

Recruitment Rules Formulation, Amendment & Monitoring System

13 Point Schedule – Annexure III

Year : 2019

Recruitment Rules for the Post of Maintenance Officer, in Min/Dept, Ministry of Textiles/NHHM

- (a) Name of Post : **Maintenance Officer Level – 6**
General Central Service, Group 'B', Non-Gazetted, Non-Ministerial.
- (b) Name of Ministry/Department: National Handicrafts and Handlooms Museum (NHHM)
Ministry of Textiles.
- (c) Reference no. in which commissions: --
advice on recruitment rules was conveyed
- (d) Date of notification of the original : GSR No. 174 dt 30 Mar 1995

Col	Classification	Provision in the existing rules	Revised provisions proposed	Reason for the revision proposed
1.	Name of the post	Maintenance Officer	Maintenance Officer	No change
2.	Number of the post	*1 (1995) *Subject to variation dependent on work load.	One* (2019) *Subject to variation dependent on work load.	No change Except year
3.	Classification	General Central Service Group 'C' Non-Gazetted, Non-Ministerial	General Central Service, Group 'B' , Non-Gazetted Non-Ministerial.	upgraded to Group B as the post carrying the grade pay of 4200 in PB -2 (VI CPC) in terms of DoPT new guide lines dt 31 Dec 2010 Para 3.4 and as per 7th CPC
4.	Pay band and grade pay or pay scale	Rs 1600-50-2300-EB-60-2600	Level 6 in the pay matrix Rs.35,400 – 1,12,400/-	The pay scale has been revised to equivalent scales of 5 th , 6 th and 7 th CPC pay Scale/ pay matrix table
5.	Whether selection post or non selection post	Selection	Selection	No change
6.	Age limits for Direct Recruits	Not applicable	Not Exceeding thirty years. Note 1:(Relaxable for Government Servants up to 5 years in accordance with the instructions or orders issued by the Central Government). Note 2: The crucial date for determining the age-limit shall be the closing date for receipt of applications from candidates	Changes made as per the DoPT new guide lines dt 31 Dec 2010 Para 3.7.2 & 3.7.4.1

			and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul & Spiti District and Pangi sub-division of Chamba district of Himachal Pradesh, Andaman & Nicobar Islands and Lakshadweep).	
7.	Educational and other qualifications required for direct recruits	Not applicable	<p>Essential :</p> <p>(i) Bachelor's Degree from a recognized University or Institute.</p> <p>Experience Desirable:</p> <p>(i) Three year experience of maintenance work of Museum, exhibition or trade fair including renovation, store-procurement or store handling in a Government Museum or similar organisation of the Government</p> <p>Note 1.: 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.</p> <p>Note. 2 : The qualifications regarding experience 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 belonging to Scheduled Castes or the 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 vacancy reserved for them.</p>	Educational qualification changed as direct recruitment is being proposed as an additional method of recruitment.


8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Not applicable	No	No change.
9.	Period of probation, if any	Not applicable	2 years for direct recruits.	Changes made in terms of DoPT guidelines as method of recruitment has also changed.
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation and percentage of the vacancies to be filled by various methods	Transfer on deputation / promotion	Composite method {(Promotion/deputation (ISTC)) or Absorption , failing which by direct recruitment 100%.	Composite method adopted for wider choice of selection of candidates because there is only one post in the feeder category in terms of DoPT guidelines para 3.11.7 and as per DoPT new guidelines dt 31 Dec 2010 Para 3.12.4.5
11.	In case of recruit ment by promoti on/ deputat ion / Absorpt ion, from which promoti on/ deputat ion to be made.	Transfer on Deputation / promotion : (1) Officers under the Central Govt. (a) (i) holding analogous posts (ii) with three years' regular service in posts in the scale of pay of Rs. 1400-2300 or equivalent. (b) possessing the following educational qualifications and experience, namely :- (i) degree of a recognized University or equivalent(ii) three years experience of maintenance work of Museum exhibition or trade fair including and renovation, store –	Promotion:- Departmental Store Clerk in pay matrix Level 2 with minimum 18 years of regular service rendered after appointment in the post shall also be considered along with outsiders and in case he / she is selected for appointment to the post, the same shall be deemed to have been filled by promotion Transfer on Deputation (ISTC)/Transfer:- Officers under the Government and non-government bodies e.g., Autonomous or statutory	As method of appointment/sele ction has changed and provision of absorption has been made to make best use of knowledge/experi ence gained by the candidate who came on deputation initially.

