

**THE BUREAU OF INDIAN STANDARDS
(TERMS AND CONDITIONS OF SERVICE OF EMPLOYEES) REGULATIONS, 2007**

Published in the Gazette of India, Extraordinary,
[Part II, Section 3, Sub-section (i)] dated 31st January 2007



BUREAU OF INDIAN STANDARDS
NOTIFICATION

New Delhi, the 31st January 2007

G.S.R. 53 (E). - In exercise of the powers conferred by section 38 of the Bureau of Indian Standards Act, 1986 (63 of 1986) and in supersession of the Bureau of Indian Standards (Terms and Conditions of Service of Employees) Regulations, 1988, except as respects things done or omitted to be done before such supersession, the Executive Committee of the Bureau of Indian Standards, with the previous approval of the Central Government, hereby makes the following regulations regulating the terms and conditions of service of officers and employees of the Bureau of Indian Standards, namely :-

Chapter I

Preliminary

1. Short title and commencement. - (1) These regulations may be called the Bureau of Indian Standards (Terms and Conditions of Service of Employees) Regulations, 2007.

(2) They shall come into force on the date of their publication in the Official Gazette.

2. Definitions. - (1) In these regulations, unless the context otherwise requires, -

(a) "Act" means the Bureau of Indian Standards Act, 1986 (63 of 1986);

(b) "Appointing Authority" means the Director General or any other officer not below the rank of a Director/Scientist-E to whom the powers of appointment may be delegated by the Director General;

(c) "employee" means any officer or other employee in the whole time service of the Bureau but does not include a person employed on daily wages;

(d) "post" means a post under the Bureau;

(e) "rules" means the Bureau of Indian Standards Rules, 1987;

(f) "Schedule" means The First Schedule, The Second Schedule and The Third Schedule, appended respectively to these regulations;

(g) "service" means service under the Bureau;

(h) "Scientific Cadre" means the service cadre of Group 'A' officers appointed to posts specified in the Bureau of Indian Standards (Recruitment to Scientific Cadre) Regulations, 2002;

(2) words and expressions used in these regulations and not defined but defined in the Act or the rules, shall have the meanings respectively assigned to them in the Act or the rules, as the case may be.

3. Application. - The terms and conditions of service as laid down in these regulations shall be applicable to the employees of the Bureau:

Provided that an employee whose services are obtained on deputation by the Bureau shall be governed by the terms and conditions as prescribed by the Central Government for its employees in this behalf subject to the approval of the Central Government in case of any deviation:

Provided further that a person appointed on contract or on tenure basis shall be governed by such terms and conditions as may be decided by the Director General with the approval of the Executive Committee.

Chapter II

Terms and Conditions of Service of Employees

4. Classification of posts. - The posts in the Bureau shall be classified into Group 'A', Group 'B', Group 'C', and Group 'D' in accordance with the classification of Civil Services and posts under the Central Government as per the provisions of the Central Civil Services (Classification, Control and Appeal) Rules, 1965, as amended from time to time.

5. Appointments. - (1) No person shall be eligible for initial appointment to any post, unless -

(a) he has attained the age of eighteen years; and

(b) he is citizen of India or belongs to such category of persons as may be eligible for appointment under the Central Government.

(2) No person shall be initially appointed to a post by direct recruitment on whole time basis for a period exceeding

three months, unless he produces a medical certificate of fitness.

(3) The standard of physical fitness and the competent medical authorities to examine the fitness of the candidates for such appointment shall be determined by the Director General for each group of posts on the basis of the practice prevailing in the Central Government from time to time.

(4) The appointing authority shall satisfy himself that the character and antecedents of a candidate selected for first appointment in the Bureau are such as do not render him unsuitable for appointment. The Procedure to be followed in this behalf shall be determined by the Director General in consultation with the Executive Committee on the basis of the instructions issued by the Central Government from time to time.

(5) No person, –

(a) who has entered into or contracted a marriage with a person having a spouse living, or

(b) who, having a spouse living, has entered into or contracted a marriage with any person,

shall be eligible for appointment to any post:

Provided that the Director General may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage, and that there are other grounds for so doing, exempt any person from the operation of this sub-regulation.

