Name of Post as per RR of the year 2019	**No. of Posts**	**Scale of Pay (Pay Matrix Level)**	**Remarks**
Additional Director(Medical)	3	13	1. **It is pertinent to note that the Dynamic Assured Career Progression (DACP) Scheme of Central Health Services was adopted by NBEMS, after approval by the GB, NBEMS wherein it is stated as under**: ***"……Adoption of DACP Scheme of CHS : For promotion to the medical posts, the provision of Dynamic Assured Career Progression Scheme of CHS issued by the Ministry of Health & Family Welfare, as amended from time to time may be adopted with effect from the date as mentioned in the initial notification / order issued by the M/o H&FW. The DACP for Specialist, Non Teaching Cadre may be adopted. For the present incumbent Assistant Directors GDMO may be adopted till their promotion as Deputy Director and consequently Specialist, Non-Teaching cadre will be applicable. ……..".*** 2. As stated in MoHFW, CHS Division, Office Memorandum No. A.45012/2/2008-CHS.V dated 29.10.2008 (copy enclosed), DACP Scheme is applicable to all Medical/Dental Doctors in the Central Govt., whether belonging to Organized Service or holding isolated Posts wherein it is stated that, "……*Accordingly, the President is pleased to extend the scheme of DACP upto SAG level (Grade Pay of Rs. 10,000 in Pay Band-4, Rs. 37400 - 67000) to all Medical / Dental Doctors in the Central Government, whether belonging to Organized Service or holding isolated Posts…….*". 4. Accordingly amendments in existing RRs, in alignment with the provisions of DACP Scheme, for the total 14 number of Medical posts (***Specialist, Non Teaching Cadre)*** in NBEMS are given in subsequent pages.
Joint Director (Medical)	4	12	
Deputy Director(Medical)	7	11	

Additional Director (Medical)

Sl. No.	Column in the Schedule	Existing Provision	Observation in the Provision of Existing RR	Reference of Model RR / DoPT / GoI Instructions / Guidelines	Amendment Proposed for Alignment of Existing RR with Model RR / DoPT/GoI Instructions / Guidelines	Remarks
1	Name of the Post	Additional Director (Medical)	As per MoHFW OMs dated 29.10.2008 and 07.04.2014, the post should be ' Non Teaching, Specialist Grade-I.	1. MoHFW, CHS Division, OM No. A.45012/2/2008-CHS.V dated 29.10.2008 2. MoHFW Notification, New Delhi dated 07.04.2014	Additional Director (Medical), Non Teaching, Specialist Grade-I	Copies of referred OMs are enclosed
2	Number of Post(s)	03	1. As per MoHFW OM dated 29.10.2008 DACP, Scheme is applicable to all Medical/Dental Doctors in the Central Govt., whether belonging to Organized Service or holding isolated Posts. 2. As per MoHFW OM dated 07.04.2014, DACP Scheme is for time bound promotion of the Officers (I.e. Medical Officers), without taking into account the vacancies. 3. As per MoHFW OM dated 07.04.2014, the departmental promotions upto Senior Administrative Grade level shall be made without taking into account the vacancies. 4. Above implies that as per DACP Scheme, all the existing medical posts (14 in total) should be filled up at the level of Deputy Director (Medical), Non Teaching, Specialist Grade-III and thereafter time bound	1. MoHFW, CHS Division, OM No. A.45012/2/2008-CHS.V dated 29.10.2008 2. MoHFW Notification, New Delhi dated 07.04.2014	Promotion is to be done without taking into account the vacancies.	Copies of referred OMs are enclosed

			promotion will take place upto SAG level, without taking into account the vacancies.			
3	Classification	Group A	-	-	-	
4	Scale of Pay	Level 13 of Pay Matrix	-	-	Level 13 of Pay Matrix (123100 – 215900)	
5	Whether Selection post or Non-Selection	Non-Selection	As per MoHFW OM dated 07.04.2014, Promotion is by Selection without taking into account the vacancies	MoHFW Notification, New Delhi dated 07.04.2014	Selection	Copy of referred OM is enclosed.
6	Age limit for Direct recruits	No Direct Recruitment is proposed. Hence, not Applicable	-	-	-	-
7	Educational and other qualifications required for direct recruits	No Direct Recruitment is proposed. Hence, not Applicable	-	-	-	-
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	No Direct Recruitment is proposed. Hence, not Applicable	-	-	-	-
9	Period of probation, if any	No probation period	-	-	-	-
10	Method of recruitment whether by direct	By promotion failing which by deputation / transfer	-	-	By promotion failing which by deputation	Deputation is temporary for a fixed term and not permanent

	recruitment or by promotion or by deputation /absorption and percentage of the vacancies to be filled by various methods					absorption, hence, only deputation recommended in case of NBEMS, an Autonomous Body with smaller number of posts.
11	In case of recruitment by promotion/ deputation/ transfer, grades from which promotion/ deputation/ transfer to be made	I. Promotion: As per the Dynamic Assured Career Progression Scheme of Ministry of Health & Family Welfare, as amended from time to time or three years' of regular service as Joint Director, whichever is earlier. II. Deputation: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Medical Colleges/ Institutes recognized by Central or State Governments: (a) (i) Holding analogous posts on a	Promotion should be as per DACP Scheme	MoHFW Notification, New Delhi dated 07.04.2014 (Schedule-III)	I. Promotion: As per the Dynamic Assured Career Progression Scheme of Ministry of Health & Family Welfare, Joint Director (Medical), Non Teaching, Specialist Grade-II) in Pay Band-3 [Rs.15600 - 39100 with Grade Pay of Rs. 7600 / Pay Matrix Level - 12] with four years regular service in the Grade. II. Deputation: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Medical Colleges/ Institutes recognized by Central or State Governments: (a) (i) Holding analogous posts on a regular basis; or (ii) With 4 years' regular service in Pay Matrix Level-12 or equivalent; (b) A recognized post	Copy of referred OM is enclosed

		regular basis; or (ii) With 3 years' regular service in Pay Matrix Level-12 or equivalent; (b) A recognized post graduate degree in medical sciences as approved under Indian Medical Council Act, 1956 <u>Desirable</u> 1. At least 7 years experience in conduct of examination / teaching in medical college of repute and knowledge of computers. (The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation)			graduate degree in medical sciences as approved under Indian Medical Council Act, 1956 (Now National Medical Commission Act, 2019) <u>Desirable</u> 1. At least 7 years experience in conduct of examination / teaching in medical college of repute and knowledge of computers. (The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation)	

12	If a Departmental Promotion Committee exists, what is its composition	1. President, NBE (Chairman) 2. Vice-President 3. Executive Director 4. Representative of SC/ST to be co-opted, if not available at the level of at least Joint Director- Member 5. Joint/ Deputy Director in charge of Admn., NBE – Member Secretary.	Inclusion of Members in the DPC, of the level of Joint Director/ Deputy Director, is irregular because as per DoPT OM dated 10.04.1989, 'Members included in DPC for Group 'A' and Group 'B' posts should be officers who are at least one level above the post to which promotion is to be made'.	1. Para 2.1 of DoPT OM No. 22011/5/86-Estt. (D) dated 10.04.1989 2. Para 1.2 of DoPT OM No. DOPT-1680082140634 dated 27.03.2023.	1. President, NBEMS - Chairman 2. Vice-President, NBEMS - Member 3. Executive Director, NBEMS - Member 4. Representative, preferably member of SC/ST of Level-14 of Pay Matrix to be co-opted, if not available - Member	1. Proposed composition of DPC is to comply with DoPT guideline that 'Members included in DPC for Group 'A' and Group 'B' posts should be officers who are at least one level above the post to which promotion is to be made'. 2. Copies of referred DoPT OMs are attached
Note - Promotion to Senior Administrative Grade - For Promotion by Selection without taking into account the vacancies - Additional Director (Medical), Non Teaching, Specialist Grade-I in Pay Band-3 [Rs.15600 - 39100 with Grade Pay of Rs. 8700/- Pay Matrix Level - 13] with seven years regular service in the Grade.						

Joint Director (Medical)

Sl. No.	Column in the Schedule	Existing Provision	Observation in the Provision of Existing RR	Reference of Model RR / DoPT / GoI Instructions / Guidelines	Amendment Proposed for Alignment of Existing RR with Model RR / DoPT/GoI Instructions / Guidelines	Remarks
1	Name of the Post	Joint Director (Medical)	As per MoHFW OMs dated 29.10.2008 and 07.04.2014, the post should be ‘ Non Teaching, Specialist Grade-II .	1. MoHFW, CHS Division, OM No. A.45012/2/2008-CHS.V dated 29.10.2008. 2. MoHFW Notification, New Delhi dated 07.04.2014	Joint Director (Medical), Non Teaching, Specialist Grade-II	Copies of referred OMs are enclosed
2	Number of Post(s)	04	1. As per MoHFW OM dated 29.10.2008 DACP, Scheme is applicable to all Medical/Dental Doctors in the Central Govt., whether belonging to Organized Service or holding isolated Posts. 2. As per MoHFW OM dated 07.04.2014, DACP Scheme is for time bound promotion of the Officers (I.e. Medical Officers), without taking into account the vacancies. 3. As per MoHFW OM dated 07.04.2014, the departmental promotions upto Senior Administrative Grade level shall be made without taking into account the vacancies. 4. Above implies that as per DACP Scheme, all the existing medical posts (14 in total) should be filled up at the level of Deputy Director (Medical), Non Teaching, Specialist Grade-III and thereafter time bound	1. MoHFW, CHS Division, OM No. A.45012/2/2008-CHS.V dated 29.10.2008. 2. MoHFW Notification, New Delhi dated 07.04.2014	Promotion is to be done without taking into account the vacancies.	Copies of referred OMs are enclosed

			promotion will take place upto SAG level, without taking into account the vacancies.			
3	Classification	Group A	-	-	-	
4	Scale of Pay	Level 12 of Pay Matrix	-	-	Level 12 of Pay Matrix (78800 – 209200)	
5	Whether Selection post or Non-Selection	Non-Selection	As per MoHFW OM dated 07.04.2014, Promotion is by Selection without taking into account the vacancies.	MoHFW Notification, New Delhi dated 07.04.2014	Selection	Copy of referred OM is enclosed
6	Age limit for Direct recruits	No Direct Recruitment is proposed. Hence, not Applicable	-	-	-	-
7	Educational and other qualifications required for direct recruits	No Direct Recruitment is proposed. Hence, not Applicable	-	-	-	-
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	No Direct Recruitment is proposed. Hence, not Applicable	-	-	-	-
9	Period of probation, if any	No probation period	-	-	-	-

10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	By promotion failing which by deputation/ transfer	-	-	By promotion failing which by deputation	Deputation is temporary for a fixed term and not permanent absorption, hence, only deputation recommended in case of NBEMS, an Autonomous Body with smaller number of posts.
11	In case of recruitment by promotion/deputation/absorption grades from which promotion/ deputation/absorption to be made	I. <u>Promotion</u>: As per the Dynamic Assured Career Progression Scheme of Ministry of Health & Family Welfare, as amended from time to time or Five years' of regular service as Deputy Director, whichever is earlier. II. <u>Deputation</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Medical Colleges/ Institutes recognized by Central or State	Promotion should be as per DACP Scheme	MoHFW Notification, New Delhi dated 07.04.2014 (Schedule-III)	I. <u>Promotion</u>: As per the Dynamic Assured Career Progression Scheme of Ministry of Health & Family Welfare, Deputy Director (Medical), Non Teaching, Specialist Grade-III) in Pay Band-3 [Rs.15600 - 39100 with Grade Pay of Rs. 6600 / Pay Matrix Level - 11] with two years regular service in the Grade. II. <u>Deputation</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Medical Colleges/ Institutes recognized by Central or State Governments: a. (i) Holding analogous posts on a regular basis; or (ii) With two years' regular	Copy of referred OM is enclosed

		Governments: (b) (i) Holding analogous posts on a regular basis; or (ii) With 3 years' regular service in Pay Matrix Level-11 or equivalent; (b) A recognized post graduate degree in medical sciences as approved under Indian Medical Council Act, 1956 <u>Desirable</u> 1. At least 5 years experience in conduct of examination / teaching in medical college of repute and knowledge of computers. (The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation)			service in Pay Matrix Level-11 or equivalent; (b) A recognized post graduate degree in medical sciences as approved under Indian Medical Council Act, 1956 (Now National Medical Commission Act, 2019) <u>Desirable</u> 1. At least 5 years experience in conduct of examination / teaching in medical college of repute and knowledge of computers. (The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation)	

12	If a Departmental Promotion Committee exists, what is its composition	1. Executive Director, NBE - Chairman 2. Additional Director, NBE - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Joint Director - Member 4. Deputy Director in charge of Admn., NBE – Member Secretary.	Inclusion of Members in the DPC, of the level of Deputy Director, is irregular because as per DoPT OM dated 10.04.1989, 'Members included in DPC for Group 'A' and Group 'B' posts should be officers who are at least one level above the post to which promotion is to be made'.	1. Para 2.1 of DoPT OM No. 22011/5/86-Estt. (D) dated 10.04.1989 2. Para 1.2 of DoPT OM No. DOPT-1680082140634 dated 27.03.2023. 3. DPC for confirmation.	1. President, NBEMS - Chairman 2. Executive Director, NBEMS - Member 3. Additional Director, NBEMS - Member 4. Representative preferably member of SC/ST of Level-13 of Pay Matrix to be co-opted, if not available - Member	Copies of referred OMs are enclosed

Deputy Director (Medical)

Sl. No.	Column in the Schedule	Existing Provision	Observation in the Provision of Existing RR	Reference of Model RR / DoPT / GoI Instructions / Guidelines	Amendment Proposed for Alignment of Existing RR with Model RR / DoPT/GoI Instructions / Guidelines	Remarks
1	Name of the Post	Deputy Director (Medical)	As per MoHFW OMs dated 29.10.2008 and 07.04.2014, the post should be ' Non Teaching, Specialist Grade-III'.	1. MoHFW, CHS Division, OM No. A.45012/2/2008-CHS.V dated 29.10.2008. 2. MoHFW Notification, New Delhi dated 07.04.2014	Deputy Director (Medical), Non Teaching, Specialist Grade-III	Copies of referred OMs are enclosed
2	Number of Post(s)	Seven	1. As per MoHFW OM dated 29.10.2008 DACP, Scheme is applicable to all Medical/Dental Doctors in the Central Govt., whether belonging to Organized Service or holding isolated Posts. 2. As per MoHFW OM dated 07.04.2014, DACP Scheme is for time bound promotion of the Officers (I.e. Medical Officers), without taking into account the vacancies. 3. As per MoHFW OM dated 07.04.2014, the departmental promotions upto Senior Administrative Grade level shall be made without taking into account the vacancies. 4. Above implies that as per DACP Scheme, all the existing medical posts (14 in total) should be filled up at the level of Deputy Director (Medical), Non Teaching, Specialist Grade-III and thereafter time bound	1. MoHFW, CHS Division, OM No. A.45012/2/2008-CHS.V dated 29.10.2008. 2. MoHFW Notification, New Delhi dated 07.04.2014	14	Copies of referred OMs are enclosed

			promotion will take place upto SAG level, without taking into account the vacancies			
3	Classification	Group A	-	-	-	
4	Scale of Pay	Level 11 of Pay Matrix	-	-	Level 11 of Pay Matrix (67700 –208700)	
5	Whether Selection post or Non-Selection	Non-Selection	Direct Recruitment, hence classification should be Selection.	Selection	-	Selection by Direct Recruitment
6	Age limit for Direct recruits	Not Exceeding 35 years (Relaxable for Govt. Servants by 5 years in accordance with the instructions issued by Central Govt.	-	-	-	
7	Educational and other qualifications required for direct recruits	<u>Essential</u> 1. A recognized Post Graduate Medical qualification approved under the Indian Medical council Act-1956. <u>Desirable</u> Some training in medical education technology and / or knowledge in the modern evaluation techniques including generation of MCQs, MEQs, analysis of performance of candidates etc.	Qualification to be in alignment with required qualification in MoHFW OM dated 07.04.2014 for Non Teaching Specialist Grade-III.	MoHFW Notification, New Delhi dated 07.04.2014 (Schedule-III)	(i) A recognized MBBS degree qualification approved under the Indian Medical Council Act, 1956. (Now National Medical Commission Act, 2019) (ii) Post Graduate Degree or Diploma approved by the Indian Medical Council Act, 1956. (iii) Three years experience after obtaining the Post Graduate Degree or Five years experience after the Post Graduate Diploma. <u>Desirable</u> Some training in medical education technology and / or knowledge in the modern evaluation techniques	Copy of referred OM is enclosed

					including generation of MCQs, MEQs, analysis of performance of candidates etc.	
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	No.	-	-	-	-
9	Period of probation, if any	No probation period for promotes. Two years for Direct Recruits.	No feeder grade for promotion, hence probation is for only Direct Recruits.	-	Two Years	-
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	Direct Recruitment, failing which by deputation/ transfer	-	-	Direct Recruitment, failing which by deputation.	Deputation is temporary for a fixed term and not permanent absorption, hence, only deputation recommended in case of NBEMS, an Autonomous Body with smaller number of posts.
11	In case of recruitment by promotion/deputation/absorption grades from which	<u>Deputation/Transfer</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Medical	Qualification should be as DACP Scheme	MoHFW Notification, New Delhi dated 07.04.2014 (Schedule-III)	<u>Deputation</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Medical Colleges/ Institutes recognized by Central or State Governments:	Copy of referred OM is enclosed

	promotion/ deputation/ absorption to be made	Colleges/ Institutes recognized by Central or State Governments: (a) (i) Holding analogous posts on a regular basis; or (ii) With 5 years' regular service in Pay Matrix Level-10 or equivalent; (b) A Degree in Medical Science recognized under Indian Medical Council Act, 1956. <u>Desirable</u> 1. At least 3 years experience in conduct of examination / teaching in medical college of repute and knowledge of computers. (The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation)			(a) (i) Holding analogous posts on a regular basis; or (ii) With 5 years' regular service in Pay Matrix Level-10 or equivalent; (b) A recognized MBBS degree qualification approved under the Indian Medical Council Act, 1956. (c) Post Graduate Degree or Diploma approved by the Indian Medical Council Act, 1956. (d) Three years experience after obtaining the Post Graduate Degree or Five years experience after the Post Graduate Diploma. <u>Desirable</u> 1. Some training in medical education technology and / or knowledge in the modern evaluation techniques including generation of MCQs, MEQs, analysis of performance of candidates etc. 2. At least 3 years experience in conduct of examination / teaching in medical college of repute and knowledge of computers.	

12	If a Departmental Promotion Committee exists, what is its composition	1. Executive Director, NBE – Chairman 2. Additional Director, NBE - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Deputy Director- Member 4. Deputy Director (Admn), NBE – Member Secretary.	Inclusion of Members in the DPC, of the level of Deputy Director, is irregular because as per DoPT OM dated 10.04.1989, 'Members included in DPC for Group 'A' and Group 'B' posts should be officers who are at least one level above the post to which promotion is to be made'.	1. Para 2.1 of DoPT OM No. 22011/5/86-Estt. (D) dated 10.04.1989 2. Para 1.2 of DoPT OM No. DOPT-1680082140634 dated 27.03.2023. 3. DPC for confirmation.	1. Executive Director, NBEMS - Chairman 2. Additional Director, NBEMS - Member 3. Outside Representative preferably member of SC/ST of Level-12 of Pay Matrix to be co-opted, if not available - Member 4. Joint Director - Member	Copies of referred OMs are enclosed

Additional Director (Non-Medical)

Sl. No.	Column in the Schedule	Existing Provision	Observation in the Provision of Existing RR	Reference of Model RR / DoPT / GoI Instructions / Guidelines	Amendment Proposed for Alignment of Existing RR with Model RR / DoPT/GoI Instructions / Guidelines	Remarks
1	Name of the Post	Additional Director (Non-Medical)	-	-	-	
2	Number of Post(s)	02	-	-	-	
3	Classification	Group A	-	-	-	
4	Scale of Pay	Level 13 of Pay Matrix	-	-	Level 13 of Pay Matrix (123100 – 215900)	
5	Whether Selection post or Non-Selection	Non-Selection	As per DoPT OM dated 31.03.2015, the method will be Selection for Promotion within Group B and Group A.	DoPT OM No. AB.14017/13/2013-Estt. (RR) dated 31.03.2015.	Selection	Copy of referred OM is enclosed
6	Age limit for Direct recruits	Not Applicable	-	-	-	
7	Educational and other qualifications required for direct recruits	Not Applicable	-	-	-	
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not Applicable	-	-	-	
9	Period of probation, if any	No probation	-	-	-	

10	Method of recruitment whether by direct recruitment or by promotion or by deputation /absorption and percentage of the vacancies to be filled by various methods	By promotion failing which by deputation / transfer	-	-	By promotion failing which by deputation	Deputation is temporary for a fixed term and not permanent absorption, hence, only deputation is recommended in case of NBEMS, an Autonomous Body with smaller number of posts.
11	In case of recruitment by promotion/ deputation/ transfer, grades from which promotion/ deputation/ transfer to be made	I. <u>Promotion</u>: Three years' regular service as Joint Director (Non-Medical). II. <u>Deputation/ Transfer</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Medical Colleges/ Institutes recognized by Central or State Governments: (a) (i) Holding analogous posts on a regular basis; or (ii) with 3 years' regular service in	1. Minimum qualifying service is not in accordance with the DoPT OM dated 22.09.2022. As per aforesaid DoPT OM, minimum Qualifying Service for promotion from Pay Matrix Level - 12 to Level - 13 is five (05) years.	DoPT O.M. No. AB-14017/4/2021-Estt. (RR) dated 20.09.2022	I. <u>Promotion</u>: Five years' regular service as Joint Director (Non-Medical). II. <u>Deputation</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments: (a) (i) Holding analogous posts on a regular basis; or (ii) with 5 years' regular service in Pay Matrix Level-12 or equivalent; (iii) At least 7 years' experience in Administration/ Finance in any Institute of repute, recognised by Central / State Govt. of India.	1. Minimum Qualifying service should be in accordance with DoPT OM dated 22.09.2022. 2. For Deputation, seven years experience in Administration / Finance in any Institute of repute, recognised by Central / State Govt. of India, should be essential to meet the duty requirements for the post. 2. Copy of referred DoPT OMs is enclosed

		Pay Matrix Level-12 or equivalent; Desirable: 1. At least 7 years' experience in Administration/ Finance in any institute of repute. (The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation)			(The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation)	
12	If a Departmental Promotion Committee exists, what is its composition	1. President, NBE (Chairman) 2. Vice-President 3. Executive Director 4. Representative of SC/ST to be co-opted, if not available at the level of at least Joint Director- Member 5. Joint/ Deputy Director in charge of Admn., NBE – Member Secretary.	Inclusion of Members in the DPC, of the level of Joint Director/ Deputy Director, is irregular because as per DoPT OM dated 10.04.1989, 'Members included in DPC for Group 'A' and Group 'B' posts should be officers who are at least one level above the post to which promotion is to be made'.	1. Para 2.1 of DoPT OM No. 22011/5/86-Estt. (D) dated 10.04.1989 2. Para 1.2 of DoPT OM No. DOPT-1680082140634 dated 27.03.2023.	1. President, NBEMS - Chairman 2. Vice-President, NBEMS - Member 3. Executive Director, NBEMS - Member 4. Representative, preferably member of SC/ST of Level-14 of Pay Matrix to be co-opted, if not available - Member	1. Proposed composition of DPC is to comply with DoPT guideline that 'Members included in DPC for Group 'A' and Group 'B' posts should be officers who are at least one level above the post to which promotion is to be made'. 2. Copies of referred DoPT OMs are enclosed

Joint Director (Non-Medical)

Sl. No.	Column in the Schedule	Existing Provision	Observation in the Provision of Existing RR	Reference of Model RR / DoPT / GoI Instructions / Guidelines	Amendment Proposed for Alignment of Existing RR with Model RR / DoPT/GoI Instructions / Guidelines	Remarks
1	Name of the Post	Joint Director (Non-Medical)	-	-	-	
2	Number of Post(s)	04	-	-	-	
3	Classification	Group A	-	-	-	
4	Scale of Pay	Level 12 of Pay Matrix	-	-	Level 12 of Pay Matrix (78800 – 209200)	
5	Whether Selection post or Non-Selection	Non-Selection	As per DoPT OM dated 31.03.2015, the method will be Selection for Promotion within Group B and Group A.	DoPT OM No. AB.14017/13/2013-Estt. (RR) dated 31.03.2015.	Selection	Copy of referred OM is enclosed
6	Age limit for Direct recruits	Not Applicable	-	-	-	
7	Educational and other qualifications required for direct recruits	Not Applicable	-	-	-	
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Not Applicable	-	-	-	
9	Period of probation, if any	No probation	-	-	-	

10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	By promotion failing which by deputation/ transfer	-	-	By promotion failing which by deputation	Deputation is temporary for a fixed term and not permanent absorption, hence, only deputation recommended in case of NBEMS, an Autonomous Body with smaller number of posts.
11	In case of recruitment by promotion/deputation/absorption grades from which promotion/ deputation/absorption to be made	I. <u>Promotion</u>: Five years' regular service as Deputy Director (Non-Medical). II. <u>Deputation</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments: (a) (i) Holding analogous posts on a regular basis; or (ii) With 5 years' regular service in Pay Matrix Level-11 or equivalent; <u>Desirable</u>	-	-	I. Promotion - Five years' regular service as Deputy Director (Non-Medical). II. <u>Deputation</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments: (a) (i) Holding analogous posts on a regular basis; or (ii) With 5 years' regular service in Pay Matrix Level-11 or equivalent; (iii) At least 5 years' experience in Administration/ Finance in any institute of repute recognised by Central / State Govt. of India <u>Desirable</u> 1. Knowledge of computers.	For Deputation At least 5 years' experience in Administration/ Finance in any institute of repute, recognised by Central / State Govt. of India is added as (iii) essential requirement and Desirable is knowledge of computers.

		1. At least 5 years' experience in Administration/ Finance in any institute of repute and knowledge of computers. (The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation)			(The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation)	
12	If a Departmental Promotion Committee exists, what is its composition	1. Executive Director, NBE - Chairman 2. Additional Director, NBE - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Joint Director - Member 4. Deputy Director in charge of Admn., NBE – Member Secretary.	Inclusion of Members in the DPC, of the level of Joint Director/ Deputy Director, is irregular because as per DoPT OM dated 10.04.1989, 'Members included in DPC for Group 'A' and Group 'B' posts should be officers who are at least one level above the post to which promotion is to be made'.	1. Para 2.1 of DoPT OM No. 22011/5/86-Estt. (D) dated 10.04.1989 2. Para 1.2 of DoPT OM No. DOPT-1680082140634 dated 27.03.2023.	1. President, NBEMS - Chairman 2. Executive Director, NBEMS - Member 3. Additional Director, NBEMS - Member 4. Representative preferably member of SC/ST of Level-13 of Pay Matrix to be co-opted, if not available - Member	1. Proposed composition of DPC is to comply with DoPT guideline that 'Members included in DPC for Group 'A' and Group 'B' posts should be officers who are at least one level above the post to which promotion is to be made'. 2. Copies of referred DoPT OMs are enclosed

Deputy Director (Non-Medical)

Sl. No.	Column in the Schedule	Existing Provision	Observation in the Provision of Existing RR	Reference of Model RR / DoPT / GoI Instructions / Guidelines	Amendment Proposed for Alignment of Existing RR with Model RR / DoPT/GoI Instructions / Guidelines	Remarks
1	Name of the Post	Deputy Director (Non-Medical)	-	-	-	
2	Number of Post(s)	09	-	-	-	
3	Classification	Group A	-	-	-	
4	Scale of Pay	Level 11 of Pay Matrix	-	-	Level 11 of Pay Matrix (67700 –208700)	
5	Whether Selection post or Non-Selection	Selection	-	-	-	
6	Age limit for Direct recruits	Not Applicable	-	-	-	
7	Educational and other qualifications required for direct recruits	Not Applicable	-	-	-	
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not Applicable	-	-	-	
9	Period of probation, if any	No probation	-	-	-	

10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	By promotion failing which by deputation/ transfer	-	-	By promotion failing which by deputation	Deputation is temporary for a fixed term and not permanent absorption, hence, only deputation recommended in case of NBEMS, an Autonomous Body with smaller number of posts.
11	In case of recruitment by promotion/deputation/absorption grades from which promotion/ deputation/ absorption to be made	I. <u>Promotion</u>: Six Years' regular service as Assistant Director (Non-Medical). II. <u>Deputation</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments: (a) (i) Holding analogous posts on a regular basis; or (b) With 5 years' regular service in Pay Matrix Level-	1. Minimum qualifying service is not in accordance with the DoPT OM dated 22.09.2022. 2. As per aforesaid DoPT OM, minimum Qualifying Service for promotion from Pay Matrix Level - 10 to Level - 11 is five (05) years.	DoPT O.M. No. AB-14017/4/2021-Estt. (RR) dated 20.09.2022	I. <u>Promotion</u>: Five years' regular service in the post of Assistant Director (Non-Medical). II. <u>Deputation</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments: (a) (i) Holding analogous posts on a regular basis; or (ii) With 5 years' regular service in Pay Matrix Level-10 or equivalent; (iii) At least 5 years' experience in Administration/ Finance in any institute of repute recognised by Central / State Govt. of India <u>Desirable</u> 1. Knowledge of computers.	1. Minimum Qualifying service should be in accordance with DoPT OM dated 22.09.2022. 2. For Deputation, at least five years experience in Administration / Finance in any Institute of repute, recognised by Central / State Govt. of India, should be essential to meet the duty requirements for the post. 3. Copy of referred DoPT OM is

		10 or equivalent; <u>Desirable</u> 1. At least 5 years' experience in Administration/ Finance in any institute of repute and knowledge of computers. (The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation)			(The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation)	enclosed
12	If a Departmental Promotion Committee exists, what is its composition	1. Executive Director, NBE – Chairman 2. Additional Director, NBE - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Deputy Director- Member 4. Deputy Director (Admn), NBE – Member Secretary.	Inclusion of Members in the DPC, of the level of Joint Director/ Deputy Director, is irregular because as per DoPT OM dated 10.04.1989, 'Members included in DPC for Group 'A' and Group 'B' posts should be officers who are at least one level above the post to which promotion is to be made'.	1. Para 2.1 of DoPT OM No. 22011/5/86-Estt. (D) dated 10.04.1989 2. Para 1.2 of DoPT OM No. DOPT-1680082140634 dated 27.03.2023.	1. Executive Director, NBEMS - Chairman 2. Additional Director, NBEMS - Member 3. Outside Representative preferably member of SC/ST of Level-12 of Pay Matrix to be co-opted, if not available - Member 4. Joint Director - Member	Copies of referred DoPT OMs are enclosed

Assistant Director (Non-Medical)

Sl. No.	Column in the Schedule	Existing Provision	Observation in the Provision of Existing RR	Reference of Model RR / DoPT / GoI Instructions / Guidelines	Amendment Proposed for Alignment of Existing RR with Model RR / DoPT/GoI Instructions / Guidelines	Remarks
1	Name of the Post	Assistant Director (Non-Medical)	-	-	-	
2	Number of Post(s)	15	-	-	-	
3	Classification	Group A	-	-	-	
4	Scale of Pay	Level 10 of Pay Matrix	-	-	Level 10 of Pay Matrix (56100 – 177500)	
5	Whether Selection post or Non-Selection	Selection	-	-	-	
6	Age limit for Direct recruits	Not Applicable	1. Assistant Director is Group A post; for functional consideration there should also be induction from outside through Direct Recruitment. 2. Age Limit for Direct Recruits will be not exceeding 35 years (Relaxable as per GoI instructions)	DoPT OM No. AB.14017/13/2013-Estt.(RR) dated 31.03.2015.	30% by Direct Recruitment and 70% by promotion	1. Assistant Director is Group A post; for functional consideration there should also be induction from outside through Direct Recruitment. 2. Copy of referred OM is enclosed
7	Educational and other qualifications required for direct recruits	Not Applicable	Since Direct Recruitment mode is proposed at Sl. No. 6, accordingly qualification required is to be added.	DoPT OM No. AB-14017/27/2014-Estt. (RR) dated 20.01.2015.	I. 1. Master's Degree with 55% marks and 3 years' experience in Administration/ Finance in Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments:	Copy of referred OM is enclosed
8	Whether age	Not Applicable	-	-	-	

	and educational qualifications prescribed for direct recruits will apply in the case of promotees					
9	Period of probation, if any	-	As per Para 10. (2) of DoPT OM No. 28020/3/2018-estt. (C) dated 11.03.2019 for promotion from one group to another (i.e. Group 'B' to Group 'A' the probation period is 02 years.	DoPT OM No. 28020/3/2018-estt. (C) dated 11.03.2019.	Two years for Direct Recruits and Promotees.	Copy of referred OM is enclosed
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	By promotion failing which by deputation/ transfer	As proposed for amendment at Sl. No. 6: 1. 30% by Direct Recruitment 2. 70% by Promotion failing which by Deputation	-	1. 30% by Direct Recruitment 2. 70% by Promotion failing which by Deputation	-
11	In case of recruitment by promotion/deputation/absorption grades from which promotion/	II. <u>Promotion</u>: Section Officer and or equivalent, viz. Private Secretary/Accounts Officer/Sr. Programmer, etc. in the pay matrix level	1. Minimum qualifying service is not in accordance with the DoPT OM dated 22.09.2022. 2. As per aforesaid DoPT OM, minimum Qualifying Service for promotion from Pay Matrix Level - 8 to Level - 10 is 04	DoPT O.M. No. AB-14017/4/2021-Estt. (RR) dated 20.09.2022	I. <u>Promotion</u>: Four years' regular service as Section Officer and or equivalent, viz. Private Secretary/ Accounts Officer/ Sr. Programmer, etc. in the Pay Matrix Level 8 on the basis of combined eligibility	1. Minimum Qualifying service should be in accordance with DoPT OM dated 22.09.2022.

	deputation/ absorption to be made.	8 with 7 years' regular service in the grade. III. <u>Deputation/ Transfer</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments: (a) (i) Holding analogous posts on a regular basis; or (b) With 7 years' regular service in Pay Matrix Level-7 or equivalent; <u>Desirable</u>: 1. At least 3 years' experience in Administration/ Finance/Vigilance/ IT in any institute of repute and knowledge of computers. (The departmental officers in the feeder category who are in the direct line of	years and not 07 years. 3. In order to accommodate officers holding the posts of Private Secretary/ Senior Programmer (who generally have hardly any exposure to Administration), for their consideration for promotion to the post of Assistant Director (Non-Medical) (Level-10), there should be a requirement for them to have adequate exposure/ training in administrative matters. For this purpose, following are suggested to be included as mandatory requirements: (a) He/she should have worked in Establishment Section or General Administration Section or Estate Section or Accounts Section: (i) In the capacity of Senior Assistant / equivalent for a period of not less than one year; and (ii) In the capacity of Section Officer / equivalent for a period of not less than six months. (b) Minimum, in total, two weeks successful training in ISTM or other Govt. Institute in		list prepared for promotion with reference to the length of service in each grade, subject to maintenance of Inter-se- Seniority List within each grade ; and <u>For the Posts of Private Secretary & Senior Programmer</u>: (a) He/she should have experience in Administrative Work: (i) In the capacity of Senior Assistant / equivalent for a period of not less than one year; and (ii) In the capacity of Section Officer / equivalent for a period of not less than six months. (b) Minimum, in total, two weeks successful training in ISTM or other Govt. Institute in administrative matters. II. <u>Deputation</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments: (a) (i) Holding analogous posts on a regular basis; or (b) With 4 years' regular	2. In order to accommodate officers holding the posts of Private Secretary/ Senior Programmer (who generally have hardly any exposure to Administration), for their consideration for promotion to the post of Assistant Director (Non-Medical) (Level-10) essential experience/ training requirements have been proposed. 3. For Deputation, at least three years experience in Administration / Finance in any Institute of repute, recognised by Central / State Govt. of India, should be essential to meet the duty requirements for the post. 3. Copy of referred DoPT OMs is enclosed

		promotion will not be eligible for consideration for appointment on deputation)	administrative matters.		service in Pay Matrix Level-8 or equivalent; (c) At least 3 years' experience in Administration/ Finance in any institute of repute, recognized by Central / State Govt. of India. <u>Desirable</u> 1. Knowledge of computers. (The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation)	
12	If a Departmental Promotion Committee exists, what is its composition	1. Executive Director, NBE – Chairman 2. Additional Director, NBE - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Deputy Director- Member 4. Deputy Director (Admn.), NBE – Member Secretary.	-	-	1. Executive Director, NBEMS - Chairman 2. Additional / Joint Director, NBEMS – Member 3. Representative preferably member of SC/ST of Level-11 of Pay Matrix to be co-opted, if not available - Member 4. Deputy Director - Member	-

Section Officer

Sl. No.	Column in the Schedule	Existing Provision	Observation in the Provision of Existing RR	Reference of Model RR / DoPT / GoI Instructions / Guidelines	Amendment Proposed for Alignment of Existing RR with Model RR / DoPT/GoI Instructions / Guidelines	Remarks
1	Name of the Post	Section Officer	-	-	-	
2	Number of Post(s)	21	-	-	-	
3	Classification	Group B	-	-	-	
4	Scale of Pay	Level 8 of Pay Matrix	-	-	Level 8 of Pay Matrix (47600 – 151100)	
5	Whether Selection post or Non-Selection	Non-Selection	As per DoPT OM dated 31.03.2015, the method will be Selection for Promotion within Group B and Group A.	DoPT OM No. AB.14017/13/2013-Estt. (RR) dated 31.03.2015.	Selection	Copy of referred OM is enclosed
6	Age limit for Direct recruits	Not Applicable. No Direct recruitment is proposed.	-	-	-	
7	Educational and other qualifications required for direct recruits	Not Applicable. No Direct recruitment is proposed.	-	-	-	
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Not Applicable. No Direct recruitment is proposed.	-	-	-	
9	Period of probation, if any	Two years	Promotion in same Group i.e. Group B, hence period of probation is Not Applicable.	DoPT OM No. AB.14017/13/2013-Estt. (RR) dated 31.03.2015.	Not Applicable	Copy of referred OM is enclosed
10	Method of	By promotion failing	-	-	By promotion failing which by	Deputation is

	recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	which by deputation/ transfer			deputation	temporary for a fixed term and not permanent absorption, hence, only deputation recommended in case of NBEMS, an Autonomous Body with smaller number of posts.
11	In case of recruitment by promotion/deputation/absorption grades from which promotion/ deputation/absorption to be made	I. <u>Promotion</u>: Seven years' regular service as Senior Assistant II. <u>Deputation/ Transfer</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments: (a) (i) Holding analogous posts on a regular basis; or (ii) with 5 years' regular service in Pay Matrix Level-7 or equivalent; <u>Desirable</u>:	1. Minimum qualifying service is not in accordance with the DoPT OM dated 22.09.2022. 2. As per aforesaid DoPT OM, minimum Qualifying Service for promotion from Pay Matrix Level - 7 to Level - 8 is two (02) years.	DoPT O.M. No. AB-14017/4/2021-Estt. (RR) dated 20.09.2022	I. <u>Promotion</u>: Two years' regular service as Senior Assistant. II. <u>Deputation</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments: (a) Holding analogous posts on a regular basis; or (b) With 2 years' regular service in Pay Matrix Level-7 or equivalent; (c) At least 5 years' experience in Administration/ Establishment/ Housekeeping/ Account/ Vigilance/ Research/ IT/ Finance in any institute of repute, recognized by	1. Minimum Qualifying service should be in accordance with DoPT OM dated 22.09.2022. 2. For Deputation, at lease 05 years experience in Administration/ Establishment/ Housekeeping/ Account/ Vigilance/ Research/ IT/ Finance in any Institute of repute, recognised by Central / State Govt. of India, should be essential to meet the duty requirements for the

		1. At least 5 years' experience in Administration/ Establishment/ Housekeeping/ Account/ Vigilance/ Research/ IT/ Finance and knowledge of computers. (The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation)			Central / State Govt. of India. <u>Desirable</u> 1. Knowledge of computers. (The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation)	post. 3. Copy of referred DoPT OMs is enclosed
12	If a Departmental Promotion Committee exists, what is its composition	1. Executive Director, NBE – Chairman 2. Joint / Deputy Director, NBE - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Deputy Director-Member 4. Deputy Director (Admn.), NBE – Member Secretary.	-	-	1. Additional Director, NBEMS – Chairman 2. Joint / Deputy Director, NBEMS - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Assistant Director-Member 4. Assistant Director, NBEMS – Member.	

Senior Assistant

Sl. No.	Column in the Schedule	Existing Provision	Observation in the Provision of Existing RR	Reference of Model RR / DoPT / GoI Instructions / Guidelines	Amendment Proposed for Alignment of Existing RR with Model RR / DoPT/GoI Instructions / Guidelines	Remarks
1	Name of the Post	Senior Assistant	-	-	-	-
2	Number of Post(s)	35	-	-	-	
3	Classification	Group B	-	-	-	-
4	Scale of Pay	Level 7 of Pay Matrix	-	-	Level - 7 of Pay Matrix (44900-142400)	
5	Whether Selection post or Non-Selection	Non-Selection	The method is to be Selection because promotion is from a lower Group to a higher Group (i.e. Group C to Group B Post).	DoPT OM No. AB.14017/13/2013-Estt. (RR) dated 31.03.2015.	Selection	Copy of referred OM is enclosed
6	Age limit for Direct recruits	Not exceeding 27 years (Relax able for Govt. Servant by 5 years in accordance with the instruction issued by Central Govt.)	-	-	-	-
7	Educational and other qualifications required for direct recruits	Degree from a recognized University/Board. To qualify the examination (s) as may be prescribed by NBE.	-	-	-	
8	Whether age and educational qualifications prescribed for direct recruits	No.	-	-	Yes, Degree from a recognized University will apply in the case of Promotees.	

	will apply in the case of promotees					
9	Period of probation, if any	No probation period for Promotees. Two years for Direct Recruits.	Since Promotion is from Group C to Group B, probation period of two years will apply to promotees.	As per Para 10. (2) of DoPT OM No. 28020/3/2018-estt. (C) dated 11.03.2019 for promotion from one group to another (i.e. Group 'C' to Group 'B') the probation period is 02 years.	Probation of two years for Promotees and Direct Recruits.	Copy of referred OM is enclosed
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	70% by Promotion. 30% by Direct Recruitment, Failing which by deputation/transfer.	-	-	-	-
11	In case of recruitment by promotion/ deputation/ absorption grades from which promotion/ deputation/absorption to be made	I. <u>Promotion</u>: Seven years' regular service as Multi Skill Assistant II. <u>Deputation/ Transfer</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes	1. As per Para 3.1.3 of DoPT OM dated 31.12.2010, Protection clause to be incorporated to safeguard the interest of existing Multi Skill Assistant (MSA). 2. Senior Assistant is Level-7 post for which as per DoPT OM dated 20.01.2015, the educational qualification should be Bachelor' s Degree from a recognized University.	1. DoPT O.M. No. AB.14017/48/2010-Estt. RR dated 31.12.2010 2. DoPT O.M. AB.14017/27 /2014-Estt. RR dated 20.01.2015	I. <u>Promotion</u>: 1. 40% by selection with 07 years' regular service in the post of Multi Skill Assistant and possessing Bachelor's Degree from a recognized University.or equivalent. 2. 30% by LDCE (Limited Departmental Competitive Examination) with eligibility service of five years regular service in the post of Multi	1. Protection Clause to be incorporated to safe guard the interests of incumbents in feeder grade (i.e. Multi Skill Assistant) 2. Copies of referred OMs are enclosed 3. LDCE proposed to enhance the promotion based on

		recognized by Central or State Governments: 1. (i)Holding analogous posts on a regular basis; or (ii) With 5 years' regular service in post in Pay Matrix Level-4 or equivalent; 2. Possessing Graduate degree from a recognized University or equivalent. 3. 5 years' experience in Administration/Establishment/ Housekeeping/ Account/ Vigilance/ Research/ IT/ Conduct of Examinations, etc. (The Departmental officers in the feeder category	Accordingly, for promotion the official in feeder grade (MSA) should have acquired this qualification.		Skill Assistant and possessing Bachelor's Degree from a recognized University or equivalent. [Note - Suggested syllabus of LDCE (Graduate Level) (a) Noting, Drafting and Office Procedure (40 marks) (b) General Knowledge of Rules / Regulation. (40 marks) (c) Essay and precis writing (20 marks)] 3. Protection Clause is incorporated for retention of existing eligibility service for existing incumbents holding the feeder post (i.e. Multi Skill Assistant) on regular basis, in case eligibility service for promotion is enhanced and this change is likely to affect the promotion of the existing incumbents. II. <u>Deputation</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments: 1.(i)Holding analogous posts on a regular basis; or (ii) 07 years' regular service	Departmental Competitive Examination.

		who are in the direct line of promotion will not be eligible for consideration for appointment on deputation)			in posts in Pay Matrix Level-4 or equivalent; 2. Possessing Bachelor's Degree from a recognized University or equivalent. 3. 5 years' experience in Administration/Establishment / Housekeeping/ Account/ Vigilance/ Research/ IT/ Conduct of Examinations, etc. (The Departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation)	
12	If a Departmental Promotion Committee exists, what is its composition	1. Joint Director, NBE – Chairman 2. Deputy Director, NBE - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Assistant Director-Member 4. Assistant Director in-charge of Admin., NBE – Member Secretary.	-	-	1. Joint / Deputy Director, NBEMS – Chairman 2. Deputy / Assistant Director, NBEMS - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Assistant Director-Member 4. Assistant Director, NBEMS – Member.	-
13	**Protection Clause:** Protection Clause is incorporated for retention of existing eligibility service for existing incumbents holding the feeder post (i.e. Multi Skill Assistant) on regular basis in case eligibility service for promotion is enhanced and this change is likely to affect the promotion of the existing incumbents i.e. Multi Skill Assistant(MSA).					

Multi Skill Assistant

Sl. No.	Column in the Schedule	Existing Provision	Observation in the Provision of Existing RR	Reference of Model RR / DoPT / GoI Instructions / Guidelines	Amendment Proposed for Alignment of Existing RR with Model RR / DoPT/GoI Instructions / Guidelines	Remarks
1	Name of the Post	Multi Skill Assistant	-	-	-	
2	Number of Post(s)	54	-	-	-	
3	Classification	Group C	-	-	-	
4	Scale of Pay	Level 4 of Pay Matrix	-	-	Level 4 of Pay Matrix (25500-81100)	
5	Whether Selection post or Non-Selection	Non-Selection	-	-	-	
6	Age limit for Direct recruits	No direct recruitment is proposed. Hence, Not applicable.	-	-	-	
7	Educational and other qualifications required for direct recruits	No direct recruitment is proposed. Hence, Not applicable.	-	-	-	
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	No direct recruitment is proposed. Hence, Not applicable.	-	-	-	
9	Period of probation, if any	No probation period .	-	-	-	
10	Method of	By Promotion Failing		-	100% by promotion failing	Deputation is

	recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	which by deputation/ transfer.			which by deputation.	temporary for a fixed term and not permanent absorption, hence, only deputation recommended in case of NBEMS, an Autonomous Body with smaller number of posts.
11	In case of recruitment by promotion/ deputation/ absorption grades from which promotion/ deputation/ absorption to be made	I. <u>Promotion</u>: Seven years' regular service as Junior Assistant II. <u>Deputation/ Transfer</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments: (a) (i) Holding analogous posts on a regular basis; or (ii) With 5 years' regular service in post in Pay Matrix Level-2 or equivalent;	1. As per Para 3.1.3 of DoPT OM dated 31.12.2010, Protection clause to be incorporated to safeguard the interest of existing Junior Assistants.	1. DoPT O.M. No. AB.14017/48/2010-Estt. RR dated 31.12.2010	I. <u>Promotion</u>: 1. 70% by seniority cum fitness with Eight years' regular service as Junior Assistant. 2. 30% by LDCE (Limited Departmental Competitive Examination) for which eligibility service should be five years regular service as Junior Assistant. [<u>Note</u> - Suggested syllabus of LDCE (Graduate Level standard) (a) Essay and precis writing (50 marks) (b) General English & General Knowledge (50 marks)] 3. Protection Clause is incorporated for retention of existing eligibility service for existing incumbents holding the	1. Protection Clause to be incorporated to safe guard the interests of incumbents in feeder grade (i.e. Junior Assistants) 2. Copies of referred OMs are enclosed 3. LDCE proposed to enhance the promotion based on Departmental Competitive Examination.

		(b) Experience: 3 years' experience in Administration/ Establishment/ Housekeeping/ Account/ Vigilance/ Research/ IT/ Conduct of Examinations, etc. (The Departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation.)			feeder post (i.e. Junior Assistant) on regular basis, in case eligibility service for promotion is enhanced and this change is likely to affect the promotion of the existing incumbents. II. Deputation: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments: (a) (i) Holding analogous posts on a regular basis; or (ii) With 08 years' regular service in post in Pay Matrix Level-2 or equivalent; (b) Experience: 3 years' experience in Administration/ Establishment/ Housekeeping/ Account/ Vigilance/ Research/ IT/ Conduct of Examinations, etc. (The Departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation.)	

12	If a Departmental Promotion Committee exists, what is its composition	1. Joint Director, NBE – Chairman 2. Deputy Director-Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Assistant Director-Member 4. Assistant Director (Admin.), NBE – Member Secretary.	-	-	1. Joint / Deputy Director, NBEMS – Chairman 2. Assistant Director, NBEMS - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Section Officer-Member. 4. Section Officer, NBEMS – Member.	
13	**Protection Clause:** Protection Clause is incorporated for retention of existing eligibility service for existing incumbents holding the feeder post (i.e. Junior Assistant) on regular basis, in case eligibility service for promotion is enhanced and this change is likely to affect the promotion of the existing incumbents (i.e. Junior Assistant).					

Junior Assistant

Sl. No.	Column in the Schedule	Existing Provision	Observation in the Provision of Existing RR	Reference of Model RR / DoPT / GoI Instructions / Guidelines	Amendment Proposed for Alignment of Existing RR with Model RR / DoPT/GoI Instructions / Guidelines	Remarks
1	Name of the Post	Junior Assistant	-	-	-	
2	Number of Post(s)	75	-	-	-	
3	Classification	Group C	-	-	-	
4	Scale of Pay	Level 2 of Pay Matrix	-	-	Level 2 of Pay Matrix (19900 – 63200)	
5	Whether Selection post or Non-Selection	Non-Selection	-	-	-	-
6	Age limit for Direct recruits	Below 27 years. Relaxable as per GoI instructions.	It should be in alignment with Model RR for the post of LDC.	DoPT OM No. AB-14017/32/2009-Estt (RR) dated 07.10.2009	Between 18 and 27 years of age (relaxable for Government servants up to 40 years in accordance with the instructions or orders issued by the Central Government) Note: (Where recruitment is not through SSC, crucial date for determining the age limit shall be the last date for receipt of applications.)	Copy of referred OM is enclosed
7	Educational and other qualifications required for direct recruits	Essential: a) Passed Senior Secondary Examination from a recognized Board/ University recognized by Central/ State Government/UT Administration/	It should be in alignment with Model RR for the post of LDC.	DoPT OM No. AB-14017/32/2009-Estt (RR) dated 07.10.2009	(i) 12th Class or equivalent qualification from a recognized Board or University (ii) A typing speed of 35 w.p.m.in English or 30 w.p.rn.in Hindi on computer.	Copy of referred OM is enclosed

		Educational Authority. b) Proficiency in use of Computers and basic software packages such as Windows/network operating systems, working in LAN architecture. c) No recruitment shall be made without candidate having qualified the test so prescribed by NBE.				
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	No.	-	-	Yes, to the extent indicated against Sl. No. 10.	
9	Period of probation, if any	2 years' probation for Direct Recruitment but no probation period for those appointed by promotion/ deputation/ transfer.	-	-	2 years' probation for Direct Recruitment but no probation period for those appointed by promotion	-
10	Method of recruitment whether by direct	90% by Direct Recruitment 10% by Promotion Failing which by	1. The feeder post for promotion is MTS, which has been abolished. 2. Existing 03 MTS will be	-	1. *100% by Direct Recruitment [* With an exception that 03 posts will be made available	-

	recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	deputation/ transfer. If sufficient number of eligible MTS are not available to fill up the 10% posts in a vacancy year (calendar year), the posts meant for promotion will be filled on Direct Recruitment/ Deputation basis.	promoted, as and when they become eligible for promotion.		for promotion of officials in feeder post (i.e. MTS)] 2. No Deputation / Transfer	
11	In case of recruitment by promotion/deputation/absorption grades from which promotion/ deputation/absorption to be made	I. <u>Promotion</u>: Seven years' regular service as Multi-Tasking Staff with minimum qualification of Matriculation. II. <u>Deputation/ Transfer</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Medical Colleges/ Institutes recognized by Central or State Governments: a. (i) Holding analogous posts on a regular basis; or (ii) With 5 years' regular service in	1. Qualifying service and qualification for promotion should be in alignment with Model RR for the post of LDC.	1. DoPT OM No. AB-14017/32/2009-Estt (RR) dated 07.10.2009	<u>Promotion</u>: 1. Three years' regular service as Multi-Tasking Staff (MTS) with minimum qualification of 12th Class pass or equivalent.	Copies of referred OMs are enclosed

		post in Pay Matrix Level-1 or equivalent; b. Passed Senior Secondary Examination from a recognized Board/ University recognized by Central/ State Government/ UT Administration/ Educational Authority. c. Experience: 3 years' experience. (The Departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation.)				
12	If a Departmental Promotion Committee exists, what is its composition	1. Joint Director, NBE – Chairman 2. Deputy Director - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least	-	-	1. Deputy Director, NBEMS – Chairman 2. Assistant Director, NBEMS - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Section Officer-Member. 4. Section Officer, NBEMS –	

		Assistant Director- Member 4. Assistant Director (Admin.), NBE – Member Secretary.			Member.	

Accounts Officer

Sl. No.	Column in the Schedule	Existing Provision	Observation in the Provision of Existing RR	Reference of Model RR / DoPT / GoI Instructions / Guidelines	Amendment Proposed for Alignment of Existing RR with Model RR / DoPT/GoI Instructions / Guidelines	Remarks
1	Name of the Post	Accounts Officer	-	-	-	
2	Number of Post(s)	02	-	-	-	
3	Classification	Group B	-	-	-	
4	Scale of Pay	Level 8 of Pay Matrix	-	-	Level 8 of Pay Matrix (47600 – 151100)	
5	Whether Selection post or Non-Selection	Non-Selection	As per DoPT OM dated 31.03.2015, the method will be Selection for Promotion within Group B and Group A.	DoPT OM No. AB.14017/13/2013-Estt. (RR) dated 31.03.2015.	Selection	Copy of referred OM is enclosed
6	Age limit for Direct recruits	Not Applicable. No Direct recruitment is proposed.	-	-	-	
7	Educational and other qualifications required for direct recruits	Not Applicable. No Direct recruitment is proposed.	-	-	-	
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not Applicable. No Direct recruitment is proposed.	-	-	-	
9	Period of probation, if any	Two Years	Promotion in same Group i.e.Group B, hence, period of probation is Not Applicable.	DoPT OM No. AB.14017/13/2013-Estt.(RR) dated 31.03.2015.	Not Applicable	Copy of referred OM is enclosed

10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	By promotion failing which by deputation/ transfer	-	-	By promotion failing which by deputation.	Deputation is temporary for a fixed term and not permanent absorption, hence, only deputation recommended in case of NBEMS, an Autonomous Body with smaller number of posts.
11	In case of recruitment by promotion/ deputation/ absorption grades from which promotion/ deputation/ absorption to be made	I. <u>Promotion</u>: Seven years' regular service as Senior Accountant II. <u>Deputation/ Transfer</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments: (i) Holding analogous posts on a regular basis; or (ii) With 3 years' regular service in Pay Matrix Level-7	1. Minimum qualifying service is not in accordance with the DoPT OM dated 22.09.2022. 2. As per aforesaid DoPT OM, minimum Qualifying Service for promotion from Pay Matrix Level - 7 to Level - 8 is two (02) years.	DoPT O.M. No. AB-14017/4/2021-Estt. (RR) dated 20.09.2022	I. <u>Promotion</u>: Two years' regular service as Senior Accountant. II. <u>Deputation</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments: (a) (i) Holding analogous posts on a regular basis; or (ii) With 2 years' regular service in Pay Matrix Level-7 or equivalent; (b) (i) Possessing Bachelor's degree with Math's or Statistics or a Degree in Commerce from a recognized University; (c) Three years' experience in dealing with accounts in some Govt. Institution etc, with knowledge of computer	Copy of referred OM is attached

		or equivalent; (a)(i) Possessing Bachelor's degree with Math's or Statistics or a Degree in Commerce from a recognized University; Experience: Three years' experience in dealing with accounts in some Govt. Institution, etc, with knowledge of computer based accounting.			based accounting.	
12	If a Departmental Promotion Committee exists, what is its composition	1. Executive Director, NBE – Chairman 2. Joint/Deputy Director in charge of Admn., NBE - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Deputy Director-Member 4. Assistant Director in charge of Admn., NBE – Member Secretary.	-	-	1. Additional Director, NBEMS – Chairman 2. Joint / Deputy Director, NBEMS - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Assistant Director-Member 4. Assistant Director, NBEMS – Member.	

Senior Accountant

Sl. No.	Column in the Schedule	Existing Provision	Observation in the Provision of Existing RR	Reference of Model RR / DoPT / GoI Instructions / Guidelines	Amendment Proposed for Alignment of Existing RR with Model RR / DoPT/GoI Instructions / Guidelines	Remarks
1	Name of the Post	Senior Accountant	-	-	-	
2	Number of Post(s)	4	-	-	-	
3	Classification	Group B	-	-	-	-
4	Scale of Pay	Level 7 of Pay Matrix	-	-	Level - 7 of Pay Matrix (44900 – 142400)	
5	Whether Selection post or Non-Selection	Non-Selection	The method is to be Selection because promotion is from a lower Group to a higher Group (i.e. Group C to Group B Post).	DoPT OM No. AB.14017/13/2013-Estt. (RR) dated 31.03.2015.	Selection	Copy of referred OM is enclosed
6	Age limit for Direct recruits		-	-	Not Applicable	
7	Educational and other qualifications required for direct recruits	Not Applicable. No Direct recruitment is proposed.	-	-	-	
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Not Applicable. No Direct recruitment is proposed.	-	-	-	

9	Period of probation, if any	-	Since Promotion is from Group C to Group B, probation period of two years will apply to promotees.	As per Para 10. (2) of DoPT OM No. 28020/3/2018-estt. (C) dated 11.03.2019 for promotion from one group to another (i.e. Group 'C' to Group 'B') the probation period is 02 years.	Probation period of two years.	Copy of referred OM is enclosed (Page…..to…….)
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	By Promotion failing which by deputation/ Transfer	-	-	By promotion failing which by deputation	Deputation is temporary for a fixed term and not permanent absorption, hence, only deputation recommended in case of NBEMS, an Autonomous Body with smaller number of posts.
11	In case of recruitment by promotion/deputation/absorption grades from which promotion/ deputation/absorption to be made	I. <u>Promotion</u>: Seven years' regular service as Junior Accountant II. <u>Deputation/ Transfer</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Medical Colleges/ Institutes recognized by	1. As per Para 3.1.3 of DoPT OM dated 31.12.2010, Protection clause to be incorporated to safeguard the interest of existing Junior Accountant. 2. Senior Accountant is Level-7 post for which as per DoPT OM dated 20.01.2015, the educational qualification should be Bachelor' s Degree from a recognized University. Accordingly, for promotion the official in feeder grade (Junior	1. DoPT O.M. No. AB.14017/48/2010-Estt. RR dated 31.12.2010 2. DoPT O.M. AB.14017/27 /2014-Estt. RR dated 20.01.2015	I. <u>Promotion</u>: 1. 70% by selection with Seven years regular service in the post of Junior Accountant and Possessing Bachelor's degree with Math's or Statistics or a Degree in Commerce from a recognized University. 2. 30% by LDCE (Limited Departmental Competitive Examination) for which eligibility service should be seven years regular service in the post of Junior Accountant	1. Protection Clause to be incorporated to safe guard the interests of incumbents in feeder grade (i.e. Junior Accountant) 2. Copies of referred OMs are enclosed (Page ….to….and page…to…..) 3. LDCE proposed to enhance the promotion based on

		Central or State Governments: (a) (i) Holding analogous posts on a regular basis; or (ii) With 3 years' regular service in post in Pay Matrix Level-5 or equivalent; (iii) Combined 8 years' regular service in posts of Pay Matrix Level 5 and 4; (b) Possessing Bachelor's degree with Math's or Statistics or a Degree in Commerce from a recognized University. (c) Three years' experience in dealing with accounts in some Govt. Institution, etc, with knowledge of computer based accounting.	Accountant) should have acquired this qualification.		and Possessing Bachelor's degree with Math's or Statistics or a Degree in Commerce from a recognized University. . (Note - Suggested syllabus of LDCE (Graduate Level) (a) Noting, Drafting and Office Procedure (40 marks) (b) General Knowledge of Rules / Regulation. (40 marks) (c) Essay and precis writing (20 marks)] 3. Protection Clause is incorporated for retention of existing eligibility service for existing incumbents holding the feeder post (i.e. Junior Accountant) on regular basis in case eligibility service for promotion is enhanced and this change is likely to affect the promotion of the existing incumbents. II. <u>Deputation</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments: 1.(i)Holding analogous posts on a regular basis; or (ii) 07 years' regular service in posts in Pay Matrix Level-4 or equivalent; 2. Possessing Bachelor's degree with Math's or Statistics or a Degree in Commerce from	Departmental Competitive Examination.

					a recognized University. 3. Three years' experience in dealing with accounts in some Govt. Institution, etc, with knowledge of computer based accounting.	
12	If a Departmental Promotion Committee exists, what is its composition	1. Joint Director, NBE – Chairman 2. Deputy Director, NBE - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Assistant Director-Member 4. Assistant Director in charge of Admn, NBE – Member Secretary.	-	-	1. Joint / Deputy Director, NBEMS – Chairman 2. Deputy / Assistant Director, NBEMS - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Assistant Director-Member 4. Assistant Director, NBEMS – Member	
13	**Protection Clause :** Protection Clause is incorporated for retention of existing eligibility service for existing incumbents holding the feeder post (i.e. Junior Accountant) on regular basis, in case eligibility service for promotion is enhanced and this change is likely to affect the promotion of the existing incumbents(i.e. Junior Accountant).					

Junior Accountant

Sl. No.	Column in the Schedule	Existing Provision	Observation in the Provision of Existing RR	Reference of Model RR / DoPT / GoI Instructions / Guidelines	Amendment Proposed for Alignment of Existing RR with Model RR / DoPT/GoI Instructions / Guidelines	Remarks
1	Name of the Post	Junior Accountant	-	-	-	
2	Number of Post(s)	7	-	-	-	
3	Classification	Group C	-	-	-	
4	Scale of Pay	Level 4 of Pay Matrix	-	-	Level 4 of Pay Matrix (25,500-81,100)	
5	Whether Selection post or Non-Selection	Non-Selection	-	-	-	
6	Age limit for Direct recruits	27 years. Relaxable as per GoI instructions.	-	-	-	
7	Educational and other qualifications required for direct recruits	Essential: a)A Bachelor's degree with Math's or Statistics or a Degree in Commerce from a recognized University. <u>Desirable:</u> Experience: Three years' experience in dealing with accounts in some Govt. Institution, etc with knowledge of computer based accounting.	-	-	-	

		Note: No recruitment shall be made without candidate having qualified the test so prescribed by NBE.				
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Not Applicable as the posts are to be filled by Direct Recruitment.	-	-	-	
9	Period of probation, if any	Two	-	-		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	Direct Recruitment failing which by deputation/ Transfer	-	-	Direct Recruitment failing which by deputation.	Deputation is temporary for a fixed term and not permanent absorption, hence, only deputation recommended in case of NBEMS, an Autonomous Body with smaller number of posts.

11	In case of recruitment by promotion/deputation/absorption grades from which promotion/ deputation/absorption to be made	I. <u>Deputation/ Transfer</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments: (a) (i) Holding analogous posts on a regular basis; or (ii) With 3 years' regular service in post in Pay Matrix Level-2 or equivalent; (b) Possessing Bachelor's degree with Math's or Statistics or a Degree in Commerce from a recognized University. (c) Three years' experience in dealing with accounts in some Govt. Institution, etc, with knowledge of computer based accounting.	1. Minimum qualifying service is not in accordance with the DoPT OM dated 22.09.2022. 2. As per aforesaid DoPT OM, minimum Qualifying Service from Pay Matrix Level - 2 to Level - 4 is 08 years.	DoPT O.M. No. AB-14017/4/2021-Estt. (RR) dated 20.09.2022	<u>Deputation:</u> Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments: (a) (i) Holding analogous posts on a regular basis; or (ii) With 8 years' regular service in post in Pay Matrix Level-2 or equivalent; (b) Possessing Bachelor's degree with Math's or Statistics or a Degree in Commerce from a recognized University. (c) Three years' experience in dealing with accounts in some Govt. Institution, etc, with knowledge of computer based accounting.	Copy of referred OM is enclosed (Page…..to….)

12	If a Departmental Promotion Committee exists, what is its composition	1. Joint Director, NBE – Chairman 2. Deputy Director - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Assistant Director-Member 4. Assistant Director in charge of Admn, NBE – Member Secretary.	-	-	1. Deputy Director, NBEMS – Chairman 2. Assistant Director, NBEMS - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Section Officer-Member. 4. Section Officer, NBEMS – Member.	DPC for confirmation.

Senior Programmer

Sl. No.	Column in the Schedule	Existing Provision	Observation in the Provision of Existing RR	Reference of Model RR / DoPT / GoI Instructions / Guidelines	Amendment Proposed for Alignment of Existing RR with Model RR / DoPT/GoI Instructions / Guidelines	Remarks
1	Name of the Post	Senior Programmer	-	-	-	
2	Number of Post(s)	03	-	-	-	
3	Classification	Group B	-	-	-	
4	Scale of Pay	Level 8 of Pay Matrix	-	-	Level 8 of Pay Matrix (47600 – 151100)	
5	Whether Selection post or Non-Selection	Selection in case of Deputation/Direct Recruitment	-	-	Selection	
6	Age limit for Direct recruits	35 years	-	-	-	-
7	Educational and other qualifications required for direct recruits	B.Tech./ BE / BCA / DOEACC (‘B’ or ‘C’ level) / Degree in Computer Science / IT / Electronics with specialization in computers or equivalent.	-	-	B.Tech./ BE / BCA / DOEACC (‘B’ or ‘C’ level) / Degree in Computer Science / IT / Electronics with specialization in computers or equivalent with 5 years’ experience in Software development / Programming / hardware / Networking.	-

8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	No.	-	-	-	-
9	Period of probation, if any	Two Years	Promotion in same Group i.e. Group B, hence, period of probation is Not Applicable.	DoPT OM No. AB.14017/13/2013-Estt.(RR) dated 31.03.2015.	Two years for Direct Recruits	Copy of referred OM is enclosed
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	By promotion failing which by deputation/ transfer / short-term contract and further failing which by Direct Recruitment.	-	-	-	-

11	In case of recruitment by promotion/ deputation/ transfer, grades from which absorption grades from which promotion/ deputation/ transfer to be made	I. <u>Promotion</u>: Seven years' regular service as Junior Programmer. II. <u>Deputation/ Transfer / short-term contract</u>: Officers of the Central/ State Government/ PSU/ Autonomous / Statutory Bodies / Universities/ Institutes recognized by Central or State Governments: (a) (i) Holding analogous posts on a regular basis; or (ii) With 8 years' regular service in Pay Matrix Level-6 or equivalent; (iii) Combined service of 10 years' in posts in Pay Matrix Level 5 and Level-4; <u>Desirable</u> 1. At least 5 years' experience in Software development / Programming / hardware / Networking. (The Departmental officers in the feeder	1. Minimum qualifying service is not in accordance with the DoPT OM dated 22.09.2022. 2. As per aforesaid DoPT OM, minimum Qualifying Service for promotion from Pay Matrix Level - 7 to Level - 8 is two (02) years.	DoPT O.M. No. AB-14017/4/2021-Estt. (RR) dated 20.09.2022	I. <u>Promotion</u>: Two years' regular service as Junior Programmer. II. <u>Deputation</u>: Officers of the Central/ State Government/ PSU/ Autonomous / Statutory Bodies / Universities/ Institutes recognized by Central or State Governments: (i) Holding analogous posts on a regular basis; or (ii) With 2 years' regular service in posts in Pay Matrix Level-7 or equivalent; (iii) 5 years' experience in Software development / Programming / hardware / Networking. (The Departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation).	Copy of referred OM is attached

		category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation).				
12	If a Departmental Promotion Committee exists, what is its composition	1. Executive Director, NBE – Chairman 2. Joint/Deputy Director in charge of Admn., NBE - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Deputy Director-Member 4. Assistant Director in charge of Admn., NBE – Member Secretary.	-	-	1. Additional Director, NBEMS – Chairman 2. Joint / Deputy Director, NBEMS - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Assistant Director-Member 4. Assistant Director, NBEMS – Member.	

Junior Programmer

Sl. No.	Column in the Schedule	Existing Provision	Observation in the Provision of Existing RR	Reference of Model RR / DoPT / GoI Instructions / Guidelines	Amendment Proposed for Alignment of Existing RR with Model RR / DoPT/GoI Instructions / Guidelines	Remarks
1	Name of the Post	Junior Programmer	-	-	-	
2	Number of Post(s)	06	-	-	-	
3	Classification	Group B	-	-	-	-
4	Scale of Pay	Level 7 of Pay Matrix	-	-	Level - 7 of Pay Matrix (44900 – 142400)	
5	Whether Selection post or Non-Selection	Selection	-	-	-	
6	Age limit for Direct recruits	27 years.	-	DoPT OM No. AB.14017/13/2013-Estt. (RR) dated 31.03.2015.	Not exceeding 27 years, Relaxable as per GoI instructions.	Copy of referred OM is enclosed
7	Educational and other qualifications required for direct recruits	B.Tech./ BE / BCA / DOEACC (‘B’ or ‘C’ level) / Degree in Computer Science / IT / Electronics with specialization in computers or equivalent.	-	-	-	-
8	Whether age and educational	No	-	-	-	

	qualifications prescribed for direct recruits will apply in the case of promotees					
9	Period of probation, if any	Two years for Direct Recruit	-	-	-	-
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	By Direct Recruitment failing which by deputation/ transfer / short term contract and by promotion from amongst the MSA with qualifications mentioned at 7 above.	-	-	By Direct Recruitment failing which promotion from amongst the MSA with qualifications mentioned at Sl. No. 7 above, failing which by deputation	-

11	In case of recruitment by promotion/deputation/absorption grades from which promotion/ deputation/ absorption to be made	I. <u>Promotion</u>: Seven years' regular service as Multi Skill Assistant. II. <u>Deputation/ Transfer</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments: (a) (i) Holding analogous posts on a regular basis; or (ii) With 5 years' regular service in post in Pay Matrix Level-5 or equivalent; or (iii) Combined service of 7 years' in posts of Pay Matrix Level 4 and 3; (b) Possessing Graduate degree from a recognized University or equivalent.	1. As per Para 3.1.3 of DoPT OM dated 31.12.2010, Protection clause to be incorporated to safeguard the interest of existing MSA. 4. Junior Programmer is Level-7 post for which as per DoPT OM dated 20.01.2015, the educational qualification should be Bachelor' s Degree from a recognized University (i.e B.Tech./ BE / BCA / DOEACC ('B' or 'C' level) / Degree in Computer Science / IT / Electronics with specialization in computers or equivalent). Accordingly, for promotion the official in feeder grade (MSA) should have acquired this qualification.	1. DoPT O.M. No. AB.14017/48/2010-Estt. RR dated 31.12.2010	I. <u>Promotion</u>: 1. Seven years regular service in the post of Multi Skill Assistant (MSA). 2. Possessing Bachelor's Degree from a recognized University (i.e B.Tech./ BE / BCA / DOEACC ('B' or 'C' level) / Degree in Computer Science / IT / Electronics with specialization in computers or equivalent). 3. Protection Clause is incorporated for retention of existing eligibility service for existing incumbents holding the feeder post (i.e. Multi Skill Assistant) on regular basis in case eligibility service for promotion is enhanced and this change is likely to affect the promotion of the existing incumbents. II. <u>Deputation</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments: (a) (i) Holding analogous posts on a regular basis; or (ii) With 5 years' regular service in post in Pay Matrix	1. Protection Clause to be incorporated to safe guard the interests of incumbents in feeder grade (i.e. Junior Accountant) 2. Copies of referred OMs are enclosed

		(c) Experience: 5 years' experience in Software development / Programming / hardware / Networking. (The Departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation).			Level-6 or equivalent; or (iii) 07 years' regular service in posts of Pay Matrix Level 4 or equivalent; and (b) Possessing Graduate degree from a recognized University.(i.e B.Tech./ BE / BCA / DOEACC ('B' or 'C' level) / Degree in Computer Science / IT / Electronics with specialization in computers or equivalent). (c) 5 years' experience in Software development / Programming / hardware / Networking. (The Departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation).	

12	If a Departmental Promotion Committee exists, what is its composition	1. Joint Director, NBE – Chairman 2. Deputy Director, NBE - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Assistant Director-Member 4. Assistant Director in charge of Admn, NBE – Member Secretary.	-	-	1. Joint / Deputy Director, NBEMS – Chairman 2. Deputy / Assistant Director, NBEMS - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Assistant Director-Member 4. Assistant Director, NBEMS – Member	
13	**Protection Clause :** Protection Clause is incorporated for retention of existing eligibility service for existing incumbents holding the feeder post (i.e. Multi Skill Assistant) on regular basis in case eligibility service for promotion is enhanced and this change is likely to affect the promotion of the existing incumbents(i.e. Multi Skill Assistant).					

