

subject : Re-employment of Government servants both Gazetted and non-gazetted after the age of superannuation.

In accordance with the present procedure all cases in which departments wish to re-employ retired personnel are referred to Finance Department through the Chief Secretary to Government, Punjab, who is co-ordination authority for this purpose. This procedure was introduced to ensure a uniform policy in all the departments and to ensure that re-employment of Government servants both gazetted and non-gazetted after the age of superannuation was resorted to in very exceptional cases on the over-riding grounds on public interest. The present procedure seems too highly centralized and in view of the experienced gainers, may now be suitably relaxed to some extent. Some of departments have been approached Government to delegate powers to sanction to re-employment of superannuated personnel to them. With a view to simplify the subject has been reconsidered and it has been decided that in future while the policy will be laid down by Chief Secretary under orders of Chief Minister, and where necessary the Council of Ministers, individual cases of re-employment of retired Government servants may be decided by the respective Administrative Secretaries in consultation with the Finance Deptt. as long as those fall within the policy laid down. A reference to Chief Secretary will be necessary when the departments wished, for reason to be stated, to re-employment against the terms of the policy so prescribed. The course will be adopted for a period of one year for the present on an experimental basis and will then be reviewed.

(This was made as permanent feature vide U. O. No. 2012-GII-59, dt. the 21/22nd February, 1959).

2. It is hardly necessary to emphasize the need to exercise very careful scrutiny and discretion in all such cases and ensure that the conditions laid down by Government from time to time for this purpose, are strictly observed. The present policy and procedure to govern such cases is laid down below :—

- A. In all such cases the reason for resorting to re-employment must be reduced to writing as required under rule 3.26 of Civil Services Rules, Vol. I, Part I,
- B. The Administrative Department are requested to send quarterly Statements of cases sanctioned by them to the Chief Secretary (in Gazette II Br.) in the enclosed form. These statement should be sent for the previous quarter by April 15, July 15, October 15, and January 15.
- C. (i) Non-availability certificate should be obtained from the Punjab Public Service Commission or the Subordinate Services Selection Board, Punjab as the case may be and forwarded to Govt. to the effect that persons with suitable qualifications and experience are not available in the open market or that it has not been possible for the Commission/Board to arrange to substitute with the requisite qualifications or experience.
- (ii) In regard to the posts which are out of the purview of the Public Service Commission or the S.S.S. Board Punjab, the Deptt. concerned with the appointment may given such a certificate indicating definitely the efforts made to find a substitute.
- (iii) For obtaining a certificate referred to under (i) above, the Public Service Commission or the S.S.S. Board, Punjab should be approached at least four months before the vacancy is likely to occur. This is necessary to ensure that bonafide efforts are made to find a suitable substitute for the persons due to retire,
- (iv) The age of the Officer/Official to be re-employed must be below 60 years except in case of Patwaris who may be re-employed up to the age of 70 years.
- (v) Officers/Officials concerned should be asked to furnish a Medical Certificate from the Civil Surgeon regarding his physical and mental fitness before he is actually re-employed.
- (vi) The case for re-employment continued/re-employment must reach the Administrative Secretary concerned at least three months before the crucial date.

alternative but re-employment everyone who attains the age of superannuation should be considered for re-employment except these who are physically and mentally unfit to continue in service or have a bad service records. A policy of pick and choose should be avoided as far as possible.

- (viii) The Administrative Department should certify that the proposed re-employment will not adversely affect the interest of other connected officers of comparable seniority in the Department concerned.

3. All cases regarding the grant of extension in service and refusal of leave preparatory to retirement to Govt. servant will continue to be referred to the Chief Secretary (in Gazette II bRa.) as hitherto.

4. Those orders take effect from the 25th January, 1958.
As Finance Department will in any case examine these cases they will please ensure that as required in Para I, II cases which does not fall within the procedure and policy laid down at para 2 are referred to the Chief Secretary even where the department has failed to do so.

Sd/-
Chief Secretary to Government,
Punjab.

To

All Administrative Secretaries to Govt. Punjab, U.O. No. 9246-GII-57, dated 8th January, 1958.

FORM

Sr. No.	Name of re-employed Govt. servant	Post held before retirement substantive with pay	post on which re-employed	payment re-employed	period of re-employment
1	2	3	4	5	6