



मालवीय राष्ट्रीय प्रौद्योगिकी संस्थान, जयपुर
Malaviya National Institute of Technology
JAIPUR - 302017 (Rajasthan)

**SCHEME FOR COMPASSIONATE APPOINTMENT: RELATIVE MERIT POINTS
SYSTEMS AND PROCEDURE FOR SELECTION**

1. OBJECTIVE:

The object of the Scheme is to grant appointment on compassionate grounds to a dependent family member of a Institute employee dying in harness or who is retired on medical grounds, thereby leaving his family in penury and without any means of livelihood, to relieve the family of the employee of Malaviya National Institute of Technology Jaipur, JLN Marg, Jaipur, Rajasthan (MNIT Jaipur) from financial destitution and to help it get over the emergency.

2. TO WHOM APPLICABLE

To a dependent family member-

(A) of a MNIT Jaipur employee who

(a) dies while in service (including death by suicide); or

(b) is retired on medical grounds under Rule 38 of the CCS (Pension) Rules, 1972 before attaining the age of 55 years (57 years for erstwhile Group 'D' MNIT Jaipur employees); or

(c) is medically boarded out and is unfit for civil employment.

Note I "Dependent Family Member" means:

(a) spouse; or

(b) son (including adopted son); or

(c) daughter (including adopted daughter); or

(d) brother or sister in the case of unmarried MNIT Jaipur employee

Note II "MNIT Jaipur employee"/ "Institute employee" for the purpose of these instructions means MNIT Jaipur employee appointed on regular basis and not one working on daily wages or casual or apprentice or ad-hoc or contract or re-employment basis.

Note III "Re-employment" does not include employment of ex-serviceman before the normal age of retirement in a civil post.

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3. AUTHORITY COMPETENT TO MAKE COMPASSIONATE APPOINTMENT

(a) The Director MNIT Jaipur, is appointing authority for appointments.

4. **POSTS TO WHICH SUCH APPOINTMENTS CAN BE MADE** against Group 'C' posts upto a maximum of 5% of vacancies falling under direct recruitment quota.

5. ELIGIBILITY

(a) The family is indigent and deserves immediate assistance for relief from financial destitution; and

(b) Applicant for compassionate appointment should be eligible and suitable for the post in all respects under the provisions of the relevant Recruitment Rules.

A. EXEMPTIONS: Compassionate appointments are exempted from observance of the following requirements:-

(a) Recruitment procedure.

(b) The ban orders on filling up of posts issued by the Ministry of Finance (Department of Expenditure), Govt. of India.

B. RELAXATIONS:

(a) Upper age limit could be relaxed wherever found to be necessary. The lower age limit should, however, in no case be relaxed below 18 years of age.

Note I: Age eligibility shall be determined with reference to the date of application and not the date of appointment.

Note II: Authority competent to take a final decision for making compassionate appointment in a case shall be competent to grant relaxation of upper age limit also for making such appointment.

(b) In exceptional circumstances MNIT Jaipur may consider recruiting persons not immediately meeting the minimum educational standards. MNIT Jaipur may engage them as trainees who will be given the regular pay bands and grade pay only on acquiring the minimum qualification prescribed under the recruitment rules. The emoluments of these trainees, during the period of their training and before they are absorbed in the Institute as an employee, will be equal to the lowest/first cell (minimum) of Pay Level-1 Rs. 18,000-56,900 (pre-revised -IS pay band). In addition, they will be granted all applicable Allowance, like Dearness Allowances, House Rent Allowance and Transport Allowance at the admissible rates. The same shall be calculated on the minimum of Pay Level-1. The period spent in Pay Level-1 by the future recruits will not be counted as service for any purpose as their regular service will start only after they are appointed in the Group 'C' post after acquiring minimum educational qualifications. The pay of those governed by the IS scale under 6th CPC Pay Rules may be revised by using the Fitment Factor of 2.57 for placement in Level-1 in conformity with the Rule 7 of the CCS (RP) Rules, 2016. All pre-revised pay stages lower than pre-revised pay of Rs.7,000 in the pre-revised IS scale shall not be considered for determining the benefit of bunching, on the same lines as has been clarified by Department of Expenditure's O.M dated 03.08.2017 on application of the benefit on account of bunching. This will be effective from 01.01.2016.



