



OFFICE OF THE COMMISSIONER OF POLICE : DELHI
POLICE HEADQUARTERS, JAI SING ROAD, NEW DELHI 110001.

CIRCULAR

Subject :- Relative Merit Points System For Allocation of Points for Various Attributes of Applicant for compassionate appointments in Delhi Police.

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 family in penury and without any means of livelihood and relieve the family of the Government servant concerned from financial destitution and help it get over the emergency.

Keeping in view the objective of the Scheme, the existing instruction of DOPT and S.O. No. Welfare/04/2022 relating to compassionate appointments have time and again been reviewed/modified/simplified so that the system finally derived at shall be more transparent, efficient and objective in nature.

The existing position regarding appointment on compassionate basis in Delhi Police has been reviewed and it has been decided by the Competent Authority that in order to ensure utmost transparency, a point based merit scheme based on various attributes indicated in the guidelines of DoP&T OM No. F.No.43019/9/2019-Estt. (D), dated 23.08.2021 and MHA O.M. No. A-12012/01/2022-Ad.II, dated 17.06.2022 should be worked out on a 100 point-scale as laid down in **Annexure-I**.

While applying point based merit scheme, as mentioned in **Annexure-I**, if situation arises that some candidates secure equal marks in merit and Screening Committee is unable to decide the merit of such candidates, in such cases the tie-breaking factor can be as below:-

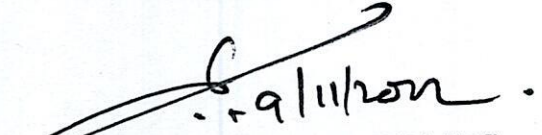
1. Income available per dependent i.e. total of first three financial parameters prescribed in **Annexure-I** (Pension annualized, total terminal benefits, annual income of earning members (other than Govt. employee) and income from property) divided by total number of dependents. The lesser the per dependent available income, the higher the rank amongst the applicants whose scores had a tie.
2. In case 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 may be implied 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.
3. In case of tie even after applying the factor of left-over service, the date of birth will be taken into account and the one who aged higher than the other, may be given preference.

Keeping in view the administrative requirement in processing applications for compassionate appointment, the form as in **Annexure-II** may be used for ascertaining necessary information which consists of three parts as under:-

S.L. No.	Part	Title
1.	A	Form for seeking Compassionate appointment by dependents of Government servants deceased while in Service or retired on medical grounds.
2.	B	To be filled by the Office in which employment is proposed.
3.	C	Relative Merit Points Assessment on a 100- point scale for compassionate appointment.

Point based merit scheme imparts the necessary objectivity, homogeneity and transparency to the scheme for appointment on compassionate ground. Henceforth, it shall be followed strictly along with the instruction issued by DoP&T and S.O. No. Welfare/04/2022, (amended time to time) for assessing comparative merit of the applications for compassionate appointment.

This has the approval of CP/Delhi


(ATMARAM V. DESHPANDE) IPS
ADDL.COMMISSIONER OF POLICE
HQ (WELFARE) DELHI

No. 490-589 /AC-CG/WELFARE/PHQ dated Delhi the -09-11- /2022

Copy forwarded for information and necessary action to the:-

1. All Special Commissioners of Police, Delhi.
2. All Joint commissioner of Police, Delhi including Jt. Director, Delhi Police Academy, Delhi/New Delhi.
3. All Additional Commissioners of Police, Delhi.
4. OSD to CP, Delhi.
5. All Dy. Commissioners of Police of Districts/Units including PHQ, CP Sectt. FRRO and Deputy Director/Delhi Police Academy, Delhi/New Delhi.
6. DCP/I.T. for necessary action.
7. DCP/CRO to upload the same on Delhi Police website under welfare vertical.
8. LA to CP & FA to CP, Delhi.
9. All ACsP/Insprs./ PHQ.
10. PS/Reader to CP, Delhi.
11. HAR/PHQ
12. Librarian/PHQ.

ANNEXURE-I**Relative Merit Points System For Allocation of Points for Various Attributes of Applicant for compassionate appointments in Delhi Police.****Based on 100 Point Scale For Part-C of Annexure-II**

- (i) **Family pension (basic excluding DR & Allowances). (20 points)**

Sl. No.	Proposed Slab in Rs.	Points
1.	Upto 10,000	20
2.	10,001-13,000	18
3.	13,001-16,000	16
4.	16,001-19,000	14
5.	19,001-22,000	12
6.	22,001-25,000	10
7.	25,001-28,000	08
8.	28,001 & above	06

- (ii) **Terminal benefits in Rs. i.e. Lump sum amount received by the family on death of Govt. servant (i.e. DCR Gratuity, GPF/Lump sum amount under NPS, CGEGIS, Leave encashment etc.). (10 points)**

