

GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION: SPORTS BRANCH
CHHATRASAL STADIUM: MODEL TOWN: DELHI – 110009

No.DE.41/Sports/2017/214

Dated: -12.04.2018

NOTICE

This Directorate has prepared a scheme "Play & Progress" to provide assistance to school students to excel in sports. For this purpose, this Directorate intends to constitute a "Committee of Experts" of individuals having represented India in Olympic Games / won medals at Asian Games & have directly coached players. He/She should possess impeccable credentials and integrity.

Primarily, the Committee of Experts will scrutinize the applications of student players; select the student players; recommend the quantum of assistance; devise the training schedule and review their performances periodically. The sitting of the Committee may take place once a week.

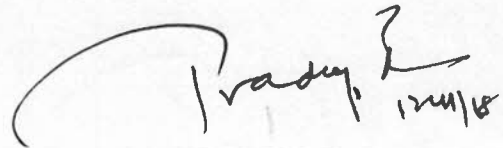
Terms and conditions and sitting fees of the Committee of Experts will be governed by the guidelines of the Finance Department, Govt. of NCT of Delhi from time to time.

The detailed scheme; existing terms and conditions and sitting fees of the Committee of Experts; Proforma of Bio data is available on website www.edudel.nic.in.

Accordingly, the nominations are invited from the desirous individuals who could be considered for this "Committee of Experts".

All such applications alongwith a self attested bio-data may be submitted at the following address latest by 26.04.2018

Office of the Dy. Director of Education (Sports),
Directorate of Education,
Govt. of NCT of Delhi,
Chhatrasal Stadium, Model Town,
Delhi-110009.



(PRADEEP TAYAL)
Asstt. Director of Edn. (Sports)
Tel: (PRADEEP TAYAL) 2700203
Asstt. Dir. of Education (Sports)
Directorate of Education
Chhatrasal Stadium, G.N.C.T. of Delhi
Model Town Delhi-110009

राष्ट्रीय राजधानी क्षेत्र दिल्ली सरकार
शिक्षा निदेशालय (खेल शाखा)
माडल टाउन : दिल्ली-110054

फाईल संख्या डी.ई./41/खेल शाखा/2018/214

दिनांक: 12/04/2018

"विशेषज्ञों की समिति" के नामांकन के लिए आवेदन आमंत्रण ।

इस निदेशालय ने उदीयमान स्कूली खिलाड़ियों को खेलों में बढ़ावा देने के लिये 'प्ले एंड प्रोग्रेस' योजना' तैयार की है । इस उद्देश्य के लिये, यह निदेशालय ऐसे व्यक्तियों की "विशेषज्ञों की समिति" का गठन करने का इरादा रखता है जिन्होंने ओलम्पिक खेलों में भारत का प्रतिनिधित्व किया हो/एशियाई खेलों में मैडल प्राप्त किये हो और खिलाड़ियों को सीधे प्रशिक्षण दिया हो व ऐसे खिलाड़ियों की उपलब्धियों और निष्ठा में कोई संदेह न हो ।

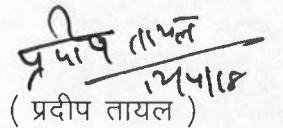
मुख्यतः, "विशेषज्ञों की समिति" इस योजना के तहत विचार करने के लिये इच्छुक खिलाड़ियों के आवेदनों की छानबीन करेगी ; स्कूली खिलाड़ियों को चुनेगी; प्रत्येक खिलाड़ी को दिये जाने वाली वित्तीय सहायता की अनुशांसा करेगी; प्रशिक्षण का प्रारूप बनाएगी और खिलाड़ियों के प्रदर्शन की समीक्षा करेगी । समिति की बैठक एक हफ्ते में एक बार की जा सकती है ।

"विशेषज्ञों की समिति" के नियम तथा अधिनियम और बैठक फीस राष्ट्रीय राजधानी क्षेत्र दिल्ली सरकार के वित्त विभाग द्वारा समय समय पर दिशा निर्देशों द्वारा तय होगी ।

