

REMINDER

**E.No. 300216534
Ministry of Finance
Government of India
Department of Economic Affairs
Administration-I**

North Block, New Delhi
Dated the 24th January 2023

OFFICE MEMORANDUM

Subject: Scheme for compassionate appointment - inviting applications from spouse/one of the family members of the deceased Government servant who was working in Department of Economic Affairs to fill up two (2) posts of MTS reserved to be filled on compassionate basis in the DEA - Merit Points System for selection in Department of Economic Affairs - regarding.

The undersigned is directed to refer to this Department O.M. of even number dated 29.9.2022 (Copy attached) wherein this Department has sought applications from the family members of deceased Government servant of Department of Economic Affairs to fill up the two posts of MTS on compassionate basis. In this connection, it is stated that responses from some of the candidates from affected families are yet to be received.

2. Considering the fact to award opportunity to every affected family as a last chance, a considered decision has been taken in the department to extend the date for receipt of applications by fifteen (15) days from the date of issue of the said OM. The applicants of affected families are requested to submit the application to the Section Officer, AD.I Section, Department of Economic Affairs, Ministry of Finance, Room No.230-A, North Block, New Delhi - 110001 (by registered post or in person). No application received beyond the prescribed timeline shall be considered.


(Sanjay Kumar Pandita)

Under Secretary to the Government of India
Tel: 011 2309 5162

Encl: DEA O.M. of even number dated 29.9.2022 along with Annexure-I II, III, formats of affidavit and undertakings.

To

Dependent/spouse of the deceased employee of D/o Economic Affairs
Address

- (a) Website of the Department (<https://dea.gov.in>)
(b) Notice Board through KMS Portal

BY SPEED POST

E-300216534-Ad.I
Government of India
Ministry of Finance
Department of Economic Affairs

North Block, New Delhi.
Dated 29th September, 2022

OFFICE MEMORANDUM

Sub : Scheme for compassionate appointment – Inviting applications from spouse/one of the family members of the deceased Government servant who was working in Department of Economic Affairs to fill up two (2) posts of MTS reserved to be filled on compassionate basis in the DEA - Merit Points System for selection in Department of Economic Affairs - regarding.

The undersigned is directed to invite attention to Department of Personnel & Training's OM No.14014/02/2012-Estt.(D), dated 16.01.2013 (available on www.dopt.gov.in) vide which consolidated instructions on compassionate appointment were issued. Subsequently, a number of instructions on compassionate appointments under the Central Government have been issued. The content of important/relevant O.Ms and orders on the subject have been further consolidated for the facility of reference and guidance and have been made available by DoP&T on their website www.dopt.gov.in in the dynamic form (Notifications>OMs & orders>Establishment>compassionate appointments).

2. In accordance with the *ibid* guidelines of DoP&T, the undersigned has been directed to convey herewith the Scheme for Compassionate Appointments in the DEA (Annexure- I).

3. Further, the undersigned has been directed to invite applications from the spouse/one of the family members of the deceased Government servant, who was working in the DEA, for two (2) posts of Multi-Tasking Staff (MTS) (Group 'C') in DEA.

4. The applicant may go through this OM, its annexures and relevant instructions/guidelines issued by DoP&T carefully and send his/her application for consideration for appointment against the said two (2) vacancies of MTS. Extant guidelines/instructions of DoP&T in matter have been/would be duly complied with for making recommendation to the competent authority for making compassionate appointments.

5. It may also be noted that your application will be verified for fulfilment of eligibility conditions, as laid down in DoP&T's O.M. No. 14014/02/2012-Estt. (D) dated 16th January, 2013 and clarifications issued by them from time to time. The applications shall be assessed on a 100-point scale containing different parameters as approved by DEA (Annexure-II). The final result indicating the names of selected candidates would be put up on the website of this Department.

6. Duly filled in and signed application form along with enclosures mentioned at the end of Part 'A' of Annexure-III of this OM may be sent.

