

PERSONNEL AND ADMINISTRATIVE REFORMS (RULES) DEPARTMENT

G.O. (P) 39/91/P&ARD. Dated, Thiruvananthapuram, 7th December, 1991.

Abstract:- Public Services — Relinquishment of promotion/appointment by transfer by employees — Guidelines — Revised.

Read:- 1. G.O.(P)8/89/P&ARD. dated 12-4-1989.

2. G.O.(P)480/89/Fin. dated 1-11-1989.

ORDER

1. According to the provisions contained in Rule 38 Part II Kerala State and Subordinate Services Rules, 1958, Government employees can relinquish their right for promotion/appointment by transfer/appointment, either permanently or temporarily. Definite guidelines were also issued in this regard in the G.O. read as first paper for the guidance of both the Appointing Authorities and employees themselves.
2. The existing rules/guidelines however do not limit the number of times one can relinquish promotions temporarily. Also, no minimum period for temporary relinquishment has been set. This has resulted in employee* relinquishing promotion for short periods to the same grade, a number of times, to suit their convenience. Such temporary relinquishments piecemeal by the same individual on a number of occasions cause administrative inconveniences. It has, therefore, become necessary to limit the number of times one can relinquish promotion temporarily and to stipulate a reasonable minimum period for such temporary relinquishments.
3. Government have examined the matter in detail with reference to para 10 (x) of the Pay Revision Orders also (time bound promotion scheme). They are accordingly pleased to order that the guidelines for relinquishment of promotions/ appointment/appointment by transfer of Government employees shall be revised as follows with effect from 1-1-1992.
 - i. Promotions/appointments/appointment by transfer (regular as well as provisional) can be relinquished either permanently or temporarily, but relinquishments which are detrimental to public interest and conditional ones shall not be accepted.
 - ii. Any relinquishment shall entail loss of seniority to the extent relinquished.
 - iii. Temporary relinquishments shall be for a minimum period of one year,**
 - iv. Temporary relinquishments from one grade to another shall be permitted only once in the service of an officer.**

- v. Those who relinquish promotions whether permanently or for specified periods shall not be entitled to the benefit of time bound promotion from existing grades if applicable.
 - vi. **An employee who got the benefit of time bound promotion will on no account be permitted to relinquish promotion to that grade.**
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- 4. The Appointing Authorities should make necessary entries regarding relinquishments in the Service Book of the employees. In respect of the relinquishments made by Gazetted Officers the fact should be intimated to the Accountant General as well.
 - 5. A statement of relinquishment (in triplicate) as in the pro forma appended to this order should **invariably be obtained from the employees who relinquishments promotion/ appointment/appointment by transfer. One copy thereof should be pasted in the Service Book of the employee. In respect of relinquishments by Gazetted Officers, one copy should be sent to the Accountant General.**

**APPENDIX
STATEMENT OF RELINQUISHMENT**

Having understood the provisions of G.O. (P)39/91/P&ARD. Dated 7.12.1991 I.
..... (Name & Designation),
in exercise of the right conferred under Rule 38 of Kerala State and Subordinate Services
Rules, 1958, hereby relinquish my right for promotion/appointment/appointment by transfer as
..... Name of post and consequent benefits permanently/
temporarily for a period of one year/ Years (specify the period in the case of
temporary relinquishment, from the due date of promotion.)

I do also hereby declare that nothing contained in the Kerala State and Subordinate
Services Rules, 1958 or in the Special Rules applicable to me shall be deemed to require the
recognition of my right or privilege to the extent to which I have so relinquished.

Signed on the day of 19

Place:

Signature

Name

Designation

Office

Witnesses:-

1. Signature

Name and Designation

2. Do.

Do

For Office use

The relinquishment made by Sri/Smt. (Name)
..... (Designation)
(Office) accepted.

Necessary entries to the effect have been made in the Service Book of the Officer.

Place:

Date:

Signature

Name and Designation
of appointing authority.