Principal Private Secretary

Sl. No.	Column in the Schedule	Existing Provision	Observation in the Provision of Existing RR	Reference of Model RR / DoPT / GoI Instructions / Guidelines	Amendment Proposed for Alignment of Existing RR with Model RR / DoPT/GoI Instructions / Guidelines	Remarks
1	Name of the Post	Principal Private Secretary (PPS)	-	-	-	-
2	Number of Post(s)	01	-	-	Remarks as above.	
3	Classification	Group A	-	-	-	-
4	Scale of Pay	Level 10 of Pay Matrix	-	-	Level 10 of Pay Matrix (56100 – 177500)	
5	Whether Selection post or Non-Selection	Non-Selection	The method is to be Selection because promotion is from a lower Group to a higher Group (i.e. Group B to Group A Post).	DoPT OM No. AB.14017/13/2013-Estt. (RR) dated 31.03.2015.	Selection	Copy of referred OM is enclosed
6	Age limit for Direct recruits	Not Applicable. No direct recruitment is proposed.	-	-	-	-
7	Educational and other qualifications required for direct recruits	Not Applicable. No direct recruitment is proposed.	-	-	-	-
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Not Applicable. No direct recruitment is proposed.	-	-	-	-
9	Period of probation, if any	No probation period	Since the classification of the post is proposed to be upgraded from Group B to Group A, probation period of two years will apply.	As per Para 10. (2) of DoPT OM No. 28020/3/2018-estt. (C) dated 11.03.2019 for promotion from one group to another (i.e. Group ‘B’ to Group ‘A’) the	Probation period of two years.	Copy of referred OM is enclosed

				probation period is 02 years.		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	By promotion failing which by deputation/ transfer	-	-	By Promotion failing which by Deputation	
11	In case of recruitment by promotion/deputation/absorption grades from which promotion/ deputation/absorption to be made	I. <u>Promotion</u>: Seven years' regular service as Senior Personal Assistant. II. <u>Deputation/ Transfer</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments: (a) (i) Holding analogous posts on a regular basis; or (ii) With 5 years' regular service in Pay Matrix Level-8 or	1. Minimum qualifying service is not in accordance with the DoPT OM dated 22.09.2022. 2. As per aforesaid DoPT OM, minimum Qualifying Service for promotion from Pay Matrix Level - 8 to Level - 10 is 04 years. 3. For Deputation also it should be 04 years regular service in a post in pay matrix Level-8.	DoPT O.M. No. AB-14017/4/2021-Estt. (RR) dated 20.09.2022	I. <u>Promotion:</u> Four years' regular service as Private secretary (erstwhile Senior Private Assistant). II. <u>Deputation:</u> Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments<u>:</u> (a) (i) Holding analogous posts on a regular basis; or (ii) With 04 years' regular service in Pay Matrix Level-8 or equivalent; or (iii) Combined service of 05 years in the Pay Matrix Level-8 and Level-7. (b) Possessing Graduate degree from a recognized	

		equivalent; or (iii) Combined service of 10 years in the Pay Matrix Level 8 and Level-7. (b) Possessing Graduate degree from a recognized University or equivalent. (The Departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation)			University or equivalent. (The Departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation.)	
12	If a Departmental Promotion Committee exists, what is its composition	1. Executive Director, NBE – Chairman 2. Additional Director, NBE - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Deputy Director- Member 4. Deputy Director (Admn.), NBE – Member Secretary.	-	-	1. Executive Director, NBEMS - Chairman 2. Additional / Joint Director, NBEMS – Member 3. Representative preferably member of SC/ST of Level-11 of Pay Matrix to be co-opted, if not available - Member 4. Deputy Director - Member	

Private Secretary

Sl. No.	Column in the Schedule	Existing Provision	Observation in the Provision of Existing RR	Reference of Model RR / DoPT / GoI Instructions / Guidelines	Amendment Proposed for Alignment of Existing RR with Model RR / DoPT/GoI Instructions / Guidelines	Remarks
1	Name of the Post	Private Secretary	-	-	-	
2	Number of Post(s)	02	-	-	-	
3	Classification	Group B	-	-	-	
4	Scale of Pay	Level 8 of Pay Matrix	-	-	Level 8 of Pay Matrix (47600 – 151 100)	
5	Whether Selection post or Non-Selection	Non-Selection	As per DoPT OM dated 31.03.2015, the method will be Selection for Promotion within Group B and Group A.	DoPT OM No. AB.14017/13/2013-Estt. (RR) dated 31.03.2015.	Selection	Copy of referred OM is enclosed
6	Age limit for Direct recruits	Not Applicable. No Direct recruitment is proposed.	-	-	-	
7	Educational and other qualifications required for direct recruits	Not Applicable. No Direct recruitment is proposed.	-	-	-	
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not Applicable. No Direct recruitment is proposed.	-	-	-	
9	Period of probation, if any	Two Years	Promotion in same Group i.e.Group B, hence, period of probation is Not Applicable.	1. DoPT OM No. AB.14017/13/2013-Estt.(RR) dated 31.03.2015.	Not Applicable	Copies of referred OMs are enclosed

				2. Model RR for the Post of Private Secretary in Non-Secretariat Organizations, issued vide DoPT OM No. AB-14017/8/2010-Estt (RR) dated 24.01.2011.		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	By promotion failing which by deputation/ transfer	-	Model RR for the Post of Private Secretary in Non-Secretariat Organizations, issued vide DoPT OM No. AB-14017/8/2010-Estt (RR) dated 24.01.2011.	By promotion failing which by deputation.	
11	In case of recruitment by promotion/deputation/absorption grades from which promotion/ deputation/absorption to be made	I. <u>Promotion</u>: Seven years' regular service as Personal Assistant (erstwhile Senior Stenographer). II. <u>Deputation/ Transfer</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State	1. Minimum qualifying service is not in accordance with the DoPT OM dated 22.09.2022. 2. As per aforesaid DoPT OM, minimum Qualifying Service for promotion from Pay Matrix Level - 7 to Level - 8 is two (02) years.	DoPT O.M. No. AB-14017/4/2021-Estt. (RR) dated 20.09.2022	I. <u>Promotion</u>: Two years' regular service as Personal Assistant. II. <u>Deputation</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments: (a) Holding analogous posts on a regular basis; or (b) With 2 years' regular service in Pay Matrix	

		Governments: (a) (i) Holding analogous posts on a regular basis; or (ii) With 5 years' regular service in analogous posts Pay Matrix Level-6 or equivalent; or (iii) Combined service of 10 years in Pay Matrix 6 and Level 5. (The Departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation).			Level-7 or equivalent; (The Departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation).	
12	If a Departmental Promotion Committee exists, what is its composition	1. Executive Director, NBE – Chairman 2. Joint/ Deputy Director in charge of Admn., NBE - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Deputy Director-Member 4. Assistant Director (Admn.), NBE – Member Secretary.	-	-	1. Additional Director, NBEMS – Chairman 2. Joint / Deputy Director, NBEMS - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Assistant Director-Member 4. Assistant Director, NBEMS – Member.	

Personal Assistant (PA)

Sl. No.	Column in the Schedule	Existing Provision	Observation in the Provision of Existing RR	Reference of Model RR / DoPT / GoI Instructions / Guidelines	Amendment Proposed for Alignment of Existing RR with Model RR / DoPT/GoI Instructions / Guidelines	Remarks
1	Name of the Post	Personal Assistant (PA)	-	-	-	-
2	Number of Post(s)	04	-	-	-	
3	Classification	Group B	-	-	-	-
4	Scale of Pay	Level 7 of Pay Matrix	-	-	Level - 7 of Pay Matrix (44900-142400)	
5	Whether Selection post or Non-Selection	Non-Selection	The method is to be Selection because promotion is from a lower Group to a higher Group (i.e. Group C to Group B Post).	DoPT OM No. AB.14017/13/2013-Estt. (RR) dated 31.03.2015.	Selection	Copy of referred OM is enclosed
6	Age limit for Direct recruits	Not Applicable. No direct recruitment is proposed.	-	-	-	
7	Educational and other qualifications required for direct recruits	Not Applicable. No direct recruitment is proposed.	-	-	-	
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Not Applicable. No direct recruitment is proposed.	-	-	-	
9	Period of	No probation period	Since Promotion is from	As per Para 10. (2) of DoPT	Probation period of two years.	Copy of referred OM

	probation, if any	.	Group C to Group B, probation period of two years will apply to promotees.	OM No. 28020/3/2018-estt. (C) dated 11.03.2019 for promotion from one group to another (i.e. Group 'C' to Group 'B') the probation period is 02 years.		is enclosed
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	By Promotion Failing which by deputation/ transfer.	-	-	By Promotion failing which by deputation.	Deputation is temporary for a fixed term and not permanent absorption, hence, only deputation recommended in case of NBEMS, an Autonomous Body with smaller number of posts.
11	In case of recruitment by promotion/deputation/absorption grades from which promotion/ deputation/ absorption to be made	I. <u>Promotion</u>: Seven years' regular service as Stenographer. II. <u>Deputation</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments: a. (i) Holding analogous posts on	1. As per Para 3.1.3 of DoPT OM dated 31.12.2010, Protection clause to be incorporated to safeguard the interest of existing Stenographers. 2. Personal Assistant is Level-7 post for which as per DoPT OM dated 20.01.2015, the educational qualification should be Bachelor' s Degree from a recognized University. Accordingly, for promotion the official in feeder grade	1. DoPT O.M. No. AB.14017/48/2010-Estt. RR dated 31.12.2010 2. DoPT O.M. AB.14017/27 /2014-Estt. RR dated 20.01.2015	I. <u>Promotion</u>: 1. Seven years regular service in the post of Stenographer 2. Possessing Bachelor's Degree from a recognized University or equivalent. 3. Protection Clause is incorporated for retention of existing eligibility service for existing incumbents holding the feeder post (i.e. Stenographer) on regular basis in case eligibility service for promotion is enhanced and this change is	1. Protection Clause to be incorporated to safe guard the interests of incumbents in feeder grade (i.e. Stenographer) 2. Copies of referred OMs are enclosed

		a regular basis; or (ii) With 5 years' regular service in analogous post in Pay Matrix Level-5 or equivalent; (iii) Combined service of 10 years in Pay Matrix Level 5 and Level 4. (The Departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation.)	(Stenographer) should have acquired this qualification.		likely to affect the promotion of the existing incumbents. II. Deputation: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments: 1.(i)Holding analogous posts on a regular basis; or (ii) With 07 years' regular service in posts in Pay Matrix Level-4 or equivalent; and 2. Possessing Bachelor's Degree from a recognized University or equivalent.	
12	If a Departmental Promotion Committee exists, what is its composition	1. Additional Director/Joint Director, NBE – Chairman 2. Joint/ Deputy Director in charge of Admn., NBE- Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Deputy Director-Member 4. Assistant Director in charge of Admn., NBE – Member Secretary.	-	-	1. Joint / Deputy Director, NBEMS – Chairman 2. Deputy / Assistant Director, NBEMS - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Assistant Director-Member 4. Assistant Director, NBEMS – Member	
13	**Protection Clause** : Protection Clause is incorporated for retention of existing eligibility service for existing incumbents holding the feeder post (i.e. Stenographer) on regular basis in case eligibility service for promotion is enhanced and this change is likely to affect the promotion of the existing incumbents(i.e. Stenographer).					

Stenographer

Sl. No.	Column in the Schedule	Existing Provision	Observation in the Provision of Existing RR	Reference of Model RR / DoPT / GoI Instructions / Guidelines	Amendment Proposed for Alignment of Existing RR with Model RR / DoPT/GoI Instructions / Guidelines	Remarks
1	Name of the Post	Stenographer	-	-	-	
2	Number of Post(s)	08	-	-	-	
3	Classification	Group C	-	-	-	
4	Scale of Pay	Level 4 of Pay Matrix	-	-	Level 4 of Pay Matrix (25,500-81,100)	
5	Whether Selection post or Non-Selection	Non-Selection	As the post is filled by Direct Recruitment, the method has to be Selection	-	Selection	-
6	Age limit for Direct recruits	18-27 years. Relaxable as per GoI instructions.	-	-	-	
7	Educational and other qualifications required for direct recruits	Education Qualification: Senior Secondary (12th of 10+2). Other Qualification: 80/30 wpm in Shorthand/ Typing Candidates will be required to appear and qualify in the tests in General English/ Shorthand and typewriting to be conducted by the Board. Desirable: 2 years'	Not exactly in line with Model RR for the Post of Stenographer Grade II in Non-Secretariat Organizations.	DoPT OM No. AB-14017/8/2010-Estt (RR) dated 10.03.2010.	Education Qualification: (i) 12th class pass or equivalent from a recognized Board or University. (ii) Skill Test Norms: Dictation : 10 mts @ 80 w.p.m. Transcription : 50 mts (English) 65 mts (Hindi) (On Computer)	Copy of referred OM is enclosed

		experience as Steno in Govt./ PSU/ Autonomous Body and ability of word processing on Computer				
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not Applicable	-	-	-	-
9	Period of probation, if any	Two years.	-	-	-	
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	Direct Recruitment failing which by deputation/ transfer.	As per model RR for the Post of Stenographer Grade II in Non-Secretariat Organizations, only Direct Recruitment is applicable.	DoPT OM No. AB-14017/8/2010-Estt (RR) dated 10.03.2010.	Direct Recruitment.	Copy of referred OM is enclosed
11	In case of recruitment by	I. <u>Deputation/ Transfer</u>: Officers of the Central/ State	-	-	Not Applicable, as the same is not proposed.	

	promotion/deputation/absorption grades from which promotion/ deputation/absorption to be made	Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Medical Colleges/ Institutes recognized by Central or State Governments: **a.** (i) Holding analogous posts on a regular basis; or (ii) With 2 years' regular service in analogous post in Pay Matrix Level-4 or equivalent; (iii) Combined service of 5 years in Pay Matrix Level 4 and Level 3. (The Departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation.)				

12	If a Departmental Promotion Committee exists, what is its composition	1. Additional Director/ Joint Director, NBE – Chairman 2. Joint/ Deputy Director in charge of Admn., NBE- Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Deputy Director- Member 4. Assistant Director in charge of Admn., NBE – Member Secretary.	-	DPC for confirmation.	1. Joint / Deputy Director, NBEMS – Chairman 2. Assistant Director, NBEMS - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Section Officer-Member. 4. Section Officer, NBEMS – Member.	DPC for confirmation.

Law Officer

Sl. No.	Column in the Schedule	Existing Provision	Observation in the Provision of Existing RR	Reference of Model RR / DoPT / GoI Instructions / Guidelines	Amendment Proposed for Alignment of Existing RR with Model RR / DoPT/GoI Instructions / Guidelines	Remarks
1	Name of the Post	Law Officer	-	-	-	
2	Number of Post(s)	01	-	-	-	
3	Classification	Group A	-	-	-	
4	Scale of Pay	Level 10 of Pay Matrix	-	-	Level 10 of Pay Matrix (56100 – 177500)	
5	Whether Selection post or Non-Selection	Selection	-	-	-	
6	Age limit for Direct recruits	35 years. Relaxable as per GOI instructions.	-	-	-	
7	Educational and other qualifications required for direct recruits	Essential: a. Graduate with LLB with at least 50% marks in aggregate. b. At least 3 years' standing in the profession after registration with Bar Council of India. Desirable:	-	-	-	

		Experience of handling legal matters in Government/ PSU/ Autonomous/ Statutory Bodies.				
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Not Applicable	-	-	-	
9	Period of probation, if any	Two Years	-	-	-	
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by	By Direct Recruitment failing which by deputation/ transfer.	-	-	By Direct Recruitment failing which by deputation.	

	various methods					
11	In case of recruitment by promotion/deputation/absorption grades from which promotion/ deputation/absorption to be made	<u>Deputation/ Transfer</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Medical Colleges/ Institutes recognized by Central or State Governments: (a) Holding analogous posts on a regular basis; or (b) With 7 years' regular service in Pay Matrix Level-7 or equivalent; <u>Desirable</u>: At least 3 years' experience handling legal matters in Government/ PSU/ Autonomous/ Statutory Bodies.	Minimum Qualifying Service is 5 years from Level-7 to Level-10.	DoPT O.M. No. AB-14017/4/2021-Estt. (RR) dated 20.09.2022.	<u>Deputation</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Medical Colleges/ Institutes recognized by Central or State Governments: (a) Holding analogous posts on a regular basis; or (b) With 5 years' regular service in Pay Matrix Level-7 or equivalent (c) At least 3 years' experience handling legal matters in Government/ PSU/ Autonomous/ Statutory Bodies.	Copy of referred OM is enclosed

12	If a Departmental Promotion Committee exists, what is its composition	1. Executive Director, NBE – Chairman 2. Additional Director, NBE - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Deputy Director- Member 4. Deputy Director (Admn.), NBE – Member Secretary.	-	DPC for confirmation.	1. Executive Director, NBEMS - Chairman 2. Additional / Joint Director, NBEMS – Member 3. Representative preferably member of SC/ST of Level of Deputy Director to be co-opted, if not available - Member 4. Deputy Director - Member	-

Librarian

Sl. No.	Column in the Schedule	Existing Provision	Observation in the Provision of Existing RR	Reference of Model RR / DoPT / GoI Instructions / Guidelines	Amendment Proposed for Alignment of Existing RR with Model RR / DoPT/GoI Instructions / Guidelines	Remarks
1	Name of the Post	Librarian	-	-	-	
2	Number of Post(s)	01	-	-	-	
3	Classification	Group B	-	-	-	-
4	Scale of Pay	Level 7 of Pay Matrix	-	-	Level - 7 of Pay Matrix (44900-142400)	
5	Whether Selection post or Non-Selection	Non-Selection	-	-	-	
6	Age limit for Direct recruits	Not Applicable	-	-	-	
7	Educational and other qualifications required for direct recruits	Not Applicable as the post is proposed to be filled on deputation/transfer basis	-	-	-	
8	Whether age and educational qualifications prescribed for direct	Not Applicable	-	-	-	

	recruits will apply in the case of promotes					
9	Period of probation, if any	Not Applicable	-	-	-	
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	By deputation/ transfer.	-	-	-	
11	In case of recruitment by promotion/deputation/absorption grades from which promotion/ deputation/absorption to be	<u>Deputation/ Transfer</u>: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments: (a) (i) Holding analogous posts on a	Minimum Qualifying Service is 5 years from Level-6 to Level-7.	DoPT O.M. No. AB-14017/4/2021-Estt. (RR) dated 20.09.2022.	Deputation: Officers of the Central/ State Government/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments: (a) (i) Holding analogous posts on a regular basis; or (ii) With 5 years' regular	Copy of referred OM is enclosed

	made	regular basis; or (ii) With 3 years' regular service in posts of Pay Matrix Level-5 or equivalent; or (iii) Combined 8 years' regular service in posts of Pay Matrix Level-5 and 4 or equivalent; (b) (i) Possessing Degree / Diploma in Library Science from a recognized University / Institute.			service in posts of Pay Matrix Level-6 or equivalent; and (b) Possessing Degree / Diploma in Library Science from a recognized University / Institute.	
12	If a Departmental Promotion Committee exists, what is its composition	1. Executive Director, NBE – Chairman 2. Additional Director, NBE - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Deputy Director-Member 4. Deputy Director (Admn.), NBE – Member Secretary.	-	DPC for selection on Deputation/Transfer.	1. Joint / Deputy Director, NBEMS – Chairman 2. Deputy / Assistant Director, NBEMS - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Assistant Director-Member 4. Assistant Director, NBEMS – Member.	-

Driver

Sl. No.	Column in the Schedule	Existing Provision	Observation in the Provision of Existing RR	Reference of Model RR / DoPT / GoI Instructions / Guidelines	Amendment Proposed for Alignment of Existing RR with Model RR / DoPT/GoI Instructions / Guidelines	Remarks
1	Name of the Post	Driver	-	DoPT vide OM No. 35011/01/2022-Estt. (D) dated 18.11.2022	Staff Car Driver Ordinary Grade	Copy of referred OM is enclosed
2	Number of Post(s)	Nine (including leave reserve)	-	-	-	
3	Classification	Group C	-	-	-	
4	Scale of Pay	Level 2 of Pay Matrix	-	-	Level 2 of Pay Matrix (19900 – 63200)	
5	Whether Selection post or Non-Selection	Selection	-	-	-	-
6	Age limit for Direct recruits	Between 18 to 27 years. Relaxation as per Government rules.	-	-	-	-
7	Educational and other qualifications required for direct recruits	Essential: a. A valid driving license for motor cars. b. Knowledge of motor mechanisms (The candidate should be able to	-	-	-	-

		remove minor defects in vehicles) c. Experience of driving a motor car for at least 4 years. <u>Desirable</u>: a. A pass in 10th of 10+2 class from a recognized board/institution b. could be conversant with the location of various Government offices., etc and knowledge of Delhi roads. c. knowledge of English a) <u>Note</u>: The candidates may be required to take a practical test to demonstrate their skills.				
8	Whether age and educational qualifications prescribed	Not Applicable.	-	-	-	-

	for direct recruits will apply in the case of promotees					
9	Period of probation, if any	2 years' for direct recruits.	-	-	-	-
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	By promotion, failing which by deputation failing which by Direct Recruitment	1. The feeder post for promotion is MTS, which has been abolished. 2. Existing 03 MTS will be promoted, as and when they become eligible for promotion.	-	*100% by Direct Recruitment [*With an exception that 03 posts will be made available for promotion of officials in feeder post (i.e. MTS)]	-
11	In case of recruitment by promotion/deputation/absorption grades from which promotion/ deputation/absorption to be	I. Promotion: MTS with 3 years' service with a valid driving license for motor cars, knowledge of motor mechanism (should be able to remove minor defects in	-	-	-	-

	made	vehicles) and experience of driving a motor car for at least 2 years. Deputation/ Transfer: Drivers of the Central/ State Governments/ PSU/ Autonomous/ Statutory Bodies/ Universities/ Institutes recognized by Central or State Governments.				
12	If a Departmental Promotion Committee exists, what is its composition	1. Deputy Director, NBE – Chairman 2. Assistant Director - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Assistant Director-Member 4. Section Officer (Admn.), NBE – Member Secretary.	-	DPC for confirmation	1. Deputy Director, NBEMS – Chairman 2. Assistant Director, NBEMS - Member 3. Representative of SC/ST to be co-opted, if not available at the level of at least Section Officer-Member. 4. Section Officer, NBEMS – Member	
<u>Note</u>: **It is proposed that 'Promotion Scheme for Staff Car Drivers', issued by DoPT vide OM No. 35011/01/2022-Estt. (D) dated 18.11.2022, may please be approved for the Post of Driver (proposed to be amended to Staff Car driver Ordinary Grade) in NBEMS having smaller number of posts**, wherein as per Paras 2.1, 2.2 & 2.3 of the ibid DoPT OM following are laid down:						

"……2.1 The posts of Staff Car Drivers will be will be placed in the following three Pay Scales / Pay Level, viz : Pay Level-2, Level-4, Level-5……

2.1.1 The nomenclature of the posts in the various scales will be as under:-

S. No.	***Pay Level***	***Nomenclature***
1.	*Pay Level-2*	*Staff Car Driver Ordinary Grade*
2.	*Pay Level-4*	*Staff Car Driver Grade II*
3.	*Pay Level-5*	*Staff Car Driver Grade I*

2.1.2 If any fresh vacancies are created as additional to the existing strength of Staff Car Drivers, they will be created only in the Pay Level -2.

2.2 Where the Cadre is too small for the purpose of creation of higher grades, the possibility of combining of different cadres and operating it on a nodal basis may be considered by the concerned Ministries / Departments. In such cases, movement of personnel may not be required and the senior most driver(s) in the combined / eligibility list be promoted in situ.

2.3 The minimum eligibility criteria for appointment to the posts in the above scale will be as under:-

Grade	***Eligibility Period***
Ordinary Grade	*Basic Grade*
Grade II of Staff Car Driver	*9 years of regular service in the Ordinary Grade*
Grade I Staff Car Driver	*6 years of regular service in the Grade-II or a combined service of 15 years in the Grade II and in Ordinary Grade put together.*

……".

Copies of relevant DoPT OMs are attached

F.No. A.45012/2/2008-CHS.V
Government of India
Ministry of Health & Family Welfare
CHS Division

Nirman Bhavan, New Delhi
Dated: 29th October, 2008

OFFICE MEMORANDUM

Subject: **Extension of Dynamic Assured Career Progression (DACP) Scheme upto Senior Administrative Grade (SAG) level in respect of Medical and Dental Doctors in the Central Government.**

The matter for granting more incentives to the Medical/Dental Doctors in the Central Government has been under consideration of the Government of India for quite some time. The Government, while accepting the recommendations of 6th Pay Commission, has resolved in para 12 of the Resolution No. 1/1/2008-IC dated 29th August, 2008 that the Dynamic ACP Scheme for Doctors will be extended upto the Senior Administrative Grade (Grade pay of Rs. 10000 in PB-4) to all Medical Doctors, whether belonging to Organized Services, or holding isolated posts. Accordingly, the President is pleased to extend the scheme of DACP upto SAG level (Grade Pay of Rs. 10,000 in Pay Band-4, Rs 37400-67000) to all Medical/Dental Doctors in the Central Government, whether belonging to Organised Service or holding Isolated Posts.

2. The number of years of regular service required for upgradation to various grades upto SAG Level under the DACP Scheme will be as under:-

A. General Duty Medical/Dental Doctors appointed directly in the Grade Pay of Rs 5400 in Pay Band-3

Promotions under DACP Scheme		**No. of years of regular service required for promotion**
From	**To**	
Grade Pay Rs.5400 in PB-3	Grade Pay Rs.6600 in PB-3	4 years in Grade Pay of Rs 5400 in PB-3 including service rendered in the pre-revised scale of Rs.8000-13500.
Grade Pay Rs.6600 in PB-3	Grade Pay Rs.7600 in PB-3	5 years in Grade Pay of Rs 6600 in PB-3 including service rendered in the pre-revised scale of Rs.10000-15200.
Grade Pay Rs.7600 in PB-3	Grade Pay Rs.8700 in PB-4	4 years in Grade Pay of Rs 7600 in PB-3 including service rendered in the pre-revised scale of Rs.12000-16500.

Grade Pay Rs.8700 in PB-4	Grade Pay Rs 10000 in PB-4	7 years in Grade Pay of Rs 8700 in PB-4 including service rendered in the pre-revised scale of Rs.14300 -18300 or 20 years of regular service.

B. Specialists Doctors appointed directly in Grade Pay of Rs 6600 in Pay Band-3

Promotions under DACP Scheme		**No. of years of regular service required for promotion**
From	**To**	
Grade Pay Rs.6600 in PB-3	Grade Pay Rs.7600 in PB-3	2 years in Grade Pay of Rs 6600 in PB-3 including service rendered in the pre-revised scale of Rs.10000-15200.
Grade Pay Rs.7600 in PB-3	Grade Pay Rs.8700 in PB-4	4 years in Grade Pay of Rs 7600 in PB-3 including service rendered in the pre-revised scale of Rs.12000-16500.
Grade Pay Rs.8700 in PB-4	Grade Pay Rs 10000 in PB-4	7 years in Grade Pay of Rs 8700 in PB-4 including service rendered in the pre-revised scale of Rs.14300-18300.

3. All Ministries/Departments concerned will implement the DACP Scheme as outlined above in respect of Medical/Dental Doctors under their control.

4. Detailed instructions regarding various Sub-cadres of Central Health Service and Dental Doctors under the Ministry of Health and Family Welfare will be issued by this Ministry separately.

5. These orders will take effect from the date of their issue.

6. This issues with the concurrence of Ministry of Finance, Department of Expenditure, IC U.O. No. 4.2/21/2008-IC dated 30.9.2008

(PAWAN KUMAR)
UNDER SECRETARY TO THE GOVERNMENT OF INDIA

All Ministries/Department of Govt of India

रजिस्ट्री सं० डी० एल०-33004/99 REGD. NO. D. L.-33004/99

भारत का राजपत्र
The Gazette of India

असाधारण
EXTRAORDINARY
भाग II—खण्ड 3—उप-खण्ड (i)
PART II—Section 3—Sub-section (i)
प्राधिकार से प्रकाशित
PUBLISHED BY AUTHORITY

सं. 202] नई दिल्ली, सोमवार, अप्रैल 7, 2014/चैत्र 17, 1936
No. 202] NEW DELHI, MONDAY, APRIL 7, 2014/CHAITRA 17, 1936

स्वास्थ्य और परिवार कल्याण मंत्रालय

(स्वास्थ्य और परिवार कल्याण विभाग)

अधिसूचना

नई दिल्ली, 7 अप्रैल, 2014

सा.का.नि. 272(अ).—राष्ट्रपति, संविधान के अनुच्छेद 309 के परंतुक द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए और केन्द्रीय स्वास्थ्य सेवा नियम, 1996 का अधिक्रमण करते हुए उन बातों के सिवाय अधिक्रांत करते हुए, जिन्हें ऐसे अधिक्रमण से पूर्व किया गया है, या करने का लोप किया गया है, केन्द्रीय स्वास्थ्य सेवा में भर्ती और पदों के निबंधन और शर्तों का विनियमन करने के लिए निम्नलिखित नियम बनाते हैं, अर्थात् :—

1. संक्षिप्त नाम और प्रारंभ.—(1) इन नियमों का संक्षिप्त नाम केन्द्रीय स्वास्थ्य सेवा नियम, 2014 है ।

(2) ये उनके राजपत्र में प्रकाशन की तारीख को प्रवृत्त होंगे ।

2. परिभाषाएं.—इन नियमों में जब तक कि संदर्भ से अन्यथा अपेक्षित न हो,-

(क) "आयोग" से संघ लोक सेवा आयोग अभिप्रेत है ;

(ख) " नियंत्रक प्राधिकारी" से स्वास्थ्य और परिवार कल्याण मंत्रालय में भारत सरकार अभिप्रेत है;

(ग) " विभागीय प्रोन्नति समिति" से प्रोन्नति या सेवा के समूह क पदों पर पुष्टि के मामलों पर विचार करने के लिए अनुसूची iv में विनिर्दिष्ट विभागीय प्रोन्नति समिति अभिप्रेत है ;

(घ) " ड्यूटी पद" से अनुसूची 2 में विनिर्दिष्ट कोई पद चाहे स्थायी या अस्थायी है, अभिप्रेत है;

(ड.) "गतिशील आश्वासित कैरियर प्रगति स्कीम" से नियंत्रक प्राधिकारी द्वारा सेवा के अधिकारियों के लिए रिक्तियों को गणना में लिए बिना समयबद्ध प्रोन्नति के लिए ऐसे निबंधनों और शर्तों पर जो समय-समय पर सरकार द्वारा विनिर्दिष्ट की जाएं, विरचित स्कीम अभिप्रेत है ;

(च) "सरकार" से भारत सरकार अभिप्रेत है ;

(छ) "श्रेणी" से अनुसूची 1 में विनिर्दिष्ट श्रेणी अभिप्रेत है ;

(ज) "लोक स्वास्थ्य अर्हता" से भारत की आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की किसी भी अनुसूची में विनिर्दिष्ट मान्यता प्राप्त लोक स्वास्थ्य अर्हता अभिप्रेत है ;

(झ) "अनुसूची " से इन नियमों की अनुसूची अभिप्रेत है ;

(ञ) "अनुसूचित जातियां" और " अनुसूचित जनजातियां " का क्रमश: वही अर्थ है जो उनका संविधान के अनुच्छेद 366 के खंड (24) और खंड (25) में है ;

(ट) "सेवा " से केन्द्रीय स्वास्थ्य सेवा अभिप्रेत है ;

(ठ) "उप कैडर" से यथास्थिति, सेवा की चारों धाराओं, अर्थात् साधारण ड्यूटी, लोक स्वास्थ्य गैर शिक्षण विशेषज्ञ और शिक्षण विशेषज्ञ अभिप्रेत हैं ;

3. सेवा का गठन.—सेवा में सम्मिलित सभी ड्यूटी पदों को केन्द्रीय सिविल सेवा समूह " क" के रूप में वर्गीकृत किया जाएगा और उनका ग्रेड, वेतन बैंड, ग्रेड वेतन या वेतनमान, गैर व्यवसाय भत्ता और उससे संबंधित सभी मामले अनुसूची 1 में विनिर्दिष्ट अनुसार होंगे ।

4. सेवा की प्राधिकृत संख्या.— (1) इन नियमों के प्रारंभ होने की तारीख को सेवा के विभिन्न ग्रेडों में सम्मिलित ड्यूटी पदों की प्राधिकृत संख्या अनुसूची 2 में यथा विनिर्दिष्ट होगी ।

(2) इन नियमों के प्रारंभ की तारीख के पश्चात् विभिन्न ग्रेडों में ड्यूटी पदों की प्राधिकृत स्थायी संख्या वह होगी जो समय-समय पर सरकार द्वारा यथा अवधारित की जाए ।

(3) सरकार विभिन्न ग्रेडों में ड्यूटी पदों की संख्या में समय-समय पर यथा अपेक्षित अनुसार अस्थायी वर्धन या कटौती कर सकेगी ।

(4) सरकार आयोग के परामर्श से अनुसूची II में शामिल पदों से भिन्न किसी पद को शामिल कर सकेगी या उक्त अनुसूची में शामिल किसी पद को सेवा से बाहर कर सकेगी ।

(5) सरकार आयोग के परामर्श से किसी अधिकारी को जिसके पद को उपनियम (4) के अधीन सेवा में शामिल किया गया है, सेवा के समुचित ग्रेड में अस्थायी क्षमता में या मूल क्षमता में जैसाकि उचित समझा जाए नियुक्त कर सकेगी और सदृश ग्रेड में सतत नियमित सेवा को गणना में लेने के पश्चात् ग्रेड में उसकी ज्येष्ठता को नियत कर सकेगी ।

(6) सेवा के प्रत्येक उप कैडर में कुल पदों के दस प्रतिशत को, "प्रशिक्षण या छुट्टी या प्रतिनियुक्ति आरक्षिती" के रूप में शामिल किया जाएगा ।

5. सेवा के सदस्य.— (1) निम्नलिखित व्यक्ति सेवा के सदस्य होंगे, अर्थात् :-

(क) नियम 4 के उपनियम (5) के अधीन नियुक्त व्यक्ति ;

(ख) नियम 4 के उपनियम (6) के अधीन ड्यूटी पदों पर नियुक्त व्यक्ति ; और

(ग) नियम 7 के अधीन नियुक्त व्यक्ति ।

(2) उपनियम (1) के खंड (ख) के अधीन नियुक्ति व्यक्ति ऐसी नियुक्ति पर अनुसूची 2 में यथा विनिर्दिष्ट उसे लागू समुचित ग्रेड में सेवा के सदस्य माने जाएंगे ।

(3) उपनियम (1) के खंड (ग) के अधीन नियुक्त कोई व्यक्ति ऐसी तारीख से ऐसी नियुक्ति पर अनुसूची 2 में उसे लागू समुचित ग्रेड में सेवा का सदस्य होगा ।

6. सेवा का भावी अनुरक्षण.—(1) अनुसूची 2 में निर्दिष्ट किन्हीं ग्रेडों में रिक्तियां यहां इन नियमों के अधीन उपबंधित रीति में भरी जाएंगी ।

(2) भर्ती की पद्धति, प्रोन्नति के लिए चयन का क्षेत्र जिसके अंतर्गत संबंधित उप कैडरों में नियुक्ति या प्रोन्नति के लिए यथास्थिति, तुरंत निचले ग्रेड में या निचले ग्रेडों में न्यूनतम अर्हक सेवा सम्मिलित है तथा संबंधित उप कैडर में विशेषज्ञताएं जिसके अंतर्गत अनुसूची 3 में सेवा को विनिर्दिष्ट किया जाएगा ।

(3) **(i)** ज्येष्ठ प्रशासनिक ग्रेड के स्तर तक विभागीय प्रोन्नतियों को रिक्तियों को गणना में लिए बिना अनुसूची 3 में यथा विनिर्दिष्ट के अनुसार किया जाएगा और अनुसूची **iv** में यथा विनिर्दिष्ट अनुसार विभागीय प्रोन्नति समिति की सिफारिशों पर संबंधित उप कैडरों में पुष्टि की जाएगी ।

(ii) उच्च प्रशासनिक ग्रेड के पदों पर प्रोन्नति केन्द्रीय स्वास्थ्य सेवा के सभी चार उप कैडरों से संबंध रखने वाले ज्येष्ठ प्रशासनिक ग्रेड के अधिकारियों की संयुक्त पात्रता सूची के आधार पर की जाएगी।

(iii) खंड **(ii)** में निर्दिष्ट संयुक्त पात्रता सूची ज्येष्ठ प्रशासनिक श्रेणी में अधिकारियों द्वारा सेवा के विनिर्दिष्ट अर्हक वर्षों को पूरा करने की तारीख के संदर्भ में तैयार की जाएगी:

परंतु संयुक्त पात्रता सूची तैयार करने के प्रयोजनों के लिए ज्येष्ठ प्रशासनिक ग्रेड में अधिकारियों की ज्येष्ठत का अवधारण नीचे दिए अनुसार किया जाएगा, अर्थात् :-

(क) संबंधित विशेषज्ञता और उप कैडर में व्यक्तियों की ज्येष्ठता पोषक ग्रेड में ज्येष्ठता के आधार पर होगी;

(ख) यदि पोषक ग्रेड में कोई ज्येष्ठता नहीं है या यहां तक कि पोषक ग्रेड में ज्येष्ठता का अवधारण करना संभव नहीं है, तो ज्येष्ठता का अवधारण करने के लिए पोषक ग्रेड में नियमित सेवा की अवधि एक मार्गदर्शी कारक होगा ;

(ग) यदि पोषक ग्रेड में सेवा की अवधि भी समान है तो अगली निचली श्रेणी में नियमित सेवा को जिसके न हो सकने पर जन्म की तारीख को गणना में लिया जाएगा।

(4) सेवा के विभिन्न ग्रेडों में प्रोन्नति के लिए गतिशील आश्वासित कैरियर प्रगति स्कीम के अधीन अपेक्षित न्यूनतम बैंचमार्क अनुसूची 7 में यथा विनिर्दिष्ट अनुसार होगा।

(5) कैडर में उच्चतर प्रशासनिक ग्रेड पदों या उससे उच्चतर में विभागीय प्रोन्नति यथास्थिति तुरंत निचले ग्रेड या निचले ग्रेडों में सेवा में अधिकारियों में से अनुसूची 4 में यथा विनिर्दिष्ट अनुसार गठित विभागीय प्रोन्नति समिति की सिफारिशों के आधार पर की जाएगी।

(6) सेवा में नियुक्त किसी अधिकारी पर यदि उच्चतर प्रशासनिक ग्रेड पद पर प्रोन्नति के प्रयोजन के लिए यदि विचार किया जाता है तो यथास्थिति संबंधित उप कैडर या उप कैडर में संबंधित विशेज्ञता में उससे ज्येष्ठ सभी व्यक्तियों पर विचार किया जाएगा परंतु यह कि वह अपेक्षित अर्हक या पात्रता सेवा में ऐसी अर्हक या पात्रता सेवा से आधे से अधिक या दो वर्षों इनमें से जो भी कम हो कम न हों और उन्होंने अपनी परिवीक्षा की अवधि यदि विनिर्दिष्ट हो, पूरी कर ली है।

(7) गैर चयन आधार पर किसी सेवारत अधिकारी की नियुक्ति के सिवाय (ज्येष्ठता-सह-उपयुक्तता) सेवा को बनाए रखने को अधिकारियों का चयन आयोग के परामर्श से किया जाएगा और जब भी अपेक्षित हो अनुसूची 4 में यथा विनिर्दिष्ट विभागीय प्रोन्नति समिति की सिफारिशों पर किया जाएगा।

(8) सीधी भर्ती द्वारा सेवा में विभिन्न ड्युटी पदों पर नियुक्ति के लिए न्यूनतम शैक्षिक और अन्य अर्हताएं, अनुभव और आयु सीमा अनुसूची 5 में यथाविनिर्दिष्ट अनुसार होगी।

(9) अनुसूची 6 में विनिर्दिष्ट अति विशेषज्ञताओं से संबंध रखने वाले पदों पर सीधी भर्ती जिनके लिए न्यूनतम अर्हता डाक्टरेट ऑफ मेडिसिन या मेजिस्टर चिरूरगुई या समतुल्य है, वेतन बैंड-3 में, 15600-39100 रु. में निम्नलिखित ग्रेड वेतन के साथ की जाएंगी,-

(i) शिक्षण विशेषज्ञता उप कैडर में 6600 रु.; और

(ii) गैर शिक्षण विशेषज्ञता उप कैडर में 6600 रु. और 7600 रु.।

(10) सेवा के विभिन्न पदों पर भर्ती के लिए अपेक्षित मान्यता प्राप्त स्नातकोत्तर अर्हताएं अनुसूची 6 में यथा विनिर्दिष्ट अनुसार होंगी।

टिप्पण : 1- चारों उप कैडरों में ज्येष्ठ प्रशासनिक सूतर तक सभी पद गतिशील आश्वासित कैरियर प्रगति स्कीम के अधीन प्रोन्नति के प्रयोजन के लिए उनके उप कैडरों में अंत: हस्तांतरणीय है।

टिप्पण : 2- प्रविष्टि ग्रेड से भिन्न, सेवा के विभिन्न ग्रेडों में ज्येष्ठ प्रशासनिक स्तर तक प्रोन्नति विभिन्न रिक्तियों को गणना में लेकर की जाएगी।

7. प्रतिनियुक्ति (जिसके अंतर्गत अल्पकालिक संविदा भी है) द्वारा ड्यूटी पदों का भरा जाना.—(1) नियम 6 में अंतर्विष्ट किसी बात के होते हुए भी जब सरकार की यह राय है कि ऐसा करना समीचीन है वह कारणों को लेखबद्ध करते हुए और आयोग के परामर्श से साधारण ड्यूटी उप कैडर में चिकित्सा अधिकारी, या ज्येष्ठ चिकित्सा अधिकारी या मुख्य चिकित्सा अधिकारी या मुख्य चिकित्सा अधिकारी (गैर कृत्यकारी चयन समिति) के ग्रेडों में या गैर शिक्षण में विशेषज्ञ ग्रेड-3 या विशेषज्ञ ग्रेड-2 और लोक स्वास्थ्य विशेषज्ञ उप कैडरों तथा शिक्षण उप कैडर में सहायक प्रोफेसर या सहबद्ध प्रोफेसर या प्रोफेसर के सौ से अनधिक ड्यूटी पदों को केन्द्रीय सरकार के अधीन जिसके अंतर्गत रेल और रक्षा मंत्रालय या राज्य सरकार या संघ राज्यक्षेत्र भी हैं में सदृश पद धारण करने वाले उपयुक्त अधिकारियों में से प्रतिनियुक्ति द्वारा और कानूनी निकायों, स्वशासी निकायों,

अर्द्धसरकारी संगठनों, विश्वविद्यालयों या मान्यता प्राप्त संस्थाओं के अधीन सदृश पद धारण करने वाले अधिकारियों में से लघु अवधि संविदा के आधार पर भर सकेगी ।

(2) प्रतिनियुक्ति और संविदा की अवधि तीन वर्ष से अधिक नहीं होगी जिसका विशेष परिस्थितियों में किसी भी दशा में पांच वर्ष से अनधिक अवधि के लिए, जैसाकि सरकार उचित समझे, विस्तार किया जा सकेगा ।

8. (1) ज्येष्ठता.—संबंधित उप कैडरों में, यथास्थिति किसी ग्रेड में या सेवा के उप कैडर में संबंधित विशेषज्ञता में सेवा में नियुक्त सदस्यों की इन नियमों के प्रारंभ होने की तारीख को अपेक्षित ज्येष्ठता सरकार द्वारा यथा अवधारित अनुसार होगी:

परंतु उक्त तारीख को किसी ऐसे सदस्य की ज्येष्ठता का अवधारण विशिष्ट रूप से नहीं किया गया है तो उसका अवधारण इन नियमों के प्रारंभ की तारीख से पूर्व सेवा के सदस्यों को लागू ज्येष्ठता नियत करने को शासित करने वाले नियमों के आधार पर किया जाएगा ।

(2) नियम 5 के अधीन नियुक्त से भिन्न सेवा में नियुक्त सदस्यों की ज्येष्ठता का अवधारण इस विषय में समय-समय पर सरकार द्वारा जारी साधारण अनुदेशों के अनुसार किया जाएगा ।

(3) नियम 4 के उपनियम (5) के अनुसार सेवा में नियुक्त सदस्यों की ज्येष्ठता को उनमें उपबंधित रीति में नियत किया जाएगा ।

(4) सभी उप कैडरों में किसी व्यक्ति की ज्येष्ठता जिसको ज्येष्ठ प्रशासनिक ग्रेड के स्तर तक प्रोन्नत किया जाता है वही होगी जो उप कैडर के भीतर निम्न ग्रेड में अपेक्षित ज्येष्ठता है जिसमें उनकी प्रोन्नति की गई है:

परंतु समयबद्ध प्रोन्नति के लिए ' अनुपयुक्त ' पाए गए व्यक्तियों की दशा में उनकी ज्येष्ठता का अवधारण प्रत्येक उप कैडर में प्रत्येक स्तर पर वास्तविक प्रोन्नति की तारीख के संदर्भ में किया जाएगा ।

(5) इस नियम द्वारा कवर न किए गए मामलों की दशा में ज्येष्ठता का अवधारण सरकार द्वारा आयोग के परामर्श से किया जाएगा ।

9. (1) परिवीक्षा.—सीधी भर्ती द्वारा सेवा में नियुक्त प्रत्येक अधिकारी एक वर्ष की अवधि के लिए परिवीक्षाधीन होगा:

परंतु 15600-39100 रु. के वेतन बैंड-3 में 5400 रु. के ग्रेड वेतन में नियुक्त चिकित्सा अधिकारी दो वर्ष के लिए परिवीक्षाधीन रहेगा:

परंतु यह और कि नियंत्रक प्राधिकारी परिवीक्षा की अवधि को इस निमित्त सरकार द्वारा समय समय पर जारी अनुदेशों के अनुसार बढ़ा सकेगा:

परंतु यह भी कि किसी अधिकारी की परिवीक्षा की अवधि को बढ़ाने का कोई विनिश्चय परिवीक्षा की आरंभिक अवधि के अवसान के तुरंत पश्चात् लिया जाएगा और साधारणतया आठ सप्ताह की अवधि के भीतर तथा इसको बढ़ाने की लिखित सूचना की संबधित अधिकारी को उसके कारणों सहित, उक्त अवधि के भीतर संसूचना दी जाएगी ।

(2) परिवीक्षा या उसके किसी विस्तार की अवधि के पूरा होने पर अधिकारी पर स्थायी नियुक्ति के लिए विचार किया जाएगा और सरकार के विस्तार आदेश के निबंधनों के अनुसार उसकी पुष्टि की जाएगी ।

(3) यदि, यथास्थिति परिवीक्षा या उसके विस्तार की अवधि के दौरान, सरकार की यह राय है कि कोई अधिकारी स्थायी नियुक्ति के लिए उपयुक्त नहीं है तो सरकार अधिकारी को, यथास्थिति उन्मोचित कर सकेगी या उसे सेवा में उसकी नियुक्ति से पूर्व उसके द्वारा धारित पद पर उसे वापस भेज सकेगी ।

(4) सरकार परिवीक्षा या उसके विस्तार की अवधि के दौरान, अधिकारियों से प्रशिक्षण के ऐसे पाठ्यक्रम पूरा करने की या ऐसी परीक्षाएं या परीक्षण जिसके अंतर्गत हिंदी में परीक्षा भी है पूरा करने की अपेक्षा कर सकेगी जैसाकि परिवीक्षा की अवधि समाधानप्रद रूप से पूरा करने की एक शर्त के रूप में सरकार उचित समझे ।

(5) सेवा के सदस्यों की परिवीक्षा से संबंधित अन्य मामले इस संबंध में सरकार द्वारा समय-समय पर जारी आदेशों या अनुदेशों द्वारा शासित होंगे ।

10. **सेवा में नियुक्ति.**—सेवा में सभी नियुक्तियां नियंत्रक प्राधिकारी द्वारा की जाएंगी ।

11. **तैनाती.**—सेवा में तैनात अधिकारी भारत या विदेश में कहीं भी सेवा करने के लिए दायी होंगे ।

12. रक्षा सेवाओं या रक्षा से संबंधित पदों पर सेवा करने का दायित्व.—सेवा में नियुक्त किसी अधिकारी से यदि अपेक्षित हो तो भारत की रक्षा से संबंधित रक्षा सेवा या पद पर चार वर्ष से अन्यून अवधि के लिए जिसके अंतर्गत प्रशिक्षण, यदि कोई हो की अवधि शामिल है सेवा करना अपेक्षित होगा ;

परंतु ऐसे अधिकारी से—

(क) सेवा में उसकी नियुक्ति की तारीख से या सेवा में उसके शामिल होने की तारीख से दस वर्ष की अवधि के अवसान पर पूर्वोक्त के अनुसार सेवा करना अपेक्षित नहीं होगा ;

(ख) साधारणतया उससे पूर्वोक्त के अनुसार सेवा करना अपेक्षित नहीं होगा यदि उसने 45 वर्ष की आयु प्राप्त कर ली है ।

13. निजी व्यवसाय का प्रतिषेध.—(1) सेवा में नियुक्त व्यक्तियों द्वारा किसी भी प्रकार का निजी व्यवसाय करना जिसके अंतर्गत परामर्श और प्रयोगशाला व्यवसाय भी है, अनुज्ञात नहीं होगा ।

(2) सेवा के सदस्य जो भारतीय आयुर्विज्ञान परिषद् या राज्य आयुर्विज्ञान परिषदों में चिकित्सा व्यवसायियों के रूप में रजिस्ट्रीकृत हैं, अनुसूची 1 में विनिर्दिष्ट दरों पर गैर व्यवसाय भत्ता प्राप्त करने के हकदार होंगे ।

14. सेवा की अन्य शर्तें- सेवा के सदस्यों की सेवा की अन्य शर्तें जिनकी बावत इन नियमों में अभिव्यक्त उपबंध नहीं किया गया है यथा आवश्यक परिवर्तनों सहित और सेवा के संबंध में सरकार द्वारा जारी विशेष आदेशों के जारी रहते हुए वही होंगी जो केन्द्रीय सिविल सेवा के अधिकारियों को सामान्यतया लागू होती हैं ।

15. निरर्हता.—वह व्यक्ति—

(क) जिसने ऐसे व्यक्ति से जिसका पति या जिसकी पत्नी जीवित हैं, विवाह किया है ; या

(ख) जिसने अपने पति या अपनी पत्नी के जीवित रहते हुए किसी व्यक्ति से विवाह किया है,

उक्त पद पर नियुक्ति का पात्र नहीं होगा :

परन्तु यदि केन्द्रीय सरकार का यह समाधान हो जाता है कि ऐसा विवाह ऐसे व्यक्ति और विवाह के अन्य पक्षकार को लागू स्वीय विधि के अधीन अनुज्ञेय है और ऐसा करने के लिए अन्य आधार हैं तो वह किसी व्यक्ति को इस नियम के प्रवर्तन से छूट दे सकेगी ।

16. शिथिल करने की शक्ति.—जहां केन्द्रीय सरकार की यह राय है कि ऐसा करना आवश्यक या समीचीन है, वहां वह उसके लिए जो कारण हैं उन्हें लेखबद्ध करके तथा संघ लोक सेवा आयोग से परामर्श करके, इन नियमों के किसी उपबंध को किसी वर्ग या प्रवर्ग के व्यक्तियों की बाबत, आदेश द्वारा शिथिल कर सकेगी ।

17. व्यावृत्ति.—इन नियमों की कोई बात, ऐसे आरक्षण, आयु-सीमा में छूट और अन्य रियायतों पर प्रभाव नहीं डालेगी, जिनका केन्द्रीय सरकार द्वारा इस संबंध में समय-समय पर जारी किए गए आदेशों के अनुसार अनुसूचित जातियों, अनुसूचित जनजातियों, अन्य पिछड़े वर्गों, भूतपूर्व सैनिकों और अन्य विशेष प्रवर्ग के व्यक्तियों के लिए उपबंध करना अपेक्षित है ।

18. निर्वचन.—इन नियमों के निर्वचन के संबंध में यदि कोई प्रश्न उद्भूत होता है तो उसका विनिश्चय सरकार द्वारा आयोग के परामर्श से किया जाएगा ।

अनुसूची 1

[देखें नियम 2(छ) और नियम 13(2)]

1. ग्रेड, वेतन बैंड, ग्रेड वेतन या वेतनमान

क्रम सं.	ग्रेड	ग्रेड, वेतन बैंड, ग्रेड वेतन या वेतनमान
1.	**उच्चतर प्रशासनिक ग्रेड**	
	(i) महानिदेशक, स्वास्थ्य सेवा	80,000 रुपए नियत
	(ii) विशेष महानिदेशक, स्वास्थ्य सेवा (लोकस्वास्थ्य और आयुर्विज्ञान शिक्षा या आयुर्विज्ञान सेवाएं)	80,000 रुपए नियत
	(iii) अपर महानिदेशक, स्वास्थ्य सेवा या संस्थाओं और संगठनों या राष्ट्रीय कार्यक्रमों के प्रमुख	67,000 रुपए ग्रेड वेतन (3% की दर से वार्षिक वृद्धि)-79,000/- रुपए
2.	**ज्येष्ठ प्रशासनिक ग्रेड**	10,000 रुपए ग्रेड वेतन [37,400-67,00 रुपए] के साथ वेतन बैंड -4
	अन्य पद	

3.	**विशेषज्ञ ग्रेड**	
(क)	**विशेषज्ञ ग्रेड-I**	
	(i) अध्यापन	
	प्रोफेसर	8700 रुपए ग्रेड वेतन [37,400-67,000 रुपए] के साथ वेतन बैंड -4
	(ii) अध्यापनेतर	
	विशेषज्ञ ग्रेड- I	8700 रुपए ग्रेड वेतन [37,400-67,000 रुपए] के साथ वेतन बैंड -4
	(iii) लोक स्वास्थ्य	
	विशेषज्ञ ग्रेड-I	8700 रुपए ग्रेड वेतन [37,400-67,000 रुपए] के साथ वेतन बैंड -4
(ख)	**विशेषज्ञ ग्रेड-II**	
	(i) अध्यापन	
	एसोसिएट प्रोफेसर	7600 रुपए ग्रेड वेतन [15,600-39,1,00 रुपए] के साथ वेतन बैंड -3
	(ii) अध्यापनेतर	
	विशेषज्ञ ग्रेड- II	7600 रुपए ग्रेड वेतन [15,600-39,1,00 रुपए] के साथ वेतन बैंड -3
	(iii) लोक स्वास्थ्य	
	विशेषज्ञ ग्रेड-I-I	7600 रुपए ग्रेड वेतन [15,600-39,1,00 रुपए] के साथ वेतन बैंड -3
(ग)	**विशेषज्ञ ग्रेड-III**	
	(i) अध्यापन	
	सहायक प्रोफेसर	6600 रुपए ग्रेड वेतन [15,600-39,1,00 रुपए] के साथ वेतन बैंड -3
	(ii) अध्यापनेतर	
	विशेषज्ञ ग्रेड-III	6600 रुपए ग्रेड वेतन [15,600-39,1,00 रुपए] के साथ वेतन बैंड -3
	(iii) लोक स्वास्थ्य	
	विशेषज्ञ ग्रेड-III	6600 रुपए ग्रेड वेतन [15,600-39,1,00 रुपए] के साथ वेतन बैंड -3
	चिकित्सा अधिकारी ग्रेड	
	(i) मुख्य चिकित्सा अधिकारी (अकृत्यकारी चयन ग्रेड)	5400 रुपए ग्रेड वेतन [15,600-39,1,00 रुपए] के साथ वेतन बैंड -3
	(ii) मुख्य चिकित्सा अधिकारी	5400 रुपए ग्रेड वेतन [15,600-39,1,00

		रुपए] के साथ वेतन बैंड -3
	(iii) ज्येष्ठ चिकित्सा अधिकारी	5400 रुपए ग्रेड वेतन [15,600-39,1,00 रुपए] के साथ वेतन बैंड -3
	(iv) चिकित्सा अधिकारी	5400 रुपए ग्रेड वेतन [15,600-39,1,00 रुपए] के साथ वेतन बैंड -3

II- प्रेक्टिसबंदी भत्ते की दर- केन्द्रीय सरकार की स्वास्थ्य सेवा के अधिकारी प्रेक्टिसबंदी भत्ते की ऐसी दरों के हकदार होंगे जो केन्द्रीय सरकार समय समय पर विनिश्चित करे ।

III– स्नातकोत्तर भत्ता – चिकित्सा अधिकारी या ज्येष्ठ चिकित्सा अधिकारी या प्रधान चिकित्सा अधिकारी जिसके अंतर्गत प्रधान चिकित्सा अधिकारी (अकार्यकारी चयन ग्रेड) भी है जिसके लिए मान्यता प्राप्त स्नातकोत्तर अर्हता अनिवार्यत: अर्हता नहीं है के पद पर नियुक्त आयुर्विज्ञान स्नातक को सुसंगत स्केल में अनुज्ञेय वेतन के अतिरिक्त यथास्थिति 600 सौ रुपए या 1000 रुपए प्रतिमास मान्यता प्राप्त स्नातकोत्तर डिप्लोमा या स्नातकोत्तर डिग्री जैसा कि अनुसूची 6 में विनिर्दिष्ट है या भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) के अधीन विनिर्दिष्ट है दिए जाएंगे:

परंतु किसी अधिकारी द्वारा स्नातकोत्तर डिप्लोमा या स्नातकोत्तर डिग्री दोनों रखने की दशा में उसे 1000 रुपए का प्रेक्टिसबंदी भत्ता भी संदत्त किया जाएगा ।

टिप्पण : प्रेक्टिसबंदी भत्ते और स्नातकोत्तर भत्ते को उस विषय पर सरकार द्वारा समय समय पर जारी अनुदेशों द्वारा शासित किया जाएगा ।

अनुसूची 2

[देखें नियम 2(घ) और नियम 4]

उच्चतर प्रशासनिक ग्रेड:

क्रम सं.	**पदनाम**	**पदों की संख्या *(2014)**
	स्वास्थ्य और परिवार कल्याण मंत्रालय	
1	महानिदेशक स्वास्थ्य सेवा	01
2	विशेष महानिदेशक स्वास्थ्य सेवा (लोक स्वास्थ्य और आयुर्विज्ञान शिक्षा या आयुर्विज्ञान सेवाएं)	02
3	अपर महानिदेशक स्वास्थ्य सेवा या संस्था और संगठन या राष्ट्रीय कार्यक्रम प्रमुख	16* (*इनमें से छह पद चल पद हैं)
4	**ज्येष्ठ प्रशासनिक ग्रेड** **अन्य पद (वेतन बैंड 4, 10000 रु. के ग्रेड वेतन के साथ 37400-67000):** **(I) शिक्षण विशेषज्ञ उप काडर** **चल पद** (निदेशक-प्रोफेसर या डीन या निदेशक या आयुर्विज्ञान अधीक्षक या अपर आयुर्विज्ञान अधीक्षक या प्रधानाचार्य)	78
	(II) गैर शिक्षण विशेषज्ञ उप काडर **चल पद** (परामर्शदाता या निदेशक- या आयुर्विज्ञान अधीक्षक या अपर आयुर्विज्ञान अधीक्षक)	91

	(III) लोक स्वास्थ्य उप काडर	
क्रम सं.	**पदनाम**	**पदों की संख्या *(2014)**
1	उपायुक्त (मातृ और बालक स्वास्थ्य), परिवार कल्याण विभाग	01
2	निदेशक राष्ट्रीय मलेरिया उन्मूलन कार्यक्रम, दिल्ली	01
3	निदेशक, राष्ट्रीय कुष्ठ प्रशिक्षण संस्थान, चिंगालपट्टू (तमिलनाडु)	01
4	निदेशक, राष्ट्रीय संचारी रोग संस्थान, दिल्ली	01
5	उप महानिदेशक, स्वास्थ्य सेवाएं (कुष्ठ)	01
6	उप महानिदेशक, स्वास्थ्य सेवाएं (क्षय)	01
7	अपर निदेशक, (लोक स्वास्थ्य) राष्ट्रीय संचारी रोग संस्थान, दिल्ली	01
8	अपर निदेशक, (तकनीकी) राष्ट्रीय अल्पता विषाणु और अर्जित रोगक्षम अल्पता संरक्षण नियंत्रण संगठन	01
9	निदेशक, ग्रामीण स्वास्थ्य और प्रशिक्षण केन्द्र, नजफगढ.	01
	योग	09
10	**अपर निदेशक***	

	(IV) साधारण ड्यूटी उप काडर	
1.	उपायुक्त, परिवार कल्याण विभाग	04
2.	उप महानिदेशक, स्वास्थ्य सेवाएं (आयोजना)	01
3.	निदेशक, केन्द्रीय सरकार, स्वास्थ्य योजना	01
4.	उप महानिदेशक, स्वास्थ्य सेवाएं, (कुष्ठ मानिटरी और मूल्यांकन)	01

	महानिदेशक, स्वास्थ्य सेवाएं, (मुख्यालय)	
5.	अपर उप महानिदेशक (साधारण)	01
6.	अपर उप महानिदेशक (गैर संचारी रोग)	01
7.	अपर उप महानिदेशक (आयुर्विज्ञान)	01
8.	अपर उप महानिदेशक (मुख्यालय, केन्द्रीय सरकार, स्वास्थ्य योजना)	01
9.	निदेशक, केन्द्रीय स्वास्थ्य आसूचना ब्यूरो	01
10.	निदेशक, केन्द्रीय स्वास्थ्य शिक्षा ब्यूरो	01
11.	अपर आयुर्विज्ञान अधीक्षक, डाक्टर राममनोहर लोहिया अस्पताल, नई दिल्ली	03
12.	अपर आयुर्विज्ञान अधीक्षक, डाक्टर सफदरजंग अस्पताल, नई दिल्ली	04
13.	अपर आयुर्विज्ञान अधीक्षक, लेडी हार्डिंग आयुर्विज्ञान महाविद्यालय और श्रीमती सुचेता कृपलानी अस्पताल, नई दिल्ली	03
14.	अपर आयुर्विज्ञान अधीक्षक, कलावती सरन बालक अस्पताल, नई दिल्ली	03
15.	ज्येष्ठ क्षेत्रीय निदेशक, क्षेत्रीय कार्यालय स्वास्थ्य और परिवार कल्याण, चंडीगढ़	01
16.	ज्येष्ठ क्षेत्रीय निदेशक, क्षेत्रीय कार्यालय स्वास्थ्य और परिवार कल्याण, पुणे	01
17.	ज्येष्ठ क्षेत्रीय निदेशक, क्षेत्रीय कार्यालय स्वास्थ्य और परिवार कल्याण, भोपाल	01
18.	ज्येष्ठ क्षेत्रीय निदेशक, क्षेत्रीय कार्यालय स्वास्थ्य और परिवार कल्याण, कोलकाता	01
19.	ज्येष्ठ क्षेत्रीय निदेशक, क्षेत्रीय कार्यालय स्वास्थ्य और परिवार कल्याण, बैंगलूरु	01
20.	ज्येष्ठ क्षेत्रीय निदेशक, क्षेत्रीय कार्यालय स्वास्थ्य और परिवार कल्याण, जयपुर	01
21.	ज्येष्ठ क्षेत्रीय निदेशक, क्षेत्रीय कार्यालय स्वास्थ्य और परिवार कल्याण, चैन्नई	01
22.	अपर निदेशक, केन्द्रीय सरकार, स्वास्थ्य योजना, दिल्ली	05
23.	अपर निदेशक, केन्द्रीय सरकार, स्वास्थ्य योजना (औषध भंडार डिपो), दिल्ली	01
24.	चिकित्सा अधीक्षक, प्रसूती और स्त्री रोग अस्पताल, रामाकृष्णा पुरम, नई दिल्ली	01
25.	चिकित्सा अधीक्षक, पुलिस अस्पताल, नई दिल्ली	01
26.	चिकित्सा अधीक्षक, प्रसूती केन्द्र, श्रीनिवासपुरी, नई दिल्ली	01
27.	चिकित्सा अधीक्षक, प्रसूती केन्द्र, कालका जी, नई दिल्ली	01
28.	ज्येष्ठ प्रधान चिकित्सा अधिकारी, केन्द्रीय सरकार, स्वास्थ्य योजना, दिल्ली	15
29.	चिकित्सा अधीक्षक, पुलिस अस्पताल, किंग्सवे कैंप, नई दिल्ली	01
30.	अपर निदेशक, केन्द्रीय सरकार, स्वास्थ्य योजना, इलाहाबाद	01
31.	अपर निदेशक, केन्द्रीय सरकार, स्वास्थ्य योजना, अहमदाबाद	01
32.	अपर निदेशक, केन्द्रीय सरकार, स्वास्थ्य योजना, बैंगलूरु	01
33.	अपर निदेशक, केन्द्रीय सरकार, स्वास्थ्य योजना, मुम्बई	01
34.	अपर निदेशक, केन्द्रीय सरकार, स्वास्थ्य योजना, कोलकाता	01
35.	अपर निदेशक, केन्द्रीय सरकार, स्वास्थ्य योजना, हैदराबाद	01
36.	अपर निदेशक, केन्द्रीय सरकार, स्वास्थ्य योजना, कानपुर	01
37.	अपर निदेशक, केन्द्रीय सरकार, स्वास्थ्य योजना, लखनऊ	01
38.	अपर निदेशक, केन्द्रीय सरकार, स्वास्थ्य योजना, चैन्नई	01
39.	अपर निदेशक, केन्द्रीय सरकार, स्वास्थ्य योजना, मेरठ	01
40.	अपर निदेशक, केन्द्रीय सरकार, स्वास्थ्य योजना, नागपुर	01
41.	अपर निदेशक, केन्द्रीय सरकार, स्वास्थ्य योजना, जयपुर	01
42.	अपर निदेशक, केन्द्रीय सरकार, स्वास्थ्य योजना, पुणे	01
43.	अपर निदेशक, केन्द्रीय सरकार, स्वास्थ्य योजना, पटना	01

44.	ज्येष्ठ प्रधान चिकित्सा अधिकारी, केन्द्रीय सरकार, स्वास्थ्य योजना, मुम्बई	05
45.	भारसाधक चिकित्सा अधिकारी (जोन)	04
46.	भारसाधक चिकित्सा अधिकारी (परिवार कल्याण)	01
47.	ज्येष्ठ प्रधान चिकित्सा अधिकारी, केन्द्रीय सरकार, स्वास्थ्य योजना, कोलकाता	05
48.	ज्येष्ठ प्रधान चिकित्सा अधिकारी, केन्द्रीय सरकार, स्वास्थ्य योजना, चैन्नई	02
49.	ज्येष्ठ प्रधान चिकित्सा अधिकारी, केन्द्रीय सरकार, स्वास्थ्य योजना, हैदराबाद	02
50.	ज्येष्ठ प्रधान चिकित्सा अधिकारी, केन्द्रीय सरकार, स्वास्थ्य योजना, दिल्ली	01
51.	अपर निदेशक, राष्ट्रीय वेक्टर जनित रोग नियंत्रण कार्यक्रम, दिल्ली	01
52.	अपर निदेशक, केन्द्रीय कुष्ठ प्रशिक्षण और अनुसंधान संस्थान, चैंगलपट्टू	01
53.	अपर निदेशक, अखिल भारतीय स्वच्छता और लोक स्वास्थ्य संस्थान, कोलकाता	02
54.	अतिरिक्त सीरम विज्ञानी और रसायन परीक्षक, सीरम विज्ञान संस्थान, कोलकाता	01
55.	अपर निदेशक, राष्ट्रीय क्षय रोग संस्थान, बंगलूरु	01
56.	अपर निदेशक, अखिल भारतीय भौतिक औषध और पुनर्वास संस्थान, कोलकाता	02
57.	अपर निदेशक, केन्द्रीय मनोविज्ञान संस्थान, रांची	01
58.	अपर निदेशक, (प्रतिपूर्ति और अस्पताल) केन्द्रीय सरकार, स्वास्थ्य योजना, (मुख्यालय), निर्माण भवन, नई दिल्ली	01
59.	अपर निदेशक, केन्द्रीय सरकार, स्वास्थ्य योजना, (मुख्यालय), निर्माण भवन, नई दिल्ली	01
60.	ज्येष्ठ प्रधान प्रभारी चिकित्सा अधिकारी, मोती बाग औषधालय, केन्द्रीय सरकार, स्वास्थ्य योजना (दक्षिणी क्षेत्र), नई दिल्ली	01
61.	ज्येष्ठ प्रधान प्रभारी चिकित्सा अधिकारी, पालम कॉलोनी औषधालय, केन्द्रीय सरकार, स्वास्थ्य योजना (उत्तरी क्षेत्र), नई दिल्ली	01
62.	ज्येष्ठ प्रधान प्रभारी चिकित्सा अधिकारी, नांगल राय औषधालय, केन्द्रीय सरकार, स्वास्थ्य योजना (दक्षिणी क्षेत्र), नई दिल्ली	01
63.	ज्येष्ठ प्रधान प्रभारी चिकित्सा अधिकारी, नोएडा औषधालय, केन्द्रीय सरकार, स्वास्थ्य योजना (केन्द्रीय क्षेत्र), नई दिल्ली	01
64.	ज्येष्ठ प्रधान प्रभारी चिकित्सा अधिकारी, मिन्टो रोड औषधालय, केन्द्रीय सरकार, स्वास्थ्य योजना (केन्द्रीय क्षेत्र), नई दिल्ली	01
65.	ज्येष्ठ प्रधान प्रभारी चिकित्सा अधिकारी, जवाहर लाल नेहरु रोड औषधालय, केन्द्रीय सरकार, स्वास्थ्य योजना, इलाहाबाद	01
66.	ज्येष्ठ प्रधान प्रभारी चिकित्सा अधिकारी, जवाहर लाल नेहरु रोड औषधालय, केन्द्रीय सरकार, स्वास्थ्य योजना, शिवाजी नगर, बंगलौर	01
67.	ज्येष्ठ प्रधान प्रभारी चिकित्सा अधिकारी, जवाहर लाल नेहरु रोड औषधालय, केन्द्रीय सरकार, स्वास्थ्य योजना, शेख मिस्त्री, मुम्बई	01
68.	ज्येष्ठ प्रधान प्रभारी चिकित्सा अधिकारी, जवाहर लाल नेहरु रोड औषधालय, केन्द्रीय सरकार, स्वास्थ्य योजना, पेराम्बूर, चैन्नई	01
69.	ज्येष्ठ प्रधान प्रभारी चिकित्सा अधिकारी, जवाहर लाल नेहरु रोड औषधालय, केन्द्रीय सरकार, स्वास्थ्य योजना, गांधी ग्राम कानपुर	01
70.	ज्येष्ठ प्रधान प्रभारी चिकित्सा अधिकारी, जवाहर लाल नेहरु रोड औषधालय, केन्द्रीय सरकार, स्वास्थ्य योजना, मुकुंद नगर, पुणे	01
71.	अपर निदेशक, केन्द्रीय सरकार, स्वास्थ्य योजना, गोहाटी	01
72.	अपर निदेशक, केन्द्रीय सरकार, स्वास्थ्य योजना, भोपाल	01
73.	प्रभारी, केन्द्रीय सरकार, स्वास्थ्य योजना, पॉलीक्लीनिक, इलाहाबाद	01
74.	प्रभारी, केन्द्रीय सरकार, स्वास्थ्य योजना, पॉलीक्लीनिक, बंगलूरु प्रभारी,	01
75.	केन्द्रीय सरकार, स्वास्थ्य योजना, पॉलीक्लीनिक, चैन्नई	02

76.	प्रभारी, केन्द्रीय सरकार, स्वास्थ्य योजना, पॉलीक्लीनिक, पूसा रोड, नई दिल्ली	01
77.	प्रभारी, केन्द्रीय सरकार, स्वास्थ्य योजना, पॉलीक्लीनिक, हैदराबाद	02
78.	प्रभारी, केन्द्रीय सरकार, स्वास्थ्य योजना, पॉलीक्लीनिक, जयपुर	01
79.	प्रभारी, केन्द्रीय सरकार, स्वास्थ्य योजना, पॉलीक्लीनिक, कानपुर	01
80.	प्रभारी, केन्द्रीय सरकार, स्वास्थ्य योजना, पॉलीक्लीनिक, लखनऊ	01
81.	प्रभारी, केन्द्रीय सरकार, स्वास्थ्य योजना, पॉलीक्लीनिक, मुम्बई	02
82.	प्रभारी, केन्द्रीय सरकार, स्वास्थ्य योजना, पॉलीक्लीनिक, नागपुर	01
83.	प्रभारी, केन्द्रीय सरकार, स्वास्थ्य योजना, पॉलीक्लीनिक, पटना	01
84.	प्रभारी, केन्द्रीय सरकार, स्वास्थ्य योजना, पॉलीक्लीनिक, पुणे	01
85.	प्रभारी, केन्द्रीय सरकार, स्वास्थ्य योजना, पॉलीक्लीनिक, कोलकाता	01
86.	ज्येष्ठ प्रादेशिक निदेशक, प्रादेशिक स्वास्थ्य और परिवार कल्याण कार्यालय, अहमदाबाद	01
87.	ज्येष्ठ प्रादेशिक निदेशक, प्रादेशिक स्वास्थ्य और परिवार कल्याण कार्यालय, भुवनेश्वर	01
88.	ज्येष्ठ प्रादेशिक निदेशक, प्रादेशिक स्वास्थ्य और परिवार कल्याण कार्यालय, हैदराबाद	01
89.	ज्येष्ठ प्रादेशिक निदेशक, प्रादेशिक स्वास्थ्य और परिवार कल्याण कार्यालय, लखनऊ	01
90.	ज्येष्ठ प्रादेशिक निदेशक, प्रादेशिक स्वास्थ्य और परिवार कल्याण कार्यालय, पटना	01
91.	ज्येष्ठ प्रादेशिक निदेशक, प्रादेशिक स्वास्थ्य और परिवार कल्याण कार्यालय, श्रीनगर	01
92.	ज्येष्ठ प्रादेशिक निदेशक, प्रादेशिक स्वास्थ्य और परिवार कल्याण कार्यालय, शिलांग	01
93.	ज्येष्ठ प्रादेशिक निदेशक, प्रादेशिक स्वास्थ्य और परिवार कल्याण कार्यालय, तिरुवनंतपुरम	01

संचार मंत्रालय, डाक विभाग

94.	उप महानिदेशक (आयुर्विज्ञान) (मुख्यालय), दिल्ली	01
95.	उप महानिदेशक (आयुर्विज्ञान), उत्तरी क्षेत्र, लखनऊ	01
96.	उप महानिदेशक (आयुर्विज्ञान), पूर्वी क्षेत्र, कोलकाता	01
97.	उप महानिदेशक (आयुर्विज्ञान) दक्षिणी केन्द्र क्षेत्र, हैदराबाद	01
98.	अपर निदेशक, केन्द्रीय अनुसंधान संस्थान, कसौली	01
99.	अपर उपायुक्त, परिवार कल्याण विभाग*	
100.	अपर उप महानिदेशक, स्वास्थ्य सेवा निदेशालय*	
101.	केन्द्रीय सरकार स्वास्थ्य योजना, केन्द्रीय स्वास्थ्य आसूचना ब्यूरो, केन्द्रीय स्वास्थ्य शिक्षा ब्यूरो में अपर निदेशक*	
102.	प्रादेशिक अपर ज्येष्ठ निदेशक*	
103.	ज्येष्ठ प्रधान चिकित्सा अधिकारी*	
	* गतिशील आश्वासित कैरियर प्रगति स्कीम के अधीन प्रोन्नतियों के परिणामस्वरूप लोक स्वास्थ्य और साधारण ड्यूटी चिकित्सा अधिकारी उप कैडर के संबंध में पहचाने गए पदों के अतिरिक्त नए पदनाम ।	

4	**(I) शिक्षण विशेषज्ञ उप कैडर (सहायक प्रोफेसर या सहबद्ध प्रोफेसर या प्रोफेसर)**	
क्रम सं.	**पदनाम या विशेषज्ञता**	**पदों की संख्या**
I.	स्वास्थ्य और परिवार कल्याण मंत्रालय **(क) लेडी हार्डिंग आयुर्विज्ञान महाविद्यालय और श्रीमती सुचेता कृपलानी अस्पताल, नई दिल्ली**	

1.	शरीर रचना विज्ञान	14
2.	भेषजगुण विज्ञान	11
3.	विकृति- विज्ञान	17
4.	सूक्ष्म जीव विज्ञान	09
5.	शल्य चिकित्सा	27
6.	आयुर्विज्ञान	29
7.	विकिरणी चिकित्सा विज्ञान	11
8.	संवेदनाहरण-विज्ञान	19
9.	प्रसूति विज्ञान तथा स्त्री रोग विज्ञान	26
10.	बाल चिकित्सा	26
11.	निरोधक तथा सामाजिक आयुर्विज्ञान	11
12.	शरीर क्रिया विज्ञान	13
13.	जीव रसायन	10
14.	न्यायिक चिकित्सा शास्त्र	09
15.	नेत्र विज्ञान	05
16.	त्वचा और यौन रोग	03
17.	कान, नाक तथा गला	05
18.	विकलांग शल्य चिकित्सा	05
19.	बाल शल्य चिकित्सा	03
20.	मनोविकृति विज्ञान	26
21.	विकिरण चिकित्सा	04
22.	सामुदायिक औषधियां	02
23.	क्षय रोग व छाती	02
24.	विकलांग विज्ञान	07
25.	पुनर्वास	03
26.	प्लास्टिक शल्य चिकित्सा	02
27.	न्यूरो शल्य चिकित्सा	02
28.	एम्यूनो रुधिर विज्ञान रक्त संचरण	02
	महत्वपूर्ण देखभाल (दुर्घटना और आपात सेवा)	
1.	साधारण आयुर्विज्ञान	02
2.	संवेदनाहरण	01
3.	शल्य चिकित्सा	03
	(ख) वर्धमान महावीर आयुर्विज्ञान महाविद्यालय और सफदरजंग अस्पताल, नई दिल्ली	
1.	शरीर रचना विज्ञान	13
2.	शरीर क्रिया विज्ञान	12
3.	जैव रसायन विज्ञान	08
4.	निवारक और सामाजिक औषधि	12
5.	भेषज गुण विज्ञान	08
6.	न्यायिक औषधि	07
7.	संवेदनाहरण	02
8.	कैंसर शल्य चिकित्सा	01