उपरोक्त योजना का सम्पूर्ण विवरण; नियम तथा अधिनियम;"विशेषज्ञों की समिति" की वर्तमान बैठक फीस का ब्यौरा; बायो-डाटा का प्रारूप इत्यादि वेबसाइट www.edudel.nic.in पर उपलब्ध है ।

ऐसे सभी आवेदन, एक स्वयं साक्ष्य बायो-डाटा और सहायक दस्तावेजों के साथ निम्नलिखित पते पर दिनांक 26/04/2018 तक प्रस्तुत/प्रेषित करें :-

कार्यालय उप शिक्षा निदेशक (खेल)
छत्रसाल स्टेडियम, शिक्षा निदेशालय,
राष्ट्रीय राजधानी क्षेत्र, दिल्ली सरकार
माडल टाउन, दिल्ली-110009


(प्रदीप तायल)

सहायक शिक्षा निदेशक,
टेलीफोन नं.- 011-27005203
(PRADEEP TAYAL)
Asstt. Dir. of Education (Sports)
Directorate of Education
Chhatrazal Stadium, G.N.C.T. of Delhi
Model Town Delhi-110009

BIO-DATA

Name of the applicant :

Date of Birth :

Educational Qualification :

Correspondence Address :

Telephone Number :

E-Mail ID :

Details of present engagements :

Details of previous engagements
with Govt./PSUs/Corporation
If any? :

Achievements of applicant at International Level (write in 100 words)	Achievements of applicant at National Level (write in 100 words)

Any other relevant information :

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"Play & Progress" - A Scheme to provide Assistance to School Students to excel in sports

1. Introduction

At present, representation of Delhi in various International Competitions including Olympic, Asian Games is very limited despite the fact that Delhi ranks 'First place' in National School Games for the last so many years. Directorate of Education runs schemes where appropriate assistance to talented students is provided for competing in international tournaments. However, the need of the hour is to not only devise a scheme for identification of talent of students of Delhi but also support such talent more effectively to have a conducive system in place for development of Sports in Delhi so that participation at highest levels increases.

2. Aim

This scheme for sports talent hunt search & assistance is developed keeping in mind the requirement of identification of talent at an early stage and with the aim to provide assistance in every way including controlled training to promote and groom the talented students for participation at highest level of competitions.

3. Constitution of Implementing & Monitoring Committee i.e. Committee of Experts (CoE)

To implement and monitor the scheme in a effective manner, a Committee of Experts comprising of at least 5 members hailing from Delhi/N.C.R. having represented India in Olympic Games/ Won Medals at Asian Games & have directly coached candidates/ players and have impeccable credentials will be constituted for this purpose. The recommendations of the Committee will be advisory in nature. The committee members will be nominated by Govt. of NCT of



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Delhi. Committee of Experts may constitute sub-committee related to any aspect of the scheme.

The CoE will be required to do following tasks:

- I. Selection of eligible students for benefits under this scheme.
- II. Inclusion/ Deletion of Games after review based on future competitions/ growth of game
- III. Selection of Coaches & Supporting Staff (Physiotherapists, Nutritionists etc.)
- IV. Identification of Centers of Excellence
- V. Providing inputs regarding effective implementation of scheme
- VI. Devise training schedule in r/o selected students
- VII. Review the performance of students on yearly basis and recommendations regarding continuation of support.

The Government may nominate, change or co-opt other members of the Committee at its discretion at any stage.

Terms & Conditions and Sitting Fees of the CoE will be governed by the Circular dated 21.09.2017 of Finance Department, Government of NCT of Delhi or any other circular / instructions issued by GNCTD in this regard. Terms of reference for the Members of Committee of Experts will be finalized by the Directorate of Education with the approval of Minister of Education (Sports).

4. Games to be promoted:

To start with, following games are identified which regularly feature at highest level and the students of Delhi actively participate in these games. These games are among the 'Priority Games' as identified by Govt. of India as well as S.G.F.I.:

1. Athletics
2. Badminton
3. Swimming

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4. Hockey
5. Wrestling (Boys & Girls)
6. Cricket
7. Football
8. Boxing
9. Gymnastics
10. Kabaddi
11. Basketball
12. Judo/ Karate
13. Table Tennis
14. Baseball

The list of games may be amended/extended based on the future requirements by the Committee of Experts and agreement of GNCT of Delhi.

