to the extent of period of debarment due to the refusal.

26. Cases of persons holding higher posts purely on adhoc basis shall also be considered by the Screening Committee alongwith others. They may be allowed the benefit of financial upgradation on reversion to the lower post or if it is beneficial vis-a-vis the pay drawn on adhoc basis.

27. Employees on deputation need not revert to the parent Department for availing the benefit of financial upgradation under the MACPS. They may exercise a fresh option to draw the pay in the pay band and the grade pay of the post held by them or the pay plus grade pay admissible to them under the MACPS, whichever is beneficial.

28. Illustrations

A (i) If a Government servant (LDC) in PB-I in the Grade Pay of Rs.1900 gets his first regular promotion (UDC) in the PB-I in the Grade Pay of Rs.2400 on completion of 8 years of service and then continues in the same Grade Pay for further 10 years without any promotion then he would be eligible for 2nd financial upgradation under the MACPS in the PB-I in the Grade Pay of Rs.2800 after completion of 18 years (8+10 years).

(ii) in case he does not get any promotion thereafter, then he would get 3rd financial upgradation in the PB-II in Grade Pay of Rs.4200 on completion of further 10 years of service i.e. after 28 years (8+10+10).

(iii) However, if he gets 2nd promotion after 5 years of further service in the pay PB-II in the Grade Pay of Rs.4200 (Asstt. Grade/Grade "C") i.e. on completion of 23 years (8+10+5years) then he would get 3rd financial upgradation after completion of 30 years i.e. 10 years after the 2nd ACP in the PB-II in the Grade Pay of Rs.4600.

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In the above scenario, the pay shall be raised by 30% of the total pay in the Pay Band and Grade Pay drawn before such upgradation. There shall, however, be no further fixation of pay at the time of regular promotion if it is in the same Grade Pay or in the higher Grade Pay. Only the difference of grade pay would be admissible at the time of promotions.

- B. If a Government servant (LDC) in PB-I in the Grade Pay of Rs.1000 is granted 1st financial upgradation under the MACPS on completion of 10 years of service in the PB-I in the Grade Pay of Rs.1600 and 5 years later he gets 1st regular promotion (UDC) in PB-II in the Grade Pay of Rs.2400, the 2nd financial upgradation under MACPS (in the next Grade Pay w.r.t. Grade Pay held by Government servant) will be granted on completion of 20 years of service in PB-II in the Grade Pay of Rs.2800. On completion of 30 years of service, he will get 3rd ACP in the Grade Pay of Rs. 4200. However, if two promotions are earned before completion of 30 years, only 3rd financial upgradation would be admissible on completion of 30 years of service in Grade Pay from the date 2nd promotion or at 30th year of service whichever is earlier.
- C. If a Government servant has been granted either two regular promotions or 2nd financial upgradation under the ACP Scheme of August, 1996 after completion of 24 years of regular service then only 3rd financial upgradation would be admissible to him under the MACPS on completion of 30 years of service provided that he has not earned third promotion in the hierarchy.

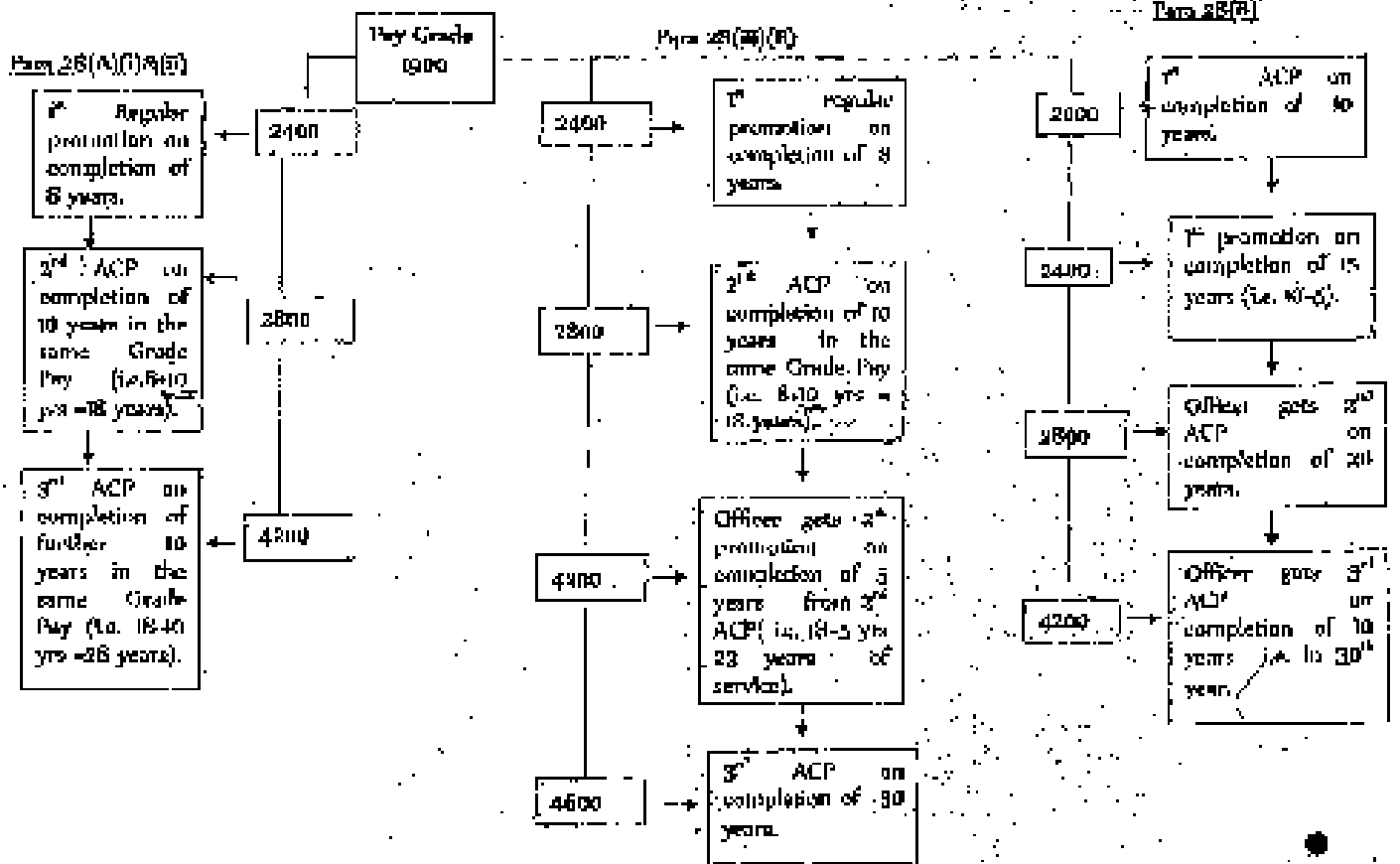
(S. Jaganendra Kumar)

Deputy Secretary to the Govt. of India,

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ILLUSTRATIONS



**FREQUENTLY ASKED QUESTIONS (FAQs) ON MODIFIED ASSURED CAREER
PROGRESSION SCHEME**

	Point of doubt	Clarification
1.	What is Modified Assured Career Progression Scheme (MACPS) ?	<p>The MACP Scheme for Central Civilian Government Employees is in supersession of earlier ACP Scheme. Under the MACP Scheme three financial Up-gradations are allowed on completion of 10, 20, 30 years of regular service, counted from the direct entry grade. The MACPS envisages merely placement in the immediate next higher grade pay as given in Section I, Part -A of the first schedule of the CCS (Revised Pay) Rules 2008, in case no promotion has been earned by the employee during this period.</p>
2.	From which date the MACPS is effective?	<p>The MACPS is effective w.e.f. 01.09.2008 or on completion of 10, 20 & 30 years of continuous regular service, whichever is later. Financial upgradation will also be admissible whenever a person has spent 10 years continuously in the same grade pay. (Para 9 of OM dated 19/5/2009)</p>
3.	Who are entitled for financial upgradation under the MACPS?	<p>The MACPS is applicable to all Central Government Civilian Employees.</p>

4	What norms are required to be fulfilled while granting the benefits under MACPS	<p>The financial upgradation would be on non-functional basis subject to fitness in the hierarchy of pay band and grade pay within PB-1. Thereafter, only the benchmark of 'Good' would be applicable till the grade pay of Rs.6000 in PB-3. The benchmark will be 'Very Good' for financial upgradation to the grade pay of Rs.7800 and above. However, where the financial upgradation under the MACPS also happen to be in the promotional grade and benchmark for promotion is lower than the benchmark for granting the benefits under MACPS as mentioned in para 17 of the Scheme, the benchmark for promotion shall apply to MACP also.</p> <p>OM.No.35034/3/2008-Estt(D) dated 01/11/2010</p>
5.	Whether Pay Band would be changed at the time of grant of financial upgradation under MACPS	<p>Yes.</p> <p>OM.No.35034/3/2008-Estt.(D) dated 09/08/2010</p>
6.	Whether the promotions in same grade would be counted for the purpose of MACPS?	<p>The financial up-gradation under the MACPS is in the immediate next higher grade pay in the hierarchy of recommended revised pay bands and grade pay as given in CCS (Revised Pay) Rules, 2008. However if the promotional hierarchy as per recruitment rules is such that promotions are earned in the same grade pay, then the same shall be counted for the purpose of MACPS.</p>
7.	How will the benefits of ACP be granted if due between 01.01.2008 and 31.08.2008	<p>The revised pay structure has been changed w.e.f. 01.01.2008 and the benefits of ACPs have been allowed till 31.08.2008. Hence, the benefits of revised pay structure would be allowed for the purpose of ACPs. (OM No.35034/3/2008-Estt. dated 9.9.2010).</p>

8.	Whether ad hoc appointment would be counted towards qualifying service for MACPS	No. Only continuous regular service is counted towards qualifying service for the purpose of MACPS. The regular service shall commence from the date of joining of a post in direct entry grade on a regular basis. (Para 9 of the MACPS)
9.	Whether State Government service shall be reckoned for the purpose of MACPS	No. Only regular service rendered in the Central Government's Department/Office is to be counted for the purpose of MACPS, as the Scheme is applicable to the Central Government Civilian Employees only. (MACPS, Para 10)
10.	What are the periods included in the regular service?	All period spent on deputation/foreign service, study leave and all other kind of leave, duly sanctioned by the competent authority shall be included in the regular service. (Para 11, MACPS)
11.	How is the MACPS to be extended to the employees of Autonomous and Statutory Bodies.	Procedure prescribed in O.M No.35034/3/2010- Estt(D), Dated 03/08/2010 would be followed by the administrative Ministries/Departments concerned for extension of the MACPS to the employees of Autonomous and Statutory Bodies under their control.
12.	Whether the cases of grant of financial upgradation allowed under the ACPs between 01.09.2008 and 19.05.2009, the date of issue of the Scheme are be reviewed?	Yes. Since the benefits of ACPs have been discontinued w.e.f. 01.09.2008, the cases settled between 01.09.2008 and 19.05.2009; in terms of previous ACP Scheme shall be reviewed
13.	Whether the past continuous regular service in another Govt. Deptt. in a post carrying same grade pay prior to regular appointment in a new Deptt. without a break shall be counted towards qualifying regular service for the purpose of MACPS.	Yes. (Para 9, MACPS)

14.	Upto what grade pay the benefits under the MACPS is allowed?	The benefits of MACPS are being up to HAG scale of Rs.67000-79000/ (DOPT's O.M.No.35034/3/2008-Est.(D) dated 24.12.2010)
15.	How the cases of pre-revised pay scales (Rs.5000-8000 & Rs.5500-9000 and Rs.6500-10500 & Rs.7450-11500) merged w.e.f. 01.01.2006 are to be decided under MACPS?	The cases would be regulated in accordance with para 5 of Annexure-I of MACPS. The Ministries/ Departments are expected to re-organise cadres and frame common RRs for the post in merged scales.
16.	Whether 'Non-functional Scale' of Rs.8000-13500 (revised to grade pay of Rs.5400 in PB-3) would be viewed as one financial upgradation for the purpose of MACPS.	Yes, in terms of para 8.1 of Annexure-I of MACPS dated 18.06.2009.
17.	Whether 'time bound promotion' scheme including 'in-situ promotion' scheme can run concurrently with MACPS.	No. (Para 13 of MACPS)
18.	Whether Staff Car Driver Scheme can run concurrently with MACPS	DOPT vide O.M. No.35011/03/2008-Est.(D),30/07/2010 has extended the benefits of MACPS to Staff Car Drivers as a fall back option.
19.	Whether the placement of erstwhile Gr. D employees as Staff Car Driver, ordinary grade, would count as a promotion?	No. The model RRs for Staff Car Drivers provide deputation/ absorption as a method of appointment for erstwhile Gr. D employees. The placement as staff Car Driver is not in the hierarchy hence the same would not be counted as promotion under MACPS. The regular service for the MACPS would be from the date of appointment as Staff Car Driver.

20.	Whether designation, classification or higher status would change on account of financial upgradation under MACPS	There shall be no change in the designation, classification or higher status on grant of financial upgradation under MACPS, as the upgradation under the Scheme is purely personal and merely placement in the next higher grade pay. (Para 16 of Annexure-I of MACPS refers)
21.	If a financial upgradation under the MACPS is deferred due to the reason of the employees being unfit or due to departmental proceedings, etc, whether this would have consequential effect on the subsequent financial upgradation.	Yes, this would have consequential effect on the subsequent financial upgradation, which would also get deferred to the extent of delay in grant of financial upgradation. (MACPS, Para 15)
22.	Whether the stepping up of pay would be admissible if a junior is getting more pay than the senior on account of grant of financial upgradation under MACPS.	No stepping up of pay in the band or grade pay would be admissible with regard to junior getting more pay than the senior on account of pay fixation under MACPS. (Para 10 of OM dated 19/5/2005)
23.	Whether the regular service rendered by an employee if declared surplus in his/her organisation and appointed in the same grade pay or lower grade pay shall be counted towards the regular service in a new organization for the purpose of MACPS.	Yes. (refer para 23 of Annexure-I of MACPS).
24.	In case of transfer including unilateral transfer own request, whether regular service rendered in previous organisation/office shall be counted alongwith the regular service in the new organization for the purpose of MACPS.	Yes. OM No.35034/3/2006-Estt(D) dated 01/11/2010

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<p>26. If a regular promotion has been offered but was refused by the employees before becoming entitled to a financial upgrade under the MACPS, whether financial upgrade shall be allowed to such a Government servant.</p>	<p>If a regular promotion has been offered but was refused by the Government employees before becoming entitled to a financial upgrade, no financial upgrade shall be allowed and as such no employee has not been stagnated due to lack of opportunities. If, however, financial upgrade has been allowed due to stagnation and the employees subsequently refuse the promotion, it shall not be a ground to withdraw the financial upgrade. He shall, however, not be eligible to be considered for further financial upgrade if he agrees to be considered for promotion again and the next financial upgrade shall also be deferred to the extent of period of debarment due to the refusal. (Para 28 of MACPS)</p>
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Department of Personnel & Training
Establishment D Section

Frequently Asked Questions (FAQs) on Modified Assured Career Progression
Scheme (MACPS)

Sl.No.	Doubts	Clarification
26	Whether the benefits of ACPS would be allowed in respect of isolated cases due between 01.01.2008 and 31.08.2008 when the pre-revised pay scales of Rs.5000-8000 & Rs.5500-9000 and Rs.6500-10500 & Rs.7450-11500 have been merged into single grade pay of Rs.4200 and Rs.4600 respectively w.e.f. 01.01.2008?	Yes. Since the pre-revised Rs.5000-8000 & Rs.5500-9000 and Rs.6500-10500 & Rs.7450-11500 (isolated cases) have been merged into single grade pay of Rs.4200 and Rs.4600 respectively w.e.f. 01.01.2008, the benefits of 1st and 2nd financial upgradations under the ACPS should be considered/allowed in the grade pays of Rs.4600 and Rs.4800 in PB-2, as the case may be due between 01.01.2008 and 31.08.2008 in respect of isolated cases in terms of para 5 of Annexure-I of MACPS dated 10.05.2008.
27	In a hypothetical situation cadre hierarchy was as follows: Rs.5000-8000 (revised GP 4200) Rs.5500-9000 (revised GP 4200) Rs.6500-10500 (revised GP 4600) Rs.7450-11500 (revised GP 4600) Rs.10000-15200 (revised GP 6600) (i) What would be the 1 st financial upgradation under the ACPS for a Government employee recruited in pre-revised pay scale of Rs.5000-8000, who has completed his 12 years of regular service on 12.04.2007 (between 1.1.2006 and 31.8.2008);	In terms of clarification given on point of doubt no.3 issued vide DOPIT's O.M. No.35034/3/2008-Est.(D) dated 9.9.2010, the benefits of ACPS would be applicable in the new pay structure adopted w.e.f. 1.1.2008 in the promotional hierarchy. (i): Since the pre-revised pay scales Rs.5000-8000 & Rs.5500-9000 have been merged and placed in PB-2 with grade pay of Rs.4200, 1st financial upgradation would be allowed in the grade pays of Rs.4600, subject to fulfillment of promotional norms as stipulated in condition no.6 of Annexure-I ACPS dated 9.8.1989, in terms of clarification given on point of doubt no.1 of ACPS dated 10.02.2000.

(ii)	<p>What would be 2nd financial upgradation for employee recruited in 6000-8000, who has completed 24 years of regular service on 12.04.2007 (between 1.1.2008 and 31.8.2008)</p>	<p>Since the pre-revised pay scales Rs.6500-10500 & Rs.7450-11500 have been merged and placed in PB-2 with grade pay of Rs.4600, 2nd financial upgradation would be allowed in the grade pay of Rs.6000, subject to fulfilment of promotional norms (after fringing of RRs post merge) as stipulated in condition no.6 of Annexure-I ACPS dated 9.8.1999, in terms of clarification given on point of doubt no.1 of ACPS dated 10.02.2000.</p>
(iii)	<p>If a Government servant recruited in the pre-revised pay scale of Rs.5000-8000 has been promoted in the promotional hierarchy in the pre-revised pay scale of Rs.5500-9000 prior to 1.1.2008 (and he has put in 14 years of regular service) then would there be any claim for financial upgradation under ACPS</p>	<p>(iii). The pre-revised pay scales Rs.5000-8000 & Rs.5500-9000 have been merged and placed in PB-2 with grade pays of Rs.4200 w.e.f. 1.1.2008. Hence, the promotion would be ignored as he has completed his 12 years of regular service and the benefit of 1st ACP would accordingly be allowed in the promotional hierarchy i.e. in the grade pay of Rs.4600 w.e.f. 01.01.2008.</p>
(iv)	<p>If the above Government servant had put in 22 years as on 31.08.2008, then what would be the entitlement in MACP</p>	<p>(iv). As given above, the 1st ACP would be in PB-2 grade pay of Rs.4600 after ignoring the previous promotion. Thereafter, since employee has completed more than 20 years of regular service on 01.09.2008, he would be entitled for 2nd financial upgradation under the MACPS in the immediate next higher grade pay of Rs.4800 in PB-2 subject to fulfilment of condition as stipulated in para 17 of Annexure-I of MACPS dated 19.05.2008.</p>

F.No. 35034/3/2008-Estt.(C)

तेल उद्योग विकास बोर्ड
पेट्रोलेियम एवं प्राकृतिक गैस खनन
भारतीय सरकार



OIL INDUSTRY DEVELOPMENT BOARD
Ministry of Petroleum & Natural Gas
Government of India

File NO. 6/12(E)/2012-OIDB

Dated 29.03.2017

OFFICE ORDER NO. 14 /2017

Consequent upon grant of financial upgradation under Regulation 10 of OIDB Employees (Recruitment) Regulations, 2011, vide office order No. 5/2017 dated 24.03.2017 to Shri Rajesh Kumar Saini, DCF&AO in the Grade pay of Rs. 7600/- w.e.f. 27.06.2011 and option of pay fixation from the date of increment i.e. 1st July 2011 exercised by him, his pay is fixed as under:-

Pay on 27.06.2011

Rs. 26,150+6,600

On financial upgradation: Rs. 26150 + Grade Pay of Rs. 7,600 from 27.06.2011

	In Rupees
Pay on 27.06.2011	26,150/-
Grade Pay in Lower Grade	6,600/-
Total	32,750/-
Increment due on 01.07.2011 (3%)	990/-
Total	33,740/-
Add: one Increment (3%)	1020/-
Total Rs. (28,160 + 7,600) : 35,760/-	

Pay on refixation from 01.07.2011: Rs. 28,160 + 7,600= Rs. 35,760/-

Next date of increment : 01.07.2012.

(Ajay Sharma)
B/C F&AO

To

1. Ps to Secretary
2. PS to F&AO
3. Shri Rajesh Kumar Saini, DCF&AO *M. 23/3/17*
4. DDO/ SO Cash
5. Personal file and Service Book of Employee.
6. Hindi Section/Office Order File/ Guard File

ISSUED
29/03/17
SITB

प्रधान कार्यालय :-
ए.आई.डी.बी. भवन, जी ब्लॉक, तीसरी मंजिल,
प्लॉट नं. 2, सेक्टर - 73, नूला-201501, उत्तर प्रदेश
फोन : 91-120-2394602, 603, 604 फैक्स : 91-120-2394630
वेबसाइट : www.oildb.gov.in

Main Office :-
OIDB Bhawan, C Block, 3rd Floor
Plot No. 2, Sector-73, Noida-201501, Uttar Pradesh
Phone : 91-120-2394602, 603, 604 Fax : 91-120-2394630
Website : www.oildb.gov.in

पंजीकृत कार्यालय :-
305, वर्ल्ड ट्रेड सेंटर, तीसरी मंजिल, बाबर रोड, नूवा दिल्ली-110 001
फोन : 91-11-23413540

Registered Office:-
301, World Trade Centre, 3rd Floor, Babar Road, New Delhi-110 001
Phone : 91-11-23413540

देश उद्योग विकास बोर्ड, जी. आई. डी. सी. भवन, नोडा

OIL INDUSTRY DEVELOPMENT BOARD, NOIDA

सं. लसं. (अ) 2011-0103, अ/12(1) 2011-0103

सं. 436

दिनांक: 29.03.2017

संज्ञीकृतिका / Sanction Letter

मुझे ओआईडीसी की प्राथमिकित्वित वित्तीय शक्तियों के अनुच्छेद.....के तहत ड.गु.वि एवं से.अधिकारी/ वित्त सलाहकार मु.से.अधि./ सचिव/ अध्यक्ष द्वारा निम्न विहित धर्यों के लिए रुपये.....(.....) की वित्तीय संज्ञीकृति को त कबने का निदेश हुआ है।

I am directed to convey the financial sanction of D.G.F.&A.O./Secretary/Chairman, OIB under egation of Financial Powers for an amount of ₹ 10,62,568/- (Rupees Ten Lakhs Sixty Two Thousand Five hundred Sixty Eight only) for the following:

व्यय शीर्ष का नाम / Name of Expenditure Head: Administrative Expenses

क्र./Sl No.	विवरण/Particular	रशि/Amounts
(i)	कर्म/सद का नाम Name of the Workman	Grant of financial up-gradation under Regulation 10 of the OIB Employees (Recruitment) Regulations, 2011
(ii)	खरीदआदेश/कमल/कवविषय, यदि कोई है Details of Purchase Order / LOA, if any	N.A.
(iii)	कुल अनुमोदित मूल्य/अनुमोदित मूल्य Total Contract Value / Approved Cost	N.A.
(iv)	अग्रतक जारी रशि/अग्रतक जारी रशि Advance released till date	N.A.
(v)	रोकल रशि, यदि कोई है Amount withheld, if any	N.A.
(vi)	इस स्वीकृति पर ₹ विलोक..... से स्वयं जारी रशि/Amount to be released vide this sanctioned letter No. 436 dated 29.03.2017 a) आय कर / Pay Tax; b) लागू/अनुमोदित कर (TDS as applicable) c) कोई अन्य / Any other	₹ 10,62,568/-
(vii)	इस शीर्ष में कोई अनुमोदित बजट Budget approved by the Board under the head ("Pay & Allowances")	₹ 300.00 crore
(viii)	अब तक विहित शीर्ष में व्ययबजट Budget expenditure till date under the said head	₹ 194.72 crore
(ix)	कामिल शीर्ष में अवशिष्ट रशि Unspent balance under the said head	₹ 105.25 crore

The said payment is to be released in after deducting TDS favour of "Sh. Rajesh Gairola of Rs. 2,84,580/-, Sh. Jyoti Sharma of Rs. 1,44,280/-, Mr. Asha of Rs. 1,15,671/-, Smt. Vandana Verma of Rs. 86,155/-, Sh. V.K. Verma of Rs. 1,36,081/-, Sh. Manish Verma of Rs. 1,04,000/-, Sh. Dharampal of Rs. 1,16,071/-, Sh. Indrajit of Rs. 518/-, Sh. Omprakash of Rs. 63,529/- and Sh. Jaswant Singh of Rs. 80,684/- in TDS".

अधिकारी का नाम Name of the Officer : Rajesh Gairola

अधिकारी का पद Designation of the Officer : D.G.F.&A.O.

दिनांक Date : 29.03.2017

(Signature)
29/3/17

अनुलग्नक/Enclosures :

- (i) प्रमुख अधिकारी द्वारा अनुमोदित/अनुमोदित/अनुमोदित/अनुमोदित/अनुमोदित/अनुमोदित की फोटोकॉपी Photocopy of the note approved by the Competent Authority duly signed by the concerned officer.
- (ii) मूल प्रमाणित और विहित धर्यों के साथ अनुमोदित/अनुमोदित/अनुमोदित/अनुमोदित/अनुमोदित/अनुमोदित की प्रतियाँ Original certified and duly dated and signed copy of invoices/bills/dures.

सेवा में,

आस्था एवं वित्त आधिकारी, ओआईडीसी / DDO, OIB

File NO. 6/12(I)/2012-OIDB

Dated 27/03.2017

OFFICE ORDER NO. 14 /2017

Consequent upon grant of financial upgradation under Regulation 10 of OIB Employees (Recruitment) Regulations, 2011, vide office order No. 5/2017 dated 24.03.2017 to Shri Rajesh Kumar Saini, DCF&AO in the Grade pay of Rs. 7600/- w.e.f. 27.06.2011 and option of pay fixation from the date of increment i.e. 1st July 2011 exercised by him, his pay is fixed as under:-

Pay on 27.06.2011

Rs. 26,150+6,600

On financial upgradation: Rs. 26150 + Grade Pay of Rs. 7,600 from 27.06.2011

	In rupees
Pay on 27.06.2011	26,150/-
Grade Pay in Lower Grade	6,600/-
Total	32,750/-
Increment due on 01.07.2011 (3%)	990/-
Total	33,740/-
Add: one Increment of promotion (3%)	1020/-
Total Rs. (28,160 + 7,600)	35,760/-

Pay on fixation from 01.07.2011 = 28,160 + 7,600 = 35,760/-

Date of next increment = 1/07/2017

(Ajay Srivastwa)
F&CAO

To

- 1 PS to F&CAO
- 2 Shri Rajesh Kumar Saini, DCF&AO
- 3 DDO/ SO Cash
- 4 Personal File and Service Book of Employee.
- 5 Hindi Section/Office Order File/Guard File

File NO. 6/12(i)/2012-OIDB

59
Dated 27.03.2017**OFFICE ORDER NO. 15 /2017**

Consequent upon grant of financial upgradation under Regulation 10 of OIBB Employees (Recruitment) Regulations, 2011, vide office order No. 5/2017 dated 24.03.2017 to Smt. Joyti Sharma, Hindi Officer in The Grade pay of Rs. 6600/- w.e.f. 26-10-2014 and option of pay fixation from the date of financial upgradation i.e. 26.10.2014 exercised by her, her pay is fixed as under:-

Pay on 26.10.2014

Rs. 22,020+54,00

On financial upgradation: Rs. 22,020 +Grade Pay of Rs. 6,600 from 26.10.2014

In rupees	
Pay on 26.10.2014	22,020/-
Grade Pay in Lower post	54,00/-
Total	27,420/-
26-10-2014	
Increment due on 01.02.2015 (3%)	830/-
Total	22,850/-
Total Rs. (22,850 + 66,00)	29,450/-

26-10-2014
Pay on re-fixation from ~~01.02.2015~~ = 22,850 + 66,00 = 29,450/-

Dist. of ~~...~~ in no. ~~...~~ 01/07/2015

(Rajesh Saini)
Dy. Chief F&A Officer

To

- 1 PS to F&CAO
- 2 Smt. Joyti Sharma, Hindi Officer
- 3 DDO/ SO Cash
- 4 Personal File and Service Book of Employee.
- 5 Hindi Section/Office Order File/ Guard File

27.06.2011 to 28.02.2017

Due								Diff. Arrear
nth	Basic	GP	DA	HRA	Dep.	TPT	Total	
	3487	1013	2295	1350	0	0	8145	289
	28160	7600	20741	10728	0	0	67229	3798
	28160	7600	20741	10728	0	0	67229	3798
	28160	7600	20741	10728	0	0	67229	3798
	28160	7600	20741	10728	0	0	67229	3798
	28160	7600	20741	10728	0	0	67229	3798
	28160	7600	20741	10728	0	0	67229	3798
	28160	7600	23244	10728	0	0	69732	3939
	28160	7600	23244	10728	0	0	69732	3939
	28160	7600	23244	10728	0	5280	75012	3939
	28160	7600	23244	10728	0	5280	75012	3939
	28160	7600	23244	10728	0	5280	75012	3939
	29240	7600	26525	11052	0	5504	79921	4202
	29240	7600	26525	11052	0	5504	79921	4202
	29240	7600	26525	11052	0	5504	79921	4202
	29240	7600	26525	11052	0	5504	79921	4202
	29240	7600	26525	11052	0	5504	79921	4202
	29240	7600	26525	11052	0	5504	79921	4202
	29240	7600	29472	11052	0	5760	83124	4368
	29240	7600	29472	11052	0	5760	83124	4368
	29240	7600	29472	11052	0	5760	83124	4368
	29240	7600	29472	11052	0	5760	83124	4368
	29240	7600	29472	11052	0	5760	83124	4368
	29240	7600	29472	11052	0	5760	83124	4368
	30350	7600	34155	11385	0	6080	89570	4708
	30350	7600	34155	11385	0	6080	89570	4708
	30350	7600	34155	11385	0	6080	89570	4708
	30350	7600	34155	11385	0	6080	89570	4708
	30350	7600	34155	11385	0	6080	89570	4708
	30350	7600	34155	11385	0	6080	89570	4708
	30350	7600	37950	11385	0	6400	93685	4922
	30350	7600	37950	11385	0	6400	93685	4922
	30350	7600	37950	11385	0	6400	93685	4922
	30350	7600	37950	11385	0	6400	93685	4922
	30350	7600	37950	11385	0	6400	93685	4922
	31490	7600	41826	11727	0	6624	99267	5214
	31490	7600	41826	11727	0	6624	99267	5214
	31490	7600	41826	11727	0	6624	99267	5214
	31490	7600	41826	11727	0	6624	99267	5214
	31490	7600	41826	11727	0	6624	99267	5214
	31490	7600	44172	11727	0	6816	101805	5346
	31490	7600	44172	11727	0	6816	101805	5346
	31490	7600	44172	11727	0	6816	101805	5346
	31490	7600	44172	11727	0	6816	101805	5346
	31490	7600	44172	11727	0	6816	101805	5346
	31490	7600	44172	11727	0	6816	101805	5346

Drawn

Sl.No.	Month	Basic	GP	DA	HRA	Dep.	TPT	Total	M
1	Jun, 11	3487	880	2179	1310	0	0	7856	Jun, 11
2	Jul, 11	27140	6600	19569	10122	0	0	63431	Jul, 11
3	Aug, 11	27140	6600	19569	10122	0	0	63431	Aug, 11
4	Sep, 11	27140	6600	19569	10122	0	0	63431	Sep, 11
5	Oct, 11	27140	6600	19569	10122	0	0	63431	Oct, 11
6	Nov, 11	27140	6600	19569	10122	0	0	63431	Nov, 11
7	Dec, 11	27140	6600	19569	10122	0	0	63431	Dec, 11
8	Jan, 12	27140	6600	21931	10122	0	0	65793	Jan, 12
9	Feb, 12	27140	6600	21931	10122	0	0	65793	Feb, 12
10	Mar, 12	27140	6600	21931	10122	0	5280	71073	Mar, 12
11	Apr, 12	27140	6600	21931	10122	0	5280	71073	Apr, 12
12	May, 12	27140	6600	21931	10122	0	5280	71073	May, 12
13	Jun, 12	27140	6600	21931	10122	0	5280	71073	Jun, 12
14	Jul, 12	28160	6600	25027	10428	0	5504	75719	Jul, 12
15	Aug, 12	28160	6600	25027	10428	0	5504	75719	Aug, 12
16	Sep, 12	28160	6600	25027	10428	0	5504	75719	Sep, 12
17	Oct, 12	28160	6600	25027	10428	0	5504	75719	Oct, 12
18	Nov, 12	28160	6600	25027	10428	0	5504	75719	Nov, 12
19	Dec, 12	28160	6600	25027	10428	0	5504	75719	Dec, 12
20	Jan, 13	28160	6600	27808	10428	0	5760	78756	Jan, 13
21	Feb, 13	28160	6600	27808	10428	0	5760	78756	Feb, 13
22	Mar, 13	28160	6600	27808	10428	0	5760	78756	Mar, 13
23	Apr, 13	28160	6600	27808	10428	0	5760	78756	Apr, 13
24	May, 13	28160	6600	27808	10428	0	5760	78756	May, 13
25	Jun, 13	28160	6600	27808	10428	0	5760	78756	Jun, 13
26	Jul, 13	29210	6600	32229	10743	0	6080	84862	Jul, 13
27	Aug, 13	29210	6600	32229	10743	0	6080	84862	Aug, 13
28	Sep, 13	29210	6600	32229	10743	0	6080	84862	Sep, 13
29	Oct, 13	29210	6600	32229	10743	0	6080	84862	Oct, 13
30	Nov, 13	29210	6600	32229	10743	0	6080	84862	Nov, 13
31	Dec, 13	29210	6600	32229	10743	0	6080	84862	Dec, 13
32	Jan, 14	29210	6600	35810	10743	0	6400	88763	Jan, 14
33	Feb, 14	29210	6600	35810	10743	0	6400	88763	Feb, 14
34	Mar, 14	29210	6600	35810	10743	0	6400	88763	Mar, 14
35	Apr, 14	29210	6600	35810	10743	0	6400	88763	Apr, 14
36	May, 14	29210	6600	35810	10743	0	6400	88763	May, 14
37	Jun, 14	29210	6600	35810	10743	0	6400	88763	Jun, 14
38	Jul, 14	30290	6600	39472	11067	0	6624	94053	Jul, 14
39	Aug, 14	30290	6600	39472	11067	0	6624	94053	Aug, 14
40	Sep, 14	30290	6600	39472	11067	0	6624	94053	Sep, 14
41	Oct, 14	30290	6600	39472	11067	0	6624	94053	Oct, 14
42	Nov, 14	30290	6600	39472	11067	0	6624	94053	Nov, 14
43	Dec, 14	30290	6600	39472	11067	0	6624	94053	Dec, 14
44	Jan, 15	30290	6600	41686	11067	0	6816	96459	Jan, 15
45	Feb, 15	30290	6600	41686	11067	0	6816	96459	Feb, 15
46	Mar, 15	30290	6600	41686	11067	0	6816	96459	Mar, 15
47	Apr, 15	30290	6600	41686	11067	0	6816	96459	Apr, 15
48	May, 15	30290	6600	41686	11067	0	6816	96459	May, 15
49	Jun, 15	30290	6600	41686	11067	0	6816	96459	Jun, 15

7187/2003/	QIB, ADM	31400	6600	45220	11400	0	7008	101628	July,
51	Aug, 15	31400	6600	45220	11400	0	7008	101628	Aug,
52	Sep, 15	31400	6600	45220	11400	0	7008	101628	Sep,
53	Oct, 15	31400	6600	45220	11400	0	7008	101628	Oct,
54	Nov, 15	31400	6600	45220	11400	0	7008	101628	Nov,
55	Dec, 15	31400	6600	45220	11400	0	7008	101628	Dec,
56	Jan, 16	31400	6600	47900	11400	0	7200	104100	Jan,
57	Feb, 16	31400	6600	47500	11400	0	7200	104100	Feb,
58	Mar, 16	31400	6600	47500	11400	0	7200	104100	Mar,
59	Apr, 16	31400	7233	48292	11590	0	7200	105715	Apr,
60	May, 16	31400	7600	48750	11700	0	7200	106650	May,
61	June, 16	31400	7600	48750	11700	0	7200	106650	June,
62	July, 16	33720	7600	54542	12396	0	7424	115682	July,
63	Aug, 16	33720	7600	54542	12396	0	7424	115682	Aug,
64	Sep, 16	33720	7600	54542	12396	0	7424	115682	Sep,
65	Oct, 16	33720	7600	54542	12396	0	7424	115682	Oct,
66	Nov, 16	33720	7600	54542	12396	0	7424	115682	Nov,
67	Dec, 16	33720	7600	54542	12396	0	7424	115682	Dec,
68	Jan, 17	33720	7600	54542	12396	0	7424	115682	Jan,
69	Feb, 17	33720	7600	54542	12396	0	7424	115682	Feb,
	Total	2027647	460313	2459325	746388	0	388864	6082536	
		-69800	-57500	-119059	-38190	0	0	-284550	

26.10.2014 to 28.02.2017

Due								Diff. Arrear
Slh	Basic	GP	DA	HRA	Dep.	TP1	Total	
	3685	1065	5083	1425	0	6624	17882	776
	22850	6600	31512	8835	0	6624	76421	4811
	22850	6600	31512	8835	0	6624	76421	4811
	22850	6600	33279	8835	0	6816	78380	4933
	22850	6600	33279	8835	0	6816	78380	4933
	22850	6600	33279	8835	0	6816	78380	4933
	22850	6600	33279	8835	0	6816	78380	4933
	22850	6600	33279	8835	0	6816	78380	4933
	22850	6600	33279	8835	0	6816	78380	4933
	23740	6600	36105	9102	0	7008	82555	5204
	23740	6600	36105	9102	0	7008	82555	5204
	23740	6600	36105	9102	0	7008	82555	5204
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	23740	6600	36105	9102	0	7008	82555	5204
	23740	6600	36105	9102	0	7008	82555	5204
	23740	6600	36105	9102	0	7008	82555	5204
	23740	6600	37925	9102	0	7200	84567	5330
	23740	6600	37925	9102	0	7200	84567	5330
	23740	6600	37925	9102	0	7200	84567	5330
	23740	6600	37925	9102	0	7200	84567	5330
	23740	6600	37925	9102	0	7200	84567	5330
	23740	6600	37925	9102	0	7200	84567	5330
	24650	6600	41250	9375	0	7424	89299	5633
	24650	6600	41250	9375	0	7424	89299	5633
	24650	6600	41250	9375	0	7424	89299	5633
	24650	6600	41250	9375	0	7424	89299	5633
	24650	6600	41250	9375	0	7424	89299	5633
	24650	6600	41250	9375	0	7424	89299	5633
	24650	6600	41250	9375	0	7424	89299	5633
	24650	6600	41250	9375	0	7424	89299	5633
	24650	6600	41250	9375	0	7424	89299	5633
	668565	185865	1041954	256329	0	205408	2358121	148261

27/03/17



FORM FOR EXERCISE OF OPTION

[In the event of fixation of pay on grant of financial upgradation under Regulation 10 of
OIDB Employees (Recruitment) Regulations, 2011]

I, Jyoti Sharma in view of my financial upgradation in the grade
pay of Rs. 6600 /- w.e.f. 25.10.2014,

I would like to get my pay fixed

(a) From the date of financial upgradation

(b) Next date of increment i.e. on 1st day of July.

Signature :

Jyoti Sharma

Name : Jyoti Sharma

Designation : Hindi Officer

Office : OIDB, NOIDA.

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(49)

FORM FOR EXERCISE OF OPTION

[In the event of fixation of pay on grant of financial upgradation under Regulation 10 of
OIDB Employees (Recruitment) Regulations, 2011]

I, Rajesh Kumar Sami In view of my financial upgradation in the grade
pay of Rs. 7600/- /- w.e.f. 27.06.2011,

I would like to get my pay fixed —

- (a) From the date of financial upgradation
- (b) Next date of increment i.e. on 1st day of July.

Signature : [Handwritten Signature]
 Name : RAJESH KUMAR SAMI
 Designation : By, Chief PAA Officer
 Office : O-10B

तेल उद्योग विकास बोर्ड
पेट्रोलेयम एवं प्राकृतिक गैस विकास बोर्ड
भारत सरकार



OIL INDUSTRY DEVELOPMENT BOARD
Ministry of Petroleum & Natural Gas
Government of India

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Ru.6/12(i)/2011-OIDB

March 24, 2017

Office Order No.05/2017

In terms of Regulation 10 of OIDB Employees' (Recruitment) Regulations, 2011, the competent authority has approved grant of financial upgradations to the following officers in the scale of pay, applicable to them, from the date of their eligibility, as mentioned against their names :

Sl. No.	Name	1 st /2 nd /3 rd Financial Upgradation granted	Due date
1.	Shri Rajesh Kumar Saini, Dy. Chief Finance & Accounts Officer	3 rd financial upgradation in PB:3/Rs.15600-39100 Grade Pay: Rs.7600	From 27.06.2011 to 11.04.2016
2.	Smt. Jyoti Sharma, Hindi Officer	3 rd financial upgradation in PB:3/Rs.15600-39100 Grade Pay: Rs.6500	26.10.2014

2. The aforesaid officers are requested to exercise an option for pay fixation, if they so desire, within one month from the date of issue of this Office Order failing which it will be assumed that they have no option to exercise and the pay will be fixed accordingly in the upgraded Grade Pay.

3. If any excess payment is made consequent upon the said upgradations, the same would be recovered from the concerned officer.

(Ajay Shrivastava)
Financial Adviser &
Chief Accounts Officer

Distribution:

1. PS to Secretary, OIIB
2. PS to FA&CAO.
3. DCF&AO(GD)/DCF&AO(RS)
4. Shri Rajesh Kumar Saini, Dy. Chief Finance & Accounts Officer
5. Smt. Jyoti Sharma, Hindi Officer.
6. DDO/SD (Cash).
7. Personal Files and Service Books of the concerned officer.
8. Hindi Section / Office Order File / Guard File

प्रकाश कार्यालय :

ओ.आई.डी.बी. भवन, सी ब्लॉक, तीसरी मंजिल,
प्लॉट नं. 3, सेक्टर - 73, मेडगा-201301, उ.प्र.
फोन : 91-120-2594602, 603, 604 फैक्स : 91-120-2594630
वेबसाइट : www.oildb.gov.in

पंजीकृत कार्यालय :-

301, World Trade Centre, 3rd Floor, Bahar East, New Delhi - 110 001
फोन : 91-11-23413540

Main Office :-

OIDB Bhawan, C Block, 3rd Floor
Plot No. 3, Sector - 73, Medga-201301, Uttar Pradesh
Phone: 91-120-2594602, 603, 604 Fax: 91-120-2594630
Website: www.oildb.gov.in

Registered Office:-

301, World Trade Centre, 3rd Floor, Bahar East, New Delhi - 110 001
Phone: 91-11-23413540

कृपया द्वितीयें पत्राचार करें।

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पेट्रोलियम उद्योग विकास बोर्ड
पेट्रोलियम एवं प्राकृतिक गैस, खनियान
संयुक्त अख्यार



OIL INDUSTRY DEVELOPMENT BOARD
Ministry of Petroleum & Natural Gas
Government of India



No.6/12(1)/2011-OIDB

March 24, 2017

Office Order No.05/2017

In terms of Regulation 10 of OIDB Employees' (Recruitment) Regulations, 2011, the competent authority has approved grant of financial upgradations to the following officers in the scale of pay, applicable to them, from the date of their eligibility, as mentioned against their names :

Sl No.	Name	1 st /2 nd /3 rd Financial Upgradation granted	Due date
1.	Shri Rajesh Kumar Saini, Dy. Chief Finance & Accounts Officer	3 rd financial upgradation in PB:3/Rs.15600-39100 Grade Pay: Rs.7600	From 27.06.2011 to 11.04.2016
2.	Smt. Jyoti Sharma, Hindi Officer	3 rd financial upgradation in PB:3/Rs.15600-39100 Grade Pay: Rs.6600	26.10.2014

2. The aforesaid officers are requested to exercise an option for pay fixation, if they so desire, within one month from the date of issue of this Office Order failing which it will be assumed that they have no option to exercise and the pay will be fixed accordingly in the upgraded Grade Pay.

3. If any excess payment is made consequent upon the said upgradations, the same would be recovered from the concerned officer.