9.	कान, नाक और गला	01
10.	सूक्ष्म जीव विज्ञान	06
11.	प्रसूती विज्ञान तथा स्त्री रोग विज्ञान	05
12.	विकलांग विज्ञान	05
13.	बाल चिकित्सा	05
14.	बाल रोग शल्य चिकित्सा	01
15.	विकृति विज्ञान	05
16.	विकिरण चिकित्सा	03
17.	शल्य चिकित्सा	02
	(ग) सफदरजंग अस्पताल, नई दिल्ली	
1.	हृदय रोग विज्ञान	3
	(घ) क्रीड़ा संघात केन्द्र, वर्धमान महावीर आयुर्विज्ञान महाविद्यालय और सफदरजंग अस्पताल, नई दिल्ली	
1.	अस्थिभंग शल्य चिकित्सा	06
2.	संवेदनाहरण विज्ञान	05
3.	भौतिक औषधि और पुनर्वास	01
	(ड.) केन्द्रीय अस्थिभंग संस्थान, सफदरजंग अस्पताल, नई दिल्ली	
1.	अस्थिभंग चिकित्सा	04
2.	विकृति विज्ञान	03
3.	विकिरण निदान	01
	योग	08
	(च) डा. राम मनोहर लोहिया अस्पताल, नई दिल्ली में आयुर्विज्ञान शिक्षा और अनुसंधान का स्नातकोत्तर संस्थान	
1.	वृक्क रचना विज्ञान	01
2.	अंत:स्राविकी	04
3.	जठरातंत्र रोग विज्ञान	03
4.	तंत्रिका विज्ञान	01
5.	बाल शल्य चिकित्सा	03
6.	मूत्र विज्ञान	03
7.	शरीर रचना विज्ञान	03
8.	शरीर क्रिया विज्ञान	03
9.	जैव रसायन विज्ञान	03
10.	भेषज गुण विज्ञान	03
11.	सामुदायिक आयुर्विज्ञान	03
12.	न्यायिक आयुर्विज्ञान	03
13.	महामारी – विज्ञान	01
14.	आयुर्विज्ञान	04
15.	त्वचा विज्ञान	03
16.	बाल रोग विज्ञान	02
17.	मनोरोग विज्ञान	02
18.	हृदय संवहनी वक्ष शल्य चिकित्सा	01
19.	हृदय रोग विज्ञान	01
20.	तंत्रिका शल्य चिकित्सा	01

21.	सूक्ष्म जीव विज्ञान	01
22.	विकिरण निदान	01
23.	विकृति विज्ञान	01
24.	जलन और प्लास्टिक	01
25.	भौतिक आयुर्विज्ञान और पुनर्वास	04
	(छ) डा. राम मनोहर लोहिया अस्पताल, नई दिल्ली	
1.	हृदय रोग विज्ञान	4
2.	बाल रोग विज्ञान	10
3.	प्रसूती रोग और स्त्री रोग विज्ञान	4
4.	भौतिक आयुर्विज्ञान और पुनर्वास	4
	(ज) संघात देखरेख केन्द्र डा. राम मनोहर लोहिया अस्पताल, नई दिल्ली	
1.	संवेदनाहरण	03
2.	साधारण शल्य चिकित्सा	01
3.	अस्थिभंग विज्ञान	01
4.	तंत्रिका शल्य चिकित्सा	01
5.	विकिरण विज्ञान	03
	योग	09
	(झ) महानिदेशालय स्वास्थ्य सेवाएं	
	1. सहायक महानिदेशक (आयुर्विज्ञान चिकित्सा)	01
	(ञ) अखिल भारतीय स्वच्छता और लोक स्वास्थ्य संस्थान, कोलकाता	
1.	निवारक और सामाजिक आयुर्विज्ञान	02
2.	लोक स्वास्थ्य	17
3.	सूक्ष्म जैव विज्ञान	04
	(ट) केन्द्रीय मनोरोग संस्थान, रांची	
1.	मनोरोग	07
2.	तंत्रिका विज्ञान	01
3.	विकिरण निदान	01
4.	संवेदनाहरण विज्ञान	01
5.	विकृति विज्ञान	01
6.	जैव-रसायन	01
	योग	12
	(ठ) अखिल भारतीय भौतिक आयुर्विज्ञान और पुनर्वास संस्थान, मुम्बई	
1.	भौतिक आयुर्विज्ञान और पुनर्वास	05
2.	**दिल्ली राष्ट्रीय राजधानी राज्य क्षेत्र**	
	(क) मौलाना आजाद आयुर्विज्ञान महाविद्यालय, नई दिल्ली	
1.	शरीर रचना विज्ञान	11
2.	शरीर क्रिया विज्ञान	11
3.	जीव विज्ञान	10
4.	विकृति विज्ञान	12
5.	भेषजगुण विज्ञान	08
6.	निरोधक और सामाजिक आयुर्विज्ञान	13
7.	शल्य चिकित्सा	16
8.	सूक्ष्म जीव विज्ञान	10

9.	आयुर्विज्ञान	15
10.	प्रसूति तथा स्त्री रोग विज्ञान	17
11.	विकिरणी आयुर्विज्ञान	09
12.	नेत्र विज्ञान	13
13.	बालरोग विज्ञान	16
14.	संवेदनाहरण विज्ञान	12
15.	कान, नाक तथा गला	08
16.	अस्थिभंग शल्य चिकित्सा	07
17.	चर्म तथा रति रोग	05
18.	न्यायिक आयुर्विज्ञान	07
19.	विकिरण आयुर्विज्ञान	06
20.	बाल रोग शल्य चिकित्सा	06
21.	मनोरोग विज्ञान	01
	योग	213
	(ख) गीता कॉलोनी, अतिविशेषज्ञता अस्पताल, गीता कॉलोनी, नई दिल्ली, मौलाना आजाद आयुर्विज्ञान महाविद्यालय का संबद्ध अस्पताल	
1.	बालरोग विज्ञान	03
2.	संवेदनाहरण विज्ञान	01
3.	विकिरणी आयुर्विज्ञान	01
4.	अस्थिभंग विज्ञान	01
5.	नेत्र विज्ञान	01
6.	कान, नाक तथा गला	01
7.	त्वचा विज्ञान	01
8.	जैव रसायन	01
	योग	10
	(ग) गोविन्द वल्लभ पंत अस्पताल, नई दिल्ली	
1.	तंत्रिका विज्ञान	09
2.	हृदय संवहिनी, थोरेसिक शल्य चिकित्सा के साथ आमेलित	--
3.	तंत्रिका शल्य चिकित्सा	07
4.	मनोरोग विज्ञान	05
5.	हृदय रोग विज्ञान	11
6.	संवेदनाहरण	12
7.	जठरान्त्ररोगज्ञान	05
8.	सूक्ष्म जीव विज्ञान	05
9.	विकिरणी निदान	06
10.	विकृति विज्ञान	05
11.	जीव रसायन	05
12.	शल्य चिकित्सा	02
13.	जठरांत्र इंटेस्टीनल शल्य चिकित्सा	03
14.	हृदय संवहिनी, वक्ष शल्य चिकित्सा	07
	योग	82

	(घ) गुरू तेग बहादुर अस्पताल-सह-आयुर्विज्ञान महाविद्यालय, नई दिल्ली	
1.	आयुर्विज्ञान	05
2.	शल्य चिकित्सा	05
3.	स्त्री रोग विज्ञान और प्रसूति	05
4.	बाल रोग विज्ञान	04
5.	संवेदनाहरण विज्ञान	06
6.	विकिरणी विज्ञान	04
7.	कान, नाक तथा गला	02
8.	तंत्रिका विज्ञान	01
9.	विकरणी आयुर्विज्ञान	04
10.	नेत्र विज्ञान	02
11.	अस्थिभंग विज्ञान	02
12.	त्वचा विज्ञान	01
13.	तंत्रिका शल्य चिकित्सा	01
14.	अस्थि शल्य चिकित्सा	01
15.	त्वचा और रति विज्ञान	01
16.	विकृति विज्ञान	03
17.	मनोरोग विज्ञान	01
	योग	48
	(II) अध्यापनेत्तर उप-काडर (विशेषज्ञ श्रेणी I /श्रेणी II या श्रेणी III	
	स्वास्थ्य और परिवार कल्याण मंत्रालय	
	(क) स्वास्थ्य सेवा महानिदेशालय	
1.	सहायक महानिदेशक, स्वास्थ्य सेवा, नेत्र विज्ञान	01
2.	सहायक स्वास्थ्य सेवा महानिदेशक (क्षय रोग)	01
3.	क्षय रोग अधिकारी	01
	योग	03
	(ख) सफदरजंग अस्पताल, नई दिल्ली	
1.	आयुर्विज्ञान विशेषज्ञ	15
2.	चिकित्सक (न्यूक्लियर आयुर्विज्ञान)	01
3.	रुधिर विज्ञानी	03
4.	शल्य चिकित्सक	12
5.	विकृति विज्ञानी	11
6.	नेत्र विशेषज्ञ	01
7.	बाल रोग चिकित्सक	10
8.	संवेदनाहरण विज्ञानी	26
9.	प्रसूति और स्त्री रोग विज्ञानी	14
10.	कैंसर शल्य चिकित्सक	02
11.	अस्थि शल्य चिकित्सक	07
12.	हृद-वक्ष या वक्ष शल्य चिकित्सक	04
13.	कान, नाक-गला विशेषज्ञ	01
14.	मूत्र विज्ञानी	02
15.	मनोरोग विज्ञानी	05

16.	विकिरणी आयुर्विज्ञान	05
17.	तंत्रिका विज्ञानी	01
18.	सूक्ष्म जीव विज्ञानी या जीवाणु विज्ञानी या सीरम विज्ञानी	09
19.	त्वचा रोग विज्ञानी या त्वचा रोग विशेषज्ञ	01
20.	विकिरणी निदान विशेषज्ञ	10
21.	न्यायिक आयुर्विज्ञान विशेषज्ञ	03
22.	चिकित्सक (वक्ष या श्वसन रोग)	03
23.	अंत:स्राव विज्ञानी	02
24.	जठरातंत्र रोग विज्ञानी	02
25.	वृक्क रचना विज्ञान	02
26.	सहायक निदेशक (कायिक औषध और पुनर्वास)	06
27.	हृदय रोग विज्ञानी या चिकित्सक (हृदय रोग विज्ञान)	04
28.	प्लास्टिक शल्य चिकित्सक	20
29.	बाल रोग शल्य विज्ञानी	03
30.	तंत्रिका शल्य चिकित्सक	04
	योग	191
	(ग) डा. राममनोहर लोहिया अस्पताल, नई दिल्ली	
1.	आयुर्विज्ञान विशेषज्ञ	19
2.	शल्य चिकित्सक	09
3.	बाल रोग चिकित्सक	03
4.	विकरणी निदान में विशेषज्ञ	11
5.	अस्थिभंग शल्य चिकित्सक	07
6.	बाल रोग चिकित्सक और स्त्री रोग विज्ञानी	03
7.	मनोरोग विज्ञानी	01
8.	संवेदनाहरण विज्ञानी	13
9.	विकृति विज्ञानी	07
10.	जीवाणु विज्ञानी	05
11.	कान, नाक व गला विशेषज्ञ	02
12.	त्वचा विज्ञानी या त्वचा विशेषज्ञ	02
13.	तंत्रिका शल्य चिकित्सक	06
14.	अंत:स्राव विज्ञानी	02
15.	जठरांत्ररोग विज्ञानी	02
16.	वृक्क रचना विज्ञानी	04
17.	तंत्रिका विज्ञानी	02
18.	बाल चिकित्सा शल्य चिकित्सा	02
19.	मूत्र रोग विज्ञान	02
20.	प्लास्टिक शल्य चिकित्सक	05
21.	हृदय रोग विज्ञानी या चिकित्सक (हृदय रोग विज्ञान)	03
22.	हृदय रोग संवहनी थोरेसिक शल्य चिकित्सा	03

	योग	113
	(घ) केन्द्रीय अनुसंधान संस्थान, कसौली	
1.	उप निदेशक या सहायक निदेशक (सूक्ष्म जीव विज्ञान)	15
	योग	15
	(ड.) केन्द्रीय कुष्ठ प्रशिक्षण अनुसंधान संस्थान, चिंगलपट्टू	
1.	सहायक निदेशक(सूक्ष्म या जीवाणु विज्ञानी)	03
2.	आयुर्विज्ञान विशेषज्ञ	02
3.	अस्थि शल्य चिकित्सक या सहायक निदेशक (अस्थि)	03
4.	विकृति विज्ञान या सहायक निदेशक (विकृति विज्ञान)	02
	योग	10
	(च) राष्ट्रीय रोग नियंत्रण केन्द्र, दिल्ली	
	सहायक निदेशक (सूक्ष्म जीवाणु विज्ञानी या जीवाणु विज्ञानी	27
	योग	27
	(छ) राष्ट्रीय क्षय रोग संस्थान, बंगलुरु	
1.	निदेशक (क्षय रोग विशेषता में)	01
2.	क्षय रोग विशेषता	03
	योग	04
	(ज) बैकिलस कालमेटे गुरिन(बी.सी.जी.) टीका प्रयोगशाला, गुंडी	
1.	निदेशक(सूक्ष्म जीव विज्ञान)	01
	योग	01
	(झ) अखिल भारतीय भौतिक चिकित्सा और पुनर्वास संस्थान, मुम्बई	
1.	उप निदेशक(पुनर्वास)	02
2.	विकरणी निदान में विशेषज्ञ	01
3.	विकृति विज्ञानी	01
4.	संवेदनाहरण विज्ञानी	02
5.	आयुर्विज्ञान	01
	योग	07
	(ञ) कलावती सरन बाल अस्पताल, नई दिल्ली	
1.	भौतिक आयुर्विज्ञान और पुनर्वास	01
2.	बाल चिकित्सा	02
3.	जीवाणु विज्ञानी	01
4.	विकरणी निदान	01
	योग	05
	(ट) लेडी हार्डिंग आयुर्विज्ञान महाविद्यालय, नई दिल्ली	
1.	मनोरोग विज्ञानी	02
	योग	02
	(ठ) लक्षदीप प्रशासन	
1.	बाल रोग विज्ञानी	01
2.	आयुर्विज्ञान विशेषज्ञ	01
3.	शल्य चिकित्सक	02
4.	प्रसूति विज्ञानी और स्त्री रोग विज्ञानी	02
5.	संवेदनाहरण विज्ञानी	02
6.	विकृति विज्ञानी	01
7.	नेत्र विज्ञानी	01

	योग	10
	(ड) सीरम विज्ञानी और रसायन परीक्षक का कार्यालय, कोलकाता	
1.	जीवाणु विज्ञानी	02
2.	विकृति विज्ञानी	01
	योग	03
	(ढ) क्षेत्रीय कुष्ठ प्रशिक्षण संस्थान(आर.एल.टी.आर.आई.), गौरीपुर	
1.	सहायक निदेशक (अस्थिभंग शल्य चिकित्सा)	01
2.	सहायक निदेशक (विकृति विज्ञानी)	01
3.	सहायक निदेशक (जीवाणु विज्ञानी)	01
	योग	03
	(ण) अखिल भारतीय स्वास्थ्य और लोक स्वास्थ्य संस्थान, कोलकाता	
	सूक्ष्म जीव विज्ञानी या सहायक निदेशक (सूक्ष्म)	01
	योग	01
	(त) क्षेत्रीय कुष्ठ प्रशिक्षण संस्थान, आस्का	
1.	शल्य चिकित्सक	01
2.	विकृति विज्ञानी	01
	योग	02
	(थ) क्षेत्रीय कुष्ठ प्रशिक्षण और संस्थान, रायपुर	
1.	सहायक निदेशक (जीवाणु विज्ञानी)	01
2.	सहायक निदेशक (विकृति विज्ञानी)	01
3.	सहायक निदेशक (अस्थिभंग शल्य चिकित्सा)	01
	योग	03
	(द) अंदमान और निकोबार प्रशासन	
1.	संवेदनाहरण विज्ञानी	09
2.	नाक, कान, गला विशेषज्ञ	01
3.	प्रसूति विज्ञानी और स्त्री रोग विज्ञानी	09
4.	आयुर्विज्ञान विशेषज्ञ	08
5.	नेत्र विज्ञानविद या नेत्र विशेषज्ञ	01
6.	अस्थिभंग शल्य चिकित्सक	01
7.	बाल रोग विज्ञानी	04
8.	विकरणी निदान	01
9.	चर्म चिकित्सक या त्वचा विशेषज्ञ	01
10.	शल्य चिकित्सक	09
11.	मनोरोग विज्ञानी	01
12.	क्षय रोग विशेषज्ञ	01
	योग	46
	(ध) केन्द्रीय सरकार स्वास्थ्य स्कीम, दिल्ली	
1.	आयुर्विज्ञान विशेषज्ञ (एक उप राष्ट्रपति सचिवालय के लिए और तीन ई.एम.आर. स्कीम के अधीन अति विशिष्ट व्यक्तियों के लिए)	24
2.	शल्य चिकित्सक	07
3.	नेत्र विशेषज्ञ	11
4.	कान, नाक और गला विशेषज्ञ	09
5.	प्रसूति विज्ञानी और स्त्री रोग विज्ञानी	12
6.	चर्म चिकित्सक या त्वचा विशेषज्ञ	09

7.	बाल चिकित्सा विज्ञानी	08
8.	मनोरोग विज्ञानी	04
9.	विकरणी निदान में विशेषज्ञ	03
10.	विकृति विज्ञानी	05
11.	अस्थिभंग शल्य चिकित्सक	01
12.	तंत्रिका विज्ञानी	01
13.	जैव रसायन विज्ञानी	06
	योग	100
	(न) केन्द्रीय सरकार स्वास्थ्य स्कीम औषधालय, उच्चतम न्यायालय परिसर, दिल्ली	
1.	आयुर्विज्ञान विशेषज्ञ	01
2.	नेत्र विशेषज्ञ	01
3.	त्वचा विशेषज्ञ	01
4.	बाल रोग विशेषज्ञ	01
5.	भौतिक आयुर्विज्ञान और पुनर्वास विशेषज्ञ	01
6.	हृदय विज्ञानी	01
7.	विकृति विज्ञानी या जैव रसायन शास्त्र	01
8.	कान, नाक और गला विशेषज्ञ	01
	योग	08
	(प) केन्द्रीय सरकार स्वास्थ्य स्कीम, कोलकाता	
1.	आयुर्विज्ञान विशेषज्ञ	01
2.	प्रसूति विज्ञानी और स्त्री रोग विज्ञानी	01
3.	नेत्र विशेषज्ञ	01
4.	विकृति विज्ञानी	01
5.	विकरणी निदान	01
6.	कान, नाक और गला विशेषज्ञ	01
7.	बाल रोग चिकित्सक	01
8.	चर्म चिकित्सक या त्वचा विशेषज्ञ	01
	योग	08
	(फ) केन्द्रीय सरकार स्वास्थ्य स्कीम, मुम्बई	
1.	आयुर्विज्ञान विशेषज्ञ	02
2.	प्रसूति विज्ञानी और स्त्री रोग विज्ञानी	02
3.	विकरणी निदान में विशेषज्ञ	02
4.	नेत्र विशेषज्ञ	01
5.	विकृति विज्ञानी	02
6.	बाल रोग चिकित्सक	02
7.	चर्म चिकित्सक या त्वचा विशेषज्ञ	02
8.	नेत्र विशेषज्ञ	01
	योग	14
	(ब) केन्द्रीय सरकार स्वास्थ्य स्कीम, मेरठ	
	आयुर्विज्ञान विशेषज्ञ	01
	योग	01
	(भ) केन्द्रीय सरकार स्वास्थ्य स्कीम, नागपुर	

1.	नेत्र विशेषज्ञ	01
2.	आयुर्विज्ञान विशेषज्ञ	02
3.	विकरणी निदान में विशेषज्ञ	01
4.	प्रसूति विज्ञानी और स्त्री रोग विज्ञानी	01
5.	कान, नाक और गला विशेषज्ञ	01
6.	बाल रोग चिकित्सक	01
7.	चर्म चिकित्सक या त्वचा विशेषज्ञ	01
	योग	08
	(म) केन्द्रीय सरकार स्वास्थ्य स्कीम, कानपुर	
1.	प्रसूति विज्ञानी और स्त्री रोग विज्ञानी	01
2.	आयुर्विज्ञान विशेषज्ञ	02
3.	विकृति विज्ञानी	01
4.	विकरणी निदान में विशेषज्ञ	01
5.	कान, नाक और गला विशेषज्ञ	01
6.	बाल रोग चिकित्सक	01
7.	चर्म चिकित्सक या त्वचा विशेषज्ञ	01
8.	नेत्र विशेषज्ञ	01
	योग	09
	(य) केन्द्रीय सरकार स्वास्थ्य स्कीम, चैन्नई	
1.	कान, नाक और गला विशेषज्ञ	02
2.	आयुर्विज्ञान विशेषज्ञ	03
3.	नेत्र विज्ञान विद विज्ञानी या नेत्र विशेषज्ञ	02
4.	प्रसूति विज्ञानी और स्त्री रोग विज्ञानी	02
5.	बाल चिकित्सा विज्ञानी	02
6.	विकृति विज्ञानी	02
7.	विकरणी निदान में विशेषज्ञ	02
8.	चर्म चिकित्सक या त्वचा विशेषज्ञ	02
	योग	17
	(यक) केन्द्रीय सरकार स्वास्थ्य स्कीम, इलाहाबाद	
1.	प्रसूति विज्ञानी और स्त्री रोग विज्ञानी	01
2.	आयुर्विज्ञान विशेषज्ञ	02
3.	विकृति विज्ञानी	02
4.	विकरणी निदान में विशेषज्ञ	01
5.	बाल रोग चिकित्सा विज्ञानी	01
6.	चर्म चिकित्सक या त्वचा विशेषज्ञ	01
7.	कान, नाक और गला विशेषज्ञ	01
8.	नेत्र विशेषज्ञ	01
	योग	10
	(यख) केन्द्रीय सरकार स्वास्थ्य स्कीम, हैदराबाद	
1.	आयुर्विज्ञान विशेषज्ञ	02
2.	विकृति विज्ञानी	02
3.	प्रसूति विज्ञानी और स्त्री रोग विज्ञानी	02

4.	विकरणी निदान में विशेषज्ञ	01
5.	कान, नाक और गला विशेषज्ञ	02
6.	नेत्र विशेषज्ञ	02
7.	बाल चिकित्सा विज्ञानी	02
8.	चर्म चिकित्सक या त्वचा विशेषज्ञ	02
9.	विकरणी निदान में विशेषज्ञ	01
	योग	16

	(यग) केन्द्रीय सरकार स्वास्थ्य स्कीम, बैंगलुरु	
1.	आयुर्विज्ञान विशेषज्ञ	01
2.	विकृति विज्ञानी	01
3.	विकरणी निदान में विशेषज्ञ	01
4.	प्रसूति विज्ञानी और स्त्री रोग विज्ञानी	01
5.	कान, नाक और गला विशेषज्ञ	01
6.	नेत्र विशेषज्ञ	01
7.	बाल रोग चिकित्सक	01
8.	चर्म चिकित्सक या त्वचा विशेषज्ञ	01
	योग	08

	(यघ) केन्द्रीय सरकार स्वास्थ्य स्कीम, पटना	
1.	आयुर्विज्ञान विशेषज्ञ	01
2.	विकृति विज्ञानी	01
3.	कान, नाक और गला विशेषज्ञ	01
4.	प्रसूति विज्ञानी और स्त्री रोग विज्ञानी	01
5.	नेत्र विशेषज्ञ	01
6.	बाल रोग चिकित्सक	01
7.	विकरणी निदान में विशेषज्ञ	01
8.	चर्म चिकित्सक या त्वचा विशेषज्ञ	01
	योग	08
	(यङ.) केन्द्रीय सरकार स्वास्थ्य स्कीम, लखनऊ	
	आयुर्विज्ञान विशेषज्ञ	02
1.	विकृति विज्ञानी	02
2.	चर्म चिकित्सक या त्वचा विशेषज्ञ	01
3.	कान, नाक और गला विशेषज्ञ	01
4.	प्रसूति विज्ञानी और स्त्री रोग विज्ञानी	01
5.	नेत्र विशेषज्ञ	01
6.	बाल रोग चिकित्सक	01
7.	विकरणी निदान में विशेषज्ञ	01
	योग	10
	(यच) केन्द्रीय सरकार स्वास्थ्य स्कीम, अहमदाबाद	
1.	आयुर्विज्ञान विशेषज्ञ	01

2.	विकृति विज्ञानी	01
	योग	02

	(यछ) केन्द्रीय सरकार स्वास्थ्य स्कीम, पुणे	
1.	आयुर्विज्ञान विशेषज्ञ	01
2.	विकृति विज्ञानी	01
3.	प्रसूति विज्ञानी और स्त्री रोग विज्ञानी विशेषज्ञ	01
4.	नेत्र विशेषज्ञ	01
5.	बाल रोग चिकित्सक	01
6.	विकरणी निदान में विशेषज्ञ	01
7.	चर्म चिकित्सक	01
	योग	07

	(यज) केन्द्रीय सरकार स्वास्थ्य स्कीम, जयपुर	
1.	आयुर्विज्ञान विशेषज्ञ	01
2.	विकृति विज्ञानी	01
3.	विकरणी निदान में विशेषज्ञ	01
4.	प्रसूति विज्ञानी और स्त्री रोग विज्ञानी	01
5.	नेत्र विशेषज्ञ	01
6.	कान, नाक और गला विशेषज्ञ	01
7.	बाल रोग चिकित्सक	01
8.	चर्म चिकित्सक या त्वचा विशेषज्ञ	01
	योग	08

	(यझ) कृषि और सहकारिता पादप संरक्षण और संगरोध मंत्रालय	
1.	संयुक्त निदेशक (भेषजगुण आयुर्विज्ञान)	04
2.	उप निदेशक (भेषजगुण आयुर्विज्ञान)	02
3.	विकृति विज्ञानी	01
	योग	07

	(यञ) राष्ट्रीय एड्स नियंत्रण संगठन, स्वास्थ्य और परिवार कल्याण मंत्रालय	
1.	सहायक निदेशक या निदेशक या संयुक्त निदेशक (अनुसंधान और विकास) (सूक्ष्म जीव विज्ञान या जीवाणु विज्ञान)	01
	योग	01

	(यट) वित्त मंत्रालय (आर्थिक कार्य विभाग) भारतीय सिक्यूरिटी प्रैस, नासिक	
1.	आयुर्विज्ञान विशेषज्ञ	01
2.	शल्य चिकित्सक	01
3.	प्रसूति विज्ञानी और स्त्री रोग विज्ञानी	01
4.	अस्थिभंग विशेषज्ञ	01
5.	संवेदनाहरण विज्ञानी	01
6.	विकिरणी विज्ञान	01
	योग	06

	(यठ) श्रम और रोजगार मंत्रालय (श्रम कल्याण संगठन)	
1.	प्रसूति विज्ञानी और स्त्री रोग विज्ञानी	
	(i) बैंगलुरु क्षेत्र	01
	(ii) कोलकाता क्षेत्र	02
	(iii) हैदराबाद क्षेत्र	01
	योग	04

	(III लोक स्वास्थ्य उप-काडर) **विशेषज्ञ श्रेणी I या विशेषज्ञ श्रेणी II**	
	(अ) स्वास्थ्य और परिवार कल्याण विभाग	
	(क) परिवार कल्याण प्रशिक्षण और अनुसंधान मुम्बई	
1.	निदेशक	01
2.	उप निदेशक	01
3.	सहायक आयुक्त (प्रतिरक्षण)	01
	योग	03
	(ख) स्वास्थ्य सेवा महानिदेशालय	
1.	सहायक स्वास्थ्य महानिदेशक(कुष्ठ)	01
2.	सहायक स्वास्थ्य महानिदेशक(अंतर्राष्ट्रीय स्वास्थ्य)	01
3.	उप सहायक स्वास्थ्य सेवा महानिदेशक, पब्लिक स्वास्थ्य और केन्द्रीय स्वास्थ्य शिक्षा ब्यूरो (पी.एच. और सीएचईबी)	01
4.	उप सहायक स्वास्थ्य सेवा महानिदेशक, रोग प्रतिरक्षण का विस्तारित कार्यक्रम (ईपीआई)	01
5.	उप सहायक स्वास्थ्य सेवा महानिदेशक (नेत्र विज्ञान)	01
6.	उप सहायक स्वास्थ्य सेवा महानिदेशक (कुष्ठ)	01
	योग	06
	(ग) केन्द्रीय कुष्ठ प्रशिक्षण अनुसंधान संस्थान, चिंगलपट्टू, तमिलनाडु	
1.	उप निदेशक (जानपदिक रोग विज्ञान)	01
2.	सहायक निदेशक (जानपदिक रोग विज्ञान)	01
3.	सहायक निदेशक (जानपदिक रोग विज्ञान और मूल्यांकन)	01
	योग	03

	(घ) क्षेत्रीय कुष्ठ प्रशिक्षण और अनुसंधान संस्थान, रायपुर (छत्तीसगढ़)	
1.	निदेशक	01
2.	सहायक निदेशक (जानपदिक रोग विज्ञान)	01
	योग	02

	(ड.) क्षेत्रीय कुष्ठ प्रशिक्षण और अनुसंधान संस्थान, गौरीपुर (पश्चिमी बंगाल)	
1.	निदेशक	01
2.	सहायक निदेशक (जानपदिक रोग विज्ञान)	01
	योग	02

	(च) क्षेत्रीय कुष्ठ प्रशिक्षण और अनुसंधान संस्थान, आस्का	
1.	निदेशक	01
	योग	01
	(छ) राष्ट्रीय रोग नियंत्रण केन्द्र, दिल्ली	
1.	उप निदेशक (जानपदिक रोग विज्ञान)	01
2.	सहायक निदेशक (फाइलेरिया)	01
3.	सहायक निदेशक	40
	योग	42
	(ज)राष्ट्रीय क्षय रोग संस्थान, बैंगलुरु	
1.	जानपदिक रोग विज्ञानी	01
	योग	01
	(झ) राष्ट्रीय वेक्टर जनित रोग नियंत्रण कार्यक्रम, दिल्ली	
1.	उप निदेशक (जानपदिक रोग विज्ञान)	01
2.	क्षेत्रीय निदेशक (स्वास्थ्य और परिवार कल्याण) (अहमदाबाद हैदराबाद, भुवनेश्वर, लखनऊ)	04
3.	सहायक निदेशक	05
	योग	10
	(ञ) अखिल भारतीय स्वास्थ्य और लोक स्वास्थ्य संस्थान, कोलकाता	
1.	चिकित्सा अधिकारी (औद्योगिक स्वास्थ्य)	01
2.	चिकित्सा अधिकारी (पोषण)	01
3.	जानपदिक रोग विज्ञानी	01
4.	चिकित्सा अधिकारी (विद्यालय स्वास्थ्य)	01
5.	चिकित्सा अधिकारी (गृह सेवा)	01
6.	क्षेत्रीय जानपदिक रोग विज्ञानी	01
7.	ग्रामीण क्षेत्र चिकित्सा अधिकारी (जनसंख्या नियंत्रण क्षेत्रीय अध्ययन)	01
	योग	07
	(ट) विमानपत्तन या पत्तन स्वास्थ्य संगठन, मुम्बई	
1.	पत्तन स्वास्थ्य अधिकारी, मुम्बई	02
2.	विमानपत्तन स्वास्थ्य अधिकारी, मुम्बई	01
	योग	03
	(ठ) विमानपत्तन या पत्तन स्वास्थ्य संगठन, कोलकाता	
1.	पत्तन स्वास्थ्य अधिकारी, कोलकाता	01
2.	विमानपत्तन स्वास्थ्य अधिकारी, कोलकाता	01
	योग	02
	(ड) पत्तन स्वास्थ्य संगठन, चैन्नई	
	पत्तन स्वास्थ्य अधिकारी	01
	योग	01
	(ढ़) विमानपत्तन स्वास्थ्य संगठन, दिल्ली	
1.	विमानपत्तन स्वास्थ्य अधिकारी	01
	योग	01
	(ण) राष्ट्रीय राजधानी राज्यक्षेत्र, दिल्ली सरकार	
1.	उप निदेशक, स्वास्थ्य सेवा	02
	योग	02
	(त) परिवार कल्याण महानिदेशालय राष्ट्रीय राजधानी राज्यक्षेत्र, दिल्ली	

1.	**(थ) उप निदेशक (प्रतिरक्षण)**	02
	योग	02
	(द) लक्षदीप प्रशासन	
1.	उप निदेशक	01
2.	क्षेत्रीय प्रतिरक्षण अधिकारी	01
	योग	02
	(ध) सफदरजंग अस्पसताल, नई दिल्ली	
1.	जानपदिक रोग विज्ञानी	01
	योग	01
	(न) अंदमान और निकोबार प्रशासन	
1.	उप निदेशक स्वास्थ्य सेवा	01
	योग	01
	(प) राष्ट्रीय एड्स नियंत्रण संगठन, स्वास्थ्य और परिवार कल्याण मंत्रालय	
1.	उप निदेशक (रक्त सुरक्षा)	01
2.	सहायक निदेशक	02
	योग	03

	(IV) साधारण ड्यटी चिकित्सा अधिकारी उप-काडर (चिकित्सा अधिकारी या ज्येष्ठ अधिकारी या मुख्य चिकित्सा अधिकारी	
	(क) परिवार कल्याण विभाग	
1.	सहायक आयुक्त	10
2.	मुख्य चिकित्सा अधिकारी (क्षेत्रीय कार्यालय, स्वास्थ्य और परिवार कल्याण मंत्रालय (इंफाल, जयपुर, चैन्नई)	04
3.	क्षेत्रीय स्वास्थ्य कार्यालय (चिकित्सा अधिकारी या ज्येष्ठ चिकित्सा अधिकारी या मुख्य चिकित्सा अधिकारी)	
	बैंगलुरु	01
	भोपाल	01
	भुवनेश्वर	01
	कोलकाता	01
	चंडीगढ़	01
	हैदराबाद	01
	इंफाल	01
	जयपुर	01
	चैन्नई	01
	पटना	01
	पुणे	01
	शिलांग	02
	तिरुवनंथपुरम	01
	योग	29
	(ख) स्वास्थ्य सेवा महानिदेशालय	
1.	उप निदेशक(तकनीकी)	01
2.	केन्द्रीय स्वास्थ्य शिक्षा ब्यूरो (मुख्य चिकित्सा अधिकारी या ज्येष्ठ चिकित्सा अधिकारी या चिकित्सा अधिकारी)	05
3.	स्वास्थ्य सेवा महानिदेशालय(मुख्यालय), (मुख्य चिकित्सा अधिकारी या ज्येष्ठ चिकित्सा अधिकारी या चिकित्सा अधिकारी)	08
	(ग) सफदरजंग अस्पताल, नई दिल्ली	73
	(घ) डा. राम मनोहर लोहिया अस्पताल, नई दिल्ली	67

	(ड.) क्षेत्रीय कुष्ठ प्रशिक्षण संस्थान, रायपुर	06
	(च) क्षेत्रीय कुष्ठ प्रशिक्षण संस्थान, अस्का	03
	(छ) राष्ट्रीय क्षय रोग संस्थान, बैंगलुरु	04
	(ज) केन्द्रीय कुष्ठ प्रशिक्षण अनुसंधान संस्थान, चिंगलपट्टु	11
	(झ) क्षेत्रीय कुष्ठ प्रशिक्षण और अनुसंधान संस्थान, गौरीपुर	
1.	उप निदेशक(मुख्य चिकित्सा अधिकारी)	01
2.	मुख्य चिकित्सा अधिकारी या ज्येष्ठ चिकित्सा अधिकारी या चिकित्सा अधिकारी	06
	(ञ) अखिल भारतीय भौतिक चिकित्सा और पुनर्वास संस्थान, मुम्बई	02
	(ट) केन्द्रीय मनोरोग संस्थान, रांची	
1.	उप चिकित्सा अधीक्षक (मुख्य चिकित्सा अधिकारी)	02
2.	मुख्य चिकित्सा अधिकारी या ज्येष्ठ चिकित्सा अधिकारी या चिकित्सा अधिकारी	06
	(ठ) लेडी हार्डिंग आयुर्विज्ञान महाविद्यालय, नई दिल्ली	04
	(ड) कलावती सरन बाल अस्पताल, नई दिल्ली	04
	(ढ) अखिल भारतीय स्वच्छता और लोक स्वास्थ्य संस्थान, कोलकाता	28
	(ण) राष्ट्रीय रोग नियंत्रण केन्द्र, दिल्ली	06
	(त) सीरोलोजिकल और रसायन परीक्षक, भारत सरकार, कोलकाता	05
	(थ) ग्रामीण स्वास्थ्य प्रशिक्षण केन्द्र, नजफगढ़	15
	(द) केन्द्रीय अनुसंधान संस्थान, कसौली	04
	(ध) लक्षदीप प्रशासन	22
	(न) अंदमान और निकोबार प्रशासन	22
	(प) परिवार कल्याण प्रशिक्षण और अनुसंधान केन्द्र, मुम्बई	04
	(फ) राजकुमारी अमृत कौर परिचर्या महाविद्यालय, नई दिल्ली	01
	(ब) राष्ट्रीय वेक्टर जनित रोग नियंत्रण कार्यक्रम, दिल्ली	01
	(भ) संचार मंत्रालय, डाक विभाग	128
	(म) वित्त मंत्रालय (आर्थिक कार्य विभाग)	
	1. राष्ट्रीय अफीम और अल्कोहाली संकर्म, नीमच्छ	01
	(य) श्रम मंत्रालय	
1.	इलाहाबाद क्षेत्र	14
2.	बंगलूरू क्षेत्र	35
3.	अजमेर क्षेत्र	18
4.	भुवनेश्वर क्षेत्र	29
5.	कोलकाता क्षेत्र	24
6.	गोवा क्षेत्र	06
7.	हैदराबाद क्षेत्र	39
8.	जबलपुर क्षेत्र	34
9.	कारमा क्षेत्र	27
10.	नागपुर क्षेत्र	04
11.	फोरमैन प्रशिक्षण संस्थान, बंगलूरू	15
12.	विश्लेषिकी प्रशिक्षण संस्थान. मुम्बई	01
13.	विश्लेषिकी प्रशिक्षण, कोलकाता	01
14.	विश्लेषिकी प्रशिक्षण, हैदराबाद	01
	योग	248

(यक) गृह मंत्रालय	
1. आसूचना ब्यूरो	09
2. राष्ट्रीय सिविल सुरक्षा महाविद्यालय, नागपुर	01
(यख) नागर विमानन मंत्रालय	01
(यग) शहरी विकास मंत्रालय	13
(यघ) खाद्य और कृषि मंत्रालय	02
(यङ) लाल बहादुर शास्त्री राष्ट्रीय प्रशासन अकादमी, मसूरी	02
(यच) सरदार बल्लभ भाई पटेल राष्ट्रीय पुलिस अकादमी, हैदराबाद	04
(यछ)विज्ञान और प्रौद्योगिकी विभाग, भारत का महासर्वेक्षक, देहरादून	11
(यज) परिवहन मंत्रालय	02
(यझ) विमानपत्तन स्वास्थ्य संगठन या पत्तन स्वास्थ्य संगठन	
1. पत्तन स्वास्थ्य संगठन, मुम्बई	13
2. विमानपत्तन स्वास्थ्य संगठन, मुम्बई	06
3. पत्तन स्वास्थ्य संगठन, कोलकाता	09
4. पत्तन स्वास्थ्य संगठन, चेन्नई	04
5. विमानपत्तन स्वास्थ्य संगठन, तिरूचिरापल्ली	02
6. पत्तन स्वास्थ्य संगठन, कोचीन	02
7. पत्तन स्वास्थ्य संगठन, विशाखापट्टनम	02
8. पत्तन स्वास्थ्य संगठन, कांडला	02
9. पत्तन स्वास्थ्य संगठन, मारमगांव	01
10. विमानपत्तन स्वास्थ्य संगठन, दिल्ली	06
11. विमानपत्तन स्वास्थ्य संगठन, कलकत्ता	04
12. अट्टारी सीमा संगठन, एपीएचओ, अमृतसर	02
योग	53
(यञ) केन्द्रीय सरकार स्वास्थ्य योजना	
1. केन्द्रीय सरकार स्वास्थ्य योजना, दिल्ली	686
2. केन्द्रीय सरकार स्वास्थ्य योजना, इलाहाबाद	21
3. केन्द्रीय सरकार स्वास्थ्य योजना, अहमदाबाद	14
4. केन्द्रीय सरकार स्वास्थ्य योजना, बंगलूरू	37
5. केन्द्रीय सरकार स्वास्थ्य योजना, मुम्बई	83
6. केन्द्रीय सरकार स्वास्थ्य योजना, कोलकाता	68
7. केन्द्रीय सरकार स्वास्थ्य योजना, चेन्नई	35
8. केन्द्रीय सरकार स्वास्थ्य योजना, हैदराबाद	76
9. केन्द्रीय सरकार स्वास्थ्य योजना, कानपुर	39
10. केन्द्रीय सरकार स्वास्थ्य योजना, मेरठ	21
11. केन्द्रीय सरकार स्वास्थ्य योजना, जयपुर	22
12. केन्द्रीय सरकार स्वास्थ्य योजना, नागपुर	36
13. केन्द्रीय सरकार स्वास्थ्य योजना, पटना	16
14. केन्द्रीय सरकार स्वास्थ्य योजना, भुवनेश्वर	06
15. केन्द्रीय सरकार स्वास्थ्य योजना, जबलपुर	16
16. केन्द्रीय सरकार स्वास्थ्य योजना, रांची	05
17. केन्द्रीय सरकार स्वास्थ्य योजना, लखनऊ	30
18. केन्द्रीय सरकार स्वास्थ्य योजना, पुणे	28
19. केन्द्रीय सरकार स्वास्थ्य योजना, गुवाहाटी	09
20. केन्द्रीय सरकार स्वास्थ्य योजना, तिरुवनंतपुरम	09

	(यट) बैकिलस कलमेट्टे गुरीन (बी.सी.जी) टीका प्रयोगशाला, गुंडी	01
	(यठ) लेडी रीडिंग स्वास्थ्य विद्यालय, **दिल्ली**	01
	(यड) केन्द्रीय जल और विद्युत अनुसंधान स्टेशन, पुणे	
	(i) चिकित्सा अधिकारी	01
	(ii) महिला चिकित्सा अधिकारी	01
	(यठ) दिल्ली दुग्ध स्कीम	
	(यड) राष्ट्रीय एड्स नियंत्रण संगठन (स्वास्थ्य और परिवार कल्याण मंत्रालय)	
	1. उप निदेशक (तकनीकी)	01
	टिप्पण: कार्यभार के आधार पर पदों की संख्या में परिवर्तन किया जा सकता है	

अनुसूची 3

[देखें नियम 6(2)]

क्रम सं.	**पद का नाम**	**प्रोन्नति के लिए भर्ती करने की पद्धति**	**चयन का क्षेत्र और न्यूनतम अर्हक सेवा**
I	**उच्चतर प्रशासनिक ग्रेड** (साधारण प्रशासनिक श्रेणी पद):		
	(i) महानिदेशक, स्वास्थ्य सेवा	---	स्वास्थ्य सेवाओं का सबसे ज्येष्ठ विशेष महानिदेशक, महानिदेशक स्वास्थ्य सेवा के रूप में कार्य करेगा ।
	(ii) विशेष महानिदेशक, स्वास्थ्य सेवा (लोक स्वास्थ्य और आयुर्विज्ञान शिक्षा या चिकित्सा सेवाएं	चयन द्वारा प्रोन्नति	अपर महानिदेशक स्वास्थ्य सेवा और संस्थाओं और संगठनों या राष्ट्रीय कार्यक्रमों के प्रमुख जो वेतन बैंड-4 में 67000-(वार्षिक वृद्धि @3 %) 79000 रुपए में उस श्रेणी में दो वर्ष की नियमित सेवा रखते हैं जिसके न हो सकने पर अपर महानिदेशक स्वास्थ्य सेवा और संस्थाओं और संगठनों या राष्ट्रीय कार्यक्रमों के प्रमुख जो वेतन बैंड-4 में 67000-(वार्षिक वृद्धि @3 %)79000 रुपए और जो 10,000 रुपए ग्रेड वेतन के साथ वेतन बैंड-4 में 37400-67000 रुपए में पांच वर्ष की नियमित संयुक्त सेवा रखते हैं ।
	(iii) अपर महानिदेशक स्वास्थ्य सेवा या संस्थाओं और संगठनों या राष्ट्रीय कार्यक्रमों के प्रमुख	चयन द्वारा प्रोन्नति जिसके न हो सकने पर सीधी भर्ती द्वारा	10,000 रुपए ग्रेड वेतन के साथ वेतन बैंड-4 में 37400-67000 रुपए में उस ग्रेड में तीन वर्ष की नियमित सेवा रखने वाले ज्येष्ठ प्रशासनिक ग्रेड के अधिकारी जिनके न हो सकने पर 10,000 रुपए ग्रेड वेतन के साथ वेतन बैंड-4 में 37400-67000 रुपए के वेतन बैंड में दो वर्ष की नियमित सेवा रखने वाले ज्येष्ठ प्रशासनिक ग्रेड में अधिकारी और जो यथास्थिति नियुक्ति के पश्चात् 12 वर्ष की नियमित सेवा रखते हैं या जो 8700 रुपए ग्रेड वेतन के साथ वेतन बैंड-4 में 37400-67000 रुपए में प्रोफेसर या विशेषज्ञ ग्रेड 1 या प्रधान चिकित्सा अधिकारी (अकृत्यकारी चयन ग्रेड) के

			स्तर पर प्रोन्नत किए गए हैं
II	**अध्यापन विशेषज्ञ उप काडर पद**		
	(क) ज्येष्ठ प्रशासनिक ग्रेड	रिक्तियों को गणना में लिए बिना चयन द्वारा प्रोन्नति जिसके न हो सकने पर सीधी भर्ती	ऐसे प्रोफेसर जो 8700 रुपए ग्रेड वेतन के साथ वेतन बैंड-4 में 37400-67000 रुपए में उस ग्रेड में सात वर्ष की नियमित सेवा रखते हैं
	(ख) प्रोफेसर	रिक्तियों को गणना में लिए बिना चयन द्वारा प्रोन्नति जिसके न हो सकने पर सीधी भर्ती	ऐसे एसोसिएट प्रोफेसर जो 7600 रुपए ग्रेड वेतन के साथ वेतन बैंड-3 में 15600-39100 रुपए में उस ग्रेड में चार वर्ष की नियमित सेवा रखते हैं। **टिप्पण:** सेवा में सहायक प्रोफेसर के रूप में सम्मिलित होने से पूर्व ज्येष्ठ रेजिडेंसी की अवधि को भारतीय चिकित्सा परिषद् द्वारा बनाए गए विनियमों के अनुसरण में प्रोफेसर या एसोसिएट प्रोफेसर के पद के लिए अपेक्षित कुल अनुभव की संगणना के लिए गणना में लिया जाएगा।
	(ग) एसोसिएट प्रोफेसर (अति विशेषज्ञता में और अतिविशेषज्ञताओं से भिन्न)	रिक्तियों को गणना में लिए बिना चयन द्वारा प्रोन्नति जिसके न हो सकने पर सीधी भर्ती	ऐसे सहायक प्रोफेसर जो 6600 रुपए ग्रेड वेतन के साथ वेतन बैंड-3 में 15600-39100 रुपए में उस ग्रेड में दो वर्ष की नियमित सेवा रखते हैं।
	(घ)(i) सहायक प्रोफेसर (अति विशेषज्ञता)	सीधी भर्ती	**अनिवार्य:** (i) भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की पहली अनुसूची या दूसरी अनुसूची या तीसरी अनुसूची के भाग II (अनुज्ञप्ति अर्हताओं से भिन्न) में सम्मिलित कोई मान्यता प्राप्त एम.बी.बी.एस. अर्हता । तीसरी अनुसूची के भाग II में सम्मिलित शैक्षिक अर्हता के धारकों द्वारा भी भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की धारा 13 की उपधारा (3) में विनिर्दिष्ट शर्तों को पूरा किया जाना चाहिए। (ii) संबंधित विशेषज्ञता में या अनुसूची vi के भाग क में वर्णित अति विशेषज्ञता में स्नातकोत्तर। (iii) किसी मान्यता प्राप्त शिक्षण संस्था में पहली स्नातकोत्तर डिग्री अभिप्राप्त करने के पश्चात् ज्येष्ठ रेजिडेंट या अनुशिक्षक या प्रदर्शक या संबंधित विशेषज्ञता या अति विशेषज्ञता में कम से कम तीन वर्ष का अनुभव। **टिप्पण: 1-** डाक्टरेट ऑफ मेडिसिन (डी.एम.) या मास्टर ऑफ चिरुरजियाई (एम.सीएच.) की पांच वर्ष की अवधि की अर्हता धारकों की दशा में उक्त डाक्टरेट ऑफ मेडिसिन (डी.एम.) या मास्टर ऑफ चिरुरजियाई (एम.सीएच.) के अंतिम भाग में की गई ज्येष्ठ स्नातकोत्तर रेजिडेंसी की अवधि को अध्यापन अनुभव की अपेक्षा के लिए गणना में

			लिया जाएगा । **टिप्पण: 2-** सहायक प्रोफेसर (और रुधिर अंतरण) के पद पर भर्ती के लिए प्रतिरक्षी-रुधिर विज्ञान और रुधिर अंतरण में मान्यता प्राप्त अध्यापन अस्पताल में या विकृति विज्ञान में प्रतिरक्षी-रुधिर विज्ञान और रुधिर अंतरण (रुधिर बैंक) में कम से कम तीन वर्ष के अनुभव के साथ प्रतिरक्षी-रुधिर विज्ञान और रुधिर अंतरण (रुधिर बैंक) में व्याख्याता या अनुशिक्षक या ज्येष्ठ रेजिडेंट या प्रदर्शक के रूप में विशेषज्ञता में स्नातकोत्तर उपाधि के पश्चात् छह मास का अनुभव । **टिप्पण: 3-** वर्धमान महावीर आयुर्विज्ञान महाविद्यालय और सफदरजंग अस्पताल, नई दिल्ली में क्रीड़ा संघात केन्द्र में सहायक प्रोफेसर के पद पर भर्ती के लिए क्रीड़ा संघात या क्रीड़ा चिकित्सा में दो वर्ष का न्यूनतम अनुभव वांछनीय अर्हता होगी । **टिप्पण: 4-** साधारण ड्यूटी चिकित्सा अधिकारी या चिकित्सा अधिकारी जैसे अन्य पद पर अध्यापन के अनुभव पर अध्यापन पदों में भर्ती के प्रयोजन के लिए पात्रता के लिए विचार नहीं किया जाएगा ।
	(ii) सहायक प्रोफेसर (अति विशेज्ञताओं से भिन्न)	सीधी भर्ती	**अनिवार्य:** (i) भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956(1956 का 102) की पहली अनुसूची या दूसरी अनुसूची या तीसरी अनुसूची के भाग II (अनुज्ञप्ति अर्हताओं से भिन्न) में सम्मिलित कोई मान्यता प्राप्त एम.बी.बी.एस. अर्हता । तीसरी अनुसूची के भाग II में सम्मिलित शैक्षिक अर्हता के धारकों द्वारा भी भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956(1956 का 102) की धारा 13 की उपधारा (3) में विनिर्दिष्ट शर्तों को पूरा किया जाना चाहिए । (ii) संबंधित विशेषज्ञता में या अनुसूची vi के भाग क में वर्णित अति विशेषज्ञता में स्नातकोत्तर डिग्री। (iii) किसी मान्यता प्राप्त शिक्षण संस्था में पहली स्नातकोत्तर डिग्री अभिप्राप्त करने के पश्चात् ज्येष्ठ रेजिडेंट या अनुशिक्षक या प्रदर्शक या संबंधित विशेषज्ञता या अति विशेषज्ञता में कम से कम तीन वर्ष का अनुभव । **टिप्पण 1:** डाक्टरेट ऑफ मेडिसिन(डी.एम.) या मास्टर ऑफ चिरुरजियाई (एम.सीएच.) की पांच

			वर्ष की अवधि की अर्हता धारकों की दशा में उक्त डाक्टरेट ऑफ मेडिसिन(डी.एम.) या मास्टर ऑफ चिरुरजियाई (एम.सीएच.) के अंतिम भाग में की गई ज्येष्ठ स्नातकोत्तर रेजिडेंसी की अवधि को अध्यापन अनुभव की अपेक्षा के लिए गणना में लिया जाएगा। **टिप्पण 2**: सहायक प्रोफेसर (और रुधिर अंतरण) के पद पर भर्ती के लिए प्रतिरक्षी-रुधिर विज्ञान और रुधिर अंतरण में मान्यता प्राप्त अध्यापन अस्पताल में या विकृति विज्ञान में प्रतिरक्षी-रुधिर विज्ञान और रुधिर अंतरण (रुधिर बैंक) में कम से कम तीन वर्ष के अनुभव के साथ प्रतिरक्षी-रुधिर विज्ञान और रुधिर अंतरण (रुधिर बैंक) में व्याख्याता या अनुशिक्षक या ज्येष्ठ रेजिडेंट या प्रदर्शक के रूप में विशेषज्ञता में स्नातकोत्तर उपाधि के पश्चात् छह मास का अनुभव। **टिप्पण** 3: वर्धमान महावीर आयुर्विज्ञान महाविद्यालय और सफदरजंग अस्पताल, नई दिल्ली में क्रीड़ा संघात केन्द्र में सहायक प्रोफेसर के पद पर भर्ती के लिए क्रीड़ा संघात या क्रीड़ा चिकित्सा में दो वर्ष का न्यूनतम अनुभव वांछनीय अर्हता होगी। **टिप्पण** 4: साधारण ड्यूटी चिकित्सा अधिकारी या चिकित्सा अधिकारी जैसे अन्य पद पर अध्यापन के अनुभव पर अध्यापन पदों में भर्ती के प्रयोजन के लिए पात्रता के लिए विचार नहीं किया जाएगा।
	III अध्यापनेत्तर विशेषज्ञ उप काडर पद		
	(क) ज्येष्ठ प्रशासनिक ग्रेड	रिक्तियों को गणना में लिए बिना चयन द्वारा प्रोन्नति जिसके न हो सकने पर सीधी भर्ती	अध्यापनेत्तर विशेषज्ञ उप काडर ग्रेड 1 में वेतन बैंड-4 में 37400-67000 रुपए के वेतनमान में 8700 रुपए ग्रेड वेतन में सात वर्ष की नियमित सेवा रखने वाले अधिकारी।
	(ख) विशेषज्ञ ग्रेड		
	(1) विशेषज्ञ ग्रेड-I	रिक्तियों को गणना में लिए बिना चयन द्वारा प्रोन्नति जिसके न हो सकने पर सीधी भर्ती	अध्यापनेत्तर विशेषज्ञ उप काडर ग्रेड 2 में वेतन बैंड-3 में 15600-39100 रुपए के वेतनमान में 7600 रुपए ग्रेड वेतन में चार वर्ष की नियमित सेवा रखने वाले अधिकारी।
	(2) (i) विशेषज्ञ ग्रेड-II (अति विशेषज्ञताएं)	रिक्तियों को गणना में लिए बिना चयन द्वारा प्रोन्नति जिसके न हो सकने पर सीधी भर्ती	अध्यापनेत्तर विशेषज्ञ उप काडर (अति विशेषज्ञता) ग्रेड 3 में वेतन बैंड-3 में 15600-39100 रुपए के वेतनमान में 6600 रुपए ग्रेड वेतन में दो वर्ष की नियमित सेवा रखने वाले अधिकारी।
	(ii) विशेषज्ञ ग्रेड-II (अति विशेषज्ञताओं से भिन्न)	रिक्तियों को गणना में लिए बिना चयन द्वारा प्रोन्नति जिसके न हो सकने पर सीधी भर्ती	अध्यापनेत्तर विशेषज्ञ उप काडर (अति विशेषज्ञताओं से भिन्न) ग्रेड 1 में वेतन बैंड-3 में 15600-39100 रुपए के वेतनमान में 6600 रुपए ग्रेड वेतन में दो वर्ष की नियमित सेवा रखने वाले अधिकारी।

	(3)(i) विशेषज्ञ ग्रेड-III (अति विशेषज्ञताएं)	सीधी भर्ती	**अनिवार्य:** (i) भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की पहली अनुसूची या दूसरी अनुसूची या तीसरी अनुसूची के भाग II (अनुज्ञप्ति अर्हताओं से भिन्न) में सम्मिलित कोई मान्यता प्राप्त एम.बी.बी.एस. अर्हता । तीसरी अनुसूची के भाग II में सम्मिलित शैक्षिक अर्हता के धारकों द्वारा भी भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956(1956 का 102) की धारा 13 की उपधारा (3) में विनिर्दिष्ट शर्तों को पूरा किया जाना चाहिए । (ii) संबंधित विशेषज्ञता में या अनुसूची vi के भाग क या भाग ख में वर्णित अति विशेषज्ञता में स्नातकोत्तर डिग्री या डिप्लोमा । (iii) स्नातकोत्तर डिग्री अभिप्राप्त करने के पश्चात् संबंधित विशेषज्ञता या अतिविशेषता में तीन वर्ष का अनुभव या स्नातकोत्तर डिप्लोमा के पश्चात् पांच वर्ष का अनुभव। **टिप्पण** 1: डाक्टरेट ऑफ मेडिसिन(डी.एम.) या मास्टर ऑफ चिरुरजियाई (एम.सीएच.) की पांच वर्ष की अवधि की अर्हता धारकों की दशा में उक्त डाक्टरेट ऑफ मेडिसिन (डी.एम.) या मास्टर ऑफ चिरुरजियाई (एम.सीएच.) के अंतिम भाग में की अवधि को ज्येष्ठ स्नातकोत्तर रेजिडेंसी की अवधि को अध्यापन अनुभव की अपेक्षा के लिए गणना में लिया जाएगा । **टिप्पण** 2: चिकित्सक (वक्ष और श्वास संबंधी रोग) के पद के लिए श्वास रोग और श्वास प्रयोगशाला में तीन वर्ष का अनुभव अपेक्षित है ।
	(ख) विशेषज्ञ ग्रेड -III (अति विशेषज्ञताओं से भिन्न)	सीधी भर्ती	अनिवार्य: (i) भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की पहली अनुसूची या दूसरी अनुसूची या तीसरी अनुसूची के भाग II (अनुज्ञप्ति अर्हताओं से भिन्न) में सम्मिलित कोई मान्यता प्राप्त एम.बी.बी.एस. अर्हता । तीसरी अनुसूची के भाग II में सम्मिलित शैक्षिक अर्हता के धारकों द्वारा भी भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की धारा 13 की उपधारा (3) में विनिर्दिष्ट शर्तों को पूरा किया जाना चाहिए । (ii) संबंधित विशेषज्ञता में या अनुसूची vi के भाग क या भाग ख में वर्णित अति विशेषज्ञता में स्नातकोत्तर डिग्री या डिप्लोमा ।

			(iii) स्नातकोत्तर डिग्री अभिप्राप्त करने के पश्चात् संबंधित विशेषज्ञता या अतिविशेषता में तीन वर्ष का अनुभव या स्नातकोत्तर डिप्लोमा के पश्चात् पांच वर्ष का अनुभव। **टिप्पण 1**: डाक्टरेट ऑफ मेडिसिन (डी.एम.) या मास्टर ऑफ चिरुरजियाई (एम.सीएच.) की पांच वर्ष की अवधि की अर्हता धारकों की दशा में उक्त डाक्टरेट ऑफ मेडिसिन (डी.एम.) या मास्टर ऑफ चिरुरजियाई (एम.सीएच.) के अंतिम भाग में की अवधि को ज्येष्ठ स्नातकोत्तर रेजिडेंसी की अवधि को अध्यापन अनुभव की अपेक्षा के लिए गणना में लिया जाएगा। **टिप्पण 2:** चिकित्सक (वक्ष और श्वास संबंधी रोग) के पद के लिए श्वास रोग और श्वास प्रयोगशाला में तीन वर्ष का अनुभव अपेक्षित है।
	लोक स्वास्थ्य उप काडर पद		
	(क) ज्येष्ठ प्रशासनिक ग्रेड	रिक्तियों को गणना में लिए बिना चयन द्वारा प्रोन्नति जिसके न हो सकने पर सीधी भर्ती	ऐसे विशेषज्ञ ग्रेड-1 अधिकारी जो लोक स्वास्थ्य उप काडर में 8700 रुपए ग्रेड वेतन के साथ वेतन बैंड-4 में 37400-67000 रुपए में सात वर्ष की नियमित सेवा रखते हैं।
	(ख) विशेषज्ञ ग्रेड		
	(1) विशेषज्ञ ग्रेड-1	रिक्तियों को गणना में लिए बिना चयन द्वारा प्रोन्नति जिसके न हो सकने पर सीधी भर्ती	ऐसे विशेषज्ञ ग्रेड-2 अधिकारी जो लोक स्वास्थ्य उप काडर में 7600 रुपए ग्रेड वेतन के साथ वेतन बैंड-3 में 15600-39100 रुपए में चार वर्ष की नियमित सेवा रखते हैं।
	(2) विशेषज्ञ ग्रेड-2	रिक्तियों को गणना में लिए बिना चयन द्वारा प्रोन्नति जिसके न हो सकने पर सीधी भर्ती	ऐसे विशेषज्ञ ग्रेड-2 अधिकारी जो लोक स्वास्थ्य उप काडर में 6600 रुपए ग्रेड वेतन के साथ वेतन बैंड-3 में 15600-39100 रुपए में दो वर्ष की नियमित सेवा रखते हैं।
	(3) विशेषज्ञ ग्रेड-3	सीधी भर्ती	**अनिवार्य:** (i) भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की पहली अनुसूची या दूसरी अनुसूची या तीसरी अनुसूची के भाग II (अनुज्ञप्ति अर्हताओं से भिन्न) में सम्मिलित कोई मान्यता प्राप्त एम.बी.बी.एस. अर्हता । तीसरी अनुसूची के भाग II में सम्मिलित शैक्षिक अर्हता के धारकों द्वारा भी भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की धारा 13 की उपधारा (3) में विनिर्दिष्ट शर्तों को पूरा किया जाना चाहिए। (ii) संबंधित विशेषज्ञता में या अनुसूची vi के भाग क या भाग ख में वर्णित अति विशेषज्ञता में स्नातकोत्तर डिग्री या डिप्लोमा। (iii) स्नातकोत्तर डिग्री अभिप्राप्त करने के पश्चात् संबंधित विशेषज्ञता में तीन वर्ष का अनुभव या

			स्नातकोत्तर डिप्लोमा अभिप्राप्त करने के पश्चात् विशेषज्ञता में पांच वर्ष का अनुभव ।
	साधारण ड्यूटी उप काडर पद		
	(क) साधारण ड्यूटी उप काडर पद	रिक्तियों को गणना में लिए बिना चयन द्वारा प्रोन्नति जिसके न हो सकने पर सीधी भर्ती	ऐसे मुख्य चिकित्सा अधिकारी (अकृत्यकारी चयन ग्रेड) जो वेतन बैंड-4 में 37400-67000 रुपए के वेतनमान में 8700 रुपए ग्रेड वेतन में सात वर्ष की नियमित सेवा रखते हैं या केन्द्रीय स्वास्थ्य सेवा में बीस वर्ष की सेवा रखते हैं ।
V	**(ख) चिकित्सा अधिकारी**		
	(1) मुख्य चिकित्सा अधिकारी (अकृत्यकारी चयन ग्रेड)	रिक्तियों को गणना में लिए बिना चयन द्वारा प्रोन्नति	ऐसे मुख्य चिकित्सा अधिकारी जो वेतन बैंड-3 में 15600-39100 रुपए के वेतनमान में 7600 रुपए ग्रेड वेतन में चार वर्ष की नियमित सेवा रखते हैं या केन्द्रीय स्वास्थ्य सेवा में बीस वर्ष की सेवा रखते हैं।
	(2) मुख्य चिकित्सा अधिकारी	रिक्तियों को गणना में लिए बिना चयन द्वारा प्रोन्नति जिसके न हो सकने पर सीधी भर्ती	ऐसे ज्येष्ठ चिकित्सा अधिकारी जो वेतन बैंड-3 में 15600-39100 रुपए के वेतनमान में 6600 रुपए ग्रेड वेतन में पांच वर्ष की नियमित सेवा रखते हैं ।
	(3) ज्येष्ठ चिकित्सा अधिकारी	रिक्तियों को गणना में लिए बिना चयन द्वारा प्रोन्नति जिसके न हो सकने पर सीधी भर्ती	ऐसे ज्येष्ठ चिकित्सा अधिकारी जो वेतन बैंड-3 में 15600-39100 रुपए के वेतनमान में 5400 रुपए ग्रेड वेतन में चार वर्ष की नियमित सेवा रखते हैं ।
	(4) चिकित्सा अधिकारी	(1) आयोग द्वारा संचालित लिखित परीक्षा जिसके पश्चात् साक्षात्कार के आधार पर या इस प्रयोजन के लिए आयोग द्वारा विनिश्चित आयु सीमा और शैक्षिक अर्हताओं के अनुसार साक्षात्कार द्वारा आयोग द्वारा सीधी भर्ती । भर्ती के लिए अनुसरण की जाने वाली वास्तविक विधि का विनिश्चय नियंत्रक प्राधिकारी द्वारा प्रत्येक अवसर पर आयोग के परामर्श के आधार पर किया जाएगा ।	**अनिवार्य:** (i) भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की पहली अनुसूची या दूसरी अनुसूची या तीसरी अनुसूची के भाग II (अनुज्ञप्ति अर्हताओं से भिन्न) में सम्मिलित कोई मान्यता प्राप्त एम.बी.बी.एस. अर्हता । तीसरी अनुसूची के भाग II में सम्मिलित शैक्षिक अर्हता के धारकों द्वारा भी भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की धारा 13 की उपधारा (3) में विनिर्दिष्ट शर्तों को पूरा किया जाना चाहिए । (ii) अनिवार्य चक्रानुक्रमी इंटर्नशिप—ऐसे अभ्यर्थी जिन्होंने चक्रानुक्रमी इंटर्नशिप पूरी नहीं की हो लिखित परीक्षा में भाग लेने के लिए पात्र होंगे परंतु चयन किए जाने पर उन्हें नियुक्ति के पूर्व अनिवार्य इंटर्नशिप समाधानप्रद रूप से पूरी करनी होगी ।

अनुसूची-4

[देखें नियम 2(ग), 6(3) (i), 6(5) और 6(7)]

अ. प्रोन्नति के लिए विभागीय प्रोन्नति समिति

उच्चतर प्रशासनिक ग्रेड

I. साधारण प्रशासनिक पद:

(1) स्वास्थ्य सेवा के विशेष महानिदेशक के पद के लिए

(i) संघ लोक सेवा आयोग का अध्यक्ष या सदस्य	अध्यक्ष
(ii) सचिव, स्वास्थ्य और परिवार कल्याण मंत्रालय	सदस्य
(iii) स्वास्थ्य और परिवार कल्याण मंत्रालय में कोई अन्य सचिव	सदस्य

(2) स्वास्थ्य सेवा के अपर महानिदेशक या संस्थाओं और संगठनों या राष्ट्रीय कार्यक्रमों के प्रमुखों के पद के लिए

(i) संघ लोक सेवा आयोग का अध्यक्ष या सदस्य	अध्यक्ष
(ii) सचिव, स्वास्थ्य और परिवार कल्याण मंत्रालय	सदस्य
(iii) महानिदेशक, स्वास्थ्य सेवा	सदस्य

II. अध्यापन विशेषज्ञ उप काडर पद

(क) ज्येष्ठ प्रशासनिक श्रेणी पद के लिए

(i) सचिव, स्वास्थ्य और परिवार कल्याण मंत्रालय	अध्यक्ष
(ii) महानिदेशक, स्वास्थ्य सेवा या उनका नाम निर्देशिती	सदस्य
(iii) स्वास्थ्य और परिवार कल्याण मंत्रालय में कोई अन्य अपर सचिव	सदस्य

(ख) प्रोफेसर के पद के लिए

(i) सचिव या अपर सचिव, स्वास्थ्य और परिवार कल्याण मंत्रालय	अध्यक्ष
(ii) महानिदेशक या अपर महानिदेशक, स्वास्थ्य सेवा	सदस्य
(iii) संयुक्त सचिव, स्वास्थ्य और परिवार कल्याण मंत्रालय	सदस्य
(iv) संयुक्त सचिव (स्थापना), कार्मिक और प्रशिक्षण विभाग	सदस्य

(ग) सहबद्ध प्रोफेसर के ग्रेड के लिए

(i) अपर सचिव, स्वास्थ्य और परिवार कल्याण मंत्रालय	अध्यक्ष
(ii) महानिदेशक, स्वास्थ्य सेवा या उनका नाम निर्देशिती	सदस्य
(iii) संयुक्त सचिव, स्वास्थ्य और परिवार कल्याण मंत्रालय	सदस्य

III. अध्यापनेत्तर विशेषज्ञ उप काडर पद

(क) ज्येष्ठ प्रशासनिक ग्रेड पद के लिए

(i) सचिव या अपर सचिव, स्वास्थ्य और परिवार कल्याण मंत्रालय	अध्यक्ष
(ii) महानिदेशक, स्वास्थ्य सेवा या अपर महानिदेशक, स्वास्थ्य सेवा	सदस्य
(iii) स्वास्थ्य और परिवार कल्याण मंत्रालय में कोई अपर सचिव	सदस्य

(ख) विशेषज्ञ ग्रेड 1 के पद के लिए

(i) सचिव या अपर सचिव, स्वास्थ्य और परिवार कल्याण मंत्रालय	अध्यक्ष
(ii) महानिदेशक, स्वास्थ्य सेवा या उनका नाम निर्देशिती	सदस्य
(iii) संयुक्त सचिव, स्वास्थ्य और परिवार कल्याण मंत्रालय	सदस्य
(iv) संयुक्त सचिव (स्थापना), कार्मिक और प्रशिक्षण विभाग	सदस्य

(ग) विशेषज्ञ ग्रेड 2 के पद के लिए

(i) अपर सचिव, स्वास्थ्य और परिवार कल्याण मंत्रालय	अध्यक्ष
(ii) महानिदेशक, स्वास्थ्य सेवा या उनका नाम निर्देशिती	सदस्य
(iii) संयुक्त सचिव, स्वास्थ्य और परिवार कल्याण मंत्रालय	सदस्य

IV. लोक स्वास्थ्य उप काडर

(क) ज्येष्ठ प्रशासनिक ग्रेड पद के लिए

(i) सचिव या अपर सचिव, स्वास्थ्य और परिवार कल्याण मंत्रालय	अध्यक्ष
(ii) महानिदेशक, स्वास्थ्य सेवा या अपर महानिदेशक, स्वास्थ्य सेवा	सदस्य
(iii) स्वास्थ्य और परिवार कल्याण मंत्रालय में कोई अन्य अपर सचिव	सदस्य

(ख) विशेषज्ञ ग्रेड 1 के पद के लिए

(i) सचिव या अपर सचिव, स्वास्थ्य और परिवार कल्याण मंत्रालय	अध्यक्ष
(ii) महानिदेशक, स्वास्थ्य सेवा या उनका नाम निर्देशिती	सदस्य
(iii) संयुक्त सचिव, स्वास्थ्य और परिवार कल्याण मंत्रालय	सदस्य
(iv) संयुक्त सचिव (स्थापना), कार्मिक और प्रशिक्षण विभाग	सदस्य

(ग) विशेषज्ञ ग्रेड 2 के पद के लिए

(i) अपर सचिव, स्वास्थ्य और परिवार कल्याण मंत्रालय	अध्यक्ष
(ii) महानिदेशक, स्वास्थ्य सेवा या उनका नाम निर्देशिती	सदस्य
(iii) संयुक्त सचिव, स्वास्थ्य और परिवार कल्याण मंत्रालय	सदस्य

V. साधारण ड्यूटी उप काडर पद

(क) ज्येष्ठ प्रशासनिक ग्रेड पद के लिए

(i) सचिव या अपर सचिव, स्वास्थ्य और परिवार कल्याण मंत्रालय	अध्यक्ष
(ii) महानिदेशक, स्वास्थ्य सेवा या अपर महानिदेशक, स्वास्थ्य सेवा	सदस्य
(iii) स्वास्थ्य और परिवार कल्याण मंत्रालय में कोई अन्य अपर सचिव	सदस्य

(ख) मुख्य चिकित्सा अधिकारी (अकृत्यकारी चयन ग्रेड) के पद के लिए

(i) सचिव या अपर सचिव, स्वास्थ्य और परिवार कल्याण मंत्रालय	अध्यक्ष
(ii) महानिदेशक, स्वास्थ्य सेवा या अपर महानिदेशक स्वास्थ्य सेवा	सदस्य
(iii) संयुक्त सचिव, स्वास्थ्य और परिवार कल्याण मंत्रालय	सदस्य
(iv) संयुक्त सचिव (स्थापना), कार्मिक और प्रशिक्षण विभाग	सदस्य

(ग) मुख्य चिकित्सा अधिकारी के पद के लिए

(i) सचिव या अपर सचिव, स्वास्थ्य और परिवार कल्याण मंत्रालय	अध्यक्ष
(ii) महानिदेशक, स्वास्थ्य सेवा या अपर महानिदेशक, स्वास्थ्य सेवा	सदस्य
(iii) संयुक्त सचिव, स्वास्थ्य और परिवार कल्याण मंत्रालय	सदस्य

(घ) ज्येष्ठ चिकित्सा अधिकारी के पद के लिए

(i) अपर सचिव, स्वास्थ्य और परिवार कल्याण मंत्रालय	अध्यक्ष
(ii) महानिदेशक, स्वास्थ्य सेवा या उनका नाम निर्देशिती	सदस्य
(iii) संयुक्त सचिव, स्वास्थ्य और परिवार कल्याण मंत्रालय	सदस्य

आ. सीधे भर्ती किए गए व्यक्तियों की पुष्टि पर विचार करने के लिए विभागीय प्रोन्नति समिति

(1) ज्येष्ठ प्रशासनिक ग्रेड के पद के लिए

(i) सचिव (स्वास्थ्य), स्वास्थ्य और परिवार कल्याण मंत्रालय	अध्यक्ष
(ii) अपर सचिव (स्वास्थ्य), स्वास्थ्य और परिवार कल्याण मंत्रालय	सदस्य
(iii) अपर महानिदेशक, स्वास्थ्य सेवा	सदस्य

(2) विशेषज्ञ ग्रेड 1 या ग्रेड 2 या ग्रेड 3 के पद के लिए
(अध्यापन या अध्यापनेत्तर विशेषज्ञ या लोक स्वास्थ्य उप काडर और मुख्य चिकित्सा अधिकारी और ज्येष्ठ चिकित्सा अधिकारी (साधारण ड्यूटी उप काडर)

(i) अपर सचिव (स्वास्थ्य), स्वास्थ्य और परिवार कल्याण मंत्रालय	अध्यक्ष
(ii) अपर महानिदेशक, स्वास्थ्य सेवा	सदस्य
(iii) संयुक्त सचिव, स्वास्थ्य और परिवार कल्याण मंत्रालय	सदस्य

(3) चिकित्सा अधिकारी (साधारण ड्यूटी चिकित्सा अधिकारी उप काडर) के पद के लिए

(i) संयुक्त सचिव, स्वास्थ्य और परिवार कल्याण मंत्रालय	अध्यक्ष
(ii) निदेशक, केन्द्रीय सरकार स्वास्थ्य स्कीम	सदस्य
(iii) उप सचिव (केन्द्रीय स्वाथ्य सेवा), स्वास्थ्य और परिवार कल्याण मंत्रालय	सदस्य

अनुसूची-5

[देखें नियम 6(8)]