5. Selection & Assistance to students

(A) Selection of eligible talented students

Talented and eligible students studying in schools situated within Delhi will be selected by the Committee of Experts in fair and transparent manner based on the following criteria:

- (a) In individual games, he/she is ranked among the top 8 Delhi State Ranking/ Rating maintained by Delhi State Sports Associations in Individual Sports as on 31st December of previous calendar year in respective age category in any of the game mentioned above.

OR

In team games, he / she is a member of Delhi state team for competing in identified national championship / national tournaments in the last one year.

OR

He/She has showed extraordinary performance in his/ her age category at State Level/ National Level by equaling or

setting up new record in identified national / Delhi state championship / tournament.

- (b) Age Limit: Any student below the age of 17 years as on 31st December of a previous calendar year or any student studying upto Class XI of previous calendar year will be considered for selection in this scheme.
- (c) The student should be a bonafide resident of Delhi for the last three year and/or regular student of any school situated in Delhi, for past 3 years.

6. Assistance to talented Students

(a) Financial Assistance

- (i) The selected student will be provided financial assistance for his/her requirements related to his/her food & nutrition, sports equipments & kits, medical insurance and travel within the country. The maximum ceiling of financial assistance will be Rs 2 Lakh for students upto age of 14 years and 3 lakhs upto age of 17 years or actual which is less. The students selected under this scheme will be suitably insured for Rs. 5.00 lakh towards medical insurance and Rs. 5.00 lakh towards accident insurance to meet out any medical need including injuries related to sports.
- (ii) The Directorate of Education may consider enhancement of support to sportspersons upto 20% in a calendar year in special cases but only after duly recording the reasons behind the enhancement and approval of Competent Authority.

(b) Specialized Training & Support Services to Selected Students

One of the major issues being faced by the sportspersons participating in competitions is lack of proper training facilities including absence of able coaches & other support staff due to which the performance hampers in negative way. In most of the cases, it is felt that non-

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availability of coaches/ high cost of coaching is major obstacle in the growth of sportsperson as there is acute shortage of able & qualified coaches in market. Best of the coaches are hired by reputed Academies on market rates and they charge huge fees from sportspersons for training.

It is also pertinent to mention here that Dte. of Education has acute shortage of coaches for which process of creation of posts has been initiated already. The coaches presently employed with Dte. of Education have to cater to coaching needs of large number of students and it is not possible to provide specialized training to top performing students round the year by segregating them from other students.

In the scheme, proper emphasis will be placed on the training aspect of selected students.

7. Action Plan for Providing Training & Related Support Services

In order to address the issue related to training, following action plan is proposed:

(i) **Setting aside of "Specialised Training Fund"**

To perform various functions related to training in a independent and professional manner, the Directorate of Education will keep a special budgetary provision of "Specialized Training Fund" in the existing scheme of "Promotion of Sports & Games Activities" where an amount of Rs 1 Lakh per selected student per year will be earmarked for utilization. This fund will be at the disposal of CoE for payment of salaries to staff engaged exclusively for this scheme and to meet out any other exigencies after approval of Government.



(ii) Development of Sport Specific Pool

After selection of talented students as per the eligibility criteria mentioned above, Committee of Experts will place them in the sport specific pool. These sport specific pool will admit students who are selected by the Committee of Experts only. Every sport specific pool will have a designated 'Home Ground' for various competitions. The proposed list of "Home Grounds" are mentioned in Annexure-A, However, CoE will be at liberty to make any changes in the list.

(iii) Specific Centers for training of particular game

After the students are placed at the disposal of concerned Sport Specific Pool, they will be further nominated and admitted to the specific Govt. Sports Center for training which may be designated as "Centers of Excellence" for the respective game. These centers will be selected by committee by taking into consideration various aspects such as ease of access, availability of talent, existing infrastructure, space for future growth etc. The proposed list of these "Centers of Excellence" is attached as Annexure-A. The list is prepared on the basis of existing infrastructure available at the venues. Any upgradation in facilities as recommended by CoE will be carried out at the "Centers of Excellence" in due course of time. In addition, Directorate of Education would tie up with Delhi Development Authority and Sports Authority of India for their centres for sports specific training for children, where required.

