

No.A-12034/04/2016-ISTM
Government of India
Ministry of Personnel, Public Grievances and Pension
Department of Personnel & Training
Training Division

Old JNU Campus, Block IV, 3rd Floor,
New Mehrauli Road, New Delhi-110067
Dated: 19th April, 2018

OFFICE MEMORANDUM

Subject: Amendment in the Recruitment Rules for the post of Deputy Director (Economics & Planning) in the Institute of Secretariat Training & Management –regarding.

The undersigned is directed to say that as per DoPT's O.M. No. AB-14017/61/2008-Estt(RR) dated 13.10.2015 the proposal for framing /amendment of Recruitment Rules are to be uploaded on the website of respective Ministries/Departments for 30 days for inviting comments from the stakeholders.

2. Therefore, the draft Recruitment Rules to the post of Deputy Director (Economics & Planning), Institute of Secretariat Training & Management, New Delhi are uploaded on the DoPT's website for information of stakeholders. All stakeholders are requested to go through the draft Recruitment Rules and furnish their comments, if any, to the undersigned within a period of one month i.e. date of its uploading in the website. In case, no comments received as on date, the Department will proceed further for taking necessary action for amendment of aforementioned draft Recruitment Rules.



(Syed Imran Ahmed)
Under Secretary to the Government of India
Tel: 011-26107967
E-mail: syedimran.ahmed@nic.in

Encl.: As above.

To

All concerned Stakeholders

Copy to:

- 1 Director, ISTM, New Delhi – A copy of draft Notification of RRs on the aforementioned post is enclosed with a request to upload the same in the website of ISTM.
2. NIC, Training Division, Department of Personnel & Training for uploading the same on the website.

Government of India
Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel and Training)

New Delhi, the April, 2018

NOTIFICATION

G.S.R...- In exercise of the powers conferred by the proviso to article 309 of the Constitution, and in supersession of the Institute of Secretariat Training and Management Deputy Director (Economics and Planning) Recruitment Rules, 2014, 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 Deputy Director (Economics and Planning) in the Institute of Secretariat Training and Management, Ministry of Public Grievances and Pensions, Department of Personnel and Training namely:-

1. **Short title and commencement.**- (1) These rules may be called the Institute of Secretariat Training and Management Deputy Director (Economics and Planning) Recruitment Rules, 2018.

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

2. **Number of post, classification and Level in the pay matrix** - The number of the said post, its classification and Level in the pay matrix attached thereto shall be as specified in columns (2) to (4) of the schedule hereto annexed.
3. **Method of recruitment, age limit and qualification, etc.**- The method of recruitment to the said post, age limit, qualifications and other matters relating thereto shall be as specified in columns (5) to (13) of the said 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 post:

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, for reasons to be recorded in writing, and in consultation with 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 reservations, relaxations of age limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, Ex-servicemen, Other Backward Classes and other special category 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 posts.	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.	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.
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
Deputy Director (Economics and Planning).	One (01) (2018)* * Subject to variation dependent on workload.	General Central Service Group 'A', Gazetted, Non-Ministerial.	Level 11 of the pay matrix (Basic Rs.67700/- - Rs.208700/-).	Not applicable.	Not exceeding 40 years	Essential (i) Bachelor's Degree with Economics as a subject from a recognised University; (ii) Five years' experience in the field of Economic Policy / Planning / Financial management. Desirable (i) Master's Degree in Economics or Master's Degree in Business Administration (Finance) from a recognised	Not applicable.	2 (Two) years for Direct Recruits	By deputation (including short-term contract) failing which by Direct Recruitment

						University or Institute.			
						(iii) One year teaching experience in Economic Policy or Financial Management or One-year experience in imparting or Organising Training in Economic Policy, Planning or Financial Management.			

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 is to be consulted in making recruitment.
(11)	(12)	(13)
<p>Deputation (Including Short-Term contract):</p> <p>Officers under Central Government or State Governments or Union Territories or Universities or recognised research institutions or Public Sector Undertakings or Autonomous Organisations or Statutory or Semi-Government Organisations:-</p> <p>(a) (i) holding analogous posts on regular basis in the parent cadre or Department; or (ii) with five years' service in the Level rendered after appointment thereto on regular basis in Level 9/10 in the pay matrix in the parent cadre or Department; or (iii) with six years' service in the Level rendered after appointment thereto on regular basis in Level 8 in the pay matrix in the parent cadre or Department; and</p> <p>(b) possessing the educational qualifications and experience prescribed for Direct Recruits under Col. 7</p> <p>Note 1: Period of deputation (including short term contract) including the period of deputation in another ex-cadre post immediately preceding this appointment in the same or some other organization/ department of the central Government shall ordinarily not to exceed 4 years.</p> <p>Note 2: The maximum age limit for appointment by deputation (including Short-Term Contract) shall not be exceeding fifty six years as on the closing date of receipt of applications.</p> <p>Note 3: The maximum age limit for direct recruits shall not be exceeding forty years.</p>	<p>DPC for considering confirmation.</p> <p>Composition of DPC for considering confirmation is as under :-</p> <p>(i) Director, Institute of Secretariat Training and Management – Chairman</p> <p>(ii) Director(Training) / Deputy Secretary (Training), Department of Personnel & Training – Member</p> <p>(iii) Joint Director, Institute of Secretariat Training and Management - Member</p>	<p>Consultation with Union Public Service Commission is necessary for filling up the post.</p>

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(Syed Imran Ahmed)

Under Secretary to the Government of India