ANNEXURE

OFFICE MEMORANDUM

No. F. (6) E-IV (A)/62

Dated the 2nd December, 1962.

Sub: Standard terms of deputation for officers deputed from Centre to the State Government, etc.

(1) Period of Deputation ....................................... years from ................................... (Date to be given)

(2) Pay : (If the transfer is in the public interest as defined in the Ministry of Finance O.M. No. F. 10 (24) E. III/60, dated the 4th May, 1961)

(i) During the period of deputation, Shri ................................. will have the option either to get his pay fixed in the deputation post under the operation of the normal rules or to draw pay of the post held by him in his parent Department plus a deputation (duty) allowance in accordance with and subject to the conditions of the Ministry of Finance Office Memorandum No. 10 (24) E. III/60, dated the 4th May, 1961, as modified from time to time and such other general or special orders issued by the Ministry of Finance under para. 1 (iii) of that Office Memorandum.

(ii) (If the transfer is not in the public interest) During the period of deputation Shri ................................. will be entitled to pay in the scale of the post of Rs. ....................... due under the operation of the normal rules.

(3) Dearness Allowance : Shri ................................. will be entitled to dearness allowance under the rules of the parent Government or under the rules of the borrowing Government according as he retains his scale of pay under the parent Government or he draws pay in the scale attached to the post under the borrowing Government.

(4) Local Allowance like Compensatory (City) Allowance and House Rent Allowance : To be regulated under the rules of the borrowing Government.

(5) Joining Time Pay and Transfer Travelling Allowance : He will be entitled to Travelling Allowance and Joining Time pay both on joining the post on deputation and on reversion therefrom to the parent Government under the rules of the Government to which he is deputed. The expenditure on this account will be borne by the borrowing Government.

(6) Travelling Allowance for Journey on duty during the period of Deputation : To be regulated under the rules of the Government to which he proceeds on deputation.
the amount of leave salary contribution payable by him may be adjusted against the amount payable by Government as leave salary. Similarly, if the Government servant has received the contribution made by the foreign employer to the Provident Fund thrown open by the concerns for their employees any excess over the amount of pension contribution payable by him should be refunded to Government.

Those who opt for (b) above, need not refund the leave salary and contributions to the Contributory Provident Fund received from the foreign employer.

(iii) The period treated as foreign service in the case of a temporary Government servant who had completed three years' continuous service on the date of relief from Government service will count for increment in the post held under Government.

3. Both in the cases of permanent, as well as temporary Government servants falling under category (ii) referred to in para. 1 above, an option should be given at the end of period of three years from the date of relief from Government service, either to revert to Government service or to continue in the service of the foreign body. In the event of their opting to continue under the foreign employer a decision as above in the case of temporary Government servants has already been announced previously in Home Deptt. No. 27112/A dated the 29th December, 1958. The question of treatment of the previous service rendered under Government for retirement benefits in the case of those who elect to continue in service under bodies corporate owned or controlled by Government is separately under consideration and orders of Government in the matter will be issued shortly.

4. The concessions mentioned in paragraph 2 above, and the conditions prescribed in the preceding paragraph will also apply in the case of Government servants who are spared for service in Government of India undertakings after issue of these orders. Those Government servants who have not completed service for three years in foreign employment by the date of issue of these orders will also be required to exercise the option prescribed in paragraph 3 above on completion of three years' service under the foreign employer.


(32) Standard terms of deputation of officers from the Centre to the State Government and vice versa: The undersigned is directed to enclose a copy of an Annexure and to say that the standard terms as mentioned in the Annexure should be allowed to officers deputed from the Central Government to the State Government and vice versa.

The Administrative Department should, however, obtain concurrence of Finance Department, in each case of such deputation.

[Finance Deptt. No. 8735/F., dated the 24th March, 1964.]
In the case of deputation of a Government servant who is governed by the Contributory Provident Fund Rules, Government contribution is payable by the Government to whom he is deputed, for the period of his deputation."

[Finance Deptt. No. 20076/F., dated the 29th June, 1964.]

