



भारत सरकार / GOVERNMENT OF INDIA  
खान मन्त्रालय / MINISTRY OF MINES  
भारतीय भू-वैज्ञानिक सर्वेक्षण / GEOLOGICAL SURVEY OF INDIA  
केंद्रीय मुख्यालय / CENTRAL HEADQUARTERS  
27, ज° ला° नेहरू रोड / J. L. NEHRU ROAD  
कोलकाता/ KOLKATA-700016

3481/B  
No. \_\_\_\_\_/A-12031/CAC/Rules/CHQ/2019/Estt.-III

Date: 15.10.2019

प्रेषक/From:

Director General,  
Geological Survey of India,  
27, Jawaharlal Nehru Road,  
Kolkata - 700 016

सेवा में/To:

The Addl. Director General & HoD,  
ER/NER/NR/CR/WR/SR,  
Geological Survey of India,  
Kolkata/ Shillong/Lucknow/  
Nagpur/Jaipur/Hyderabad

विषय : भा. भू. स. मे अनुकंपा नियुक्ति का अद्यतितदिशा-निर्देश।

Sub : Updated consolidated guidelines for Compassionate Appointment in GSI

महोदय/ Sir,

भारतीय भू-वैज्ञानिक सर्वेक्षण के दिनांक 09.10.2019 का अनुकंपा नियुक्ति का अद्यतित दिशा-निर्देश की एक प्रति संलग्न है एवं यह अनुरोध है की इसे दिनांक 01.01.2020 से प्रभावी माना जाए एवं संबन्धित क्षेत्र में अनुकंपा नियुक्ति के निर्देश का पालन किया जाए।

In enclosing a copy of the modified version of Consolidated Guidelines dated 09.10.2019 for Compassionate Appointment in GSI, it is requested to follow the same **with effect from 01.01.2020** for making compassionate appointment in your respective region.

इस दिशा-निर्देश अलग से प्रेषित नहीं किया जायेगा। अथ अनुइरोध है की इसकी प्रतिलिपि भा. भू. स. पोर्टल से संग्रहा करने की कृपा करे।

No hard copy of this guideline will be issued separately. All concerned are requested to download the same from portal.

भवदीय /Yours faithfully

अनुलग्नक/Enclo. : यथोपरि/As above

(तपन कुमार जाना/Tapan Kumar Jana)  
निदेशक(कार्मिक)/Director (Personnel)  
कृते महानिदेशक /for Director General

No. \_\_\_\_\_/A-12031/CAC/Rules/CHQ/2019/Estt.-III

Date: 15.10.2019

Copy forwarded for necessary action to:-

The Director, Geo-data Division, CHQ, GSI, Kolkata, with the request to upload the same in the GSI Portal. कृपया इसे जीएसआई पोर्टल में अपलोड करें।

(तपन कुमार जाना/Tapan Kumar Jana)  
निदेशक (कार्मिक)/Director (Personnel)  
कृते महानिदेशक /for Director General



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कोलकाता / KOLKATA-700 016

No. 3481/B / A-12031/CAC/Rules/CHQ/2019-Estt.-III

Dated 15/10 October, 2019

**C I R C U L A R**

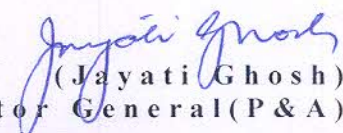
**CONSOLIDATED GUIDELINES FOR COMPASSIONATE APPOINTMENT IN GEOLOGICAL SURVEY OF INDIA**

**This circular supersedes all the previous circulars issued in this regard.**

The following are the guidelines being issued as a part of systemic improvement regarding appointment on compassionate grounds in Geological Survey of India (GSI). The words 'he', 'his' and 'him' mentioned in the Circular stand for both male and female members of the GSI and their dependents.

In compliance with the instructions laid down in the Office Memorandums (OM) issued by Department of Personnel & Training ( DoPT ) vide Nos. 14014/02/2012-Estt.(D) dated 16.01.2013 and 41011/16/2019-Estt. (D) dated 20.05.2019, **the information relating to the latest status of compassionate appointment shall be disclosed suo motu centrally by the office of the Director General, Geological Survey of India by the end of every calendar year i.e., by 31<sup>st</sup> January of the following year on the website.**

The aim of the scheme 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 (under relevant rules) or missing Government servants, thereby leaving his family in penury and without any means of livelihood, to extend relief to the family of the Government servant concerned from financial destitution and to help it in getting over the emergency conditions.

  
(Jayati Ghosh)  
Dy. Director General (P&A) 9/10/19

## General Instructions:

### **1. Conducting Circumstantial Inquiry**

The entire scheme of Compassionate Appointment (CA) is meant for a welfare measure to the employees of the organization concerned. To enable the office to process and finalize the Compassionate Appointment case /death benefits expeditiously, the Additional Directors General/ Heads of the Department of the Region and Dy. Director General (P&A) of GSI, CHQ, Kolkata, shall nominate a responsible officer [Gr. 'A' / Gr. 'B'(Gazetted)] from the respective Region/CHQ/RSAS/M&CSD/GSITI Headquarters to conduct the circumstantial enquiry and verification process. The concerned authority will devise a mechanism by issuing an internal order regarding the flow of information pertaining to the death / retirement on medical ground / missing cases in the respective offices.

The authorized officer will visit the native place of the deceased Government servant and will meet members of the family /NTK (next to Kin) immediately after the death of the Government servant and to advise/assist the dependent family members in completing all the formalities of the application process for Compassionate Appointment as well as getting the death benefits. This process shall be completed within a maximum period of 45 days from the date of death of the Government servant. After completion of the above tasks the Officer so detailed for the purpose shall submit a comprehensive circumstantial inquiry report as per the Annexures attached. The applicant may be called in person at the very first stage and advised in person about the requirement and formalities to be completed by him / her.

[FAQ No. 20 of DoPT OM No. 14014/02/2012-Estt.(D) dated 30.05.2013 refers]

### **2. Belated request for Compassionate Appointment**

Requests for compassionate appointment even where the death or retirement on medical grounds of a government servant took place long back, say more than five (5) years, the Additional Director Generals of the Regions / Dy. Director General (P&A), CHQ shall get the financial condition of the family verified. The verification shall be done by a Gazetted Officer, who shall collect all relevant information pertaining to the income and expenditure of the family, including financial support from other sources, if any, while considering such belated requests it should, however, be kept in view that the concept of compassionate appointment is largely related to the need for immediate assistance to the family of the deceased Government Servant in order to relieve it from economic distress. The very fact that the family has been able to manage somehow all these years should normally be taken as adequate proof that the family had some dependable means of subsistence. Therefore, examination of such cases would call for a great deal of circumspection. The inquiry officer should be advised to take care of the above during the course of verification and to make specific mention on the above points in his report. The decision to make appointment on compassionate grounds in such cases may, therefore, be taken only at the level of the Secretary of the Department / Ministry concerned.

