

No. 21011/8/2014-Academy Desk
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training
Training Division

Block IV, 4th Floor, Old JNU Campus,
New Mehrauli Road, New Delhi-110067

Dated: 20th September, 2016

Office Memorandum

Subject: Amendment in Recruitment Rules for the post of Manager Grade-II in the Departmental Canteen, Lal Bahadur Shastri National Academy of Administration, Mussoorie-reg.

The undersigned is directed to upload the draft recruitment rules for the post of Manager Grade-II in the Departmental Canteen, LBSNAA, Mussoorie and to request for comments, if any, from all the stakeholders on the draft RRs. The comments may kindly be sent to the undersigned on e-mail id: 'op.chawla@nic.in' latest by 19.10.2016.

Encl: As above



(O P Chawla)

Under Secretary to the Government of India
Tel.: 011-26166856
e-mail: op.chawla@nic.in

To


All concerned Stakeholders

Copy to: NIC, Training Division with the request to upload the above OM along with draft RRs for the post of Assistant Library and Information Officer and Library and Information Assistant in LBSNAA, Mussoorie.

SCHEDULE

Name of the Post	Number of Post	Classification	Level in the PAY MATRIX	Whether Selection post or Non-Selection post	Age limit for direct recruits	Educational and other qualifications required for direct recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees
1	2	3	4	5	6	7	8
Manager Grade-II	1* (2016) Subject to variation dependent on work load.	General Central Service (Group 'B') Non-Gazetted Non-Ministerial.	Level - 6 in the Pay Matrix Note:- The incumbents of the post shall be entitled to draw Special Allowance at such rates as may be decided by the Government from time to time.	Not applicable	30 years (Relaxable for Government Servants upto 5 years in accordance with the instructions or orders issued by the Central Government.) 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 Jammu & Kashmir State, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andman Nicobar Islands or Lakshadweep).	Essential i) Bachelor's Degree in Commerce/Business Studies/Economics/ Public Administration of a recognized University/Institute ii) 2 years experience in Accounts work in Any Govt Office or PSU or Autonomous/Statutory Organization Note-I: Qualifications are relaxable at the discretion of the Staff Selection Commission/Competent authority in case of candidates otherwise well qualified. Note-II: Qualifications regarding experience is/are relaxable at the discretion of the SSC/Competent Authority, in the case of candidates belonging to the Scheduled Castes or Scheduled Tribes if, at any stage of selection, the SSC/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 posts reserved for them.	NA

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 grades from which promotion/deputation to be made	If Departmental Promotion Committee exists, what is its Composition?	Circumstances in which Union Public Service Commission is to be consulted in making recruitment
9	10	11	12	13
Two years for direct recruits.	Deputation/absorption failing which by Direct Recruitment.	<p>Deputation/absorption:</p> <p>Officers under the Central Government-</p> <p>a) (i) Holding analogous posts on regular basis in the parent cadre/department; or</p> <p>(ii) with 6 years service in the grade rendered after appointment thereto on a regular basis in posts in Level 5 or equivalent in the parent cadre/department; or</p> <p>(iii) with 10 years service in the grade rendered after appointment thereto on a regular basis in posts in the Level 4 or equivalent in the parent cadre/department; and</p> <p>b) Possessing the educational qualifications and experience prescribed for direct recruitment under column 7.</p> <p>Note 1: Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department in the Central Government shall not exceed 3 years. The maximum age limit for appointment on deputation shall not exceed 56 years as on the closing date of receipt of application.</p>	<p>Group 'B' Departmental Confirmation Committee</p> <p>1. Deputy Director (Admin.) - Chairman</p> <p>2. Officers incharge Departmental Canteen - Member</p> <p>3. Deputy Director - Member</p>	Consultation with Union Public Commission not necessary.


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 मुसोरी / Mussoorie