

DEPARTMENT OF SOCIAL WELFARE
GOVT. OF NCT OF DELHI
GLNS COMPLEX, DELHI GATE, N. DELHI-02
(ADMINISTRATION-BRANCH)

F.No.10(206)/2014/DSW/Estt./Pt. file -I/ 8886 - 8943

Dated: 15 JUN 2018

CIRCULAR

Sub: Implementation of ACP / MACP Scheme to employees of Department of Social Welfare.

In supersession of all previous orders regarding grant of ACP / MACP benefits to officers/officials of this Department, the Department decided to hold the meeting of the Screening Committee for the purpose of grant of ACP/MACP benefits as per the time – schedule prescribed by DoPT, GOI twice in a financial year, preferably in the first week of January and first week of July of a year for advance processing of the cases maturing in that half (copy enclosed).

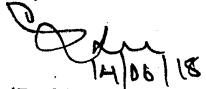
In some of the cases received in this department, it has been observed that the ACP/MACP benefits are due to the officials long back which means that the ACP / MACP cases are not being forwarded by the concerned DSWOs/HOOs/DDOs as and when the benefits are due to the officials resulting in undue litigation. This has been viewed seriously by the Competent Authority.

All the DSWOs/HOOs/DDOs are hereby requested to identify the officers / officials whose ACP / MACP benefits have already been accrued and to forward their service particulars to this Department in the enclosed proforma within 15 days. The cases in which the MACP benefits are yet to be accrued may be forwarded as per instructions at para 6 of DoPT, GOI, OM dated 19.05.2009 (copy enclosed).

Further, the DSWOs/HOOs/DDOs are requested to furnish a certificate that all the ACP/MACP cases in which the financial benefit has already been accrued have been forwarded to this office for consideration. In case any official does not get the benefit under ACP/MACP scheme due to non-furnishing of documents in time, the responsibility squarely lies with the concerned DSWOs/HOOs/DDOs.

This issues with the approval of the Director (SW).

Encl: As above.


14/06/18
(D. Karthikeyan)
Dy. Director (Admn-I)

To

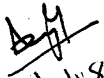
All DSWOs/HOOs/DDOs/Supdt,
of the Homes/Institutions/Branches/Districts/Schools/MCUs
of Department of Social Welfare.

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Dated: 15 JUN 2018

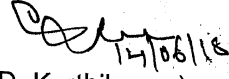
Copy to for information: -

1. PS to Secretary (SW & WCD), GLNS Complex, Delhi Gate, New Delhi.
2. PA to Director (SW), GLNS Complex, Delhi Gate, New Delhi.
3. HCO, DSW (HQ), GLNS Complex, Delhi Gate, New Delhi.
4. Dy: Director (Admn-II), GLNS Complex, Delhi Gate, New Delhi.
5. Dy. Director (Vig), DSW (HQ), GLNS Complex, Delhi Gate, New Delhi.
6. Sr. System Analyst, DSW (HQ) to upload on the website of this Department.
7. Guard file.


15/6/18
Mr. Admn-I

4:00 pm

1092/CC
15/6/18


14/06/18
(D. Karthikeyan)
Dy. Director (Admn-I)

1. Name of the Official :
2. Date of Birth :
3. (a) Category (SC/ST/PH/GEN.) :
4. Date of initial appointment with Post and pay scale :
5. Mode of Recruitment (SSC/Compassionate/Redeployed/Absorption/Promotion) and Date of entry in service in Govt. of Delhi :
6. Present Grade Pay :
7. Date of Grant of NFS/NFSG :
8. Date of 1st/2nd regular promotion (Including in-situ promotion) with Post and Pay scale : 1st _____ 2nd _____
9. (a) Details of 1st Financial upgradation under ACP/MACP Scheme : Date of Order _____ w.e.f _____
Pay Scale _____
- (b) Details of 2nd Financial upgradation under ACP/MACP Scheme : Date of Order _____ w.e.f _____
Pay Scale _____
10. Seniority No. in Gr-I,II,III & IV (DASS) :
Seniority No. in Gr-I,II & III (Steno) :
11. Whether the official was/is under Suspension/Departmental/Vigilance Case being contemplated/pending. If so, attach a brief note and copy of Charge-Sheet. :
12. Whether any penalty was/ is imposed on the official. If so, details thereof along-with a copy of relevant order. :
13. E.O.L. on private affairs, if any (enclose relevant copies thereof) :
14. Whether Integrity Certified (Yes/No) :
15. Type Test Report (Passed/Exempted), along with relevant copy of order, If exempted date w.e.f. Exemption granted. :
16. Contact Number: : Office _____
Mobile _____
17. Other details, if any, relevant as per the ACP Scheme. :

Certified that the above particulars are taken from the Service Book of the official concerned.

