

**GOA PUBLIC SERVICE COMMISSION****Form for referring proposal for GRANT OF EXTENSION to the Temporary/Ad-hoc appointments made without consultation of the Commission**

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| 1. (a) Designation of the post:-  |  |
| (b) Scale of pay:-  |  |
| 2. Service Rules.<br>If any, under which the post is covered:-                              |  |
| 3. (a) Whether the post is permanent or temporary:-   |  |
| (b) Duration of the post if temporary:-   |  |
| (c) whether the post is likely to be made permanent:-                                       |  |
| 4. (a) How and from which date the vacancy has arisen, and by whom the post was last held:- |  |
| (b) Whether the Commission were consulted on his transfer/ promotion/ appointment, etc:-    |  |

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| 5. Qualification required: -  |  |
| 6. Age limit prescribed for the post.<br>Relaxation if any, to be granted: -  |  |
| 7. Number and date of communication under which the requisition for advertising the post has been sent. If not sent, the reasons thereof: - |  |
| 8. Whether none from those last selected by the Commission including those on the reserve list is available to fill the post: -             |  |
| 9. Particulars of the incumbent from whom extension is required.<br>(a) Name :  |  |
| (b) Age:  |  |
| (c) Qualification Possessed:-   |  |
| (d) Date of appointment to the present post:-   |  |
| (e) Substantive post held and substantive pay with scale:-  |  |

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| 10. Number and date of communication under which a copy of the appointment order regarding his initial appointment on this post has been sent:-(enclose a copy of the order)   |  |
| 11. Period upto which concurrence for extension is asked for:-   |  |
| 12. Period upto which last concurrence was accorded and the number and the date of this office communication:-   |  |
| 13. (a) whether the present incumbent is the senior-most person already serving in the next lower cadre and has been appointed by temporary promotion according to the Government instructions/service rules. If any. if not. Why not? |  |
| (b) The reasons for supersession. If any involved along with full particulars of service with complete service records, namely confidential rules copy of service card duly authenticated of the persons superseded:-                  |  |

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| 14. (a) If he has been directly recruited what was the emergency necessitating the appointment in question in anticipation of selection by the Commission:- |  |
| (b) Whether an advertisement was issued for the above post and the official in question was selected as a result if not. Why not?                           |  |
| (c) Whether the incumbent has been selected by personnel contact, if any?   |  |
| (d) Whether the incumbent had appeared at an interview for the same or similar post and whether he was rejected by the G.P.S.C. for the same?               |  |

( <signature> ),  
Principal Secretary (Personnel)

Place:

Date:

Office  
Seal

