



भारत सरकार
GOVERNMENT OF INDIA
खान मंत्रालय
MINISTRY OF MINES
भारतीय खान ब्यूरो
INDIAN BUREAU OF MINES

No. B-12012/(1)/(1)/2021-Rectt

Nagpur dt. 01.10.2021

C I R C U L A R


Subject: **Compassionate Appointment in Indian Bureau of Mines - regarding.**

All Divisional/Zonal/Regional/Sectional heads of Indian Bureau of Mines are hereby informed that the Department of Personnel and Training vide OM No. 43019/9/2019-Estt(D) dated 23.08.2021 revised and substituted one para in the consolidated instructions of compassionate appointment issued vide OM No. 14014/2/2012-Estt.(D) dated 16.1.2013. Based on the same, all heads of Zonals/Regionals/Regional Laboratories & Pilot Plants to act as Welfare Officer in respect of the employees working under them in the matter related to the Compassionate appointment in IBM. The Head of Office (HQ) will be the Welfare Officer in respect of Headquarters, Nagpur

The following procedure to be adopted by the Welfare Officer while apprising the family members of the deceased servant towards the compassionate scheme in Indian Bureau of Mines.

- (a) To meet the family members of the deceased Government servant and apprise them of the terminal benefits available to the family, in case the deceased Government servant has worked under him before his/her death. This may be done at the earliest possible, preferably within 30 days of death.
- (b) In case it is observed that the condition of the family of the deceased Government servant is indigent, the family should also be apprised of the scheme for compassionate appointment.
- (c) The Welfare Officer would assist the family members of the deceased Government servant in applying for appointment on compassionate grounds. The application should be made in the format prescribed as in **Annexure**. All assistance should be extended to enable such family member to fill the application form for compassionate appointment. The applicant should be advised in person about the requirements and formalities to be completed by him. The applicant should also be given detailed information of the posts to which they can apply.
- (d) The Welfare Officer should ensure the correctness of the details entered in the application form and family income and other details entered by the applicant.
- (e) After ensuring the correctness, the application alongwith all the enclosures duly countersigned by the Welfare Officer should be forwarded to the Head of Office (HQs) as early as possible.

This issues with the approval of Controller General, IBM.


(Dr. YG Kale) 01/10/2021
Regional Controller of Mines &
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Distr :-

All Heads of Divisions/Zonals/Regionals/Sections of IBM.

**PROFORMA FOR SEEKING COMPASSIONATE APPOINTMENT BY
DEPENDENTS OF GOVERNMENT SERVANTS DECEASED WHILE IN
SERVICE OR RETIRED ON MEDICAL GROUND**

Part – A

- I. (a) Name of the Government :
servant (Deceased/retired on
medical grounds).
- (b) Designation of the Government :
servant
- (c) Whether it is MTS (erstwhile :
Group 'D') or not?
- (d) Date of birth of the Government :
servant
- (e) Date of death/retirement on :
medical grounds.
- (f) Total length of service rendered :
- (g) Whether permanent or :
temporary?
- (h) Whether belonging to :
SC/ST/OBC?
- II. (a) Name of the candidate for :
appointment
- (b) His/Her relationship with the :
Government servant.
- (c) Date of birth :
- (d) Educational Qualifications :
- (e) Whether any other dependent :
family member has been
appointed on Compassionate
grounds.
- III. Particulars of total assets left :
including amount of:-
- (a) Family pension :
- (b) DCR Gratuity :
- (c) GPF Balance :
- (d) Life Insurance Policies :
(including Postal Life Insurance)
- (e) Moveable and immoveable :
properties and annual income
earned there from by the family.
- (f) CGE Insurance amount :
- (g) Encashment of Leave :
- (h) Any other assets :
- Total** :

IV. Brief particulars of liabilities, if any:

V. Particulars of all dependent family members of the Government servant (if some are employed, their income and whether they are living together or separately)

Sl. No.	Name(s)	Relationship with Government Servant	Age	Address	Employed or not (if employed particulars of employment and emoluments)
1	2	3	4	5	6
1.					
2.					
3.					
4.					
5.					

DECLARATION/UNDERTAKING

1. I hereby declare that the facts given by me above are, to the best of my knowledge, correct. If any of the facts herein mentioned are found to be incorrect or false at a future date, my services may be terminated.

2. I hereby also declare that I shall maintain properly the other family members who were dependent on the Government servant/member of the Armed Forces mentioned against I(a) of Part-A of this form and in case it is proved at any time that the said family members are being neglected or not being properly maintained by me, my appointment may be terminated.

Date:

Signature of the candidate

Name :

Address :

Part — B

(To be filled in by office in which employment is proposed)

- I. (a) Name of the candidate for :
appointment
(b) His/Her relationship with the :
Government servant.
(c) Age (date of birth), educational :
qualifications and experience, if
any
(d) Post (Group 'C') for which :
employment is proposed
(e) Whether there is vacancy in :
that post within the ceiling of
5% prescribed under the scheme
of compassionate appointment?
(f) Whether the post to be filled is :
included in the Central
Secretariat Clerical Service or
not?
(g) Whether the relevant :
Recruitment Rules provide for
direct recruitment?
(h) Whether the candidate fulfils :
the requirements of the
Recruitment Rules for the post?
(i) Apart from waiver of :
Employment Exchange/Staff
Selection Commission
procedure what other
relaxations are to be given.
II. Whether the facts mentioned in :
Part-A have been verified by the
office and if so, indicate the records?
III. If the Government servant :
died/retired on medical grounds
more than 5 years back, why the
case was not sponsored earlier?
IV. Personal recommendation of the :
Head of the Department in the
Ministry/ Department/Office
(With his signature and office
stamp/seal)