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MINISTRY OF DEFENCE (FINANCE)

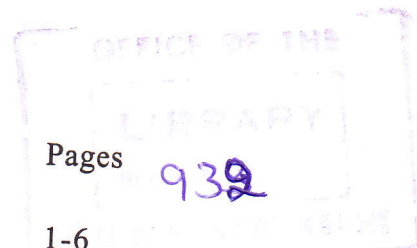
DEFENCE ACCOUNTS DEPARTMENT

RECRUITMENT RULES

GROUP 'B', 'C', 'D' & WET CANTEEN STAFF

Office of the Controller General of Defence Accounts,
West Block-V, R.K. Puram, New Delhi-110066

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(To be published in Part-II Section 4 of the Gazette of India)

Government of India
Ministry of Defence
(Finance Division)
New Delhi.
Dated the 25th Feb., 1997.

NOTIFICATION

S.R.O. 68. In exercise of the powers conferred by the proviso to article 309 of the constitution, the President hereby makes the following rules regulating the method of recruitment to the post of Senior Accounts Officer in the Defence Accounts Department, namely :-

1. **Short title and commencement :-**

- (1) These rules may be called the Defence Accounts Department (Senior Accounts Officer) Recruitment Rules, 1997.
- (2) They shall come into force on the date of their publication in the Official Gazette.

2. **Number of posts, classification and scale of pay :-**

The number of the said post, its classification and the scale of pay attached thereto shall be as specified in columns (2) to (4) of the Schedule annexed to these rules.

3. **Method of recruitment, age limit, qualifications etc :-**

The method of recruitment to the said post, age limit, qualifications and other matters connected therewith shall be as specified in columns (5 to 13) of the said schedule.

4. **Disqualifications :-** 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 to do so, it may, by order, for reasons to be recorded in writing and in consultation with the 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, relaxation of age limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, Ex-servicemen and any other special categories of persons in accordance with orders issued by the Government from time to time in this regard.

—————Schedule—————

Sd/-

RAJINDER MOHAN
ASSISTANT FINANCIAL ADVISER (COORD.)
MINISTRY OF DEFENCE (FINANCE DIVISION)
(FILE NO. AN/II/02167/SO/RR)

To,

The General Manager,
Government of India Press,
New Delhi.

SCHEDULE

Sl. No.	Name of Post	Number of Post	Classification	Scale of Pay	Whether Selection Post or Non-Selection Post	Age limit for direct recruits
	1.	2.	3.	4.	5.	6.
	Senior Accounts Officer	918 * (1996) Subject to variation dependent on work load	General Central Services (Group 'B') Gazetted, Non-ministerial	Rs. 8000-275-13500 Note : Pay Scale Revised as per Vth C.P.C.	Non-Selection	Not applicable

<p>Whether benefit of added years of Service admissible under rules 30 of CCS (Pensions) Rule 1972</p>	<p>Educational and other Qualifications required for direct recruits</p>	<p>Whether age and educational Qualifications prescribed for direct recruits will apply in case of promotees.</p>	<p>Period of probation if any</p>	<p>Method of recruitment- Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods</p>	<p>In case of recruitment by promotion / deputation/absorption/ grade from which promotion/deputation/absorption to be made</p>
<p>7</p>	<p>8</p>	<p>9</p>	<p>10</p>	<p>11</p>	<p>12</p>
<p>Not applicable</p>	<p>Not applicable</p>	<p>Not applicable</p>	<p>Not applicable</p>	<p>Promotion failing which by transfer on deputation.</p>	<p>PROMOTION Accounts Officer(Pay scale Rs. 7500-12,000) with three years regular service in the grade. TRANSFER ON DEPUTATION OFFICERS UNDER THE CENTRAL GOVERNMENT:- (a)(i) HOLDING ANALOGOUS POSTS ON REGULAR BASIS IN ANY OF THE ORGANISED ACCOUNTS SERVICES; OR (ii) WITH THREE YEARS REGULAR SERVICE AS ACCOUNTS OFFICER IN THE PAY SCALE OF RS.7500-12000 OR EQUIVALENT; OR (iii) WITH FIVE YEARS REGULAR SERVICE IN POSTS IN THE PAY SCALE OF RS.6500-10500 OR EQUIVALENT AND POSSESSING THREE YEARS EXPERIENCE AS</p>

7	8	9	10	11	12
					<p>ACCOUNTS OFFICER OR EQUIVALENT IN FINANCE/ BUDGETING/ACCOUNTS DIVISION OF ANY DEPARTMENT ORGANISATION. 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, 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 GOVERNMENT SHALL ORDINARILY NOT EXCEED 3 YEARS). THE MAXIMUM AGE LIMIT FOR APPOINTMENT BY TRANSFER ON DEPUTATION SHALL BE NOT EXCEEDING 56 YEARS OF AGE.</p>

If Departmental promotion Committee exists what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Remarks
13.	14.	15.
<p><u>Group 'B' Departmental Promotion Committee :</u> <u>(FOR PROMOTION)</u></p> <ol style="list-style-type: none"> 1. CONTROLLER GENERAL OF DEFENCE ACCOUNTS/SENIOR MOST ADDITIONAL CONTROLLER GENERAL OF DEFENCE ACCOUNTS - CHAIRMAN 2. ADDITIONAL CONTROLLER GENERAL OF DEFENCE ACCOUNTS - MEMBER (AUDIT) 3. JOINT CONTROLLER GENERAL OF DEFENCE ACCOUNTS (ADMIN) - MEMBER 4. TWO CONTROLLERS OF DEFENCE ACCOUNTS (ONE OF WHOM SHOULD BELONG TO SC/ST) - MEMBER. 	CONSULTATION WITH UPSC NOT NECESSARY	

NO. AN/II/02151/RR/89

Government of India

Ministry of Defence

(Finance Division)

New Delhi.

Dated the 28/01/1992

NOTIFICATION

S.R.O. 14. In exercise of the powers conferred by the proviso to article 309 of the Constitution and in super-session of the Defence Accounts Group 'B' Services Recruitment Rules, 1960, in so far as they relate to the post of Accounts Officer 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 Accounts Officer in the Defence Accounts Department namely :-

1. **Short title and commencement :-**

- (1) These rules may be called the Defence Accounts Department (Accounts Officer) Recruitment Rules, 1992.
- (2) They shall come into force on the date of their publication in the Official Gazette.

2. **Number of posts, classification and scale of pay :-**

The number of the said post, its classification and the scale of pay attached thereto shall be as specified in columns 2 to 4 of the Schedule annexed to these rules.

3. **Controlling authority :-**

The post shall be administratively controlled by Controller General of Defence Accounts in the Ministry of Defence (Finance).

4. **Method of recruitment, age limit, qualifications etc.**

The method of recruitment to the said post, age limit, qualifications and other matters connected therewith shall be as specified in columns 5 to 13 of the said schedule.

5. **Liability for transfer :-**

The Accounts Officers shall be liable to transfer anywhere in India.

6. **Disqualifications :-** 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.

7. **Power to relax :-** Where the Central Government is of the opinion that it is necessary or expedient to do so, it may, by order, for reasons to be recorded in writing and in consultation with the Union Public Service Commission, relax any of the provision of these rules with respect to any class or category of persons.

8. **Saving :-** Nothing in these rules shall affect observations, relaxation of age limit and other concessions required to be provided for the Scheduled Castes the Scheduled Tribes, Ex-servicemen and any other special categories of persons in accordance with orders issued by the Government from time to time in this regard.

Schedule

Sd/-

(D.K.GOEL)

ASSTT. FINANCIAL ADVISER (COORD.)

To,

The General Manager,
Government of India Press,
New Delhi.

SCHEDULE

Sl. No.	Name of Post	Number of Post	Classification	Scale of Pay	Whether Selection Post or Non-Selection Post	Age limit for direct recruits
	1.	2.	3.	4.	5.	6.
	Accounts Officer	1069* (1991) * Subject to variation dependent on work load.	General Central Services (Group 'B') Gazetted non-ministerial	Rs. 7500-250-12,000 Note : pay scales Revised as per Vth Central Pay Commission	33-1/3% of the posts shall be filled by selection method and the remaining 66-2/3% by seniority-cum-fitness. NOTE – If sufficient number of suitable Assistant Accounts Officers are not available for promotion to the post of Accounts Officer by selection method, the balance of such posts may be filled by promotion of Assistant Accounts Officers on the basis of seniority-cum-fitness.	Not applicable

Whether benefit of added years of Service admissible under rules 30 of CCS (Pensions) Rule 1972	Educational and other Qualifications required for direct recruits	Whether age and educational Qualifications prescribed for direct recruits will apply in 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 posts to be filled by various methods	In case of recruitment by promotion / deputation/absorption grades from which promotion/deputation/absorption to be made
7	8	9	10	11	12
Not applicable	Not applicable	Not applicable	Not applicable	By Promotion	<p>PROMOTION Assistant Accounts Officers with four years regular service in the grade.</p>

If Departmental promotion Committee exists what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Remarks
13.	14.	15.
<p><u>Group 'B' Departmental Promotion Committee :</u> <u>(FOR PROMOTION)</u></p> <p>comprising -</p> <ol style="list-style-type: none"> 1. CONTROLLER GENERAL OF DEFENCE ACCOUNTS/SENIOR MOST ADDITIONAL CONTROLLER GENERAL OF DEFENCE ACCOUNTS – CHAIRMAN 2. ADDITIONAL CONTROLLER GENERAL OF DEFENCE ACCOUNTS (AUDIT) – MEMBER 3. ADDITIONAL CONTROLLER GENERAL OF DEFENCE ACCOUNTS (ADMIN) - MEMBER 4. TWO CONTROLLERS OF DEFENCE ACCOUNTS (ONE OF WHOM SHOULD BELONG TO SC/ST) - MEMBER 	<p>CONSULTATION WITH UPSC IS NOT NECESSARY</p>	

(TO BE PUBLISHED IN PART - II SECTION 4 OF THE GAZETTE OF INDIA)

AN / VIII/8400/4/76 (PC)

Government of India
Ministry of Defence
(Finance Division)

New Delhi. Dated the 30-11-87

NOTIFICATION

S.R.O. 383 In exercise of the powers conferred by the proviso to Article 309 of the Constitution, and in supersession of the Defence Accounts Department (Hindi Officers) Recruitment Rules, 1986 the President hereby makes the following rules regulating the method of recruitment to the post of Hindi Officer in the Defence Accounts Department, namely :-

1. Short title and Commencement - (1) These rules may be called the Defence Accounts Department (Hindi Officer) Recruitment Rules, 1987.
(2) They shall come into force on the date of their publication in the Official Gazette.
2. Number, classification and scale of pay-the number of the said post, its classification and the scale of pay attached there to shall be as specified in column 2 to 4 of the Schedule annexed to these rules.
3. Method of recruitment, age limit, other qualifications etc. The method of recruitment of the said post, age limit, qualifications and other matters connected therewith shall be as specified in columns 5 to 13 of the Schedule aforesaid.
4. Disqualification - No person -
 - i) Who has entered into or contracted a marriage with a person having a spouse living, or
 - ii) Who, having a spouse living has entered into or contracted a marriage with any person,shall be eligible for appointment to any of the said post, provided that the 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.
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 and after consultation with the Union Public Service Commission and for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

Sd/-

(K. PADMANABHAN)
ASSTT. FINANCIAL ADVISER (COORD.)

To,

The General Manager,
Government of India Press,
New Delhi.

