विश्वभारती
**VISVA-BHARATI**

# NOTIFICATION

This is in continuation of our earlier notifications vide Ref. No. Estab/Notify/compassionate/ dated 11.08.2025 and Estab/ Notify/ compassionate/ dated 13.02.2026, seeking applications from the eligible candidates for employment under the scheme of compassionate appointment as per circular of GOI vide OM F. No. 14014/1/2022-Estt(D) dated 02.08.2022.

The competent authority has decided to extend the time line for the final time till **27-03-2026 (05:00 PM)** for submission of the said documents as per our previous notification vide Ref. No. Estab/ Notify/ compassionate/ dated 13.02.2026 **[copy enclosed]** from the candidates who have applied before and accept fresh applications from the candidates concerned who want to apply afresh vide Ref. No. Estab/Notify/compassionate/ dated 11.08.2025 for the appointment under compassionate ground at Visva-Bharati.

Rest of the information of the notification vide Ref. No. Estab/ Notify/ compassionate/ dated 13.02.2026 will remain unaltered.

20/03/2026

Ref. No. Estab/ Notify/ compassionate/
Date: - 20/03/2026

Registrar
Visva-Bharati

- **Copy forwarded for information and necessary action to: -**

1. All Adhyakshas/Heads of all Academic & Non-Academic Department/ Sections/Offices.
2. Finance Officer, Visva-Bharati.
3. Joint Registrar (Accounts)
4. Internal Audit Officer, Visva-Bharati.
5. Deputy Registrar (Establishment)
6. Joint Registrar (Administration)
7. Joint Registrar & CS to VC.
8. Assistant Registrar (Meeting)-For ratification in the Executive Council meeting.
9. Section Officer, Registrar's Office.
10. Hindi Officer- with a request to translate into Hindi and arrange to upload in the university website.
11. Section Officers (G), E-I, E-II, E-III, File Section.
12. University Webmaster- request to upload in the University Website.
13. Guard file.

विश्वभारती
VISVA-BHARATI

# NOTIFICATION

This is in continuation of our earlier notification (Ref. No. Estab/Notify/compassionate/ dated 11.08.2025) seeking applications from eligible candidates for employment under the scheme of compassionate appointment as per circular of GOI vide OM F. No. 14014/1/2022-Estt(D) dated 02.08.2022.

The University administration has decided to give another chance to all those candidates who have not applied before, for appointment under compassionate ground in the proper format with the relevant documents, with respect to the previous notification (Ref. No. Estab/Notify/compassionate/ dated 11.08.2025 – **Annexure I**).

For the appointments on compassionate ground, Visva-Bharati will follow a **100 points-based criteria** regarding Compassionate Appointment under the Director General of Training, Ministry of Skill Development and Entrepreneurship, Government of India (Ref: File No: DGT-a-12012/2/2022-Estt-II-E-file 46541 dated 16.02.2023 – **Annexure II**)

All candidates who have applied before as well as the candidates who are going to apply afresh are hereby directed to submit the following documents in support of their applications:

1. **Annual Income:** Income from all other sources (except family pension of the family of the deceased/medically retired employee) of the Family (i.e. all the dependent family members of the deceased govt. employee/ employee retired on medical

ground) in the last Financial Year may be submitted as per the following documents. (in original)

(i) A copy of the last Income Tax Return filed by the said member of the family with the Income Tax Department

(or)

(ii) A certificate of income from the Sub-Divisional Officer (SDO) or from Group 'A'/ Gazetted Officer of Central/ State Government. (In case the member of the family informs that he or she has not filed the Income Tax Return)

2. **Liabilities:** Institutional/bank loan details to be submitted duly certified by the loan issuing institution/bank as on date of death/ retirement on medical grounds of the government employee. (in original)
3. **Immovable Property (Residential/Agricultural/Commercial Property/Plot/Flat etc.):** An affidavit (produced either before 1st Class Executive or Judicial Magistrate) as per format given in **Annexure-III** may be submitted for Immovable property in the name of the deceased/ medically retired government employee or any of his/ her dependent family member(s) at the time of death/ retirement on medical grounds of government employee.
4. **Undertaking:** An undertaking as per format **Annexure- IV** may be submitted from the applicants to the extent that all the statements and documents submitted in respect of seeking employment under compassionate ground are true.

All candidates are informed to submit the documents in the specified format. Supporting documents will be accepted only in the specified format as mentioned in this notification.

