

**No. 27012/3/2014-Estt (A)**  
**Government of India**  
**Ministry of Personnel, Public Grievances and Pensions**  
**(Department of Personnel and Training)**

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North Block, New Delhi the 19<sup>th</sup> November, 2014

**OFFICE MEMORANDUM**

**Subject: Procedure for grant of permission to the pensioners for commercial employment after retirement – revision of Form 25.**

The undersigned is directed to refer to Rule 10 of CCS (Pension) Rules, 1972 and to say that retired Government servants proposing to take up commercial employment within a year of retirement are required to seek permission from the Government. They are required to apply for permission in Form 25 of CCS(Pension) Rules. Form 25 prescribed under the said rule has since been reviewed with a view to simplify the procedure. The revised Form 25 is enclosed.

2. The revised form incorporates the conditions prescribed in clauses (b) to (f) of sub-Rule 3 of Rule 10. There is now no requirement for obtaining an affidavit as prescribed in Para 2(d) of this Department's OM No. 27012/5/2000-Estt.(A) dated 5<sup>th</sup> December, 2006.
3. All Ministries/Departments are requested to bring this to the notice of all concerned.
4. Formal Notification of Rules will follow.

*G. Jayanthi*  
**(G. Jayanthi)**  
Director

**To**

**All Ministries/Departments in the Government of India**  
**(As per standard list)**

Copy also forwarded to:-

1. Secretary General/Registrar General, Supreme Court of India.
2. Secretary General of Lok Sabha Secretariat/Rajya Sabha Secretariat.
3. Secretary, Department of Administrative Reforms, Public Grievances, Sardar Patel Bhavan, Parliament Street, New Delhi.
4. Secretaries in Cabinet Secretariat/Central Vigilance Commission/President's Secretariat/Vice-President's Secretariat / Prime Minister's Office/Planning Commission.
5. Controller General of Accounts/Controller of Accounts, Ministry of Finance.
6. Governors of all States/Lt. Governors of all Union Territories.
7. Secretary, National Council of JCM(Staff Side), 13-C, Feroz Shah Road, New Delhi.
8. All Members of Staff Side of the National Council of JCM/Departmental Council.
9. All Officers/Divisions/Sections of Department of Personnel and Training/ Department of Administrative Reforms and Public Grievances/Department of Pensions and Pensioners Welfare /PESB.
10. Joint Secretary (Pers.), Department of Expenditure, Ministry of Finance.
11. Additional Secretary(Home), Ministry of Home Affairs.
12. Director, NIC, DOP&T for uploading on the website of the Department under Establishment "Pay Rules" as well as "CCS(CCA(Rules))" .
13. 25 Spare copies.

*G. Jayanthi*  
(G.Jayanthi)  
Director

**FORM OF APPLICATION FOR PERMISSION TO CENTRAL SERVICES OFFICERS  
TO ACCEPT COMMERCIAL EMPLOYMENT WITHIN A PERIOD OF ONE YEAR  
AFTER RETIREMENT.**

{Rule10(1) of CCS (Pension) Rules,1972}

**A. PARTICULARS OF OFFICER**

1	Name of the Pensioner (IN BLOCK LETTERS)	
2	Date of retirement	
3	Particulars of the Ministry/Department/Offices in which the pensioner served during the last five years preceding retirement (with duration)	
4	Post held at the time of Retirement and period for which held	
5	Pay scale / Pay Band & Grade Pay of the post and the Pay drawn by the officer at the time of retirement.	
6.	Pensionary benefits  (a) Gross monthly Pension sanctioned/expected.  (b) Commutation, if any.  (c) Gratuity, if any.	

## B. PARTICULARS OF PROPOSED EMPLOYMENT

7	<p>Details regarding commercial employment proposed to be taken up:-</p> <p>(a) (i) Name of organization/firm/company/co-operative society.</p> <p>(ii) Brief nature of the organizations.</p> <p>(iii) Full address of the registered office of the organization.</p> <p>(iv) Permanent Account Number (PAN/Tax Identification Number (TIN)/Registration Number of the organization.</p> <p>(b) Products being manufactured by the firm/type of business carried out by the firm etc.</p> <p>(c) Whether the officer had during the last three years of his official career, any dealings with the firm or company or cooperative society, etc.</p> <p>(d) Duration and nature of the Official dealing with the firm</p> <p>(e) Name of the job/post offered</p> <p>(f) Whether post was advertised, if not, how offer made (Attach Newspaper cutting of the advertisement and copy of the offer of appointment, if any</p> <p>(g) Description of the duties of the Post/ job Remuneration offered for the post/job.</p> <p>(h) If proposing to set up practice, indicate:</p> <p>(i) Professional Qualification in the field of practice Nature of proposed practice</p> <p>(ii) Nature of proposed practice</p>	
8	Any other information which the Applicant desires to furnish in support of his request	

**9. DECLARATION:**

I hereby declare that –

- (a) I have not been privy to sensitive or strategic information in the last three years of service, which is directly related to the areas of interest or work of the organization that I propose to join or to the areas in which I propose to practice or consult.
- (b) The proposed employment will not involve conflict of interest with the policies of the office held by me during the last three years and the interest represented or work undertaken by the organization I propose to join will not bring me into conflict with the working of the Government.
- (c) The organisation in which I am seeking employment is not involved in activities which are in conflict with or prejudicial to India's foreign relations, national security and domestic harmony. The organisation is not undertaking any activity for intelligence gathering. The employment, which I propose to take up also will not entail activities which are in conflict with or involve activities prejudicial to India's foreign relations, national security and domestic harmony.
- (d) My service record is clear, particularly with respect to integrity and dealings with Non-Government Organisations.
- (e) The proposed emoluments and pecuniary benefits are in conformity with the industry standards.
- (f) I agree to withdraw from the commercial employment in case of any objection by the Government.

**10. UNDERTAKING**

I hereby solemnly declare that the above information is true to the best of my knowledge and belief and that no material information has been concealed. In the event of any of the information being found to be false the permission may be withdrawn without assigning any reason and without prejudice to any other action that the Government may consider appropriate including action under CCS (Pension) Rules and/or criminal proceedings.

Signature of applicant

Date: .....

Place: .....