

CHAPTER II **PERSONNEL POLICIES**

(c) Service Matters

5. DPE/Guidelines/II(c)/5

Forwarding of application to the Union Public Service Commission from candidates serving under Government

The undersigned is directed to enclose a copy of Department of Personnel and A.R. O.M. No. 28012/1/76-Estt (C) dated 16th July, 1976 regarding forwarding of applications to the Union Public Service Commission from candidates who wish to appear at the competitive examinations or to be considered for recruitment by selection conducted by the UPSC. The provisions contained in the O.M. may be kept in view while forwarding the applications of candidates serving under the Public Enterprises to the UPSC.

2. Ministry of Industry, etc., are requested to bring the foregoing to the notice of the Public Enterprises under their administrative control for necessary action.

Copy of Department of Personnel and Administrative Reforms O.M. No. 28012/1/76-Estt (C) dated 16th July, 1976 regarding forwarding of application to the Union Public Service Commission from candidates serving under Government

In supersession of the Ministry of Home Affairs O.M. No. 8/1/68-Estt(c), dated 25.10.1968, (not reproduced) on the subject mentioned above, it has been decided that persons already in Government service who wish to appear at the competitive examinations conducted by the Union Public Service Commission, may send their completed applications in the prescribed printed form direct to the Commission after detaching the form of certificate by the Head of the Office/Department printed at the end of the application form. The form of certificate should be submitted immediately to the Head of Office/Department under whom they are employed for onward transmission to the Secretary, Union Public Service Commission after completing the entries therein and signing it, as early as possible and in any case within a fortnight of the closing date for receipt of applications. Pending receipt of the certificate from the Head of Office/Department the applications of such candidates will be considered by the Union Public Service Commission on a provisional basis. The candidature of such Government Servants is liable to be cancelled if the employer's permission is not received by the Commission by the specified date.

2. Similarly in the case of recruitment by selection conducted by the Union Public Service Commission, persons already in Government Service may submit their applications direct to the Commission. They should, however, immediately inform the head of their Office/Department giving details of the post(s) for which they have applied, the file number given on the top of "Information for Candidates", the closing date for receipt of applications and other necessary particulars. On receipt of this information, the head of the Office/Department will inform the Commission as soon as possible but not later than a fortnight from the closing date for receipt of applications, quoting reference to the Commission's file number and the designation of the post, stating either that he has no objection to the application being considered or that the candidate has not been permitted to apply for the post. In any case, no candidate already in Government service will be interviewed by the Commission unless the 'No Objection Certificate' has already been received by the Commission or is produced by the candidate at the time of interview.

3. All Ministries/Departments of the Government of India are requested to bring these instructions to the notice of all concerned including the Statutory and quasi-Government organizations under their administrative control.

(No. BPE/GL-034/76/MAN/2 (51)/76-BPE (GM-I) dated 31st August, 1976)