(Ajay Singhastava)
Financial Adviser &
Chief Accounts Officer

Distribution:

1. PS to Secretary, OIDB
2. PS to FA&CAD.
3. DCF&AO(GD)/DCF&AO(RS)
4. Shri Rajesh Kumar Saini, Dy. Chief Finance & Accounts Officer
5. Smt. Jyoti Sharma, Hindi Officer.
6. DDO/SO (Cash).
7. Personal Files and Service Books of the concerned officer.
8. Hindi Section / Office Order File / Guard File

प्रधान कार्यालय :-
ओ.आई.डी.बी. भवन-2, पी. जोग, रोड, नई दिल्ली,
पोस्ट नं. 2, लोक नं. 73, नोएला-201301, न.प.
फोन : 91-120-2394602-063, 004 फैक्स : 91-120-2394630
वेबसाइट : www.oedb.gov.in

पंजीकृत कार्यालय :-
301, वर्ल्ड ट्रेड सेंटर, नौगरी मण्डल, बाबर रोड, नई दिल्ली - 110 001
फोन : 91-11-23413580

Main Office :-
OIDB Bhawan, 'C' Block, 3rd Floor
Plot No. 2, Sector - 73, Noida-201301, Uttar Pradesh
Phone : 91-120-2394602, 004 Fax : 91-120-2394630
Website : www.oedb.gov.in

Registered Offices:-
301, World Trade Centre, 3rd Floor, Babar Road, New Delhi - 110 001
Phone : 91-11-23413580

No.6/12(i)/2011-OIDB

March 24, 2017

Office Order No.02/2017

In terms of Regulation 10 of OIDB Employees' (Recruitment) Regulations, 2011, the competent authority has approved grant of financial upgradations to the following officers in the scale of pay, applicable to them, from the date of their eligibility, as mentioned against their names :

Sl. No.	Name	1 st /2 nd /3 rd Financial Upgradation granted	Due date
1.	Shri Rajesh Kumar Saini, Dy. Chief Finance & Accounts Officer	3 rd financial upgradation in PB:3/Rs.15600-39100 Grade Pay: Rs.7600	From 27.06.2011 to 11.04.2016
2.	Smt. Jyoti Sharma, Hindi Officer	3 rd financial upgradation in PB:3/Rs.15600-39100 Grade Pay: Rs.6500	26.10.2014

2. The aforesaid officers are requested to exercise an option for pay fixation, if they so desire, within one month from the date of issue of this Office Order falling which it will be assumed that they have no option to exercise and the pay will be fixed accordingly in the upgraded Grade Pay.

3. If any excess payment is made consequent upon the said upgradations, the same would be recovered from the concerned officer.

(Rajesh Saini)
Dy. Chief F&A Officer

(Ajay Inwastara)
FA-2/2017

Distribution:

1. PS to Secretary, OIDB
2. PS to FA&CAO.
3. DCF&AO(GD)/DCF&AO(RS)
4. Shri Rajesh Kumar Saini, Dy. Chief Finance & Accounts Officer
5. Smt. Jyoti Sharma, Hindi Officer,
6. DDO/SO (Cash).
7. Personal Files and Service Boules of the concerned officer.
8. Office Order File / Guard File

Minutes of the Departmental Screening Committee Meeting held on 24.01.2017 at 1200 hrs in the chamber of Secretary, OIBD at OIBD Bhawan, Noida for grant of financial upgradation under Modified Assured Career Progression Scheme to officers of Oil Industry Development Board.

The Departmental Screening Committee (DSC) under the chairmanship of Secretary, OIBD and comprising of Financial Adviser & Chief Accounts Officer, OIBD and Director (IFD), Ministry of Petroleum & NG as Members of the DSC considered grant of financial upgradations under MACP Scheme to the following two officers:

- i) Shri Rajesh Kumar Saini, DCF&AO
- ii) Smt. Jyoti Sharma, Hindi Officer

2. The Committee was apprised that Regulation 10 of the OIBD Employees (Recruitment) Regulations, 2011 which were approved by the OIBD Board in its 81st meeting held on 08.02.2011 stipulates that the career progression with effect from the date of approval of the regulations, i.e., 08.02.2011 shall be in accordance with the Modified Assured Career Progression Scheme (MACP) of the Central Government Employees.

3. The DSC members sought clarifications as to why the MACP is being proposed from the retrospective date i.e. w.e.f. 8.2.2011. It was informed that although MACP Scheme as applicable to Central Govt. Employees was adopted by OIBD Board in its 81st meeting held on 8.2.2011, the same could not be implemented in OIBD for want of clarification as to whether the MACP could be implemented in organizations like OIBD which do not have the Assured Career Progression (ACP) Scheme. It was further informed that views of DOPT were obtained in this regard and it was informed by DOPT that OIBD being a statutory body having its own set of service rules is not covered under the instructions/guidelines issued by DOPT. Since Regulation 10 of the OIBD Employees (Recruitment) Regulations, 2011 already has the provision of the MACP as applicable to Central Government employees, the MACP was approved by Secretary, OIBD on 4.2.2016 w.e.f. 8.2.2011 i.e. from the date of adoption of MACP by OIBD Board and in accordance with the authorization given by OIBD Board in its 91st meeting held on 16.9.2015.

4. The Members noted the eligibility requirement for grant of financial upgradation in the immediate next higher grade pay in the hierarchy after completion of 10 years' of service in a particular grade pay.

5. From the service particular given in the background note, the Committee observed that:

- (i) Shri Rajesh Saini was given 2nd financial upgradation by grant of time scale in PB-3/Rs.15600-39100 with grade pay of Rs.6600 w.e.f. 27.06.2001 followed by regular promotion as Manager (P&A) in the

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same grade pay without any financial upgradation and as such, he completed ten years in the grade pay of Rs.6600/- as on 26.06.2011. Shri Saini was promoted as DCP&AO in PB-3/Rs.15600-39100 with the grade pay of Rs.7600 w.e.f. 11.04.2016(AN).

(ii) Smt. Jyoti Sharma was given 2nd financial upgradation by way of her appointment of Hindi Officer on deputation on 26.10.2004 in PB-2/ Rs.9300-34800 with grade pay of Rs.4600 in which she was absorbed getting her past service counted. The Grade Pay of Rs.4600 Hindi Officer was replaced with PB-3/Rs.15600-39100 with grade pay of Rs.5400. Service on deputation is counted for MACP. Thus, Smt. Jyoti completed 10 years in the Grade Pay of Rs.5400 on 25.10.2014.

6. The Committee was apprised that both the officers were clear from vigilance angle.

7. The Committee noted that for promotion/financial upgradation, up to the grade pay of Rs.6600, the minimum benchmark criteria is 'Good' and above Rs.6600, 'Very Good'. The Committee perused the APARs of both the officer and observed that both the officers meet the required benchmark criteria.


8. After due assessment of the APARs of the aforesaid officers and other documents placed on record, the Committee recommended extension of the benefits of Modified Assured Career Progression Scheme in the immediate next higher grade pay in the hierarchy to the said two officers, from the date of their eligibility as under:

Sl. No.	Name	1 st /2 nd /3 rd Financial upgradation proposed to be granted	Due date
1.	Shri Rajesh Kumar Saini, DCP&AO	3 rd financial upgradation in PB:3/Rs.15600-39100 Grade Pay: Rs.7600	From 27.06.2011 to 11.04.2016
2.	Smt. Jyoti Sharma, Hindi Officer	3 rd financial upgradation in PB:3/Rs.15600-39100 Grade Pay: Rs.6600	26.10.2014

9. In case any excess payment on this account will be noticed in future, the same shall be recovered from the concerned officer.


(Perin Devi)
Member


(Ajay Srivastava)
Member


(Ashish Chatterjee)
Chairman



**OIL INDUSTRY DEVELOPMENT BOARD
MINISTRY OF PETROLEUM & NG
GOVERNMENT OF INDIA**

**OIDB BHAWAN,
SECTOR, 73, NOIDA (UP) - 201301.**

No.6/12/2011-OIDB

Dated: 09th March, 2016.

OFFICE ORDER NO. 03/2016

Sub: Implementation of Modified Assured Career Progression (MACP) Scheme for OIDB employees.

As per directions given by OID Board in its 81st meeting held on 16.09.2015, the matter relating to implementation of MACP Scheme for OIDB employees on the pattern of Central Government's MACPS was examined by Secretary, OIDB and the MACP Scheme, which was approved by OID Board in its 81st meeting held on 08.02.2011, as part of OIDB Employees (Recruitment) Regulations 2011, is implemented in OIDB w.e.f. 08.02.2011, i.e., the date of its approval by OID Board.

Rajesh Salni
(Rajesh Salni)
Manager (P&A)

To:

- (1) All Officers and employees of OIDB.
- (2) Office Order folder.
- (3) Guard File.
- (4) Notice Board.

Copy, for information, to:

- (i) PS to Secretary, OIDB.
- (ii) PA to FA&CAO, OIDB.

IMMEDIATE

No.33034/3/2008-Estt. (D)

Government of India

Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel and Training)North Block, New Delhi, the 19th May, 2009OFFICE MEMORANDUM**SUBJECT:- MODIFIED ASSURED CAREER PROGRESSION SCHEMES (MACPS) FOR THE CENTRAL GOVERNMENT CIVILIAN EMPLOYEES.**

The Sixth Central Pay Commission in Para 6.15 of its report, has recommended Modified Assured Career Progression Scheme (MACPS). As per the recommendations, financial upgradation will be available in the next higher grade pay whenever an employee has completed 12 years continuous service in the same grade. However, not more than two financial upgradations shall be given in the entire career, as was provided in the previous Scheme. The Scheme will also be available to all posts belonging to Group "A" whether isolated or not. However, organised Group "A" services will not be covered under the Scheme.

2. The Government has considered the recommendations of the Sixth Central Pay Commission for introduction of a MACPS and has accepted the same with further modification to grant three financial upgradations under the MACPS at intervals of 10, 20 and 30 years of continuous regular service.

3. The Scheme would be known as "**MODIFIED ASSURED CAREER PROGRESSION SCHEME (MACPS) FOR THE CENTRAL GOVERNMENT CIVILIAN EMPLOYEES**". This Scheme is in supersession of previous ACP Scheme and clarifications issued there under and shall be applicable to all regularly appointed Group "A", "B", and "C" Central Government Civilian Employees except officers of the Organised Group "A" Service. The status of Group "D" employees would cease on their completion of prescribed training, as recommended by the Sixth Central Pay Commission and would be treated as Group "C" employees. Casual employees, including those granted temporary status and employees appointed in the Government only on adhoc or contract basis shall not qualify for benefits under the aforesaid Scheme. The details of the MACP Scheme and conditions for grant of the financial upgradation under the Scheme are given in Annexure-1.

4. An Screening Committee shall be constituted in each Department to consider the case for grant of financial upgradations under the MACP Scheme. The Screening Committee shall consist of a Chairperson and two members. The members of the Committee shall comprise officers holding posts which are at least one level above the grade in which the MACP is to be considered and not below the rank of Under Secretary equivalent in the Government. The Chairperson should generally be a grade above the members of the Committee.



5. The recommendations of the Screening Committee shall be placed before the Secretary in cases where the Committee is constituted in the Ministry/Department or before the Head of the organisation/competent authority in other cases for approval.

6. In order to prevent undue strain on the administrative machinery, the Screening Committee shall follow a time-schedule and meet twice in a financial year -- preferably in the first week of January and first week of July of a year for advance processing of the cases maturing in that half. Accordingly, cases maturing during the first-half (April-September) of a particular financial year shall be taken up for consideration by the Screening Committee meeting in the first week of January. Similarly, the Screening Committee meeting in the first week of July of any financial year shall process the cases that would be maturing during the second-half (October-March) of the same financial year.

7. However, to make the MACP Scheme operational, the Cadre Controlling Authorities shall constitute the first Screening Committee within a month from the date of issue of these instructions to consider the cases maturing upto 30th June, 2009 for grant of benefits under the MACPS.

8. In so far as persons serving in The Indian Audit and Accounts Departments are concerned, these orders issue after consultation with the Comptroller and Auditor General of India.

9. Any interpretation/clarification of doubt as to the scope and meaning of the provisions of the MACP Scheme shall be given by the Department of Personnel and Training (Establishment-D). The scheme would be operational w.e.f. 01.09.2008. In other words, financial upgradations as per the provisions of the earlier ACP Scheme (of August, 1999) would be granted till 31.08.2008.

10. No stepping up of pay in the pay band or grade pay would be admissible with regard to junior getting more pay than the senior on account of pay fixation under MACP Scheme.

11. It is clarified that no past cases would be re-opened. Further, while implementing the MACP Scheme, the differences in pay scales on account of grant of financial upgradation under the old ACP Scheme (of August 1999) and under the MACP Scheme within the same cadre shall not be construed as an anomaly.

12. Hindi version will follow.

(S. Jainendra Kumar)
Deputy Secretary to the Govt. Of India

To

All Ministries/Departments of the Government of India

encl. 1/8

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F.No.G-380 11/1/2014-Fin.I
Government of India
Ministry of Petroleum & Natural Gas
(Finance Section)

Shastri Bhawan

New Delhi, the 16th November, 2016

To

The Secretary,
Oil Industry Development Board,
OIDB Bhawan, 'C' Block,
3rd Floor, Plot No.2, Sector-73,
NOIDA-201301,
Uttar Pradesh.

Subject : Nomination of Director (Finance) or Deputy Secretary (Finance) as a Member of Departmental Promotion Committee/Departmental Selection Committee of OIB.

Sir,

I am directed to refer to OIB's letter No.6/2/2011-OIB, dated 16th September, 2016 on the above noted subject and to say that Ms. Purni Devi, Director(IFD) has been nominated from Ministry of Petroleum and Natural Gas for a Member of DPC/DSC of OIB.

Yours faithfully,

(Rama Kant Singh)

Under Secretary to the Government of India

Tele: 23984473

[Handwritten signature]
24/11

[Handwritten notes]
Sub (AD)
Candidate for 11/11/16

Date	
Time	
In Charge	
Remarks	
Received by	11/9/16
Official Stamp	21/11/16

तेल उद्योग विकास बोर्ड
शुद्धि एवं प्राकृतिक गैस मंत्रालय
भारत सरकार



OIL INDUSTRY DEVELOPMENT BOARD
Ministry of Petroleum & Natural Gas
Government of India

No. 6/2/2011-OIDB

Dated: 16th September, 2016

To

Shri Ram Kant Singh,
Under Secretary (F-I),
Finance Division,
Ministry of Petroleum & Natural Gas,
Shastri Bhawan, New Delhi.

Sub: Nomination of Director (Finance) or Deputy Secretary (Finance) as a Member of Departmental Promotion Committee/Departmental Selection Committee of OIDB.

Sir,

The undersigned is directed to state that Oil Industry Development Board is in the process of filling up of some Group 'A' and Group 'B' posts and also considering proposals for giving benefits of MAGP scheme to eligible employees.

2. As per Oil Industry Development Board Employees (Recruitment) Regulations 2011, the composition of Departmental Promotion Committee (DPC)/Departmental Selection Committee (DSC)/Departmental Screening Committee (DSC) has been prescribed in the Schedules of these Regulations which is as under:

- | | | |
|--|---|----------|
| 1. Secretary, OIDB | - | Chairman |
| 2. Financial Adviser & Chief Account Officer | - | Member |
| 3. Director/Dy. Secretary (Finance) | " | Member |

3. In terms of OIDB Employees' (General Conditions of Service) Rules 1984, Chairman, OIB Board is the appointing authority for Group 'A' posts and Secretary, OIB for Group 'B' posts

4. In view of the above position, it is requested to nominate Director (Finance) or Deputy Secretary (Finance) as a Member of DPC/DSC of OIB.

(Ganesh C. Doyal)
Deputy Chief Finance & AO
Tel. No. 0120 - 2594807

मुख्यालय :
ओ.आई.डी.बी. बिल्डिंग, भी. ब्लॉक, लोहादी नगरी,
प्लॉट नं. 2, सेक्टर - 73, नई दिल्ली-201201, ज.प्र.
फोन : 91-120-2594802, 608, 604 फैक्स : 91-120-2594630
वेबसाइट : www.oib.gov.in

मुख्यालय :-
ई. डेप्यु. सेक्टर, लोहादी नगरी, वावर रोड, नई दिल्ली - 110 031
01-11-2341340

Main Office :-
OIDB Bldg, 'C' Block, 3rd Floor
Plot No. 2, Sector - 73, Noida-201201, Uttar Pradesh
Phone : 91-120 2594802, 608, 604 Fax : 91-120 2594630
Website : www.oib.gov.in

Registered Office :-
301, Noida Trade Centre, 3rd Floor, Sector Road, New Delhi - 110 001
Phone : 91-11-2341340

F.No.G-360 11/1/2014-Fin.I
Government of India
Ministry of Petroleum & Natural Gas
(Finance Section)

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Shastri Bhawan

New Delhi; the 10th November, 2016

To

The Secretary,
Oil Industry Development Board,
OIDB Bhawan, 'C' Block,
3rd Floor, Plot No.2, Sector-73,
NOIDA-201301,
Uttar Pradesh.

Subject : Nomination of Director (Finance) or Deputy Secretary (Finance) as a Member of Departmental Promotion Committee/Departmental Selection Committee of OIB.

Sir,

I am directed to refer to OIB's letter No.8/2/2011-OIB, dated 18th September, 2016 on the above noted subject and to say that Ms. Parin Devi, Director(IFD) has been nominated from Ministry of Petroleum and Natural Gas for a Member of DPC/DSC of OIB.

Yours faithfully,

(Rama Kant Singh)

Under Secretary to the Government of India

Tele: 23384473

Handwritten notes:
20/11
24/11/16
Comdant - PNB

File No.	
Date	11/11/16
Time	21/11/16
Office	
Signature	



तेल उद्योग विकास बोर्ड
पेट्रोलियम एवं प्राकृतिक गैस संवर्धन
भारत सरकार



OIL INDUSTRY DEVELOPMENT BOARD
Ministry of Petroleum & Natural Gas
Government of India

No. 6/2/2011-OIDB

Dated: 16th September, 2016

To

Shri Ram Kant Singh,
Under Secretary (F-I),
Finance Division,
Ministry of Petroleum & Natural Gas,
Sheela Bhawan, New Delhi.

Sub: Nomination of Director (Finance) or Deputy Secretary (Finance) as a
Member of Departmental Promotion Committee/Departmental Selection
Committee of OIDB.

Sir,

The undersigned is directed to state that Oil Industry Development Board is
in the process of filling up of some Group 'A' and Group 'B' posts and also
considering proposals for giving benefits of MACF scheme to eligible employees.

2. As per Oil Industry Development Board Employees (Recruitment)
Regulations 2014, the composition of Departmental Promotion Committee
(DPC)/Departmental Selection Committee (DSC)/Departmental Screening
Committee (DSC) has been prescribed in the Schedules of these Regulations
which is as under:

- | | | |
|--|---|----------|
| 1. Secretary, OIDB | - | Chairman |
| 2. Financial Adviser & Chief
Accounts Officer | - | Member |
| 3. Director/Dy. Secretary (Finance) | - | Member |

3. In terms of 'OIDB Employees' (General Conditions of Service) Rules 1984,
Chairman, OID Board is the appointing authority for Group 'A' posts and Secretary,
OIDB for Group 'B' posts.

4. In view of the above position, it is requested to nominate Director (Finance)
or Deputy Secretary (Finance) as a Member of DPC/DSC of OIDB.

Handwritten signature and date: 19/9/2016

(Ganesh C. Doval)
Deputy Chief Finance & AO
Tel.No.0120 - 2594607

मुखान कार्यालय :-
ओ.आई.डी.बी. भवन, ती. ब्लॉक, शीला भवन,
प्लॉट नं. 2, बॉक्स - 73, नई दिल्ली-201301, न.प.
फोन : 91-120-2594607, 603, 604 तैलक : 91-120-2594630
वेबसाइट : www.oildb.gov.in

पंजीकृत कार्यालय :-
301, विन्डि ट्रास्ट कार्पो, 3rd Floor, Sakar Road, New Delhi - 110 001
फोन : 91-11-23413549

Main Office :-
OIDB Bhawan, 'C' Block, 3rd Floor
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301, Windi Trusts Corpn, 3rd Floor, Sakar Road, New Delhi - 110 001
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प्राथमिक कार्यवाही : प्रथम चरण



क्र. सं.	वर्ग	विवरण	वेतन सीमा	संवृद्धि
1	अधीनस्थ	अधीनस्थ को आर. 5(3) के अंतर्गत अधिष्ठित निरूपित केन्द्रीय प्रशासनिक सेवा को लागू की जायेगी और असाधारण सेवा को प्राथमिकता प्राप्त होगी	2000-125/4-1250	1
2	अधीनस्थ	अधीनस्थ को आर. 5(3) के अंतर्गत अधिष्ठित निरूपित केन्द्रीय प्रशासनिक सेवा को लागू की जायेगी और असाधारण सेवा को प्राथमिकता प्राप्त होगी	1100-00-1000	1
3	अधीनस्थ	अधीनस्थ को आर. 5(3) के अंतर्गत अधिष्ठित निरूपित केन्द्रीय प्रशासनिक सेवा को लागू की जायेगी और असाधारण सेवा को प्राथमिकता प्राप्त होगी	1100-50-1800	1
4	अधीनस्थ	अधीनस्थ को आर. 5(3) के अंतर्गत अधिष्ठित निरूपित केन्द्रीय प्रशासनिक सेवा को लागू की जायेगी और असाधारण सेवा को प्राथमिकता प्राप्त होगी	800-30-1800	1
5	अधीनस्थ	अधीनस्थ को आर. 5(3) के अंतर्गत अधिष्ठित निरूपित केन्द्रीय प्रशासनिक सेवा को लागू की जायेगी और असाधारण सेवा को प्राथमिकता प्राप्त होगी	650-30-740-35-800-20-1200	4
6	अधीनस्थ	अधीनस्थ को आर. 5(3) के अंतर्गत अधिष्ठित निरूपित केन्द्रीय प्रशासनिक सेवा को लागू की जायेगी और असाधारण सेवा को प्राथमिकता प्राप्त होगी	223-15-600-40-15-550-20-700-20-700-30	1
7	अधीनस्थ	अधीनस्थ को आर. 5(3) के अंतर्गत अधिष्ठित निरूपित केन्द्रीय प्रशासनिक सेवा को लागू की जायेगी और असाधारण सेवा को प्राथमिकता प्राप्त होगी	850-30-740-25-850-20-1000	1
8	अधीनस्थ	अधीनस्थ को आर. 5(3) के अंतर्गत अधिष्ठित निरूपित केन्द्रीय प्रशासनिक सेवा को लागू की जायेगी और असाधारण सेवा को प्राथमिकता प्राप्त होगी	426-15-550-20-15-550-20-700-20-700-30	4
9	अधीनस्थ	अधीनस्थ को आर. 5(3) के अंतर्गत अधिष्ठित निरूपित केन्द्रीय प्रशासनिक सेवा को लागू की जायेगी और असाधारण सेवा को प्राथमिकता प्राप्त होगी	200-10-380-20-12-500-20-15-550	1
10	अधीनस्थ	अधीनस्थ को आर. 5(3) के अंतर्गत अधिष्ठित निरूपित केन्द्रीय प्रशासनिक सेवा को लागू की जायेगी और असाधारण सेवा को प्राथमिकता प्राप्त होगी	330-10-800-20-12-500-20-15-550	2
11	अधीनस्थ	अधीनस्थ को आर. 5(3) के अंतर्गत अधिष्ठित निरूपित केन्द्रीय प्रशासनिक सेवा को लागू की जायेगी और असाधारण सेवा को प्राथमिकता प्राप्त होगी	360-2-290-20-15-322-2-336-20-15-830-10-400	2
12	अधीनस्थ	अधीनस्थ को आर. 5(3) के अंतर्गत अधिष्ठित निरूपित केन्द्रीय प्रशासनिक सेवा को लागू की जायेगी और असाधारण सेवा को प्राथमिकता प्राप्त होगी	280-2-290-20-15-320-2-28-20-15-380-10-400(230-2-170-10-400-20-15-480	1
13	अधीनस्थ	अधीनस्थ को आर. 5(3) के अंतर्गत अधिष्ठित निरूपित केन्द्रीय प्रशासनिक सेवा को लागू की जायेगी और असाधारण सेवा को प्राथमिकता प्राप्त होगी	280-2-290-20-15-320-2-28-20-15-380-10-400(230-2-170-10-400-20-15-480	1
14	अधीनस्थ	अधीनस्थ को आर. 5(3) के अंतर्गत अधिष्ठित निरूपित केन्द्रीय प्रशासनिक सेवा को लागू की जायेगी और असाधारण सेवा को प्राथमिकता प्राप्त होगी	280-2-290-20-15-320-2-28-20-15-380-10-400(230-2-170-10-400-20-15-480	1
15	अधीनस्थ	अधीनस्थ को आर. 5(3) के अंतर्गत अधिष्ठित निरूपित केन्द्रीय प्रशासनिक सेवा को लागू की जायेगी और असाधारण सेवा को प्राथमिकता प्राप्त होगी	280-2-290-20-15-320-2-28-20-15-380-10-400(230-2-170-10-400-20-15-480	1
16	अधीनस्थ	अधीनस्थ को आर. 5(3) के अंतर्गत अधिष्ठित निरूपित केन्द्रीय प्रशासनिक सेवा को लागू की जायेगी और असाधारण सेवा को प्राथमिकता प्राप्त होगी	280-2-290-20-15-320-2-28-20-15-380-10-400(230-2-170-10-400-20-15-480	1

नियुक्ति अधीनस्थ
 अनुभव - एक विनया वेतन या वेतनमान 1300-00 पर्यंत के अधिकतम से कम नहीं है।
 अनुभव - एक विनया वेतन या वेतनमान 300 पर्यंत के अधिकतम से कम नहीं है किन्तु 1300-00 पर्यंत से कम है।
 अनुभव - एक विनया वेतन या वेतनमान 290 पर्यंत के अधिकतम से कम नहीं है किन्तु 300 पर्यंत से कम है।
 अनुभव - एक विनया वेतन या वेतनमान ऐसा है जो अधिकतम से अधिक 200 पर्यंत से अधिकतम है।

MINISTRY OF ENERGY
 (Department of Petroleum)
 NOTIFICATION
 New Delhi, the 12th July, 1984.

OSR 509(F).—In exercise of the powers conferred by section 53 of the Oil Industry (Development) Act, 1974 (47 of 1974) and in pursuance of the Oil Industry Development Board Employees' (General Conditions of Service) Rules, 1978, except as respects those rules or conditions to be done before such supersession, the Central Government hereby makes the following rules, namely:—

1. Short title and commencement.— (1) These rules may be called the Oil Industry Development Board Employees' (General Conditions of Service) Rules, 1984.
- (2) They shall come into force on the date of their publication in the Official Gazette.
2. Definitions.—In these rules, unless the context otherwise requires,—
 - (a) "Act" means the Oil Industry (Development) Act, 1974 (47 of 1974);
 - (b) "appointing authority" in relation to extension of a power means Board not included—
 - (c) the Chairman, in relation to exercise of such power in respect of Group A posts;
 - (d) the Secretary, in relation to extension of such power in Groups B, C and D posts;
 - (e) "Secretary" means the Secretary of the Board;
 - (f) "Employer" means a person who holds a post under the Board but does not include casual employer;
 - (g) "Schedule" means the Schedule to these rules.

3. Application.—(1) These rules shall apply to all the employees of the Board except:—
 (a) those who are on foreign service terms with the Board in whose case the terms and con-

OIL INDUSTRY DEVELOPMENT BOARD**Sub: Appointment to the posts of Manager (Estate) and Manager (Personnel & Administration) in OIDB.**

Creation of 6 additional posts in OIDB was notified by Ministry of Petroleum & Natural Gas in The Gazettee of India vide G.S.R. 792(E) dated 30th September 2010 (F/A). The OIDB Employees (Recruitment) Regulations, 2011 have been approved by OI Board, in its 81st meeting held on 8.2.2011. These 6 posts include one post each of Manager (Estate) and Manager (Personnel & Administration) for which the Recruitment Regulations now exist.

2. The posts of Manager (Estate) and Manager (P&A) are in PB-3 and carry the Pay Scale of Rs.15600-39100 with Grade Pay of Rs.6600/-. Both the posts are Group 'A' and selection posts. Copy of Recruitment Regulations for the posts of Manager (Estate) and Manager (P&A) are placed at F/B and F/C respectively.

3. In pursuance of OIDB Employees (Recruitment) Regulations, 2011, a Departmental Promotion Committee (DPC) comprising Secretary, OIDB as Chairman with FA&CAO, OIDB and Director (Finance), MOP&NG as members met on 25.02.2011 at 2.30 PM in the office of Secretary, OIDB to consider the candidature of eligible candidates for making promotions to above vacant posts.

4. After deliberating upon the candidatures of the eligible candidates in the light of eligibility criteria prescribed in the OIDB Employees (Recruitment) Regulations, 2011 and background note indicating the qualifications, experience, annual confidential reports etc. the DPC recommends as under :-

- (i) Appointment of Shri Ganesh Chander Doval to the post of Manager (Estate) in the pay scale of Rs.15600-39100 with grade pay of Rs.6600/-. Sh. Doval is already working in the pay scale of Rs.15600-39100 with grade pay of Rs.6600/- for the last 10 years and has requisite experience of more than 3 years in the field of building works and contract management.
- (ii) Appointment of Shri Rajesh Kumar Saini to the post of Manager (Personnel & Administration) in the pay scale of Rs.15600-39100 with grade pay of Rs.6600/-. Sh. Saini is already working in the pay scale of Rs.15600-39100 with grade pay of Rs.6600/- for the last 9½ years and has requisite experience of more than 4 years in the field of personnel and administration.

The minutes of DPC may kindly be perused at F/D.

5. In terms of Rule 2(b)(i) of OI DB Employees (General Conditions of Service) Rules, Chairman, OI DB is the appointing authority in respect of Group 'A' posts (F/E).

Contd...P/2

- 2 -

from overleaf

6. In view of recommendations of DPC, Chairman, OIDB is requested to kindly approve appointment of Shri Ganesh C. Doval to the post of Manager (Estate) in the pay scale of Rs. 15600-39100 with grade pay of Rs. 6600/- and appointment of Shri Rajesh Kumar Saini to the post of Manager (Personnel & Administration) in the pay scale of Rs. 15600-39100 with grade pay of Rs. 6600/-.

R.K. Kaul
(R.K. Kaul) 4/2/2011
Sr. Accounts Officer

~~DCF & AO~~

~~FA & CAO~~

~~Secretary, OIDB~~

~~Special Secy. & FA, MOP&NG~~

~~Secretary (P&NG) /
Chairman, OIDB~~

~~SS~~

~~Secy, OIBB~~

~~FA~~

Sa. Aro

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3

Subject : Approval of Chairman,OIDB.

Chairman, OIDB has approved the recommendations of Departmental Promotion Committee (DPC) for appointment of Manager (Estate) and Manager (P&A) respectively.

Accordingly, following promotions are to be made in OIDB against the existing vacancies:

S. no	Name of the officer	Post to which appointed	Pay Band +Grade Pay	Pay Band
1.	Shri Ganesh Doval	Manager (Estate)	Rs.15600-39100 + Rs. 6600 (GP)	PB-3
2.	Shri Rajesh Saini	Manager (P&A)	Rs.15600-39100 + Rs. 6600 (GP)	PB-3

As the above two posts are among the newly created posts sanctioned by the Ministry vide F.No.G-34026/5/09-Fin.II dated 22.01.2010 followed by Gazette Notification on 30.09.2010.

While according the sanction, the Ministry of Petroleum & Natural Gas has considered the requirement of Manager (Estate) and Manager (P&A) in OIDB to look after the various areas of activities as duties may kindly be seen in the link file(File No.6/12/209-OIDB).

A brief of the duties is summed up in the Annexure to the proposed Draft Promotion Order. It can be seen that the role of Managers has been limited upto the final processing/clearance stage without any financial powers in order to keep a control on the disbursement by the Accounts Wing of the office. In short, the DDO powers shall remain unchanged at present.

Submitted for approval please.

R.K.Kaul
(R.K.Kaul)

Sr. Accounts Officer
10th March, 2011

DCFB&AO

Saini
10/3

Doval

please define the nature ability to pay fixation & your allocation & present simultaneously the work allocation w.r.t the cost on creation of posts, consolidated order superseding earlier orders. Involvement at the level of sign-off or clearance & submission of work also needs to be defined clearly. Pl refer attached file under

10/3/11

in...
DCFB&AO

4

No. 6/2/2011-OIDB

Sub: Proposal for filling up the posts of Manager (P&A) and Manager (Estate).

Consequent upon promotion of Shri Rajesh Kumar Saini, Manager (P&A) and Shri G.C. Doval, Manager (Estate) to the posts of Deputy Chief Finance & Accounts Officer w.e.f 11.04.2016 (AN), these two posts have fallen vacant. These posts are Group "A" posts in Pay Band 3/ Rs. 15600-39100 with Grade Pay of Rs.6600. (The promotion order of posts 20-21/17)

2. A copy each of Recruitment Regulation of Manager (Estates) and Manager (P&A) is placed at page 6-7/C/C (F/P) and page 8-9/C (F/E) respectively. As per the RRs for both the posts, the method of recruitment is: "Promotion, failing which by deputation/direct recruitment."

3. For promotion to the post of Manager (P&A) and Manager (Estate), the requirements are:

(a) Manager (Estates):

"Promotion from Officers with 6 years experience in the Grade Pay of Rs.4800 or more or 7 years regular service in the Grade pay of Rs.4600 (excluding Accounts Officer & Accountant) and possessing the educational qualifications and experience prescribed for direct recruits under Column 8."

Column 8: Educational & other qualifications required for direct recruitment:

***Essential:**

Graduate should have 6 years experience in the Grade Pay of Rs.4800 or more or 7 years in the Grade pay of 4600 in the Central Govt./Public Sector/Autonomous Organisations with experience of procurement, contracts, civil works.

Desirable:

Knowledge of computer viz. MS-Office, Internet is desirable."

(b) Manager (P&A):

"Promotion from Officers with 6 years experience in the Grade Pay of Rs.4800 or more or 7 years regular service in the Grade pay of Rs.4600 (excluding Accounts Officer & Accountant) and possessing the educational qualifications and experience prescribed for direct recruits under Column 8.

Column 8: Educational & other qualifications required for direct recruitment:

***Essential:**

Graduate should have 6 years experience in the Grade Pay of Rs.4800 or more or 7 years in the Grade pay of 4600 in the Central Govt./Public Sector/Autonomous Organisations."

4. DPC for the said posts comprises of Secretary, OIDB as Chairman with FA & CAO (OIDB) and Director/Deputy Secretary (Finance), MOP&NG as Members.

5. In terms of Rule (b)(i) of OIDB Employees (General Conditions of Service) Rules, Chairman, OIDB is the appointing authority in respect of Group 'A' posts (page 10/C - F/AA).

6. A statement indicating Eligibility conditions for promotion as per OIDB Employees' (Recruitment) Regulations 2011 for the posts of Manager (Estate) and Manager (P&A) vis-à-vis service details of departmental candidates in the feeder grade is placed at F/A and F/B respectively.

7. It appears from the said statement that:

(a) for the post of Manager (Estate), no candidate from the feeder category meets essential requirement of the experience of procurement, contracts and civil works.

(b) As the same criteria of service of 6 years in Grade Pay of 4800 & more or 7 years regular service in the Grade Pay of Rs.4600 is required for the post of Manager (P&A), none of the candidates from the feeder category meets the requirements except Smt. Jyoti Sharma, Hindi Officer. However, earlier in 2011, she had conveyed in writing her unwillingness for being considered for the post of Manager (P&A) - Ref: Her letter 21st February, 2011 at page 1/C and para 2 of the minutes of DPC at page 15/C (F/DPC).

Submitted please.

D.P. Rao (R.S.)

Shri
18/4/2016
Smt. J.S.

FILE NO. AD-14/6/2023-ADM	6097
DATE	18-4-16

8. Since no departmental candidates in the feeder grade ^{(Manager (Estate))} meet the eligibility criteria of experience of procurement, contracts and civil works, it is proposed to fill up the post on deputation basis.

9. With respect to para 7(b) above, DPC meeting may be convened to consider the candidature of Smt. Jyoti Sharma, Hindi officer for the post of Manager (P&A), in case she is willing to be considered now.
Submitted please.

FA/RCAS

Shri
18.4.2016

(6)

10. Reference note on pre-page. Although Hindi officer may appear to be eligible for the post of Manager (P&A), it is mentioned that a view needs to be taken on her being treated as from 'Jeevan Cakri' for the post of Manager (P&A) as the job of Hindi officer is specialised and focused. In the Ministry also Hindi officers are not eligible for posts other than those related to Hindi. It is further mentioned that as to be eligible to be promoted to the post of Hindi officer regional Assistants with knowledge of Hindi language & translation.

✓ F/X

11. It is, therefore, proposed that advertisements seeking application for the post of Mgr (CE) & Mgr (P&A) may be issued for filling the post(s) on deputation/ Direct Recruitment as per RLS. We may also separately seek clarification on eligibility of Hindi officer for the post of Mgr (P&A) for legal experts.

For Consideration pl.

सी/Secretary	
सी/सीडी No	127
दिनांक	19-4-16

Secretary, O 128. 12. As proposed.

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~~Secretary (CR)~~

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REMINDER-1

Dated 09.05.2019

To

The Secretary,
Oil Industry Development Board,
OIDB Bhawan,
NOIDA

Sub: 3rd Financial Upgradation to Shri Rajesh Saini, Dy. Chief Finance & Accounts Officer -
Regarding

Sir,

Please refer to my letter dated 05.04.2019 regarding the subject cited above. Action taken by the OIB is still awaited.

It is requested that the action taken on the subject matter may please be intimated.

Thanking You,

Yours faithfully,



(Girish Chandra)
Sr. Accounts Officer

श्री १३० ११० नं०	
संख्या	१
दिनांक	०९/०५/१९
व्यक्ति का नाम	श्री राजेश सायनी
पद का नाम	डी. सी. फाइनेंस & अकाउंट्स ऑफिसर

OIL INDUSTRY DEVELOPMENT BOARD

O.I.D.B. Employees (Recruitment) Regulations, 1986

In exercise of the powers conferred by rule 7 of the Oil Industry Development Board Employees' (General Conditions of Service) Rules, 1984, the Board hereby makes the following Regulations, namely :-

1. Short title and commencement :-

These Regulations may be called the Oil Industry Development Board Employees (Recruitment) Regulations, 1986 and shall come into force from the date of their approval.

2. Application :

These Regulations shall apply for recruitment to all posts in the Oil Industry Development Board except those for which separate provisions exist in the Act and the Rules thereunder, ~~as far which~~ specific terms and conditions of service including method of recruitment, age, qualifications are prescribed by the Board or the Central Government, as the case may be.

3. Approved strength of regular posts :

The number of regular posts, their classifications and scales of pay attached thereto shall be such as is specified in the Schedule to the Oil Industry Development Board Employees' (General Conditions of Service) Rules, 1984, as amended from time to time.

4. Recruitment, Age, Educational and other qualifications

The designation, scale of pay, age limit, educational and other qualifications, method of recruitment for each post shall be such as is specified in the Schedule to these Regulations.

5. Method of Recruitment :

Appointment to a post in the Board may be made by any of the following methods :-

- a) direct recruitment;
- b) promotion;
- c) contract;
- d) deputation or foreign service from Govt./other PSUs;
- e) ad-hoc appointments.

6. Direct Recruitment :

Direct Recruitment means initial appointment which is not in the nature of promotion and shall include appointment of the employees of the Board who compete with outside candidates on the basis of eligibility according to prescribed criteria.

For posts upto the level of Assistant/Stenographer Gr. 10 or equivalent posts, direct recruitment shall be made through Employment Exchange. Selection shall be made by the Departmental Selection Committee comprising the P&AO, Sr. Accounts Officer/Adm. Officer and another officer as may be directed by Secretary. For all posts in the higher category such recruitment shall be made on the basis of open advertisement. Selection will be made by the Departmental Selection Committee consisting of Secretary of the Board, P&AO and any other officer as may be accepted by the Secretary.

Hence a candidate for his first appointment in the Board, he will be required to produce a certificate of fitness from a Medical Officer authorised by the Board.

Promotion:

The Board's employees shall be eligible for promotion to the next higher grade after completing at least 3 years service in the lower grade. Eligibility, however, does not mean entitlement and promotion to the next higher grade will be subject to his being found fit for promotion by a duly constituted departmental promotion committee. For determining and regulating promotions the Board shall constitute, from time to time, departmental promotion committees consisting of Secretary of Board, the PMS/PO and another officer from the Ministry or other PSUs as may be accepted by the Secretary, in respect of posts above the level of Assistant/Stenographer Gr. 'B' or equivalent. In respect of posts below this level the departmental promotion committee shall consist of PMS/PO, Senior Accounts Officer, and another officer as may be directed by the Secretary.

The Departmental Promotion Committee, while making its recommendations, shall consider the candidates in the eligible zones for promotion and prepare a panel on the basis of the record of the past performance, suitability, physical fitness and other relevant factors to be specifically mentioned. Appointments from the panel, which will be valid for one year, may be made from time to time as and when vacancy arises. For purposes of this rule, the panel may be prepared once a year or if having regard to the number of employees in the eligible zones annual plan is not considered necessary, the DPC may meet from time to time on ad-hoc basis, as and when vacancy arises.

9. Contract Appointment

Contract appointment shall be made to posts carrying scale of pay of Rs.1500/- and above, according to requirements under orders of the Chairman of the Board. The terms and conditions of contracts of service may be such as may be determined by the Chairman.

9. Ad-hoc appointments :

Without prejudice to the foregoing provisions, the Board may appoint from time to time temporary employees on Ad-hoc basis to fill up purely temporary vacancies or to meet ad-hoc requirements, as may be the case. Employees so appointed will not be entitled to the benefits admissible to the regular employees. They shall be eligible to the pay and allowances and other benefits, if any, as may be determined, from time to time, by the Chairman.

10. Seniority :

The inter-se seniority of the employees of the Board who are not on deputation shall be regulated as follows :-

Direct recruits : On the basis of their relative position in the panel prepared by the Departmental Selection Committee.

Promotees : On the basis of the relative position in the panel as prepared by the Departmental Promotion Committee, subject to the condition that in the case of appointment upto and inclusive of the group 'C' posts, the main criterion for preparing the panel by the DPC shall be seniority-cum-fitness.

11. Time scale promotion :

(1) An employee if not promoted to the next higher post for want of vacancies, after six years of continuous service in the existing grade, may be placed in the next higher grade to which he may be eligible on promotion, subject to his satisfactory performance in his existing grade.

(2) For posts, for which there are no avenues for promotion, an employee may be given the next grade of the particular cadre as 'Selection Grade' after he has completed six years of satisfactory service in the

~~Existing grade~~ provided that once an employee is given a selection grade under this rule, he shall not be eligible again for the next higher grade as selection grade under this rule.

12. Reservation of posts for SC/ST candidates :

Reservations of posts in all the cadres/grades shall be made as per instructions issued in this regard by the Central Government from time to time.

13. Special provision relating to certain persons :

Notwithstanding anything in the foregoing provisions, every person who, immediately before the commencement of these Regulations, was holding a post under the Board shall, on and from such commencement, hold a corresponding post specified in column 2 of the Schedule and shall be deemed to have been appointed to such corresponding post.

14. Disqualification :
No person :-

- (a) who has entered into or contracted a marriage with a person having a spouse living or
- (b) who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment in the Board.

Provided that the Board may, if satisfied that such marriage is permissible under the personal law applicable to such a person and other party to the marriage and that there are other grounds for so doing, exempt the person from the operation of this condition.

4

15. Re-employment :- The appointing authority may re-employ a person, who has retired from service, beyond the age of superannuation after consultation with the authority under whom he held the lion at the time of his superannuation.

Provided that prior approval of the Oil Industry Development Board will be required for re-employment for a period exceeding two years beyond the age of superannuation.

16. Power to Relax :- Where the Chairman is satisfied that the operation of any of these regulations presents any difficulty or caused undue hardship in any particular case, he may dispense with or relax the requirement of that regulation to such extent and subject to such conditions and exceptions as he may consider necessary for dealing with the case in a just and equitable manner.

- 3 -

3
14

1.	2.	3.	4.	5.	6.
Over-division Clerk	950-10-1150- 55-25-1500	25 years	Matriculation or equivalent qualification with a minimum speed of 30 w.p.m. in type writing.	Direct	Form of the Board having requisite qualifications will be preferred.
Senior-Helper Code-C	1400-40-1600- 50-2000-30- 60-2600	35 years	Graduate with a minimum speed of 100 w.p.m. in shorthand and 40 w.p.m. in typing. Three years experience in the line in a Govt./Public Sector/Commercial organization.	Deputation/ Deputation/ Direct	Deputation from Grade-3 stenographers having the requisite speed in shorthand and typing. The educational/technical qualifications for direct recruitment, if possible in case of promotion/deputation etc. Employees taken on deputation may also be considered for absorption in the Board.
Senior-Helper Code-B	1000-60-2300- 60-75-3200	35 years	Graduate with a speed of 120 w.p.m. in shorthand and 40 w.p.m. in typing. At least 5 years experience in the line in a Govt./Public Sector/Commercial organization.	Deputation/ Deputation/ Direct	

-3-

Shri Rajesh Saini, PA (Stenographer Grade 'C') had, vide his application dated January 6, 1995, applied for promotion to the post of Sr.PA (Stenographer Grade 'B'). His request could not be considered earlier because of non-existence of vacancy of Sr.PA at that point of time.

P/36

P/41

2. Under Rule 7 of OIB's Employees (Recruitment) Regulations, 1986, an employee of the Board is eligible for promotion after completion of 3 years service in the lower grade subject to availability of vacancy and also his being found fit for promotion. The term 'vacancy' has, however, not been defined suitably anywhere in the OIB Rules. However, as per the provisions contained in Part-III of Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training, O.M. No.22011/5/86-Estt.(D), dated the 10th April, 1989, a clear vacancy in a post/grade/service will arise due to death/retirement/resignation/regular long term promotion and deputation or from creation of post on a long term. As regards vacancies arising out of deputations, only those cases of deputation for period exceeding one year should be taken into account.

