

No. 28/16/94-IH(7)-2025/4045  
Chandigarh Administration  
Department of Personnel

Chandigarh, dated the 25-3-25

To

All the Administrative Secretaries/  
Head of Departments/ Offices/  
Institutions/Boards/Corporations  
Chandigarh Administration

**Subject:- Standard Terms and Condition of the Government employees on deputation with Chandigarh Administration**

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Sir/Madam

I am directed to address you on the subject noted above and to state that the Ministry of Home Affairs, Government of India, in terms of notification No. GSR 230 (E) dated 29.03.2022 (issued by the Government of India, Ministry of Home Affairs, New Delhi) has vide letter No. U-13034/56/2022-CPD dated 06.03.2025 (**copy enclosed**), revised the terms and conditions of Government employees on deputation with Chandigarh Administration. It has been stated that the Union Territory of Chandigarh Employees (Conditions of Service) Rules, 2022 have been made applicable to the employees under UT of Chandigarh Administration w.e.f. 01.04.2022. Accordingly, Department of Personnel & Training, Govt. of India's notification dated 08.09.2022 on Regulation of terms and conditions governing deputation/ foreign service of employees to/from Central Government is applicable to the Government employees on deputation with Chandigarh Administration.

2. The Govt. of India, DoPT has further issued consolidated guidelines on deputation/ foreign service vide O.M. No. DOPT-1726140763694 dated 28.03.2024.

3. In view of above, departments are requested to keep in view the provisions of revised deputation policy, some of which are mentioned below:-

- (i) **Applicability:-** The cases of the employees mentioned under Para 2.2 of the O.M. dated 28.03.2024 *ibid* are governed by separate set of instructions/ guidelines and such employees are not covered by provisions contained in the said O.M. dated 28.03.2024.
- (ii) **Exercise of Option:-** As per para 4.1 of the O.M. dated 28.03.2024, "an employee appointed on deputation/foreign service, may elect to draw either the pay in the Level (in the Pay Matrix)/Scale of Pay of deputation/ foreign service post or his/her basic pay in the parent cadre plus Deputation (Duty) Allowance thereon plus Personal Pay, if any." Para 4.2 & 4.3 provide that the borrowing authority shall obtain the option of the employee within one month from the date of joining and option once exercised shall be final. Accordingly, deputationists who have joined Chandigarh Administration after 31.03.2022 may be asked to exercise option as applicable.
- (iii) **Deputation (Duty) Allowance:-** Para 6.1 of the O.M. *ibid* mentions the rates of Deputation (Duty) Allowance admissible to the employee appointed on deputation.
- (iv) **Dearness Allowance:-** As per para 7.6 (c)(i) of the O.M. *ibid*, "the employees shall be entitled to dearness allowance at the rates prevailing in the borrowing organization or in the lending organisation depending on whether he has opted to draw pay of the ex-cadre post or the parent cadre post".

AKM

- (v) **Tenure of Deputation/Foreign Service:-** As per existing standard terms and conditions of deputation as circulated by this department vide letter dated 12.03.1996, the period of deputation had been *"one year in the first instance and to be extended from time to time"*. However, in terms of Para 8.1 of the O.M. *ibid*, *"the period of deputation/foreign service shall be as per provisions of the RRs of the ex-cadre post or 5 years in case no tenure regulations exist for the ex-cadre post."* Para 8.3.1 (iii) of the said O.M. provides that *"no further extension beyond 7<sup>th</sup> year shall be granted"*.

4. Repatriation may accordingly be planned on First In First Out basis. All departments are advised to take up the matter well in advance with the lending organisations to send replacements so as to comply with Para 8 of the O.M. dated 28.03.2024 as amended from time to time.

5. In case of any doubt, instructions issued by the Government of India, Department of Personnel & Training, New Delhi vide O.M. dated 28.03.2024 as amended from time to time may be referred.

6. The contents of this communication may kindly be brought to the notice of all the concerned officers/officials working under your control for information, necessary action and strict compliance.

7. This issues with the approval of the Competent Authority.

Yours faithfully

*AKM*  
*25/03/25*

Additional Secretary Personnel  
for Administrator  
Union Territory, Chandigarh

Endst. No. 28/16/94-IH(7)-2025/4046      Dated: 25-3-25

A copy is forwarded to the Director Information Technology, Union Territory, Chandigarh with the request to upload the above instructions on the official website of Chandigarh Administration.

*AKM*  
*25/03/25*

Additional Secretary Personnel  
for Administrator  
Union Territory, Chandigarh

U-13034/56/2022-CPD  
भारत सरकार/ Government of India  
गृह मंत्रालय/ Ministry of Home Affairs  
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North Block, New Delhi  
Dated, the 06<sup>th</sup> March, 2025

To

The Chief Secretary,  
UT of Chandigarh,  
Chandigarh.

PA/CS/ 2009214  
Dated : 10-03-2025

PA/CS/ 2009214  
Dated 11-03-25

**Subject: Review of Standard Terms and Condition of the Government employees on deputation with the Chandigarh Administration.**

Sir,

I am directed to refer to Chandigarh Administration's letter no 28/16/94-IH(7)-2024/9500 dated 01.02.2024 on the above mentioned subject and to say that 'The Union Territory of Chandigarh Employees (Conditions of Service) Rules, 2022 have been made applicable to the employees under UT of Chandigarh Administration w.e.f. 01.04.2022.

2. Accordingly, Department of Personnel & Training, Ministry of Personnel Public Grievances and Pensions, Government of India's notification dated 08.09.2022 on Regulation of terms and conditions governing deputation/foreign service of employees to/ from Central Government is applicable to the Government employees on deputation with the Chandigarh Administration.

3. It is requested to take action, accordingly.

Yours faithfully,

Prabhat Nigam 06/03/2025

(Prabhat Nigam)

Under Secretary to the Government of India  
Tel. No.: 011-23094517