

Speed Post

No. 12034/03/2021-IFS-I
Government of India
Ministry of Environment, Forest and Climate Change

6th Floor, Prithvi Wing,
Indira Paryavaran Bhawan, Jor Bagh Road,
Ali Ganj, New Delhi-110003.
Dated 7th April, 2021.

To,

The Principal Secretary (Forests)
All State Governments and UTs (List Attached)

Sub: Assessment of suitability of 2001 batch officers of Indian Forest Service (IFS) for empanelment for holding the post of Joint Secretary or equivalent at the Centre (initial): reg. Sir,

I am directed to refer to Department of Personnel and Training DO letter No. 12/29/2017-EO (SM-III) dated 10th March, 2021 and this Ministry's D.O. letter of even no. dated 27th January, 2021 (copy enclosed) on the subject cited above.

2. In order to expedite the process of aforesaid empanelment, all the State Governments are once again requested to furnish the following information (pertaining to all eligible IFS officers, who got Senior Administrative Grade (SAG) and having residual service of more than 4 years as on 01.01.2021, list attached) to this Ministry at the earliest;

(i) Original/duly attested ACRs/PARs updated up to the Year 2019-20 which are not available with the Ministry. Details may be seen at ACR status link on the website www.ifs.nic.in.

(ii) Date of grant of super time scale (Grade pay Rs. 10,000/-) to the officer.

(iii) Representations from the officers who wish to represent specific concern regarding their performance appraisal over the years which would be relevant for assessing their suitability for empanelment at the initial stage itself as per DoPT OM no. 12/3/2008-EO (SM-III) dated 17/01/2014 (copy enclosed).

3. The State Governments are also requested to direct all batches of IFS officers including 2001 batch to update their Executive Record Sheets on IFS portal along with latest posting details, contact no. of Reporting/Reviewing/Accepting Authorities to expedite the process, as Executive Record Sheets of many officers are not updated resulting in unwanted delay in the process of empanelment.

Yours faithfully,



(J. S. Kanth)

Under Secretary to Government of India
011-24695357

Encl.: As above

Copy to:

- i. The Principal Chief Conservator of Forest & HOFF, All State Governments and UTs.
- ii. All officers of 2001 Batch through e-mail- for inviting representations from the officers who wish to represent specific concern regarding their performance appraisal over the years which would be relevant for assessing their suitability for empanelment at the initial stage itself as per DoPT OM no. 12/3/2008-EO (SM-III) dated 17/01/2014

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No 12/3/2008-EO(SM.III)

Government of India

Ministry of Personnel, Public Grievances and Pensions

Department of Personnel & Training

North Block, New Delhi

Dated the 17 Jan., 2014

OFFICE MEMORANDUM

20 JAN 2014

Subject: Guidelines for evaluation of officers of Organized Group 'A' services for empanelment for holding the post of JS/ equivalent at the Centre -reg

The undersigned is directed to say that the new guidelines for evaluation of IAS and other All India Services and Group 'A' Central Services officers for empanelment for holding the post of Joint Secretary/ equivalent at the Centre came into force from 01.01.2010. Till now there was no provision in the guidelines for consideration of representations prior to initial assessment of the officers. Representations against non-empanelment of officers were examined and their placed before the Experts Panel at the time of consideration of such officers during First Review/ Second Review/Special Review

With a view to ensuring greater uniformity, consistency and transparency in the empanelment process, the competent authority has decided that officers who wish to represent specific concern regarding their performance appraisal over the years which would be relevant for assessing their suitability for empanelment may be permitted to do so at the initial stage itself. This would include issues such as arbitrary downgradation of the overall grade, mismatch between grading and pen-picture, missing ACRs, assessments recorded for periods less than three months, assessments recorded long after due date etc.

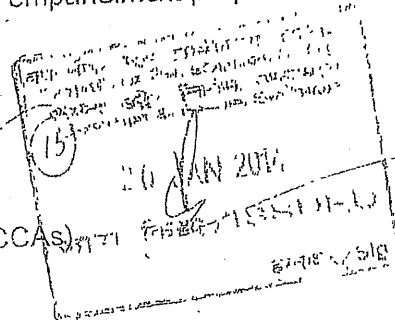
In the light of the above, whenever any batch of officers is to be taken up for empanelment as Joint Secretary, the Cadre Controlling Authorities (CCAs) are expected to inform the officers about the ensuing empanelment process and representations received, if any, are to be sent to the Office of the Establishment Officer for placing them before the Experts Panel.

Accordingly, all the Cadre Controlling Authorities (CCAs) are requested to do the following:-

- (i) Inform the officers concerned about the above mentioned provision regarding filing of representation;
- (ii) Examine and take a view on the representations on merit where necessary; and
- (iii) Send such representations alongwith comments/decision of the CCA while submitting empanelment proposals to DOPT

(M. Devaraj)
Director (SM)

All Cadre Controlling Authorities (CCAs)





D.O. No. 12034/03/2021-IFS-I

Dated: 27th January, 2021

Dear Sir/Madam

Kindly refer to the Consolidated Empanelment Guidelines dated 12.03.2008 issued by the DoPT, Govt. of India for evaluating suitability of officers for holding Joint Secretary/Equivalent posts at the Centre (copy enclosed). Now 2001-2002 batches of Indian Forest Service have become eligible for empanelment.

2. In order to expedite the process of aforesaid empanelment, I request you to kindly look into the matter personally and have the following information (pertaining to all eligible officers of Indian Forest Service belonging to your State cadre and having balance service of more than 4 years, list attached) forwarded to this Ministry at the earliest;

(i) Duly filled CVC pro-forma. A copy of blank pro-forma is enclosed for reference. It may please be ensured that there is no gap in posting details, no columns are left blank, the pro-forma is ink signed and duly stamped and dated.

(ii) Copy of Immovable Property Return (IPR) for the year 2020 (as on 01.01.2021)

(iii) Original/duly attested ACRs/PARs which are not available with the Ministry. Details may be seen at ACR status link on the website www.ifs.nic.in.

(iv) Date of grant of super time scale (Grade pay Rs. 10,000/-) to the officer.

With regards

Yours Sincerely,

Encls. As above

Bharati
(Bharati) 23/01/2021

To all the Principal Secretaries (Forests), All State Governments and UT Administration.



अग्नि विंग, दूसरा तल, इंदिरा पर्यावरण भवन, जोर बाग रोड, नई दिल्ली-110 003, फोन: 011-24695130

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