(6) Appointments to various categories of posts shall be subject to such reservations and other concessions including relaxation of age limit, for the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, Ex-servicemen, Physically handicapped persons or any other category of persons as may be specified by the Central Government from time to time in this regard:

Provided that the upper age limit may be relaxable for Departmental candidates upto the age of 50 years for posts for which the prescribed age limit is less than 50 years, and by five years for posts for which the prescribed age limit is 50 years or more.

(7) The appointment to the posts shall be subject to such other conditions as may be specified in the respective recruitment regulations.

6. Creation of posts. - The Executive Committee may create from time to time such number of posts as it may consider necessary for the efficient discharge of its function under the Act with the approval of the Central Government.

7. Probation. - (1) Every person appointed to a post by direct recruitment shall be on probation for a period of two years:

Provided that persons who are inducted into a new service through promotion shall also be placed on probation for two years, but there will be no probation for a person promoted from one grade to another within the same service, except where the promotion involves a change in the Group of posts in the same service, e.g. promotion from Group 'B' to Group 'A', in which case the probation shall be for two years:

Provided further that there shall be no probation in the case of officers appointed to various posts on:-

(a) contract basis;

(b) deputation;

(c) tenure basis;

(d) permanent transfer; and

(e) re-employment after superannuation.

(2) On the expiry of the period of probation, steps should be taken to obtain the assessment reports on the probationer and to -

(a) confirm the probationer or to issue orders regarding satisfactory termination of probation, as the case may be, if the employee has completed his period of probation to the satisfaction of the appointing authority; or

(b) extend the period of probation by not more than six months or discharge the probationer or terminate the services of the probationer, as the case may be, in accordance with the relevant rules and orders, if the probationer has not completed the period of probation satisfactorily:

Provided that if the probationer is a promotee, he may be reverted to his former position instead of terminating his service on recommendations of the appropriate Selection Committee.

(3) The decision to confirm the probationer or to extend the period of probation as the case may be, shall be communicated to the probationer normally within eight weeks.

(4) The confirmation of the probationer after completion of the period of probation is not automatic but is to be followed by formal orders, as long as no specific orders of confirmation or satisfactory completion of probation are issued to a probationer, such probationer shall be deemed to have continued on probation.

(5) The date from which confirmation should be given effect to is the date following the date of satisfactory completion of the prescribed period of probation or the extended period of probation, as the case may be.

8. Seniority. - The employees shall be governed by the General Principles for Determination of Seniority in the Central Services issued as Annexure to the Government of India in the Ministry of Home Affairs O.M. No.9-11/55 RPS dated the 22nd December, 1959 as amended from time to time.

9. Conduct, Control and Appeal. - Provisions of the Central Civil Services (Conduct) Rules, 1964, and the Central Civil Services (Classification, Control and Appeal) Rules, 1965, as amended from time to time, shall be applicable to the employees of the Bureau in the matter of conduct and discipline:

Provided that in case of matters governed by the Central Civil Services (Conduct) Rules, 1964 the prescribed

authority shall be the Executive Committee or any other authority to whom such powers may be delegated by the Executive Committee;

Provided further that in case of matters governed by the Central Civil Services, (Classification, Control and Appeal) Rules, 1965 the appointing authority, the disciplinary authority, and the appellate authority shall be as per Third Schedule

10. Termination of service. - The conditions for termination of service shall be the same as applicable to employees of the Central Government.

11. Retirement. - The employees of the Bureau shall be governed by the same rules as applicable to the Central Government employees.

12. Pay and Allowances. - (1) The scales of pay attached to the posts shall be as set out in the First Schedule.

(2) The fixation of pay, grant of increment, joining time and connected matters shall be governed by the same provisions as applicable to employees of the Central Government.

(3) Dearness Allowance, House Rent Allowance, City Compensatory Allowance, Overtime Allowance and other special compensatory allowances shall be the same as applicable to the employees of the Central Government except for such modifications as may be made by the Executive Committee with the approval of the Central Government.