Illustration:

After selection of talented students of Wrestling, Committee of Experts will place them under the "Delhi Govt. Wrestling Talent Pool". Wrestling may have more than one "Center of Excellence". The committee will then nominate/admit these students to these venues where they

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will undergo training. The group of players may be rotated in case of need.

(iv) **Selection of Coaches & Supporting Staff**

(a) **Coaches**

The coaches for these "Center of Excellence" will be selected by Implementing and Monitoring Committee i.e. Committee of Experts. These coaches will be engaged on contractual basis with the best remuneration being provided in the market initially for a period of 2 years. These coaches will provide training to students with the best techniques and practices being followed worldwide. The CoE will also evaluate the performance of these coaches on yearly basis as per the criteria decided by the committee. Coaches will maintain record related to coaching, performance etc of each student.

(b) **Support Staff**

In order to assist Coaches & to address issues related to physical health and well being, best of supporting staff i.e. Nutritionist (For 3-4 centres), Physiotherapist (for each centre) will also be hired by Committee with the approval of Directorate of Education on the prevalent remuneration as this aspect is often overlooked despite having a significant impact on the performance of sportsperson. Terms & conditions of hiring will be got approved from the Competent Authority.

(v) **Use of Science and Technology in training**

"Center of Excellence" will also house state of the art facilities which will monitor and evaluate the performance of students undergoing training at the venue in real time. This will assist the coaching team to make necessary changes in the routine, nutrition & techniques of the student.

8. Time period of Assistance

Assistance will be provided to students selected under this scheme, initially for a period of 2 years. After that, the continuation will be extendable on yearly basis. However, his/her performance will be evaluated on yearly basis. If performance of any student is not found satisfactory by the committee in the two consecutive evaluations, the assistance will be withdrawn.

Illustration

Student 'A' is admitted in Football Academy for a period of 2 years. His performance after first evaluation after one year is found to be satisfactory by the Committee of Experts. During his second evaluation, he was not found up to the mark but his assistance will continue. The withdrawal /continuation of assistance will then be decided on his performance in third evaluation.

9. Staff requirement

In order to assist Committee of Experts in day to day smooth functioning, adequate staff will be required. Hiring of staff will preferably be made initially on contractual basis and after two years, review of the scheme will be done and proposal of creation of posts will be accordingly moved. For this purpose, staff as under will be engaged:

1. Three Project Officers (One for 5 games)- To be engaged on diverted capacity/ deputation or on contractual basis on the remuneration equivalent to Section Officer (Grade Pay 4800 Sixth Pay Commission)
2. Six Assistant Project Officers - To be appointed on diverted capacity/ deputation or on contractual basis on the remuneration equivalent to Senior Assistant (Grade Pay 4600 Sixth Pay Commission)



3. 5 Data Entry Operator & M.T.S. Staff - On contractual basis (Grade Pay 1800 & 1900)

Proposal for creation of posts will be taken up subsequently with the approval of Competent Authority, after 2 years of scheme evaluating its efficacy. Terms and conditions of engagement will be got approved from Competent Authority.

10. Evaluation Criteria

Committee of Experts will develop mechanism for qualitative and quantitative evaluation of students as well as the supporting staff in due course of time.

The Directorate of Education will set up a grievance redressal mechanism for the sportspersons.

11. Financial Aspect of Scheme:

(a) Support by Government

This scheme will be supported by Govt. of NCT of Delhi to streamline, develop and implement the scheme. The expenses related to financial assistance and the budgetary provision for "Specialized Training Fund" will be made by Government

However, efforts will be made to minimize the dependability on Govt. for funds by initiating various initiatives related to Corporate Social Responsibility and sponsorship by interested groups.

(b) Generating revenue from C.S.R. and sponsorship

Efforts will be made to rope in Corporate Houses to promote this scheme through Corporate Social Responsibility (C.S.R.) and through sponsorship of the academies/ Center of Excellence as there is lot of potential for revenue generation. Concerned Sports Federation and Private players excelling in



the field of sports will also be encouraged to provide their inputs regarding the new techniques/ rules which may assist students as well as supporting staff in keeping the pace with the international standards.

