

No.Per(AP.B)B(15)-5/2013  
Government of Himachal Pradesh  
Department of Personnel  
Appointment-II  
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Dated Shimla-171 002, <sup>15</sup>25 June, 2013

From

Pr. Secretary (Personnel) to the  
Government of Himachal Pradesh

To

1. All the Administrative Secretaries to the Government of Himachal Pradesh
2. All Special/Additional/Joint/Deputy/Under Secretaries to the Government of H.P.
3. All Divisional Commissioners in H.P.
4. All the Deputy Commissioners in H.P.

Subject: Principles of promotion for 'Selection' posts - procedure to be followed by the Departmental Promotion Committee in regard to retired employees and extended panel(s).

Sir,

I am directed to refer to the subject cited above and to say that the matter as to the consideration of employees who have since retired but would have also been considered for promotion, if DPC(s) for the relevant year(s) had been held in time was under consideration of the Government for some time past. It may be pointed that there is no specific bar in the related instructions of this Department for consideration of retired employees, while preparing year wise panel(s), who were in the zone of consideration in the relevant year(s). It would not be in order, if eligible employees, who were within the zone of consideration for the relevant year(s) but are not actually in service when the DPC is being held, are not considered while preparing year wise zone of consideration/panel and consequently, their juniors are

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considered (in their place) who would not have been in the zone of consideration, if the DPC(s) has been held in time. The matter has been considered carefully and it has been considered imperative to identify the correct zone of consideration for relevant year(s) and names of the retired officials may be included in the panel(s) if such official falls within the zone of consideration against the vacancies of the relevant year(s). Such retired officials would, however, have no right for actual promotion. The DPC(s), may, if need be, prepare extended panel(s) for the year in which a retiree is recommended for promotion.

2. Normally, in the cases of promotion, the number of persons recommended in the panel is equal to the number of vacancies reported. Some times DPCs recommend additional vacancies (extended panel) to tide over situations where officers on the select panel are not available for being appointed by reasons of being on deputation/secondment etc. These extended panels are utilised for filling vacancies which have arisen subsequent to the DPC-or during currency of the panel, which is an incorrect use of the extended panel. It has also been decided that DPCs shall prepare an extended panel only in the following contingencies:

- i) when persons included in the panel are already on deputation or whose orders of deputation/secondment have been issued and will be proceeding on deputation shortly for more than a year, OR
- ii) when persons included in the panel have refused promotion on earlier occasions and are under debarment for promotion, OR
- iii) when officers included in the panel are retiring within the same year, provided there is no change in the zone of consideration by the expected date of their retirement.

3. It has also been decided that while giving the extended panel, the DPC should stipulate a condition against the additional names to the effect that they will be promoted only in the event of the officer(s) in regular panel are not being available for promotion / appointment for the reasons given by the concerned Department.

4. It is requested that these instructions may be brought to the notice of all concerned for guidance and strict compliance.

Yours faithfully,



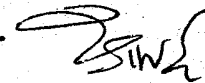
(Prem Singh Thakur)

Under Secretary (Personnel) to the  
Government of Himachal Pradesh  
Tele fax No. 0177 - 2624183.

Endst No.Per(AP.B)B(15)-5/2013 dated Shimla-2, <sup>25<sup>th</sup></sup> June, 2013.

A copy is forwarded to:

1. The Secretary, HPPSC, Shimla-2 w.r. to letter No. 8-6/80-PSC dated 7<sup>th</sup> March, 2013 for information.
2. All Section Officers in H.P. Secretariat, Shimla-171 002.
3. File No. Per (AP.B) B(19)-25/2007.



Under Secretary (Personnel) to the  
Government of Himachal Pradesh

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