(4) Travelling allowance of the employees of the Bureau shall be the same as admissible to the Central Government employees:

Provided that employees shall be eligible for –

- (a) daily allowance as follows when they do not stay in a hotel or make their own arrangements;
the rates of daily allowance prescribed by Government of India Orders under Supplementary Rule 51, from time to time when the Government servant stays in Government or Public Sector Guest House or make his own arrangements;
- (b) daily allowance comprising lodging allowance and cash allowance as follows when they stay in a hotel or other establishments providing boarding and/or lodging at scheduled tariffs:

Sl. No.	Designation or Pay Range	A-1 Class and A Class Cities		B-1 Class/expensive localities and other cities	
		Lodging Allowance (Ceiling Rate) (Rs.)	Cash Allowance	Lodging Allowance (Ceiling Rate) (Rs.)	Cash Allowance
(1)	(2)	(3)	(4)	(5)	(6)
1.	Director General	5450	90 % of rates prescribed at Regulation 14(4)(a) for pay range Rs.16400 and above	4350	90 % of rates prescribed at Regulation 14(4)(a) for pay range Rs.16400 and above
2.	Rs. 18400 and above	4300	90 % of rates prescribed at Regulation 14(4)(a) for pay range Rs.16400 and above	3400	90 % of rates prescribed at Regulation 14(4)(a) for pay range Rs.16400 and above
3.	Rs. 16400 and above but less than Rs. 18400	3450	90 % of rates prescribed at Regulation 14(4)(a)	2700	90 % of rates prescribed at Regulation 14(4)(a)
4.	Rs. 12000 and above but less than Rs. 16400	2750	90 % of rates prescribed at Regulation 14(4)(a)	2200	90 % of rates prescribed at Regulation 14(4)(a)
5.	Rs. 8000 and above but less than Rs. 12000	2050	- do -	1650	- do -
6.	Rs. 6500 and above but less than Rs. 8000	1200	- do -	1000	- do -
7.	Rs. 4100 and above but less than Rs. 6500	750	- do -	600	- do -
8	Below Rs. 4100	450	- do -	350	- do -

NOTE: The Actual expenditure on lodging subject to the ceiling rates indicated above on production of receipt. The rates are excluding taxes/Government levies which shall be extra at actuals.

(c) actual expenditure on transport at touring stations limited to the mileage allowance admissible by rail or road as the case may be;

(d) actual expenditure on transport for attending office on closed days limited to the mileage allowance admissible;

(e) per diem allowance for the duration of the foreign tours on the following rates for meetings :

Countries	Directors/ Scientist-E and above US \$	Officers drawing drawing basic pay of Rs.8550/- and above. US \$	Officers drawing basic pay of less than Rs.8550/- US \$
1	2	3	4
External Group 'A' Saudi Arabia, Japan, Kuwait and Nigeria	300	240	180

Group 'B' United Arab Emirates, Qatar, Sultanate of Oman, Bahrain, Western hemisphere (including West Indies) United Kingdom continent of Europe, Iran, Libya, Algeria	265	210	158
Group 'C' (Other countries)	215	185	139
Bilateral Group or sponsored by foreign countries	Rs.3000	Rs.2750	Rs.2063

The rates of per diem allowance mentioned above are subject to the following conditions, namely,

- (i) In case vouchers are produced in support of accommodation charges these shall be admitted subject to a maximum 35% of the per diem rates, besides the entitlement of 65% towards expenses on food, tips, Value Added taxes, service charges, local travel and incidental expenses.
- (ii) In case the Officer does not produce vouchers in support of accommodation charges, his claim shall be limited to 80% of the entitled rates.
- (iii) In case the officer is provided free lodging alone, his claim shall be limited to 65% of entitled rates.
- (iv) In case the officer is provided free boarding and lodging, his claim shall be limited to 30% of the cash allowance (which is 65% of the entitled rate).

(5) Leave Travel Concession : - The facility of Leave travel concessions as applicable to the employees of the Bureau shall be the same as applicable to the employees of the Central Government.

13. Leave. - Employees of the Bureau shall be entitled to such leave and leave salary as admissible to the employees of the Central Government under the Central Civil Services (Leave) Rules, 1972, as amended from time to time:

Provided that employees shall be entitled to encash earned leave for a period of fifteen days in a calendar year:

Provided further that employees under suspension shall not be entitled to leave encashment:

Provided also that employees on deputation or on contract appointment shall also not be entitled to leave encashment unless their entitlement to leave encashment is specifically provided for in their deputation or appointment terms and conditions.