SCHEDULE

Sl. No.	Name of Post	Number of Post	Classification	Scale of Pay	Whether Selection Post or Non-Selection Post	Age limit for direct recruits
	1.	2.	3.	4.	5.	6.
	Hindi Officer	37 (1987) Subject to variation dependent on workload	General Central Service Group (Group 'B') Gazetted Ministerial	Rs. 6,500-200-10,500 Note : Pay Scales Revised as per Vth Central Pay Commission	Selection	Not exceeding 35 years. (Relaxable for Govt. servants upto 5 years in accordance with the instructions or orders issued by the Central Government). Note : The crucial Date for determining the age limit shall be the closing date for receipt of application from Candidates in India (other than those in Andaman & Nicobar Island and Lakshadweep)

Whether benefit of added years of Service admissible under rules 30 of CCS (Pensions) Rule 1972	7	Whether age and educational Qualifications prescribed for direct recruits will apply in 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 posts to be filled by various methods	In case of recruitment by promotion/deputation/absorption grade from which promotion/deputation absorption to be made	If DPC exists, what is its composition	Circumstance in which UPSC is to be consulted in making recruitment.
6(a)	8	9	10	11	12	13	
No	Essential : i) Master's degree of a recognised University or equivalent in Hindi with English as a subject at the degree level. OR Master's degree of a recognised University or equivalent in English with Hindi as a subject at the degree level. OR	No	2 Years	33-1/3% by promotion failing which by transfer on deputation and 66-2/3% by transfer on deputation falling which by direct recruitment.	Promotions :- Hindi Translator Grade I with 3 years regular service in the grade. Transfer on deputation-Officers under the Central/States Govts- (a) (i) holding analogous posts on a regular basis; or	Group B : DPC For considering confirmation : 1. Controller General of Defence Accounts - CHAIRMAN 2. Addl. CGDA (Audit) - MEMBER 3. Addl. CGDA (AN) - MEMBER	Consultation with the UPSC necessary while making direct recruitment and selecting on officer for appointment on deputation.

6(a)	7	8	9	10	11	12	13
	<p>Master's degree of a recognised University or equivalent in any subject with Hindi and English as subject at the degree level.</p> <p>OR</p> <p>Master's degree of a recognised University or equivalent in any subject with Hindi medium and English as a subject at the degree level.</p> <p>OR</p> <p>Master's degree of a recognised University or equivalent in any subject with English medium and Hindi as a subject at the degree level.</p> <p>ii) 5 years experience of terminological work in Hindi and/or translation work from English to Hindi and/or vice-versa of technical or scientific literature.</p> <p>OR</p> <p>5 years experience of teaching research, writing or journalism</p>				<p>(ii) with 3 years regular service in posts in the scale of Rs. 5000-8000 (Pre-revised) or equivalent; or</p> <p>(iii) with 3 years regular service in posts in the scale of Rs. 4500-7000 (Pre-revised) or equivalent; and</p> <p>(b) possessing, the educational qualification and experience prescribed for direct recruits under column. (The departmental officers in the feeder category 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 promption. Period of deputation including period</p>	<p>4. Controller of Defence Accounts - MEMBER</p> <p>Note :- The Proceedings of the DPC relating to confirmation shall be sent to the commission for approval of, however, these are not approved by the Commission a fresh meeting of the DPC to be presided over by the Chairman or a member of the UPSC shall be made.</p>	

6(a)	7	8	9	10	11	12	13
	<p>in Hindi, Note : 1 Qualifications are relaxable at the discretion of the U.P.S.C. in case of candidates otherwise well qualified.</p> <p>The qualification(s) including experience is/are relaxable at the discretion of the U.P.S.C. in the case of candidates belonging to Schedule caste and Schedule Tribes. If, at any stage of selection the U.P.S.C. in of the opinion that sufficient number of candidates from these communities possessing the required experience are not likely to be available to fill up the vacancies reserved for them.</p> <p>Desirables :- i) Knowledge of Sankrit and/or a modern Indian Language. ii) Administrative experience. iii) Experience of organising Hindi classes or workshops for noting and drafting.</p>				<p>of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation/department of the Central Government shall ordinarily not exceed 3 years)</p>		

NO.F.9(4)/C/2000
Government of India
Ministry of Defence
(Finance Division)
(DAD Coord)

New Delhi. the 16th May, 2001

To,

The CGDA
West Block-V
R.K. Puram,
New Delhi-110066

Subject : Re-structuring of the Stenographers in the Defence Accounts Department.

Sir,

I am directed to refer to the CGDA's office UO No. AN/XII/12305/Gde I/PC dated 19.10.2000 on the above subject and to convey the sanction of the President to the restructuring of the Stenographers in Defence Accounts Department as indicated below :-

Name of the post	Existing strength	Re-structured strength	Group
a) Stenographers Grade III Pay Scale Rs. 4000-6000	62	47	C
b) Stenographers Grade II Pay Scale Rs. 5000-8000	44	47	C
c) Stenographers Grade I Pay Scale Rs. 5500-9000	16	23	B Non-Gazetted
d) Senior Personal Assistant now re-designated as Private Secretary Pay Scale Rs. 6500-10500	42	37	B Gazetted
e) Senior Private Secretary (Newly created post) Pay Scale Rs. 7500-12000	-	10	B Gazetted
Total	164	164	

2. All the existing 42 Senior PAs are to be re-designated as Private Secretaries with effect from 11.4.2001 as per DOP&T's OM No. 35034/4/97-Estt (D) dated 11.4.2001 issued on Stenographers in Non-Secretariat Offices. Further 10 posts of Senior Private Secretaries should be filled up from the existing feeder grade by promotion as per instructions contained in DOP&T's OM No. 22011/10/84-Estt(D) dated 4.2.1992 read in conjunction with their OM No. AB-14017/2/87-Estt(RR) dated 25.5.1998 (copies enclosed) and also as per Model Recruitment Rules for Sr. Private Secretary being followed in Secretariat Services pending framing of Recruitment Rules for SPS in the Defence Accounts Department. The Sr. PSs may be placed with the following officers :-

a) CGDA	-	1
b) Two Addl. CsGDA	-	2
c) All Seven Principal Controllers	-	7
Total	-	10

3. Consequent with the increase in the number of posts in Stenographer Grade II and Grade I as well, the promotions to these Grades from their feeder grades, are to be made as per the existing Recruitment Rules.

4. Action should also be taken immediately to frame Recruitment Rules for Senior Private Secretary in DAD Other Recruitment Rules now existing in respect of Steno Grade I,II,III and Senior Personal Assistant (now redesignated as Private Secretary) are also required to be framed afresh, duly incorporating the change now effected in the re-structured Stenographers in DAD.

5. The issue regarding placement of Principal private Secretary to all Secretary level officers in non-secretariat Offices is under examination in DOP&T in consultation with Ministry of Finance, Department of Expenditure.

6. This issue with the concurrence of DOP&T vide their No. 269/200/Estt(D) dated 13.3.2001, 867/01/Estt(D) dated 12.4.2001 and 1324/01Estt (D) dated 3.5.2001 and IFA(DAD) vide No. Addl.FA(K)/2411 dated 16.5.2001

Yours faithfully,

Sd/-

(RAJINDER MOHAN)
DEPUTY FINANCIAL ADVISER (COORD.)

COPY TO :

- 1. The DGA(DS), New Delhi.**
- 2. The PCDA, SC Pun/WC Chandigarh/NC Jammu/CC Lucknow/New Delhi.**
- 3. The PCDA(P) Allahabad.**
- 4. The principal Controller of Accounts (Fys) Kolkata.**
- 5. All CSDA,**
- 6. Addl.FA(K) as IFA(DAD), MOD(Fin) South Block , New Delhi.**
- 7. DOP&T (Estt(D), North Block, New Delhi**

Sd/-

(RAJINDER MOHAN)

DEPUTY FINANCIAL ADVISER (COORD.)

TO BE PUBLISHED IN PART II SECTION 4 OF THE GAZETTE OF INDIA

No. 0698/AN/VIII/Steno's

New Delhi, date the _____ 2001

NOTIFICATION
(AS PROPOSED)

S.R.O. _____ In exercise of the powers conferred by the proviso to Articles 309 of the Constitution, the President, hereby, makes the following rules regulating the method of recruitment to the posts of Senior Private Secretary, Private Secretary and Stenographers in the Defence Accounts Department, namely :-

1. Short title and Commencement -

- i. These rules may be called the Defence Accounts Department (Senior Private Secretary, Private Secretary and Stenographers) Recruitment Rules, 2001.
- ii. They shall come into force on the date of their publication in the official Gazette.

2. Number of posts classification and Scale of Pay.

The number of the said posts, its classification and scales of pay attached thereto shall be as specified in columns 2 to 4 of the Schedule annexed to these rules.

3. Method of recruitment, age limit and other qualification etc.

The method of recruitment to said posts, age limit, qualification and other matters connected therewith shall be as specified in columns 5 to 14 of the aforesaid Schedule.

4. Disqualification - No Person,

- i. Who has entered into or contracted a marriage with a person having a spouse living, or
- ii. Who having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to any of 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 any person from the operation of these rules.

5. Power to relax -

Where the Central Government is of the opinion that it is necessary or expedient to do so, it may, by order, after consultation with the Union Public Service Commission and for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

6. Saving -

Nothing in these rules shall effect reservations, relaxation of age limit and other concessions required to be provided for the Schedules Castes, the Schedules Tribes, the Ex-servicemen and other Special Categories of persons in accordance with the orders issued by Central Government from time to time in this regard.

(Schedule Enclosed)

SCHEDULE

Sl. No.	Name of Post	Number of Posts	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
		2.	3.	4.	5.	6.
1.	Senior Private Secretary	10 (2001) Subject to variation dependent on work load.	General Central Service (Group 'B') Gazetted, Non-Ministerial	Rs. 7500-250-12000	Selection-Cum-Seniority	Not Applicable

<p>Whether benefit of added years of service admissible</p>	<p>Educational and other Qualifications required for direct recruits</p>	<p>Whether age and educational Qualifications prescribed for direct recruits will apply in case of promotees.</p>	<p>Period of probation if any</p>	<p>Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods</p>	<p>In case of recruitment by promotion / deputation/absorption grade from which promotion/deputation/absorption to be made</p>
<p>7</p>	<p>8</p>	<p>9</p>	<p>10</p>	<p>11</p>	<p>12</p>
<p>No</p>	<p>Not applicable</p>	<p>Not applicable</p>	<p>Not applicable</p>	<p>Promotion</p>	<p>Promotion : Private Secretary (Erstwhile Senior Personal Assistant) with three years regular service in the Grade. 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</p>

7	8	9	10	11	12
<p>Qualifying/Eligibility Service by more than half of such qualifying/eligibility service or Two years, whichever is less, and have successfully completed their probation period for promotion to the next higher grade along with their Juniors who have already completed such Qualifying/Eligibility service.</p>					

If Departmental Promotion Committee exists, what is its composition

13.

Group 'B' DPC for considering promotion :

1. Additional Controller General of Defence Accounts (AT or Insp.) _____ Chairman
2. Joint Controller General of Defence Accounts (AN) _____ Member
3. Two Controllers of Defence Accounts _____ Members,

14.

Consultation with the UPSC not necessary.

15.

The incumbents of the post are liable for field service in and out of India.