7. Please note that if it is found that the Affidavit submitted by the applicant contains false/incorrect information, it may lead to rejection of application for consideration for offer of employment under the compassionate category. Further, if after the issue of offer of appointment consequent upon joining duty, if any content of the Affidavit is found to be false/ incorrect, it may lead to cancellation of the offer of appointment and / or termination of services forthwith. The applicant is, therefore, advised to carefully read and understand the contents of the Affidavit and ensure that only correct information is provided, duly supported by documents / records which can be verified. For any clarification / assistance in preparing the Affidavit, Welfare Officer (Shri Alok Kumar Tiwari) of this Department, may be contacted by e-mail alokkumar.tiwari@gov.in or over phone no 011-23095061 during office hours.

8. The applicants are required to submit the requisite documents to the Section Officer, AD.I Section, Room No.230-A, Ministry of Finance, Department of Economic Affairs, North Block, New Delhi – 110001 (by registered post or in person) by 5.30 pm on 28.10.2022 (within 30 days of issue of this OM) failing which applications are liable to be cancelled for consideration of compassionate appointment.

Hindi version of pages (19) is attached.

This issues with the approval of the competent authority.


29/09/2022

(Ashok Kumar)

Under Secretary to the Government of India
ashok.kumar82@nic.in
Tel: 011-2309 2480

Encl: Annexure-I, II, III, formats of affidavit, undertaking (Total number of pages 27
including this OM No. E-.300216534-Ad.I Dated
28.09.2022)

To

Spouse/Dependent of the deceased employee, D/o Economic Affairs.

Address

(a) Website of the Department (<https://dea.gov.in>)

(b) Notice Board- through KMS Portal

Copy to:

1. Shri Alok Kumar Tiwari, Under Secretary & Welfare Officer
(alokkumar.tiwari@gov.in), D/o Economic Affairs (by Email).
2. Members of the Committee for Compassionate Appointment by e-mail.
3. E-Guard File-2022

ANNEXURE – I TO OM NO. E-300216534-A.D.I DATED 29.09.2022

**SCHEME FOR COMPASSIONATE APPOINTMENT IN DEPARTMENT OF
ECONOMIC AFFAIRS**

The objective of the scheme for compassionate appointment is to grant appointment on compassionate grounds to a dependent family member of a Government servant dying in harness or who is retired on medical grounds, thereby leaving his family in penury and without any means of livelihood. It is to relieve the family of the concerned Government servant from financial destitution and to help him / her get over the emergency.

2. Keeping in view the objective of the scheme, the existing instructions of DoP&T relating to compassionate appointment have time and again been reviewed / modified / simplified by DoP&T (available on www.dopt.gov.in) so that the system finally derived at shall be more transparent, efficient and uniform in nature.

3. The efficacy of the scheme is based on its transparency. It is this aspect, which is foremost and hence while considering a request for appointment on compassionate grounds by a Committee appointed for the purpose, a balanced and objective assessment of the financial condition of the family has to be made taking into consideration its assets & liabilities and all other relevant factors such as the presence of earning member(s), size of family, age of the children and the essential needs of the family etc. This is done to assess the degree of the indigence among all the applicants considered for compassionate appointment within the prescribed ceiling of 5% of the direct recruitment vacancies.

4. It has been decided by the Competent Authority that to achieve the objective of the scheme for Compassionate Appointment and to ensure complete transparency and probity, merits of the cases can be conveniently decided by allocating points to the applicants, based on various attributes/parameters indicated in the references of DOP&T from time to time. Accordingly, relative merit points system for assigning weightage to various attributes/parameters of the applicant for compassionate appointment has been worked out based on a hundred (100) point-scale as laid down in Annexure-II. This merit based 100 point-scale would help the Department to make a balanced and objective assessment of financial condition of the family/dependents of the deceased Government servant.

5. While applying 100 points-scale parameters, as mentioned in Annexure-II of this communication, a situation may arise wherein some candidates may secure equal points in merit. In such scenario, the tie breaking factor would be per dependent available income i.e. total of first three financial parameters prescribed in Annexure-III under reference (pension- monthly) (para-III-a), total terminal benefits (para -III - b+c+d+e) and annual income of earning members and income from property) (para '2' of affidavit)

divided by total number of dependents (4.1 of annexure-II). The lesser the per dependent available income, the higher the rank amongst the applicants whose scores had a tie.