Explanation - The procedure for grant of leave encashment and calculation of amount, therefore, shall be such as the Executive Committee may, by order, determine.

14. Pension. - (1) The employees who joined the services of the Bureau before the 1st day of January, 2004 shall be governed by the Central Civil Services (Pension) Rules, 1972 as amended from time to time:

Provided that the Central Civil Service (Pension) Rules, 1972 as amended from time to time will also be applicable to those employees of Bureau of Indian Standards who are appointed in the service of the Bureau from Central Government Services.

Provided, further that the employees who had specifically elected to be governed by the Contributory Provident Fund Rules (India), 1962, immediately before the date of the commencement of these Regulations, shall continue to be governed under the Contributory Provident Fund Scheme:

(2) The employees who are appointed in the service of Bureau of Indian Standards (BIS) on or after 1st January, 2004 shall be governed by New Pension Scheme of Government of India as contained in (1) Government of India, in the Ministry of Finance, Department of Economic Affairs, O.M. No. 5/7/2003-ECB&PR dated the 22nd December, 2003 and (2) Government of India, in the Ministry of Finance, (CGA) O.M.No. 1(7)(2)/2003/TA/11 dated the 7th January, 2004 read with O.M. No. 1(7)(2)/2003/TA/67-74 dated the 4th February, 2004.

15. General Provident Fund. - The General Provident Fund (Central Services) Rules, 1960, as amended from time to time, shall be applicable to employees who are covered by the Pension Scheme.

16. Gratuity on resignation. - Notwithstanding the provisions in regulation 16, employees shall be entitled to gratuity on resignation as admissible under the Payment of Gratuity Act, 1972 (390 of 1972) as amended from time to time.

17. Medical benefits. - (1) The employees covered under the Central Government Health Scheme shall be entitled to such medical benefits as extended by the Central Government under that Scheme.

(2) The employees not covered under the Central Government Health Scheme shall be entitled to –

(a) benefits as admissible to Central Government employees under the Central Civil Services (Medical Attendance) Rules, 1944 as amended from time to time;

(b) reimbursement of medical expenses including OPD charges if any, for treatment from registered medical practitioners or hospitals upto a monetary ceiling of two thousand rupees per annum.

Explanation - Reimbursable expenses of medical attendance and treatment will cover charges for the items admissible

under the Central Civil Services (Medical Attendance) Rules, 1944, as amended from time to time.

(3) The pensioners and Family pensioners shall also be entitled to the benefits as admissible to the Central Government employees under the Central Civil Services (Medical Attendance) Rules, 1944, as amended from time to time.

18. Benevolent Fund Scheme. - For providing relief on permanent incapacitation or death of an employee while in service, there shall be a Benevolent Fund Scheme of the Bureau as follows :

- (a) each employee shall make a contribution of Rupees Fifteen per month to the Benevolent fund and the Bureau shall make towards its contribution at the rate of Rupees Thirty per employee per month;
- (b) on permanent incapacitation of an employee, he shall be paid an amount of Rupees One Lakh; and
- (c) In case of death of an employee during service, an amount of Rupees One Lakh shall be paid in accordance with the nomination made by the deceased in respect of his General Provident Fund accumulations and where no such nomination exists to such persons as may be eligible to receive the amount under the General Provident Fund (Central Services) Rules, 1960, as amended from time to time.

19. Personal Accident Insurance Scheme. - Inspecting Officers and such other employees as are engaged in or associated with testing in laboratories or performing duties considered as hazardous by the Executive Committee, shall be covered under the Personal Accident Insurance Scheme of the Life Insurance Corporation of India for the amount indicated below :

Categories of Employees	Amount of Insurance (Rs.)
Group 'A'	25,000
Group 'B'	20,000
Group 'C'	15,000
Group 'D'	10,000

20. Life Insurance Corporation Group Savings Linked Life Insurance Scheme. – Life Insurance Corporation Group Saving Linked Insurance Scheme is intended to provide for the Bureau of Indian Standards employees at a low cost and on a wholly contributory and self-financing basis, the twin benefits of an insurance cover to help their families in the event of death in service and lump-sum payment to augment their resources on retirement. The insurance cover granted is on a graded pattern according to categories of employees classified into Groups.