12. General Information:

- (a) A player, selected under this scheme, will have to represent Delhi in all competitions where he / she intends to participate during the time period of assistance.
- (b) In case of any dispute or interpretation of the scheme, the decision of the Directorate of Education will be final and binding upon the player and coach.
- (c) The Directorate of Education, GNCT Delhi reserves the right to change / alter / withdraw any / all terms and conditions of the scheme.
- (d) If at any stage, a sportsperson receiving the assistance from the Government, is found guilty of age fraud or indulged in doping or getting the assistance from any other state / UT, then the assistance will be stopped with immediate effect. Recoveries will also be made of the assistance already provided.
- (e) If a sportsperson / student avails the financial assistance from other scheme of GNCTD or from Govt. of India or from any other sports association, then he / she will not be eligible to receive assistance under this scheme for the same purpose.
- (f) Sportspersons applying for assistance under this scheme will furnish information about assistance received in kind or cash from any other source for the same purpose.

ANNEXURE-A

PROPOSED CENTRES OF EXCELENCE		
Name of the Game	No. of Centres	Name of the Centre of Excellence
Athletics	2	Chhatrasal Stadium East Vinod Nagar Sports Complex
Badminton	1	Ludlow Castle Sports Complex
Swimming	1	GBSSS, Sector-6, R.K. Puram
Hockey	2	SBV, Ashok Nagar GGSSS, Ghummanhera
Wrestling	2	Chhatrasal Stadium Najafgarh Stadium(For Girls)
Cricket	1	Bharat Nagar Cricket Complex, Ashok Nagar
Football	1	Thyagraj Stadium
Boxing	2	Rajiv Gandhi Stadium, Bawana
Gymnastics	1	SBV, Moti Nagar
Kabaddi	2	Chhatrasal Stadium Najafgarh Stadium
Basketball	1	Thyagraj Stadium
Judo/Karatae	1	Thyagraj Stadium
Table Tennis	1	Thyagraj Stadium
Total	18	



F. No.31/Fin. (Estb-III)/2017/ *dey/1118*
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
FINANCE DEPARTMENT
4TH LEVEL, 'A WING' DELHI SECRETARIAT.
I.P. ESTATE, NEW DELHI 110002
CD No:- 012433322

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Dated: *21/8/17*

ENDORSEMENT

The copies of the under mentioned papers are forwarded herewith for information and necessary action to the following:-

1. All Heads of Department, Govt. of NCT of Delhi.
2. All Pay & Accounts Officers, Pay and Accounts Office, Vikas Bhawan, Govt. of NCT of Delhi.
3. All Heads of Autonomous Bodies, Govt of NCT of Delhi.
4. Commissioner M.C.D.(North, East & South), Town Hall, Chandni Chowk, Delhi.
5. Chairperson, NDMC, Palika Kendra, New Delhi.
6. Chief Executive Officer, Delhi Cantonment Board, Delhi.
7. CEO, Delhi Urban Shelter Improvement Board, I.P. Estate, New Delhi.
8. Asstt. Programmer with the direction to upload the same on Website of Finance Department.
9. Guard File.

Manoj Kumar
(MANOJ KUMAR)
DY. SECRETARY-V(FINANCE)

List of paper forwarded

S N o	Name of the Ministry/Deptt.	O.M. No. and Date	Subject
1	Department of Expenditure, Ministry of Finance, GOI	No.19047/10/2016-E-IV, Dated: 12.04.2017	Delegation of powers to Ministries/Departments for payment of sitting fee in r/o Non-Officials of Committees/Panels/Boards etc.
3.	Department of Expenditure(E-III Branch), Ministry of Finance, Govt. of India	No. 7/4/2014/E-III(A), Dated: 19.09.2017	Grant of Non-Productivity Linked Bonus (Ad-hoc Bonus) to Central Government Employees for the year 2016-17

No.19047/10/2016-E-IV
Government of India
Ministry of Finance
Department of Expenditure

North Block, New Delhi.
Dated: 12.04.2017

OFFICE MEMORANDUM

Subject: Delegation of powers to Ministries/ Departments for payment of Sitting Fee In respect of Non-officials of Committees/ Panels/ Boards etc.

