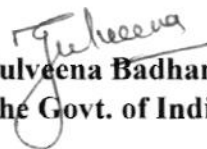


F.No. A-12018/05/2016-Adm.III
Government of India
NITI Aayog

Sansad Marg, New Delhi
Dated the 5th February, 2018

Sub.: Seeking comments of stakeholders on framing of draft Recruitment Rules for the post of Assistant Photostat-cum-Equipment Operator in NITI Aayog.

In compliance with the DoP&T instructions contained in O.M. No. AB-14017/61/2008-Estt.(RR) dated 13th October, 2015, NITI Aayog invites comments from the stakeholders in respect of draft Recruitment Rules for the post of Assistant Photostat-cum-Equipment Operator in NITI Aayog. Comments may be given in the matter at rradm4-niti@gov.in within 30 days of such publication in the website of NITI Aayog.


(Gulveena Badhan)
Under Secretary to the Govt. of India

Encl.: Draft Recruitment Rules for the post of Assistant Photostat-cum-Equipment Operator.

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 other 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 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.

Schedule

Name of post.	Number of post.	Classification.	Level in Pay Matrix	Whether selection post or non-selection post.
(1)	(2)	(3)	(4)	(5)
Assistant Photostat-cum-Equipment Operator	1* (2018) *Subject to variation dependent on work load.	General Central Service, Group 'C', Non-Gazetted, Non-Ministerial.	Level-2 (Rs. 19900-63200)	Selection.

Age limits 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.
(6)	(7)	(8)	(9)
<p>Between 18 and 25 years. (Relaxable for Government servants upto 40 years in accordance with the instructions or orders issued by the Central government)</p> <p>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 J&K State, Lahaul & Spiti district and Pangri Sub Division of Chamba district of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep).</p> <p>Note 2: In case of recruitment made through the Employment Exchange, the crucial date for determining the age limit shall be last date upto which the Employment Exchange is asked to submit the names.</p>	<p>1.12th pass. 2.Working knowledge of handling and operating photocopiers, projectors, binding/cutting and other office equipments. 3.Skill in carrying normal maintenance of office electrical equipments, appliances and fittings.</p> <p>Note: Qualifications are relaxable at the discretion of SSC/Competent Authority in the case of candidates otherwise well qualified.</p>	<p>Age - No</p> <p>Educational Qualification - No. But promotees will have to possess the experience, etc. at 2 and 3 in col. 7.</p>	<p>Two years (for direct recruits).</p>

Method of recruitment, whether by direct recruitment or by promotion or by deputation or absorption, percentage of the vacancies to be filled by various methods.	In case of recruitment by promotion or deputation, grades from which promotion or deputation 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.
(10)	(11)	(12)	(13)
By promotion, failing which by deputation and failing both by direct recruitment.	<p>Promotion : Officers holding Group 'C' posts in the Level-1 in pay matrix (Rs. 18000-56900) with 3 years' service in the grade rendered after appointment thereto on regular basis;</p> <p>Deputation : Officers under the Central Government-</p> <p>(a) (i) holding analogous or equivalent posts; or</p> <p>(ii) With 3 years' regular service in the Level-1 in pay matrix (Rs. 18000-56000) or equivalent; or</p> <p>(b) possessing the educational qualifications and experience prescribed for direct recruits under column 7.</p> <p>(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 3 years).</p>	<p>Group 'C' Departmental Promotion Committee (for considering promotion and confirmation):</p> <ol style="list-style-type: none"> 1. Under Secretary (Administration) – Chairman 2. Technical Officer (Charts, Maps & Equipment)/SRO – Member 3. Section Officer (Administration) – Member 	Not applicable.

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(Gulveena Badhan)
Under Secretary to the Government of India

To

**The Manager,
Govt. of India Press
Ring Road, Mayapuri,
New Delhi.**

Copy to:-

1. Department of Personnel & Training (RR Section), North Block, New Delhi-110 001 with reference to their ID No.....dated.....
- 2.The Secretary, UPSC, New Delhi with reference to their letter No.....dated.....
- 3.Ministry of Law (Legislative Department), Legislative-I Section, Shastri Bhavan, New Delhi-110 001 with reference to their ID No.....dated.....
4. Vidhai Vibhag, Rajbhasha Khand, Room No. 723-A, A Wing, Shastri Bhavan, New Delhi-110 001.
- 5.The Chief Librarian, Lok Sabha Secretariat (with spare copies).
- 6.Lok Sabha Secretariat (for the Committee on Subordinate Legislation)
- 7.Rajya Sabha Secretariat (for the Committee on Subordinate Legislation)
8. Under Secretary (General/Protocol), NITI Aayog
- 9.Administration I/II/III Sections, NITI Aayog
- 10.Library, NITI Aayog/PEO Library

**(Gulveena Badhan)
Under Secretary to the Govt. of India**