

GOVERNMENT OF MEGHALAYA

PERSONNEL & ADMINISTRATIVE REFORMS DEPARTMENT  
CHAPTER – IV

<p><i>O.M. No.PER 23/73/22, dt 25<sup>th</sup> July, 1973</i></p>	<p><b>RE-EMPLOYMENT / EMPLOYMENT ON CONTRACT SERVICE OF RETIRED / SUPERANNUATED GOVERNMENT SERVANTS, AGE OF SUPERANNUATION / RETIREMENT, OVERSTAYAL IN SERVICE BEYOND THE SUPERANNUATION AGE</b></p> <p><b>Grant / Refusal of Leave Preparatory to Retirement/ Re-employment of superannuated persons.</b></p> <p>1. The procedure to be followed in the matter of grant/refusal of leave preparatory to retirement, re-employment or as incorporated in Government of Assam's O.M. No. AAP. 217/60/20/Pt. Dated 22<sup>nd</sup> October, 1963* and O.M. No. AAP. 126/67/62, dated 4<sup>th</sup> June, 1968** (extracts of which are reproduced below) are briefly given below :-</p> <p>(1) That the officer should apply for leave preparatory to retirement at least 6 weeks before availing the leave and also that the authorities sanctioning the leave should immediately take a decision either to grant or refuse the leave without awaiting for a decision in their cases for continuance or otherwise in service beyond the actual date of retirement. And in the case of re-employment of superannuated persons and appointment on contract basis of such persons prior consultation with Personnel and Finance Departments is necessary before the case is submitted to the Cabinet for decision.</p> <p>(2) It has come to notice that the prescribed procedures as indicated above have not strictly been followed by Administrative Departments. Government takes a serious view of the growing tendency of cases being put up by the Departments to the Government for ex-post facto approval. The Departments are to note that they cannot assume Government's approval to action taken by them without the authority and that cases for refusal of leave and extension of service beyond the age of superannuation will not, in</p>
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future, be considered by the Government unless submission for prior orders (has been made).

- (3) The refusal of leave preparatory to retirement prior to retirement, and re-employment of superannuated persons is normally (considered) only in very special cases. The date of an officer's retirement is a known factor and there is no reason for the Department failing to take action well in advance of the date of retirement of the officer concerned to fill the ensuing vacancy. It would be only in very exceptional cases that a Department would be seriously inconvenienced by granting a few month's leave to an officer.

**\* Extract of Assam government's O.M. No. AAP. 217/70/20/Pt., dated, 22<sup>nd</sup> October, 1963 (Refer Para 7.1., 7.2., 7.3., and 7.4. at Pp. 131 of Hand Book of General Circulars.**

**“ Leave Preparatory to Retirement ”**

- “7.1. Officers who have leave at their credit should apply for leave preparatory to retirement to the authorities concerned if they intend to enjoy it, at least six weeks before the date from which the leave is granted, will commence without waiting for the decision in their cases for continuance in service beyond the age of 55 years.
- “7.2. The authorities concerned, on receipt of such applications from the officers under their control, should take a decision immediately either to grant or refuse the leave as they consider it fit without waiting for the decision in their cases for continuance in service beyond the age of 55 years.
- “7.3. All officers, wherever they are asked by the authorities concerned to intimate their willingness to continue in service beyond the age of 55 years and to furnish the medical certificate from the Civil Surgeon concerned or to appear before the Medical Board should do it within 15 days from the date of receipt of the communication asking for the same.

“7.4. If any officer does not follow the instruction in para 3 above, the Appointing Authority concerned will presume that he is not willing to enjoy the benefit of increased age of Superannuation and they will take action accordingly”.

**\*\* Extract of Assam Government O.M. No. AAP. 126/67/62, dated 4<sup>th</sup> June,1968.**

**“ Re-employment of superannuated persons and appointment of persons in Government service on contract basis ”**

“ The Government have been pleased to review the whole position in the context of changed circumstances and after careful consideration, it has been decided to lay down the following principles in the matter of re-employment of superannuated Government servants and employment of retired officers on contract basis under the State Government :-

“(1). No re-employment or employment on contract service of retired Government servants should, as a matter of principle, be made beyond the age of 55 years save in very special circumstances. This will not, however, be applicable to doctors belonging to the State Health Services (other than those holding mainly administrative posts) who may, if necessary, be re-employed for a term not exceeding one year at a time, but in no case beyond 58 years of age.