The undersigned is directed to state that the issues related to payment of Sitting Fee to Non-officials of Committees/Panels/Boards etc. have been examined in D/O Expenditure. It has been decided that Administrative Secretaries of the Ministries/ Departments may decide the Sitting Fee in respect of Non-officials of Committees/Panels/Boards etc. in consultation with their Financial Advisors and with the approval of their Ministers.

2. While considering the proposals for payment of Sitting Fee to Non-officials, the Ministries/Departments are directed to keep in view the following instructions/guidelines:-

- 2.1. **Categorisation of Committees:** For the purpose of payment of Sitting Fee, Committees/Boards/panels are categorized into following three categories:-
- (i) **High Level Committee :** In terms of Cabinet Secretariat Circular No. 1/16/1/2000-Cab. dated 15.04.2002, a High Level Committee is a Committee set up with the approval of Hon'ble Prime Minister through the Cabinet Secretary and presided over by a high ranking dignitary e.g. a Minister, a Judge of the Supreme Court of India, a Vice-Chancellor etc. including prominent persons in public life as Members.
 - (ii) **Technical or Expert Committee:** A Technical or Expert Committee is a Committee constituted to discharge functions as prescribed under Acts/Rules/Subordinate legislation on the subject. Such Committee is to be set up with the approval of the Minister of the concerned Ministry. In case any Member of Parliament is included in the Committee, the prior approval of Prime Minister to their inclusion is to be obtained in terms of Cabinet Secretariat Circular No.1/16/1/2000-Cab. dated 15.04.2002.
 - (iii) **Other Committees:** All other Committees will be covered under this category. These Committees will be constituted with the approval of the Administrative Secretary or Minister.

2.2 **Definition of a Non-official :** For the purpose of grant of Sitting Fee only such persons are to be considered as Non-officials who are not employed in any institution/ organisation/body funded by the Central Government.

Contd...2/-

GO 74/2014 (III A)
Government of India
Ministry of Finance
Department of Expenditure
11, III A Building

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New Delhi, New Delhi
19 September 2017

Gen AD/2017/68825

OFFICE MEMORANDUM

Subject: Grant of Non-Productivity Linked Bonus (ad-hoc bonus) to Central Government Employees for the year 2016-17

The undersigned is directed to convey the sanction of the President to the grant of Non-Productivity Linked Bonus (ad-hoc Bonus) equivalent to 15 days emoluments for the accounting year 2016-17 to the Central Government employees in Group 'C' and all non-gazetted employees in Group 'B' who are not covered by any Productivity Linked Bonus Scheme. The calculation ceiling for payment of ad-hoc Bonus under these orders shall be monthly emoluments of Rs. 7000/- as revised w.e.f. 01/04/2014 vide O.M. No. 74/2014 (III A), dated 29th August 2016. The payment of ad-hoc Bonus under these orders can also be admissible to the eligible employees of Central Para Military Forces and Armed Forces. The orders will be deemed to be extended to the employees of Union Territory Administration which follow the Central Government pattern of emoluments and are not covered by any other bonus or ex-gratia scheme.

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2. The benefit will be admissible subject to the following terms and conditions:

(i) Only those employees who were in service as on 31.3.2017 and have rendered at least six months of continuous service during the year 2016-17 will be eligible for payment under these orders. Pro-rata payment will be admissible to the eligible employees for period of continuous service during the year from six months to a full year, the eligibility period being taken in terms of number of months of service (rounded off to the nearest number of months).

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(ii) The quantum of Non-PLB (ad-hoc bonus) will be worked out on the basis of average emoluments/calculation ceiling whichever is lower. To calculate Non-PLB (Ad-hoc bonus) for one day, the average emoluments in a year will be divided by 364 (average number of days in a month). This will thereafter be multiplied by the number of days of bonus granted. To illustrate, taking the calculation ceiling of monthly emoluments of Rs. 7000/- (where actual average emoluments exceed Rs. 7000/-), Non-PLB (Ad-hoc Bonus) for thirty days would work out to Rs. 7000/- x 30/364 = Rs. 5907.85 (rounded off to Rs. 5908/-).

