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संयुक्त सचिव ( पुलिस-I )

**M. GOPAL REDDY, IAS**

Joint Secretary ( Police -I )



भारत सरकार

गृह मंत्रालय

नार्थ ब्लॉक, नई दिल्ली - 110001

GOVERNMENT OF INDIA  
MINISTRY OF HOME AFFAIRS  
NORTH BLOCK, NEW DELHI - 110001

**D.O. No. I-21023/31/2015-IPS.III**

2<sup>nd</sup> December, 2015

The Ministry of Home Affairs invites nominations of IPS officers for Central deputation every year from various States/Cadres for filling up the vacancies at various levels, i.e. from Superintendent to Director General.

2. **For the year 2016 you are requested to send the nominations for the purpose (latest by 31.01.2016).** The detailed guidelines for drawing up the list of the officers, as given in **Annexure-I**, may please be strictly adhered to while forwarding the names of IPS officers for Central Deputation.

3. The Central Deputation Reserve (CDR) of each IPS cadre determines the extent to which the number of officers could be sent on deputation to Government of India. However, it has been the experience that either the offer lists of some States contain larger number of names vis-a-vis CDR utilization or the number of officers offered is too less.

4. From the point of view of proper cadre management, it is necessary to ensure a satisfactory utilization of CDR by movement of officers from the States to the Centre. It would, therefore, be appropriate if a conscious attempt is made by the State Governments to forward the names of officers for deputation under the Government of India in such a manner that, as far as possible, every eligible officer gets an opportunity to serve at the Centre at least once at the middle level and again at the senior level.

5. While sponsoring officers, care may be taken to ensure that officers of different levels/ranks are adequately and proportionately represented. It is necessary to ensure that names of sufficient number of officers are made available on offer at various levels for Central Deputation.

6. A detailed exercise is undertaken before an officer is selected for a post under the Central Government. Very often it is seen that the State Governments withdraw the name of the officer(s) from offer subsequent to their selection to a post or do not relieve them for taking up the assignment at the Centre consequent upon their selection. This results in considerable delay in placement of officers at the Centre and adversely impacts the entire process of selection, deputation and cadre management.

7. The Government of India have been following the policy of debaring officers from Central Deputation for five years if any officer, on being selected, does not join within one month of issue of his/her appointment order, either on account of personal disinclination or on refusal by the concerned State Government to relieve the officer. Therefore, it may be ensured that an officer, once placed on the offer list, continues to be available for consideration throughout the year and his name should not be withdrawn during this period barring in

exceptional circumstances, and even in such an event, an intimation of change in the availability status of the officer should be given at the earliest opportunity and definitely before his selection.

8. Those officers who have not completed the required "cooling off" period in the cadre may not be included in the offer list till completion of the 'cooling off' period.

9. Based on previous experience it has been noticed that many States forward names of such officers for inclusion in the offer list, who have either not completed their "cooling off" period or are debarred for consideration for Central deputation. Names of such officers should not be placed in the offer list sent by the State Governments.

10. To facilitate speedy processing of the nominations, all relevant details may kindly be forwarded under the signature of an officer of the rank of not less than Joint Secretary to the State Government.

11. The 'offer list' of 2015 received from the State Governments will be in operation till December, 2015.

12. The details of this letter are also being placed on this Ministry's website at <http://mha.nic.in>.

Yours Sincerely,




(M. GOPAL REDDY)

To

1. The Chief Secretaries of all States except UTs.
2. The Joint Secretary (UT), MHA.

Copy to:-

1. Guard File/IPS-II/DOP&T/
2. SO(IT), NIC – for placing the same on the website of MHA.



(M. GOPAL REDDY)

## Annexure-I

### Guidelines for the preparation of offer list for consideration for appointments to the posts of DG/Additional DG/IG/DIG/SP under the Government of India during the year 2016.

#### 1. ELIGIBILITY

- (a) Empanelled officers as Director General at the Centre
- (b) Empanelled officers as Additional Director General at the Centre
- (c) Empanelled officers as Inspector General at the Centre
- (d) Empanelled officers as Deputy Inspector General at the Centre
- (e) Superintendent of Police

*[Officers upto 2009 batches (for IB, NIA and R&AW upto 2011 batches)].*

#### 2. "COOLING OFF" PERIOD

An officer will be considered for deputation to the Central Government for the posts of SP, DIG and IG only if he has completed "cooling off" period of three years prior to the proposed date of his appointment at the Centre, after his previous Central Deputation, if any. In the case of IPS officers borne on the cadres of Assam-Meghalaya, Manipur- Tripura, Nagaland, Sikkim, Arunachal Pradesh, Mizoram and Jammu & Kashmir, the prescribed cooling off period is of two years. Officers of other cadres, who have served in Assam Meghalaya, Manipur-Tripura, Nagaland, Sikkim and Jammu & Kashmir, Mizoram and Arunachal Pradesh cadres for a period of two years in continuation of their tenure at the Centre will be eligible for re-deputation to the Centre.

The period of "cooling off" is counted from the date the officer reports to the parent cadre on reversion from Central deputation including extended deputation arising out of proceeding on study leave, EOL, etc. In case of premature repatriation on personal grounds, the "cooling off" period will count from the date on which the officer would have completed his full tenure in the normal course.

#### 3. VIGILANCE CLEARANCE

Only those officers who are clear from vigilance be placed on offer. The requisite certificates be endorsed by an officer of not less than the rank of Joint Secretary to the State Government. In case anything adverse comes to the notice of the State Government subsequent to offering the officer(s) for Central deputation, the same should be conveyed to this Ministry immediately.

#### 4. DEBARMENT

If an officer "on offer" is selected for a Central posting and does not report either on his own or at the instance of the State Government, he would be debarred for consideration for a post under the Government of India for a period of five years. Officers, who have already been debarred, should not be offered on deputation to the Central Government before the debarment period is over.

#### 5. CDR UTILIZATION

In formulating the offer list for the year 2015, care may be taken to offer officers of different seniority levels in sufficient numbers in consonance with the utilization of Central Deputation Reserve (CDR) in the cadre.

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