5.1 In case of tie even after applying the factor of per dependent available income (as elaborated in para '5' above), the left-over service of Government servant would be considered to break this tie. Longer the left-over service of the deceased, the more is the impact on the family. As such, in such a tie, applicant related to Government servant with higher left-over service would be considered over the one with lesser left-over service [Years, months and days left in service (in that order)] of the deceased would be considered.

5.2 In case of tie even after applying methods elaborated in paras 5 & 5.1 above, the next factor to be considered to break the tie would be number of physically / mentally challenged dependents & unmarried daughter(s). The applicant having more number of such dependents (physically / mentally challenged dependents & unmarried daughter(s), would be given preference over the applicant having comparatively lesser number of such dependents.

5.3 In case of tie even after applying tie-breakers elaborated in paras 5, 5.1 and 5.2 above, the next factor to break the tie would be the age of the applicant, with applicant elder in age [Years, months and days (in that order)] being given preference.

6. The tie breaking factor(s) in the order indicated above (paras 5 to 5.3), should be used only to decide relative merit of the applicants scoring same points on 100-point scale and only if the applicants scoring same points cannot be accommodated against available vacancies.

7. Keeping in view the administrative requirement in processing such applications for appointment on compassionate grounds, the Form as in Annexure-III may be used for ascertaining necessary information which consists three parts as under :-

S. No.	Part	Title
1	A	Application form for seeking Compassionate appointment by dependents of Government servants died in harness or retired on medical grounds.
2	B	To be filled by the DEA.
3	C	Relative Merit Points Assessment on a 100-point scale for compassionate appointment

8. Welfare Officer of the Department (Shri Alok Kumar Tiwari, 011-23095061, email ID alokkumar.tiwari@nic.in) is responsible for appropriate counselling and facilitating the process of compassionate appointment of the dependent of a deceased/employee retired on medical grounds.

9. The Administration of DEA shall satisfy itself regarding correctness of the details entered in the Application Form and family income and other details computed for

processing the Application. During scrutiny, if any additional details or information having a bearing on the case emerge, the same should be added as a supplementary Note to the Application.

10. A three (3) member committee would be constituted by the Department to assess the applications received for compassionate appointment and to give marks on the basis of laid down parameters (p.s. para '5' above). The date of meeting of the said committee would be intimated to the applicants on their e-mail in due course. No personal interaction of the Committee with applicants is required.

11. To exercise due diligence in notifying the compliance of the guidelines of DoP&T in respect of compassionate appointment, to foster an "openness culture" and to bring transparency to the process of compassionate appointment, DEA would:

- (i) Display this complete set of communication to be sent to the spouse of the deceased Government servant/spouse of the government servant who was retired on medical grounds, on the website of Department (<https://dea.gov.in>) and on the KMS portal of the Department;
- (ii) Acknowledge every application received by assigning a Unique Registration Number (URN) (Applications received would be scanned and uploaded on e-office and the 'receipt number' generated would be treated as URN);
- (iii) Intimate URN to the applicant by e-mail (It may be ensured by the applicant that he/she gives his/her functional email i.d. in the application);
- (iv) Intimate the date of meeting of the committee (para '10' above) to the applicants by email and to display the same on website of Department and on the KMS portal of the Department;
- (v) Communicate the merit points awarded against each parameter alongwith total merit points earned by email to the applicants as well as display the same on the website of the Department and on the KMS portal of the Department;
- (vi) Display the Minutes of the Meeting of the Committee on the website of the Department and on the KMS portal of the Department within three (3) weeks of its meeting;
- (vii) Communicate the names of the applicants selected to be appointed on compassionate grounds by email and to display the same on the website of Department and on the KMS portal of the Department;

ANNEXURE – II TO OM NO. E-300216534-AD.I DATED 29.09.2022

ONE HUNDRED (100) POINT SCALE RELATIVE MERIT POINTS SYSTEM FOR ALLOCATION OF POINTS FOR VARIOUS ATTRIBUTES OF APPLICANT FOR COMPASSIONATE APPOINTMENT IN DEA (FOR PART - C OF ANNEXURE – III)

1. Monthly Family Pension (Basic excluding DA & Allowance) – (maximum 15 points out of 100)

Sl. No.	Slabs	Weightage Points
1	Upto 10,000	15
2	10,001-12,000	13
3	13,001-16,000	12
4	16,001-19,000	10
5	19,001-22,000	08
6	22,001-25,000	06
7	25,001-28,000	04
8.	28,001 – 31,000	02
8	31001 and above	00

Note : To be verified from service records.

