

GOVERNMENT OF TAMIL NADU

Letter Ms.No.82,

Personnel and Administrative Reforms (S) Department,
Secretariat, Madras-600 009.

Dated 30th March, 1994.

From

Thiru.M. Ahmed, I.A.S.,
Secretary to Government.

To

All Secretaries to Government,
Departments of Secretariat,
Madras-600 009.

Sir,

Sub : Public Services - Re-employment of Retired Government Servants - Avoidance of -
Further instructions - Issued.

Ref : 1. U.O.Note No.7881/68-2, Public (Ser.A), dated 7.6.1969.

2. G.O.Ms.No.2035, Public (Services A), dated 28.10.69.

Letter (Ms) No.1, Personnel and Administrative Reforms (Per.S) Department, dated 4.1.1993.

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In the reference third cited Government have reiterated that it is not desirable to grant extension of service or re-employment of retired employees in Government. Only where there is dearth of qualified candidates and where a person is of outstanding ability, cases may be considered on merits for extension or re-employment.

2. Proposals are received from Departments of Secretariat for extension of service/re-employment without sufficient particulars to show the outstanding ability of the officer concerned or the dearth of qualified persons. It is considered that not only should proposals for re-employment / extension of service be rare, but such proposals should be supported by the following particulars:

(1) The Personal File of the retiring / retired officer with up-to-date entries.

(2) A resume of the personal file to substantiate that the person is of outstanding ability as revealed by the Personal File for atleast the last 5 consecutive years.

(3) Details of punishments awarded, if any, during the last 10 years.

(4) Details of any pending charges / Vigilance enquiries, in the case of officials yet to retire from service.

(5) Details of any commendations received by the officer for his work during the last five years.

(6) A brief gist of the duties proposed to be assigned to the officer when he is to be on re-employment / extension of service indicating also the time frame within which such work will be completed.

(7) Reasons why the work cannot be immediately handed over to any of the other serving officials of equivalent or higher or lower categories.

3. I am there to request that whenever proposals for re-employment / extension of service of Government Servants are sent to this department, the above particulars should also be included in the proposal.

Yours faithfully,

(Sd.)

for SECRETARY TO GOVERNMENT

Copy to :

All Departments of Secretariat (OP) (to communicate it to all Establishment Sections).

All Sections in Personnel and Administrative Reforms Department, Madras-9.

The Secretary to Chief Minister, Madras-9.

The Personnel and Administrative Reforms (A) Department, Madras-9.

| True Copy |

(Sd.)

SECTION OFFICER.