P/102

3. Shri R.C. Narang, P.S. (Stenographer Grade 'B') has gone on deputation to Oil Coordination Committee for a period of 3 years from March, 1994. The request made by Sh. Rajesh Saini has been further reviewed in the light of the provisions contained in Part III of Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training O.M. No.22011/5/86-Estt.(D), dated the 10th April, 1989. As Sh. Narang's deputation tenure still remains for more than one year, there appears to exist a clear vacancy in the scale of Stenographer Grade 'B'.

P/104

4. Shri Rajesh Saini, who has successfully completed more than 3 years continuous service in the existing grade, may, therefore, favourably be considered for promotion to the higher grade till the date of Sh. Narang's repatriation to OIB, subject to his being found otherwise fit for this promotion.

5. The competent authority for appointment to Group 'B' post is Secretary(OIB).

Submitted for kind consideration.

(S.D. Dua)
Section Officer

~~Sr. A.O.~~

The question of promotion of Sh. Rajesh Saini to the higher grade would have to be considered by the duly constituted OPC subject to identification of a vacancy.

In January, 1995, the issue was examined and it was observed that there existed no vacant post of Stenographer Grade 'B' at that point of time which could be filled in by promotion. The matter has since been re-examined in the foregoing note. It has been stipulated in the BP&T OM dated 10.4.89 that vacancy arising due to deputation for period exceeding one year should be taken into account for preparation of a panel to be considered by the DPC. Since Sh. R.C. Narang, Stenographer Grade 'B' will be on deputation to the O.C.C. for a period of more than one year, a long term vacancy is deemed to be existing as on date in Stenographer Grade 'B'. Therefore, if otherwise found suitable by the DPC, Sh. Rajesh Saini can be considered for promotion against the vacancy on "ad hoc"/"officiating" basis until Sh. R.C. Narang reverts back to the OIBB or until further orders, whichever is earlier. This is submitted for approval.

R.P. Chatterjee

(R.P. Chatterjee)
Sr. Accounts Officer

~~D.C.F.A.O.~~

*Sh. Narang is on deputation to this
deputation, was working as PS to Secy (OIBB)
Does a long term vacancy exist in this
unit in the grade of Sh. Saini on his
promotion?*

9/8/95

*S.A.O.
1202
9/5*

S.O.

Ref: DCFAO's remarks above

Before proceeding on deputation to OCC, Sh. R.C. Narang was working as PS to Secretary(OIBB) in the time scale of Rs.3000-4500. The said post was created by the Board on temporary basis in lieu of lower post of Stenographer Grade 'B'. As Sh. R.C. Narang will be on deputation for more than one year, a regular vacancy of Stenographer Grade 'B' is deemed to be existing as on date. As some other PS from the Ministry is already working in the office of Secretary(OIBB), we may, if approved continue to utilize the services of Sh. Saini in the OIBB

can be the subject against a post on a lower time scale pay, then some can be given promotion only if the post is to be vacant in individual to the Secretary as per P.A. & CAO.

(3)


25/5/95
17/5/95

~~FA & CAO~~


19/5/95

Due to Sh. R.C. Narang, PS(Stenographer Grade 'E') being on deputation to OCC for a period of 3 years, an ad-hoc vacancy of Stenographer Grade 'B' is available in the OIB. As per relevant Rules, an employee is eligible for promotion after completion of three years service in the lower grade subject to availability of vacancy and subject to the individual being found fit by a DPC. In this connection, a request has been received from Sh. Rajesh Saini, Stenographer Grade 'C' for promotion as Stenographer Grade 'B'. In order to consider the request, inter-alia, with reference to his ACR dossier, Secretary(OIB) may kindly consider constituting a DPC headed by him with FA&CAO, OIB and Dy. Secretary(Finance), Ministry of Petroleum & Natural Gas as members.

Submitted for approval.


(FA & CAO)
21.06.95

Secy(OIB)


21/6

23/6/95
24/6/95

6/22/95
22/6/95

Fit ~~for promotion~~

The DPC met on 26/6/95 and has approved the ad-hoc promotion of Sh. Rajesh Kumar Saini as Steno Grade B. Please issue orders. Show me the draft.


26/6

~~DCFA~~ 27/6/95


27/6

49

Confidential

OIL INDUSTRY DEVELOPMENT BOARD

The Departmental Promotion Committee (DPC) set up under Regulation 7 of the OIBB Employees (Recruitment) Regulations, 1986 met today in the chamber of Secretary(OIBB) to draw up a panel for ad-hoc promotion to the post of Stenographer Grade B.

2. The DPC notes that Shri Rajesh Kumar Saini is the only candidate who fulfills the qualifications laid down for filling up the post by promotion. On consideration of his bio-data and ACR dossier, the Committee recommends his ad-hoc promotion to the post of Stenographer Grade B in the scale of Ra.2000-60-2300-85-75-3200-100-3600.

Ansa
(Dr. A.N. Saksena)
Secretary(OIBB)
Chairman

Arvind Kaushal
(Arvind Kaushal)
FA & CAO
Member

Pozalan
(P.S. Ratasubramanian)
Dy. Secy(Finance)
Member

OFFICE ORDER NO.17

As recommended by DPC, Shri Rajesh Kumar Saini, Stenographer Grade 'C', is granted ~~with promotion in the post of Stenographer Grade 'B'~~ in the pay scale of Rs.2000-60-2300-EB-75-3200-100-3500 ~~with immediate effect against a vacancy~~ caused due to Shri R.C. Narang being on deputation. Shri Saini's promotion to Grade 'B' will remain effective for the period Shri Narang remains on deputation or till further orders. His pay is fixed at the minimum of scale and the date of his next increment will be 1.6.98, unless otherwise affected.

[Signature]
(S.D. DUA)
Section Officer

o/c
Dated the 27th June, 1995

No. 6/2/94-OIDB

Copy to :-

1. PS to Secretary, OIDB.
2. Shri Rajesh Kumar Saini, Stenographer.
3. Accountant, OIDB, New Delhi. *[Signature]*
4. Office Order File.
5. Guard File.

748 ADM

A DPC was constituted consisting of Secretary, OIDB, FA&CAO, OIDB and DS(Finance), Ministry of Petroleum & N.G. to consider the cases due for promotion/regularisation in OIDB. This DPC met on 17th Feb. 1997 and considered the following cases:-

- i. Grant of time scale promotion to Sh. Nardhar Pal, Section Officer
- ii. Regularisation of promotion of Sh. Rajesh Kr. Saini, Sr. PA (ad hoc)

This DPC desired that ACRs upto 31st March, 1997 may also be evaluated and put up to the DPC.

This was discussed with Secretary, OIDB who desired that the constitution of the DPC may be amended as follows:-

- | | |
|------------------------------------|----------|
| (i) Secretary, OIDB | Chairman |
| (ii) FA & CAO | Member |
| (iii) Jt. Adviser (Finance), MOPNG | Member |

This is in terms of Regulation 7 of OIDB Recruitment Regulations.

Secretary, OIDB as Chairman may kindly indicate suitable date & time for holding of the DPC meeting to reconsider the above two cases.

As per the requirement of Rules, CRS for the last three years are already available, however, as per the directions of the last DPC, the Chairman, Smt C.L. Basha had desired that the ACRs for the period ending 31.3.1997 be added. This will be done.

Signature
 30/5/97
 (Aruno Nigam)
 FA & CAO
 30/5/1997

Secretary OIDB
FAO

We may have the DPC on 27/6. We may request
 Sri Bhat to join the DPC if convenient to him.
 Otherwise, Sri Bhat's name may be suggested.

Signature

For further u.a. pg.
Signature
 all

As desired, DPA is added above.

**Departmental Promotion Committee will meet at 12.00 noon on 4.6.97
in respect of regularisation of Promotion of Sh. Rajesh Kr. Saini
to the post of Stenographer Grade 'B'**

1. Vacancy : 1
2. Eligible Candidate : 1
3. Eligibility conditions : a) Graduate with 3 years' experience
b) Speed of 120 wpm in Shorthand & a speed of 40 wpm in Typing (Already qualified). (5) Govt
4. Rule position : As per Regulation 7 of the OIBB Employees (Recruitment) Regulations, 1986, the Board's employee shall be eligible for promotion to the next higher grade after completing atleast 3 years service in the lower grade. *Eligibility not*
5. DPC (26.6.95) : DPC was comprised of Dr. A.K. Saxena, the then Secretary(OIBB) with Sh. Arvind Kaushal, the then FA&CAO and Sh. T.S. Balasubramanian, DS(Hr.), MOP&NG. It was decided at that time that Sh. Saini was the only candidate who fulfils the qualifications laid down for filling up the post by promotion. On consideration of his biodata and ACR dossier, the Committee recommended his ad-hoc promotion to the post of Steno Gr. 'B'.
- DPC (7.2.97) : DPC was comprised of Sh. C.L. Boshal, the then Secretary(OIBB) with Smt. Archana Nigam, FA&CAO & Sh. T.S. Balasubramanian, DS(Hr.), MOP&NG. It was decided that ACRs upto 31.3.97 may be put up to the DPC for consideration.
- DPC (to be held on 4.6.97) : DPC is comprised of Sh. A. Sen, Secretary, OIBB with Mrs. Archana Nigam, FA&CAO & Sh. C.L. Boshal, JS(C&A) to consider regularisation of earlier promotion of Sh. Saini.

And here

6. ACRs Grading

Year	Grading
1991-92	015
1992-93	015
1993-94	015
1994-95	015
1995-96	015
1996-97 (upto 9.9.96)	015
1996-97 10.9.96 - 31.3.97	015

7. Shri Rajesh Kumar Saini fulfills all the eligibility conditions laid-down for filling up the post of Stenographer Grade 'B'. He is already holding the above post on ad hoc basis since June, 1995. As there exists a clear vacancy now, he may be considered for regularisation of his post. Financial effect will be nil in the present case.

CONFIDENTIAL

OIL INDUSTRY DEVELOPMENT BOARD

The DPC comprising of Secretary, OIB, Jt. Secretary, (C&A), Ministry of Petroleum & NIG and FA & CAO, OIB met on 4-6-1997 to discuss the cases of ^{as promoted in} Shri Narinder Pal, Section Officer, and Shri Rajesh Kumar Saini, Sr. PA (Ad-hoc). In case of Shri Narinder Pal, the DPC reviewed the ACRs including ACRs for the period ending 31.3.97 which has been reviewed by the Director General of Hydrocarbons and found him fit for grant of time scale promotion to the next higher grade i.e. Rs. 3000-4500. In the case of Shri Rajesh Saini, the DPC reviewed the ACRs and decided that the Ad-hoc promotion would be regularised w.e.f. ~~10/10/97~~ ^{1/8/97} ~~10/10/97~~ ^{1/8/97} as per a regular part of staff. Gr. B. N. no. 65 of 97 OIB.

Shri Anand
4.6.97
(Anand Nigam)
FA & CAO

C.L. Basha
1/8/97
(C.L. Basha)
Jt. Secretary (C&A)

A. Sen
4/6/97
(A. Sen)
Secretary

OFFICE ORDER NO.

Consequent upon the decision taken by the OIB Board, in its 35th meeting held on 28.11.96, the ad hoc promotion of Shri Rajesh Kumar Saini, Senior PA to A&CAO to the post of Stenographer Grade 'B' in the pay scale of Rs.2000-60-2300-EB-75:3200-100-3500, is hereby regularised against a clear vacancy in the OIB. Other terms and conditions related to fixation of his pay etc. will remain as such unless otherwise affected.


 (Archana Nigam)
 Financial Adviser &
 Chief Accounts Officer

No.6/2/94-OIBB

Dated December 27, 1996

Copy to :-

1. PS to Secretary, OIBB.
2. Shri Rajesh Kumar Saini, Senior PA
3. Accountant, OIBB, New Delhi.
4. Personal file of Sh. Rajesh Kumar Saini
5. Office Order File.
6. Guard File.

तेल उद्योग विकास बोर्ड

OIL INDUSTRY DEVELOPMENT BOARD

301, वर्ल्ड ट्रेड सेंटर
तीसरी मंजिल, बाबर रोड,
नई दिल्ली-110001



301, World Trade Centre
3rd Floor, Babar Road
New Delhi - 110001

OFFICE ORDER NO.10

In pursuance of the recommendations of the Departmental Promotion Committee in its meeting held on 4.6.97 under the Chairmanship of Secretary, OIIB, the undersigned is directed to convey the approval of the Chairman, OIIB for regularisation of ad-hoc promotion of Shri Rajesh Saini, Steno. Gr. B in time scale of pay of Rs.2000-3500 in the OIIB's w.e.f from 26.11.1996.

(Sanction in file No. 6/12/97-OIIB)

M. Nigam
(Arifana Nigam)
Financial Adviser &
Chief Accounts Officer

July 3, 1997

No.6/1/97-OIIB

Copy to:

1. TS to Secretary, OIIB
2. PS to FA & CAO, OIIB
3. Shri Rajesh Kumar Saini, Steno. Gr. B,
4. Personal file of the Officer
5. Office Order File
6. Accountant
7. Guard File.

26.6.2023

Subj: Grant of Time Scale Promotion to Sh. Rajesh Kumar Saini, PS.

Sri Rajesh Kumar Saini, PS to Secretary has been holding the post of Stenographer Grade 'B' (PS) in the pay scale of Rs.6500-200-10500 with effect from 27.6.1995 and has completed six years of continuous service in the existing grade on date i.e. 26.6.2001.

2. Under Rule 7 of the OIBB Employees (Recruitment) Regulation (Extract at F/A), the Board's employee is eligible for promotion to the next higher grade after completing 3 years' service in the lower grade subject to availability of vacancy and subject to his being found fit for promotion by a duly constituted Departmental Promotion Committee. However, if an employee is not promoted to the next higher post for want of vacancies even after completing six years of continuous service in the existing grade, Rule 11(1) of OIBB Employees (Recruitment) Regulation provides that an employee may be placed in the higher scale to which he may be eligible for promotion subject to his satisfactory performance in the existing grade.

3. Since no post of PS in the higher scale of Rs.10000-15200 exists in the sanctioned cadre of OIBB, there are no promotional avenues of incumbent holding the post of Stenographer Grade 'B' in the scale of Rs.6500-10500 being promoted to the next higher grade of Rs.10000-15200.

4. In such an event, Rule 11(2) reproduced below is relevant for grant of next higher time scale :-

"For posts, for which there are no avenues for promotion, an employee may be given the next grade of the particular cadre as 'Selection Grade' after he has completed six years of satisfactory service in the existing grade, provided that once an employee is given a selection grade under this rule, he shall not be eligible again for the next higher grade as selection grade under this rule."

5. Since Shd. Rajesh Kumar Saini has completed six years of continuous service as Stenographer Grade 'B' on 26.6.2001 and his performance during this period has been satisfactory, he may be considered for grant of next higher scale of Rs.10000-15200 under Rule 11(2) of OIBB Employees (Recruitment) Regulation. There are precedents of similar Selection Grade being given to the OIBB employees holding the post in the scale of Rs.6500-10500 and given next higher scale of Rs.10000-15200 in the past also.

6. ACR dossier containing ACRs for the last six years is placed in the folder placed below. Chairman-(OIBB) is the competent authority for granting the time scale of Rs.10000-15200.

(S.K. Anand)
Accounts Officer
26.6.2001

SE. AD (A, 1st floor)

Relaxation in the above consideration P1.

Signature: [Handwritten Signature] 26/6/01

✓ P/S [Handwritten]

② P/S [Handwritten]

✓ P-11-2-23/01
P/S [Handwritten]

- 28 -

From page

The proposal under consideration is for granting time scale promotion to Shri Rajesh Kumar Saini, Stenographer Grade 'B'. In terms of Regulation 11(2) of OIBB Employees (Recruitment) Regulations, 1986, for posts, for which there are no avenues for promotion, an employee of the Board may be given next grade of the particular cadre as Selection Grade if he has completed six years' satisfactory service in the existing grade.

✓ 1/3 min-1/4

2. For the post of PS (Stenographer Grade 'B') in OIBB, there are no avenues for promotion. Shri Saini, PS has completed six years of continuous service in the existing grade on 26.6.2001. Shri Saini has earned Outstanding AORs (ACF Folder No.6/17/92-OIBB is placed below). The officers in the pay scale of Rs.6500-10500 have been given the next scale of Rs.10000-15200 earlier also. Chairman, OIBB may kindly approve the proposal of giving the grade of Rs.10000-15200 as Selection Grade under Rule 11(2) of OIBB Employees (Recruitment) Regulations, 1986 to Shri Saini with effect from 27.6.2001.

write

(Signature) 26/6/2001

(Smt. Vandana Singhal)
Secretary(OIBB)/26.6.2001

Ps
15/6/2001
(Signature)
Chairman (OIBB)

30 Nov 2001
27/6

In terms of Regulation 11(2) of OIBB Employees (Recruitment) Regulations, 1986, an employee of the Board may be given next grade of the particular cadre as Selection Grade if he has completed six years' of satisfactory service in the existing grade.

10500-15200
27/6

2. For the post of Stenographer Grade 'B' in OIBB, it has been reported by OIBB that there is no avenue for promotion. Shri Rajesh Saini, Stenographer Grade 'B' has completed six years of continuous service in the existing grade on 26.6.2001. Shri Saini has earned outstanding reports (CR Folder No.6/17/92-OIBB is placed below). The officers of OIBB in the pay scale of Rs.6500-10500 were given the next scale of Rs.10000-15200 earlier also. In view of the detailed position explained by OIBB vide their notes at page 27-28/92, the proposal to give the grade of Rs.10000-15200 to Shri Saini, Stenographer Grade 'B' with effect from 27.6.2001 is in order.

3. Chairman (OIBB) is the competent authority for granting time scale promotions. As such proposal explained in para 2 above may kindly be approved by Secretary (Personnel) who is the Chairman of OIBB.

233/2001
28/6

OIBB may provide following information (R.P.K. Nambiar) US (RUPKN)
Director (NKS) (i) On how many occasions the provisions of Rule 11 (2) have been invoked -
(ii) Are time scales where despite satisfactory service promotion rendered, offers have been not granted such benefits of such provisions.
(iii) Vigilance clearance in respect of Sh. Saini from OIBB - *(Signature)*

US Form 16
27/6

from overleaf

Reference notings of Director (MKS), MDP&MG on page 28/n.

- (i) The provisions of rule 11(2) were invoked on six occasions in the past. A statement indicating the details of OIBD employees given benefit under Rule 11(2) is placed at F/X.
- (ii) There is not a single case where despite satisfactory service having been rendered, officers have been not granted benefit of such provisions.
- (iii) There is no vigilance case pending in respect of Shri Rajesh Saini.

F/X 8-14-23

Submitted for kind consideration please.

T.S. Balasubramaniam
(T.S. Balasubramaniam)
FA & CAD / 29.6.2001

Secretary, OIBD (on leave)

~~US (KPKM), MDP&MG~~

Shri Saini

With reference to the points raised by Director(MKS), at P-28/N, clarifications furnished by OIBD may please be seen above.

In view of the detailed clarifications furnished by OIBD, we may submit the proposal regarding granting the grade of Rs.13000-13200 to Shri Saini, Stenographer Grade 'B' with effect from 27.6.2007 invoking the provisions under Rule 11(2) of OIBD Employees (Recruitment) Regulations, 1986 to Secretary (Petroleum), who is the competent authority to approve the same.

RECEIVED
SECRETARY
OIBD
27/6/2007

K.P.K. Nambissan
(K.P.K. Nambissan)
US (KPKM)

~~Director (MKS)~~

27/6/07

~~T&FA~~

In terms of OIDD regulations, for posts, for which there are no avenues for promotion, an employee may be given Time scale promotion, to the next grade, as selection grade, after he has completed six years of satisfactory service in the existing grade (regulation 11 (2) at page 143(C)).

Secretary, OIDD, vide notes on page 28/N, has stated that there are no avenues of promotion for the post of PS (stenographer grade "B") and the incumbent Sh. Saini has completed six years of satisfactory service. He has earned all "outstanding" reports (ACR folder linked below). OIDD has also clarified vide notes on page 29/N, that there is no vigilance case pending in respect of Sh. Saini and Time scale promotion have earlier been granted in the past to six persons listed at page 147/C.

There is, therefore, no objection to the proposal of Secretary, OIDD, at para 2 on page 28/N, for time scale promotion of Sh Saini.

Prayer
RAV (Saini)
RISTE H.A.
04.07.2001

Secretary (P&NG)
&
Chairman OIDD.

Dr. No. 23-58A
Date: 04/07/2001



25/5/2001
5/7/2001

*IS FEB 47
DIR (P&NG)*

u/r

24/5/7/01

Amli

Paul
6/7/2001

Secretary OIDD

Congratulations!

Mani
17/7/2001

Copy the order is placed alongside for approval.

*A/O
P.H.S.
Secretary*

Mani
5/7

Mani
5/7

Mani
5/7



तेल उद्योग विकास बोर्ड

पेट्रोलियम एवं प्राकृतिक गैस संजालय

OIL INDUSTRY DEVELOPMENT BOARD

Ministry of Petroleum & Natural Gas

301, पल्ले वृद्ध सेन्टर
डी.डी.सी. भवन, बंधर रोड,
नई दिल्ली-110001

301, World Trade Centre
3rd Floor, Barak Road
New Delhi-110001

Office Order No.18

The Chairman, Oil Industry Development Board has approved grant of time scale promotion to Shri Rajesh Kumar Saini, PS (Stenographer Grade 'B') in the pay scale of Rs.10,000-15,200 under Regulation 11(2) of the OIIB Employees' (Recruitment) Regulations, 1986 with effect from 27.6.2001. His pay is fixed at the minimum of new scale and the date of his next increment will be 1.6.2002, unless otherwise affected.

(Mrs. Vandana Singhal)
Secretary

No.6/1/92-OIDB

July 5, 2001

Copy to -

1. PS to FA & CAO
2. Sr. Accounts Officer / Accounts Officer
3. Accountant
4. Shri Rajesh Kumar Saini, PS
5. Personal File of Shri Rajesh Kumar Saini, PS
6. Office Order File
7. Guard File

**Details of OIB Employees granted benefit under Rule 11(2) of
OIB Employees' (Recruitment) Regulations, 1986**

Sr. No.	Name & Designation	Date on Which the time scale was granted	Existing Grade (Revised scale) (Rs.)	Next higher grade as Selection Grade
1.	Shri R.C. Narang, Stenographer Gr. 'B'	23.03.1990	6500-10500	10000-15200
2.	Shri G.C. Doval, Stenographer Gr. 'B'	08.02.2000	6500-10500	10000-15200
3.	Shri Narinder Pal, Section Officer (Retd.)	04.08.1997	6500-10500	10000-15200
4.	Shri S.D. Dua, Section Officer	24.08.1998	6500-10500	10000-15200
5.	Shri Shyam Sunder, Sr. Caretaker	09.05.1995	5500-9000	6500-10500
6.	Shri Pritam Chand, Staff Car Driver	25.02.1990	4000-6000	5000-8000

OIL INDUSTRY DEVELOPMENT BOARD

6/2/2011-0108

Sub: Appointment to the posts of Manager (Estate) and Manager (Personnel & Administration) in OIDB.

Creation of 6 additional posts in OIDB was notified by Ministry of Petroleum & Natural Gas in The Gazette of India vide G.S.R. 792(E) dated 30th September 2010 (F/A). The OIBB Employees (Recruitment) Regulations, 2011 have been approved by OIBB Board, in its B1st meeting held on 8.2.2011. These 6 posts include one post each of Manager (Estate) and Manager (Personnel & Administration) for which the Recruitment Regulations now exist.

2. The posts of Manager (Estate) and Manager (P&A) are in PB-3 and carry the Pay Scale of Rs.15600-39100 with Grade Pay of Rs.6000/-. Both the posts are Group 'A' and selection posts. Copy of Recruitment Regulations for the posts of Manager (Estate) and Manager (P&A) are placed at F/B and F/C respectively.

3. In pursuance of OIBB Employees (Recruitment) Regulations, 2011, a Departmental Promotion Committee (DPC) comprising Secretary, OIBB as Chairman with FA&CAO, OIBB and Director (Finance), MOP&NG as members met on 25.02.2011 at 2.30 PM in the office of Secretary, OIBB to consider the candidature of eligible candidates for making promotions to above vacant posts.

4. After deliberating upon the candidatures of the eligible candidates in the light of eligibility criteria prescribed in the OIBB Employees (Recruitment) Regulations, 2011 and background note indicating the qualifications, experience, annual confidential reports etc., the DPC recommends as under :-

- (i) Appointment of Shri Garresh Chander Doval to the post of Manager (Estate) in the pay scale of Rs.15600-39100 with grade pay of Rs.6000/-. Sh. Doval is already working in the pay scale of Rs.15600-39100 with grade pay of Rs.6000/- for the last 10 years and has requisite experience of more than 3 years in the field of building works and contract management.
- (ii) Appointment of Shri Rajesh Kumar Saini to the post of Manager (Personnel & Administration) in the pay scale of Rs.15600-39100 with grade pay of Rs.6000/-. Sh. Saini is already working in the pay scale of Rs.15600-39100 with grade pay of Rs.6000/- for the last 9½ years and has requisite experience of more than 4 years in the field of personnel and administration.

The minutes of DPC may kindly be perused at F/D.

5. In terms of Para 20(vii) of OIBB Employees (General

from overleaf

6. In view of recommendations of DPC, Chairman, OIBB is requested to kindly approve appointment of Shri Ganesh C. Doval to the post of Manager (Estates) in the pay scale of Rs.15600-39100 with grade pay of Rs.6600/- and appointment of Shri Rajesh Kumar Saini to the post of Manager (Personnel & Administration) in the pay scale of Rs.15600-39100 with grade-pay of Rs.6600/-.

R.K. Kaul
(R.K. Kaul) 4/3/2011
St. Accounts Officer

~~DCE & AO~~

~~FA & CAO~~

~~Secretary, OIBB~~

~~Special Secy & FA, MOP&NG~~

~~Secretary (P&NG) /
Chairman, OIBB~~

~~SP~~

~~Secy, OIBB~~

~~FA~~

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पेट्रोलियम विकास बोर्ड
पेट्रोलियम एवं प्राकृतिक गैस विकास
बोर्ड अधिकाय



OIL INDUSTRY DEVELOPMENT BOARD
Ministry of Petroleum & Natural Gas
Government of India

Office Order No.5 of 2011

Approval of the Secretary (Petroleum & Natural Gas)/Chairman, Oil Industry Development Board is conveyed for the following promotions against the existing vacancies on regular basis from the dates of assuming the charge by officers:

Sl. No	Name of the officer	Post to which appointed	Pay Band + Grade Pay	Pay Band
1.	Shri Ganesh Chander Doyal	Manager (Estate)	Rs.15600-39100 + Rs.6500 (GP)	PB-3
2.	Shri Rajesh Kumar Saini	Manager (Personnel & Administration)	Rs.15600-39100 + Rs.6500 (GP)	PB-3

Authority : Chairman's approval dated 09.03.2011 on File No.6/2/2011-OIDB.

(M.C. Singh)
Financial Adviser &
Chief Accounts Officer

File No 6/2/2011-OIDB

15th March, 2011

Copy to:

1. PS to Secretary, OIDB
2. PS to FABCAO
3. Shri Ganesh Chander Doyal, Steno Grade 'B'
4. Shri Rajesh Kumar Saini, Steno Grade 'B'
5. Personal Files of officers
6. Section Officer (Estt)
7. Accountant (I/C)
8. Office Order File
9. Guard File

of

Corporate Office :-
OIL INDUSTRY DEVELOPMENT BOARD, 3rd Floor, Plot No.2
Sector - 73, Noida-201301, Uttar Pradesh
Phone: 91-0120-2394600, 602, 604 Fax: 91-0120-2394630
Email: oadb-mcocom@nic.in, Website: www.oibb.gov.in

Registered Office :-
301, World Trade Centre, 3rd Floor
Rohar Road, New Delhi - 110 001
Phone: 91-11-23412500, 23414672 Fax: 91-11-23416800

CONFIDENTIAL

**Minutes of Departmental Promotion Committee held on 25.02.2011
at 2.30 pm in the chamber of Secretary, OIB**

The Departmental Promotion Committee (DPC) chaired by Secretary, OIB having its members as FA&CAO, OIB and Director (Finance), Ministry of Petroleum & Natural Gas met on 25th February 2011 at 2.30 P.M. in the office of Secretary, OIB to consider the following items :-

- (i) Promotion against newly created post of Manager (Estate).
- (ii) Promotion against newly created post of Manager (Personnel & Administration).

2. Ministry of Petroleum & Natural Gas has notified creation of posts of Manager (Estate) and Manager (P&A) on 30.9.2010. The Recruitment Regulations for these posts were approved by OIB Board in its 81st meeting held on 8.2.2011. In terms of the eligibility criteria as laid down in these Recruitment Regulations, the posts are to be filled by promotion, failing which by deputation/direct. While three departmental candidates are eligible for the post of Manager (P&A), only two departmental candidates are eligible for the post of Manager (Estate), as third candidate Mrs. Jyoti Sharma does not fulfill eligibility criteria for the post of Manager (Estate). She has also conveyed in writing her unwillingness for being considered for the post of Manager (P&A) at present. Accordingly, the remaining two eligible candidates were considered for these posts.

Manager (Estate)

The Committee examined the service record of the two eligible departmental candidates and enquired whether any vigilance case is pending or contemplated against any of these candidates. The Committee was informed that both the candidates fulfill the eligibility criteria, that they have earned Outstanding Gradings during the last 5 years and that neither any vigilance case is pending nor contemplated against these officers. Hence, both of them are considered fit for promotion to the post of Manager (Estate).

However, the Committee took into consideration the experience in the relevant field of Shri G.C. Doval, PS, who has been looking after the entire work of construction of OIB Bhawan at Noida including acquisition of land at Dwarka from DDA for the proposed construction of office there for more than 3 years and recommended that Shri Doval may be considered for appointment to the post of Manager (Estate) in the pay band of Rs. 15600-39100 with Grade Pay of Rs. 6600 against the newly created post of Manager (Estate) in OIB.

Manager (Personnel & Administration)

With the aforesaid recommendations for appointment of Sh. Ganesh C. Doval as Manager (Estate), only one candidate remained in the field of choice for the post of Manager (P&A). Further, the Committee took into consideration the experience in the relevant field of Shri Rajesh Kumar Saini, PS, who has worked as Manager (P&A) in ISPRIL (wholly-owned subsidiary of OIB) on deputation basis for more than 4 years i.e. from 1.8.2006 to 30.09.2010. Committee also noted that even in

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OIDB, he has been entrusted with the Personnel & Administrative matters from time to time. Hence, Committee recommended that Shri Saini may be considered for appointment to the post of Manager (P&A) in the pay band of Rs.15800-39100 with Grade Pay of Rs.6500 against the newly created post of Manager (P&A) in OIDB.

(M.C. Singh)
FA & CAO, OIDB

(P. Kalyansundaram)
Director (Finance & IC)
MOP&NG

(Arjun Kumar)
Secretary, OIDB

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BACKGROUND NOTE

Filling up the post of Manager (Estate) and Manager (P&A) in OIBB

Creation of 6 additional posts in OIBB was notified by Ministry of Petroleum & Natural Gas in The Gazette of India vide G.S.R. 792(E) dated 30th September 2010 (F/A). The OIBB Employees (Recruitment) Regulations, 2011 have been approved by OIBB Board, in its 81st meeting held on 8.2.2011. These 6 posts include one post each of Manager (Estate) and Manager (Personnel & Administration) for which the Recruitment Regulations now exist. Copy of Recruitment Regulations for the posts of Manager (Estate) and Manager (P&A) are placed at F/B and F/C respectively. Following is the rule position :-

Pay Band / Grade Pay of the Posts

Name of the Post	No. of Post	Pay Band	Grade Pay	Selection/ Non-selection	Group of the Post
Manager (Estate)	01	Rs. 15600-39100 PB-3	Rs. 6600	Selection	Group 'A'
Manager (P&A)	01	Rs. 15600-39100 PB-3	Rs. 6600	Selection	Group 'A'

Method of Recruitment

Both these posts can be filled by promotion, failing which by deputation/direct.

Appointing Authority

In terms of Rule 2(b)(i) of OIBB Employees (General Conditions of Service) Rules, Chairman, OIBB is the appointing authority in respect of Group 'A' posts.

Eligibility criteria in case of recruitment by Promotion

A. Manager (Estate)

Promotion:

Promotion from Officers with 6 years' experience in the Grade Pay of Rs.4800 or more or 7 years regular service in the Grade Pay of Rs.4600 (excluding Accounts Officer & Accountant) and possessing the educational qualifications and experience as prescribed for direct recruits under Column B.

Requirement as per Column B of R/R

Essential:

Graduate, Should have 6 years' experience in the Grade Pay of Rs.4800 or more or 7 years in the Grade Pay of Rs.4600 in the Central Government / Public Sector/Autonomous organizations with experience of procurement, contracts, civil works.

Desirable:

Knowledge of computer viz. MS-Office, internet is desirable.

**B. Manager (P&A)****Promotion:**

Promotion from Officers with 5 years' experience in the Grade Pay of Rs.4800 or more or 7 years regular service in Grade Pay of Rs.4600 (excluding Accounts Officer & Accountant) and possessing the educational qualifications and experience prescribed for direct recruits under Column 8.

Requirement as per Column 8 of RR**Essential:**

Graduate Should have 5 years' experience in the Grade Pay of Rs.4800 or more or 7 years in the Grade Pay of Rs.4600 in the Central Government / Public Sector/ Autonomous organizations.

Composition of Departmental Promotion Committee (DPC)

The DPC, for both the posts as given in the Recruitment Regulations, can comprise Secretary, OIDA as Chairman with FA&CAO (OIDB) and Director/Deputy Secretary (Finance), MOP&NG as members.

2. The following officers fulfil the eligibility criteria and comes under the eligibility zone :-

1. Shri Ganesh C. Doyal
2. Shri Rajesh Kumar Saini

3. The details with respect to educational qualifications, experience, ACR gradings etc. in respect of above officers is enclosed as Annexure.

4. DPC may consider the filling of the post of Manager (Estate) and Manager (P&A) suitably from the above eligible candidates.

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ANNEXURE

Statement showing details of Officers, Staff Officers and Clerks on the posts of Manager (Estab) & Manager (Personnel & Administrative)

Sl. No.	Name of the Officer	Date of Birth (Age)	Pay Band / Grade	Educational Qualifications	Experience	ACR Grades
1.	Ganesh C. Daval	22.10.1982 40 years	Rs. 6000 w.e.f. February 2000 and Rs. 4800 w.e.f. February 1994	B.A.	He designated as Manager (Estab) during April, 2007. Performing and managing all the duties and responsibilities of the post of Manager (Estab). Have relevant experience of procurement, contracts and civil works.	2006-06 : Outstanding 2008-07 : Outstanding 2007-08 : Outstanding 2009-09 : Outstanding 2009-10 :
2.	Harjeet Kumar Sami	26.03.1973 40 years	Rs. 6000 w.e.f. 27.08.2001 and Rs. 4800 w.e.f. June 1995	B.Com. / MBA / PGDPM / Diploma in Systems Management	Worked as Manager (P&A) in ISPRIL on deputation basis from 1.6.2008 to 30.08.2010 (more than 4 years) and managed all the duties and responsibilities of the post of Manager (P&A). Also designated as Head (P&A) for discharging the delegated financial powers. In OIDB also, handling P&A matters from time to time.	2006-06 : Outstanding 2006-07 : Outstanding 2007-08 : Outstanding 2006-09 : Outstanding 2009-10 : Outstanding

Sub: Filling up of posts of Dy. Chief Finance & Accounts Officer.

There are two sanctioned posts of Dy. Chief Finance & Accounts Officer (DCF&AO) in OIBB in the Pay Band of Rs. 15900-39100 (PB-3) with Grade Pay of Rs. 7800. A copy of the Recruitment Regulations (RR) for the post of DCF&AO is placed at P/A (page 5-8/cont) for perusal. As per RR, the post of DCF&AO is a Group 'A' Selection Post and as per (a)

Regulation 7 of OIBB Employees' (Recruitment) Regulations, 2011 stipulates that the Board's employees shall be eligible for promotion to the next higher grade after completing minimum length of service in the lower grade as prescribed in the Schedule to the Recruitment Regulations against each post; eligibility, however, will be subject to availability of vacancy and subject to his being found fit for promotion by a duly constituted Departmental Promotion Committee (DPC). The DPC, while making its recommendations, shall consider the candidates in the eligible zone for promotion and prepare a panel on the basis of the record of the past performance, suitability and other relevant factors to be specifically mentioned. Appointments from the panel, which will be valid for one year, may be made from time to time as and when vacancy arises (P/B page 28/cont).

As per the Recruitment Regulations, the mode of recruitment for filling the post of DCF&AO is promotion (including by deputation/direct recruitment). The eligibility criteria for promotion of departmental candidates are given below:

Promotion

The post of DCF&AO can be filled by promotion from the posts of Senior Accounts/Adm. Officer / Manager (P&A) / Manager (Estate) to which he/she has completed regular service possessing educational qualifications and length and experience prescribed for direct entries under column 2 of recruitment regulations for the post of DCF&AO.

Essential:

Graduate with at least 5 years of service in the grade pay of Rs. 6800 and having experience of finance, accounts, budgeting & financial control or personnel & administration or building works & contract management in the office(s) of Central Government/Autonomous

Desirable:

Preference would be given to applicants having qualified B.A./Post Graduate in Financial Management/Chartered Accountant and Knowledge of computer.

4. Since the departmental candidates were not eligible earlier for want of required length of service in the feeder grade, the posts were filled up on deputation only. Both the deputationists were relieved on 30th September 2015 and 29th December 2015 after completion of their deputation tenure of three years.

6. The feeder grades for promotion to the post of DCF&AO are Sr. A.O. Manager (P&A) and Manager (Estate). The post of Sr. AO is being held by Shri Ginst. Chandra since 12.06.2012 and he would be completing the 5 years' service as Sr. AO on 12.06.2017. The posts of Manager (P&A) and Manager (Estate) are being held by Shri Rajesh Kumar Saini and Shri

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G.C. - Doual, respectively since 15.03.2011 and would be completing the required length of service of 5 years in the feeder grade within few days i.e. on 14.03.2016 and are meeting the eligibility criteria as per para 2 and 3 above. The details of two departmental candidates who are in the eligible zone for promotion are table under:

Feeder Grade Post/ Grade Pay	Incumbent	Post held since	Grade Pay of Feeder Grade	Qualifications of Feeder Grade
Manager (ESAB) / Rs.6600	Sh. G.C. Doual	15.03.2011	02/3000	B.A
Manager (P&A) / Rs.6600	Sh. Rajesh Kumar Saini	15.03.2011	09/3001	B.Com / MBA (Finance) / PGDPM / PGDM / Diploma in System Management

6. As per available records, both are clear from vigilance angle. A chart showing the details of eligibility criteria vis-à-vis details of candidates in the eligible zone along with their APAR gradings may kindly be seen at FIC.

7. As per HRs of the post of DC/SAO, the DPC would comprise Secretary, OIB as Chairman with FASCAO, OIB and Director/DS(Fin). MOP&NG as members.

8. In terms of Rule 2(b)(i) of OIB Employees' (General Conditions of Service) Rules, 1984 (FD - page 38/09), Chairman, OIB is the appointing authority in respect of Group 'A' posts.

9. In terms of provision of Regulation 7, quoted above, it is proposed to hold the meeting of the DPC to consider the candidates in the eligible zones for promotion in preparation of the basis of their record of the past performance, suitability and other relevant factors, which will be valid for one year. Secretary, OIB, being the Chairman of the DPC, is requested to kindly indicate a suitable date and time for holding the meeting of the DPC.

FASCAO
Op No: 14-3-16
Date: 17-3-16

Secretary
Op No: 14
Date: 14-3-16

FASCAO

To: File is submitted seeking your convenience for convening the DPC for two vacant posts of DC/SAO. Its composition of DPC is as follows.

Secretary, OIB

Convenience of Dir/DS (Fin) may be obtained in the 2nd week of April 2016.

Sh. G.C. Doual
Sh. Rajesh Kumar Saini

Secretary, OIB
(Signature)

(Signature)

(Signature)

from pre-page

12. DS (Finance, Matters) will be available for OPC on 5th or 6th April 2016 at any time. Secretary OIB is requested to kindly indicate a date & time as per convenience.

~~Secretary OIB~~

~~16/3~~

5th April 16 at 11:30 am.

~~16/3~~

~~PA & CAO~~

~~16/3~~

~~Concurrence (E)~~

Meeting Notice for the consideration of promotion for the posts of DCF & Asst. Secy. Grade B. in place held for trial consideration and approval. Please

~~16/3~~

21/4/16

~~PA & CAO~~

~~16/3~~

Meeting Notice for the consideration of promotion for the posts of DCF & Asst. Secy. Grade B. in place held for trial consideration and approval. Please

Enclosed paper for OPC for 49 posts of DCF & Asst. Secy. Grade B. scheduled for 21/4/16 for consideration and approval. Please

~~16/3~~

Approved. It includes bench mark etc required for the posts.

~~16/3~~

~~16/3~~

PA & CAO
Dr No. 4053
Date 16-3-16

Secretary
Dr No. 12
Date 16-3-16

PA & CAO
Dr No. 4053
Date 16-3-16

SECRETARY
Dr No. 12
Date 16-3-16

- 2 -

Sub: Promotion to the two posts of Deputy Chief Finance & Accounts Officers, OIB.

Notes on pages 1B-21/r. refer.

In pursuance of OIB Employees' (Recruitment) Regulations, 2011, a meeting of the Departmental Promotion Committee (DPC) under the chairmanship of Secretary, OIB with FASCAO, OIB and Deputy Secretary (Finance), MOP&NG as Members was held on 5.4.2016 at 11.00 a.m. in the chamber of Secretary, OIB to consider filling up of two posts of Deputy Chief Finance & Accounts Officers (DCF&AO), OIB in the Pay Band of Rs.15600-39100 (PB-3) with Grade Pay of Rs.7000/- through promotion.

2. The recommendation of this DPC may kindly be perused at ^{F/O} ~~the~~. The DPC recommended appointment of Shri Ganesh Chander Doval and Shri Rajesh Kumar Saini to the two posts of DCF&AO in the Pay Band of Rs.15600-39100 (PB-3) with Grade Pay of Rs.7000/- on regular basis from the date of their assuming the charge of the posts.

3. In terms of Rule 2(vv) of OIB Employees' (General Conditions of Service) Rules, 1984 (F&D - page 36/xx), Chairman, OIB is the appointing authority in respect of Group 'A' posts.

4. In view of the recommendations of DPC, kind approval of Chairman, OIB is solicited for appointment of Shri Ganesh Chander Doval and Shri Rajesh Kumar Saini to the two posts of Deputy Chief Finance & Accounts Officer (DCF&AO), OIB in the Pay Band of Rs.15600-39100 (PB-3) with Grade Pay of Rs.7000/- on regular basis.

वि. सं. (सं.सं.)	15-4-16
दि. सं. (सं.सं.)	15-4-16

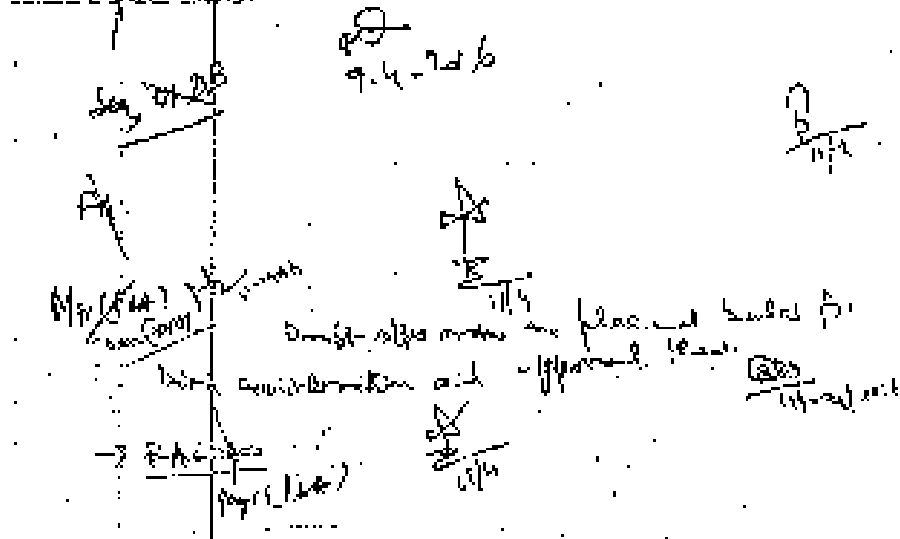
FASCAO Recommendation of the DPC at Para 4 is submitted for approval of Chairman, OIB as appointing authority for the post of ~~persons in OIB~~

Secretary, OIB May kindly approve. See DPC recommendation and in conformity with the rules in force in OIB.

Chairman, OIB
Secretary, MOP&NG

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दि. सं. (सं.सं.)	06/4/16

वि. सं. (सं.सं.)	102-
दि. सं. (सं.सं.)	11-4-2016



CONFIDENTIAL**Minutes of Departmental Promotion Committee Meeting
held on 06.04.2016**

The Department Promotion Committee (DPC) chaired by Secretary, OIB with FA&CAO, OIB and Deputy Secretary (Finance), MOP&NG as members met on 5th April 2016 at 11.00 am in the chamber of Secretary, OIB to consider promotion to the two vacant posts of Deputy Chief Finance & Accounts Officer (DCF&AO) in OIB in the Pay Band of Rs.15600-39100 (PB-3) with Grade Pay of Rs.7600/- on regular basis.

