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(D(Works-II)  
Ministry of Defence  
Government of India

Subject: Deputation of Civilian Military Engineer Services (MES) officers.

The Ministry has been receiving a number of proposals from E-in-C's Branch in connection with deputation of Group 'A' officers of MES from the Indian Defence Services of Engineer (IDSE), Quantity Surveying & Contract (QS&C) and Architect cadres. The proposal so received together with the draft deputation policy as furnished by Engineer-in-Chief's (E-in-C) Branch vide note no. B/14001/Policy/E1B (Cadre) dated 1.4.2018 have been examined. It is observed that the policy of deputation needs to be harmonized with the standard guidelines on the subject with those of DoPT instructions as also to cater to the specific need of the Department and the aspiration of the officers. The following has been accordingly decided with a view to streamline the existing policy on deputation of Group 'A' MES civilian officers from the E-in-C's Branch.

(i) Period of deputation

The period of deputation will be ordinarily upto a maximum of 5 years. Extension for the 6<sup>th</sup> year may be granted with the approval of Defence Secretary and extension for the 7<sup>th</sup> year may be granted in exceptional circumstances with the approval of RM and proposal for extension beyond the 7<sup>th</sup> year will not be considered. This is in conformity with DoPT OM No. F.No. 2/6/2016-Estt.(Pay-II) dated 17 February 2016.

(ii) 'Cooling off' period

There shall be a mandatory "cooling off" period of 3 years after every deputation, study leave, training, etc. upto SAG level and 1 year for HAG level officers in conformity with DoPT's instruction no. 6/8/2009-Estt. (Pay-II) dated 17<sup>th</sup> June 2010.

(iii) Length of service for applicants

Given the shortages of officers at the JAG and working level, officers will be eligible for deputation only after completion of 14 years of service in case of deputation under Central Staffing Scheme (CSS) and only after 16 years to non-CSS posts. Officers, who have completed 27 years of service will normally be considered for deputation at SAG and above level posts only.

(iv) Justification for Deputation

While processing deputation proposals, in case of non-CSS deputation, E-in-C's Branch shall take into account and explain the relevance/connection between the technical skill/qualification of the officer and nature of job being offered in the organisation where deputation is being proposed. Further, the likely professional

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gain that would accrue to the officer on account of his deputation and also the likely gain by the organization to whom the officer is deputed may also be kept in view and explained.

(v) Information to be provided with deputation proposal

Every proposal for deputation shall contain information about the Deputation Reserve of the concerned Service, number of officers currently on deputation and the number of such officers who are likely to come back to MES during the year. It may be ensured that the number of officers on deputation at any point of time shall not exceed the number of officers in the Deputation Reserve.

2. E-in-C's Branch may submit a revised draft Deputation Policy incorporating the above conditions. Pending finalization of the Deputation Policy, the above conditions shall be enforced with immediate effect.
3. Checklist / format for forwarding of deputation proposal is annexed.



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Checklist / Format for Forwarding of Deputation Proposals

1	Name of the officer, present post and pay level	
2	Name of Service, batch and educational qualification	
3	Total deputation reserve in the cadre, Total no. of officers on deputation as on date, and total no. officers likely to come back from deputation during the year.	
4	Date of birth and date of retirement	
5	Details of past postings and duration (Data Card to be attached)	
6	Details of past deputation/study leave/long term training of more than one year	
7	Date of last promotion and likely date/year of next promotion	
8	Past disciplinary proceedings, if any	
9	Current vigilance status	
10	APAR grading of last 5 years	
11	Details of the proposed deputation posts including designation, rank, pay level, location, nature of job, duration, etc.	
12	Justifications for the proposed deputation	

*[Handwritten Signature]*