2. Terminal benefits i.e. Lump sum amount received by the family on death of Government servant (i.e DCR Gratuity, GPF, CGEGIS & Leave encashment,) – (maximum 10 points out of 100)

Terminal Benefits			
For post 01.01.2016 death cases	For death cases between 01.01.2006 to 31.12.2015	For pre 01.01.2006 death cases	Weightage Points
Upto 10,00,000	Upto 4,50,000	Upto 1,00,000	10
10,00,001-11,87,500	4,50,001-5,25,000	1,00,001-1,20,000	09
11,87,501-13,75,000	5,25,001-6,00,000	1,20,001-1,40,000	08
13,75,001-15,62,500	6,00,001-6,75,000	1,40,001-1,60,000	07
15,62,501-17,50,000	6,75,001-7,50,000	1,60,001-1,80,000	06
17,50,001-19,37,500	7,50,001-8,25,000	1,80,001-2,00,000	05
19,37,501-21,25,000	8,25,001-9,00,000	2,00,001-2,20,000	04
21,25,001-23,12,500	9,00,001-9,75,000	2,20,001-2,40,000	03
23,12,501-25,00,000	9,75,001-10,50,000	2,40,001-2,60,000	02
25,00,001-26,87,500	10,50,001-11,25,000	2,60,001-3,00,000	01
26,87,501 & above	11,25,001 & above	3,00,001 & above	00

Note : To be verified from service records.

(ii) Number of Minor Children : (maximum 10 points out of 35 above)

S.NO.	Number of Minor children	Weightage Points
1.	3 and above	10
2.	02	07
3.	01	04
4.	00	00

Note : Figures as verified from Govt. Records, as per the documents and affidavit produced by the applicants and further report, including field verification, if considered necessary by the DEA.

(iii) Physically and mentally challenged children (without age limit) – (maximum 05 points out of 35 above)

Sl. No.	No. of Unmarried Major Son and dependent Major son	Weightage Points
1	02 & Above	10
2	01	05

Note : In case the disability certificate from Govt. Hospital has not been submitted by the deceased Govt. Servant with DEA then same must be enclosed with the application for compassionate appointment. The disability as defined by DoPT for reservation for persons with Disabilities from time to time for appointment in Central Government will be ensured. Related Certificates to be obtained accordingly.

(iv) Other dependents (excluding unmarried daughters, minor children, physical and mentally challenged children)(parents and other category of dependents) (maximum 10 points out of 35 above)

Sl. No.	No. of Dependents	Weightage Points
1	5 and above	10
2	04	08
3	03	06
4	02	05
5	01	03
6.	00	00

Note : To be verified from service records.

1. Left over service of deceased – (maximum 10 points out of 100)

Left over service of deceased	Weightage Points
More than 18 years	10
More than 16 years and upto 18 years	09
More than 14 years and upto 16 years	08
More than 12 years and upto 14 years	07
More than 10 years and upto 12 years	06
More than 08 years and upto 10 years	05
More than 6 years and upto 08 years	04
More than 4 years and upto 06 years	03
More than 2 years and upto 04 years	02
Upto 02 years	01

Note : To be verified from service records.

4. Number of Dependents of the deceased – (maximum 35 points out of 100) as distributed in sub-categories as on cut-off date for submission of affidavit)

4.1 Total number of dependents (including the applicant)

(i) Unmarried Daughter(s) / Judicially Separated / Widow Daughter(s) – (maximum 10 points out of 35 above)

Sl. No.	No. of unmarried daughter(s) / Judicially Separated / Widow Daughter(s)	Weightage Points
1	3 and above	10
2	02	07
3.	01	04
4.	00	00

Note:

- (a) Unmarried daughters of 18 years and above in age shall be counted.
- (b) Widow daughter(s) requiring re-marriage will also be counted.
- (c) Figures as verified from Govt. Records, as per the documents and affidavit produced by the applicants and further report, including field verification, if considered necessary by the DEA.

