



# Incentive for acquiring fresh higher Qualifications

---

## Topics for this Video

1. Revised rates of incentive for acquiring fresh higher qualifications
2. Criteria / guidelines for granting incentive

No. 1/5/2017-Estt (Pay-I) Government of India  
Ministry of Personnel, Public Grievances & Pensions  
(Department of Personnel & Training)

**OFFICE MEMORANDUM**

*North Block, New Delhi*

*Dated the 15th March, 2019*

**Subject: Incentive for acquiring fresh higher qualifications, in the  
7th CPC Scenario - reg.**

## Pre-revised rates:

Central Government Servants acquiring fresh higher qualifications after coming into service are granted **incentive** in the form of **one-time lump-sum amount** ranging from **Rs. 2000/- to Rs. 10,000/-**, as provided in this Department's OM No. 1/2/89-Estt.(Pay-I) dated 09.04.1999 and other related OMs.

# Revised rates:

1. The President is pleased to decide that in supersession of all the existing orders/OMs/instructions/guidelines on the subject of granting incentive for acquiring fresh higher qualifications, the following **one-time lump-sum rates as incentive for acquiring fresh higher qualification** by a Government employee shall be permissible **for courses** in fields that are **directly relevant to the employee's job**:

Sl. No.	Qualification	Amount (Rs.)
1.	Ph.D. or equivalent.	30,000
2.	PG Degree/Diploma of duration more than one year, or equivalent.	25,000
3.	PG Degree/Diploma of duration one year or less, or equivalent.	20,000
4.	Degree/Diploma of duration more than three years, or equivalent.	15,000
5.	Degree/Diploma of duration three years or less, or equivalent.	10,000

## Courses not covered in point 5:

6. Professional courses directly relevant to the functional requirement of the Organization / Ministry / Department but not covered by any one of the categories mentioned in para 5 above, shall be notified specifically under Sl. No. 4 or 5 of para 5 above, by the concerned Ministry/Department in consultation with their respective IFD.

## Selection of Courses:

7. **Ministries / Departments are free to choose courses on their own.** However, the grant of incentive in respect of above qualifications will be subject to the fulfillment of the criteria laid down in para 8 below.

The grant of incentive for the qualifications listed above shall be considered by the administrative authorities in consultation with their IFD and necessary orders shall be issued after ensuring that the criteria laid down in para 8 below are fulfilled.

# Criteria for granting incentive:

8. Criteria/guidelines for granting incentive for acquiring fresh higher qualifications, in the 7th CPC Scenario, are as under:
  - 8.1 The **incentive will not be available** for the qualifications which are laid down as **essential or desirable qualifications** in the recruitment rules for the post.

8.2 **No incentive** shall be allowed for acquiring higher qualification purely on **academic or literary subjects**.

The acquisition of the qualification should be **directly related to the functions of the post held** by him/her, or to the functions to be performed in the **next higher post**.

There should be direct nexus between the functions of the post and the qualification acquired and that it should **contribute to the efficiency** of the government servant.

- 8.3 The quantum of incentive will be **uniform for all posts**, irrespective of their classification or grade or the department.
- 8.4 The incentive shall **not be admissible** where the government servant is **sponsored by the government** or he/she **avails study leave** for acquiring the qualification.
- 8.5 The incentive would be given only for higher qualification acquired after induction into service.

8.6 **No incentive** would be admissible if an appointment is made in relaxation of the educational qualification.

**No incentive** would be admissible if employee acquires the requisite qualification for such appointment at a later date.

8.7 The qualifications meriting grant of incentive should be recognized by **University Grants Commission**, respective regulatory bodies like **AICTE**, **Medical Council of India**, etc. set up by Central/State Government or recognized by the Government.

- 8.8 The incentive shall be **limited to maximum two times** in an employee's career, with a **minimum gap of two years** between successive grants.
- 8.9 The Government servant should prefer the **claim within six months from the date of acquisition of the higher qualification.**

9. The incentive as per this OM will be admissible for above **qualifications acquired on or after 01/07/2017.**
  
10. Government Servants, who have acquired the fresh higher qualification on or after 01.07.2017 till the date of issuance of this OM, may also claim these incentives within six months from the date of issuance of this OM.