All candidates are requested to write a letter addressed to the Registrar, Visva-Bharati and clearly mention his/her name, contact

no., email-id (if any), name of the father/ mother who was an employee and any relevant information. They may submit the duly filled application forms and relevant documents at the Establishment- III Section, Central Administrative Building, Visva-Bharati within 13.03.2026.

13/02/2026

Ref. No. Estab/ Notify/ compassionate/
Date: - 13/02/2026

Registrar
Visva-Bharati

➢ **Copy forwarded for information and necessary action to: -**

1. All Adhyakshas/Heads of all Academic & Non-Academic Department/ Sections/Offices.
2. Finance Officer, Visva-Bharati.
3. Joint Registrar (Accounts)
4. Internal Audit Officer, Visva-Bharati.
5. Deputy Registrar (Establishment)
6. Joint Registrar (Administration)
7. Joint Registrar & CS to VC.
8. Assistant Registrar (Meeting)-For ratification in the Executive Council meeting.
9. Section Officer, Registrar's Office.
10. Hindi Officer- with a request to translate into Hindi and arrange to upload in the university website.
11. Section Officers (G), E-I, E-II, E-III, File Section.
12. University Webmaster- request to upload in the University Website.
13. Guard file.

Annexure - I

विश्वभारती

VISVA-BHARATI

# NOTIFICATION

This is for the information of all concerned that the University administration has decided to seek applications from the eligible candidates for employment under the scheme of Compassionate Appointment as per circular of GOI vide OM F. No. 14014/1/2022-Estt(D) dated 02.08.2022.

Format for application along with this notification will be made available in the University website and the candidates seeking employment under Compassionate ground may download the application format from the Visva-Bharati website and submit duly filled in application forms along with the relevant documents at the Establishment-III Section of Central Administrative Building, within the period of one month from the date of publication of this notification in the website.

This notification is issued with the approval of the competent authority.

**Enclo**: Pro-forma (Part A)

Registrar (Acting)
Visva-Bharati
कुलसचिव (कार्यवाहक)
विश्वभारती
Registrar (Acting)
Visva-Bharati

Ref. No. Estab/Notify/compassionate/
Date: 11.08.2025

**Copy forwarded for information and necessary action to:**

1. All Adhyakshas/Heads of all Academic & Administrative Department/ Sections/Office
2. Finance Officer, Visva-Bharati.
3. Joint Registrar (Accounts)
4. Internal Audit Officer, Visva-Bharati.
5. Deputy Registrar (Establishment)
6. Deputy Registrar (Administration)
7. Joint Registrar & CS to VC.
8. Assistant Registrar (Meeting)- For ratification in the Executive Council Meeting.
9. P.A. to Registrar.
10. Section Officers (Admin), E-I, E-II, E-III, File Section.
11. University Webmaster- request to upload in the University Website.
12. File

विश्वभारती
VISVA-BHARATI

## PROFORMA REGARDING EMPLOYENT OF DEPENDENTS OF VISVA-BHARATI EMPLOYEES DYING WHILE IN SERVICE/RETIRED ON INVALID PENSION

### (PART-A)

1) a) Name of the Visva-Bharati Employee **(deceased/retired on medical grounds)** .....

b) Designation of the Visva-Bharati Employee **(At the time of death/retirement on medical grounds)** .....

c) Group of the post **(At the time of death/retirement on medical grounds)** .....

d) Date of Birth of the Visva-Bharati Employee .....

e) Date of death/retirement on medical grounds .....

f) Total length of Service rendered .....

g) Whether permanent or temporary .....

h) Category (SC/ST/OBC) .....

2) a) Name of the candidate applying for compassionate appointment .....

b) Gender .....

c) Category (SC/ST/OBC) .....

d) His/her relationship with the Visva-Bharati Employee .....

e) Date of Birth .....

f) Educational Qualifications .....

g) Whether any other dependent family member has been appointed on Compassionate Grounds .....

3) Particulars of total assets left including amount of

a) Family Pension per month .....

b) D.C.R. Gratuity .....

c) G.P.F./CPF/NPS Balance .....

d) Life insurance Policies (including Postal Life Insurance) .....

e) Movable and Immovable properties & annual income earned therefrom by the family .....

f) GSLI amount/C.G.E insurance amount .....

g) Encashment of Leave .....

h) Any other assets .....

**Total** .....

Visva-Bharati * Santiniketan-731235, W.B.

4) Brief particular of liabilities, if any .....