5. **Annual income of earning member & income from property – (maximum 10 points out of 100)(includes income from all sources like house property/rental income/commercial property, agricultural income, salary/wages, bank interest etc. but excludes family pension)**

Sl. No.	Annual Income	Weightage Points
1	Nil	10
2	1- 1,05,000	08
3	1,05,001-1,35,000	06
4	1,35,001-1,65,000	04
5	1,65,001-1,95,000	02
6	1,95,001 & Above	00

Note : To be verified from the documents (like, bank statement, ITR, Certificate from Revenue Authorities etc.) and affidavit produced by the applicant.

6. **Movable / Immovable Property – (maximum 10 points out of 100)**

6.1 Movable Property : Maximum points 02 (out of 10 above)		
Sl. No.	Criteria	Weightage points
1	Not owning any 2 wheeler (scooter or motorcycle etc.) in the name of deceased or applicant or any of the dependant members of the family.	02
2	Not owning any 4-wheeler vehicle (car/jeep etc.) in the name of deceased or applicant or any of the dependant members of the family.	01
3	Owning a 4-wheeler vehicle (car/jeep etc.) in the name of deceased or applicant or any of the dependant members of the family	00

6.2 Immovable Property (irrespective of location) : Maximum points 08 (out of 10 above)		
Residential House : Maximum points 4 (out of 8)		
(a)	Not owning any house (whether self-occupied or rented out) in the name of deceased or applicant or any other dependant member of the family	04
(b)	Owning any house (whether self-occupied or rented out) in the name of deceased or applicant or any other dependant member of the family	
(i)	Upto built-up are of 200 sq. ft.	03

(ii)	Built-up area above 200 sq. ft. and upto 1000 sq. ft.	02
(iii)	Built-up area above 1000 sq. ft. and upto 1500 sq. ft.	01
(iv)	Built-up area above 1500 sq. ft.	00

6.3 Agricultural Land : Maximum points 2 (out of 8)		
(a)	Not owning any agricultural land in the name of deceased or applicant or any other dependant member of the family	02
(b)	Owning agricultural land in the name of deceased or applicant or any other dependant member of the family	
(i)	Area upto 1 acre	01
(ii)	Area above 1 acre	00

6.4 Commercial Property : Maximum points 2 (out of 8)		
(a)	Not owning any Commercial Property (whether self-occupied or rented out) in the name of deceased or applicant or any other dependant member of the family	02
(b)	Owning Commercial Property (whether self-occupied or rented out) in the name of deceased or applicant or any other dependant member of the family	
(i)	Area upto 100 sq.ft.	01
(ii)	Area above 100 sq. ft.	00

Note : To be verified from service records, the documents / affidavit / certificate from Revenue / Municipal Authorities / concerned department etc. produced by the applicant.

7. Loan from any Bank (With supporting documents regarding unpaid amount on the date of death/retirement on medical grounds, (maximum 10 points out of 100):

Sl. No.	Loan from any bank	Weightage Points
1	Loan upto Rs.2 lakh	02
2	Loan above Rs.2 lakh and upto Rs.4 lakh	04
3	Loan above Rs.4 lakh and upto Rs.6 lakh	06

4	Loan above Rs.6 lakh and upto Rs.8 lakh	08
5	Loan above Rs. 8 lakh	10

General Note:

The cases already considered by the Ministry / Department / Office constituted for considering the request for compassionate appointment as per the previous practices followed need not to be opened.