The Scheme will be compulsory for all those employees who enter the Bureau of Indian Standards service after the introduction of the Scheme.

The terms and conditions of the Scheme are given in Second Schedule appended to the regulations.

21. Staff Matters. - All staff matters requiring the approval of the Executive Committee shall, in the first instance, be referred to the Standing Staff Committee for recommendations.

Chapter III **Miscellaneous**

22. Saving. - Nothing contained in these regulations shall invalidate anything done or any action taken by the Bureau or any of its officers in accordance with the procedures followed before the commencement of these regulations, if such thing or action was done or, as the case may be, taken validly under the Bureau of Indian Standards (Terms and Conditions of Services of Employees) Regulations, 1988.

23. Interpretation. – If any question relating to the interpretation of these regulations arises, it shall be decided by the Executive Committee.

FIRST SCHEDULE

(See regulations 2 and 12)

Serial number	Name of post	Scale of pay	Classification
(1)	(2)	(3)	(4)
I. SCIENTIFIC CADRE			
1.	Scientist-G	Rs. 18400-500-22400	Group A
2.	Scientist-F	Rs.16400-450-20000	Group A
3.	Scientist-E	Rs.14300-400-18300	Group A
4.	Scientist-D	Rs.12000-375-16500	Group A
5.	Scientist-C	Rs.10000-325-15200	Group A
6.	Scientist-B	Rs.8000-275-13500	Group A
II. LABORATORY TECHNICAL POSTS			
7.	@Laboratory Officer (A)	Rs. 7450-225-11500	Group B
8.	@Laboratory Officer (B)	Rs. 6500-200-10500	Group B
9.	Technical Assistant	Rs. 5000-150-8000	Group C
III. ADMINISTRATION, FINANCE AND OTHER POSTS			
10.	Deputy Director General	Rs. 16400-450-20000	Group A
11.	Director (Selection Grade)	Rs.14300-400-18300	Group A
12.	Chief Vigilance Officer	Rs.14300-400-18300	Group A
		<i>(or the Deputationist's own pay scale)</i>	
13.	Director	Rs. 12000-375-16500	Group A
14.	Deputy Director	Rs.10000-325-15200	Group A
15.	Assistant Director	Rs. 8000-275-13500	Group A
16.	Supervisor (Drawing)	Rs. 7450-225-11500	Group B
17.	Section Officer	Rs. 6500-200-10500	Group B
18.	Private Secretary	Rs. 6500-200-10500	Group B
19.	Librarian	Rs. 6500-200-10500	Group B
20.	Supervisor (Editing and Printing)	Rs. 6500-200-10500	Group B
21.	Senior Technical Assistant (Drawing)	Rs. 6500-200-10500	Group B
22.	Senior Translator (Hindi)	Rs. 5500-175-9000	Group B
23.	Assistant	Rs. 5500-175-9000	Group B
24.	Stenographer	Rs. 5500-175-9000	Group B
25.	Deputy Librarian	Rs. 5500-175-9000	Group B
26.	Supervisor (Reprography)	Rs. 5500-175-9000	Group B
27.	Senior Master Technician	Rs. 5500-175-9000	Group B
28.	Senior Proof Reader	Rs. 5000-150-8000	Group C
29.	Assistant Librarian	Rs. 5000-150-8000	Group C
#30.	Technical Assistant (Drawing)	Rs. 5000-150-8000	Group C
31.	Junior Translator (Hindi)	Rs. 5000-150-8000	Group C
32.	Senior Operator	Rs. 4500-125-7000	Group C
33.	Master Technician	Rs. 4500-125-7000	Group C
34.	Library Assistant	Rs. 4500-125-7000	Group C
35.	Senior Technician	Rs. 4000-100-6000	Group C
36.	Assistant Operator	Rs.4000-100-6000	Group C
37.	Junior Stenographer	Rs. 4000-100-6000	Group C
38.	Upper Division Clerk	Rs. 4000-100-6000	Group C
39.	Lower Division Clerk	Rs. 3050-75-3950-80-4590	Group C
40.	Library Clerk	Rs. 3050-75-3950-80-4590	Group C
41.	Junior Operator	Rs. 3050-75-3950-80-4590	Group C