Note: In this type of case, the Board of Governors, MNIT, Jaipur shall be the competent authority for this purpose.

(c) In case of appointment of a widow not fulfilling the requirement of educational qualification, against the post of Office attendant, she will be placed in minimum of Pay Level-1(Rs. 18,000-56,900) directly without insisting on fulfillment of educational qualification norms, provided the appointing authority is satisfied that the duties of the post against which she is being appointed can be performed with help of some on job training. This dispensation is to be allowed for appointment on compassionate ground against the post of Office attendant only.

6. DETERMINATION/AVAILABILITY OF VACANCIES

(a) Appointment on compassionate grounds should be made only on regular basis and that too only if regular vacancies meant for that purpose are available.

(b) Compassionate appointments can be made upto a maximum of 5% of vacancies falling under direct recruitment quota in any Group 'C' post. The appointing authority may hold back upto 5% of vacancies in the aforesaid categories to be filled by direct recruitment through Recruitment Process or otherwise so as to fill such vacancies by appointment on compassionate grounds. A person selected for appointment on compassionate grounds should be adjusted in the recruitment roster against the appropriate category viz SC/ST/ OBC/General depending upon the category to which he belongs. For example, if he belongs to SC category he will be adjusted against the SC reservation point, if he is ST/OBC he will be adjusted against ST/OBC point and if he belongs to General category he will be adjusted against the vacancy point meant for General category.

(c) While the ceiling of 5% for making compassionate appointment against regular vacancies should not be circumvented by making appointment of dependent family member of Institute employee on casual/daily wage/ad-hoc/contract basis against regular vacancies, there is no bar to considering him for such appointment if he is eligible as per the normal rules/orders governing such appointments.

(d) The ceiling of 5% of direct recruitment vacancies for making compassionate appointment should not be exceeded by utilising any other vacancy e.g. sports quota vacancy.

(e) The Committee constituted for considering a request for appointment on compassionate grounds should limit its recommendation to appointment on compassionate grounds only in a really deserving case and only if vacancy meant for appointment on compassionate grounds will be available within a year, that too within the ceiling of 5% of vacancies falling under DR quota in Group 'C' posts.

(f) Calculation of vacancies by grouping of posts for small cadres - Grouping of posts in small Cadres for the purpose of calculation of vacancies for appointment on compassionate grounds is allowed. Consequently, Group 'C' posts in which there are less than 20 direct recruitment vacancies in a recruitment year may be grouped together and out of the total number of vacancies 5% may be filled on compassionate grounds subject to the condition that appointment on compassionate grounds in any such post should not exceed one. For the purpose of calculation of vacancies for compassionate appointment, - 6 - fraction of a vacancy either half or exceeding half but less than one may be taken as one vacancy.

(g) Liberalized method of calculation of vacancies in MNIT Jaipur may apply a more liberalized method of calculation of vacancies under 5% quota for compassionate appointment.

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If no vacancy for compassionate appointment could be located under 5% quota for the last 3 years then MNIT Jaipur may add up the total of Direct Recruitment (DR) vacancies in Group 'C' and erstwhile Group 'D' posts arising in each year for 3 or more preceding years and calculate 5% of vacancies with reference to the grand total of vacancies of such years, for locating one vacancy for compassionate appointment. This is subject to the condition that no compassionate appointment was/has been made by the MNIT Jaipur during 3 years or number of years taken over and above 3 years for locating one vacancy under 5% quota.

(h) The compassionate appointment can also be made against technical 'posts' at Group 'C' and erstwhile Group 'D' level. The 5% quota of vacancies will be calculated on the basis of total DR vacancies arising in a year in the technical posts.

7. TIME LIMIT FOR CONSIDERING APPLICATIONS FOR COMPASSIONATE APPOINTMENT:

Any application for compassionate appointment is to be considered without any time limit and decision taken on merit in each case.