“(2). Under no circumstances a retired officer of any service should be re-employed or employed on contract service beyond 58 years of age.

“(3). All proposals for re-employment of superannuated persons or employment on contract service beyond 55 years to a Gazetted post should be submitted to the Cabinet in prior consultation with the Appointment (A) and Finance (E) Departments. In case of re-employment to a non-gazetted post the proposal need not be submitted to the Cabinet. The following procedures should be followed in processing a proposal for re-employment/employment on contract service of a superannuated person :-

“(a) The proposal for re-employment / employment on contract service should clearly indicate the public interest involved and the special circumstances necessitating a departure from the policy enumerated, i.e. restricting retension of Government servants in service beyond 55 years.

“(b) Such proposal should also indicate whether suitable person other than the superannuated person is not available in the Department, or if available, the difficulties in getting the services of such other qualified person in the post.

“(c) The period for which the re-employment is proposed and steps taken or proposed to be taken to fill up the vacancy, if necessary, after the period of re-employment or contract service is over.

“(d) Special suitability of the person proposed to be re-employed or employed on contract service.

“(e) Age of the officer on retirement, date of retirement and the age on the date of proposed re-employment.

“(f) Financial implication of the proposal including terms of re-employment, pay, pension, etc., proposed to be allowed including any other benefit, such as benefit of G.P. Fund and C. P. Fund, T.A., joining time, leave, medical facilities, etc., to the officer, keeping in view that the pay on re-employment including pension where allowed to be drawn separately, pension equivalent of gratuity and the commuted portion of pension, if any, does not exceed last pay drawn immediately before retirement.

“(g) A proposal with the above details should be submitted to the Appointment (A) Department after obtaining the approval of the Minister-in-charge of the respective Administrative Department and thereafter to Finance (E) Department.

“(h) After obtaining the views of Appointment (A) Department and

Finance (E) Department the proposal in case of Gazetted Officers should be submitted by the respective Administrative Department to the Cabinet with the permission of the Chief Minister, for approval. In case of non-gazetted staff also the above procedure outlined in (a) to (g) should be followed except that such proposal need not be submitted to the Cabinet.

“(4). No person should be re-employed / employed on contract service in anticipation of the approval of the competent authority.

“(5). All such proposal should be submitted well ahead of time to enable Appointment (A) Department and Finance (E) Department to examine the proposals in their proper perspective.

“(6). Person re-employed should produce certificate of physical fitness before actual re-employment from the competent medical authority as in the case of regular employment of Government servants. This will be necessary also before such renewal of the term of employment on contract service.

“(7). The above principle should strictly be adhered to and no deviation therefrom should be made without the prior approval of the Government ”.

**Re-employment or employment on Contract Service of retired / superannuated government servants/Age of retirement**

*O.M. No.PER.  
23/73/Pt, dt.  
15<sup>th</sup> Feb,1979*

2.1. Under the Finance (Pay Cell) Department’s Office Memorandum No. FEP, 33/75/10, dtd, the 27<sup>th</sup> August, 1977 the age of superannuation of Government employees other than Grade IV employees under the State Government was raised from 55 years to 58 years, with effect from 10<sup>th</sup> July, 1977. With the enhancement of the age of superannuation from 55 years to 58 years, it was expected that the number of re-employment or employment on contract service of retired/superannuated Government servants would also gradually decrease. Re-employment of retired / superannuated personnel is a stop-gap arrangement of short duration and as

a rule is resorted to only under exceptional circumstances. By its very character and nature, re-employment normally presupposes an alternative arrangement of a long term duration whereby a younger person is groomed to shoulder the responsibility of the job eventually. Of late, however, it has been observed that Administrative Departments too often send proposals for re-employing retired/superannuated Government servants. The existing policy on re-employment or employment on contract service of retired/superannuated Government servants has been re-examined. After a careful consideration, Government have decided as follows:-

