



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA

No. A.60011/105/2000/IR&PP/Vol.II

March 09, 2009

The Regional Executive Director
Airports Authority of India
Northern Region / Western Region
Delhi / Mumbai


**Sub: Redeployment of Executives and Non-Executives of IGI & CSI Airports
- Voluntary Retirement Scheme, 2009.**

1. **Background:** Consequent upon handing over of IGI and CSI Airports to the respective Joint Venture Companies as part of Restructuring and Modernization process, the employees of AAI deployed at IGI and CSI Airports were continued to be posted at respective airports for a period of three years w.e.f. 03.05.2006 to provide operational support to the said Joint Venture Companies as per OMDA. The operational support period is coming to close on 02.05.2009.
2. **Redeployment/Transfer:** The employees have been asked separately to choose any three airports/establishments of their choice in order of priority to consider them for posting/transfer. Such transfers are being treated as public interest and employees are extended the following benefits as per rules on the subject:
 - a) **Transfer:** TA & DA for self and family members.
 - b) **Transfer Tour:** He/She will be treated on tour for the first 30 days on his posting at new station to enable him to move immediately and tie up arrangements at new station for moving his family. He shall have entitlement to Daily Allowance at new station for a maximum period of 30 days of his joining at new station of posting.
 - c) **Transfer Grant:** One month's Basic Pay plus DA.
 - d) **Packing Allowance:** As per TA/DA Regulations.
 - e) **Transportation of personal effects:** As per TA/DA Regulations.
 - f) **Transport of conveyance:** As per TA/DA Regulations.
 - g) **Joining Time:** Up to 15 days as per rules.
3. The employees of IGI and CSI Airports who do not opt for redeployment/transfer to other airports will be offered voluntary retirement as per the scheme enclosed at **Annexure-I**.

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4. The Voluntary Retirement Scheme will come into effect from today and shall remain open up to 15.04.2009. The employees may seek VRS on any date prior to or on 15.04.2009.
5. The employees who wish to seek voluntary retirement may send their applications in the enclosed format (**Annexure-II**) through proper channel for consideration to the respective REDs.
6. The Management, however, reserves the right to accept or reject any application without assigning any reason thereof.
7. The RED is requested to ensure that contents of this letter are brought to the notice of all concerned.


~~(M. Dey)~~

Executive Director (Pers)

Encls: As above.

Copy to:

- i) Sr. EA to Chairman
- ii) EA to Member (Ops.)/Member(P&A)/Member(Fin.)/Member(Plg.)
- iii) Manager(PS) to CVO
- iv) RED, ER/NER/SR & APD, Chennai/Kolkata
- v) All Heads of the Departments.
- vi) General Secretary, AAEU
- vii) General Secretary ATC Guild (I) /ACOA (I) /AAOA (I)
/IAAIOA /AAIEG

AIRPROTS AUTHORITY OF INDIA

VOLUNTARY RETIREMENT SCHEME, 2009

1. Coverage & Eligibility

- 1.1. The scheme shall apply to all General Employees (of the level of DGM & below) posted at IGI and CSI Airports who have not opted to join JVCs/ other establishments of AAI.
- 1.2. The service rendered in AAI including service in CAD/CPWD/ DGCA/ CWC would be taken into account for the purpose of benefits/ compensations.

2. Benefits/Compensation

- 2.1. Ex-gratia - @ **45 days salary** for each completed year of service rendered OR salary for the number of months service left whichever is less. [salary = Basic Pay (BP) + Dearness Allowance (DA) only].
- 2.2. Additional monthly benefit- To be paid at the following percentage of Basic Pay drawn on date of voluntary retirement for a period equivalent to the service rendered or till notional date of superannuation or 10 years whichever is least.