8. BELATED REQUESTS FOR COMPASSIONATE APPOINTMENT

(a) MNIT Jaipur can consider requests for compassionate appointment where the death or retirement on medical grounds of an employee took place in last five years. While considering such belated requests it should, however, be kept in view that the concept of compassionate appointment is largely related to the need for immediate assistance to the family of the employee in order to relieve it from economic distress. The very fact that the family has been able to manage somehow all these years should normally be taken as adequate proof that the family had some dependable means of subsistence. Therefore, examination of such cases would call for a great deal of circumspection. The decision to make appointment on compassionate grounds in such cases may, therefore, be taken only at the level of the Board of Governor, MNIT Jaipur.

(b) Whether a request for compassionate appointment is belated or not may be decided with reference to the date of death or retirement on medical ground of an Institute employee and not the age of the applicant at the time of consideration.

(c) The onus of examining the penurious condition of the dependent family will rest with the authority making compassionate appointment

9. WIDOW APPOINTED ON COMPASSIONATE GROUNDS GETTING REMARRIED

A widow appointed on compassionate grounds will be allowed to continue in service even after re-marriage.

10. WHERE THERE IS AN EARNING MEMBER

(a) In deserving cases even where there is already an earning member in the family, a dependent family member may be considered for compassionate appointment with prior approval of the BoG, MNIT Jaipur. Before approving such appointment, will satisfy himself that grant of compassionate appointment is justified having regard to number of dependents, assets and liabilities left by the Institute employee, income of the earning member as also his liabilities including the fact that the earning member is residing with the family of the MNIT Jaipur employee and whether he should not be a source of support to other members of the family.

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(b) In cases where any member of the family of the deceased or medically retired MNIT Jaipur employee is already in employment and is not supporting the other members of the family of the Institute employee, extreme caution has to be observed in ascertaining the economic distress of the members of the family of the Institute employee so that the facility of appointment on compassionate ground is not circumvented and misused by putting forward the ground that the member of the family already employed is not supporting the family.

11. MISSING INSTITUTE EMPLOYEE

Cases of missing Institute employee are also covered under the scheme for compassionate appointment subject to the following conditions:-

(a) A request to grant the benefit of compassionate appointment can be considered only after a lapse of at least 2 years from the date from which the MNIT Jaipur employee has been missing, provided that:

(i) an FIR to this effect has been lodged with the Police.

(ii) the missing person is not traceable, and

(iii) the competent authority feels that the case is genuine;

(b) This benefit will not be applicable to the case of a Institute employee:-

(i) who had less than two years to retire on the date from which he has been missing; or

(ii) who is suspected to have committed fraud, or suspected to have joined any terrorist organisation or suspected to have gone abroad.

(c) Compassionate appointment in the case of a missing employee also would not be a matter of right as in the case of others and it will be subject to fulfillment of all the conditions, including the availability of vacancy, laid down for such appointment under the scheme;

(d) While considering such a request, the results of the Police investigation should also be taken into account; and

(e) A decision on any such request for compassionate appointment should be taken only at the level of the Board of Governors, MNIT, Jaipur.

12. PROCEDURE

i) The Welfare Officer in MNIT Jaipur or a senior officer may be deputed to meet the family members of the deceased MNIT Jaipur employee and apprise them of the terminal benefits available to the family. This may be done at the earliest possible, preferably, within 30 days of death.

ii) In case it is observed by the Welfare Officer/Senior Officer that the condition of the family of the deceased employee is indigent, the family should also be apprised of the scheme for compassionate appointment.

iii) In such cases, the Welfare Officer or any other Officer would assist the family member of the deceased employee in applying for appointment on compassionate grounds. The application should be made in the format prescribed as is in Annexure. All assistance should be extended to enable such family member to fill the Application Form for compassionate appointment. The Applicant should be advised in person about the

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requirements and formalities to be completed by him. The Applicant should also be given detailed information of the posts to which they can apply.