ANNEXURE -III

APPLICATION FORM FOR SEEKING COMPASSIONATE APPOINTMENT BY A DEPENDENT OF GOVERNMENT SERVANT DIED IN HARNESS/ RETIRED ON MEDICAL GROUNDS, WHO WERE WORKING IN DEA

PART-A

I.	(a)	Name of the Government Servant(Deceased / Retired on medical grounds)	
	(b)	Designation of the Government servant (Deceased / Retired on medical grounds)	
	(c)	Whether it is MTS (erstwhile Group 'D') or not? If other than MTS, please mention designation	
	(d)	Date of Birth of the Government Servant (Deceased / Retired on medical grounds)	
	(e)	Date of death / retirement on medical grounds	
	(f)	Total length of service rendered	
	(g)	Whether permanent or temporary	
	(h)	Whether belonging to UR/SC/ST/OBC/OH/HH/VH	
II.	(a)	Name of the candidate seeking appointment (In case the spouse of the deceased Govt. Ser:ant decides to nominate any member of his/her family/dependent of deceased Govt. servant for compassionate appointment then an undertaking to this effect must be given in enclosed proforma)	

	(b)	His/her relationship with the deceased Government Servant	
	(c)	Date of Birth of the applicant #	
	(d)	Educational Qualifications in chronological order starting with the last qualification and upto Matriculation*	
	(e)	Whether any other dependent family member has been appointed on compassionate grounds in DEA. If yes, please give name, designation and date of appointment	

* As per extant guidelines, minimum educational qualification is matriculation. Any dependent applicant of the deceased Government Servant (other than widow of the deceased), who is not possessing the minimum qualification can be appointed on compassionate basis as 'Trainee' (FAQ 35) but the said person has to acquire minimum educational qualification of matriculation in 5 (FAQ 43) years. In case of widow, who does not fulfil educational (6(D) OF dopt DATED 16.01.13) requirement of a post is considered for compassionate appointment, she can be appointed only against multi-tasking staff post provided the appointing authority is satisfied that she can satisfactorily perform duties of the post with the help of some on job training.

Minimum age of applicant should be 18 years on the date of application. Lower age limit cannot be relaxed below 18 years of age.

Maximum age limit as per Recruitment Rules for MTS is 25. Upper age limit can be relaxed wherever found necessary.

Age limit shall be determined with reference to the 'date of application'. The last date of submission of application, as mentioned above, would be the crucial date for determining the age of applicant.

Restriction: The medically retired Government servant should have retired on medical grounds before attaining the age of 55 years (57 years for erstwhile Group 'D' employees)

Regarding seniority, it may be noted that a person appointed on compassionate ground in a particular recruitment year may be placed at the bottom of all the candidates recruited/appointed through direct recruitment, promotion etc. in that year, irrespective of the date of joining of the candidate on compassionate ground.

III.	Particulars of total assets left including amount of		
	(a)	Monthly Family Pension (basic excluding DA& allowance)	
	(b)	D.C.R. Gratuity	
	(c)	G.P.F. Balance	
	(d)	Central Govt. Employees Group Insurance Scheme (CGEGIS)	
	(e)	Leave Encashment	
	(f)	Any other amount received from DEA	
	(g)	Movable and Immovable properties	
	(h)	Movable/immovable property	
		TOTAL:	

IV.	Brief particulars of liabilities	
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V					
Sl.	Name(s)	Relation- ship with deceased govt. servant	Age	Address	Employed or not (If employed particulars of employment & emoluments)
No.					
(1)	(2)	(3)	(4)	(5)	(6)
1					
2					
3					

4					
5					

VI. DECLARATION / UNDERTAKING

1. I hereby declare that the facts given by me above are, to the best of my knowledge, correct. If any of the facts herein mentioned are found to be incorrect or false at a future date, my services may be terminated.
2. I hereby also declare that I shall maintain properly the other family members who were dependent on the deceased Government servant / member of the Armed Forces mentioned against 1(a) of Part-A of this form and in case, it is proved at any time that the said family members are being neglected or not being properly maintained by me, my appointment may be terminated.

