



राष्ट्रीय बीज निगम लिमिटेड

भारत सरकार का उपक्रम  
मिनिरल्ल कम्पनी)

बीज भवन, पूसा परिसर  
नई दिल्ली 012 110-1  
फैक्स 25846462 -011 -

NATIONAL SEEDS CORPORATION LIMITED

(A Government of India Undertaking)  
(CIN : U74899DL1963PLC003913)

BEEJ BHAWAN, PUSA COMPLEX  
NEW DELHI-110 012 (INDIA)

Website: www.indiaseeds.com

PHONES : 25842383, 25846272, 25842692, 25846295  
e-mail - nsc@indiaseeds.com

No. 245(1)/17-HR/NSC

14 August 2017

**CIRCULAR No. (46)**

This is in continuation of circular No. 413 dated 25.07.2017. regarding guidelines for forwarding of applications to outside employment.

As per clause 11(i) of General Conditions of Service Rules "For new recruits, it will be condition of their appointment that no application for theirs would be forwarded for jobs outside during probation period and until they complete their probation period in the Corporation. This condition will also be applicable to newly promoted employees". However, nothing is mentioned in above clause in respect of employees who are being placed in next higher scale due to non-availability of vacancies in the next cluster as per clause 5.6 and 5.8 of Promotion Policy under Cluster Scheme. Therefore applications of such employees were being forwarded for outside employment.

The matter relates to forwarding of applications in respect of such employees was placed before the Board of Directors in their 272<sup>nd</sup> Meeting held on 30.06.2017. The Board of Director in the said meeting has decided that the applications of outside employment in respect of employees who are placed in higher scale due to non-availability of vacancies in next cluster may also be not forwarded during first year of placement in the next higher scale as in the case of the employees who are placed under probation for one year.

This may be brought to be knowledge of all the employees for information and strict compliance.

  
14.08.17

(B.B.SAW)

Sr. General Manager (HR)

**Distribution:**

1. All Regional Managers/Farm Heads.
2. Dy. GM (HR), Corporate Office.
3. Manager (HR), Corporate Office for inserting the amendment in clause 11(i) of General Conditions of Service Rules.
4. AM(HR)/ HR Officer/ In-charge of HR Section at ROs/Farms.
5. IT Section, Corporate Office for uploading own website.
6. Notice Board.
7. Guard File.