For pre 01.01.2016 death cases	For post 01.01.2016 death cases	Points
Up to 4,50,000	Up to 10,00,000	10
4,50,001-5,25,000	10,00,001-12,00,000	09
5,25,001-6,00,000	12,00,001-14,00,000	08
6,00,001-6,75,000	14,00,001-16,00,000	07
6,75,001-7,50,000	16,00,001-18,00,000	06
7,50,001-8,25,000	18,00,001-20,00,000	05
8,25,001-9,00,000	20,00,001-22,00,000	04
9,00,001-9,75,000	22,00,001-24,00,000	03
9,75,001-10,50,000	24,00,001-26,00,000	02
10,50,001 & above	26,00,001 & above	01

(iii) Annual income of earning members (Other than Govt. employee) of the family & income from property. (10 Point)

Sl. No.	Annual Income in Rs.	Points
1.	Nil to 1,00,000	10
2.	1,00,001 to 3,00,000	08
3.	3,00,001 to 5,00,000	06
4.	5,00,001 to 7,00,000	04
5.	7,00,001 to 9,00,000	02
6.	Above 9,00,000	00

Note:- To be verified from the documents (like bank statements, ITR, Certificate from Revenue Authority) and affidavit produced by the applicant and verified by the Divisional/Regional/Circle Authority.

(iv) Value of Movable/Immovable Property of the family. (10 Points)

Sl. No.	Value of Property in Rs.	Points
1.	Nil	10
2.	Upto 5,00,000	08
3.	5,00,001 to 10,00,000	06
4.	10,00,001 to 15,00,000	04
5.	15,00,001 to 20,00,000	02
6.	20,00,000 & Above	00

Note:- To be verified from the documents /affidavit/certificate from Revenue/Municipal Authority/Concerned department etc produced by the applicant and verified by the Divisional/Regional/Circle Authority.

(v) **Leftover Service of the deceased Government employee.**

(15 Points)

Leftover Service of deceased	Points	Leftover service of deceased	Points	Leftover service of deceased	Points
Upto 2 years	01	Upto 12 years	06	Upto 22 years	11
Upto 4 years	02	Upto 14 years	07	Upto 24 years	12
Upto 6 years	03	Upto 16 years	08	Upto 26 years	13
Upto 8 years	04	Upto 18 years	09	Upto 28 years	14
Upto 10 years	05	Upto 20 years	10	Upto 30 years & above	15

(vi) **Number of unmarried daughters.**

(10 Points)

Sl. No.	No. of Unmarried daughters	Points
1.	02 & above	10
2.	01	05

(vii) **Number of dependents minor children**

(05 Points)

Sl. No.	No. of minor dependents children	Points
1.	02 & above	05
2.	01	03

(viii) **If, spouse of the deceased Govt. Officials has applied for compassionate appointments.**

(10 Points).

(ix) **If one or more person(s) amongst the dependent family members is disabled.**

(10 Points)

Sl.No.	Percentage Disability	Points
1.	Up to 40 %	04
	40-60 %	06
	60-80 %	08
	80-100%	10

Note:- The disability as defined by DOP&T for reservation for person with Disabilities from time to time for appointment in Central Government will be ensured. Related certificates to be obtained accordingly.

Total Points-100

- **The cases already considered by this department constituted for considering the request for compassionate appointments as per previous practice followed need not to be opened.**

PART-A

PROFORMA REGARDING EMPLOYMENT TO DEPENDENTS OF GOVERNMENT SERVANTS DYING WHILE IN SERVICE /RETIRED ON INVALID PENSION

I	Particulars of deceased/employee retired on invalid pension		
	a)	Name of the Government Servant (deceased/retired on medical grounds.)	
	b)	Designation of the Government servant	
	c)	Date of birth of Deceased/Retired on medical ground Govt. Servant	
	d)	Date of Superannuation of Deceased retired on medical ground, Govt. Servant	
	e)	Whether MTS or Not?	
	f)	Date of Death/retirement on Medical grounds	
	g)	Date of initial appointment in Government service in r/o Deceased/retired on medical grounds Govt. Servant.	
	h)	Total length of service rendered	
	i)	Age at the time of death	
	j)	Whether permanent or temporary	
	k)	Whether belonging to SC/ST/OBC	
	II	Particulars of the Candidate	
a)		Name of candidate for appointment	
b)		His/Her relationship with the Government Servant	
c)		Marital status of the applicant	
d)		Date of birth of candidate	
e)		Educational Qualification of candidate General Technical	
f)		Whether any other dependent has been appointed on compassionate ground	
g)		Height of the applicant	
III	Particulars of total assets left including amount		
	a)	Family Pension	
	b)	Retirement/Death Gratuity	
	c)	G.P.F Balance (DLIS)	
	d)	L.I. Policies (including PLI)	
	e)	C.G.E. Insurance amount + Saving fund	
	f)	Encashment of Leave	

	g)	D.P.W.S Fund				
	h)	Any other assets				
	i)	Amount of DLIS				
	Total					
IV	(a) Movable and immovable properties /Agricultural Land etc., in the name of deceased government servant or any member of family, in Delhi or out side Delhi. (b) If yes, annual income earned and details thereof.					
V	Brief Particulars of Liabilities, if any					
VI	Residence particulars & Address			Rented / Own House / Govt. Accommodation(Enclose proof) Address: Post Office : Tehsil/Sub-division: District : Pin code : State :		
VII	Particulars of all dependents of the employee (if some are employed, their income and whether they are living together or separately)					
S. N	Name(s)	Relationship with the Government Servant	Date of birth /Age	Address	Employed or not (if employed particulars of employment and emoluments)	Marital Status