- (i) No re-employment or employment on contract service of retired/superannuated Government servants should be made beyond the age of 58 years, except in very special and exceptional circumstances where it is to be resorted to as a stop-gap arrangement for a period not exceeding one year. Where re-employment or employment on contract service is made, the authorities concerned should make necessary arrangement to train a younger person as an under-study who would eventually shoulder the responsibility of the job on expiry of the term of re-employment or employment on contract of the retired / superannuated Government servants. This restriction may however, be relaxed in the case of technical personnel in the fields like Medical, Engineering, etc, where the personnel may be re-employed or employed on contract service for a term not exceeding one year at a time but not beyond the age of 60 years.
- (ii) A Government servant due to retire from service should apply for leave preparatory to retirement at least six weeks before availing the leave and the authorities sanctioning the leave should not, except in very special and exceptional circumstances warranting refusal of the leave, refuse the leave as a matter of course. The authorities concerned should take a decision in such matter well ahead of the date of the Officer is due to avail the leave.

2.2. **All proposals for re-employment should clearly indicate :-**

- (a) The public interest involved and special and exceptional circumstances necessitating the proposed re-employment;
- (b) The position of the serving personnel who under normal course could have been eligible for appointment to the post but for the proposed re-employment, and the reasons for not filling up the post under the normal course;
- (c) The period of re-employment or employment on contract service of retired/superannuated personnel proposed, and the steps taken either to have the post manned by any of the serving personnel if the question of promotion is involved or to have the post filled up in the regular manner if direct recruitment is involved after the expiry of the period of re-employment or employment on contract service;
- (d) The special suitability of the persons proposed to be re-employed or employed on contract service with relevant particulars about his or her age on retirement, date of retirement and the age on the date of the proposed re-employment on contract service;
- (e) The terms of re-employment including pay, pension, etc., and other benefits such as T.A., joining time, leave and medical facilities, etc., proposed to be allowed to the Officer and the financial implication thereof.

**NOTE** :- It should be kept in view that where pension is allowed to be drawn separately, the pay on re-employment including pension, the pension equivalent of D.C.R.G. and the commuted value of pension, if any, should not exceed the last pay drawn immediately before retirement.

2.3. Each re-employment proposal should have the approval of the Minister-In-Charge in the first instance.

2.4. After obtaining the approval of the Minister-In-Charge, the respective Department should submit such proposal with the above details along with any relevant particulars of importance directly bearing on the proposal, to the Personnel & A.R. (A) Department, in the first instance, and then the Finance (E) Department for their views.

2.5. After obtaining the views of the Personnel & A.R. (A) and Finance (E) Departments :-

(a) In the case of a proposal for the re-employment of a Gazetted Officer, the Administrative Department concerned should submit the matter to the Cabinet for decision. For the purpose, prior permission of the Chief Minister for placing the matter before the Cabinet should be obtained;

(b) In the case of a proposal for re-employment of a non-Gazetted Officer, the Administrative Department concerned should obtain the order of the Chief Minister.

2.6. All such proposals should be submitted well ahead of time to Personnel & A.R. (A) and Finance (E) Departments to enable them to examine the proposal in their proper perspective.

2.7. No person should be re-employed/employed on contract service in anticipation of the approval of the competent authority.

2.8. Persons re-employed should produce Medical Certificate of Fitness from the competent medical authority before actual re-employment or employment on contract service as in the case of regular employment of Government servants. Such Certificate should also be produced before each renewal of the term of re-employment or employment on contract service.



<p><i>O.M.No.PER. 8/83/101, dt. 22<sup>nd</sup> April, 1985</i></p>	<p>2.9. The principles laid down above shall also apply to the Public Undertakings, Semi-Government Institutions. etc., in the State.</p> <p>2.10. The above principles should strictly be adhered to and under no circumstances should a deviation therefrom be made without the prior approval of the Government. This is in supersession of all existing orders in the matter.</p> <p>3.1. Due to dearth of Officers in specialised areas like medicine, engineering, finance, land revenue, etc., it became necessary in the recent past to retain officer beyond the age of 60 years as a special case. The Circular above (O.M.No.PER.23/73/Part, dad. 15.2.1979) does not permit retention in Government service beyond the age of 60 years. It has, therefore, become necessary to modify the above Circular.</p> <p>3.2. It has been decided that in exceptional cases an Officer may be retained beyond 60 years due to special skills for which a trained Officer is not available in the State. He may be re-employed or employed on contract service for a term not exceeding one year at a time in such a case provided he is mentally and physically fit to be certified by the competent medical authority.</p>
<p><i>O.M.No.PER. 8/83/136, dt. 5<sup>th</sup> Sept, 1988</i></p>	<p>4.1. The position in regard to availability of personnel at all levels has since improved to a considerable extent. Accordingly not much difficulty should be faced in filling up any post on the retirement of Government servant if advance action is taken by the Department concerned to groom a younger person to shoulder the responsibility of the job.</p> <p>4.2. In view of the position stated above, the question of re-employment or employment of retired/superannuated Government servants on contract service has been reviewed by the State Government and it has been decided that hereafter no proposal for re-employment or employment on contract service of retired/superannuated Government servants beyond the age of superannuation should be considered except in cases where the over-riding consideration of public interest is clearly established. This could apply where</p>

