

No. 7(3)/E.Coord)/99
Government of India
Ministry of Finance
Department of Expenditure
.....

New Delhi, the 23rd October, 2000.

OFFICE MEMORANDUM

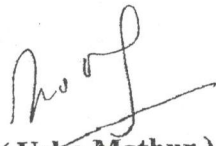
Subject : Review and filling up of vacant posts.
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Reference is invited to this Department's O.M. of even No. dated 5.8.1999 communicating certain guidelines on austerity/economy in expenditure.

2. Para 1(2) of these instructions stipulate that every Ministry/Department shall undertake a review of all the posts which are lying vacant in the Ministry/Department and in the attached and subordinate offices etc. in consultation with the Ministry of Finance, Department of Expenditure. Till the review is completed, no vacant post shall be filled up except with the approval of the Ministry of Finance (Department of Expenditure).

3. These guidelines have been reviewed and it has been decided that Ministries/Departments may fill up those posts which have been vacant for less than one year and are to be filled up by promotion. As far as filling up of vacancies by direct recruitment and other modes are concerned, proposals in this regard may continue to be referred to Ministry of Finance (Department of Expenditure) for approval if these vacancies are less than one year old.

4. Further, with regard to posts which are lying vacant for more than one year, the instructions contained in Department of Expenditure's O.M. No.7(4)/E.Coord/2000 dated September 24, 2000 regarding abolition of such posts may be strictly complied with.


(Usha Mathur)

Joint Secretary to the Government of India

To

1. All Ministries/Departments
2. All FAs (by name)