

A-12012/1/2026-ADM
Government of India
Ministry of Personnel, Public Grievances & Pensions
(Department of Personnel & Training)
Lal Bahadur Shastri National Academy of Administration,
Mussoorie - 248179

Dated: 27.10.2026

OFFICE ORDER No. 298

Subject: Adoption of the Point Based Merit System notified by the Department of Personnel and Training for assessing applications for appointment on compassionate grounds – reg.

The Department of Personnel and Training (DoPT), vide its Master Circular on the Scheme for Compassionate Appointment issued under OM No. 14014/1/2022-Estt.(D) dated 02.08.2022, has prescribed that every valid application for compassionate appointment shall be assessed strictly on the basis of the point based merit system formulated by the concerned administrative Ministry/Department.

2. DoPT has notified a Point Based Merit System for assessing the claims of applicants for compassionate appointment vide OM No. A-12012/1/2021-Ad.IV(Cadre) dated 07.04.2022.

3. The Competent Authority has decided that the Point Based Merit System notified by DoPT vide OM dated 07.04.2022 shall be adopted, for assessing all applications for appointment on compassionate grounds in the Academy.

This issues with the approval of Competent Authority.


(Kranthi Kumar Pati)
Deputy Director & I/c
Establishment

Encl: As above

OFFICE ORDER REGISTER

CIRCULATION TO

1. NOTICE Board [through SARGAM]
2. Office of the Director
3. Office of the Joint Director
4. IT Section- for uploading at RTI Portal/ LBSNAA Website
5. Rajbhasha Anubhag, LBSNAA- for translation

No. A-12012/1/2021- Ad.IV (Cadre)
Government of India
Ministry of Personnel, PG & Pensions
Department of Personnel & Training

North Block, New Delhi
The 07th April, 2022

OFFICE MEMORANDUM

Subject: Scheme for Compassionate Appointment-Relative Merit Points System – reg.

The undersigned is directed to refer to *para 13 (VI) under the appendix to this Department's O.M. No. 43019/9/2019-Estt. (D) dated 23.08.2021* and to state that the objective of the scheme is to grant appointment on compassionate grounds to a dependent family member of a Government servant dying in harness or who is retired on medical grounds, thereby leaving his family in penury and without any means of livelihood. It is to relieve the family of the concerned Government from financial destitution and to help him/her get over the emergency.

2. Keeping in view the objective of the scheme the existing instructions of DoPT relating to compassionate appointment have time and again been reviewed/modified/simplified so that the system finally derived at shall be more transparent, efficient and uniform in nature. This aspect, which is foremost and hence while considering a request for appointment on compassionate grounds by a committee, a balance and objective assessment of the financial condition of the family has to be made taking into consideration its assets & liabilities and all other relevant factors such as the presence of earning member(s), size of family, age of the children and the essential needs of the family etc. This is done to assess the degree of the indigence among all the applicants considered for compassionate appointment within the prescribed ceiling of 5% of the Direct Recruitment (DR) vacancies.
3. In order to bring transparency and objectivity in dealing with Compassionate Appointment matters, it has been decided by the Competent Authority that merits of the cases can be conveniently considered by allocating points to the applicants, based on various attributes indicated in the reference of DoP&T from time to time.
4. Accordingly, a Relative Merit Points system for assigning weightage to various attributes of the applicant for compassionate appointment based on a 100 points-scale is laid down in **Annexure-I**.
5. While applying 100 points-scale parameters, as mentioned in **Annexure-I**, if situation arises that some candidates secure equal marks in merit and Cadre Controlling Authority is unable to decide the merit of such candidates then *in such cases the Tie Breaking Factor* can be determined as under;
 - i) Available income per dependent i.e., total of first three financial parameters prescribed in **Annexure-I** (Pension-annualized, total terminal benefits and annual income of earning members and income from property) divided by total number of dependents. The



result with the less the available income per dependent will have the higher rank amongst the applicants whose scores had a tie.

ii) In case of tie even after applying the factor of per dependent available income, then the left-over service of Government servant can be considered. Applicants related to Government servant with higher left-over service would be considered over the one with lesser left-over service. In case of tie even then, the next factor can be No. of physically/mentally challenged dependents & unmarried daughter(s). In case of tie even then, the next factor can be age of the applicant, with elder applicant given preference.

6. The Tie Breaking Factors(s) in the order indicated above, should be used only to decide relative merit of the applicants scoring same points on 100-point scale and only if the applicants scoring same points cannot be accommodated against available vacancies.

7. The system of weightage not only awards objectivity to the entire method but also ensures complete transparency and uniformity in the selection process. Henceforth weightage points system along with the instructions issued by the DoP&T would strictly followed for assessing comparative merit of the applicants for compassionate appointment.

Encl: Annexure-I


07.4.22

(Surya Prakash)

Under Secretary to the Government of India
Tele.No. #011 23092982

To

1. All applicants for Compassionate Appointment in DoPT.
2. All members of the Screening Committee for Compassionate Appointment in DoPT.
3. PS to Additional Secretary (Admin.), DoPT.