42.	Technician	Rs. 3050-75-3950-80-4590	Group C
43.	Head Security Guard	Rs. 3050-75-3950-80-4590	Group C
44. (a)	Staff Car Driver Special Grade	Rs. 5000-150-8000	Group C
(b)	Staff Car Driver Grade I	Rs. 4500-125-7000	Group C
(c)	Staff Car Driver Grade II	Rs. 4000-100-6000	Group C
(d)	Staff Car Driver. Ordinary Grade	Rs. 3050-75-3950-80-4590	Group C
45.	Senior Attendant	Rs. 3050-75-3950-80-4590	Group C
46.	Despatch Rider	Rs. 3050-75-3950-80-4590	Group C
47.	Garden Chowdhury	Rs. 3050-75-3950-80-4590	Group C
48.	Lift Attendant	Rs. 3050-75-3950-80-4590	Group D
49.	Attendant	Rs. 2610-60-2910-65-3300-70-4000	Group D
50.	Helper	Rs. 2550-55-2660-60-3200	Group D
51.	Farash	Rs. 2550-55-2660-60-3200	Group D
52.	Mali	Rs. 2550-55-2660-60-3200	Group D
53.	Beldar	Rs. 2550-55-2660-60-3200	Group D

This post at serial number 30 shall lapse on the cessation of service of the present incumbent consequent upon his superannuation, promotion, removal, resignation and death.

IV CANTEEN POSTS

54.	Manager-cum-Salesman	Rs 3200-85-4900	Group C
55.	Halwai	Rs. 3200-85-4900	Group C
56.	Assistant Halwai	Rs. 3050-75-3950-80-4590	Group C
57.	Coupen Clerk	Rs. 3050-75-3950-80-4590	Group C
58.	Sales Clerk	Rs. 3050-75-3950-80-4590	Group C
59.	Cook	Rs. 3050-75-3950-80-4590	Group C
60.	Coffee-cum-Tea maker	Rs. 2610-60-3150-65-3540	Group D
61.	Bearer	Rs. 2610-60-3150-65-3540	Group D
62.	Wash Boy	Rs. 2550-55-2660-60-3200	Group D

Note :- The posts at serial number 54 to 62 shall lapse on the cessation of service of the present incumbents consequent upon their superannuation, promotion, removal, resignation and death.

SECOND SCHEDULE

(See regulation 2 and 20)

TERMS AND CONDITIONS OF THE BUREAU OF INDIAN STANDARDS EMPLOYEES GROUP SAVINGS – LINKED INSURANCE SCHEME

1. **Short title.** - This Scheme may be called the Bureau of Indian Standards Employees Group Savings Linked Insurance Scheme, 2006.
2. **Objectives.** - The Bureau of Indian Standards Employees Group Savings Linked Insurance Scheme is intended to provide for the Bureau of Indian Standards employees at a low cost and on a wholly contributory and self-financing basis, the twin benefits of an insurance cover to help their families in the event of death in service and a lumpsum payment to augment their resources on retirement.
3. The Scheme shall be operated through an arrangement between the Bureau of Indian Standards (hereinafter called the Bureau) and the Life Insurance Corporation of India, New Delhi (hereinafter called the Corporation) with terms and conditions specified by the Corporation from time to time.
4. The Bureau will act for and on behalf of the members in all matters relating to the Scheme and every act done by agreement made with and notice given to the Corporation shall be binding on the members.
5. **Eligibility.** - The following persons are eligible to join in the scheme namely:-
 - (a) Regular employees shall be eligible to join the Scheme.
 - (b) Present employees may join the Scheme as from the date of commencement of the Scheme.
 - (c) Present employees who have not yet joined the Scheme and all future employees must join the Scheme on relevant entry dates as soon as they satisfy the conditions of eligibility.
 - (d) No member shall withdraw from the Scheme while he is still in the service of the Bureau.
6. **Contribution and risk coverage.** -

(i) Under the Scheme, the rate of monthly contribution and risk coverage for different categories of members shall be as indicated below :

Category (As per Central Government Civil Services Rules, 1965)	Insurance cover to be provided	Total Monthly Contribution payable	Monthly premium to be appropriated for risk coverage	Balance amount to be credited to the Running Account
	Rs.	Rs.	Rs.	Rs.
Group 'A'	1 00 000.00	100.00	35.00	65.00
Group 'B'	75 000.00	75.00	26.25	48.75
Group 'C'	50 000.00	50.00	17.50	32.50
Group 'D'	25 000.00	25.00	8.75	16.25

The contribution shall commence on the entry date and continue until the terminal date or otherwise as specified in these conditions.