<p><i>O.M.No.PER (U/O)57/89/1, dt.18<sup>th</sup>Apr,1989</i></p>	<p>a suitable person from amongst the serving personnel is not available inspite of advance action taken to select such person or in such instances where crash programmes of Government in particular sector would necessitate the availability of substantial technical man-power which is not otherwise available with the Department concerned.</p> <p>4.3. It is also reiterated that in specific technical areas where there is shortage of qualified persons, local personnel should be identified and sent for training on a priority basis, and contract appointments / deputation may be resorted to during the period of training of such personnel.</p> <p>4.4. The principles indicated above shall also apply to the Public Sector Undertakings, Semi-Government Institutions, etc under the State.</p> <p>5.1. Appointments on Contract Service have been resorted to on a number of occasions for specific time bound schemes or programmes or for obtaining technical man-power from outside the State to temporarily tide over the State's requirement till such time suitable local personnel are available.</p> <p>5.2. The matter relating to appointment of personnel on Contract Service has been reviewed and it has been decided that Departments should ensure that all proposals for appointment of personnel on Contract Service are submitted to the Cabinet for its approval, after having obtained the approval of the Personnel and Finance Departments as per practice at present, and the instructions shall be scrupulously followed by all concerned.</p>
<p><i>O.M.No.PER. 8/83/207, dt. 27<sup>th</sup> Nov, 1995</i></p>	<p>6.1. Under Para 1.1 of Office Memorandum No. of Office Memorandum No.8/73/PART, dated, 15<sup>th</sup> February, 1979, Office Memorandum No. PER.8/83/101, dated, 22<sup>nd</sup> April, 1985 and Office Memorandum No. PER.8/83/136, dated, 5<sup>th</sup> September, 1988 Government have, time and again, reiterated that under normal circumstances no re-employment or employment on contract basis of retired/superannuated Government servants should be resorted to, though in exceptional cases and only as a stop-gap arrangement for a period not exceeding one year made the same may be with the prior</p>

*O.M.No.PER.  
3/76/134, dt.  
7<sup>th</sup> Dec, 1976*

approval of the Cabinet. Government have, however, noticed that some departments had resorted to such re-employment/extension of services of persons after superannuation or appointed on contract basis in Government or in Public Sector Undertakings without regard to the existing Government guidelines.

6.2. Apart from the fact that a Government servant should know and maintain a record of his own date of birth, every Head of Office should also invariably prepare and maintain a superannuation statement showing the date of birth and the date of retirement of every Government servant under his control as required under Rules 56 and 65 of the Meghalaya Civil Services (Pension) Rules, 1983.

6.3. It is impressed upon all concerned to strictly adhere to the principles laid down therein and under no circumstances should a deviation therefrom be made without the prior concurrence/views of the Personnel and Finance Departments and approval of the Cabinet.

6.4. In the event of any deviation from the above instructions, responsibility for the lapse shall be fixed personally on the Controlling Officer/Head of Office and the Government employee concerned and no consideration or condonation for such lapse shall be made. These principles shall also apply to Public Sector Undertakings, Semi-Government Organisation, etc., in the State.

#### **Overstayal in service beyond the age of superannuation**

7.1. Instances have come to the notice of Government where Government servants are retained in service beyond the date of superannuation of 55 years {raised to 58 years vide C.S. No. 7, against F.R. 56(a)} F.R.57(a) of Meghalaya F.Rs & S.Rs} on the plea that either such Government servant does not know his own date of birth or due to non-availability of his Service Book wherein the actual date of birth has been recorded.

7.2. Government takes a serious view of such person being allowed to continue beyond the date of superannuation and cases sent for regularisation of

of the period of such over-stayal by treating the same as on re-employment.

