

New Delhi, dated 7.1.1999

OFFICE MEMORANDUM

Subject: : Lifting of temporary ban on cadre review / cadre restructuring.

The undersigned is directed to refer to this Department's G.M. of even number dated 7.2.1997 wherein instructions were issued that pending decisions of the Government on the Fifth Pay Commission's recommendation, this Department would not entertain any proposals pertaining to revision of pay scales, allowances, creation / upgradation of posts, cadre review / cadre restructuring, etc. other than those relating to newly-created establishments / organisations. In view of the fact that orders on the revised pay structure, allowances etc. have already been issued based on the Pay Commission's recommendations, the matter has been re-considered in consultation with the Department of Personnel & Training and it has been decided to lift the temporary ban imposed on cadre reviews / cadre restructuring. Accordingly, cadre controlling authorities can now submit proposals for cadre reviews, if due, for consideration of the Department of Personnel & Training and / or the Department of Expenditure in accordance with the existing instructions.

2. While forwarding the proposals, care may be taken to ensure that the proposals are complete in all respects and invariably contain the following information :-

- (i) full functional justification for each upgradation suggested;
- (ii) confirmation to the effect that the proposal will not result in any increase in the overall strength of the cadres or in introduction of new scales / grades;
- (iii) details of matching savings provided through abolition of live posts; and

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(iv) details of the manner in which the instructions relating to imposition of a 10% cut on posts have been implemented by the Department.

Proposals which do not contain all the relevant information / supporting data will not be entertained.

3. All Ministries / Departments are, therefore, advised to kindly bring the above instructions to the notice of all concerned, including autonomous bodies / organisations under their administrative control, for information and appropriate action, if considered justified.

4. Hindi version is enclosed.

*Madhulika Prasad*  
( Madhulika P. Suvri )  
Director

To

All Ministries / Departments  
(distribution list).

All F.As. by name.

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