

File No. DGT-A-12012/2/2022--Estt-II - E-file 4654L  
Government of India  
Ministry of Skill Development and Entrepreneurship  
Directorate General of Training  
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Pusa Complex  
New Delhi-110012  
Dated 16.02.2023

**Office Memorandum**

**Subject: Scheme for compassionate appointment- relative merit point based system (100 points-based criteria) and revised procedure for point based criteria for selection under compassionate appointment scheme of DGT**

In pursuance of DoPT's O.M. no. 43019/9/2019-Estt.(D) dated 23.08.2021 and O.M. no. 14014/2/2012-Estt.(D) dated 16.01.2013 on the consolidated instructions of compassionate appointments, a system of allocation of merit based points for various attributes has been devised as per Annexure-I to bring in more objectivity and transparency in dealing with applications seeking compassionate appointment.

2. The object of the compassionate appointment scheme is to grant appointment on compassionate grounds to a dependent family member of a Government servant dying in harness or who retired on medical grounds, thereby leaving his/her family in penury and without any means of livelihood and to relieve the family of the Government servant concerned from financial destitution and to help it get over the emergency. Accordingly, after deliberations upon various parameters/attributes of the applicants for compassionate appointment, a relative merit point system assigning maximum 100 points for weightage to different parameters has been devised in DGT (Annexure-I).
3. Applications received in DGT seeking appointment on compassionate grounds will be assessed on the basis of total points received by each applicant against parameters/attributes as fixed in Annexure-I and name of the applicants will be recommended based on the points received by respective applicants.
4. This relative merit point system (100 points-based criteria) will come into effect for cases/applications received after 01.07.2019. All cases closed/considered before this date will not be reopened. However, candidates willing to apply again can do so by submitting his/her application afresh in new format.
5. This issues with the approval of Competent Authority.

  
(Amar Kumar)  
Deputy Director (Estt.II)

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1. All DDGs/Division/Section Heads of DGT
2. All RDSDEs/CSTARI/NIMI

Copy for information to:

1. Secretary, MSDE
2. DG (DGT)
3. DoPT (Establishment Division)
4. Copy to be published on the website of DGT

100 points-based criteria regarding Compassionate Appointments in DGT

**Objective:**

The object of the Compassionate Appointment 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, thereby leaving his/her family in penury and without any means of livelihood and to relieve the family of the Government servant concerned from financial destitution and to help it get over the emergency. Accordingly, after deliberations upon various attributes/parameters of the applicants for compassionate appointment, a Relative Merit Point system assigning maximum 100 points based on various parameters/attributes for assigning weightage has been devised.

**100 point-based criteria:**

Sl. No.	Criteria	Maximum points
1	Family Pension	20
2	Lump Sum Amount/Terminal Monetary Benefits	10
3	Annual Income	05
4	Number of dependents	15
5	Number of Minor Children	10
6	Number of Unmarried Daughters	10
7	Mentally challenged or PwD Dependents	05
8	Left over service at the time of the death/medically retirement	15
9	Liabilities (Institutional Loans or Loans from reputed banks)	05
10	Immovable property	05
<b>TOTAL</b>		<b>100</b>

1. Family Pension (Basic excluding DA & allowances) (in Rupees)

**Maximum points: 20**

Monthly Pension	Points
Upto 9,000	20
9,001-12,000	18
12,001-15,000	16
15,001-18,000	14
18,001-21,000	12
21,001-24,000	10
24,001-27,000	08

27,001-30,000	06
Above 30,000	04

Note: Family Pension of the deceased govt. employee as on date of submission of application (figures as verified from office/govt. records).

2. Lump Sum Amount/Terminal Monetary Benefits (DCR Gratuity, GPF/Amount paid under NPS etc., CGEIGS, Leave Encashment etc.) paid to the family of the deceased government employee/employee retired on medical grounds

**Maximum points: 10**

Terminal benefits (in Rupees)	Points
Upto 4,00,000	10
4,00,001 - 6,00,000	09
6,00,001 - 8,00,000	08
8,00,001 - 10,00,000	07
10,00,001 - 12,00,000	06
12,00,001 - 14,00,000	05
14,00,001 - 16,00,000	04
16,00,001 - 18,00,000	03
Above 18,00,000	02

Note: Terminal/Monetary Benefits paid to/tentatively to be paid to the family of government employee after his/her death. (figures as verified from office/govt. record)

3. Annual Income (Income from all other sources except family pension of the family of the deceased/medically retired employee taken into consideration at Parameter 1 above) of the Family (i.e. all the dependent family members of the deceased govt. employee/ employee retired on medical ground) in the last Financial Year

**Maximum points: 05**

Annual Income	Points
Upto 1,00,000	5
1,00,001 – 2,00,000	4
2,00,001 – 3,00,000	3
3,00,001 – 4,00,000	2
4,00,001 – 5,00,000	1
Above 5,00,000	0

Note: Last financial year means financial year preceding the financial year in which application is submitted by the applicant.

