

**GOVERNMENT OF INDIA
PERSONNEL,PUBLIC GRIEVANCES AND PENSIONS
LOK SABHA**

UNSTARRED QUESTION NO:2186

ANSWERED ON:05.08.2003

REPORT OF SURENDER NATH COMMITTEE

AMBATI BRAHMANAIAH;NANDIPAKU VENKATASWAMY;NARESH KUMAR PUGLIA;PRABHA RAU;VILAS BABURAO
MUTTEMWAR

Will the Minister of PERSONNEL,PUBLIC GRIEVANCES AND PENSIONS be pleased to state:

- (a) whether the Government had appointed a Committee headed by Shri Surender Nath to review the present system of preparing Annual Confidential Reports of Government employees;
- (b) if so, the details thereof and the composition of the Committee;
- (c) whether the Committee has since submitted its report to the Government;
- (d) if so, the salient features of the recommendations/observations made in the said report;
- (e) the reaction of the Government thereto;
- (f) the number of recommendations accepted by the Government;
- (g) whether the Committee has recommended for major overhaul in the system of promotion;
- (h) if so, the details thereof; and
- (i) the time by which the recommendations of the Committee are likely to be implemented?

Answer

MINISTER OF STATE IN THE MINISTRY OF HOME AFFAIRS AND MINISTER OF STATE IN THE MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES AND PENSIONS. (SHRI HARIN PATHAK)

(a) to (i): A statement is placed below on the Table of the House.

STATEMENT REFERRED TO IN PARTS (a) TO

(i) OF THE LOK SABHA UNSTARRED QUESTION NO.2186 FOR 05.08.2003 REGARDING REPORT OF THE SURENDER COMMITTEE.

A group was appointed to make recommendations/suggestions with regard to the system of performance appraisal to ensure greater transparency, so that better performance (or its lack) is fairly and accurately reflected in the appraisal system to be adopted for the All India Services and, subsequently for Group `A` Central Services.It was also required to ensure a more clearly defined linkage between performance appraisal, experience and skills, with career advancement and placements in senior positions in the Government and review the present system of promotion of All India Service and other Group `A` Central Services.

2. The members of the group were the following:-

- 1. Lt. Gen. (Retd.) Surinder Nath Former Chairman, UPSC Chairman
- 2. Shri A.K. Agarwal Former Secretary, Ministry of Personnel Member
- 3. Prof. Vinaysheel Gautam Department of Management Studies, I.I.T., Delhi Member
- 4. Dr. Prodipto Ghosh Additional Secretary, Deptt. of Economic Affairs Member
- 5. Shri O.P. Agarwal Joint Secretary (Training), Department of Personnel and Training Member Secretary

3. The group has submitted its report and some of the major recommendations are the following:-

- (i) Performance appraisal should be primarily used for the overall development of an officer, and for his placement in an area where his abilities and potential can be used to best advantage.
- (ii) A computerised system for more effective monitoring of the timely recording of performance appraisal reports should be put in place.
- (iii) Disclosure of the entire Performance Appraisal Report to the officer and disposal of representations through a `Referral Board`.
- (iv) A system of numerical grading for evaluating the work output, the personal attributes, the functional competencies and the over all assessment.
- (v) In order to ensure that health/physical fitness aspects are given due consideration in making placements, a comprehensive health check up, at least once in two years, should be insisted upon.
- (vi) The section on self-appraisal should require the appraisee to indicate his achievements against the pre-set work plan as well as achievements against unforeseen tasks during the year.
- (vii) Officers must be evaluated not only on their performance in the feeder positions, but also in respect of their level of preparation, by way of acquiring the necessary skills and knowledge, for the higher level positions.
- (viii) Two models (model A and model B) have been suggested for promotions. While model A requires only the satisfactory completion of all the required training programs together with evaluation of the performance appraisal reports of the last 10 years, model B, places greater emphasis on acquisition of skills for the higher positions and covers the following evaluation criteria:-
 - a) Evaluation of the performance appraisal report for the last 10 years.
 - b) Richness of work experience
 - c) Evaluation of significant achievements or failures
 - d) Acquisition of skills for higher assignments
- (ix) Promotion of each officer may be considered three times in all. After three unsuccessful attempts, the officer need not be considered for promotion any further.
- (x) An effective system of screening officers who lack demonstrated competence or who are unqualified or of doubtful integrity or in unacceptably poor health be put in place.
- (xi) Ascertainment of the reputation, professional competence, attitudes and personal qualities of an officer, through an `Eminent Persons Group`.
- (xii) All services must specify career-training programs, which would equip an officer with the necessary skills for positions likely to be held in the next 9-10 years.
- (xiii) For occupying positions of Joint Secretary and above in the Central Staffing Scheme, officers must be empanelled through a rigorous process.
- (xiv) 11 domains have been suggested for assignment to officers out of which each officer may be assigned upto 3 domains.
- (xv) The UPSC should be involved in the empanelment process and should include an interview to validate the claims of skills for the higher position.
- (xvi) For selection to particular positions under the Central Staffing Scheme, a system of notifying the vacancies and inviting interest from prospective candidate officers for specific positions may be adopted.

4. The report of the Committee is under examination by Government.

