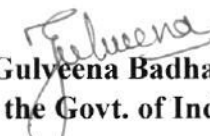


F.No. A-12018/03/2016-Adm.III
Government of India
NITI Aayog

Sansad Marg, New Delhi
Dated the 3rd April, 2018

Sub.: Seeking comments of stakeholders on framing of draft Recruitment Rules for various posts of Departmental Canteen, 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 various posts in Departmental Canteen, 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 various posts in Departmental Canteen, NITI Aayog.

[To be published in the Gazette of India, Part II, Section 3, Sub-section (i)]
Government of India
National Institution for Transforming India (NITI Aayog)

Notification

New Delhi, the 2018

G.S.R.... – In exercise of the powers conferred by the proviso to article 309 of the Constitution and in supersession of the Departmental Canteen, Planning Commission (Group 'D') Recruitment Rules, 2014, except as respect things done or omitted to be done before such amendment, the President hereby makes the following rules regulating the method of recruitment to various posts in Departmental Canteen, National Institution for Transforming India (NITI Aayog), namely:-

1. Short title and commencement. – (1) These rules may be called the National Institution for Transforming India (Canteen Staff) Recruitment Rules, 2018.
(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 hereto.
3. Number of post, classification, level in the pay matrix. - The number of the posts, their classification, and the level in the pay matrix attached thereto shall be as specified in columns (2) to (4) of the Schedule annexed to these rules.

: 2:

4. Method of recruitment, age limit, qualifications etc. - The method of recruitment, age limit, qualifications and other matters relating to the said post 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 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 or posts.

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)
1. Manager Grade-II	1*(2018) *Subject to variation dependent on work load.	General Central Service (Group 'B'), Non-Gazetted, Non-Ministerial.	Level-6 in pay matrix (Rs. 35400-112400) (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.)	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)
30 years (Relaxable for Govt.Servants upto 5 years in accordance with the instructions or orders issued by the Central Govt.) 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, Arunanchal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh		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	No	Two years for direct recruits and promotees

<p>division of Jammu & Kashmir State, Lahul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman Nicobar Islands or Lakshadweep).</p>	<p>Autonomous/Statutory Organization</p> <p>Note1: Qualification are releasable at the discretion of the Staff Selection Committee/Competent Authority for reasons to be recorded in writing in case of candidate otherwise well qualified.</p> <p>Note 2: Qualifications regarding experience is /are releasable at the discretion of the SSC/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 SSC/Competent Authority is of the</p>		
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	<p>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.</p>		
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<p>Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption, and the percentage of the vacancies to be filled by various methods.</p>	<p>In case of recruitment by promotion/deputation/absorption, grades from which promotion or deputation/absorption to be made.</p>	<p>If a Departmental Promotion Committee exists, what is its composition.</p>	<p>Circumstances in which Union Public Service Commission is to be consulted in making recruitment.</p>
(10)	(11)	(12)	(13)

<p>Promotion failing which by Deputation failing both by Direct Recruitment</p>	<p>Promotion: (i) Assistant Manager-cum-Storekeeper in the Level-4 in pay matrix (Rs. 25500-81100) with ten years (10) regular service in the grade</p> <p>Note1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion , their seniors shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or 2 years whichever is less and have successfully completed their probation period for their promotion to the next higher grade along with their junior who have already completed such qualifying or eligibility service.</p> <p>Deputation: Officers under the Central Government :</p> <p>(a)(i) holding analogous posts on regular basis in the parent cadre/department, or (ii) with 6 years' service in the grade rendered after appointment thereto on a regular basis in posts in Level 5 in pay matrix (Rs.29200-92300) 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 in pay matrix (Rs. 25500-81100) or equivalent in the parent cadre/department: and</p> <p>(b) possessing the educational qualifications and experience prescribed for Direct Recruitment under Col 7.</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, deputationnists shall not be eligible for appointment by promotion.</p>	<p>Group 'B' Departmental Promotion Committee for Promotion, consisting of:-</p> <ol style="list-style-type: none"> 1. Director/Deputy Secretary (Administration) —Chairman 2. Under Secretary (Administration) —Member 3. Section Officer —Member 	<p>Consultation with UPSC not necessary</p>
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	<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 organization or department of the Central Government shall ordinarily not to exceed three (3) years.</p> <p>The maximum age limit for deputation shall not be exceeding 56 years as on the closing date of receipt of applications.</p>		
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Name of post.	Number of post.	Classification.	Level in pay matrix	Whether selection post or non-selection post.
(1)	(2)	(3)	(4)	(5)
2. Assistant Manager-cum-Storekeeper	1*(2018) *Subject to variation dependent on work load.	General Central Service (Group 'C'), Non-Gazetted, Non-Ministerial.	Level-4 (Rs. 25500-81100). 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.	Non-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)	
18-25 years. (Relaxable for Government servants upto the age of 40 years, in accordance with the orders issued by the Central Government from time to time.) Note: The crucial date for determining the age limit shall be the last date upto which Employment Exchange is asked to submit names. In case post is advertised in Employment News/Newspaper, the crucial date for determining the age limit shall be the last date upto which applications have been called for.	(a) B.Com from a recognized university; or Graduate in any discipline from any recognized university with one year Diploma in Book keeping/ Store Keeping; and (b) EXPERIENCE: - Three years in a Government Department or Undertaking in handling Stores / Accounts. Note 1: The Qualification(s) are relaxable at the discretion of the competent authority, for reasons to be recorded in writing, in the case of candidates, otherwise well qualified.	No	Two years For Direct Recruits, NIL for promotees	