iv) The Administration shall satisfy itself regarding the correctness of the details entered in the Application form and family income and other details computed for processing the Application. During scrutiny, if any additional details or information having a bearing on the case, emerge, the same should be added as supplementary Note to the Application.

v) Every application found to be in order, should be acknowledged by assigning a unique Registration number. All pending Applications should also be assigned unique registration number. This may be done within 2 to 3 weeks of time. Once a unique registration number has been assigned to an application, the Applicant, including those whose applications are pending, may be informed through email or other forms of communication (including digital modes of communication) of their Unique Application Registration Number.

vi) While informing the Applicants of the registration number of their Application, they may also be informed of the likely number of vacancies likely to be available to be filled on compassionate grounds as well as be provided with a copy of the point based merit system.

vii) To consider the various applications and to recommend individual applicant for grant of compassionate appointment, a Committee, comprising three members (one Chairman and two Members), may be constituted. The Committee may be chaired by an Officer not below the rank of Professor or Officers of equivalent rank.

viii) The Committee may preferably meet once in a year, to consider all fresh requests received in the last calendar year, in addition to pending applications. In case large number of applications are received at different times during the calendar year, the Committee may meet twice or more to consider the applications.

ix) Prior to every meeting of the Committee, the Applicants whose applications are being considered, should be informed, through email or other forms of communication (including digital modes of communication), of the number of vacancies in each grade for which they are being considered as also the date the Committee is due to meet to consider their Application. However, the Applicant(s) would not be required to have any personal interaction, either with the Administration or the Committee and that the Applicants may not be asked to be present during the meeting of the Committee.

x) Every valid application shall be assessed strictly on the basis of the point based merit system.

xi) The Committee should make its recommendation for appointment on compassionate ground as per the total points obtained by each Applicant, under the applicable point based merit system.

xii) The result of each round of selection should be communicated to the Applicants. The points awarded against each parameter alongwith total merit points earned, should be provided to the Applicants through email or other forms of communication.

xiii) The minutes of each meeting of the Committee including the merit points earned by each Applicant should also be placed, within a period of three weeks from the date of meeting of the Committee, in public domain on the website of the MNIT Jaipur.

xiv) Recommendation of the Committee should be placed before the competent authority for a decision. If the competent authority disagrees with the committee's recommendation, the case may be referred to the next higher authority for a decision.

A person appointed on compassionate grounds under the scheme should give an undertaking in writing (as in Annexure) that he/she will maintain properly the other family members who were dependent on the MNIT Jaipur employee and in case it is proved subsequently (at any time) that the family members are being neglected or are not being maintained properly by him/her, his/her appointment may be terminated forthwith.

13. REQUEST FOR CHANGE IN POST/PERSON

When a person has been appointed on compassionate grounds to a particular post, the set of circumstances, which led to such appointment, should be deemed to have ceased to exist. Therefore,

(a) he/she should strive in his/her career like his/her colleagues for future advancement and any request for appointment to any higher post on considerations of compassion should invariably be rejected.

(b) an appointment made on compassionate grounds cannot be transferred to any other person and any request for the same on considerations of compassion should invariably be rejected.

14. SENIORITY

A person appointed on compassionate ground in a particular year may be placed at the bottom of all the candidates recruited/appointed through direct recruitment, promotion etc. in that year, irrespective of the date of joining of the candidate on compassionate ground.

15. TERMINATION OF SERVICE

The compassionate appointments can be terminated on the ground of non-compliance of any condition stated in the offer of appointment after providing an opportunity to the compassionate appointee by way of issue of show cause notice asking him/her to explain why his/her services should not be terminated for non-compliance of the condition(s) in the offer of appointment and it is not necessary to follow the procedure prescribed in the Disciplinary Rules/Temporary Service Rules for his purpose. In order to check its misuse, it has also been decided that this power of termination of services for non-compliance of the condition(s) in the offer of compassionate appointment should vest with the Board of Governors, MNIT Jaipur.

16. GENERAL

(a) Appointments made on grounds of compassion should be done in such a way that persons appointed to the post do have the essential educational and technical qualifications and experience required for the post consistent with the requirement of maintenance of efficiency of administration.