2. In terms of the eligibility criteria as laid down in the relevant Recruitment Regulations, the post is to be filled by promotion, failing which by deputation/direct recruitment. The eligibility criteria for promotion to the post of DCF&AO is as under :

Promotion

The post of DCF&AO can be filled by promotion from the posts of Senior Accounts/Admn. Officer / Manager (P&A) / Manager (Estate) with five years regular service possessing educational qualifications and experience prescribed for direct recruits under column B of recruitment regulations for the post of DCF&AO.

Requirement under column B**Essential:**

Graduate with at least 5 years of services in the grade pay of Rs. 6600/- and having experience of finance, accounts, budgeting & financial control or personnel & administration or building works & contract management in the office(s) of Central Government/ autonomous bodies.

Desirable:

Preference would be given to applicants having qualified SAS/Post Graduate in Financial Management/Chartered Accountant and Knowledge of computer."

3. As per above provisions, the feeder grades for promotion to the post of DCF&AO are Senior Accounts/Admn. Officer, Manager (P&A) and Manager (Estate). DPC was apprised that, as on date, the feeder grade posts are being held by Shri Ganesh Chander Doyal, Manager (Estate), Shri Rajesh Kumar Saini, Manager (P&A) and Shri Girish Chandra, Sr. A.O. DPC was further apprised that Shri Girish Chandra has not completed five years' regular service in the feeder grade post of Sr. AO and, hence he is not in the consideration zone for promotion to the post of DCF&AO.

4. The other two departmental candidates viz. Shri Ganesh Chander Doyal and Shri Rajesh Kumar Saini, who are in the feeder grade, fulfil the eligibility criteria prescribed for promotion to the post of DCF&AO. Both are holding the posts of Manager (Estate) and Manager (P&A) respectively with effect from 15.03.2011 i.e. for the last 5 years.

15. DPC was informed that no vigilance/disciplinary case is either pending or contemplated against Shri Ganesh Chander Doval and as such they are clear from the vigilance angle. The minimum benchmark for promotion to the post of DCF&AO, being in the grade pay of Rs.7800/-, is 'Very Good'. On perusal of their APAR dossiers, DPC found that both the officers had earned outstanding grading during the last 5 years and hence meet the benchmark grading requirement.

6. In view of the above, DPC considers Shri Ganesh Chander Doval and Shri Rajesh Kumar Saini fit for promotion to the two posts of DCF&AO on regular basis. The Committee accordingly recommends appointment of both Shri Ganesh Chander Doval and Shri Rajesh Kumar Saini to the two posts of DCF&AO in the Pay Band of Rs.4500-33-100 (PB-3) with Grade Pay of Rs.7800/- on regular basis from the date of their assuming the charge of the posts.


 (Kiran Vasudeva)
 DS(Fin.), MOP&NG
 Member, DPC


 (Ajay Srivastava)
 FA&CAO, OIB
 Member, DPC


 (Sanjiv Mittal)
 Secretary, OIB
 Chairman, DPC

**Background papers for the DPC for promotion to the two posts of
Dy. Chief Finance & Accounts Officer (DCF&AO)**

There are two sanctioned posts of Dy. Chief Finance & Accounts Officer (DCF&AO) in OIBB in the Pay Band of Rs.15600-76100 (PB-3) with Grade Pay of Rs.7800/-. A copy of the Recruitment Regulations (RR) for the post of DCF&AO is enclosed as (Annexure-I) for perusal. As per RR, this post of DCF&AO is a Group 'A' Selection Post.

2. Regulation 7 of OIBB Employees' (Recruitment) Regulations, 2011 stipulates that the Board's employee shall be eligible for promotion to the next higher grade after completing minimum length of service in the lower grade as prescribed in the Schedule to the Recruitment Regulations against each post. Eligibility, however, will be subject to availability of vacancy and subject to his being found fit for promotion by a duly constituted Departmental Promotion Committee (DPC). The DPC, while making its recommendations, shall consider the candidates in the eligible zones for promotion and prepare a panel on the basis of the record of the past performance, suitability and other relevant factors to be specifically mentioned. Appointments from the panel, which will be valid for one year, may be made from time to time as and when vacancy arises (Annexure-II).

3. As per the Recruitment Regulations, the mode of recruitment for filling the post of DCF&AO is promotion, failing which by deputation/direct recruitment. The eligibility criteria for promotion of departmental candidates is given below :

Promotion

The post of DCF&AO can be filled by promotion from the posts of Senior Accounts/Admin. Officer / Manager (P&A) / Manager (Estate) with five years regular service possessing educational qualifications and experience prescribed for direct recruits under column 8 of recruitment regulations for the post of DCF&AO.

Requirement under column 8

Essential:

Graduate with at least 5 years of service in the grade pay of Rs.8600/- and having experience of finance, accounts, budgeting & financial control or personnel & administration or building works & contract management in the office(s) of Central Government/autonomous bodies.

Desirable:

Preference would be given to applicants having qualified SAS/Post Graduate in Financial Management/Chartered Accountant and Knowledge of computer.

4. Since the departmental candidates were not eligible earlier for want of required length of service in the feeder grade, the posts were filled up on deputation only. Both the deputationists were relieved on 30th September 2015

and 29th December 2015 after completion of their deputation tenure of three years.

5. The feeder grades for promotion to the post of DCF&AO are Sr. A.O., Manager (P&A) and Manager (Estate). The post of Sr. AO is being held by Shri Girish Chandra since 13.03.2012 and he would be completing the 5 years' service as Sr. AO on 12.03.2017. The posts of Manager (P&A) and Manager (Estate) are being held by Shri Rajesh Kumar Saini and Shri G.C. Doyal respectively since 15.3.2011 who have completed the required length of service of 5 years in the feeder grade on 14.03.2016 and are meeting the eligibility criteria as per para 2 and 3 above. The details of two departmental candidates, who are in the consideration zone for promotion are as under :

Feeder Post / Grade Pay	Grade	Incumbent	Post held since	Grade Pay of Rs.6500 held since	Qualifications
Manager (Estate) / Rs.6500		Sh. G.C. Doyal	15.03.2011	02/2000	B.A.
Manager (P&A) / Rs.6200		Sh. Rajesh Kumar Saini	15.03.2011	06/2001	B.Com. / MBA (Finance) / PGDFM / PGDM / Diploma in Systems Management

6. As per available records, both are clear from vigilance angle. A chart showing the details of eligibility criteria vis-à-vis details of candidates in the consideration zone along with their APAR gradings may kindly be seen at Annexure-III. The benchmark for promotion to the posts in the grade pay of Rs.7500 and above is 'Very Good'.

7. As per RRs of the post of DCF&AO, the DPC would comprise Secretary, OIBD as Chairman with FA&CAO, OIBD and Director/DS(Fin), MOP&NG as members.

8. In terms of Rule 2(b)(i) of OIBD Employees' (General Conditions of Service) Rules, 1984, Chairman, OIBD is the appointing authority in respect of Group 'A' posts.

9. In terms of provision of Regulation 7 quoted above, it is proposed to hold the meeting of the DPC to consider the candidates in the eligible zones for promotion to prepare a panel on the basis of their record of the past performance, suitability and other relevant factors, which will be valid for one year.

तेल उद्योग विकास बोर्ड

पेट्रोलियम एवं प्राकृतिक गैस मंत्रालय
शांति नगर

OIL INDUSTRY DEVELOPMENT BOARD

Ministry of Petroleum & Natural Gas
Government of Indiaकार्यालय आदेश संख्या - 8/2018

राक्षम अधिकारी ने विभागीय पदोन्नति समिति की सिफारिशों के अनुसरण में श्री राजेश कुमार सैनी, प्रबंधक (कार्गिक एवं प्रशासन) को उप मुख्य वित्त एवं लेखा अधिकारी के पद जिसका वेतनमान रुपये 15600-38100 (पी.बी. 3) + ग्रेड पे रुपये 7000/- है, पर नियमित आधार पर उनके उच्च पद के ग्रहण करने की तिथि से पदोन्नति को स्वीकृति प्रदान की है।

In pursuant to the recommendations of Departmental Promotion Committee, approval of Competent Authority is conveyed for promotion of Shri-Rajesh Kumar Saini, Manager (Personnel & Administration) to the post of Deputy Chief Finance & Accounts Officer in the Pay Band of Rs.15600-38100 (PB-3) with Grade Pay of Rs.7000/- on regular basis with effect from the date of his assuming the charge of the higher post.

(राजेश श्रीवास्तव)

वित्त सहायक एवं मुख्य लेखा अधिकारी

नं. 8/1/2018-पेंडिंग

अप्रैल 11, 2018

प्रति :

1. अध्यक्ष, लेखा विभाग एवं सचिव, पेट्रोलियम एवं प्राकृतिक गैस मंत्रालय
2. सचिव, पेंडिंग के निजी सचिव
3. वित्त सहायक एवं मुख्य लेखा अधिकारी के निजी सचिव
4. श्री राजेश कुमार सैनी, प्रबंधक (कार्गिक एवं प्रशासन)
5. संबंधित अधिकारी की व्यक्तिगत मिनिशन
6. अनुभाग अधिकारी (डी.डी.ओ.)
7. कार्यालय आदेश मिनिशन
8. गार्ड फाइल
9. सूचना पट्ट

प्रकाशक कार्यालय :-

ओआईडीबी, भवन, सी ब्लॉक, तीसरी मंजिला,
प्लॉट नं. 2, सुखर - 73, नॉर्दन-23:300, उत्तर प्रदेश

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Phone : 91-11-2343640

कृपया इसे श्री के. सुभाषचंद्र के

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**Recruitment Regulations for the post of
Manager (Personnel & Administration)**

1.	Name of Post	: Manager (Personnel & Administration)
2.	No. of Posts	: 1 (One)
3.	Classification	: Group 'A'
4.	Pay Band / Grade Pay	: PB-3 / Rs.15600-30100 Grade Pay - Rs.6000/-
5.	Whether selection post or non-selection post	: Selection Post
6.	Age limit for direct recruits	: 45 years
7.	Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension Rules, 1972)	: Not applicable.
8.	Educational & other qualifications required for direct recruits	: Essential: Graduate Should have <u>6 years experience in the Grade Pay of Rs.4800 or more or 7 years in the Grade Pay of Rs.4600 in the Central Government / Public Sector/ Autonomous organizations.</u>
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	: No
10.	Period of Probation, if any	: Two years for direct recruits only. 'NIL' for promotes.
11.	Method of recruitment Whether by direct recruitment or by deputation/transfer & percentage of the vacancies to be filled by various methods	: Promotion, failing which by deputation/ direct recruitment.
12.	In case recruitment by promotion/ deputation/transfer, grades from which promotion/deputation/transfer to be made.	: Promotion: Promotion from Officers with 6 years experience in the Grade Pay of Rs.4800 or more or 7 years regular service in Grade Pay of Rs.4600 (excluding Accounts Officer & Accountant) and possessing the educational qualifications and experience prescribed for direct recruits under Column 8. Deputation: Officers with 6 years experience in the Grade Pay of Rs.4800 or more or 7 years regular service in Grade Pay of Rs.4600

		and possessing the educational qualifications and experience prescribed for direct recruits under Column 8.
13.	If a DPC exists, what is its composition	DPC comprising Secretary, OIB as Chairman with FA&CAO (OIB) and Director/Deputy Secretary (Finance), MOP&NG as members.
14.	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable.

901

Min Secretary
Ministry of PNG
Diary No. 23485
Date 22/11/2022

Dated 9.10.2022

To

Sh Pankaj Jain, Secretary, Ministry of Petroleum & Natural Gas,
'A' Wing, Shastri Bhawan, New Delhi.

Subject: Loot of money/farziwada in OIDB by way of getting illegal promotion, getting steep hike (equal to 4 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenographers only and getting benefits of MACP by flouting government norms without government approvals.

Sir,

I am writing this complaint in regards to malpractice being done in OIDB in order to **loot money by way of:**

- (i) Getting illegal promotion;
- (ii) Getting steep hike (equal to 4 promotions) in the name of 'Time Scale Promotion';
- (iii) Manipulation while preparing RRs for newly created posts which entitles stenographers for promotions and debar others, and subsequently filling them by stenographers; and
- (iv) Getting benefits of MACP by flouting norms of Government and without approval of the Government.

Prd 24/11
AS
Prd
Examine

The undersigned has collected various information from OIDB by filing RTI/Website. Many irregularities and violation of government norms have been noticed while overlooking the files. By this letter, I just want to bring to your knowledge about the officers who have joined hands in gloves for wrong doings while preparing RR and implementing MACP regulations in OIDB. Being, a responsible citizen and practicing lawyer it is my obligatory duty towards our constitution and country.

2. It is evident from the information received that one Stenographer Grade B Shri Rajesh Kumar Saini joined the office on **01.01.1992** as Steno (Grade-C) (Pay Scale **1400-40-1600-50-2300-EB-60-2600**, which was revised to **9300-34800 GP 4200**)[Page No.23]. Sh. R.C. Narang, then Stenographer Grade 'B' went on deputation to OCC for a period of 3 years, and Shri Saini requested OIDB to grant him an ad-hoc promotion against the vacancy of Stenographer Grade 'B' as per OIDB

संख्या	
दिनांक एवं गुण संख्या	
दायगी संख्या	5166
प्राप्त दिनांक	28/11/2022

Prd 28-11-22
AS (SAINI)
Prd (SAINI)

Employees (Recruitment) Regulations, 1986. After considering his request, he was initially promoted to Steno (Grade-B) (Pay Scale 2000-3500, which was revised to 6500-200-10500 i.e. S-12 Grade of 5th CPC) in an officiating capacity w.e.f. 27.06.1995 [Page No. 41 & 23] and later got regular promotion to the post of Steno (Grade-B) on 26.11.1996 [Page No. 46-49].

3. Shri Rajesh Kumar Saini, PS to Secretary got regular promotion to the post of Steno (Grade-B) on 26.11.1996 in the scale of pay of Rs.2000-3500 [Page No. 51] [by 5th CPC, this scale was revised to 6500 – 200- 10500 (i.e. S-12 Grade)]. Comparative Table of 4th, 5th & 7th CPC is at Page 173. Sh. Rajesh Kumar Saini was completing six years of regular service on the post of Stenographer Grade 'B' (PS) on 26.11.2002. To unlawfully give the benefit to Shri Rajesh K. Saini, the then Account Officer hide the facts and apprised the competent Authorities that Shri Saini has completed six years of continuous service in the existing grade on date i.e. 26.6.2001 which is 1.5 years before the actual completion of regular six years' service (i.e. 26.11.2002) [Page No. 52].

4. It is evident from the noting [Page No. 52-57] that Shri Saini was Granted Time Scale Promotion under rule 11(2) of OIDB RRs 1986, [Page 37-38] on 27.06.2001 from Pay Scale 6500-200-10500 (i.e. S-12 Grade of 5th CPC), to the scale of Rs.10,000-325-15,200 (i.e. S-19 Grade of 5th CPC). Such a huge Jump from S-12 Grade to S-19 Grade (seven times jump) just because there was no avenue for promotion for stenographer grade B, as mentioned in the file [Page No. 52-55] that there are no promotional avenues for Shri Saini who was holding the post of Stenographer Grade 'B' in the scale of 6500-200-10500 and keeping this in view, he was granted higher scale 10000-325-15200 as per regulation 11(2) of OIDB Employees (Recruitment) Regulations, 1986 [Page No.37-38] which is reproduced below:

"11. Time scale promotion:

(1) An employee if not promoted to the next higher post for want of vacancies, after six years of continuous service in the existing grade, may be placed in the next higher grade to which he may be eligible on promotion, subject to his satisfactory performance in his existing grade.

(2) For posts, for which there are no avenues for promotion, an employee may be given the next grade of the particular cadre as 'Selection Grade' after he has completed six years of satisfactory service in the existing grade, provided that once an employee is given a selection grade under this rule, he shall not be eligible again for the next higher grade as selection grade under this rule."

Any higher officials could not see the factual position/rules and granted Shri Saini out of turn Time scale Promotion to a much higher (seven times high) selection grade that too before time (Page-52-57).

5. It can be seen from the noting [Page No. 58-59] that OIBD created 6 additional posts which were notified by Ministry of Petroleum & Natural Gas in The Gazette of India vide: G.S.R. 792(E) dated 30th September 2010 [Page No. 27] and subsequently new OIBD Employees (Recruitment) Regulations were brought in 2011 [Page No. 27-28] It seems that new posts and recruitment rules were prepared only to benefit two stenographers namely, **Shri Rajesh Kumar Saini and Shri Ganesh C Doval** wherein all basic rules and condition required for preparation of Recruitment Rules, **even the DOP&T's model RRs**, were kept aside and no feeder post was indicated for two posts viz. Manager (P&A) and Manager (Estate), and only particular pay scale & grade pay (i.e. 5 year In Grade Pay 4800 or 7 year in Grade Pay 4600) was kept as a criteria for promotion. It can be seen from Recruitment Regulations that even Driver/Peon/steno having pay scale of 9300-34800+GP 4600 can get promotion to the pay scale of 15600-39100 GP: 6600 after completion of seven year regular service. But **Accounts Officer & Accountant [who were performing core function of OIBD (i.e. financing & accounting)]** were barred from the promotion to the post of **Manager (P&A) and Manager (Estate)** whereas stenographer (whose work was to take dictation from their bosses), even drivers, peons become eligible [Page No. 171-172]. Imperative to mention here that the pay scale of 15600-39100 GP: 6600 (6th CPC) is equivalent to the pay scale of Under Secretary to the Govt. of India. Due to misrepresentation done in file in favour of stenographers before higher officers, the higher officers could not implement the rules prescribed by government of India and granted **undue promotions to these two stenographers to posts of Manager (P&A) (which is purely administrative in nature) and Manager (Estate) (which is purely technical in nature) [Page 28 & 60]. The then prevailing RR rules for promotion to the post of Manager (P&A) and Manager (Estate) are reproduced below [Page No. 171-172] :**

Clause 12 of OIBD RRs, 2011 applicable for Manager (P&A) [Page No. 171]:

"Manager (P&A): Promotion from Officers with 6 years' experience in the Grade Pay of Rs.4800 or more or 7 years regular service in Grade Pay of Rs.4600 (excluding Accounts Officer & Accountant) and possessing the educational qualifications and experience prescribed for direct recruits."

"Essential for Direct Recruit: Graduate Should have 6 years experience in the Grade Pay of Rs.4800 or more or 7 years in the Grade Pay of Rs.4600 in the Central Government / Public Sector/ Autonomous organizations."

Clause 12 of OIBD RRs, 2011 applicable for Manager (Estate) [Page No. 172] :

"Manager (Estate): Promotion from Officers with 6 years' experience in the Grade Pay of Rs.4800 or more or 7 years regular service in the Grade Pay of Rs.4600 (excluding Accounts Officer & Accountant) and possessing the educational qualifications and experience as prescribed for direct recruits."

"Essential for Direct Recruit: Graduate. Should have 6 years' experience in the Grade Pay of Rs.4800 or more or 7 years in the Grade Pay of Rs.4600 in the Central Government / Public Sector/Autonomous organizations with experience of procurement, contracts, and civil works."

6. Both the above mentioned stenographers, one of whom had already taken the steep hike in the name of **Time Scale Promotion [Ref. Para 5 above]** were now appointed as Manager (P&A) and Manager (Estate) in the Pay Band Rs.15,600-39,000 with a Grade Pay of Rs.6,600 [Page 58 & 60] vide Office Order no.5 of 2011 (File No.6/2/2011-OIDB) Dated 15th March, 2011 [Page No. 60]. The timing of all these, viz., **creation of posts (30.09.2010)**, approval of **faulty Recruitment Regulations, 2011** [which do not mention feeder post and instead mention only pay-scale but categorically bar Accounts Officers and Accountants for promotion to these two posts] (**08.02.2011**) and subsequently, **appointment** of the stenographers to the **non-stenographer stream posts**, viz. Manager (P&A) and Manager (Estate) **without any examination**, vide office order no. 05 of 2011 dated (**15.03.2011**), give reasonable presumption that all of these were **prefixed [Page No. 58 & 60]**.

7. **OIDB RRs, 2011** were prepared in such a manner that both stenographers first get appointment as Managers and later after completion of 5 years they can become eligible for the post of **DCF&AO (level-12 of 7th CPC) equivalent to the post of Deputy Secretary to the Govt. of India. Both the stenographers got preplanned promotion to the post of DCF&AO in the month of April 2016. The RR were very dexterously prepared and was just an eye wash for the OID Board and Ministry, MoPNG. RR 2011 rules for promotion to the post of DCF&AO prevailing at that time are reproduced below [Page No. 170]**

"Dy. Chief Finance & Accounts Officer: Promotion from the posts of Senior Accounts/Admin. Officer / Manager (P&A) / Manager (Estate) with five years regular service possessing educational qualifications and experience prescribed for direct recruits".

"Essential for Direct Recruit: Graduate with at least 5 years of service in the grade pay of Rs.6600/- and having experience of finance, accounts, budgeting & financial control, or personnel & administration or building works & contract management in the office(s) of Central Government/ autonomous bodies."

8. In above mentioned DCF&AO RRs (of 2011), it can be visible that **Manager (P&A) and Manager (Estate) were added as feeder grade in addition to the feeder post of 1986 RRs viz. Senior Accounts/Admin Officer** so that both the stenographers who are promoted to **Managers can be later promoted as DCF&AO. Policy for mentioning feeder posts in the RRs for considering promotion to**

the post of DCF&AO and Manager (P&A)/Estate) are totally contrary to each other. Feeder posts were specifically mentioned in RRs (of 2011) applicable for promotion to the post of DCF&AO. However, in case of RRs (of 2011) applicable for promotion to the posts of Manager (P&A) and Manager (Estate), feeder posts were not mentioned, only grade-pay was mentioned so that Stenographers can be covered in addition to the feeder post mentioned in 1986 RRs viz. Section Officer [Accounts Officer and Accountant were specifically barred].

— 9.1 Sr. A.O. in his complaint of 9.5.2019 and 5.4.2019 which were obtained in RTI [Page No. 33-78] also has alleged the following:

"As far as the case of Mr. Saini is concerned, he has got 1st promotion after a period of less 3 and half years in officiating capacity and less than 5 years in regular capacity. Further, he has got Time Scale Promotion equivalent to the post of Under Secretary in Government of India within a period of less than 5 years. In totality, Mr. Saini has already got the promotion/financial upgradation upto the level of Under Secretary within 9 and 1/2 years whereas as per MACPs Financial Upgradation upto this level may be granted after 30 years of regular service. Further, when he was already given promotion to the post of Manager then how it can be granted the 3rd financial upgradation to him after that within a period of 3 months.

It can be clearly shown the bad intention of the officers working in administration which grants 3rd Financial Upgradation to Mr. Rajesh Saini w.e.f. 27.05.2011 whereas he was already got promotion to the post of Manager (P&A) w.e.f. 15.03.2011 in the pay band of Rs.15,600-39,100 + 6,600 (Grade Pay). It seems either the officers/staff working in the administration are not fully aware of the Rule & Regulations or done with some vested interest under the influence of Mr. Rajesh Saini who was also working as DCF&AO (Admn.) at that time.

9.2 This complaint was not taken serious and all allegations were said to be baseless and Mr. Doval, protected him by writing the following:

"2. The issue regarding grant of third financial upgradation under MACP to Shri Rajesh Kumar Saini, DCF&AO in the grade pay of Rs.7600/- has been examined at length on page - 23 to 25/N and found in order. Shri Saini was in the grade pay of 6600/- since 27.6.2001 and had completed 10 year in that grade pay and thus is entitled for grant of 3rd MACP in Grade Pay of Rs.7600/- in terms of provisions of MACPS. The allegation made by Shri Girish Chandra does not substantiate." [Page 26] ¶

(Mr. Doval was allowed to make a statement against the complaint of Sh. Girish Chandra although allegations were also labelled against him by Sh. Chandra.)

9.3 The matter was taken serious by Secretary, OI DB and he has directed FA&CAO with following remarks on 14.05.2019:[Page No. 23-26]

"On all the allegations made by Shri Girish Chandra, a consolidated note be put up after examination for kind perusal of chairman"

9.4 On the above directions of Secretary, OI DB, the then FA&CAO directed the promoted stenographer DCF&AO (GD) to follow the directions. This was last page of the noting of the file which I had received from the RTI and it is observed that how DCF&AO (GD) did nothing and protected his friend and corrupt officer and hide the facts. A suitable action should be taken against 'thieves who are cousins'

10. Facts relating to Implementation of Modified Assured Career Progression Scheme (MACP) in OI DB

10.1 Background in OI DB:

Since 1986, by virtue of 'O.I.D.B. Employees (Recruitment) Regulations, 1986' **Time Scale Promotion** was available to the employees of OI DB. The relevant clause is reproduced below[Page No. 37-38]:

"1. Time scale promotion:

(1) An employee if not promoted to the next higher post for want of vacancies, after six years of continuous service in the existing grade, may be placed in the next higher grade to which he may be eligible on promotion, subject to his satisfactory performance in his existing grade.

*(2) For posts, for which there are not avenue for promotion, an employee may be given the next grade of the particular cadre as 'Selection Grade' after he has completed six years of satisfactory service in the existing grade, provided that **once an employee is given a selection grade under this rule, he shall not be eligible again for the next higher grade as selection grade under this rule.**"*

10.2 Modified Assured Career Progression Scheme (MACPS) was introduced by the Govt. of India, **with a view to benefit central government civilian employees only** vide DOPT O.M. No.35034/3/2010-Estt(D) dated 19.05.2009[Page

No. 84-101]. As per Para 2 of Scheme [i.e. Para 2 of ANNEXURE-I of DoP&T O.M. No.35034/3/2008-Est.(D) dated 19.05.2009] MACPS allows placement in 'immediate next higher grade pay' i.e. 'only 1 level higher grade pay'. Relevant Para is reproduced below [Page No. 87]:

"2. The MACPS envisages merely placement in the immediate next higher grade pay in the hierarchy of the recommended revised pay bands and grade pay as given in Section 1, Part-A of the first schedule of the CCS (Revised Pay) Rules, 2008. Thus, the grade pay at the time of financial upgradation under the MACPS can, in certain cases where regular promotion is not between two successive grades, be different than what is available at the time of regular promotion. In such cases, the higher grade pay attached to the next promotion post in the hierarchy of the concerned cadre/organisation will be given only at the time of regular promotion."

10.3 **Other relevant clauses** of MACP Scheme vide ANNEXURE-I of above-mentioned DoP&T O.M. dated 19.5.2009 are also reproduced below [Page No. 89]:

"9. 'Regular service' for the purposes of the MACPS shall commence from the date of joining of a post in direct entry grade on a regular basis either on direct recruitment basis or on absorption/re-employed basis."

"14. The MACPS is directly applicable only to **Central Government Civilian employees**, it will not get automatically extended to employees of Central Autonomous/ Statutory/ Bodies under the administrative control of a Ministry/Department. Keeping in view the financial implications involved, a **conscious decision** in this regard shall have to be taken by the respective **Governing Body/Board of Directors** and the **administrative Ministry** concerned and where it is proposed to adopt the MACPS, **prior concurrence of Ministry of Finance shall be obtained.**"

10.4 As regards **interpretation/ clarification** of doubts etc., Para 9 of the DoP&T O.M. dated 19.05.2009 further states that [Page No.85]:

"9. Any interpretation/clarification of doubt as to the scope and meaning of the Provisions of the MACP Scheme shall be given by the Department of Personal and Training (Establishment-D)."

10.5 **Further, DoPT OM No.22/22/2009-CS.I (CR) dated 12.04.2010 [Page No. 168] stipulates that:**

"DR Assistants/DR Grade 'C' Stenographers who have got Non-functional grade (NFG) in the grade pay of Rs.5400/- would only be entitled for 3rd financial upgradation in the immediate higher grade pay of Rs.6600/- on

completion of 30 years of continuous service or on completion of 10 years stagnation in a single grade pay, whichever is earlier. No further financial upgradation would be admissible to such officials".

10.6 MACPS, which was primarily applicable to central government civilian employees was later extended to autonomous bodies subject to following of certain procedure prescribed in O.M. No.35034/3/2010- Estt(D), Dated 03/08/2010 [Page No. 166-167]. Para 1 and 2 of the O.M. dated 3/8/2010 are reproduced below:

"..... The Department of Expenditure has accordingly approved for extending the benefits of the MACPS to the Central Autonomous/Statutory Bodies under various Ministries/Departments subject to them satisfying the following four conditions:

- (i) The earlier ACP Scheme was also implemented/adopted by the said Autonomous/Statutory Body.*
- (ii) The proposal to adopt MACP Scheme has been approved by the Governing Body/Board of Directors.*
- (iii) The Administrative Ministry/Financial Adviser of the Ministry has concurred with the proposal.*
- (iv) The financial implications of adoption of MACP Scheme have been taken into account by the Organisation/Body and the additional financial implications can be met by it within the existing Budget Grants.*

2. As per the revised arrangement, the proposal shall be processed by the Financial Advisor concerned in the first instance and subject to it meeting the requirements spelt out at (i), (ii) and (iv) above, he would obtain the orders of the administrative Head/ Secretary concerned for approving the extension of MACPS to such a body."

10.7 It can be seen that OIBD had not implemented Assured Career Progression (ACP) Scheme in OIBD [rather its employees were getting benefits of 'Time Scale Promotion' (Ref: Para 10.1 above)]. As such the condition mentioned at 10.6 (i) above was not fulfilled and the MACP Scheme was not able to be implemented in OIBD. RTI application filed at Oil Industry Development Board also reveals that Oil Industry Development Board, has implemented Modified Assured Career Progression Scheme (MACPS) with the approval of AS(E)MOPNG/ Secretary, OIBD on 4.2.2016 [Page 4] vide Office Order No.6/12/2011 dated 9 March 2016 [Page 119]. It also evident from file noting that as per the advice of MOPNG [Page 1], MACP could not be introduced in

OIDB as there was no ACP in OIB. Para 4 at Page 1, however, mentions the following:

The Board, however, decided [Page 1] that the matter may again be referred to DOPT through MOP&NG for reconsidering implementation of MACP Scheme in OIB. The matter was accordingly again referred to MOP&NG vide letter dated 1.11.2013. The matter was constantly followed up with MOP&NG to expedite decision on the proposal for implementation of MACP in OIB so that eligible employees of OIB may get benefit of financial upgradation since February 2011. Since Department of Expenditure has already made it clear that implementation of MACP in OIB cannot be agreed to as OIB has not implemented ACP earlier for its employees."

10.8 Para 14 at Page 3 mentions the following:

"OID Board, however, directed OIB to refer the matter to DOPT again through MOPNG for reconsideration. The matter is still pending with MOPNG .

10.9 But the MACP got implemented without approval of MoPNG/DoPT and all the facts were ignored. Even direction of OIB board was not followed.

10.10 The benefit of 'Time Scale Promotion' (Ref: Para 10.1 above) was available only once throughout the whole service in OIB. As such this 'Time Scale Promotion' was no more beneficial for those who have availed its benefit once in their career. Thus the **MACP Scheme** was implemented in OIB in order to grant benefit to those personnel who had availed the benefit of 'Time Scale Promotion' system, before such implementation of MACP.

10.11 What transpires from Para 9 of the file note at Page 2 signed by Mr. Rajesh Saini, Manager(P&A), received in RTI, is that:

(a) As per Para 9(1), a Para on MACP [Para No. 10 at Page 141, reproduced below] was first incorporated in Recruitment Regulation of 2011, and the RRs were got approved by the OIB Board in its 81st Meeting [MoM at Page 137-138], although approval of the Governing Body (Board in the present case) is just one of the four conditions prescribed by DOPT O.M. dated 3.8.2010 mentioned at Para 10.6 above:

"10. Modified Assured Career Progression Scheme:

The career progression with effect from the date of approval of these regulations shall be in accordance with the Modified Assured Career Progression Scheme (MACP) applicable to Central Government employees.

annexed to the Schedule as may be modified by the Central Government from time to time."

- (b) Thereafter, It was mentioned in Para 9(ii) that "*OID Board is competent to approve Recruitment Regulations for OIDB employees and the Government instructions are not applicable on OIDB because OIDB has its own set of Service Rules.*". MoM of 81st Meeting of the OID Board [Page 138] mentioned "*Board is competent to approve the Recruitment Regulations in terms of Rule 7 of OID Industry Development Board Employees (General Conditions of Service) Rules, 1984.*" **(This is false as governing body is not competent to approve the MACP Scheme for OIDB employees unless the other three conditions mentioned at Para 10.6 above are fulfilled. Moreover, If the Government instructions are not applicable on OIDB, then the benefits of a Government Schemes (here MACP Scheme) can also not be extended to OIDB employees. It clearly shows that complete information (viz. Central Government O.M./ directions/instructions, conditions to be fulfilled before implementing MACP Scheme, consultations with various Ministries/Departments in this regard, etc.), were not brought before the OID Board and the same was not informed properly in this regard.)**

- (c) Para 10 & 11 at Page 2 signed by Mr. Saini, Manager(P&A) further mentions "*the matter was taken up with OID Board in its 91st meeting held on 16.9.2015, to allow OIDB to implement the MACP scheme for OIDB employees, which is already approved.*" "*The Board, however, directed Secretary, OIDB to examine the matter and decide appropriately.*" **(Apparently, the complete information was not given to OID Board that time also.)**

- + (d) Para 12 at Page 2 of Mr. Saini, Manager(P&A) mentions that "*In view of the position explained above, Secretary, OIDB is requested to kindly consider and allow OIDB to implement the MACP Scheme for OIDB employees, which already stands approved by OID Board in its 81st Board meeting.*" **It is apparent that the complete information viz. Central Government O.M. directions/instructions, conditions to be fulfilled before implementing MACP Scheme, consultations with various Ministries/Departments in this regard, etc., were also not brought on the file.**

10.12 Para 13 of Sh. Ajay Srivastava, FA&CAO, OIDB on Page 3 mentions "*OID Board in its 81st meeting held on 8.2.2011 approved OIDB Employees (Recruitment) Regulation, 2011, Regulation 10 of which provides for Modified Assured Career Progression (MACP) "... in accordance with MACP applicable to the Central Government employees..." Accordingly, MACP for the employees on the pattern of MACP for Central Government employees became applicable to the employees of OIDB replacing erstwhile Time Scale Scheme w.e.f.8.2.2011.*" **(This is**

not true as governing body is not competent to approve the MACP Scheme for employees of OIDB or any other autonomous organisation, unless the other three conditions mentioned at Para 10.6 above are fulfilled.

10.13 As regards consultation with MOPNG & Department of Expenditure, regarding applicability of MACPS in OIDB, FA&CAO has mentioned [Para 14 on Page 3] that "The matter is still pending with MOPNG." If the matter was pending with MOPNG, then also the MACP Scheme cannot be implemented during pendency.

10.14 As regards DOPT instructions, FA&CAO has mentioned [Para 15 on Page 3] that "the DOPT has clearly stated that the instructions issued by DOPT are only applicable to Central Government Civilian employees and posts and are not applicable to autonomous bodies which are governed by the regulations/ instructions issued by concerned administrative Ministry/ Department under Statute/ Act of the Parliament by which they are created or come into existence along with their own set of Service Rules." If DOPT instructions are not applicable to autonomous organizations like OIDB, then MACP Scheme of DOPT should also not be applicable to autonomous organizations like OIDB. Further to this, FA&CAO has mentioned [Para 17 on Page 4] that "Accordingly, the file is submitted to Secretary, OIDB in accordance with the decision taken in 91st Board Meeting held on 16.9.2015 for consideration of above fact and issuance of necessary orders implementing MACP w.e.f. 8.2.2011 for employees of OIDB."

10.15 Thereafter, the MACP for OIDB was approved as follows:

18. Discussed. Proposal is approved in view of the fact that DOPT circular dt July 24, 2012 is not applicable to OIDB and Board in its 81st meeting has already resolved to adopt MACP as applicable to Central Govt employees to OIDB employees."

11.1 I am totally amazed by the administration decision; surprisingly, the MACP Scheme was implemented in OIDB by violating all rules and regulations just to benefit one stenographer, namely, Shri Rajesh Kumar Saini and one more officer. As per DoP&T O.M. dated 19.05.2009 [Ref: Para 10.2 & 10.3 above], 3rd financial upgradations under the MACPs can be granted on completion of 30 years of continuous regular service. Further, GOI vide O.M. No 22/22/2009-CS.I(CR) dated 12th April, 2010 [Ref: Para 10.5 above] clarified that DR Assistants/DR Grade 'C' Stenographers who have got Non-functional grade (NFG) in the grade pay of Rs.5400/- would only be entitled for 3rd financial upgradation in the immediate higher grade pay of Rs.6,600 on completion of 30 years of continuous service or on completion of 10 years stagnation in a single grade pay, whichever is earlier. No further financial upgradation would be admissible to such officials. As such, above-named stenographer was not entitled for up-gradation higher than the grade pay of

Rs.6600/- . However, he was granted 3rd MACP in grade pay of Rs.7600/- w.e.f. 27.6.2011 [Page No. 79]

11.2 As far as the case of Mr. Saini is concerned, he has got 1st promotion after a period of less 3 and half years in officiating capacity [Page No. 41-45] and less than 5 years in regular capacity [Page No. 41-45]. Further, he has got Time Scale Promotion equivalent to the post of Under Secretary in Government of India [amounting to seven (7) promotions in one go] within a period of less than 5 years [Page No. 52-57]. In totality, Mr. Saini has already got the promotion & financial upgradation upto the level of Under Secretary within 9 and 1/2 years whereas as per MACPs Financial Upgradation upto this level may be granted after 30 years of regular service. Further, when he was already given promotion to the post of Manager [Grade pay 6600 i.e. Level-11 of 7th CPC] w.e.f. 15.3.2011 [Page 58-60] then under which rule can he subsequently be granted the 3rd financial upgradation w.e.f. 27.6.2011 i.e. within a period of 3 months [Page 79].

11.3 As per O.M. relating to the MACP Scheme, benefits under this scheme can be granted only prospectively. However, the MACP Scheme was implemented in OIBD with retrospective effect. Secretary, OIBD approved the implementation of Scheme on 4.2.2016 [Page 4], Office Order was issued on 9.3.2016 [Page 119] and the benefit of 3rd MACP in grade pay of Rs.7600/- was granted to Sh. Rajesh K. Saini on 24.03.2017 with retrospective effect i.e. w.e.f. 27.06.2011 [Page No. 79].

12. It seems either the officers/staff working in the administration are not fully aware of the Rule & Regulations or have done the same with some vested interest under the influence of Mr. Rajesh Saini who was also working as DCF&AO at that time w.e.f. 11.4.2016 [Page 7]. His pay was re-fixed to give him undue favour and he was given arrear of Rs 2,84,550/- [Page No. 103] along with one other employee. Minutes of screening committee [Page No. 117] say that views of DOPT was obtained for implementing MACP which is controvert from the noting on Para-6 on Page No. 1.

12.2 In spite of all the ambiguities enumerated above, no interpretation/clarification w.r.t. scope and meaning of the provision of MACP Scheme was sought from DoP&T although Para 9 of the DoP&T O.M. dated 19.05.2009 recommends so [Refer: Para 10.4 above].

13. Points relating to administrative lapse in granting benefit of Time Scale Promotion under clause 11 of OIDB Employees Recruitment Regulations, 1986 [OIDB RRs, 1986] summarized below:

- (i) Shri Rajesh Kumar Saini, PS to Secretary was given illegal Time Scale Promotion beyond rules. **Clause 11(1)** (Time Scale Promotion) of OIDB RR 1986 [Page No. 34-40] doesn't apply to the Stenographers-B because RRs do not have any feeder grade beyond Stenographer-B for promotion. Clause 11(2) of OIDB RR 1986 [Page No. 34-40] is also not applicable to him because **Stenographer cadre was not having any next grade above Stenographer Grade B.** These need to be checked vis-à-vis the rule position. [Page No. 37-38](Refer Para-4 above)
- (ii) Despite above, Sh. Rajesh Kumar Saini was granted Time Scale Promotion, 1.5 years before completion of regular six years' service i.e. 26.6.2001 which is 1.5 years before the actual completion of regular six years' service (26.11.2002)(Refer Para-4 above)
- (iii) Even IAS rules do not provide such a huge time scale promotion, which was granted to official in OIDB especially stenographers. IAS officers who passed India's toughest exam get time scale promotion after 4, 9, 13 etc years. (5400 to 6600 to 7600 etc) but **Shri Saini and Shri Doval was unethically granted Time scale** from 9300-3400 GP: 4600 to 15600-36100 GP: 6600(of 6thCPC) in one go. This need to be looked into (Refer Para-4 above)
- (iv) It is evident that clause 11 of OIDB RRs, 1986, (i.e. Time Scale Promotion) can be invoked in case of non-availability of promotional avenue; and benefit under this rule can be given to an employee once throughout his/her service. On the queries of MoPNG, the **then secretary OIDB had also certified the same [Page 53].** However, after availing the benefit of Time Scale Promotion on the grounds of non-availability of promotional avenue, the RRs were amended in 2011 and promotional avenues were created for two stenographer 'B'; and both the stenographers promoted to **Manager (P&A) and Manager (Estate),** respectively, in pay scale 15600-36100 GP: 6600(6thCPC); and **Accountants and Account Officers were debarred from the promotion to the newly created post of Managers. (Refer Para 5-8 above)**
- (v) As rightly highlighted by the Sr. AO in his complaint that there was some pre-conceived conspiracy of the administration in preparing RR-2011, so that these Stenographers of OIDB namely **Shri Rajesh Kumar Saini and Shri**

Ganesh C Doval can be promoted to the posts of DCF&AO/FA&CAO in future. It is evident from noting/website that these two stenographers mentioned above are now DCF&AO and eligible for promotion to FA&CAO in future, and as per vacancy notice uploaded on the OIDB website, FA&CAO post was vacant. (Refer Para 9 above)

(vi) **(Since no one seems to be taking complaints seriously highlighted by the staff members. Theses wolfs went on hunting. Shockingly, MACP was implemented in OIDB after denial of MoPNG/DoPT/MoE (Refer Para 10 above), that too with retrospective effect putting everything aside. Sh. Saini got 3rd MACP in the GP of 7600 w.e.f. 27.6.2011[Page No. 79]**

14. It is requested you to please look into the matter personally and enquire the role and motive of the officers working in administration behind. A suitable administrative action against the erring officers is also requested.

Yours faithfully,



(Abhitosh Kumar)

Advocate Abhitosh Kumar

Chamber No.48, Civil Court Compound,
Hasanpur, Amroha, U.P. Pin- 244 241.

Copy to:

1. Sh. Yatinder Prasad , JS & FA, Ministry of Petroleum & Natural Gas, 'A' Wing, Shastri Bhawan, New Delhi.
2. Dr. Navneet Mohan Kothari, Secretary, OIDB, Joint Secretary, Ministry of Petroleum & Natural Gas, 'A' Wing, Shastri Bhawan, New Delhi.
3. Ms. Esha Srivastava, OSD, Ministry of Petroleum & Natural Gas, 'A' Wing, Shastri Bhawan, New Delhi.

Dated 9.11.2022

To

Dr. Navneet Mohan Kothari, Secretary, OIDB,
Joint Secretary, Ministry of Petroleum & Natural Gas,
'A' Wing, Shastri Bhawan, New Delhi.

Subject: Loot of money/farziwada in OIDB by way of getting illegal promotion, getting steep hike (equal to 4 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenographers only and getting benefits of MACP by flouting government norms without government approvals.

Sir,

I am writing this complaint in regards to malpractice being done in OIDB in order to **loot money by way of:**

- Am (A.E.)*
28/11/22
Am (A.E.)
28/11/22
- (i) Getting illegal promotion;
 - (ii) Getting steep hike (equal to 4 promotions) in the name of 'Time Scale Promotion';
 - (iii) Manipulation while preparing RRs for newly created posts which entitles stenographers for promotions and debar others, and subsequently filling them by stenographers; and
 - (iv) Getting benefits of MACP by flouting norms of Government and without approval of the Government.

The undersigned has collected various information from OIDB by filing RTI/Website. Many irregularities and violation of government norms have been noticed while overlooking the files. By this letter, I just want to bring to your knowledge about the officers who have joined hands in gloves for wrong doings while preparing RR and implementing MACP regulations in OIDB. Being, a responsible citizen and practicing lawyer it is my obligatory duty towards our constitution and country.

2. It is evident from the information received that one Stenographer Grade B Shri Rajesh Kumar Saini joined the office on **01.01.1992** as Steno (Grade-C) (**Pay Scale 1400-40-1600-50-2300-EB-60-2600**, which was revised to **9300-34800 GP 4200**)[Page No.23]. Sh. R.C. Narang, then Stenographer Grade 'B' went on deputation to OCC for a period of 3 years, and Shri Saini requested OIDB to grant him an ad-hoc promotion against the vacancy of Stenographer Grade 'B' as per OIDB

सेवा उत्तम विकास बोर्ड	
नाम	
पिन कोड एवं पुराने कोड	
जाचरी कोड	5145
प्राप्ति दिनांक	28/11/2022

Employees (Recruitment) Regulations, 1986. After considering his request, he was initially promoted to Steno (Grade-B) (Pay Scale 2000-3500, which was revised to 6500-200-10500 i.e. S-12 Grade of 5th CPC) in an officiating capacity w.e.f. 27.06.1995 [Page No. 41 & 23] and later got regular promotion to the post of Steno (Grade-B) on 26.11.1996 [Page No. 46-49].

3. Shri Rajesh Kumar Saini, PS to Secretary got regular promotion to the post of Steno (Grade-B) on 26.11.1996 in the scale of pay of Rs.2000-3500 [Page No. 51] [by 5th CPC, this scale was revised to 6500 – 200- 10500 (i.e. S-12 Grade)]. Comparative Table of 4th, 5th & 7th CPC is at Page 173. Sh. Rajesh Kumar Saini was completing six years of regular service on the post of Stenographer Grade 'B' (PS) on 26.11.2002. To unlawfully give the benefit to Shri Rajesh K. Saini, the than Account Officer hide the facts and apprised the competent Authorities that Shri Saini has completed six years of continuous service in the existing grade on date i.e. 26.6.2001 which is 1.5 years before the actual completion of regular six years' service (i.e. 26.11.2002) [Page No. 52].

