CIRCULAR

Sub:- Grant of incentive for accruing higher qualification – inclusion of additional qualification / Review of the qualification listed in the Annexure to Department of Personnel & Training O.M. No. 1/2/89-Estt.(Pay-I) dated 09/04/1999 -reg.

Please find enclosed herewith a copy of letter No. F.8113120IIIS.1I65 dated 06.01.2014 received from Services Department, GNCT of Delhi enclosing therewith following Office Memorandums from Govt. of India for information and necessary action:

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Name of the Ministry</th>
<th>OM No. &amp; Date</th>
<th>Subject</th>
</tr>
</thead>
</table>

Encls.: As above.

_Spl. Director of Education (Coord.)_

(Sashi Kaushal)

No.30-3(17)/(2)/Cir./Coord/2013/ 1863 - 1892

Dated:- 18/3/14

Copy for information and necessary action to:-

1. PS to Pr. Secretary (Education), GNCT of Delhi, Old Secretariat, Delhi-54.
2. PS to Director (Education), Dte. of Edn., Delhi-54.
3. PA to Spl. Director of Education (Finance.), Dte. of Edn., Delhi-54.
4. PA to Addl. Director of Education (Admn.), Dte. of Edn., Delhi-54.
5. PA to Addl. Director of Education (School), Dte. of Edn., Delhi-54.
6. DCA, Directorate of Education, Delhi.
7. All R Ds E/ D Ds E of Districts/ HOS, Dte. of Edn., Delhi (through website).
8. All Branches of Head Quarter through website of the department.
9. OS (IT) with the request to upload the circular on the website.

(Sashi Kaushal)

_Spl. Director of Education (Coord.)_
To

All Principal Secretaries/Secretaries/HODs/
Local/Autonomous Bodies/Public Undertakings,
Govt. of NCT of Delhi,
Delhi/New Delhi.

Sub: Grant of incentive for acquiring higher qualification – Inclusion of additional qualification/Review of the qualifications listed in the Annexure to Department of Personnel & Training O.M. No. 1/2/89-Estt.(Pay-I) dated 09.04.1999 – reg.

Sir/Madam,


It is requested that your comments on the proposal may be sent to Services Department by 20th January, 2014.

Yours faithfully,

(KAILASH CHANDRA)
SECRETARY (SERVICES)

Encl: As above

No.F.8/13/2011/S.I./

Dated:

Copy forwarded to Shri Mukesh Chaturvedi, Deputy Secretary to the Government of India, Ministry of Personnel, Public Grievances and Pensions, Department of Personnel & Training, North Block, New Delhi.

(KAILASH CHANDRA)
SECRETARY (SERVICES)
OFFICE MEMORANDUM

Subject: Grant of incentive for acquiring higher qualifications - Inclusion of additional qualifications / Review of the qualifications listed in the Annexure to this Department's OM No.1/2/89-Estt.(Pay-I) dated 9/4/1999 - reg

The undersigned is directed to refer this Department's OM of even number dated 29-3-1999 and subsequent reminders of even number dated 17.6.2009, 20.8.2009, 30.10.2009, 7.1.2010 and 23.3.2010 calling for suggestions regarding addition / deletion of qualifications listed in the Annexure to this Department's OM dated 9.4.1999.

2. Even after lapse of considerable time, no inputs in this regard have been received from Ministries / Departments, except Department of Revenue, Ministry of Finance.

3. All the Ministries / Departments are, therefore, requested to furnish their suggestions in this regard to this Department within 30 days from the date of issuance of this OM, before a final decision is taken in the matter. This OM may please be given wide publicity.

(Mukesh Chaturvedi)
Deputy Secretary to the Government of India
Tel. 2309 3176

To

All Ministries / Departments
NIC, DoP&T, with a request to upload the OM on the Department's website under "What's new"
Subject:- Incentive for acquiring fresh higher qualifications.

The undersigned is directed to say that in pursuance of the recommendation made by the Fourth Central Pay Commission, the question of grant of Incentive on acquiring higher qualifications was considered by the Government and a centralized committee constituted. The Ministries/Departments of Government of India were advised vide this Department’s O.M. of even number dated the 28th June, 1993 that from the financial year 1993-94, the present system of giving advance increments shall be replaced by grant of lump-sum amount as Incentive. Policy guidelines were also provided to consider grant of lump-sum incentive for acquiring fresh qualifications for which presently there is no scheme for grant of advance increments. The Ministries/Departments were requested to review the existing schemes in the light of the aforesaid guidelines.

On the basis of information received from various Ministries/Departments, the matter was considered by the Government and the standardised scales of lump-sum incentives in respect of the existing increment based schemes were issued vide O.M. of even number dated 31st Jan. 1995.