उच्चतर प्रशासनिक ग्रेड

क्रम सं.	**पद का नाम**	आयु	अपेक्षित शैक्षिक और अन्य अर्हताएं
(1)	**(2)**	(3)	(4)
I	**साधारण प्रशासनिक पद** **1. अपर महानिदेशक, स्वास्थ्य सेवा या संस्थाओं और संगठनों या राष्ट्रीय कार्यक्रमों के प्रमुख। 67000-(3% की दर से वार्षिक वृद्धि) 79000 रुपए**	50 वर्ष से अनधिक	**अनिवार्य:** (i) भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956(1956 का 102) की पहली अनुसूची या दूसरी अनुसूची या तीसरी अनुसूची के भाग II (अनुज्ञप्ति अर्हताओं से भिन्न) में सम्मिलित कोई मान्यता प्राप्त एम.बी.बी.एस. अर्हता । तीसरी अनुसूची के भाग II में सम्मिलित शैक्षिक अर्हता के धारकों द्वारा भी भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की धारा 13 की उपधारा (3) में विनिर्दिष्ट शर्तों को पूरा किया जाना चाहिए । (ii) अनुसूची vi में वर्णित स्नातकोत्तर डिग्री या डिप्लोमा । (iii) कम से कम 20 वर्ष के वृत्तिक अनुभव के साथ गहन

			व्यवहारिक और प्रशासनिक अनुभव जिसके अंतर्गत आयुर्विज्ञान शिक्षा पद के लिए किसी मान्यता प्राप्त शैक्षिक संस्था में प्रोफेसर के रूप में आठ वर्ष का अनुभव या नैदानिक या लोक स्वास्थ्य के क्षेत्र में समकक्ष अनुभव भी शामिल है ।
II	**अध्यापन विशेषज्ञ उप काडर पद**		
	(क) ज्येष्ठ प्रशासनिक ग्रेड निदेशक प्रोफेसर (10000 रुपए ग्रेड वेतन के साथ वेतन बैंड-4 में 37400-67000 रुपए)	सरकार द्वारा जारी किए गए आदेशों या अनुदेशों के अनुसार सरकारी सेवकों के लिए 5 वर्ष तक शिथिल की जा सकती है ।)	**अनिवार्य:** (i) भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की पहली अनुसूची या दूसरी अनुसूची या तीसरी अनुसूची के भाग II (अनुज्ञप्ति अर्हताओं से भिन्न) में सम्मिलित कोई मान्यता प्राप्त एम.बी.बी.एस. अर्हता । तीसरी अनुसूची के भाग II में सम्मिलित शैक्षिक अर्हता के धारकों द्वारा भी भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की धारा 13 की उपधारा (3) में विनिर्दिष्ट शर्तां को पूरा किया जाना चाहिए । (ii) अनुसूची vi के भाग ' क ' में वर्णित स्नातकोत्तर डिग्री । (iii) कम से कम 16 वर्ष के वृत्तिक अनुभव के साथ गहन व्यवहारिक और प्रशासनिक अनुभव जिसमें से आयुर्विज्ञान महाविद्यालय या मान्यता प्राप्त आयुर्विज्ञान शिक्षण संस्था में प्रोफेसर के रूप में सात वर्ष का अनुभव । **टिप्पण:** साधारण ड्यूटी चिकित्सा अधिकारी या चिकित्सा अधिकारी के पद जैसे अन्य पद पर अध्यापन अनुभव पर अध्यापन पदों पर भर्ती के लिए पात्रता के प्रयोजन के लिए विचार नहीं किया जाएगा ।
	(ख) विशेषज्ञ ग्रेड		
	(1) विशेषज्ञ ग्रेड-I ज्येष्ठ प्रशासनिक ग्रेड **(8700 रुपए ग्रेड वेतन के साथ वेतन बैंड-4 में 37400-67000 रुपए)**	50 वर्ष से अनधिक (सरकार द्वारा जारी किए गए आदेशों या अनुदेशों के अनुसार सरकारी सेवको के लिए 5 वर्ष तक शिथिल की जा सकती है ।)	**अनिवार्य:** (i) भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की पहली अनुसूची या दूसरी अनुसूची या तीसरी अनुसूची के भाग II (अनुज्ञप्ति अर्हताओं से भिन्न) में सम्मिलित कोई मान्यता प्राप्त एम.बी.बी.एस. अर्हता । तीसरी अनुसूची के भाग II में सम्मिलित शैक्षिक अर्हता के धारकों द्वारा भी भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की धारा 13 की उपधारा (3) में विनिर्दिष्ट शर्तों को पूरा किया जाना चाहिए । (ii) अनुसूची vi के भाग ' क ' में वर्णित संबंधित विशेषज्ञता में स्नातकोत्तर डिग्री । (iii) कम से कम 12 वर्ष के वृत्तिक अनुभव के साथ गहन व्यवहारिक और प्रशासनिक अनुभव जिसमें से आयुर्विज्ञान महाविद्यालय या मान्यता प्राप्त आयुर्विज्ञान शिक्षण संस्था में सहबद्ध प्रोफेसर के रूप में अपेक्षिति स्नातकोत्तर डिग्री अर्हता के पश्चात् कम से कम चार वर्ष का अनुभव ।

			टिप्पण: साधारण ड्यूटी चिकित्सा अधिकारी या चिकित्सा अधिकारी के पद जैसे अन्य पद पर अध्यापन अनुभव पर अध्यापन पदों पर भर्ती के लिए पात्रता के प्रयोजन के लिए विचार नहीं किया जाएगा ।
	(2) (i) विशेषज्ञ ग्रेड-II सहबद्ध प्रोफेसर (अतिशेषज्ञता) (7600 रुपए ग्रेड वेतन के साथ वेतन बैंड-3 में 15600-39100 रुपए)	50 वर्ष से अनधिक (सरकार द्वारा जारी किए गए आदेशों या अनुदेशों के अनुसार सरकारी सेवको के लिए 5 वर्ष तक शिथिल की जा सकती है ।)	**अनिवार्य:** (i) भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की पहली अनुसूची या दूसरी अनुसूची या तीसरी अनुसूची के भाग II (अनुज्ञप्ति अर्हताओं से भिन्न) में सम्मिलित कोई मान्यता प्राप्त एम.बी.बी.एस. अर्हता । तीसरी अनुसूची के भाग II में सम्मिलित शैक्षिक अर्हता के धारकों द्वारा भी भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956(1956 का 102) की धारा 13 की उपधारा (3) में विनिर्दिष्ट शर्तों को पूरा किया जाना चाहिए । (ii) अनुसूची vi में वर्णित संबंधित अति विशेषज्ञता में स्नातकोत्तर डिग्री । (iii) पहली स्नातकोत्तर डिग्री अभिप्राप्त करने के पश्चात् किसी आयुर्विज्ञान शिक्षा की मान्यता प्राप्त संस्था में संबधित विशेषज्ञता में कम से कम 5 वर्ष का अनुभव जिसमें से उस अति विशेषज्ञता में सहायक प्रोफेसर के रूप में कम से दो वर्ष का अनुभव होना चाहिए । **वांछनीय:** इंडेक्स मेडिकस या राष्ट्रीय पत्रों में कम से कम चार अनुसंधान प्रकाशनों का सूचीकरण । **टिप्पण 1:** साधारण ड्यूटी चिकित्सा अधिकारी या चिकित्सा अधिकारी के पद जैसे अन्य पद पर अध्यापन अनुभव पर अध्यापन पदों पर भर्ती के लिए पात्रता के प्रयोजन के लिए विचार नहीं किया जाएगा । **टिप्पण 2 :** डाक्टरेट ऑफ मेडिसिन (डी.एम.) या मास्टर ऑफ चिरुरजियाई (एम.सीएच.) की पांच वर्ष की अवधि की अर्हता धारकों की दशा में उक्त डाक्टरेट ऑफ मेडिसिन (डी.एम.) या मास्टर ऑफ चिरुरजियाई (एम.सीएच.) के अंतिम भाग में की गई ज्येष्ठ स्नातकोत्तर रेजिडेंसी की अवधि को अध्यापन अनुभव की अपेक्षा के लिए गणना में लिया जाएगा ।
	(ii) विशेषज्ञ ग्रेड-II सहबद्ध प्रोफेसर (अतिशेषज्ञता से भिन्न) (7600 रुपए ग्रेड वेतन के साथ वेतन बैंड-3 में 15600-39100 रुपए)	50 वर्ष से अनधिक (सरकार द्वारा जारी किए गए आदेशों या अनुदेशों के अनुसार सरकारी सेवको के लिए 5 वर्ष तक शिथिल की	**अनिवार्य:** (i) भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की पहली अनुसूची या दूसरी अनुसूची या तीसरी अनुसूची के भाग II (अनुज्ञप्ति अर्हताओं से भिन्न) में सम्मिलित कोई मान्यता प्राप्त एम.बी.बी.एस. अर्हता । तीसरी अनुसूची के भाग II में सम्मिलित शैक्षिक अर्हता के धारकों द्वारा भी भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की धारा 13 की उपधारा (3) में विनिर्दिष्ट शर्तों को पूरा किया जाना चाहिए । (ii) अनुसूची vi के भाग ' क ' में वर्णित संबंधित विशेषज्ञता में

		जा सकती है ।)	स्नातकोत्तर डिग्री । (iii) संबंधित विशेषज्ञता में किसी मान्यता प्राप्त शिक्षण संस्था में स्नातकोत्तर डिग्री अर्हता अभिप्राप्त करने के पश्चात् अनुशिक्षक या प्रदर्शक या ज्येष्ठ रेजिडेंट या रजिस्ट्रार या व्याख्याता के रूप में कम से कम पांच वर्ष का अनुभव । **टिप्पण 1**: साधारण ड्यूटी चिकित्सा अधिकारी या चिकित्सा अधिकारी के पद जैसे अन्य पद पर अध्यापन अनुभव पर अध्यापन पदों पर भर्ती के लिए पात्रता के प्रयोजन के लिए विचार नहीं किया जाएगा । **टिप्पण 2 :** डाक्टरेट ऑफ मेडिसिन(डी.एम.) या मास्टर ऑफ चिरुरजियाई (एम.सीएच.) की पांच वर्ष की अवधि की अर्हता धारकों की दशा में उक्त डाक्टरेट ऑफ मेडिसिन(डी.एम.) या मास्टर ऑफ चिरुरजियाई (एम.सीएच.) के अंतिम भाग में की गई ज्येष्ठ स्नातकोत्तर रेजिडेंसी की अवधि को अध्यापन अनुभव की अपेक्षा के लिए गणना में लिया जाएगा ।
	(iii) विशेषज्ञ ग्रेड-III **सहायक प्रोफेसर (विशेषज्ञता और अति विशेषज्ञता से भिन्न) (6600 रुपए ग्रेड वेतन के साथ वेतन बैंड-3 में 15600-39100 रुपए)**	40 वर्ष से अनधिक (सरकार द्वारा जारी किए गए आदेशों या अनुदेशों के अनुसार सरकारी सेवकों के लिए 5 वर्ष तक शिथिल की जा सकती है ।)	**अनिवार्य:** (i) भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की पहली अनुसूची या दूसरी अनुसूची या तीसरी अनुसूची के भाग II (अनुज्ञप्ति अर्हताओं से भिन्न) में सम्मिलित कोई मान्यता प्राप्त एम.बी.बी.एस. अर्हता । तीसरी अनुसूची के भाग II में सम्मिलित शैक्षिक अर्हता के धारकों द्वारा भी भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की धारा 13 की उपधारा (3) में विनिर्दिष्ट शर्तों को पूरा किया जाना चाहिए । (ii) अनुसूची vi के भाग ' क ' में वर्णित संबंधित विशेषज्ञता या अति विशेषज्ञता में स्नातकोत्तर डिग्री । (iii) संबंधित विशेषज्ञता या अति विशेषज्ञता में किसी मान्यता प्राप्त शिक्षण संस्था में पहली स्नातकोत्तर डिग्री अर्हता अभिप्राप्त करने के पश्चात् ज्येष्ठ रेजिडेंट या अनुशिक्षक या प्रदर्शक या रजिस्ट्रार के रूप में कम से कम तीन वर्ष का अनुभव । **टिप्पण 1:** डाक्टरेट ऑफ मेडिसिन(डी.एम.) या मास्टर ऑफ चिरुरजियाई (एम.सीएच.) की पांच वर्ष की अवधि की अर्हता धारकों की दशा में उक्त डाक्टरेट ऑफ मेडिसिन(डी.एम.) या मास्टर ऑफ चिरुरजियाई (एम.सीएच.) के अंतिम भाग में की गई ज्येष्ठ स्नातकोत्तर रेजिडेंसी की अवधि को अध्यापन अनुभव की अपेक्षा के लिए गणना में लिया जाएगा । **टिप्पण 2 :** सहायक प्रोफेसर (और रुधिर अंतरण) के पद पर भर्ती के लिए प्रतिरक्षी-रुधिर विज्ञान और रुधिर अंतरण में मान्यता प्राप्त अध्यापन अस्पताल में या विकृति विज्ञान में

			प्रतिरक्षी-रुधिर विज्ञान और रुधिर अंतरण (रुधिर बैंक) में कम से कम तीन वर्ष के अनुभव के साथ प्रतिरक्षी-रुधिर विज्ञान और रुधिर अंतरण (रुधिर बैंक) में व्याख्याता या अनुशिक्षक या ज्येष्ठ रेजिडेंट या प्रदर्शक के रूप में विशेषज्ञता में स्नातकोत्तर उपाधि के पश्चात् छह मास का अनुभव । **टिप्पण 3:** वर्धमान महावीर आयुर्विज्ञान महाविद्यालय और सफदरजंग अस्पताल, नई दिल्ली में क्रीड़ा संघात केन्द्र में सहायक प्रोफेसर के पद पर भर्ती के लिए क्रीड़ा संघात या क्रीड़ा चिकित्सा में दो वर्ष का न्यूनतम अनुभव वांछनीय अर्हता होगी । **टिप्पण 4:** साधारण ड्यूटी चिकित्सा अधिकारी या चिकित्सा अधिकारी के पद जैसे अन्य पद पर अध्यापन अनुभव पर अध्यापन पदों पर भर्ती के लिए पात्रता के प्रयोजन के लिए विचार नहीं किया जाएगा ।
III	**अध्यापनेत्तर विशेषज्ञ उप काडर**		
	(क) ज्येष्ठ प्रशासनिक ग्रेड (10000 रुपए ग्रेड वेतन के साथ वेतन बैंड-4 में 37400-67000 रुपए)	50 वर्ष से अनधिक (सरकार द्वारा जारी किए गए आदेशों या अनुदेशों के अनुसार सरकारी सेवको के लिए 5 वर्ष तक शिथिल की जा सकती है ।)	**अनिवार्य:** (i) भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की पहली अनुसूची या दूसरी अनुसूची या तीसरी अनुसूची के भाग II (अनुज्ञप्ति अर्हताओं से भिन्न) में सम्मिलित कोई मान्यता प्राप्त एम.बी.बी.एस. अर्हता । तीसरी अनुसूची के भाग II में सम्मिलित शैक्षिक अर्हता के धारकों द्वारा भी भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की धारा 13 की उपधारा (3) में विनिर्दिष्ट शर्तों को पूरा किया जाना चाहिए । (ii) अनुसूची vi में वर्णित सबंधित विशेषज्ञता या अति विशेषज्ञता में स्नातकोत्तर डिग्री या डिप्लोमा । (iii) व्यवहारिक और प्रशासनिक अनुभव के साथ कम से कम 16 वर्ष का वृत्तिक अनुभव ।
	(ख) विशेषज्ञ ग्रेड: **(i) विशेषज्ञ ग्रेड I (8700 रुपए ग्रेड वेतन के साथ वेतन बैंड-4 में 37400-67000 रुपए)**	50 वर्ष से अनधिक (सरकार द्वारा जारी किए गए आदेशों या अनुदेशों के अनुसार सरकारी सेवको के लिए 5 वर्ष तक शिथिल की	**अनिवार्य:** (i) भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की पहली अनुसूची या दूसरी अनुसूची या तीसरी अनुसूची के भाग II (अनुज्ञप्ति अर्हताओं से भिन्न) में सम्मिलित कोई मान्यता प्राप्त एम.बी.बी.एस. अर्हता । तीसरी अनुसूची के भाग II में सम्मिलित शैक्षिक अर्हता के धारकों द्वारा भी भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की धारा 13 की उपधारा (3) में विनिर्दिष्ट शर्तों को पूरा किया जाना चाहिए ।

		जा सकती है ।)	(ii) अनुसूची vi में वर्णित संबधित विशेषज्ञता में स्नातकोत्तर डिग्री या डिप्लोमा । (iii) (क) व्यवहारिक और प्रशासनिक अनुभव के साथ कम से कम 12 वर्ष का वृत्तिक अनुभव जिसमें से व्यावहारिक और प्रशानिक अनुभव के साथ अति विशेषज्ञताओं में पांच वर्ष का अनुभव : परंतु उप निदेशक (पुनर्वास) के पद के लिए उससे या उसके पास दस वर्ष का वृत्तिक अनुभव होना चाहिए । परंतु यह और ज्येष्ठ थोरेसिक विशेषज्ञ के पद के लिए उसके पास दो वर्ष का हृदय संबंधी शल्य चिकित्सा का अनुभव होना चाहिए ।
	(ii)(क) विशेषज्ञ ग्रेड-II (अतिविशेषज्ञताएं) (7600 रुपए ग्रेड वेतन के साथ वेतन बैंड-3 में 15600-39100 रुपए)	50 वर्ष से अनधिक (सरकार द्वारा जारी किए गए आदेशों या अनुदेशों के अनुसार सरकारी सेवकों के लिए 5 वर्ष तक शिथिल की जा सकती है ।)	अनिवार्य: (i) भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की पहली अनुसूची या दूसरी अनुसूची या तीसरी अनुसूची के भाग II (अनुज्ञप्ति अर्हताओं से भिन्न) में सम्मिलित कोई मान्यता प्राप्त एम.बी.बी.एस. अर्हता । तीसरी अनुसूची के भाग II में सम्मिलित शैक्षिक अर्हता के धारकों द्वारा भी भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की धारा 13 की उपधारा (3) में विनिर्दिष्ट शर्तों को पूरा किया जाना चाहिए । (ii) अनुसूची vi में वर्णित संबंधित अति विशेषज्ञता में स्नातकोत्तर डिग्री । (iii) पहली स्नातकोत्तर डिग्री अर्हता अभिप्राप्त करने के पश्चात् संबंधित अति विशेषज्ञता में पांच वर्ष का अनुभव । **टिप्पण:** डाक्टरेट ऑफ मेडिसिन (डी.एम.) या मास्टर ऑफ चिरुरजियाई (एम.सीएच.) की पांच वर्ष की अवधि की अर्हता धारकों की दशा में उक्त डाक्टरेट ऑफ मेडिसिन (डी.एम.) या मास्टर ऑफ चिरुरजियाई (एम.सीएच.) के अंतिम भाग में की गई ज्येष्ठ स्नातकोत्तर रेजिडेंसी की अवधि को अध्यापन अनुभव की अपेक्षा के लिए गणना में लिया जाएगा ।
	(ख) विशेषज्ञ ग्रेड-II (अतिविशेषज्ञताएं) (7600 रुपए ग्रेड वेतन के साथ वेतन बैंड-3 में 15600-39100 रुपए)	50 वर्ष से अनधिक (सरकार द्वारा जारी किए गए आदेशों या अनुदेशों के अनुसार सरकारी सेवकों के लिए 5 वर्ष तक शिथिल की जा सकती है ।)	**अनिवार्य:** (i) भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की पहली अनुसूची या दूसरी अनुसूची या तीसरी अनुसूची के भाग II (अनुज्ञप्ति अर्हताओं से भिन्न) में सम्मिलित कोई मान्यता प्राप्त एम.बी.बी.एस. अर्हता । तीसरी अनुसूची के भाग II में सम्मिलित शैक्षिक अर्हता के धारकों द्वारा भी भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की धारा 13 की उपधारा (3) में विनिर्दिष्ट शर्तों को पूरा किया जाना चाहिए । (ii) अनुसूची vi के भाग ' क ' या भाग ' ख ' में वर्णित संबंधित विशेषज्ञता में स्नातकोत्तर डिग्री या डिप्लोमा । (iii) पहली स्नातकोत्तर डिग्री अर्हता अभिप्राप्त करने के

			पश्चात् संबंधित विशेषज्ञता में पांच वर्ष का अनुभव या स्नातकोत्तर डिप्लोमा अभिप्राप्त करने के पश्चात् सात वर्ष का अनुभव। **टिप्पण:** डाक्टरेट ऑफ मेडिसिन (डी.एम.) या मास्टर ऑफ चिरुरजियाई (एम.सीएच.) की पांच वर्ष की अवधि की अर्हता धारकों की दशा में उक्त डाक्टरेट ऑफ मेडिसिन (डी.एम.) या मास्टर ऑफ चिरुरजियाई (एम.सीएच.) के अंतिम भाग में की गई ज्येष्ठ स्नातकोत्तर रेजिडेंसी की अवधि को अध्यापन अनुभव की अपेक्षा के लिए गणना में लिया जाएगा।
	(iii) विशेषज्ञ ग्रेड-III (अतिविशेषज्ञता और अतिविशेषज्ञता से भिन्न) (6600 रुपए ग्रेड वेतन के साथ वेतन बैंड-3 में 15600-39100 रुपए)	40 वर्ष से अनधिक (सरकार द्वारा जारी किए गए आदेशों या अनुदेशों के अनुसार सरकारी सेवकों के लिए 5 वर्ष तक शिथिल की जा सकती है।)	**अनिवार्य:** (i) भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की पहली अनुसूची या दूसरी अनुसूची या तीसरी अनुसूची के भाग II (अनुज्ञप्ति अर्हताओं से भिन्न) में सम्मिलित कोई मान्यता प्राप्त एम.बी.बी.एस. अर्हता। तीसरी अनुसूची के भाग II में सम्मिलित शैक्षिक अर्हता के धारकों द्वारा भी भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की धारा 13 की उपधारा (3) में विनिर्दिष्ट शर्तों को पूरा किया जाना चाहिए। (ii) अनुसूची vi के भाग ' क ' या भाग ' ख ' में वर्णित संबंधित विशेषज्ञता या अतिविशेषज्ञता में स्नातकोत्तर डिग्री या डिप्लोमा। (iii) पहली स्नातकोत्तर डिग्री अर्हता अभिप्राप्त करने के पश्चात् संबंधित विशेषज्ञता या अतिविशेषज्ञता में दो वर्ष का अनुभव या स्नातकोत्तर डिप्लोमा अभिप्राप्त करने के पश्चात् पांच वर्ष का अनुभव। **टिप्पण 1:** डाक्टरेट ऑफ मेडिसिन (डी.एम.) या मास्टर ऑफ चिरुरजियाई (एम.सीएच.) की पांच वर्ष की अवधि की अर्हता धारकों की दशा में उक्त डाक्टरेट ऑफ मेडिसिन (डी.एम.) या मास्टर ऑफ चिरुरजियाई (एम.सीएच.) के अंतिम भाग में की गई ज्येष्ठ स्नातकोत्तर रेजिडेंसी की अवधि को अध्यापन अनुभव की अपेक्षा के लिए गणना में लिया जाएगा। **टिप्पण 2** : चिकित्सक (वक्ष और श्वास संबंधी रोग) के पद के लिए श्वास रोग और श्वास प्रयोगशाला में तीन वर्ष का अनुभव अपेक्षित है।
IV	**लोक स्वास्थ्य उप काडर**		
	(क) ज्येष्ठ प्रशासनिक ग्रेड (वेतन बैंड 4, 10000 रु. के ग्रेड वेतन के साथ 37400-67000):	40 वर्ष से अनधिक (सरकार द्वारा जारी किए गए आदेशों या	**अनिवार्य:** (i) भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की पहली अनुसूची या दूसरी अनुसूची या तीसरी अनुसूची के भाग II (अनुज्ञप्ति अर्हताओं से भिन्न) में सम्मिलित कोई मान्यता प्राप्त एम.बी.बी.एस. अर्हता।

		अनुदेशों के अनुसार सरकारी सेवकों के लिए 5 वर्ष तक शिथिल की जा सकती है ।)	तीसरी अनुसूची के भाग II में सम्मिलित शैक्षिक अर्हता के धारकों द्वारा भी भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की धारा 13 की उपधारा (3) में विनिर्दिष्ट शर्तों को पूरा किया जाना चाहिए । (ii) अनुसूची vi के लोक स्वास्थ्य के क्षेत्र में स्नातकोत्तर डिग्री या डिप्लोमा । (iii) व्यवहारिक और प्रशासनिक अनुभव के साथ 16 वर्ष का वृत्तिक अनुभव ।
	(ख) विशेषज्ञ ग्रेड:		
	(i) विशेषज्ञ ग्रेड-I (वेतन बैंड 4, 10000 रु. के ग्रेड वेतन के साथ 37400-67000):	40 वर्ष से अनधिक (सरकार द्वारा जारी किए गए आदेशों या अनुदेशों के अनुसार सरकारी सेवको के लिए 5 वर्ष तक शिथिल की जा सकती है ।)	**अनिवार्य:** (i) भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की पहली अनुसूची या दूसरी अनुसूची या तीसरी अनुसूची के भाग II (अनुज्ञप्ति अर्हताओं से भिन्न) में सम्मिलित कोई मान्यता प्राप्त एम.बी.बी.एस. अर्हता । तीसरी अनुसूची के भाग II में सम्मिलित शैक्षिक अर्हता के धारकों द्वारा भी भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की धारा 13 की उपधारा (3) में विनिर्दिष्ट शर्तों को पूरा किया जाना चाहिए । (ii) अनुसूची vi के भाग 'क' या भाग 'ख' में वर्णित लोक स्वास्थ्य की संबंधित विशेषज्ञता या अतिविशेषज्ञता से संबंधित स्नातकोत्तर डिग्री या डिप्लोमा । (iii) व्यवहारिक और प्रशासनिक अनुभव के साथ 12 वर्ष का वृत्तिक अनुभव जिसमें से आठ वर्ष का अनुभव लोक स्वास्थ्य से संबद्ध जिम्मेदार पद पर होना चाहिए ।
	(ii)	40 वर्ष से अनधिक (सरकार द्वारा जारी किए गए आदेशों या अनुदेशों के अनुसार सरकारी सेवकों के लिए 5 वर्ष तक शिथिल की जा सकती है ।)	**अनिवार्य:** (i) भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की पहली अनुसूची या दूसरी अनुसूची या तीसरी अनुसूची के भाग II (अनुज्ञप्ति अर्हताओं से भिन्न) में सम्मिलित कोई मान्यता प्राप्त एम.बी.बी.एस. अर्हता । तीसरी अनुसूची के भाग II में सम्मिलित शैक्षिक अर्हता के धारकों द्वारा भी भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की धारा 13 की उपधारा (3) में विनिर्दिष्ट शर्तों को पूरा किया जाना चाहिए । (ii) अनुसूची vi के भाग ' क ' या भाग ' ख ' में वर्णित लोक स्वास्थ्य में संबंधित विशेषज्ञता या अतिविशेषज्ञता से संबंधित स्नातकोत्तर डिग्री या डिप्लोमा । (iii) स्नातकोत्तर डिग्री अभिप्राप्त करने के पश्चात् संबंधित विशेषज्ञता में पांच वर्ष का अनुभव या स्नातकोत्तर डिप्लोमा अभिप्राप्त करने के पश्चात् सात वर्ष का अनुभव ।

	(iii) विशेषज्ञ ग्रेड-II (वेतन बैंड 3, 6600 रु. के ग्रेड वेतन के साथ 15600-39100):	40 वर्ष से अनधिक (सरकार द्वारा जारी किए गए आदेशों या अनुदेशों के अनुसार सरकारी सेवको के लिए 5 वर्ष तक शिथिल की जा सकती है ।)	**अनिवार्य:** (i) भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की पहली अनुसूची या दूसरी अनुसूची या तीसरी अनुसूची के भाग II (अनुज्ञप्ति अर्हताओं से भिन्न) में सम्मिलित कोई मान्यता प्राप्त एम.बी.बी.एस. अर्हता । तीसरी अनुसूची के भाग II में सम्मिलित शैक्षिक अर्हता के धारकों द्वारा भी भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की धारा 13 की उपधारा (3) में विनिर्दिष्ट शर्तों को पूरा किया जाना चाहिए । (ii) अनुसूची vi के भाग ' क ' या भाग ' ख ' में वर्णित लोक स्वास्थ्य में संबंधित विशेषज्ञता या अतिविशेषज्ञता से संबंधित स्नातकोत्तर डिग्री या डिप्लोमा । (iii) स्नातकोत्तर डिग्री अभिप्राप्त करने के पश्चात् संबंधित विशेषज्ञता में तीन वर्ष का अनुभव या स्नातकोत्तर डिप्लोमा अभिप्राप्त करने के पश्चात् पांच वर्ष का अनुभव ।
V	**साधारण ड्यूटी उप काडर पद**		
	(क) ज्येष्ठ प्रशासनिक ग्रेड (वेतन बैंड 4, 10000 रु. के ग्रेड वेतन के साथ 37400-67000)	50 वर्ष से अनधिक (सरकार द्वारा जारी किए गए आदेशों या अनुदेशों के अनुसार सरकारी सेवको के लिए 5 वर्ष तक शिथिल की जा सकती है ।)	**अनिवार्य:** (i) भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की पहली अनुसूची या दूसरी अनुसूची या तीसरी अनुसूची के भाग II (अनुज्ञप्ति अर्हताओं से भिन्न) में सम्मिलित कोई मान्यता प्राप्त एम.बी.बी.एस. अर्हता । तीसरी अनुसूची के भाग II में सम्मिलित शैक्षिक अर्हता के धारकों द्वारा भी भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की धारा 13 की उपधारा (3) में विनिर्दिष्ट शर्तों को पूरा किया जाना चाहिए । (ii) अनुसूची vi में वर्णित स्नातकोत्तर डिग्री या डिप्लोमा । (iii) व्यवहारिक और प्रशासनिक अनुभव के साथ सोलह वर्ष का वृत्तिक अनुभव ।
	(ख) चिकित्सा अधिकारी ग्रेड		
	(i) मुख्य चिकित्सा अधिकारी (7600 रुपए ग्रेड वेतन के साथ वेतन बैंड-3 में 15600-39100 रुपए)	50 वर्ष से अनधिक (सरकार द्वारा जारी किए गए आदेशों या अनुदेशों के अनुसार सरकारी सेवको के लिए 5 वर्ष तक शिथिल की	**अनिवार्य:** (i) भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की पहली अनुसूची या दूसरी अनुसूची या तीसरी अनुसूची के भाग II (अनुज्ञप्ति अर्हताओं से भिन्न) में सम्मिलित कोई मान्यता प्राप्त एम.बी.बी.एस. अर्हता । तीसरी अनुसूची के भाग II में सम्मिलित शैक्षिक अर्हता के धारकों द्वारा भी भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की धारा 13 की उपधारा (3) में विनिर्दिष्ट शर्तों को पूरा किया जाना चाहिए ।

		जा सकती है ।)	(ii) व्यावहारिक और प्रशासनिक अनुभव के साथ दस वर्ष का वृत्तिक अनुभव ; या अनुसूची 6 में वर्णित सुसंगत क्षेत्र में स्नातकोत्तर डिग्री या डिप्लोमा के साथ स्नातकोत्तर डिग्री धारकों की दशा में छह वर्ष का सुसंगत वृत्तिक अनुभव और स्नातकोत्तर डिप्लोमा धारकों की दशा में आठ वर्ष का वृत्तिक अनुभव । **टिप्पण:** अपेक्षित वास्तविक अर्हता और अनुभव भर्ती के समय उपदर्शित किए जांएगे ।
	(ii) ज्येष्ठ चिकित्सा अधिकारी (6600 रुपए ग्रेड वेतन के साथ वेतन बैंड-3 में 15600-39100 रुपए)	40 वर्ष से अनधिक (सरकार द्वारा जारी किए गए आदेशों या अनुदेशों के अनुसार सरकारी सेवकों के लिए 5 वर्ष तक शिथिल की जा सकती है ।)	**अनिवार्य:** (i) भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की पहली अनुसूची या दूसरी अनुसूची या तीसरी अनुसूची के भाग II (अनुज्ञप्ति अर्हताओं से भिन्न) में सम्मिलित कोई मान्यता प्राप्त एम.बी.बी.एस. अर्हता । तीसरी अनुसूची के भाग II में सम्मिलित शैक्षिक अर्हता के धारकों द्वारा भी भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की धारा 13 की उपधारा (3) में विनिर्दिष्ट शर्तों को पूरा किया जाना चाहिए । (ii) आयुर्विज्ञान स्नातक के रूप में रजिस्ट्रीकरण के पश्चात पांच वर्ष का अनुभव; या अनुसूची vi के सुसंगत क्षेत्र में स्नातकोत्तर डिग्री या डिप्लोमा के साथ स्नातकोत्तर डिग्री धारक की दशा में दो वर्ष का अनुभव और स्नातकोत्तर डिप्लोमा धारकों की दशा में चार वर्ष का अनुभव । व्यवहारिक और प्रशासनिक अनुभव के साथ कम से कम दस वर्ष का वृत्तिक अनुभव; या सुसंगत क्षेत्र में अनुसूची vi में वर्णित स्नातकोत्तर डिग्री या डिप्लोमा के साथ स्नातकोत्तर डिग्री धारकों की दशा में छह वर्ष का वृत्तिक अनुभव और स्नातकोत्तर डिप्लोमा धारकों की दशा में आठ वर्ष का वृत्तिक अनुभव । टिप्पण: अपेक्षित वास्तविक अर्हता और अनुभव भर्ती के समय उपदर्शित किए जांएगे ।
	(iii) ज्येष्ठ चिकित्सा अधिकारी (5400 रुपए ग्रेड वेतन के साथ वेतन बैंड-3 में 15600-39100 रुपए)	32 वर्ष से अनधिक	**अनिवार्य:** (i) भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की पहली अनुसूची या दूसरी अनुसूची या तीसरी अनुसूची के भाग II (अनुज्ञप्ति अर्हताओं से भिन्न) में सम्मिलित कोई मान्यता प्राप्त एम.बी.बी.एस. अर्हता । तीसरी अनुसूची के भाग II में सम्मिलित शैक्षिक अर्हता के धारकों द्वारा भी भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956(1956 का 102) की धारा 13 की उपधारा (3) में

			विनिर्दिष्ट शर्तों को पूरा किया जाना चाहिए । (ii) अनिवार्य चक्रानुक्रमी इंटर्नशिप का पूरा किया जाना – ऐसे अभ्यर्थी जिन्होंने चक्रानुक्रमी इंटर्नशिप पूरी नहीं की हो लिखित परीक्षा में भाग लेने के लिए पात्र होंगे परंतु चयन किए जाने पर उन्हें नियुक्ति के पूर्व अनिवार्य इंटर्नशिप समाधानप्रद रूप से पूरी करनी होगी ।

टिप्पण 1 : आयु-सीमा अवधारित करने के लिए निर्णायक तारीख भारत में अभ्यर्थियों से आवेदन प्राप्त करने के लिए नियत की गई अंतिम तारीख होगी । (न कि वह अंतिम तारीख जो असम, मेघालय, अरूणाचल प्रदेश, मिजोरम, मणिपुर, नागालैंड, त्रिपुरा, सिक्किम, जम्मू-कश्मीर राज्य के लद्दाख खंड, हिमाचल प्रदेश के लाहोल और स्पीति जिले तथा चम्बा-जिले के पांगी उपखंड, अंदमान और निकोबार द्वीप या लक्षद्वीप के अभ्यर्थियों के लिए विहित की गई है।)

टिप्पण 2 : अर्हताएं, अन्यथा सुअर्हित अभ्यर्थियों की दशा में संघ लोक सेवा आयोग के विवेकानुसार शिथिल की जा सकती है ।

टिप्पण 3 : अनुभव संबधी अर्हता आयोग के विवेकानुसार अनुसूचित जातियों और अनुसूचित जनजातियों के अभ्यर्थियों की दशा में तब शिथिल की जा सकती हैं जब चयन के किसी प्रक्रम पर आयोग की यह राय है कि उनके लिए आरक्षित रिक्तियों को भरने के लिए अपेक्षित अनुभव रखने वाले उन समुदायों के अभ्यर्थियों के पर्याप्त संख्या में उपलब्ध होने की सम्भावना नहीं है ।

टिप्पण 4 : चिकिसा अधिकारी के पद पर लिखित परीक्षा के पश्चात साक्षात्कार के आधार पर भर्ती की दशा में आयुसीमा अवधारित करने के लिए निर्णायक तारीख जिस वर्ष परीक्षा आयोजित की जाती है, उस वर्ष की 1, जनवरी होगी ।

अनुसूची 6
[देखें नियम 6(9) और 6(10)]

		भाग क	भाग ख
क्रम सं.	विषय	अपेक्षित स्नातकोत्तर डिग्री अर्हता	अपेक्षित स्नातकोत्तर डिप्लोमा अर्हता
	भाग (क) गैर नैदानिक		
1.	शरीर रचना विज्ञान	एमएस (शरीर रचना विज्ञान) ; या डाक्टर ऑफ मेडिसन (शरीर रचना विज्ञान) ; या विज्ञान (शरीर रचना विज्ञान) में स्नातकोत्तर डिग्री के साथ मेडिसन में बैचलर डिग्री और शल्य चिकित्सा में बैचलर डिग्री ; या एमएससी (शरीर रचना विज्ञान) के साथ विज्ञान (चिकित्सा शरीर रचना विज्ञान) में डाक्टर डिग्री	
2.	शरीर क्रिया विज्ञान	डाक्टर ऑफ मेडिसन (शरीर क्रिया विज्ञान) ; या एमबीबीएस के साथ एमएससी (शरीर क्रिया विज्ञान) ; या विज्ञान निष्णात (चिकित्सा शरीर क्रिया विज्ञान) के साथ	

		चिकित्सा शरीर क्रिया विज्ञान में डाक्टरेट (चिकित्सा शरीर क्रिया विज्ञान) ; या विज्ञान निष्णात (चिकित्सा शरीर क्रिया विज्ञान) के साथ डाक्टर ऑफ साइंस (चिकित्सा शरीर क्रिया विज्ञान)	
3.	जैव रसायन विज्ञान	डाक्टर ऑफ मेडिसन (जैव रसायन विज्ञान) ; या विज्ञान (जैव रसायन विज्ञान) में स्नातकोत्तर डिग्री के साथ मेडिसन में बैचलर डिग्री और शल्य चिकित्सा में बैचलर डिग्री ; या एमएससी (चिकित्सा जैव रसायन विज्ञान) के साथ डाक्टरेट (चिकित्सा जैव रसायन विज्ञान) डिग्री ; या विज्ञान निष्णात (चिकित्सा जैव रसायन) के साथ डाक्टर ऑफ साइंस (चिकित्सा जैव रसायन)	
4.	जैव भौतिकी	डाक्टर ऑफ मेडिसन (जैव भौतिकी) ; या एमएससी (जैव भौतिकी या चिकित्सा जैव रसायन) के साथ डाक्टरेट (जैव भौतिकी) डिग्री ; या डाक्टर ऑफ मेडिसन (शरीर रचना विज्ञान) ; या डाक्टर ऑफ मेडिसन (जैव रसायन) के साथ जैव भौतिकी में एक वर्ष का प्रशिक्षण	नैदानिक विकृति विज्ञान में डिप्लोमा विकृति विज्ञान और जीवाणु विज्ञान में डिप्लोमा
5.	भेषज गुण विज्ञान	डाक्टर ऑफ मेडिसन (भेषज गुण विज्ञान) ; या डाक्टर ऑफ फिलोस्फी (चिकित्सा भेषज गुण विज्ञान) के साथ चिकित्सा बैचलर या शल्य क्रिया बैचलर ; या विज्ञान निष्णात (भेषज गुण विज्ञान) के साथ डाक्टर ऑफ फिलोस्फी (भेषज गुण विज्ञान) ; या विज्ञान निष्णात (चिकित्सा भेषज गुण विज्ञान) के साथ डाक्टर ऑफ साइंस (भेषज गुण विज्ञान)	नैदानिक विकृति विज्ञान में डिप्लोमा विकृति विज्ञान और जीवाणु विज्ञान में डिप्लोमा
6.	विकृति विज्ञान	डाक्टर ऑफ मेडिसन (विकृति विज्ञान) ; या डाक्टर ऑफ फिलोस्फी (विकृति विज्ञान) ; या डाक्टर ऑफ साइंस (विकृति विज्ञान)	
7.	जीवाणु विज्ञान/सूक्ष्म जीव विज्ञान	डाक्टर ऑफ मेडिसन (जीवाणु विज्ञान) ; या डाक्टर ऑफ मेडिसन (सूक्ष्म जीव विज्ञान) ; या विज्ञान निष्णात (चिकित्सा जीवाणु विज्ञान) के साथ चिकित्सा में बैचलर और शल्य क्रिया में बैचलर डिग्री ; या विज्ञान निष्णात (चिकित्सा सूक्ष्म जीव विज्ञान) ; या डाक्टर ऑफ फिलोस्फी (चिकित्सा जीवाणु विज्ञान) ; या विज्ञान निष्णात (चिकित्सा जीवाणु विज्ञान) के साथ डाक्टर ऑफ साइंस (चिकित्सा जीवाणु विज्ञान) ; या विज्ञान निष्णात (चिकित्सा सूक्ष्म जीव विज्ञान) के साथ	

		डाक्टर ऑफ फिलोस्फी (चिकित्सा सूक्ष्म जीव विज्ञान) ; या विज्ञान निष्णात (चिकित्सा सूक्ष्म जीव विज्ञान) के साथ डाक्टर ऑफ साइंस (चिकित्सा सूक्ष्म जीव विज्ञान)	
	ख. नैदानिक		
1.	सामान्य चिकित्सा	डाक्टर ऑफ मेडिसन (चिकित्सा) ; या डाक्टर ऑफ मेडिसन (साधारण चिकित्सा)	
2.	न्याय आयुर्विज्ञान	डाक्टर ऑफ मेडिसन (न्याय आयुर्विज्ञान)	
3.	विकिरण आयुर्विज्ञान	डाक्टर ऑफ मेडिसन (विकिरण आयुर्विज्ञान) डाक्टर ऑफ मेडिसन (विकिरण चिकित्सा)	विकिरण आयुर्विज्ञान में डिप्लोमा
4.	बाल चिकित्सा विज्ञान	डाक्टर ऑफ मेडिसन (बाल चिकित्सा)	बाल रोग विज्ञान, बाल स्वास्थ्य में डिप्लोमा
5.	नैदानिक रुधिर विज्ञान	चिकित्सा या विकृति विज्ञान में रुधिर विज्ञान में तीन वर्ष के अनुभव के साथ डाक्टर ऑफ मेडिसन	
6.	क्षय रोग और श्वशन आयुर्विज्ञान, फुफ्फुसीय आयुर्विज्ञान	डाक्टर ऑफ मेडिसन (क्षय रोग) ; या डाक्टर ऑफ मेडिसन (क्षय रोग और फुफ्फुसीय रोग) ; या डाक्टर ऑफ मेडिसन (आयुर्विज्ञान) के साथ क्षय रोग में डिप्लोमा; या क्षय रोग और वक्ष रोगों में डिप्लोमा; या डाक्टर ऑफ मेडिसन (क्षय रोग और वक्ष रोग)	क्षय रोग में डिप्लोमा क्षय रोग और वक्ष रोग में डिप्लोमा
7.	मनोरोग विज्ञान	डाक्टर ऑफ मेडिसन (मनोरोग विज्ञान) ; या डाक्टर ऑफ मेडिसन (मनोचिकित्सक आयुर्विज्ञान) ; या चिकित्सा में डाक्टर ऑफ मेडिसन के साथ मनोचिकित्सक आयुर्विज्ञान में डिप्लोमा ; या मनोरोग विज्ञान (इडीआईएन) में दो वर्षीय पाठ्यक्रम, मनोरोग विज्ञान (मैकगिल) विश्वविद्यालय मान्ट्रीयल, कनाडा से दो वर्षीय पाठ्यक्रम	मनोचिकित्सीय आयुर्विज्ञान में डिप्लोमा
8.	रति रोग	डाक्टर ऑफ मेडिसन (रति रोग) ; या डाक्टर ऑफ मेडिसन (त्वचा विज्ञान और रति रोग) ; या चिकित्सा में डाक्टर ऑफ मेडिसन के साथ रति रोग में डिप्लोमा ; या	रति रोग में डिप्लोमा
9.	त्वचा विज्ञान	डाक्टर ऑफ मेडिसन (त्वचा विज्ञान) ; या डाक्टर ऑफ मेडिसन (त्वचा विज्ञान और रति रोग) ; या चिकित्सा में डाक्टर ऑफ मेडिसन के साथ त्वचा विज्ञान में डिप्लोमा ; या	त्वचा विज्ञान में डिप्लोमा
10.	त्वचा विज्ञान, रति रोग और कुष्ठ रोग	डाक्टर ऑफ मेडिसन (त्वचा विज्ञान और रति रोग) ; या	रति रोग और त्वचा विज्ञान में डिप्लोमा

		डाक्टर ऑफ मेडिसन (त्वचा विज्ञान, रति रोग और कुष्ठ रोग) ; या डाक्टर ऑफ मेडिसन (त्वचा विज्ञान) ; या डाक्टर ऑफ मेडिसन (त्वचा विज्ञान जिसके अंतर्गत रति रोग भी है) ; या डाक्टर ऑफ मेडिसन (त्वचा विज्ञान जिसके अंतर्गत रति रोग या कुष्ठ रोग भी है) ; या डाक्टर ऑफ मेडिसन (चिकित्सा) के साथ रति रोग और त्वचा विज्ञान में डिप्लोमा या त्वचा विज्ञान में डिप्लोमा	त्वचा विज्ञान और रति रोग और त्वचा विज्ञान में डिप्लोमा
11.	सामान्य शल्य चिकित्सा	शल्य चिकित्सा निष्णात (शल्य चिकित्सा) शल्य चिकित्सा निष्णात (सामान्य शल्य चिकित्सा)	
12.	आर्थोपेडिक्स	शल्य चिकित्सा निष्णात (आर्थोपेडिक्स)	आर्थोपेडिक्स में डिप्लोमा
13.	प्रसूति विज्ञान और स्त्री रोग विज्ञान	डाक्टर ऑफ मेडिसन (प्रसूति विज्ञान और स्त्री रोग विज्ञान) ; या शल्य चिकित्सा निष्णात (प्रसूति विज्ञान और स्त्री रोग विज्ञान)	प्रसूति विज्ञान और स्त्री रोग विज्ञान में डिप्लोमा
14.	भौतिक आयुर्विज्ञान और पुनर्वास	डाक्टर ऑफ मेडिसन (भौतिक आयुर्विज्ञान और पुनर्वास) ; या डाक्टर ऑफ मेडिसन (चिकित्सा) के साथ भौतिक आयुर्विज्ञान और पुनर्वास में डिप्लोमा ; या शल्य चिकित्सा निष्णात (सामान्य शल्य चिकित्सा) ; या शल्य चिकित्सा निष्णात (आर्थोपेडिक्स) के साथ भौतिक आयुर्विज्ञान और पुनर्वास (भौतिक आयुर्विज्ञान और पुनर्वास) में विशेषज्ञता में विशेष प्रशिक्षण या भारत में किसी मान्यताप्राप्त संस्था में अनुमोदित विषय में दो वर्ष का समतुल्य प्रशिक्षण	
15.	नेत्र विज्ञान	शल्य चिकित्सा निष्णात (नेत्र विज्ञान) ; या एमडी (नेत्र विज्ञान)	नेत्र विज्ञान में डिप्लोमा नेत्र विज्ञान, आयुर्विज्ञान और शल्य चिकित्सा में डिप्लोमा
16.	आटो-राइनो-लराइगोलोजी (कान, नाक और गला)	शल्य चिकित्सा निष्णात (आटो-राइनो-लराइन्जोलोजी)	नेत्र विज्ञान में डिप्लोमा आटो-राइनो-लराइगोलोजी में डिप्लोमा
17.	प्रसूति और बाल स्वास्थ्य	डाक्टर ऑफ मेडिसन (प्रसूति विज्ञान और स्त्री रोग विज्ञान) के साथ बाल स्वास्थ्य में डिप्लोमा या प्रसूति और बाल कल्याण में डिप्लोमा ; या	प्रसूति और बाल कल्याण में डिप्लोमा

		शल्य चिकित्सा निष्णात (प्रसूति विज्ञान और स्त्री रोग विज्ञान) ; या डाक्टर ऑफ मेडिसन (प्रसूति विज्ञान) ; या डाक्टर ऑफ मेडिसन (मिड और स्त्री रोग विज्ञान) ; या शल्य चिकित्सा निष्णात (मिड और और स्त्री रोग विज्ञान) ; या डाक्टर ऑफ मेडिसन (मिड और स्त्री रोग विज्ञान) ; या रायल कॉलेज ऑफ ओबस्टेट्रिशयन एंड गायनाकोलोजिस्ट, लंदन, यूनाइटेड किंगडम का सदस्य ; या डाक्टर ऑफ मेडिसन (सामाजिक और निवारक चिकित्सा) ; या डाक्टर ऑफ मेडिसन (सामुदायिक चिकित्सा) ; या नेशनल एकेडमी ऑफ मेडिकल साइंसस (इंटीग्रेटेड मेटरनिटी एंड चाइल्ड हेल्थ) स्पेशिलिटी बोर्ड ऑफ ओबस्टेट्रिशयन एंड गायनाकोलोजी, (यूनाइटेड स्टेट्स ऑफ अमेरीका) का सदस्य	
18.	विकिरण निदान	डाक्टर ऑफ मेडिसन (विकिरण निदान) ; या डाक्टर ऑफ मेडिसन (विकिरण विज्ञान) ; या शल्य चिकित्सा निष्णात (विकिरण विज्ञान)	आयुर्विज्ञान और विकिरण निदान में डिप्लोमा या एक वर्ष का समतुल्य डिप्लोमा
19.	विकिरण चिकित्सा विज्ञान	डाक्टर ऑफ मेडिसन (विकिरण निदान) ; या डाक्टर ऑफ मेडिसन (विकिरण विज्ञान) ; या शल्य चिकित्सा निष्णात ((विकिरण विज्ञान)	आयुर्विज्ञान और विकिरण चिकित्सा में डिप्लोमा या एक वर्ष का समतुल्य डिप्लोमा
	18 और 19 के लिए	टिप्पण : वे व्यक्ति, जिन्होंने विकिरण विज्ञान में डाक्टर ऑफ मेडिसन या विकिरण विज्ञान में डिप्लोमा 1985 से पूर्व किया है विकिरण निदान विज्ञानी और विकिरण चिकित्सा के पद के लिए आवेदन करने के पात्र होंगे ।	
20	संवेदनाहरण विज्ञान	डाक्टर ऑफ मेडिसन ; या शल्य चिकित्सा निष्णात (संवेदनाहरण विज्ञान)	संवेदनाहरण विज्ञान में डिप्लोमा
21	न्युक्लियर आयुर्विज्ञान	डाक्टर ऑफ मेडिसन (न्युक्लियर आयुर्विज्ञान) ; या डाक्टर ऑफ मेडिसन (विकिरण चिकित्सा) के साथ किसी मान्यता प्राप्त केन्द्र में न्युक्लियर आयुर्विज्ञान में दो वर्ष का अनुभव; या डाक्टर ऑफ मेडिसन (आयुर्विज्ञान) के साथ विकिरण चिकित्सा में डिप्लोमा या न्युक्लियर आयुर्विज्ञान में डिप्लोमा; या डाक्टर ऑफ मेडिसन (विकिरण निदान) के साथ किसी	

		मान्यता प्राप्त केन्द्र में न्युक्लियर आयुर्विज्ञान में दो वर्ष का अनुभव; या डाक्टर ऑफ मेडिसन (जैव-भौतिकी) या जैव-भौतिकी में उसके समतुल्य अर्हता के साथ विकिरण आयुर्विज्ञान में डिप्लोमा न्युक्लियर आयुर्विज्ञान में डिप्लोमा; या राष्ट्रीय बोर्ड से न्युक्लियर आयुर्विज्ञान में डिप्लोमा के साथ किसी मान्यता प्राप्त केन्द्र में न्युक्लियर आयुर्विज्ञान में दो वर्ष का अनुभव	
22.	पोषण	डाक्टर ऑफ मेडिसन (जैव रसायन) ; या डाक्टर ऑफ मेडिसन (शरीर रचना विज्ञान) ; या डाक्टर ऑफ मेडिसन (आयुर्विज्ञान) ; या सामाजिक और निवारक आयुर्विज्ञान में डाक्टर ऑफ मेडिसन ; या सामाजिक आयुर्विज्ञान में डाक्टर ऑफ मेडिसन ; या बाल रोग विज्ञान में डाक्टर ऑफ मेडिसन के साथ प्रायोगिक पोषण में एक वर्ष के विशेष प्रशिक्षण के साथ विज्ञान निषणात	
23.	मानव उपापचय	डाक्टर ऑफ मेडिसन (इंडोक्रीनोलोजी) ; या डाक्टर ऑफ मेडिसन (आयुर्विज्ञान); या डाक्टर ऑफ मेडिसन (बाल रोग विज्ञान) के साथ इंडोक्रीनोलोजी में दो वर्ष का विशेष प्रशिक्षण	
24.	प्रतिरक्षी रुधिर विज्ञान और रक्त अंतरण	डाक्टर ऑफ मेडिसन (प्रतिरक्षा) ; या डाक्टर ऑफ मेडिसन (प्रतिरक्षी रुधिर विज्ञान और रक्त अंतरण) ; या डाक्टर ऑफ मेडिसन (विकृति विज्ञान) ; या डाक्टर ऑफ मेडिसन (जीवाणु विज्ञान) ; या डाक्टर ऑफ मेडिसन (रुधिर विज्ञान) के साथ दो वर्ष का अध्यापन का अनुभव या प्रतिरक्षी रुधिर विज्ञान और रक्त अंतरण विभाग में विशेष प्रशिक्षण	
25.	आनुवांशिकी आयुर्विज्ञान	डाक्टर ऑफ मेडिसन (आनुवांशिकी आयुर्विज्ञान) ; या डाक्टर ऑफ मेडिसन (आनुवांशिकी आयुर्विज्ञान) ; या डाक्टर ऑफ मेडिसन (साधारण आयुर्विज्ञान) ; या डाक्टर ऑफ मेडिसन (बाल रोग विज्ञान) ; या डाक्टर ऑफ मेडिसन (प्रसुति और स्त्री रोग विज्ञान) के साथ आनुवांशिकी आयुर्विज्ञान में दो वर्ष का विशेष प्रशिक्षण	
26.	कुटुंब आयुर्विज्ञान	डाक्टर ऑफ मेडिसन (कुटुंब आयुर्विज्ञान) ; या डाक्टर ऑफ मेडिसन (साधारण आयुर्विज्ञान) ; या	
27.	विमानन आयुर्विज्ञान या विमानपत्तन आयुर्विज्ञान	डाक्टर ऑफ मेडिसन (विमानन आयुर्विज्ञान) ; या डाक्टर ऑफ मेडिसन (विमानपत्तन आयुर्विज्ञान) ; या	

28.	वृद्धावस्था विज्ञान	डाक्टर ऑफ मेडिसन (कुटुंब आयुर्विज्ञान) ; या डाक्टर ऑफ मेडिसन (साधारण आयुर्विज्ञान) ; या डाक्टर ऑफ मेडिसन (वृद्धावस्था विज्ञान) ; या	
29.	स्वास्थ्य प्रशासन	डाक्टर ऑफ मेडिसन (स्वास्थ्य प्रशासन) ; या डाक्टर ऑफ मेडिसन (अस्पताल प्रशासन) ; या डाक्टर ऑफ मेडिसन (सामुदायिक स्वास्थ्य प्रशासन) ; या	
30.	अस्पताल प्रशासन	डाक्टर ऑफ मेडिसन (अस्पताल प्रशासन) ; या डाक्टर ऑफ मेडिसन (सामुदायिक स्वास्थ्य प्रशासन) ; या डाक्टर ऑफ मेडिसन (स्वास्थ्य प्रशासन)	
31.	क्रीड़ा आयुर्विज्ञान	डाक्टर ऑफ मेडिसन (क्रीड़ा आयुर्विज्ञान) ; या शल्य चिकित्सा निष्णात (अस्थि भंग विज्ञान); या डाक्टर ऑफ मेडिसन (भौतिक आयुर्विज्ञान और पुनर्वास) ; या डाक्टर ऑफ मेडिसन (शरीर रचना विज्ञान) के साथ क्रीड़ा आयुर्विज्ञान में दो वर्ष का अनुभव ; या	
32.	ट्रोपीकल आयुर्विज्ञान	डाक्टर ऑफ मेडिसन (ट्रोपीकल आयुर्विज्ञान) ; या डाक्टर ऑफ मेडिसन (साधारण आयुर्विज्ञान) ; या डाक्टर ऑफ मेडिसन (सूक्ष्म जीव विज्ञान) धन दो वर्ष का नैदानिक आयुर्विज्ञान में अनुभव	
33.	संधिवातीयशास्त्र	डाक्टर ऑफ मेडिसन (संधिवातीयशास्त्र) ; या डाक्टर ऑफ मेडिसन (आयुर्विज्ञान) के साथ संधिवातीयशास्त्र या प्रतिरक्षा विज्ञान में दो वर्ष का अनुभव	
34.	स्वास्थ्य शिक्षा	डाक्टर ऑफ मेडिसन (सामाजिक और निवारक आयुर्विज्ञान) ; या डाक्टर ऑफ मेडिसन (सामुदायिक आयुर्विज्ञान); या डाक्टर ऑफ मेडिसन (स्वास्थ्य प्रशासन) ; या	
35.	सामुद्रिक आयुर्विज्ञान	डाक्टर ऑफ मेडिसन (शरीर रचना विज्ञान); या डाक्टर ऑफ मेडिसन (आयुर्विज्ञान) के साथ सामुद्रिक आयुविज्ञान में दो वर्ष का विशेष प्रशिक्षण ; या	
36.	वृत्तिक स्वास्थ्य	डाक्टर ऑफ मेडिसन (मनोरोग चिकित्सा); या डाक्टर ऑफ मेडिसन (भौतिक आयुर्विज्ञान और पुनर्वास) ; या शल्य चिकित्सा निष्णात (बाल रोग विज्ञान)	
37.	विकिरणीय भौतिकी	विज्ञान निष्णात (भौतिकी) ; या विज्ञान निष्णात (रसायन शास्त्र) ; या विज्ञान निष्णात (जैव भौतिकी)के साथ डाक्टरेट(भौतिकी	

		या रसायन शास्त्र या जैव भौतिकी	
38.	विषाणु विज्ञान	डाक्टर ऑफ मेडिसन (सूक्ष्म जीव विज्ञान) ; या डाक्टर ऑफ मेडिसन (विकृति विज्ञान) ; या विज्ञान निष्णात (विषाणु आयुर्विज्ञान) के साथ विषाणु विज्ञान में डाक्टरेट	
	(ग) अतिविशेषज्ञताएं		
1.	जठार तंत्र आयुर्विज्ञान	डाक्टर ऑफ मेडिसन (जठार तंत्र आयुर्विज्ञान) ; या डाक्टर ऑफ मेडिसन (जठार तंत्र) ; या डाक्टर ऑफ मेडिसन (आयुर्विज्ञान) ; या डाक्टर ऑफ मेडिसन (बाल रोग विज्ञान) के साथ जठार तंत्र में दो वर्ष का विशेष प्रशिक्षण ; या	
2.	तंत्रिका विज्ञान	डाक्टर ऑफ मेडिसन (तंत्रिका विज्ञान)	
3.	इंडोक्रिनोलाजी	डाक्टर ऑफ मेडिसन (इंडोक्रिनोलाजी) ; या डाक्टर ऑफ मेडिसन (आयुर्विज्ञान) ; या डाक्टर ऑफ मेडिसन (बाल रोग विज्ञान) के साथ इंडोक्रिनोलाजी में दो वर्ष का विशेष प्रशिक्षण ; या	
4.	हृदय रोग विज्ञान	डाक्टर ऑफ मेडिसन (हृदय रोग विज्ञान) ; या	
5.	वृक्क रचना विज्ञान	डाक्टर ऑफ मेडिसन (वृक्क रचना विज्ञान) ; या	
6.	प्लास्टिक और पुनर्संरचना शल्य चिकित्सा	मेजिस्टर चिरुरगुई (प्लास्टिक शल्य) ; या मेजिस्टर चिरुरगुई (प्लास्टिक और पुनर्संरचना शल्य चिकित्सा) ; या	
7.	हृदय वाहिकीय और वक्षीय शल्य चिकित्सा	मेजिस्टर चिरुरगुई (हृदय संबंधी और वक्षीय शल्य चिकित्सा) ; या मेजिस्टर चिरुरगुई (वक्षीय शल्य चिकित्सा) ; या मेजिस्टर चिरुरगुई (हृदय शल्य चिकित्सा) ; या मेजिस्टर चिरुरगुई (वाहिकीय शल्य चिकित्सा) ; या	
8.	तंत्रिका शल्य चिकित्सा	मेजिस्टर चिरुरगुई (तंत्रिका शल्य चिकित्सा) ; या	
9.	बाल रोग शल्य चिकित्सा	मेजिस्टर चिरुरगुई (बाल रोग शल्य चिकित्सा)	
10.	मूत्र विज्ञान	मेजिस्टर चिरुरगुई (मूत्र विज्ञान)	
11.	जठार तंत्र शल्य चिकित्सा	मेजिस्टर चिरुरगुई (जठार तंत्र शल्य चिकित्सा)	
12.	नवजात विज्ञान	डाक्टर ऑफ मेडिसन (नवजात विज्ञान) ; या डाक्टर ऑफ मेडिसन (बाल रोग विज्ञान) के साथ नवजात विज्ञान में दो वर्ष का विशेष प्रशिक्षण ;	
13.	नैदानिक रुधिर विज्ञान	डाक्टर ऑफ मेडिसन (नैदानिक रुधिर विज्ञान) ; या डाक्टर ऑफ मेडिसन (बाल रोग विज्ञान) के साथ नवजात विज्ञान में दो वर्ष का विशेष प्रशिक्षण ;	
14.	नैदानिक भेषज गुण विज्ञान	डाक्टर ऑफ मेडिसन (भेषज गुण विज्ञान) ; या डाक्टर ऑफ मेडिसन (भेषज गुण विज्ञान) के साथ नैदानिक	

		भेषज गुण विज्ञान में दो वर्ष का विशेष प्रशिक्षण ;	
15.	प्रतिरक्षा विज्ञान	डाक्टर ऑफ मेडिसन (प्रतिरक्षा विज्ञान) ; या डाक्टर ऑफ मेडिसन (आयुर्विज्ञान) ; या डाक्टर ऑफ मेडिसन (विकृति विज्ञान) ; या डाक्टर ऑफ मेडिसन (सूक्ष्म जीव विज्ञान) ; या डाक्टर ऑफ मेडिसन (बाल रोग विज्ञान) के साथ नवजात विज्ञान में दो वर्ष का विशेष प्रशिक्षण ;	
16.	आनुवांशिकी आयुर्विज्ञान	डाक्टर ऑफ मेडिसन (आनुवांशिकी) आयुर्विज्ञान ; या डाक्टर ऑफ मेडिसन (बाल रोग विज्ञान) ; या डाक्टर ऑफ मेडिसन (आयुर्विज्ञान) ; या शल्य चिकित्सा निष्णात (शरीर रचना विज्ञान) के साथ आनुवांशिकी आयुर्विज्ञान में दो वर्ष का विशेष प्रशिक्षण ;	
17.	अर्बुदविज्ञान आयुर्विज्ञान	डाक्टर ऑफ मेडिसन (अर्बुदविज्ञान आयुर्विज्ञान) ; या डाक्टर ऑफ मेडिसन (आयुर्विज्ञान) ; या डाक्टर ऑफ मेडिसन (विकिरण चिकित्सा) ; या डाक्टर ऑफ मेडिसन (बाल रोग विज्ञान) के साथ बाल रोग विज्ञान में दो वर्ष का विशेष प्रशिक्षण ;	
18.	शल्य चिकित्सीय जठार तंत्र	मेजिस्टर चिरुरगुई (शल्य चिकित्सीय जठार तंत्र) ; या शल्य चिकित्सा निष्णात (शल्य चिकित्सा) के साथ शल्य चिकित्सा में दो वर्ष का विशेष प्रशिक्षण; या	
19.	चिकित्सीय अर्बुदविज्ञान	मेजिस्टर चिरुरगुई (चिकित्सीय अर्बुदविज्ञान) ; या शल्य चिकित्सा निष्णात या शल्य चिकित्सा निष्णात (कान, नाक, गला); या शल्य चिकित्सा निष्णात अस्थभंग विज्ञान; या डाक्टर ऑफ मेडिसन (प्रसूति और स्त्री रोग विज्ञान) के साथ चिकित्सीय अर्बुदविज्ञान में दो वर्ष का विशेष प्रशिक्षण ;	
20.	बाल रोग हृदय	डाक्टर ऑफ मेडिसन (बाल रोग हृदय विज्ञान) ; या डाक्टर ऑफ मेडिसन (हृदय विज्ञान) ; या डाक्टर ऑफ मेडिसन (बाल रोग विज्ञान) के साथ हृदय रोग विज्ञान में दो वर्ष का विशेष प्रशिक्षण ;	
	घ. लोक स्वास्थ्य		
1.	सामाजिक और निवारक आयुर्विज्ञान या	डाक्टर ऑफ मेडिसन (सामाजिक और निवारक आयुर्विज्ञान) ; या	

	सामुदायिक आयुर्विज्ञान	डाक्टर ऑफ मेडिसन (सामुदायिक आयुर्विज्ञान) ; या	
2.	लोक स्वास्थ्य	डाक्टर ऑफ मेडिसन (सामाजिक और निवारक आयुर्विज्ञान) ; या डाक्टर ऑफ मेडिसन (सामुदायिक आयुर्विज्ञान) ; या डाक्टर ऑफ मेडिसन (स्वास्थ्य प्रशासन) ; या डाक्टर ऑफ मेडिसन (सामुदायिक स्वास्थ्य प्रशासन) ; या	लोक स्वास्थ्य में डिप्लोमा, औद्योगिक स्वास्थ्य में डिप्लोमा, लोक स्वास्थ्य निष्णात, ट्रोपिकल आयुर्विज्ञान में डिप्लोमा, ट्रोपिकल आयुर्विज्ञान और स्वच्छता में डिप्लोमा,

टिप्पण: 1- किसी भारतीय विश्विद्यालय द्वारा दी गई कोई स्नातकोत्तर डिग्री या डिप्लोमा जिसे भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की अनुसूचियों में उक्त अधिनियम के उपबंधों के अनुसार भारत सरकार द्वारा प्रदान की गई मान्यता या वापस ली गई मान्यता के परिणामस्वरूप शामिल किया गया है या हटाया गया है को अनुसूची 6 से तदनुसार शामिल किया गया या हटाया गया समझा जाएगा ।

टिप्पण: 2- किसी भारतीय विश्विद्यालय द्वारा दी गई किसी स्नातकोत्तर अर्हता को अनुसूची 6 के प्रयोजनों के लिए भारतीय आयुर्विज्ञान परिषद् अधिनियम, 1956 (1956 का 102) की अनुसूचियों में अवश्य शामिल किया गया हो ।

टिप्पण: 3- नियंत्रक प्राधिकारी, आयोग के परामर्श से अनुसूची 6 के भाग क, भाग ख, भाग ग या भाग घ में किसी आयुर्विज्ञान अर्हता को शामिल कर सकेगा ।

अनुसूची- 7

[देखें नियम 6(4)]

क्रम संख्या	**पदोन्नति**		**की गई सेवा**	**बैंचमार्क**	
	से	**तक**			
1. अध्यापन उपकाडर					
1.	सहायक प्रोफेसर ग्रेड वेतन 6600/-रु के साथ वेतन बैंड-3	सहायक प्रोफेसर	2 वर्ष की सेवा	अच्छा	
2.	एसोसिएट प्रोफेसर ग्रेड वेतन 7600/-रु के साथ वेतन बैंड-3	प्रोफेसर	4 वर्ष की सेवा	बहुत अच्छा	
3.	प्रोफेसर ग्रेड वेतन 8700/-रु के साथ वेतन बैंड-4	ज्येष्ठ प्रशासनिक ग्रेड या निदेशक प्रोफेसर ग्रेड वेतन 10000/-रु के साथ वेतन बैंड-4	7 वर्ष की सेवा	यथास्थिति, वार्षिक कार्य मूल्यांकन रिपोर्ट या गणना में ली जाने वाली वार्षिक गोपनीय रिपोर्टों के पूर्ववर्ती पांच वर्ष के लिए सभी पांचों बहुत अच्छा के साथ बहुत अच्छा	
2. अध्यापनेतर उपकाडर					
1.	विशेषज्ञ ग्रेड-III ग्रेड वेतन 6600/-रु के साथ वेतन बैंड-3	विशेषज्ञ ग्रेड-II	2 वर्ष की सेवा	अच्छा	
2.	विशेषज्ञ ग्रेड-II ग्रेड वेतन 7600/-रु के साथ वेतन बैंड-3	विशेषज्ञ ग्रेड-I	4 वर्ष की सेवा	बहुत अच्छा	
3.	विशेषज्ञ ग्रेड-I ग्रेड वेतन 8700/-रु के साथ	ज्येष्ठ प्रशासनिक ग्रेड या सलाहकार ग्रेड	7 वर्ष की सेवा	यथास्थिति, वार्षिक कार्य मूल्यांकन रिपोर्ट या गणना में ली जाने वाली	

	वेतन बैंड-4	वेतन 10000/-रु के साथ वेतन बैंड-4		वार्षिक गोपनीय रिपोर्टों के पूर्ववर्ती पांच वर्ष के लिए सभी पांचों बहुत अच्छा के साथ बहुत अच्छा

3. लोक स्वास्थ्य उपकाडर				
1.	विशेषज्ञ ग्रेड-III ग्रेड वेतन 6600/-रु. के साथ वेतन बैंड-3	विशेषज्ञ ग्रेड-II	2 वर्ष की सेवा	बहुत अच्छा
2.	विशेषज्ञ ग्रेड-II ग्रेड वेतन 6600/-रु. के साथ वेतन बैंड-3	विशेषज्ञ ग्रेड-I	4 वर्ष की सेवा	बहुत अच्छा
3.	विशेषज्ञ ग्रेड-I ग्रेड वेतन 8700/-रु. के साथ वेतन बैंड-4	ज्येष्ठ प्रशासनिक ग्रेड या सलाहकार ग्रेड वेतन 10000/-रु. के साथ वेतन बैंड-4	7 वर्ष की सेवा	यथास्थिति, वार्षिक कार्य मूल्यांकन रिपोर्ट या गणना में ली जाने वाली वार्षिक गोपनीय रिपोर्टों के पूर्ववर्ती पांच वर्ष के लिए सभी पांचों बहुत अच्छा के साथ बहुत अच्छा
4. साधारण ड्यूटी चिकित्सा अधिकारी (जीडीएमओ) उपकाडर				
1.	चिकित्सा अधिकारी ग्रेड वेतन 5400/-रु. के साथ वेतन बैंड-3	ज्येष्ठ चिकित्सा अधिकारी	4 वर्ष की सेवा	बहुत अच्छा
2.	ज्येष्ठ चिकित्सा अधिकारी ग्रेड वेतन 6600/-रु. के साथ वेतन बैंड-3	प्रधान चिकित्सा अधिकारी	4 वर्ष की सेवा	बहुत अच्छा
3.	प्रधान चिकित्सा अधिकारी ग्रेड वेतन 7600/-रु. के साथ वेतन बैंड-3	प्रधान चिकित्सा अधिकारी (अकृत्यकारी चयन ग्रेड)	4 वर्ष की सेवा	बहुत अच्छा
4.	प्रधान चिकित्सा अधिकारी ग्रेड वेतन 8700/-रु. के साथ वेतन बैंड-4	ज्येष्ठ प्रशासनिक ग्रेड या सलाहकार ग्रेड वेतन 10000/-रु. के साथ वेतन बैंड-4	सात वर्ष की सेवा या साधारण ड्यूटी चिकित्सा अधिकारी की बीस वर्ष की समग्र सेवा	यथास्थिति, वार्षिक कार्य मूल्यांकन रिपोर्ट या गणना में ली जाने वाली वार्षिक गोपनीय रिपोर्टों के पूर्ववर्ती पांच वर्ष के लिए सभी पांचों बहुत अच्छा के साथ बहुत अच्छा

[फा. सं. ए. 12018/1/2004-सीएचएस वी (भाग)]

मुरारी लाल शर्मा, अवर सचिव

MINISTRY OF HEALTH AND FAMILY WELFARE

(Department of Health and Family Welfare)

NOTIFICATION

New Delhi, the 7th April, 2014

G.S.R. 272(E).—In exercise of the power conferred by the proviso to article 309 of the Constitution and in supersession of the Central Health Service Rules, 1996, except as respects of things done or omitted to be done before such supersession, the President hereby makes the following rules regulating the method of recruitment and terms and conditions of the posts in the Central Health Service, namely:—

1. Short title and commencement. – (1) These rules may be called the Central Health Service Rules, 2014.

(2) They shall come into force on the date of their publication in the Official Gazette.

2. Definitions.- In these rules, unless the context otherwise requires, –

(a) "Commission" means the Union Public Service Commission;

(b) "Controlling Authority" means the Government of India in the Ministry of Health and Family Welfare;

(c) "Departmental Promotion Committee" means a Group 'A' Departmental Promotion Committee specified in Schedule IV for considering cases of promotion or confirmation in Group 'A' posts of the Service;

(d) "Duty Post" means any post, whether permanent or temporary, specified in Schedule II;

(e) "Dynamic Assured Career Progression Scheme" means the scheme formulated by the Controlling Authority for time bound promotion of the officers of the Service without taking into account the vacancies, on such terms and conditions as may be specified by the Government from time to time;

(f) "Government" means the Government of India;

(g) "Grade" means any of the grades specified in Schedule I;

(h) "Public Health Qualification" means a recognized public health qualification specified in any of the Schedule to the Indian Medical Council Act, 1956 (102 of 1956);

(i) "Schedule" means a Schedule to these rules;

(j) "Scheduled Castes" and "Scheduled Tribes" shall have the meanings respectively assigned to them in clauses (24) and (25) of article 366 of the Constitution;

(k) "Service" means the Central Health Service;

(l) "Sub-Cadre" means any of the four streams of the Service, namely, General Duty, Public Health, Non Teaching Specialist and Teaching Specialist, as the case may be;

3. Composition of the Service.—All duty posts, included in the Service shall be classified as Central Civil Service Group 'A' and the Grades, Pay Band, Grade Pay or Pay Scale, non-practicing allowance and other matters connected therewith shall be as specified in Schedule-I.

4. Authorised strength of the Service.—(1) The authorized strength of the duty posts included in the various grades of the Service on the date of commencement of these rules shall be as specified in Schedule-II.

(2) After the commencement of these rules, the authorised permanent strength of the duty posts in the various grades shall be such as may, from time to time, be determined by the Government.

(3) The Government may make temporary addition to, or reduction in, the strength of the duty posts in the various grades as deemed necessary from time to time.

(4) The Government may, in consultation with the Commission, include in the Service any post other than those included in Schedule-II or exclude from the Service a post included in the said Schedule.

(5) The Government may, in consultation with the Commission, appoint an officer whose post is included in the Service under sub-rule (4), to the appropriate grade of the Service in a temporary capacity or in a substantive capacity, as may be deemed fit, and fix his seniority in the grade after taking into account continuous regular service in the analogous grade.

(6) Ten percent of the total number of posts in each Sub-Cadre of Service shall be included in the Service as "training or leave or deputation reserve".

5. Members of the Service.—(1) The following persons shall be members of the Service, namely:-

(a) persons appointed under sub-rule (5) of rule 4;

(b) persons appointed to duty posts under rule 6 ; and

(c) persons appointed to duty posts under rule 7.

