



भारतीय कृषि अनुसंधान परिषद
INDIAN COUNCIL OF AGRICULTURAL RESEARCH

कृषि भवन, डॉ. राजेन्द्र प्रसाद मार्ग, नई दिल्ली-110001
Krishi Bhawan, Dr. Rajendra Prasad Road, New Delhi -110001

F. No. Admn.10-1/2025 – R&P

Dated: 1st May, 2025

OFFICE MEMORANDUM

Sub.: Guidelines for consideration of cases for appointment on compassionate grounds in ICAR – reg.

Guidelines/instructions of DoP&T/GoI are being followed for granting appointment on compassionate grounds in ICAR. The prevailing system has been duly examined by the Council and in order to standardize & streamline the procedure of considering the cases for grant of appointments on compassionate ground in the ICAR, it has been decided with the approval of the Competent Authority to follow a standard timeline and point-system as detailed below:

- a) The existing system of granting appointment on compassionate grounds as per DoP&T/GoI instructions shall be continued. However, annual timelines for completing the entire process of compassionate appointment by the ICAR institutes/HQ shall be as under:

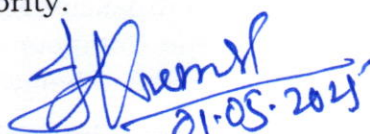
S. No.	Process of Compassionate Appointment	Cut-off date
1.	Identification of Group 'C' DR vacancies and calculation of corresponding compassionate appointment vacancies	31 st January
2.	Inviting applications for appointment on compassionate grounds	28 th February
3.	Assessment by the respective CAC (Compassionate Appointment Committee)	31 st May
4.	Approval of the concerned Appointing Authority	30 th June
5.	Issuing offer of appointment, if any	31 st July

- b) For ensuring transparency and uniformity across ICAR system common criteria on a hundred point-scale, based on various attributes as detailed in **Annexure-I**, shall be used for assessment of applications and awarding marks to the applicants by ICAR HQ/Institutes/Units.
- c) The applicants for appointment on compassionate ground shall submit an Affidavit in the prescribed format (**Annexure-II**) along with the application forms.
2. Ongoing process and cases which are already under consideration by the respective Compassionate Appointment Committee in different institutes would not be affected by this OM. The ongoing process will continue and should be completed by 31st July, 2025.

3. Further, in case, any institute didn't initiate any action for filling up available vacancies under Compassionate Appointment Quota in the current year, they may also start and complete the process latest by 31.10.2025 following the criteria on a hundred point-scale (Annexure-I), as per the revised guidelines issued by the Council. Thereafter, from next calendar year, vacancies under Compassionate Appointment Quota in the whole ICAR system shall be filled as per the latest guidelines, common criteria on a hundred point-scale and time schedule.

4. Accordingly, all the ICAR Institutes/Units are informed to strictly follow the aforesaid guidelines/instructions apart from adhering to the guidelines issued by DoP&T/GoI on compassionate appointment while considering the cases of appointment under compassionate ground.

5. This issues with the approval of the Competent Authority.


(Himanshu Kumar)
Under Secretary (R&P)

Distribution:

1. The Directors / Project Directors of all the Institutes / NRCs / Bureaux/ PDs/ATARIs.
2. The DDGs of all SMDs of ICAR.
3. JS (Pers. & TS)/JS(Fin.)/Director (Admn.)/Director (IAD)/Director (Pers.).
4. PPS to DG, ICAR/ Sr.PPS to Secretary, ICAR / PPS to FA, DARE/ICAR.
5. Welfare Officers of ICAR Hqrs./Institutes/Units.
6. All SMDs and IA Division, ICAR.
7. e-office notice board.
8. Media Unit, ICAR with the request to upload this OM on the ICAR website.
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Annexure-I**Table for allocation of points to various attributes based on a 100 point-scale for compassionate appointment****1. Family Pension (Basic excluding DA & Allowances)****(15 Points)**

