

No. I.21023/21/97-IPS.III  
Government of India  
Ministry of Home Affairs

... ..

New Delhi, the April, 2000

OFFICE MEMORANDUM

**Subject : Deputation policy/ procedure for selection and appointment of IPS officers to posts in various organisations of the Centre and guidelines for inter-cadre deputation.**

The instructions on the above subject are contained in the Ministry of Home Affairs letter No.I.21023/12/83-Pers.IV of 2<sup>nd</sup> April'84 and subsequent amendments made thereto from time to time. In appreciation of the changes that have taken place since then and to update the policy, the Government has reviewed these instructions and I have been directed to communicate the following for the information and guidance of all concerned, in supersession of aforesaid instructions and the amendments thereto.

2. A certain number of posts in different police and other organisations/ departments of the Central Government in the rank of Superintendent of Police and above are filled up by drawing IPS officers from various State cadres. The cardinal principle being that IPS officers who are so borrowed will serve the CPOs and other organisations/ departments of the Central Government for a stipulated tenure on deputation and thereafter return to their parent cadres. The two-way movement of officers from State to Centre and back is of mutual benefit to the states and the Government of India on the one hand and to the officers concerned on the other.

3. In terms of the provisions of article 312 of the Constitution, the Indian Police Service in an All India Service common to the Union and the States. Rule 6 of the IPS (Cadre) Rules, 1954 provides for deputation of IPS officers under the Central Government or another State Government or autonomous body wholly or substantially owned or controlled by the Central Government or by another State Government or an international organisation etc. Every State cadre of the service provides for a Central deputation quota which in turn requires additional recruitment to be made to the service to provide for trained and experienced members to serve on posts in the Central Government. Accordingly, utilisation of the Central deputation quota of different State cadres is an important factor governing the scale at which officers are borrowed from the various State cadres of the service. However, no posts so filled by a member of IPS on tenure deputation can be deemed to be a cadre post of that service. Similarly, no individual member of IPS can claim any right to a post for appointment under the Government of India on this ground.

### **Eligibility**

4. The eligibility of officers for holding posts at the level of Superintendent of Police and above in the Central Government is as given below:

<b>Level</b>	<b>Minimum length of service in the IPS for eligibility for Central Deputation</b>	<b>Remarks</b>
SP	7 Years	Officers with a minimum of 5 years service will, however, be eligible for induction in IB & R&AW.
DIG	14 Years	Empanelled officers will be eligible for filling up the posts in the Central Government. However, non-empanelled officers can be considered for posting in Public Sector Undertakings.
IG	17 Years	Empanelled officers will be eligible for filling up the posts in the Central

<b>Level</b>	<b>Minimum length of service in the IPS for eligibility for Central Deputation</b>	<b>Remarks</b>
		Government. However, non-empanelled officers can be considered for posting in PSUs.
Addl. DG	27 Years	Empanelled officers will be eligible for filling up the posts in the Central Government.
DG	30 Years	Empanelled officers will be eligible for filling up the posts in the Central Government.

**Empanelment at various ranks :**

5. The suitability (empanelment) of IPS officers for manning posts at the Centre is assessed at various ranks of the level of DIG and above. There is, however, no empanelment of officers at the level of Superintendent of Police.

5.1 The suitability of officers at the level of DIG and IG is assessed by a Board known as Central Police Establishment Board, consisting of SS (ISP), Director:IB, Director:CBI, DG:BSF, DG:CRPF as members and Home Secretary as Chairman. The recommendations of the Board are approved by Home Minister in respect of DIG and ACC in respect of IG level officers.

5.2 The empanelment of officers at the level of Additional DG is considered by a Selection Committee comprising of Cabinet Secretary, Home Secretary, Secretary (Personnel) and Director, IB. The recommendations of the Selection Committee are approved by ACC.

5.3 The empanelment of officers at the level of DG is considered by a Selection Committee comprising of Principal Secretary to Prime Minister, Cabinet Secretary, Home Secretary, Secretary (Personnel) and Director:IB. The recommendations of the Selection Committee are approved by ACC.