		<p>procurement or store handling in a Government museum or similar organisation of the Government.</p> <p>(2) The Departmental Store Supervisors with three years' regular service in the grade will also be considered and in case he is selected for appointment to the post, the same shall be deemed to have been filled by promotion (The departmental Officers who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion. Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation/ department of the Central Govt. ordinarily not exceed three years).</p>	<p>PSU, University or Recognized Research Institution :-</p> <p>(a) (i) holding analogous posts on regular basis in the parent cadre / department , or</p> <p>(ii) with at least Six years of regular service in the grade rendered after appointment thereto on a regular basis in posts of Level 5 or equivalent and</p> <p>(b) Possessing the qualification and experience prescribed for Direct Recruitment under column 7.</p> <p>Absorption. Officers of the Central Govt. who have earlier worked at National Handicrafts and Handlooms Museum on deputation for a period of minimum 2 years on analogous post.</p> <p>Note : The maximum age limit for appointment by Deputation (ISTC) / Absorption / shall be not exceeding 56 years as on the closing date of the receipt of Applications.</p> <p>Notes Standard.</p>	
12.	If a Departmental Promotion Committee (DPC) exists, what is its composition	<p>Group 'C' DPC :-</p> <p>(i) Sr. Director (M)-Chairman;</p> <p>ii) Any Officer from O/o DC(HL) of the level of ADC/JDC to be nominated by DC(HL) – Member</p> <p>iii) Deputy Director of NHHM to be nominated by the Chairman - Member;</p> <p>iv) Any SC/ST member of suitable rank to be nominated by Sr Director wherever required. –</p>	<p>Departmental Promotion Committee (For considering Promotion) consisting of:-</p> <ol style="list-style-type: none"> 1. Senior Director (M)-Chairman 2. Any Officer from O/o DC(HC) of the level of Director(HC) to be nominated by the DC(HC) – Member 3. Dy. Director of NHHM to be nominated by 	<p>As the post is classified to Group ' B ' , the composition of DPC/DCC has been revised as per latest DoPT guidelines. Further the office of NHHM which was under administrative control of Development Commissioner (Handloom) is</p>

		Member	Chairman - Member 4. Any SC/ST member of suitable rank to be nominated by chairman, wherever required. Departmental Confirmation Committee (for considering confirmation) consisting of: 1. Senior Director (M)-Chairman 2. Any Officer from O/o DC(HC) of the level of Director(HC) to be nominated by the DC(HC) – Member 3. Dy. Director of NHHM to be nominated by Chairman - Member	now under Administrative control of Development Commissioner (Handicrafts).
13.	Circumstances in which Union Public Service Commission to be consulted in making recruitment	Not applicable	Not necessary.	As the post is now Group 'B' non-gazetted, non-ministerial.