Sl. No.	Proposed Slab	Points
1.	Upto 10,000	15
2.	10,001-13,000	13
3.	13,001-16,000	11
4.	16,001-19,000	09
5.	19,001-22,000	07
6.	22,001-25,000	05
7.	25,001-28,000	03
8.	28,001 & Above	01

(The family pension in respect of the applicant is to be certified by the institute)

2. Terminal benefits i.e. Lump sum amount by the family on death of Govt. Servant (i.e. DCR Gratuity, GPF/ PPF A/c Balance, LIC/ PLI, CGEIGS, Leave encashment etc.)/ Lump sum amount under NPS etc.**(10 Points)**

Terminal Benefits			
For post 01.01.2016 death cases	For death cases between 01.01.2006 to 31.12.2015	For pre 01.01.2006 death cases	Weightage Points
Upto 10,00,000	Upto 4,50,000	Upto 1,00,000	10
10,00,001-11,87,500	4,50,001-5,25,000	1,00,001-1,20,000	09
11,87,501-13,75,000	5,25,001-6,00,000	1,20,001-1,40,000	08
13,75,001-15,62,500	6,00,001-6,75,000	1,40,001-1,60,000	07
15,62,501-17,50,000	6,75,001-7,50,000	1,60,001-1,80,000	06
17,50,001-19,37,500	7,50,001-8,25,000	1,80,001-2,00,000	05
19,37,501-21,25,000	8,25,001-9,00,000	2,00,001-2,20,000	04
21,25,001-23,12,500	9,00,001-9,75,000	2,20,001-2,40,000	03
23,12,501-25,00,000	9,75,001-10,50,000	2,40,001-2,60,000	02
25,00,001-26,87,500	10,50,001-11,25,000	2,60,001-3,00,000	01
26,87,501 & Above	11,25,001 & Above	3,00,001 & Above	00

(The terminal benefits in respect of the applicant are to be certified by the institute)

3. Annual Income of earning members & income from Property

(05 Points)

Sl. No.	Annual Income	Weightage Points
1.	Nil	05
2.	1-1,05,000	04
3.	1,05,001-1,35,000	03
4.	1,35,001-1,65,000	02
5.	1,65,001-1,95,000	01
6.	1,95,001 & Above	00

(Valid Income certificate issued by the District Magistrate/Additional District Magistrate/Collector/ Deputy Commissioner/Ist Class Stipendary Magistrate/Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner/Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate/Revenue Officer not below the rank of Tehsildar and Sub-Divisional Officer of the area where the candidate and/or his family normally resides, as the case may be, in respect of the annual income of earning members & income from property has to be produced by the applicant for this purpose. Copies of PAN Cards and ITR of previous year of earning members may also be enclosed.)

4. Movable/ Immovable Property (both) of the applicant and his/her family members*

(10 Points)

(*The family members include family members as indicated at Sl. Nos. 6 to 9 of this annexure.)

Sl. No.	Value of Movable/Immovable Property	Weightage Points
1.	Nil	10
2.	Upto 5,00,000	08
3.	5,00,001-10,00,000	06
4.	10,00,001-15,00,000	04
5.	15,00,001-20,00,000	02
6.	20,00,001 & Above	00

For Movable Property: Invoice of the movable property indicating purchase price and date of purchase has to be produced by the applicant. For vehicles and other items as reported by the applicant, as a standard deduction, 10 % depreciation of the movable property per year may be considered to arrive at current market value of the vehicle.

For Immovable Property: Conveyance deed/ sale deed etc. of the immovable property has to be produced by the applicant. The current market value of the property (or circle rate etc. if any) may also be indicated, duly certified by the revenue officials of the area. Copies of the property tax/house tax receipts of the previous year may also be enclosed.)