The question of finalising fresh qualifications (in addition to the ones which presently qualify for grant of this Incentive) which would merit grant of lump-sum incentive was considered by the centralised committee and after taking into account the recommendations made by the Fifth Central Pay Commission in Chapter 23 of their supplementary report No.1., it has been decided to grant lump-sum incentive on acquiring fresh qualifications listed in the annexure. The grant of Incentive in respect of these qualifications will be subject to fulfillment of the criteria laid down in this Department’s O.M. dated 28th June, 1993 referred to above. The incentive will not be available for the qualifications which are laid down as essential or desirable qualifications in the recruitment rules for the post. The quantum of Incentive will be uniform for all posts irrespective of their classification or grade or the department. The Incentive will not be admissible where the government servant is sponsored by the government or he avails of study leave for acquiring the qualification. The Incentive would be given only for higher qualification acquired after induction into service and will not apply for the incentives now being given in the existing schemes for possession of higher qualification at an entry stage. No incentive would be admissible if an appointment is made in relaxation of the educational qualification. No Incentive would be admissible if employee acquires the requisite qualification for such
appointment at a later date. The acquisition of the qualification should be directly related to the functions of the post held by him/her or to the functions to be performed in the next higher post. There should be direct nexus between the functions of the post and the qualification acquired and that it should contribute to the efficiency of the government servant. The qualifications meriting grant of incentive should be recognised by the All India Council for Technical Education, Department of Electronics, Deemed University, University or recognised by the Government. No stepping up of pay shall be allowed in the case of juniors by virtue of drawing more pay under the scheme of advance increments.

The grant of incentive for the qualifications listed in the annexure may be considered by the administrative authorities in consultation with their integrated finance and necessary orders issued after ensuring that the criteria laid down above is fulfilled. The incentive will be admissible on acquiring these qualifications on or after the date of issue of these orders.

Should any of the Ministries/Departments consider the extension of the incentive scheme to qualifications other than those listed in the annexure necessary, this should be done only with the prior approval of this Department and the Ministry of Finance.

The Ministry of Agriculture and Cooperation etc. are requested to bring these instructions to the notice of all concerned. In so far as the persons working in the Indian Audit & Accounts Department are concerned, these orders issue in consultation with the Comptroller & Auditor General of India.

Sd/-
(J. Wilson)
Deputy Secretary to the Government of India

Annexure to Department of Personnel & Training's O.M. No. 12/89 Estt. (Pay I)
Dated 31st March, 1999

Qualification Lump-sum Incentive

1. Degree in Engineering or equivalent in the Rs. 8,000/- respective discipline

2. Post Graduate degree or equivalent Rs. 10,000/- in Engineering in respective discipline

3. Ph.D in the filed relevant to the functions of Rs. 10,000/- the government servant

http://persmin.gov.in/WriteData/CircularNotification/ScanDocument/pay1_higher.htm 6/19/2009
1. Diploma or equivalent in Computer Science/ Rs. 4,000/-
   Computer Applications/Information Technology relevant to the functions of the government servant

5. PG Diploma in Computer Science/Computer Rs. 6,000/-
   Applications/Information Technology relevant to the functions of the Government servant

6. Degree in Computer Science/Computer Applications/Rs. 8,000/-
   Information Technology relevant to the functions of the government servant

7. Post Graduate Degree in Computer Science/ Rs. 10,000/-
   Computer Applications/Information Technology relevant to the functions of the government servant

8. P.G.Diploma in Materials Management from Rs. 6,000/-
   Institute/University/Deemed University etc. recognised By the All India Council for Technical Education
   Government of India

9. (a) on passing Intermediate/Part I Examination Rs. 4,000/-
   of the Institute of Chartered Accountants of India, Cost & Works Accountants of India/Institute of Chartered Financial Analysts of India

(b) On passing final examination of Institute Rs. 8,000/-
   of Chartered Accountants of India / Cost & Works Accountants of India/ Institute of Chartered Financial Analysts of India
   (a) On passing intermediate examination of the Rs. 2,000/-
      Institute of Company secretaries of India
   (b) On passing final Examination of the Rs. 4,000/-
      Institute of Company Secretaries of India

11. Multi skill diploma in relevant fields Rs. 4,000/-

12. PG/Ph.D in Veterinary Science Rs. 10,000/-

http://persmin.gov.in/WriteData/CircularNotification/ScanDocument/pay1_higher.htm 6/19/2009
OFFICE MEMORANDUM

Subject: Grant of incentive for acquiring higher qualification - Inclusion of additional qualifications/Review of the qualifications listed in the Annexure to this Department’s OM No. 1/2/89-Estt(Pay-I) dated 9.4.99.

The undersigned is directed to refer to this Department’s OM of even number dated 28.4.2009 regarding grant of incentive for acquiring fresh higher qualifications.

It is proposed to undertake a review of the qualifications listed in this Department’s Office Memorandum dated 9.4.99. All the Ministries/Departments are requested to furnish their considered views/suggestions regarding addition/deletion of qualifications listed in the Annexure to OM dated 9.4.99 to this Department within 30 days from the date of issuance of this OM.

(Rita Mathur)
Director(Pay/PIC)

To

All the Ministries/Departments as per standard list.

Copy to: NEC for uploading at the earliest, this OM Reminder along with our earlier OM dated 28.4.2009 under the head ‘Pay’ in “What’s New” Column of the website of this Department.