

**PUNJAB NATIONAL BANK
HRD DIVISION
HEAD OFFICE : NEW DELHI**

January 21, 2006

TO ALL OFFICES

HRD CIRCULAR NO. 295

- LAST DATE FOR RECEIPT OF APPLICATION	11.02.2006
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**Reg: One Time Promotion of Officers in Junior Management Grade Scale-I
as Managers in Middle Management Grade Scale-II.**

Policy & Procedure for Promotion of Officers from Junior Management Grade Scale-I to Middle Management Grade Scale-II has been laid down in Personnel Division Circular No.1271 dt.21.03.1991 subject to certain amendments made in subsequent circulars.

The All India PNB Officers' Association has been raising this issue of One Time promotion for officers in Junior Management Grade Scale-I to Middle Management Grade-II from time to time. The matter was also discussed in the Management Relations Machinery Meeting held at HO, recently.

A proposal was accordingly placed before the Board and the Board in its meeting held on 19.01.2006 has approved the same. The salient features are given in the Annexure.

Applications are accordingly invited in the enclosed proforma from officers placed in JMG Scale-I up to 31.12.1984 and who fulfill the eligibility criteria, for promotion to MMG Scale II under One Time Promotion Process.

Eligible Officers who wish to apply for consideration of their promotion to MMG Scale II should send the applications with complete information as per the enclosed proforma to their respective Zonal Managers under copy to SRM. The candidates posted in Head Office Divisions should send their applications to Chief (HRD), H.R.D. Division, HO through their Divisional/Departmental Chiefs. Any application received after the last date is liable to be rejected. Candidates are, therefore, advised in their own interest to apply early enough to ensure the timely receipt of their applications. Incomplete applications will be rejected without any further reference.

LAST DATE FOR RECEIPT OF APPLICATIONS BY THE ZONES WILL BE 11.02.2006

Interviews for this one time promotion are likely to be held during the third/fourth week of February'06.

DY. GENERAL MANAGER

ANNEXURE

A) Eligibility

All officers placed in JMG Scale-I up to 31.12.1984 in the Seniority List of Officers of Scale-I as on 01.07.2005 (up to Sl. No. 700) are eligible to apply for the promotion except the following :

- 1) The officers who have been debarred for promotion to MMG Scale-II on account of either refusal to accept promotion or imposition of penalty/penalties and the debar period is not over as on the date of initiation of this process, i.e. January 21, 2006.
- 2) The officers who have secured Unsatisfactory Rating in the year 2004-05 are not eligible to apply for this process of Selection.

B) Selection Parameters

The parameters for assessing the suitability of the candidates are detailed as under :

Total Marks	100
➤ Max. marks for performance of the preceding three years will be	60
➤ Interview	35 / (40)*
➤ Branch Experience	05 (01 mark for each completed year of service in a branch in the existing scale applicable for mainstream candidates)

*** 40 marks of Interview for Technical Officers.**

Weightage for PAF parameter shall be assigned as under:

The maximum marks for PAF provided in the policy multiplied by total marks obtained in the relevant PAFs divided by 300

Illustration:

First year PAF marks	: 69	
Second year PAF marks	: 56	
Third year PAF marks	: 85	
Total	: 210	
	$\frac{60 \times 210}{300}$	= 42

..... 2/-

C) Reservations

There is no reservation in promotion from Junior Management Grade Scale-I to Middle Management Grade Scale-II. However, the benefit of “zone of consideration” will be applicable to those SC/ST candidates who have been placed in JMG Scale-I up to 31.12.1984 and participate in the selection process, will be eligible for promotion unless they are found unfit for promotion for any other reason.

E) Deployment

The promotee officers will be utilised at a point of need

F) Other conditions

All other terms and conditions in relation to promotion as per existing promotion policy will be the same as laid down in Personnel Division Circular No.1271 dt.21.03.1991 and HRD Circular No.231 dt.01.01.2005.

The PAFs for the years 2002-2003, 2003-2004 and 2004-2005 shall be taken into consideration for this selection.

**This circular is being placed in the website for ready reference of the candidates at the following address:
www.pnbhrdd.tripod.com**