

GOVERNMENT OF PUNJAB  
DEPARTMENT OF PERSONNEL  
(Personnel Policies-II Branch)

Dated, Chandigarh, the 12<sup>th</sup> January, 2004.

To

All Heads of Departments,  
Registrar, Punjab & Haryana High Court,  
All Commissioners of Divisions,  
All Deputy Commissioners and  
All Sub-Divisional Officers (Civil),  
in the State of Punjab.

Subject:- Grant of employment in the State Services on compassionate appointments policy regarding.

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Sir/Madam,

I am directed to refer to the subject noted above and to say that the Punjab Government issued policy instructions contained in letter No.11/105/98-4PP-IV/14420 dated 21.11.2002, allowing compassionate appointments to the dependents of categories mentioned in para 3 of the Scheme. The condition of 5% cap imposed in para 9(b) of the policy was removed in letter No. 11/105/98-4PP-II/2209 dated 5.2.2003. In the meanwhile, the Department of Finance had in letter No.6/139/2002-6FI/PC/46, dated 2.1.2003 stipulated that compassionate appointments should be made only after the approval of Finance Department and the Council of Ministers. The State Government has now reconsidered the matter and decided as under:-

- a) Compassionate appointments may be permitted against the direct quota posts in Group 'C' and 'D' in pursuance of the provisions of the policy contained in letter dated 21.11.2002. However 5% cap imposed earlier stands abolished. Where such appointments are made in pursuance of this policy, posts earlier abolished would stand automatically created to that extent.
- b) Such appointments may be permitted without awaiting finalization of the restructuring of Government Departments.
- c) Compassionate appointments made in line with this policy would not carry the pensionary benefits as present. The new contributory Scheme for pension, under formulation would be applicable in their

cases . While issuing appointment letters, this condition will be specifically incorporated.

d) The compassionate appointments are to be effected strictly according to the eligibility criteria laid down and are not to be treated as a matter of right. It is, therefore, imperative that all such cases are carefully scrutinized by appointing authorities before appointments are granted. Such appointments will be cleared by Committees, specifically constituted for this purpose as under:-

(i) A committee headed by the Divisional Commissioner will scrutinise cases of all government employees whose cadre is controlled at district/divisional level. Representatives of the departments of Sainik Welfare and Welfare of Scheduled Castes will also be associated in the Committee.

(ii) A Committee may similarly be set up in each department headed by the Administrative Secretary concerned, which would consider all other cases of compassionate appointment in their Departments.

(iii) In the case of employees of the Secretariat and Financial Commissioner's office, Committees will be set up headed by the Secretary Personnel and Financial Commissioner Revenue, respectively.

It is possible that some of these Committees may become over burdened.

In such cases the administrative departments may take up the matter with the Chief Secretary for further delegations, where such need arises

The compassionate appointments to the dependents of persons killed by Terrorists/persons killed in 1984 Riots shall continue to be governed under the policy

instructions issued by the Department of Relief & Resettlement, from time to time.

Yours faithfully,



(S.S. Rajput)

Special Secretary Personnel.