ANNEXURE-I**Relative Merit Point system for allocation of points for various attributes of applicant for Compassionate Appointment:**

1 (a) Basic Family Pension/Monthly Amount received under National Pension System (20 Points)

S.No.	Slab	Points
1.	Up to 9,000	20 Points
2.	9,001-11,500	18
3.	11,501-14,000	16
4.	14,001-16,500	14
5.	16,501-19,000	12
6.	19,001-21,500	10
7.	21,501-24,000	08
8.	24,001-26,500	06
9.	26,501-29,000	04
10.	29,001-31,500	02
11.	31,501 and above	00

(b). Lumpsum amount received by the family on death of Employee (i.e. DCR Gratuity, GPF/PPF A/C balance, Leave Encashment, CGEGIS, LIC, PLI etc.)/ Lumpsum amount received under NPS etc. (10 Points)

S.No.	Slab	Points
1.	Up to 10,00,000	10 Points
2.	10,00,001-11,87,500	09
3.	11,87,501-13,75,000	08
4.	13,75,001-15,62,500	07
5.	15,62,501-17,50,000	06
6.	17,50,001-19,37,500	05
7.	19,37,501-21,25,000	04
8.	21,25,001-23,12,500	03
9.	23,12,501-25,00,000	02
10.	25,00,001-26,87,500	01
11.	26,87,501 and above	00

(c). Annual Income from movable/immovable property as well as Annual income earned by other member(s) of the family. (05 Points)

Sl.No.	Slab	Points
1.	Nil	05
2.	Rs 1-1,05,000	04
3.	Rs 1,05,001 -1,35,000	03
4.	Rs 1,35,001-1,65,000	02
5.	Rs 1,65,001-1,95,000	01
6.	Rs 1,95,001 and above	00

(d). Movable/Immovable property of the family (Latest Market Value) including fixed deposit/ bank balance etc but excluding the lumpsum amount received as mentioned in 6.2 above. (10 Points)

Sl.No.	Slab	Points
1.	Nil	10
2.	upto 5,00,000	08
3.	Rs 5,00,001 -10,00,000	06
4.	Rs 10,00,001-15,00,000	04
5.	Rs 15,00,001-20,00,000	02
6.	Rs 20,00,001 and above	00

(e). No. of Dependents (15 Points)

Sl.No.	No. of dependents	Points
1.	01	05
2.	02	10
3.	03 and above	15

(f). No. of unmarried daughters (15 Points)

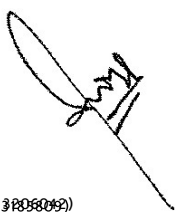
Sl.No.	No. of unmarried daughters	Points
1.	None	00
2.	01	05
3.	02	10
4.	03 and above	15

(g). No. of minor children (15 points)

Sl.No.	No. of minor children	Points
1.	None	00
2.	01	05
3.	02	10
4.	03 and above	15

(h). Left over service (10 Points)

Sl.No.	Left over service	Points
1.	0-5 years	02
2.	Over 5 & upto 10 years	04
3.	Over 10 & upto 15 years	06
4.	Over 15 & upto 20 years	08
5.	over 20 years	10



2. However, for considering belated requests for compassionate appointments where the death/disablement took place long ago, weightage points towards "Basic Family Pension" & "Terminal Benefits" i.e. 1 (a) and (b) mentioned above may be awarded in the following manner:-

a) Basic Family Pension-pre 2006 deceased employees:

S.No.	Slab	Points
1.	Up to 1300	20 Points
2.	1301-1500	18
3.	1501-1700	16
4.	1701-1900	14
5.	1901-2100	12
6.	2101-2300	10
7.	2301-2500	08
8.	2501 and above	06

b) Basic Family Pension - pre 2016 deceased employees:

S.No.	Slab	Points
1.	Up to 3500	20 Points
2.	3501-4500	18
3.	4501-5500	16
4.	5501-6500	14
5.	6501-7500	12
6.	7501-8500	10
7.	8501-9500	08
8.	9501 and above	06

c) Terminal Benefits – Pre 2006 deceased employees:

S.No.	Slab	Points
1.	Up to 1,00,000	10 Points
2.	1,00,001-1,20,000	09
3.	1,20,001-1,40,000	08
4.	1,40,001-1,60,000	07
5.	1,60,001-1,80,000	06
6.	1,80,001-2,00,000	05
7.	2,00,001-2,20,000	04
8.	2,20,001-2,40,000	03
9.	2,40,001-2,60,000	02
10.	2,60,001-3,00,000	01
11.	30,00,001 and above	00

d) Terminal Benefits – Pre 2016 deceased employees:

S.No.	Slab	Points
1.	Up to 4,00,000	10 Points
2.	4,00,001-4,75,000	09
3.	4,75,001-5,50,000	08
4.	5,50,001-6,25,000	07
5.	6,25,001-7,00,000	06
6.	7,00,001-7,75,000	05
7.	7,75,001-8,50,000	04
8.	8,50,001-9,25,000	03
9.	9,25,001-10,00,000	02
10.	10,00,001-10,75,000	01
11.	10,75,001 and above	00

3. In addition to the above, the dependent family member of the deceased employee, who has applied for Compassionate Appointment, shall get additional points as grace points in the following circumstances:

Sl. No.	Circumstances for additional Grace Points	Points
1.	In the event of Employee and his/her spouse (i.e. both parents), have expired	20
2.	In cases where the wife of deceased official has applied for compassionate appointment for herself	15
3.	If the dependent (wife) of the deceased official is differently-abled	03
4.	If the dependent (any family member) of the deceased official is differently-abled	05

4. Further, on the basis of the instruction issued by DoPT vide OM No. 14014/02/2012-Estt. D dated 16.01.2013, waiving of the time limit, the following merit points are to be awarded while considering the cases of the applicants whose applications for Compassionate Appointment are received late:

Sl.No	Period after death of the official	Points
1.	5 years and above	03
2.	>03 years and <05 years	05
3.	> 02 years and < 03 years	07
4.	< 02 years	10