(2) A person appointed under clause (b) of sub-rule (1) shall, on such appointment, be deemed to be the member of the Service in the appropriate grade applicable to him as specified in Schedule-II.

(3) A person appointed under clause (c) of sub-rule (1) shall, be the Member of the Service in the appropriate grade applicable to him in Schedule-II from the date of such appointment.

6. Future Maintenance of Service.—(1) The vacancies in any of the grades referred to in Schedule-II shall be filled in the manner as hereinafter provided under these rules.

(2) The method of recruitment, the field of selection for promotion, including the minimum qualifying service in the immediate lower grade or lower grades as the case may be, for appointment or promotion to the posts in the respective Sub-Cadres and specialities within the Sub-Cadre concerned, included in the Service shall be as specified in Schedule-III.

(3) (i) The departmental promotions upto Senior Administrative Grade level shall be made as specified in Schedule-III without taking into account the vacancies and shall be confined to officers of respective Sub-Cadres on the recommendations of the Departmental Promotion Committee as specified in Schedule-IV.

(ii) The promotion to posts of Higher Administrative Grade shall be made on the basis of combined eligibility list of Senior Administrative Grade officers belonging to all the four Sub-Cadres of Central Health Service.

(iii) The combined eligibility list referred to in clause (ii) shall be prepared with reference to the dates of completion of the specified qualifying years of service by the officers in the Senior Administrative Grade:

Provided that for the purposes of preparing the combined eligibility list, the seniority of officers in the Senior Administrative Grade shall be determined as under, namely:—

(a) the seniority of persons in the concerned speciality and Sub-Cadre shall be on the basis of seniority in the feeder grade;

(b) if there is no seniority in the feeder grade or it is not possible to determine the seniority even in the feeder grade, the length of regular service in the feeder grade shall be the guiding factor for determining the seniority;

(c) if length of service in the feeder grade is also the same, regular service in the next lower grade shall be taken into account, failing which, the date of birth.

(4) The minimum benchmark required for promotion to various grades of the Service under the Dynamic Assured Career Progression Scheme shall be as specified in Schedule-VII

(5) The departmental promotions to Higher Administrative Grade Posts and above in the cadre shall be made on the basis of selection from amongst the officers of the Service in the immediate lower grade or lower grades, as the case may be, on the recommendations of the Departmental Promotion Committee constituted as specified in Schedule-IV.

(6) If any officer appointed to any post in the Service is considered for the purpose of promotion to the Higher Administrative Grade post, all persons senior to him in the grade of the respective Sub-Cadre or in the respective speciality of the Sub-Cadre, as the case may be, shall also be considered, provided they are not short of requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years whichever is less and have completed their probation period, if specified.

(7) Except while appointing a serving officer on non-selection basis (seniority-cum fitness), the selection of officers for maintenance of the Service shall be made in consultation with the Commission, and wherever necessary, on the basis of the recommendation made by the Departmental Promotion Committee as specified in Schedule IV.

(8) The minimum educational and other qualification, experience and age limit for appointment to various duty posts in the Service by direct recruitment shall be as specified in Schedule-V.

(9) The direct recruitment to posts belonging to Super-Specialities specified in Schedule VI for which minimum essential qualification is Doctorate of Medicine or Magister Chirurguie or equivalent shall be made in Pay Band- 3, Rs. 15600-39100 with Grade Pay of—

(i) Rs.6600 in the Teaching Specialist Sub-Cadre, and

(ii) Rs.6600 and Rs. 7600 in the Non-Teaching Specialist Sub-Cadre.

(10) The recognized post-graduate qualifications required for recruitment to various posts included in the Service shall be as specified in Schedule VI.

Note 1: All the posts upto the level of Senior Administrative Grade in all the four Sub-Cadres are inter-changeable within their respective Sub-Cadres for the purpose of promotion under the Dynamic Assured Career Progression Scheme.

Note 2: The promotion to various grades of the Service upto Senior Administrative Grade level, other than entry grades, shall be without taking into account the vacancies.

7. Filling of Duty Posts by Deputation (including short term contract).—Notwithstanding anything contained in rule 6, where the Government is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing and in consultation with the Commission, fill not more than one hundred duty posts in all, in the grades of Medical Officer or Senior Medical Officer or Chief Medical Officer or Chief Medical Officer (Non-functional Selection Grade) in General Duty Sub-Cadre and Specialist Grade III or Specialist Grade II or Specialist Grade I in the Non-Teaching and Public Health Specialists Sub-Cadres and Assistant Professor or Associate Professor or Professor in the Teaching Sub-Cadre by deputation of suitable officers holding analogous posts under the Central Government including Ministries of Railways and Defence or State Governments or Union territories and by short term contract of suitable officers holding analogous posts

under the Statutory Bodies, Autonomous Bodies, Semi-Government Organizations, Universities or Recognized Research Institutions.

(2) The period of deputation and contract shall be for a period not exceeding three years, which may, in special circumstances, be extended in any case not beyond five years, as the Government may think fit.

8. (1) Seniority.- The relative seniority of members of the Service appointed to a grade in the respective Sub-Cadres or in the respective specialty of the Sub-Cadre of the Service, as the case may be, on the date of commencement of these rules shall be as determined by the Government:

Provided that if the seniority of any such member had not been specifically determined on the said date, the same shall be determined on the basis of the rules governing the fixation of seniority as were applicable to the members of the Service prior to the commencement of these rules.

(2) The seniority of officers appointed to the Service other than those appointed under rule 5 shall be determined in accordance with the general instructions issued by the Government in the matter from time to time.

(3) The seniority of persons appointed to the Service in accordance with sub-rule (5) of rule 4 shall be fixed in the manner provided therein.

(4) The seniority of a person in all the Sub-Cadres who are promoted to the posts upto the level of Senior Administrative Grade shall be same as the relative seniority in the lower grade within Sub-Cadre from which they are promoted:

Provided that, in the case of persons found 'unfit' for time-bound promotion, their seniority shall be determined with reference to the date of actual promotion at each level in each Sub-Cadre.

(5) In cases not covered by this rule, seniority shall be determined by the Government in consultation with the Commission.

9. (1) Probation.—Every officer appointed to the Service by direct recruitment shall be on probation for a period of one year:

Provided that a Medical Officer appointed in the Pay Band 3 of Rs. 15600-39100 with Grade Pay of Rs. 5400/- shall be on probation for a period of two years:

Provided further that the Controlling Authority may extend the period of probation in accordance with the instructions issued by the Government from time to time in this behalf:

Provided also that any decision for extension of the period of probation of an officer shall be taken immediately after the expiry of initial period of probation and ordinarily within eight weeks and communicated in writing to the concerned officer together with the reasons for so doing within the said period.

(2) On completion of the period of probation or any extension thereof, officer shall, if considered fit for permanent appointment, be confirmed in terms of the extant order of the Government.

(3) If, during the period of probation or any extension thereof, as the case may be, Government is of the opinion that an officer is not fit for permanent appointment, Government may discharge the officer or revert him to the post held by him prior to his appointment in the Service, as the case may be.

(4) During the period of probation or any extension thereof, officers may be required by the Government to undergo such courses of training or to pass such examinations or tests including examination in Hindi as the Government may deem fit as condition for satisfactory completion of probation.

(5) The other matters relating to probation of the members of the Service shall be governed by the orders or instructions issued by the Government in this regard from time to time.

10. Appointment in the Service.—All appointments to the Service shall be made by the Controlling Authority.

11. Posting. – Officers appointed to the Service shall be liable to serve anywhere in India or abroad.

12. Liability to serve Defence services or posts connected with Defence.—Any officer appointed to the Service, if so required, shall be liable to serve in any Defence Service or post connected with the Defence of India, for a period of not less than four years including the period spent on training, if any;

Provided that such officer shall not—

(a) be required to serve as aforesaid after the expiry of ten years from the date of his appointment to the Service or from the date of his joining the Service;

(b) ordinarily be required to serve as aforesaid if he has attained the age of 45 years.

13. Private practice prohibited.— (1) Persons appointed to the Service shall not be allowed private practice of any kind whatsoever including any consultation and laboratory practice.

(2) The members of the Service, who are registered with the Medical Council of India or State Medical Councils as Medical Practitioners, shall be entitled to a non-practicing allowance at the rates specified in Schedule-I.

14. Other conditions of Service.—The conditions of Service of the members of the Service in respect of matters not expressly provided for in these rules, shall, mutatis mutandis and subject to any special orders issued by the Government in respect of the Service, be the same as those applicable to officers of the Central Civil Services in general.

15. Disqualification.—No person,—

(a) who has entered into or contracted a marriage with a person having a spouse living; or

(b) who, having a spouse living, has entered into or contracted a marriage with any person ;

shall be eligible for appointment to the Service:

Provided that the Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

16. Power to relax.—Where the Government is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recording in writing, and in consultation with the Commission, relax any of the provisions of these rules with respect to any class or category of persons.

17. Saving.—Nothing in these rules shall affect reservations, relaxation of age-limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, the Other Backward Classes, the Ex-Servicemen and other special categories of persons in accordance with the orders issued by the Government from time to time in this regard.

18. Interpretation.—If any question relating to the interpretation of these rules arises, it shall be decided by the Government in consultation with the Commission.

SCHEDULE-I

[See rule 2(g), 3 and 13(2)]

I. Grades, Pay Band, Grade Pay or Pay Scale

S.No.	Grade	Pay Band, Grade Pay or Pay Scale
1	**Higher Administrative Grade**	
	(i) Director General of Health Services	Rs.80000 (fixed)
	(ii) Special Director General of Health Service (Public Health and Medical Education or Medical Services)	Rs.80000 (fixed)
	(iii) Additional Director General of Health Services or Heads of Institutions and Organisations or National Programmes	Rs.67000-(annual increment @ 3%)-79000
2	**Senior Administrative Grade**	
	Other Posts	Pay Band-4 [Rs.37400-67000] with Grade Pay of Rs.10000
3	**Specialist Grade**	
(a)	**Specialists Grade-I**	
	(i) Teaching	
	Professor	Pay Band-4 [Rs. 37400-67000] with Grade Pay of Rs. 8700
	(ii) Non-Teaching	
	Specialists Grade-I	Pay Band-4 [Rs.37400-67000] with Grade Pay of Rs.8700
	(iii) Public Health	
	Specialist Grade-I	Pay Band-4 [Rs. 37400-67000] with Grade

		Pay of Rs. 8700
(b)	**Specialists Grade-II**	
	(i) Teaching	
	Associate Professor	Pay Band-3 [Rs.15600-39100] with Grade Pay of Rs.7600
	(ii) Non- Teaching	
	Specialist Grade-II	Pay Band-3 [Rs.15600-39100] with Grade Pay of Rs.7600
	(iii) Public Health	
	Specialist Grade-II	Pay Band-3 [Rs.15600-39100] with Grade Pay of Rs.7600
(c)	**Specialist Grade-III**	
	(i) Teaching	
	Assistant Professor	Pay Band-3 [Rs.15600-39100] with Grade Pay of Rs.6600
	(ii) Non-teaching	
	Specialist Grade-III	Pay Band-3 [Rs.15600-39100] with Grade Pay of Rs.6600
	(iii) Public health	
	Specialist Grade-III	Pay Band-3 [Rs.15600-39100] with Grade Pay of Rs.6600
	Medical Officers Grade	
	(i) Chief Medical Officer (Non Functional Selection Grade)	Pay Band-3 [Rs.15600-39100] with Grade Pay of Rs.5400
	(ii) Chief Medical Officer	Pay Band-3 [Rs.15600-39100] with Grade Pay of Rs.5400
	(iii) Senior Medical Officer	Pay Band-3 [Rs.15600-39100] with Grade Pay of Rs.5400
	(iv) Medical Officer	Pay Band-3 [Rs.15600-39100] with Grade Pay of Rs.5400

II- Rate of Non-Practicing Allowance – The Central Health Service officers shall be entitled to Non-Practising Allowance at such rates as may be decided by the Government from time to time.

III – Post Graduate Allowance. - A medical graduate appointed to the post of Medical Officer or Senior Medical Officer or Chief Medical Officer including Chief Medical Officer (Non functional Selection Grade), for which a recognized post graduate qualification is not essential, shall be given over and above the pay admissible in the relevant scale, Post Graduate Allowance of Rs. 600 per month or Rs. 1000 per month, as the case may be, for possessing recognized Post Graduate Diploma or Post Graduate degree respectively, as specified in Schedule VI or under the Indian Medical Council Act, 1956 (102 of 1956):

provided that if an officer possesses both the recognized Post Graduate Diploma and Degree, he shall be paid the Non-practicing Allowance of Rs. 1000 only.

Note. - The rates of the Non-Practicing Allowance and Post Graduate Allowance shall be governed by the instructions issued by the Government on the subject from time to time.

SCHEDULE II

[See rule 2(d) and rule 4]

Higher Administrative Grade:

S. No.	Designation	Number of posts*(2014)
	MINISTRY OF HEALTH AND FAMILY WELFARE	
1.	Director General of Health Service	01
2.	Special Director General of Health Service (Public Health and Medical Education	02

	or Medical Services)	
3	Additional Director General of Health Services or Heads of Institutions and Organizations or National Programmes	16* (*Out of these 6 are floating posts)
4.	**Senior Administrative Grade** **Other Posts (PB-4 Rs. 37400-67000 with Grade Pay of Rs 10000/-):** **(I) Teaching Specialist Sub-Cadre** **Floating Posts** (Director-Professor or Dean or Director or Medical Superintendent or Additional Medical Superintendent or Principal)	 78
	(II) Non-Teaching Specialist Sub-Cadre **Floating Posts** (Consultants or Director or Medical Superintendent or Additional Medical Superintendent)	 91
	(III) Public Health Sub-Cadre	
S.No.	**Designation**	**Number of posts**
1.	Deputy Commissioner (Maternal and Child Health), Department of Family Welfare	01
2.	Director, National Malaria Eradication Programme, Delhi	01
3.	Director, Central Leprosy Training Institute, Chengalpattu (Tamil Nadu)	01
4.	Director, National Institute of Communicable Diseases, Delhi	01
5.	Deputy Director General of Health Services (Leprosy)	01
6.	Deputy Director General of Health Services (Tuberculosis)	01
7.	Additional Director (Public Health), National Institute of Communicable Diseases	01
8.	Additional Director (Technical), National Acquired Immuno Disease Syndrome Control Organisation	01
9.	Director, Rural Health and Training Centre, Najafgarh **Total**	01 ---- **09**
10.	**Additional Director***	
	(IV) GENERAL DUTY SUB-CADRE	
1.	Deputy Commissioner, Department of Family Welfare	04
2.	Deputy Director General of Health Services (Planning)	01
3.	Director, Central Government Health Scheme	01
4.	Deputy Director General of Health Services (Leprosy Monitoring and Evaluation)	01
	DIRECTOR GENERAL OF HEALTH SERVICES (Head Quarters)	
5.	Additional Deputy Director General (General)	01
6.	Additional Deputy Director General (Non- Communicable Disease)	01
7.	Additional Deputy Director General (Medical)	01
8.	Additional Deputy Director General (Head Quarters-Central Government Health Scheme)	01
9.	Director, Central Bureau of Health Intelligence	01
10.	Director, Central Health Education Bureau	01
11.	Additional Medical Superintendent, Dr. Ram Manohar Lohia Hospital, New Delhi	03
12.	Additional Medical Superintendent, Safdarjung Hospital, New Delhi	04
13.	Additional Medical Superintendent, Lady Hardinge Medical College and Smt. Sucheta Kriplani Hospital, New Delhi	03
14.	Additional Medical Superintendent, Kalavati Saran Children Hospital, New Delhi.	03

15.	Senior Regional Director, Regional Office for Health and Family Welfare, Chandigarh	01
16.	Senior Regional Director, Regional Office for Health and Family Welfare, Pune	01
17.	Senior Regional Director, Regional Office for Health and Family Welfare, Bhopal	01
18.	Senior Regional Director, Regional Office for Health and Family Welfare, Kolkatta	01
19.	Senior Regional Director, Regional Office for Health and Family Welfare, Bengaluru	01
20.	Senior Regional Director, Regional Office for Health and Family Welfare, Jaipur	01
21.	Senior Regional Director Regional Office for Health and Family Welfare, Chennai	01
22.	Additional Director, Central Government Health Scheme, Delhi	05
23.	Additional Director, Central Government Health Scheme, (Medical Stores Depot), Delhi	01
24.	Medical Superintendent, Maternity and Gynaecology Hospital, Rama Krishna Puram, New Delhi	01
25.	Medical Superintendent, Police Hospital, New Delhi	01
26.	Medical Superintendent, Maternity Centre, Sriniwaspuri, New Delhi	01
27.	Medical Superintendent, Maternity Centre, Kalkaji, New Delhi.	01
28.	Senior Chief Medical Officer, Central Government Health Scheme, Delhi	15
29.	Medical Superintendent, Police Hospital Kingsway Camp, New Delhi	01
30.	Additional Director, Central Government Health Scheme, Allahabad	01
31.	Additional Director, Central Government Health Scheme, Ahmedabad	01
32.	Additional Director, Central Government Health Scheme, Bengaluru	01
33.	Additional Director, Central Government Health Scheme, Mumbai	01
34.	Additional Director, Central Government Health Scheme, Kolkata	01
35.	Additional Director, Central Government Health Scheme, Hyderabad	01
36.	Additional Director, Central Government Health Scheme, Kanpur	01
37.	Additional Director, Central Government Health Scheme, Lucknow	01
38	Additional Director, Central Government Health Scheme, Chennai	01
39.	Additional Director, Central Government Health Scheme, Meerut	01
40.	Additional Director, Central Government Health Scheme, Nagpur	01
41.	Additional Director, Central Government Health Scheme, Jaipur	01
42.	Additional Director, Central Government Health Scheme, Pune	01
43.	Additional Director, Central Government Health Scheme, Patna	01
44.	Senior Chief Medical Officer, Central Government Health Scheme, Mumbai	05
45.	Medical Officer-in-charge (Zones)	04
46.	Medical Officer-in-charge (Family Welfare.)	01
47.	Senior Chief Medical Officer, Central Government Health Scheme, Kolkatta	05
48.	Senior Chief Medical Officer, Central Government Health Scheme, Chennai	02
49.	Senior Chief Medical Officer, Central Government Health Scheme, Hyderabad	02
50.	Additional Director, Non Communicable Disease Control Programme, Delhi	01
51.	Additional Director, National Vector Borne Disease Control Programme, Delhi	01
52.	Additional Director, Central Leprosy Training and Research Institute, Chengalpattu	01
53.	Additional Director, All India Institute of Hygiene and Public Health, Kolkata	02
54.	Additional Serologist and Chemical Examiner, Institute of Serology, Kolkata	01
55.	Additional Director, National Tuberculosis Institute, Bengaluru	01
56	Additional Director, All India Institute Physical Medicine and Rehabilitation, Kolkata	02
57.	Additional Director, Central Institute of Psychiatry, Ranchi	01
58.	Additional Director, (Reimbursement and Hospitals), Central Government Health	01

	Scheme (Head Quarters), Nirman Bhavan, New Delhi	
59.	Additional Director, (Head Quarters), Central Government Health Scheme (Head Quarters), Nirman Bhavan, New Delhi	01
60.	Senior Chief Medical Officer In charge, Moti Bagh Dispensary, Central Government Health Scheme (South Zone), New Delhi	01
61.	Senior Chief Medical Officer In charge, Palam Colony Dispensary, Central Government Health Scheme (North Zone), New Delhi	01
62.	Senior Chief Medical Officer In charge, Nangal Rai Dispensary, Central Government Health Scheme (South Zone), New Delhi	01
63.	Senior Chief Medical Officer In charge, NOIDA Dispensary, Central Government Health Scheme (Central Zone), New Delhi	01
64.	Senior Chief Medical Officer In charge, Minto Road Dispensary, Central Government Health Scheme (Central Zone), New Delhi	01
65.	Senior Chief Medical Officer In charge, Central Government Health Scheme Dispensary, Jawahar Lal Nehru Road, Allahabad	01
66.	Senior Chief Medical Officer In charge, Central Government Health Scheme Dispensary, Shivaji Nagar, Bangalore	01
67.	Senior Chief Medical Officer In charge, Central Government Health Scheme Dispensary, Shaik Mistry, Mumbai	01
68.	Senior Chief Medical Officer In charge, Central Government Health Scheme Dispensary, Perambur, Chennai	01
69.	Senior Chief Medical Officer In charge, Central Government Health Scheme Dispensary, Gandhi Gram, Kanpur	01
70.	Senior Chief Medical Officer In charge, , Central Government Health Scheme Dispensary, Mukund Nagar, Pune	01
71.	Additional Director, Central Government Health Scheme, Guwahati	01
72.	Additional Director, Central Government Health Scheme, Bhopal	01
73.	In Charge, Central Government Health Scheme Polyclinic, Allahabad	01
74.	In Charge, Central Government Health Scheme Polyclinic, Bengaluru	01
75.	In Charge, Central Government Health Scheme Polyclinic, Chennai	02
76.	In Charge, Central Government Health Scheme Polyclinic, Pusa Road, Delhi	01
77.	In Charge, Central Government Health Scheme Polyclinic, Hyderabad	02
78.	In Charge, Central Government Health Scheme Polyclinic, Jaipur	01
79.	In Charge, Central Government Health Scheme Polyclinic, Kanpur	01
80.	In Charge, Central Government Health Scheme Polyclinic, Lucknow	01
81.	In Charge, Central Government Health Scheme Polyclinic, Mumbai	02
82.	In Charge, Central Government Health Scheme Polyclinic, Nagpur	01
83.	In Charge, Central Government Health Scheme Polyclinic, Patna	01
84.	In Charge, Central Government Health Scheme Polyclinic, Pune	01
85.	In Charge, Central Government Health Scheme Polyclinic, Kolkata	01
86.	Senior Regional Director, Regional Office for Health and Family Welfare, Ahmedabad	01
87.	Senior Regional Director, Regional Office for Health and Family Welfare, Bhubaneshwar	01
88.	Senior Regional Director, Regional Office for Health and Family Welfare, Hyderabad	01
89.	Senior Regional Director, Regional Office for Health and Family Welfare, Lucknow	01
90.	Senior Regional Director, Regional Office for Health and Family Welfare, Patna	01
91.	Senior Regional Director, Regional Office for Health and Family Welfare, Srinagar	01
92.	Senior Regional Director, Regional Office for Health and Family Welfare, Shillong	01
93.	Senior Regional Director, Regional Office for Health and Family Welfare,	01

	Thiruvananthapuram	
	MINISTRY OF COMMUNICATIONS, DEPARTMENT OF POSTS	
94.	Deputy Director General (Medical) (Head Quarters), Delhi	01
95.	Deputy Director General (Medical), Northern Region, Lucknow	01
96.	Deputy Director General (Medical), Eastern Region, Kolkata	01
97.	Deputy Director General (Medical), South Central Regional, Hyderabad	01
98.	Additional Director, Central Research Institute, Kasauli	01
99.	Additional. Deputy Commissioner, Department of Family Welfare*	
100.	Additional Deputy Director General, Directorate General of Health Service*	
101.	Additional Director in Central Government Health Scheme, Central Bureau of Health Intelligence, Central Health Education Bureau*	
102.	Additional Senior Regional Directors*	
103.	Senior Chief Medical Officer*	
	*** The new designations in excess of the identified posts in respect of Public Health and General Duty Medical Officer Sub-Cadre, as a result of promotions under the Dynamic Assured Career Progression scheme.**	
4.	**(I) TEACHING SPECIALIST SUB-CADRE (Assistant Professor or Associate Professor or Professor)**	
S.No.	**Designation or Speciality**	**Number of posts**
1.	**MINISTRY OF HEALTH AND FAMILY WELFARE** **(a) LADY HARDINGE MEDICAL COLLEGE AND SMT. SUCHETA KRIPLANI HOSPITAL, NEW DELHI**	
	1. Anatomy	14
	2. Pharmacology	11
	3. Pathology	17
	4. Microbiology	09
	5. Surgery	27
	6. Medicine	29
	7. Radio Diagnosis	11
	8. Anaesthesiology	19
	9. Obstetrics and Gynaecology	26
	10. Paediatrics	26
	11. Preventive and Social Medicine	11
	12. Physiology	13
	13. Bio-Chemistry	10
	14. Forensic Medicine	09
	15. Ophthalmology	05
	16. Skin and Venereal Disease	03
	17. Ear, Nose and Throat	05
	18. Orthopaedic Surgery	05
	19. Paediatric Surgery	03
	20. Psychiatry	26
	21. Radio-Therapy	04
	22. Community Medicine	02
	23. Tuberculosis and Chest	02
	24. Orthopaedic	07
	25. Rehabilitation	03
	26. Plastic Surgery	02
	27. Neuro-Surgery	02
	28. Immuno-Haematology and Blood Transfusion	02

	CRITICAL CARE (ACCIDENT and EMERGENCY SERVICES)	
	1. General Medicine	02
	2. Aneasthesia	01
	3. Surgery	03
	(b) VARDHMAN MAHAVIR MEDICAL COLLEGE AND SAFDARJUNG HOSPITAL, NEW DELHI	
	1. Anatomy	13
	2. Physiology	12
	3. Bio-Chemistry	08
	4. Preventive and Social Medicine	12
	5. Pharmacology	08
	6. Forensic Medicine	07
	7. Anaesthesia	02
	8. Cancer Surgery	01
	9. Ear, Nose and Throat	01
	10. Micro-Biology	06
	11. Obstetrics and Gynaecology	05
	12. Orthopaedics	05
	13. Paediatrics	05
	14. Paediatric Surgery	01
	15. Pathology	05
	16. Radio-Therapy	03
	17. Surgery	02
	(c) SAFDARJUNG HOSPITAL, NEW DELHI	
	1. Cardiology	3
	(d) SPORTS INJURY CENTRE, VARDHMAN MAHAVIR MEDICAL COLLEGE AND SAFDARJUNG HOSPITAL, NEW DELHI	
	1. Orthopaedic Surgery	06
	2. Anaesthesiology	05
	3. Physical Medicine and Rehabilitation	01
	(e) CENTRAL INSTITUTE OF ORTHOPAEDICS, SAFDARJUNG HOSPITAL, NEW DELHI	
	1 Orthopaedics	04
	2. Pathology	03
	3. Radio-diagnosis	01
	Total	**08**
	(f) POST GRADUATE INSTITUTE OF MEDICAL EDUCATION AND RESEARCH AT DR. RAM MANOHAR LOHIA HOSPITAL, NEW DELHI	
	1. Nephrology	01
	2. Endochrinology	04
	3. Gastroenterology	03
	4. Neurology	01
	5. Paediatric Surgery	03
	6. Urology	03
	7. Anatomy	03

	8. Physiology	03
	9. Bio-Chemistry	03
	10. Pharmacology	03
	11. Community Medicine	03
	12. Forensic Medicine	03
	13. Epidemiology	01
	14. Medicine	04
	15. Dermatology	03
	16. Paediatrics	02
	17. Psychiatry	02
	18. Cardio Vascular Thoracic Surgery	01
	19. Cardiology	01
	20. Neuro-surgery	01
	21. Micro-biology	01
	22. Radio-diagnosis	01
	23. Pathology	01
	24. Burn and Plastic	01
	25. Physical Medicine and Rehabilitation	04
	(g) **Dr. RAM MANOHAR LOHIA HOSPITAL, NEW DELHI**	
	1. Cardiology	4
	2. Paediatrics	10
	3. Obstetrics and Gynaecology	4
	4. Physical Medicine and Rehabilitation	4
	(h) **TRAUMA CARE CENTRE, Dr. RAM MANOHAR LOHIA HOSPITAL, NEW DELHI**	
	1. Anaesthesia	03
	2. General Surgery	01
	3. Orthopaedics	01
	4. Neuro-surgery	01
	5. Radiology	03
	Total	09
	(i) DIRECTORATE GENERAL OF HEALTH SERVICES	
	1. Assistant Director General of Health Services (Medical Education)	01
	(j) ALL INDIA INSTITUTE OF HYGIENE AND PUBLIC HEALTH, KOLKATA	
	1. Preventive and Social Medicine	02
	2. Public Health	17
	3. Micro-biology	04
	(k) CENTRAL INSTITUTE OF PSYCHIATRY, RANCHI	
	1. Psychiatry	07
	2. Neurology	01
	3. Radio-diagnosis	01
	4. Anaesthesiology	01
	5. Pathology	01
	6. Bio-Chemistry	01
	Total	12

	(l) ALL INDIA INSTITUTE OF PHYSICAL MEDICINE AND REHABILITATION, MUMBAI	
	1. Physical Medicine and Rehabilitation	05
2.	**NATIONAL CAPITAL TERRITORY OF DELHI**	
	(a) MAULANA AZAD MEDICAL COLLEGE, NEW DELHI	
	1. Anatomy	11
	2. Physiology	11
	3. Bio-Chemistry	10
	4. Pathology	12
	5. Pharmacology	08
	6. Preventive and Social Medicine	13
	7. Surgery	16
	8. Micro-Biology	10
	9. Medicine.	15
	10. Obstetrics and Gynaecology	17
	11. Radio-diagnosis	09
	12. Ophthalmology	13
	13. Paediatrics	16
	14. Anaesthesiology	12
	15. Ear, Nose and Throat	08
	16. Orthopaedics Surgery	07
	17. Skin and Venereal Disease	05
	18. Forensic Medicine	07
	19. Radio Therapy	06
	20. Paediatric Surgery	06
	21. Psychiatry	01
	Total	213
	(b)GEETA COLONY SUPER-SPECIALTY HOSPITAL, GEETA COLONY, NEW DELHI (ATTACHED HOSPITAL OF MAULANA AZAD MEDICAL COLLEGE, NEW DELHI)	
	1. Paediatrics	03
	2. Anaesthesia	01
	3. Radiology	01
	4. Orthopaedics	01
	5. Eye	01
	6. Ear, Nose and Throat	01
	7. Skin	01
	8. Bio-chemistry	01
	Total	10
	(c) GOVIND BALALBH PANT HOSPITAL, NEW DELHI	
	1. Neurology	09
	2. Merged with Cardio Vascular Thoracic Surgery	--
	3. Neuro Surgery	07
	4. Psychiatry	05
	5. Cardiology	11
	6. Anaesthesiology	12
	7. Gastro-entrology	05

	8. Microbiology	05
	9. Radio-diagnosis	06
	10. Pathology	05
	11. Bio-Chemistry	05
	12. Surgery	02
	13. Gastro-Intestinal Surgery	03
	14. Cardio Vascular Thoracic Surgery	07
	Total	82
	(d) GURU TEG BAHADUR HOSPITAL-CUM-MEDICAL COLLEGE, NEW DELHI	
	1. Medicine	05
	2. Surgery	05
	3. Gynaecology and Obstetrics	05
	4. Paediatrics	04
	5. Anaesthesia	06
	6. Radio diagnosis	04
	7. Ear, Nose and Throat	02
	8. Neurology	01
	9. Radio Therapy	04
	10. Opthalmology	02
	11. Orthopaedics	02
	12. Dermatology	01
	13. Neuro Surgery	01
	14. Ortho Surgery	01
	15. Skin and Venereal Disease	01
	16. Pathology	03
	17. Psychiatry	01
	Total	48
	(II) NON-TEACHING SUB-CADRE **(Specialist Grade I or Grade II or Grade III)**	
	MINISTRY OF HEALTH AND FAMILY WELFARE	
	(a) DIRECTORATE GENERAL OF HEALTH SERVICES	
	1. Assistant Director General of Health Services (Opthalmology)	01
	2. Assistant Director General of Health Services (Tuberculosis)	01
	3. Tuberculosis Officer	01
	Total	03
	(b) SAFDARJUNG HOSPITAL, NEW DELHI	
	1. Medical Specialist	15
	2. Physician (Nuclear Medicine)	01
	3. Haematologist	03
	4. Surgeon	12
	5. Pathologist	11
	6. Eye-Specialist	01
	7. Paediatrician	10
	8. Anaesthetist	26
	9. Obstetrician and Gyanecologist	14
	10. Cancer Surgeon	02

	11. Orthopaedic Surgeon	07
	12. Cardio Thoracic or Thoracic Surgeon	04
	13. Ear, Nose and Throat Specialist	01
	14. Urologist	02
	15. Psychiatrist	05
	16. Radio Therapist	05
	17. Neurologist	01
	18. Micro-biologist or Bacteriologist or Serologist	09
	19. Dermatologist or Skin Specialist	01
	20. Specialist in Radio-diagnosis	10
	21. Specialist in Forensic Medicine	03
	22. Physician (Chest or Respiratory Diseases)	03
	23. Endochronologist	02
	24. Gastroenterologist	02
	25. Nephrologist	02
	26. Assistant Director (Physical Medicine and Rehabilitation)	06
	27. Cardiologist or Physician (Cardiology)	04
	28. Plastic Surgeon	20
	29. Paediatric Surgeon	03
	30. Neuro Surgeon	04
	Total	191
	(d) DR. RAM MANOHAR LOHIA HOSPITAL, NEW DELHI	
	1. Medical Specialist	19
	2. Surgeon	09
	3. Paediatrician	03
	4. Specialist in Radio-diagnosis	11
	5. Orthopaedic Surgeon	07
	6. Obstetrician and Gynaecologist	03
	7. Psychiatrist	01
	8. Anaesthetist	13
	9. Pathologist	07
	10. Bacteriologist	05
	11. Ear Nose and Throat Specialist	02
	12. Dermatologist or Skin Specialist	02
	13. Neuro Surgeon	06
	14. Endocrinologist	02
	15. Gastroenterologist	02
	16. Nephrologist	04
	17. Nueurologist	02
	18. Paediatric Surgeon	02
	19. Urologist	02
	20. Plastic Surgeon	05
	21. Cardiologist or Physician (Cardiology)	03
	22. Cardio Vascular Thoracic Surgery	03
	Total	113
	(e) CENTRAL RESEARCH INSTITUTE, KASAULI	
	1. Deputy Director or Assistant Director (Microbiology)	15
	(f) CENTRAL LEPROSY TRAINING RESEARCH INSTITUTE, CHENGALPATTU	

	1. Assistant Director (Micro Bacteriologist or Bacteriologist)	03
	2. Medical Specialist	02
	3. Ortho-Surgeon or Assistant Director (Orthopaedics)	03
	4. Pathologist or Assistant Director (Pathology)	02
	Total	10
	(g) NATIONAL CENTRE FOR DISEASE CONTROL, NEW DELHI	
	1. Assistant Director (Micro Bacteriologist or Bacteriologist)	27
	Total	27
	(h) NATIONAL TUBERCULOSIS INSTITUTE, BANGALURU	
	1. Director (in Tuberculosis Specialty)	01
	2. Tuberculosis Specialist	03
	Total	04
	(i) BACILLUS CALMETTE GUERIN (B.C.G.) VACCINE LABORATORY, GUINDY	
	1. Director (Microbiology)	01
	Total	01
	(j) ALL INDIA INSTITUTE OF PHYSICAL MEDICINE AND REHABILITATION, MUMBAI	
	1. Deputy Director (Rehabilitation)	02
	2. Specialist in Radio Diagnosis	01
	3. Pathologist	01
	4. Anaesthetist	02
	5. Medicine	01
	Total	07
	(k) KALAWATI SARAN CHILDREN'S HOSPITAL, NEW DELHI	
	1. Physical Medicine and Rehabilitation	01
	2. Paediatrics	02
	3. Bacteriologist	01
	4. Radio-diagnosis	01
	Total	05
	(l) LADY HARDING MEDICAL COLLEGE, NEW DELHI	
	1. Psychiatrist	02
	Total	02
	(m) LAKSHADWEEP ADMINISTRATION	
	1. Paediatrician 2. Medical Specialist 3. Surgeon 4. Obstetrics and Gynaecologist 5. Anaesthetist 6. Pathologist 7. Eye Specialist --- Total ---	01 01 02 02 02 01 01 --- 10 ---

	(n) OFFICE OF THE SEROLOGIST AND CHEMICAL EXAMINER, KOLKATA	
	1. Bacteriologist	02
	2. Pathologist	01
	----------	----
	Total	03
	----------	----
	(0) REGIONAL LEPROSY TRAINING AND RESEARCH INSTITUTE (R.L.T.R.I), GOURIPUR	
	1. Assistant Director (Orthopaedic Surgery)	01
	2. Assistant Director (Pathologist)	01
	3. Assistant Director (Bacteriology)	01
	----------	----
	Total	03
	----------	----
	(p) ALL INDIA INSTITUTE OF HYGIENE AND PUBLIC HEALTH, KOLKATA	
	1. Micro-biologist or Assistant Director (Micro)	01
	----------	----
	Total	01
	(q) REGIONAL LEPROSY TRAINING AND RESEARCH INSTITUTE, ASKA	
	1. Surgeon	01
	2. Pathologist	01
	----------	----
	Total	02
	----------	----
	(r) REGIONAL LEPROSY TRAINING AND RESEARCH INSTITUTE, RAIPUR	
	1. Assistant Director (Bacteriology)	01
	2. Assistant Director (Pathologist)	01
	3. Assistant Director (Orthopaedic Surgery)	01
	----------	----
	Total	03
	----------	----
	(s) ANDAMAN AND NICOBAR ADMINISTRATION	
	1. Anaesthetist	09
	2. Ear, Nose and Throat Specialist	01
	3. Obstetrics and Gynaecologist	09
	4. Medical Specialist	08
	5. Ophthalmologist or Eye Specialist	01
	6. Ortho Surgeon	01
	7. Paediatrician	04
	8. Radio-diagnosis	01
	9. Dermatologist or Skin Specialist	01
	10. Surgeon	09
	11. Psychiatrist	01
	12. Tuberculosis specialist	01
	----------	----
	Total	46

	(t) CENTRAL GOVERNMENT HEALTH SCHEME, DELHI	
	1.Medical Specialist (one for Vice President Secretariat and three for VVIPs under Extra Mural Research Scheme)	24
	2. Surgeon	
	3. Eye Specialist	07
	4. Ear, Nose and Throat Specialist	11
	5. Obstetrics and Gynaecologist	09
	6. Dermatologist or Skin Specialist	12
	7. Paediatrician	09
	8. Psychiatrist	08
	9. Specialist in Radio-diagnosis	04
	10. Pathologist	03
	11 Ortho Surgeon	05
	13. Neurologist	01
	14. Bio-Chemistry	01
		06
	----------	----
	Total	100
	----------	----
	(u) **CENTRAL GOVERNMENT HEALTH SCHEME DISPENSARY AT SUPREME COURT PREMISES, NEW DELHI**	
	1. Medical Specialist	01
	2. Eye Specialist	01
	3. Skin Specialist	01
	4. Orthopaedics	01
	5. Physical, Medicine and Rehabilitation Specialist	01
	6. Cardiologist	01
	7. Pathologist or Bio-Chemistry	01
	8. Ear, Nose and Throat Specialist	01
	Total	08
	(v) CENTRAL GOVERNMENT HEALTH SCHEME KOLKATA	
	1. Medical Specialist	01
	2. Obstetrics and Gynaecologist	01
	3. Eye Specialist	01
	4. Pathologist	01
	5. Radio-diagnosis	01
	6. Ear, Nose and Throat Specialist	01
	7. Paediatrician	01
	8. Dermatologist or Skin Specialist	01
	----------	----
	Total	08
	----------	----
	(w) CENTRAL GOVERNMENT HEALTH SCHEME MUMBAI	
	1. Medical Specialist	02
	2. Obstetrics and Gynaecologist	02
	3. Specialist in Radio-diagnosis	02
	4. Eye Specialist	01
	5. Pathologist	02
	6. Paediatrician	02
	7. Dermatologist or Skin Specialist	02

	8. Eye Specialist	01
	---	---
	Total	14
	---	---
	(x) CENTRAL GOVERNMENT HEALTH SCHEME MEERUT	
	Medical Specialist	01
	---	---
	Total	01
	---	---
	(y) CENTRAL GOVERNMENT HEALTH SCHEME, NAGPUR	
	1. Eye Specialist	01
	2. Medical Specialist	02
	3. Specialist in Radio-diagnosis	01
	4. Obstetrics and Gynaecologist	01
	5. Ear, Nose and Throat Specialist	01
	6. Paediatrician	01
	7. Dermatologist or Skin Specialist	01
	---	---
	Total	08
	---	---
	(z) CENTRAL GOVERNMENT HEALTH SCHEME, KANPUR	
	1. Obstetrician and Gynaecologist	01
	2. Medical Specialist	02
	3. Pathologist	01
	4. Specialist in Radio-diagnosis	01
	5. Ear, Nose and Throat Specialist	01
	6. Paediatrician	01
	7. Dermatologist or Skin Specialist	01
	8. Eye Specialist	01
	---	---
	Total	09
	---	---
	(za) CENTRAL GOVERNMENT HEALTH SCHEME, CHENNAI	
	1. Ear, Nose and Throat Specialist	02
	2. Medical Specialist	03
	3. Ophthalmologist or Eye Specialist	02
	4. Obstetrics and Gynaecologist	02
	5. Paediatrics	02
	6. Pathologist	02
	7. Specialist in Radio-diagnosis	02
	8. Dermatologist or Skin Specialist	02
	---	---
	Total	17
	---	---
	(zb) CENTRAL GOVERNMENT HEALTH SCHEME, ALLAHABAD	
	1. Obstetrician and Gynaecologist	01
	2. Medical Specialist	02
	3. Pathologist	02
	4. Specialist in Radio-diagnosis	01
	5. Paediatrician	01
	6. Dermatologist or Skin Specialist	01

	7. Ear, Nose and Throat Specialist	01
	8. Eye Specialist	01
	---	---
	Total	10
	---	---
	(zc) CENTRAL GOVERNMENT HEALTH SCHEME, HYDERABAD	
	1. Medical Specialist	02
	2. Pathologist	02
	3. Obstetrician and Gynaecologist	02
	4. Specialist in Radio-diagnosis	01
	5. Ear, Nose and Throat Specialist	02
	6. Eye Specialist	02
	7. Paediatrics	02
	8. Dermatologist or Skin Specialist	02
	9. Radiologist	01
	---	---
	Total	16
	---	---
	(zd) CENTRAL GOVERNMENT HEALTH SCHEME, BENGALURU	
	1. Medical Specialist	01
	2. Pathologist	01
	3. Specialist in Radio-diagnosis	01
	4. Obstetrician and Gynaecologist	01
	5. Ear, Nose and Throat Specialist	01
	6. Eye Specialist	01
	7. Paediatric	01
	8. Dermatologist or Skin Specialist	01
	---	---
	Total	08
	---	---
	(ze) CENTRAL GOVERNMENT HEALTH SCHEME, PATNA	
	1. Medical Specialist	01
	2. Pathologist	01
	3. Ear, Nose and Throat Specialist	01
	4. Obstetrician and Gynaecologist	01
	5. Eye Specialist	01
	6. Paediatrician	01
	7. Specialist in Radio-diagnosis	01
	8. Dermatologist or Skin Specialist	01
	---	---
	Total	08
	---	---
	(zf) CENTRAL GOVERNMENT HEALTH SCHEME, LUCKNOW	
	1. Medical Specialist	02
	2. Pathologist	02
	3. Dermatologist or Skin Specialist	01
	4. Ear, Nose and Throat Specialist	01
	5. Obstetrician and Gynaecologist	01
	6. Eye Specialist	01
	7. Paediatrician	01
	8. Specialist in Radio-diagnosis	01
	---	---
	Total	10
	---	---

	(zg) CENTRAL GOVERNMENT HEALTH SCHEME, AHMEDABAD	
	1. Medical Specialist	01
	2. Pathologist	01
	Total	02
	(zh) CENTRAL GOVERNMENT HEALTH SCHEME, PUNE	
	1. Medical Specialist	01
	2. Pathologist	01
	3. Obstetrician and Gynaecologist	01
	4. Eye Specialist	01
	5. Paediatrician	01
	6. Specialist in Radio-diagnosis	01
	7. Dermatologist	01
	Total	07
	(zi) CENTRAL GOVERNMENT HEALTH SCHEME, JAIPUR	
	1. Medical Specialist	01
	2. Pathologist	01
	3. Specialist in Radio-diagnosis	01
	4. Obstetrician and Gynaecologist	01
	5. Eye Specialist	01
	6. Ear, Nose and Throat (E.N.T) Specialist	01
	7. Paediatrician	01
	8. Dermatologist or Skin Specialist	01
	Total	08
	(zj). MINISTRY OF AGRICULTURE AND COOPERATION PLANT PROTECTION AND QUARANTINE	
	1. Joint Director (Medical Pharmacology)	04
	2. Deputy Director(Medical Pharmacology)	02
	3. Pathologist	01
	Total	07
	(zk) NATIONAL ACQUIRED IMMUNO DEFICIENCY SYNDROME CONTROL ORGANIZATION, MINISTRY OF HEALTH AND FAMILY WELFARE	
	1. Assistant Director or Director or Joint Director (Research and Development) (Microbiology or Bacteriology)	01
	Total	01
	(zl). MINISTRY OF FINANCE (DEPARTMENT OF ECONOMIC AFFAIRS) INDIAN SECURITY PRESS, NASIK	
	1. Medical Specialist	01
	2. Surgeon	01
	3. Obstetrician and Gynaecologist	01

	4. Orthopaedics	01
	5. Anaesthetist	01
	6. Radiology	01
	Total	06
	(zm) MINISTRY OF LABOUR AND EMPLOYMENT (LABOUR WELFARE ORGANISATION)	
	1. Obstetrician and Gynaecologist	
	(i) Bengaluru Region	01
	(ii) Kolkata Region	02
	(iii) Hyderabad Region	01

	Total	04

	(III PUBLIC HEALTH SUB-CADRE) **SPECIALIST GRADE I or SPECIALIST GRADE II**	
	(A) DEPARTMENT OF HEALTH AND FAMILY WELFARE	
	(a) FAMILY WELFARE TRAINING AND RESEARCH, MUMBAI	
	1. Director	01
	2. Deputy Director	01
	3. Assistant Commissioner (Immunization)	01
	----------	----
	Total	03
	----------	----
	(b) DIRECTORATE GENERAL OF HEALTH SERVICES	
	1. Assistant Director General of Health Services (Leprosy)	01
	2. Assistant Director General of Health Services (International Health)	01
	3. Deputy Assistant Director General of Health Services, Public Health and Central Health Education Bureau (P.H. and CHEB)	01
	4. Deputy Assistant Director General of Health Services, Expanded Programme on Immunization (EPI)	01
	5. Deputy Assistant Director General of Health Services (Ophthalmology)	01
	6. Deputy Assistant Director General of Health Services (Leprosy)	01
	----------	----
	Total	06
	----------	----
	(c) CENTRAL LEPROSY TRAINING RESEARCH INSTITUTE, CHENGALPATTU, TAMILNADU	
	1. Deputy Director (Epidemiology)	01
	2. Assistant Director (Epidemiology)	01
	3. Assistant Director (Epidemiology and Evaluation)	01
	----------	----
	Total	03
	----------	----
	(d) REGIONAL LEPROSY TRAINING AND RESEARCH INSTITUTE, RAIPUR (CHATTISGARH)	
	1. Director	01
	2. Assistant Director (Epidemiology)	01
	----------	----
	Total	02
	----------	----

	(e) REGIONAL LEPROSY TRAINING AND RESEARCH INSTITUTE, GOURIPUR (WEST BENGAL)	
	1. Director	01
	2. Assistant Director (Epidemiology)	01
	----------	----
	Total	02
	----------	----
	(f) REGIONAL LEPROSY TRAINING AND RESEARCH INSTITUTE, ASKA	
	1. Director	01
	----------	----
	Total	01
	----------	----
	(g) NATIONAL CENTER FOR DISEASE CONTROL, DELHI	
	1. Deputy Director (Epidemiology)	01
	2. Deputy Director (Filaria)	01
	3. Assistant Director	40
	----------	----
	Total	42
	----------	----
	(h) NATIONAL TUBERCULOSIS INSTITUTE, BENGALURU	
	1. Epidemiologist	01
	----------	----
	Total	01
	----------	----
	(i) NATIONAL VECTOR BORNE DISEASE CONTROL PROGRAMME, DELHI	
	1. Deputy Director (Epidemiology)	01
	2. Regional Director (Health and Family Welfare) (Ahmedabad, Hyderabad, Bhubaneswar, Lucknow)	04
	3. Assistant Director	05
	----------	----
	Total	10
	----------	----
	(j) ALL INDIA INSTITUTE OF HYGIENE AND PUBLIC HEALTH, KOLKATA	
	1. Medical Officer (Industrial Health)	01
	2. Medical Officer (Nutrition)	01
	3. Epidemiologist	01
	4. Medical Officer (School Health)	01
	5. Medical Officer(Domiciliary Service)	01
	6. Field Epidemiologist	01
	7. Rural Field Medical Officer (Study in Population Control)	01
	----------	----
	Total	07
	----------	----
	(k) AIRPORT or PORT HEALTH ORGANISATION, MUMBAI	
	1. Port Health Officer, Mumbai	02
	2. Airport Health Officer, Mumbai	01
	----------	----
	Total	03
	----------	----

	(l) AIRPORT or PORT HEALTH ORGANISATION, KOLKATA	
	Port Health Officer, Kolkata	01
	Airport Health Officer, Kolkata	01
	Total	02
	(m) PORT HEALTH ORGANISATION, CHENNAI	
	1. Port Health Officer	01
	Total	01
	(n) AIRPORT HEALTH ORGANISATION, DELHI	
	Airport Health Officer	01
	Total	01
	(o) GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI	
	1. Deputy Director of Health Services	02
	Total	02
	(p) DIRECTORATE OF FAMILY WELFARE, GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI	
	1. Deputy Director (Immunization)	02
	Total	02
	(q) LAKSHADWEEP ADMINISTRATION	
	1. Deputy Director	01
	2. District Immunization Officer	01
	Total	02
	(r) SAFDARJUNG HOSPITAL, NEW DELHI	
	1. Epidemiologist	01
	Total	01
	(s) ANDAMAN AND NICOBAR ADMINISTRATION	
	Deputy Director of Health Services	01
	Total	01
	(t) NATIONAL AIDS CONTROL ORGANISATION (MINISTRY OF HEALTH AND FAMILY WELFARE)	
	1. Deputy Director (Blood Safety)	01
	2. Assistant Director	02
	Total	03

	(IV) GENERAL DUTY MEDICAL OFFICER SUB-CADRE **(Medical Officer or Senior Medical Officer or Chief Medical Officer)**	
	(A) DEPARTMENT OF FAMILY WELFARE	
	1. Assistant Commissioner	10
	2. Chief Medical Officer (Regional Office for Health and Family Welfare) (Imphal, Jaipur, Chennai)	04
	3. Regional Health Officers (Medical Officer or Senior Medical Officer or Chief Medical Officer):	
	Bengaluru	01
	Bhopal	01
	Bhubaneswar	01
	Kolkata	01
	Chandigarh	01
	Hyderabad	01
	Imphal	02
	Jaipur	01
	Chennai	01
	Patna	01
	Pune	01
	Shillong	02
	Thiruvananthapuram	01
	Total	29
	(B) DIRECTORATE GENERAL OF HEALTH SERVICES	
	1. Deputy Director(Technical)	01
	2. Central Health Education Bureau (Chief Medical Officer or Senior Medical Officer or Medical Officer)	05
	3. Directorate General of Health Services (Head Quaters), (Chief Medical Officer or Senior Medical Officer or Medical Officer)	08
	(C) SAFDARJUNG HOSPITAL, NEW DELHI	73
	(D) DR. RAM MANOHAR LOHIA HOSPITAL, NEW DELHI	67
	(E) REGIONAL LEPROSY TRAINING AND RESEARCH INSTITUTE, RAIPUR	06

(F) REGIONAL LEPROSY TRAINING AND RESEARCH INSTITUTE, ASKA	03
(G) NATIONAL TUBERCULOSIS INSTITUTE, BENGALURU	04
(H) CENTRAL LEPROSY TRAINING AND RESEARCH INSTITUTE, CHENGALPATTU	11
(I) REGIONAL LEPROSY TRAINING AND RESEARCH INSTITUTE, GOURIPUR	
1. Deputy Director (Chief Medical Officer)	01
2. Chief Medical Officer or Senior Medical Officer or Medical Officer	06
(J) ALL INDIA INSTITUTE OF PHYSICAL MEDICINE AND REHABILITATION, BOMBAY	02
(K) CENTRAL INSTITUTE OF PSYCHIATRY, RANCHI	
1. Deputy Medical Superintendent (Chief Medical Officer)	02
2. Chief Medical Officer or Senior Medical Officer or Medical Officer	06
(L) LADY HARDINGE MEDICAL COLLEGE, NEW DELHI	04
(M) KALAWATI SARAN CHILDREN'S HOSPITAL, NEW DELHI	04
(N) ALL INDIA INSTITUTE OF HYGIENE AND PUBLIC HEALTH, KOLKATA	28
(O) NATIONAL CENTRE FOR DISEASE CONTROL, DELHI	06
(P) SEROLOGICAL AND CHEMICAL EXAMINER GOVERNMENT OF INDIA, KOLKATA	05
(Q) RURAL HEALTH TRAINING CENTRE, NAJAFGARH	15
(R) CENTRAL RESEARCH INSTITUTE, KASAULI	04
(S) LAKSHADWEEP ADMINISTRATION	22
(T) ANDAMAN AND NICOBAR ADMINISTRATION	22
(U) FAMILY WELFARE TRAINING AND RESEARCH CENTRE, MUMBAI	04
(V) RAJKUMARI AMRIT KAUR COLLEGE OF NURSING, DELHI	01
(W) NATIONAL VECTOR BORNE DISEASE CONTROL PROGRAMME, DELHI	01
(Y) MINISTRY OF COMMUNICATIONS DEPARTMENT OF POSTS	128
(Z) MINISTRY OF FINANCE (DEPARTMENT OF ECONOMIC AFFAIRS)	
1. Government Opium and Alcholic Works, Neemach	01

(ZA) MINISTRY OF LABOUR	14
1. Allahabad Region	35
2. Bengaluru Region	18
3. Ajmer Region	29
4. Bhubaneswar Region	24
5. Kolkata Region	06
6. Goa Region	39
7. Hyderabad Region	34
8. Jabalpur Region	27
9. Karma Region	04
10. Nagpur Region	15
11. Foremen Training Institute, Bengaluru	01
12. Analytics Training Institute, Mumbai	01
13. Analytics Training Institute, Kolkata	01
14. Analytics Training Institute, Hyderabad	248
Total	
(ZB) MINISTRY OF HOME AFFAIRS	09
1. Intelligence Bureau	01
2. National Civil Defence College, Nagpur	01
(ZC) MINISTRY OF CIVIL AVIATION	13
(ZD) MINISTRY OF URBAN DEVELOPMENT	02
(ZE) MINISTRY OF FOOD AND AGRICULTURE	02
(ZF) LAL BAHADUR SHASTRI NATIONAL ACADEMY OF ADMINISTRATION, MUSSORIE	04
(ZG) SARDAR VALLABHBHAI PATEL NATIONAL POLICE ACADEMY, HYDERABAD	11
(ZH) DEPARTMENT OF SCIENCE AND TECHNOLOGY SURVEYOR GENERAL OF INDIA, DEHRADUN	02
(ZI) MINISTRY OF TRANSPORT	

(ZJ) AIRPORT HEALTH ORGANIZATION or PORT HEALTH ORGANIZATION	
1. PORT HEALTH ORGANISATION, MUMBAI	13
2. AIRPORT HEALTH ORGANISATION, MUMBAI	06
3. PORT HEALTH ORGANISATION, KOLKATA	09
4. PORT HEALTH ORGANISATION, CHANNAI	04
5. AIRPORT HEALTH ORGANISATION, THIRUCHIRAPALLI	02
6. PORT HEALTH ORGANISATION, COCHIN	02
7. PORT HEALTH ORGANISATION, VISHAKAPATNAM	02
8. PORT HEALTH ORGANISATION, KANDLA	02
9. PORT HEALTH ORGANISATION, MARMAGOA	01
10. AIRPORT HEALTH ORGANISATION, DELHI	06
11. AIRPORT HEALTH ORGANISATION, CALCUTTA	04
12. ATTARI BORDER ORGANISATION, APHO, AMRITSAR	02
Total	53
(ZK) CENTRAL GOVERNMENT HEALTH SCHEME	
1. Central Government Health Scheme, Delhi	686
2. Central Government Health Scheme, Allahabad	21
3. Central Government Health Scheme, Ahmedabad	14
4. Central Government Health Scheme, Bengaluru	37
5. Central Government Health Scheme, Mumbai	83
6. Central Government Health Scheme, Kolkata	68
7. Central Government Health Scheme, Chennai	35
8. Central Government Health Scheme, Hyderabad	76
9. Central Government Health Scheme, Kanpur	39
10. Central Government Health Scheme, Meerut	21
11. Central Government Health Scheme, Jaipur	22
12. Central Government Health Scheme, Nagpur	36
13. Central Government Health Scheme, Patna	16
14. Central Government Health Scheme, Bhubaneswar	06
15. Central Government Health Scheme, Jabalpur	16
16. Central Government Health Scheme, Ranchi	05
17. Central Government Health Scheme, Lucknow	30
18. Central Government Health Scheme, Pune	28
19. Central Government Health Scheme, Guwahati	09
	09

	20. Central Government Health Scheme, Thiruvananthapuram	01
	(ZL) BACILLUS CALMETTE GUERIN (B.C.G) VACCINE LABORATORY, GUINDY	01
	(ZM) LADY READING HEALTH SCHOOL, DELHI	01
	(ZN) CENTRAL WATER AND POWER RESEARCH STATION, PUNE	01
	(i) Medical Officer (ii) Lady Medical officer	01
	(ZO) DELHI MILK SCHEME, DELHI	01
	(ZP) NATIONAL AIDS CONTROL ORGANISATION (MINISTRY OF HEALTH AND FAMILY WELFARE)	
	1. Deputy Director (Technical)	01
	Note.- The number of posts will be subject to variation depending on work load	

SCHEDULE-III

[See rule 6(2)]

S. No.	Name of the post	Method of recruitment for promotion	Field of selection and minimum qualifying service
I.	**Higher Administrative Grade** (General Administrative Posts):		
	(i) Directorate General of Health Services	-----	The Senior-most Special Director General of Health Services shall function as Director General of Health Services.
	(ii) Special Director General of Health Services (Public Health and Medical Education or Medical Services)	Promotion by selection	Additional Director General of Health Services or Heads of Institutions and Organizations or National Programmes in Pay Band 4 of Rs. 67000-(annual increment @ 3%)-79000 with two years' regular service in the grade, failing which, Additional Director General of Health Services or Heads of Institutions and Organizations or National Programmes with five years' combined regular service in the Pay Band 4 of Rs.67000-(annual increment @ 3%)-79000 and in Pay Band-4 Rs.37400—67000 with Grade Pay of Rs. 10,000.
	(iii) Additional Director General of Health Services or Heads of Institutes and Organisations or National Programmes	Promotion by selection failing which by direct recruitment	Senior Administrative Grade Officers in Pay Band-4 of Rs. 37400-67000 with Grade Pay Rs. 10,000 with three years regular service in the Grade, failing which, Senior Administrative Grade Officers in Pay Band-4, Rs. 37400-67000 with Grade Pay of Rs. 10,000 with two years regular service in the grade and having twelve years' regular service after being appointed or as the case may be, promoted to the level of Professor or Specialist Grade-I or Chief Medical Officer (Non Functional Selection Grade) in Pay Band-4, Rs.37400-67000 with Grade Pay of Rs.8700

II	**Teaching Specialist Sub-Cadre Posts**		
	(a) Senior Administrative Grade	Promotion by selection without taking into account the vacancies failing which by direct recruitment	Professors in Pay Band-4, Rs.37400-67000 with Grade Pay of Rs. 8700 with seven years' regular service in the grade
	(b) Professor	Promotion by selection without taking into account the vacancies failing which by direct recruitment	Associate Professors in Pay Band-3, Rs.15600-39100 with Grade Pay of Rs. 7600 with four years' regular service in the grade. **Note.-** The period of Senior residency before joining as Assistant. Professor in the Service shall be counted towards computing the total experience required for the post of Professor or Associate Professor in accordance with the regulations made by Medical Council of India
	(c) Associate Professor (Super Specialities and other than Super Specialities)	Promotion by selection without taking into account the vacancies failing which by direct recruitment	Assistant Professors in Pay Band-3, Rs.15600-39100 with Grade Pay of Rs. 6600 with two years' regular service in the grade
	(d)(i) Assistant Professor (Super Specialities)	Direct recruitment	**Essential:** (i) A recognized MBBS degree qualification included in the First Schedule or Second Schedule or Part II of the Third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956 (102 of 1956). Holders of educational qualifications included in Part II of the Third Schedule should also fulfill the conditions specified in sub-section (3) of section 13 of the Indian Medical Council Act, 1956 (102 of 1956). (ii) Post-graduate degree in the concerned Speciality or Super-speciality mentioned in Section-A of Schedule VI**.** (iii) At least three years' teaching experience as Senior Resident or Tutor or Demonstrator or Registrar in the concerned Speciality or Super-speciality in a recognized teaching institution after obtaining the first Post-graduate degree. **Note 1.—**In the case of holders of Doctorate of Medicine (D.M.) or Master of Chirurgiae (M.Ch.) qualification of five years' duration, the period of senior Post Graduate residency rendered in the last part of the said of Doctorate of Medicine (D.M.) or Master of Chirurgiae (M.Ch.) shall be counted towards requirement of teaching experience**.** **Note 2.—**For recruitment to the post of Assistant Professors (Immuno-haematology and Blood Transfusion), at least three years' experience in a recognised teaching hospital in Immuno-haematology and Blood Transfusion (Blood Banks) or in Pathology with six months experience in Immuno-haematology and Blood Transfusion (Blood Bank) as a Lecturer or Tutor or Senior Resident or Demonstrator after the Post Graduate

			Qualification in the speciality. **Note 3.—**For recruitment to the post of Assistant Professor in the Sports Injury Centre at Vardhman Mahavir Medical College and Safdarjung Hospital, New Delhi, minimum two years' experience in the field of Sports Injury or Sports Medicine will be a desirable qualification. **Note 4.—**Teaching experience in any other post like the post of General Duty Medical Officer or Medical Officer shall not be considered for eligibility purpose for recruitment to teaching posts.
	(ii) Assistant Professor (other than Super Specialities)	Direct recruitment	**Essential:** (i) A recognized MBBS degree qualification included in the First Schedule or Second Schedule or Part II of the Third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956 (102 of 1956). Holders of educational qualifications included in Part II of the Third Schedule should also fulfill the conditions specified in sub-section (3) of section 13 of the Indian Medical Council Act, 1956 (102 of 1956). (ii) Post-graduate degree in the concerned Speciality or Super-speciality mentioned in Section-A of Schedule VI**.** (iii) At least three years' teaching experience as Senior Resident or Tutor or Demonstrator or Registrar in the concerned Speciality or Super-speciality in a recognized teaching institution after obtaining the first Post-graduate degree. **Note 1.—**In the case of holders of Doctorate of Medicine (D.M.) or Magister Chirurgiae (M.Ch.) qualification of five years' duration, the period of senior Post Graduate residency rendered in the last part of the said of Doctorate of Medicine (D.M.) or Magister Chirurgiae (M.Ch.) shall be counted towards requirement of teaching experience**.** **Note 2.—**For recruitment to the post of Assistant Professors (Immuno-haematology and Blood Transfusion), at least three years' experience in a recognised teaching hospital in Immuno-haematology and Blood Transfusion (Blood Banks) or in Pathology with six months experience in Immuno-haematology and Blood Transfusion (Blood Bank) as a Lecturer or Tutor or Senior Resident or Demonstrator after the Post Graduate Qualification in the speciality. **Note 3.—**For recruitment to the post of Assistant Professor in the Sports Injury Centre at Vardhman Mahavir Medical College and Safdarjung Hospital, New Delhi, minimum two years' experience in the field of Sports Injury or Sports Medicine will be a desirable qualification. **Note 4.—**Teaching experience in any other post like the post of General Duty Medical Officer or Medical Officer shall not be considered for eligibility purpose for recruitment to teaching posts.

III.	**Non-Teaching Specialist Sub-Cadre Posts**		
	(a) Senior Administrative Grade	Promotion by selection without taking into account the vacancies failing which by direct recruitment	Specialist Grade-I officers in the Non Teaching specialist Sub-Cadre in Pay Band-4, Rs.37400-67000 with grade pay of Rs.8700 with seven years' regular service in the grade.
	(b) Specialist Grade		
	(1) Specialist Grade-I	Promotion by selection without taking into account the vacancies failing which by direct recruitment	Specialist Grade II officers in the Non Teaching specialist Sub-Cadre in Pay-Band-3, Rs.15600-39100 with grade pay of Rs.7600 with four years' regular service in the grade.
	(2)(i)Specialist Grade II (Super Specialities)	Promotion by selection without taking into account the vacancies failing which by direct recruitment	Specialist Grade III officers in the Non-Teaching Specialist Sub-Cadre (Super Specialities) in PB-3, Rs.15600-39100 with Grade Pay of Rs. 6600 with two years regular service in the Grade
	(ii) Specialist Grade-II (Other than Super Specialities)	Promotion by selection without taking into account the vacancies failing which by direct recruitment	Specialist Grade III officers in the Non-Teaching Specialist Sub-Cadre (other than Super Specialities) in PB-3, Rs.15600-39100 with Grade Pay of Rs. 6600 with two years regular service in the Grade
	(3) (i) Specialist Grade-III (Super Specialities)	Direct recruitment	**Essential:** (i) A recognized MBBS degree qualification included in the First Schedule or Second Schedule or Part II of the Third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956 (102 of 1956). Holders of Educational qualifications included in Part II of the Third Schedule should also fulfill the conditions specified in sub-section (3) of section 13 of the Indian Medical Council Act, 1956 (102 of 1956). (ii) Post-graduate Degree or diploma in the concerned speciality or Super-speciality mentioned in Section-A or Section-B in Schedule-VI (iii) Three years' experience in the concerned speciality or super speciality after obtaining the first Post-graduate degree or five years' experience after the Post-graduate diploma**.** **Note 1.—**In the case of holders of Doctorate of Medicine (D.M.) or Magister Chirurgiae (M.Ch.) qualification of five years' duration, the period of senior Post Graduate residency rendered in the last part of the said of Doctorate

			of Medicine (D.M.) or Magister Chirurgiae (M.Ch.) shall be counted towards requirement of experience. **Note 2.—**For the post of Physician (Chest and Respiratory disease) three years' experience in Respiratory Disease and Respiratory Laboratories is required.
	(b) Specialist Grade-III (Other than Super Specialities)	Direct recruitment	**Essential:** **(i)** A recognized MBBS degree qualification included in the First Schedule or Second Schedule or Part II of the Third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956 (102 of 1956). Holders of Educational qualifications included in Part II of the Third Schedule should also fulfill the conditions specified in sub-section (3) of section 13 of the Indian Medical Council Act, 1956 (102 of 1956). **(ii)** Post-graduate Degree or diploma in the concerned speciality or Super-speciality mentioned in Section-A or Section-B in Schedule-VI **(iii)** Three years' experience in the concerned speciality or super speciality after obtaining the first Post-graduate degree or five years' experience after the Post-graduate diploma**.** **Note 1.-** In the case of holders of of Doctorate of Medicine (D.M.) or Magister Chirurgiae (M.Ch.) qualification of five years' duration, the period of senior Post Graduate residency rendered in the last part of the said of Doctorate of Medicine (D.M.) or Magister Chirurgiae (M.Ch.) shall be counted towards requirement of experience. **Note 2.-** For the post of Physician (Chest and Respiratory disease) three years' experience in Respiratory Disease and Respiratory Laboratories is required.
IV.	**Public Health Sub-Cadre Posts**		
	(a) Senior Administrative Grade	Promotion by selection without taking into account the vacancies failing which by direct recruitment	Specialist Grade-I officers in the Public Health Sub-Cadre in Pay Band-4, Rs.37400-67000/- with grade pay of Rs.8700/- with seven years' regular service in the grade
	(b) Specialist Grade		
	(1) Specialist Grade-I	Promotion by selection	Specialist Grade II officers in the Public Health Sub-Cadre

		without taking into account the vacancies failing which by direct recruitment	in Pay-Band-3, Rs.15600-39100 with grade pay of Rs.7600- with four years' regular service in the grade.
	(2) Specialist Grade-II	Promotion by selection without taking into account the vacancies failing which by direct recruitment	Specialist Grade III officers in the Public Health Sub-Cadre in Pay-Band-3, Rs.15600-39100 with grade pay of Rs.6600/- with two years' regular service in the grade.
	(3) Specialist Grade-III	Direct recruitment	**Essential:** (i) A recognized MBBS degree qualification included in the First Schedule or Second Schedule or Part II of the Third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956 (102 of 1956). Holders of educational qualifications included in Part II of the Third Schedule should also fulfill the conditions specified in sub-section (3) of section 13 of the Indian Medical Council Act, 1956 (102 of 1956). (ii) Post-graduate degree or diploma in the concerned Speciality or Super-speciality of Public Health mentioned in Section-A or Section-B of Schedule-VI or equivalent. (iii) Three years' experience in the concerned speciality after obtaining the Post-graduate degree or five years' experience in the Speciality after obtaining the Post-graduate diploma.
V.	**General Duty Sub-Cadre posts**		
	(a) Senior Administrative Grade	Promotion by selection without taking into account the vacancies failing which by direct recruitment	Chief Medical Officer (Non Functional Selection Grade) in Pay Band-4, Rs.37400-67000 with Grade Pay of Rs. 8700 with seven years' regular service in the grade or twenty years of regular service in the Central Health Service.
	(b) Medical Officer Grade		
	(1) Chief Medical Officer (Non-Functional Selection Grade)	Promotion by selection without taking into account the vacancies.	Chief Medical Officer in Pay-Band-3, Rs.15600-39100/- with grade pay of Rs.7600/- with four years' regular service in the grade or twenty years of regular service in the Central Health Service.
	(2) Chief Medical Officer	Promotion by selection without taking into account the vacancies failing which direct recruitment	Senior Medical Officer in Pay-Band-3, Rs.15600-39100 with Grade Pay of Rs.6600/- with five years' regular service in the grade.
	(3) Senior Medical Officer	Promotion by selection without taking into account the vacancies failing which by direct recruitment	Medical Officer in Pay-Band-3, Rs.15600-39100/- with Grade Pay of Rs.5400/- with four years' regular service in the grade.

	(4) Medical Officer	(1) By direct recruitment on the basis of a written examination to be conducted by the Commission to be followed by an Interview or selection by the Commission by interview only in accordance with the age limit and educational qualifications and experience decided by the Commission for this purpose. The exact method of recruitment to be followed shall be decided by the Controlling Authority in consultation with the Commission on each occasion.	**Essential:** (i) A recognized MBBS degree qualification included in the First Schedule or Second Schedule or Part II of the Third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956 (102 of 1956). Holders of Educational qualifications included in Part II of the Third Schedule should also fulfill the conditions specified in sub-section (3) of section 13 of the Indian Medical Council Act, 1956 (102 of 1956). (ii) Completion of compulsory rotating internship-candidates who may not have completed rotating internships shall be eligible to appear for the written examination provided that, if selected, they shall have satisfactorily completed the compulsory internship before appointment.