	<p>Note 2: The qualification(s) regarding experience is/are relaxable at the discretion of the competent authority, for reasons to be recorded in writing, in case of candidates belonging to the Scheduled Castes/ Scheduled Tribes if, at any stage of selection, the competent authority, is of the opinion that sufficient number of candidates belonging to these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.</p>		
Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption, and the percentage of the vacancies to be filled by various methods.	In case of recruitment by promotion/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.
(10)	(11)	(12)	(13)
Promotion failing which by Deputation and failing both by direct recruitment.	<p>Promotion :</p> <p>(i) Clerks with at least eight(8) years regular service in the level-2 in pay matrix (Rs. 19900-63200)</p> <p>(ii) Halwai-cum-Cook with five (5) years regular service in the Level-3 in pay matrix (Rs. 21700-69100) - with two years' experience in handling Stores/ Accounts and possessing educational qualification as prescribed for direct recruited Clerk i.e 12th Class with Commerce.</p> <p>Note : "Where juniors who have completed their qualifying/eligibility service are being considered for promotion , their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service by more than half of such qualifying service or two years, whichever is less, and have successfully completed probation period for promotion to the next higher</p>	<p>Group 'C' Departmental Promotion Committee, consisting of:-</p> <ol style="list-style-type: none"> 1. Director/Deputy Secretary (Administration) —Chairman 2. Under Secretary (Administration) — Member 3. Section Officer — Member 	Consultations with UPSC not necessary

	<p>grade along with their juniors who have already completed such qualifying /eligibility service”</p> <p>Deputation : Officers of the Central Government : (a)(i) holding analogous posts on regular basis; or (ii) with at least eight(8) years regular service in the level-2 in pay matrix (Rs. 19900-63200); (iii) possessing educational qualification as prescribed for Direct Recruitment under column (7); and (ii) three (3) years’ experience in handling Stores / Accounts in a government department/undertaking.</p> <p>Note 1: The 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 three years. The maximum age-limit for deputation is 56 years as on the closing date of the receipt of applications.</p> <p>Note 2: The Departmental official in the feeder category who are in the 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. (The deputationists should possess the educational qualifications and experience prescribed for direct recruits under col.7.)</p>		
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Name of post.	Number of post.	Classification.	Level in pay matrix	Whether selection post or non-selection post.	
(1)	(2)	(3)	(4)	(5)	
3. Clerk	2*(2018) *Subject to variation dependent on work load.	General Central Service (Group 'C'), Non-Gazetted, Non-Ministerial.	Level-2 (Rs. 19900-63200).	Non-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)
18-25 years. (Relaxable for Government servants upto the age of 40 years, in accordance with the orders issued by the Central Government from time to time.) Note: The crucial date for determining the age limit shall be the last date upto which the Employment Exchange is asked to submit names. In case post is advertised in Employment		(a) 12th Class Pass or equivalent with Commerce. (b) A typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on computer (35 w.p.m. and 30 w.p.m. correspond to 10500 Key Depression Per Hour / 9000 key Depression Per Hour on an average of 5 Key Depressions for each word).		No	Two years for Direct Recruits, NIL for promotees.