4. It is evident from the noting [Page No. 52-57] that Shri Saini was Granted Time Scale Promotion under rule 11(2) of OIDB RRs 1986, [Page 37-38] on 27.06.2001 from Pay Scale 6500-200-10500 (i.e. S-12 Grade of 5th CPC), to the scale of Rs.10,000-325-15,200 (i.e. S-19 Grade of 5th CPC). Such a huge Jump from S-12 Grade to S-19 Grade (seven times jump) just because there was no avenue for promotion for stenographer grade B, as mentioned in the file [Page No. 52-55] that there are no promotional avenues for Shri Saini who was holding the post of Stenographer Grade 'B' in the scale of 6500-200-10500 and keeping this in view, he was granted higher scale 10000-325-15200 as per regulation 11(2) of OIDB Employees (Recruitment) Regulations, 1986 [Page No.37-38] which is reproduced below:

"11. Time scale promotion:

(1) An employee if not promoted to the next higher post for want of vacancies, after six years of continuous service in the existing grade, may be placed in the next higher grade to which he may be eligible on promotion, subject to his satisfactory performance in his existing grade.

(2) For posts, for which there are no avenues for promotion, an employee may be given the next grade of the particular cadre as "Selection Grade" after he has completed six years of satisfactory service in the existing grade, provided that once an employee is given a selection grade under this rule, he shall not be eligible again for the next higher grade as selection grade under this rule."

Any higher officials could not see the factual position/rules and granted Shri Saini out of turn Time scale Promotion to a much higher (seven times high) selection grade that too before time (Page-52-57).

पुस्तक संख्या	
1	1000
2	1000
3	1000
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5	1000

5. It can be seen from the noting [Page No. 58-59] that OIBD created 6 additional posts which were notified by Ministry of Petroleum & Natural Gas in **The Gazette of India vide: G.S.R. 792(E) dated 30th September 2010** [Page No. 27] and subsequently new OIBD Employees (Recruitment) Regulations were brought in 2011 [Page No. 27-28]. It seems that new posts and recruitment rules were prepared only to benefit two stenographers namely, **Shri Rajesh Kumar Saini and Shri Ganesh C Doval** wherein all basic rules and condition required for preparation of Recruitment Rules, **even the DOP&T's model RRs, were kept aside and no feeder post was indicated for two posts viz. Manager (P&A) and Manager (Estate), and only particular pay scale & grade pay (i.e. 5 year In Grade Pay 4800 or 7 year In Grade Pay 4600) was kept as a criteria for promotion. It can be seen from Recruitment Regulations that even Driver/Peon/steno having pay scale of 9300-34800+GP 4600 can get promotion to the pay scale of 15600-39100 GP: 6600 after completion of seven year regular service. But Accounts Officer & Accountant [who were performing core function of OIBD (i.e. financing & accounting)] were barred from the promotion to the post of Manager (P&A) and Manager (Estate) whereas stenographer (whose work was to take dictation from their bosses), even drivers, peons become eligible [Page No. 171-172]. Imperative to mention here that the pay scale of 15600-39100 GP: 6600 (6th CPC) is equivalent to the pay scale of Under Secretary to the Govt. of India. Due to misrepresentation done in file in favour of stenographers before higher officers, the higher officers could not implement the rules prescribed by government of India and granted **undue promotions to these two stenographers to posts of Manager (P&A) (which is purely administrative in nature) and Manager (Estate) (which is purely technical in nature) [Page 28 & 60]. The then prevailing RR rules for promotion to the post of Manager (P&A) and Manager (Estate) are reproduced below [Page No. 171-172] :****

Clause 12 of OIBD RRs, 2011 applicable for Manager (P&A) [Page No. 171]:

"Manager (P&A): Promotion from Officers with 6 years' experience in the Grade Pay of Rs.4800 or more or 7 years regular service in Grade Pay of Rs.4600 (**excluding Accounts Officer & Accountant**) and possessing the educational qualifications and experience prescribed for direct recruits."

"Essential for Direct Recruit: Graduate Should have 6 years experience in the Grade Pay of Rs.4800 or more or 7 years in the Grade Pay of Rs.4600 in the Central Government / Public Sector/ Autonomous organizations."

Clause 12 of OIBD RRs, 2011 applicable for Manager (Estate) [Page No. 172] :

"Manager (Estate): Promotion from Officers with 6 years' experience in the Grade Pay of Rs.4800 or more or 7 years regular service in the Grade Pay of Rs.4600 (**excluding Accounts Officer & Accountant**) and possessing the educational qualifications and experience as prescribed for direct recruits."

"Essential for Direct Recruit: Graduate. Should have 6 years' experience in the Grade Pay of Rs.4800 or more or 7 years in the Grade Pay of Rs.4600 in the Central Government / Public Sector/Autonomous organizations with experience of procurement, contracts, and civil works."

6. Both the above mentioned stenographers, one of whom had already taken the steep hike in the name of **Time Scale Promotion [Ref. Para 5 above]** were now appointed as Manager (P&A) and Manager (Estate) in the Pay Band Rs.15,600-39,000 with a Grade Pay of Rs.6,600 [Page 58 & 60] vide Office Order no.5 of 2011 (File No.6/2/2011-OIDB) Dated 15th March, 2011[**Page No. 60**].The timing of all these, viz., **creation of posts(30.09.2010)**, approval of **faulty Recruitment Regulations, 2011** [which do not mention feeder post and instead mention only pay-scale but categorically bar Accounts Officers and Accountants for promotion to these two posts] (**08.02.2011**) and subsequently, **appointment of the stenographers to the non-stenographer stream posts**, viz. Manager (P&A) and Manager (Estate)**without any examination**, vide office order no. 05 of 2011 dated (**15.03.2011**), give reasonable presumption that all of these were **prefixed [Page No. 58 & 60]**.

7. **OIDB RRs, 2011** were prepared in such a manner that both stenographers first get appointment as Managers and later after completion of 5 years they can become eligible for the post of **DCF&AO (level-12 of 7thCPC) equivalent to the post of Deputy Secretary to the Govt. of India**. **Both the stenographers got preplanned promotion to the post of DCF&AO in the month of April 2016**. The RR were very dexterously prepared and was just an eye wash for the **OID Board and Ministry, MoPNG**. RR 2011 rules for promotion to the post of DCF&AO prevailing at that time are reproduced below[**Page No. 170**]

"Dy. Chief Finance & Accounts Officer: Promotion from the posts of Senior Accounts/Admn. Officer / Manager (P&A) / Manager (Estate) with **five** years regular service possessing educational qualifications and experience prescribed for direct recruits".

"Essential for Direct Recruit: Graduate with at least 5 years of service in the grade pay of Rs.6600/- and having experience of finance, accounts, budgeting & financial control, or personnel & administration or building works & contract management in the office(s) of Central Government/ autonomous bodies."

8. In above mentioned DCF&AO RRs (of 2011), it can be visible that **Manager (P&A) and Manager (Estate) were added as feeder grade in addition to the feeder post of 1986 RRs viz. Senior Accounts/Admn Officer** so that both the stenographers who are promoted to **Managers can be later promoted as DCF&AO**. Policy for mentioning feeder posts in the RRs for considering promotion to

the post of DCF&AO and Manager (P&A)/Estate) are totally contrary to each other. **Feeder posts were specifically mentioned** in RRs (of 2011) applicable for promotion to the post of DCF&AO. However, in case of RRs (of 2011) applicable for promotion to the posts of Manager (P&A) and Manager (Estate), **feeder posts were not mentioned**, only grade-pay was mentioned so that Stenographers can be covered in addition to the feeder post mentioned in 1986 RRs viz. Section Officer [Accounts Officer and Accountant were specifically barred].

9.1 Sr. A.O. in his complaint of 9.5.2019 and 5.4.2019 which were obtained in RTI [Page No. 33-78] also has alleged the following:

"As far as the case of Mr. Saini is concerned, he has got 1st promotion after a period of less 3 and half years in officiating capacity and less than 5 years in regular capacity. Further, he has got Time Scale Promotion equivalent to the post of Under Secretary in Government of India within a period of less than 5 years. In totality, Mr. Saini has already got the promotion/financial upgradation upto the level of Under Secretary within 9 and 1/2 years whereas as per MACPs Financial Upgradation upto this level may be granted after 30 years of regular service. Further, when he was already given promotion to the post of Manager then how it can be granted the 3rd financial upgradation to him after that within a period of 3 months.

It can be clearly shown the bad intention of the officers working in administration which grants 3rd Financial Upgradation to Mr. Rajesh Saini w.e.f. 27.06.2011 whereas he was already got promotion to the post of Manager (P&A) w.e.f. 15.03.2011 in the pay band of Rs.15,600-39,100 + 6,600 (Grade Pay). It seems either the officers/staff working in the administration are not fully aware of the Rule & Regulations or done with some vested interest under the influence of Mr. Rajesh Saini who was also working as DCF&AO (Admn.) at that time.

9.2 This complaint was **not** taken serious and all allegations were said to be baseless and Mr. Doval, protected him by writing the following:

"2. The issue regarding grant of third financial upgradation under MACP to Shri Rajesh Kumar Saini, DCF&AO in the grade pay of Rs.7600/- has been examined at length on page – 23 to 25/N and found in order. Shri Saini was in the grade pay of 6600/- since 27.6.2001 and had completed 10 year in that grade pay and thus is entitled for grant of 3rd MACP In Grade Pay of Rs.7600/- in terms of provisions of MACPS. The allegation made by Shri Gritsh Chandra does not substantiate." [Page 26]

(Mr. Doval was allowed to make a statement against the complaint of Sh. Girish Chandra although allegations were also labelled against him by Sh. Chandra.)

9.3 The matter was taken serious by Secretary, OIDB and he has directed FA&CAO with following remarks on 14.05.2019:[Page No. 23-26]

"On all the allegations made by Shri Girish Chandra, a consolidated note be put up after examination for kind perusal of chairman"

9.4 On the above directions of Secretary, OIDB, the then FA&CAO directed the promoted stenographer DCF&AO (GD) to follow the directions. This was last page of the noting of the file which I had received from the RTI and it is observed that how DCF&AO (GD) did nothing and protected his friend and corrupt officer and hide the facts. A suitable action should be taken against 'thieves who are cousins'.

10. Facts relating to Implementation of Modified Assured Career Progression Scheme (MACP) in OIDB

10.1 Background in OIDB:

Since 1986, by virtue of 'O.I.D.B. Employees (Recruitment) Regulations, 1986' **Time Scale Promotion** was available to the employees of OIDB. The relevant clause is reproduced below[Page No. 37-38]:

"11. Time scale promotion:

(1) An employee if not promoted to the next higher post for want of vacancies, after six years of continuous service in the existing grade, may be placed in the next higher grade to which he may be eligible on promotion, subject to his satisfactory performance in his existing grade.

(2) For posts, for which there are not avenue for promotion, an employee may be given the next grade of the particular cadre as 'Selection Grade' after he has completed six years of satisfactory service in the existing grade, provided that **once an employee is given a selection grade under this rule, he shall not be eligible again for the next higher grade as selection grade under this rule.**"

10.2 Modified Assured Career Progression Scheme (MACPS) was introduced by the Govt. of India, **with a view to benefit central government civilian employees only** vide DOPT O.M. No.35034/3/2010-Est(D) dated 19.05.2009[Page

No. 84-101]. As per Para 2 of Scheme [i.e. Para 2 of ANNEXURE-1 of DoP&T O.M. No.35034/3/2008-Estt.(D) dated 19.05.2009] MACPS allows placement in 'immediate next higher grade pay' i.e. 'only 1 level higher grade pay'. Relevant Para is reproduced below [Page No. 87]:

"2. The MACPS envisages merely placement in the immediate next higher grade pay in the hierarchy of the recommended revised pay bands and grade pay as given in Section 1, Part-A of the first schedule of the CCS (Revised Pay) Rules, 2008. Thus, the grade pay at the time of financial upgradation under the MACPS can, in certain cases where regular promotion is not between two successive grades, be different than what is available at the time of regular promotion. In such cases, the higher grade pay attached to the next promotion post in the hierarchy of the concerned cadre/organisation will be given only at the time of regular promotion."

10.3 Other relevant clauses of MACP Scheme vide ANNEXURE-I of above-mentioned DoP&T O.M. dated 19.5.2009 are also reproduced below [Page No. 89]:

"9. 'Regular service' for the purposes of the MACPS shall commence from the date of joining of a post in direct entry grade on a regular basis either on direct recruitment basis or on absorption/re-employed basis."

*"14. The MACPS is directly applicable only to **Central Government Civilian employees**. It will not get automatically extended to employees of Central Autonomous/ Statutory/ Bodies under the administrative control of a Ministry/Department. Keeping in view the financial implications involved, a **conscious decision** in this regard shall have to be taken by the respective **Governing Body/Board of Directors** and the **administrative Ministry** concerned and where it is proposed to adopt the MACPS, **prior concurrence of Ministry of Finance shall be obtained.**"*

10.4 As regards **interpretation/ clarification** of doubts etc., Para 9 of the DoP&T O.M. dated 19.05.2009 further states that [Page No.85]:

"9. Any interpretation/clarification of doubt as to the scope and meaning of the Provisions of the MACP Scheme shall be given by the Department of Personal and Training (Establishment-D)."

10.5 Further, DoPT OM No.22/22/2009-CS.I (CR) dated 12.04.2010 [Page No. 168] stipulates that:

"DR Assistants/DR Grade 'C' Stenographers who have got Non- functional grade (NFG) in the grade pay of Rs.5400/- would only be entitled for 3rd financial upgradation in the immediate higher grade pay of Rs.6600/- on

completion of 30 years of continuous service or on completion of 10 years stagnation in a single grade pay, whichever is earlier. No further financial upgradation would be admissible to such officials".

10.6 MACPS, which was primarily applicable to central government civilian employees was later extended to autonomous bodies subject to following of certain procedure prescribed in O.M. No.35034/3/2010- Estt(D), Dated 03/08/2010 [Page No. 166-167]. Para 1 and 2 of the O.M. dated 3/8/2010 are reproduced below:

"..... The Department of Expenditure has accordingly approved for extending the benefits of the MACPS to the Central Autonomous/Statutory Bodies under various Ministries/Departments subject to them satisfying the following four conditions:

- (i) The earlier ACP Scheme was also implemented/adopted by the said Autonomous/Statutory Body.*
- (ii) The proposal to adopt MACP Scheme has been approved by the Governing Body/Board of Directors.*
- (iii) The Administrative Ministry/Financial Adviser of the Ministry has concurred with the proposal.*
- (iv) The financial implications of adoption of MACP Scheme have been taken into account by the Organisation/Body and the additional financial implications can be met by it within the existing Budget Grants.*

2. As per the revised arrangement, the proposal shall be processed by the Financial Advisor concerned in the first instance and subject to it meeting the requirements spelt out at (i), (ii) and (iv) above, he would obtain the orders of the administrative Head/ Secretary concerned for approving the extension of MACPS to such a body."

10.7 It can be seen that **OIDB had not implemented Assured Career Progression (ACP) Scheme** In **OIDB** [rather its employees were getting benefits of 'Time Scale Promotion' (Ref: Para 10.1 above)]. As such the condition mentioned at 10.6 (i) above was not fulfilled and the **MACP Scheme** was not able to be implemented in **OIDB**. RTI application filed at Oil Industry Development Board also reveals that Oil Industry Development Board, has implemented Modified Assured Career Progression Scheme (MACPS) with the approval of AS(E)MoPNG/ Secretary, **OIDB** on 4.2.2016 [Page 4] vide Office Order No.6/12/2011 dated 9 March 2016 [Page 119]. It also evident from file noting that as per the advice of **MOPNG** [Page 1], **MACP** could not be introduced in

OIDB as there was no ACP in OIBD. Para 4 at Page 1, however, mentions the following:

The Board, however, decided [Page 1] that the matter may again be referred to DOPT through MOP&NG for reconsidering implementation of MACP Scheme in OIBD. The matter was accordingly again referred to MOP&NG vide letter dated 1.11.2013. The matter was constantly followed up with MOP&NG to expedite decision on the proposal for implementation of MACP in OIBD so that eligible employees of OIBD may get benefit of financial upgradation since February 2011. Since Department of Expenditure has already made it clear that implementation of MACP in OIBD cannot be agreed to as OIBD has not implemented ACP earlier for its employees."

10.8 Para 14 at Page 3 mentions the following:

"OID Board, however, directed OIBD to refer the matter to DOPT again through MOPNG for reconsideration. The matter is still pending with MOPNG .

10.9 But the MACP got implemented without approval of MoPNG/DoPT and all the facts were ignored. Even direction of OIBD board was not followed.

10.10 The benefit of 'Time Scale Promotion' (Ref: Para 10.1 above) was available **only once** throughout the whole service in OIBD. As such this 'Time Scale Promotion' was no more beneficial for those who have availed its benefit once in their career. Thus the **MACP Scheme** was implemented in OIBD in order to grant benefit to those personnel who had availed the benefit of 'Time Scale Promotion' system, before such implementation of MACP.

10.11 What transpires from Para 9 of the file note at Page 2 signed by Mr. Rajesh Saini, Manager(P&A), , received in RTI, is that:

(a) As per Para 9(ii), a Para on MACP [Para No. 10 at Page 141, reproduced below] was first incorporated in Recruitment Regulation of 2011 and the RRs were got approved by the OIB Board in its 81st Meeting [MoM at Page 137-138], although approval of the Governing Body (Board in the present case) is **just one of the four conditions** prescribed by DOPT O.M. dated 3.8.2010 mentioned at Para 10.6 above:

"10. Modified Assured Career Progression Scheme:

The career progression with effect from the date of approval of these regulations shall be in accordance with the Modified Assured Career Progression Scheme (MACP) applicable to Central Government employees,

annexed to the Schedule as may be modified by the Central Government from time to time."

- (b) Thereafter, It was mentioned in Para 9(i) that "*OID Board is competent to approve Recruitment Regulations for OIDB employees and the Government Instructions are not applicable on OIDB because OIDB has its own set of Service Rules.*". MoM of 81st Meeting of the OID Board [Page 136] mentioned "*Board is competent to approve the Recruitment Regulations in terms of Rule 7 of OID Industry Development Board Employees (General Conditions of Service) Rules, 1984.*". **This is false as governing body is not competent to approve the MACP Scheme for OIDB employees unless the other three conditions mentioned at Para 10.6 above are fulfilled. Moreover, if the Government Instructions are not applicable on OIDB, then the benefits of a Government Schemes (here MACP Scheme) can also not be extended to OIDB employees. It clearly shows that complete information (viz. Central Government O.M./ directions/instructions, conditions to be fulfilled before implementing MACP Scheme, consultations with various Ministries/Departments in this regard, etc.), were not brought before the OID Board and the same was not informed properly in this regard.**
- (c) Para 10 & 11 at Page 2 signed by Mr. Saini, Manager(P&A) further mentions "*the matter was taken up with OID Board in its 91st meeting held on 16.9.2015, to allow OIDB to implement the MACP scheme for OIDB employees, which is already approved.*". "*The Board, however, directed Secretary, OIDB to examine the matter and decide appropriately.*". **Apparently, the complete information was not given to OID Board that time also.**
- (d) Para 12 at Page 2 of Mr. Saini, Manager(P&A) mentions that "*In view of the position explained above, Secretary, OIDB is requested to kindly consider and allow OIBS to implement the MACP Scheme for OIBS employees, which already stands approved by OIB Board in its 81st Board meeting.*". **It is apparent that the complete information viz. Central Government O.M. directions/instructions, conditions to be fulfilled before implementing MACP Scheme, consultations with various Ministries/Departments in this regard, etc., were also not brought on the file.**

10.12 Para 13 of Sh. Ajay Srivastava, FA&CAO, OIBS on Page 3 mentions "*OID Board in its 81st meeting held on 8.2.2011 approved OIBS Employees (Recruitment) Regulation, 2011, Regulation 10 of which provides for Modified Assured Career Progression (MACP) "... in accordance with MACP applicable to the Central Government employees..." Accordingly, MACP for the employees on the pattern of MACP for Central Government employees became applicable to the employees of OIBS replacing erstwhile Time Scale Scheme w.e.f.8.2.2011.*" **This is**

not true as governing body is not competent to approve the MACP Scheme for employees of OIDB or any other autonomous organisation, unless the other three conditions mentioned at Para 10.6 above are fulfilled.

10.13 As regards consultation with MOPNG & Department of Expenditure, regarding applicability of MACPS in OIDB, FA&CAO has mentioned [Para 14 on Page 3] that *"The matter is still pending with MOPNG."* **If the matter was pending with MOPNG, then also the MACP Scheme cannot be implemented during pendency.**

10.14 As regards DOPT Instructions, FA&CAO has mentioned [Para 15 on Page 3] that *"the DOPT has clearly stated that the instructions issued by DOPT are only applicable to Central Government Civilian employees and posts and are not applicable to autonomous bodies which are governed by the regulations/ instructions issued by concerned administrative Ministry/ Department under Statute/ Act of the Parliament by which they are created or came into existence along with their own set of Service Rules".* **If DOPT Instructions are not applicable to autonomous organizations like OIDB, then MACP Scheme of DOPT should also not be applicable to autonomous organizations like OIDB.** Further to this, FA&CAO has mentioned [Para 17 on Page 4] that *"Accordingly, the file is submitted to Secretary, OIDB in accordance with the decision taken in 91st Board Meeting held on 16.9.2015 for consideration of above fact and issuance of necessary orders implementing MACP w.e.f. 8.2.2011 for employees of OIDB."*

10.15 Thereafter, the MACP for OIDB was approved as follows:

"18. Discussed. Proposal is approved in view of the fact that DOPT circular dt July 24, 2012 is not applicable to OIDB and Board in its 81st meeting has already resolved to adopt MACP as applicable to Central Govt employees to OIDB employees."

11.1 I am totally amazed by the administration decision; surprisingly, the MACP Scheme was implemented in OIDB by violating all rules and regulations just to benefit one stenographer, namely, Shri Rajesh Kumar Saini and one more officer. As per DoP&T O.M. dated 19.05.2009 [Ref: Para 10.2 & 10.3 above], 3rd financial upgradations under the MACPs can be granted on completion of 30 years of continuous regular service. Further, GOI vide O.M. No 22/22/2009-CS.I(CR) dated 12th April, 2010 [Ref: Para 10.5 above] clarified that DR Assistants/DR Grade 'C' Stenographers who have got Non-functional grade (NFG) in the grade pay of Rs.5400/- would only be entitled for 3rd financial upgradation in the immediate higher grade pay of Rs.6,600 on completion of 30 years of continuous service or on completion of 10 years stagnation in a single grade pay, whichever is earlier. No further financial upgradation would be admissible to such officials. As such, above-named stenographer was not entitled for up-gradation higher than the grade pay of

Rs.6600/-. However, he was granted 3rd MACP In grade pay of Rs.7600/- w.e.f. 27.6.2011[Page No. 79]

11.2 As far as the case of Mr. Saini is concerned, he has got 1st promotion after a period of less 3 and half years in officiating capacity [Page No. 41-45] and less than 5 years in regular capacity [Page No. 41-45]. Further, he has got Time Scale Promotion equivalent to the post of Under Secretary In Government of India [amounting to seven (7) promotions in one go] within a period of less than 5 years [Page No. 52-57]. **In totality, Mr. Saini has already got the promotion & financial upgradation upto the level of Under Secretary within 9 and 1/2 years whereas as per MACPs Financial Upgradation upto this level may be granted after 30 years of regular service.** Further, when he was already given promotion to the post of Manager [Grade pay 6600 i.e. Level-11 of 7th CPC] w.e.f. 15.3.2011 [Page 58-60] then under which rule can he subsequently be granted the 3rd financial upgradation w.e.f. 27.6.2011 i.e. within a period of 3 months [Page 79].

11.3 As per O.M. relating to the MACP Scheme, benefits under this scheme can be granted only **prospectively**. However, the MACP Scheme was implemented in OADB with retrospective effect. Secretary, OADB approved the implementation of Scheme on 4.2.2016 [Page 4], Office Order was issued on 9.3.2016 [Page 119] and the benefit of 3rd MACP in grade pay of Rs.7600/- was granted to Sh. Rajesh K. Saini on 24.03.2017 with retrospective effect i.e. w.e.f. 27.06.2011 [Page No. 79].

12. It seems either the officers/staff working in the administration are not fully aware of the Rule & Regulations or have done the same with some vested interest under the influence of Mr. Rajesh Saini who was also working as DCF&AO at that time w.e.f. 11.4.2016 [Page 7]. His pay was re-fixed to give him undue favour and he was given arrear of Rs 2,84,550/- [Page No. 103] along with one other employee. Minutes of screening committee [Page No. 117] say that views of DoPT was obtained for implementing MACP which is controvert from the noting on Para-6 on Page No. 1.

12.2 In spite of all the ambiguities enumerated above, no interpretation/clarification w.r.t. scope and meaning of the provision of MACP Scheme was sought from DoP&T although Para 9 of the DoP&T O.M. dated 19.05.2009 recommends so [Refer: Para 10.4 above].

13. Points relating to administrative lapse in granting benefit of Time Scale Promotion under clause 11 of OIDB Employees Recruitment Regulations, 1986 [OIDB RRs, 1986] summarized below:

- (i) Shri Rajesh Kumar Saini, PS to Secretary was given illegal Time Scale Promotion beyond rules. **Clause 11(1)** (Time Scale Promotion) of OIDB RR 1986 [**Page No. 34-40**] doesn't apply to the Stenographers-B because RRs do not have any feeder grade beyond Stenographer-B for promotion. Clause 11(2) of OIDB RR 1986 [**Page No. 34-40**] is also not applicable to him because **Stenographer cadre was not having any next grade above Stenographer Grade B**. These need to be checked vis-à-vis the rule position. [**Page No. 37-38**](Refer Para-4 above)
- (ii) Despite above, Sh. Rajesh Kumar Saini was granted Time Scale Promotion, 1.5 years before completion of regular six years' service i.e. **26.6.2001 which is 1.5 years before the actual completion of regular six years' service (26.11.2002)**(Refer Para-4 above)
- (iii) Even IAS rules do not provide such a huge time scale promotion, which was granted to official in OIDB especially stenographers. IAS officers who passed India's toughest exam get time scale promotion after 4, 9, 13 etc years. (5400 to 6600 to 7600 etc) **but Shri Saini and Shri Doval was unethically granted Time scale** from 9300-3400 GP: 4600 to 15600-36100 GP: 6600(of 6thCPC) in one go. This need to be looked into (Refer Para-4 above)
- (iv) It is evident that clause 11 of OIDB RRs, 1986, (i.e. Time Scale Promotion) can be invoked in case of non-availability of promotional avenue; and benefit under this rule can be given to an employee once throughout his/her service. On the queries of MoPNG, the **then secretary OIDB had also certified the same [Page 53]**. However, after availing the benefit of Time Scale Promotion on the grounds of non-availability of promotional avenue, the RRs were amended in 2011 and promotional avenues were created for two stenographer 'B'; and both the stenographers promoted to **Manager (P&A) and Manager (Estate)**, respectively, in pay scale 15600-36100 GP: 6600(6thCPC); and **Accountants and Account Officers were debarred from the promotion to the newly created post of Managers.** (Refer Para 5-B above)
- (v) As rightly highlighted by the Sr. AO in his complaint that there was some pre-conceived conspiracy of the administration in preparing RR-2011, so that these Stenographers of OIDB namely **Shri Rajesh Kumar Saini and Shri**

Ganesh C Doval can be promoted to the posts of DCF&AO/FA&CAO in future. It is evident from noting/website that these two stenographers mentioned above are now DCF&AO and eligible for promotion to FA&CAO in future, and as per vacancy notice uploaded on the OIDB website, FA&CAO post was vacant. (Refer Para 9 above)

(vi) Since no one seems to be taking complaints seriously highlighted by the staff members. These wolves went on hunting. Shockingly, MACP was implemented in OIDB after denial of MoPNG/DoPT/MoE **(Refer Para 10 above), that too with retrospective effect putting everything aside. Sh. Saini got 3rd MACP in the GP of 7600 w.e.f. 27.6.2011[Page No. 79]**

14. **It is requested you to please look into the matter personally and enquire the role and motive of the officers working in administration behind. A suitable administrative action against the erring officers is also requested.**

Yours faithfully,



(Abhitosh Kumar)

Advocate Abhitosh Kumar
Chamber No.48, Civil Court Compound,
Hasanpur, Amroha, U.P. Pin- 244 241.

Copy to:

1. Sh Pankaj Jain, Secretary, Ministry of Petroleum & Natural Gas, 'A' Wing, Shastri Bhawan, New Delhi.
2. Sh. Yatinder Prasad , JS & FA, Ministry of Petroleum & Natural Gas, 'A' Wing, Shastri Bhawan, New Delhi.
3. Ms. Esha Srivastava, OSD, Ministry of Petroleum & Natural Gas, 'A' Wing, Shastri Bhawan, New Delhi.

OIL INDUSTRY DEVELOPMENT BOARD

Sub: Implementation of MACP Scheme for OIBB Employees.

The OIBB employees are governed by OIBB Employees (Recruitment) Regulations, 2011 which were approved by OIBB Board, in its 81st meeting held on 8.2.2011, in substitution of earlier Recruitment Regulations, 1985 (page 135/cor). The Recruitment Regulations were placed before the OIBB Board after these were examined and recommended by IED, MOP&NG.

2. Regulation 10 of the said regulations stipulates that the career progression with effect from the date of approval of these regulations i.e. 8.2.2011, shall be in accordance with the Modified Assured Career Progression Scheme (MACP) of the Central Government employees (page 134/cor). As per this MACP Scheme, three financial upgradations are available, counted from the direct entry grade on completion of 10, 20 and 30 years' service respectively. Accordingly, the earlier Time Scale Promotion Scheme, which was in vogue in OIBB till 7.2.2011 was replaced by the MACP Scheme on Central Government pattern.

3. However, while implementing the MACP Scheme in OIBB, it was noticed that there are instructions regarding introduction of MACP Scheme in Autonomous Bodies. Therefore, the matter was referred to Ministry of Petroleum & Natural Gas (MOP&NG) for advice. The MOP&NG in consultation with DOPT and Department of Expenditure, vide its letter No.G-3026/5/2011-Fin.II dated July 24, 2013 (page-133/cor), advised as under:-

As per DOPT's guidelines with effect dated 3.8.2010, one of the condition for MACPS is that the earlier ACP should have been implemented/adapted by the autonomous/statutory body. Since OIBB did not implement the ACP scheme, it is regretted that the proposal cannot be agreed to.

4. Since as per the advice of MOP&NG, MACP could not be introduced in OIBB as there was no ACP in OIBB, the matter was placed before OIBB Board in its 85th meeting held on 4.9.2013 for restoration of erstwhile Time Scale Promotion Scheme in OIBB (page 131-132/cor). The Board, however, decided that the matter may again be referred to DOPT through MOP&NG for reconsidering implementation of MACP Scheme in OIBB (page-133/cor). The matter was accordingly again referred to MOP&NG vide letter dated 1.11.2013 (page 128-129/cor). The matter was consistently followed up with MOP&NG to expedite decision on the proposal for implementation of MACP in OIBB so that eligible employees of OIBB may get benefit of financial upgradation since February 2011. Since Department of Expenditure has already made it clear that implementation of MACP in OIBB cannot be agreed to as OIBB has not implemented ACP earlier for its employees, there is a need to have an alternate career progression scheme for the employees of OIBB as neither the benefit of erstwhile Time Scale Promotion Scheme of OIBB nor the benefit of MACP Scheme could be given to OIBB employees during the period from 8.2.2011 to till date.

5. Oil Industry Development Board (OIBB) is a statutory body, set up under the Oil Industry (Development) Act, 1974, under the administrative control of Ministry of Petroleum and Natural Gas and OIBB has its own rules and regulations and the DOPT instructions are not binding on OIBB.

6. As and when the service matters of OIBB were referred to DOPT for clarification/advise, DOPT had advised that "the instructions issued by DOPT are applicable to Central Government Civilian Employees and posts. These are not applicable to Autonomous Bodies, PSUs, Trusts or Banks which are governed by regulations/instructions issued by concerned administrative Ministry/Department under Statute/Act of the Parliament by which they are created or came into existence along with their own set of Service Rules." (page 141/cor)

7. In terms of Rule 7 of O.I.D.B Employees' (General Conditions of Service) Rules, the O.I.D. Board is competent to decide about the qualifications for and method of recruitment to a post or class of posts. Accordingly, the O.I.D.B Employees' (Recruitment) Regulations and amendments thereto are approved by O.I.D. Board from time to time. The career progression scheme is an integral part of said recruitment regulations and, hence, O.I.D. Board is competent to take decision in this regard.

8. Moreover, the linkage of MACP with ACP is not applicable in the case of O.I.D.B as O.I.D.B has its own set of rules duly approved by its Board. DOPT has, time and again, been advising that Government instructions are not applicable in totality where the organisations have their own set of rules as mentioned in para 6 above.

9. The present position is as under :-

(i) Consent upon approval of O.I.D.B Employees' (Recruitment) Regulations, 2011, in O.I.D. Board's 81st meeting held on 8.2.2011, in supersession of earlier Recruitment Regulations, 1986, the MACP Scheme as applicable to Central Government employees already stands accepted for O.I.D.B employees.

(ii) In terms of the rule position explained in paras 5 to 7 above, O.I.D. Board is competent to approve Recruitment Regulations for O.I.D.B employees and the Government instructions are not applicable on O.I.D.B because O.I.D.B has its own set of Service Rules.

10. In view of the fact that the MACP Scheme had already been approved by O.I.D. Board in its 81st meeting held on 8.2.2011 and to avoid undue hardship to the O.I.D.B employees to the extent that they have been granted financial upgradations, both under the earlier scheme as well as the revised scheme, the matter was taken up with O.I.D. Board, in its 91st meeting held on 16.09.2015, to allow O.I.D.B to implement the MACP Scheme for O.I.D.B employees, which is already approved (page 135 B/S/cor).

11. The Board, however, directed Secretary, O.I.D.B to examine the matter and decide appropriately (page 143/cor).

12. In view of the position explained above, Secretary, O.I.D.B is requested to kindly consider and allow O.I.D.B to implement the MACP Scheme for O.I.D.B employees, which already stands approved by O.I.D. Board in its 81st Board meeting.

Submitted for kind consideration please.

Rajesh Salhi
(Rajesh Salhi)
Manager (P&A)
30.11.2015

~~O.C.R.S.A.D.~~

Salhi
18.11

~~F.R. & C.A.O.~~

O.C.F. & A.O.
No. 492
Dt. 25.11.2015

O.A. & C.A.O.
No. 3521
Dt. 11.12.15

From page 0008

13. Since 1986, OIB employees were governed by OIB Employees (Recruitment) Regulations, 1986 which inter-alia provided for Time Scale Promotion for the employees of OIB. In supersession of these regulations, OIB Board in its 81st meeting held on 8.2.2011 approved OIB Employees (Recruitment) Regulations 2011, Regulation 10 of which provides for Modified Assured Career Progression (MACP) "...in accordance with the MACP applicable to the Central Government employees...". Accordingly, MACP for the employees on the pattern of MACP for Central Government employees became applicable to the employees of OIB replacing erstwhile Time Scale Scheme w.e.f 8.2.2011. The MACP provides for three financial upgradations on completion of 10, 20, 30 years' service respectively.

14. While implementing the MACP for the employees of OIB, doubts were raised if the MACP could be implemented for the employees of OIB citing DOPPT circular dated July 24, 2013 as per which one of the pre-conditions for implementation/adoption of MACP by autonomous/statutory bodies is that these organisations should have earlier Assured Career Progression (ACP) of Government in vogue. Accordingly, views of Department of Expenditure were sought, which reiterated the above position (page 133/c). The matter was accordingly placed before the 96th Board meeting, which was held on 4.9.2013, with a proposal to consider reviving the earlier Time Scale Scheme for the employees of OIB. In view of the said observations of Department of Expenditure, OIB Board, however, directed OIB to refer the matter to DOPPT again through MOPNG for reconsideration. The matter is still pending with MOPNG.

15. In the meanwhile, the matter was again re-examined in OIB, in view of DOPPT's decision (page 141/c) on various issues relating to establishment matters referred to it by OIB where DOPPT has clearly stated that "the instructions issued by DOPPT are only applicable to Central Government Civilian employees and posts and are not applicable to autonomous bodies which are governed by the regulations/instructions issued by concerned administrative Ministry/Department under Statute/Act of the Parliament by which they are created or came into existence along with their own set of Service Rules".

16. Further, Ministry of Personnel, Public Grievances and Pensions while replying to a Parliament Question in Rajya Sabha on 14.3.2013 (page 149/c) have clearly stated that "The service conditions of the employees of statutory and constitutional bodies are regulated by the statute under which they are created" and that "Government Servant are those who are covered under Rule 2(h) of CCS (CCA) Rules, which is not applicable to OIB being a statutory body with its own service regulations. MACP and the instructions related to it are applicable for "Central Government civilian employees". OIB has only proposed MACP for its employee on the pattern of MACP for central government civilian employees just like most of the service rules of OIB, which are based on the Central Government's Rules.

17. In view of the above doubts raised on whether MACP could be implemented for employees of OIB in view of DOPPT instructions dated July 24, 2013, seems to be invalid and since the OIB Board has already approved the OIB Employees (Recruitment) Regulations 2011 that included MACP in its 81st Board meeting, which was held on 8.2.2011, MACP on the pattern of central government's MACP continues to be valid from the date the said

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Regulations were approved by the Board. Accordingly, the file is submitted to Secretary, OIBB in accordance with the decision taken in 91st Board Meeting held on 16.9.2015 (page 143/c) for consideration of above facts and issuance of necessary orders implementing MACP w.e.f. 8.2.2016 for employees of OIBB.

[Signature]
(Asst. Secretary)
F&CAO, OIBB
20.1.2016

AS(E)MDP&NG/Secretary, OIBB

91.59
F&CAO OIBB

Discussed. Proposal is approved in view of the fact that DTS circulation of July 24, 2013 is not applicable to OIBB and ~~the~~ Board in its 81st meeting has already resolved to adopt MACP as applicable to central Govt employees to OIBB employees.

[Signature]
20/1/2016

~~F&CAO~~

~~MGR (P&A)~~

~~Assistant Secy~~

[Signature]
2/2/16

[Signature]
3/2/16

FA & CAO.	
Dy. No.	3018
Date	2-2-16

19. ~~Director~~ *[Signature]* for consideration and approval please.

[Signature]
20/1/2016

~~Manager (L & A)~~

[Signature]
13/2/16

~~AS(E)~~

22 put up revised order on discussed.

[Signature]
2/2

~~MGR (P&A)~~

21. Observations have been recorded with the respective
order to placed officials for approval.

M. Jain
9/2/23

F.H. Das

M. Jain
9/2
9/3/23

M. Jain (P.S.)
Comp. Unit

- For signature please

M. Jain (P.S.)
Comp. Unit

M. Jain
9/3/23

F.A. & C.A.D.	
Op. No.	3077
Date	9-3-23

O.A.D. & A.S.	
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No. 6/12/2011-0103

Subj: Implementation of Modified Assured Career Progression (MACP) Scheme for OGD employees.

Ref. Notes on pages 19-23 and Office Order No.03/2016 dated 09.09.2016 on page 150/C.

As per the above said Office Order, the Modified Assured Career Progression (MACP) Scheme is to be implemented for OGD employees on the pattern of Central Government employees w.e.f 08.02.2011.

2. A copy of DOPT'S OM No.35034/3/2009-Bitt (D) dated 9th May 2009 forwarded therewith the MACP Scheme is 10-19/C (F/C). The salient features of MACP Scheme are:

(a) There shall be three financial upgradations under the MACPS, counted from the direct entry grade on completion of 10, 20 and 30 years service respectively. Financial upgradation under the scheme will be admissible whenever a person has spent 10 years continuously in the same grade pay.

(b) In terms of para 23(A)(1)(a)(ii) of the MACP Scheme, a person is eligible for grant of financial upgradation under the Scheme whenever he spends 10 years continuously in the same grade pay.

(c) The MACPS envisages merely placement in the immediate next higher grade pay in the hierarchy of the recommended revised pay bands and grade pay as given in Section 1, Part-A of the first schedule of the CSS (Revised Pay) Rules, 2008. Regular service shall include all periods spent on deputation/foreign service, study leave and all other kind of leave, duly sanctioned by the competent authority.

(d) The financial upgradation would be on non-functional basis subject to fitness, in the hierarchy of grade pay within the PB-I. Thereafter for upgradation under MACPS the benchmark of 'good' would be applicable till the grade pay of Rs.6000/- in PB-3. The benchmark will be 'very good' for financial upgradation in the grade pay of Rs.7500/-.

(e) Screening committee is required to be constituted to consider the cases for grant of financial upgradations under the MACPS. The Screening Committee shall consist of a Chairperson and two members. The members of the Committee shall comprise officers holding posts which are at least one level above the grade in which the MACP is to be considered and not below the rank of Under Secretary equivalent in the Government. The Chairperson shall generally be a grade above the members of the Committee. The recommendations

3. In pursuance of the above Office Order, the service records of all the employees of OGD have been scrutinized to ascertain the eligible employees for benefit of MACP from 08.02.2011 onwards. The individual wise details are placed at FD.

C. S. Kashyap

4. It would be seen from the said employees' service records that the following 3 employees of OIBB are eligible for MACP:

Sl.	Name & Designation	Duration of accrual of benefit of MACP	Grade Pay of financial upgradation to be given
1.	Sri Rajesh Saini, DCFB/O.	27.06.2011 to 11.04.2016 - Was given 1 st financial upgradation in Grade Pay of Rs.6000/- on 27.06.2011. - Completed 10 years on 27.06.2011 in the grade pay of Rs.6000/-. - Promoted as DCFB/O in the grade pay of Rs.7600/- on 11.4.2016 (AN)	Rs.7600/- 3 rd financial upgradation.
2.	Smt. Jyoti Sharma, Hindi Officer	26.10.2014 till date. - Was on deputation as Hindi Officer from on 26.10.2004 in the Pay Scale of Rs.6500-10500 on followed by absorption on 20.01.2006 (Revised scale: Rs.15600-39100 grade pay of Rs.5400/- on implementation of 6 DPC). Period of deputation followed by absorption to regular service for MACP and thus, eligible for next grade in MACP on 26.10.2014 on completion of 10 years in the grade pay of Rs.5400/-.	Rs.6500/- 3 rd financial upgradation w.e.f. 26.10.2014.
3.	Km. Acha, PS	05.09.2012 till date. - Promoted as Stenographer Grade 'B' on ad hoc basis in the pay scale of Rs.6500-10500 (Grade Pay : Rs.4600) on 05.09.2012 as 2 nd financial upgradation. - Completed ten years in that grade pay on 04.09.2012.	Rs.4600/- 3 rd financial upgradation w.e.f. 05.09.2012

Subd. 26/11

(1/10/2023)

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No. 01/14/2023-ADM

4.	Mrs. Vandana Verma Steno. Grade 'B'	<p>11.12.2013 onwards</p> <p>-Was given time scale of Rs.6500-10500 (Grade Pay : Rs.4600) on 11.12.2003 as 7th financial upgradation, followed by ad-hoc promotion as Steno. Grade 'B' in the same scale and then regular promotion on 09.03.2011 in the same post in pay band II: Rs.9600-34800 with the same grade pay of Rs.4600.</p> <p>-Thus completed ten years in the grade pay of Rs.4600/- on 10.12.2013.</p>	Rs.4600/- 3 rd financial upgradation w.e.f 11.12.2013.
5.	Shri Vikas Saxena, PS	<p>01.04.2002 till 05.04.2016</p> <p>-Was given Time Scale in the Pay Scale of Rs.5000-8000 (Grade Pay Rs.4200) on 01.04.2002 as 1st financial upgradation.</p> <p>-Completed 10 years in that grade on 01.04.2011 in the grade pay of Rs.4200/-.</p> <p>- Was promoted as PS in the grade pay of Rs.4600/- on 05.04.2016.</p>	Rs.4600/- 2 nd financial upgradation
6.	Shri Dharmendra Assistant.	<p>08.02.2007 till 30.04.2015</p> <p>- Was given Selection Scale in the Pay Scale of Rs.4000 - 100-6000 (equivalent to Grade Pay of Rs.2400/- on 05.05.1998 as 1st financial upgradation.</p> <p>- Completed 10 years in that grade pay on 05.05.2008.</p> <p>- Promoted as Assistant on 01.05.2015.</p>	Rs.2800/- 3 rd financial upgradation

7.	Shri Om Prakash, UDC	08.02.2011 to 31.05.2015 - Was granted the Time Scale Promotion in the pay scale of Rs.3050-4500 equivalent to GP-Rs.1900 on 01.09.1996 as 1 st financial upgradation. - Completed 10 years in that grade pay on 01.09.2006. However, MACP came into existence in OIB since 8.2.2011. - Was promoted as UDC in the grade pay of Rs.2400 on 01.06.2015.	Rs.2400/- 2 nd financial Upgradation w.e.f. 08.02.2011 to 31.05.2015.
8.	Shri Indrajit, UDC	From 08.02.2011 to 31.05.2015. - Was Granted the Time Scale Promotion in the pay scale of Rs.3050-4500 equivalent to GP-Rs.1900 on 26.05.1999 as 1 st financial upgradation. - Completed 10 years in the same Grade pay of Rs.1900 on 25.05.2009. However, MACP came into existence in OIB since 8.2.2011. - Was promoted as UDC on 01.06.2015 in the grade pay of Rs.2400.	Rs.2400/- 2 nd financial Upgradation from 08.02.2011 to 31.05.2015
9.	Sh. Jaswant Singh, UDC	22.05.2012 onwards - Given time scale in the pay scale of Rs.3050-4500 equivalent to grade pay of Rs.1900/- on 22.05.2002 as 1 st financial upgradation; followed by promotion as UDC on 24.06.2009 in the same grade pay. - Completed 10 years in the grade pay of Rs.1900/- on 22.05.2012. - Was promoted as UDC on 01.06.2015 in the grade pay of Rs.2400.	Rs.2400/- 2 nd financial upgradation

(Signature)

5. In terms of the Office Order for Implementation of NACIP for OIBB employees with effect from 08.02.2011, it is proposed to grant financial upgradation to eligible employees as per the details given in para 3 & 4 above w.e.f the date they have completed ten years in a grade or the date of applicability of the NACIP in OIBB whichever is later.

