



मि.सं./F.No. No. 32011/01/2019-Admn.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: 24<sup>th</sup> July, 2019

**परिपत्र/CIRCULAR**

**Subject:- Grant of Financial up-gradation under 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 19<sup>th</sup> 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 again 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 **March, 2020** in the enclosed pro-forma on or before **31<sup>st</sup> July, 2019**.

Encl : Proforma

  
(A.C. Sarker)  
Section 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. P. P.S to PPA.

**PROFORMA**

**CHECK - LIST**

INFORMATION REQUIRED TO BE PLACED BEFORE SCREENING COMMITTEE FOR THE PURPOSE OF PROCESSING THE CASES FOR GRANT OF FINANCAIL 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 <b>Promotion</b> , if any | Designation of the post to which promoted | Pay Scale of the <b>Promotional Post*</b> | Whether <b>Promotion accepted or not/debarment (mention period)</b> |
|---------|-----------------------------------|---|---|---|
|         |                                   |   |   |   |

**9. ACP / MACP GRANTED, IF ANY:**

| Sl. No. | Nature (1 <sup>st</sup> ACP /2nd ACP / 1 <sup>st</sup> 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/Level & Cell as per accepted recommendation of 6<sup>th</sup>/7<sup>th</sup> CPC and Order of Govt. of India.

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

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