(1)	(2)	(3)	(4)	(5)	(6)	(7)
1						
2						
3						

VII	DECLARATION/UNDERTAKING
	<p>I hereby declare that the facts given by me above are, to the best of my knowledge, correct. If any of the facts herein mentioned are found to be incorrect or false at a future date, my services may be terminated and I would be prosecuted under section 177,193,197,198,199 & 200 of IPC.</p> <p>2. I hereby also declare that I shall maintain properly the other family members who were dependent on the Government servant/member of the Armed Forces mention against I(a) of Part-A of this form and in case it is proved at any time that the said family member are being neglected or not being properly maintained by me, my appointment may be terminated.</p> <p>Dated _____ Signature of the Candidate _____</p> <p>Name :- _____</p> <p>Address:- _____</p> <p>I have verified that the facts mentioned by the candidate above, are correct.</p> <p>Dated _____ Signature of the Welfare Officer of the Department _____ with office stamp/seal</p> <p>Name :- _____</p> <p>Address :- _____ _____</p> <p>Rank, Name & Number with place of posting :-</p>

PART-B

(TO BE FILLED IN BY OFFICE IN WHICH EMPLOYMENT IS PROPOSED)

I	a)	Name of the Candidate for appointment	
	b)	His/Her relationship with the Government servant	
	c)	Age (date of birth), educational qualifications and experience, if any.	
	d)	Post for which employment is proposed and whether it is Group 'C' or 'D'	
	e)	Whether there is vacancy in that post within the ceiling of 5% prescribed under the scheme of compassionate appointment	
	f)	Whether the post to be filled is included in the Central Secretariat Clerical Service or not	
	g)	Whether the relevant Recruitment Rules provide for direct recruitment	
	h)	Whether the candidate fulfills the requirements of the recruitment Rules for the Post	
	i)	Apart from waiver of Employment Exchange/staff Selection Commission procedure what other relaxation are to be given.	
II		Whether the facts mentioned in Part-A have been verified by the office and if so, indicate the record	
III		If the Government servant died/retired on medical grounds more than 5 years back, reasons for delay in submission of case be provided.	
IV		Personal recommendation of the Head of the Department in the Ministry/Department/Office	

**SIGNATURES OF HEAD OF OFFICE
WITH OFFICE SEAL**

A ENQUIRY TO BE MADE BY SPECIAL BRANCH OR LOCAL POLICE

Name	Date of Birth & age	Married/ Unmarried	Relationship with the deceased employee	Earning/ Non-earning	Occupation Govt./Pvt.	Living with the family/separately if separately please add photo copy of ration cards of both

Note:- Annual income of earning member (other than Govt. employee) to be verified from the documents (like bank statements, ITR, Certificate from Revenue Authority) and affidavit produced by the applicant and verified by the Divisional/Regional/Circle Authority.

B DETAILS ABOUT MOVEABLE /IMMOVABLE PROPERTY

House /Plot No.	Measurement	Location	Present value	Name of the owner	Financial position

C DETAILS OF OTHER MOVABLE PROPERTY

Agricultural land or any other property	Measurement	Location with present value Vill/Tehsil/Distt etc.	Monthly annual income	Name of the owner (Relationship with the deceased)

Note:- Value of Movable/Immovable property of the family and income from property to be verified from the documents /affidavit/certificate from Revenue/Municipal authority/Concerned department etc produced by the applicant and verified by the Divisional/Regional/Circle Authority.

Signature of the Enquiry Officer
With Name, Rank and PIS No.
With Stamp of the EO.

PART-C

**Relative Merit Points Assessment on a 100 point-Scale for
compassionate appointment in Delhi Police**

Sl. No.	Parameters	Point allotted to the parameters	Points scored by the candidate
1.	Family Pension (Excluding DR & Allowance)	20	
2.	Terminal benefits i.e. Lump sum amount received by the family on death of Govt. servant (i.e. DCR Gratuity, GPF/Lump sum amount under NPS, CGEGIS, Leave encashment etc.)	10	
3.	Annual income of earning members (other than Govt. employee) and income from property	10	
4.	Immovable Property	10	
5.	Leftover service of the deceased Government Employee	15	
6.	Number of unmarried daughters	10	
7.	Number of dependents minor children	05	
8.	If, spouse of the deceased Govt. Officials has applied for compassionate appointments.	10	
9.	If one or more person (s) amongst the dependent family members is disable (with % of disability)	10	
10.	Total	100	

**SIGNATURES OF HEAD OF OFFICE
WITH OFFICE SEAL**