6. The suitability of employees proposed in para 4 for financial upgradation would be considered for Grade Pay of Rs.7600/- (Group 'A') as also for group 'B' and 'C' i.e. for Grade Pays of Rs.4800/-, Rs.4600, Rs.4200, Rs.2800 and Rs.2400.

7. In terms of Rule 2(b) of OIBB Employees' (General Conditions of Service) Rules, the appointing authority for Group 'A' posts is Chairman, OIBB whereas Secretary, OIBB and FABCAO, OIBB are the appointing authorities for Group 'B' and Group 'C' posts respectively. The composition of the Screening Committees may be same as that of DPCs for the posts of the said grade pays given in the R/Rs as under:

- (a) To consider grant of Grade Pay of Rs.7600/-, Rs.4800/- and Rs.4600, the composition of the screening committee would be Secretary, OIBB as Chairman with FABCAO, OIBB and Deputy Secretary/Director (Finance) from MOPRNG as Members. The recommendations of the Screening committee for grant of grade pay of Rs.7600/- would be submitted to Chairman, OIBB who is the appointing authority and for grade pay of Rs.4800/- and Rs.4600/- to Secretary, OIBB as the appointing authority.
- (b) To consider grant of other Grade Pays of Rs.4200/-, Rs.2800/- and Rs.2400/-, the composition would be FABCAO as Chairman and DPCBAD (GD) and DPCBAD (RS) as Members. The recommendations of the Screening Committee would be submitted to FABCAO, OIBB who is the appointing authority for Group 'C' posts.

8. The proposal is submitted for:

- (a) seeking approval of the competent authority to the composition of the Screening Committees as proposed in para 7 above; and
- (b) for indicating time and date as convenient to the Chairman of the Screening Committees for holding meetings of the Screening Committees.

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Sub: Implementation of MACP Scheme for OJDG Employees.

Notes on pages 24-28/n releas.

The OJDG employees are governed by OJDG Employees' (Recruitment) Regulations, 2011 which were approved by OJD Board, in its 51st meeting held on 8.2.2011. In supersession of earlier Recruitment Regulations, 1985 (page 135/cor). The Recruitment Regulations were placed before the OJD Board when these were examined and recommended by JHO, MOP&MG.

2. Regulation 10 of the said regulations stipulates that the career progression with effect from the date of approval of these regulations (i.e. 8.2.2011), shall be in accordance with the Modified Assured Career Progression Scheme (MACP) of the Central Government employees (page-134/cor). As per this MACP Scheme, three financial upgradations are available, counted from the direct entry grade on completion of 10, 20 and 30 years' service respectively. Accordingly, the earlier Time Scale Promotion Scheme, which was in vogue in OJDG till 7.2.2011 was replaced by the MACP Scheme on Central Government pattern.

3. In terms of the instructions of MACP Scheme, made applicable to OJDG employees with effect 8.2.2011, it is proposed to grant financial upgradation to nine eligible employees as brought out in para 4 on pages 25-27/n w.o.f. the dates they have completed ten years in a grade or the date of applicability of the MACPS in OJDG whichever is later.

4. The competent authority in terms of Rule 2(b) of OJDG Employees' (General Conditions of Service) Rules is Chairman, OJDG in respect of Group 'A' post whereas Secretary, OJDG and FAS&AO, OJDG are the competent authorities for Group 'B' and Group 'C' posts respectively. The composition of post-wise UPGs was defined in the relevant schedule and the same composition is applicable for OJDG. Therefore, on the same line, the same post-wise composition is suggested for the Screening Committees as well as proposed in para 7 on page 28/n.

5. In view of the above, Secretary and FAS&AO is requested to indicate suitable date and time for convening the meeting of the Screening Committees to consider financial upgradations under MACP scheme to OJDG employees.

दि. 12/08/23	प्रा. 160
क्र. 12/8/16	

FAS&AO

The attached list has many names, who are not eligible for MACP. The list needs to be segregated - Arise, since Appointing Authority for Group B and other posts are different, separate file may be put up for convening of the Screening Committee. The above note does not give any details on the eligibility requirements and the scale position in this regard. Pl. screen with the MACP adopted by OJDG & the scale position.

(G. Prasad)
12/8/23
DCFS&AO

DCFS&AO
15/8
com. L&A

13/8

(1a)

Sub: Implementation of MACP Scheme for OIBB Employees.

Notes on pages 1-11/n refers.

Oil Industry Development Board (OIBB) is a statutory body, set up under the Oil Industry (Development) Act, 1974, under the administrative control of Ministry of Petroleum and Natural Gas. OIBB has its own rules and regulations and the OIBB employees are governed by OIBB Employees' (Recruitment) Regulations, 2011 which were approved by OIBB Board, in its 81st meeting held on 8.2.2011, in supersession of earlier Recruitment Regulations, 1986 (page 24/cor). Regulation 10 of the said regulations stipulates that the career progression with effect from the date of approval of these regulations i.e. 8.2.2011, shall be in accordance with the Modified Assured Career Progression Scheme (MACP) of the Central Government employees (page-22/cor) (F/A). Copy of the MACP Scheme is placed at F/B (page 1-10/cor).

2. The salient features of MACP Scheme are as under :
- (a) There shall be three financial upgradations under the MACPS, counted from the direct entry grade on completion of 10, 20 and 30 years' service respectively. Financial upgradation under the scheme will be admissible whenever a person has spent 10 years continuously in the same grade pay.
 - (b) In terms of para 28(A)(i)&(ii) of the MACP Scheme, a person is eligible for grant of financial upgradation under the Scheme whenever he spends 10 years continuously in the same grade pay.
 - (c) The MACPS envisages merely placement in the immediate next higher grade pay in the hierarchy of the recommended revised pay bands and grade pay. Regular service shall include all periods spent on deputation/foreign service, study leave and all other kind of leave, duly sanctioned by the competent authority.
 - (d) The financial upgradation would be on non-functional basis subject to fitness, in the hierarchy of grade pay within the PB-I. Thereafter for upgradation under MACPS the benchmark of 'good' would be applicable till the grade pay of Rs.6500/- in PB-3. The benchmark will be 'very good' for financial upgradation to the grade pay of Rs.7600/-.
 - (e) Screening Committee is required to be constituted to consider the cases for grant of financial upgradations under the MACPS. The Screening Committee shall consist of a Chairperson and two members. The members of the Committee shall comprise officers holding posts which are at least one level above the grade in which the MACP is to be considered and not below the rank of Under Secretary equivalent in the Government. The Chairperson shall generally be a grade above the members of the Committee. The recommendations of the Screening Committee are required to be placed before the competent authority for approval.

(13)

3. The competent authority in terms of Rule 2(b) of OIBB Employees' (General Conditions of Service) Rules is the Chairman, OIBB in respect of Group 'A' post whereas Secretary, OIBB and P&CAO, OIBB are the competent authorities for Group 'B' and Group 'C' posts respectively (F/C - page 37-39/cor).

4. Under consideration is the proposal for grant of financial upgradation under MACP Scheme to the two officers to the grade pays of Rs.7600 and Rs.6600 which are Group 'A' and, hence, the competent authority for grant of these grade pays is Chairman, OIBB. The particulars of the two officers are as under :

(a) To grant 3rd financial upgradation to the grade pay of Rs.7600 to Shri Rajesh Kumar Saini, DCF&AO for the period 27.06.2011 to 11.04.2016 :

The service particular of Shri Saini may kindly be perused at F/D (page 36/cor). Shri Saini joined OIBB as Stenographer Grade 'C' on 1.1.1992 and promoted to the post of Stenographer Grade 'B' on 27.6.1995 (1st financial upgradation). Shri Saini was granted time scale promotion in the grade pay of Rs.6600 on 27.6.2001 followed by appointment to the post of Manager (P&A) in the same grade pay without any financial upgradation (2nd financial upgradation). Thus, Shri Saini has completed ten years in the grade pay of Rs.6600 on 27.06.2011 and thus become eligible for grant of financial upgradation in the grade pay of Rs.7600 w.e.f. 27.6.2011. He is due for this benefit from 27.6.2011 to 11.4.2016 as he was promoted as DCF&AO in the grade pay of Rs.7600 w.e.f. 11.04.2016 (AN).

(b) To grant 3rd financial upgradation to the grade pay of Rs.6600 to Smt. Jyoti Sharma, Hindi Officer with effect from 26.10.2014 :

The service particular of Smt. Jyoti Sharma may kindly be perused at F/E (page 35/cor). Smt. Jyoti Sharma joined Govt. Service in NISCAIR as Junior Hindi Translator on 30.4.1992 and promoted to the post of Senior Hindi Translator on 30.04.2003 (1st financial upgradation). Thereafter, she came on deputation to OIBB on 26.10.2004 as Hindi Officer in the grade pay of Rs.4600, which was replaced with the grade pay of Rs.5400 in the terms of guidelines of Official Language Deptt. with the approval of Chairman, OIBB and took permanent absorption on 20.01.2006 after getting his past services counted. This was her 2nd financial upgradation. Thus, she has completed 10 years' service in the existing grade on 26.10.2014 and entitled to the 3rd financial upgradation to the grade pay of Rs.6600 under MACP from 26.10.2014.

5. The APAR dossiers of both the officers are complete and shall be placed before the Screening Committee. Both officers meet the minimum benchmark criteria as mentioned in para 2(d) above. As per office records, both officers are clear from vigilance angle.

Gentl. + p. 14/11.

(From New File)

- 14 -

6. In terms of para 2(e) above, the Screening Committee may be constituted as under:

- Secretary, OIBB - Chairperson
- F&CAO, OIBB (Director level) - Member
- Third Member* (Director level) - Member

(* An officer holding a post having Grade Pay of Rs.8700 i.e. one level above the grade of Rs.7600 in which MACP is to be considered or equivalent. The same officer can be the Member of the Screening Committee for grant of grade pay of Rs.6600).

7. In view of para 3 above, kind approval of the competent authority i.e. Chairman, OIBB may be solicited for constituting the Screening Committee as proposed in para 6 above and to nominate the third member (not below the rank of Director or equivalent) of the Screening Committee.

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DCP (A.D)

In view of the foregoing facts above, para 6 & 7 for kind consideration & approval of:

F&CAO

*Signature
25/11/16*

F&CAO

May also see pt.

*A
12
23/10*

DCP (RS)

Since the proposal involves grant of grade pay of Rs.8700 under MACP scheme, the third member of the Screening Committee is required to be one level higher. Therefore, as proposed in para 7 above, chairman, OIBB may be requested to consider and approve the composition of the Screening Committee proposed in para 6 above and to nominate third member of the Screening Committee.

*Signature
27/10/16*

DCP (RS) 19
27.10.2016

F&CAO

PI note

*A
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20/10*

DCP (A)

*Signature
27/10/16
14*

Sub: Implementation of MACP Scheme for OIBB Employees.

OIBB Industry Development Board (OIBB) is a statutory body, set up under the Oil Industry (Development) Act, 1974. OIBB has its own rules and regulations and OIBB employees are governed by OIBB Employees' (Recruitment) Regulations, 2011 which were approved by OIBB Board, in its 81st meeting held on 8.2.2011, in supersession of earlier Recruitment Regulations, 1986 (page 34/cor). Regulation 10 of the said regulations stipulates that the career progression with effect from the date of approval of these regulations i.e. 8.2.2011, shall be in accordance with the Modified Assured Career Progression Scheme (MACP) of the Central Government employees (page-22/cor - F/A). Copy of the MACP Scheme is placed at F/B (page 1-10/cor).

2. As per MACP Scheme, Screening Committee is required to be constituted to consider the cases for grant of financial upgradations under the MACPS. The Screening Committee shall consist of a Chairperson and two members. The members of the Committee shall comprise officers holding posts which are at least one level above the grade in which the MACP is to be considered and not below the rank of Under Secretary equivalent in the Government. The Chairperson shall generally be a grade above the members of the Committee. The recommendations of the Screening Committee are required to be placed before the competent authority for approval.

3. The competent authority in terms of Rule 2(b) of OIBB Employees' (General Conditions of Service) Rules is the Chairman, OIBB in respect of Group 'A' post whereas Secretary, OIBB and FA&CAO, OIBB are the competent authorities for Group 'B' and Group 'C' posts respectively (F/C - page 37-39/cor).

4. Under consideration is the proposal for grant of financial upgradation under MACP Scheme to the two officers to the grade pays of Rs.7600 and Rs.6500 which are Group 'A' and, hence, the competent authority for grant of these grade pays is Chairman, OIBB.

5. The APAR dossiers of both the officers are complete and shall be placed before the Screening Committee. As per office records, both officers are clear from vigilance angle.

6. The composition of DPC/DSC for the posts carrying the grade pay of Rs.6500 and Rs.7600 as per OIBB Employees (Recruitment) Regulations, 2011 is Secretary, OIBB as Chairman with FA&CAO, OIBB and Director/DS(Finance), MOP&NG as members. OIBB vide its letter dated 16.9.2016 informed MOP&NG that OIBB is in the process of filling up some Group 'A' and Group 'B' posts and also considering proposals for giving benefits of MACP Scheme to eligible employees and requested MOP&NG to nominate Director(Finance) or Deputy Secretary (Finance) as a Member of DPC/DSC of OIBB. MOP&NG vide letter No.G-38011/1/2014-Fin.I dated 16.11.2016, has nominated Director (TFD) from MOP&NG as a Member of DPC/DSC of OIBB.

7. In view of para 6, the composition of Screening Committee for considering grant of grade pay of Rs.6500 and 7600 would be as under:

Secretary, OIBB	-	Chairperson
FA&CAO, OIBB	-	Member
Director (TFD)	-	Member

7. In view of the above, Secretary, OIBB being the Chairman of Screening Committee, may be requested to kindly indicate the suitable date and time for convening the meeting of the Screening Committee.

~~DCE&AO~~

~~24/11/16~~
24/11/16

DCE(RS)/11/16
24.11.16

~~FAS&AO~~

~~24/11/16~~
24/11/16

~~Sanjay~~

Sanjay
A. discussion w/ the Secy
on the matter of screening committee.

FAS&AO	
Dr No	256
Date	27/11/16

~~24/11/16~~

~~24/11/16~~
24/11/16

Discussed - re set-up
to new screening.

FAS&AO	
Dr No	576
Date	29/11/16

~~29/11/16~~
29/11/16

~~30/11~~
30/11

DCE(RS)

DCE(RS)

D.C.F.&A.O.	
Dr No	357
Date	1/11/17

Sub: Implementation of MACP Scheme for OIDB Employees.

Oil Industry Development Board (OIDB) is a statutory body and has its own rules and regulations. OIDB Employees are governed by 'OIDB Employees' (Recruitment) Regulations, 2011 which were approved by OIB Board in its 81st meeting held on 8.2.2011 (page 34/cor). Regulation 10 of the said regulations stipulates that the career progression with effect from the date of approval of these regulations i.e. 8.2.2011, shall be in accordance with the Modified Assured Career Progression Scheme (MACP) of the Central Government employees (page-22/cor - F/A). Copy of the MACP Scheme is placed at F/B (page 1-10/cor).

2. As per MACP Scheme, Screening Committee is required to be constituted to consider the cases for grant of financial upgradations under the MACPS. The Screening Committee shall consist of a Chairperson and two members.

3. The competent authority in terms of Rule 2(b) of 'OIDB Employees' (General Conditions of Service) Rules is the Chairman, OIBB in respect of Group 'A' post whereas Secretary, OIBB and FASCAO, OIBB are the competent authorities for Group 'B' and Group 'C' posts respectively (F/C - page 35-36/cor).

4. Under consideration is the proposal for grant of financial upgradation under MACP Scheme to the two officers to the grade pay of Rs.7600 and Rs.6600 which are Group 'A' and, hence, the competent authority for grant of these grade pays is Chairman, OIBB.

5. The composition of DPC/DSC for the posts carrying the grade pay of Rs.6600 and Rs.7600 as per OIBB Employees (Recruitment) Regulations, 2011 is Secretary, OIBB as Chairman with FASCAO, OIBB and Director/DS(Finance), MOP&NG as members. OIBB vide its letter dated 16.9.2016 informed MOP&NG that OIBB is in the process of filling up some Group 'A' and Group 'B' posts and also considering proposals for giving benefits of MACP Scheme to eligible employees and requested MOP&NG to nominate Director (Finance) or Deputy Secretary (Finance) as a Member of DPC/DSC of OIBB. MOP&NG vide letter No.G-33011/1/2014-Fin.3 dated 16.11.2016, has nominated Director (IFD) from MOP&NG as a Member of DPC/DSC of OIBB (F/F).

6. In view of para 5, the composition of Screening Committee for considering grant of grade pay of Rs.6600 and 7600 would be as under:

- | | | |
|-----------------|---|-------------|
| Secretary, OIBB | • | Chairperson |
| FASCAO, OIBB | - | Member |
| Director (IFD) | - | Member |

7. Secretary, OIBB being the Chairman of Screening Committee, may be requested to kindly indicate the suitable date and time for convening the meeting of the Screening Committee.

(Signature)

(Rajash Saini)
FASCAO/6.1.2017

FASCAO

(Signature)
Secretary/OIBB/35(COR)

(Signature)

11.03.2023

14-01-17

(Signature)

(Signature)

(Signature)
14/1

121

File - Note re:- for

Background Note for Securing
Consent for grant of M.A.C.P to 3 Comp
B. draft is submitted for approval of

AB
23/01/2024
on (550)

~~DCFC (P)~~

Hanvi
23/1/24

~~FC/1/24~~

~~FC~~
23/1

~~DCFC~~

Meeting of OLC was held on 24.1.24. The
draft minutes were prepared & submitted to
Dir (FD), MCA. Dir, FD, has requested some
corrections which were emailed back and
submitted to her for signatures again on
24.2.2024. The original minutes have been
received on 11.3.24 and is placed before
for signatures of Secy, MCA.

Hanvi
23/1/24

For Secy - on Beh

Secy, MCA

FC
23/1/24

155

Sub: Grant of financial upgradation under MACP Scheme.

In pursuance of Regulation 10 of the OIBB Employees' (Recruitment) Regulations, 2011, a meeting of the Departmental Screening Committee (DSC) under the chairmanship of Secretary, OIBB with F&CAO, OIBB and Director (IPD), MOP&NG as Members was held on 24.1.2017 at 11.00 p.m. in the chamber of Secretary, OIBB to consider grant of financial upgradation under MACP Scheme to OIBB officers.

2. The recommendation of the DSC may kindly be perused at F/A. The DSC recommended extension of the benefits of Modified Assured Career Progression Scheme in the immediate next higher grade pay (Group 'A') in the hierarchy to the following two officers, from the date of their eligibility as under:

Sl. No.	Name	1 st /2 nd /3 rd Financial upgradation proposed to be granted	Due date
1.	Smt. Rajesh Kumar Saini, DC-BAO	3 rd financial upgradation in PB:3/Rs.15600-39100 Grade Pay: Rs.7600	From 27.06.2011 to 1.04.2016
2.	Smt. Jyoti Sharma, H/nd. Officer	3 rd financial upgradation in PB:3/Rs.15600-39100 Grade Pay: Rs.6600	28.10.2014

3. In case any excess payment on this account will be noticed in future, the same shall be recovered from the concerned officer.

4. In terms of Rule 2(h)(i) of OIBB Employees' (General Conditions of Service) Rules, 1984 (F/D - page 36/cor), Chairman, OIBB is the appointing authority in respect of Group 'A' posts.

5. In view of the above, IPD approval of Chairman, OIBB is solicited for grant of financial upgradation to the above two officers as per the recommendations of DSC as given in para 2 above.

Handwritten notes in a box:
 1. 24/1/2017
 2. 27/1/2017
 3. 28/1/2017

→ ~~DC-BAO (R/S)~~

~~F&CAO~~

~~Secretary, OIBB~~

~~Chairman, OIBB~~

5/1/2017

20/1/2017
 19/3/17

10/1/17

17/02/17

11-3-2017

10/1/17

PA to CEO

4/1/17
 22/1/17

10/1/17

20

(from para - pass)

Approved on page 19/12 refers.

Draft office order for grant of financial

approximation under MNC to two class-I

officers i.e. Mr. Rajesh Saini, D.F. (S) and

Mr. Jyoti Sharma. Hindustan is submitted

for kind approval. etc.

(S)

24/03/2024

on (S)

~~RCF (RS)~~

~~RCF (RS)~~

A. Saini
24/3/24

X
sub

RCF (RS)

SEARCHED	INDEXED
SERIALIZED	FILED
APR 2 2024	
INDIA	

RCF (RS)
DATE 24/3/24
TIME 12:43:18

(21) No. 6/12(1)/2011-0-100

Reference notes from page 19 ante.

In pursuance of the approval of Chairman, OIBB to the proposal for grant of financial up-gradation under Regulation 10 of the OIBB employees (Recruitment) Regulations, 2011 to the under-mentioned two Group 'A' Officer, orders for grant of financial up-gradation to the officers from the date of their eligibility were issued vide Office Order No.5/2017 dated: 24th March 2017:

- (i) Shri Rajesh Kumar Saini, DCF&AO
- (ii) Smt. Jyoti Sharma, Hindi Officer

2. The officers were requested to exercise option for pay fixation. They have since submitted their options which are placed in the file at pages 49-50 /con.

3. In view of the above said orders for financial up-gradation, their pay fixation has been attempted and the draft pay fixation orders are placed below.

4. Consequent upon the re-fixation of pay of the officers, arrears of pay from the date of financial up-gradation till 28th February 2017 have been worked out as per the details indicated in the statements placed in the file. Individual wise amount of arrears are as under:

- (i) Shri Rajesh Kumar Saini, DCF&AO Rs.2,81,550/-
- (ii) Smt. Jyoti Sharma, Hindi Officer Rs.1,48,261/-

5. Draft re-fixation Office Orders in respect of the above said Group 'A' employees alongwith arrears of their pay are for kind approval please.

~~DCF&AO (RS)~~ 28/02/17
Co. (153)

6. For (P.A) Group BDO to please check the

one drawn statement ^{in order} Statement attached ^{in order} with the ^{in order} draft order ^{in order} with the ^{in order} draft order ^{in order} with the ^{in order} draft order.

~~DCF&AO (RS)~~ 28/02/17

7. Approval of arrears is indicated for the following:

- (i) Draft- pay fixation order placed opposite.
- (ii) Release of arrears on per details given in para 4 above after deducting P.A. The calculation have been checked & found correct by Accounts Dept.

~~DCF&AO (RS)~~ 28/02/17

श्री राजेश कुमार सायन
आर.आर.नं. 854
दिनांक 28/02/17

D.C.F.&A.O.
आर.आर.नं. 6/17
दिनांक 28/02/17

(From [unclear] - [unclear])

22

It is clarified that from the date of
financial upgradation to [unclear] 25/02/2017
the annual increments have been taken
into account in the [unclear] statements

~~DCP (R/S)~~

~~RA/RA~~

~~PCC (R/S)~~

~~Com / [unclear]~~

~~[unclear]~~
24/02/2017
to [unclear]
[unclear]
24/02/17

~~[unclear]~~
24/2
[unclear]
24/02/17

E.No.0/1201/2011-OIDB

Subj: 3rd financial upgradation granted under MACPS to Shri Rajesh Saini, DCF in OIB-reg

Shri Girish Chandra, Sr.AO vide FR has stated that 3rd MACP in Grade Pay Rs.7000/- has been wrongly granted to Shri Rajesh Saini, DCF&AO by Administration.

2.0 In this connection, it stated that

2.1 In its 81st Meeting held on 08.02.2014, OIB Board approved OIB Employees' (Recruitment) Regulations 2011 replacing its earlier Regulations 1986, including Time Scale Promotion.

2.2 OIB Board in the 81st meeting held on 16.9.2015, directed Secretary, OIB to examine the matter regarding implementation of MACPS and decide appropriately. Accordingly, with the approval of Secretary, OIB, necessary orders for implementation of MACPS in OIB w.e.f. 03.02.2014 were issued on 09.03.2016 as already approved by OIB Board.

3.1 Vide FR, it has been stated that how the 3rd Financial upgradation was granted to Shri Saini, who had not completed 30 years of regular service. It has been stated that

(a) Shri Rajesh Saini joined the office on 01.01.1992 as Steno (Grade G) and got the promotion to the post of Steno (Grade B) in an officiating capacity w.e.f. 27.08.1995.

(b) Got regular promotion to the post of Steno (Grade B) on 23.11.1996.

In this connection, it is stated that above 3.1(a) & (b) are factually correct.

Rule position: As per OIB Employees (Recruitment) Regulations, 1986, three years' service in the lower grade (lower grade) was required to be eligible for promotion (Rule 7).

Shri Rajesh Saini joined OIB as Steno, Grade 'G' on 01.01.1992, he was promoted as Steno, Grade 'B' on officiating (Adhoc) basis in the pay scale of Rs.2000-3500 w.e.f. 27.08.1995 as per DCP recommendations (FR) and Order No.17 dated 27th Aug, 1995(FIB). Secretary, OIB was Chairman and FA&CAO and DS (Fin), MOPNG as members of DPC.

Shri Saini was regularised on the post of Steno, Grade 'B' w.e.f. 23.11.1996 as per minutes of DPC at (FIC) and Office Order dated 27.12.1996 (FID) (File No.6/294-OIB). Secretary, OIB was Chairman and FA&CAO and JS(G&A), MOPNG as members of DPC.

(c) Granted Time Scale Promotion on 27.06.2001 in the scale of Rs.10,000-325-15,200 (Revised Rs.15,600-38,000 with Grade Pay of Rs.8600 as per 7th CPC). Above 3.1(c) is factually correct.

Rule position: It is mentioned that as per Regulation 11(2) of OIB Employees (Recruitment) Regulations Rules 1986 (FR), for posts, for which there are no avenues for promotion, an employee may be given the next grade of the particular cadre as 'Selection Grade' after he has completed six years of satisfactory service in the existing grade.

Rto.

From previous

As stated in para 5 of note dated 25.02.2001(F/E) received by Accounts Officer, Shri Saini had completed six years of continuous service as Steno Grade B on 28.6.2001. This fact of completion of six years' service by Shri Saini as Steno Grade B was also reflected in para 2 of Secretary, OIDB's note dated 26.06.2001(F/F) and JS&FA, MoP&NG's note dated 04.07.2001(F/G). The proposal of placement of Shri Saini in the pay scale of Rs.10000-325-15200/- was approved by Secretary, MoP&NG and Chairman, OIB (F/G) and accordingly, Order No.18 dated 05th July, 2001(D) was issued. (File No.8/182-OIDB;(F/H). After completing six years in the existing grade, he was granted time scale promotion on 27.6.2001 in next grade, with the approval of Chairman, OIB.

(d) Promoted as Manager (P&A) in the Pay Band Rs.10,600-39000 with a Grade Pay of Rs.6800 vide Office Order No 5 of 2011 (File No.8/2/2011-OIDB) dated 13th March, 2011.

Above is factually correct.

Rule Position: As per OIB Employees (Recruitment) Regulations, 2011(F/Y), eligibility criteria for promotion to the post of Manager (P&A) in grade pay Rs. 6800 is 6 years' experience in the Grade Pay of Rs. 4800 or more or 7 years regular service in the Grade Pay of Rs.4600/(excluding Accounts Officer & Accountant) and possessing educational qualifications and experience as prescribed for direct recruitment under column B.

Column B of RR:

Graduate should have 8 years experience in the Grade Pay of Rs.4800 or more or 7 years in the Grade Pay of Rs.4600 in the Central Government / Public Sector Autonomous organizations.;

Shri Saini had completed regular service of 15 years in the Grade Pay of Rs.4600/- (earlier Pay Scale of Rs.6500-10500) on the substantive post of Stenographer Grade B against the requirement of 7 years of regular service and did possess required educational qualifications. He was holding grade pay of Rs.6800 since 27.6.2001 due to time scale promotion. As per column B above, one should have 6 years experience in the Grade Pay of Rs.4800 or more. As per DPC minutes dated 25.02.2011 (F/I), DPC comprising Secretary, OIB, FA&CAO, OIB and Director (Fin), MoP&NG, took into consideration the experience in the relevant field of Shri Saini, PS, who worked as Manager (P&A) in IAPRI on deputation basis for more than 4 years i.e. from 1.9.2006 to 30.9.2010 and with approval of Secretary, MoP&NG and Chairman, OIB (F/J), he was promoted to the post of Manager(P&A).

3.2 Grant of 3rd MACPS.

In PR it has been stated that as per Government of India, Ministry of Personnel, Public Grievances & Pensions(Department of Personnel & Training) OM No. 36054/3/2008-Est.(D) dated 19.06.2008(F/AA), 3rd financial upgradation under MACPS can be granted on completion of 30 years of continuous regular service.

3.2.1 It has been stated that GOI vide OM No. 22/22/2008-CB,II(CR) dated 12th April, 2010(F/OC) clarified that DR Assistant/DR Stenographer Grade C who have got Non-functional grade(NFG) in the grade pay of Rs.6400/- would only be entitled for 3rd financial upgradation in the immediate higher grade pay of Rs.6800 on completion of 30 years of continuous service or on completion of 10 years stagnation in a single grade pay, whichever is earlier. No further financial upgradation would be admissible to such officials.

FROM MEMBERS

3.2.2 It has further been stated that Mr. Saini has got 1st promotion in a period less than 6 years in regular capacity and then Time Scale Promotion equivalent to the post of Under Secretary in Government of India within a period of less than 5 years. In totality, Mr. Saini has already got the promotion/financial upgradation upto the level of Under Secretary within 8 and ½ years whereas as per MACPS financial upgradation upto this level may be granted after 30 years of regular service.

3.2.3 Further, when he was already given promotion to the post of Manager then how it can be granted the 3rd financial upgradation. He further alleges bad intention of Administration in connection with granting 3rd financial upgradation to Mr. Saini w.e.f. 27.08.2011 whereas he had already got promotion to the post of Manager (P&A) w.e.f. 16.03.2011 in Grade pay Rs.6600. He further alleges that officials in Administration were either not aware with rules & regulations or were under influence of Mr. Saini, the then DCF(Admin.)

4.0 Rule position: In terms of DCP's OM dated 19.05.2009, para-1 of Annexure-I, there shall be three financial upgradations under MACPS, counted from the direct entry grade on completion of 10, 20 and 30 years service respectively. Financial upgradation under the scheme will be admissible whenever a person has spent 10 years continuously in the same grade pay(F/B). These conditions are applicable to OADB under MACPS.

4.1 GOI said OM dated 12.04.2010 relates to DR Assistant/DR Steno Grade C (direct entry in grade pay Rs.4600) in CSS/CSSS, who have got Non Functional Grade (NFG) in the grade pay of Rs.5400, whereas in OADB, Assistant/Steno C are in grade pay of Rs.4200 and there is no such NFG in grade pay of Rs.5400 in OADB, which is given to Assistant/Steno Grade 'C' on promotion/financial upgradation granted after 4 years once they get grade pay of Rs.4800 on regular promotion as SC/PS. Hence, this may not be relevant in OADB perspective.

4.2 If it factually correct that Shri Saini joined OADB as Stenographer Grade 'C' on 1.1.1982 and promoted to the post of Stenographer Grade 'B' on 27.6.1985 (1st financial upgradation). He was granted time scale promotion in the grade pay of Rs.6600 on 27.8.2001 followed by appointment to the post of Manager (P&A) in the same grade pay without any financial upgradation (2nd financial upgradation). Thus, Shri Saini had completed ten years continuously in the grade pay of Rs.6600 on 27.08.2011 and was granted 3rd financial upgradation under MACPS Scheme in the grade pay of Rs.7800 w.e.f. 27.8.2011 as per the recommendations of the Screening Committee (P44-45/c) with the approval of Chairman, OADB, vide Office Order No.05/2017 dated 24.03.2017 (Page 47/c). On his promotion to the post of DCF&AO in the grade pay of Rs.7800 w.e.f. 12.04.2016, he was not given any financial benefit as he was already granted the financial upgradation in the same grade pay on 27.8.2011.

4.3 Shri Saini was granted 3rd financial upgradation in Grade Pay of Rs.7800 on completing 10 years in Grade Pay 6600 since 27.08.2001 to 11.04.2016 as per DPC minutes(P44-45/c) with the approval of Chairman, OADB. On account of the above 3rd financial upgradation, on his regular promotion as DCF&AO in the Grade Pay of Rs.7800 w.e.f.12.04.2016, he was not given any financial benefit.

5. The above is submitted for perusal please. It may be seen that 3rd financial upgradation in grade pay Rs 7800 was granted to Shri Saini in accordance with the provisions of MACPS and Shri Girish Chandra's allegations in the subject matter are baseless. Submitted please.

Manager (P&A)

(CF/60)

Secretary OADB
12/04/2016

(from pre-page)

Notes from page 23 ante may please be seen.

2. The issue regarding grant of third financial upgradation under MACP to Shri Rajesh Kumar Saini, DCF&AO in the grade pay of Rs. 7600/- has been examined at length on pages- 23 to 25/N and found in order. Shri Saini was in the grade pay of 6600/- since 22.06.2001 and had completed 10 years in that grade pay and thus is entitled for grant of 3rd MACP in Grade Pay of Rs. 7600/- in terms of provisions of MACPS. The allegation made by Shri Girish Chandra does not substantiate.

Submitted please

[Signature]
(Ganesh C Dowl)
DCF & AO
09.05.2019

~~FA & CAO~~

May kindly see & report
[Signature]
10/05/19

Secretary	
Diptyc	175
File No	181/19

Secretary cross //

On all the allegations made by Shri Girish Chandra a consolidated note be put up after examination for kind perusal of Chairman.

[Signature]
14/5/19

~~FA & AO~~

Dy. (Ad) to follow the instruction as per above
[Signature]
14/5/19

[Signature]
[Signature]
[Signature]

To

Ms. Varsha Sinha, Secretary, OIDB, OIDB Bhawan,
Plot No.2 Tower-C, VikasMarg, Sector-73, Noida

Subject: Loot of money/ farziwada in OIDB by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenographers only and getting benefits of MACP by flouting government norms without government approvals.

Sir/Madam,

Your kind attention is invited to my earlier complaint dated 09.11.2022 (copy attached) on the subjectcaptioned above wherein I had reported about malpractice being done in OIDB in order to loot money by way of:

- (i) Getting illegal promotion;
- (ii) Getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion';
- (iii) Manipulation while preparing RRs for newly created posts which entitles stenographers for promotions and debar others, and subsequently filling them by stenographers; and
- (iv) Getting benefits of MACP by flouting norms of Government and without approval of the Government.

2. The above complaint was sent to your high office with request to look into the matter personally and enquire the role and motive of the officers working in administration and to take suitable administrative action against the erring officers. However, I have not received any communication regarding to what action had been taken in the case. It is seen on the website that one of the officers Sh. Rajesh Kumar Saini is still holding the post of DCF&AO. It appears that officers of Ministry and OIDB are protecting him.

3. Therefore, I am again requesting you to kindly look into the matter personally and take stern action against the persons involved in the loot.

Yours faithfully,



(Abhitosh Kumar)

Advocate Abhitosh Kumar

Chamber No.48, Civil Court Compound,
Hasanpur, Amroha, U.P. Pin- 244 241.

Date: 4.3.2023

Mgr (P&A)
V. Sinha
06/03/23

Ms. Surobhi, Can. (A&E)
01.03.2023
06/03/23

सेल उद्योग विकास बोर्ड	
राशि	
पि० र० एव मु० ले० अ०	
बावरी र०	53 73
प्राप्ति दिनांक	06/03/2023

Copy to:

1. Sh. Pankaj Jain, Secretary, Ministry of Petroleum & NG, 'A' Wing, ShastriBhawan, New Delhi - 110001.
2. Ms. Kamini Chauhan Ratan, AS&FA, Ministry of Petroleum & NG, 'A' Wing, ShastriBhawan, New Delhi - 110001.
3. Sh.Praveen Mal Kanooja, Additional Secretary, Ministry of Petroleum & NG, 'A' Wing, ShastriBhawan, New Delhi - 110001.
4. Ms. Perin Devi Joint Secretary, Ministry of Petroleum & NG, 'A' Wing, ShastriBhawan, New Delhi - 110001.
5. Ms. EshaSrivastava, OSD, Ministry of Petroleum &NG, 'A' Wing, ShastriBhawan, New Delhi - 110001.
6. Sh. Sunil Kumar, Joint Secretary, Ministry of Petroleum & NG, 'A' Wing, ShastriBhawan, New Delhi - 110001.
7. Sh. RohitMathur Joint Secretary, Ministry of Petroleum & NG, 'A' Wing, ShastriBhawan, New Delhi - 110001.
8. Sh. VinodSeshan Director Ministry of Petroleum & NG, 'A' Wing, ShastriBhawan, New Delhi - 110001.
9. Sh. Rajender Kumar Kureel, Director, Ministry of Petroleum & NG, 'A' Wing, ShastriBhawan, New Delhi - 110001.

श्री राजेंद्र कुमार कुरेल	
दिनांक	04/06/2024
समय	10:28 AM
स्थान	श्री राजेंद्र कुरेल
कार्यवाही	श्री राजेंद्र कुरेल

Dated 09.11.2022

To

Dr. Navneet Mohan Kothari, Secretary, OIDB,
Joint Secretary, Ministry of Petroleum & Natural Gas,
'A' Wing, Shastri Bhawan, New Delhi.

Subject: Loot of money/ farziwada in OIDB by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenographers only and getting benefits of MACP by flouting government norms without government approvals.

Sir/Ma'am,

I am writing this complaint in regards to malpractice being done in OIDB in order to **loot money by way of:**

- (i) **Getting illegal promotion;**
- (ii) **Getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion';**
- (iii) **Manipulation while preparing RRs for newly created posts which entitles stenographers for promotions and debar others, and subsequently filling them by stenographers; and**
- (iv) **Getting benefits of MACP by flouting norms of Government and without approval of the Government.**

The undersigned has collected various information from OIDB by filing RTI/Website. Many irregularities and violation of government norms have been noticed while overlooking the files. By this letter, I just want to bring to your knowledge about the officers who have joined hands in gloves for wrong doings while preparing RR and implementing MACP regulations in OIDB. Being, a responsible citizen and practicing lawyer it is my obligatory duty towards our constitution and country.

2. It is evident from the information received that one Stenographer Grade B Shri Rajesh Kumar Saini joined the office on **01.01.1992** as Steno (Grade-C) (**Pay Scale 1400-40-1600-50-2300-EB-60-2600**, which was revised to **9300-34800 GP 4200**)[Page No.23]. Sh. R.C. Narang, then Stenographer Grade 'B' went on deputation to OCC for a period of 3 years, and Shri Saini requested OIDB to grant him an ad-hoc promotion against the vacancy of Stenographer Grade 'B' as per OIDB

Employees (Recruitment) Regulations, 1986. After considering his request, he was initially promoted to Steno (Grade-B) (Pay Scale 2000-3500, which was revised to 6500-200-10500 i.e. S-12 Grade of 5th CPC) in an officiating capacity w.e.f. 27.06.1995 [Page No. 41& 23] and later got regular promotion to the post of Steno (Grade-B) on 26.11.1996 [Page No. 46-49].

3. Shri Rajesh Kumar Saini, PS to Secretary got regular promotion to the post of Steno (Grade-B) on 26.11.1996 in the scale of pay of Rs.2000-3500 [Page No. 51] [by 5th CPC, this scale was revised to 6500 – 200- 10500 (i.e. S-12 Grade)]. Comparative Table of 4th, 5th& 7th CPC is at Page 173. Sh. Rajesh Kumar Saini was completing six years of regular service on the post of Stenographer Grade 'B' (PS) on 26.11.2002. To unlawfully give the benefit to Shri Rajesh K. Saini, the then Account Officer hide the facts and apprised the competent Authorities that Shri Saini has completed six years of continuous service in the existing grade on date i.e. 26.6.2001 which is 1.5 years before the actual completion of regular six years' service (i.e. 26.11.2002) [Page No. 52].

4. It is evident from the noting [Page No. 52-57] that Shri Saini was **Granted Time Scale Promotion** under rule 11(2) of OIDB RRs 1986, [Page 37-38] on 27.06.2001 from Pay Scale 6500-200-10500 (i.e. S-12 Grade of 5th CPC), I scale of Rs.10,000-325-15,200 (i.e. S-19 Grade of 5th CPC). Such a huge Jump from S-12 Grade to S-19 Grade (seven times jump) just because there was no avenue for promotion for stenographer grade B, as mentioned in the file [Page No. 52-55] that there are no promotional avenues for Shri Saini who was holding the post of Stenographer Grade 'B' in the scale of 6500-200-10500 and keeping this in view, he was granted higher scale 10000-325-15200 as per regulation 11(2) of OIDB Employees (Recruitment) Regulations, 1986 [Page No.37-38] which is reproduced below:

"11. Time scale promotion:

4. *An employee if not promoted to the next higher post for want of vacancies, after six years of continuous service in the existing grade, may be placed in the next higher grade to which he may be eligible on promotion, subject to his satisfactory performance in his existing grade.*

(2) For posts, for which there are no avenues for promotion, an employee may be given the next grade of the particular cadre as "Selection Grade" after he has completed six years of satisfactory service in the existing grade, provided that once an employee is given a selection grade under this rule, he shall not be eligible again for the next higher grade as selection grade under this rule."

Any higher officials could not see the factual position/rules and granted Shri Saini out of turn Time scale Promotion to a much higher (seven times high) selection grade that too before time (Page-52-57).

5. It can be seen from the noting [Page No. 58-59] that OIDB created 6 additional posts which were notified by Ministry of Petroleum & Natural Gas in **The Gazette of India vide: G.S.R. 792(E) dated 30th September 2010**[Page No. 27] and subsequently new OIDB Employees (Recruitment) Regulations were brought in 2011 [Page No. 27-28] It seems that new posts and recruitment rules were prepared only to benefit two stenographers namely, **Shri Rajesh Kumar Saini and Shri Ganesh C Doval** wherein all basic rules and condition required for preparation of Recruitment Rules, **even the DOP&T's model RRs**, were kept aside and no feeder post was indicated for two posts viz. Manager (P&A) and Manager (Estate), and only particular pay scale & grade pay (i.e. 5 year in Grade Pay 4800 or 7 year in Grade Pay 4600) was kept as a criteria for promotion. It can be seen from Recruitment Regulations that even Driver/Peon/steno having pay scale of 9300-34800+GP 4600 can get promotion to the pay scale of 15600-39100 GP: 6600 after completion of seven year regular service. But **Accounts Officer & Accountant [who were performing core function of OIDB (i.e. financing & accounting)] were barred from the promotion to the post of Manager (P&A) and Manager (Estate) whereas stenographer (whose work was to take dictation from their bosses), even drivers, peons become eligible**[Page No. 171-172]. Imperative to mention here that the pay scale of 15600-39100 GP: 6600 (6th CPC) is equivalent to the pay scale of Under Secretary to the Govt. of India. Due to misrepresentation done in file in favour of stenographers before higher officers, the higher officers could not implement the rules prescribed by government of India and granted **undue promotions to these two stenographers to posts of Manager (P&A) (which is purely administrative in nature) and Manager (Estate) (which is purely technical in nature)** [Page 28 & 60]. **The then prevailing RR rules for promotion to the post of Manager (P&A) and Manager (Estate) are reproduced below**[Page No. 171-172] :

Clause 12 of OIDB RRs, 2011 applicable for Manager (P&A)[Page No. 171]:

"Manager (P&A): Promotion from Officers with 6 years' experience in the Grade Pay of Rs.4800 or more or 7 years regular service in Grade Pay of Rs.4600 (**excluding Accounts Officer & Accountant**) and possessing the educational qualifications and experience prescribed for direct recruits."

"Essential for Direct Recruit: Graduate Should have 6 years experience in the Grade Pay of Rs.4800 or more or 7 years in the Grade Pay of Rs.4600 in the Central Government / Public Sector/ Autonomous organizations."

Clause 12 of OIDB RRs, 2011 applicable for Manager (Estate)[Page No. 172] :

"Manager (Estate): Promotion from Officers with 6 years' experience in the Grade Pay of Rs.4800 or more or 7 years regular service in the Grade Pay of Rs.4600 (**excluding Accounts Officer & Accountant**) and possessing the educational qualifications and experience as prescribed for direct recruits."

"Essential for Direct Recruit: Graduate. Should have 6 years' experience in the Grade Pay of Rs.4800 or more or 7 years in the Grade Pay of Rs.4600 in the Central Government / Public Sector/Autonomous organizations with experience of procurement, contracts, and civil works."

