

Directorate General  
Central Industrial Security Force  
(Ministry of Home Affairs)

Block No.13, CGO Complex  
Lodhi Road, New Delhi- 110 003

Personnel Directorate

No. E-16015/1/Circular/2012/Pers.I/ 2054

Dated 30 November, 2012

CIRCULAR NO. Pers.I / 34 /2012

Subject: Forwarding of Applications for outside employment in other Departments/Private Sector/After retirement.

A number of references have been received in FHQ regarding forwarding of applications of CISF personnel for outside employment. The employment outside can be of two types :-

- a) Employment with Central Government, State Government and Public Sector Undertakings (PSUs) of Central and State Governments.
- b) Private employment.

2. Forwarding applications for posts in category (a) is basically governed by Government of India, Ministry of Home Affairs OM No.170 /51- Ests dated 21.10.1952 which stipulates the following:-

- a) Normally the applications should be forwarded except when public interest is involved in withholding the applications.
- b) While forwarding the applications, forwarding of applications should be a rule rather than an exception.
- c) No distinction should be made for posts in a department under Central Government, applications for posts under the State Governments, applications for posts in Public Sector Undertakings owned wholly or partly by the Central Government or a State Government and applications for posts in quasi-Government organizations.
- d) Similarly, no distinction should be made between technical and scientific personnel while forwarding applications.

[Authority : Govt. of India, M.H.A. O.M. No. 70/10/60- Estt (A) dated 9<sup>th</sup> May, 1960, 5/2/68- Estt. (C), dated 6<sup>th</sup> May, 1968, C.S. (Personnel Department) O.M. No. 8/15/71 Estt. (C), dated 16<sup>th</sup> September, 1971; D.P. & A.R. O.M. No.42015/3/77- Estt. (C), dated 25<sup>th</sup> February, 1978].

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3. Govt of India directions further stipulates that applications for the posts advertised by UPSC are to be forwarded without any delay.

4. Application of a person can be withheld if:-

- a) he is under suspension; or
- b) disciplinary proceedings are pending against him and a charge sheet has been issued; or
- c) sanction for prosecution, where necessary has been accorded by the competent authority; or
- d) where a prosecution sanction is not necessary, a charge-sheet has been filed in a Court of Law against him for criminal prosecution.

5. D.P.& A.R., OM No.42015/3/77-Estt(C) dated 25.02.1978 directs that the applications in a year for one particular individual should not be more than 4 times, but this is in exclusion to posts advertised by UPSC.

6. **For private employment** : According to the existing instructions, a Government servant seeking permission to apply for employment in a private or industrial firm should first offer to resign or retire from Government service. A question has been raised as to whether such a Government servant could be permitted to apply for a post in the Private Sector if he gives an undertaking that in the event of his being selected for the post applied for, he would resign from Government service or retire therefrom. It is hereby clarified that the Government servant should make up his mind before he applies for a post in the private sector whether he would resign from Government service or retire therefrom [ if he is entitled to retire from such service by giving three months' notice under FR 56 (k) or FR 56 (m) or Rule 48 or 48-A of CCS (Pension) Rules, 1972, as the case may be ] and accordingly he should submit his resignation or notice of retirement, as the case may be, before applying for private employment. In the case of those who resign from Government service, it might take some time for the competent authority to issue a formal order accepting the resignation. Similarly, in the case of those who give notice of retirement from service, retirement would be effective only on the expiry of the notice period unless the Government servant concerned applies for curtailment of the period of notice.

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7. Competent Authority for forwarding the applications and issuing of 'No Objection Certificate' : It has been decided that the following authorities would be competent authority to issue the 'No Objection Certificate' for outside employment in case of the applications for posts under Central Government, State Government, Public Sector Undertakings (PSUs) of Central and State Governments and quasi-government organizations.

S.No	Rank	Competent Authority	After Competent Authority issues NOC, the report should be sent to
1	Constable to ASI of all streams	Commandant/ Senior Commandant	DIG
2	Sub Inspector	Dy. Inspector General	IG
3	Inspector	Inspector General	FHQ
4	GOs	Pers. Directorate, FHQ	-

8. The authorities competent to accept technical resignation when a person goes for appointment for posts of Central Government , State Government, PSUs of Central and State Governments and quasi-government organizations :-

S.No	Rank	Competent Authority	After Competent Authority issues NOC, the report should be sent to
1	Constable to ASI of all streams	Commandant/ Senior Commandant	DIG
2	Sub Inspector	Dy. Inspector General	IG
3	Inspector	Inspector General	FHQ
4	GOs	Pers. Directorate, FHQ/MHA	-

9. Competent Authority to issue NOC for private employment:-

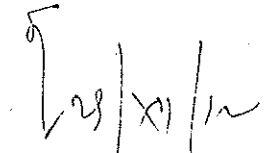
As clarified above, the government servant applying for private employment can only apply after he resigns or retires from the government service. The rules governing conditions for giving NOC for the private employment after retirement are separate.

10. Commercial employment after retirement:-

If a pensioner who, immediately before his retirement was a member of Central Service Group 'A' wishes to accept any commercial employment before the expiry of one year from the date of his retirement, he shall obtain the previous sanction of the Government to such acceptance by submitting an application in Form 25.

Group 'B' Officers are not required to take the prior permission of the Government for accepting commercial employment within one year of retirement. However, they should give an intimation to the Ministry/Department in/or under which they served last before their retirement, if they take up any commercial employment within one year of their retirement specifying inter alia whether or not they have had any official dealing while in government service, with the private employer, with whom they are taking up commercial employment.

11. This supersedes the previous instructions issued in circular No.23/80 dated 30.7/5.8.1980.

  
( S.B. Singh )  
Inspector General (HQ)

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5. All Group Commandants/ Commandants/ Dy. Commandants
6. All Assistant Commandants/ OICs of CISF Units

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