7.3 Apart from the fact that a Government servant should know and maintain a record of his own date of birth, every Head of Office should also prepare and maintain a Superannuation Statement showing the date of birth and the date of retirement of every Government servant under his control as required under Rule 95 of the Assam Services (Pension) Rules, 1969 (Rules 56 of Meghalaya Civil Services (Pension) Rules, 1983).

7.4. The above instructions should be followed strictly and proposals for regularisation of the period of such overstayal will not be considered in future.

*O.M.No.PER.  
71/82/2, dtd.  
1<sup>st</sup> Oct, 1982*

8. Para 2(a) of Finance Department's O.M. No. FEM. 67/76/51, dated 13<sup>th</sup> October, 1976 clearly enjoins that the Head of Office or other authority responsible for preparing the pension papers will initiate the pension case two years before the date of retirement of a Government servant. Further, Para 11, *ibid* of Finance's O.M. provides that if in future, service records are found to be incomplete or imperfect at the time of processing and finalising pension cases, those cases will not be delayed but the officials responsible for the maintenance of the records will be held accountable for any deficiencies, failure or omissions therein, and action will be initiated against them. Furthermore, Rule 95 of the Assam Services (Pension) Rules, 1969 (as adapted by the Government of Meghalaya {Rule 56 of the Meghalaya Civil Services (Pension) Rules, 1983}, F.R. 56(a) and S.R. 8 of F.Rs & S.Rs (F.R. 57(a) of Meghalaya F.Rs & S.Rs, 1984) are self-explanatory for dealing with such cases. It is a matter of regret to note that despite these specific instructions issued by Government, cases of overstayal in service beyond the date of superannuation continue to occur in a number of Departments, Directorates and their Subordinate offices and such cases are sent for regularisation by treating that period as on re-employment. This is highly irregular and in contravention of the rules and procedures in force. Government take a very serious view of such cases and would once again emphasise that all Administrative Departments, Head of Departments and all other authorities concerned should ensure that strictest compliance of the

*O.M.No.PER.  
71/82/5, dt.  
5<sup>th</sup> Nov, 1984*

rules and procedures prescribed in this regard should be maintained.

9.1. In spite of clear instructions, cases of overstayal in service continues to occur in some Departments, Directorates and Subordinate Offices. Government views such irregularity seriously and would again emphasise that all concerned should ensure strikets compliance with the prescribed rules and procedures in order that overstayal in service do not recur.

9.2. The date of retirement of a Government employee, except of Grade IV, is the date on which he attains the age of 58 years and in case of a Grade IV Government employee the date of retirement is on which he attains the age of 60 years vide F.R. 57(a) of the Meghalaya F.Rs & S.Rs, 1984 read with Note-3 thereunder. A Government employee stands superannuated on due date unless he receives on a date prior to the date of superannuation an order of extension. If he continues to remain beyond that date, he does so at his own risk and cost.

9.3. In this context particular attention is invited to Rule 56 of the Meghalaya Civil Services (Pension) Rules, 1983 according to which every Head of the Department shall have a list prepared every six months, that is on 1<sup>st</sup> January and 1<sup>st</sup> July each year of all Gazetted and Non-Gazetted Government employees who are due to retire within the next 24 to 30 months of that date in Form No. 18, and a copy of that list should be sent to the Accountant General not later than the 31<sup>st</sup> January or 31<sup>st</sup> July as the case may be of that year. While preparing the said list the date of birth should be verified from the Service Books and other relevant records as to its correctness or otherwise. With the coming into force of the Meghalaya Civil Services (Pension) Rules and the Meghalaya F.Rs and S.Rs., relevant rules dealing with maintenance of service records and retirement of Government servants, may be referred to.