6. Both the above mentioned stenographers, one of whom had already taken the steep hike in the name of **Time Scale Promotion [Ref. Para 5 above]** were now appointed as Manager (P&A) and Manager (Estate) in the Pay Band Rs.15,600-39,000 with a Grade Pay of Rs.6,600 [Page 58 & 60] vide Office Order no.5 of 2011 (File No.6/2/2011-OIDB) Dated 15th March, 2011 [**Page No. 60**]. The timing of all these, viz., **creation of posts (30.09.2010)**, approval of **faulty Recruitment Regulations, 2011** [which do not mention feeder post and instead mention only pay-scale but categorically bar Accounts Officers and Accountants for promotion to these two posts] (**08.02.2011**) and subsequently, **appointment** of the stenographers to the **non-stenographer stream posts**, viz. Manager (P&A) and Manager (Estate) **without any examination**, vide office order no. 05 of 2011 dated (**15.03.2011**), give reasonable presumption that all of these were **prefixed [Page No. 58 & 60]**.

7. **OIDB RRs, 2011** were prepared in such a manner that both stenographers first get appointment as Managers and later after completion of 5 years they can become eligible for the post of **DCF&AO (level-12 of 7th CPC) equivalent to the post of Deputy Secretary to the Govt. of India. Both the stenographers got preplanned promotion to the post of DCF&AO in the month of April 2016. The RR were very dexterously prepared and was just an eye wash for the OID Board and Ministry, MoPNG. RR 2011 rules for promotion to the post of DCF&AO prevailing at that time are reproduced below [Page No. 170]**

"Dy. Chief Finance & Accounts Officer: Promotion from the posts of Senior Accounts/Admn. Officer / Manager (P&A) / Manager (Estate) with **five** years regular service possessing educational qualifications and experience prescribed for direct recruits".

"Essential for Direct Recruit: Graduate with at least 5 years of service in the grade pay of Rs.6600/- and having experience of finance, accounts, budgeting & financial control, or personnel & administration or building works & contract management in the office(s) of Central Government/ autonomous bodies."

8. In above mentioned DCF&AO RRs (of 2011), it can be visible that **Manager (P&A) and Manager (Estate) were added as feeder grade in addition to the feeder post of 1986 RRs viz. Senior Accounts/Admn Officer** so that both the stenographers who are promoted to **Managers can be later promoted as DCF&AO**. Policy for mentioning feeder posts in the RRs for considering promotion to

the post of DCF&AO and Manager (P&A)/Estate) are totally contrary to each other. **Feeder posts were specifically mentioned** in RRs (of 2011) applicable for promotion to the post of DCF&AO. However, in case of RRs (of 2011) applicable for promotion to the posts of Manager (P&A) and Manager (Estate), **feeder posts were not mentioned**, only grade-pay was mentioned so that Stenographers can be covered in addition to the feeder post mentioned in 1986 RRs viz. Section Officer [Accounts Officer and Accountant were specifically barred].

9.1 Sr. A.O. in his complaint of 9.5.2019 and 5.4.2019 which were obtained in RTI [Page No. 33-78] also has alleged the following:

"As far as the case of Mr. Saini is concerned, he has got 1st promotion after a period of less 3 and half years in officiating capacity and less than 5 years in regular capacity. Further, he has got Time Scale Promotion equivalent to the post of Under Secretary in Government of India within a period of less than 5 years. In totality, Mr. Saini has already got the promotion/financial upgradation upto the level of Under Secretary within 9 and 1/2 years whereas as per MACPs Financial Upgradation upto this level may be granted after 30 years of regular service. Further, when he was already given promotion to the post of Manager then how it can be granted the 3rd financial upgradation to him after that within a period of 3 months.

It can be clearly shown the bad intention of the officers working in administration which grants 3rd Financial Upgradation to Mr. Rajesh Saini w.e.f. 27.06.2011 whereas he was already got promotion to the post of Manager (P&A) w.e.f. 15.03.2011 in the pay band of Rs.15,600-39,100 + 6,600 (Grade Pay). It seems either the officers/staff working in the administration are not fully aware of the Rule & Regulations or done with some vested interest under the influence of Mr. Rajesh Saini who was also working as DCF&AO (Admn.) at that time.

9.2 This complaint was **not** taken serious and all allegations were said to be baseless and Mr. Doval, protected him by writing the following:

"2. The issue regarding grant of third financial upgradation under MACP to Shri Rajesh Kumar Saini, DCF&AO in the grade pay of Rs.7600/- has been examined at length on page – 23 to 25/N and found in order. Shri Saini was in the grade pay of 6600/- since 27.6.2001 and had completed 10 year in that grade pay and thus is entitled for grant of 3rd MACP in Grade Pay of Rs.7600/- in terms of provisions of MACPS. The allegation made by Shri Girish Chandra does not substantiate." [Page 26]

(Mr. Doval was allowed to make a statement against the complaint of Sh. Girish Chandra although allegations were also labelled again him by Sh. Chandra.)

9.3 The matter was taken serious by Secretary, OIDB and he has directed FA&CAO with following remarks on 14.05.2019:[**Page No. 23-26**]

"On all the allegations made by Shri Girish Chandra, a consolidated note be put up after examination for kind perusal of chairman"

9.4 On the above directions of Secretary, OIDB, the then FA&CAO directed the promoted stenographer DCF&AO (GD) to follow the directions. This was last page of the noting of the file which I had received from the RTI and it is observed that how DCF&AO (GD) did nothing and protected his friend and corrupt officer and hide the facts. A suitable action should be taken against 'thieves who are cousins'.

10. Facts relating to implementation of Modified Assured Career Progression Scheme (MACP) in OIDB

10.1 Background in OIDB:

Since 1986, by virtue of 'O.I.D.B. Employees (Recruitment) Regulations, 1986' **Time Scale Promotion** was available to the employees of OIDB. The relevant clause is reproduced below[**Page No. 37-38**]:

"11. Time scale promotion:

(1) An employee if not promoted to the next higher post for want of vacancies, after six years of continuous service in the existing grade, may be placed in the next higher grade to which he may be eligible on promotion, subject to his satisfactory performance in his existing grade.

*(2) For posts, for which there are not avenue for promotion, an employee may be given the next grade of the particular cadre as 'Selection Grade' after he has completed six years of satisfactory service in the existing grade, provided that **once** an employee is **given** a selection grade under this rule, he **shall not be eligible again** for the next higher grade as selection grade under this rule."*

10.2 Modified Assured Career Progression Scheme (MACPS) was introduced by the Govt. of India, **with a view to benefit central government civilian employees only** vide DOPT O.M. No.35034/3/2010-Estt(D) dated 19.05.2009[**Page**

No. 84-101].As per Para 2 of Scheme [i.e. Para 2 of ANNEXURE-I of DoP&TO.M. **No.35034/3/2008-Estt.(D) dated 19.05.2009]** MACPS allows placement in 'immediate next higher grade pay' i.e. 'only 1 level higher grade pay'. Relevant Para is reproduced below[**Page No. 87**]:

*"2. The MACPS envisages merely placement in the **immediate next higher grade pay** in the hierarchy of the recommended revised pay bands and grade pay as given in Section 1 , Part-A of the first schedule of the CCS (Revised Pay) Rules, 2008. Thus, the grade pay at the time of financial upgradation under the MACPS can, in certain cases where regular promotion is not between two successive grades, be different than what is available at the time of regular promotion. In such cases, the higher grade pay attached to the next promotion post in the hierarchy of the concerned cadre/organisation will be given only at the time of regular promotion."*

10.3 Other relevant clauses of MACP Scheme vide ANNEXURE-I of above-mentioned DoP&T O.M. dated 19.5.2009 are also reproduced below[**Page No. 89**]:

"9. 'Regular service' for the purposes of the MACPS shall commence from the date of joining of a post in direct entry grade on a regular basis either on direct recruitment basis or on absorption/re-employed basis."

*"14. The MACPS is directly applicable only to **Central Government Civilian employees**, it will not get automatically extended to employees of Central Autonomous/ Statutory/ Bodies under the administrative control of a Ministry/Department. Keeping in view the financial implications involved, a **conscious decision** in this regard shall have to be taken by the respective **Governing Body/Board of Directors** and the **administrative Ministry** concerned and where it is proposed to adopt the MACPS, **prior concurrence of Ministry of Finance shall be obtained.**"*

10.4 As regards **interpretation/ clarification** of doubts etc., Para 9 of the DoP&T O.M. dated 19.05.2009 further states that[**Page No.85**]:

"9. Any interpretation/clarification of doubt as to the scope and meaning of the Provisions of the MACP Scheme shall be given by the Department of Personal and Training (Establishment-D)."

10.5 Further, DoPT OM No.22/22/2009-CS.I (CR) dated 12.04.2010 [Page No. 168] stipulates that:

"DR Assistants/DR Grade 'C' Stenographers who have got Non- functional grade (NFG) in the grade pay of Rs.5400/- would only be entitled for 3rd financial upgradation in the Immediate higher grade pay of Rs.6600/- on

completion of 30 years of continuous service or on completion of 10 years stagnation in a single grade pay, whichever is earlier. No further financial upgradation would be admissible to such officials”.

10.6 MACPS, which was primarily applicable to central government **civilian** employees was **later** extended to autonomous bodies **subject to following of certain procedure prescribed in O.M. No.35034/3/2010- Estt(D), Dated 03/08/2010 [Page No. 166-167]**. Para 1 and 2 of the O.M. dated 3/8/2010 are reproduced below:

"..... The Department of Expenditure has accordingly approved for extending the benefits of the MACPS to the Central Autonomous/Statutory Bodies under various Ministries/Departments subject to them satisfying the following four conditions:

- (i) The earlier **ACP Scheme was also implemented/adopted** by the said Autonomous/Statutory Body.*
- (ii) The proposal to adopt MACP Scheme has been approved by the **Governing Body/Board of Directors.***
- (iii) The **Administrative Ministry/Financial Adviser** of the Ministry has concurred with the proposal.*
- (iv) The financial implications of adoption of MACP Scheme have been taken into account by the Organisation/Body and the additional financial implications can be met by it within the existing Budget Grants.*

2. As per the revised arrangement, the proposal shall be processed by the Financial Advisor concerned in the first instance and subject to it' meeting the requirements spelt out at (i), (ii) and (iv) above, he would obtain the orders of the administrative Head/ Secretary concerned for approving the extension of MACPS to such a body."

10.7 It can be seen that **OIDB hadnot implemented Assured Career Progression (ACP) Scheme** in **OIDB** [rather its employees were getting benefits of 'Time Scale Promotion' (**Ref: Para 10.1 above**)]. As such the condition mentioned at 10.6 (i) above was not fulfilled and the **MACP Scheme** was not able to be implemented in **OIDB**. RTI application filed at Oil Industry Development Board also reveals that Oil Industry Development Board, has implemented Modified Assured Career Progression Scheme (MACPS) with the approval of AS(E)MoPNG/ Secretary, **OIDB** on 4.2.2016 [Page 4] vide Office Order No.6/12/2011 dated 9 March 2016 [**Page 119**]. It also evident from file noting that as per the advice of **MOPNG [Page 1]**, **MACP could not be introduced in**

OIDB as there was no ACP in OIDB. Para 4 at Page 1, however, mentions the following:

The Board, however, decided [Page 1] that the matter may again be referred to DOPT through MOP&NG for reconsidering implementation of MACP Scheme in OIDB. The matter was accordingly again referred to MOP&NG vide letter dated 1.11.2013. The matter was constantly followed up with MOP&NG to expedite decision on the proposal for implementation of MACP in OIDB so that eligible employees of OIDB may get benefit of financial upgradation since February 2011. Since Department of Expenditure has already made it clear that implementation of MACP in OIDB cannot be agreed to as OIDB has not implemented ACP earlier for its employees."

10.8 Para 14 at Page 3 mentions the following:

"OID Board, however, directed OIDB to refer the matter to DOPT again through MOPNG for reconsideration. The matter is still pending with MOPNG .

10.9 But the MACP got implemented without approval of MoPNG/DoPT and all the facts were ignored. Even direction of OIDB board was not followed.

10.10 The benefit of '**Time Scale Promotion**' (Ref: Para 10.1 above) was available **only once** throughout the whole service in OIDB. As such this '**Time Scale Promotion**' was no more beneficial for those who have availed its benefit once in their career. Thus the **MACP Scheme** was implemented in OIDB in order to grant benefit to those personnel who had availed the benefit of '**Time Scale Promotion**' system, before such implementation of MACP.

10.11 What transpires from Para 9 of the file note at Page 2 signed by Mr. Rajesh Saini, Manager(P&A), , received in RTI, is that:

- (a) As per Para 9(ii), a Para on MACP [Para No. 10 at Page 141, **reproduced below**] was first incorporated in Recruitment Regulation of 2011 and the RRs were got approved by the OID Board in its 81st Meeting [**MoM at Page 137-138**], although approval of the Governing Body (Board in the present case) is **just one of the four conditions** prescribed by DOPT O.M. dated 3.8.2010 mentioned at Para 10.6 above:

"10. Modified Assured Career Progression Scheme:

The career progression with effect from the date of approval of these regulations shall be in accordance with the Modified Assured Career Progression Scheme (MACP) applicable to Central Government employees,

annexed to the Schedule as may be modified by the Central Government from time to time."

- (b) Thereafter, it was mentioned in Para 9(ii) that "*OID Board is competent to approve Recruitment Regulations for OIDB employees and the Government instructions are not applicable on OIDB because OIDB has its own set of Service Rules.*". MoM of 81st Meeting of the OID Board [Page 138] mentioned "*Board is competent to approve the Recruitment Regulations in terms of Rule 7 of OID Industry Development Board Employees (General Conditions of Service) Rules, 1984.*". **This is false as governing body is not competent to approve the MACP Scheme for OIDB employees unless the other three conditions mentioned at Para 10.6 above are fulfilled. Moreover, if the Government instructions are not applicable on OIDB, then the benefits of a Government Schemes (here MACP Scheme) can also not be extended to OIDB employees. It clearly shows that complete information (viz. Central Government O.M./ directions/instructions, conditions to be fulfilled before implementing MACP Scheme, consultations with various Ministries/Departments in this regard, etc.), were not brought before the OID Board and the same was not informed properly in this regard.**
- (c) Para 10 & 11 at Page 2 signed by Mr. Saini, Manager(P&A) further mentions "*the matter was taken up with OID Board in its 91st meeting held on 16.9.2015, to allow OIDB to implement the MACP scheme for OIDB employees, which is already approved.*". "*The Board, however, directed Secretary, OIDB to examine the matter and decide appropriately.*". **Apparently, the complete information was not given to OID Board that time also.**
- (d) Para 12 at Page 2 of Mr. Saini, Manager(P&A) mentions that "*In view of the position explained above, Secretary, OIDB is requested to kindly consider and allow OIDB to implement the MACP Scheme for OIDB employees, which already stands approved by OID Board in its 81st Board meeting.*". **It is apparent that the complete information viz. Central Government O.M. directions/instructions, conditions to be fulfilled before implementing MACP Scheme, consultations with various Ministries/Departments in this regard, etc., were also not brought on the file.**

10.12 Para 13 of Sh. Ajay Srivastava, FA&CAO, OIDB on Page 3 mentions "*OID Board in its 81st meeting held on 8.2.2011 approved OIDB Employees (Recruitment) Regulation, 2011, Regulation 10 of which provides for Modified Assured Career Progression (MACP) "... in accordance with MACP applicable to the Central Government employees...."* Accordingly, MACP for the employees on the pattern of MACP for Central Government employees became applicable to the employees of OIDB replacing erstwhile Time Scale Scheme w.e.f.8.2.2011."**This is**

not true as governing body is not competent to approve the MACP Scheme for employees of OIDB or any other autonomous organisation, unless the other three conditions mentioned at Para 10.6 above are fulfilled.

10.13 As regards consultation with MOPNG & Department of Expenditure, regarding applicability of MACPS in OIDB, FA&CAO has mentioned [Para 14 on **Page 3**] that "*The matter is still pending with MOPNG.*" **If the matter was pending with MOPNG, then also the MACP Scheme cannot be implemented during pendency.**

10.14 As regards DOPT instructions, FA&CAO has mentioned [Para 15 on **Page 3**] that "*the DOPT has clearly stated that the instructions issued by DOPT are only applicable to Central Government Civilian employees and posts and are not applicable to autonomous bodies which are governed by the regulations/ instructions issued by concerned administrative Ministry/ Department under Statute/ Act of the Parliament by which they are created or came into existence along with their own set of Service Rules.*" **If DOPT instructions are not applicable to autonomous organizations like OIDB, then MACP Scheme of DOPT should also not be applicable to autonomous organizations like OIDB.** Further to this, FA&CAO has mentioned [Para 17 on **Page 4**] that "*Accordingly, the file is submitted to Secretary, OIDB in accordance with the decision taken in 91st Board Meeting held on 16.9.2015 for consideration of above fact and issuance of necessary orders implementing MACP w.e.f. 8.2.2011 for employees of OIDB.*"

10.15 **Thereafter, the MACP for OIDB was approved as follows:**

"18. Discussed. Proposal is approved in view of the fact that DOPT circular dt July 24, 2012 is not applicable to OIDBN and Board in its 81st meeting has already resolved to adopt MACP as applicable to Central Govt employees to OIDB employees."

11.1 I am totally amazed by the administration decision; surprisingly, the MACP Scheme was implemented in OIDB by violating all rules and regulations just to benefit one stenographer, namely, Shri Rajesh Kumar Saini and one more officer. As per DoP&T O.M. dated 19.05.2009 [**Ref: Para 10.2 & 10.3 above**], 3rd financial upgradations under the MACPs can be granted on completion of 30 years of continuous regular service. Further, GOI vide O.M. No 22/22/2009-CS.I(CR) dated 12th April, 2010 [**Ref: Para 10.5 above**] clarified that DR Assistants/DR Grade 'C' Stenographers who have got Non-functional grade (NFG) in the grade pay of Rs.5400/- would only be entitled for 3rd financial upgradation in the immediate higher grade pay of Rs.6,600 on completion of 30 years of continuous service or on completion of 10 years stagnation in a single grade pay, whichever is earlier. No further financial upgradation would be admissible to such officials. As such, above-named stenographer was **not** entitled for up-gradation higher than the grade pay of

Rs.6600/-. However, he was granted 3rd MACP in grade pay of Rs.7600/- w.e.f. 27.6.2011[Page No. 79]

11.2 As far as the case of Mr. Saini is concerned, he has got 1st promotion after a period of less 3 and half years in officiating capacity[Page No. 41-45]and less than 5 years in regular capacity[Page No. 41-45].Further, he has got Time Scale Promotion equivalent to the post of Under Secretary in Government of India [amounting to seven (7) promotions in one go]within a period of less than 5 years[Page No. 52-57]. **In totality, Mr. Saini has already got the promotion & financial upgradation upto the level of Under Secretary within 9 and 1/2 years whereas as per MACPs Financial Upgradation upto this level may be granted after 30 years of regular service.** Further, when he was already given promotion to the post of Manager [Grade pay 6600 i.e. Level-11 of 7th CPC] w.e.f. 15.3.2011 [Page 58-60]then under which rule can he subsequently be granted the 3rd financial upgradation w.e.f. 27.6.2011 i.e. within a period of 3 months [Page 79].

11.3 As per O.M. relating to the MACP Scheme, benefits under this scheme can be granted only **prospectively**. However, the MACP Scheme was implemented in OIDB with retrospective effect. Secretary, OIDB approved the implementation of Scheme on 4.2.2016 [Page 4], Office Order was issued on 9.3.2016[Page 119] and **the benefit of 3rd MACP** in grade pay of Rs.7600/- was granted to **Sh. Rajesh K. Saini** on 24.03.2017 with retrospective effect i.e. w.e.f. 27.06.2011 [Page No. 79].

12. It seems either the officers/staff working in the administration are not fully aware of the Rule & Regulations or have done the same with some vested interest under the influence of Mr. Rajesh Saini who was also working as DCF&AO at that time w.e.f. 11.4.2016 [Page 7]. His pay was re-fixed to give him undue favour and he was given arrear of Rs 2,84,550/- [Page No. 103]along with one other employee.Minutes of screening committee [Page No. 117].say that views of DOPT was obtained for implementing MACP which is controvert from the noting on Para-6 on Page No. 1.

12.2 In spite of all the ambiguities enumerated above, no interpretation/clarification w.r.t. scope and meaning of the provision of MACP Scheme was sought from DoP&T although Para 9 of the DoP&T O.M. dated 19.05.2009 recommends so [Refer: **Para 10.4 above**].

13. Points relating to administrative lapse in granting benefit of Time Scale Promotion under clause 11 of OIDB Employees Recruitment Regulations, 1986 [OIDBE RRs, 1986] summarized below:

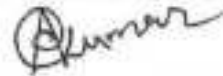
- (i) Shri Rajesh Kumar Saini, PS to Secretary was given illegal Time Scale Promotion beyond rules. **Clause 11(1)**(Time Scale Promotion)of OIDB RR 1986 [**Page No. 34-40**] doesn't apply to the Stenographers-B because RRs do not have any feeder grade beyond Stenographer-B for promotion. Clause 11(2)of OIDB RR 1986 [**Page No. 34-40**] **is also not applicable to him because Stenographer cadre was not having any next grade above Stenographer Grade B.**These need to be checked vis-à-vis the rule position. [**Page No. 37-38**](Refer Para-4 above)
- (ii) Despite above, Sh. Rajesh Kumar Saini was granted Time Scale Promotion, 1.5 years before completion of regular six years' service i.e. **26.6.2001 which is 1.5 years before the actual completion of regular six years' service (26.11.2002)**(Refer Para-4 above)
- (iii) Even IAS rules do not provide such a huge time scale promotion, which was granted to official in OIDB especially stenographers. IAS officers who passed India's toughest exam get time scale promotion after 4, 9, 13 etc years. (5400 to 6600 to 7600 etc) **but Shri Saini and ShriDoval was unethically granted Time scale** from 9300-3400 GP: 4600 to 15600-36100 GP: 6600(of 6thCPC) in one go. This need to be looked into (Refer Para-4 above)
- (iv) It is evident that clause 11 of OIDB RRs, 1986, (i.e. Time Scale Promotion) can be invoked in case of non-availability of promotional avenue; and benefit under this rule can be given to an employee once throughout his/her service. On the queries of MoPNG, the **than secretary OIDB had also certified the same [Page 53]**.However, after availing the benefit of Time Scale Promotion on the grounds of non-availability of promotional avenue, the RRs were amended in 2011 and promotional avenues were created for two stenographer 'B'; and both the stenographers promoted to**Manager (P&A) and Manager (Estate)**, respectively, in pay scale 15600-36100 GP: 6600(6thCPC); and **Accountants and Account Officers were debarred from the promotion to the newly created post of Managers.**(Refer Para 5-8 above)
- (v) As rightly highlighted by the Sr. AO in his complaint that there was some pre-conceived conspiracy of the administration in preparing RR-2011, sothat these Stenographers of OIDB namely **Shri Rajesh Kumar Saini and Shri**

Ganesh C Doval can be promoted to the posts of DCF&AO/FA&CAO in future. It is evident from noting/website that these two stenographers mentioned above are now DCF&AO and eligible for promotion to FA&CAO in future, and as per vacancy notice uploaded on the OIDB website, FA&CAO post was vacant.(Refer Para 9 above)

(vi) Since no one seems to be taking complaints seriously highlighted by the staff members. These wolfs went on hunting. Shockingly, MACP was Implemented In OIDB after denial of MoPNG/DoPT/MoE(Refer Para 10 above), that too with retrospective effect putting everything aside. Sh. Saini got 3rd MACP in the GP of 7600 w.e.f. 27.6.2011[Page No. 79]

14. It is requested you to please look into the matter personally and enquire the role and motive of the officers working in administration behind. A suitable administrative action against the erring officers is also requested.

Yours faithfully,



(Abhitosh Kumar)

Advocate Abhitosh Kumar
Chamber No.48, Civil Court Compound,
Hasanpur, Amroha, U.P. Pin- 244 241.

To

Sh.Praveen Mal Kanooja, Additional Secretary, Ministry of Petroleum & NG,
'A' Wing, ShastriBhawan, New Delhi - 110001.

Subject: Loot of money/ farziwada in OIDB by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenographers only and getting benefits of MACP by flouting government norms without government approvals.

Sir/Madam,

Your kind attention is invited to my earlier complaint dated 09.11.2022 (copy attached) on the subjectcaptioned above wherein I had reported about malpractice being done in OIDB in order to loot money by way of:

- (i) Getting illegal promotion;
- (ii) Getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion';
- (iii) Manipulation while preparing RRs for newly created posts which entitles stenographers for promotions and debar others, and subsequently filling them by stenographers; and
- (iv) Getting benefits of MACP by flouting norms of Government and without approval of the Government.

2. The above complaint was sent to your high office with request to look into the matter personally and enquire the role and motive of the officers working in administration and to take suitable administrative action against the erring officers. However, I have not received any communication regarding to what action had been taken in the case. It is seen on the website that one of the officers Sh. Rajesh Kumar Saini is still holding the post of DCF&AO. It appears that officers of Ministry and OIDB are protecting him.

3. Therefore, I am again requesting you to kindly look into the matter personally and take stern action against the persons involved in the loot.

Yours faithfully,



(Abhitosh Kumar)

Advocate Abhitosh Kumar

Chamber No.48, Civil Court Compound,
Hasanpur, Amroha, U.P. Pin- 244 241.

Date: 4.3.2023

I appreciate and file
Done
7/3/2023

1/1/23
09/3/23

Secretary, OIDS
09/3/23

09.1.2023

Asstt. (Admin)
09/3/23

Copy to:

1. Sh. Pankaj Jain, Secretary, Ministry of Petroleum & NG, 'A' Wing, ShastriBhawan, New Delhi - 110001.
2. Ms. Kamini Chauhan Ratan, AS&FA, Ministry of Petroleum & NG, 'A' Wing, ShastriBhawan, New Delhi - 110001.
3. Ms. Perin Devi Joint Secretary, Ministry of Petroleum & NG, 'A' Wing, ShastriBhawan, New Delhi - 110001.
4. Ms. VarshaSinha, Secretary, OIDB, OIDB Bhawan, Plot No.2 Tower-C, VikasMarg, Sector-73, Noida
5. Ms. EshaSrivastava, OSD, Ministry of Petroleum & NG, 'A' Wing, ShastriBhawan, New Delhi - 110001.
6. Sh. Sunil Kumar, Joint Secretary, Ministry of Petroleum & NG, 'A' Wing, ShastriBhawan, New Delhi - 110001.
7. Sh. RohitMathur Joint Secretary, Ministry of Petroleum & NG, 'A' Wing, ShastriBhawan, New Delhi - 110001.
8. Sh. VinodSeshan Director Ministry of Petroleum & NG, 'A' Wing, ShastriBhawan, New Delhi - 110001.
9. Sh. Rajender Kumar Kureel, Director, Ministry of Petroleum & NG, 'A' Wing, ShastriBhawan, New Delhi - 110001.

Dated 09.11.2022

To

Sh.Praveen Mal Kanooja, Additional Secretary, Ministry of Petroleum & NG,
'A' Wing, Shastri Bhawan, New Delhi – 110001.

Subject: Loot of money/ farziwada in OIDB by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenographers only and getting benefits of MACP by flouting government norms without government approvals.

Sir/Ma'am,

I am writing this complaint in regards to malpractice being done in OIDB in order to **loot money by way of:**

- (i) **Getting illegal promotion;**
- (ii) **Getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion';**
- (iii) **Manipulation while preparing RRs for newly created posts which entitles stenographers for promotions and debar others, and subsequently filling them by stenographers; and**
- (iv) **Getting benefits of MACP by flouting norms of Government and without approval of the Government.**

The undersigned has collected various information from OIDB by filing RTI/Website. Many irregularities and violation of government norms have been noticed while overlooking the files. By this letter, I just want to bring to your knowledge about the officers who have joined hands in gloves for wrong doings while preparing RR and implementing MACP regulations in OIDB. Being, a responsible citizen and practicing lawyer it is my obligatory duty towards our constitution and country.

2. It is evident from the information received that one Stenographer Grade B Shri Rajesh Kumar Saini joined the office on **01.01.1992** as Steno (Grade-C) (**Pay Scale 1400-40-1600-50-2300-EB-60-2600**, which was revised to **9300-34800 GP 4200**)[Page No.23]. Sh. R.C. Narang, then Stenographer Grade 'B' went on deputation to OCC for a period of 3 years, and Shri Saini requested OIDB to grant him an ad-hoc promotion against the vacancy of Stenographer Grade 'B' as per OIDB

Employees (Recruitment) Regulations, 1986. After considering his request, he was initially promoted to Steno (Grade-B) (Pay Scale 2000-3500, which was revised to 6500-200-10500 i.e. S-12 Grade of 5th CPC) in an officiating capacity w.e.f. 27.06.1995 [Page No. 41& 23] and later got regular promotion to the post of Steno (Grade-B) on 26.11.1996 [Page No. 46-49].

3. Shri Rajesh Kumar Saini, PS to Secretary got regular promotion to the post of Steno (Grade-B) on 26.11.1996 in the scale of pay of Rs.2000-3500 [Page No. 51] [by 5th CPC, this scale was revised to 6500 – 200- 10500 (i.e. S-12 Grade)]. Comparative Table of 4th, 5th& 7th CPC is at Page 173. Sh. Rajesh Kumar Saini was completing six years of regular service on the post of Stenographer Grade 'B' (PS) on 26.11.2002. To unlawfully give the benefit to Shri Rajesh K. Saini, the then Account Officer hide the facts and apprised the competent Authorities that Shri Saini has completed six years of continuous service in the existing grade on date i.e. 26.6.2001 which is 1.5 years before the actual completion of regular six years' service (i.e. 26.11.2002) [Page No. 52].

4. It is evident from the noting [Page No. 52-57] that Shri Saini was **Granted Time Scale Promotion** under rule 11(2) of OIDB RRs 1986, [Page 37-38] on 27.06.2001 from Pay Scale 6500-200-10500 (i.e. S-12 Grade of 5th CPC), I scale of Rs.10,000-325-15,200 (i.e. S-19 Grade of 5th CPC). Such a huge Jump from S-12 Grade to S-19 Grade (seven times jump) just because there was no avenue for promotion for stenographer grade B, as mentioned in the file [Page No. 52-55] that there are no promotional avenues for Shri Saini who was holding the post of Stenographer Grade 'B' in the scale of 6500-200-10500 and keeping this in view, he was granted higher scale 10000-325-15200 as per regulation 11(2) of OIDB Employees (Recruitment) Regulations, 1986 [Page No.37-38] which is reproduced below:

"11. Time scale promotion:

4. *An employee if not promoted to the next higher post for want of vacancies, after six years of continuous service in the existing grade, may be placed in the next higher grade to which he may be eligible on promotion, subject to his satisfactory performance in his existing grade.*

(2) For posts, for which there are no avenues for promotion, an employee may be given the next grade of the particular cadre as "Selection Grade" after he has completed six years of satisfactory service in the existing grade, provided that once an employee is given a selection grade under this rule, he shall not be eligible again for the next higher grade as selection grade under this rule."

Any higher officials could not see the factual position/rules and granted Shri Saini out of turn Time scale Promotion to a much higher (seven times high) selection grade that too before time (Page-52-57).

5. It can be seen from the noting [Page No. 58-59] that OIBD created 6 additional posts which were notified by Ministry of Petroleum & Natural Gas in **The Gazette of India vide: G.S.R. 792(E) dated 30th September 2010**[Page No. 27] and subsequently new OIBD Employees (Recruitment) Regulations were brought in 2011 [Page No. 27-28] It seems that new posts and recruitment rules were prepared only to benefit two stenographers namely, **Shri Rajesh Kumar Saini and Shri Ganesh C Doval** wherein all basic rules and condition required for preparation of Recruitment Rules, **even the DOP&T's model RRs**, were kept aside and no feeder post was indicated for two posts viz. Manager (P&A) and Manager (Estate), and only particular pay scale & gradepay (i.e. 5 year In Grade Pay 4800 or 7 year In Grade Pay 4600) was kept as a criteria for promotion. It can be seen from Recruitment Regulations that even Driver/Peon/steno having pay scale of 9300-34800+GP 4600 can get promotion to the pay scale of 15600-39100 GP: 6600 after completion of seven year regular service. But **Accounts Officer & Accountant [who were performing core function of OIBD (i.e. financing & accounting)] were barred from the promotion to the post of Manager (P&A) and Manager (Estate) whereas stenographer (whose work was to take dictation from their bosses), even drivers, peons become eligible**[Page No. 171-172]. Imperative to mention here that the pay scale of 15600-39100 GP: 6600 (6th CPC) is equivalent to the pay scale of Under Secretary to the Govt. of India. Due to misrepresentation done in file in favour of stenographers before higher officers, the higher officers could not implement the rules prescribed by government of India and granted **undue promotions to these two stenographers to posts of Manager (P&A) (which is purely administrative in nature) and Manager (Estate) (which is purely technical in nature)** [Page 28 & 60]. **The then prevailing RR rules for promotion to the post of Manager (P&A) and Manager (Estate) are reproduced below**[Page No. 171-172] :

Clause 12 of OIBD RRs, 2011 applicable for Manager (P&A)[Page No. 171]:

"Manager (P&A): Promotion from Officers with 6 years' experience in the Grade Pay of Rs.4800 or more or 7 years regular service in Grade Pay of Rs.4600 (**excluding Accounts Officer & Accountant**) and possessing the educational qualifications and experience prescribed for direct recruits."

"Essential for Direct Recruit: Graduate Should have 6 years experience in the Grade Pay of Rs.4800 or more or 7 years in the Grade Pay of Rs.4600 In the Central Government / Public Sector/ Autonomous organizations."

Clause 12 of OIBD RRs, 2011 applicable for Manager (Estate)[Page No. 172] :

"Manager (Estate): Promotion from Officers with 6 years' experience in the Grade Pay of Rs.4800 or more or 7 years regular service in the Grade Pay of Rs.4600 (**excluding Accounts Officer & Accountant**) and possessing the educational qualifications and experience as prescribed for direct recruits."

"Essential for Direct Recruit: Graduate. Should have 6 years' experience in the Grade Pay of Rs.4800 or more or 7 years in the Grade Pay of Rs.4600 in the Central Government / Public Sector/Autonomous organizations with experience of procurement, contracts, and civil works."

6. Both the above mentioned stenographers, one of whom had already taken the steep hike in the name of **Time Scale Promotion [Ref. Para 5 above]** were now appointed as Manager (P&A) and Manager (Estate) in the Pay Band Rs.15,600-39,000 with a Grade Pay of Rs.6,600 [Page 58 & 60] vide Office Order no.5 of 2011 (File No.6/2/2011-OIDB) Dated 15th March, 2011 [**Page No. 60**]. The timing of all these, viz., **creation of posts(30.09.2010)**, approval of **faulty Recruitment Regulations, 2011** [which do not mention feeder post and instead mention only pay-scale but categorically bar Accounts Officers and Accountants for promotion to these two posts] (**08.02.2011**) and subsequently, **appointment** of the stenographers to the **non-stenographer stream posts**, viz. Manager (P&A) and Manger (Estate) **without any examination**, vide office order no. 05 of 2011 dated (**15.03.2011**), give reasonable presumption that all of these were **prefixed** [**Page No. 58 & 60**].

7. **OIDB RRs, 2011** were prepared in such a manner that both stenographers first get appointment as Managers and later after completion of 5 years they can become eligible for the post of **DCF&AO (level-12 of 7th CPC) equivalent to the post of Deputy Secretary to the Govt. of India. Both the stenographers got preplanned promotion to the post of DCF&AO in the month of April 2016. The RR were very dexterously prepared and was just an eye wash for the OID Board and Ministry, MoPNG. RR 2011 rules for promotion to the post of DCF&AO prevailing at that time are reproduced below** [**Page No. 170**]

"Dy. Chief Finance & Accounts Officer: Promotion from the posts of Senior Accounts/Admn. Officer / Manager (P&A) / Manager (Estate) with **five** years regular service possessing educational qualifications and experience prescribed for direct recruits".

"Essential for Direct Recruit: Graduate with at least 5 years of service in the grade pay of Rs.6600/- and having experience of finance, accounts, budgeting & financial control, or personnel & administration or building works & contract management in the office(s) of Central Government/ autonomous bodies."

8. In above mentioned DCF&AO RRs (of 2011), it can be visible that **Manager (P&A) and Manager (Estate) were added as feeder grade in addition to the feeder post of 1986 RRs viz. Senior Accounts/Admn Officer** so that both the stenographers who are promoted to **Managers can be later promoted as DCF&AO**. Policy for mentioning feeder posts in the RRs for considering promotion to

the post of DCF&AO and Manager (P&A)/Estate) are totally contrary to each other. **Feeder posts were specifically mentioned** in RRs (of 2011) applicable for promotion to the post of DCF&AO. However, in case of RRs (of 2011) applicable for promotion to the posts of Manager (P&A) and Manager (Estate), **feeder posts were not mentioned**, only grade-pay was mentioned so that Stenographers can be covered in addition to the feeder post mentioned in 1986 RRs viz. Section Officer [Accounts Officer and Accountant were specifically barred].

9.1 Sr. A.O. in his complaint of 9.5.2019 and 5.4.2019 which were obtained in RTI [Page No. 33-78] also has alleged the following:

"As far as the case of Mr. Saini is concerned, he has got 1st promotion after a period of less 3 and half years in officiating capacity and less than 5 years in regular capacity. Further, he has got Time Scale Promotion equivalent to the post of Under Secretary in Government of India within a period of less than 5 years. In totality, Mr. Saini has already got the promotion/financial upgradation upto the level of Under Secretary within 9 and ½ years whereas as per MACPs Financial Upgradation upto this level may be granted after 30 years of regular service. Further, when he was already given promotion to the post of Manager then how it can be granted the 3rd financial upgradation to him after that within a period of 3 months.

It can be clearly shown the bad intention of the officers working in administration which grants 3rd Financial Upgradation to Mr. Rajesh Saini w.e.f. 27.06.2011 whereas he was already got promotion to the post of Manager (P&A) w.e.f. 15.03.2011 in the pay band of Rs.15,600-39,100 + 6,600 (Grade Pay). It seems either the officers/staff working in the administration are not fully aware of the Rule & Regulations or done with some vested interest under the influence of Mr. Rajesh Saini who was also working as DCF&AO (Admn.) at that time.

9.2 This complaint was **not** taken serious and all allegations were said to be baseless and Mr. Doval, protected him by writing the following:

"2. The issue regarding grant of third financial upgradation under MACP to Shri Rajesh Kumar Saini, DCF&AO in the grade pay of Rs.7600/- has been examined at length on page – 23 to 25/N and found in order. Shri Saini was in the grade pay of 6600/- since 27.6.2001 and had completed 10 year in that grade pay and thus is entitled for grant of 3rd MACP in Grade Pay of Rs.7600/- in terms of provisions of MACPS. The allegation made by Shri Girish Chandra does not substantiate." [Page 26]

(Mr. Doval was allowed to make a statement against the complaint of Sh. Girish Chandra although allegations were also labelled again him by Sh. Chandra.)

9.3 The matter was taken serious by Secretary, OIDB and he has directed FA&CAO with following remarks on 14.05.2019:[**Page No. 23-26**]

"On all the allegations made by Shri Girish Chandra, a consolidated note be put up after examination for kind perusal of chairman"

9.4 On the above directions of Secretary, OIDB, the then FA&CAO directed the promoted stenographer DCF&AO (GD) to follow the directions. This was last page of the noting of the file which I had received from the RTI and it is observed that how DCF&AO (GD) did nothing and protected his friend and corrupt officer and hide the facts. A suitable action should be taken against 'thieves who are cousins'.

10. Facts relating to implementation of Modified Assured Career Progression Scheme (MACP) in OIDB

10.1 Background in OIDB:

Since 1986, by virtue of 'O.I.D.B. Employees (Recruitment) Regulations, 1986' **Time Scale Promotion** was available to the employees of OIDB. The relevant clause is reproduced below[**Page No. 37-38**]:

"11. Time scale promotion:

(1) An employee if not promoted to the next higher post for want of vacancies, after six years of continuous service in the existing grade, may be placed in the next higher grade to which he may be eligible on promotion, subject to his satisfactory performance in his existing grade.

*(2) For posts, for which there are not avenue for promotion, an employee may be given the next grade of the particular cadre as 'Selection Grade' after he has completed six years of satisfactory service in the existing grade, provided that **once** an employee is **given** a selection grade under this rule, he **shall not be eligible again** for the next higher grade as selection grade under this rule."*

10.2 Modified Assured Career Progression Scheme (MACPS) was introduced by the Govt. of India, **with a view to benefit central government civilian employees only** vide DOPT O.M. No.35034/3/2010-Estt(D) dated 19.05.2009[**Page**

No. 84-101]. As per Para 2 of Scheme [i.e. Para 2 of ANNEXURE-I of DoP&T O.M. No.35034/3/2008-Estt.(D) dated 19.05.2009] MACPS allows placement in 'immediate next higher grade pay' i.e. 'only 1 level higher grade pay'. Relevant Para is reproduced below [Page No. 87]:

*"2. The MACPS envisages merely placement in the **immediate next higher grade pay** in the hierarchy of the recommended revised pay bands and grade pay as given in Section 1, Part-A of the first schedule of the CCS (Revised Pay) Rules, 2008. Thus, the grade pay at the time of financial upgradation under the MACPS can, in certain cases where regular promotion is not between two successive grades, be different than what is available at the time of regular promotion. In such cases, the higher grade pay attached to the next promotion post in the hierarchy of the concerned cadre/organisation will be given only at the time of regular promotion."*

10.3 **Other relevant clauses** of MACP Scheme vide ANNEXURE-I of above-mentioned DoP&T O.M. dated 19.5.2009 are also reproduced below [Page No. 89]:

"9. 'Regular service' for the purposes of the MACPS shall commence from the date of joining of a post in direct entry grade on a regular basis either on direct recruitment basis or on absorption/re-employed basis."

*"14. The MACPS is directly applicable only to **Central Government Civilian employees**, it will not get automatically extended to employees of Central Autonomous/ Statutory/ Bodies under the administrative control of a Ministry/Department. Keeping in view the financial implications involved, a **conscious decision** in this regard shall have to be taken by the respective **Governing Body/Board of Directors I administrative Ministry** concerned and where it is proposed to adopt the MACPS, **prior concurrence of Ministry of Finance shall be obtained.**"*

10.4 As regards **interpretation/ clarification** of doubts etc., Para 9 of the DoP&T O.M. dated 19.05.2009 further states that [Page No.85]:

"9. Any interpretation/clarification of doubt as to the scope and meaning of the Provisions of the MACP Scheme shall be given by the Department of Personal and Training (Establishment-D)."

10.5 Further, DoPT OM No.22/22/2009-CS.I (CR) dated 12.04.2010 [Page No. 168] stipulates that:

"DR Assistants/DR Grade 'C' Stenographers who have got Non- functional grade (NFG) in the grade pay of Rs.5400/- would only be entitled for 3rd financial upgradation in the immediate higher grade pay of Rs.6600/- on

completion of 30 years of continuous service or on completion of 10 years stagnation in a single grade pay, whichever is earlier. No further financial upgradation would be admissible to such officials”.

10.6 MACPS, which was primarily applicable to central government civilian employees was **later** extended to autonomous bodies **subject to following of certain procedure prescribed in O.M. No.35034/3/2010- Estt(D), Dated 03/08/2010 [Page No. 166-167]**. Para 1 and 2 of the O.M. dated 3/8/2010 are reproduced below:

“..... The Department of Expenditure has accordingly approved for extending the benefits of the MACPS to the Central Autonomous/Statutory Bodies under various Ministries/Departments subject to them satisfying the following four conditions:

*4. The earller **ACP Scheme was also implemented/adopted** by the said Autonomous/Statutory Body.*

*(ii) The proposal to adopt MACP Scheme has been approved by the **Governing Body/Board of Directors.***

*(iii) The **Administrative Ministry/Financial Adviser** of the Ministry has concurred with the proposal.*

(iv) The financial implications of adoption of MACP Scheme have been taken into account by the Organisation/Body and the additional financial implications can be met by it within the existing Budget Grants.

2. As per the revised arrangement, the proposal shall be processed by the Financial Advisor concerned in the first instance and subject to it' meeting the requirements spelt out at (i), (ii) and (iv) above, he would obtain the orders of the administrative Head/ Secretary concerned for approving the extension of MACPS to such a body.”

10.7 It can be seen that OIBD **hadnot implemented Assured Career Progression (ACP) Scheme** in OIBD [rather its employees were getting benefits of 'Time Scale Promotion' (**Ref: Para 10.1 above**)]. As such the condition mentioned at 10.6 (i) above was not fulfilled and the **MACP Scheme** was not able to be implemented in OIBD. RTI application filed at Oil Industry Development Board also reveals that Oil Industry Development Board, has implemented Modified Assured Career Progression Scheme (MACPS) with the approval of AS(E)MoPNG/ Secretary, OIBD on 4.2.2016 [Page 4] vide Office Order No.6/12/2011 dated 9 March 2016 [Page 119]. It also evident from file noting that as per the advice of MOPNG [Page 1], **MACP could not be introduced in**

OIDB as there was no ACP in OIDB. Para 4 at Page 1, however, mentions the following:

The Board, however, decided [Page 1] that the matter may again be referred to DOPT through MOP&NG for reconsidering implementation of MACP Scheme in OIDB. The matter was accordingly again referred to MOP&NG vide letter dated 1.11.2013. The matter was constantly followed up with MOP&NG to expedite decision on the proposal for implementation of MACP in OIDB so that eligible employees of OIDB may get benefit of financial upgradation since February 2011. Since Department of Expenditure has already made it clear that implementation of MACP in OIDB cannot be agreed to as OIDB has not implemented ACP earlier for its employees."