5.4 The panel approved by the ACC on the recommendations of the Board/ Selection Committees will be utilised for making appointments to posts under the Government of India but inclusion in the panel would not confer any right to such appointments.

5.5 The cases of such officers who are considered but not included in any panel in a particular year would be reviewed together after a period of 2 years i.e. when two more Annual Confidential Reports on their performance have been added to their CR dossiers. Another such review may be conducted after a further period of 2 years.

5.6 A special review may be made in the case of any officer whose CR undergoes a material change as a result of his representation being accepted, against recording of adverse comments on his ACR.

### **Tenure**

6. The normal deputation tenure at different levels in the Central Government will be as follows :

Superintendent of Police	:	4 years
Deputy Inspector General	:	5 years
Inspector General	:	5 years
Additional Director General	:	4 years
Director General	:	No fixed tenure

i) An officer already on deputation in the rank of SP on his promotion as DIG would have a combined tenure of 5 years in the rank of SP cum DIG.

ii) An officer already on deputation in the rank of DIG on his promotion as IG would have a combined tenure of 5 years but his tenure will be so extended that he gets a tenure of 3 years in the rank of IG, subject to a total tenure of 7 years.

iii) An officer already on deputation in the rank of IG on his promotion as Addl. DG would have a combined tenure of 7 years as IG cum Addl. DG.

## **6.1 Regulation of tenure in IB :-**

i) IPS officers will join the organisation as per normal tenure of deputation;

ii) before expiry of the normal tenure of deputation, the proposal for extension in deputation tenure for a period of 4 years will be moved by Director, IB for approval of the Government;

iii) On expiry of the first extension, Director, IB may recommend a second extension of 4 years which will be considered by a committee under the Chairmanship of Home Secretary, wherein Director, IB and Spl. Secretary (ISP) will be the members. The recommendations of the Committee will be submitted for approval of the Government;

iv) one year before expiry of the second extension or when the officer becomes eligible for promotion to the rank of Deputy Director (DIG) or Joint Director (IG), whichever is earlier, subject to a minimum tenure of 8 years in IB, he will be considered for induction into the hard-core by a Committee comprising of Home Secretary, Secretary(Personnel) and Director, IB. The recommendations of the Committee will be submitted for approval of ACC. Those who are not inducted into the 'hard-core' will be reverted back after the extended tenure comes to an end:

Provided that, the strength of hard-core officers will not exceed 50% of the posts in the rank of SP and DIG to be filled by IPS officers;

v) an officer once inducted in the 'hard-core' would continue in IB and would not be repatriated to his parent cadre. There may be occasions when the professional utility of a hard-core officer may visibly decline or when for acute administrative reasons, it may be necessary to repatriate him to the State. Such cases may be examined by a Committee comprising the Home Secretary, Secretary (Personnel) and Director, IB and its recommendations be submitted for approval the ACC. Hard-core officer, subject to his empanelment, will be given promotion in the organisation even if personal upgradation is necessary. However,

the promotion in IB in various ranks will be in order of seniority of empanelled officers working in IB.

vi) The hard-core officer can seek repatriation, if he is not empanelled for the post of Addl. DG/DG at the centre.

vii) A hard-core officer may be allowed repatriation to the State if he/she is being promoted to the DG level.

viii) Hard-core officers of the IB would continue to be considered for appointment to the security and intelligence related assignments under the Central Government.

ix) In case an officer moves out of IB for taking up other security and intelligence related assignment, the period spent by him in such assignment will count towards deputation tenure while calculating the same for grant of extension or for induction in the hard-core.

Note : - Approval of competent authority for induction into the IB, empanelment and promotions will be as per the prescribed procedure in the Central Government. There will, however, be no requirement for creation of post at the higher level.

## **6.2 Regulation of tenure in CBI :**

IPS officers who are deputed to the CBI and are found to have special aptitude for work in that organisation and whose retention is considered to be in public interest can be allowed a further tenure upto 3 years in addition to the normal tenure subject to a total tenure of 7 years. Proposals for grant of extension to the aforesaid officers would be considered as per the procedure laid down for CBI for such purposes.