<p>News/Newspaper the crucial date for determining the age limit shall be last date upto which applications have been called for.</p>	<p>Note 1: The Qualifications are relaxable at the discretion of the competent authority, for reasons to be recorded in writing in the case of candidates, otherwise well qualified.</p> <p>Note 2: The qualifications regarding experience are relaxable at the discretion of the competent authority, for reasons to be recorded in writing, in the case of candidates belonging to the Scheduled Castes or the Scheduled Tribes, if at any stage of selection, competent authority is of the opinion that sufficient number of candidates belonging to these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.</p>		
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<p>Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption, and the percentage of the vacancies to be filled by various methods.</p>	<p>In case of recruitment by promotion/deputation/absorption, grades from which promotion or deputation/absorption to be made.</p>	<p>If a Departmental Promotion Committee exists, what is its composition</p>	<p>Circumstances in which Union Public Service Commission is to be consulted in making recruitment.</p>
(10)	(11)	(12)	(13)
<p>By promotion failing which by Direct Recruitment.</p>	<p>Promotion : Canteen Attendant with at least three years(3) regular service in the level-1 in pay matrix (Rs. 18000-56900); and A two week training on Organizational Behavior, Communication Skill and Accounting Practices shall be desirable for the Canteen Attendants for promotion to the post of Clerk from Institute of Secretariat Training and Management (ISTM) or any other recognised Institutes by Govt. of India or State Govt.</p> <p>Note : “Where juniors who have completed their qualifying/eligibility service are being considered for promotion , their seniors would also be considered</p>	<p>Group ‘C’ Departmental Promotion Committee(for Confirmation) consisting of:</p> <ol style="list-style-type: none"> 1. Director/Deputy Secretary (Administration) —Chairman 2. Under Secretary (Administration) —Member 3. Section Officer —Member 	<p>Consultation with UPSC not necessary</p>

	provided they are not short of the requisite qualifying/eligibility service by more than half of such qualifying service or two years, whichever is less, and have successfully completed probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying /eligibility service”		
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Name of post.	Number of post.	Classification.	Level in pay matrix	Whether selection post or non-selection post.
(1)	(2)	(3)	(4)	(5)
4. Halwai-cum-Cook	2*(2018) *Subject to variation dependent on work load.	General Central Service (Group 'C'), non-Gazetted, Non-Ministerial.	Level-3 (Rs. 21700-69100)	Non-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
(6)	(7)	(8)	(9)	
18-25 years. (Relaxable for Government servants upto the age of 40 years, in accordance with the orders issued by the Central Government from time to time.)	(a) 10 th Class Pass with Certificate/Diploma in catering (b) Experience- 2 years in a Govt. Deptt./Undertaking preferred. (c) A Trade Skill Test for Cooking shall be conducted to assess suitability of the candidate.	No	Two years	

<p>Note: The crucial date for determining the age limit shall be the last date upto which the Employment Exchange is asked to submit names. In case post is advertised in Employment News/Newspaper the crucial date for determining the age limit shall be last date upto which applications have been called for.</p>	<p>Note: The qualification(s) regarding experience are relaxable at the discretion of the competent authority, for reasons to be recorded in writing, in the case of candidates belonging to the Scheduled Castes or the Scheduled Tribes, if at any stage of selection, competent authority is of the opinion that sufficient number of candidates belonging to these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.</p>		
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<p>Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption, and the percentage of the vacancies to be filled by various methods.</p>	<p>In case of recruitment by promotion/deputation/absorption, grades from which promotion or deputation/absorption to be made.</p>	<p>If a Departmental Promotion Committee exists, what is its composition</p>	<p>Circumstances in which Union Public Service Commission is to be consulted in making recruitment.</p>
(10)	(11)	(12)	(13)
<p>Promotion failing which by Deputation and failing both by Direct Recruitment</p>	<p>Promotion : Assistant Halwai-cum-Cook with at least three (3) years regular service in level-2 in pay matrix (Rs. 19900-63200). Note : “Where juniors who have completed their qualifying/eligibility service are being considered for promotion , their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service or two years whichever is less, and have successfully completed probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying /eligibility service”. Deputation : Officers of the Central Government : (a) (i) holding analogous posts on regular basis, or</p>	<p>Group ‘C’ Departmental Promotion Committee, consisting of:- 1. Director/Deputy Secretary</p>	<p>Consultations with the UPSC not necessary</p>