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(iii) The casual labour who have worked in offices following a 7-days week for at least 247 days for each year for 3 years or more (207 days in each year for 3 years or more in the case of offices observing 5-day week) will be eligible for this Non-PLB (ad-hoc Bonus) Payment. The amount of Non-PLB (ad-hoc bonus)

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3. **Rates of Sitting Fee:** On the basis of categorisation of Committees viz. High Level Committee, Technical or Expert Committee and Other Committees, The Ministries/Departments shall ensure that the maximum rates of Sitting Fee to be paid to Non-official Chairman/ Members will not be more than the following:-

- (i) High Level Committee : Not more than Rs.10,000/- per day of Sitting.
- (ii) Technical or Expert Committee : Not more than Rs.6000/- per day of Sitting.
- (iii) Other Committees : Not more than Rs.4000/- per day of Sitting.

4. For arriving at the rates of the Sitting Fee to Non-official Chairman and Members of the Committees/Boards/Panels, the Ministries/Department shall observe the following conditions:

- i. While considering the amount of Sitting Fee, the Ministries/Departments have to keep in view facts such as nature and scope of the Committee, importance of the subject assigned to the Committee, category of the Committee (i.e. High level Committee, Technical or Expert Committee or other Committee), level/ status of Chairperson/ Members, duration of the Committee, frequency of meetings, Terms of Reference of the Committee etc.
 - ii. In no case, the ceiling should exceed 10 meetings in a month in respect of all categories of Committees viz. High Level, Technical or Expert Committees and Other Committee. It is presumed that such committees are constituted for a limited duration specified in the order.
 - iii. It is clarified that the Govt. employees nominated to such Committees/ Boards/ Panels etc. will not be entitled to Sitting Fee.
 - iv. Cases seeking deviation from the above norms may be referred to M/o Finance giving full justification for seeking deviation.
3. These instructions will be effective from the date of issue of this O.M.
4. This is issued with the approval of Finance Minister.

Dev
12/04/2017
(Nirmala Dev)

Deputy Secretary to the Government of India
Telefax. 23093276

- 1. Secretaries of all Ministries/ Department (as per standard list).
- 2. Financial Advisers of all Ministries/ Departments (as per standard list).
- 3. Cabinet Secretariat - For information.

Rs. 1,200/- per month. In cases where the actual emoluments fall below Rs. 1,200/- p.m., the amount will be calculated on actual monthly emoluments. 82


(ii) All payments on these orders will be rounded off to the nearest rupee.

(iii) Vantage points regarding regulation of Ad-hoc Non-PIB Bonus are given in the Annexure.

3. The expenditure on this account will be debitable to the respective Heads to which the pay and allowances of these employees are debited.

4. The expenditure to be incurred on account of Non-PIB (Ad-hoc Bonus) is to be met from within the sanctioned budget provision of concerned Ministries/Departments for the current year.

5. In so far as the persons serving in the Indian Audit and Accounts Department are concerned, these orders are issued in consultation with the Comptroller and Auditor General of India.


(Amar Nath Singh)
Director

To

All Ministries/Departments of the Government of India as per standard list etc.

Copy (with usual no. of spare copies) forwarded to C&AG, UPSC etc. as per standard list.

