

Nirman Bhawan, New Delhi
Dated: 23rd September 2022

OFFICE MEMORANDUM

Subject: Scheme for compassionate appointment- Relative Merit Points System and revised Procedure for selection in O/o Development Commissioner (MSME) and its subordinate offices.

The objective of the scheme is to grant appoint on compassionate grounds to a dependent family member of a Government servant dying in harness or who is retired on medical grounds, thereby leaving his family in penury and without any means of livelihood. It is to relieve the family of the concerned Government servant from financial destitution and to help him/her get over the emergency.

2. Keeping in view the objective of the scheme the existing instruction of DoPT relating to compassionate appointment have time and again been reviewed/modified/simplified so that the system be more transparent, efficient and uniform in nature.

3. The efficacy of the scheme is based on its transparency. It is this aspect, which is foremost and hence while considering a request for appointment on compassionate grounds by a Committee, a balanced and objective assessment of the financial condition of the family has to be made taking into consideration its assets & liabilities and all other relevant factors such as the presence of earning member(s), size of family, age of the children and the essential needs of the family etc. This is done to assess the degree of the indigence among all the applicants considered for compassionate appointment within the prescribed ceiling of 5 % of the direct recruitment vacancies.

4. The existing position has been reviewed and it has been decided by the Competent Authority that to achieve the objective of the scheme for Compassionate Appointment and to ensure complete transparency, merits of the cases can be conveniently decided by allocating points to the applicants, based on various attributes indicated in the reference of DoPT from time to time.

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Accordingly, relative merit points system for assigning weightage to various attributes of the applicant for compassionate appointment has been worked out based on a hundred point-scale as laid down in Annexure-I.

5. An applicant once considered for making compassionate appointment/disposed off will not be considered again, automatically in future. However, candidates willing to be considered again are free to apply again afresh for consideration of their application for compassionate appointment in the next round.

6. This issued with the approval of the Competent Authority.

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Deputy Director (Admin)
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Encl: Annexure-I

To,
All DFOs/Br. DFOs/TCs/TSs

Copy To.

1. PPS to AS & DC (MSME)
2. PPS to DDG
3. PPS to ADC(Admn)
4. PA to DS (HR), M/o MSME
5. PA to Director(AL)
6. PA to US (IFE-2)
7. SENET Cell for hosting on the Office Website

**RELATIVE MERIT POINTS SYSTEM FOR ALLOCATION OF POINTS FOR
VARIOUS ATTRIBUTES OF APPLICANT FOR COMPASSIONATE
APPOINTMENT IN O/O DEVELOPMENT COMMISSIONER (MSME) AND ITS
SUBORDINATE OFFICES. BASED ON 100 POINT SCALE.**

1. Family Pension (Basic excluding DA & Allowance) - (20 Points)

| SI. No. | Slabs | Weightage Points |
|---------|-----------------|------------------|
| 1 | Up to 10,000 | 20 |
| 2 | 10,001 – 13,000 | 18 |
| 3 | 13,001- 16,000 | 16 |
| 4 | 16,001- 19000 | 14 |
| 5 | 19,001- 22,000 | 12 |
| 6 | 22,001- 25000 | 10 |
| 7 | 25,001- 28,000 | 08 |
| 8 | 28,001- 31,000 | 06 |
| 9 | 31,001- 34,000 | 04 |
| 10 | 34,001 – 37,000 | 02 |
| 11 | 37,001 & above | 00 |

2. Terminal benefits i.e. Lump sum amount received by the family on death of Government servant (i.e. DCR Gratuity, GPF/Lump sum amount under NPS, LIC/PLI, CGEGIS, Leave encashment etc.) - (10 Points)

| For post 01.01.2016 death cases | For death cases between 01.01.2006 to 31.12.2015 | For pre 01.01.2006 death cases | Weightage points |
|---------------------------------|--|--------------------------------|------------------|
| Upto 10,00,000 | Upto 4,50,000 | Upto 1,00,000 | 10 |
| 10,00,001-11,87,500 | 4,50,001-5,25,000 | 1,00,001-1,20,000 | 09 |
| 11,87,501-13,75,000 | 5,25,001-6,00,000 | 1,20,001-1,40,000 | 08 |
| 13,75,001-15,62,500 | 6,00,001-6,75,000 | 1,40,001-1,60,000 | 07 |
| 15,62,501-17,50,000 | 6,75,001-7,50,000 | 1,60,001-1,80,000 | 06 |
| 17,50,001-19,37,500 | 7,50,001-8,25,000 | 1,80,001-2,00,000 | 05 |
| 19,37,501-21,25,000 | 8,25,001-9,00,000 | 2,00,001-2,20,000 | 04 |
| 21,25,001-23,12,500 | 9,00,001-9,75,000 | 2,20,001-2,40,000 | 03 |
| 23,12,501-25,00,000 | 9,75,001-10,50,000 | 2,40,001-2,60,000 | 02 |
| 25,00,001-26,87,500 | 10,50,001-11,25,000 | 2,60,001-3,00,000 | 01 |
| 26,87,501 & Above | 11,25,001 & Above | 3,00,000 & Above | 00 |

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3. Annual income of earning members & Income from property - (10 Points)

| SI. No. | Annual Income | Weightage Points |
|---------|---------------------|------------------|
| 1. | Nil | 10 |
| 2. | 1 – 1,05,000 | 08 |
| 3. | 1,05,001 – 1,35,000 | 06 |
| 4. | 1,35,001-1,65,000 | 04 |
| 5. | 1,65,001- 1,95,000 | 02 |
| 6. | 1,95,001 & Above | 00 |

Note: To be verified from the documents (like, bank statement, ITR, certificate from Revenue Authorities) and affidavit produced by the applicant. If any misrepresentation/false statement comes to light the applicant's candidature is liable to be terminated.

