

**GOVERNMENT OF MEGHALAYA
FINANCE (PAY REVISION) DEPARTMENT**

No. F(PR)-76/2009/54

Dated Shillong, the 22nd February 2010.

OFFICE MEMORANDUM

Subject: ASSURED CAREER PROGRESSION SCHEME (ACPS) FOR THE STATE GOVERNMENT EMPLOYEES.

The Fourth Meghalaya Pay Commission, in Para.10.3.of its Report, has recommended introduction of a new scheme to deal with the problem of genuine stagnation and hardship faced by the State Government employees due to lack of adequate promotional avenues, especially those belonging to services or holding posts generally classified as common categories and isolated posts. As per the recommendations, career progression benefit will be available to a government employee who stagnate in service for a continuous and specified period of time in the form of financial up-gradations, to be allowed twice in his service career subject to fulfillment of certain conditions. The Government has considered the recommendations of the Pay Commission vis-à-vis the Government of India's existing scheme of this nature and has accepted the same.

2. In pursuance thereof, the undersigned is directed to say that the Governor of Meghalaya is pleased to order introduction of the scheme under the title and guidelines specified below:-

- 1) The Scheme shall be known as "***ASSURED CAREER PROGRESSION SCHEME (ACPS) FOR THE STATE GOVERNMENT EMPLOYEES***".
- 2) The benefit under the Scheme shall be available to all posts in Group 'B', 'C' and 'D' and also to all posts belonging to Group 'A' whether isolated or not. However, organized Group 'A' services shall not be covered under the scheme.
- 3) Casual workers (including those with temporary status or those conferred with Regular Casual Worker status) and employees appointed under ad hoc basis, Regulation 3 (f) and contract service shall not be eligible for the benefits under the Scheme.
- 4) The Scheme envisages merely placement in the next higher pay scale/grant of financial benefits (through financial up-gradation) to the government employee purely on personal basis and shall, therefore, have no relevance to his seniority position. Neither shall it amount to functional/regular promotion nor require creation of new posts for the purpose. As such, there shall be no stepping up of pay for the senior employees on the ground that the junior employee in the cadre has got higher pay under the ACP Scheme.

- 5) The Scheme shall, in no case, affect the normal or regular promotional avenues available to employees on the basis of vacancies. Attempts needed to improve promotion prospects in cadres on functional grounds by way of organizational study, cadre review, etc. as per prescribed norms should not however, be given up on the ground that the ACP Scheme has been introduced.
 - 6) Each Department shall constitute a Screening Committee, both at the levels of Administrative Departments and Heads of Departments with a Chairperson and two Members each. The members of the Committee shall comprise of officers holding the post which are at least one level above the grade in which the ACP is to be considered and not below the rank of Under Secretary at the level of Administrative Departments and Assistant Director at the level of Heads of Departments, with the Chairperson generally from a grade above the Members of the Screening Committee.
 - 7) The recommendations of the Screening Committee shall be placed before the Principal Secretary/Commissioner & Secretary in case where the Committee is constituted at the Administrative Department level and before the Head of Department in the other cases for approval.
 - 8) The Screening Committee shall follow a time-schedule and meet twice in a financial year – preferably in the first week of January and the 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 to September) of a particular financial year shall be taken up for consideration by the Screening Committee in the first week of January. Similarly, the Screening Committee shall process cases that would be maturing during the second-half (October to March) in the first week of July of the same financial year.
3. To make the Scheme operational, the Administrative Department(s) and/or the Head(s) of Department(s), as the case may be, shall constitute the first Screening Committee within a month from the date of issue of these orders to consider the cases of employees that have already matured or would be maturing up-to 31th March, 2010 for grant of financial up-gradation. The next Screening Committee shall be constituted as per the time-schedule indicated above.
4. The Assured Career Progression Scheme (ACPS) shall become operational from the date of issue of this Office Memorandum.
5. If any question arises as to the scope and meaning of the provisions of the Scheme, it shall be referred to the Government in the Finance Department whose decision thereon shall be final.

6. The details of the ACP scheme and the conditions for grant of the financial up-gradations under the Scheme are given in the *Annexure*.



(B.K. Dev Varma)

Principal Secretary to the Government of Meghalaya,
Finance Department.

Memo No.F(PR)-76/2009/ 54(A). Dated Shillong, the 22nd February 2010.

Copy to :-

1. The Accountant General (A & E) Meghalaya, etc., Shillong for information and necessary action (25 copies).
2. The Principal Accountant General (Audit) Meghalaya, etc., Shillong.
3. All Administrative Departments.
4. All Heads of Departments.
5. All Deputy Commissioners/Sub-Divisional Officers (Civil).
6. All Financial Advisers/ Finance & Accounts Officers/Treasury Officers.
7. The Principal Secretary, Meghalaya Legislative Assembly, Shillong.
8. The Secretary, Meghalaya Public Service Commission, Shillong.
9. The State Informatics Officer, NIC, Shillong for favour of placing the contents of this Office Memorandum in the website of the Government of Meghalaya.
10. The Director, Printing & Stationery for publication in the next issue of the Meghalaya Gazette and supply of 1500 printed copies of the Office Memorandum.

By order etc.,



Under Secretary to the Government of Meghalaya,
Finance (Pay Revision) Department.