SCHEDULE

Sl. No.	Name of Post	Number of Posts	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
		2.	3.	4.	5.	6.
2.	Private Secretary	37 (2001) Subject to variation dependent on workload	General Central Service (Group 'B') Gazetted, Ministerial	Rs. 6500-200-10500	Non-Selection	Not Applicable

Whether benefit of added years of service admissible	Educational and other Qualifications required for direct recruits	Whether age and educational Qualifications prescribed for direct recruits will apply in 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 posts to be filled by various methods	In case of recruitment by promotion / deputation/absorption grade from which promotion/deputation/absorption to be made
7	8	9	10	11	12
Not applicable	Not applicable	Not applicable	2 years for those promoted from Stenographer Grade II. No probation for those promoted from Stenographer Grade-I.	By promotion Seniority-Cum-Fitness	Promotion : i. Stenographer Grd.I (Rs. 5500-175-9000) with 12 years regular service in the grade ii. Failing (i) stenographers Grade-I (Rs. 5500-9000) with 7 years combined regular service as Stenographer Grade-I (Rs. 5500-9000) and Stenographer Grade-II (Rs. 5000-8000) iii. Failing (i) and (ii)

7	8	9	10	11	12
<p>Stenographer Grade-II (Rs. 5000-8000) with 7 years regular service in the grade.</p> <p>iv. Failing (i), (ii) and (iii) above, by deputation.</p>					

If Departmental Promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Remarks
13.	14.	15.
<p>Group 'B' - Departmental Promotion Committee For Posts in other offices under the CGDA.</p> <p>(i) Controller of Defence Accounts/Joint Controller of Defence Accounts _____ Chairman (ii) Two Deputy Controller of Defence Accounts/Assistant Controllers of Defence Accounts _____ Member</p> <p>Note :-</p> <ol style="list-style-type: none"> Where an Assistant Controller of Defence Accounts is not available, a Sr. Accounts officer/Accounts Officer shall be nominated as member in lieu, thereof. Out of the above DPC members, an SC/ST officer of appropriate level consistent with the level of the other members of the DPC, can also be associated as a member of DPC. <p>For posts in the office of the Controller General of Defence Accounts :</p> <ol style="list-style-type: none"> Deputy Controller General of Defence Accounts (AN) _____ Chairman One Assistant Controller General of Defence Accounts _____ Member 	<p>Consultation with the UPSC not necessary.</p>	<p>The incumbents of the post are liable for field service in and out of India.</p>

13.	14.	15.
<p>3. One Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts from the office of the Principal Controller of Defence Accounts, New Delhi _____ Member</p> <p>Note :-</p> <ol style="list-style-type: none"> 1. Where an Assistant Controller General of Defence Accounts is not available, a Sr. Accounts officer/Accounts Officer shall be nominated as member in lieu thereof. 2. Out of the above DPC members, an SC/ST officer of appropriate level consistent with the level of the other members of the DPC, can also be associated as a member of DPC. 		

TO BE PUBLISHED IN PART II SECTION 4 OF THE GAZETTE OF INDIA

Ministry of Defence (Finance Division)

New Delhi

NOTIFICATION
(AS PROPOSED)

S.R.O.....In exercise of the powers conferred by the Proviso to Article 309 of the Constitution the President hereby makes the following rules, further to amend the Defence Accounts (Assistant Accounts Officer) Recruitment Rules, 1989, namely:-

- (i) These rules may be called the Defence Accounts Department (Assistant Accounts Officer) Recruitment (amendment) Rules, 2001.
 - (ii) They shall come into force on the date of their publication in the official Gazette.
- 2. In the schedule to the Defence Accounts (Assistant Accounts Officer), Recruitment Rules 1989 under the heading Recruitment Rules for the post of Asstt. Accounts Officer, against Serial Number I relating to the post of AAO.**
- (1) In Col 4, for the entry, the following entry shall be substituted, namely: .

"Rs.6500-200-10500"
 - (2) (i) In Col. I I of heading, for the entry, the following entry shall be substituted namely: -

"Method of Recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods."

(ii) In Col. I I of line 2 the word "transfer on" shall be deleted.

(iii) In Col. I I of line 8 for the entry the following entry shall be substituted namely :-

"Rs.5500-9000".

(iv) In Col. I I of line 10, for the entry, the following entry shall be substituted namely:-

"Rs.6500-10500".

(v) In Col. I I line 21 for the entry, the following entry shall be substituted namely:-

"Rs.5500-9000".

(3) (i) In Col. 12 of the heading, for the entry, the following entry shall be substituted, namely:-

"In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made."

(ii) In Column 12 line 4, for the entry the following entry shall be substituted namely:

"Rs.5500-9000".

(iii) In Col. 12 line 10, the word "Transfer on" shall be deleted.

(iv) In Col. 12 line 19, for the entry the following entry shall be substituted namely:-

"Rs.5500-9000".

Note: The Principal rules were published vide SO NO.4025 dated the 23rd July,1971 and subsequently amended vide :-

1.	S.O.NO.2558	dated the 16 th Sept., 1972
2.	S.O.NO. 82	dated the 12 th Jan., 1974
3.	G.S.R.NO.286	dated the 1 st March, 1975
4.	S.O.NO.4757	dated the 8 th Nov., 1975
5.	S.O.NO.136	dated the 10 th Jan., 1976
6.	S.O.NO.3902	dated the 30 th Oct.,1976
7.	S.O.NO.2596	dated the 9 th Sept., 1978
8.	G.S.R.NO.1188	dated the 30 th Sept.,1978
9.	S.O.NO.702	dated the 24 th Feb.,1979
10.	S.O.NO.1154	dated the 7 th April, 1979
11.	S.O.NO.1440	dated the 5 th May, 1979
12.	G.S.R.NO.702	dated the 19 th May 1979
13.	G.S.R.NO.48	dated the 19 th Jan., 1980
14.	G.S.R.NO.178	dated the 16 th Jan.,1980
15.	G.S.R.NO.482	dated the 3 rd May, 1980
16.	G.S.R..NO.1038	dated the 28 th Nov.,1981
17.	G.S.R.NO.119	dated the 6 th Feb., 1982
18.	G.S.R.NO.311	dated the 27 th March, 1982
19.	G.S.R.NO.592	dated the 13 th Aug.,1983
20.	G.S.R.NO.853	dated the 19 th Nov.,1983
21.	G.S.R.NO.1009	dated the 31 st Dec.,1983
22.	G.S.R.NO.226	dated the 3 rd March, 1984
23.	S.R.O.NO.215	dated the 28 th Sept.,1985

24.	S.R.O.NO.302	dated the 27 th Sept., 1986
25.	S.R.O.NO.3	dated the 17 th Jan., 1987
26.	S.R.O.NO.79	dated the 23 rd April, 1988
27.	S.R.O.NO.370	dated the 13 th Jan., 1990
28.	S.R.O.NO.102	dated the 26 th May, 1990
29.	S.R.O.NO.157	dated the 24 th Aug., 1991
30.	S.R.O.NO.197	dated the 10 th Sept., 1991
31.	S.R.O.NO.94	dated the 16 th May, 1992
32.	S.R.O.NO.117	dated the 30 th May, 1992
33.	S.R.O.NO.217	dated the 3 rd Oct., 1992
34.	S.R.O.NO.31	dated the 27 th March, 1993
35.	S.R.O.NO.68	dated the 18 th June, 1993
36.	S.R.O.NO.176	dated the 11 th Dec., 1993
37.	S.R.O.NO.57	dated the 2 nd April, 1994
38.	S.R.O.NO.69	dated the 21 st May, 1994
39.	S.R.O.NO.103	dated the 18 th June, 1994
40.	S.R.O.NO.190	dated the 31 st Dec., 1994
41.	S.R.O.NO.7	dated the 20 th Jan., 1996
42.	S.R.O.NO.18	dated the 17 th Feb. 1996
43.	S.R.O.NO.33	dated the 23 rd March, 1996
44.	S.R.O.NO.117	dated 17 th July., 1999

(RAJINDER MOHAN)
DEPUTY FINANCIAL ADVISER (COORD) AND
UNDER SECRETARY TO THE GOVT. OF INDIA

NO. 0698/AN/VIII/AAO/Rectt. Rules}

FOR PUBLICATION

The General Manager
Government of India
New Delhi.

(Rajinder Mohan)
Deputy Financial Adviser (Coord) and
Under Secretary to the Govt. of India

SCHEDULE

Sl. No.	Name of Post	Number of Posts	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
	1.	2.	3.	4.	5.	6.
	Assitant Accounts Officer	2819 (1998) *Subject to variation dependent on work load.	General Central Services (Group 'B) Gazetted non-ministerial	Rs.6500-200-10500	Non-Selection	Not applicable

<p>Whether benefit of added years of service admissible under rule 30 of CCS (Pension) Rule 1972</p>	<p>8</p>	<p>Educational and other Qualifications required for direct recruits</p>	<p>Whether age and educational Qualifications prescribed for direct recruits will apply in case of promotees.</p>	<p>Period of probation if any</p>	<p>Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods</p>	<p>In case of recruitment by promotion /deputation/ absorption grades from which promotion/deputation/absorption to be made</p>
<p>7</p>	<p>9</p>	<p>Not applicable</p>	<p>Not applicable</p>	<p>2 years</p>	<p>11</p>	<p>12</p>
<p>Not applicable</p>	<p>8</p>	<p>Not applicable</p>	<p>Not applicable</p>	<p>By promotion failing which by deputation Note:- Suitability of the regular holders of the post of Section Officer (Accounts)(since re-designated as Assistant Accounts Officer) in the scale of Rs.5500-9000 prior to upgradation of this post in the pay scale of Rs.6500-10500 will be initially assessed by Departmental Promotion Committee for Appointment to the upgraded</p>	<p>Promotion: Section Officers (Accounts)(Pay scale Rs.5500-9000 who have successfully completed probation in the grade and have rendered 3 years regular service in the grade. Deputation: Officers of the Organized Accounts Departments: i) Holding analogous posts on regular basis; or ii) Section Officer (Accounts)/ Junior Accounts Officers in the pay scale of Rs.5500-9000 who have successfully completed their probation in the relevant grade and have rendered 3 years regular service in the grade.</p>	

7	8	9	10	11	12
				<p>post. If assessed suitable, they shall be deemed to have been appointed to the post at the initial constitution. If assessed not suitable for appointment to the upgraded scale of pay, they shall continue to be in the pay scale of Rs.5500-9000 and their cases would be reviewed every year.</p>	<p>(The departmental officers in the feeder category 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 cadre post held immediately preceding this appointment in the same or some other Organisation/Department of the Central Government shall ordinarily not exceed 3 years).</p>

If Departmental Promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Remarks
13.	14.	15.
<p><u>Group 'B' Departmental Promotion Committee.</u> For Offices other than Controller General of Defence Accounts Office):</p> <ol style="list-style-type: none"> 1. Controller of Defence Accounts/Joint Controller of Defence Accounts – Chairman. 2. Two Deputy Controllers of Defence Accounts/Assistant Controllers of Defence Accounts – Member. 3. One Accounts Officer/Asistant Controller of Defence Accounts/Deputy Controller of Defence Accounts belonging to Scheduled Caste/Scheduled Tribe – Member <p><u>For the office of the Controller General of Defence Accounts:</u></p> <ol style="list-style-type: none"> 1. Deputy Controller General of Defence Accounts (Administration) – Chairman 2. One Assistant Controller General of Defence Accounts – Member 3. One Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts from Principal Controller of Defence Accounts, New Delhi –Member 4. One Accounts Officer/Assistant Controller of Defence Accounts/Deputy Controller of Defence Accounts belonging to Scheduled Caste/Scheduled Tribe – Member. 	<p>Consultation with the Commission not necessary.</p>	

SCHEDULE

Sl. No.	Name of Post	Number of Posts	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
3.	Stenographer Grade-I	23 (2001) Subject to variation dependent on work load	General Central Service (Group 'B') Non-Gazetted, Ministerial	Rs. 5500-175-9000	Non-Selection	Not Applicable

Whether benefit of added years of service admissible	Educational and other Qualifications required for direct recruits	Whether age and educational Qualifications prescribed for direct recruits will apply in 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 posts to be filled by various methods	In case of recruitment by promotion /deputation/ absorption grade from which promotion/deputation/absorption to be made
7 Not applicable	8 Not applicable	9 Not applicable	10 Two Years	11 By promotion Seniority-Cum-Fitness	12 By promotion from amongst Stenographers Grade II in the scale of Rs. 5000-8000 with five years regular service in the grade.

