

No. Per(Ap-B)B(11)-2-2004
Government of Himachal Pradesh
Department of Personnel (Appt.-II)

Dated Shimla-171002, the 27th Aug., 2004

From

The Chief Secretary to the
Government of Himachal Pradesh.

To

1. All the Administrative Secretaries to the
Government of Himachal Pradesh.
2. All the Heads of Departments in Himachal Pradesh.
3. All the Deputy Commissioners in HP.
4. All the Chairmen/Managing Directors/Registrars of
Boards/Corporations/Universities in HP.

Subject:- Regarding declining of promotion.

Sir,

I am directed to refer to Para 16.21 of the Hand Book on Personnel Matters (Vol.-I) (second edition) which provides that a Govt. employee who declines promotion is required to be considered for promotion after a period of six months from the date of refusal of first promotion or till a next vacancy arises whichever is later notwithstanding the fact that the validity of the panel is prescribed as one year.

Oflate references are being received from various Departments seeking clarification with regard to consideration of such employees for promotion to next higher post who initially refuse the same. After careful consideration and keeping in view the position prevailing in Government of India, it has now been decided by the Government that when a Government employee does not want to accept a promotion which is offered to him, he may make a written request that he may not be promoted and the request will be considered by the appointing authority, taking relevant aspects into consideration. If the reasons adduced for refusal of promotion are acceptable to the appointing authority, the next person in the select list may be promoted. However, since it may not be administratively

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possible or desirable to offer appointment to the persons who initially refused promotion, on every occasion on which a vacancy arises, during the period of validity of the panel, no fresh offer of appointment on promotion shall be made in such cases for a period of one year (instead of six months) from the date of refusal of first promotion or till a next vacancy arises whichever is later. On the eventual promotion to the higher grade, such Government servant will lose seniority vis-à-vis his juniors promoted to the higher grade earlier irrespective of the fact whether the posts in question are filled by selection or otherwise. However, this will not apply where ad-hoc promotions against short term vacancies are refused. If the reasons for declining are not acceptable to the appointing authority, the promotion may be enforced. If promotion is still declined, disciplinary action may be taken for refusal to obey the order.

This decision may please be brought to the notice of all concerned for adherence and receipt of this communication may also be acknowledged.

Yours faithfully,



Addl. Secretary (Pers.) to the
Government of Himachal Pradesh.