10.8 Para 14 at Page 3 mentions the following:

"OID Board, however, directed OIDB to refer the matter to DOPT again through MOPNG for reconsideration. The matter is still pending with MOPNG .

10.9 But the MACP got implemented without approval of MoPNG/DoPT and all the facts were ignored. Even direction of OIDB board was not followed.

10.10 The benefit of 'Time Scale Promotion' (Ref: Para 10.1 above) was available only once throughout the whole service in OIDB. As such this 'Time Scale Promotion' was no more beneficial for those who have availed its benefit once in their career. Thus the MACP Scheme was implemented in OIDB in order to grant benefit to those personnel who had availed the benefit of 'Time Scale Promotion' system, before such implementation of MACP.

10.11 What transpires from Para 9 of the file note at Page 2 signed by Mr. Rajesh Saini, Manager(P&A), , received in RTI, is that:

4. As per Para 9(ii), a Para on MACP [Para No. 10 at Page 141, reproduced below] was first incorporated in Recruitment Regulation of 2011 and the RRs were got approved by the OID Board in its 81st Meeting [MoM at Page 137-138], although approval of the Governing Body (Board in the present case) is just one of the four conditions prescribed by DOPT O.M. dated 3.8.2010 mentioned at Para 10.6 above:

"10. Modified Assured Career Progression Scheme:

The career progression with effect from the date of approval of these regulations shall be in accordance with the Modified Assured Career Progression Scheme (MACP) applicable to Central Government employees,

annexed to the Schedule as may be modified by the Central Government from time to time."

- (b) Thereafter, it was mentioned in Para 9(ii) that "*OID Board is competent to approve Recruitment Regulations for OIDB employees and the Government instructions are not applicable on OIDB because OIDB has its own set of Service Rules.*". MoM of 81st Meeting of the OID Board [Page 138] mentioned "*Board is competent to approve the Recruitment Regulations in terms of Rule 7 of OID Industry Development Board Employees (General Conditions of Service) Rules, 1984.*". **This is false as governing body is not competent to approve the MACP Scheme for OIDB employees unless the other three conditions mentioned at Para 10.6 above are fulfilled. Moreover, if the Government instructions are not applicable on OIDB, then the benefits of a Government Schemes (here MACP Scheme) can also not be extended to OIDB employees. It clearly shows that complete information (viz. Central Government O.M./ directions/instructions, conditions to be fulfilled before implementing MACP Scheme, consultations with various Ministries/Departments in this regard, etc.), were not brought before the OID Board and the same was not informed properly in this regard.**

- I Para 10 & 11 at Page 2 signed by Mr. Saini, Manager(P&A) further mentions "*the matter was taken up with OID Board in its 91st meeting held on 16.9.2015, to allow OIDB to implement the MACP scheme for OIDB employees, which is already approved.*". "*The Board, however, directed Secretary, OIDB to examine the matter and decide appropriately.*". **Apparently, the complete information was not given to OID Board that time also.**

- (d) Para 12 at Page 2 of Mr. Saini, Manager(P&A) mentions that "*In view of the position explained above, Secretary, OIDB is requested to kindly consider and allow OIDB to implement the MACP Scheme for OIDB employees, which already stands approved by OID Board in its 81st Board meeting.*". **It is apparent that the complete information viz. Central Government O.M. directions/instructions, conditions to be fulfilled before implementing MACP Scheme, consultations with various Ministries/Departments in this regard, etc., were also not brought on the file.**

10.12 Para 13 of Sh. Ajay Srivastava, FA&CAO, OIDB on Page 3 mentions "*OID Board in its 81st meeting held on 8.2.2011 approved OIDB Employees (Recruitment) Regulation, 2011, Regulation 10 of which provides for Modified Assured Career Progression (MACP) ".... In accordance with MACP applicable to the Central Government employees...." Accordingly, MACP for the employees on the pattern of MACP for Central Government employees became applicable to the employees of OIDB replacing erstwhile Time Scale Scheme w.e.f.8.2.2011.*" **This is**

not true as governing body is not competent to approve the MACP Scheme for employees of OIDB or any other autonomous organisation, unless the other three conditions mentioned at Para 10.6 above are fulfilled.

10.13 As regards consultation with MOPNG & Department of Expenditure, regarding applicability of MACPS in OIDB, FA&CAO has mentioned [Para 14 on Page 3] that *"The matter is still pending with MOPNG."* **If the matter was pending with MOPNG, then also the MACP Scheme cannot be implemented during pendency.**

10.14 As regards DOPT instructions, FA&CAO has mentioned [Para 15 on Page 3] that *"the DOPT has clearly stated that the instructions issued by DOPT are only applicable to Central Government Civilian employees and posts and are not applicable to autonomous bodies which are governed by the regulations/ instructions issued by concerned administrative Ministry/ Department under Statute/ Act of the Parliament by which they are created or came into existence along with their own set of Service Rules."* **If DOPT instructions are not applicable to autonomous organizations like OIDB, then MACP Scheme of DOPT should also not be applicable to autonomous organizations like OIDB.** Further to this, FA&CAO has mentioned [Para 17 on Page 4] that *"Accordingly, the file is submitted to Secretary, OIDB in accordance with the decision taken in 91st Board Meeting held on 16.9.2015 for consideration of above fact and issuance of necessary orders implementing MACP w.e.f. 8.2.2011 for employees of OIDB."*

10.15 **Thereafter, the MACP for OIDB was approved as follows:**

"18. Discussed. Proposal is approved in view of the fact that DOPT circular dt July 24, 2012 is not applicable to OIBN and Board in its 81st meeting has already resolved to adopt MACP as applicable to Central Govt employees to OIBB employees."

11.1 I am totally amazed by the administration decision; surprisingly, the MACP Scheme was implemented in OIBB by violating all rules and regulations just to benefit one stenographer, namely, Shri Rajesh Kumar Saini and one more officer. As per DoP&T O.M. dated 19.05.2009 [Ref: Para 10.2 & 10.3 above], 3rd financial upgradations under the MACPs can be granted on completion of 30 years of continuous regular service. Further, GOI vide O.M. No 22/22/2009-CS.I(CR) dated 12th April, 2010 [Ref: Para 10.5 above] clarified that DR Assistants/DR Grade 'C' Stenographers who have got Non-functional grade (NFG) in the grade pay of Rs.5400/- would only be entitled for 3rd financial upgradation in the immediate higher grade pay of Rs.6,600 on completion of 30 years of continuous service or on completion of 10 years stagnation in a single grade pay, whichever is earlier. No further financial upgradation would be admissible to such officials. As such, above-named stenographer was **not** entitled for up-gradation higher than the grade pay of

Rs.6600/-. However, he was granted 3rd MACP in grade pay of Rs.7600/- w.e.f. 27.6.2011[Page No. 79]

11.2 As far as the case of Mr. Saini is concerned, he has got 1st promotion after a period of less 3 and half years in officiating capacity[Page No. 41-45]and less than 5 years in regular capacity[Page No. 41-45].Further, he has got Time Scale Promotion equivalent to the post of Under Secretary in Government of India [amounting to seven (7) promotions in one go]within a period of less than 5 years[Page No. 52-57]. **In totality, Mr. Saini has already got the promotion & financial upgradation upto the level of Under Secretary within 9 and ½ years whereas as per MACPs Financial Upgradation upto this level may be granted after 30 years of regular service.** Further, when he was already given promotion to the post of Manager [Grade pay 6600 i.e. Level-11 of 7th CPC] w.e.f. 15.3.2011 [Page 58-60]then under which rule can he subsequently be granted the 3rd financial upgradation w.e.f. 27.6.2011 i.e. within a period of 3 months [Page 79].

11.3 As per O.M. relating to the MACP Scheme, benefits under this scheme can be granted only **prospectively**. However, the MACP Scheme was implemented in OIDB with retrospective effect. Secretary, OIDB approved the implementation of Scheme on 4.2.2016 [Page 4], Office Order was issued on 9.3.2016[Page 119] and the benefit of 3rd MACP in grade pay of Rs.7600/- was granted to Sh. Rajesh K. Saini on 24.03.2017 with retrospective effect i.e. w.e.f. 27.06.2011 [Page No. 79].

12. It seems either the officers/staff working in the administration are not fully aware of the Rule & Regulations or have done the same with some vested interest under the influence of Mr. Rajesh Saini who was also working as DCF&AO at that time w.e.f. 11.4.2016 [Page 7]. His pay was re-fixed to give him undue favour and he was given arrear of Rs 2,84,550/- [Page No. 103]along with one other employee.Minutes of screening committee [Page No. 117].say that views of DOPT was obtained for implementing MACP which is controvert from the noting on Para-6 on Page No. 1.

12.2 In spite of all the ambiguities enumerated above, no interpretation/clarification w.r.t. scope and meaning of the provision of MACP Scheme was sought from DoP&T although Para 9 of the DoP&T O.M. dated 19.05.2009 recommends so [Refer: Para 10.4 above].

13. Points relating to administrative lapse in granting benefit of Time Scale Promotion under clause 11 of OIDB Employees Recruitment Regulations, 1986 [OIDBE RRs, 1986] summarized below:

- (i) Shri Rajesh Kumar Saini, PS to Secretary was given illegal Time Scale Promotion beyond rules. **Clause 11(1)**(Time Scale Promotion)of OIDB RR 1986 [**Page No. 34-40**] doesn't apply to the Stenographers-B because RRs do not have any feeder grade beyond Stenographer-B for promotion. Clause 11(2)of OIDB RR 1986 [**Page No. 34-40**] is also not applicable to him because **Stenographer cadre was not having any next grade above Stenographer Grade B.**These need to be checked vis-à-vis the rule position. [**Page No. 37-38**](Refer Para-4 above)
- (ii) Despite above, Sh. Rajesh Kumar Saini was granted Time Scale Promotion, 1.5 years before completion of regular six years' service i.e. **26.6.2001 which is 1.5 years before the actual completion of regular six years' service (26.11.2002)**(Refer Para-4 above)
- (iii) Even IAS rules do not provide such a huge time scale promotion, which was granted to official in OIDB especially stenographers. IAS officers who passed India's toughest exam get time scale promotion after 4, 9, 13 etc years. (5400 to 6600 to 7600 etc) **but Shri Saini and ShriDoval was unethically granted Time scale** from 9300-3400 GP: 4600 to 15600-36100 GP: 6600(of 6thCPC) in one go. This need to be looked into (**Refer Para-4 above**)
- (iv) It is evident that clause 11 of OIDB RRs, 1986, (i.e. Time Scale Promotion) can be invoked in case of non-availability of promotional avenue; and benefit under this rule can be given to an employee once throughout his/her service. On the queries of MoPNG, the **than secretary OIDB had also certified the same [Page 53]**.However, after availing the benefit of Time Scale Promotion on the grounds of non-availability of promotional avenue, the RRs were amended in 2011 and promotional avenues were created for two stenographer 'B'; and both the stenographers promoted to**Manager (P&A) and Manager (Estate)**, respectively, in pay scale 15600-36100 GP: 6600(6thCPC); and **Accountants and Account Officers were debarred from the promotion to the newly created post of Managers.**(Refer Para 5-8 above)
- (v) As rightly highlighted by the Sr. AO in his complaint that there was some pre-conceived conspiracy of the administration in preparing RR-2011, sothat these Stenographers of OIDB namely **Shri Rajesh Kumar Saini and Shri**

Ganesh C Doval can be promoted to the posts of DCF&AO/FA&CAO in future. It is evident from noting/website that these two stenographers mentioned above are now DCF&AO and eligible for promotion to FA&CAO in future, and as per vacancy notice uploaded on the OIDB website, FA&CAO post was vacant.(Refer Para 9 above)

(vi) Since no one seems to be taking complaints seriously highlighted by the staff members. These wolves went on hunting. Shockingly, MACP was implemented in OIDB after denial of MoPNG/DoPT/MoE(**Refer Para 10 above**), **that too with retrospective effect putting everything aside. Sh. Saini got 3rd MACP in the GP of 7600 w.e.f. 27.6.2011[Page No. 79]**

14. **It is requested you to please look into the matter personally and enquire the role and motive of the officers working in administration behind. A suitable administrative action against the erring officers is also requested.**

Yours faithfully,

(Abhitosh Kumar)
Advocate Abhitosh Kumar
Chamber No.48, Civil Court Compound,
Hasanpur, Amroha, U.P. Pin- 244 241.

Fwd: Loot of money/ farziwada in OIDB by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenogrpahers only and getting benefits of MACP by flouting norms without government approvals.

From : Sanjay Kashyap Manager <mgr.admn.oidb@nic.in>

Tue, May 16, 2023 10:27 AM

Subject : Fwd: Loot of money/ farziwada in OIDB by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenogrpahers only and getting benefits of MACP by flouting norms without government approvals.

1 attachment

To : Jaswant Singh <jaswantsingh.oidb@nic.in>

Cc : surbi0009 <surbi0009@gmail.com>

Please submit on file.

Regards

Sanjay Kashyap

प्रबंधक कार्मिक एवं प्रशासन Manager Personnel & Administration

तेल उद्योग विकास बोर्ड Oil Industry Development Board

पेट्रोलियम एवं प्राकृतिक गैस मंत्रालय Ministry of Petroleum & Natural Gas

Sector-73, नोएडा 201301 Noida-201301.

फोन: 0120-2594613 (O) 8920751702 (M)

From: rkaul1503@gmail.com

To: "Sanjay Kashyap Manager" <mgr.admn.oidb@nic.in>

Cc: "Secretary OIDB" <secy.oidb@nic.in>

Sent: Monday, May 15, 2023 11:42:45 PM

Subject: Re: Loot of money/ farziwada in OIDB by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenogrpahers only and getting benefits of MACP by flouting norms without government approvals.

Comments on the complaint are enclosed for your kind perusal.

Best Regards

On Thu, May 11, 2023 at 2:39 PM Sanjay Kashyap Manager <mgr.admn.oidb@nic.in> wrote:

Dear Mr. Kaul,

Please refer to your trailing email and our telephonic conversation today. All the relevant files, alongwith assistance for locating the relevant pages, will be provided to you in OIDB office in your presence. Please intimate me whenever you reach OIDB office.

Regards

Sanjay Kashyap

प्रबंधक कार्मिक एवं प्रशासन Manager Personnel & Administration

तेल उद्योग विकास बोर्ड Oil Industry Development Board

From: rkaul1503@gmail.com**To:** "Sanjay Kashyap Manager" <mgr.admn.oidb@nic.in>, "Jaswant Singh" <jaswantsingh.oidb@gov.in>, "Secretary OIDB" <secy.oidb@nic.in>**Sent:** Thursday, May 11, 2023 10:31:47 AM**Subject:** Fwd: Loot of money/ farziwada in OIDB by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenogrpahers only and getting benefits of MACP by flouting norms without government approvals.

Kindly provide all the files pertaining to the subject and nominate some official for providing assistance in locating the relevant papers.

regards

----- Forwarded message -----

From: **rajinder kaul** <rkaul1503@gmail.com>**Date:** Wed, May 10, 2023 at 7:12 PM**Subject:** Fwd: Loot of money/ farziwada in OIDB by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenogrpahers only and getting benefits of MACP by flouting norms without government approvals.**To:** RKSaini Manager admn <mgr.admn.oidb@nic.in>, Jaswant Singh <jaswantsingh.oidb@gov.in>**Cc:** <secy.oidb@nic.in>

I shall physically see the files and submit comments on friday please.

----- Forwarded message -----

From: **rajinder kaul** <rkaul1503@gmail.com>**Date:** Wed, May 10, 2023 at 7:08 PM**Subject:** Re: Loot of money/ farziwada in OIDB by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenogrpahers only and getting benefits of MACP by flouting norms without government approvals.**To:** Sanjay Kashyap Manager <mgr.admn.oidb@nic.in>

I shall physically see the files and submit comments on friday please.

On Tue, May 9, 2023 at 7:23 PM Sanjay Kashyap Manager <mgr.admn.oidb@nic.in> wrote:

Dear Mr. Kaul,

Kindly refer to my trailing email whereby you were requested to furnish your comments on the complainant dated 9/11/2022 and fresh complaint/ reminder dated

4.3.2023, by 4th May 2023, positively, so that the same can be submitted to higher authorities. File No. AD-14/6/2023-ADM (Computer No. 2388)

Your comments in the matter are still awaited. **Therefore, you are once again requested to furnish your comments by today i.e. 10th May 2023, positively, otherwise it will be presumed that you do not have any comments to offer in this matter.**

Regards

Sanjay Kashyap

प्रबंधक कार्मिक एवं प्रशासन Manager Personnel & Administration

तेल उद्योग विकास बोर्ड Oil Industry Development Board

पेट्रोलियम एवं प्राकृतिक गैस मंत्रालय Ministry of Petroleum & Natural Gas

Sector-73, नोएडा 201301 Noida-201301.

फोन: 0120-2594613 (O) 8920751702 (M)

From: "Sanjay Kashyap Manager" <mgr.admn.oidb@nic.in>

To: rkaul1503@gmail.com

Cc: "Jaswant Singh" <jaswantsingh.oidb@nic.in>

Sent: Tuesday, May 2, 2023 11:48:08 AM

Subject: Re: Loot of money/ farziwada in OIBD by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenographers only and getting benefits of MACP by flouting norms without government approvals.

Dear Mr. Kaul,

(i) Your point-wise reply/ comments on the allegations made by the complainant are still awaited, although Administration Section has already mentioned in the email dated 3.4.2023 that 'the concerned physical files of OIBD (in original) will be placed in your chamber as and when you visit the OIBD office'.

(ii) Moreover, Additional Secretary, MOPNG has forwarded fresh complaint/reminder dated 4.3.23 (**attached**) for 'appropriate action' and similar fresh complaint/reminder dated 4.3.2023 has also been received from Secretary, OIBD (**attached**).

(iii) You are requested to furnish point-wise/para-wise comments on the allegations made by the complainant dated 9.11.2022 and fresh complaint/ reminder dated 4.3.2023 by **4th May 2023, positively**, so that the same can be submitted to higher authorities.

Regards

Sanjay Kashyap

प्रबंधक कार्मिक एवं प्रशासन Manager Personnel & Administration

तेल उद्योग विकास बोर्ड Oil Industry Development Board

पेट्रोलियम एवं प्राकृतिक गैस मंत्रालय Ministry of Petroleum & Natural Gas

Sector-73, नोएडा 201301 Noida-201301.

फोन: 0120-2594613 (O) 8920751702 (M)

7192/2023-2024
From: "Sanjay Kashyap Manager" <6.2023ADM@nic.in> (Computer No. 2388)

To: rkaul1503@gmail.com

Cc: "Secretary OIDB" <secy.oidb@nic.in>

Sent: Monday, April 3, 2023 12:50:05 PM

Subject: Re: Loot of money/ farziwada in OIBD by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenogrpahers only and getting benefits of MACP by flouting norms without government approvals.

Dear Mr. Kaul

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Regards

Sanjay Kashyap

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फोन: 0120-2594613 (O) 8920751702 (M)

From: rkaul1503@gmail.com

To: "Sanjay Kashyap Manager" <mgr.admn.oidb@nic.in>

Sent: Monday, March 13, 2023 4:29:53 PM

Subject: Re: Loot of money/ farziwada in OIBD by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenogrpahers only and getting benefits of MACP by flouting norms without government approvals.

Please provide the summary of facts and grievances raised by the complainant. The documents required to be referred may also be furnished.

On Fri, Mar 3, 2023 at 11:42 AM Sanjay Kashyap Manager <mgr.admn.oidb@nic.in> wrote:

Sir,

Please find attached herewith a scanned copy of letter dated 9.11.2022 of Sh. Abhitosh Kumar on the above-mentioned subject with request to furnish para/point-wise reply/comments on the allegations made by the complainant.

Regards

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R.Kaul

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R.Kaul

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R.Kaul

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R.Kaul


R.Kaul

 **oidb complain.docx**
27 KB

From : rkaul1503@gmail.com

Mon, May 15, 2023 11:44 PM

Subject : Re: Loot of money/ farziwada in OIDB by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenogrpahers only and getting benefits of MACP by flouting norms without government approvals.

 1 attachment

To : Sanjay Kashyap Manager <mgr.admn.oidb@nic.in>

Cc : Secretary OIDB <secy.oidb@nic.in>

Comments on the complaint are enclosed for your kind perusal.

Best Regards

On Thu, May 11, 2023 at 2:39 PM Sanjay Kashyap Manager <mgr.admn.oidb@nic.in> wrote:

Dear Mr. Kaul,

Please refer to your trailing email and our telephonic conversation today. All the relevant files, alongwith assistance for locating the relevant pages, will be provided to you in OIDB office in your presence. Please intimate me whenever you reach OIDB office.

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तेल उद्योग विकास बोर्ड Oil Industry Development Board

From: rkaul1503@gmail.com

To: "Sanjay Kashyap Manager" <mgr.admn.oidb@nic.in>, "Jaswant Singh" <jaswantsingh.oidb@gov.in>, "Secretary OIDB" <secy.oidb@nic.in>

Sent: Thursday, May 11, 2023 10:31:47 AM

Subject: Fwd: Loot of money/ farziwada in OIDB by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs

Kindly provide all the files pertaining to the subject and nominate some official for providing assistance in locating the relevant papers.
regards

----- Forwarded message -----

From: **rajinder kaul** <rkaul1503@gmail.com>

Date: Wed, May 10, 2023 at 7:12 PM

Subject: Fwd: Loot of money/ farziwada in OIDB by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenographers only and getting benefits of MACP by flouting norms without government approvals.

To: RKSaini Manager admn <mgr.admn.oidb@nic.in>, Jaswant Singh <jaswantsingh.oidb@gov.in>

Cc: <secy.oidb@nic.in>

I shall physically see the files and submit comments on friday please.

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Your comments in the matter are still awaited. **Therefore, you are once again requested to furnish your comments by today i.e. 10th May 2023, positively, otherwise it will presumed that you do not have any comments to offer in this matter.**

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फोन: 0120-2594613 (O) 8920751702 (M)₂₄₁

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To: rkaul1503@gmail.com

Cc: "Jaswant Singh" <jaswantsingh.oidb@nic.in>

Sent: Tuesday, May 2, 2023 11:48:08 AM

Subject: Re: Loot of money/ farziwada in OIDB by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenogrpahers only and getting benefits of MACP by flouting norms without government approvals.

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7192/2023/OIDB ADM File No. AD-14/6/2023-ADM (Computer No. 2388)
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7192/2023/OIDB ADM

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R.Kaul

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 **oidb complain.docx**
27 KB

From : Sanjay Kashyap Manager <mgr.admn.oidb@nic.in>

Thu, May 11, 2023 02:38 PM

Subject : Re: Loot of money/ farziwada in OIDB by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of Time Scale Promotion, manipulation while preparing RRs for

To : rkaul1503@gmail.com

Cc : Secretary OIDB <secy.oidb@nic.in>, Jaswant Singh <jaswantsingh.oidb@gov.in>

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File No. AD-14/6/2023-ADM (Computer No. 2388)

Sanjay Kashyap

7192/2023/OIDB/ADM

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R.Kaul

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पेट्रोलियम एवं प्राकृतिक गैस मंत्रालय Ministry of Petroleum & Natural Gas

Sector-73, नोएडा 201301 Noida-201301.

फोन: 0120-2594613 (O) 8920751702 (M)

From: rkaul1503@gmail.com

To: "Sanjay Kashyap Manager" <mgr.admn.oidb@nic.in>

Sent: Monday, March 13, 2023 4:29:53 PM

Subject: Re: Loot of money/ farziwada in OIBD by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenogrpahers only and getting benefits of MACP by flouting norms without government approvals.

Please provide the summary of facts and grievances raised by the complainant. The documents required to be referred may also be furnished.

On Fri, Mar 3, 2023 at 11:42 AM Sanjay Kashyap Manager <mgr.admn.oidb@nic.in> wrote:

Sir,

Please find attached herewith a scanned copy of letter dated 9.11.2022 of Sh. Abhitosh Kumar on the above-mentioned subject with request to furnish para/point-wise reply/comments on the allegations made by the complainant.

Regards

Sanjay Kashyap

प्रबंधक कार्मिक एवं प्रशासन Manager Personnel & Administration

तेल उद्योग विकास बोर्ड Oil Industry Development Board



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R.Kaul

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R.Kaul

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R.Kaul

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R.Kaul

Subject : Fwd: Loot of money/ farziwada in OIBD by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenogrpahers only and getting benefits of MACP by flouting norms without government approvals. File No. AD-14/6/2023-ADM (Computer No. 2388)

7192/2023/OIBD ADM

To : Sanjay Kashyap Manager <mgr.admn.oidb@nic.in>, Jaswant Singh <jaswantsingh.oidb@gov.in>

Cc : Secretary OIBD <secy.oidb@nic.in>

I shall physically see the files and submit comments on friday please.

----- Forwarded message -----

From: **rajinder kaul** <rkaul1503@gmail.com>

Date: Wed, May 10, 2023 at 7:08 PM

Subject: Re: Loot of money/ farziwada in OIBD by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenogrpahers only and getting benefits of MACP by flouting norms without government approvals.

To: Sanjay Kashyap Manager <mgr.admn.oidb@nic.in>

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Sector-73, नोएडा 201301 Noida-201301.

फोन: 0120-2594613 (O) 8920751702 (M)

From: "Sanjay Kashyap Manager" <mgr.admn.oidb@nic.in>

To: rkaul1503@gmail.com

Cc: "Jaswant Singh" <jaswantsingh.oidb@nic.in>

Sent: Tuesday, May 2, 2023 11:48:08 AM

Subject: Re: Loot of money/ farziwada in OIBD by way of getting illegal promotion, getting steep

hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs

Dear Mr. Kaul,

(i) Your point-wise reply/ comments on the allegations made by the complainant are still awaited, although Administration Section has already mentioned in the email dated 3.4.2023 that 'the concerned physical files of OIDB (in original) will be placed in your chamber as and when you visit the OIDB office'.

(ii) Moreover, Additional Secretary, MOPNG has forwarded fresh complaint/reminder dated 4.3.23 (**attached**) for 'appropriate action' and similar fresh complaint/reminder dated 4.3.2023 has also been received from Secretary, OIDB (**attached**).

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तेल उद्योग विकास बोर्ड Oil Industry Development Board
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Sector-73, नोएडा 201301 Noida-201301.
फोन: 0120-2594613 (O) 8920751702 (M)

From: "Sanjay Kashyap Manager" <mgr.admn.oidb@nic.in>

To: rkaul1503@gmail.com

Cc: "Secretary OIDB" <secy.oidb@nic.in>

Sent: Monday, April 3, 2023 12:50:05 PM

Subject: Re: Loot of money/ farziwada in OIDB by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenographers only and getting benefits of MACP by flouting norms without government approvals.

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Regards

Sanjay Kashyap

254

From: rkaul1503@gmail.com

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Sent: Monday, March 13, 2023 4:29:53 PM

Subject: Re: Loot of money/ farziwada in OIBD by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenogrpahers only and getting benefits of MACP by flouting norms without government approvals.

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फोन: 0120-2594613 (O) 8920751702 (M)



--

R. Kaul



R.Kaul

--



R.Kaul

From : rkaul1503@gmail.com

Wed, May 10, 2023 07:09 PM

Subject : Re: Loot of money/ farziwada in OIDB by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenogrpahers only and getting benefits of MACP by flouting norms without government approvals.**To :** Sanjay Kashyap Manager <mgr.admn.oidb@nic.in>

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Sector-73, नोएडा 201301 Noida-201301.

फोन: 0120-2594613 (O) 8920751702 (M)

From: "Sanjay Kashyap Manager" <mgr.admn.oidb@nic.in>
File No. AD-14767/2023-ADM (Computer No. 2388)

To: rkaul1503@gmail.com

Cc: "Jaswant Singh" <jaswantsingh.oidb@nic.in>

Sent: Tuesday, May 2, 2023 11:48:08 AM

Subject: Re: Loot of money/ farziwada in OIBD by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenogrpahers only and getting benefits of MACP by flouting norms without government approvals.

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To: rkaul1503@gmail.com

Cc: "Secretary OIBD" <secy.oidb@nic.in>

Sent: Monday, April 3, 2023 12:50:05 PM

Subject: Re: Loot of money/ farziwada in OIBD by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenogrpahers only and getting benefits of MACP by flouting norms without government approvals.

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examine the matter and furnish your para/point wise reply/comments on the allegations

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Sanjay Kashyap

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Sent: Monday, March 13, 2023 4:29:53 PM

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फोन: 0120-2594613 (O) 8920751702 (M)





R.Kaul

--



R.Kaul

From : Sanjay Kashyap Manager <mgr.admn.oidb@nic.in> Tue, May 09, 2023 07:22 PM
Subject : Fwd: Loot of money/ farziwada in OIDB by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenogrpahers only and getting benefits of MACP by flouting norms without government approvals. 📎 2 attachments
To : Rajinder Kaul <rkaul1503@gmail.com>
Cc : Secretary OIDB <secy.oidb@nic.in>, Jaswant Singh <jaswantsingh.oidb@nic.in>

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Sector-73, नोएडा 201301 Noida-201301.

फोन: 0120-2594613 (O) 8920751702 (M)

Cc: "Jaswant Singh" <jaswantsingh_oidb@nic.in>

File No. AD-1476/2023-ADM (Computer No. 2388)

Sent: Tuesday, May 2, 2023 11:48:08 AM

Subject: Re: Loot of money/ farziwada in OIBD by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenogrpahers only and getting benefits of MACP by flouting norms without government approvals.

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Sector-73, नोएडा 201301 Noida-201301.

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From: "Sanjay Kashyap Manager" <mgr.admn.oidb@nic.in>

To: rkaul1503@gmail.com

Cc: "Secretary OIBD" <secy.oidb@nic.in>

Sent: Monday, April 3, 2023 12:50:05 PM

Subject: Re: Loot of money/ farziwada in OIBD by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenogrpahers only and getting benefits of MACP by flouting norms without government approvals.

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260

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Sanjay Kashyap
7192/2023/OIDB ADM
प्रबंधक कार्मिक एवं प्रशासन Manager Personnel & Administration
तेल उद्योग विकास बोर्ड Oil Industry Development Board
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Sector-73, नोएडा 201301 Noida-201301.
फोन: 0120-2594613 (O) 8920751702 (M)

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Sent: Monday, March 13, 2023 4:29:53 PM

Subject: Re: Loot of money/ farziwada in OIBD by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenogrpahers only and getting benefits of MACP by flouting norms without government approvals.

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फोन: 0120-2594613 (O) 8920751702 (M)



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 **MACP complaint dt.4.3.23 to AS, MOPNG.pdf**

1 MB

 **MACP Complaint dt.4.3.23 to Secretary, OIDB.pdf**

10 MB

From : Sanjay Kashyap Manager <mgr.admn.oidb@nic.in>

Tue, May 02, 2023 11:48 AM

Subject : Re: Loot of money/ farziwada in OIDB by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenogrpahers only and getting benefits of MACP by flouting norms without government approvals.

 2 attachments

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Cc : Jaswant Singh <jaswantsingh.oidb@nic.in>

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To : rkaul1503@gmail.com

Cc : "Secretary OIDB" <secy.oidb@nic.in>

262

Sent : Monday, April 3, 2023 12:50:05 PM

Generated from Security, by MANJAY, KASHYAP, MGR PERSONNEL AND ADMINISTRATION, OIDB on 04/06/2024 10:28 AM

Subject : Re: Loot of money/ farziwada in OIDB by way of getting illegal promotion, getting steep hike

7192/2023/OIDB_ADM (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenographers only and getting benefits of MACP by flouting norms without government approvals.

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Sent: Monday, March 13, 2023 4:29:53 PM

Subject: Re: Loot of money/ farziwada in OIDB by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenographers only and getting benefits of MACP by flouting norms without government approvals.

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Sector-73, नोएडा 201301 Noida-201301.

फोन: 0120-2594613 (O) 8920751702 (M)




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R.Kaul

 **MACP complaint dt.4.3.23 to AS, MOPNG.pdf**

1 MB

 **MACP Complaint dt.4.3.23 to Secretary, OIDB.pdf**

10 MB

From : Sanjay Kashyap Manager <mgr.admn.oidb@nic.in>

Mon, Apr 03, 2023 12:50 PM

Subject : Re: Loot of money/ farziwada in OIDB by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenogrpahers only and getting benefits of MACP by flouting norms without government approvals.

To : rkaul1503@gmail.com

Cc : Secretary OIDB <secy.oidb@nic.in>

Bcc : Sanjay Kashyap <kashyap.sanjay@gov.in>, Jaswant Singh <jaswantsingh.oidb@nic.in>

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Sanjay Kashyap

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प्रबंधक कार्मिक एवं प्रशासन Manager Personnel & Administration

तेल उद्योग विकास बोर्ड Oil Industry Development Board

From: rkaul1503@gmail.com

To: "Sanjay Kashyap Manager" <mgr.admn.oidb@nic.in>

Sent: Monday, March 13, 2023 4:29:53 PM

Subject: Re: Loot of money/ farziwada in OIBD by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenogrpahers only and getting benefits of MACP by flouting norms without government approvals.

Please provide the summary of facts and grievances raised by the complainant. The documents required to be referred may also be furnished.

On Fri, Mar 3, 2023 at 11:42 AM Sanjay Kashyap Manager <mgr.admn.oidb@nic.in> wrote:

Sir,

Please find attached herewith a scanned copy of letter dated 9.11.2022 of Sh. Abhitosh Kumar on the above-mentioned subject with request to furnish para/point-wise reply/comments on the allegations made by the complainant.

Regards

Sanjay Kashyap

प्रबंधक कार्मिक एवं प्रशासन Manager Personnel & Administration

तेल उद्योग विकास बोर्ड Oil Industry Development Board

पेट्रोलियम एवं प्राकृतिक गैस मंत्रालय Ministry of Petroleum & Natural Gas

Sector-73, नोएडा 201301 Noida-201301.

फोन: 0120-2594613 (O) 8920751702 (M)



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R.Kaul

Subject : Re: Loot of money/ farziwada in OIDB by way of getting illegal promotion, getting steep hike (equal to 7 promotions) in the name of 'Time Scale Promotion', manipulation while preparing RRs for newly created posts benefitting stenogrpahers only and getting benefits of MACP by flouting norms without government approvals.

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R.Kaul

S.No	Points of Complaint	Allegations	Comments
1.	<p>Shri Rajesh Kumar Saini joined the OIDB on 01.01.1992 s Steno(Grade - C) on Pay scale 1400-2600</p> <p>Sh. R.C Narang, then Stenographer Grade 'B' went on deputation to OCC for a period of 3 years, and Shri Saini requested OIDB to grant him an ad-hoc promotion against the vacancy of Stenographer Grade 'B'</p> <p>After considering his request , he was promoted to Steno (Grade B) on adhoc basis w.e.f 27.06.1995.</p>	<p>Statement of facts.</p> <p>Statement of facts.</p> <p>Statement of facts</p>	<p>Factually correct</p> <p>Factually correct</p> <p>Factually correct</p>

	<p>Regular promotion to the said post of Steno / Grade-B was given to Mr Saini on 26.11.1996.</p> <p>Under Rule 11 which provides for "Time scale promotion" the eligibility for next higher grade (in case not promoted to next higher post for want of vacancy) was 6 years in Grade B .</p> <p>Mr Saini was due for Time Scale Promotion on 26.11.2002 by reckoning his starting date in grade - B as 26.11.1996. But unlawful benefit was given to Shri Saini by hiding the facts from the Competent Authorities and higher officials could not see the factual position/rules to grant Shri Saini out of turn Time scale promotion to a much higher</p>	<p>Statement of facts.</p> <p>Statement of facts.</p> <p>Allegations of Complainant</p>	<p>Factually correct</p> <p>Factually correct</p> <p>The Time Scale Promotion to Mr Saini was given on 26.06.2001 by considering Mr Saini as holding the post of Stenographer Gr -B from 27.6.1995. This was done by referring to RR 11(1) and (2) of OIDB Employees' (Recruitment) Regulations 1986. The proposal was examined in OIDB followed by the due deliberations of MOPNG and approval</p>
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	(seven times high) selection grade that too before time.		of Competent Authority (Chairman OIDB). The jump in salary was fate accompli to promotions.
2	OIDB created 6 additional posts which were notified by MOPNG in Gazette of India date 30.09 2010. It seems that the new posts and recruitment rules were prepared only to benefit two Stenographers namely Shri Rajesh K Saini and Doval wherein all basic rules and conditions required for preparation of RRs were kept aside and no feeder post was indicated for two posts viz. Manager (P&A) and Manager(Estate). Accounts Officer and Accountant were barred from promotion to post of Mgr (P&A) and Mgr Estate whereas stenographer became eligible.	Allegations of Complainant	The proposal for creation of six additional posts was approved by OID Board and was thereafter refred to MOPNG for necessary action of creation of posts. After due examination, MOPNG created six additional posts based on functional requirements of OIDB . Upon creation of six additional posts in OIDB the proposal to amend the OIDB Emp RR 1986 was sent to MOPNG for concurrence. After due deliberations the draft RRs 2011 were concurred by the then AS&FA /MOPNG in Feb 2011 and placed before OID Board and the said RRs were approved by Board in

	<p>The timing of all these i.e. creation of posts (30.09.2011), approval of faulty recruitment regulations, 2011 and stenographers to the non-stenographer stream posts, viz. Manager (P&A) and Manager (Estate) without any examination, give reasonable presumption that all of these were prefixed.</p> <p>OIDB RRs, 2011 were prepared in such a manner that both stenographers first get appointment as Managers and later after completion of 5 years they can become eligible for the post of DCF&AO equivalent to the post of Deputy Secretary to the Govt. Of India. Both the stenographers got pre planned promotion to the post of DCF&AO in the month of April 2016. The RR was very dexterously prepared and was just an eye wash for the OID Board and Ministry, MoPNG.</p>		supersession OIDB Employees' (Recruitment) Regulations 1986.
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	<p>DCF&AO RRs, it can be visible that Manager (P&A) and Manager (Estate) were added as feeder grade in addition to the feeder post of 1986 RRs viz Senior /Admn Officer so that both the stenographers who are promoted to Managers can be later promoted to Manager can be later promoted as DCF&AO</p> <p>It can be clearly shown the bad intention of the officers working in administration which grants 3rd Financial Up gradation to Mr. Rajesh Saini w.e.f. 27.06.2011 in the pay band of Rs. 15,600-39,100 + 6,600 (Grade Pay) It seems either the officers/staff working in the administration are not fully aware of the Rule & Regulations or done with some vested interest under the influence of Mr. Rajesh Saini who was also working as DCF&AO(Admn.) at that time.</p> <p>The complaint was not taken seriously and all allegations were said to be baseless and Mr. Doval protected him.</p>		<p>The rules as framed by OID Board were followed by OIDB</p> <p>In view of the decision taken by Board regarding revision of RRs , the allegations against individuals w.r.t to creation of RRs is not tenable.</p>
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	<p>The matter was taken serious by Secretary, OIDB and he has directed FA&CAO with following remarks :-</p> <p>On all the allegations made by Shri Girish Chandra, a consolidated note put up after examination for kind perusal of Chairman</p> <p>On the above directions of Secretary, OIDB, the then FA&CAO directed the promoted Stenographer DCF&AO(GD) to follow the directions. This was the last page of the noting of the file which I had received from the RTI and it is observed that how DCF&AO (GD) did noting and protected his friend and corrupt officer and hide the facts. A suitable action should be taken against "Thieves who are cousins".</p>		<p>The grievance of complainant on the merits/demerits of the Rules can be examined by OIDB and if found substantiated, can be referred to MOPNG for seeking review of RRs by OID Board.</p>
3	<p>Since 1986 the Time scale promotion was available to the employees of OIDB. MACPs were introduced by the Govt. Of India, with a view to benefit central government civilian employees only</p> <p>As regards interpretation/clarification of doubts etc., Para 9 of the DoP&T O.M dated 19.05.20229 further states that : <i>"Any interpretation/clarification of</i></p>	Allegations by Complainant.	<p>OIDB is a statutory body created under an Act of Parliament. Section 5(5) of the Oil Industry (Development) Act, 1974 to pay its employees such salaries and allowances as it may determine from time to time.</p> <p>In exercise of the powers conferred by Section 31 of the Oil Industry (Development) Act, 1974 Central Government made the Oil Industry Development Board Employees'</p>

<p><i>doubt as to the scope and meaning of the Provisions of the MACP Scheme shall be given by the Department of Personal and Training (Establishment – D)”</i></p> <p><i>a. Grade 'C' Stenographer who have got Non- functional grade(NFG) in the grade pay of Rs5400/- would be entitled for 3rd financial up gradation in the immediate higher pay of Rs. 6600/- on completion of 30 years of continuous service or on completion of 10 years stagnation in a single grade pay, whichever is earlier.</i></p> <p>OIDB had not implemented Assured Career Progression (ACP) Scheme in OIDB</p> <p>OID Board, however, directed OIDB to refer the matter to DOPT again through MOPNG for reconsideration. The matter is still pending with MOPNG</p> <p>But the MACP got implemented without approval of MoPNG/DoPT and all the facts were ignored. Even direction of OIDB board was not followed.</p> <p>The benefit of 'Time Scale Promotion' was available only once throughout the whole service in OIDB. Thus, the MACP Scheme was implemented in OIDB in order to grant benefit to those personnel who had availed the benefit</p>		<p>(General Conditions of Service) Rules, 1978 and made amendments from time to time.</p> <p>The OID Board, in its 81st meeting held in February 2011, approved the 'OIDB Employees' (Recruitment) Regulations, 2011 in supersession of 'OIDB Employees' (Recruitment) Regulations, 1986.</p> <p>The draft RRs 2011 were examined in MOPNG and finally the draft RRs 2011 were concurred by IFD/MOPNG and were placed before the 81st Board Meeting of OIDB in 2011 in which RRs 2011 were approved.</p> <p>The proposals of MACP to OIDB employees were duly examined by the Screening Committee constituted for the purpose, and based on the recommendations of Screening Committee, the benefit of financial</p>
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	<p>grade pay of 6600/- since 27.6.2001 and had completed .1.0 year in that grade pay and thus is entitled for grant of 3rd MACP in Grade Pay of Rs.7600/- in terms of provisions of MACPS. The allegation made by Shri Girish Chandra does not substantiate. "</p> <p>c. The matter was taken serious by Secretary, OIDB and he has directed FA&CAO with following remarks on 14.05.2019:"On all the allegations made by Shri Girish Chandra, a consolidated note be put up after examination for kind perusal of chairman"</p> <p>d. On the above directions of Secretary, OID8, the then FA&CAO directed the promoted stenographer DCF&AO (GD) to follow the directions. This was last page of the noting of the file which I had received from the RTI and is observed that how DCF&AO (GD) did nothing and protected his friend and corrupt officer and hide the facts. A suitable action should be taken against 'thieves who are cousin.</p> <p>b. This is not true as governing body is not competent to approve the MACP Scheme for employees of OIDB or any other autonomous organization, unless the</p>		
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	other three conditions mentioned are fulfilled.		
4	<p>a. It seems either the officers/staff working in the administration are not fully aware of the Rule & Regulations or have done the same with some vested interest under the influence of Mr. Rajesh Saini who was also working as DCF&AO at that time w.e.f. 11.4.2016.His pay was re- fixed to give him undue favor and he was given arrear of Rs 2,84,550/- along with one other employee, Minutes of screening committee</p> <p>b. In spite of all the ambiguities enumerated <i>above</i>, no interpretation/ clarification with respect to scope and meaning of the provision of MACP Scheme was sought from DoP&T although Para 9 of the DoP&T O.M. dated 19.05.2009 recommends so.</p> <p>c. Shri Saini and Shri Doval was unethically granted Time scale from 9300.-3400 GP: 4600 to 15600-36100 GP: 6600(of 6thCPC) in one go. This need to be looked into.</p> <p>d. It is evident that clause 11 of OIDB RRs, 1986, (i.e. Time Scale</p>	Allegation by Complainant	Repetition, already stated above

	<p>Promotion) can be invoked in case of non-availability of promotional avenue; and benefit under this rule can be given to an employee once throughout his/her service. On the queries of MoPNG, the than</p>		
	<p>a. secretary OIDB had also certified the same [Page 53]. However, after availing the benefit of Time Scale Promotion on the grounds of non-availability of promotional avenue, the RRs were amended in 2011 and promotional avenues were created for two stenographer 'B'; and both the stenographers promoted to Manager (P&A) and Manager (Estate), respectively, in pay scale 15600-36100 GP: 6600(6thCPC); and Accountants and Account Officers were debarred from the promotion to the newly created post of Managers.</p> <p>b. As rightly highlighted by the Sr. AO in his complaint that there was some</p>		

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No. C-31024/9/2022-VIG-PNG

भारत सरकार

Government of India

पेट्रोलियम एवं प्राकृतिक गैस मंत्रालय

(सतर्कता प्रभाग)

Ministry of Petroleum & Natural Gas

(Vigilance Division)

शास्त्री भवन, नई दिल्ली

दिनांक: 09 मार्च, 2023

Shastri Bhawan, New Delhi

Dated the 09th March, 2023

To,

The Chief Vigilance Officer,
OIDB, New Delhi

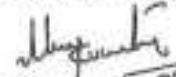
Subject: Irregularities in grant of promotions and MACP in OIDB – reg.

Sir,

I am directed to refer to this Ministry's letter of even number dated 28.11.2022 on the subject mentioned above.

2. The report in the matter is still awaited. It is requested to expedite the **report**.

Yours faithfully,



(C.K. Vinay Kumar)

09/03/2023

Under Secretary to the Government of India

Tel. 011-2307 3859