

No.13012/9/2013-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: 5th November, 2015

Office Memorandum

Subject: Revision of the Recruitment Rules for the post of Administrative Officer (Account) and Junior Account Officer in the Lal Bahadur Shastri National Academy of Administration, Mussoorie – Regarding.

The undersigned is directed to upload the draft recruitment rules for the post of Administrative Officer (Account) and Junior Account Officer in the Lal Bahadur Shastri National Academy of Administration, 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 04.12.2015.



(O P Chawla)

Under Secretary to the Government of India

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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 Administrative Officer (Account) and Junior Account Officer in LBSNAA, Mussoorie.

[To be published in the Gazette of India, Part II, Section 3, Sub-section (i)]
Government of India
Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel and Training)

Notification

New Delhi, the _____, 2015

G.S.R...- In exercise of the powers conferred by the proviso to article 309 of the Constitution and in supersession of the Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training, the Lal Bahadur Shastri National Academy of Administration, Group 'B' Posts Recruitment Rules, 2003, in so far as they relate to the posts of Administrative Officer (Account) and Junior Accounts Officer, except as respects things done or omitted to be done before such supersession, the President hereby makes the following rules regulating the method of recruitment to the post of Administrative Officer (Accounts) and Junior Accounts Officer in the Lal Bahadur Shastri National Academy of Administration, Mussoorie under the Ministry of Personnel, Public Grievance and Pensions, Department of Personnel and Training, namely:

1. Short title and commencement. - (1) These rules may be called the Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training, the Lal Bahadur Shastri National Academy of Administration, Mussoorie, Administrative Officer (Accounts) and Junior Accounts Officer (Group 'B' Posts) Recruitment Rules, 2015.

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

2. Number of post, classification, pay band, grade pay or pay scale. - The number of post, their classification, pay band and grade pay or pay scale attached thereto shall be as specified in columns (2) to (4) of the Schedule annexed to these rules.

3. Method of recruitment, age limit and qualifications, etc. - The method of recruitment, age limit, qualifications and other matters relating to the said posts shall be as specified in columns (5) to (13) of the aforesaid Schedule.

4. 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 said posts:

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

5. Power to relax. - Where the Central Government is of the opinion that it is necessary or expedient so to do, it may, by order and for reasons to be recorded in writing and in consultation with the Union Public Service Commission, relax any of the provisions of these rules with respect to any class or category of persons.

6. Saving. - Nothing in these rules shall affect reservation, relaxation of age limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, the other backward classes, 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.

Schedule

Name of post.	Number of post.	Classification.	Pay band and grade pay or 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)
1. Administrative Officer (Accounts).	*1 (2015) *Subject to variation dependent on work load.	General Central Service, Group 'B' Gazetted, Ministerial.	Pay band-2 Rs 9300-34800 plus grade pay of Rs.4600.	Not applicable.	Not applicable.	Not applicable.

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 deputation/absorption and percentage of the 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 a Departmental Promotion Committee exists, what is its composition.	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
(8)	(9)	(10)	(11)	(12)	(13)
Not applicable.	Not applicable.	By composite method [deputation (including short term contract) plus promotion].	<p>By composite method [deputation (including short term contract) plus promotion]</p> <p>(A) Deputation (including short term contract): Officers of the Central Government or State Government or Union territories or public sector undertakings or autonomous body;-</p> <p>(a) (i) holding analogous posts on regular basis in the parent cadre or department; or</p> <p>(ii) with five years' service in the grade rendered after appointment thereto on regular basis in the pay band-2, Rs.9300-34800/- with grade pay Rs. 4200/- or equivalent in the parent cadre or department; and</p> <p>(b) possessing any of the following qualifications: pass in the Subordinate Accounts Service Examination or equivalent examination conducted by any one of the organised accounts department of the Central Government. or successful completion of training in cash and accounts work in the Institute of Secretariat Training and Management or an equivalent training course and three years' experience in</p>	Not applicable.	Consultation with Union Public Service Commission necessary on each occasion.

			<p>cash, accounts and budget work.</p> <p>(B) The departmental Junior Accounts Officer in the pay band 2, Rs.9300-34800 with grade pay of Rs.4200/- with five years' regular service in grade and having educational qualifications and experience prescribed for considering appointment on deputation basis shall also be considered alongwith outsiders and in case such person is selected for appointment to the post, the same shall be deemed to have been filled by promotion.</p> <p>Note1: The Departmental officers in the feeder category who are in direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>Note 2: The period of deputation (including short term contract) including the period of deputation (including short term contract) in another <i>ex-cadre</i> 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.</p> <p>Note 3: The maximum age limit for appointment by deputation (including short term contract) shall be not exceeding 56 years as on the closing date of receipt of applications.</p> <p>Note 4: For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to the 1st January, 2006 or the date from which the revised pay structure based on the recommendations of the Sixth Central Pay</p>		
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			<p>Commission 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 said 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.</p>		
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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.	Educational and other qualifications required for direct recruits.
(1)	(2)	(3)	(4)	(5)	(6)	(7)
2. Junior Accounts Officer.	*1 (2015) *Subject to variation dependent on work load.	General Central Service, Group 'B' Non-Gazetted, Ministerial.	Pay band-2, Rs 9300-34800 plus grade pay of Rs.4200.	Not applicable.	Not exceeding 30 years (Relaxable for Government servants upto five years in accordance with the instructions or order 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 except for the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep.	Essential (i) Bachelor's degree of a recognised University or institute. (ii) Two years' experience in Cash, Account and Budget work in a Government Office or public sector undertaking or autonomous body or statutory body. Note.1: The qualifications are relaxable at the discretion of the Staff Selection Commission or Competent Authority, for reasons to be recorded in writing, in the case of candidates otherwise well qualified. Note.2: The qualification regarding experience is relaxable at the discretion of the Staff Selection Commission or Competent Authority, for reasons to be recorded in writing, in the case of candidates belonging to the Scheduled Castes or Scheduled Tribes if, at any stage of selection the Staff Selection Commission or 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.

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 or deputation/absorption grades, from which promotion or deputation/absorption to be made.	If a Departmental Promotion Committee exists, what is its composition.	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
(8)	(9)	(10)	(11)	(12)	(13)
Not applicable.	Two years.	By direct recruitment. 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 the officers of Central Government, - (a) holding analogous post on regular basis in the parent cadre or department; and (b) possessing the qualifications and experience prescribed for direct recruits under Column (7).	Not applicable.	Group 'B' Departmental Confirmation Committee (for considering confirmation) consisting of: (1) Joint Director, Lal Bahadur Shastri National Academy of Administration, Mussoorie - Chairman (2) Deputy Director (Admin.), Lal Bahadur Shastri National Academy of Administration, Mussoorie - Member (3) Deputy Director I/C, Lal Bahadur Shastri National Academy of Administration, Mussoorie - Member	Consultation with Union Public Service Commission not necessary.

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