SCHEDULE-IV

[See rule 2(c) and 6 (3)(i) and 6 (5)]

A. DEPARTMENTAL PROMOTION COMMMITTEE FOR PROMOTION

Higher Administrative Grade

I. GENERAL ADMINISTRATIVE POSTS:

(1)**For the post of Special Director General of Health Services**

(i)	Chairman or Member, Union Public Service Commission	Chairman
(ii)	Secretary, Ministry of Health and Family Welfare	Member
(iii)	Any other Secretary in Ministry of Health and Family Welfare	Member

(2)**For the post of Additional Director General of Health Services or Heads of Institutions and Organisations or National Programmes**

(i) Chairman or Member, Union Public Service Commission	Chairman
(ii) Secretary, Ministry of Health and Family Welfare	Member
(iii) Director General of Health Services	Member

II. TEACHING SPECIALIST SUB-CADRE POSTS

(a) **For the post of Senior Administrative Grade**

(i)	Secretary, Ministry of Health and Family Welfare	Chairman
(ii)	Director General of Health Services or his nominee	Member

(iii) Any Additional Secretary in the Ministry of Health and Family Welfare	Member
(b) **For the post of Professor**	
(i) Secretary or Additional Secretary, Ministry of Health and Family Welfare	Chairman
(ii) Director General of Health Services or Additional Director General of Health Services	Member
(iii) Joint Secretary, Ministry of Health and Family Welfare	Member
(iv) Joint Secretary (Establishment), Department of Personnel and Training	Member
(c) For the post of Associate Professor Grade	
(i) Additional Secretary, Ministry of Health and Family Welfare	Chairman
(ii)Director General of Health Services or his nominee	Member
(iii) Joint Secretary, Ministry of Health and Family Welfare	Member

III. NON-TEACHING SPECIALIST SUB-CADRE POSTS

(a) For the post of Senior Administrative Grade	
(i) Secretary or Additional Secretary, Ministry of Health and Family Welfare	Chairman
(ii)Director General of Health Services or Additional Director General of Health Services	Member
(iii) Any Additional Secretary in Ministry of Health and Family Welfare	Member
(b) For the post of Specialist Grade-I	
(i) Secretary or Additional Secretary, Ministry of Health and Family Welfare	Chairman
(ii)Director General of Health Services or his nominee	Member
(iii) Joint Secretary, Ministry of Health and Family Welfare	Member
(iv) Joint Secretary (Establishment), Department of Personnel and Training	Member
(c) For the post of Specialist Grade II	
(i) Additional Secretary, Ministry of Health and Family Welfare	Chairman
(ii)Director General of Health Services or his nominee	Member
(iii) Joint Secretary, Ministry of Health and Family Welfare	Member

IV. PUBLIC HEALTH SUB-CADRE POSTS

(a) For the post of Senior Administrative Grade	
(i) Secretary or Additional Secretary, Ministry of Health and Family Welfare	Chairman

(ii) Director General of Health Services or Additional Director General of Health Services	Member
(iii) Any Additional Secretary in Ministry of Health and Family Welfare	Member

(b) For the post of Specialist Grade-I

(i) Secretary or Additional Secretary, Ministry of Health and Family Welfare	Chairman
(ii) Director General of Health Services or his nominee	Member
(iii) Joint Secretary, Ministry of Health and Family Welfare	Member
(iv) Joint Secretary (Establishment), Department of Personnel and Training	Member

(c) For the post of Specialist Grade II

(i) Additional Secretary, Ministry of Health and Family Welfare	Chairman
(ii)Director General of Health Services or his nominee	Member
(iii) Joint Secretary, Ministry of Health and Family Welfare	Member

V. GENERAL DUTY SUB-CADRE POSTS

(a) For the post of Senior Administrative Grade

(i) Secretary or Additional Secretary, Ministry of Health and Family Welfare	Chairman
(ii) Director General of Health Services or Additional Director General of Health Services	Member
(iii) Any Additional Secretary in the Ministry of Health and Family Welfare	Member

(b) For the post of Chief Medical Officer (Non-Functional Selection Grade)

(i) Secretary or Additional Secretary, Ministry of Health and Family Welfare	Chairman
(ii)Director General of Health Services or Additional Director General of Health Services	Member
(iii) Joint Secretary, Ministry of Health and Family Welfare	Member
(iv) Joint Secretary (Establishment), Department of Personnel and Training	Member

(c) For the post of Chief Medical Officer

(i) Secretary or Additional Secretary, Ministry of Health and Family Welfare	Chairman
(ii)Director General of Health Services or Additional Director General of Health Services	Member
(iii) Joint Secretary, Ministry of Health and Family Welfare	Member

(d) For the post of Senior Medical Officer

(i) Additional Secretary, Ministry of Health and Family Welfare	Chairman
(ii) Director General of Health Services or his nominee	Member

(iii) Joint Secretary, Ministry of Health and Family Welfare — Member

(B) DEPARTMENTAL PROMOTION COMMITTEE FOR CONSIDERING CONFIRMATION OF DIRECT RECRUITS

(1)For the post of Senior Administrative Grade

(i) Secretary(Health), Ministry of Health and Family Welfare — Chairman

(ii) Additional Secretary (Health), Ministry of Health and Family Welfare — Member

(iii) Additional Director General of Health Service — Member

(2)For the post of SPECIALIST GRADE I or GRADE II or GRADE-III

(Teaching or Non-Teaching Specialist or Public Health Sub-Cadre and Chief Medical Officer and Senior Medical Officer (General Duty Sub-Cadre)

(i) Additional Secretary (Health), Ministry of Health and Family Welfare — Chairman

(ii) Additional Director General of Health Services — Member

(iii) Joint Secretary, Ministry of Health and Family Welfare — Member

(3) For the post of Medical Officer (General Duty Medical Officer Sub-Cadre)

(i) Joint Secretary, Ministry of Health and Family Welfare — Chairman

(ii) Director, Central Government Health Scheme — Member

(iii) Deputy Secretary (Central Health Service), Ministry of Health and Family Welfare — Member

SCHEDULE-V

[*see rule 6 (8)*]

Higher Administrative Grade

S.No (1)	Name of the post (2)	Age (3)	Educational and other qualifications required (4)
I.	**General Administrative Posts**		
	1. Additional Director General of Health Services or Head of Institutions and Organisation or National Programmes. Rs.67000-(annual increment @ 3%)-79000	Not exceeding fifty years	Essential: (i) A recognized MBBS degree included in the First Schedule or Second Schedule or Part II of the Third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956 (102 of 1956) Holders of educational qualifications included in Part II of the Third Schedule should also fulfill the conditions specified in sub-section (3) of section 13 of the Indian Medical Council Act, 1956 (102 of 1956) (ii) Post-graduate degree or diploma mentioned in Schedule VI. (iii) At least twenty years standing in the profession with extensive practical and administrative experience including eight years experience as a Professor in any
II.			

			recognized Teaching Institution for the Medical Education post or an equivalent experience in Clinical or Public Health side.
	Teaching Specialist Sub-Cadre posts		
	(a) Senior Administrative Grade Director Professor (Grade Pay of Rs.10000 in Pay Band-4 Rs. 37400-67000)	Not exceeding fifty years (Relaxable for Government. servants upto five years in accordance with the orders or instructions issued by the Government)	**Essential:** (i) A recognized MBBS degree qualification included in the First or Part II of the Third Schedule(other than licentiate qualification) to the Indian Medical Council Act, 1956 (102 of 1956). Holders of educational qualification included in Par II of the Third Schedule should also fulfill the conditions specified in sub-section (3) of section 13 of Indian Medical Council Act, 1956 (102 of 1956). (ii) Post graduate degree mentioned in Section 'A' of Schedule VI. (iii) Sixteen years' standing in the profession with extensive practical and administrative experience, out of which at least seven years' experience should be as a Professor in the concerned Department in a Medical College or recognised Teaching Institution of medical education. Note.- Teaching experience in any other post like the post of General Duty Medical Officer or Medical Officer shall not be considered for eligibility purpose for recruitment to teaching posts.
	(b) Specialist Grade **(1) Specialist Grade-I Professor (Grade Pay of Rs.8700 in Pay Band-4 Rs. 37400-67000)**	Not exceeding fifty years (Relaxable for Government servants upto five years in accordance with the orders or instructions issued by the Government)	**Essential:** (i) A recognized MBBS degree qualification included in the First Schedule or Second Schedule or Part II or the Third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956 (102 of 1956). Holders of educational qualifications included in Part II of the Third Schedule should also fulfill the conditions specified in sub-section (3) of section 13 of the Indian Medical Council Act, 1956 (102 of 1956). (ii) Post-graduate Degree in the concerned speciality mentioned in Section-A of Schedule-VI. (iii) Twelve years standing in the Profession with extensive practical and administrative experience, out of which at least four years' experience should be in the concerned speciality as Associate Professor in a Medical College or in a recognised Teaching Institution of medical education after the requisite Post-graduate degree qualification. **Note.-** Teaching experience in any other post like the post of General Duty Medical Officer or Medical Officer shall not be considered for eligibility purpose for recruitment to teaching posts**.**
	(2) Specialist Grade –II Associate Professor (Super Specialities) (Grade Pay of Rs.7600 in Pay Band-3 Rs. 15600-39100)	Not exceeding fifty years (Relaxable for Government servants upto five years in accordance with	**Essential:** (i) A recognized MBBS degree qualification included in the First Schedule or Second Schedule or Part II or the Third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956 (102 of 1956). Holders of educational qualifications included in Part II of the Third Schedule should also fulfill the conditions specified

		the orders or instructions issued by the Government)	in sub-section (3) of section 13 of the Indian Medical Council Act, 1956 (102 of 1956). (ii) Post-graduate degree in the concerned super speciality mentioned in Schedule VI. (iii) At least five years' teaching experience in the concerned super speciality after obtaining the first post graduate degree in a recognized teaching institute of medical education out of which at least two years' should be as Assistant Professor in that super speciality. **Desirable:** Minimum of four research publications indexed in index Medicus or National journals. **Note 1.—** Teaching experience in any other post like the post of General Duty Medical Officer or Medical Officer shall not be considered for eligibility purpose for recruitment to teaching posts. **Note 2**.— In the case of holders of Doctorate of Medicine (D.M.) or Magister Chirurgiae (M.Ch.) qualification of five years' duration, the period of senior Post Graduate residency rendered in the last part of the said Doctorate of Medicine (D.M.) or Magister Chirurgiae (M.Ch.) shall be counted towards requirement of five years' experience.
	(ii) Specialist Grade-II Associate Professor (Other than super Specialities) (Grade Pay of Rs.7600 in Pay Band-3 Rs. 15600-39100)	Not exceeding fifty years (Relaxable for Government servants upto five years in accordance with the orders or instructions issued by the Government)	**Essential:** (i) A recognized MBBS degree qualification included in the First Schedule or Second Schedule or Part II of the Third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956 (102 of 1956). Holders of educational qualifications included in Part II of the Third Schedule should also fulfill the conditions specified in sub-section (3) of section 13 of the Indian Medical Council Act, 1956 (102 of 1956). (ii). Post-graduate degree mentioned in Section-A of Schedule VI**.** (iii) Al least five years' experience in the concerned speciality as Tutor or Demonstrator or Senior Resident or Registrar or Lecturer in a recognized teaching institution, after the requisite Post-graduate degree qualification out of which at least two years shall be as an Assistant Professor. **Note 1.—**Teaching experience in any other post like the post of General Duty Medical Officer or Medical Officer shall not be considered for eligibility purpose for recruitment to teaching posts**.** **Note 2**.—In the case of holders of Doctorate of Medicine (D.M.) or Magister Chirurgiae (M.Ch.) qualification of five years' duration, the period of senior Post Graduate residency rendered in the last part of the said of Doctorate of Medicine (D.M.) or Magister Chirurgiae (M.Ch.) shall be counted towards requirement of five years' experience**.**

	(3) Specialist Grade-III Assistant Professor (Super Specialities and other than Super Specialities) (Grade Pay of Rs.6600 in Pay Band-3 Rs. 15600-39100)	Not exceeding forty years (Relaxable for Government servants upto five years in accordance with the orders or instructions issued by the Government)	**Essential:** (i) A recognized MBBS degree qualification included in the First Schedule or Second Schedule or Part II of the Third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956 (102 of 1956). Holders of educational qualifications included in Part II of the Third Schedule should also fulfill the conditions specified in sub-section (3) of section 13 of the Indian Medical Council Act, 1956 (102 of 1956). (ii) Post-graduate degree in the concerned Speciality or Super-speciality mentioned in Section-A of Schedule VI. (iii) At least three years' teaching experience as Senior Resident or Tutor or Demonstrator or Registrar in the concerned Speciality or Super-speciality in a recognized teaching institution after obtaining the first Post-graduate degree. **Note 1.**— In the case of holders of Doctorate of Medicine (D.M.) or Magister Chirurgiae (M.Ch.) qualification of five years' duration, the period of senior Post Graduate residency rendered in the last part of the said of Doctorate of Medicine (D.M.) or Magister Chirurgiae (M.Ch.) shall be counted towards requirement of teaching experience. **Note 2.—**For recruitment to the post of Assistant Professors (Immuno-haematology and Blood Transfusion), at least three years' experience in a recognised teaching hospital in Immuno-haematology and Blood Transfusion (Blood Banks) or in Pathology with six months experience in Immuno-haematology and Blood Transfusion (Blood Bank) as a Lecturer or Tutor or Senior Resident or Demonstrator after the Post Graduate Qualification in the speciality. **Note 3.—**For recruitment to the post of Assistant Professor in the Sports Injury Centre at Vardhman Mahavir Medical College and Safdarjung Hospital, New Delhi, minimum of two years' experience in the field of Sports Injury or Sports Medicine will be a desirable qualification. **Note 4.—**Teaching experience in any other post like the post of General Duty Medical Officer or Medical Officer shall not be considered for eligibility purpose for recruitment to teaching posts.
III.	**Non-Teaching Specialist Sub-Cadre** **(a) Senior Administrative Grade (Grade Pay of Rs.10000 in Pay Band-4 Rs. 37400-67000)**	Not exceeding fifty years (Relaxable for Government servants upto five years in accordance with the orders or instructions issued by the Government)	**Essential:** (i) A recognized MBBS degree qualification included in the First Schedule or Second Schedule or Part II of the Third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956 (102 of 1956). Holders of Educational qualifications included in Part II of the Third Schedule should also fulfill the conditions specified in sub-section (3) of section 13 of the Indian Medical Council Act, 1956 (102 of 1956).

			(ii) Post-graduate degree or Diploma in the concerned Speciality or Super-speciality mentioned in Schedule-VI. (iii) Sixteen years standing in the profession with practical and administrative experience.
	(b) Specialist Grade: **(i) Specialist Grade-I (Grade Pay of Rs.8700 in Pay Band-4 Rs. 37400-67000)**	Not exceeding fifty years (Relaxable for Government. servants upto five years in accordance with the orders or instructions issued by the Government)	**Essential:** (i) A recognized MBBS degree qualification included in the First Schedule or Second Schedule or Part II of the Third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956 (102 of 1956). Holders of Educational qualifications included in Part II of the Third Schedule should also fulfill the conditions specified in sub-section (3) of section 13 of the Indian Medical Council Act, 1956 (102 of 1956). (ii) Post Graduate Degree or Diploma in the concerned speciality mentioned in Schedule-VI (iii) (a) Twelve years' standing in the profession, out of which five years' experience in the Super-Specialities with practical and administrative experience; or (b) Twelve years' standing in the profession, out of which at least eight years' experience in the concerned speciality other than Super-speciality with practical and administrative experience: Provided that for the post of Deputy Director (Rehabilitation), he should have ten years' professional experience. Provided further that for the post of Senior Thoracic Surgeon, he should have two years' experience in Cardiovascular Surgery.
	(ii) (a) Specialist Grade-II (Super-Specialities) (Grade Pay of Rs.7600 in Pay Band-3, Rs. 15600-39100)	Not exceeding fifty years (Relaxable for Government servants upto five years in accordance with the instructions issued orders or instructions issued by the Government)	**Essential:** (i) A recognized MBBS degree qualification included in the First Schedule or Second Schedule or Part II of the Third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956 (102 of 1956). Holders of Educational qualifications included in Part II of the Third Schedule should also fulfill the conditions specified in sub-section (3) of section 13 of the Indian Medical Council Act, 1956 (102 of 1956). (ii) Post-graduate Degree in the concerned super speciality mentioned in Schedule-VI. (iii) Five years' experience in the concerned super speciality after obtaining the first Post-graduate degree. **Note.—**In the case of holders of Doctorate of Medicine (D.M.) or Magister Chirurgiae (M.Ch.) qualification of five years' duration, the period of senior Post Graduate

			residency rendered in the last part of the said of Doctorate of Medicine (D.M.) or Magister Chirurgiae (M.Ch.) shall be counted towards requirement of experience.
	(b) Specialist Grade-II (Other than Super-Specialities) (Grade Pay of Rs.7600 in Pay Band-3, Rs. 15600-39100)	Not exceeding fifty years (Relaxable for Government servants upto five years in accordance with the orders or instructions issued by the Government)	**Essential:** (i) A recognized MBBS degree qualification included in the First Schedule or Second Schedule or Part II of the Third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956 (102 of 1956). Holders of Educational qualifications included in Part II of the Third Schedule should also fulfill the conditions specified in sub-section (3) of section 13 of the Indian Medical Council Act, 1956 (102 of 1956). (ii) Post-graduate Degree or Diploma in the concerned speciality mentioned in Section-A or Section B in Schedule-VI. (iii) Five years' experience in the concerned speciality after obtaining the first Post-graduate degree or seven years' experience after obtaining the Post-graduate Diploma. **Note.—**In the case of holders of Doctorate of Medicine (D.M.) or Magister Chirurgiae (M.Ch.) qualification of five years' duration, the period of senior PG residency rendered in the last part of the said Doctorate of Medicine (D.M.) or Magister Chirurgiae (M.Ch.) shall be counted towards requirement of experience.
	(iii) Special Grade-III(Super Specialities and other than Super Specialities) (Grade Pay of Rs.6600 in Pay Band-3, Rs. 15600-39100)	Not exceeding forty years (Relaxable for Government servants upto five years in accordance with the orders or instructions issued by the Government)	**Essential:** **(i)** A recognized MBBS degree qualification included in the First Schedule or Second Schedule or Part II of the Third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956 (102 of 1956). Holders of Educational qualifications included in Part II of the Third Schedule should also fulfill the conditions specified in sub-section (3) of section 13 of the Indian Medical Council Act, 1956 (102 of 1956). **(ii)** Post-graduate Degree or diploma in the concerned speciality or Super-speciality mentioned in Section-A or Section-B in Schedule-VI **(iii)** Three years' experience in the concerned speciality or super speciality after obtaining the first Post-graduate degree or five years' experience after the Post-graduate diploma**.** **Note 1.-** In the case of holders of Doctorate of Medicine (D.M.) or Magister Chirurgiae (M.Ch.) qualification of five years' duration, the period of senior Post Graduate residency rendered in the last part of the said of Doctorate of Medicine (D.M.) or Magister Chirurgiae (M.Ch.) shall be counted towards requirement of experience. **Note 2.-** For the post of Physician (Chest and Respiratory

			disease) three years' experience in Respiratory Disease and Respiratory Laboratories is required.
IV.	**Public Health Sub-Cadre** **(a) Senior Administrative Grade (Grade Pay of Rs.10000 in Pay Band-4, Rs. 37400-67000)**	Not exceeding fifty years (Relaxable for Government. servants upto five years in accordance with the orders or instructions issued by the Government)	**Essential:** (i) A recognized MBBS degree qualification included in the First Schedule or Second Schedule or Part II of the Third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956 (102 of 1956). Holders of Educational qualifications included in Part II of the Third Schedule should also fulfill the conditions specified in sub-section (3) of section 13 of the Indian Medical Council Act, 1956 (102 of 1956). (ii) Post-graduate degree or diploma in the required area of Public Health in Schedule-VI. (iii) Sixteen years' standing in the profession with practical and administrative experience.
	(b) Specialist Grade: **(i) Specialist Grade-I (Grade Pay of Rs. 8700 in Pay Band-4, Rs. 37400-67000)**	Not exceeding fifty years (Relaxable for Government servants upto five years in accordance with the orders or instructions issued by the Government)	**Essential:** (i) A recognized MBBS degree qualification included in the First Schedule or Second Schedule or Part II of the Third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956. (102 of 1956). Holders of Educational qualifications included in Part II of the Third Schedule should also fulfill the conditions specified in sub-section (3) of section 13 of the Indian Medical Council Act, 1956 (102 of 1956). (ii) Post-graduate degree or diploma in the concerned Speciality or Super-speciality of Public Health mentioned in Section-A or Section-B of Schedule-VI (iii) Twelve years' standing in the profession with practical and administrative experience out of which eight years' work should be in a responsible position connected with Public Health.
	(ii) Specialist Grade-II (Grade Pay of Rs. 7600 in Pay Band-3, Rs. 15600-39100)	Not exceeding fifty years (Relaxable for Government servants upto five years in accordance with instructions orders or instructions issued by the Government)	**Essential:** (i) A recognized MBBS degree qualification included in the First Schedule or Second Schedule or Part II of the Third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956. (102 of 1956). Holders of Educational qualifications included in Part II of the Third Schedule should also fulfill the conditions specified in sub-section (3) of section 13 of the Indian Medical Council Act, 1956 (102 of 1956). (ii) Post-graduate degree or diploma in the concerned Speciality or Super-speciality of Public Health mentioned in Section-A or Section-B in Schedule-VI (iii) Five years' experience in the concerned

			speciality after obtaining the Post-graduate degree or Seven years' experience in the Speciality after obtaining the Post-graduate diploma.
	(iii) Special Grade-III(Grade Pay of Rs. 6600 in Pay Band-3, Rs. 15600-39100)	Not exceeding forty years (Relaxable for Government servants upto five years in accordance with the orders or instructions issued by the Government)	**Essential:** (i) A recognized MBBS degree qualification included in the First Schedule or Second Schedule or Part II of the Third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956. (102 of 1956). Holders of Educational qualifications included in Part II of the Third Schedule should also fulfill the conditions specified in sub-section (3) of section 13 of the Indian Medical Council Act, 1956 (102 of 1956). (ii) Post-graduate degree or diploma in the concerned Speciality or Super-speciality of Public Health mentioned in Section-A or Section-B of Schedule-VI or equivalent. (iii) Three years' experience in the concerned speciality after obtaining the Post-graduate degree or five years' experience in the Speciality after obtaining the Post-graduate diploma.
V.	**General Duty Sub-Cadre Posts** **(a) Senior Administrative Grade (Grade Pay of Rs. 10000 in Pay Band-4, Rs. 37400-67000)**	Not exceeding fifty years (Relaxable for Government servants upto five years in accordance with the orders or instructions issued by the Government)	**Essential:** (i) A recognized MBBS degree qualification included in the First Schedule or Second Schedule or Part II of the Third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956 (102 of 1956). Holders of Educational qualifications included in Part II of the Third Schedule should also fulfill the conditions specified in sub-section (3) of section 13 of the Indian Medical Council Act, 1956 (102 of 1956). (ii) Post-graduate degree or diploma mentioned in Schedule-VI (iii) Sixteen years' standing in the profession with practical and administrative experience.
	(b) Medical Officer Grade **(i) Chief Medical Officer (Grade Pay of Rs. 7600 in Pay Band-3, Rs. 15600-39100)**	Not exceeding fifty years (Relaxable for Government servants upto five years in accordance with the orders or instructions issued by the Government)	**Essential:** (i) A recognized MBBS degree qualification included in the First Schedule or Second Schedule or Part II of the Third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956 (102 of 1956). Holders of Educational qualifications included in Part II of the Third Schedule should also fulfill the conditions specified in sub-section (3) of section 13 of the Indian Medical Council Act, 1956 (102 of 1956). (ii) At least ten years' standing in the profession with practical and administrative experience; or Post-graduate degree or diploma mentioned in Schedule-VI in the relevant field with six years' standing in the profession in the case of Post-graduate degree holder and eight years' for Post- Graduate diploma holders. **Note.—**The exact qualifications and experience required shall be indicated at the time of recruitment.

	(ii) Senior Medical Officer (Grade Pay of Rs. 6600 in Pay Band-3, Rs. 15600-39100)	Not exceeding forty years (Relaxable for Government servants upto five years in accordance with the orders or instructions issued by the Government)	**Essential:** (i) A recognized MBBS degree qualification included in the First Schedule or Second Schedule or Part II of the Third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956. (102 of 1956). Holders of Educational qualifications included in Part II of the Third Schedule should also fulfill the conditions specified in sub-section (3) of section 13 of the Indian Medical Council Act, 1956 (102 of 1956). (ii) Five years' experience after registration as a medical graduate; or Post-graduate degree or diploma mentioned in Schedule-VI in the relevant field with two years' experience in the case of Post-graduate degree holder and four years' experience in the case of Post- Graduate diploma holders. **Note.-** The exact qualifications and experience required shall be indicated at the time of recruitment.
	(iii) Medical Officer (Grade Pay of Rs. 5400 in Pay Band-3, Rs. 15600-39100)	Not exceeding thirty two years.	**Essential:** (i) A recognized MBBS degree qualification included in the First Schedule or Second Schedule or Part II of the Third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956 (102 of 1956). Holders of Educational qualifications included in Part II of the Third Schedule should also fulfill the conditions specified in sub-section (3) of section 13 of the Indian Medical Council Act, 1956 (102 of 1956). (ii) Completion of compulsory rotating internship-candidates who may not have completed rotating internships shall be eligible to appear for the written examination provided that, if selected, they shall have satisfactorily completed the compulsory internship before appointment.

Note 1.—The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, the Lahaul and Spiti District and Pangi sub-division of Chamba District of Himachal Pradesh, the Andman and Nicobar Islands and Lakshadweep).

Note 2.—The qualifications are relaxable at the discretion of the Commission, for reasons to be recorded in writing, in the case of candidates otherwise well qualified.

Note 3.—The qualifications regarding experience are relaxable at the discretion of the Commission, for reasons to be recorded in writing, in the case of candidates belonging to the Schedule Castes and the Schedule Tribes if, at any stage of selection, the Commission is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.

Note 4.—In the case of recruitment to the post of Medical Officer on the basis of a written examination followed by interview, the crucial date for reckoning the age limit shall be the 1st of January of the year in which the examination is held.

SCHEDULE-VI

[See rule 6 (9) and 6(10)]

		Section-A	Section-B
S.No.	Subject	Requisite Post Graduate Degree Qualifications	Requisite Post Graduate Diploma Qualifications
	Part(A) Non-Clinical		
1.	Anatomy	Master of Surgery (Anatomy); or Doctor of Medicine (Anatomy); or Bachelor of Medicine and Bachelor of Surgery with Master of Science (Anatomy); or Master of Science (Medical Anatomy) with Doctor of Philosophy (Medical Anatomy); or M.Sc.(Medical Anatomy) with Doctor of Science (Medical Anatomy)	
2.	Physiology	Doctor of Medicine (Physiology); or M.B.B.S. with M.Sc. (Physiology); or Master of Science (Medical Physiology) with Doctor of Philosophy (Medical Physiology); or Master of Science (Medical Physiology) with Doctor of Science (Medical Physiology)	
3.	Bio-Chemistry	Doctor of Medicine (Bio-Chemistry); or Bachelor of Medicine and Bachelor of Surgery with Master of Science (Medical Bio-Chemistry); or Master of Science (Medical Bio-Chemistry) with Doctor of Philosophy (Medical Bio-Chemistry); or Master of Science (Medical Bio-Chemistry) with Doctor of Science (Medical Bio-Chemistry)	
4.	Bio-Physics	Doctor of Medicine (Bio- Physics); or M.Sc. (Bio- Physics or Medical Biochemistry) with Doctor of Philosophy (Bio- Physics); or Doctor of Medicine (Physiology); or Doctor of Medicine (Bio-Chemistry) with one year training in bio-Physics.	Diploma in Clinical Pathology Diploma in Pathology and Bacteriology
5.	Pharmacology	Doctor of Medicine (Pharmacology); or Bachelor of Medicine and Bachelor of Surgery with Doctor of Philosophy (Medical Pharmacology); or Master of Science (Medical Pharmacology) with Doctor of Philosophy (Medical Pharmacology); or Master of Science (Medical Pharmacology) with Doctor of Science (Pharmacology)	Diploma in Bacteriology Diploma in Pathology and Bacteriology
6.	Pathology	Doctor of Medicine (Pathology); or Doctor of Philosophy (Pathology); or Doctor of Science (Pathology)	
7.	Microbiology or Bacteriology	Doctor of Medicine (Bacteriology); or Doctor of Medicine (Microbiology); or Bachelor of Medicine and Bachelor of Surgery with Master of Science (Medical Bacteriology); or Master of Science (Medical Microbiology); or Doctor of Philosophy D. (Med. Bacteriology); or Master of Science (Medical Bacteriology) with Doctor of Science (Medical Bacteriology); or Master of Science (Medical Microbiology) with Doctor	

		of Philosophy (Medical Microbiology); or Master of Science (Medical Microbiology) with Doctor of Science (Medical Microbiology)	
	B. CLINICAL		
1.	General Medicine	Doctor of Medicine (Medicine); or Doctor of Medicine (General Medicine)	
2.	Forensic Medicine	Doctor of Medicine (Forensic Medicine)	
3.	Radiation Medicine	Doctor of Medicine (Radiation Medicine) Doctor of Medicine (Radio-Therapy)	Diploma in Radiation Medicine
4.	Paediatrics	Doctor of Medicine (Paediatrics)	Diploma in Paediatriacs, Diploma in Child Health
5.	Clinical Haematology	Doctor of Medicine in Medicine or Pathology, with three years' experience in Haematology	
6.	Tuberculosis and Respiratory Medicine Pulmonery Medicine	Doctor of Medicine (Tuberculosis) Doctor of Medicine (Tuberculosis and Respiratory Diseases); or Doctor of Medicine (Medicine) with Diploma in Tuberculosis Diseases ; or Diploma in Tuberculosis and Chest Diseases; or Doctor of Medicine (Tuberculosis and Chest Diseases)	Diploma in Tuberculosis Diseases Diploma in Tuberclosis and Chest Diseases
7.	Psychiatry	Doctor of Medicine (Psychiatry); or Doctor of Medicine (Psychological Medicine); or Doctor of Medicine in Medicine, with Diploma in Psychological Medicine ; or Diploma in Psychiatry (Edin) of two years course. Diploma in Psychiatry (Mc.Gill) University, Montreal, Canada of two years' course.	Diploma in Psychological Medicine (One year course)
8.	Venereology	Doctor of Medicine (Venereology); or Doctor of Medicine (Dermatology and Venereology ; or Doctor of Medicine in Medicine with Diploma in Venereology	Diploma in Venereology
9.	Dermatology	Doctor of Medicine (Dermatology); or Doctor of Medicine (Dermatology and Venereology) ; or Doctor of Medicine in Medicine with diploma in Dermatology	Diploma in Dermatology
10.	Dermatology, Venereology and Leprosy	Doctor of Medicine (Dermatology and Venereology); or Doctor of Medicine (Dermatology, Venereology and Leprosy); or Doctor of Medicine (Dermatology); or Doctor of Medicine (Dermatology including Venereology); or Doctor of Medicine (Dermatology including Venereology or Leprosy); or Doctor of Medicine (Medicine), with Diploma in Veneral and Dermatology or Diploma in Dermatology.	Diploma in Venereology and Dermatology, Diploma in Dermatology and Venereology.

11.	General Surgery	Master of Surgery (Surgery) Master of Surgery (General Surgery)	
12.	Orthopaedics	Master of Surgery (Orthopaedics)	Diploma in Orthopaedics
13.	Obstretrics and Gyanecology	Doctor of Medicine (Obstetrics and Gynaecology); or Master of Surgery (Obstetrics and Gynaecology)	Diploma in Gynaecology and Obstetrics
14.	Physical Medicine and Rehabilitation	Doctor of Medicine (Physical Medicine and Rehabilation); or Doctor of Medicine (Medicine) with Diploma in Physical Medicine and Rehabilation; or Master of Surgery (General Surgery) or Master of Surgery (Orthopaedics) with two years special training in the Speciality of Physical Medicine and Rehabilitation (Rehabilitation Medicine) or two years of equivalent training approved in the subject in any approved institution in India	
15.	Opthalmology	Master of Surgery (Opthalmology); or Doctor of Medicine (Opthalmology)	Diploma in Ophthalmology Diploma in Ophthalmic Medicine and Surgery
16.	Oto-Rhino-Laryngology (Ear, Nose and Throat)	Master of Surgery (Oto-Rhino-Laryngology)	Diploma in Ophthalmology Diploma in Oto-Rhino-Laryngology
17.	Maternity and Child Health	Diploma in Child Health or Diploma in Maternity and Child Welfare with Doctor of Medicine (Obstetrics and Gynaecology) ; or Master of Surgery (Obstetrics and Gynaecology); or Doctor of Medicine (Mid and Gynaecology); or Master of Surgery (Mid and Gynaecology); or Doctor of Medicine (Obstetrics); or Doctor of Medicine or; Member of Royal College of Obstetricians and Gynaecologists, London, United Kingdom; or Doctor of Medicine (Social and Preventive Medicine); or Doctor of Medicine (Community Medicine); or Membership of the National Academy of Medical Sciences (Integrated Maternity and Child Health) Speciality Board of Obstetrics and Gynaecology (United States of America)	Diploma in Maternity and Child Welfare
18.	Radio-diagnosis	Doctor of Medicine (Radio-diagnosis); or Doctor of Medicine (Radiology); or Master of Surgery (Radiology)	Diploma in Medicine and Radio Diagnosis or equivalent diploma of one year duration.
19.	Radio- Therapy	Doctor of Medicine (Radio-Therapy); or Doctor of Medicine (Radiology); or Master of Surgery (Radiology)	Diploma in Medicine and Radio Therapy or equivalent diploma of one year duration.
	For 18 and 19	Note.- The persons who have done their Doctor of	

		Medicine in Radiology or Diploma in Radiology before 1985 shall also be eligible to apply to the post of Radio-diagnosis and Radio-Therapy	
20.	Anesthesiology	Doctor of Medicine (Anesthesiology); or Master of Surgery (Anesthesiology)	Diploma in Anesthesiology
21.	Nuclear Medicine	Doctor of Medicine (Nuclear Medicine); or Doctor of Medicine (Radio-Therapy) with two years' experience in Nuclear Medicine in a recognized centre; or Doctor of Medicine (Medicine) with Diploma in Radiation Medicine or Diploma in Nuclear Medicine; or Doctor of Medicine (Radio-Diagnosis) with two years' experience in Nuclear Medicine in a recognized centre; or Doctor of Medicine (Bio-Physics) or its equivalent qualification in Bio-Physics with Diploma in Radiation Medicine or Diploma in Nuclear Medicine; or Diplomate National Board in Nuclear Medicine with two years' experience in Nuclear Medicine in a recognized centre	
22.	Nutrition	Doctor of Medicine in Biochemistry; or Doctor of Medicine in Physiology; or Doctor of Medicine in Pathology; or Doctor of Medicine in Medicine; or Doctor of Medicine in Social and preventive Medicine; or Doctor of Medicine in Community Medicine; or Doctor of Medicine in Paediatrics with Master of Science in applied Nutrition of special training for a period of one year	
23.	Human Metabolism	Doctor of Medicine (Endocrinology); or Doctor of Medicine (Medicine); or Doctor of Medicine (Pediatrics) with two years special training in Endocrinology	
24.	Immuno-Haematology and Blood Transfusion	Doctorate of Medicine (Immunology); or Doctor of Medicine (Immuno-Haematology and Blood Transfusion) ; or Doctor of Medicine in Pathology; or Doctor of Medicine in Bacteriology; or Doctor of Medicine in Haematology with two years teaching experience or special training in the department of immuno-Haematology and Blood Transfusion.	
25.	Medical Genetics	Doctorate of Medicine (Medical Genetics); or Doctor of Medicine (Medical Genetics); or Doctor of Medicine (General Medicine); or Doctor of Medicine (Pediatrics); or Doctor of Medicine (Obstetrics and Gynaecology) ; with two years special training in Medical Genetics.	
26.	Family Medicine	Doctor of Medicine (Family Medicine); or Doctor of Medicine (General Medicine)	

27.	Aviation Medicine or Aerospace Medicine	Doctor of Medicine (Aviation Medicine); or Doctor of Medicine (Aerospace Medicine)	
28.	Geriatrics	Doctor of Medicine (Family Medicine); or Doctor of Medicine General Medicine); or Doctor of Medicine (Geriatrics)	
29.	Health Administration	Doctor of Medicine (Health Administration); or Doctor of Medicine (Hospital Administration); or Doctor of Medicine (Community Health Administration)	
30.	Hospital Administration	Doctor of Medicine (Hospital Administration); or Doctor of Medicine Community Health Administration); or Doctor of Medicine (Health Administration)	
31.	Sports Medicine	Doctor of Medicine (Sports Medicine); or Master of Surgery (Orthopedics); or Doctor of Medicine (Physical Medicine and Rehabilitation; or Doctor of Medicine (Physiology) with two years' experience in sports medicine	
32.	Tropical Medicine	Doctor of Medicine (Tropical Medicine); or Doctor of Medicine (General Medicine); or Doctor of Medicine (Microbiology) plus two years' experience in clinical medicine	
33.	Rheumatology	Doctor of Medicine (Rheumatology); or Doctor of Medicine (Medicine) with two years' experience in Rheumatology or Immunology	
34.	Health Education	Doctor of Medicine (Social and Preventive Medicine); or Doctor of Medicine (Community Medicine); or Doctor of Medicine (Health Administration)	
35.	Marine Medicine	Doctor of Medicine (Physiology); or Doctor of Medicine (Medicine) with two years special training in Marine Medicine	
36.	Occupational Health	Doctor of Medicine (Psychiatry); or Doctor of Medicine (Physical Medicine and Rehabilitation); or Master of Surgery (Orthopaedics)	
37.	Radiological Physics	Master of Science (Physics); or Master of Science (Chemistry); or Master of Science (Biophysics) with Doctor of Philosophy (Physics or Chemistry or Biophysics)	
38.	Virology	Doctor of Medicine (Microbiology); or Doctor of Medicine (Pathology); or Doctor of Medicine with two years special training in Virology; or Master of Science (Medical Virology with Doctor of Philosophy in Virology.	

	SUPER SPECIALITIES		
1.	Medical Gastroenterology	Doctorate of Medicine (Medical Gastroenterology); or Doctorate of Medicine (Gastroenterology); or Doctor of Medicine (Medicine); or Doctor of Medicine (Pediatrics) with two years special training in Gastroenterology	
2.	Neurology	Doctorate of Medicine (Neurology)	
3.	Endocrinology	Doctorate of Medicine (Endocrinology); or Doctor of Medicine (Medicine); or Doctor of Medicine (Paediatrics) with two years special training in Endocrinology	
4.	Cardiology	Doctorate of Medicine (Cardiology)	
5.	Nephrology	Doctorate of Medicine (Nephrology)	
6.	Plastic and Reconstructive Surgery	Magister Chirurguie (Plastic Surgery); or Magister Chirurguie (Plastic and Constructive Surgery)	
7.	Cardio Vascular and Thoracic Surgery	Magister Chirurguie (Cardio Vascular and Thoracic Surgery); or Magister Chirurguie (Thoracic Surgery); or Magister Chirurguie (Cardio Surgery); or Magister Chirurguie (Vascular Surgery)	
8.	Neuro Surgery	Magister Chirurguie (Neuro Surgery)	
9.	Paediatric Surgery	Magister Chirurguie (Paediatric Surgery)	
10.	Urology	Magister Chirurguie (Urology)	
11.	Gastro-Intestinal Surgery	Magister Chirurguie (Gastro-Intestinal Surgery) Master of Surgery (General Surgery) with two years special training in a department of Gastro Intestinal Surgery	
12.	Neonatology	Doctorate of Medicine (Neonatology); or Doctor of Medicine (Paediatrics) with two years special training in Neonatology	
13.	Clinical Haematology	Doctorate of Medicine (Clinical Haematology) ; or Doctor of Medicine (Medicine); or Doctor of Medicine (Paediatrics); or Doctor of Medicine (Pathology) with two years special training in Clinical Haematology	
14.	Clinical Pharmacology	Doctorate of Medicine (Clinical Pharmacology); or Doctorate of Medicine (Pharmacology) with two years special training in Clinical Pharmacology	
15.	Immunology	Doctorate of Medicine (Immunology); or Doctor of Medicine (Medicine); or Doctor of Medicine (Pathology); or Doctor of Medicine (Microbiology); or	

		Doctor of Medicine (Paediatrics) with two years special training in Immunology	
16.	Medical Genetics	Doctorate of Medicine (Medical Genetics); or Doctor of Medicine (Paediatrics); or Doctor of Medicine (Medicine); or Master of Surgery (Anatomy) with two years special training in Medical Genetics	
17.	Medical Oncology	Doctorate of Medicine (Medical Oncology); or Doctor of Medicine (Medicine); or Doctor of Medicine (Radio-therapy); or Doctor of Medicine (Paediatrics) with two years special training in Medical Oncology	
18.	Surgical Gastroenterology	Magister Chirurguie (Surgical Gastroenterology); or Master of Surgery (Surgery) with two years special training in Surgical Gastroenterlogy	
19.	Surgical Oncology	Magister Chirurguie (Surgical Oncology); or Master of Surgery or Master of Surgery (Ear, Nose, Throat); or Master of Surgery (Orthopaedics); or Doctor of Medicine (Obstetrics and Gynaecology) with two years special training in Surgical Oncology	
20.	Paediatric Cardiology	Doctorate of Medicine (Paediatric Cardiology); or Doctorate of Medicine (Cardiology); or Doctor of Medicine (Paediatrics) with two years special training in Cardiology.	
	D.PUBLIC HEALTH		
1.	Social and Preventive Medicine or Community Medicine	Doctor of Medicine (Social and Preventive Medicine); or Doctor of Medicine (Community Medicine)	
2.	Public Health	Doctor of Medicine (Social and Preventive Medicine); or Doctor of Medicine (Community Medicine); or Doctor of Medicine Health Administration.)	Diploma in Public Health, Diploma in Industrial Health, Master of Public Health, Diploma in Tropical Medicine.
		Doctor of Medicine (Community Health Administration)	Diploma in Tropical Medicine and Hygiene .

Note 1.—Any Post Graduate Degree or Diploma awarded by any Indian Universities, included in or excluded from, the Schedules to Indian Medical Council Act, 1956 (102 of 1956), consequent to recognition granted or withdrawn by Government of India as per provisions of the said Act shall be deemed to have been included or excluded accordingly from the Schedule –VI.

Note 2.—The Post-Graduate Medical Qualifications awarded by Indian Universities, must have been included in the Schedules to the Indian Medical Council Act, 1956 (102 of 1956) for the purpose of Schedule VI.

Note 3.—The Controlling Authority may, in consultation with the Commission, include any medical qualification in Part A, Part B, Part C or Part D of Schedule VI.

SCHEDULE-VII

[see rule 6(4)]

S. No.	Promotion		Service rendered	Benchmark
	From	To		
	1. TEACHING SUB-CADRE			
1	Assistant Professor Pay Band-3 Grade Pay of Rs.6600/-	Associate Professor	Two years' service	Good
2	Associate Professor Pay Band-3 Grade Pay of Rs.7600/-	Professor	Four years' service	Very Good
3	Professor Pay Band-4 Grade Pay of Rs.8700/-	Senior Administrative Grade or Director Professor Pay Band-4 Grade Pay of Rs.10,000/-	Seven years' service	Very Good with all five Very Good in the preceding five years' of reckonable Annual Confidential Report (ACR) or Annual Performance Appraisal Report (APAR) as the case may be.
	2. NON-TEACHING SUB-CADRE			
1	Specialist Grade-III Pay Band-3 Grade Pay of Rs.6600/-	Specialist Grade-II	Two years' service	Good
2	Specialist Grade-II Pay Band-3 Grade Pay of Rs.7600/-	Specialist Grade-I	Four years' service	Very Good
3	Specialist Grade-I Pay Band-4 Grade Pay of Rs.8700/-	Senior Administrative Grade or Consultant Pay Band-4 Grade Pay of Rs.10,000/-	Seven years' service	Very Good with all five Very Good in the preceding five years' of reckonable Annual Confidential Report (ACR) or Annual Performance Appraisal Report (APAR) as the case may be.
S. No.	**Promotion**		**Service rendered**	**Benchmark**
	From	**To**		
	3. PUBLIC HEALTH SUB-CADRE			
1	Specialist Grade-III Pay Band-3 Grade Pay of Rs.6600/-	Specialist Grade-II	Two years' service	Good
2	Specialist Grade-II Pay Band-3 Grade Pay of Rs.7600/-	Specialist Grade-I	Four years' service	Very Good
3	Specialist Grade-I Pay Band-4 Grade Pay of Rs.8700/-	Senior Administrative Grade or Consultant Pay Band-4 Grade Pay of Rs.10,000/-	Seven years' service	Very Good with all five Very Good in the preceding five years' of reckonable Annual Confidential Report (ACR) or Annual Performance Appraisal Report (APAR) as the case may be.
S. No.	**Promotion**		**Service rendered**	**Benchmark**
	From	**To**		
	4. GENERAL DUTY MEDICAL OFFICER (GDMO) SUB-CADRE			
1	Medical Officer Pay Band-3 Grade Pay of Rs.5400/-	Senior Medical Officer	Four years' service	Overall "Good
2	Senior Medical Officer Pay Band-3 Grade Pay of Rs.6600/-	Chief Medical Officer	Five years' service	Very Good
3	Chief Medical	Chief Medical Officer	Four years'	Very Good

	Officer Pay Band-3 Grade Pay of Rs.7600/-	(Non-Functional Selection Grade)	service	
4	Chief Medical Officer (Non-Functional Selection Grade) Pay Band-4 Grade Pay of Rs.8700/-	Senior Administrative Grade Pay Band-4 Grade Pay of Rs.10,000/-	Seven years' service or twenty years overall service in General Duty Medical Officer	Very Good with all five Very Good in the preceding five years' of reckonable Annual Confidential Report (ACR) or Annual Performance Appraisal Report (APAR) as the case may be.

[F.No.A-12018/1/2004-CHS V (Pt.)]
MURARI LAL SHARMA, Under Secy.

Printed by the Manager, Government of India Press, Ring Road, Mayapuri, New Delhi-110064
and Published by the Controller of Publications, Delhi-110054.

F. No. AB-14017/4/2021-Estt.(RR)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
***

North Block, New Delhi.
Date: 20 September 2022.

OFFICE MEMORANDUM

Subject: Revised Pay Levels as per recommendations of the Seventh Central Pay Commission - Issue of instructions on revision in minimum qualifying service required for promotion - regarding

The undersigned is directed to refer to this Department's OM No. AB.14017/13/2016-Estt.(RR) dated 9.8.2016, wherein all Ministries/Departments were advised to amend the Service Rules and Recruitment Rules by substituting the existing Pay Band and Grade Pay with the new pay structure i.e. "Level in the Pay Matrix", as per the recommendations of 7th CPC and the CCS (Revised Pay) Rules 2016 issued by Department of Expenditure vide Notification dated 25thJuly, 2016, straightaway without making a reference to the Department of Personnel and Training (DOP&T)/Union Public Service Commission (UPSC).

2. Attention is invited to this Department's OM No AB.14017/61/2008-Estt. (RR) dated 24.3.2009, which was issued following implementation of the recommendation of the 6th CPC, indicating the revised minimum qualifying service required for promotion, to be prescribed in the Service/Recruitment Rules, as per the revised pay structure introduced as per recommendations of the 6th CPC and accepted by the Government. The said OM was issued in the context of earlier instructions issued vide DOPT OM No. AB.14017/2/97-Estt. (RR) dated 25.5.1998, prescribing the minimum qualifying service as per 5th CPC pay scales.

3. Instructions revising the minimum qualifying service required for promotion, as per 7th CPC Pay Matrix/Pay Levels, have not been issued so far and proposals for framing/amendment of RRs/Service Rules are still being considered, based on the requirements prescribed in OM dated 24.3.2009. Though the levels in Revised Pay Matrix as per 7th CPC Pay Matrix, generally correspond to the pre-revised Grade Pays/Pay Scales (6th CPC), however, a need was felt to prescribe minimum qualifying service for promotion as per Pay Levels in the Revised Pay Matrix.

4. Therefore, the instructions issued vide DOPT OM dated 24.3.2009 has been reviewed, in consultation with the UPSC and with the approval of the competent authority it has been decided to revise the norms prescribing minimum eligibility service required for promotion, as per 7th CPC Pay Matrix and Pay Levels. The revised norms for minimum eligibility service for promotion have been indicated in the table at Annexure-I.

5. Therefore, the revised norms prescribing minimum eligibility service required for promotion, as per 7th CPC Pay Matrix and Pay Levels, given in Annexure-I, may be incorporated in the Recruitment Rules/Service Rules by making suitable amendments. All the Ministries/Departments are, therefore, requested to effect necessary amendments to the Recruitment Rules/Service Rules, in this regard, after following the due procedure.

6. The Recruitment/Service Rules are of statutory nature. Moreover, any amendment in these Rules generally have prospective effect. Therefore, in terms of para 3.1.3 of DoPT OM No. AB.14017/48/2010-Estt. RR dated 31.12.2010, wherever required, suitable 'protection clause' may be incorporated in the amendment proposed in the Recruitment/service Rules, providing for retention of existing eligibility service for existing incumbents holding the feeder posts on regular basis, where the eligibility service for promotion prescribed in the existing rules is being enhanced and where the change is likely to affect the promotion of these incumbents.

7. Ministries/Departments may initiate action to complete the review in this regard and furnish necessary amendment proposals to the DOPT and the UPSC in the case of Group A and Group B posts within six months from the date of issue of this Office Memorandum.

Ranjeet

(Ranjeet Kumar Sudhanshu)
Under Secretary to the Government of India

To
All Ministries/Departments
(As per Standard list)

Copy to :

1. The President's Secretariat, New Delhi.
2. The Vice-President's Secretariat, New Delhi
3. The Prime Minister's Office, New Delhi.
4. The Cabinet Secretariat, New Delhi.
5. The Rajya Sabha Secretariat, New Delhi
6. The Lok Sabha Secretariat, New Delhi.
7. The Comptroller and Auditor General of India, New Delhi.

8. The Union Public Service Commission, New Delhi
9. All Attached Offices under the M/o Personnel, Public Grievances and Pensions.
10. Establishment Officer and Secretary, ACC (10 copies).
11. All Officers and Sections in the Department of Personnel & Training.
12. Secretary, Staff Side, National Council (JCM), 13-C, Ferozshah Road, New Delhi
13. All Staff Members of National Council (JCM)
14. All Staff Members of the Departmental Council (JCM), M/o Personnel, PG and Pensions
15. Establishment (RR Division) (10 copies)
16. NIC, North Block for posting on the website.

Ranjeet

(Ranjeet Kumar Sudhanshu)
Under Secretary to Government of India

Annexure-I

Sl.No.	Level		Minimum qualifying service for promotion
	From	To	
1	Level 1	Level 2	3 Years
2	Level 2	Level 3	3 Years
3	Level 2	Level 4	8 Years
4	Level 3	Level 4	5 Years
5	Level 4	Level 5	5 Years
6	Level 4	Level 6	10 Years
7	Level 5	Level 6	6 Years
8	Level 6	Level 7	5 Years
9	Level 6	Level 8	6 Years
10	Level 6	Level 9	8 Years
11	Level 6	Level 10	10 Years
12	Level 6	Level 11	12 Years
13	Level 7	Level 8	2 Years
14	Level 7	Level 9	3 Years
15	Level 7	Level 10	5 Years
16	Level 7	Level 11	9 Years
17	Level 8	Level 9	2 years
18	Level 8	Level 10	4Years
19	Level 8	Level 11	8 Years
20	Level 9	Level 10	2 Years
21	Level 9	Level 11	7 Years
22	Level 10	Level 11	5 Years
23	Level 11	Level 12	5 Years
24	Level 11	Level 13	10 Years
25	Level 12	Level 13	5 Years
26	Level 12	Level 13A	6 Years
27	Level 13	Level 13A	2 Years
28	Level 13	Level 14	3 Years
29	Level 13A	Level 14	2 Years
30	Level 14	Level 15	3 Years
31	Level 15	Level 16	1 Year
32	Level 15	Level 17	2 years
33	Level 16	Level 17	1Year

No. AB.14017/13/2013-Estt.(RR)
Government of India
Ministry of Personnel, PG & Pensions
(Department of Personnel & Training)
***

New Delhi the 31st March, 2015

OFFICE MEMORANDUM

Sub: Step guide for processing of the proposal for framing / amendment of Recruitment Rules.

The undersigned is directed to state that this Department has issued guidelines on framing/amendment/relaxation of Recruitment Rules vide OM No. AB-14017/48/2010-Estt.(RR) dated 31.12.2010 which inter-alia provides thirteen column Schedule (Annexure-I) to be annexed with the notification of the Recruitment Rules. A detailed step guide (column-wise) for processing of the proposal for framing / amendment of Recruitment Rules is enclosed. The step guide material may be used for filling up thirteen columns Schedule (Annexure-I) to be annexed with notification part of the recruitment rules for various posts under Ministries / Departments.

2. Hindi Version will follow.

(Shukdeo Sahu) 31/3/15
Under Secretary to the Government of India

*(Link: Circular →Establishment→ Recruitment Policies)

To

(1) All the Ministries/Departments (As per the standard list).
(2) The President's Secretarial, New Delhi
(3) The Vice-President Secretariat, New Delhi
(4) The Prime Minister's Office, New Delhi
(5) The Cabinet Secretariat, New Delhi
(6) The Comptroller and Auditor General of India, New Delhi
(7) The Secretary, Union Public Service Commission, New Delhi

Copy to:-

(1) Rajya Sabha Secretariat/Lok Sabha Secretariat, New Delhi
(2) All the attached offices under the Ministry of Personnel, Public Grievances & Pension
(3) Establishment Officer and AS.
(4) Secretary, National Council (JCM), 13, Ferozeshah Road, New Delhi
(5) All Staff Members of the Departmental Council (JCM), Ministry of Personnel, PG and Pensions
(6) NIC (DoP&T) for placing this Office Memorandum on the Website of DoP&T.

(Shukdeo Sahu) 31/3/15
Under Secretary to the Government of India

Step guide for processing of the proposal for framing / amendment of Recruitment Rules

Column 1: Name of post
The name of the post is to be kept as per the model RRs issued by this Department for common categories of posts. In case of the post where model RRs are not issued the name of the post is to be kept as approved in the creation order of the post.

Column 2: Number of post
The number of post is to be filled in as per the existing RRs and taking into account the number of the posts created/abolished/upgraded thereafter. Copy of the orders needs to be placed on file while referring the RRs on file to DOPT to substantiate the numbers of the post.

Column 3: Classification of the post
Classification of the post is to be made as per the existing instructions.

Column 4: Pay Band and Grade Pay/Pay Scale
The entry Pay Band... (Rs.....) and Grade Pay Rs..... /Pay Scale is to be made as per the CCS (RP Rules), 2008.

Column 5: Selection post or Non-Selection post

The entry Selection or non-Selection will come only where promotion is either the sole method of recruitment or one of the methods.

- The method will be selection in the following circumstances:-

(i)When promotion is from a lower Group to a higher Group (e.g. promotion from Group C to Group B post, or from Group B to Group A post)
(ii)Promotions within Group B and Group A except where it is to a Non-functional Grade.

- The method will be non-Selection in the rest of the promotion cases.
- For Non-functional selection grade, entry will be placement on Seniority basis subject to suitability/fitness.

Column 6: Age limit for Direct recruits

Group C posts – between 18 years and 25 years*
* In case of post being filled up by all-India Open Competition, it would be – between 18 year and 27 years.

- Posts in Grade pay Rs.4200, Rs.4600 and Rs.4800 - 30 years
- Posts in Grade pay Rs.5400 - 35 years
- Posts in Grade pay Rs.6600 - 40 years

•Posts in Grade pay Rs.7600 - 50 years
•Posts in Grade pay above the Grade of Rs.7600 – Preferably below 50 years**
**Ministry/ Department may examine the age limit requirement at the time of framing of RRs and incorporate specific age limit higher than 50 years.

NOTE: Apart from the age concessions admissible to the SC/ST/OBC category (which is covered under the Saving clause of the notification of the RRs), the following age concessions applicable for Government Servants need to be incorporated:-
•For Group C posts –
(The upper age-limit is relaxable for departmental candidate upto 40 years in accordance with the instructions or orders issued by the Central Government)
•For Group A & B posts – (Relaxable for Government servant upto 5 years in accordance with the instructions or orders issued by the Central Government)

•The following entry to be incorporated in all the RRs (where recruitment is made other than UPSC/ SSC) in the form of a Note:-
Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti District and Pangi Sub-division of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep.

•The following entry to be incorporated in the RRs (where recruitment is made by UPSC/ SSC) in the form of a Note:-
Note: The crucial date for determining the age limit shall be as advertised by UPSC/ SSC.

Column 7: Educational and other qualifications required for direct recruits

The minimum educational qualifications and experience required for direct recruitment may be indicated as precisely as possible, and if necessary, these may be divided into two parts, viz., "Essential Qualifications" and "Desirable Qualifications". These requirements vary from post to post depending upon the scale of pay and the nature of duties. But they should be determined, as far as possible, keeping in view the provisions in the approved Recruitment Rules for similar posts and higher and lower posts in the same hierarchy.
•For Group A and Group B posts of general or administrative nature, the minimum qualification may be a Bachelors Degree in any discipline from a recognized University; for posts of technical or specialized nature, the minimum qualification may be a Masters Degree in the relevant discipline.
•Prescribing First or Second Class / Division in respect of an educational qualification e.g. Degree to be avoided and a simple Degree / Master's Degree be prescribed.

•To be ensured that the qualifications and experience prescribed are the minimum required for the post. On the ground that persons with higher qualifications are available, the minimum required qualification/ experience need not be stepped up.

Column 8: Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees

The entry under this Col. will be either 'yes' or 'no' or 'not applicable'.
•The entry will be 'not applicable' where in the particular RRs, direct recruitment/promotion is not a method prescribed
•Under 'no', the entry could be either a simple 'No" or a qualified one –i.e., 'No, but must possess at least.....'.
•The entry will be 'No' in all cases of RRs of non-technical posts.
•For junior Group A and Group B posts, only the basic qualification in the discipline need be insisted upon even in scientific and technical posts – e.g. if the minimum qualification is degree in civil engineering for direct recruits, for the promotees it may be at least a diploma in civil engineering. In such cases, the entry under Col. No. 9 will be "No, but must possess at least a diploma in civil engineering".
•For scientific and technical posts in the Pay Band 3 Rs. 15600-39100 Grade Pay Rs. 6600 and above, the entry shall normally be 'Yes'.

Column 9: Period of probation, if any

Probationary period is prescribed only in RRs where direct recruitment or re-employment (before the age of superannuation) is a method or where promotion is from a lower group to a higher group (e.g. from Group C to B, Group B to A).

Period of probation
•Promotion from one grade to another within the same Group (e.g. from Group C to Group C, Group B to Group B) - no probation.
•Promotion from a lower group to a higher group (e.g. from Group B to Group A) - 2 years.
•(i) For direct recruitment to posts except clause (ii) below – 2 years
(ii) For direct recruitment to posts carrying a Grade Pay of Rs. 7600 or above or to the posts to which the maximum age limit is 35 years or above and where no training is involved – 1 year
Note: Training includes 'on the job' or 'Institution
•Officers re-employed before age of superannuation – 2 years
•Appointment on contract basis, tenure basis, re-employment after superannuation and absorption – no probation.

Column 10: Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods

•The methods to be prescribed and the percentage of vacancies to be filled by each method in each individual case to be decided keeping in view inter alia

(i) Structure of the cadre/hierarchy

(ii) Availability of suitable personnel in the relevant feeder grade

(iii) Need for induction from outside through Direct Recruitment or Deputation (including Short-term Contract)/Absorption on functional considerations.

Need to provide for adequate promotional avenues to qualified personnel in the feeder grade tom sustain the morale and efficiency of the cadre.

•While fixing the proportion for promotion, to ensure that the feeder grade concerned has sufficient strength to sustain the same. The feeder grade to promotion grade ratio should be 2 at least for the method of recruitment as 'Promotion failing which Deputation'. In case of feeder grade to promotion grade ratio is 3 to 5 times, the method may be prescribed as 'Promotion'.

•Direct recruitment at successive level to be avoided.

•Direct recruitment against isolated posts to be avoided.

•The method of short term contract could be included when services of suitable officers belonging to non-government organizations (ex. Universities, recognized institutes, public sector undertakings etc.) are required for appointment to teaching/research/ scientific or technical posts.

•Where absorption is prescribed in the RRs the absorption will apply only to officers belonging to the Central and State Government and UT Administrations.

•The composite method of deputation/promotion or deputation (including short term contract)/promotion to be prescribed where the field of promotion consists of only one post.

Column 11: In case of recruitment by promotion/ deputation/ absorption grades from which promotion/ deputation/ absorption to be made

Entry for promotion:

……. (name of feeder grade) in PB……. Rs…….. and GP Rs…… with ….years of regular in the grade and having successfully completed …. weeks training in ……. (subject/ area of work relevant to duties & responsibility of the higher post)*

* The duration of training may be decided taking into account the functional requirement, knowledge & skill up-gradation of feeder grade officers and infrastructure of the organization.

Entry for deputation or deputation/absorption:

'Officers of the Central Government (or the Central Government/State Government or Union territories):

(a)(i) Holding analogous post on a regular basis in the parent cadre or department; or

(ii) * With..... years service rendered after appointment to the post on a regular basis in the Pay Band .... Rs..... Grade Pay ..... or equivalent in the parent cadre or department; and
(b) ** (possessing the qualifications and experience prescribed for direct recruitment under Col. No.7-if DR is a method of appointment).

* Where it is necessary to extend the field of selection for deputation to posts below the analogous level
** Where direct recruitment is not a method in the Rules, appropriate educational qualifications and experience to be prescribed.

Entry for deputation (ISTC) or deputation (ISTC)/absorption:

'Officers of the Central Government, State Government, Union territories autonomous or statutory organization, PSUs, University or Recognized Research Institution:

(a)(i) Holding analogous post on a regular basis in the parent cadre or department; or
(ii) * With..... years service rendered after appointment to the post on a regular basis in the Pay Band .... Rs..... Grade Pay ..... or equivalent in the parent cadre or department; and
(b) ** (possessing the qualifications and experience prescribed for direct recruitment under Col. No.7-if DR is a method of appointment).'
* Where it is necessary to extend the field of selection for deputation to posts below the analogous level
** Where direct recruitment is not a method in the Rules, appropriate educational qualifications and experience to be prescribed.

Note: The Central or State Government officers shall only be considered for absorption. (Where absorption is also prescribed.)

Entry for Deputation / Promotion

'Officers of the Central Government, State Government or Union Territories
(a)(i) Holding analogous post on a regular basis in the parent cadre or department; or
(ii) * With..... years service rendered after appointment to the post on a regular basis in the Pay Band .... Rs..... Grade Pay ..... or equivalent in the parent cadre or department; and
(b) possessing appropriate qualifications and experience.'

* Where it is necessary to extend the field of selection for deputation to posts below the analogous level

Note: The departmental …….. (Designation of the officer) in Pay Band … Rs…… and Grade Pay Rs……. with ……. Years of regular service in the grade and having the educational qualifications and experience prescribed for considering appointment on deputation basis is considered along with outsiders. If the departmental candidate is selected for appointment to the post; it shall be treated as having been filled by promotion.

Entry for Deputation (including Short Term Contact)/Promotion

'Officers of the Central Government, State Government, Union Territories, autonomous or statutory organization, PSUs, University or Recognized Research Institution

(a)(i) Holding analogous post on a regular basis in the parent cadre or department; or
(ii) * With…… years service rendered after appointment to the post on a regular basis in the Pay Band …. Rs…….. Grade Pay …….. or equivalent in the parent cadre or department; and
(b) possessing appropriate qualifications and experience
* Where it is necessary to extend the field of selection for deputation to posts below the analogous level

Note: The departmental …….. (Designation of the officer) in Pay Band … Rs…… and Grade Pay Rs……. with ……. Years of regular service in the grade and having the educational qualifications and experience prescribed for considering appointment on deputation basis is considered along with outsiders. If the departmental candidate is selected for appointment to the post; it shall be treated as having been filled by promotion.

Column 12: If a Departmental Promotion Committee exists what is its composition

- The entry under this Col. will either be 'Not applicable' or composition of the Departmental Promotion Committee (DPC) for considering promotion or Departmental Confirmation Committee (DCC) for confirmation to be incorporated.
- The DPCwill appear only where the method of recruitment prescribed in Col. No. 11 includes promotion.
- DCC will appear where probation period is prescribed in Column 9.

- Composition of DPC
- Total strength of the Committee shall not be less than 3 including the Chairman.
- The Chairman and members shall be atleast one level above the post to which promotion is to be made.
- The level of the Chairman and members, association of members from other departments etc. to be decided as per instructions of DOPT.

•Where the UPSC is associated with the DPC, the DPC will be chaired by the Chairman/Member of the Commission.
•Composition of DPC for confirmation to be on the lines as above with the change that the UPSC will not be associated with it.

Column 13: Circumstances under which UPSC is to be consulted in making recruitment

Where the posts are not exempt from the purview of UPSC as per the UPSC (Exemption from Consultation) Regulations, 1958 as amended from time to time, the UPSC is to be consulted for the following:
•for the purpose of recruitment to Group B and A posts; and
Circumstances in which the UPSC is to be consulted in making recruitments:-
•direct recruitment to Group A posts and Group B Gazetted posts;
•In cases of absorption to Group A posts and Group B posts;
•For appointment on deputation when the field of selection includes State Government officers and/or Group A and Group B officers of the Central Government. But where field of selection comprises Group A officers only of the Central Government, no such consultation of the UPSC is necessary;
•In cases of re-employment in Group A and B posts;
•Where the method of recruitment is the composite method of 'deputation/promotion' or 'deputation (including short-term contract)/promotion'.
•Where promotion from Group B to Group A is involved;
•In all cases of promotion by 'selection' to any Group A post (or Service) except for promotion from PB 3 GP Rs.5400 to PB 3 GP Rs.6600.

No. 22011/5/86-Estt.(D)
Government of India
Ministry of Personnel, Public Grievances
and Pensions
Department of Personnel and Training

*** ***

New Delhi, dated the 10th April, 1989

OFFICE MEMORANDUM

Subject : Departmental Promotion Committees and related matters - Consolidated instructions on -

...

The undersigned is directed to say that instructions on the constitution and functioning of Departmental Promotion Committees and the procedure to be followed in processing and implementing the recommendations of D.P.Cs. were issued in a consolidated form, vide this Department's OM No. 22011/6/75-Estt.(D), dated 30th December, 1976. Instructions have also been issued subsequently clarifying/modifying certain aspects of the procedure. The various instructions have been updated and consolidated in the form of "Guide Lines on Departmental Promotion Committees", a copy of which is forwarded herewith.

(S.K. PARTHASARATHY)
JOINT SECRETARY TO THE GOVT.
OF INDIA

To

All the Ministries/Departments of the Govt. of India.

/TS/

****

G U I D E L I N E S

O N

DEPARTMENTAL PROMOTION COMMITTEES

****

GUIDELINES ON DEPARTMENTAL PROMOTION COMMITTEES

....

CONTENTS INDEX

		Page No.
PART - I	FUNCTIONS AND COMPOSITION OF DEPARTMENTAL PROMOTION COMMITTEES	1
	• Functions of DPCs ..	1
	• Composition of DPCs ..	
PART - II	FREQUENCY OF DEPARTMENTAL PROMOTION COMMITTEE MEETINGS	3
	• Frequency at which DPC should meet ..	
PART - III	PREPARATORY ACTION FOR HOLDING DEPARTMENTAL PROMOTION COMMITTEES	4
	• Determination of regular vacancies ..	4
	• Papers to be put for consideration by DPCs ..	5
	• Consideration of officers on deputation ..	6
	• Consideration of officers on study leave ..	6
	• Consideration of direct recruits ..	6
	• Reservation for SCs/STs ..	

		Page No.
PART - IV	PROCEDURE TO BE OBSERVED BY DEPARTMENTAL PROMOTION COMMITTEES	
	• Selection Method ..	7
	• Confidential Reports ..	7
	• Preparation of yearwise panels by DPC where they have not met for a number of years ..	11
	• Non-Selection Method ..	12
	• Confirmation ..	13
	• Probation ..	13
	• Efficiency Bar ..	13
	• Procedure to be followed by DPC in respect of Government servants under cloud ..	13
	• Adverse remarks in a CR ..	14
	• Validity of the proceedings of DPCs when one member is absent ..	15
PART - V	PROCESSING AND IMPLEMENTATION OF THE RECOMMENDATION OF DEPARTMENTAL PROMOTION COMMITTEES	
	• Processing of recommendations of DPC ..	15
	• Consultation with UPSC ..	15
	• Approval of ACC ..	15
	• Procedure to be followed when the Appointing Authority does not agree with Recemmendations of DPC ..	16
	• Appointing Authority to take decision within 3 months ..	16
	• Implementation of the recommendations of DPC - Vigilance clearance ..	17
	• Order in which promotions to be made ..	17
	• Where eligible by direct recruitment and promotion ..	17
	• Promotion of Officers on deputation ..	17
	• EB cases ..	18

		Page No.
	• Sealed cover cases- Action after completion of disciplinary/ criminal prosecution ..	18
	• Six monthly Review of sealed cover cases ..	19
	• Sealed cover procedure for confirmation ..	19
	• Procedure for ad-hoc promotion ..	20
	• Sealed cover procedure applicable to officers coming under cloud before promotion ..	21
	• Date from which promotions are to be treated as Regular ..	22
	• Refusal of Promotion ..	22
	• Validity of a panel ..	23
	• Review of Panels ..	23
PART - VI	REVIEW OF DEPARTMENTAL PROMOTION COMMITTEES	
	• When Review DPCs may be held ..	23
	• Scope and Procedure ..	24
	• Cases where adverse remarks have been expunged or turned down ..	24
ANNEXURES		
I.	Proforma for referring proposals for promotion to Union Public Service Commission ..	26
II.	Proforma for referring proposals for confirmation ..	32
III.	Check list for promotion cases ..	36
IV.	Position regarding year-wise availability of ACRs. ..	38

GUIDELINES ON DEPARTMENTAL PROMOTION COMMITTEES

P A R T - I

FUNCTIONS AND COMPOSITION OF DEPARTMENTAL PROMOTION COMMITTEES

Functions of DPCs

A post is filled by promotion where the Recruitment Rules so provide. In making promotions, it should be ensured that suitability of the candidates for promotion is considered in an objective and impartial manner. For this purpose, Departmental Promotion Committee should be formed in each Ministry/Department/Office whenever an occasion arises for making promotions/confirmations etc. The DPCs so constituted shall judge the suitability of officers for :-

(a) promotions to 'selection' as well as 'non-selection' posts;

(b) confirmation in their respective grades/posts;

(c) assessment of the work and conduct of probationers for the purpose of determining their suitability for retention in service or their discharge from it or extending their probation; and

(d) consideration of cases of Government servants for crossing the Efficiency Bar.

Composition of DPCs

2.1 Members included in DPCs for Group A & B posts should be officers who are at least one step above the posts in which promotion/confirmation is to be made as indicated below:-

	Pay scale (revised) of the post in which confirmation or to which promotion is to be considered by the DPC	Minimum status of officers who should be members of the DPC	
1.	Rs.2200-4000 or equivalent Rs.3000-4500 or equivalent	Officers of the rank of Deputy Secretary to the Government of India or above.	
2.	Rs.3000-5000 or equivalent	Officers of the rank of Director or above.	
3.	Rs.3700-5000 or equivalent Rs.4100-5300 or equivalent Rs.4500-5700 or equivalent	Officers of the rank of Joint Secretary to the Govt. of India or above.	In such case the Secretary/Additional Secy. of the Department/ Ministry should invariably be one of the members of the DPCs.
4.	Rs.5100-5700 or equivalent Rs.5900-6700 or equivalent	Secretary/Additional Secy. to the Govt. of India	

2.2 The Union Public Service Commission (UPSC) should be associatedwith DPCs in respect of all Central Civil Services/ posts belonging to Group A where promotion is based on the principles of selection unless it has been decided by the Government not to associate the UPSC with a Group A DPC. The UPSC need not be associated in respect of posts belonging to Group A, if the promotion is based not on the principles of selection but on seniority-cum-fitness.

2.3 The Commission need not be associated with a DPC constituted for considering the cases of confirmation of officers. The proceedings of the DPC which considered the confirmation of Group A officers should, however, be sent to the Commission for their approval. While doing so, the cases of officers not considered fit for confirmation along with their records should be specifically referred to the Commission for their approval.

2.4 Whenever the UPSC is associated with a DPC, the Chairman or a Member of the Commission will preside at the meeting of the DPC.

2.5 In respect of a DPC for Group C & D posts the Chairman of the DPC should be an officer of a sufficiently high level and one of the members of the DPC should be an officer from a Department not connected with the one in which promotions are considered. The other member(s) should be an officer of the Department familiar with the work of the persons whose suitability is to be assessed. The officer of another Department appointed as a member of the DPC should also be of an appropriate level keeping in view the level of the other members of the DPC and the post to which promotion is to be made. In the case of a DPC constituted for promotions to a technical post it may also be ensured that the officer nominated by another Department has also the requisite technical competence to advise on the suitability of the candidates under consideration.

2.6 Endeavour should also be made to nominate an SC/ST officer on the DPC constituted for various posts/services particularly where a DPC has to make bulk selection for a large number of vacancies, say 30 or more at a time. Where an outside member has to be associated with the DPC for Group C or Group D posts, there would be no objection to nominate on such a DPC, a SC/ST officer from such other Ministry/Department in the event of such officer not being available in the Ministry/Department itself.

2.7 In Group A and Group B Services/posts if none of the officers included in the DPC as per the composition given in the recruitment rules is a SC or ST officer, it would be in order to coopt a member belonging to the SC or ST if available within the Ministry/Department. If no such officer is available within the Ministry/Department, he may be taken from another Ministry/Department.

2.8 The composition of the DPC for considering the cases of Government servants for crossing the EB in a time scale of pay should be the same as the DPC constituted for the purpose of considering the cases of confirmation of the Government servants concerned with the only change that the UPSC need not be associated for considering EB cases.

P A R T - II

FREQUENCY OF DEPARTMENTAL PROMOTION COMMITTEE MEETINGS

Frequency at which DPC should meet

3.1 The DPCs should be convened at regular annual intervals to draw panels which could be utilised on making promotions against the vacancies occurring during the course of a year. For this purpose it is essential for the concerned appointing authorities to initiate action to fill up the existing as well as anticipated vacancies well in advance of the expiry of the previous panel by collecting relevant documents like CRs, integrity certificates, seniority list etc. for placing before the DPC. DPCs could be convened every year if necessary on a fixed date (e.g., 1st April or May). The Ministries/Departments should lay down a time schedule for holding DPCs under their control and after laying down such a schedule the same should be monitored by making one of their officers responsible for keeping a watch over the various cadre authorities to ensure that they are held regularly. Holding of DPC meetings need not be delayed or postponed on the ground that recruitment rules for a post are being reviewed/amended. A vacancy shall be filled in accordance with the recruitment rules in force on the date of vacancy, unless rules made subsequently have been expressly given retrospective effect. Since Amendments to recruitment rules normally have only prospective application, the existing vacancies should be filled as per the recruitment rules in force.

3.2 The requirement of convening annual meetings of the DPC should be dispensed with only after a certificate has been issued by the appointing authority that there are no vacancies to be filled by promotion or no officers are due for confirmation during the year in question.

P A R T - III

PREPARATORY ACTION FOR HOLDING DEPARTMENTAL PROMOTION COMMITTEES

Determination of regular vacancies

4.1 It is essential that the number of vacancies in respect of which a panel is to be prepared by a DPC should be estimated as accurately as possible. For this purpose the vacancies to be taken into account should be the clear vacancies arising in a post/grade/service due to death, retirement, resignation, regular long term promotion and deputation or from creation of additional posts on a long term. As regards vacancies arising out of deputation, only those cases of deputation for periods exceeding one year should be taken into account, due note, however, being kept also of the number of the deputationists likely to return to the cadre and who have to be provided for. Purely short term vacancies created as a result of officers proceeding on leave, or on deputation for a shorter period, training etc., should not be taken into account for the purpose of preparation of a panel. In cases where there has been delay in holding DPCs for a year or more, vacancies should be indicated year-wise separately.

Papers to be put up for consideration by DPCs.

4.2.1. In the case of promotions, the proposals should be placed before the DPC in the proforma given in Annexure-I. As regards cases of confirmation, the proposals should be put up before the DPC in the proforma given in Anneuxre-II. These proforma should be completed and submitted to the DPC, whether the UPSC is associated with the DPC or not.

4.2.2. Where a member of the UPSC has to attend a meeting of a DPC, the necessary documents should be sent to the Commission along with the references requesting the Commission to nominate one of their Members to preside over the DPC. The papers should be complete as per the Check List given in Annexure-III and should be sent in good time before the meeting.

4.2.3. No proposal for holding a DPC or Selection Committee should be sent to UPSC until and unless all the ACRs complete and uptodate are available. In certain cases involving collection of large number of ACRs, the proposal can be sent only if at least 90% of the ACRs (uptodate and complete) are available. Every effort should be made to keep the ACRs dossiers upto date, lest this aspect is advanced as the reason for not holding DPCs in time. The officer referred in para 3.1 should also be responsible for monitoring the completion of the ACR dossiers.

4.2.4. The ACR folder should be checked to verify whether the ACRs for the individual years are available. For this purpose, the proforma enclosed (Annexure-IV) should be filled in and sent to UPSC. If the ACR for a particular year is not available and for valid/justifiable reasons it cannot be made available, a certificate should be recorded to that effect and placed in the ACR folder.

4.2.5. The integrity certificate on the lines indicated below should be furnished to the DPCs constituted to consider cases for promotion or confirmation:

> "The records of service of the following officers who are to be considered for promotion/confirmation in the grade have been carefully scrutinised and it is certified that there is no doubt about their integrity".

If there are names of persons, in the list of eligible candidates, whose integrity is suspect or has been held in doubt at one stage or other, this fact should also be specifically recorded by the Ministry/Department/office concerned and brought to the notice of the DPC.

4.2.6. Where the UPSC is associated with the DPC the certificate will be recorded by an officer not below the rank of a Deputy Secretary to the Government. Where UPSC is not associated the officer-in-charge of the Administration section in the Ministry/Department/Office concerned who processes and submits names and particulars of eligible officers to the DPC should himself record the certificate.

4.2.7. It should be ensured that the information furnished to the UPSC/DPC is factually correct and complete in all respects. Cases where incorrect information has been furnished should be investigated and suitable action taken against the person responsible for it.

Consideration of officers on deputation

4.3.1. The names of the officers who are on deputation, either on their own volition or in public interest (including foreign service), should also be included in the list submitted to the DPC for consideration for promotion in case they come within the field of choice for promotion and fulfil the prescribed eligibility conditions. Similarly, the names of the officers on deputation should also be included in the list of names to be considered by the DPC for confirmation, in case they are eligible for confirmation and come within the range of seniority.

4.3.2. Very often a certain number of years of service in the lower grade is prescribed as a condition for becoming eligible for consideration for promotion to a higher post/grade. In such cases, the period of service rendered by an officer on deputation/foreign service, should be treated as comparable service in his parent department for purposes of promotion

as well as confirmation. This is subject to the condition that the deputation/foreign service, is with the approval of the competent authority and it is certified by the competent authority that but for deputation/foreign service, the officer would have continued to hold the relevant post in his parent department. Such a certificate would not be necessary if he was holding the departmental post in a substantive capacity.

Consideration of officers on Study Leave

4.4. An officer proceeding on study leave should be treated on the same basis as an officer proceeding on deputation if the study leave was duly sanctioned by the competent authority and the competent authority certified that he would have continued to officiate but for his proceeding on study leave. Such a certificate would not be necessary if he was holding the said departmental post substantively. These instructions would also apply in the cases of Government servants who are granted special leave for training abroad under the various training schemes.

Consideration of Direct Recruits

4.5 It may happen that a Government servant who is recommended for appointment to a post as a direct recruit may also be among those eligible for consideration for promotion to the same post. An officer does not lose his right of consideration for such promotion merely because he has been recommended for appointment against the direct recruitment quota. Therefore, such officers, if they are within the field of eligibility, should be included in the list of officers for consideration by the DPC, excepting where an officer was holding the lower post in a temporary capacity and has been appointed to the higher post as a direct recruit before the date of the meeting of the DPC.

Reservation for SCs/STs

4.6 Instructions have been issued from time to time by the Department of Personnel and Training regarding reservations and concessions to SCs and STs in the matter of promotions and confirmations. These instructions should be duly taken into account by the appointing authorities while formulating proposals for promotion/confirmation for consideration of the DPC.