4. Movable/Immovable Property - (05 Points)

| SI. No. | Slab | Weightage Points |
|---------|-------------------|------------------|
| 1. | Nil | 05 |
| 2. | Property Declared | 0 |

Note: Assessment in this account for awarding appropriate marks will be looked after by the Screening Committee to assess the penurious conditions of the family. If any misrepresentation/false statement comes to light the applicant's candidature is liable to be terminated.

5. Left over service of deceased - (15 Points)

| Left over service of the deceased | Weightage points | Left over service of the deceased | Weightage points | Left over service of the deceased | Weightage points |
|-----------------------------------|------------------|-----------------------------------|------------------|-----------------------------------|------------------|
| Upto 02 years | 01 | Upto 12 years | 06 | Upto 22 years | 11 |
| Upto 04 years | 02 | Upto 14 years | 07 | Upto 24 years | 12 |
| Upto 06 years | 03 | Upto 16 years | 08 | Upto 26 years | 13 |
| Upto 08 years | 04 | Upto 18 years | 09 | Upto 28 years | 14 |
| Upto 10 years | 05 | Upto 20 years | 10 | Upto 30 years | 15 |

6. Dependent i.e., Mother or Father, Spouse only - (10 Points)

| SI. No. | No. of Dependents | Weightage Points |
|---------|------------------------|------------------|
| 1. | Single or Both Parents | 05 |
| 2. | Spouse | 05 |

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7. Unmarried Daughters **-(10 Points)**

| SI. No. | No. of unmarried daughters | Weightage Points |
|---------|----------------------------|------------------|
| 1. | 01 | 05 |
| 2. | 02 & Above | 10 |

Note: To be verified from affidavit produced by the applicant.

8. Minor children of deceased Government servant OR dependent sister(s) / brother(s) of unmarried deceased Government servant **-(10 Points)**

| SI. No. | No. of minor children OR sister(s) / brother(s) of unmarried deceased Government servant | Weightage Points |
|---------|--|------------------|
| 1. | 01 | 05 |
| 2. | 02 & Above | 10 |

Note: To be verified from affidavit/certificates produced by the applicant.

9. Unmarried major son (Upto 25 years of age) and Dependent son i.e. Physically and mentally challenged (without age limit) **-(05 Points)**

| SI. No. | No. of Unmarried Major Son/dependent Major son | Weightage Points |
|---------|--|------------------|
| 1. | 01 | 03 |
| 2. | 02 & Above | 05 |

Note: To be verified from service record, single status certificate/affidavit produced by the applicant. Related certificates to be obtained accordingly.

10. Cause of Death **-(5 Points)**

| SI. No. | Circumstances | Weightage Points |
|---------|--|------------------|
| 1. | Due to illness/ home death | 0 |
| 2. | Death attributed to duties or While performing official Duty | 5 |

11. Widow applicant.

- a) In case of the above, cases where the widow of deceased employee/wife of employee who has retired on medical ground has applied for compassionate appointment for herself, **she shall get 15 additional points over and above as grace points.** This will be in line with the general principle that the widow/wife needs to be given preference for compassionate appointment.

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b) In case of appointment of a widow not fulfilling the requirement of educational qualification, against the post of MULTI TASKING STAFF, she will be placed in Group 'C'- Pay Band - 1 (Rs. 5200-20200)+ Grade Pay Rs. 1800/- (Level 1 revised) directly without insisting on fulfilment of educational qualification norms.

12. If any misrepresentation/false statement furnished by the applicant comes to light and it is proved subsequently (at any time), his/her appointment is liable to be terminated.

13. General Note.

a) While applying 100 points scale parameters, as mentioned above, if situation arises that some candidates secure equal marks in merit and Cadre Controlling Authority is unable to decide the merit of such candidates. In such cases the tie breaking factor will be dependent upon available income i.e., total of first three financial parameters prescribed in above (Pension-annualized, total terminal benefits and annual income of earning members and income from property) divided by total number of dependents. The lesser the per dependent available income, the higher the rank amongst the applicants whose scores had a tie.

b) In case of tie even after applying the factor of per dependent available income, then the left-over service of Government servant will be considered. The longer the left-over service of the deceased, the more is the impact of the family. Applicants related to Government servant with higher left-over service would be considered over the one with lesser left-over service.

c) In case of tie even then, the next factor will be Number of physically/mentally challenged dependent & unmarried daughter(s).

d) In case of tie even then, the next factor will be age of the applicant, with elder applicant given preference.

e) The tie breaking factor(s) in the order indicated above would be used only to decide relative merit of the applicants scoring same points on 100-point scale and only if the applicants scoring same points cannot be accommodated against available vacancies.

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