Name, address and telephone numbers of the Ministry's representative with whom these proposals may be discussed. If necessary, for clarification / early decision	D. Rama Krishna Rao Admin & Security Officer/HoO NHHM (Crafts Museum) Bhairon Marg, Pragati Maidan New Delhi -110001 aso-nhhm@gov.in Tele : 011-2337 1353 / 9509442163
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F No. 1/49(1)/2011-12/NHHM


(Sohan Kumar Jha)
Sr. Director (NHHM)

Recruitment Rules Formulation, Amendment & Monitoring System

13 Point Schedule – Annexure I

Year : 2019

Recruitment Rules for the Post of Maintenance Officer, in Min/Dept., Ministry of Textiles/NHHM

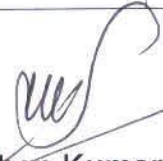
Name of post.	Number of post.	Classification.	pay band, grade pay, pay scale or 7 th CPC Pay Matrix Level	Whether selection on post or non-selection on post.	Age limit for direct recruits.	Educational and other qualifications required for direct recruits.
1	2	3	4	5	6	7
Maintenance Officer	One* (2019) *Subject to variation dependent on work load	General Central Service, Group 'B' , Non-Gazetted Non-Ministerial.	Level 6 in the pay matrix Rs.35,400 – 1,12,400/-	Selecti on.	Not Exceeding thirty years. Note 1:(Relaxable for Government Servants up to 5 years in accordance with the instructions or orders issued by the Central Government). Note 2: The crucial date for determining the age-limit shall be the closing date for receipt of applications from candidates and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul & Spiti District and	Essential : (i) Bachelor's Degree from a recognized University or Institute. Experience Desirable: (i) Three year experience of maintenance work of Museum, exhibition or trade fair including renovation, store-procurement or store handling in a Government Museum or similar organisation of the Government Note 1.: Qualifications are relaxable at the discretion of the Staff Selection

					<p>Pangi sub-division of Chamba district of Himachal Pradesh, Andaman & Nicobar Islands and Lakshadweep).</p>	<p>Commission or 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 Staff Selection Commission or Competent Authority, for reasons to be recorded in writing, in the case of candidates belonging to Scheduled Castes or the 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 vacancy reserved for them.</p>
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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 and percentage of the vacancies to be filled by various methods.	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 to be consulted in making recruitment.
8	9	10	11	12	13
No	2 years for direct recruits.	Composite method {(Promotion/deputation (ISTC)} or Absorption , failing which by direct recruitment 100%.	<p>Promotion:- Departmental Store Clerk in Pay Matrix Level 2 with minimum 18 years of regular service rendered after appointment in the post shall also be considered along with outsiders and in case he / she is selected for appointment to the post, the same shall be deemed to have been filled by promotion</p> <p>Transfer on Deputation (ISTC)/Transfer : Officers under the Government and non-government bodies e.g., Autonomous or statutory PSU, University or Recognized Research Institution :-</p> <p>(a) (i) holding analogous posts on regular basis in the parent cadre / department , or (ii) with at least Six years of regular service in the grade rendered after appointment thereto on a regular basis in posts of Level 5 or equivalent and (b) Possessing the qualification and experience prescribed for Direct</p>	<p>Departmental Promotion Committee (For considering Promotion) consisting of:-</p> <ol style="list-style-type: none"> 1. Senior Director (M)-Chairman 2. Any Officer from O/o DC(HC) of the level of Director(HC) to be nominated by the DC(HC) – Member 3. Dy. Director of NHHM to be nominated by Chairman - Member 4. Any SC/ST member of suitable rank to be nominated by chairman, wherever required. <p>Departmental Confirmation</p>	Not necessary.

			<p>Recruitment under column 7.</p> <p>Absorption. Officers of the Central Govt. who have earlier worked at National Handicrafts and Handlooms Museum on deputation for a period of minimum 2 years on analogous post.</p> <p>Note : The maximum age limit for appointment by Deputation (ISTC) / Absorption / shall be not exceeding 56 years as on the closing date of the receipt of Applications.</p> <p>Notes Standard.</p>	<p>Committee (for considering confirmation) consisting of:</p> <ol style="list-style-type: none"> 1. Senior Director (M)-Chairman 2. Any Officer from O/o DC(HC) of the level of Director(HC) to be nominated by the DC(HC) – Member 3. Dy. Director of NHHM to be nominated by Chairman - Member 	
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F. No. 1/49(8)/2011-12/NHHM


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