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Azadi Ka
Amrit Mahotsav



केन्द्रीय भण्डारण निगम
(भारत सरकार का उपक्रम)

CENTRAL WAREHOUSING CORPORATION

(A Govt. of India Undertaking)

जन-जन के लिए भण्डारण/Warehousing for Everyone



No. CWC/CO-PD0PLCY/94/2022-PERS

Dated: 23.11.2023

CIRCULAR

Subject: Strengthening of Administration – Review of cases of all groups of employees of the Corporation attaining 50 years of age for adjudging their suitability for continuance in service) ...reg.

Reference: CWC Circular No. CWC/I-Policy (Premature Retirement)/ R&P/31D dated 13.09.2019.

With the approval of the Board of Directors in its 386th meeting held on 27.10.2023, following clauses in the procedure for periodical review for Premature Retirement under Regulation 21 (ii) of CWC (Staff) Regulations, 1986 have been modified as under:

Clause	Existing Provision	Amended Provision															
5	<p>Period of Review: The Review should be carried out six months before the date on which an employee completed the qualifying service for review (50/55 years) as per the following schedule. The preparation should begin in advance so that entire exercise can be completed as per the schedule</p> <table border="1"><thead><tr><th>SN</th><th>Quarter in which review is to be made</th><th>Cases of employees who will be attaining the age of 50/55 years as the case may be in quarters</th></tr></thead><tbody><tr><td>1</td><td>January to March</td><td>July to September of same year</td></tr><tr><td>2</td><td>April to June</td><td>October to December of same year</td></tr><tr><td>3</td><td>July to September</td><td>January to March of next year</td></tr><tr><td>4</td><td>October to December</td><td>April to June of next year</td></tr></tbody></table>	SN	Quarter in which review is to be made	Cases of employees who will be attaining the age of 50/55 years as the case may be in quarters	1	January to March	July to September of same year	2	April to June	October to December of same year	3	July to September	January to March of next year	4	October to December	April to June of next year	<p>Period of Review: The periodical review of the employees attaining the age of 50/55 years in a particular year from April to March to be undertaken once in a year in the month of April.</p>
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Clause	Existing Provision	Amended Provision
	Appended	The employee due for periodical review in a particular year shall undergo compulsory medical checkup from the hospital empaneled by the Corporation or a Registered Medical Practitioner.
Note (ii) under clause 7	In case any member of the committee mentioned above is not available then appointing authority may nominate another member.	If, any member of the standing committee is not available or though available but not in position to discharge his/her functions as member of the committee for any reason, then, the Appointing Authority may nominate the senior most officer of the department concerned as member of the committee. The committee so constituted would be competent to carry out its functions as per the provisions of the policy and make recommendations for consideration of the Competent Authority / Accepting Authority.
12	Appended	Interpretation: Managing Director is empowered to interpret the policy and to formulate the procedure for implementation of the policy.

All other existing guidelines/procedure for performance review shall remain unaltered.

(Dr. Sidharth Rath)
General Manager (Personnel)

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