(34) Local allowance : The undersigned is directed to invite a reference to the Finance Deptt. Memo. No. 8735/F., dated the 24th March, 1964 on the subject mentioned above and to request that the following may be added as a sub-para under clause 4 of the Annexure to the above mentioned Memo.

"In the case of deputation of a Central Government servant to a State Government, the State Government concerned may, however, if they so desire, apply the Central Government rules to such a deputationist."

[Finance Deptt. No. 26443/F., dated the 29th August, 1964.]

(35) Children’s Education Allowance : The undersigned is directed to invite a reference to the Finance Deptt. Memo. No. 8735/F., dated the 24th March, 1964 on the subject mentioned above and to request that the following clause regarding "Children’s Educational Allowance/Reimbursement of tuition fees" may be added after clause 4 of the Annexure to the above mentioned Memo.

"(4-A) Children’s Educational Allowance : During the period of deputation, Shri .......................... will be eligible to claim the Children’s Educational Allowance from the borrowing Government as laid down in para. 1 (a) of the Government of India’s, Ministry of Finance Office Memo. No. 8 (11) E.II (B)/63, dated the 12th August, 1964 subject to the fulfilment of the conditions prescribed in the Government of India’s Office Memo. No. F-10-(1) Est. (Sp)/60, dated the 30th January, 1962 as amended/clarified from time to time".

Reimbursement of tuition fees : He will be entitled to reimbursement of tuition fees in respect of children subject to the fulfilment of the terms and conditions laid down in Government of India’s Ministry of Finance Office Memo. No. F.17 (1)-E. II(B)/64, dated the 3rd June, 1964 as amended/clarified from time to time, and the liability in this regard will devolve on the borrowing Government.

NOTE : The Government servant cannot claim both the concessions in respect of the same child.

[Finance Deptt. No. 23089/F., dated the 15th June, 1965.]

(36) Inspector General of Police competent to sanction deputation of non-gazetted police personnel to the Government of India : At the instance of the Central Government and with a view to making manpower available to the Central Government in exigencies of
(7) **Leave and Pension**: During the period of deputation on temporary transfer, he will continue to be governed by the leave and pension rules of the parent employer applicable to him before such transfer.

The allocation of leave salary and pensionary charges will be regulated under the rules of the allocation contained in Appendix 3 to Accounts Code, Volume I.

(8) **Leave Travel Concession**: He will continue to be entitled to leave travel concession under the Ministry of Home Affairs Office Memorandum No. 43/5/57-Ests (A), No. 43/1/55-Est. (ii) P.T. II, dated the 11th October, 1956, as amended from time to time and the cost thereof will be borne by the borrowing Government.

"In the case of deputation of a State Government servant to the Central Government, he will be entitled to the leave travel concession on the scale and conditions contained in para. 2 (d) of Ministry of Home Affairs Office Memorandum No. 43/5/57 (A), dated the 4th September, 1957."

[Vide Finance Deptt. No. 6535/F., dated the 13th February, 1965.]

(9) **Medical Concessions**: He will be entitled to these concessions under the rules of the Borrowing Government.

In the case of deputation of a Central Government servant to a State Government, the State Government concerned may, however, if they so desire, apply the Central Government rules to such a deputationist.

(10) **Residential Accommodation**: He will be entitled to residential accommodation according to the rules of the Government to which he is deputed.

No free house or free car will be allowed, nor any conveyance be provided at Government expense, unless such benefits are normally attached as a condition of service to the post to which he is deputed.

(11) The deputation will commence on the date on which he hands over charge of the post under the Government of India and on the date on which he assumes charges of a post under that Government.

(33) ** Provident Fund benefits**: The undersigned is directed to invite a reference to the Finance Deptt. No. 8735/F., dated the 24th March, 1964 on the subject mentioned above and to request that the following clause regarding 'Provident Fund benefits' may be added after clause 7 of the Annexure to the above mentioned Office Memorandum.

"(7-A) **Provident Fund benefits**: During the period of deputation he will continue to subscribe to the Provident Fund of his parent Government to which he may be subscribing when he is placed on deputation, in accordance with the rules of such Fund."