9.4. Once the provisions contained in the aforesadi rules are strictly followed, there should be no scope for occurrence of overstayal in service by any Government employee beyond the date of superannuation. The responsibility to ensure strict compliance of the prescribed rules rests with

<p><i>O.M.No.PER. 22/84/1, dt. 13th Sept, 1985</i></p>	<p>the Heads of the Department / Office concerned.</p> <p>10.1. Existing Government instructions regarding retention of Government servants in service beyond the age superannuation is invited. It is hereby clarified that a Government servant will stand automatically retired on his due date of superannuation. No order is, therefore, required to be issued informing him about his date of retirement.</p> <p>10.2. Without prejudice to para-1 above, however, a Head of Department shall prepare a list every six months on the 1<sup>st</sup> January and the 1<sup>st</sup> July of all Gazetted and Non-Gazetted Government employees who are due to retire within the next 24 months as already provided in the Meghalaya Civil Services (Pension) Rules. A copy of the list will be sent to the Accountant General not later than 31<sup>st</sup> January or the 31<sup>st</sup> July respectively of that year. An extract from the list should also be sent to the employee concerned.</p>
<p><i>O.M.No.PER. 8/83/215, dt. 3<sup>rd</sup> Oct., 1996</i></p>	<p>11.1. Government have noticed that proposals are still being submitted for regularisation of the period of overstaya giving one reason or the other and in particular the cases such as those of Grade IV Government servants who are subsequently promoted to Grade III posts and are to retire at the age of 58 years and those Government servants who claim a change in their dates of birth (Note below S.R. 8 of the F.Rs &amp; S.Rs refers).</p> <p>11.2. In view of the position stated above and with a view to reducing the possibility of unauthorised continuance in service beyond the age of superannuation it is considered necessary that apart from preparing and maintaining a superannuation statement as indicated in Office Memorandum No. PER. 8/83/207, dated 27<sup>th</sup> November, 1995(Para 6.1 above), there should be a verification by the Heads of Departments / Controlling Authorities of the entries in the Service Books of all Government employees at least three years before the date of superannuation. In this connection, it is impressed upon all concerned to maintain the records of date of birth viz., Matriculation Certificate/School Certificate in the personal file of the Government employees concerned as far as practicable so that there may not be any difficulty to verify the date of birth as and when required.</p>

<p>No.PER.32/ 90/108,dtd, 27<sup>th</sup> Aug.,1990</p>	<p>11.3. Should there be a deviation from the above instructions, responsibility will be fixed both on the Controlling Officer and the Government employee concerned. These instructions shall also apply to Semi-Government Organisations, Public Sector Undertakings, etc.</p> <p style="text-align: center;"><b>Statistics of re-employment / employment on contract basis of retired Government employees</b></p> <p>12. It is necessary to maintain the records of cases of re-employment / employment on contract service / extension of services of retired Government employees under the State Government including those under the Public Sector Undertakings. The information relating to the above cases is to be furnished to Government in the Proforma as below. Information pertaining to the Public Sector Undertakings under the control of the concerned Department to be shown separately : -</p>
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Sl No.	Name of officer /staff	Re-employment with designation of the post		Employment on contract with designation of the post		Extension of service of any retired personnel not covered by Col.(3)&(4)		Rate of remuneration allowed	Age at the time of re-employment /employment on contract of officer /staff	Whether the re-employment/Appointment on contract / extension of service of retired personnel has been agreed to by Per. Deptt. & date.
		From	To	From	To	From	To			
1	2	3	3	4	4	5	5	6	7	8

**Raising the age of superannuation of State Government employees from 58 to 60 years**

*O.M.No.PER.  
26/98/Pt-1/42,  
dt.17<sup>th</sup> Oct,  
1998.*

13.1. The Governor of Meghalaya is pleased to order that :-

- (a) Except as otherwise provide specifically, every Government servant whose age of retirement is currently 58 years, shall now retire from service on the afternoon of the last day of the month in which he / she attains the age of 60 (sixty) years. However, Government servant whose date of birth is the first of a month shall retire from service on the afternoon of the last day of the preceding month.
- (a) There shall be complete ban on any extension or re-employment in service of a Government servant beyond the age of superannuation, i.e. 60 years.

13.2. The maximum age of entry into Government service shall be increased by two years.

13.3. The orders at paragraphs 13.1(a) and (b) above will be deemed to have come into force from 25<sup>th</sup> September, 1998 and will be applicable to all State Government employees, except those who have already retired in accordance with the earlier rules, those who were on extension of service or re-employment on the date these orders came into force and those who are governed by specific rules/or orders. Relevant provisions of the Meghalaya Fundamental Rules and Subsidiary Rules have since been amended.