5. Left over service of Deceased**(15 Points)**

Left over service of Deceased	Weightage Points	Left over service of Deceased	Weightage Points	Left over service of Deceased	Weightage Points
Upto 02 years	01	Upto 12 years	06	Upto 22 years	11
Upto 04 years	02	Upto 14 years	07	Upto 24 years	12
Upto 06 years	03	Upto 16 years	08	Upto 26 years	13
Upto 08 years	04	Upto 18 years	09	Upto 28 years	14
Upto 10 years	05	Upto 20 years	10	Upto 30 years and above	15

(The leftover service of the deceased employee is to be certified by the institute)

6. Dependents i.e. Mother or Father, Spouse (unemployed only)**(10 Points)**

Sl. No.	No. of Dependents	Weightage Points
1.	Single or Both Parents	05
2.	Spouse (unemployed)	05

(The details of the dependents i.e. mother or father, spouse (house wife only) at the time of death of the employee, is to be certified by the institute on the basis of the service records of the deceased employee)

7. Unmarried Daughters**(10 Points)**

Sl. No.	No. of Unmarried Daughters	Weightage Points
1.	01	05
2.	02 & Above	10

(The details of the unmarried daughters at the time of death of the employee, is to be certified by the institute on the basis of the service records of the deceased employee. The marital status of daughters at the time of consideration of application by committee shall be relevant for award of marks)

8. Dependent Minor Children**(10 Points)**

Sl. No.	No. of Minor Children	Weightage Points
1.	01	05
2.	02 & Above	10

(The details of the dependent minor children at the time of death of the employee, is to be certified by the institute on the basis of the service records of the deceased employee. The minority status of children at the time of consideration of the application by the committee shall be relevant for award of marks)

9. Unmarried Major Son (upto 25 Years of age) and Dependent major son i.e. Physically and mentally challenged (without age limit)**(05 Points)**

Sl. No.	No. of Unmarried Major Son/ Dependent major son	Weightage Points
1.	01	03
2.	02 & Above	05

(The details of the unmarried major son upto 25 years of age and dependent major son physically and mentally challenged without age limit, at the time of death of the employee, is to be certified by the institute on the basis of the service records of the deceased employee. In case of physically and mentally challenged son; the disability certificate from authorized signatory of notified medical authority and countersigned by CMO/Medical Superintendent/Head of Government hospital, in case the certificate is issued by the medical authority who is not a permanent govt. servant, has to be produced by the applicant)

10. Educational Qualifications of the applicant**(05 Points)**

Sl. No.	Educational Qualifications of the applicant	Weightage Points
1.	Graduate and above	03
2.	12 th	04
3.	Below 12 th	05

(Attested copies of the educational qualifications of the applicant may be enclosed)



11. Age of the applicant

(05 Points)

Sl. No.	Age of the applicant	Weightage Points
1.	Above 40	05
2.	Between 35-40	04
3.	Between 30-35	03
4.	Below 30	02

(The age of the applicant is to be certified by the institute on the basis of birth certificate/10th certificate/PAN Card/service records)

- In addition to the above, Cases where the wife of deceased official has applied for compassionate appointment for herself, she shall get 15 additional points as grace points. She will be in line with the general principle that the widow needs to be given preference for compassionate appointment.
- In case there is a tie, the preference shall be given to the family of the most recently deceased employee.



AFFIDAVIT

**Affidavit to be given on Indian Non-Judicial Stamp Paper of Rs.100/-
and duly attested by Notary Public**

I, _____ Son/Daughter/Wife of
_____ residing at _____ do hereby solemnly
affirm and declare as under: -

1. That I am a citizen of India.
2. That the total annual income of earning members of my family and income from property is Rs. _____.
3. That I along with my family members indicated have the following movable/immovable property:
 - (i) Movable Property: _____
 - (ii) Purchase price and date of purchase of movable property:

 - (iii) Immovable Property: _____
 - (iv) Current market value of the immovable property: _____
4. This affidavit is applied for submission of application for compassionate appointment.
5. That it is my true statement and I shall remain responsible for any false statement.

Deponent

Verification:

I, the above-named deponent, do hereby solemnly affirm and declare that the contents of this affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed there from. If any of the facts mentioned are found to be incorrect or false at a future date, my services may be terminated.



Deponent