(Signature of the Competent Authority) with seal

- (i) Department :
- (ii) Cadre/Category :
- (iii) Indicate ACP/MACP, as the case may be:
- (iv) Number of officials covered under the scheme:

CHECK-LIST

S.No.	Documents required	Enclosed	Not Enclosed	If not enclosed (Reasons)
1.	Duly filled proforma attested by HOO			
2.	Integrity Certificate			
3.	Vigilance Clearance at Head Quarter Level			
4.	Vigilance Clearance from DOV in case of officers of the rank of Grade I (DASS/Steno) and above.			
5.	Type Test/Exemption Report			
6.	ACRs of the preceding five years from the date of eligibility (Reference No., if already forwarded to ACR Cell in Services Department)			

Signature
 (Forwarding Officer)
 Name & Designation

Signature
 (Receiving Officer)
 ACP Cell (Services Department)
 Name & Designation

No.35034/3/2008-Estt. (D)
Government of India
Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel and Training)

.....
North Block, New Delhi, the 19th May, 2009

OFFICE MEMORANDUM

SUBJECT: - MODIFIED ASSURED CAREER PROGRESSION SCHEME (MACPS) FOR THE CENTRAL GOVERNMENT CIVILIAN EMPLOYEES.

The Sixth Central Pay Commission in Para 6.1.15 of its report, has recommended Modified Assured Career Progression Scheme(MACPS). As per the recommendations, financial upgradation will be available in the next higher grade pay whenever an employee has completed 12 years continuous service in the same grade. However, not more than two financial upgradations shall be given in the entire career, as was provided in the previous Scheme. The Scheme will also be available to all posts belonging to Group "A" whether isolated or not. However, organised Group "A" services will not be covered under the Scheme

2. The Government has considered the recommendations of the Sixth Central Pay Commission for introduction of a MACPS and has accepted the same with further modification to grant three financial upgradations under the MACPS at intervals of 10, 20 and 30 years of continuous regular service .
3. The Scheme would be known as "**MODIFIED ASSURED CAREER PROGRESSION SCHEME (MACPS) FOR THE CENTRAL GOVERNMENT CIVILIAN EMPLOYEES.**" This Scheme is in supersession of previous ACP Scheme and clarifications issued there under and shall be applicable to all regularly appointed Group "A", "B", and "C" Central Government Civilian Employees **except officers of the Organised Group "A" Service.** The status of Group "D" employees would cease on their completion of prescribed training, as recommended by the Sixth Central Pay Commission and would be treated as Group "C" employees. Casual employees, including those granted 'temporary status' and employees appointed in the Government only on adhoc or contract basis shall not qualify for benefits under the aforesaid Scheme. The details of the MACP Scheme and conditions for grant of the financial upgradation under the Scheme are given in Annexure-1.
4. An Screening Committee shall be constituted in each Department to consider the case for grant of financial upgradations under the MACP Scheme. The Screening Committee shall consist of a **Chairperson and two members.** The members of the Committee shall comprise officers holding posts which are at least one level above the grade in which the MACP is to be considered and not below the rank of Under Secretary equivalent in the Government. The Chairperson should generally be a grade above the members of the Committee.

5. The recommendations of the Screening Committee shall be placed before the Secretary in cases where the Committee is constituted in the Ministry/Department or before the Head of the organisation/competent authority in other cases for approval.

6. In order to prevent undue strain on the administrative machinery, the Screening Committee shall follow a **time-schedule** and meet twice in a financial year – preferably in the first week of **January** and first week of **July** of a year for advance processing of the cases maturing in that half. Accordingly, cases maturing during the first-half (April-September) of a particular financial year shall be taken up for consideration by the Screening Committee meeting in the first week of January. Similarly, the Screening Committee meeting in the first week of July of any financial year shall process the cases that would be maturing during the second-half (October-March) of the same financial year.

7. However, to make the MACP Scheme operational, the Cadre Controlling Authorities shall constitute the first Screening Committee within a month from the date of issue of these instructions to consider the cases maturing upto 30th June, 2009 for grant of benefits under the MACPS.

8. In so far as persons serving in The Indian Audit and Accounts Departments are concerned, these orders issue after consultation with the Comptroller and Auditor General of India.

9. Any interpretation/clarification of doubt as to the scope and meaning of the provisions of the MACP Scheme shall be given by the Department of Personnel and Training (Establishment-D). The scheme would be operational w.e.f. 01.09.2008. In other words, financial upgradations as per the provisions of the earlier ACP Scheme (of August, 1999) would be granted till 31.08.2008.

10. No stepping up of pay in the pay band or grade pay would be admissible with regard to junior getting more pay than the senior on account of pay fixation under MACP Scheme.

11. It is clarified that no past cases would be re-opened. Further, while implementing the MACP Scheme, the differences in pay scales on account of grant of financial upgradation under the old ACP Scheme (of August 1999) and under the MACP Scheme within the same cadre shall not be construed as an anomaly.

12. Hindi version will follow.

(S.Jainendra Kumar)
Deputy Secretary to the Govt. Of India

To

All Ministries/Departments of the Government of India