(b) It is not the intention to restrict employment of a family member of the deceased or medically retired (erstwhile) Group 'D' Institute employee to an erstwhile Group 'D' post only. As such, a family member of such erstwhile Group 'D' Institute employee can be appointed to a Group 'C' post for which he/she is educationally qualified, provided a vacancy in Group 'C' post exists for this purpose.

(c) Compassionate appointment should not be denied or delayed merely on the ground that there is reorganization in the Institute. It should be made available to the person concerned if there is a vacancy meant for compassionate appointment and he or she is found eligible and suitable under the scheme.

(d) Requests for compassionate appointment consequent on death or retirement on medical grounds of erstwhile Group 'D' staff may be considered with greater sympathy by applying relaxed standards depending on the facts and circumstances of the case.

(e) Any request to increase the upper age-limit of 55 years for retirement on medical grounds prescribed in para 2(A) (b) and (c) above in respect of Group 'A'/'B'/'C' Institute employee and to bring it at par with the upper age-limit of 57 years prescribed therein for erstwhile Group 'D' employee on the ground that the age of retirement has recently (May, 1998) been raised from 58 years to 60 years for Group 'A'/'B'/'C' Institute employee (which is at par with the age of retirement of 60 years applicable to erstwhile Group 'D' employee) or on any other ground should invariably be rejected so as to ensure that the benefit of compassionate appointment available under the scheme is not misused by seeking retirement on medical grounds at the fag end of one's career and also keeping in view the fact that the higher upper age-limit of 57 years has been prescribed therein for erstwhile Group 'D' Institute employee for the reason that they are low paid Institute employee who get meagre invalid pension in comparison to others.

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ANNEXURE-I**Table for allocation of points to various attributes based on a 100 point-scale for proforma 'C'****1. Family pension (Basic excluding DA & Allowances)**

(20 points)

Sl. No.	Proposed Slab	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

2. Terminal benefits i.e. Lump sum amount by the family on death of Institute employee (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

3. Annual Income of earning member & Income from property.

(10 points)

Sl. No.	Annual Income	Weightage points
1	Nil	10
2	1 - 1,05,000	08
3	1,05,001-1,35,000	06
4	1,35,001-1,65,000	04
5	1,65,001-1,95,000	02
6	1,95,001 & Above	00

4. Movable/Immovable property

(10 points)

S. No.	Proposed slab	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

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	30 years & Above	15

6. Dependents i.e. Mother or Father, Spouse (House Wife) only

(10 points)

S. No.	No. of Dependents	Weightage Points
1	Single or Both parents	05
2	Wife	05

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7. Unmarried Daughters

(10 points)

S. No.	No. of Unmarried daughter	Weightage Points
1	01	05
2	02 & Above	10

8. Dependent Minor Children

(10 points)

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

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

(05 points)

S. No.	No. of Unmarried Major Son/ Dependent Major son	Weightage Points
1	01	03
2	02 & above	05

(i) In case of tie:

- a. Preference will be given to the dependent where the period of left over service of the deceased employee is more.
- b. If the above is same then the preference to be given to the dependents whose basic pension is less.

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**PROFORMA REGARDING EMPLOYMENT OF DEPENDENTS OF INSTITUTE EMPLOYEES
DYING WHILE IN SERVICE**

PART-A

I.	(a)	Name of the Institute employee (Deceased / Retired on medical grounds)	
	(b)	Designation of the Institute employee	
	(c)	Whether it is MTS (erstwhile Group 'D') or not?	
	(d)	Date of Birth of the Institute employee	
	(e)	Date of death / retirement on medical grounds	
	(f)	Total length of service rendered	
	(g)	Whether permanent or temporary	
	(h)	Whether belonging to SC/ST/OBC	
II.	(a)	Name of the candidate for appointment	
	(b)	His/her relationship with the Institute employee	
	(c)	Date of Birth	
	(d)	Educational Qualifications	
	(e)	Whether any other dependent family member has been appointed on compassionate grounds.	
III.	Particulars of total assets left including amount of		
	(a)	Family Pension	
	(b)	D.C.R. Gratuity	
	(c)	G.P.F. Balance	
	(d)	Life Insurance Policies (including Postal Life Insurance)	
	(e)	C.G.E. Insurance amount	
	(f)	Encashment of leave	
		Total (b+c+d+e+f)	
	(g)	Annual income: (a) From property (b) Earning by family member	
	(h)	(a) Movable property (market value) (b) Immovable property (fix deposit/Bank balance, claim from LIC, PLI scheme, other investments)	