## **6.3 Regulation of tenure in RAW :**

i) IPS officers will join the organisation, as per normal tenure of deputation;

ii) before expiry of the normal tenure of deputation, the proposal for extension in deputation tenure for a period of 4 years will be moved by Secretary (R) for approval of the Government. The second extension of 4 years will be considered by a committee under the Chairmanship of Home Secretary, wherein Secretary (R) and SS(ISP) will be the members. The recommendations of the Committee will be submitted for approval of the Government;

iii) one year before expiry of the second extension or when the officer becomes eligible for promotion to the rank of Director (DIG) or Joint Secretary (IG), whichever is earlier, subject to a minimum tenure of 8 years in RAW, he will be considered for absorption in RAS. If he is not recommended for absorption in RAS, he will be reverted back to his parent cadre after the extended tenure comes to an end.

6.4 IPS officers working in Central Police Organizations (other than hard-core officers of IB) if posted to the Central Secretariat under the Central Staffing Scheme, on their posting to the Central Secretariat will count their tenure from the date they have come on Central deputation. The normal tenure will however, get extended for a period of 2 years in the case of an officer who has served in a CPO outside Delhi, for a minimum period of 2 years and more, subject to a total tenure of 7 years.

6.5 The normal tenure of officers working in Central Police Organisations will get extended for a period of 2 years in the case of an officer who has served for a minimum period of 2 years in a hard post, as specified in the Annexure, subject to a total tenure of 7 years.

6.6 Officers at the level of IG and Addl. DG having one year or less for superannuation at the end of their prescribed deputation tenure need not be reverted to their parent cadres and can be given extension of tenure till they superannuate.

6.7 The period spent by officers on deputation to SVP National Police Academy, Hyderabad will count as half for the purpose of computing tenure at the Centre, subject to the condition that such officers serve for at least 3 years at the Academy.

6.8 The period of training abroad undergone by officers will not be excluded for the purpose of calculating the tenure at the Centre. In case of officers who underwent training in India, the complete period of training will be excluded for the purpose of calculating tenure at the Centre in the following cases :

- i) Training at the National Defence College, New Delhi.
- ii) Training at the Defence Services Staff College, Wellington.
- iii) Training at the Management Development Institute, Gurgaon for the National Management Programme.
- iv) Training at the Institute of Public Administration, New Delhi for the APPPA Course (only for the first tenure at the Centre).

### **Cooling off period**

7. Officers would be required to serve for a period of 3 years in their parent cadres before they are considered for redeputation to the centre. In case of officers belonging to the cadres of J&K and the North East, namely, Assam-Meghalaya, Manipur-Tripura and Nagaland, the period will be 2 years.

7.1 For appointments at the level of Additional DG, the period of cooling off will be one year. No such restriction would apply for appointment to posts at the level of DG.

7.2 The cooling off period for officers, who opt to serve in the North Eastern States and J&K after completing a spell of Central deputation, will be reduced to 50% of the normal cooling off period prescribed for others. (The services rendered by such officers in the North Eastern States and J&K will count towards cooling off.)

7.3 Central deputation will not be in continuation of inter cadre deputation except for officers borne on cadres other than North

East and J&K who serve for a minimum period of 1½ years in North East and J&K.

7.4 The period of leave taken by the officer from the Central Government on completion of tenure on deputation at the centre will not be counted towards cooling off period. The cooling off period will be reckoned from the date the officer reports for duty in his parent cadre.

### **Repatriation**

8. Every officer shall revert to his parent cadre at the end of his tenure on the exact date of completing his tenure. He will, however, have a choice to revert to his cadre on the 31<sup>st</sup> May previous to the date of completing his tenure on personal grounds, such as, children's education etc.

8.1 At the completion of approved tenure, the Head of the organisation will be responsible for relieving the officer. No officer will be retained in the organisation beyond approved tenure.

8.2 Officers on Central deputation can opt to revert back to their parent cadres if their turn for promotion in higher rank reaches in the parent cadre. Such officers will be allowed to revert back to their cadres within a period of 2 months after the option to avail promotion in the parent cadre is received from the officer concerned. Orders for pre-mature reversion to their respective cadres will be issued with the approval of SS(ISP), MHA.