P A R T - IV

PROCEDURE TO BE OBSERVED BY DEPARTMENTAL PROMOTION COMMITTEES

5. Each Departmental Committee should decide its own method and procedure for objective assessment of the suitability of the candidates. No interviews should be held unless it has been specifically provided for in the recruitment rules for the post/service. Whenever promotions are to be made by the method of 'Selection' by DPC and the administrative ministry desires that an interview should form part of the selection process, necessary provision should be made in the recruitment rules.

Selection Method

6.1.1 Where promotions are to be made by selection method as prescribed in the recruitment rules, the DPC shall, for the purpose of determining the number of officers who will be considered from out of those eligible officers in the feeder grade(s), restrict the field of choice as under with reference to the number of clear regular vacancies proposed to be filled in the year;

No. of vacancies	No. of officers to be considered
1	5
2	8
3	10
4	3 times the number of vacancies

Guidelines for DPCs

6.1.2. At present DPCs enjoy full discretion to devise their own methods and procedures for objective assessment of the suitability of candidates who are to be considered by them. In order to ensure greater selectivity in matters of promotions and for having uniform procedures for assessment by DPCs, fresh guidelines are being prescribed. The matter has been examined and the following broad guidelines are laid down to regulate the assessment of suitability of candidates by DPCs.

6.1.3. While merit has to be recognised and rewarded, advancement in an officer's career should not be regarded as a matter of course, but should be earned by dint of hard work, good conduct and result oriented performance as reflected in the annual confidential reports and based on strict and rigorous selection process.

6.1.4. Government also desires to clear the misconception about "Average" performance. While "Average" may not be taken as adverse remark in respect of an officer, at the same time, it cannot be regarded as complimentary to the officer, as "Average" performance should be regarded as routine and undistinguished. It is only performance that is above average and performance that is really noteworthy which should entitle an officer to recognition and suitable rewards in the matter of promotion.

Confidential Reports

6.2.1. Confidential Rolls are the basic inputs on the basis of which assessment is to be made by each DPC. The evaluation of CRs should be fair, just and non-discriminatory. Hence -

(a) The DPC should consider CRs for equal number of years in respect of all officers considered for promotion subject to (c) below.

(b) The DPC should assess the suitability of the officers for promotion on the basis of their service record and with particular reference to the CRs for 5 preceding years. However, in cases where the required qualifying service is more than 5 years, the DPC should see the record with particular reference to the CRs for the years equal to the required qualifying service. (If more than one CR has been written for a particular year, all the CRs for the relevant year shall be considered together as the CR for one year).

(c) Where one or more CRs have not been written for any reason during the relevant period, the DPC should consider the CRs of the years preceding the period in question and if in any case even these are not available the DPC should take the CRs of the lower grade into account to complete the number of CRs required to be considered as per (b) above. If this is also not possible, all the available CRs should be taken into account.

(d) Where an officer is officiating in the next higher grade and has earned CRs in that grade, his CRs in that grade may be considered by the DPC in order to assess his work, conduct and performance, but no extra weightage may be given merely on the ground that he has been officiating in the higher grade.

(e) The DPC should not be guided merely by the overall grading, if any, that may be recorded in the CRs but should make its own assessment on the basis of the entries in the CRs, because it has been noticed that some times the overall grading in a CR may be inconsistent with the grading under various parameters or attributes.

(f) If the Reviewing authority or the Accepting authority as the case may be has over-ruled the Reporting Officer or the Reviewing authority as the case may be, the remarks of the latter authority should be taken as the final remarks for the purposes of [assessment / relevant entries] provided it is apparent from the higher authority has come to a different assessment consciously after due application of mind. If the remarks of the Reporting Officer, Reviewing authority and Accepting authority are complementary to each other and one does not have the effect of over-ruling the other, then the remarks should be read together and the final assessment made by the DPC.

6.2.2. In the case of each officer an overall grading should be given. The grading shall be one among (i) Outstanding (ii) Very Good (iii) Good (iv) Average (v) Unfit.

6.2.3. Before making the overall grading after considering the CRs for the relevant years, the DPC should take into account whether the officer has been awarded any major or minor penalty or whether any displeasure of any superior officer or authority has been conveyed to him as reflected in the ACRs. The DPC should also have regard to the remarks against the column on integrity.

6.3.1. The list of candidates considered by the DPc and the overall grading assigned to each candidate, would form the basis for preparation of the panel for promotion by the DPC. The following principles should be observed in the preparation of the panel:

(i) Having regard to the levels of the posts to which promotions are to be made, the nature and importance of duties attached to the posts a bench mark grade would be determined for each category of posts for which promotions are to be made by selection method. For all Group 'C', Group 'B' and Group 'A' posts upto (and excluding) the level of Rs.3700-5000 excepting promotions for induction to Group 'A' posts or Services from lower groups, the bench mark would be 'Good'. All officers whose overall grading is equal to or better than the bench mark should be included in the panel for promotion to the extent of the number of vacancies. They will be arranged in the order of their inter se seniority in the lower category without reference to the overall grading obtained by each of them provided that each one of them has an overall grading equal to or better than the bench mark of 'Good'.

Wherever promotions are made for induction to Group 'A' posts or Services from lower groups, the bench mark would continue to be 'Good'. However, officers graded as 'Outstanding' would rank en block senior to those who are graded as 'Very Good' and officers graded as 'Very Good' would rank en bloc senior to those who are graded as 'Good' and placed in the select panel accordingly upto the number of vacancies, officers with same grading maintaining their inter se seniority in the feeder post.

(ii) In respect of ali posts which are in the level of Rs.3700-5000 and above, the benchmark grade should be 'Very Good'. However, officers who are graded as 'Outstanding' would rank en bloc senior to those who are graded as 'Very Good' and placed in the select panel accordingly upto the number of vacancies, officers with same grading maintaining their inter se seniority in the feeder post.

(iii) Appointments from the panel shall be made in the order of names appearing in the panel for promotion.

(iv) Where sufficient number of officers with the required benchmark grade are not available within the zone of consideration, officers with the required benchmark will be placed on the panel and for the unfilled vacancies, the appointing authority should hold a fresh D.P.C. by considering the required number of officers beyond the original zone of consideration.

6.3.2.(i) In promotions by selections to posts/services within Group 'A' which carry an ultimate salary of Rs.5700/- p.m. in the revised scale, the SCs/STs officers, who are senior enough in the zone of consideration for promotion so as to be within the number of vacancies for which the select list has to be drawn up, would notwithstanding the prescription of 'benchmark' be included in that list provided they are not considered unfit for promotion.

(ii) In promotion by selection to posts/services in Group 'B' within Group 'B' and from Group 'B' to the lowest rung in Group ' A', selection against vacancies reserved for SCs and STs will be made only from those SCs/STs officers, who are within normal zone of consideration prescribed vide the Department of Personnel and A.R. O.M. No. 22011/3/76-Estt.(D) dated 24th December, 1980. Where adequate number of SCs/STs candidates are not available within the normal field of choice, it may be extended to five times the number of vacancies and the SCs/STs candidates coming within the extended field of choice should also be considered against the vacancies reserved for them. If candidates from SCs/STs obtain on the basis of merit with due regard to seniority, on the same basis as others, lesser number of vacancies than the number reserved for them, the difference should be made up by selecting candidates of these communities, who are in the zone of consideration, irrespective of merit and 'bench mark' but who are considered fit for promotion.

(iii) As regards promotions made by selection in Group 'C' and Group 'D' posts/services, Select Lists of SCs/STs officers should be drawn up separately in addition to the general select list, to fill up the reserved vacancies. SCs/STs officers who are within the normal zone of consideration, should be considered for promotion alongwith and adjudged on the same basis as others and those SCs and STs amongst them, who are selected on that basis may be included in the general Select List in addition to their being considered for inclusion in the separate Select Lists for SCs and STs respectively. In the separate Select Lists drawn up respectively for SCs and STs, officers belonging to the SCs and STs will be adjudged separately amongst themselves and not alongwith others and, if selected, they should be included in the concerned separate list,

irrespective of their merit as compared to other officers and the 'bench mark' determined by the cadre authorities. If candidates from SCs/STs obtain on the basis of their position in the aforesaid general list, lesser number of vacancies than are reserved for them, the difference should be made up by selected candidates of these communities in the separate Select Lists for SCs and STs respectively.

Preparation of Yearwise panels by DPC where they have not met for a number of years

6.4. 1. Where for reasons beyond control, the DPC could not be held in an year(s), even though the vacancies arose during that year (or years), the first DPC that meets thereafter should follow the following procedures:

(i) Determine the actual number of regular vacancies that arose in each of the previous year(s) immediately preceding and the actual number of regular vacancies proposed to be filled in the current year separately.

(ii) Consider in respect of each of the years those officers only who would be within the field of choice with reference to the vacancies of each year starting with the earliest year onwards.

(iii) Prepare a 'Select List' by placing the select list of the earlier year above the one for the next year and so on;

6.4.2. Where a DPC has already been held in a year further vacancies arise during the same year due to death, resignation, voluntary retirement etc. or because the vacancies were not intimated to the DPC due to error or omission on the part of the Department concerned, the following procedure should be followed:-

(i) Vacancies due to death, voluntary retirement, new creations, etc., clearly belonging to the category which could not be foreseen at the time of placing facts and material before the DPC. In such cases, another meeting of the DPC should be held for drawing up a panel for these vacancies as these vacancies could not be anticipated at the time of holding the earlier DPC. If, for any reason, the DPC cannot meet for the second time, the procedure of drawing up of year-wise panels may be followed when it meets next for preparing panels in respect of vacancies that arise in subsequent year(s).

(ii) In the second type of cases of non-reporting of vacancies due to error or omission (i.e. though the vacancies were there at the time of holding of DPC meeting they were not reported to it) results in injustice to the officers concerned by artificially restricting the zone of consideration. The wrong done cannot be rectified by holding a second DPC or preparing an year-wise panel. In all such cases, a review DPC should be held keeping in mind the total vacancies of the year.

6.4.3. For the purpose of evaluating the merit of the officers while preparing year-wise panels, the scrutiny of the record of service of the officers should be limited to the records that would have been available had the DPC met at the appropriate time. For instance for preparing a panel relating to the vacancies of 1978 the latest available records of service of the officers either upto December 1977 or the period ending March, 1978 as the case may be, should be taken into account and not the subsequent ones. However, if on the date of the meeting of the DPC, departmental proceedings are in progress and under the existing instructions sealed cover procedure is to be followed, such procedure should be observed even if departmental proceedings were not in existence in the year to which the vacancy related. The officer's name should be kept in the sealed cover till the proceedings are finalised.

6.4.4. While promotions will be made in the order of the consolidated select list, such promotions will have only prospective effect even in cases where the vacancies relate to earlier year(s).

7. Non- Selection Method:

Where the promotions are to be made on 'non-selection' basis according to Recruitment Rules, the DPC need not make a comparative assessment of the records of officers and it should categories the officers as 'fit' or 'not yet fit' for promotion on the basis of assessment of their record of service. While considering an officer 'fit', guidelines in para 6.1.4. should be borne in mind. The officers categorised as 'fit' should be placed in the panel in the order of their seniority in the grade from which promotions are to be made.

13/-

8. Confirmation :

In the case of confirmation, the DPC should not determine the relative merit of officers but it should assess the officers as 'Fit' or 'Not yet fit' for confirmation in their turn on the basis of their performance in the post as assessed with reference to their record of service.

9. Probation :

In the case of probation, the DPC should not determine the relative grading of officers but only decide whether they should be declared to have completed the probation satisfactorily. If the performance of any probationer is not satisfactory, the DPC may advise whether the period of probation should be extended or whether he should be discharged from service.

10. Efficiency Bar :

The DPC constituted for considering cases of Government servants for crossing the EB need not sit in a meeting but may consider such cases by circulation of papers. The DPC may consider such cases on the basis of up-to-date records of performance, results of a written test and/or trade test, if any, prescribed by the administrative Ministry. The DPC may recommend whether the officer concerned is 'Fit' or 'Not yet fit' to cross the Efficiency Bar. The review of the case of a Government servant who has been held up at the EB stage on the due date should also be done in accordance with the same procedure by the DPC.

Procedure to be followed by DPC in respect of Government servants under cloud

11.1 At the time of consideration of the cases of Government servants for promotion, details of Government servants in the consideration zone for promotion falling under the following categories should be specifically brought to the notice of the Departmental Promotion Committee:-

(i) Government servants under suspension;

(ii) Government servants in respect of whom disciplinary proceedings are pending or a decision has been taken to initiate disciplinary proceedings;

(iii) Government servants in respect of whom prosecution for a criminal charge is pending or sanction for prosecution has been issued or a decision has been taken to accord sanction for prosecution; and

(iv) Government servants against whom an investigation or serious allegations of corruption, bribery or similar grave misconduct is in progress either by the C.B.I. or any other agency, departmental or otherwise.

11.2 The D.P.C. shall assess the suitability of the Government servants coming within the purview of the circumstances mentioned above alongwith other eligible candidate without taking into consideration the disciplinary case/criminal prosecution, pending or contemplaced, against them or the investigation in progress. The assessment of the DPC, including "Unfit for Promotion", and the grading awarded by it will be kept in a sealed cover. The cover will be superscribed 'Findings regarding suitability for promotion to the grade/post of _____ in respect of Shri _____ (name of the Government servant). Not to be opened till the termination of the disciplinary case/criminal prosecution against Shri _____". The proceedings of the DPC need only contain the note "The findings are contained in the attached sealed cover". The authority competent to fill the vacancy should be separately advised to fill the vacancy in the higher grade only in an officiating capacity when the findings of the DPC in respect of the suitability of a Government servant for his promotion are kept in a sealed cover.

11.3 The same procedure outlined in para 11.2 above will be followed by the subsequent Departmental Promotion Committees convened till the disciplinary case/criminal prosecution pending or contemplated against the Government servant concerned is concluded.

Adverse remarks in a C.R.

12.1 Where adverse remarks in the Confidential Report of the officer concerned have not been communicated to him, this fact should be taken note of by the DPC while assessing the suitability of the officer for promotion/confirmation.

12.2 In a case where a decision on the representation of an officer against adverse remarks has not been taken or the time allowed for submission of representation is not over, the DPC may in their discretion defer the consideration of the case until a decision on the representation.

13. An officer whose increments have been withheld or who has been reduced to a lower stage in the time scale, cannot be considered on that account to be ineligible for promotion to the higher grade as the specific penalty of withholding promotion has not been imposed on him. The suitability of the officer for promotion should be assessed by the DPC as and when occasions arise for such assessment. In assessing the suitability, the DPC will take into account the circumstances leading to the imposition of the penalty

and decide whether in the light of the general service record of the officer and the fact of the imposition of the penalty he should be considered suitable for promotion. However, even where the DPC considers that despite the penalty the officer is suitable for promotion, the officer should not be actually promoted during the currency of the penalty.

14. The DPC should record in their minutes a certificate that the Department/Ministry/Office concerned has rendered the requisite integrity certificate in respect of those recommended by the DPC for promotion/confirmation.

Validity of the proceedings of DPCs when one member is absent

15. The proceedings of the Departmental Promotion Committee shall be legally valid and can be acted upon notwithstanding the absence of any of its members other than the Chairman provided that the member was duly invited but he absented himself for one reason or the other and there was no deliberate attempt to exclude him from the deliberation of the DPC and provided further that the majority of the members constituting the Departmental Promotion Committee are present in the meeting.

P A R T - V

PROCESSING AND IMPLEMENTATION OF THE RECOMMENDATIONS OF DEPARTMENTAL PROMOTION COMMITTEE

Processing of recommendations of D.P.C.

16.1 The recommendations of the DPC are advisory in nature and should be duly approved by the appointing authority. Before the recommendations are so approved the appointing authority shall consult all concerned as indicated below, without undue delay.

Consultation with U.P.S.C.

16.2 The recommendations of the DPC whether it included a Member of the UPSC or not should be referred to the Commission for approval, if -

(i) Consultation with the Commission is mandatory under Article 320(3) of the Constitution, read with UPSC (Exemption from Consultation) Regulations, 1958. However, a refernece may be made to the Regulations, as and when necessary.

(ii) The Member of the Commission who presides over the DPC specifically desires that the Commission should be consulted.

Approval of ACC

16.3 Where the posts fall within the purview of the Appointments Committee of the Cabinet, the approval of ACC should also be obtained.

Procedure to be followed when the Appointing Authority does not agree with Recommendations of DPC

16.4.1. There may be certain occasions when the appointing authority may find it necessary to disagree with the recommendations of the DPC. The procedure to be followed in such cases is indicated below.

16.4.2. Where UPSC is associated with the DPC the recommendations of the DPC should be treated as recommendations of UPSC. If it is so considered necessary by the appointing authority to vary or disagree with the recommendations of the DPC the prescribed procedure for over-ruling the recommendations of UPSC (not incorporated in these guidelines) should be followed.

16.4.3. The recommendations of the DPC on which UPSC is not represented should be dealt with as under:-

(a) Where the appointing authority, being lower than the President of India, does not agree with the recommendations of the DPC, such appointing authority should indicate the reasons for disagreeing and refer the entire matter to the DPC for reconsideration of its earlier recommendations. In case the DPC reiterates its earlier recommendations, giving also reasons in support thereof, the appointing authority may accept the recommendations, if the reasons adduced by the DPC are convincing; if that authority does not accept the recommendations of the DPC it shall submit the papers to the next higher authority with its own recommendations. The decision of the next higher authority shall be final.

(b) Where the appointing authority is the President of India, the recommendations of the DPC should be submitted to the Minister in Charge of the Department concerned for acceptance or otherwise of the recommendations. In case the circumstances do necessitate, the Minister may refer the matter again to the DPC for reconsideration of its earlier recommendations. If the DPC reiterates its earlier recommendations giving also reasons in support thereof, the matter should be placed before the Minister for his decision. The decision taken by the Minister either to accept or to vary the recommendations of the DPC shall be final.

Appointing Authority to take decision within 3 months.

16.5.1. In cases excepting those which require the approval of the Appointments Committee of the Cabinet the appointing authority should take a decision either to accept or disagree with the recommendations of the DPC within a time-limit of three months (from the date of the DPC meeting or the date of communication of the UPSC's approval to the panel, where such approval is required). Where the appointing authority proposes to disagree with the recommendations, the relevant papers should be submitted by the appointing authority to the next higher authority with its own recommendations/cases in which the UPSC is associated with the DPC and the appointing authority proposes to disagree with the recommendations of the DPC, the case should be forwarded by the expiry of the period of three months. In those

to the Establishment Officer in the Department of Personnel and Training for placing the matter before the Appointments Committee of the Cabinet as soon as possible and, in any case, not later than three months from the date on which the validity of the panel commences.

16.5.2. In cases where the panel prepared by the DPC requires the approval of the A.C.C, proposals therefor alongwith the recommendations of the Minister-in-Charge should be sent to the Establishment Officer before expiry of the same time-limit of three months.

Implementation of the recommendations of DPC - Vigilance Clearance

17.1 A clearance from the Vigilance Section of the Office/ Department should also be obtained before making actual promotion or confirmation of officer approved by DPC to ensure that no disciplinary proceedings are pending against the officer concerned.

Order in which promotions to be made

17.2 Promotion of whatever duration should as far as possible be made in the order in which the names of the officers appear in the panel. Exception to this rule may be necessary where a large number of vacancies are to be filled within a comparatively short period or it is convenient and desirable to make postings with due regard to the location and experience of the officers concerned or where short term vacancies have to be filled on local and ad-hoc basis.

Where eligible by direct recruitment and promotion

17.3 If a person's name is included in the panel for promotion to the higher post (to which appointment can be made by promotion as well as by direct recruitment) and also in the panel for direct recruitment to the said higher post, he should be appointed as a direct recruit or as a promotee, having regard to the fact whether his turn for appointment comes earlier from the direct recruitment list or from the promotion list, as the case may be.

Promotion of officers on deputation

17.4.1. If the panel contains the name of a person who has gone on deputation or on foreign service in the public interest including a person who has gone on study leave, provision should be made for his regaining the temporarily lost seniority in the higher grade on his return to the cadre. Therefore, such an officer need not be reconsidered by a fresh DPC, if any, subsequently held, while he continues to be on deputation/foreign service/study leave so long as any officer junior to him in the panel is not required to be so considered by a fresh DPC irrespective of the fact whether he might or might not have got the benefit of proforma promotion under the NBR. The same treatment will be given to an officer included in the panel who could have been promoted within the currency of the panel but for his being away on deputation.

17.4.2. In case the officer is serving on an ex-cadre post on his own volition by applying in response to an advertisement, he should be required to revert to his parent cadre immediately when due for promotion, failing which his name shall be removed from the panel. On his reverting to the parent cadre after a period of two years he will have no claim for promotion to the higher grade on the basis of that panel. He should be considered in the normal course along with other eligible officers when the next panel is prepared and he should be promoted to the higher grade according to his position in the fresh panel. His seniority, in that event, shall be determined on the basis of the position assigned to him in the fresh panel with reference to which he is promoted to the higher grade. (If the panel contains the name of an officer on study leave, he should be promoted to the higher post on return from the study leave. He should also be given seniority according to his position in the panel and not on the basis of the date of promotion).

EB cases

17.5 The recommendations of the DPC in the case of Government servants for crossing the EB have to be considered by the authority competent to pass an order under FR 25. Where a Government servant who has been held up at the EB stage on the due date on account of unfitness to cross the EB is allowed to cross the EB at a later date, as a result of subsequent review of his case by the DPC, the increment next above the EB shall be allowed to him from the date of such order to cross EB. Where it is proposed to fix his pay at a higher stage taking into account the length of service from the due date for crossing the EB, the case should be referred to the next higher authority for a decision. Instructions regarding overruling of recommendation of DPC for promotion/confirmation would apply in this case also.

Sealed cover cases - Action after completion of disciplinary/criminal prosecution

17.6.1. If the proceedings of a DPC for promotion contain findings in a sealed cover, on the conclusion of the disciplinary case/ criminal prosecution, the sealed cover or covers shall be opened. In case the Government servant is completely exonerated, the due date of his promotion will be determined with reference to the position assigned to him in the findings kept in the sealed cover/covers and with reference to the date of promotion of his next junior on the basis of such position. The Government servant may be promoted, if necessary, by reverting the junior-most officiating person. He may be promoted notionally with reference to the date of promotion of his junior but he will not be allowed any arrears of pay for the period preceding the date of actual promotion.

17.6.2. If any penalty is imposed on the Government servant as a result of the disciplinary proceedings or if he is found guilty in the criminal prosecution against him, the findings of the sealed cover/covers shall not be acted upon. His case for promotion may be considered by the next DPC in the normal course and having regard to the penalty imposed on him.

Six monthly Review of sealed cover cases

17.7.1. It is necessary to ensure that the disciplinary case/criminal prosecution instituted against any Government servant is not unduly prolonged and all efforts to finalise expeditiously the proceedings should be taken so that the need for keeping the case of a Government servant in a sealed cover is limited to the bearest minimum. The appointing authorities concerned should review comprehensively the case of a Government servant whose suitability for promotion to a higher grade has been kept in a sealed cover on the expiry of 6 months from the date of convening the first DPC which had adjudged his suitability and kept its findings in the sealed cover. Such a review should be done subsequently also every six months. The review, should, inter-alia, cover the following aspects:

i) The progress made in the disciplinary proceedings/criminal prosecution and the further measures to be taken to expedite their completion.

ii) Scrutiny of the material/evidence collected in the investigations to take a decision as to whether there is a prima-facie case for initiating disciplinary action or sanctioning prosecution against the officer.

If, as a result of the review, the appointing authority comes to a conclusion in respect of cases covered by item (ii) above that there is no case for taking action against the Government servant concerned, the sealed cover may be opened and he may be given his due promotion with reference to the position assigned to him by the DPC.

Sealed cover procedure for confirmation

17.7.2 The procedure outlined in the preceding paras should also be followed in considering the claim for confirmation of an officer under suspension etc.

20/-

Procedure for ad-hoc promotion

17.8.1. In spite of the six monthly review referred to in para 17.7.1. above, there may be some cases where the disciplinary case/criminal prosecution against the Government servant are not concluded even after the expiry of two years from the date of the meeting of the first DPC, which kept its findings in respect of the Government servant in a sealed cover. In such a situation the appointing authority may review the case of the Government servant, provided he is not under suspension, to consider the desirability of giving him ad-hoc promotion keeping in view the following aspects:-

a) Whether the promotion of the officer will be against public interest;

b) Whether the charges are grave enough to warrant continued denial of promotion;

c) Whether there is no likelihood of the case coming to a conclusion in the near future;

d) Whether the delay in the finalisation of proceedings, departmental or in a court of law, is not directly or indirectly attributable to the Government servant concerned; and

e) Whether there is any likelihood of misuse of official position which the Government servant may occupy after ad-hoc promotion, which may adversely affect the conduct of the departmental case/ criminal prosectuion.

The appointing authority should also consult the Central Bureau of Investigation and take their views into account where the departmental proceedings or criminal prosecution arose out of the investigations conducted by the Bureau.

17.8.2. In case the appointing authority comes to a conclusion that it would not be against the public interest to allow ad-hoc promotion to the Government servant, his case should be placed before the next DPC held in the normal course after the expiry of the two years period to decide whether the officer is suitable for promotion on ad-hoc basis. Where the Government servant is considered for ad-hoc promotion, the D.P.C. should make its assessment on the basis of the totality of the individual's record of service without taking into account the pending disciplinary case/criminal prosecution against him.

17.8.3. After a decision is taken to promote a Government servant on an ad-hoc basis, an order of promotion may be issued making it clear in the order itself that:-

i) the promotion is being made on purely ad-hoc bais and the ad-hoc promotion will not confer any right for regular promotion; and

ii) the promotion shall be "until further orders". It should also be indicated in the orders that the Government reserve the right to cancel at any time the ad-hoc promotion and revert the Government servant to the post from which he was promoted.

17.8.4. If the Government servant concerned is acquitted in the criminal prosecution on the merits of the case or is fully exonerated in the departmental proceedings, the ad-hoc promotion already made may be confirmed and the promotion treated as a regular one from the date of the ad-hoc promotion with all attendant benefits. In case the Government servant could have normally got his regular promotion from a date prior to the date of this ad-hoc promotion with reference to his placement in the DPC proceedings kept in the sealed cover(s) and the actual date of promotion of the person ranked immediately junior to him by the same DPC, he would also be allowed his due seniority and benefit of notional promotion as envisaged in para 17.6.1. above.

17.8.5. If the Government servant is not acquitted on merits in the criminal prosecution but purely on technical grounds and Government either proposes to take up the matter to a higher court or to proceed against him departmentally or if the Government servant is not fully exonerated in the departmental proceedings, the ad-hoc promotion granted to him should be brought to an end.

Sealed cover procedure applicable to officers coming under cloud before promotion

17.9 A Government servant, who is recommended for promotion by the Departmental Promotion Committee but in whose case any of the circumstances mentioned in para 11.1 above arise after the recommendations of the DPC are received but before he is actually promoted, will be considered as if his case had been placed in a sealed cover by the DPC. He shall not be promoted until he is completely exonerated of the charges against him and the provisions contained in this part will be applicable in his case also.

Date from which promotions are to be treated as Regular

17.10 The general principle is that promotion of officers included in the panel would be regular from the date of validity of the panel or the date of their actual promotion whichever is later.

17.11 In cases where the recommendations for promotion are made by the DPC presided over by a Member of the UPSC and such recommendations do not require to be approved by the Commission, the date of Commission's letter forwarding fair copies of the minutes duly signed by the Chairman of the DPC or the date of the actual promotion of the officers, whichever is later, should be reckoned as the date of regular promotion of the officer. In cases where the Commission's approval is also required the date of UPSC's letter communicating its approval or the date of actual promotion of the officer whichever is later will be the relavant date. In all other cases the date on which promotion will be effective will be the date on which the officer was actually promoted or the date of the meeting of the DPC whichever is later. Where the meeting of the DPC extends over more than one day the last date on which the DPC met shall be recorded as the date of meeting of the DPC.

Appointments to posts falling within the purview of ACC can, however, be treated as regular only from the date of approval of ACC or actual promotion whiever is later except in particular cases where the ACC approves appointments from some other date.

Refusal of Promotion

17.12 When a Government employee does not want to accept a promotion which is offered to him he may make a written request that he may not be promoted and the request will be considered by the appointing authority, taking relevant aspects into consideration. If the reasons adduced for refusal of promotion are acceptable to the appointing authority, the next person in the select list may be promoted. However, since it may not be administratively possible or desirable to offer appointment to the persons who initially refused promotion, on every occasion on which a vacancy arises, during the period of validity of the panel, no fresh offer of appointment on promotion shall be made in such cases for a period of one year from the date of refusal of first promotion or till a next vacancy arises whichever is later. On the eventual promotion to the higher grade, such Government servant will lose seniority vis-a-vis his juniors promoted to the higher grade earlier irrespective of the fact whether the posts in question are filled by selection or otherwise. The above mentioned policy will not apply where ad-hoc promotions against short term vacancies are refused.

Validity of a panel

17.13.1 The panel for promotion drawn up by DPC for 'selection' posts would normally be valid for one year. It should cease to be in force on the expiry of a period of one year and six months or when a fresh panel is prepared, whichever is earlier.

17.13.2 The date of commencement of the validity of panel will be the date on which the DPC meets. In case the DPC meets on more than one day, the last date of the meeting would be the date of commencement of the validity of the panel. In case the panel requires, partially or wholly, the approval of the Commission, the date of validity of panel would be the date (of Commission's letter) communicating their approval to the panel. It is important to ensure that the Commission's approval to the panel is obtained, where necessary, with the least possible delay.

Review of Panels

17.14 The 'select list' should be periodically reviewed. The names of those officers who have already been promoted (otherwise than on a local or purely temporary basis) and continue to officiate should be removed from the list and rest of the names, if they are still within the consideration zone, alongwith others who may now be included in the field of choice should be considered for the 'select list' for the subsequent period.

P A R T - VI

REVIEW D.P.C.s

When Review DPCs may be held

18.1 The proceedings of any DPC may be reviewed only if the DPC has not taken all material facts into consideration or if material facts have not been brought to the notice of the DPC or if there have been grave errors in the procedure followed by the DPC. Thus, it may be necessary to convene Review DPCs to rectify certain unintentional mistakes, e.g.

a) where eligible persons were omitted to be considered; or

b) where ineligible persons were considered by mistake; or

c) where the seniority of a person is revised with retrospective effect resulting in a variance of the seniority list placed before the DPC; or

d) Where some procedural irregularity was committed by a DPC; or

e) Where adverse remarks in the CRs were toned down or expunged after the DPC had considered the case of the officer.

These instances are not exhaustive but only illustrative.

Scope and procedure

18.2 A Review DPC should consider only those persons who were eligible as on the date of meeting of original DPC. That is, persons who became eligible on a subsequent date should not be considered. Such cases will, of course, come up for consideration by a subsequent regular DPC. Further the review DPC should restrict its scrutiny to the CRs for the period relevant to the first DPC. the CRs written for subsequent periods should not be considered. If any adverse remarks relating to the relevant period, were toned down or expunged, the modified CRs should be considered as if the original adverse remarks did not exist at all.

18.3 A Review DPC is required to consider the case again only with reference to the technical or factual mistakes that took place earlier and it should neither change the grading of an officer without any valid reason (which should be recorded) nor change the zone of consideration nor take into account any increase in the number of vacancies which might have occurred subsequently.

Cases where adverse remarks have been expunged or toned down

18.4.1. In cases where the adverse remarks were toned down or expunged subsequent to consideration by the DPC, the procedure set out herein may be followed. The appointing authority should scrutinise the case with a view to decide whether or not a review by the DPC is justified, taking into account the nature of the adverse remarks toned down or expunged. In cases where the UPSC have been associated with the DPC, approval of the Commission would be necessary for a review of the case by the DPC.

18.4.2. While considering a deferred case, or review of the case of a superseded officer, if the DPC finds the officer fit for promotion/confirmation, it would place him at the appropriate place in the relevant select list/list of officers considered fit for confirmation or promotion after taking into account the toned down remarks or expunged remarks and his promotion and confirmation will be regulated in the manner indicated below.

18.4.3. ~~If~~ the officers placed junior to the officer concerned ~~have~~ been promoted, he should be promoted immediately and if there is no vacancy the junior most person officiating in the higher grade should be reverted to accommodate him. On promotion, his pay should be fixed under F.R. 27 at the stage it would have reached, had he been promoted from the date the officer immediately below him was promoted but no arrears would be admissible. The seniority of the officer would be determined in the order in which his name, on review, has been placed in the select list by DPC. If in any such case a minimum period of qualifying service is prescribed for promotion to higher grade, the period from which an officer placed below the officer concerned in the select list was promoted to the higher grade, should be reckoned towards the qualifying period of service for the purpose of determining his eligibility for promotion to the next higher grade.

18.4.4. In the case of confirmation, if the officer concerned is recommended for confirmation on the basis of review by the DPC, he should be confirmed and the seniority already allotted to him on the basis of review should not be disturbed by the delay in confirmation.

....26/-

ANNEXURE - I
(Para 4.2.1)

Proforma for referring proposals for promotion to Union Public Service Commission.

1. Name of Ministry/Department/ Office.

2. Names and designation of members of the Departmental Promotion Committee (copy of the orders constituting the DPC to be attached).

Name	Designation	Office	Tele No.
1.	2.	3.	4.

3. Grade or post to which promotion is to be made.

Designation	Classification	Scale of Pay	No. of posts in the grade filled/unfilled
1w	2.	3.	4.

Total No. of posts filled on ad-hoc basis			No. of regular vacancies falling in promotion quota		Total
Pmt.	Temp.	Total	Existing	Anticipated for current year panel only)	
5.			6.		7.

.....27/-

4. Yearwise break up of the number of regular vacancies indicated in column 7 of item 3.

Year	General	SC	ST	Total

5. Recruitment Rules for the grade/post:

(a) Date on which the Recruitment Rules were notified in the Gazette of India and UPSC reference under which they were approved.

(b) Method of recruitment prescribed:

(i) % direct recruitment

(ii) % Promotion

(iii) % deputation/transfer

(c) Whether an uptodate copy of the recruitment rules has been enclosed. (This should invariably be sent for reference). If any changes in the recruitment rules have been agreed to by the Commission after they were notified, details should be attached.

If, after the approval of the recruitment rules any other post has been created which should normally be included in the field of promotion, give details.

6. Grade or posts from which promotion is to be made.

Designation	Classification	Scale of Pay	Service prescribed for eligibility for promotion.
1.	2.	3.	4.

...28/-

7. UPSC reference No. under which promotion to the grade/post was last considered.

8 Seniority List

(a) Whether the seniority list as in the prescribed proforma (attached) has been enclosed. If there are more than one feeder grade, enclose separate seniority lists for each grade together with combined Seniority List.

(b) Whether all eligible officers including those belonging to SC/ST and those on deputation etc. are included and whether those belonging to SC/ST and those who are on deputation are clearly indicated in the seniority list.

(c) Whether the list, before finalisation was circulated to all concerned.

(d) Whether there are any officers whose seniority has not been finalised. If so, give details.

(e) Whether the seniority list has been duly authenticated by an officer not below the rank of Under Secretary to the Govt. of India

(f) Whether the list has undergone any changes since it was last placed before the DPC. If so, give details(in the proforma attached).

9. An eligibility list showing separately officers who are eligible for different years for which the Select List is to be prepared should be drawn up and enclosed. The eligibility list for past years should be drawn up as on the 31st December of the year for which the panel is drawn. In cases where there are more than one feeder grade for which no specific quotas have been earmarked, a common eligibility list should be forwarded.

10. Character Rolls

Complete and uptodate character rolls of all the eligible officers are required.

..29/-

(a) Whether a list (in duplicate) has been attached showing the names of officers whose character rolls are enclosed with this reference ?

(b) Are the character rolls complete and uptodate? (Character rolls should be sent only after they have been completed).

11. Integrity Certificate:

(a) Whether an integrity certificate in terms of the instructions contained in DP&T OM No. 1/9/71-Estt(D), dated 22.1.1972 has been enclosed.

(b) Whether there are any officers against whom Vigilance proceedings are either pending or contemplated, if so please indicate their names.
(If the space is insufficient please attached separate sheet).

12. Self Contained note for the DPC.

Whether a self-contained note for the DPC explaining the proposals for promotion, has been enclosed.

13. Check List

Whether a check list in terms of the DP&T OM No.22011/6/86-Estt(D), dated 30.5.1986 has been enclosed.

Signature_____

Designation _____

Date _____

..30/

Particulars of changes in the seniority list

Vide Item 8(f) of the DPC Peoforma

(I)

Names of the Officers which were included in the last seniority list but have been deleted in the present seniority list.	Reasons for deletion
1	2.
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

(ii)

Name of officers added in the present seniority list.

1.

2.

3.

4.

5.

6.

Seniority list of officers in the grade of _____

as on _____

Vide Item 8(a) of the DPC Proforma

1. Name of the Officer	Whether belongs to S/C or S/T If not, say neither	Date of birth	Date of regular appointment to the grade
1.	2.	3.	4.	5.

PSC reference which recommended/ approved	Post held substantively	Remarks
6.	7.	8.

* Signature of authenticating Officer

Designation_____

Date _____

* To be signed by an officer of or above the rank of Under Secretary.

ANNEXURE- II.

(Para 4.2.1)

PROFORMA FOR REFERRING PROPOSALS FOR CONFIRMATION

1. Name of Ministry/Department/Office:

2. Names and designations of Members of the Departmental Promotion Committee:-

Name	Designation	Office Telephone No.

(Note:-Copy of orders constituting the DPC to be attache

3. Grade or post in which confirmation is to be made

(a) Designation

(b) Classification

(c) Scale of pay

(d) Total number of permanent posts in the grade.

(e) (i) Total number of vacancies available for confirmation and the dates on which available

*(ii) Number of vacancies falling in the direct recruitment quota with dates on which they occurred

* (iii) Number of vacancies falling in the promotion quota with dates on which they occurred.

* (iv) Number of vacancies available for being filled by transfer with dates on which they occurred.

(v) Whether appropriate reservation for SC/ST in service/posts has been made ?

(vi) Details of vacancies reserved for Scheduled Castes/Tribes.

*- (To be furnished only in cases of posts/services where specific quotas have been prescribed for substantive appointment of promotees/direct recruits/departmental examination candidates etc.

Contd..... 33/

4. UPSC reference number under which confirmation to the post/grade from was last considered.

5. Recruitment Rules for the grade/post

(a) Date on which the Recruitment rules were notified in the Gazette of India and UPSC reference number under which they were approved.

(b) Method of recruitment prescribed:-

(i) % direct recruitment

(ii) % promotion

(iii) % deputation/transfer

(c) Whether an up-to-date copy of the Recruitment Rules has been enclosed ? (This should invariably be sent for reference). If any changes in the Recruitment Rules have been agreed to by the Commission after they were notified, details should be attached.

6. Seniority List:

(a) Whether a seniority list as in the prescribed proforma has been enclosed ?

(b) Whether all eligible officers, including those on deputation and those holding the higher posts on a local or purely ad-hoc or temporary basis are included in the list ?

(c) Whether before finalization was circulated to all concerned ?

(d) Whether there are any officers whose seniority has not been finalised ? If so, give details.

(e) Whether the seniority list has been duly authenticated by the officer not below the rank of an Under Secretary to the Government of India ?

(f) Whether the list has undergone any changes since it was last placed before the DPC? If so, give necessary details(in the prescribed proforma)

Contd.... 34/-

(g) In cases of confirmation of officers appointed by different methods, e.g., promotion, direct recruitment or transfer, please enclose separate seniority lists also in addition to combined list.

7. Character Rolls:-

Complete and up-to-date character rolls of all the officers assessed as 'Not Yet Fit' are required.

(a) Whether a list (in duplicate) has been attached, showing the names of officers whose character rolls are enclosed with this reference ?

(b) Are the character rolls complete and up-to-date? (Character rolls should be sent only after they have been completed).

(c) Names of officers, if any, in whose cases adverse remarks in their character rolls were communicated to them and the time allowed for submission of a representation is not yet over.

(d) Names of officers, if any, who have submitted representations against adverse entries in their character rolls, but decisions on the representations have not yet been taken.

8. Probation:-

Whether the officers have completed satisfactorily the period of probation ? The date of regular appointment and the date of completion of probation should also be given.

9. Integrity Certificate:-

Whether integrity certificate in terms of M.H.A.No.1/9/71-Estt(D) dated 22nd January, 1972 has been enclosed ? A certificate regarding integrity should also be recorded in the DPC minutes.

10. Whether the DPC for confirmation has been convened in time ? If not, state the reasons therefor.

contd....35/-

11. Self-contained Note for the DPC:

Whether a self-contained note for the DPC explaining the proposals for confirmation has been enclosed ?

Signature _____

Designation _____

Date _____

Office Tele No. _____

NOTE: This proforma is to be suitably modified when proposal is submitted for confirmation in accordance with the procedure outlined in the Department of Personnel & Training OM No. 18011/1/86-Estt.(D) dated 28.3.1988.

...36/

ANNEXURE- III
(Para 4.2.2)

CHECK LIST FOR PROMOTION CASES

1. RECRUITMENT RULES

(a) Whether already notified

(b) Whether uptodate.

(c) Does it provide for promotion on selection basis.

(d) Whether promotion is from Group B to A.

(e) Whether promotion within Group A.

2. DPC PROFORMA

(a) Whether in (revised prescribed form.

(b) Whether signed by competent Officer.

(c) Whether all columns filled properly.

3. SENIORITY LIST

(a) Whether in the prescribed proforma.

(b) Whether complete/uptodate.

(c) Whether duly authenticated by an officer not below Under Secy. rank.

(d) Whether there is any discrepancy.

(f) Whether UPSC reference number given under which officers appointed.

4. ELIGIBILITY LIST

(a) whether educational qualification prescribed for direct recruitment applicable to promotees or otherwise specifically prescribed.

(b) If so, whether details of educational qualification of officers given

(c) Whether separate yearwise eligibility list for preparation of yearwise panels given where applicable.

(d) Whether full quantum of officers in consideration zone (including SC/ST in the extended zone) available.

5. OCCURRENCE OF VACANCIES

(a) Whether yearwise break-up of occurrence given for extending vacancies.

(b) Whether details for anticipated vacancies given.

(Whether reservation position given for Group B to Group A.

...37/-

6. SELF-CONTAINED NOTE FOR DPC

Whether enclosed.

7. RELAXATION

(a) Whether any relaxation involved.

(b) If so, whether DOP&AR approval taken.

8. CHARACTER ROLLS

(a) Whether received for all eligible officers.

(b) Whether uptodate (w.r.t. year of vacancies).

(c) Any incomplete CRs ? (position to be indicated in separate sheet).

(d) Whether any reason given for missing/incomplete CR.

9. INTEGRITY CERTIFICATE

(a) Whether in the prescribed form.

(b) Whether recorded by an officer of Deputy Secretary rank.

(c) Whether recorded for all eligible officers.

10. PREVIOUS DPC

(a) Has UPSC reference number, if any, for previous DPC, been given.

(b) Whether panel drawn earlier has been exhausted.

11. REVIEW DPC

Whether proposal is covered by DOP guidelines dated 30.12.1976.

-.-.-.-.-.

..38/-

ANNEXURE -IV

(Para 4.2.4)

POSITION REGARDING YEAR-WISE AVAILABILITY OF ACRS.

Sl. No.	Name & Date of Birth of the Officer	Whether CRs available for the years								Remarks
		1	2	3	4	5	6	7	8	

* If not availabe use the marking 'x'
  If available use the marking '✓'

No.28020/3/2018-Estt.(C)
Government of India
Ministry of Personnel, PG & Pensions
Department of Personnel & Training
*****

North Block, New Delhi
Dated: 11th March, 2019

OFFICE MEMORANDUM

Subject: Master Circular on Probation/Confirmation in Central Services- reg.

The undersigned is directed to refer to this Department's O.M.No.28020/1/2010-Estt.(C) dated 21.07.2014 wherein consolidated instructions on Probation/Confirmation were issued.

It has been decided to further consolidate/modify the instructions/ guidelines in relation to probation and confirmation as a Master Circular to provide clarity and ease of reference. The Master Circular issued vide O.M. dated 21.07.2014 has been suitably updated as on date and the same is enclosed. The list of O.M.s which have been referred for consolidation of instructions for this Master Circular is at Appendix.

11/3/2019

(Umesh Kumar Bhatia)
Deputy Secretary to the Government of India
Telefax: 23094471

Copy to:
All Ministries/Departments of Government of India.

Copy to:

(I) The President's Secretariat, New Delhi.
(II) The Vice-President's Secretariat, New Delhi.
(III) The Prime Minister's Office, New Delhi.
(IV) The Cabinet Secretariat, New Delhi.
(V) The Rajya Sabha Secretariat, New Delhi.
(VI) The Lok Sabha Secretariat, New Delhi.
(VII) The Controller and Auditor General of India, New Delhi.
(VIII) The Secretary, Union Public Service Commission.
(IX) The Secretary, Staff Selection Commission.
(X) All Attached offices under the Ministry of Personnel, Public Grievances and Pensions.
(XI) All Officers and Sections in the Department of Personnel & Training.

MASTER CIRCULAR ON PROBATION AND CONFIRMATION IN CENTRAL SERVICES

PROBATION

1. A person is appointed on probation in order to assess his suitability for absorption in the service to which he has been appointed. Probation should not, therefore, be treated as a mere formality. No formal declaration shall be necessary in respect of appointment on probation. The appointing authority may declare successful completion or extend the period of probation or terminate the services of a temporary employee on probation, on the basis of evaluation of performance.

2. Probation is prescribed when there is direct recruitment, promotion from one Group to another or for officers re-employed before the age of superannuation. The probation shall stand successfully completed upon issue of orders in writing. It is, however, not desirable that a Government servant should be kept on probation for long periods.

3. Instead of treating probation as a formality, the existing powers to discharge probationers should be systematically and vigorously used so that the necessity of dispensing with the services of employees at later stages may arise only rarely.

4. Concentration of attention on the probationer's ability to pass the probationary or the departmental examination, if applicable, should be an essential part of the qualification for confirmation but there should be a very careful assessment of the outlook, character and aptitude for the kind of work that has to be done in the service before a probationer is confirmed.

5. A probationer should be given an opportunity to work under more than one officer during this period and reports of his work may be obtained from each one of those officers. The probation reports for the whole period may then be considered by a Board of senior officers for determining whether the probationer concerned is fit to be confirmed in service. For this purpose, separate forms of report should be used, which are distinct from the usual Annual Performance Appraisal Report (APAR) forms. The probation period reports, unlike APAR, are written to help the supervising officer to concentrate on the special needs of probation and to decide whether the work and conduct of the officer during the period of probation or the extended period of probation are satisfactory enough to warrant his further retention in service or post. The probation period reports thus do not serve the purpose for which the APARs are written and vice versa. Therefore, in the case of all probationers or officers on probation, separate probation period reports should be written in addition to the usual APARs for the period of probation.

6. Save for exceptional reasons, probation should not be extended for more than a year and in no circumstance an employee should be kept on probation for more than double the normal period.

7. A probationer, who is not making satisfactory progress, should be informed of his shortcomings well before the expiry of the original probationary period so that he can make special efforts at self-improvement. This can be done by giving a written warning to the effect that his general performance has not been such as to justify his confirmation and that, unless he shows substantial improvement within a specified period, the question of discharging him would have to be considered. Even though this is not required by the rules, discharge from the service being a severe, final and irrevocable step, the probationer should be given an opportunity before taking the drastic step of discharge.

8. During the period of probation, or any extension thereof, candidates may be required by the Government to undergo such courses of training and instructions and to pass examinations, and tests (including examination in Hindi) as the Government may deem fit, as a condition for the satisfactory completion of probation.

MANDATORY INDUCTION TRAINING

9. In all cases of direct recruitment there should be a mandatory induction training of at least two weeks duration. Successful completion of the training may be made a pre-requisite for completion of probation. The syllabus for the training may be prescribed by the Cadre authorities in consultation with the Training Division of DOPT. The recruitment rules for all posts, wherever such a provision does not already exist, may be amended to provide for such mandatory training. Till such time as the Recruitment Rules are amended, a clause on the above lines may be included in the offer of appointment.

PERIOD OF PROBATION

10. The period of probation is prescribed for different posts/services in Central Government on the following lines:

S.No.	Method of appointment	Period of Probation
PROMOTION		
1.	Promotion from one grade to another but within the same group of posts e.g. from Group 'C' to Group 'C'	No probation.
2.	Promotion from one Group to another e.g. Group 'B' to Group 'A'	The period of probation prescribed for the direct recruitment to the higher post. If no period is prescribed then it should be 2 years.

DIRECT RECRUITMENT		
3.	(i) For direct recruitment to posts except clause (ii) below (ii) For direct recruitment to posts carrying a Grade Pay of Rs. 7600 or above or to the posts to which the maximum age limit is 35 years or above and where no training is involved Note: Training includes 'on the job' or 'Institution training'	2 years 1 year
4.	Officers re-employed before the age of superannuation	2 years
5.	Appointment on contract basis, tenure basis, re-employment after superannuation and absorption	No probation.

(A) DIRECT RECRUITMENT TO ANOTHER POST IN SAME OR DIFFERENT DEPARTMENT

If a Government servant is appointed to another post by direct recruitment either in the same department or a different department, it may be necessary to consider him for confirmation in the new post in which he has been appointed by direct recruitment irrespective of the fact that the officer was holding the earlier post on a substantive basis. Further confirmation in the new entry grade becomes necessary because the new post may not be in the same line or discipline as the old post in which he has been confirmed and the fact that he was considered suitable for continuance in the old post (which was the basis for his confirmation in that post) would not automatically make him suitable for continuance or confirmation in the new post,, the job requirements of which may be quite different from those of the old post.

(B) PROMOTION

(i) Persons who are inducted into a new service through promotion shall also be placed on probation. There shall be no probation on promotion from one grade to another but within the same group of posts, except when the promotion involves a change in the Group of posts in the same service, e.g., promotion from Group 'B' to Group 'A' in which case the probation would be for the prescribed period.

(ii) Consequent upon the decision of delinking confirmation from the availability of permanent posts it was also decided that if the recruitment rules do not prescribe any probation, an officer appointed/promoted on regular basis (after following the prescribed DPC procedure, etc.) will have all the benefits that a person confirmed in that grade would have.

LEAVE TO PROBATIONER, A PERSON ON PROBATION

11. A probationer shall be entitled to leave under the provisions of the Rule 33 of the CCS (Leave) Rules,1972. If, for any reason, it is proposed to terminate the services of a probationer, any leave which may be granted to him shall not extend;

I. beyond the date on which the probationary period as already sanctioned or extended, expires, or

II. beyond any earlier date on which his services are terminated by the orders of an authority competent to appoint him.

12. A person appointed to a post on probation shall be entitled to leave under these rules as a temporary or a permanent Government servant according as his appointment is against a temporary or a permanent post; Provided that where such person already holds a lien on a permanent post before such appointment, he shall be entitled to leave under these rules as a permanent Government servant.

13. As far as the matter of Child Care Leave to probationers is concerned, CCL should not ordinarily be granted during the probation period except in case of certain extreme situations where the leave sanctioning authority is fully satisfied regarding the need of Child Care Leave to the probationer. It may also be ensured that the period for which this leave is sanctioned during probation is minimal. Further the other provisions contained in Rule 43-C of the CCS (Leave) Rules, 1972 will also apply.

14. Joining Time is granted to Government servants on transfer in public interest. The period of joining time availed by a probationer on return from leave should be counted towards the prescribed period of probation if but for the leave, he would have continued to officiate in the post to which he was appointed.

EXTENSION OF PROBATION PERIOD

15. If during the period of probation, a probationer has not undergone the requisite training course or passed the requisite departmental examinations prescribed (proficiency in Hindi, etc.), if any, the period of probation may be extended by such period or periods as may be necessary, subject to the condition that the total period of probation does not exceed double the prescribed period of probation.

16. If the Appointing Authority thinks it fit, they may extend the period of probation of a Government servant by a specified period but the total period of probation should not exceed double the normal period. In such cases, periodic reviews should be done and extension should not be done for a long period at a time.

17. Where a probationer who has completed the period of probation to the satisfaction of the Central Government is required to be confirmed, he shall be confirmed in the Service/ Post at the end of his period of probation, having completed the probation satisfactorily.

18. Some employees are not able to complete the probation on account of availing leave for long duration during probation period. In such cases if an employee does not complete 75% of the total duration prescribed for probation on account of availing any kind of leave as permissible to a probationer under the Rules, his/ her probation period may be extended by the length of the leave availed, but not exceeding double the prescribed period of probation.

TERMINATION OF PROBATION

19. The decision whether an employee should be confirmed or his probation be extended should be taken soon after the expiry of the initial probationary period that is within six to eight weeks, and communicated in writing to the employee together with reasons, in case of extension. A probationer who is not making satisfactory progress or who shows himself to be inadequate for the service in any way should be informed of his shortcomings well before the expiry of the original probationary period so that he can make special efforts at self-improvement.

20. On the expiry of the period of probation, steps should be taken to obtain the assessment reports on the probationer so as to: -

(i) Confirm the probationer/issue orders regarding satisfactory termination of probation, as the case may be, if the probation has been completed to the satisfaction of the competent authority; or

(ii) Extend the period of probation or discharge the probationer or terminate the services of the probationer as the case may be, in accordance with the relevant rules and orders, if the probationer has not completed the period of probation satisfactorily.

21. In order to ensure that delays do not occur in confirmation, timely action must be initiated in advance so that the time limit is adhered to.

22. If it appears to the Appointing Authority, at any time, during or at the end of the period of probation that a Government servant has not made sufficient use of his opportunities or is not making satisfactory progress, the Appointing Authority may revert him to the post held substantively by him immediately preceding his appointment, provided he holds a lien thereon or in other cases may discharge or terminate him from service.

23. A Probationer reverted or discharged from service during or at the end of the period of probation shall not be entitled to any compensation.

CONFIRMATION

24. Confirmation is de- linked from the availability of permanent vacancy in the grade. In other words, an officer who has successfully completed the probation, as prescribed under relevant rules, may be considered for confirmation. Consequent upon the above decision of delinking confirmation from the availability of permanent posts, it emerges that confirmation will be done only once in the service of an officer which will be in the entry grade post/service/cadre provided further confirmation shall be necessary when there is fresh entry subsequently in any other post/service/cadre by way of direct recruitment or otherwise. A specific order of confirmation should be issued when the case is cleared from all angles.

25. If, during the period of probation or any extension thereof, as the case may be, the Government is of the opinion that an officer is not fit for permanent appointment, the Government may either discharge or revert the officer to the post held by him prior to his appointment in the service, as the case may be.

26. Where probation on promotion is prescribed, the appointing authority will on completion of the prescribed period of probation assess the work and conduct of the officer himself and in case the conclusion is that the officer is fit to hold the higher grade, he will pass an order declaring that the person concerned has successfully completed the probation. If the appointing authority considers that the work of the officer has not been satisfactory or needs to be watched for some more time he may revert him to the post/service/cadre from which he was promoted, or extend the period of probation, as the case may be. There should be no hesitation to revert a person to the post or grade from which he was promoted if the work of the officer during probation has not been satisfactory.

27. The date from which confirmation should be given effect is the date following the date of satisfactory completion of the prescribed period of probation or the extended period of probation, as the case may be. The decision to confirm the probationer or to extend the period of probation as the case may be should be communicated to the probationer normally within 6 to 8 weeks. Probation should not be extended for more than a year and, in no circumstance, an employee should be kept on probation for more than double the normal prescribed period of probation. The officer will be deemed to have successfully completed the probation period if no order confirming, discharging or reverting the officer is issued within eight weeks after expiry of double the normal period of prescribed probation.

28. A Government servant appointed by transfer would duly have been confirmed in the earlier post. In such a case further confirmation in the new post would not be necessary and he could be treated as permanent in the new post. However, where a Government servant who has not already been confirmed in the old post is appointed by transfer, it would be necessary to confirm him in the new post. In such cases, he may be considered for confirmation after watching him for two years. During that period of two years, the officer would earn two reports in the new grade and the DPC may consider his case for confirmation on the basis of these APARs.

****

APPENDIX

Sl. No.	O.M. No.	Subject
1.	28020/1/2017-Estt(C) dt. 09.10.17	Extension of Probation on account of availing Leave during Probation period.
2.	28020/1/2010-Estt(C) dt. 30.10.14	Introduction of Mandatory Induction Training for Probation Clearance
3.	28020/1/2010-Estt(C) dt. 21.07.14	Consolidated Instructions on Probation/ Confirmation in Central Services
4.	18011/1/2010-Estt(C) dt. 30.08.10	Timely confirmation in various Central Civil Services
5.	18011/2/98-Estt(C) dt. 28.08.98	Timely confirmation in various Central Civil Services
6.	21011/1/94-Estt(C) dt. 20.04.95	Probation in various Central Services
7.	20011/5/90-Estt(C) dt. 04.11.92	Delinking seniority from confirmation
8.	18011/3/88-Estt(D) dt. 24.09.92	Confirmation of persons appointed on transfer basis in the light of revised confirmation procedure
9.	21011/2/89-Estt(C) dt. 26.04.89	Probation in the case of direct recruits appointed to posts where upper age limit is 35 years and above
10.	18011/1/86-Estt(D) dt. 28.03.88	Simplification of confirmation procedure- Delinking seniority from confirmation.
11.	21011/3/83-Estt(C) dt. 05.12.84	Probation in various Central Services
12.	21011/3/83-Estt(C) dt. 24.02.84	Probation in various Central Services
13.	21011/2/80-Estt(C) dt. 19.05.83	Probation in various Central Services
14.	44/1/59-Ests(A) dt.15.04.59	Paper on Probation in various all India and Central Services- Circulation of recommendations to Ministries etc.
15.	S.O. No. 940 dated 08.04.1972	CCS(Leave) Rules, 1972

No. AB-14017/32/2009-Estt (RR)
Government of India
Ministry of Personnel, PG & Pensions
Department of Personnel and Training
New Delhi

Dated the 7th October, 2009

OFFICE MEMORANDUM

Subject:- Model RRs for the post of Lower Division Clerk

The 2nd Administrative Reforms Commission in their 10th Report have recommended that the minimum qualification for recruitment to the post of LDCs should be 12th Pass or equivalent. These recommendations have been considered in this Department and it has been decided to accept the same. Accordingly, a copy of the fresh Model RRs for the post of Lower Division Clerk is forwarded herewith for framing and amendment of existing Rules by the respective Ministries/Departments. In case any modification is required depending upon the requirement of the Department having regard to the structure/functional requirements etc., the proposal may be sent to this Department for approval. The Ministry of Home Affairs are also requested to forward these Model RRs to the UT Administrations for appropriate action.

2. All Ministries/Departments are requested to forward the Model RRs to all attached/subordinate offices for amending their RRs. These may also be forwarded to all autonomous/statutory bodies for adoption.

3. Hindi version will follow.

(J.A.Vaidyanathan)
Deputy Secretary to the Government of India
Tel. 23092112

To

1. All Ministries/Departments of Government of India
2. The President's Secretariat, New Delhi.
3. The Vice-President's Secretariat, New Delhi

4. The Prime Minister's Office, New Delhi.
5. The Cabinet Secretariat, New Delhi.
6. The Comptroller and Auditor General of India, New Delhi.
7. The Union Public Service Commission, New Delhi.
8. The Staff Selection Commission, New Delhi

Copy to :-

(1) The Rajya Sabha Secretariat, New Delhi.
(2) The Lok Sabha Secretariat, New Delhi.
(3) All Attached Offices under the Ministry of Personnel, Public Grievances and Pensions.
(4) Establishment Officer and Secretary, ACC (10 copies).
(5) All Officers and Sections in the Department of Personnel & Training.
(6) Secretary, Staff Side, National Council (JCM), 13-C, Ferozeshah Road, New Delhi
(7) All Staff Members of National Council (JCM)
(8) All Staff Members of the Departmental Council (JCM), Ministry of Personnel, PG and Pensions
(9) Establishment (RR Division) (100 copies)
(10) NIC, North Block for posting on the website.

(J.A.Vaidyanathan)
Deputy Secretary to the Government of India
Tel. 23092112

Model Recruitment Rules for the post of Lower Division Clerk

1.	Name of Post	Lower Division Clerk
2.	Number of Post	* (year of framing) *Subject to variation dependent on workload
3.	Classification	General Central Service Group 'C' Non-Gazetted/Ministerial
4	Pay Band and Grade Pay	Pay Band – 1 Rs. 5200-20200 Grade Pay Rs. 1900/-
5	Whether selection post or non selection post	Non-Selection
6	Whether benefit of added years of service admissible under Rule 30 of the CCS(Pension) Rules, 1972	Not applicable
7	Age limit for direct recruitment	Between 18 and 27 years of age (relaxable for Government servants up to 40 years in accordance with the instructions or orders issued by the Central Government) Note: The crucial date for determining the age limit shall be as fixed by the Staff Selection Commission. (Where recruitment is not through SSC, crucial date for determining the age limit shall be the last date for receipt of applications.)
8	Educational and other qualifications required for direct recruits	(i) 12th Class or equivalent qualification from a recognized Board or University (ii) A typing speed of 30 w.p.m. in English or 25 w.p.m. in Hindi on manual typewriter Or A typing speed of 35 w.p.m.in English or 30 w.p.m.in Hindi on computer.

		(35 w.p.m. and 30 w.p.m. correspond to 10500 KDPH/9000 KDPH on an average of 5 key depressions for each word)
9	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of promotees	Yes, to the extent indicated in Col. 11.
10	Period of probation, if any	Two years
11	Method of recruitment whether by direct recruitment or by promotion or by deputation /absorption and percentage of the vacancies to be filled by various methods	(i) 85 % by direct recruitment through SSC. (The words "through SSC" may be deleted, where recruitment is not through SSC). (ii) 10% of the vacancies shall be filled from amongst the Group C Staff in the Grade Pay of Rs. 1800 and who possess 12th Class pass or equivalent qualification and have rendered 3 years regular service in the grade, on the basis of departmental qualifying examination. The maximum age limit for eligibility for examination is 45 years. (50 years of age for the SC/ST) Note:- If more of such employees than the number of vacancies available under Clause (ii) qualified at the examination, such excess number of employees shall be considered for filling the vacancies arising in the subsequent years so that the

		employees qualifying at an earlier examination are considered before those who qualify at a later examination. (iii) 5% of the vacancies shall be filled on seniority-cum-fitness basis from Group C employees who have 3 years regular service in posts with the Grade Pay of Rs. 1800.
12	In case of recruitment by promotion/ deputation/ absorption grades from which promotion/deputation/absorption to be made	As stated in Col. 11
13	If DPC exists, what is its composition	Group C Departmental Promotion Committee. (Full composition to be indicated)
14	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable

No. AB-14017/ 8/2010-Estt (RR)
Government of India
Ministry of Personnel, PG & Pensions
Department of Personnel and Training
New Delhi

Dated the 10th March , 2010

OFFICE MEMORANDUM

Subject:- Model RRs for Stenographer Grade II post in non-Secretariat Organizations.

The undersigned is directed to refer to this Department's OM No. AB 14017/53/2005– Estt.(RR) dated 17th February, 2006 forwarding copies of the Model Recruitment Rules of Stenographers cadre. The posts or Stenographer Grade I and Grade II in the pre-revised scale of Rs. 5500-9000 and Rs. 5000-8000 respectively have been placed in PB-2 with Grade Pay of Rs. 4200. The Model Recruitment Rules for the post of Stenographer Grade III in the pre-revised scale of Rs. 4000-6000 have been reviewed in the light of 6th CPC recommendations on revision of pay scales, instructions issued by this Department, etc. and the post of Stenographer Grade III shall be designated as Stenographer Grade II. Accordingly, the Model Recruitment Rules for the same applicable to the Stenographers in Non-Secretariat Organizations which are not part of the CSSS / RBSSS / IFS / AFHQSS or any other organized headquarter services are enclosed as Annexure to this Office Memorandum.

2. Ministries / Departments may review the existing rules and notify the revised rules conforming to the Model Recruitment Rules. These may also be forwarded to all autonomous/statutory bodies for adoption. The Ministry of Home Affairs are also requested to forward these Model RRs to the UT Administrations for appropriate action.

3. Model RRs for other posts in Stenographer Cadre will be circulated separately.

4. Hindi version will follow.

(J.A.Vaidyanathan)
Deputy Secretary to the Government of India
Tel. 23092112

To

1. All Ministries/Departments of Government of India
2. The President's Secretariat, New Delhi.
3. The Vice-President's Secretariat, New Delhi

No. AB-14017/8/2010-Estt (RR) dated 10th March, 2010

4. The Prime Minister's Office, New Delhi.
5. The Cabinet Secretariat, New Delhi.
6. The Comptroller and Auditor General of India, New Delhi.
7. The Union Public Service Commission, New Delhi.
8. The Staff Selection Commission, New Delhi

Copy to :-

1. The Rajya Sabha Secretariat, New Delhi.
2. The Lok Sabha Secretariat, New Delhi.
3. All Attached Offices under the Ministry of Personnel, Public Grievances and Pensions.
4. Establishment Officer and Secretary, ACC (10 copies).
5. All Officers and Sections in the Department of Personnel & Training.
6. Secretary, Staff Side, National Council (JCM), 13-C, Ferozeshah Road, New Delhi
7. All Staff Members of National Council (JCM)
8. All Staff Members of the Departmental Council (JCM), Ministry of Personnel, PG and Pensions
9. Establishment (RR Division) (20 copies)

(J.A.Vaidyanathan)
Deputy Secretary to the Government of India
Tel. 23092112

1	2	3	4	5	6	7
Name of Post	No. of Posts	Classification	Pay Band and Grade Pay	Whether Selection Post or Non-selection Post	Whether benefit of added years of service admissible under rule 30 of the CCS (Pension)Rules, 1972	Age limit for direct recruits
Stenographer Grade II	* (year of framing) * subject to variation dependent on workload	General Central Service Group C Non-Gazettted, Ministerial	PB-1 Rs. 5200-20200, Grade Pay Rs. 2400	Not applicable	Not applicable	18-27 years (Relaxable for Govt. servants upto 40 years in accordance with instructions or orders issued by the Central Govt.) Note: The crucial date for determining the age limit shall be as advertised by the Staff Selection Commission

8 Educational and other qualifications required for direct recruits	9 Whether age & educational qualifications prescribed for direct recruits will apply in the case of promotees	10 Period of Probation, if any	11 Method of recruitment whether by direct recruitment or by promotion or by deputation /absorption and percentage of vacancies to be filled by various methods	12 In case of recruitment by promotion/ deputation/absorption , grades from which promotion/deputation /absorption to be made	13 If Departmental Promotion Committee exists, what is its composition	14 Circumstances in which the Union Public Service Commission is to be consulted in making recruitment
(i) 12th class pass or equivalent from a recognized Board or University (ii) Skill Test Norms Dictation: 10 mts @ 80 w.p.m. Transcription: 65 mts.(Eng.) 75 mts.(Hindi) (On Manual Typewriter) or 50 mts. (Eng.), 65 mts. (Hindi) (On Computer)	Not applicable	Two years	Direct recruitment through Staff Selection Commission Note: Vacancies caused by the incumbent being away on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled on deputation from the officials of the central Government holding analogous posts or regular basis and possessing the qualifications prescribed for direct recruits at Col. 8	Not applicable	Group C DPC for confirmation 1. 2. 3.	Not applicable

No. AB-14017/ 8/2010-Estt (RR)
Government of India
Ministry of Personnel, PG & Pensions
Department of Personnel and Training
New Delhi

Dated the 24th January , 2011

OFFICE MEMORANDUM

Subject:- Model RRs for Stenographer posts in non-Secretariat Organizations.

The undersigned is directed to refer to this Department's OM of even number dated 10th March, 2010 forwarding copy of the Model Recruitment Rules for Stenographers Grade II post in Non-Secretariat Organizations. The Model RRs for the posts of Stenographer Grade I, Private Secretary, Senior Private Secretary (Group B posts) have been reviewed in the light of 6th CPC recommendations on revision of pay scales, instructions issued by this Department, etc. Accordingly, the revised Model Recruitment Rules for the same applicable to the Stenographers in Non-Secretariat Organizations which are not part of the CSSS / RBSSS / IFS / AFHQSS or any other organized headquarter services are enclosed as Annexure to this Office Memorandum.

2. Ministries / Departments may review the existing rules and notify the revised rules conforming to the Model Recruitment Rules. These may also be forwarded to all autonomous/statutory bodies for adoption. The Ministry of Home Affairs are also requested to forward these Model RRs to the UT Administrations for appropriate action.

3. Hindi version will follow.

(Dinesh Kapila)
Director

To

1. All Ministries/Departments of Government of India
2. The President's Secretariat, New Delhi.
3. The Vice-President's Secretariat, New Delhi
4. The Prime Minister's Office, New Delhi.
5. The Cabinet Secretariat, New Delhi.
6. The Comptroller and Auditor General of India, New Delhi.
7. The Union Public Service Commission, New Delhi.
8. The Staff Selection Commission, New Delhi

No. AB-14017/8/2010-Estt (RR) dated 24th January, 2011

Copy to :-

1. The Rajya Sabha Secretariat, New Delhi.
2. The Lok Sabha Secretariat, New Delhi.
3. All Attached Offices under the Ministry of Personnel, Public Grievances and Pensions.
4. Establishment Officer and Secretary, ACC (10 copies).
5. All Officers and Sections in the Department of Personnel & Training.
6. Secretary, Staff Side, National Council (JCM), 13-C, Ferozeshah Road, New Delhi
7. All Staff Members of National Council (JCM)
8. All Staff Members of the Departmental Council (JCM), Ministry of Personnel, PG and Pensions
9. Establishment (RR Division) (20 copies)
10. NIC, DOPT

(Dinesh Kapila)
Director

RECRUITMENT RULES FOR THE POST OF STENOGRAPHER GRADE I IN NON-SECRETARIAT ORGANISATIONS

1	2	3	4	5	6
Name of Post	Number of Posts	Classification	Pay Band and Grade Pay or Pay Scale	Whether Selection Post or Non-selection Post	Age limit for direct recruits
Stenographer Grade I	* (year of framing) * subject to variation dependent on workload	General Central Service, Group B Non-Gazetted, Ministerial	Pay Band-2 Rs. 9300-34800 plus Grade Pay Rs. 4200	Selection	Not applicable

7	8	9	10	11	12	13
Educational and other qualifications required for direct recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of Probation, if any	Method of recruitment whether by direct recruitment or by promotion or by deputation /absorption and percentage of vacancies to be filled by various methods	In case of recruitment by promotion or deputation/absorption, grades from which promotion or deputation/absorption to be made	If Departmental Promotion Committee exists, what is its composition	Circumstances in which the Union Public Service Commission is to be consulted in making recruitment
Not applicable	Not applicable	Two years for promotees	By promotion failing which by deputation	Promotion: Stenographers Grade II in the Pay Band I with Grade Pay of Rs. 2400 with ten years regular service in the grade. Note 1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or 2 years, whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.	Particulars of the Departmental Promotion Committee must be given while framing Recruitment Rules	Consultation with Union Public Service Commission is necessary for any relaxation or amendment of the provisions of the recruitment rules

				Note 2: For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding pay or pay scale extended based on the recommendations of the Pay Commission. Deputation: Officers holding the post of Stenographer under the Central Government (a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with ten years regular service in the Pay Band 1 with Grade Pay of Rs.2400 or equivalent Note 1: The departmental officers in the feeder category who are in the direct		

				line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion. Note 2: Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed three years. The Maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the closing date of receipt of applications Note 3: For the purpose of appointment on deputation or absorption basis, the service rendered on a regular basis by an officer prior to 1st January, 2006 (the date from which the revised pay structure based on the Sixth Central Pay Commission recommendation has been extended) shall be deemed to be service		

				rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale and where this benefit will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.		

RECRUITMENT RULES FOR THE POST OF PRIVATE SECRETARY IN NON-SECRETARIAT ORGANISATIONS

1	2	3	4	5	6
Name of Post	Number of Posts	Classification	Pay Band and Grade Pay or Pay Scale	Whether Selection Post or Non-selection Post	Age limit for direct recruits
Private Secretary	* (year of framing) * subject to variation dependent on workload	General Central Service Group B Gazetted, Ministerial	Pay Band -2 Rs. 9300-34800 plus Grade Pay Rs. 4600	Selection	Not applicable

7	8	9	10	11	12	13
Educational and other qualifications required for direct recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of Probation, if any	Method of recruitment whether by direct recruitment or by promotion or by deputation or absorption and percentage of vacancies to be filled by various methods	In case of recruitment by promotion or deputation/absorption, grades from which promotion or deputation/absorption to be made	If Departmental Promotion Committee exists, what is its composition	Circumstances in which the Union Public Service Commission is to be consulted in making recruitment
Not applicable	Not applicable	Not applicable	By promotion failing which by deputation	Promotion: Stenographers Grade I in the Pay Band 2 with Grade Pay of Rs. 4200 with five years regular service in the grade. Note 1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or 2 years, whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.	Particulars of the Departmental Promotion Committee must be given while framing Recruitment Rules	Consultation with Union Public Service Commission is necessary for any relaxation or amendment of the provisions of the recruitment rules

				Note 2: For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the commission. Note: Officers who were holding the post in pre-revised scale of Rs.5500-9000 on regular basis on 1st January, 2006 will be en-bloc senior to those who were holding posts in the pre-revised scale of Rs.5000-8000. Deputation: Officers holding the post of Stenographer under the Central Government (a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with five years regular service in the Stenographers		

				grade in the Pay Band 2with Grade Pay of Rs.4200 or equivalent in the parent cadre or department. Note 1: The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion. Note 2: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed three years. The Maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the closing date of receipt of applications Note 3: For the purpose of appointment on deputation/absorption basis, the		

				service rendered on a regular basis by an officer prior to 1st January, 2006 (the date from which the revised pay structure based on the Sixth Central Pay Commission recommendation has been extended) shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale and where this benefit will extend only for the post or posts for which that grade pay or pay scale is the normal replacement grade without any upgradation.		

RECRUITMENT RULES FOR THE POST OF SENIOR PRIVATE SECRETARIAT IN NON-SECRETARIAT ORGANISATIONS

1	2	3	4	5	6
Name of Post	Number of Posts	Classification	Pay Band and Grade Pay or Pay Scale	Whether Selection Post or Non-selection Post	Age limit for direct recruits
Senior Private Secretary	* (year of framing) * Subject to variation dependent on workload	General Central Service Group B Gazetted, Ministerial	Pay Band-2 Rs. 9300-34800 plus Grade Pay Rs. 4800.	Selection	Not applicable

7	8	9	10	11	12	13
Educational and other qualifications required for direct recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of Probation, if any	Method of recruitment whether by direct recruitment or by promotion or by deputation /absorption and percentage of vacancies to be filled by various methods	In case of recruitment by promotion or deputation/absorption, grades from which promotion or deputation/absorption to be made	If Departmental Promotion Committee exists, what is its composition	Circumstances in which the Union Public Service Commission is to be consulted in making recruitment
Not applicable	Not applicable	Not applicable	By promotion failing which by deputation	Promotion: Private Secretary in the Pay Band 2 with grade pay of Rs. 4600 with 2 years regular service in the grade or 6 years regular service in Grade pay of Rs.4200 in the Stenographer Grade I Note1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or 2 years, whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already	Particulars of the Departmental Promotion Committee must be given while framing Recruitment Rules	Consultation with Union Public Service Commission is necessary for any relaxation or amendment of the provisions of the recruitment rules

				completed such qualifying or eligibility service. Note 2: For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the commission. Deputation: Officers holding the post of Stenographer under the Central Government (a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with two years regular service in the Private Secretary grade rendered after appointment thereto on regular basis in the Pay Band 2 with Grade Pay of Rs.4600 or equivalent in the parent cadre or department.		

				Note 1: The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion. Note 2: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed three years. The Maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the closing date of receipt of applications Note 3: For the purpose of appointment on deputation or absorption basis, the service rendered on a regular basis by an officer prior to 1st January, 2006 (the date from which the revised pay structure based on the Sixth Central Pay Commission recommendation has been extended) shall be deemed to be service		

				rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common Grade Pay or Pay scale and where this benefit will extend only for the post(s) for which that Grade Pay or Pay scale is the normal replacement grade without any upgradation.		

