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Government of India
Ministry of Home Affairs
(Grih Mantralaya)

Sub:- Prescription of a common formula for calculation of per capita cost of training for recovery from CPMF personnel on their resignation from service.

The question of laying down a common formula for calculation of per capita cost of training for recovery from CPMF personnel on their resignation from service in terms of their appointment was under consideration of this Ministry for some time past. It has been felt that any fixed formula for the purpose may not be evolved as different types of courses are conducted by the Forces for different durations under different conditions. In view of this, the training cost required to be recovered from CPMF personnel should be calculated by the concerned CPO in consultation with their Financial Adviser and wherever in any specific case, some doubt is felt, the same may be referred to this Ministry for clarification at the appropriate time.

[M L MIGLANI]
UNDER SECRETARY (PF)

1. ✓ DG, BSF (Shri E.N. Rammohan).
2. ✓ DG, CRPF (Shri M.N. Sabharwal). P/I.
with reference to their I.D. Note No. A-I-4/98-99-TRG-10 dated the 4th May, 1999.
3. DG, CISF (Shri T.N. Mishra).
4. DG, ITBP (Pt. Gautam Kaul).
5. DG, Assam Rifles (Lt. Genl. Gurpreet Singh),
Shilong.
6. DG, NSG (Shri Nikhil Kumar).
7. Director, IB (Shri Shyamal Dutta).
8. Director, SVP NPA (Shri P.V. Rajgopal),
Hyderabad.

MHA I.D. No. 27011/28/94-PF.I

Dated, the 12 July, 1999.

C.C. : All Officers in PF Division.

P37 W/m

10 on 12/07/99

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Through registered post

No.A.I-4/2005-06-Trg-10
Govt of India
Ministry of Home Affairs
Directorate General (Training Branch)
Central Reserve Police Force

East Block No.10. level No-7
R.K.Puram New Delhi-110066

Dated, the 18 August 2005

To

The All Sector IsGP including ISA.
Principals,
CTC-I, II, III, IV, RTC-I, II, III, IV, V CRPF,
CIAT School
At location.

Subject: -

REG RECOVERY OF COST OF TRAINING CHARGE ON
DISCHARGE/RESIGNATION FROM SERVICE BEFORE
COMPLETION OF 10 YEARS SERVICE

In continuation this Dte. letter No.A.I-4/99-2000.Trg-10
dated 29/11/1999 (copy enclosed).

2. In a reference. MHA vide UO No.45026/19/2001.Pers-I dated 7/9/2001 had decided that the cost of Basic training/induction training, that is mandatory for holding the job for which the recruitment has been made should be recovered and not the other training cost which is not a part of induction (Basic) training. Further in one of the case seeking resignation before completion of 10 years of service was referred to MHA by Pers Dte. MHA opined that the cost of training to be recovered from an officer should be the training cost prevalent at the time when the person was under going training and not the cost prevailing at the time of resignation. DOP&T while concurring the view of MHA has also held the view that the service rendered by an officer after the training has also to be taken into account while enforcing recovery.

3. Therefore. the following points should be kept in mind while calculating the training charges for effecting recovery from the personnel who are proceeding on discharge/resignation before completion of 10 year of service:-

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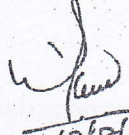
- (a) The cost of Basic Training should only be recovered.
- (b) Since the per-capita cost of training was fixed in the year 1999, in the case of personnel enlisted/appointed prior to the determination of per-capita cost of training charges, the training charges fixed during 1999 be treated as base. 10% of training charges may be increased for every year in the case of personnel who are enlisted/appointed after the determination of per-capita cost of training charges i.e. 1999.
- (c) 10% of total cost of training charges to be reduced for every completed year of qualifying service rendered as per calculation chart attached as Appendix-A, B, C.

4. The above instructions may please be conveyed to all units/GCs, establishments of your sector for deciding recoveries in cases of resignation from service before completion of 10 years of service.

Encl : as above

Internal

All Branched of Dte. Genl/
Instruction File/Master File


(18/8/05)
(C.V. Mathew)
DIGP (Training)

CALCULATION CHART FOR TRAINING CHARGES

EXAMPLE-I

<u>F.No./Rank and Name</u>	961170736 CT Sunil Kumar
<u>Date of Enlistment</u>	05-4-1996
<u>Date of Discharge</u>	12-6-2005
<u>Duration of training</u>	36 weeks x 7 = 252 days
<u>Cost of per day training</u>	Rs.146/-
<u>Total service rendered by individual after Basic Training</u>	08 years

<u>Cost of training charges</u>	<u>10% of total amount to be deducted for every completed year of service after Basic Training</u>	<u>Amount to be recovered</u>
Rs.146 x 252 = 36,792 -	Rs.36,792	Rs.15,840/-
	1 st year(-) 3,679	
	2 nd year (-) 3,311	
	3 rd year (-) 2,980	
	4 th year (-) 2,682	
	5 th year (-) 2,414	
	6 th year (-) 2,172	
	7 th year (-) 1,955	
	8 th year (-) 1,759	
	15,840	

EXAMPLE-II

<u>E.No./Rank and Name</u>	993184355 CT Ajay Kumar		
<u>Date of Enlistment</u>	05-02-1999		
<u>Date of Discharge</u>	07-05-2004		
<u>Duration of training</u>	36 weeks x 7 = 252 days		
<u>Cost of per day training</u>	Rs.146 -		
<u>Total service rendered by individual after Basic Training</u>	04 Years		
<u>Cost of training charges</u>	10% of total amount to be deducted for every completed year of service after Basic Training		
Rs.146 x 252 = 36,792 -	Rs.36,792		Amount to recovered
	1 st year(-)	3,679	
		33,113	
	2 nd year (-)	3,311	
		29,802	
	3 rd year (-)	2,980	
		26,822	
	4 th year (-)	2,682	
		24,140	Rs. 24,140/

EXAMPLE-III

F.No./Rank and Name	021540119 CT Virender
Date of Enlistment	19/01/2002
Date of Discharge	07/8/2006
Duration of training	44 weeks x 7 = 308 days
Cost of per day training	Rs.146/-
Total service rendered by individual after Basic Training (excluding Basic Training)	03years
10% increased in the per capita cost will be added as on 1/1/2000	1999 : Rs.146-00 <u>14-60</u> 11/00 : 160-60 <u>16-06</u> 11/01 : 176-66 <u>17-66</u> 11/02 : 194-32 RO 194-

Cost of training charges	10% of total amount to be deducted for every completed year of service	Amount to be recovered
Rs.194 x 308 = 59,752	Rs.59,752	Rs.43,560/-
	1 st year (-) <u>5,975</u>	
		53,777
	2 nd year (-) <u>5,377</u>	
		48,400
	3 rd year (-) <u>4,840</u>	
		43,560