### **Compulsory Waiting**

9. When an officer is to be appointed to a post different from the one held previously on account of return from training, or abolition of post etc. he shall continue to be borne on the strength of the organisation in which he previously held the post and his pay and allowances shall be met by that organisation, till such time he assumes charge of a new post. The services of such officer during the period of his compulsory wait can be utilised by the MHA or by the organisation concerned with the approval of the MHA for any specific assignment.

10. The deputation tenure as prescribed in the preceding paragraphs will not confer any right on the officers to remain on Central deputation. The Central Government reserves the right to revert such officers to their parent cadres at any time without assigning any reason.

11. Officers on reversion from central deputation may be allowed leave not exceeding two months by the concerned organisation/ department. For further leave, they shall apply to their parent cadres.

12. An officer who is approved for appointment to a post under the Central Government will be debarred for a period of 5 years from Central deputation and foreign assignment/ training if he fails to take up his assignment.

### *13. Inter-Cadre Deputation :*

13.1 IPS officers will become eligible for inter-cadre deputation only after completion of 9 years of service.

13.2 The total permissible span for availing inter-cadre deputation will be five years in an officer's career. However, the period of inter-cadre deputation at one time normally cannot exceed three years.

13.3 On grounds of extreme hardship, an officer once in his/ her career may be permitted the maximum permissible deputation of five years in one stretch.

13.4 Inter-cadre deputation to officers in the Super-time scale and above will be permitted only under exceptional circumstances.

13.5 Inter-cadre deputation shall not be in continuation of Central deputation except for officers who after completing a spell of Central deputation opt to serve in North East states and J&K. The other officers will have to complete cooling off period as prescribed above.

14. Any relaxation or deviation from the policy in respect of cases upto the level of DIG will be granted by the Home Minister. For cases of officers of the level of IG and above, ACC approval will be required.

15. Any issue in doubt or dispute regarding interpretation of these instructions shall be referred to the Ministry of Home Affairs for decision. The decision of the Ministry of Home Affairs will be final in all such cases.

**(O.P.Arya)**  
**Joint Secretary (Police)**

To

1. The Chief Secretaries of all State Governments
2. EO, DOP&T
3. Heads of all CPOs including BCAS, RPF, CBI
4. Cabinet Secretariat (Sh. Y.Harishankar, Addl. Secretary)

**ANNEXURE**

**List showing Hard-posting in different Central Police Organisations.**

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S.No.    Name of the Organisation/Designation of the Post  
          categorised as Difficult assignment  
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1.        **BORDER SECURITY FORCE**

a) Inspectors General,

- i) Srinagar
- ii) Baramulla
- iii) Tripura

b) Deputy Inspectors General,

- i) Kupwara
- ii) Baramulla
- iii) Bandipur
- iv) (ISD-I) Srinagar
- v) (ISD-II) Srinagar
- vi) Srinagar Sector
- vii) ISD Budgam
- viii) ISD Anantnag
- ix) Rajouri
- x) ISD Rajouri
- xi) ISD Ramban
- xii) South Tripura
- xiii) North Tripura

2.        **CENTRAL RESERVE POLICE FORCE**

a) Inspectors General

- i) (Ops) Jammu & Kashmir
- ii) (Ops) Manipur & Nagaland
- iii) (NE Sector) Shillong

b) Deputy Inspectors General

- i) Imphal
- ii) Kohima
- iii) Guwahati
- iv) Dimapur
- v) Mokokchung
- vi) Srinagar
- vii) Agartala
- viii) OPS Imphal
- ix) OPS Srinagar
- x) OPS Jammu

3. **INDO-TIBETAN BORDER POLICE**

a) Deputy Inspectors General

- i) Srinagar
- ii) Dehradun
- iii) Shimla

4. **CENTRAL INDUSTRIAL SECURITY FORCE**

Deputy Inspectors General at

- i) Duliajan
- ii) Jharria