5) Particulars of all dependent family members of the Visva-Bharati Employee
(If some are employed, their income and whether they are living together or separately)

| Sl. No. | Name(s) | Relationship with VB Employee | Age (Date of Birth) | Whether married, if Yes, number of children with age (Date of Birth) | Address | Employed or not if employed particulars of employment and emoluments | Whether living together or separately |
|---|---|---|---|---|---|---|---|
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

6) Declaration/Undertaking

a) I hereby declare that the facts given by me above are, to the best of my knowledge, correct. If any of the facts herein mentioned are found to be incorrect or false at a future date, my services may be terminated.

b) I hereby also declare that I shall maintain properly the other family members who were dependent on the Visva-Bharati Employee mentioned against 1(a) of Part-A of this form and in case it is proved at any time that the said family members are being neglected or not being properly maintained by me, my appointment may be terminated.

*Signature of the candidate*

Place :

Date :

Name : .....

Address : .....

.....

.....

.....

Mobile No. .....

Email-ID.....

* If required the candidate may attach separate page for giving detailed information.
* Information given should be supported by valid documents duly attested by the candidate.

Visva-Bharati Santiniketan-731235, W.B.

Annexure-II

File No. DGT-A-12012/2/2022--Estt-II - E-file 46541
Government of India
Ministry of Skill Development and Entrepreneurship
Directorate General of Training
******

Pusa Complex
New Delhi-110012
Dated 16.02.2023

**Office Memorandum**

**Subject: Scheme for compassionate appointment- relative merit point based system (100 points-based criteria) and revised procedure for point based criteria for selection under compassionate appointment scheme of DGT**

In pursuance of DoPT's O.M. no. 43019/9/2019-Estt.(D) dated 23.08.2021 and O.M. no. 14014/2/2012-Estt.(D) dated 16.01.2013 on the consolidated instructions of compassionate appointments, a system of allocation of merit based points for various attributes has been devised as per Annexure-I to bring in more objectivity and transparency in dealing with applications seeking compassionate appointment.

2. The object of the compassionate appointment scheme is to grant appointment on compassionate grounds to a dependent family member of a Government servant dying in harness or who retired on medical grounds, thereby leaving his/her family in penury and without any means of livelihood and to relieve the family of the Government servant concerned from financial destitution and to help it get over the emergency. Accordingly, after deliberations upon various parameters/attributes of the applicants for compassionate appointment, a relative merit point system assigning maximum 100 points for weightage to different parameters has been devised in DGT (Annexure-I).

3. Applications received in DGT seeking appointment on compassionate grounds will be assessed on the basis of total points received by each applicant against parameters/attributes as fixed in Annexure-I and name of the applicants will be recommended based on the points received by respective applicants.

4. This relative merit point system (100 points-based criteria) will come into effect for cases/applications received after 01.07.2019. All cases closed/considered before this date will not be reopened. However, candidates willing to apply again can do so by submitting his/her application afresh in new format.

5. This issues with the approval of Competent Authority.

(Amar Kumar)
Deputy Director (Estt.II)

Copy to:

1. All DDGs/Division/Section Heads of DGT
2. All RDSDEs/CSTARI/NIMI

Copy for information to:

1. Secretary, MSDE
2. DG (DGT)
3. DoPT (Establishment Division)
4. Copy to be published on the website of DGT

Annexure-I

## 100 points-based criteria regarding Compassionate Appointments in DGT

**Objective:**

The object of the Compassionate Appointment Scheme is to grant appointment on compassionate grounds to a dependent family member of a Government servant dying in harness or who is retired on medical grounds, thereby leaving his/her family in penury and without any means of livelihood and to relieve the family of the Government servant concerned from financial destitution and to help it get over the emergency. Accordingly, after deliberations upon various attributes/parameters of the applicants for compassionate appointment, a Relative Merit Point system assigning maximum 100 points based on various parameters/attributes for assigning weightage has been devised.

## 100 point-based criteria:

| Sl. No. | Criteria | Maximum points |
|---|---|---|
| 1 | Family Pension | 20 |
| 2 | Lump Sum Amount/Terminal Monetary Benefits | 10 |
| 3 | Annual Income | 05 |
| 4 | Number of dependents | 15 |
| 5 | Number of Minor Children | 10 |
| 6 | Number of Unmarried Daughters | 10 |
| 7 | Mentally challenged or PwD Dependents | 05 |
| 8 | Left over service at the time of the death/medically retirement | 15 |
| 9 | Liabilities (Institutional Loans or Loans from reputed banks) | 05 |
| 10 | Immovable property | 05 |
| | TOTAL | 100 |

1. Family Pension (Basic excluding DA & allowances) (in Rupees)

**Maximum points: 20**

| Monthly Pension | Points |
|---|---|
| Upto 9,000 | 20 |
| 9,001-12,000 | 18 |
| 12,001-15,000 | 16 |
| 15,001-18,000 | 14 |
| 18,001-21,000 | 12 |
| 21,001-24,000 | 10 |
| 24,001-27,000 | 08 |

| | |
|---|---|
| 27,001-30,000 | 06 |
| Above 30,000 | 04 |

Note: Family Pension of the deceased govt. employee as on date of submission of application (figures as verified from office/govt. records).

