



GOVERNMENT OF SIKKIM
DEPARTMENT OF PERSONNEL
GANGTOK-737101

No.91/GEN/DOP

Dated;31/01/2020

NOTIFICATION

With a view to streamline the channel of disposal of files relating to appointments of the Government employees, the State Government is pleased to prescribe the following levels and procedure for disposal of various category of cases:-

SI No.	Subject	Approving Authority	Remarks
01.	Temporary Appointment		
	(1) All new temporary /MR /Adhoc/ consolidated pay appointments to any level/position, including under schemes for which funds are provided by GOI /externally-aided projects and managed outside the budget and donors of land for developmental projects in their locality	Chief Minister (as Minister-in-Charge of DOP)	(i) Currently banned (ii) In case of exigencies, Dept. with the approval of the Minister concerned shall submit the proposal to DOP which shall issue the order after following due process of selection and approval. Orders issued by any other authority shall not be valid and shall not be honoured by Pay & Accounts Office and DESME. (iii) Appointment of staff to be paid for under any CSS or any project shall also be processed through DOP only. (iv) The officer signing the appointment order shall be personally liable to ensure compliance of the instructions regarding such appointments. (v) A monthly report will be submitted by the HOD about all new appointments.
	(2) Contract appointments against specified posts requiring special skills/experience/qualification including under schemes for which funds are maintained outside the budget.	Chief Minister (as Minister-in-Charge of DOP)	Based on the justification and recommendation of the Dept., standard contract agreement containing terms and conditions to be ensured by DOP.

	(3) Appointment of staff attached with the Ministers/MPs/Chairpersons/Advisors on co-terminus basis.	Chief Secretary	Orders to be issued by Home Department
2.	Regular Appointment		
	(1) Group A & B	Chief Minister	In accordance with the relevant Recruitment Rules/ Service Rules of the State Government.
	(2) Group C & D	Secretary, DOP	Where cadre-controlling Dept. is not DOP, then the concerned Dept will before issuing the order, take concurrence of DOP, after approval of the concerned Minister.
3.	Compassionate appointments on regular basis	Chief Minister (as Minister in-Charge of DOP)	As per the prevailing rules.

By Order.

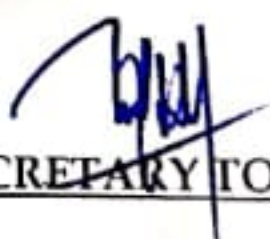
Sd/-
(Tashi Cho-Cho)
SPECIAL SECRETARY
DEPARTMENT OF PERSONNEL
File No. F(93)/GEN/DOP

Memo No.; 363-366 /GEN/DOP

Dated;31 /01/2020

Copy for information to:-

1. All Head of Departments/Secretaries,
2. Secretary to HCM,
3. Joint Secretary, Home Department..... for publication in the Gazette,
4. Joint Secretary-cum-Staff Officer to Chief Secretary,
5. File and
6. Guard File.


UNDER SECRETARY TO THE GOVERNMENT