

No.2524/FD/F3/2016
Government of Puducherry
Finance Department

Puducherry, dt.27.03.2017

I.D. NOTE

Sub: FD – Conversion of temporary posts into permanent ones –
Particulars called for by Ministry of Home Affairs – Reg.

The Ministry of Home Affairs, New Delhi has called for the information pertaining to this U.T. regarding the details of temporary posts to be converted into permanent ones with reference to O.M. No. A-11012/11/2011 EG dt.19.12.2016 of Ministry of Finance, Department of Expenditure in the prescribed proforma (copy enclosed).

The Secretariat Departments/Heads of Departments/Cadre Controlling Authorities are requested to furnish the requisite information in the respect of the Department/subordinate/attached offices/autonomous organisations/societies under their control in the above proforma on or before **13.04.2017** so as to forward the consolidated information to MHA.

-/By Order/-



(K. Govindarajah)

Under Secretary(Finance)

Encl.: As above.

To

All Secretariat Departments
All Heads of Departments.


27/3/17

2978/UT (Coord)

29/12/16

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No. 12/03/2016/Fin-V
Government of India
Ministry of Home Affairs
Integrated Finance Division-V

North Block, New Delhi.
Date: 23 December 2016

OFFICE MEMORANDUM

26 DEC 2016

Subject : Conversion of temporary posts into permanent ones upto the level of Deputy Secretary in Ministries/ Departments – Review of instructions contained in O.M. dated 24.03.1976

The undersigned is directed to forward a copy of Department of Expenditure O.M. No. A-11012/11/2011-EG dt. 19th December 2016 on the subject cited above. It has been intimated by the Department of Expenditure that keeping in view the conceptual changes in the field of creation of posts occurred over the period, it has been decided to review existing temporary posts upto the Deputy Secretary level in Ministries/ Departments and allow their conversion into permanent ones as a one time measure. Accordingly, all Financial Advisors have been directed to carry out a comprehensive review exercise of all existing temporary posts upto the Deputy Secretary level available in the Ministry/ Departments/ Subordinate/ Attached Offices/ Autonomous Organisations/ Societies under their charge and issue specific orders for conversion of these temporary posts into permanent ones subject to the condition that these posts have functional justification and are in existence for more than three years.

2. It is therefore requested to forward the information regarding temporary posts to be converted into permanent posts in reference to Department of Expenditure O.M. No. A-11019/6/1975-EG-I dt. 24th March 1976 (copy available in Department of Expenditure website) in the prescribed proforma to IFD, MHA by 06th January 2017 positively to enable us to compile and process the matter further. Soft copy of the information may also be forwarded at kw.sherpa@nic.in.

(Rajalakshmi Devaraj)
Director (Finance/Home)
Tele: 23092901

Encl: As above

All JSs, MHA/ Ministry of Personnel, PG and Pensions/Cabinet Secretariat (Security Organisations)

Copy to :-

PPS to All Additional Secretaries, MHA

PPS to RGI

PPS to All Additional Secretaries, Ministry of Personnel, PG and Pensions/Cabinet Secretariat (Security Organisations)

Sh. Rajesh

(2)

Imp 2016

RCW-912317
20-12-2016
21-12-2016

No.A-11012/11/2011-EG
Government of India
Ministry of Finance
Department of Expenditure
(EG Branch)

North Block, New Delhi.
Dated: 19th December, 2016

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21/12

OFFICE MEMORANDUM

Subject: Conversion of temporary posts into permanent ones upto the level of Deputy Secretary in Ministries/ Departments - Review of instructions contained in O.M. dated 24.03.1976.

ASFA(H)

Dir(C/H) ✓

Dir(P/P)

The undersigned is directed to refer to O.M. No.A-11019/6/75-EG-I dated 24.03.1976 under which instructions regarding conversion of temporary posts into permanent ones upto the level of Deputy Secretary in Ministries/ Departments, were issued.

AFA(H)

Pls discuss

B
21/12

2. Keeping in view the conceptual changes in the field of creation of posts occurred over this period, it has been decided to review existing temporary posts upto the Deputy Secretary level in Ministries/Departments and allow their conversion into permanent ones as a one time measure. Accordingly, all Financial Advisers are directed to carry out a comprehensive review exercise of all existing temporary posts upto the Deputy Secretary level available in their respective Ministries/Departments/Subordinate/Attached Offices/Autonomous Organisations/ Societies under their charge and issue specific orders for conversion of these temporary posts into permanent ones subject to the condition that these posts have functional justification and are in existence for more than three years.

3. This exercise has to be completed in a time frame of 3 months from the date of issue of this O.M. i.e. upto 19th March, 2017. A compliance report of the same is to be intimated to Department of Expenditure invariably along with details of posts and copy of orders issued in this regard.

4. This issues with the approval of Finance Secretary.

Annie Mathew

(Annie George Mathew)

Joint Secretary to the Govt. of India

Tel.: .23095648

All Financial Advisers of Ministries/ Departments as per standard list.

Proforma

Ministry/ Department/ Subordinate/ Attached Office/Autonomous Organisation/
Society:

Name of the office :

S. No.	Temporary Posts	Numbers of posts	Temporary Post existing since (Date)	No. of years of existence of the post	Remarks
	Designation				
1	Deputy Secretary				
2	Under Secretary				
3	Section Officer				
4	Assistant Section Officer				
5	Senior Secretariat Assistant				
6	Junior Secretariat Assistant				
7	MTS				
	Any other designation upto the level of Deputy Secretary				