Date: _____

Signature of the Candidate (Thumb impression in case applicant is not able to append signature)

Name: _____

Address: _____

Mobile Number : _____

E-mail I.D.: _____

LIST OF DOCUMENTS TO BE ATTACHED WITH THIS APPLICATION FORM

1.	Self attested copy of the Educational Qualification Certificate(s) of the applicant
2.	Self attested copy of Date of Birth certificate of the applicant;
3.	Death Certificate of the deceased Government employee of DEA;
4.	Address proof of the applicant;
5.	Duly filled in Consent letter from other dependents on Affidavit (format enclosed);
6.	Affidavit (format enclosed) duly filled in and attested by Magistrate/Notary Public;
7.	Undertaking regarding Marital Status (format enclosed);

PART - B

(TO BE FILLED BY AD.I SECTION OF DEA)

(l)	(a)	Name of the applicant		
	(b)	His / her relationship with the deceased Government Servant		
	(c)	Date of birth), educational qualifications and experience, if any		
	(d)	Post (Group-C) to which employment is proposed	Multi-Tasking Staff (MTS)	
	(e)	Whether there is vacancy in that post within the ceiling of 5% prescribed under the scheme of compassionate appointment	Yes	
	(f)	Whether the post to be filed is included in the Central Secretariat Clerical Service or not	No	
	(g)	Whether the relevant Recruitment Rules provide for direct recruitment	Yes	
	(h)	Whether the candidate fulfils the requirements of the Recruitment Rules for the post (Yes or No) (If not, give details)	(i)	Education wise
(ii)	Minimum age wise			
(iii)	Maximum age wise			

	(i)	Apart from waiver of Employment Exchange / Staff Selection Commission/Surplus Cell/ban orders from filling up of posts, if any other relaxation(s) is/are to be given – please indicate	
	(II)	Whether the facts mentioned in Part-A have been verified by the office and if so, indicate the records	As per Service Records
	(III)	If the Government servant died / retired on medical grounds more than 5 years back, why the case was not sponsored earlier.	ARE WE CONSIDERING SUCH CASES
	(IV)	Whether this application fulfils the norms and can be placed before the 3 member committee for compassionate appointment	

During scrutiny, if any additional details or information having a bearing on the case, emerge, the same should be added as Supplementary Note to the Application. (Para iv of DoPT OM dated 23.08.21)

Personal recommendation of the Head of the Department in the Ministry/Department (with his signature and office stamp/seal).

PART-C

POINTS GIVEN BY 3 MEMBER COMMITTEE ON ASSESSMENT OF ALL DETAILS
SUBMITTED BY SHRI/MS.

W/O, S/O,D/O, DEPENDENT OF SHRI/SMT. , WHO
DIED ON (date) ON A 100 POINT-SCALE FOR COMPASSIONATE
APPOINTMENT TO THE POST OF MTS IN DEA

Sl. No.	Parameters	Point allotted to the parameters	Points scored by the candidate
1.	Family Pension (Basic excluding DA & allowance)	15	
2.	Terminal benefits (DCRG, GPF, CGEGIS, Leave encashment)	10	
3.	Left over Service of deceased	10	
4(i)	Unmarried Daughter(s) / Judicially Separated / Widow Daughter(s)	10	
4(ii)	Number of Minor Children	10	
4 (iii)	Physically and mentally challenged children	05	
4 (iv)	Other dependents (excluding unmarried daughters, minor children, physical and mentally challenged children)(parents and other category of dependents)	10	

5.	Annual income of earning members and income from property	10	
6.	Movable Property	02	
	Immovable Property	08	
7.	Loan from any bank	10	
	TOTAL	100	

NOTE : In case of tie between any two applicants, the Committee may break the tie on the basis of para 5 to 5.3 of Annexure-I to OM No.E-300216534-AD.I, dated 29.09.2022

UNDERTAKING

I, Shri/Smt.....son/daughter/wife of Late

Shri/Smt.....,resident of

..... (full
address) hereby undertake that:

i) I am married since (Date of marriage.....), and the names of my spouse
and children are as follows.

a)

b)

c)

ii) I am unmarried.

** Please strike off either (i) or (ii), whichever is not applicable.

Place.....

Signature

Date.....

(Name in Block letters)

5.	Annual income of earning members and income from property	10	
6.	Movable Property	02	
	Immovable Property	08	
7.	Loan from any bank	10	
	TOTAL	100	

NOTE : In case of tie between any two applicants, the Committee may break the tie on the basis of para 5 to 5.3 of Annexure-I to OM No.E-300216534-AD.I, dated 29.09.2022

Consent letter from the other dependent family members of Late Shri/Smt

, Designation.