	<p>(ii) Assistant Halwai-cum-Cook with at least three (3) years regular service in the Level-2 in pay matrix (Rs. 19900-63200); and</p> <p>(b) possessing the qualifications and experience :</p> <p>(a) 10th Class Pass with a certificate/ diploma in catering</p> <p>(b) Experience- Two years in a Government Department/ Undertaking preferred.</p> <p>Note 1: The 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 three years. The maximum age-limit for deputation is 56 years as on the closing date of the receipt of applications.</p> <p>Note 2: The Departmental official in the feeder category who are in the 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>(Deputationists should possess the educational qualifications and experience prescribed for direct recruits under col.7</p>	<p>(Administration) — Chairman</p> <p>2. Under Secretary (Administration) — Member</p> <p>3. Section Officer —Member</p>	
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Name of post.	Number of post.	Classification.	Level in pay matrix	Whether selection post or non-selection post.	
(1)	(2)	(3)	(4)	(5)	
5. Assistant Halwai-cum-Cook	2*(2018) *Subject to variation dependent on work load.	General Central Service (Group 'C'), Non-Gazetted, Non-Ministerial.	Level-2 (Rs. 19900-63200).	Non-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	Period of probation, if any

		the case of promotees	
(6)	(7)	(8)	(9)
<p>18-25 years. (Relaxable for Government servants upto the age of 40 years, in accordance with the orders issued by the Central Government from time to time.)</p> <p>Note: The crucial date for determining the age limit shall be the last date upto which the Employment Exchange is asked to submit names. In case post is advertised in Employment News/Newspaper the crucial date for determining the age limit shall be last date upto which applications have been called for.</p>	<p>(a) 10th Class Pass with a certificate/ diploma in catering. (b) Experience : One year (c) A Trade Skill Test for cooking including maintenance of hygiene etc. shall be conducted by the Departmental Promotion Committee to assess the suitability of the candidate.</p> <p>Note: The Qualification(s) regarding experience is/are relaxable at the discretion of the competent authority, for reasons to be recorded in writing, in case of candidates belonging to the Scheduled Castes or the Scheduled Tribes, if at any stage of selection the competent authority is of the opinion that sufficient number of candidates belonging to these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.</p>	<p>No</p>	<p>Two years for Direct Recruits, NIL for promotees.</p>

Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption, and the percentage of the vacancies to be filled by various methods.	In case of recruitment by promotion/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.
(10)	(11)	(12)	(13)
By promotion failing which by deputation failing both by Direct Recruitment	<p>Promotion : (i) Canteen Attendant in the Level-1 in Pay Matrix (Rs. 18000-56900) with three (3) years regular service. A Trade Test shall be got conducted by the Departmental Promotion Committee with reference to the cooking including maintenance of hygiene etc. Note : “Where juniors who have completed their qualifying/eligibility service are being considered for promotion , their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service by more than half of such qualifying service or two years, whichever is less, and have successfully completed probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying /eligibility service”.</p> <p>Deputation : Officers of the Central Government : (i) holding analogous posts on regular basis, or (ii) Canteen Attendant in the Level-1 in Pay Matrix (Rs. 18000-56900) with at least three(3) years regular service having one(1) year experience as helper to Halwai-cum-Cook (iii) possessing certificate/ diploma in catering. Note 1: The 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 three years. The maximum age-limit for deputation is 56 years as on the closing date of the receipt of applications. Note 2: The departmental official in the feeder category who are in the 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>Group ‘C’ Departmental Promotion Committee; consisting of :</p> <ol style="list-style-type: none"> 1. Director/Deputy Secretary (Administration) —Chairman 2. Under Secretary (Administration) —Member 3. Section Officer — Member 	Consultation with UPSC not necessary

	(The deputationists should possess the educational qualifications and experience prescribed for direct recruits under Column (7)).		
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Name of post.	Number of post.	Classification.	Level in pay matrix	Whether selection post or non-selection post.
(1)	(2)	(3)	(4)	(5)
6. Canteen Attendant	8*(2018) *Subject to variation dependent on work load.	General Central Service (Group 'C'), Non-Gazetted, Non-Ministerial.	Level-1 (Rs. 18000-56900).	Not Applicable

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)
18-25 years. (Relaxable for Government servants upto the age of 40 for Government Servant) in accordance with the orders issued by the Central Government from time to time. Note: The crucial date for determining the age limit shall be the last date upto which the Employment Exchange is asked to submit names. In case post is advertised in Employment News/Newspaper the crucial date for determining the age limit shall be last date upto which applications have been called for.	Matriculation or equivalent.	Not Applicable	Two years.

Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption, and the percentage of the vacancies to be filled by various methods.	In case of recruitment by promotion/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.
(10)	(11)	(12)	(13)
Direct recruitment	Not applicable	Group 'C' Departmental Promotion Committee (for confirmation); consisting of: 1. Director/Deputy Secretary (Administration) —Chairman 2. Under Secretary (Administration) —Member 3. Section Officer —Member	Consultations with UPSC not necessary

F.No. A- 12018/03/2016-Adm.III

(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