No.35011/01/2022-Estt.(D)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel and Training
ESTT.(Estt. D)
****

(Dated 18 November, 2022)

OFFICE MEMORANDUM

Promotion scheme for staff car drivers

Note : While due care has been taken to compile this document, however, if any omissions or correction are noticed, the same may be brought to the notice of the Department of Personnel & Training.

SCHEME

2.1 The posts of Staff Car Drivers will be placed in the following three Pay Scales/ Pay Level, viz : Pay Level – 2, Level – 4, Level – 5 and Level – 6 in the ratio of 30:30:35:5.

2.1.1 The nomenclature of the posts in the various scales will be as under:-

S.No.	Pay Level	Nomenclature
1.	Pay Level – 2	Staff Car Driver Ordinary Grade
2.	Pay Level – 4	Staff Car Driver Grade II
3.	Pay Level – 5	Staff Car Driver Grade I
4.	Pay Level – 6	Special Grade

2.1.2 If any fresh vacancies are created as additions to the existing strength of Staff Car Drivers, they will be created only in the Pay Level - 2.

2.2 Where the Cadre is too small for the purpose of creation of higher grades, the possibility of combining of different cadres and operating it on a nodal basis may be considered by the concerned Ministries/Departments. In such cases, movement of personnel may not be required and the senior most driver(s) in the combined seniority/eligibility list promoted in situ.

2.3 The minimum eligibility criteria for appointment to the posts in the above scale will be as under:-

Grade	Eligibility Period
Ordinary Grade	Basic Grade
Grade II of Staff Car Driver	9 years of regular service in the Ordinary Grade.
Grade I of Staff Car Driver	6 years regular service in the Grade-II or a combined service of 15 years in Grade-II and in Ordinary Grade put together.

2.4 The method of appointments to the posts in Grade II and Grade I of Staff Car Driver will be by promotion on Non-Selection (Seniority-cum-Fitness) basis and will be further subject to passing of a Trade Test of appropriate standard, contained in the Appendix-I to this OM. Promotion to the Special Grade shall be by non-selection (seniority-cum-fitness) from Grade I with 3 years' regular service in Grade-I of Staff Car Drivers.

2.5 For the purpose of conducting Trade Test as required at these levels, a scheme in indicating the syllabus has been enclosed as Appendix-I to this OM.

2.6 All the above appointments will be subject to the application of reservation orders as applicable to these grades.

2.7 As the powers to frame Recruitment Rules for Group C posts have already been delegated to Ministries/Departments, they may frame the rules in accordance with the guidelines, by indicating the eligibility criteria laid down in this OM.

Exception

3. These orders would not apply in the Ministries/ Departments where drivers already have more than one scale of pay.

[O.M. No. 22036/1/92-Estt.(D) dated 30.11.1993]

[O.M. No. 22036/1/92-Estt.(D) dated 27.07.1995]

[O.M. No.43019/54/96-Estt.(D) dated 15.02.2001]

4. The minimum strength in the cadre of Staff Car Drivers required for placing one post of Staff Car Driver in the special grade would be 20. However, in respect of cadres where the strength of Staff Car Drivers is between 10 and 19, this Department agrees, as a special case, to allow placement of one post of Staff Car Driver in the special grade as the percentage fraction of post computed @ 5% of the total strength comes to 0.5 and above which may be rounded off to one. However, where the strength of Staff Car Drivers in a cadre/organization is below 10 and thus the percentage fraction is below 0.5, there can be no case for introducing the special grade. In such cases, only 3 grades (Ordinary Grade, Grade-II and Grade-I) can be introduced in the ratio of 30:30:40, by adding the quota of 5% to the Grade-I. However, the Ministries/Departments are at liberty in such cases to explore the possibility of combination of different cadres of Staff Car Drivers in Central Government organizations under their control and operating it on a nodal basis, as suggested in para 2.2 above, so as to allow the optimum benefit to the Staff Car Drivers.

[O.M. No.43019/54/96-Estt.(D) dated 13.02.2002]

5. The benefits of the MACPS shall also be extended to the regular Staff Car Drivers of the Central Government Ministries/Departments/Offices, as a fall back option, if they are unable to get promotion within the percentage based present system. Para 13 of the Annexure-I of OM No. 35034/3/2015-Estt.(D) dated 22.10.2019 relating to the MACP Scheme accordingly stands modified to this effect. In other words, the Staff Car Driver Scheme and the MACPS shall run concurrently.

[O.M. No.35011/03/2008-Estt.(D) dated 30.07.2010 and

OM No. 35034/3/2015-Estt.(D) dated 22.10.2019]

APPENDIX-I

SCHEME OF TRADE TEST

I. Appointment to Grade II of Staff Car Drivers (SYLLABUS)

1. Must be able to read English Numerals and figures.
2. Must have good knowledge of Traffic Regulation.
3. Must be able to locate faults and carry out minor running repairs.
4. Must be able to change wheels and correctly inflate tyres.

TEST

(a) Practical test based on the above.

II. Appointment to Grade I of Staff Car Drivers (SYLLABUS)

1. Must be able to read English Numerals and Figures.
2. Must have a thorough knowledge of Traffic Regulation.
3. Must have good knowledge of Petrol and Diesel Engine working and be able to locate faults and rectify minorrunning defects.
4. Must be able to clear carburettor, plug etc.

TEST

(a) Practical test based on the above.

[O.M. No. 22036/1/92-Estt.(D) dated 30.11.1993]

APPENDIX-II

References

Sl. No.	Office Memorandum/ Notification No. and date	Brief Subject
1.	O.M. No. 22036/1/92-Estt.(D) dated 30.11.1993	Promotion Scheme for Staff Car Drivers
2.	O.M. No. 22036/1/92-Estt.(D) dated 27.07.1995	Promotion Scheme for Staff Car Drivers – Revision of eligibility criteria.
3.	O.M. No.43019/54/96-Estt.(D) dated 15.02.2001	Promotion Scheme for Staff Car Drivers – Introduction of Special Grade.

4.	O.M. No.43019/54/96-Estt.(D) dated 13.02.2002	Promotion Scheme for Staff Car Drivers – Clarification regarding re-distribution of strength of Staff Car Drivers among different grades.
5.	O.M. No.35011/03/2008-Estt.(D) dated 30.07.2010	Extension of Modified Assured Career Progression Scheme to the Staff Car Drivers of Central Government.
6.	OM No. 35034/3/2015-Estt.(D) dated 22.10.2019	Consolidated Guidelines Regarding Modified Assured Career Progression Scheme for the Central Government Civilian Employees.

******

No.AB-14017/ 27/2014-Estt.(RR)
Government of India
Ministry of Personnel P.G.& Pensions
Department of Personnel & Training
***

North Block, New Delhi
Dated: 20.1.2015

OFFICE MEMORANDUM

Subject: - Guidelines for Educational Qualifications and Experience for framing/amendment of Recruitment Rules.

Department of Personnel & Training vide O.M. No. AB.14017/48/2010-Estt (RR) dated 31st December, 2010 have issued Guidelines on framing/amendment/relaxation of Recruitment Rules and Service Rules.

2. Department of Personnel & Training now intends to issue Guidelines on prescribing Educational Qualifications and requisite experience in respect of various posts, Pay Band & Grade Pay/ Pay Scale for appointment by Direct Recruitment or deputation depending upon the nature of functions and duties. These Guidelines may be adopted by the Ministries/ Departments as guide while framing Recruitment Rules for various posts. A Draft OM to this effect is annexed herewith.

3. Ministries/Departments are, therefore, requested to offer their comments on the proposed O.M. positively by 20.2.2015.

(Mukta Goel)
Director (E-1)

To,

NIC, DoPT for uploading on Department's website.

No.AB-14017/ 27/2014-Estt.(RR)
Government of India
Ministry of Personnel P.G.& Pensions
Department of Personnel & Training
***

North Block, New Delhi
Dated: . .2015

OFFICE MEMORANDUM

Subject: - Guidelines for Educational Qualifications and Experience for framing/amendment of Recruitment Rules.

Department of Personnel & Training vide O.M. No. AB.14017/48/2010-Estt (RR) dated 31st December, 2010 have issued Guidelines on framing/amendment/relaxation of Recruitment Rules and Service Rules.

2. In continuation to the above, the following Guidelines on prescribing Educational Qualifications and requisite experience in respect of various posts, Pay Band & Grade Pay/ Pay Scale for appointment by Direct Recruitment or deputation depending upon the nature of functions and duties are being issued. These Guidelines may be adopted by the Ministries/ Departments as guide while framing Recruitment Rules for various posts.

Pay Band & Grade Pay/Pay Scale	**Educational Qualifications**	**Period of Experience**
Apex Scale HAG+	No specific qualifications or experience is required since these posts are the highest level posts and should be as per the nature of functions & duties of the post/ Services	
HAG	Doctorate or Masters Degree in Engineering/Technology /Medicine	18 years
GP Rs.10000	Master's Degree or Bachelor's Degree in Engineering/ Technology/ Medicine	15 years
GP Rs.8900	Master's Degree or Bachelor's Degree in Engineering/ Technology/ Medicine	12 years
GP Rs.8700	Master's Degree or Bachelor's Degree in Engineering/ Technology/ Medicine	10 years
GP Rs.7600	Master's Degree or Bachelor's Degree in Engineering/ Technology/ Medicine	10 years
GP Rs.6600	Master's Degree or Bachelor's Degree in Engineering/ Technology/Medicine	7 years 5 years
GP Rs.5400	Master's Degree or Bachelor's Degree in Engineering/ Technology/ Medicine	3 years
GP Rs.4800	Master's Degree or Bachelor's Degree in Engineering/ Technology	2 years or NIL
GP Rs.4600	(a) Master's Degree equivalent to Engineering or Bachelor's Degree in Engineering/ Technology (b) Bachelors' Degree/Master's Degree	NIL 3 years /2 years
GP Rs.4200	(a) Bachelors' Degree/Diploma in professional area (b) Master's Degree or Diploma in Engineering	2 years NIL
Grade Pay Rs.2400 & 2800	Bachelors' Degree, OR 12th Pass with Diploma in relevant field	Nil
Grade Pay Rs. 1900 & 2000	12th Pass	Nil
Grade Pay Rs. 1800	Matriculation or ITI	Nil

Note : Desirable qualification and the field of experience may be kept as per the requirement of the post. Further, the experience in the relevant field from

Government/ State Government/other recognized Institutions may be kept as per the nature & duties of the post.

3. The above guidelines may not be applicable in cases where specific Educational Qualifications and experience has been prescribed by Department of Expenditure (e.g. while creating the post etc), orders/ instructions issued by this Department. (viz. Model RRs, FCS guidelines, Notification for Group 'C' posts & LDC, etc.) or by other Ministries/Departments (viz. AICTE/UGC norms under D/o Higher Education). Further, these educations qualifications are not exhaustive but illustrative.

4. All the Ministries/Departments are also advised that while revising/framing the Recruitment Rules, they may prescribe that possession of IT Skills would be a mandatory requirement at the entry level in respect of all the Direct Recruitment. The level of IT skill may be prescribed keeping in view the duties level and responsibilities attached to the post. For promotion, it may be stipulated that promotions would be made subject to employees successfully completing the prescribed training course. The courses in IT skills would need to be developed keeping in view the functions, responsibility and the level of the post to which the promotions is being made.

(Mukta Goel)
Director (E-1)

To

1. All the Ministries/Departments (As per standard list)
2. The President's Secretariat, New Delhi.
3. The Vice-President's Secretariat, New Delhi
4. The Prime Minister's Office, New Delhi.
5. The Cabinet Secretariat, New Delhi.
6. The Comptroller and Auditor General of India, New Delhi.
7. The Union Public Service Commission, New Delhi

Copy to:

1. The Rajya Sabha Secretariat, New Delhi.
2. The Lok Sabha Secretariat, New Delhi.
3. All Attached Offices under the Ministry of Personnel, Public Grievances and Pensions.
4. Establishment Officer and Secretary, ACC (10 copies).
5. All Officers and Sections in the Department of Personnel & Training.
6. Secretary, Staff Side, National Council (JCM), 13-C, Ferozeshah Road, New Delhi
7. All Staff Members of National Council (JCM)
8. All Staff Members of the Departmental Council (JCM), Ministry of Personnel, PG and Pensions
9. Establishment (RR Division) (10 copies)
10. NIC, North Block for posting on the website.

(Mukta Goel)
Director (E-1)

No.DOPT-1668752814415
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel and Training
ESTT.(Estt. RR-I)
******

North Block, New Delhi
Dated 18 November, 2022

OFFICE MEMORANDUM

Subject:- Guidelines for framing/amendment /relaxation of Recruitment Rules

The undersigned is directed to state that the consolidated guidelines/instructions for framing/amendment /relaxation of Recruitment Rules have been issued vide this Department's OM No. AB.14017/48/2010-Estt.(RR) dated 31.12.2010, which is annexed herewith. In addition, to facilitate the Ministries/Departments for framing/amendment of Recruitment Rules/Service Rules, various instructions issued by this Department, compiled as under:

1. Frequently Asked Questions (FAQs) on Recruitment Rules have been issued on 6.3.2013.

OM No: AB-14017/13/2013-Estt(RR) Dated: 6/3/2013

2. Step-wise instructions for processing of the proposal for framing/amendment of Recruitment Rules have been issued.

OM No: No. AB-14017/13/2013-Estt. (RR) Dated: 31/3/2015

3.1 W.e.f 25.12.2016, the process of conveying approvals, on the proposals relating to framing/amendment of Recruitment Rules received from Ministries/Departments on the new RRFAMS portal, is made completely online and sending physical files to DoPT has been dispensed with.

OM No: No. AB-14017/19/2016-Estt.(RR) Dated: 22/12/2016

3.2 As a next step, the requirement of sending physical files to UPSC after DoPT approval on RRFAMS portal has also been dispensed w.e.f 25.12.2018.

OM No: AB-14017/19/2018-Estt.(RR) Dated: 3/12/2018

4. The words *'Pay Band'* and '*Grade Pay'* wherever referred to in the OM dated 31.12.2010 may be substituted and replaced with '*Level in the Pay Matrix*'.

OM No: No. AB.14017/13/2016-Estt.(RR) Dated: 9/8/2016

For Column 9 of the 13 Column Schedule

5 In all cases of direct recruitment there should be a mandatory induction training of at least two weeks duration. Successful completion of the training may be made a pre-requisite for completion of probation. The syllabus for the training may be prescribed by the Cadre Authorities in consultation with the Training Division of DOPT. The recruitment rules for all posts, wherever such a provision does not already exist, may be amended to provide for such mandatory training. Till such time as the Recruitment Rules are amended, a clause on the above lines may be included in the offer of appointment.

OM No: 28020/3/2018-Estt.(C) Dated: 11/3/2019

For Column 11 of the 13 Column Schedule

6.1. Maximum age limit in case of appointment on deputation/deputation (ISTC) revised as under:

i. For posts in the SAG level and above (i.e. Level-14 of the Pay Matrix and above):

`*Not exceeding fifty eight years'* on the closing date of receipt of application.

ii. For posts below SAG level (i.e. Level-13A of the Pay Matrix and below):

'Not exceeding fifty six years' on the closing date of receipt of application.

OM No: AB-14017/11/2017-Estt.(RR) Dated: 5/2/2018

6.2. Ministries/Departments have been advised to adhere to the crucial date reproduced as under, for determining eligibility for composite method of recruitment is as under:

i. In the case of a vacancy already existing at the time of issue of the communication inviting nominations, the eligibility may be determined with reference to the last date prescribed for receipt of nominations in the Ministry/Department/Organization responsible for making appointment to the post i.e. originating Ministry etc.
ii. In the case where a vacancy is anticipated, the crucial date for determining eligibility should be the date on which the vacancy is expected to arise.

OM No: No.AB-14017/71/89-Estt (RR) Dated: 3/10/1989

OM No: No. AB.14017/49/92-Estt.(RR) Dated: 15/6/1993

OM No: Misc-14017/06/2019-Estt. (RR) Dated: 16/4/2020

6.3. The method of recruitment 'Transfer' has been re-named as `Absorption' and 'Transfer on Deputation' as 'Deputation'.

OM No: No.AB-14017/2/97-Estt(RR) Dated: 25/5/1998

6.4. Revised minimum qualifying service required for promotion from one level in the Pay Matrix to another Level issued vide OM dated 20.9.2022.

OM No: AB-14017/4/2021-Estt.(RR) Dated: 20/9/2022

6.5. Normally in all cases, where deputation is a method of recruitment, along with Central Government and State Governments, Union Territories are also to be included as a source area.

OM No: AB-14017/48/2010-Estt. (RR) Dated: 5/7/2019

For Column 12 of the 13 Column Schedule

7.1. In Column-12 of the Schedule of the RRs, it has been advised to replace the term "Departmental Promotion Committee (for confirmation)"with the term "Departmental Confirmation Committee" (for considering confirmation) in cases where the method of recruitment includes direct recruitment/ absorption/ re- employment of Armed Forces Personnel. However, where 'promotion' is prescribed as a method of recruitment, the composition of Departmental Promotion Committee (for considering Promotion) shall be included in column12 of the Schedule of the RRs.

OM No: No. AB.14017/21/2011-Estt.(RR) Dated: 10/5/2013

7.2. **Promotion by Selection-cum-seniority(to be read as 'Selection')**: It shall not be necessary to associate the Union Public Service Commission while promotion to any Group 'A' Service or post the maximum of the scale of pay of which is less than 16500 (may be read as below 'Level 12 in the pay matrix' as per 7th CPC) , of an officer holding any Group 'A' service or post.

7.3 Association of UPSC in the Departmental Confirmation Committee is not required.

OM No: No. 39018/1/98-Estt.(B) Dated: 21/5/1999

OM No: No.35034/7/97-Estt(D) Dated: 8/2/2002

For Column 13 of the 13 Column Schedule

8.1. It shall not be necessary to consult the Union Public Service Commission while making substantive appointment or confirmation to any Group 'A' or Group 'B' service or post, of any person recruited directly through the Union Public Service Commission to such Group 'A' or Group 'B' service or post.

OM No: No. 39018/1/98-Estt.(B) Dated: 21/5/1999

8.2. It shall not be necessary to consult the Commission for filling up of all Group 'B' (non-gazetted) and Group 'C' posts irrespective of the Grade pay attached to the post by Direct Recruitment.

OM No: No. 39018/01/2012-Estt.(B) Dated: 24/7/2012

8.3. It is not necessary to consult UPSC for filling up of all Group 'B' posts carrying a Grade Pay less than Rs. 4800/- in Pay Band-2ofRs.9300 to 34800/- filled by deputation (including Short-Term Contract), absorption method and composite method.

OM No: No. 39018/01/2015-Estt.(B) Dated: 3/6/2015

OM No: No. 39018/01/2015-Estt.(B) Dated: 22/12/2015

Procedure to be followed in cases of disagreement on Recruitment Rules/Service Rules - regarding.

9.1 All Ministries/Departments have been requested to refer the proposals back to Union Public Service Commission for concurrence in cases where administrative Ministry/Department, after the receipt of advice of the Commission, want to carry out any change/s in the draft Rules, which is/are substantial in nature.

OM No: AB-14017/11/2019-Estt.(RR) Dated: 15/7/2019

General Instructions

10.1. All the Cadre Cadre Controlling Authorities of Organised Group 'A' Service, before referring any proposal for framing/amendment in the Service Rules of the Organised Services, are required to put the proposed amendments/revision in the Service Rules on their website for 30 days for inviting comments from the concerned officers.

OM No: No. AB-14017/61/2008-Estt(RR) Dated: 24/9/2014

10.2. Before referring any proposal for framing/amendment in the Recruitment Rules of any post in Ministries/Departments and their subordinate and attached office, the proposed amendments/revision in the Recruitment Rules would be put up on the website of respective Ministries/Department for 30 days for inviting comments from the Stakeholders.

[DoPT OM No. AB-14017/61/2008-Estt.(RR) dated 13.10.2015]

10.3. Ministries/Departments have been impressed upon to undertake the exercise for review of existing Recruitment Rules/Service Rules which have not been amended in the last 5 years.

OM No: AB-14017/14/2018-Estt.(RR) Dated: 8/5/2018

10.4. Ministries/Departments have been requested to initiate action for notifying the Recruitment Rules as soon as the same are approved by the Commission so that the prescribed time limit of 10 weeks, is adhered to.

OM No: No. AB-14017/61/2008-Estt.(RR) Dated: 27/1/2016

10.5. Ministries / Departments have been requested that while initiating the recruitment process to fill vacant posts(s) by the method of direct recruitment in their Ministries / Departments, it may be ensured that the entire recruitment process including and starting from advertisement, conducting written examination or holding of interview may be completed within six months.

OM No: No. Misc-14017/15/2015-Estt. (RR) Dated: 11/1/2016

10.6 Keeping in view the changes took place due to implementation of 6th Pay Commission recommendation and with the objective to reflect the complete profile of the candidate, a Revised Bio-data / Curriculum Vitae (CV) proforma for submission by the candidate for appointment by deputation has been issued for the use of Ministries/Departments.

OM No: No. AB-14017/28/2014-Estt.(RR) Dated: 2/7/2015

Delegation of 'Power to Relax' in crucial date

11.1 It has been decided in consultation with the Union Public Service Commission and approval of the competent authority, to delegate powers to the Administrative Ministries and Departments (Cadre Controlling Authorities) to relax the eligibility service prescribed in the Recruitment Rules/Service Rules (RRs/SRs) for these posts/cadre, as on the crucial date viz. 1st January, 2021, for upto a maximum period of 3 months. Relaxation in eligibility service is to be accorded in such cases where the employees would have been eligible for being considered for promotion as on 1st April, 2021, but due to change in the crucial date to1st January, 2021, they become ineligible for being considered for promotion during 2021. Similar relaxation is permitted for vacancy years 2022 and 2023.

11.2. No delegation of relaxation of eligibility service so granted to Administrative Ministries/Departments shall be available for vacancy year 2024. Further, the relaxation is subject to the condition that actual promotions are effected only after completion of the eligibility service prescribed in the Recruitment Rules/Service Rules.

OM No: AB-14017/17/2018-Estt. (RR) Dated: 12/8/2021

For Reference: Comparative Sheet indicating the pay scales/Grade Pay as per 6th CPC and Levels in the Pay Matrix as per 7th CPC is Annexed.
(Source: Resolution No. 1-2/2016-IC,CCS (RP) Rules,2016 as notified on 25.7.2016)

(Sign of Authority)
NILESH CHANDRA SRIVASTAVA
US (LE)
23092561

******

No. AB.14017/48/2010-Estt..(RR)
Government of India
Ministry of Personnel, PG & Pensions
(Department of Personnel & Training)

New Delhi the 31st December, 2010

OFFICE MEMORANDUM

Sub: Revision of guidelines for framing / amendment / relaxation of Recruitment Rules.

The undersigned is directed to state that instructions on framing / amendment of Recruitment Rules were issued in a consolidated form in this Department's OM No. AB.14017/12/87-Estt.(RR) dated 18.3.1988. Subsequently, a number of orders and clarifications have been issued on the subject.

2. The existing instructions have been reviewed in consultation with UPSC and consolidated in the form of **"Guidelines on framing / amendment / relaxation of recruitment rules"**, a copy of which is enclosed. The number and the date of original OM has been referred in the relevant instructions for easy reference to the context. The Guidelines on framing / amendment / relaxation of recruitment rules along with the relevant instructions and existing model RRs are available on the DoPT website www.persmin.nic.in* in the dynamic form of Handbook on Recruitment Rules, 2010.

2. Hindi Version will follow.

(Smita Kumar)
Director (E-I)
Tel: 23092479

*(Link: Circular →Establishment→ Recruitment Policies)

To

All Ministries and Departments of the Government of India

OM No. AB.14017/48/2010-Estt..(RR) dated 31st December, 2010

Copv to:-

1. President's Secretarial, New Delhi
2. Vice-President Secretariat, New Delhi
3. The Prime Minister's Office, New Delhi
4. Cabinet Secretariat, New Delhi
5. Rajya Sabha Secretariat/Lok Sabha Secretariat, New Delhi
6. The Registrar General. the Supreme Court of India, New Delhi
7. The Registrar. Central Administrative Tribunal, Principal Bench, New Delhi
8. The Comptroller and Auditor General of India, New Delhi
9. The Secretary, Union Public Service Commission, New Delhi
10. The Secretary, Staff Selection Commission, New Delhi
11 . All the attached offices under the Ministry of Personnel, Public Grievances & Pension
12. National Commission for Scheduled Castes, New Delhi
13. National Commission for Scheduled Tribes, New Delhi
14. National Commission for OBCs, New Delhi
15 . Secretary, National Council (JCM), 13, Ferozeshah Road, New Delhi
16. Establishment Officer and AS.
17. All Officers and Sections in the Department of Personnel and Training.
18. Facilitation Centre, DOP&T (20 Copies)
19. NIC (DoP&T) for placing this Office Memorandum on the Website of DoP&T.
20. Establishment Desk (200) copies.

(Smita Kumar)
Director (E-I)
Tel: 23092479

GUIDELINES ON FRAMING / AMENDMENT / RELAXATION OF RECRUITMENT RULES

CONTENTS INDEX

		Page No.
PART I	**General Guidelines** • Introduction of General Principles	
PART II	**Procedure** • Authorities competent to approve draft rules • Delegations to the Ministries/ Departments • Format and Forms • Model Rules • Organized Services • Consultation with DOP&T • Consultation with UPSC	
PART III	**Guidelines on preparing Schedule & Notification** A ***General*** • Initial Constitution • Consideration of seniors • Retention of existing eligibility service • Consideration of the incumbents while upgradation • Review of Recruitment Rules • Saving Clause B ***Schedule*** • Name of post • Number of post(s) • Classification • Pay Band and Grade Pay/ Pay Scale • Selection or Non-selection • Age-limit for direct recruits • Relaxation for departmental candidates • Crucial date for calculation of the age-limit • Upper age-limit • Educational and other qualifications required for Direct recruits • Prescribing Class or Division • Relaxation Clause	

	• Typing knowledge • Age/ Educational Qualification for promotees • Probation • Method of recruitment • Promotion • Director recruitment • Absorption • Absorption and Deputation • Composite method of recruitment • Quota for feeder grades • Field of selection • Qualifying Service for Promotion • Deputation • Provision for Armed Forces Personnel • DPC • Consultation with UPSC	
PART IV	**Amendments & relaxation**	
PART V	**Follow up** • Time-limit for Notification • Laying on the Table of both the Houses • Publication in the Employment News • Reports and Quarterly returns • Informational Aids	

ANNEXURE

	• Annexure I (13 column Schedule) • Annexure II (for framing of Recruitment Rules) • Annexure III (for amendment of Recruitment Rules) • Annexure IV (for relaxation of Recruitment Rules)	

GUIDELINES ON FRAMING / AMENDMENT / RELAXATION OF RECRUITMENT RULES

Part- I

General Guidelines

1.1 Introduction of General Principles

As soon as a decision is taken to create a new post / service or to upgrade any post or restructure any Service, action should be taken immediately by the Administrative Ministry / Department concerned to frame Recruitment Rules/ Service Rules therefore.

1.2 Recruitment Rules should be framed for all posts which are likely to last for one year or more. Posts which are created for a lesser duration may be filled on deputation by drawing officers from other offices of the Central Government, holding posts of appropriate level (analogous posts or where necessary, the next-below post with the minimum regular service prescribed for promotion) and possessing necessary qualifications required for the performance of duties attached to the post. Posts in Committees or Commissions set up for a limited duration, may be filled in the manner indicated below:

"The Administrative Ministry / Department concerned with the setting up of the Commission / Committee should make available staff on deputation to the Commission / Committees to the maximum extent possible by drawing persons from within their own Ministry / Department, failing that by circulation on all Secretariat basis and failing both by re-employment of retired pensioners belonging to the same or some other Departments.

If the Sources above are tapped, there should not be any need to resort to direct recruitment through Employment Exchange or otherwise. Where, however, direct recruitment is made, it should be on a clear understanding that their appointment will be co-terminus with the life of the Commission and that they will not have any claim for regular absorption in Government."

PART-II

PROCEDURE

AUTHORITIES COMPETENT TO APPROVE DRAFT RULES

2.1.1 All recruitment rules including their amendments should be approved at the level of Minister-in-charge, unless the Minister has by general or special order authorized such approval at a lower level(s). The Ministries/ Departments may put up proposals for suitable delegation for approval of the Minister-in-Charge. The following scheme of delegation is suggested:

Posts/ Services	**Authority**
Groups C	Joint Secretary
Groups A & B posts / Services (excepting those indicated below)	Secretary
Framing of or important amendments to Recruitment Rules for posts of Heads of Departments or Service Rules for Organized Services	Minister

The above is only suggestion and the Ministries / Departments are free to follow a different pattern depending on the local situation.

DELEGATION TO THE MINISTRIES

2.1.2 The Administrative Ministries / Departments are empowered to frame / amend Recruitment Rules in respect of Group 'C' posts keeping in view the guidelines issued by this Department on various aspects. In cases of deviations from the existing guidelines, the concurrence of this Department is to be obtained in cases of framing / amendment of Recruitment Rules even for Group 'C' posts. The Ministries / Departments are competent to relax the Recruitment Rules for Group 'C' posts.

(DOPT OM No. CD.14017/10/85-Estt.(RR) dated 21.3.85 & 5.6.85)

The provisions of the Recruitment Rules governing upper age limit or qualifications for direct recruitment which are generally based on the policy guidelines issued by the Department of Personnel & Training, should not, however, be relaxed without prior concurrence of this Department.

FORMATS & FORMS

2.1.3 Recruitment Rules for Groups 'A' & 'B' posts / services as approved by the Administrative Ministry / Department should be referred to the Department of Personnel & Training first for clearance as early as possible, and not later than one month from the date of the creation of posts / Service. This is generally done by referring the file to the administrative Ministry with a self-contained note, accompanied by inter-alia, the following:

i) Draft Recruitment Rules (for posts other than those in the Organized Services) in the proforma in Annexure I.
ii) Supporting particulars in Annexure II.
iii) Recruitment Rules for the feeder posts(s) and the higher post, if any.
iv) Present sanctioned strength of the post for which rules are being framed as also of the lower and higher posts.

2.2 Model Recruitment Rules for a number of posts framed in consultation with the Union Public Service Commission, have been circulated to all Ministries/ Departments. While framing Recruitment Rules for such posts, the Model Rules should be adhered to.

2.3 In respect of framing of Recruitment Rules for posts which are not covered by any of the Organized Services, the format of a Notification accompanied by the 13 column Schedule as given in Annexure I* shall be used. As for Organized Services, comprehensive Service Rules shall be framed covering, inter alia, the following aspects:-

1. Short Title and Commencement
2. Definitions
3. Constitution
4. Grades, Authorized Strength and its review
5. Members of the Service
6. Initial constitution of the service.
7. Future maintenance of the service
8. Appointments by deputation
9. Seniority
10. Probation
11. Appointment to the service
12. Liability for service in any part of India and other conditions of service.
13. Disqualifications
14. Power to relax
15. Savings
16. Interpretation
17. Repeal

* The column 6 of the erstwhile schedule related to benefit of added years of service has been deleted in view of instructions issued vide DOP&PW OM No. 7/7/2008-P&PW (F) dated 13.2.2009 in which the benefit of adding years of qualifying service is withdrawn for the purpose of computing pension as well as other related benefits such as gratuity.

CONSULTATION WITH DOPT

2.4 Ordinarily, the draft Recruitment Rules will be returned by the Department of Personnel & Training with their comments, within a month from the date of reference to that Department. If the circumstances of a case require more time for scrutiny / discussion, the administrative Ministry / Department will be informed of the same and where there are many points for clarification, the Ministries may also be requested to discuss the case with the officers of the Department of Personnel & Training.

CONSULTATION WITH UPSC

2.5 After obtaining the concurrence of the Department of Personnel & Training, the Administrative Ministry / Department should refer the draft Recruitment Rules for posts/ services which are within the purview of the UPSC in a self-contained letter to the Commission, along with the information in the prescribed proforma (Annexure II). It should be stated in the letter to the Commission whether the clearance of the Department of Personnel & Training (and also the Department of Pension & Pensioners' Welfare where required) has been obtained in respect of the proposals in question. Where the procedure for consultation with the Commission has been followed and information necessary for consideration of the proposal has been fully given, it should be possible for the Commission to convey their advice ordinarily within 4 to 5 weeks. If the Commission's advice is not received within this time, the administrative Ministry / Department may settle the matter by personal discussion with the officers concerned in the Commission.

PART-III

GUIDELINES ON PREPARING SCHEDULE & NOTIFICATION

A. GENERAL

INITIAL CONSTITUTION

3.1.1. In cases where a new service is formed and the Recruitment Rules are framed for the first time and that there are officers already holding different categories of posts proposed to be included in the service on a regular / long term basis, a suitable 'Initial Constitution' Clause may be inserted in the Notification so as to count the regular service rendered by such officers before the date of notification of the Rules.

CONSIDERATION OF SENIORS

3.1.2 It may so happen that in some cases of promotion, the senior officers would not have completed the required service whereas the juniors would have completed the prescribed eligibility condition for promotion. In such cases, seniors will be left out from consideration for the higher post. To avoid such a situation, following note may be inserted in the recruitment rules/ column in the schedule to the Recruitment Rules.

Note:

"Where juniors who have completed their qualifying/eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/ eligibility service by more than half of such qualifying/ eligibility service or two years, whichever is less, and have successfully completed probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/ eligibility service."

(DOPT O.M. No. AB-14017/12/88-Estt. (RR) dated 25.3.1996)

RETENTION OF EXISTING ELIGIBILITY SERVICE

3.1.3 Where the eligibility service for promotion prescribed in the existing rules is being enhanced (to be in conformity with the guidelines issues by this Department) and the change is likely to affect adversely some persons holding the feeder grade posts on regular basis, a note to the effect that the eligibility service shall continue to be the same for persons holding the feeder posts on regular basis on the date of notification of the revised rules, could be included in the revised rules.

CONSIDERATION OF THE INCUMBENTS WHILE UPGRADATION

3.1.4.1 There has been merger of a number of pre-revised scales without any pre-condition for possession of higher qualifications for placement of incumbents in the higher/ upgraded scale, in the revised pay structure recommended by the 6th CPC and accepted by the Government. The procedure for assessment of suitability in such cases may, therefore, be as follows for placement in the upgraded/ merged grade:

(i) Where all posts in one or more pre-revised scales are merged with a higher pre-revised scale and given a common replacement scale/ grade pay/ pay scale, the suitability of the incumbents need not be assessed for granting them the higher replacement scale/ grade pay/ pay scale; there is also no need for the incumbents to complete any minimum eligibility service in the earlier scale of pay. There will be no change in the inter se seniority of the incumbents in the merged grade which shall be decided based on the general instructions on the subject; and

(ii) Where all posts in a particular grade have been granted a higher replacement pay scale/ grade pay, as per upgradation recommended by the 6th CPC, suitability of the incumbents need not be assessed for granting them the higher replacement scale/ grade pay. Here also, there is no need for the incumbents to complete any minimum eligibility service in the earlier scale of pay; and

(iii) Where there is a change in the Group (that is classification of the post) consequent upon the merger or upgradation and where there is no higher responsibility or higher qualification involved, assessment of the suitability will not be necessary before the revised grade is allowed. There will also be no need for the incumbents to complete any minimum eligibility service in the earlier scale of pay. However, suitability of the officer who has been placed in a upgraded/ replacement pay scale which fall in Group 'A' by recommendation/ award of the Pay Commission will continue to be assessed.

3.1.4.2 Assessment of suitability will continue to be necessary in the following situations arising out of cadre reviews, restructuring etc., not covered in the recommendations of the 6th CPC:

(i) where the upgradation involves higher responsibilities and higher eligibility service;

(ii) where the upgradation or merger is part; where the upgraded post will be the promotion grade for the posts left in the lower grade and the normal DPC procedure will apply.

(DOPT OM No. AB 14017/66/2008-Estt (RR) dated 9.3.2009)

REVIEW OF RECRUITMENT RULES

3.1.5 The Recruitment Rules should be reviewed once in 5 years with a view to effecting such change as are necessary to bring them in conformity with the changed position, including additions to or reductions in the strength of the lower and higher level posts.

SAVING CLAUSE

3.1.6 A revised "Saving Clause" as given below may be inserted in the covering Notification.

"Nothing in those rules shall affect reservations, relaxation of age-limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, Ex-servicemen and other special categories of persons, in accordance with the orders issued by the Central Government from time to time in this regard".

B. SCHEDULE

NAME OF POST

3.2 Column 1 (Name of post)

Name of the post may (with sub-title, if any) be clearly specified.

NUMBER OF POST(s)

3.3 Column 2 (Number of posts)

The exact number of posts (with the relevant year in brackets) may be indicated. The number of posts is an integral basis for determining the method of recruitment to any category of posts in as much as the quota of direct recruitment, promotion etc., is to be decided after taking into account the number of posts. Therefore, whenever there is a substantial change in the number of posts, the administrative Ministry should initiate action to review the existing rules, particularly the method of recruitment. The effect of the change in the strength on the method prescribed in the rules for the next higher and lower categories of posts should also be studied. There should be an asterisk and in a foot note below the asterisk, it should be stated "subject to variation dependent on workload".

CLASSIFICATION

3.4 Column 3 (Classification)

Classification of the post / Service may be shown in the order indicated below:

1. (a) If it is a Service, Central Civil Service Group A, B or C as specified in Rule 4 of the Central Civil Service (Classification, Control and Appeal) Rules (not its nomenclature as Indian Meteorological Service Group A).

(b) If it is a post, General Central Service Group A, B or C as specified in Rule 6 of CCS (CCA) Rules.

(c) All civil posts under the Union shall be classified w.e.f. 9.4.2009 as follows:-

S. No.	Description of Posts	Classification of Posts
1.(a)	A Central Civil post in Cabinet Secretary's Scale (Rs. 90000 – fixed), Apex Scale (Rs. 80000 – fixed) and Higher Administrative Grade plus Scale (Rs. 75500 – 80000); and	Group A
(b)	A Central Civil post in Higher Administrative Grade Scale (Rs. 67000 – annual increment @ 3% - 79000); and A Central Civil post carrying the following grade pays: - Rs. 10000, Rs. 8900 and Rs. 8700 in the scale of pay of Rs. 37400 – 67000 in Pay Band-4 and Rs. 7600, Rs. 6600 and Rs. 5400 in the scale of pay of Rs. 15600-39100 in Pay Band-3.	
2.	A Central Civil post carrying the following grade pays: - Rs. 5400, Rs. 4800, Rs. 4600 and Rs. 4200 in the scale of pay of Rs. 9300-34800 in Pay Band-2.	Group B
3.	A Central Civil post carrying the following grade pays: - Rs. 2800, Rs. 2400, Rs. 2000, Rs. 1900 and Rs. 1800 in the scale of pay of Rs. 5200-20200 in Pay Band-1.	Group C
4.	A Central Civil post carrying the following grade pays: - Rs. 1300, Rs. 1400, Rs. 1600, Rs. 1650 in the scale of pay of Rs. 4440-7440 in –IS Scale.	Group D (till the posts are upgraded

(DOPT Order S.O. 946(E) dated 9.4.2009 (File No. 11012/7/2008-Estt.A) and Department of Finance G.S.R. No. 527E dated 16.7.2009 (File No. 01/01/2008-IC)

2. Whether Gazetted or Non-Gazetted.
3. Whether Ministerial or Non-Ministerial [FR 9 (17)]

PAY BAND AND GRADE PAY/ PAY SCALE

3.5 Column 4 (Pay Band and Grade Pay/Pay Scale)

The full Pay Band and Grade Pay/Pay Scale should be indicated. Special pay or non-practising allowance (in respect of medical posts), if any, should also be mentioned.

SELECTION OR NON-SELECTION

3.6 Column 5 (Whether selection post or non-selection post)

When promotion is proposed to be made on the basis of merit, the word "Selection" may be used and when promotion is to be made on the basis of seniority subject to the rejection of the unfit, the word "Non-Selection" may be used. In the case of direct recruitment or deputation or absorption, the entry should be "Not Applicable". In the case of composite method of recruitment (i.e. Promotion / deputation), the words "Not Applicable" may be used.

(DOPT OM No. 35034/7/97-Estt. (D) dated 8.2.2002)

AGE LIMIT FOR DIRECT RECRUITS

3.7.1 Column 6: (Age for direct recruits)

This column may be filled by any one of the methods indicated below:-

(a) "Not exceeding……..years".
(Where only the maximum age-limit is intended to be prescribed.

(b) "Between ……and …….years"

(DP&AR OM No. 2/66/71-Estt.(D) dated 6.9.75)

RELAXATION FOR DEPARTMENTAL CANDIDATES

3.7.2 A provision may be made in the rules for relaxation of the upper age-limit for departmental candidates upto 40 years for appointment by direct recruitment to Groups C posts. Provision on age-relaxation in favour of Government servants for appointment by direct recruitment to Groups A and B posts may be made by inserting the following note:

"(Relaxable for Government servants upto 5 years in accordance with the instructions or orders issued by the Central Government)

CRUCIAL DATE FOR CALCULATION OF THE AGE LIMIT

3.7.3 In the case of recruitment through the UPSC and the Staff Selection Commission, the crucial date for determining the age-limit shall be as advertised by the UPSC / SSC. In the case of other recruitment, the following Note may be inserted according to the requirements:

Note: The crucial date for determining the age-limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti district and Pangi Sub Division of Chamba district of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep).

UPPER AGE LIMIT

3.7.4.1 The upper age limits for different posts depend upon the nature of duties, educational qualifications and experience requirements. Broadly, the following criteria may be followed:

	Posts	Age Limits
(i)	Posts having Grade Pay more than Grade Pay Rs. 7600	Preferably below 50 years *
(ii)	Posts having Grade Pay Rs. 7600	50 years
(iii)	Posts having Grade Pay Rs. 6600	40 years
(iv)	Posts having Grade Pay Rs. 5400	35 years
(v)	Posts having Grade Pay Rs. 4200, 4600 & 4800	30 years
(vi)	Posts having Grade Pay Rs. 1800, 1900, 2000, 2400 & 2800	Between 18 and 25 years.

* Ministries may examine the age limit requirement at the time of framing of RRs and incorporate specific age limit in accordance with Para 3.7.1.

3.7.4.2 The upper age limit for recruitment by the method of Direct Open Competitive Examination to the Central Civil Services and Civil post on the date of commencement of the Central Civil Services and Civil posts (Upper age – limit for Direct Recruitment) Rules 1998, shall be increased by two years.

The above said rules shall not apply to recruitment to Para Military Forces, namely, Assam Rifles, Border Security Force, Central Industrial Security Force, Central Reserve Police Force and Indo-Tibetan Border Police.

Note: - "Direct Open Competitive Examination" for the purpose of these rules shall mean direct recruitment by Open Competitive Examination conducted by the Union Public Service Commission or any other authority under the Central Government and it shall not include recruitment through Limited Departmental Examination or through short listing or by interview or by contract or by absorption or deputation.

(DOPT Notification No. G.S.R. 758(E) dated 21.12.1998 (File No.15012/6/98-Estt. (D)

EDUCATIONAL AND OTHER QUALIFICATIONS REQUIRED FOR DIRECT RECRUITS

3.8.1 Column 7: (Educational and other qualifications required for direct recruits).

The minimum educational qualifications and experience required for direct recruitment may be indicated as precisely as possible, if necessary, these may be divided into two parts, viz., "Essential Qualifications" and "Desirable Qualifications". These requirements vary from post to post depending upon the scale of pay and the nature of duties. But they should be determined, as far as possible, keeping in view the provisions in the approved Recruitment Rules for similar posts and higher and lower posts in the same hierarchy.

The Ministries/ Departments may clearly specify the educational qualifications and thereby, avoid usage of the term ‘or equivalent’. They are also instructed to clearly prescribe an exhaustive list of educational qualifications so as to match the duties and responsibilities of the post.

The experience prescribed by the Ministries/ Departments must be clear and quantified while also clearly bringing out the specific areas in which the experience is required so as to match the duties and responsibilities of the post.

PRESCRIBING CLASS OR DIVISION

3.8.2 Prescribing Class or Division:

Prescribing First or Second Class/ Division in respect of an educational qualification e.g. Degree may be avoided. A simple Degree / Master’s Degree may be prescribed as there is difference in the assessment by various Universities / Boards and there may not also be any uniformity in the percentage of marks for deciding a Class / Division. It should, however, be ensured that qualifications and experience prescribed should be the minimum required for the post. The mere fact that persons with higher qualifications are available should not be the ground for stepping up the minimum required qualification / experience.

RELAXATION CLAUSE

3.8.3 The relaxation clause on the following lines may also be incorporated below the essential qualifications:

Note 1: Qualifications are relaxable at the discretion of the UPSC / SSC / Competent Authority in the case of candidates otherwise well qualified.

Note 2: The qualification(s) regarding experience is relaxable at the discretion of the Union Public Service Commission / Staff Selection Commission / Competent Authority in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection the UPSC / Staff Selection Commission / Competent Authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.

(DP&AR OM No. 14034/5/82-Estt.(D) dated 5.11.83)

TYPING KNOWLEDGE

3.8.4 In respect of Group 'C' posts, if the Ministries / Departments consider typing knowledge as essential, the skill tests shall only be conducted only on computers and typing speed of 35 words per minute in English or 30 words per minute in Hindi (Time allowed – 10 minutes) may be provided as an 'essential' qualification.

(DOP&T OM No. CD.14017/26/85-Estt.(RR) dated 1.7.85, OM No. AB-14017/20/2008 – Estt. (RR) dated 17.5.2010) & Notification No. AB 14017/32/2009-Estt.(RR) dated 04th August, 2010

AGE/ EDUCATIONAL QUALIFICATION FOR PROMOTEES

3.9 Column: 8 (whether age / education qualifications prescribed for direct recruits will apply in the case of promotees)

It should precisely be stated whether age and educational qualifications prescribed for direct recruits should also apply in the case of promotees. Unless there are any specific grounds, the age limit prescribed for direct recruits are not insisted upon in the case of promotees. Regarding educational qualifications, these are not generally insisted upon in the case of promotion to posts of non-technical nature; but for scientific and technical posts, these should be insisted upon, in the interest of administrative efficiency, at least in the case of senior Group A posts in the Pay Band-3 Grade Pay Rs. 6600 and above. Sometimes the qualifications for junior Group A posts and Group B posts may not be insisted upon in full but only the basic qualification in the discipline may be insisted upon. For example, if a degree in Civil Engineering is the qualification prescribed for direct recruits, the promotees may be required to possess at least a Diploma in Civil Engineering. In such cases, the entry under this column may be edited as "Educational Qualifications: No, but must possess at least ……..".

PROBATION

3.10.1 Column 9 (Period of probation)

In the case of Organized Services, the following standard provision may be inserted in the Recruitment Rules.

PROBATION

1. Every officer on appointment to the Service, either by direct recruitment or by promotion in Junior Scale shall be on probation for a period of two years.

Provided that the Controlling Authority may extend the period of probation in accordance with the instructions issued by the Government from time to time.

Provided further that any decision for extension of a probation period shall be taken ordinarily within eight weeks after the expiry of the previous probationary period and communicated in writing to the concerned officer together with the reasons for so doing within the said period.

2. On completion of the period of probation or any extension thereof, officers shall, if considered fit for permanent appointment, be retained in their appointments on regular basis and be confirmed in the due course against the available substantive vacancies, as the case may be.

3. If, during the period of probation or any extension thereof, as the case may be Government is of the opinion that an officer is not fit for permanent appointment, Government may discharge or revert the officer to the post held by him prior to his appointment in the service, as the case may be.

4. During the period of probation, or any extension thereof, candidates may be required by Government to undergo such courses of training and instructions and to pass examinations, and tests (including examination in Hindi) as Government may deem fit, as a condition to satisfactory completion of the probation.

5. As regards other matters relating to probation, the members of the Service will be governed by the instructions issued by the Government in this regard from time to time.

(DP&AR OM No. AB.14017/5/83-Estt.(RR) dated 7.5.84)

3.10.2 In the case of other posts, the period of probation, may be prescribed on the following lines:

S. No.	Method of appointment	Period of probation
1.	Promotion from one grade to another but within the same group of posts e.g. from Group 'C' to Group 'C'	No probation
2.	Promotion from one Group to another e.g. Group B to Group A	2 years or the period of probation prescribed for the direct recruitment to the post, if any
3.	(i) For direct recruitment to posts except clause (ii) below (ii) For direct recruitment to posts carrying a Grade Pay of Rs. 7600 or above or to the posts to which the maximum age limit is 35 years or above and where no training is involved; Note: Training includes 'on the job' or 'Institution training'	2 years 1 year
4.	Officers re-employed before the age of superannuation.	2 years
5.	Appointment on contract basis, tenure basis, re-employment after superannuation and absorption	No probation

(DOP&T OM No. 21011/2/80-Estt (C) dated 19.5.1983)

METHODS OF RECRUITMENT

3.11.1 Column 10: (Method of recruitment, whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods).

The different methods of recruitment, viz:

(a) Promotion
(b) Direct Recruitment
(c) Deputation
(d) Absorption
(e) Re-employment
(f) Short-term contract

And the percentage of vacancies to be filled by each method that may be prescribed for a particular post or Service depend on a judicious blending of several considerations, e.g.,

(i) the nature of duties, qualifications and experience required;
(ii) the availability of suitable personnel possessing, the requisite qualifications and experience within a cadre.
(iii) The need for ensuring that suitable incentives exist for the maintenance of an adequate standard of efficiency in the cadre;
(iv) Consideration of the question whether, having regard to the role to be performed by a specified cadre or Service, it is necessary to provide for direct intake of officers at an appropriate level with a view to injecting fresh knowledge and experience that may not be normally available in a particular Service or Department etc.
(v) The proper mix of the six methods of recruitment mentioned at (a) to (f) above.

PROMOTION

3.11.2 Promotion may be kept as a method of recruitment depending upon the availability of the field of consideration. Care should be taken to see that the base for promotion is strong, i.e., the departmental candidates are fully qualified for the responsibilities of the higher post and the field is also adequate, i.e., normally the feeder grade should range from 3 to 5 times the number of sanctioned posts in the higher grade, in case the post in the higher grade is to be filled on Selection basis. For posts which are to be filled by non-selection, it is not necessary that the feeder grades should consist three times of posts in the higher grade. For computing the base for promotion and determining the ratio of higher grade to the feeder grade, the number of sanctioned posts in the two grades (and not the number of vacancies at any one point of time) should be taken into consideration.

3.11.3 The need for mandatory training before promotion may be considered by Ministries/ Department, where necessary, for incorporating suitable provision for training while prescribing eligibility service for promotion under Column 11.

DIRECT RECRUITMENT

3.11.4 If direct recruitment is the only method of recruitment, it may so happen that the Ministries / Departments may not be able to fill up the vacancies caused by the incumbents being away for a duration of one year or more due to proceeding on deputation, study leave etc. In order to avoid such a contingency, the following "Note" may be inserted:

Note: "Vacancies caused by the incumbent being away on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled on deputation basis from officers of Central Government.

(a) (i) holding analogous posts on regular basis; or
(ii) with ……. years regular service in posts in the Pay Band …… Grade Pay Rs……; and

(b) Possessing the qualifications and experience prescribed for direct recruits under Col. 7".

(DOP&T OM No. 14017/8/84-Estt.(RR) dated 19.6.86)

ABSORPTION

3.11.5 "Absorption" may be kept as a method of recruitment when it is possible to get the services of suitable officers having the requisite qualifications and experience within the Central Government Departments and State Governments. "Short-term contract" is also a form of deputation and this applies to officers from non-Government bodies, e.g. Universities, recognized Research Institutions, Public Undertakings, etc. for teaching, research, scientific and technical posts. This method may be included in the rules if it is considered desirable that the above noted non-Government bodies are also tapped. In the case of isolated posts, it will be desirable to keep the method of recruitment of deputation / short-term contract, as, otherwise, the incumbents of the such posts, if directly recruited, will not have any avenue of promotion. In fact, it may be worthwhile to bring such posts into an organized cadre / service rather than fill them by deputation from outside for limited periods from time to time. Care should always be taken to ensure that the officers holding posts, other than in an Organized Service, have enough prospects for advancement in their own line. For this purpose, the administrative Ministry / Department should bring together all such isolated posts requiring similar educational qualifications, experience involving similar functions etc. into different groups to provide enough channels of promotion.

ABSORPTION AND DEPUTATION

3.11.6 "Absorption" and "deputation" are not synonymous and there is a substantial difference between "absorption" and "deputation". Under the provision "absorption", the officer who will come, may be permanently absorbed in the post / grade. Such an "absorption" can be effected only in the "case of officers from the Central / State Government. Under "deputation including short-term contract", an officer from outside can come for a limited period, by the end of which will have to revert to his parent cadre.

COMPOSITE METHOD OF RECRUITMENT

3.11.7 In cases where the method of promotion is by 'selection' and the field of promotion or feeder grade consists of only one post, the method of recruitment by "deputation (including short-term contract) / promotion" is prescribed so that the

departmental officer is considered along with outsiders. If the departmental candidate is selected for appointment to the post; it is to be treated as having been filled by promotion; otherwise, the post is to be filled by deputation / short-term contract for the prescribed period of deputation / short-term contract at the end of which the departmental officer will again be afforded an opportunity to be considered for appointment to the post.

QUOTA FOR FEEDER GRADES

3.11.8 In cases where there are two or more feeder grades, a separate percentage for promotion may be prescribed to each of the feeder grade.

FIELDS OF SELECTION

3.12.1 Column 11: (Grade from which recruitment by promotion/ deputation/ absorption/ short-term contract/ re-employment is to be made)

The fields of selection under the various methods should be clearly specified. If promotion is kept as a method of recruitment, it is also necessary to lay down the number of years of qualifying service before the persons in the field become eligible for promotion. Only regular, and not ad hoc, period of service is taken into account for purposes of computing this service. With a view to making the position clear, the field may be specified as "with _____ years' service in the grade rendered after appointment thereto on a regular basis". The field for "deputation/ short-term contract/ absorption should, as far as possible, consist of officers holding analogous posts on regular basis but may be widened to include officers working in the next lower grade also with the qualifying service on regular basis normally prescribed for promotion.

In some cases, different periods of qualifying services in the respective grade post on account of different scales of pay are prescribed for promotion in the Recruitment Rules. In order to facilitate preparation of an eligibility list for promotion, in cases where no separate quotas for each different grade have been prescribed, a "Note" as under may be added:

"NOTE: - The eligibility list for promotion shall be prepared with reference to the date of completion by the officers of the prescribed qualifying service in the respective grade/post."

QUALIFYING SERVICE FOR PROMOTION

3.12.2 The qualifying service for promotion from one grade to another is necessary so that there is no premature promotion or undue jump in pay and also to ensure that the officer has sufficient opportunity to demonstrate his competence/potential for holding the higher post.

The period of qualifying service varies from post to post depending upon the scale of pay and the experience, required for manning the higher post. Broadly, the following qualifying service for promotion from one grade to another may be followed as a guide:

Field of Promotion

From Grade Pay (in Rs)	**To Grade Pay** (in Rs)	**Qualifying Service** (in years)
1800	1900	3 years
1900	2000	3 years
1900	2400	8 years
2000	2400	5 years
2400	2800	5 years
2400	4200	10 years
2800	4200	6 years
4200	4600	5 years
4200	4800	6 years
4200	5400	8 years
4200	6600	10 years
4600	4800	2 years
4600	5400	3 years
4600	6600	7 years
4800	5400	2 years
4800	6600	6 years
5400	6600	5 years
6600	7600	5 years
6600	8700	10 years
7600	8700	5 years
7600	8900	6 years
8700	8900	2 years
8700	10000	3 years
8900	10000	2 years
10000	HAG	3 years
HAG	HAG + Scale	1 year
HAG	Apex Scale	2 years
HAG + Scale	Apex Scale	1 year

(DOPT OM No. AB 14017/61/2008-Estt. (RR) dated 24.3.2009 and dated 12.3.2010)

DEPUTATION

3.12.3 In cases where 'deputation/short-term contract' has been prescribed as a method of recruitment, the following provision may be made in respect of the period of deputation:

"(The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Government shall ordinarily not exceed------- years)".

(DOPT OM No. AB.14017/21/85-Estt. (RR) dated 28.2.86)

The period of deputation for a particular grade or cadre is dependent upon the pay scale of the post to which deputation is being made. For the top level i.e. for posts having Grade Pay of Rs. 8700 or above, the period prescribed is '5 years', for the Middle Management Level i.e. for posts having Grade Pay of Rs. 6600 or above but below Rs. 8700/-, the period is '4 years and for all other lower levels it is normally '3 years'. However, the Ministries/Departments, depending upon their requirements, the field of availability and the qualifications prescribed, should decide the period of deputation in consultation with the Department of Personnel and Training and the Union Public Service Commission.

3.12.4.1 For the purpose of determining the period of deputation, the posts may be broadly divided into the following 3 categories:-

(i) posts where deputation allowance is admissible and the personnel are drawn from an identical grade or a grade below but with the requisite qualifications and experience to man such posts;

(ii) posts which are manned by officers on deputation from various Services and have fixed tenure such as 3 years for Under Secretary, 4 years for Deputy Secretary and 5 years for Director/Joint Secretary in Central Secretariat; and

(iii) Isolated ex-cadre posts and specialized technical posts for which persons are drawn from all fields on the basis of deputation, absorption, direct recruitment and in some cases on promotion depending upon the availability of suitable persons for these posts.

3.12.4.2. So far as posts (i) are concerned, the period of deputation for them may be prescribed as 3 years.

In respect of category (ii) the period of deputation may be prescribed in accordance with the tenure fixed for such posts.

The posts which fall in category (iii) viz., the posts which are in the highly specialized fields like, agriculture, irrigation, power, health planning etc. where too frequent replacements would affect continuity in the organization as well as render the accumulative wealth of experience redundant, the period of deputation for such posts may be prescribed as 5 years.

Besides, in some cases, the personnel are given specialized training in short spurts over a period to make them capable of handling the job adequately. In such cases also the period of deputation may be prescribed as 5 years.

3.12.4.3 With a view to remove any ambiguity regarding determination of eligibility for absorption/ deputation, the following guidelines may be followed: -

(i) In the case of a vacancy already existing at the time of issue of the communication inviting nominations, the eligibility may be determined with reference to the last date prescribed for receipt of nominations in the Ministry/ Department/ Organization responsible for making appointment to the post i.e. originating Ministry etc.

(ii) In the case where a vacancy is anticipated, the crucial date for determining eligibility should be the date on which the vacancy is expected to arise.

(DOPT OM No. AB-14017/11/86-Estt. (RR) dated 22.1.1987)

PROVISION FOR ARMED FORCES PERSONNEL

3.12.4.4 In respect of Groups 'A' & 'B' posts which are required to be filled by 'deputation' only of Government servants belonging to more than one service, a provision should be made in the recruitment rules whereby the Armed Forces Personnel due to retire or to be transferred to reserve within a period of one year and having requisite experience and qualifications can also be considered for appointment to such posts.

(AB.14017/13/85-Estt.(RR) dated 31.5.85)

3.12.4.5 All the Ministries/ Departments should examine and identify the posts in which military experience either in general or in specific fields or posts would be of distinct advantage, and incorporate necessary provisions in the recruitment rules for lateral induction of Armed Forces Personnel. In respect of Groups 'A' & 'B' posts which are required to be filled by 'deputation' only of Government servants belonging to more than one service, a provision should be made in the Recruitment Rules whereby the Armed Forces Personnel due to retire or to be transferred to reserve within a period of one year and having requisite experience and qualifications can also be considered for appointment to such posts. With a view to ensuring that this decision is implemented, the Ministries were called upon to make suitable amendment to the respective recruitment rules.

In order to have uniformity in amending the Rules it has been decided, in consultation with the UPSC, that the necessary provisions for lateral induction of the Armed Forces Personnel will be incorporated in the recruitment rules as given below:

In Col. 10: (Method of recruitment):

"For Ex-Servicemen
Deputation/ re-employment"

In Col. 11: "For Ex-Servicemen

Deputation/ re-employment: -

The Armed Forces Personnel due to retire or who are to be transferred to reserve within a period of one year and having the requisite experience and qualifications prescribed shall also be considered. Such persons would be given deputation terms upto the date on which they are due for release from the Armed Forces; thereafter they may be continued on re-employment."

(DOPT OM No. AB.14017/13/85-Estt.(RR) dated 1.5.1986)

DEPARTMENTAL PROMOTION COMMITTEE

3.13.1 Column 12: (if a DPC exists, what is the composition)

When promotion is kept as a method of recruitment, the detailed composition of the Departmental Promotion Committee may be indicated. In all cases, the minimum number of officers to be included in the DPC should be 3 and as far as possible the departments may avoid various alternative designations of officers which may cause confusion. In the case of promotion to Group 'A' posts, the Union Public Service Commission shall also be associated; this position may be made clear as follows:

GROUP 'A' DPC
According to requirement in each case:-

(i) Chairman or Member of the UPSC	**- Chairman**
(ii)	- Member
(iii)	- Member
(iv)	- Member

The total strength of DPC including Chairman need not necessarily be an odd number, as the decision is to be taken as a joint one.

The composition of DPC should be clear, firm and include minimum 3 members including the Chairman. Whenever alternative members are proposed in

the composition of DPC, such members are to be associated only in the absence of the former.

(DP&AR OM NO. 14017/1/75-Estt. (D) Cell dated 27.11.75)

3.13.2 Members included in DPCs for Groups 'A' & 'B' posts should be officers who are at least one step above the post in which the promotion/confirmation is to be made. In respect of DPCs for Group 'C' posts, the Chairman of the DPC should be an officer of a sufficiently high level and one of the Members of the DPC should be an officer from a Department not connected with the one in which promotions are considered. The other Member should be an officer of the Department familiar with the work of the persons whose suitability is to be assessed.

3.13.3 Endeavour should also be made to nominate SC/ST officers on the DPC constituted for various posts/services. However, the Recruitment Rules need not indicate the SC/ST officer as a DPC Member as inclusion of such an officer is covered by executive instructions.

3.13.4 The UPSC need not be associated in respect of posts where the promotion is based on non-selection.

3.13.5 The DPC consists of Chairman and Members only. The term "Member Secretary" should not, therefore, be used. In some cases, in accordance with provisions of the Recruitment Rules, the appointment to a post is required to be made only by deputation (including short- term contract) or re-employment. In such cases, the selection is not to be made by a DPC. The composition of the DPC need not, therefore, be indicated and the entry shown as "Not applicable".

3.13.6 The Union Public Service Commission is now not required to be associated with DPCs for considering cases of confirmation of Group "A" and "B" officers. It would be necessary to indicate separately the composition of the DPC for considering cases of confirmation in the case of appointment by promotion/direct recruitment/absorption. In such cases, the heading may read as "Group 'A' or Group 'B' DPC (for considering cases of confirmation)" and composition of the DPC mentioned thereunder.

CONSULTATION WITH UPSC

3.14 Column 13: (circumstances in which UPSC to be consulted in making recruitment)

The circumstances in which the Union Public Service Commission are to be consulted in making recruitment to the posts within their purview should be clearly indicated. Cases in which the Commission are to be consulted are illustrated below:-

(i) Direct Recruitment

(ii) Re-employment

(iii) In all cases of 'absorption', the Commission shall be consulted. Such consultation is necessary because permanent arrangements are being made without resorting to the method of open recruitment and the Commission would ensure that the post has been circulated widely as per the provisions of the rules and the best person is selected.

(iv) When the composite method of recruitment is prescribed i.e. the departmental candidate is to be considered along with outsiders, the selection shall be made by the Commission only.

(v) For purpose of promotion from Group 'A' post to another Group 'A' post, consultation with the Commission is not necessary as per UPSC (Exemption from Consultation) Regulations, 1958. But, as the DPC for considering promotions within Group 'A' posts shall be presided over by Chairman/Member of the Commission, necessary provisions may be made in the DPC Col. (i.e. Col.12).

(vi) The Ministries/ Department are advised that if there are overriding compulsions for filling any Group A or Group B post in the absence of Recruitment Rules, then they may make reference to UPSC for determination of method of recruitment as a onetime measure for filling up of a post on regular basis.

DOPT OM No. AB-14017/79/2006-Estt.(RR) dated 6th September, 2007 and OM No. 39021/5/83-Estt. (B) dated 9th July, 1985

(vii) When the field of deputation for Group 'A' posts consists of Central Group 'A' officers only, consultation with the Commission for selection of an officer is not necessary. If the field for consideration includes State Government Officers or Group 'A' & 'B' officers of the Central Government simultaneously, selection for the post shall be done through the UPSC. When the field for consideration is made more broad-based and consists of not only Central/State Government officers but also officers from non-Government institutions, the selection shall always be done through the Commission. This is tantamount to direct recruitment and the Commission would ensure that the post has been circulated to all the authorities held down in the field and the best person is selected.

(viii) Any relaxation or amendment of the provisions of the Recruitment Rules.

(ix) Exemption from Consultation with UPSC is governed by the UPSC (Exemption from Consultation) Regulations, 1958 as amended from time to time and the Central Civil Services and Civil Posts (Consultation with Union Public Commission) Rules, 1999 as amended.

PART IV

AMENDMENTS AND RELAXATIONS

4.1 Amendment proposals should be sent to this Department and UPSC in the format as given in Annexure-III. The reasons for making amendments should be clearly indicated. A copy of the Recruitment Rules in which amendments are made should always be enclosed, duly referenced and flagged.

4.2 All Recruitment Rules should contain a "Power to relax" clause in the covering notification or in the body itself (in the case of organized services).

4.3 Relaxation or Recruitment Rules is to be resorted to in respect of a class or category of persons. Relaxation should not be resorted to in respect of an individual except in cases where an individual can be treated as a Class or Category of persons.

4.4 Relaxation of rules is to be resorted to on rare occasions. Such a relaxation should not be a regular feature.

4.5 Before resorting to relaxation of Recruitment Rules, the Ministries/Departments should explore the feasibility of filling up a post by other methods of recruitment provided in the rules. In the case of 'deputation', the vacancies should have been circulated in the employment News before consideration of relaxation.

4.6 Relaxation proposals should be sent to this Department in Annexure-IV after obtaining the approval of at least Joint Secretary level officer in the Ministry/Department concerned.

PART- V

FOLLOW UP

5.1 In case the provisions of the final Recruitment Rules as approved by the Commission are at variance with the draft rules as concurred in by the Department of Personnel and Training, the changes should be brought to the notice of the Department of Personnel & Training.

5.2 TIME LIMIT FOR NOTIFICATION

The Recruitment Rules or amendment(s) thereto as finally approved by the Union Public Service Commission are required to be notified within a period of 10 weeks from the date of receipt of their advice letter. This time limit should be strictly adhered to.

5.3 LAYING ON THE TABLE OF BOTH THE HOUSES

Although the Recruitment Rules are statutory in nature, the copies of the notification of the same need not be placed on the Table of both the Houses of Parliament (CSL 14017/2/81-Estt. (RR) as Article 309 of the Constitution, under which these are framed, does not prescribe this is being done.

5.4 PUBLICATION IN THE EMPLOYMENT NEWS

In order to have adequate number of officers for posts which are to be filled by 'deputation', the vacancy circulars should invariably be published in the 'Employment News'. This will be in addition to the normal method of circulation to various Ministries/Departments and other agencies mentioned in the Recruitment Rules. The minimum time allowed for receipt of nominations should be 2 months. In a few cases where there are compelling reasons to fill the vacancy on urgent basis, a shorter time limit, which should not be less than 6 weeks may be prescribed with the approval of the Joint Secretary concerned. When a reference is made to UPSC for selection on 'deputation', the Ministries/Departments should enclose a certification to the effect that the vacancy circular has been dispatched to all the agencies prescribed in the rules and that the gist of the Circular has appeared in the Employment News.

5.5 REPORTS & QUARTERLY RETURNS

Quarterly returns in respect of the recruitment rules for service should be sent in time to the Department of Personnel & Training and the Union Public Service Commission (for Group 'A' & 'B' posts) to enable them to keep a watch on the progress made in finalizing the recruitment rules.

(D.P. & A.R. O.M. No. 2/24/74-Estt. (D) dated 17-10-74)

5.6 INFORMATIONAL AIDS

In order to facilitate framing of draft recruitment rules, the Ministries/ Departments are requested to make use of the following materials:

(i) Handbook on Recruitment Rules.

(ii) Instructions on probation and Constitution of DPCs.

(iii) UPSC (Exemption from consultation) Regulations, 1958

(iv) Model Recruitment Rules issued by the Department of Personnel & Training in respect of various categories of posts.

ANNEXURE I

RECRUITMENT RULES FOR IN THE MINISTRY OF

SCHEDULE

Name of post	Number of post	Classifica -tion	Pay Band and Grade Pay/ Pay Scale	Whether Selection post or non-selection post	Age limit for direct recruits	Educational and other qualifications required for direct recruits
1	2	3	4	5	6	7
	*Number (year) * Subject to variation dependent on workload					

* Subject to variation dependent on workload. The year in which the indicated number exists should be given within brackets.

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of probation, if any	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/ deputation/ absorption grades from which promotion/ deputation/ absorption to be made	If a Departmental Promotion Committee exists what is its composition	Circumstances in which Union Public Service Commission to be consulted in making recruitment
8	9	10	11	12	13

ANNEXURE II

Form to be filled by the Ministry/Department while forwarding proposals to the Department of Personnel & Training and the Union Public Service Commission for framing Recruitment Rules for posts.

1	(a) Name of the posts	
	(b) Name of the Ministry/Department	
	(c) Number of posts	
	(d) Scale of pay	
	(e) Class and service to which the posts belong	
	(f) Ministerial or non-Ministerial)of F.R.9 (17)	
2.	Appointing Authority	
3.	Duties of the post in detail	
4.	Describe briefly the method(s) adopted for filling the posts hitherto.	
5.	Methods of recruitment proposed-	
6.	If promotion is proposed as a method of recruitment-	
	(a) Designation and number of the posts proposed to be included in the field of promotion.	
	(b)Number of years of qualifying service proposed to be fixed before persons in the field become eligible for promotion (As per extant GOI instructions)	
	(c) Percentage of vacancies in the grade proposed to be filled by promotion.	
	(d) Have Recruitment Rules been framed for the post proposed in the field of promotion? If framed in consultation with the Commission, please quote Commission's reference No. If consultation with the Commission was not required please attach a copy of rules framed. A copy of the rules should be sent DOPT along with the proposal.	
	(e) If Recruitment Rules were not framed for the posts in the field of promotion;	
	(i) Please indicate briefly the method of recruitment actually adopted for filling the posts. Please also state the percentage of vacancies filled by each of the methods.	
	(ii)Please state briefly the educational qualifications possessed by the persons in the field of promotion.	
	(iii) In case the feeder posts are filled by promotion, the Recruitment Rules for the still lower posts including the lowest post to which direct recruitment is one of the methods of recruitment may be furnished.	

Contd…/-

	(f) (i) Is the promotion to be made on selection or non-selection basis?	
	(ii) Reasons for the proposal (i) above.	
	(g) If a DPC exists, what is its composition.	
	(h) Indicate if the feeder posts are having promotion channels other than the one under consideration.	
7.	If promotion is not proposed as a method, please state why it is not considered desirable/possible/necessary.	
8.	If direct recruitment is proposed as a method of recruitment please state	
	(a) The percentage of vacancies proposed to be filled by direct recruitment.	
	(b) Indicate if there are any promotional avenues for the direct recruits?	
	(c) (i) Age for direct recruits (As per extant GOI instructions) (ii) Is age relaxation for Government servants?	
	(d) Educational and other qualifications required for direct recruits. (it may please be noted that the essential qualifications prescribed are relaxable at Commission's discretion in case of candidates otherwise well-qualified Essential Desirable (e) Whether essential qualification to be prescribed are in accordance with any Act(s)? If so please quote the relevant Act(s) under which it is necessary and also supply relevant extracts from the Act(s) (f) Has the post been advertised by the Commission in the past? If so, please quota Commission's reference No.	
9.	If direct recruitment is not proposed as a method, please state why it is not considered desirable/possible /necessary.	
10.	(i) If promotion and direct recruitment are both proposed as methods of recruitment, will the educational qualifications proposed for direct recruits apply in case of promotion?	

Contd.../-

	(ii) If not, to what extent are the educational qualifications proposed to be relaxed in case of promotions.	
11.	(a) Is deputation/absorption proposed as a method of recruitment? If so, please state the reasons for the proposal. Please state clearly whether deputation or absorption or both are proposed.	
	(b) The percentage of vacancies proposed to be filled by this method.	
	(c) The period to which deputation will be limited.	
	(d) The names of the posts of grades or services etc. from which deputation/ absorption is proposed	
12	(a) If any of the methods proposed fails, by what methods are such vacancies proposed to be filled.	
	(b) Whether the Recruitment Rules relate to a post which has been upgraded from Group 'C' to Group 'B' or Group 'B' to Group 'A' or within the same group? If so, whether the necessary provisions for initial constitution has been proposed.	
	(c)Whether the Recruitment Rules relate to a post which is proposed to be downgraded? If so, whether necessary safeguards have been suggested in respect of the existing incumbents of that post?	
13.	(a) Special circumstances, if any, other than those covered by the rules, in which the Commission may be required to be consulted.	
	(b) Whether the Department of Personnel and Training have concurred in the proposal?	
14	If these proposals are being sent in response to any reference from the Commission, please quote Commission's reference No.	
15.	Name, address and telephone number of the Ministry's representatives with whom whose proposals may be discussed if necessary, for clarification/ early decision.	

Signature of the Officer sending the proposals
Telephone No. _____

Place:
Date:

ANNEXURE III

Form to be filled by the Ministry/Department while forwarding proposals to the Department of Personnel and Training and the Union Public Service Commission for amendment of approved Recruitment Rules.

1. (a) Name of the Post:
   (b) Name of the Ministry/Deptt.:

2. Reference No. in which Commission's advice on Recruitment Rules was conveyed.

3. Date of notification of the original rules and subsequent amendments (copy of the original rules & subsequent amendments should be enclosed, duly flagged and reference:

Column No. of the Schedule	Provisions in the approved/ existing rules	Revised provisions proposed	Reasons for the revision proposed

2. Name, addresses and telephone numbers of the Ministry's representatives with whom these proposals may be discussed, if necessary, for clarification/early decision.

Signature of the Officer sending the proposals
Telephone No.----------

Place:
Date:

ANNEXURE IV

Form to be filled by the Ministry/Department while forwarding proposals to the Department of Personnel and Training and the Union Public Service Commission for relaxation of Recruitment Rules.

1	(a) Name of the post. (b) Name of the Ministry/Department. (c) Scale of pay (d) Class and service to which the post belongs to: (e) Is the promotion to be made on selection or non-selection basis.	
2.	Updated copy of the Recruitment Rules with covering notification.	
3.	Have the alternative methods of recruitment been tried by the Department. If so, indicate the results.	
4.	In the case of direct recruitment, is it necessary to revise the qualifications if the method of recruitment has failed more than once?	
5.	In the case of 'deputation' it may be indicated whether the vacancies were circulated through Employment News as required by the Department of Personnel and Training OM No. 14017/17/83 dated 22.5.86	
6.	Seniority List of officers who are to be considered for relaxation, to be attached.	
7.	In case probation period is prescribed for the officers under consideration, please indicate whether the officers have satisfactorily completed the probation period.	
8.	The number of years of ad hoc service (in the feeder grade) put in by the officers whose case is being considered for relaxation, with details	
9.	The reasons for making ad hoc appointments referred to in item 8 above, may be indicated: (a) Delay in DPC (b) Pending Court cases (c) Finalization of Recruitment Rules (d) Any other reasons.	

Contd../-

10	In case of Organized Services, the number of years of total Group 'A' Service (only regular service) may be indicated.	
11.	In the case of Organized services, it may be indicated whether the proposals is a result of cadre review of the Service.	
12	Has the proposal been approved by Secretary/Joint Secretary level officer in the Ministry/Department.	
13.	Name, address and telephone number of the Ministry's representative with whom the proposals may be discussed, if necessary, for clarification/early decision.	

Place: Signature of the Officer sending the proposals
Date: Telephone No._____

****