

Efficiency Bar -

Prompt disposal of cases relating to the crossing of —

GOVERNMENT OF MAHARASHTRA
General Administration Department,
Circular No. SRV-1075-X,

Sachivalaya, Bombay-400 032, Dated the 28th October 1976.

READ:- Government Circular, General Administration Department, No. SRV-1169-D, dated the 18th April 1970.

CIRCULAR:- The question of modifying the criterion prescribed for determining the suitability of a Government servant for crossing the Efficiency Bar in a pay-scale, and of ensuring that the decision in the cases of crossing the Bar is taken promptly, has been under the consideration of Government. It has now been decided that the criterion for determining a Government servant's suitability for crossing the Efficiency Bar should be a satisfactory record. Accordingly, every Government servant who is due to cross an Efficiency Bar should be permitted to cross it if his record is satisfactory. For purposes of evaluation, the record should be deemed to be satisfactory if it shows that the work of the Government servant concerned is of a standard equal to the requirements of his job, and does not fall below that standard.

2. With a view to ensuring that cases of crossing of the Efficiency Bar are settled promptly, it has been decided that powers to permit Class II officers to cross the Efficiency Bar should be delegated to the respective Heads of Departments. All Heads of Departments are accordingly empowered hereby to permit the Class II officers under their control to cross the Efficiency Bar, who satisfy the prescribed criterion. Similar powers in respect of Class III and Class IV employees should be delegated by the appointing authorities to officers subordinate to them at the appropriate level. All Officers to whom these powers are delegated should decide the cases at their own level. However, cases in which it is proposed not to permit a Government servant to cross the Efficiency Bar, and cases of Government servants against whom disciplinary proceedings are pending or contemplated, should be reported to the next higher authority for approval.

3. A Desk Officer in each Department of the Secretariat and an officer of a corresponding status in each subordinate Department or Office, should be entrusted with the work of maintaining a list of the personnel in that Department or office who are due to cross the Efficiency Bar during the next twelve months, and taking steps sufficiently in advance to put up their cases to the competent authority for taking a decision.

4. Decisions in such cases should not be delayed owing to the non-availability of the up-to-date confidential records

of the Government servants concerned. According to the standing orders of Government, confidential reports are required to be submitted by the Reporting Authorities not later than the 31st May every year. If the reports are not written in time, an adverse note should hereafter be made in the confidential record of the officer who has neglected to write them in time.

5. These orders issue with the concurrence of the Finance Department *vide* that Department un-official reference No. CR/93/75/SER-I, dated the 1st November 1975.

By order and in the name of the Governor of Maharashtra,

K. P. NAIKARNI,
Joint Secretary to the Government of Maharashtra.

To

The Secretary to the Governor,
The Secretary to the Chief Minister,
*The Prothonotary and Senior Master, High Court, Bombay,
*The Registrar, High Court (Appellate Side), Bombay,
*The Registrar, Office of the Lokayukta and Upa-Lokayukta
Bombay,
The Accountant General, Maharashtra I, Bombay,
The Accountant General, Maharashtra II, Nagpur,
The Pay and Accounts Officer, Bombay,
All other Heads of Departments and Heads of Offices
under the several Departments of the Secretariat,
All Departments of the Secretariat.

*By letter.

No.

of 1976.

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