ANNEXURE

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Point	Clarification
1. Whether the employees in the following categories are eligible for the benefit of ad-hoc bonus for an accounting year	Subject to completion of minimum six months continuous service and based on a certificate of 31 st March 2017.
(a) Employees appointed on purely temporary ad-hoc basis	(a) Yes if there is no break in service.
(b) Employees who resigned/retired from service or expired before 31 st March 2017	(b) As a special case, only those persons who opted/retired or retired on medical grounds or died before 31 st March 2017 but after completing at least six months regular service during the year will be eligible for the ad-hoc bonus on pro-rata basis in terms of nearest number of months of service.
(c) Employees on deputation/foreign service terms to state governments U.I. Governments Public Sector Undertakings etc. on 31 st March 2017	(c) Such employees are not eligible for the ad-hoc bonus to be paid by the lending departments. In such cases the liability to pay ad-hoc bonus lies with the borrowing organization depending upon the ad-hoc bonus/PLB/ex-gratia/incentive payment scheme, if any, in force in the borrowing organization.
(d) Employees who reverted during accounting year from deputation on foreign service with the organizations indicated in 'C' above.	(d) The total amount of bonus/ex-gratia received for the accounting year from foreign employer and the ad-hoc bonus, if any, due from a central government office for the period after reversion will be restricted to the amount due under ad-hoc bonus as per these orders.
(e) Employees from state Government/U.I. Admn./Public Sector Undertakings on reverse deputation with the Central Government	(e) Yes they are eligible for ad-hoc bonus to be paid by the borrowing departments in terms of these orders, provided no additional incentive as part of terms of deputation, other than Deputation Allowance, is paid and the lending authorities have no objection.
(f) Superannuated employees who were re-employed	(f) Re-employment (non) term employment, eligibility period is to be

... shall be treated as if the total amount admissible is any for prior to superannuation and that for the employment period being restricted to the maximum admissible under ad-hoc bonus under these orders

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(i) Employees who have not done study leaves at any time during the accounting year

... Except in the case of leave without pay the period of leave of other kinds will be included for the purpose of working out eligibility period. The period of L.O.L. etc. non will be excluded from eligibility period but will not count as break in service for the purpose of ad-hoc bonus

(ii) Contract employees

(ii) Yes if the employees are eligible for benefits like dearness allowance and interim relief. Categories not eligible for these benefits would be considered at par with casual labor in terms of ad-hoc bonus orders

(iii) Employees under suspension at any time during the accounting year

(iii) Subsistence allowance given to an employee under suspension for a period in the accounting year cannot be treated as emoluments. Such an employee becomes eligible for the benefit of ad-hoc bonus if and when reinstated with benefit of emoluments for the period of suspension and in other cases such period will be excluded for the purpose of eligibility as in the case of employees on leave without pay

(iv) Employees transferred from one Ministry/Department/Office covered by ad-hoc bonus orders to another within the Government of India or a Union Territory Government covered by ad hoc bonus orders and vice versa

(iv) Employees who are transferred from any of the Ministry/Department/Office covered by ad-hoc bonus orders to another such office without break in service will be eligible on the basis of combined period of service in the different organizations. Those who are nominated on the basis of a limited departmental or open competitive exam from one organization to a different organization will also be eligible for the ad-hoc bonus. The payment will be made only by the organization where he was employed as on 31st March, 2017 and no adjustments

with the Government Employer will be necessary.

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(k) Employees who are transferred from a Government Department/Organization covered by ad-hoc bonus orders to a Government Department/Organization covered by productivity-linked bonus scheme or vice versa.

(k) They may be paid what would have been paid on the basis of emoluments in ad-hoc bonus orders if transferred in the same year as the removal. They are productivity-linked bonus. The amount to calculate bonus to be paid to the employee where he was working on 31st March 2017 and/or at the time of payment.

(l) Part-time employees engaged on nominal fixed payment

(l) Not eligible

2. Whether ad-hoc bonus is payable to casual labour for an accounting year in the following cases:

(a) Those who have put in specified number of days of work in different offices during each of the three years ending with the said accounting year

(a) The eligibility is to be worked out for three years from the said accounting year backwards. The period of 240 days of work in each of these years may be arrived at by combining the number of days worked in more than one offices of the government of India for which bonus ex-gratia or incentive payment has not been earned and received.

(b) Casual labour who were not in work on 31st March 2017

(b) The condition of being in employment on 31st March 2017 as laid down in these orders is applicable to regular Government Employees and not to casual labour.

(c) Those who have put in at least specified number of days of work in each of two years preceding the accounting year but are short of this limit due to regularization in employment in the said accounting year

(c) If a casual labour who has been regularized in the accounting year does not fulfill the minimum continuous service of six months as on 31st March 2017 and therefore cannot be granted benefit as a regular employee, he may be allowed the benefits for a casual labour provided the period of regular service in the said year is added to the period of work as casual labour works out to at least specified number of days in that accounting year.