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4. Number of dependents of the government employee deceased/retired on medical grounds

Maximum points 15

Number of dependents	Points
1	0
2	3
3	6
4	9
5	12
Above 5	15

Note: For the purpose of compassionate appointment, declaration given by the government employee in his/her service records before death/retirement on medical grounds, may be considered for dependents of that government employee [information to be verified by the concerned offices in which the employee was working (like from office records/valid proof(s) submitted by the family of the deceased employee/field verification etc.)]

5. Number of Minor Children (less than 18 years of age) at the time of death/retirement on medical grounds of the government employee

Maximum points: 10

Number of Minor Children	Points
None	0
1	5
2 or more	10

Note: Information to be verified from the service record of the deceased government employee/to be proved by submitting valid proof(s) by the family of the deceased government employee and subsequent field verification.

6. Number of Unmarried Daughters of the government employee (on the date of his/her death or retirement on medical grounds and not included in parameter 5 above) who have attained age of marriage as per extant Government Rules/Notification but not married

Maximum points:10

Unmarried Daughters	Points
0	0
1	5
2 or more	10

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Note: Information to be verified from the service record of the deceased government employee/to be proved by submitting valid proof(s) by the family of the deceased government employee and field verification.

7. Mentally challenged or PwD Dependents who are not employable/unable to be employed due to disability

**Maximum points: 05**

Mentally challenged/PwD Dependent	Points
None	0
1 or more	5

Note: Disability Certificate issued by competent authority in this regard to be produced by the applicant and field verification by the office.

8. Left over service at the time of the death/medically retirement of the government employee

**Maximum points: 15**

Left over service (in years)	Points
Upto 1 year	02
from 01-year upto 03 years	03
from 03-year upto 05 years	04
from 05-year upto 07 years	05
from 07-year upto 09 years	06
from 09-year upto 11 years	07
from 11-year upto 13 years	08
from 13-year upto 15 years	09
from 15-year upto 17 years	10
from 17-year upto 19 years	11
from 19-year upto 21 years	12
from 21-year upto 23 years	13
from 23-year upto 25 years	14
Above 25 years	15

Note: Information to be verified from the office where the employee was working before his/her death/retirement on medical grounds.

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9. Liabilities (Institutional Loans or Loans from reputed banks) of the deceased and his dependent family member as on date of death/retirement on medical grounds of the government employee:

**Maximum points: 05**

<b>Liabilities i.e. remaining principle amount of the loan (in Rs.)</b>	<b>Points</b>
Upto 50,000/-	2
50,001 - 1,00,000/-	3
Above 1,00,000	5

10. Immovable property in the name of the deceased/medically retired government employee or any of his/her dependent family member(s) at the time of death/retirement on medical grounds of government employee

**Maximum points: 05**

<b>Owning Residential/ Agricultural/Commercial property or Plot or Flat etc.</b>	<b>Merit Points</b>
Yes	0
No	5

Note: Information to be verified from the office where the employee was working before his/her death/retirement on medical grounds from office records/IPR/Field Verification etc.

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**Addendum-1 on 100-point criteria**

1. In case to the above, cases where the widow of deceased employee / wife of employee who has retired on medical ground has applied for compassionate appointment for herself, she shall get 15 additional points as grace points. This will be in line with the general principle that the widow / wife needs to be given preference for compassionate appointment. However, this shall be limited to such points that sum total of all points under previous heads and this should not be more than 100.
2. While applying 100 points scale parameters including above point, if situation arises that some candidates secure equal marks in merit and Cadre Controlling Authority is unable to decide the merit of such candidates; in such cases the tie breaking factor can be per dependent available income i.e., total of first three financial parameters prescribed in **Report** (Pension-annualized, total terminal benefits and annual income of earning members) divided by total number of dependents. The lesser the per dependent available income, the higher the rank amongst the applicants whose scores had a tie.
3. In cases of tie even after applying the factor of per dependent available income, then the left-over service of Government servant can be considered. This is suggested as it is felt that longer the left-over service of the deceased, the more is the impact on the family. Applicants related to Government servant with higher left-over service would be considered over the one with lesser left-over service.
4. In cases of tie even then, the next factor can be No. of Physically / mentally challenged dependents & unmarried daughter(s). In case of tie even then, the next factor can be age of the applicant, with elder applicant given preference.
5. The tie breaking factor(s) in the order indicated above, should be used only to decide relative merit of the applicants scoring same points on 100-point scale and only if the applicants scoring same points cannot be accommodated against available vacancies.
6. The cases already considered by the Ministry / Department / Office constituted for considering the request for compassionate appointment as per the previous practices followed need not be opened.

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