<p style="text-align: center;">If Departmental Promotion Committee exists, what is its composition</p>	<p style="text-align: center;">Circumstances in which Union Public Service Commission is to be consulted in making recruitment</p>	<p style="text-align: center;">Remarks</p>
<p style="text-align: center;">13.</p> <p>Group 'B' - Departmental Promotion Committee <u>For Posts in other Offices under the CGDA.</u></p> <p>i) Controller of Defence Accounts/Joint Controller of Defence Accounts _____ Chairman</p> <p>ii) Two Deputy Controllers of Defence Accounts/Assistant Controllers of Defence Accounts _____ Members.</p> <p>Note :</p> <p>1. Where a Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts is not available, a Sr. Accounts officer/Accounts Officer shall be nominated as member in lieu thereof.</p> <p>2. Out of the above DPC members, a Scheduled Caste/Scheduled Tribe officer of appropriate level consistent with the level of the other members of the DPC, can also be associated as a member of DPC.</p>	<p style="text-align: center;">14.</p> <p>Consultation with the UPSC is not necessary.</p>	<p style="text-align: center;">15.</p> <p>The incumbents of the post are liable for field service in and out of India.</p>

15.	14.	13.
		<p><u>For posts in the office of the Controller General of Defence Accounts:</u></p> <ol style="list-style-type: none"> i. Deputy Controller General of Defence Accounts (AN) _____ Chairman ii. One Assistant Controller General of Defence Accounts _____ Members. iii. One Deputy Controller of Defence Accounts, or Assistant Controller of Defence Accounts from the office of the Principal Controller of Defence Accounts, New Delhi _____ Members. <p>Note :</p> <ol style="list-style-type: none"> 3. Where an Assistant Controller General of Defence Accounts is not available, a Sr. Accounts officer/Accounts Officer shall be nominated as member in lieu thereof. 4. Out of the above DPC members, a Scheduled Caste/Scheduled Tribe officer of appropriate level consistent with the level of the other members of the DPC, can also be associated as a member of DPC.

SCHEDULE

Sl. No.	Name of Post	Number of Posts	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
		1.				
		2.				
4.	Stenographer Grade-II	47 (2001) Subject to variation dependent on work load	3. General Central Service (Group 'C') Non-Gazetted, Ministerial	4. Rs. 5000-150-8000	5. Non-Selection	6. Not-Applicable

Whether benefit of added years of service admissible	Educational and other Qualifications required for direct recruits	Whether age and educational Qualifications prescribed for direct recruits will apply in 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 posts to be filled by various methods	In case of recruitment by promotion /deputation/ absorption grade from which promotion/deputation/absorption to be made
7	8	9	10	11	12
Not applicable	Not applicable	Not applicable	Not applicable	By promotion. 100% Seniority-Cum-Fitness	By promotion from amongst Stenographers Grade III in the scale of Rs. 4000-6000 with minimum five years regular service in the grade on the basis of Seniority subject to rejection of the unfit.

<p style="text-align: center;">If Departmental Promotion Committee exists, what is its composition</p>	<p style="text-align: center;">Circumstances in which Union Public Service Commission is to be consulted in making recruitment</p>	<p style="text-align: center;">Remarks</p>
<p style="text-align: center;">13.</p>	<p style="text-align: center;">14.</p>	<p style="text-align: center;">15.</p>
<p>Group 'C' - Departmental Promotion Committee <u>For Posts in other Offices under the CGDA.</u></p> <p>i) Controller of Defence Accounts/Joint Controller of Defence Accounts _____ Chairman</p> <p>ii) Two Deputy Controllers of Defence Accounts/Assistant Controllers of Defence Accounts _____ Members.</p> <p>Note :</p> <p>1. Where a Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts is not available, a Sr. Accounts officer/Accounts Officer shall be nominated as member in lieu thereof.</p> <p>2. Out of the above DPC members, a Scheduled Caste/Scheduled Tribe officer of appropriate level consistent with the level of the other members of the DPC, can also be associated as a member of DPC.</p>	<p>Consultation with the UPSC is not necessary.</p>	<p>The incumbents of the post are liable for field service in and out of India.</p>

13.

14.

15.

For posts in the office of the Controller General of Defence Accounts :

1. Deputy Controller General of Defence Accounts (AN) _____ Chairman
2. One Assistant Controller General of Defence Accounts _____ Member.
3. An Officer to be nominated from office of the Principal Controller of Defence Accounts, New Delhi as Member

Note :

1. Where an Assistant Controller General of Defence Accounts is not available, a Sr. Accounts officer/Accounts Officer shall be nominated in lieu thereof.
2. Out of the above DPC members, a Scheduled Caste/Scheduled Tribe officer of appropriate level consistent with the level of the other members of the DPC, can also be associated as a member of DPC.

SCHEDULE

Sl. No.	Name of Post	Number of Posts	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
5.	Stenographer Grade-III	47 (2001) Subject to variation dependent on work load	General Central Service (Group 'C') Non-Gazetted Ministerial	Rs. 4000-100-6000	Non-Selection	18 to 25 years (Relaxable for Departmental candidates (Clerk/Typists) upto 40 years in the case of General candidates and 45 years in the case of Schedule Caste/Schedule Tribes candidates who have rendered at least three years continuous service under the Central Government. Note : The crucial date of determining the age limit shall be as advertised by the Staff Selection Commission.

<p>Whether benefit of added years of service admissible under rule 30 of CSS (Pension) Rule 1972</p>	<p>Educational and other Qualifications required for direct recruits</p>	<p>Whether age and educational Qualifications prescribed for direct recruits will apply in case of promotees.</p>	<p>Period of probation if any</p>	<p>Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods</p>	<p>In case of recruitment by promotion /deputation/ absorption, grade from which promotion/deputation/absorption to be made</p>
<p>7</p>	<p>8</p>	<p>9</p>	<p>10</p>	<p>11</p>	<p>12</p>
<p>Not applicable</p>	<p>1. Matriculation or equivalent qualification. 2. A speed of 80 w.p.m. in Stenography (English/Hindi_</p>	<p>Not applicable</p>	<p>Two years</p>	<p>By direct recruitment Note : Vacancies caused by the incumbent being away on transfer on deputation or long illness or study leave</p>	<p>Not applicable</p>

7	8	9	10	11	12
				<p>or under other circumstances for a duration of one year or more may be filled on transfer on deputation from the officials of the Central Government holding analogous posts on regular basis and possessing the qualification prescribed for direct recruits under column-8.</p>	

If Departmental Promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Remarks
13.	14.	15.
<p>Group 'C' - Departmental Promotion Committee and confirmation comprising of</p> <p>1. For Posts in other offices under the CGDA : Controller of Defence Accounts/Joint Controller of Defence Accounts _____ Chairman.</p> <p>ii) Two Deputy Controllers of Defence Accounts/Assistant Controllers of Defence Accounts _____ Members.</p> <p>Note :</p> <p>1. Where a Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts is not available, a Senior Accounts Officer/Accounts Officer shall be nominated as Member in lieu.</p> <p>2. Out of the above DPC members, a Scheduled/Scheduled Tribe officer of appropriate level consistent with the level of the other members of the DPC, can also be associated as a member of DPC.</p>	<p>Consultation with the UPSC is not necessary.</p>	<p>The incumbents of the post are liable for field service in and out of India. Liability of field service in and out of India is relaxable in the case of physically handicapped persons, subject to the recommendation of the medical Board for such relaxation and subject to</p>

13.	14.	15.
<p>2. <u>Controller General Defence Accounts Office:</u></p> <ol style="list-style-type: none"> 1. Deputy Controller General of Defence Accounts (AN) _____ Chairman 2. One Assistant Controller General of Defence Accounts _____ Members 3. One Officer to be nominated from office of the Principal Controller of Defence Accounts, New Delhi as Member. <p>Note : 1. Where an Assistant Controller General of Defence Account is not available, a Sr. Accounts Officer/ Accounts Officer shall be nominated as member in lieu.</p> <ol style="list-style-type: none"> 2. Out of the above DPC members, a Scheduled Caste/Scheduled Tribe officer of appropriate level of the other members of the DPC, can also be associated as a member of DPC. 		<p>further recommendation of the Medical Board that the physically handicapped person is otherwise fit for any duty involving transfer and other duty moves.</p>

TO BE PUBLISHED IN PART-II SECTION 4 OF THE GAZETTE OF INDIA

Ministry of Defence
(Finance Division)

New Delhi, dated 2002.

NOTIFICATION
(AS PROPOSED)

S.R.O. _____ In exercise of the powers conferred by the proviso to Article 309 of the Constitution, the President hereby makes the following rules further to amend the Defence Accounts (Group 'C' and 'D' posts) Recruitment Rules, 1971, namely:-

1. (i) These rules may be called the Defence Accounts (Group 'C' and 'D' posts) Recruitment (.....amendment) Rules, 2001.
- (ii) They shall come into force on the date of their publication in the Official Gazette.
2. In the schedule to the Defence Accounts (Group 'C' and 'D' posts) Recruitment Rules, 1971 under the heading "Part 1 Group 'C' service, against serial number.

Serial No.1 relating to the post of Section Officer (Accounts)

1. In Col.4, for the entry, the following entry shall be substituted, namely:-

Rs.5500-175-9000.

2. (i) In Col.11 of the heading, for the entry, the following entry shall be substituted, namely:-

"Method of recruitment (i.e. whether by direct recruitment or by promotion or by deputation/absorption and percentage of posts to be filled by the various methods.

- (ii) In Col.11 of line 2 and 3 the words "transfer on deputation/transfer" shall be deleted by substituting the words "Deputation/Absorption".

3. (i) In Col.12 of the heading, for the entry, the following entry shall be substituted, namely:-

"In case of recruitment by promotion/absorption grades from which promotion/deputation/absorption to be made".

- (ii) In Col.12 lines 6 & 7 for the word "transfer on deputation/Transfer" shall be deleted by substituting the word "Deputation/absorption"
- (iii) In Col.12 lines 9 & 10 the word pay scale of Rs.1640-2900 shall be deleted by substituting the pay scale of Rs.5500-9000.

Serial No. 2:- relating to the post of Supervisor (Accounts)

- (i) In Column 4, for the entry, the following entry shall be substituted, namely:-
Rs.5500-175-9000.
- (ii) In Column 11 of the heading, for the entry the following entry shall be substituted, namely:-

"Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods".

