

**P. K. Misra**

सचिव

Secretary

Tele : 23094848

: 23092056

Fax : 23094500



सत्यमेव जयते

भारत सरकार  
कार्मिक और प्रशिक्षण विभाग  
कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय  
नोर्थ ब्लॉक, नई दिल्ली - 110001

GOVERNMENT OF INDIA  
DEPARTMENT OF PERSONNEL & TRAINING  
MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES  
AND PENSIONS

NORTH BLOCK, NEW DELHI - 110001

Website : <http://persmin.gov.in>  
3<sup>rd</sup> July, 2012

O/o Director (IFS-I)  
Dy. No. 2005-1  
Date: 24/7/12

O/o J.S. (BMSR)  
Dy. No. 2005-1  
Date: 23/7/2012

4699 JS (G.P.)  
17/7

O/o Secretary (A.F.)  
A-699  
Dy. No. 13/07/2012

Dear Secretary,

Of late it has been observed that proposals seeking extension of deputation tenure are being received from the Ministries/Departments at the eleventh hour, leaving no time for examining and obtaining the orders of the Appointments Committee of the Cabinet/competent authority. You are aware that as per the directions of the ACC, such proposals are not to be entertained unless they are received along with cadre clearance at least two months in advance.

2. There have also been instances where an officer was allowed to continue beyond the approved tenure in the anticipation that a favourable decision would come on the proposal seeking extension of tenure. I would like to take this opportunity to remind you that as per the directions of the ACC, the deputationist officers are deemed to have been relieved on the date of completion of their tenure. The responsibility to ensure this has been laid on the immediate superior officer.

3. I would, therefore, request you to ensure that if proposals for extension of tenure are unavoidable, such proposals must be sent at least two months in advance and in no case should an officer be allowed to continue on his post beyond the completion of his/her deputation tenure without requisite approval of the competent authority.

With regards,

कार्यालय उप वन महानिरीक्षक  
O/o DIG (WL)  
डा. सं./Dy. No. 410  
दिनांक/Date: 20/7/12

Yours sincerely,

(P.K. Misra)

Str,  
For information R.

Dir(A)/2344  
17/07/12

*[Handwritten signature]*

All Secretaries

Government of India

Ministry of Environment & Forests,  
(Shri Tishyarakshit Chatterjee, Secretary),  
Paryavaran Bhawan,  
New Delhi.

JS (BMSR)  
1/5/12  
25/7

Secy. has seen for 13/7

सूचना का अधिकार

*[Handwritten signatures and initials]*

Copy to Dir (A) 1000