2. Lump Sum Amount/Terminal Monetary Benefits (DCR Gratuity, GPF/Amount paid under NPS etc., CGEIGS, Leave Encashment etc.) paid to the family of the deceased government employee/employee retired on medical grounds

**Maximum points: 10**

| Terminal benefits (in Rupees) | Points |
|---|---|
| Upto 4,00,000 | 10 |
| 4,00,001 - 6,00,000 | 09 |
| 6,00,001 - 8,00,000 | 08 |
| 8,00,001 - 10,00,000 | 07 |
| 10,00,001 - 12,00,000 | 06 |
| 12,00,001 - 14,00,000 | 05 |
| 14,00,001 - 16,00,000 | 04 |
| 16,00,001 - 18,00,000 | 03 |
| Above 18,00,000 | 02 |

Note: Terminal/Monetary Benefits paid to/tentatively to be paid to the family of government employee after his/her death. (figures as verified from office/govt. record)

3. Annual Income (Income from all other sources except family pension of the family of the deceased/medically retired employee taken into consideration at Parameter 1 above) of the Family (i.e. all the dependent family members of the deceased govt. employee/ employee retired on medical ground) in the last Financial Year

**Maximum points: 05**

| Annual Income | Points |
|---|---|
| Upto 1,00,000 | 5 |
| 1,00,001 – 2,00,000 | 4 |
| 2,00,001 – 3,00,000 | 3 |
| 3,00,001 – 4,00,000 | 2 |
| 4,00,001 – 5,00,000 | 1 |
| Above 5,00,000 | 0 |

Note: Last financial year means financial year preceding the financial year in which application is submitted by the applicant.

4. Number of dependents of the government employee deceased/retired on medical grounds

**Maximum points 15**

| Number of dependents | Points |
|---|---|
| 1 | 0 |
| 2 | 3 |
| 3 | 6 |
| 4 | 9 |
| 5 | 12 |
| Above 5 | 15 |

Note: For the purpose of compassionate appointment, declaration given by the government employee in his/her service records before death/retirement on medical grounds, may be considered for dependents of that government employee [information to be verified by the concerned offices in which the employee was working (like from office records/valid proof(s) submitted by the family of the deceased employee/field verification etc.)]

5. Number of Minor Children (less than 18 years of age) at the time of death/retirement on medical grounds of the government employee

**Maximum points: 10**

| Number of Minor Children | Points |
|---|---|
| None | 0 |
| 1 | 5 |
| 2 or more | 10 |

Note: Information to be verified from the service record of the deceased government employee/to be proved by submitting valid proof(s) by the family of the deceased government employee and subsequent field verification.

6. Number of Unmarried Daughters of the government employee (on the date of his/her death or retirement on medical grounds and not included in parameter 5 above) who have attained age of marriage as per extant Government Rules/Notification but not married

**Maximum points:10**

| Unmarried Daughters | Points |
|---|---|
| 0 | 0 |
| 1 | 5 |
| 2 or more | 10 |

Note: Information to be verified from the service record of the deceased government employee/to be proved by submitting valid proof(s) by the family of the deceased government employee and field verification.

7. Mentally challenged or PwD Dependents who are not employable/unable to be employed due to disability

**Maximum points: 05**

| Mentally challenged/PwD Dependent | Points |
|---|---|
| None | 0 |
| 1 or more | 5 |

Note: Disability Certificate issued by competent authority in this regard to be produced by the applicant and field verification by the office.

8. Left over service at the time of the death/medically retirement of the government employee

**Maximum points: 15**

| Left over service (in years) | Points |
|---|---|
| Upto 1 year | 02 |
| from 01-year upto 03 years | 03 |
| from 03-year upto 05 years | 04 |
| from 05-year upto 07 years | 05 |
| from 07-year upto 09 years | 06 |
| from 09-year upto 11 years | 07 |
| from 11-year upto 13 years | 08 |
| from 13-year upto 15 years | 09 |
| from 15-year upto 17 years | 10 |
| from 17-year upto 19 years | 11 |
| from 19-year upto 21 years | 12 |
| from 21-year upto 23 years | 13 |
| from 23-year upto 25 years | 14 |
| Above 25 years | 15 |

Note: Information to be verified from the office where the employee was working before his/her death/retirement on medical grounds.