- (iii) In Column 12 of the heading, for the entry, the following entry shall be substituted, namely:-

"In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made".

- (iv) In Col.12(1) line 2 the word in the scale of "Rs.1400-2600" shall be deleted by substituting the pay scale of Rs.5000-8000.
- (v) In Column 12 (11) lines 1 & 4 the word in the scale of Rs.1400-2600 and Rs.1200-2040 shall be deleted by substituting in the scale of Rs.5000-8000 and Rs.4000-6000.

Serial No. 3 relating to the post of Senior Auditor.

In Col.4 for the entry the following entry shall be substituted, namely:-

Rs.5000-150-8000.

Serial No. 4 relating to the post of Auditor.

- (i) In Col.4 for the entry, the following entry shall be substituted, namely:-
- (ii) Rs.4000-100-6000.

Note 2:- Data Entry Operatorirrevocable:-

Serial No. 5 relating to the post of Clerk or Typist.

In Col.4 for the entry, the following entry shall be substituted, namely:-

Rs.3050-75-3950-80-4590

In Column 11, (ii) the word "by transfer" shall be deleted by substituting the word "by absorption."

Serial No. 6 relating to the post of Library and Information Assistant

In Col.4 for the entry, the following entry shall be substituted, namely:-

Rs.5000-150-8000.

Serial No. 7 relating to the post of Record Clerks.

In Col.4 for the entry the following entry shall be substituted, namely:-

Rs.2750-70-3800-75-4400.

Serial No. 8 relating to the post of Senior Gestetner Operator in Controller General of Defence Accounts.

In Col.4 for the entry, the following entry shall be substituted namely:-

Rs.3050-75-3950-80-4590.

Serial No.1 to 11 of schedule Part II Group 'D' service relating to the post of Group 'D'

Serial 1 Blank

In Column 4 for the entry, the following entry shall be substituted, namely:-

Serial 2 (Jr.Gestetner Operator o/o the CGDA) Rs.2650-65-3300-70-4000

Serial 3 (Duftry) Rs.2610-60-3150-65-3540.

Serial 4 (Jamadar Peon o/o the CGDA) Rs.2610-60-3150-65-3540

Serial No.5 to 11 (Peons, Farashes, Sweepers, Chowkidar, Malis, Bhisties & Ramoshies) Rs.2550-55-2600-60-3200

- (i) In Col.11 line 2 of Serial No.4 for the post of Peon the word "transfer" shall be deleted by substituting the word "absorption".
- (ii) In Col.12 line 1 the word "By transfer" shall be deleted by substituting the word "absorption".

Note : The Principal rules were published vide SO NO.4025 dated the 23rd July,1971 and subsequently amended vide :-

1.	S.O.NO.2558	dated the 16 th Sept., 1972
2.	S.O.NO. 82	dated the 12 th Jan., 1974
3.	G.S.R.NO.286	dated the 1 st March, 1975
4.	S.O.NO.4757	dated the 8 th Nov., 1975
5.	S.O.NO.136	dated the 10 th Jan., 1976
6.	S.O.NO.3902	dated the 30 th Oct.,1976
7.	S.O.NO.2596	dated the 9 th Sept., 1978
8.	G.S.R.NO.1188	dated the 30 th Sept.,1978
9.	S.O.NO.702	dated the 24 th Feb.,1979
10.	S.O.NO.1154	dated the 7 th April, 1979
11.	S.O.NO.1440	dated the 5 th May, 1979
12.	G.S.R.NO.702	dated the 19 th May 1979
13.	G.S.R.NO.48	dated the 19 th Jan., 1980
14.	G.S.R.NO.178	dated the 16 th Feb.,1980
15.	G.S.R.NO.482	dated the 3 rd May, 1980
16.	S.O.NO.2038	dated the 2 nd Aug., 1980
17.	G.S.R..NO.1038	dated the 28 th Nov.,1981
18.	G.S.R.NO.119	dated the 6 th Feb., 1982
19.	G.S.R.NO.311	dated the 27 th March, 1982
20.	G.S.R.NO.592	dated the 13 th Aug.,1983
21.	G.S.R.NO.853	dated the 19 th Nov.,1983
22.	G.S.R.NO.1009	dated the 31 st Dec.,1983
23.	G.S.R.NO.226	dated the 3 rd March, 1984
24.	S.R.O.NO.215	dated the 28 th Sept.,1985
25.	S.R.O.NO.302	dated the 27 th Sept.,1986
26.	S.R.O.NO.3	dated the 17 th Jan.,1987
27.	S.R.O.NO.79	dated the 23 rd April, 1988
28.	S.R.O.NO.370	dated the 13 th Jan., 1990
29.	S.R.O.NO.102	dated the 26 th May, 1990

30.	S.R.O.NO.157	dated the 24 th Aug., 1991
31.	S.R.O.NO.197	dated the 10 th Sept., 1991
32.	S.R.O.NO.94	dated the 16 th May, 1992
33.	S.R.O.NO.117	dated the 30 th May, 1992
34.	S.R.O.NO.217	dated the 3 rd Oct., 1992
35.	S.R.O.NO.31	dated the 27 th March, 1993
36.	S.R.O.NO.68	dated the 18 th June, 1993
37.	S.R.O.NO.176	dated the 11 th Dec., 1993
38.	S.R.O.NO.57	dated the 2 nd April, 1994
39.	S.R.O.NO.69	dated the 21 st May, 1994
40.	S.R.O.NO.103	dated the 18 th June, 1994
41.	S.R.O.NO.190	dated the 31 st Dec., 1994
42.	S.R.O.NO.7	dated the 20 th Jan., 1996
43.	S.R.O.NO.33	dated the 23 rd March, 1996
44.	S.R.O.NO.117	dated 17 th July., 1999

(RAJINDER MOHAN)
DEPUTY FINANCIAL ADVISER (COORD) AND
UNDER SECRETARY TO THE GOVT. OF INDIA

{NO.0698/AN/VIII/AAO/Rectt.Rules(Review)}

FOR PUBLICATION

To

The General Manager,
Government of India Press,
New Delhi.

(Rajinder Mohan)
Deputy Financial Adviser (Coord) and
Under Secretary to the Govt. of India

SCHEDULE

Sl. No.	Name of Post	Number of Post	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
		1.	2.	3.	4.	5.
1.	Section Officer (Accounts)	705 (1998) * Subject of variation dependent on work load.	General Central Services (Group 'C') Ministerial (Non-Gazetted)	Rs.5500-175-9000	Non-Selection post	Between 18 to 25 years. Age limit will be 29 years in case of Registered and Chartered Accountants as well as Cost & Works Accountants Relaxation upto a limit of 2 years will also be permitted in the case of candidates possessing exceptional qualifications.

Whether benefit of added years of service admissible under rule 30 of CCS (Pension) Rule 1972	7	Educational and other Qualifications required for direct recruits	Whether age and educational Qualifications prescribed for direct recruits will apply in case of promotees.	Period of probation if any	Method of recruitment whether by direct recruitment or by deputation/absorption and percentage of the posts to be filled by various methods	In case of recruitment by promotion /deputation/ absorption grades from which promotion/deputation/absorption to be made
No	8	University degree with 1 st Class/Second Class Honours, a degree of Master of Arts/ Science/ Commerce (1 st Class/ IInd Class), a Diploma of Chartered Accountants and Costs & Works Accountants (Associate of Cost & Works Accountants England & Institute of Cost Works Accts., India), 1 st Class Graduates will be preferred.	9	10	11	12
		No	For Promotees: 2 years; for direct recruits: 2 years from the date of appointment as Section Officer (Accounts) after passing the Departmental SAS Examination.	By Promotion, failing which by transfer on deputation/absorption and failing both by direct recruitment as SAS Apprentices. NOTE:- The direct recruitment of Apprentices to the SAS will be made on the basis of an entrance Examination conducted by an authority specified by the CGDA.	<p>“Promotion”:- From amongst the Departmental candidates who have passed the Departmental SAS Examination.</p> <p>“Deputation/absorption” Section Officers(Accounts) in the pay scale of Rs.5500-9000/ SAS passed staff from any other organized Accounts Cadres or similarly qualified staff from any Accounting Organisation under the Government of India(period of deputation shall ordinarily not exceed three years which can be extended in public interest if necessary in the light of orders issued in this regard by Government from time to time.)</p>	

If Departmental Promotion Committee exists for recruitment by promotion what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Remarks
<p>13.</p> <p>Group 'C' Departmental Promotion Committee: Comprising of :- 1. Controller's Offices (1) Controller of Defence Accounts/Joint Controller of Defence Accounts as Chairman. (2) Two Deputy Controllers of Defence Accounts/Assistant Controller of Defence Accounts as Members.</p> <p>NOTE:- 1. Where Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts is not available an Accounts Officer shall be nominated as member.</p> <p>2. Controller General of Defence Accounts Office: (1) Deputy Controller General of Defence Accounts (Admin) – Chairman. (2) Two Assistant Controllers General of Defence Accounts and one Officer (to be nominated from Principal Controller of Defence Accounts (Head Quarters) New Delhi – Members.</p> <p>NOTE:- Where an Assistant Controller General is not available an Accounts Officer shall be nominated as member.</p>	<p>14.</p> <p>Not applicable</p>	<p>15.</p> <p>(i) The apprentices directly recruited to the Subordinate Accounts Service will be required to pass the Departmental Subordinate Accounts Service Examination. Not more than two chances will be allowed to them to pass each Part of it. They will be allowed to appear for every Subordinate Accounts Service Examination held after 10 months of the commencement of their apprenticeship. Failure to pass the Examination will render them liable for discharge from service. (ii) The apprentices shall be liable for field service in and out of India</p>

SCHEDULE

Sl. No.	Name of Post	Number of Posts	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
	1.	2.	3.	4.	5.	6.
2.	Supervisor (Accounts)	* 109(1995) *(15% of the total posts in the grade of Section Officer (Accounts) shall be identified and notified separately by Controller General of Defence Accounts *Subject to variation dependent on work load.	General Central Services Group 'C' Ministerial (Non-Gazetted)	Rs.5500-175-9000	Selection	Not applicable

Whether benefit of added years of Service admissible under rule 30 of CCS (Pension) Rules 1972	Educational and other Qualifications required for direct recruits	Whether age and educational Qualifications prescribed for direct recruits will apply in 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 posts to be filled by various methods	In case of recruitment by promotion /deputation/ absorption grades from which promotion/deputation/absorption to be made
7	8	9	10	11	12
Not applicable	Not applicable	Not applicable	Two Years	By Promotion	<p>Promotion (1) Senior Auditors in the scale of Rs.5000-8000 with five years regular service in the grade who have passed departmental examination for Supervisor (Accounts) or Part-I of Subordinate Accounts Service Examination. Senior Auditors in the scale of Rs.5000-8000 with a combined fifteen years regular service in this grade and the grade of Auditor in the scale of Rs.4000-6000, who have passed departmental examination for Supervisor (Accounts) or Part-I of Subordinate Accounts Service Examination</p>

