

DRAFT

[TO BE PUBLISHED IN PART II, SECTION 3, SUB-SECTION (I) OF THE GAZETTE OF INDIA, EXTRAORDINARY]

Ministry of Urban Development
(Town and Country Planning Organisation)

Notification

New Delhi, the _____, 2017

G.S.R.(E).— In exercise of the powers conferred by the proviso to article 309 of the Constitution and in supersession of the Ministry of Urban Development, Town and Country Planning Organisation, Documentation Assistant Group "B" Non-Gazetted (Non-Ministerial) Recruitment Rules, 2008 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 Documentation Assistant in the Ministry of Urban Development, Town and Country Planning Organisation, namely:—

1. **Short title and commencement.**— (1) These rules may be called the Ministry of Urban Development, Town and Country Planning Organisation, Documentation Assistant, Group "B", Non-Gazetted (Non-Ministerial) Recruitment Rules, 2017.

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

2. **Application.**— These rules shall apply to the posts specified in column (1) of the Schedule annexed to these rules.

3. **Number of posts, classification and Level in the Pay Matrix .**— The number of said posts, their classification, Level in the Pay Matrix attached thereto shall be as specified in columns (2) to (4) of the said Schedule.

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

5. **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.

6. **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, relax any of the provisions of these rules with respect to any class or category of persons.

7. **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, 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.

8. *Surendra*
20.1.17

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RECRUITMENT RULES FOR THE POST OF DOCUMENTATION ASSISTANT IN TOWN AND COUNTRY PLANNING ORGANISATION, MINISTRY OF URBAN DEVELOPMENT

SCHEDULE

Name of the post	Number of Posts	Classification	Level in the Pay Matrix	Whether selection or non-selection post	Age limit for direct recruits
(1)	(2)	(3)	(4)	(5)	(6)
Documentation Assistant	1* (2017) * Subject to variation dependent on workload	General Central Service, Group B Non- Gazetted, Non- Ministerial	Level 6 (Rs.35,400 – 1,12,400)	Not applicable	Not applicable

Educational and other qualifications required for direct recruits	Whether age and educational qualification 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 the posts to be filled by various methods
(7)	(8)	(9)	(10)
Not Applicable	Not Applicable	Not applicable	By Deputation

In case of recruitment by promotion or deputation or absorption Levels from which promotion or deputation or absorption to be made	If a D.P.C exists what is its composition	Circumstances in which Union Public Commission is to be consulted
(11)	(12)	(13)
<p>Deputation:</p> <p>a) Officers under the Central Government :-</p> <p>(i) holding analogous post on regular basis in the parent cadre or department; or</p> <p>(ii) with 06 years service in the grade rendered after appointment thereto on a regular basis in Level 5 (Rs. 29200 – 92300) of the Pay Matrix or equivalent in the parent cadre or department ; and</p> <p>(iii) with 10 years service in the grade rendered after appointment thereto on a regular basis in Level 4 (Rs. 25500 – 81100) of the Pay Matrix or equivalent in the parent cadre or department ; and</p> <p>b) Possessing the following educational qualifications and experience :</p> <p>(i) degree of a recognized University or Institute or equivalent</p> <p>(ii) degree or equivalent diploma in Library Science from a recognized Univeristy/Institute or equivalent.</p> <p>(iii) two years experience of documentation work in a Library of standing.</p> <p>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.</p> <p>Note 2 : Period of deputation including 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.</p> <p>The maximum age limit for appointment by deputation shall be not exceeding fifty six years (56) as on the closing date of the receipt of applications.</p> <p>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 2016 (the date from which the revised pay structure based on the 7th CPC recommendations has been extended) shall be deemed to be service rendered in the corresponding Level extended based on the recommendations of the Pay Commission.</p>	Not applicable	Consultation with Union Public Service Commission is not necessary .

attested
S. Suresh
20.1.17

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