(ii) The contribution in respect of all the members shall be recovered by the Bureau and remitted in full to the Corporation on the due date. A part of the contribution as fixed by the Corporation from year to year on the basis of the categories of all the members shall be utilized to provide for each member life assurance benefits as mentioned in sub-paragraph (i) of paragraph 6 above.

(iii) The Life assurance benefits will become payable upon the death of the member whilst being insured under the Scheme. For this purpose, the Bureau shall effect assurance under the One Year Renewable Term Assurance Plan with the Corporation. The balance of the contribution will be credited to the Running Account to be maintained by the Corporation in favour of the Bureau. The Corporation shall allow interest on the balance in the Running Account at the agreed rate.

7. Benefits. -

(i) On death of the member before the terminal date, -

The Life assurance benefit category-wise, namely, A,B,C and D of Rs.100,000 Rs. 75,000, Rs.50,000 and Rs.25,000 respectively together with the amount to the credit of the member in the Running Account as on the date of his death as determined in the manner referred to in sub-paragraph (ii) of paragraph 6 shall become payable to the beneficiary.

(ii) On reaching terminal date or on earlier cessation of service, other than death -

The total amount to the credit of the member in the Running Account as shall be determined by the Corporation having regard to the entry date, the amounts credited to the running Account from time to time, the rate of interest and the date of exit, shall become payable to the member.

8. Revision in Life Assurance Benefits. - The amount of Life Assurance benefits in respect of each member due to change in category, shall be revised only on the Annual Renewal date immediately next following the change of category.

9. Termination of membership. - The membership of the Scheme in respect of a member shall terminate upon the happening of any of the following events.

- (a) Member ceasing to be in the service of the employer;
- (b) Member reaching the terminal date.

Upon termination of membership, the life assurance benefit of the member shall cease forthwith and the amount at his credit in the Running Account as determined in sub paragraph (ii) of paragraph 6 shall become payable.

10. Restraint or anticipation or encumbrance. - The benefits under the Scheme are strictly personal and cannot be assigned, charged or alienated in any way.

11. Appointment of beneficiary. - Every member shall at the time of entry into the scheme appoint one or more of his wife or dependents to be his beneficiary or beneficiaries in the prescribed proforma and file it with the Bureau. If a member does not have a wife or dependents, then he shall appoint his legal representative to be the beneficiary. In the event of death of the member, the benefits in respect of him will be paid to the beneficiary or beneficiaries appointed by him.

@@THIRD SCHEDULE

(see regulations 2 and 9)

Sl No.	Group(s) of Employees	Appointing Authority	Disciplinary Authority	Appellate Authority
(1)	(2)	(3)	(4)	(5)
01.	Group A	Director General	Director General	Executive Committee
02.	Group B,C and D Employees	Deputy Director General (Administration)	For Headquarters Deputy Director General (Administration) for Major Penalties* Head of Department concerned for Minor Penalties+ For Regions &	For Major* and Minor+ Penalties Scientist-G (Additional Director General) concerned

			Laboratories Scientist – F (Deputy Director General) concerned for Major Penalties* Head of Department concerned for Minor Penalties+	
*specified under (v) to (ix) of Rule 11 of Central Civil Services (Classification Control and Appeal) Rules, 1965 +specified under (i) to (iv) of Rule 11 of Central Civil Services (Classification Control and Appeal) Rules, 1965				

@@@Note – The Disciplinary Authority, who has passed the order against which the appeal is preferred, shall not chair or be present in the meeting of the Executive Committee when the appeal is taken up for consideration by the Executive Committee.

@Inserted vide notification No. GSR 682(E) dated 25 Sep 2008

@@Inserted vide notification No. GSR 50(E) dated 27 Jan 2009

@@@ Inserted vide notification No. GSR 311(E) dated 8 May 2009