If Departmental Promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Remarks
13.	14.	15.
<p><u>Group 'C' Departmental Promotion Committee consisting of :-</u></p> <p><u>1. Controller Offices.</u></p> <p>(i) Controller of Defence Accounts/Jt. Controller of Defence Accounts – Chairman (ii) Two Deputy Controllers of Defence Accounts/Assistant Controller of Defence Accounts – Members</p> <p>Note : (1) Where Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts is not available, a Senior Accounts Officer/Accounts Officer shall be nominated as member in lieu thereof.</p> <p><u>2. Controller General of Defence Accounts Office.</u></p> <p>(i) Deputy Controller General of Defence Accounts (Administration) – Chairman. (ii) Two Assistant Controllers General of Defence Accounts and one officer (to be nominated) from Principal Controller of Defence Accounts (Headquarters) New Delhi – Members.</p> <p>Note: Where an Assistant Controller General is not available, a Senior Accounts Officer/Accounts Officer shall be nominated as Member in lieu thereof.</p>	Not applicable	

SCHEDULE

Sl. No.	Name of Post	Number of Post	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
	1.	2.	3.	4.	5.	6.
3.	Senior Auditor	-----	General Central Services (Group 'C') Ministerial (Non-Gazetted)	Rs.5000-150-8000	Non-Selection	Not applicable

<p>Whether benefit of added years of Service admissible under rule 30 of CCS (Pension) Rules 1972</p>	<p>Educational and other Qualifications required for direct recruits</p>	<p>Whether age and educational Qualifications prescribed for direct recruits will apply in case of promotees.</p>	<p>Period of probation if any</p>	<p>Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods</p>	<p>In case of recruitment by promotion /deputation/ absorption grades from which promotion/deputation/absorption to be made</p>
<p>7</p>	<p>8</p>	<p>9</p>	<p>10</p>	<p>11</p>	<p>12</p>
<p>Not applicable</p>	<p>Not applicable</p>	<p>Not applicable</p>	<p>Not applicable</p>	<p>By Promotion</p>	<p>Promotion from amongst Auditors with 3 years regular service in the grade and who have successfully completed their probation in the grade for Auditor, where prescribed.</p>

If Departmental Promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Remarks
13.	14.	15.
<p>Group 'C' Departmental Promotion Committee comprising of Controller of Defence Accounts/ Jt. Controller of Defence Accounts as Chairman and two DcsDA/AcsDA as member, where DcsDA/AcsDA are not available an Accounts Officer shall be nominated as member.</p> <p>For the office of the Controller General of Defence Accounts <u>DPC</u> will comprise of the Deputy Controller General of Defence Accounts (Administration) as Chairman and two Assistant Controller General of Defence Accounts and one officer (to be nominated from the office of Principal Controller of Defence Accounts, New Delhi as member where an ACGDA is not available an AO shall be nominated as a member in lieu.</p>	Not applicable	<p>Not applicable</p> <p>EXPLANATORY MEMORANDUM</p> <p>The amendment is being given retrospective effect as per the Government letter introducing the higher functional grade of Auditor which was issued on 12.06.87 has been given effect from 01.04.87. The retrospective operation will not pre-judicially effect the interest of any Govt. servant as the proposed amendment is intended to implement the scheme of restructuring of Accounts staff in organized Accounts cadre w.e.f. 01.04.87.</p>

SCHEDULE

Sl. No.	Name of Post	Number of Posts	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
	1.	2.	3.	4.	5.	6.
4.	Auditor	-----	General Central Services (Group 'C') Ministerial (Non-Gazetted)	Rs.4000-100-6000	i) 45% by non-selection method. ii) 5% by promotion out of graduate clerks on passing the Departmental Examination by them for the post of Auditor.	Between 18 to 25 years. The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (other than those in Andaman and Nicobar Islands and Lakshadweep). In the case of recruitment made through Employment exchange, the crucial date for determining the age limit shall be the last date up to which the employment exchange is asked to submit the names.

<p>Whether benefit of added years of Service admissible under rule 30 of CCS (Pension) Rules 1972</p>	<p>Educational and other Qualifications required for direct recruits</p>	<p>Whether age and educational Qualifications prescribed for direct recruits will apply in case of promotees.</p>	<p>Period of probation if any</p>	<p>Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods</p>	<p>In case of recruitment by promotion /deputation/ absorption grades from which promotion/deputation/absorption to be made</p>
<p>7</p>	<p>8</p>	<p>9</p>	<p>10</p>	<p>11</p>	<p>12</p>
<p>Not applicable</p>	<p>Degree of a university or equivalent qualification</p>	<p>Not applicable</p>	<p>2 years only for direct recruits.</p>	<p>(i) 50% by direct recruitment. (ii) 45% by promotion according to seniority subject to fitness. (iii) 5% by promotion out of graduate clerks on passing the departmental examination by them for the post of Auditor.</p>	<p>i) 45% by promotion from amongst clerks who have rendered a minimum of eight years regular service in the grade. ii) 5% by promotion from amongst graduate clerks having a minimum of 5 years of service on passing the departmental examination by them for the post of Auditor. iii) Clerks/Data Entry Operators who pass Part-I Subordinate Accounts Service Examination shall be promoted out of turn to the grade of Auditor, against the aforesaid 45% quota.</p>

If Departmental Promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Remarks
13.	14.	15.
<p>Group 'C' Departmental Promotion Committee comprising of Controller of Defence Accounts/Jt. Controller of Defence Accounts as Chairman and two DesDA/AcsDA as member, where DesDA/AcsDA are not available an Accounts Officer shall be nominated as member.</p> <p>For the office of the Controller General of Defence Accounts DPC will comprise of the Deputy Controller General of Defence Accounts (Administration) as Chairman and two Assistant Controller General of Defence Accounts and one officer (to be nominated from the office of Principal Controller of Defence Accounts, New Delhi as member, where an ACGDA is not available an AO shall be nominated as a member in lieu.</p>	Not applicable	<p>Are liable for field services in and out of India. Liability of field services in and out of India is relax able in the case of physically handicapped persons, subject to the recommendation of the medical board for such relaxation and subject further to the recommendation of the medical board that the physically handicapped person is otherwise fit for any duty involving transfers and other duty moves.</p>

SCHEDULE

Sl. No.	Name of Post	Number of Posts	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
	1.	2.	3.	4.	5.	6.
5.	Clerk or Typist	-----	General Central Services (Group 'C') Ministerial (Non-Gazetted)	Rs. 3050-75-3950-80-4590	Not applicable	Between 18 to 25 years. In the case of educationally qualified record clerks the maximum age limit shall be 35 years. The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (other than those in Andaman and Nicobar Islands and Lakshadweep). In the case of recruitment made through Employment exchange, the crucial date for determining the age limit shall be the last date up to which the employment exchange is asked to submit the names.

<p>Whether benefit of added years of Service admissible under rule 30 of CCS (Pension) Rules 1972</p>	<p>7</p>	<p>Educational and other Qualifications required for direct recruits</p>	<p>Whether age and educational Qualifications prescribed for direct recruits will apply in case of promotees.</p>	<p>Period of probation if any</p>	<p>Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods</p>	<p>In case of recruitment by promotion /deputation/ absorption grade from which promotion/deputation/absorption to be made</p>
<p>Not applicable</p>	<p>8</p> <p>1. Matriculation or equivalent qualifications. 2. Minimum speed of 30 wpm. in English Type writing or 25 wpm in Hindi typewriting essential (GSR 1009 31.12.83), physically handicapped persons who are otherwise qualified to hold a clerical post and who are certified as being</p>	<p>9</p> <p>Not applicable</p>	<p>10</p> <p>2 years for those transferred from Junior KPO promotees other than Record Clerks and Direct Recruits</p>	<p>11</p> <p>10% by promotion from the grade of record clerks subject to passing a Departmental Test and being adjudged fit. 90% by Recruitment from the following grades :- i) 10% by recruitment from educationally qualified Group 'D' employees subject to the conditions given below: a) Selection will be made through a departmental examination confined to the Group 'D'</p>	<p>12</p> <p>10% by promotion from the grade of Record Clerks subject to passing a departmental test and being adjudged fit.</p>	

7	8	9	10	11	12
	<p>unable to type by the Medical Board attached as to special Employment Exchange for the Handicapped or by Civil Surgeon where there is no such board shall be exempted from typing qualification when appointed against quota for physically handicapped persons.</p>			<p>employees who fulfill the requirement of minimum educational qualification. b) The maximum age limit for admission to this examination will be 45 years. 50 years for SC/ST candidates. c) At least 5 years service as group D essential. d) The maximum number of recruits from this category will be limited to 10% of the direct recruitment quota of clerks in a year. Unfilled vacancies will not be carried over. 2) By absorption from the grade of KPOs who have completed 5 years service as such and are adjudged fit for clerical duties. 3) Rest by direct recruitment.</p>	

If Departmental Promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Remarks
<p>13.</p> <p>Group 'C' Departmental Promotion Committee comprising of Controller of Defence Accounts/Jt. Controller of Defence Accounts as Chairman and two DcsDA/AcsDA as member, where DcsDA/AcsDA are not available an Accounts Officer shall be nominated as member in lieu.</p> <p>For the office of the Controller General of Defence Accounts DPC will comprise of the Deputy Controller General of Defence Accounts (Administration) as Chairman and two Assistant Controller General of Defence Accounts and one officer (to be nominated from the office of Principal Controller of Defence Accounts, New Delhi as members, where an ACGDA is not available an AO shall be nominated as a member in lieu.</p>	<p>14.</p> <p>Not applicable</p>	<p>15.</p> <p>Are liable for field services in and out of India. Liability of field services in and out of India is relax able in the case of physically handicapped persons, subject to the recommendation of the medical board for which relaxation and subject further to the recommendation of the medical board that the physically handicapped person is otherwise fit for any duty involving transfers and other duty moves.</p>

SCHEDULE

Sl. No.	Name of Post	Number of Posts	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
	1.	2.	3.	4.	5.	6.
6.	Library and Information Assistant	1 (Subject to variation dependent on work load)	General Central Services (Group 'C') Non-Ministerial Non-Gazetted	Rs. 5000-150-8000	Not applicable	Not exceeding 28 years (Relaxable for Government servants upto 35 years in accordance with the instructions issued by Central Government). Note: The crucial date for determining the age limit shall be the closing date for receipt of application 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 Jammu and Kashmir state, Lahaul and Spiti district and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep.

Whether benefit of added years of Service admissible under rule 30 of CCS (Pension) Rules 1972	7	Educational and other Qualifications required for direct recruits	8	Whether age and educational Qualifications prescribed for direct recruits will apply in case of promotees.	9	Period of probation if any	10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	11	In case of recruitment by promotion /deputation/ absorption grades from which promotion/deputation/absorption to be made	12
Not applicable	Graduation with Bachelar degree in Library science from a Recognised University.	Not applicable	1 years	Direct Recruitment	Not applicable						

If Departmental Promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Remarks
13.	14.	15.
Not applicable	Not applicable	Liable for field service in and out of India.

SCHEDULE

Sl. No.	Name of Post	Number of Posts	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
	1.	2.	3.	4.	5.	6.
7.	Record Clerks	-----	General Central Services (Group 'C') Non-Ministerial Non-gazetted	Rs. 2750-70-3800-75-4400	Non-Selection Basis	Between 18-25 years

<p>Whether benefit of added years of Service admissible under rule 30 of CCS (Pension) Rules 1972</p>	<p>7</p>	<p>Educational and other Qualifications required for direct recruits</p>	<p>8</p>	<p>Whether age and educational Qualifications prescribed for direct recruits will apply in case of promotees.</p>	<p>9</p>	<p>Period of probation if any</p>	<p>10</p>	<p>Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods</p>	<p>11</p>	<p>In case of recruitment by promotion /deputation/ absorption grades from which promotion/deputation/absorption to be made</p>	<p>12</p>
<p>Not applicable</p>	<p>Not applicable</p>	<p>Not applicable</p>	<p>Not applicable</p>	<p>2 years</p>	<p>By promotion</p>	<p>Promotion from amongst Group 'D' employees, irrespective of the grade in which they are serving, who are otherwise educationally qualified that is middle school pass subject to the condition that they have rendered a minimum of five years' departmental Examination to adjudge their suitability for holding the post of Record Clerk.</p>					

If Departmental Promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Remarks
<p>13.</p> <p>Group 'C' Departmental Promotion Committee comprising of Controller of Defence Accounts/ Jt. Controller of Defence Accounts as Chairman and two DcsDA/AcsDA as member, where DcsDA/AcsDA are not available an Accounts Officer shall be nominated as member in lieu. For office of the Controller General of Defence Accounts DPC will comprise of the Deputy Controller General of Defence Accounts (Administration) as Chairman and two Assistant Controller General of Defence Accounts and one officer (to be nominated from the office of Principal Controller of Defence Accounts, New Delhi as members. Where are ACGDA is not available an AO shall be nominated as a member in lieu.</p>	<p>14.</p> <p>Not applicable</p>	<p>15.</p> <p>Permanent and Quasi permanent personnel are liable for field service in and out of India.</p>

SCHEDULE

Sl. No.	Name of Post	Number of Posts	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
	1.	2.	3.	4.	5.	6.
8.	Senior Gestetner operator in Controller General of Defence Accounts.	-----	General Central Services (Group 'C') Ministerial (Non-gazetted)	Rs. 3050-70-3950-80-4590.	Non-Selection	Not applicable

Whether benefit of added years of Service admissible under rule 30 of CCS (Pension) Rules 1972	Educational and other Qualifications required for direct recruits	Whether age and educational Qualifications prescribed for direct recruits will apply in 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 posts to be filled by various methods	In case of recruitment by promotion /deputation/absorption grades from which promotion/deputation/absorption to be made
7	8	9	10	11	12
Not applicable	Not applicable	Not applicable	2 years	By promotion	Promotion from the rank of Junior Gestetner Operator of Controller General of Defence Accounts with 3 years service in the grade. If, however, the Junior Gestetner Operator is not eligible for promotion to the grade of Senior Gestetner Operator for want of 3 years Service, the Junior Gestetner Operator with 4 years combined service as Junior Gestetner Operator and Daftry/Jamadar and/or Duftries/Jamadars with 6 years service in the grade should be considered for appointment to the post of Senior Gestetner Operator.

If Departmental Promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Remarks
13.	14.	15.
<p>Group 'C' Departmental Promotion Committee comprising of Controller of Defence Accounts/ Jt. Controller of Defence Accounts as Chairman and two DcsDA/AcsDA as member, where DcsDA/AcsDA are not available an Accounts Officer shall be nominated as member in lieu.</p> <p>For office of the Controller General of Defence Accounts DPC will comprise of the Deputy Controller General of Defence Accounts (Administration) as Chairman and two Assistant Controller General of Defence Accounts and one officer (to be nominated from the office of Principal Controller of Defence Accounts, New Delhi as members.</p> <p>where an ACGDA is not available an AO shall be nominated as a member in lieu.</p>	Not applicable	Permanent and Quasi permanent personnel are liable for field service in and out of India.

SCHEDULE

Sl. No.	Name of Post	Number of Posts	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
	1.	2.	3.	4.	5.	6.
1.	BLANK	----	----	-----	-----	-----
2.	Junior Gestetner Operator of the office of the Controller General of Defence Accounts	----	Central Services (Group 'C') Non-Ministerial Non-gazetted	Rs. 2650-65-3300-70-4000	Non-Selection	Not-Applicable
3.	Daftries	----	- do -	Rs. 2610-60-3150-65-3540	Non-Selection	Not-Applicable
4.	Jumadar Peon of the Office of the Controller General of Defence Accounts	----	- do -	Rs. 2610-60-3150-65-3540	Non-Selection	Not-Applicable

Sl. No.	Whether benefit of added years of Service admissible under rules 30 of CCS (Pension) Rules 1972	Educational and other Qualifications required for direct recruits	Whether age and educational Qualifications prescribed for direct recruits will apply in case of promotees.	Period of probation if any	Method of recruitment whether by direct recruitment or by deputation/absorption and percentage of the posts to be filled by various methods	In case of recruitment by promotion /deputation/ absorption grade from which promotion/deputation/absorption to be made
	7	8	9	10	11	12
1.	Blank	-----	-----	-----	-----	-----
2.	Not applicable	Not applicable	Not applicable	No	By promotion	Promotion from the rank of Daftries/Jamadars of the office of the Controller General of Defence Accounts who have proficiency in handling the Gestetner Machine and have put in 3 years Service in the grade.

Sl. No.	Whether benefit of added years of Service admissible under rules 30 of CCS (Pension) Rules 1972	Educational and other Qualifications required for direct recruits	Whether age and educational Qualifications prescribed for direct recruits will apply in 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 posts to be filled by various methods	In case of recruitment by promotion /deputation/ absorption grade from which promotion/deputation/absorption to be made
	7	8	9	10	11	12
3.	Not applicable	Not applicable	Not applicable	Two years only for direct recruits.	By promotion failing which by direct recruitment	Promotion from the rank of Peon with two years service in the grade.
4.	Not applicable	Middle school Standard	No	Not applicable	By promotion	Promotion from Peon with three years service in the grade.

Sl. No.	If Departmental Promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Remarks
	13.	14.	15.
1.	-----	-----	-----
2.	<p>Group 'D' Departmental Promotion Committee comprising of Controller of Defence Accounts/Jt. Controller of Defence Accounts as Chairman and two DCsDA/ACsDA as member, where DCsDA/ACsDA are not available an Accounts Officer shall be nominated as member.</p> <p>For the office of the Controller General of Defence Accounts DPC will comprise of the Deputy Controller General of Defence Accounts (Administration) as Chairman and two Assistant Controller General of Defence Accounts and one officer (to be nominated from the office of Principal Controller of Defence Accounts, New Delhi as members.</p> <p>Where an ACGDA is not available an AO shall be nominated as a member in lieu.</p>	N.A.	Permanent and Quasipermanent personnel are liable for field service in and out of India.
3.	----- do -----	N.A.	----- do -----
4.	----- do -----	N.A.	----- do -----

SCHEDULE

Sl. No.	Name of Post	Number of Posts	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
	1.	2.	3.	4.	5.	6.
5	Peons	-----	Central Civil Services (Group 'D') Non-gazetted	Rs. 2550-55-2600-60-3200	Non-Selection	Between 18 to 25 years

Sl. No.	Whether benefit of added years of Service admissible under rule 30 of CCS (Pension) Rules 1972	Educational and other Qualifications required for direct recruits	Whether age and educational Qualifications prescribed for direct recruits will apply in case of promotees.	Period of probation if any	Method of recruitment whether by direct recruitment or by deputation/absorption and percentage of the posts to be filled by various methods	In case of recruitment by promotion /deputation/ absorption grade from which promotion/deputation/absorption to be made
	7	8	9	10	11	12
5.	Not applicable	Middle School Standard	Not applicable	Two Years	75% by direct recruitment 25% by absorption from Sweepers, Farashes & Chowkidars who possesses elementary literacy and give proof of ability to read either English or Hindi or Regional Language.	By absorption from Sweepers, Farashes and Chowkidars who possess as elementary literacy and give proof of ability to read either English or Hindi or Regional Language. Note: (1) The crucial date for determining the age limit mentioned in column 7 shall, in each case, be the closing date for receipt of applications from candidates in India (other than those in the Union territories of the Andaman and Nicobar Islands and Lakshadweep); (2) The crucial date for determining the age limit will be the last date upto which the employment Exchange are asked to submit the names.

Sl No.	If Departmental Promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Remarks
	13.	14.	15.
5.	Not applicable	Not applicable	Permanent & Quasi-permanent personnel are liable for field service in and out of India. Liability for field service in and out of India is relaxable in the case of physically handicapped persons, subject to the recommendation of the Medical Board for such relaxation and subject further to the recommendation of the Medical Board that the physically handicapped person is otherwise fit for any duty involving transfers and other duty moves.

SCHEDULE

Sl. No.	Name of Post	Number of Posts	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
	1.	2.	3.	4.	5.	6.
6.	Farashes	-----	Central Civil Services (Group 'D') Non-gazetted	Rs. 2550-55-2600-60-3200.	Non-Selection	Between 18 to 25 years. The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (other than those in Andaman and Nicobar Islands and Lakshadweep). In the case of recruitment made through Employment exchange, the crucial date for determining the age limit shall be the last date up to which the employment exchange is asked to submit the names.
7.	Sweepers	-----	---do---	---do---	---do---	---do---
8.	Chowkidars	-----	---do---	---do---	---do---	---do---
9.	Malis	-----	---do---	---do---	---do---	---do---

Sl. No.	Whether benefit of added years of Service admissible under rule 30 of CCS (Pension) Rules 1972	Educational and other Qualifications required for direct recruits	Whether age and educational Qualifications prescribed for direct recruits will apply in 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 posts to be filled by various methods	In case of recruitment by promotion /deputation/ absorption grade from which promotion/deputation/absorption to be made
	7	8	9	10	11	12
6.	Not applicable	Desirable Primary School Standard Pass	Not applicable	Two Years	By Direct Recruitment	Not applicable
7.	---do---	---do---	---do---	---do---	---do---	---do---
8.	---do---	---do---	---do---	---do---	---do---	---do---
9.	---do---	---do---	---do---	---do---	---do---	---do---

Sl. No.	If Departmental Promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Remarks
	13.	14.	15.
6.	Not applicable	Not applicable	Liable for field service in and out of India
7.	--- do ---	--- do ---	--- do ---
8.	--- do ---	--- do ---	--- do ---
9.	--- do ---	--- do ---	--- do ---

SCHEDULE

Sl. No.	Name of Post	Number of Post	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
	1.	2.	3.	4.	5.	6.
10.	Bhisties	----	----do----	----do----	----do----	
11.	Ramoshies	----	----do----	----do----	----do----	

Sl. No.	Whether benefit of added years of Service admissible under rule 30 of CCS (Pension) Rules 1972	Educational and other Qualifications required for direct recruits	Whether age and educational Qualifications prescribed for direct recruits will apply in case of promotees.	Period of probation if any	Method of recruitment whether by direct recruitment or by deputation/absorption and percentage of the posts to be filled by various methods	In case of recruitment by promotion /deputation/absorption grade from which promotion/deputation/absorption to be made
	7	8	9	10	11	12
10.	Not applicable	Desirable Primary School Standard Pass	Not applicable	Two Years	By Direct Recruitment	N.A.
11.	---do---	---do---	---do---	---do---	---do---	N.A.