Age	%age of BP
Above 58 yrs.	100%
Above 50 yrs. and upto 58 yrs.	80%
50 yrs. and below	60%

3. Other Benefits/Conditions under the Scheme as follows:

- 3.1. For reckoning of benefits, the date of release shall be the relevant date.
- 3.2. The compensation under VRS will be in addition to the terminal benefits.
- 3.3. For the purpose of calculation of ex-gratia, month will be calculated on the basis of 30 days. The benefit/compensation of Ex-gratia would be based every completed year of service or part thereof on pro-rata basis.
- 3.4. Employees availing VRS shall be required to repay outstanding loans/advances with interest and it may be adjusted from Voluntary Retirement compensation/leave encashment/gratuity.
- 3.5. Cash equivalent of accumulated Earned Leave and Half Pay Leave as applicable as per the rules of Authority.

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- 3.6. Encashment of un-availed Casual Leave on pro-rata basis upto the date of relief of employee.
- 3.7. Gratuity as per Gratuity Regulations of the Authority as applicable to Employees.
- 3.8. Transfer benefit for self and family by the entitled class where the employees intends to settle down after taking VRS. For this purpose, the entitlement will include transportation cost of personal effect and traveling cost of self and family members as admissible.
- 3.9. Medical facilities as applicable under the Post Retirement Medical Benefit Scheme for self and spouse will be extended after the date of superannuation (ie. 60 years) of the employee provided the concerned employee has minimum 10 years of continuous service in AAI as on date of Voluntary Retirement.
- 3.10. On implementation of revised scale of Pay w.e.f. 01/01/2007, the arrears on account of revision of benefits under VRS shall be payable. Currently the benefit/compensation will be calculated on the basis of basic Pay + Dearness Pay + Dearness Allowance for Ex-gratia and Basic Pay + Dearness Pay for additional monthly benefit.
- 3.11. The voluntary Retirement Benefits shall be subject to Income Tax, as per rules.

4. Procedure & other modalities

- 4.1. A committee to be constituted to scrutinize applications and give their recommendations.
- 4.2. No recruitment against the vacancies arising out of VRS.
- 4.3. The coverage/ conditions under the scheme may be altered/modified with the approval of the Chairman. The management will have discretion to accept or reject the request for VRS.
- 4.4. The employees shall submit application in prescribed form to the respective RED's on or before 15.04.2009 before 1700 hrs. An acknowledgement shall be given to the employee.

5. Re-employment

- 5.1 An employee availing of VRS under this scheme will not be eligible for re-employment in AAI.
- 5.2 Once an employee avails of VRS from AAI, he/she shall not be allowed to take up employment in other PSUs. If he/she desires to take up employment, he/she, shall have to return the VRS compensation received by him/her to AAI.



ANNEXURE-II

APPLICATION FOR VOLUNTARY RETIREMENT

Regional Executive Director
Airports Authority of India
Northern Region/Western Region
Delhi/Mumbai

THROUGH PROPER CHANNEL

Sir,

With reference to Circular No.A.60011/105/2000/IR&PP/Vol.II dated 09.03.2009, I hereby apply for Voluntary Retirement under the AAI Voluntary Retirement Scheme (VRS), 2009 and request to be relieved on _____(A/N) (not later than 15.04.2009). My age and service particulars are as below:

1. NAME :
2. DESIGNATION :
3. EMPLOYEE NO. :
4. DEPARTMENT & PLACE OF POSTING :
5. DATE OF BIRTH :
6. DATE OF APPOINTMENT IN IAAI/AAI :
7. COMPLETED YEARS OF SERVICE IN :Years____Months____Days____
IAAI/AAI (AS ON PROPOSED DATE OF RELIEVING)

I do hereby declare that I shall not join any PSUs/Government Department after voluntary retirement. In case I do so, the provisions of Para 5.2 of the Voluntary Retirement Scheme, 2009 will be applicable to me.

I hereby declare that I have fully understood the Voluntary Retirement Scheme, 2009 and abide by all the terms and conditions of the said Scheme. I further undertake that I shall not withdraw my application after the same has been accepted by the Competent Authority and communicated to me.

I request that my application for Voluntary Retirement may be considered favourably and on acceptance of the same, my dues/benefits may be settled at the earliest as per the Scheme.

Yours faithfully,

Signature.....

Name.....

Present & Permanent Address.....

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Contact No. (Tel.).....

Date_____

Place_____