9. Liabilities (Institutional Loans or Loans from reputed banks) of the deceased and his dependent family member as on date of death/retirement on medical grounds of the government employee:

**Maximum points: 05**

| **Liabilities i.e. remaining principle amount of the loan (in Rs.)** | **Points** |
|---|---|
| Upto 50,000/- | 2 |
| 50,001 - 1,00,000/- | 3 |
| Above 1,00,000 | 5 |

10. Immovable property in the name of the deceased/medically retired government employee or any of his/her dependent family member(s) at the time of death/retirement on medical grounds of government employee

**Maximum points: 05**

| **Owning Residential/ Agricultural/Commercial property or Plot or Flat etc.** | **Merit Points** |
|---|---|
| Yes | 0 |
| No | 5 |

Note: Information to be verified from the office where the employee was working before his/her death/retirement on medical grounds from office records/IPR/Field Verification etc.

## Addendum-1 on 100-point criteria

1. In case to the above, cases where the widow of deceased employee / wife of employee who has retired on medical ground has applied for compassionate appointment for herself, she shall get 15 additional points as grace points. This will be in line with the general principle that the widow / wife needs to be given preference for compassionate appointment. However, this shall be limited to such points that sum total of all points under previous heads and this should not be more than 100.
2. While applying 100 points scale parameters including above point, if situation arises that some candidates secure equal marks in merit and Cadre Controlling Authority is unable to decide the merit of such candidates; in such cases the tie breaking factor can be per dependent available income i.e., total of first three financial parameters prescribed in **Report** (Pension-annualized, total terminal benefits and annual income of earning members) divided by total number of dependents. The lesser the per dependent available income, the higher the rank amongst the applicants whose scores had a tie.
3. In cases of tie even after applying the factor of per dependent available income, then the left-over service of Government servant can be considered. This is suggested as it is felt that longer the left-over service of the deceased, the more is the impact on the family. Applicants related to Government servant with higher left-over service would be considered over the one with lesser left-over service.
4. In cases of tie even then, the next factor can be No. of Physically / mentally challenged dependents & unmarried daughter(s). In case of tie even then, the next factor can be age of the applicant, with elder applicant given preference.
5. The tie breaking factor(s) in the order indicated above, should be used only to decide relative merit of the applicants scoring same points on 100-point scale and only if the applicants scoring same points cannot be accommodated against available vacancies.
6. The cases already considered by the Ministry / Department / Office constituted for considering the request for compassionate appointment as per the previous practices followed need not be opened.

Annexure- III

## -: AFFIDAVIT : -

I_____S/O, D/O_____

aged about_____years, resident of _____

_____

do hereby state, affirm and declare that all the information with respect to immovable property Annexure- A attached for the appointment on compassionate ground at Visva-Bharati are true to the best of my knowledge and belief. If any information/ documents furnished by me in respect to the application are found to be false, Visva-Bharati authority may take necessary action as per law.

The attached Annexure- A is a part and parcel of this declaration.

Date:

Place:

_____

Signature of Applicant

Name of Applicant:

Address:

**Annexure- A**

## Certificate of immovable property at the time of death/ retirement on medical grounds of the government employee

Name of Applicant (in full): _____ S/O, D/O _____

| Name of District, Sub-Division, Taluk & Village or City in which property is situated (Fill location with postal pin code) | Name & Details of Property, Housing, Land or Other Building | Cost of Construction/ Acquirement (and year when constructed/ acquired) (in rupees) | Present Value (in rupees) | If not in own name, state in whose name held and his/her relationship to the deceased/medically retired govt. servant | How acquired? (Purchase/Lease/ Mortgage/ Inheritance/Gift or otherwise) |
|---|---|---|---|---|---|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

N.B.: - Please add more rows if required.

Date:

Place:

Address:

_____

Name:

Annexure - IV

## Undertaking

I_____S/O, D/O_____

aged about_____years, resident of _____

_____

do hereby state, affirm and declare that all the information/documents submitted by me with respect to the appointment on compassionate grounds at Visva-Bharati are true to the best of my knowledge and belief. If any information/ documents furnished by me in respect to the application are found to be false, Visva-Bharati authority may take necessary action as per law.

Date:

Place:

_____

Signature of Applicant

Name of Applicant:

Address: