



मि.सं./F.No. No. 32016/01/2015-Adm.III

भारत सरकार/Government of India

कृषि एवं किसान कल्याण मंत्रालय/Ministry of Agriculture & Farmers Welfare

(कृषि सहकारिता एवं किसान कल्याण विभाग)

(Department of Agriculture, Co-operation & Farmers Welfare)

वनस्पति संरक्षण, संगरोध एवं संग्रह निदेशालय

Directorate of Plant Protection, Quarantine & Storage

एन.एच.-4, फरीदाबाद (हरियाणा)

N.H.-IV, Faridabad (Haryana) – 121001

दिनांक/Date: 8th January, 2018

परिपत्र/CIRCULAR

Subject:- Modified Assured Career Progression Scheme in the Central Government Civilian Employees.

Attention of all Officers-in-charge of sub-offices of the Directorate is invited to the para No.6 of Government of India O.M. No.35034/3/2008-Estt. (D), dated 19th May, 2009 regarding implementation of the Modified Assured Career Progression Scheme (MACPS) for the Central Government Civilian Employees with effect from 01-09-2008. wherein it is provided that in order to prevent undue strain on the Administrative Machinery, the Screening Committee shall meet **twice** in a financial year i.e., preferably in first week of **January** and first week of **July** of a year for advance processing of the cases maturing in that half. 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.

2. It has however been noticed that most offices are not submitting proposals as per the aforesaid time schedule for grant of financial up-gradation under MACP Scheme in respect of their eligible employees to the Screening Committee.

3. It has therefore now been decided that all officers-in-charge of the sub-offices shall process proposals for grant of MACP benefits to their eligible employees as per the aforesaid time schedule

4. All the Officers-in-charge of the sub-offices are hereby requested to submit the proposals in respect of all such employees whose cases have become due or shall become due for grant of MACP till **September, 2018** in the enclosed proforma on or before **30th January, 2018**.

Encl : Proforma

Aj Kumar
8/1/18

(Ajay Kumar)

Chief Administrative Officer

To

All Officers in-charge of the Sub-offices.

Copy to

1. I.T. Cell for uploading the same on the official website.

2. S.O (Admn.- *III*) *with the request to expedite all cases on similar lines.*

CHECK - LIST

INFORMATION REQUIRED TO BE PLACED BEFORE SCREENING COMMITTEE FOR THE PURPOSE OF PROCESSING THE CASES FOR GRANT OF FINANCIAL UP-GRADATION UNDER MACP SCHEME.

1.	Name of Office / Department	
2.	Name of Incumbent	
3.	Designation	
4.	Existing Pay Band + Grade Pay (Level/Cell)	
5.	REGULAR APPOINTMENT	
(a)	Date of initial regular appointment by Direct Recruitment	
(b)	Date of Clearance of Probation Period	
6.	Whether any period of extraordinary leave/dies-non/break in service	
7.	Length of regular service	

8. PROMOTION:

Sl. No.	Date of Promotion , if any	Designation of the post to which promoted	Pay Scale of the Promotional Post*	Whether Promotion accepted or not/debarment (mention period)

9. ACP / MACP GRANTED, IF ANY:

Sl. No.	Nature (1 st ACP /2nd ACP / 1 st MACP /2nd MACP)	Date of effect of ACP / MACP	Pay Scale / (Pay Band + Grade Pay) Granted on ACP/MACP** (Level/Cell)

10. ACP / MACP PROPOSED NOW:

Sl. No.	Higher Pay Band + Grade Pay being proposed as per ACP / MACP	Date of effect

* Indicate revised Pay Band + Grade Pay as per accepted recommendation of 6th CPC and Order of Govt. of India.

** Copies of Order for grant of 1st ACP/2nd ACP/1st MACP/2nd MACP, if any to be attached.

(Signature of Officer-in-charge
(With Seal & date)