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	(i)	Any other assets				
		TOTAL (h+i):				
IV.	Brief particulars of liabilities, if any					
V.	Particulars of all dependent family members of the Institute employee (if some are employed, their income and whether they are living together or separately)					
S. No.	Name(s)	Relationship with Govt. servant	Age	Address	Employed or not (if employed particulars of employment & emoluments)	Marital Status
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1						
2						
3						
4						
5						

VI. DECLARATION / UNDERTAKING

- 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.
- I hereby also declare that I shall maintain properly the other family members who were dependent on the Institute employee mentioned against 1(a) of Part-A of this form and in case, it is proved at any time that the said family members are being neglected or not being properly maintained by me, my appointment may be terminated.

Date: _____

Signature of the Candidate

Name: _____

Address: _____

Mobile No. _____

Email ID _____

The above Particulars has been verified from Service Records of the Institute employee

Signature of Authorized Official

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PART-B

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

(I)	(a)	Name of the candidate for Appointment	
	(b)	His / her relationship with the Institute employee	
	(c)	Age (date of birth), educational qualifications and experience, if any	
	(d)	Post (Group-C) which employment is proposed	
	(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 filed is included in the Central Secretariat Clerical Service or not	
	(g)	Whether the relevant Recruitment Rules provide for direct recruitment	
	(h)	Whether the candidate fulfils 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 records	
(III)		If the Institute employee died/retired on medical grounds more than 5 years back, why the case was not sponsored earlier	
(IV)		Personal recommendation of the Registrar (with signature and office stamp / seal).	

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PART-C
RELATIVE MERIT POINTS ASSESSMENT ON A 100 POINT-SCALE FOR
COMPASSIONATE APPOINTMENT

S. No.	Parameters	Point allotted to the Points parameters	Points scored by the candidate
1.	Income of the Family (Total 40 points)		
i)	Family Pension/Pension* (Basic including DA)	20	
ii)	Terminal benefits i.e. Lump sum amount received by the family on death of Institute employee (i.e DCR Gratuity, GPF/PPF A/C balance, CGEGIS, Leave encashment)	10	
iii)	Income Apart from Service Benefits - Annual income from Movable/Immovable property as well as annual income earned by the other member(s) of the family	10	
2.	Movable/Immovable Assets/Property of the family (Latest Market Value) including fixed Deposit/Bank Balance, other investments, LIC claim etc. (excluding Service Benefits received as mentioned in point I(iii) above)	05	
3.	Loans (from Banks/Financial Institutes)/ Debts outstanding against the family	10	
4.	Left over service of deceased/ Medically Invalidated Employee	10	
5.	Time period since death or retirement on medical grounds* of Institute employee (Immediate relief)	10	
6.	No. of Dependents (other than minor children)	05	
7.	Minor children of deceased Institute employee	10	
8.	Dependent {physically and mentally challenged (without age limit)}	10	
9.	TOTAL	100	

* Medically invalidated in terms of DOPT's OM No. 14014/02/2012-Estt. (D) dated 16.01.2013

Note:

1. In addition to the above, cases where the widow of deceased employee / wife of employee who has retired on medical ground has applied for compassionate appointment for herself, she shall get 10 additional points as grace points. This will be in line with the general principle that the widow / wife needs to be given preference for compassionate appointment.
2. In addition to the above, cases where the deceased employee / employee who has retired on medical ground was working in essentially manual posts of MTS, Canteen Staff (Kitchen and washing) and Staff Car Driver/Dispatch Rider an additional 05 points as grace points shall be given.

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