DEA

Subject: Application for appointment under the Compassionate category.

Reference: Application dated _____ from Shri/Ms. _____

Shri/Smt _____,

Son/Daughter/Wife/husband _____ of _____ Late
Shri/Smt. _____ (deceased Govt.
servant) has applied for grant of appointment on compassionate grounds to the
dependent family members of the Government servant dying in harness.

2. We, the following other dependent family members of the deceased Government
servant Shri/ Smt. _____, have no objection if the said
appointment is given to the applicant Shri/Smt. _____ and
hereby give our consent for the same.

**Name, address and dated signatures of all the adult dependent family members of
the deceased Govt. servant (other than the applicant)**

(1)

(2)

(3)

(4)

Affidavit on stamp paper

I, _____, son/daughter/widow of Shri/ Smt. _____ (deceased Govt. servant), Resident of _____ have submitted an application for grant of appointment on compassionate grounds to a dependent family member of Govt. servant (dying in harness) or who retired on medical grounds, vide my application dated _____.

I hereby solemnly affirm and declare as follows:

1. That, I am one of the dependent family members of the deceased Govt. servant Shri/ Smt. _____ and other adult dependent family members, whose details are given below have given consent that I may be considered for grant of appointment under compassionate category.
2. That, the details of all the dependent family members of the deceased Govt. servant Shri/ Smt. _____ are as follows (Including the applicant):
(Note: In case a married dependent daughter is such applicant, details of marital family i.e. husband/children alongwith present address/occupation should also be provided).

S.No	Name & address of the dependent family member	Relation-ship with deceased	Sex	Date of birth/ age	Marital Status	Whether employed, if yes, the details, whether in Govt./ Semi Govt./ Pvt./ Regular/ Temporary/ Daily Wages	Monthly income/ earning from all sources including employment, business, rental income, income from property etc.
1							
2							
3							
4							

5							
6							
7							
8							
9							
		Total monthly income of the family (including applicant)					

3. I also hereby declare that out of the dependent family members stated in para 2 above, following are the unmarried daughters of the deceased Govt. servant Shri/ Smt. _____:

Sl.No.	Name	Date of birth/ age	Educational Qualification	Occupation
1.				
2.				
3.				
4.				
5.				

4. That, the details of movable/ immovable property, either in the name of deceased Govt. servant Shri/ Smt. _____ or myself or any other dependent family member of the deceased are as follows:

- (i) No. of 2-wheeler vehicles (Scooter/ Motorcycle etc.) :
(ii) No. of 4-wheeler vehicles (car/ jeep etc.) :
(iii) Details of the residential property:

Location & details	Plot area (in sq.ft)	Built up area (in sq.ft.)	Whether used for self occupation or rented out	If rented out, the monthly rental income

(iv) Agricultural land:

Location & details	Area (in acres)	Monthly income, if any, from agricultural land

(v) Commercial property:

Location & details	Area (in sq.ft)	Monthly income from commercial property, if any

Total Monthly income from immovable property: Rs.
(Total of residential, agricultural & commercial)

5. That, the following are the details of liabilities in the name of deceased Govt. servant Shri/ Smt. _____ and/ or dependent members of the deceased Govt. servant (bank loans/Govt. loan/ loans from other reputed lending agencies to be given, but excluding private/ family loans which are non-verifiable, as on the date of death of Govt. servant):

S.No.	Nature of loan	Amount (as on date of death of deceased)	Copies of documents enclosed in support of claim
(i)	Bank loans payable		
(ii)	Govt. loans payable		
(iii)	Loans from other lending agencies payable		
(iv)	Other tangible liabilities verifiable as per documents / specify)		
	Total		

(Please enclose relevant documents/ certificates from the banks/ lending institutions.)

6. I hereby also declare and undertake that on getting appointment under the compassionate category, I will support the other dependents/ family members of the deceased Shri/ Smt. _____, including minor children and unmarried daughters.

(Applicant)
Deponent

Verification: Verified at Delhi, this _____ day _____ that the contents of the Affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therein.

Deponent

(Applicant)