13.4. Consequent upon the increase in the age of retirement and the ban imposed on any extension on re-employment in service, Heads of Departments/ Offices should prepare and maintain a superannuation statement indicating the date of birth and date of retirement of every Government servant under their control as required under Rule 56 of the M.C.S. (Pension) Rules 1983. A copy of the list as prepared and forwarded



to the Accountant General should also invariably be forwarded to this Department for records.

13.5. Heads of Departments / Offices will examine both the present availability of promotion avenues for Government employees and the expeditious filling up of the promotion vacancies which would be available at various levels in all Departments of the Government and undertake appropriate action thereafter.

13.6. The Government has decided to constitute a Special Task Force to review, monitor and expedite the process of filling up of the vacancies available at present, which are in the process of being filled up through Meghalaya Public Service Commission and District Selection Committees, in a time bound fashion.

**Reducing the age of superannuation of State Government employees from 60 to 58 years**

14.1. After consideration of different aspects, Government has now decided as follows :-

- (1) Except as otherwise provided, every Government servant whose date of retirement is currently 60 years, shall now retire from service on the afternoon of the last day of the month in which he / she attains the age of 58(fifty eight) years. However, Government servants whose date of birth is the first of a month shall retire from service on the afternoon of the last day of the preceding month.
- (1) This order shall come into force with effect from 31<sup>st</sup> March, 2000 and will be applicable to all State Government employees, except those governed by specific Rules and / or orders. Relevant provisions of the Meghalaya F.Rs & S.Rs are being amended accordingly. Accordingly all State Government employees who have already attained or who will attain the age of superannuation, i.e. 58 years upto the period till the 31<sup>st</sup> March, 2000, shall retire on

*O.M.No.PER.  
26/98/Pt-1/72,  
dtd.1<sup>st</sup> Dec,  
1999*

superannuation from service on 31<sup>st</sup> March, 2000 (AN).

- (2) Consequently Government employees who have attained the age of 58 years on or after 25<sup>th</sup> September, 1998, and who will be still in service upto the date of death / voluntary retirement / 31.03.2000 as the case may be, their services for the period from 25.9.1998 upto the date of death/voluntary retirement/31.03.2000 shall be treated as extension of service for all purposes.
- (3) Orders vide O.M. No. PER. 26/98/PT.I/42, dtd. 17<sup>th</sup> October, 1998 (refer Para 13.1 to 13.6 above) which specified that the maximum age of entry into Government service had been increased by two years stand revoked, and the maximum age of entry accordingly stand decreased by two years. This will, however, not apply to such posts / services for which advertisement may already have been issued by the Meghalaya Public Service Commission / District Selection Committees since date of issue of O.M. dated the 17<sup>th</sup> October, 1998.
- (4) Consequent upon the decrease in the age of retirement the ban on any extension or re-employment in service shall remain in force. Heads of Departments / Offices should continue to prepare and maintain a superannuation statement indicating the date of birth and date of retirement of every Government servant under their control as required under Rule 56 of the Meghalaya Civil Services (Pension) Rules. A copy of the list so prepared and forwarded to the Accountant General should also invariably be forwarded to this Department for record.
- (5) Heads of Departments / Offices shall also examine the availability of promotion avenues for Government employees and the expeditious filling up of the promotion vacancies which would be available at various levels in all Departments of the Government and undertake appropriate action thereafter.

<p><i>No.PER.26/98 Pt-1/121,dt.2<sup>nd</sup> March, 2000</i></p>	<p>14.2. This order will not be applicable to Grade IV employees of the State Government who are covered by specific Rules / Orders in this regard.</p> <p>14.3. Action for processing pension papers of all Officers/Staff who are due to retire on 31<sup>st</sup> March, 2000 as per extant orders may be taken accordingly.</p> <p>15. All Departments/Offices to ensure that the instructions contained in Para 14.1 to 14.3 above are strictly adhered to and also to ensure that no State Government employees who are due to retire as on 31<sup>st</sup> March, 2000 overstay in service beyond the date of retirement.</p>
<p><i>No.PER.26/98 Pt-1/185,dt. 31<sup>st</sup> March, 2000</i></p>	<p>16. Some Employees Association has moved the Court for retaining 60 years as the age of superannuation of State Government employees. However, no direction / orders have been issued by the Court on the above. It is, therefore, reiterated that all Administrative Departments / Heads of Departments should ensure that the instructions in this regard are strictly adhered to and that no State Government employees overstay in service beyond the date of retirement.</p>