Sl. No.	If Departmental Promotion Committee exists for recruitment by promotion what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Remarks
13.		14.	15.
10.	Not applicable	Not applicable	Liable for field service in and out of India
11.	--- do ---	--- do ---	--- do ---

TO BE PUBLISHED IN PART-II SECTION 4 OF GAZETTE OF INDIA

**GOVERNMENT OF INDIA
MINISTRY OF DEFENCE
FINANCE DIVISION
NEW DELHI**

Dated: 2002

**Notification
(As proposed)**

SRO In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the President hereby makes the following Rules further to amend the Defence Account (Group 'C' and 'D' posts), Recruitment Rules 1971, namely:-

1. (i) these rules may be called the Defence Accounts (Group 'C' and 'D' posts) Recruitment (Amendment) Rules, 2001
- (ii) They shall come into force w.e.f. 01.01.96
- (iii) In the Schedule to the Defence accounts (Group 'C' and 'D' posts) Recruitment Rules 1971 amended vide SRO 7 dated 20-1-96 under the heading part I Group 'C' service against para 1 (2) of Notification relating to the post of Senior Translator and Junior Translator the entry shall be substituted namely:-
Para 1 (2):- They shall come into force w.e.f. 01-01-1996.
- (iv) Separate sheet attached.

Note: The Principle Rules were published vide SO No. 4025 dated 23rd July, 1971 and Subsequently amended vide the following SRO,s/GSRs/SO,s in addition to SRO 7 dated 20-1-1996.

1.	S.O.	2558	Dated the 16 th Sept.	1972
2.	S.O.	82	Dated the 12 th Jan.	1974
3.	G.S.R.	286	Dated the 1 st March.	1975
4.	S.O.	4757	Dated the 8 th Nov.	1975
5.	S.O.	136	Dated the 10 th Jan.	1976
6.	S.O.	3902	Dated the 30 th Oct.	1976
7.	S.O.	2596	Dated the 9 th Sept.	1978
8.	G.S.R.	1188	Dated the 30 th Sept.	1978
9.	S.O.	702	Dated the 24 th Feb.	1979
10.	S.O.	1154	Dated the 7 th April	1979
11.	S.O.	1440	Dated the 5 th May	1979
12.	G.S.R.	702	Dated the 19 th May	1979
13.	G.S.R.	48	Dated the 19 th Jan	1980
14.	G.S.R.	178	Dated the 16 th Jan	1980

15.	G.S.R.	482	Dated the 3 rd May	1980
16.	G.S.R.	1038	Dated the 28 th Nov	1981
17.	G.S.R.	119	Dated the 6 th Feb.	1982
18.	G.S.R.	311	Dated the 27 th Mar.	1982
19.	G.S.R.	592	Dated the 13 th Aug.	1983
20.	G.S.R.	853	Dated the 19 th Nov.	1983
21.	G.S.R.	1009	Dated the 31 st .Dec.	1983
22.	G.S.R.	226	Dated the 3 rd Mar.	1984
23.	S.R.O	215	Dated the 28 th Sept.	1985
24.	S.R.O	302	Dated the 27 th Sept.	1986
25.	S.R.O	3	Dated the 17 th Jan.	1987
26.	S.R.O	79	Dated the 23 rd April	1988
27.	S.R.O	370	Dated the 13 th Jan	1990
28.	S.R.O	102	Dated the 26 th May	1990
29.	S.R.O	157	Dated the 24 th Aug	1991
30.	S.R.O	197	Dated the 10 th Sept	1991
31.	S.R.O	94	Dated the 16 th May	1992
32.	S.R.O	117	Dated the 30 th May	1992
33.	S.R.O	217	Dated the 3 rd Oct	1992
34.	S.R.O	31	Dated the 27 th Mar	1993
35.	S.R.O	68	Dated the 10 th July	1993
36.	S.R.O	176	Dated the 11 th Dec	1993
37.	S.R.O	57	Dated the 2 nd April	1994
38.	S.R.O	69	Dated the 21 st May	1994
39.	S.R.O	103	Dated the 18 th June	1994
40.	S.R.O	190	Dated the 31 st Dec	1994
41.	S.R.O	18	Dated the 17 th Feb	1996
42.	S.R.O	33	Dated the 23 rd Mar	1996
43.	S.R.O	117	Dated the 17 th July	1999

(Rajinder Mohan)
Deputy Financial Adviser(Coord)and
Under Secretary to the Govt. of India
(File No. 0698/AN/VIII/Senior/Junior
Translator/Vol II)

FOR PUBLICATION

To
The General Manager
Govt. of India Press,
New Delhi

(Rajinder Mohan)
Deputy Financial Adviser(Coord)and
Under Secretary to the Govt. of India

1. (iv) In the schedule Annexed to the Defence Accounts(Group. 'C' & 'D' posts) R.R.1971 under the heading "Para-I, Group 'C' service" for serial number I-A & I-B relating to the posts of Senior Translator and Junior Translator and the entries thereto, the following entries shall be substituted namely:

Serial No. 1 relating to the post of Senior Translator

- (i) In column. 4 for the entry, the following entry shall be substituted, namely:-
"Rs. 5500- 175 -9000"
- (ii) In column 11 line 3 & 4 the word "Transfer on deputation" shall be deleted by substituting the word " Deputation"
- (iii) In column. 12 line 5, the word "Transfer on deputation " shall be deleted by substituting the word "Deputation".
- (iv) In column. 12(ii) line 2 the word pay scale of Rs. 1400-2300/2600 shall be deleted by substituting Rs. 5000-8000
- (v) In column. 13 relating to the post of Sr. Translator in Note 1 the following entry shall be substituted namely:- "**Note 2** - out of the above DPC members an SC/ST officer of appropriate level consistent with the level of the other members of DPC can also be associated as a member of DPC".

Serial No. 2 relating to the post of Junior Translator

- (i) In column. 4 for the entry, the following entry shall be substituted, namely:-
"Rs. 5000- 150 -8000"
- (ii) In column. 11, for the entry, the following entry shall be substituted namely:-
"By Deputation/absorption or by direct recruitment."
- (iii) In column.12, line 1 & 2 the words ' Transfer on deputation/transfer" shall be deleted by substituting the words " Deputation/absorption"
- (iv) In column. 12 (ii) the word pay scale 1200-2040 shall be deleted by substituting the pay scale of Rs. 4000-6000.
- (v) In column. 12(iii) the word pay scale of Rs. 950-1500 shall be deleted by substituting the pay scale of Rs. 3050-4590
- (vi) In column. 13 relating the post of Junior Translator in Note 1, the following shall be substituted namely:-

" Same reads as per col. (V) of Senior. Translator above"

SCHEDULE

Sl. No.	Name of Post	Number of Posts	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
	1.	2.	3.	4.	5.	6.
1.	Senior Translator	*21 * Subject to variation dependent of work load	General Central service(Gp 'C') Non-Gazetted, Non-Ministrial	Rs. 5500-175-9000	Not selection	28 years (Relaxable for Govt. servant upto 40 years/upto 45 years in r/o SC/ST Candidates) 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 of receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalya, Arunachal Pradesh, Mizoram, Manipur,

						<p>6.</p> <p>Nagaland, Tripura, Sikkim, Ladakh division of J&K State, Lahaul & Spiti District and Pangi sub-division of Chamba District of Himachal Pradesh, Andaman and Nicobar Is-lands or Lakshadweep.) In respect of posts, the appointment to which are made through the Employment Exchange, the crucial date for determining the age limit, in each case, be the last date upto which the Employment Exchange, are asked to submit the names.</p>

<p>Whether benefit of added years of Service admissible under rule 30 of CCS (Pension) Rules 1972</p>	<p>7</p>	<p>Educational and other Qualifications required for direct recruits</p>	<p>Whether age and educational Qualifications prescribed for direct recruits will apply in case of promotees.</p>	<p>Period of probation if any</p>	<p>Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods</p>	<p>In case of recruitment by promotion /deputation/ absorption grades from which promotion/deputation/absorption to be made</p>
<p>Not applicable</p>	<p>8</p>	<p>Master's Degree of a recognised university in Hindi/English with Hindi/English as a main subject(which includes the term compulsory and elective) at degree level. OR Master's Degree of a recognised university in any subject with English & Hindi as main subject(which includes the term compulsory and elective) at degree level.</p>	<p>9</p>	<p>10</p>	<p>11</p>	<p>12</p>
<p>Not applicable</p>	<p>8</p>	<p>Master's Degree of a recognised university in Hindi/English with Hindi/English as a main subject(which includes the term compulsory and elective) at degree level. OR Master's Degree of a recognised university in any subject with English & Hindi as main subject(which includes the term compulsory and elective) at degree level.</p>	<p>No</p>	<p>Two Years</p>	<p>By Promotion, failing which by deputation, failing both by direct recruitment</p>	<p>PROMOTION: From amongst junior Translators with 5 years regular service in the grade. Deputation from amongst central Govt. officers(a) (i) Holding analogous posts on a regular basis; or (ii) posts in the pay scale of Rs. 5000-8000 or equivalent with 5 years regular service in the grade; and (b) Possessing educational and other qualifications laid down in column 8 for direct recruits.</p>

If Departmental Promotion Committee exists for recruitment by promotion, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Remarks
13.	14.	15.
<p>Group 'C' Departmental Promotion Committee comprising of: For posts in other offices under the CGDA/ Controller of Defence Accounts/Joint Controller of Defence Accounts as Chairman and two Deputy Controllers of Defence Accounts/Asstt. Controller of Defence Accounts as members. Note(1) Where Deputy Controller of Defence Accounts/Asstt. Controller of Defence Accounts is not available Senior Accounts Officer/ Accounts Officer shall be nominated as members in lieu. Note (2) Out of the above DPC members, an SC/ST Officer of appropriate level consistent with the level of other members of DPC, can also be associated as a member of DPC. For Controller General of Defence Accounts Office, the Departmental Promotion Committee will comprise of Deputy Controller General of Defence Accounts(AN) as chairman and two Asstt. Controller General of Defence Accounts and one officer to be nominated from PCDA New Delhi as members. Note(1): Where an Asstt. Controller General of Defence Accounts is not available, a Sr. Accounts officer/Accounts officer shall be nominated as member in lieu. Note(2): Out of the above DPC members, an SC/ST Officer of appropriate level consistent with the level of other members of DPC, can also be associated as a member of DPC.</p>	<p>Not Applicable</p>	<p>Are liable for field service, in and out of India.</p>

SCHEDULE

Sl. No.	Name of Post	Number of Post	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
	1.	2.	3.	4.	5.	6.
2.	Junior Translator	* 85 * subject to variation dependent on work load	General Central Service, Group 'C' non-gazetted (Non-ministerial)	Rs. 5000-150-8000	Not-Selection	28 years(Relaxable for Govt.servants upto 40 years (upto 45 years in respect of SC/ST Candidates in accordance with the instructions or orders issued by the Central Govt.) <u>Note:</u> The crucial date for determining the age limit shall be the closing date of receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram,

	1.	2.	3.	4.	5.	6.
						<p>Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K state, Lahaul & Spiti District and Pangri sub-division of Chamba district of Himachal Pradesh, Andaman and Nicobar Islands or Lakshadweep). In respect of posts, the appointment to which are made through the Employment Exchange the crucial date for determining the age limit, in each case, be the last date upto which the Employment Exchange, are asked to submit the names.</p>

Whether benefit of added years of Service admissible under rule 30 of CCS (Pension) Rules 1972	7	Educational and other Qualifications required for direct recruits	8	Whether age and educational Qualifications prescribed for direct recruits will apply in case of promotees.	9	Period of probation if any	10	Method of recruitment whether by direct recruitment or by promotion/absorption and percentage of the posts to be filled by various methods	11	In case of recruitment by promotion /deputation/ absorption grade from which promotion/deputation/absorption to be made	12
Not applicable	Master's Degree of a recognised university in English/Hindi with Hindi/English as a compulsory and elective subject at degree level. OR Bachelor's Degree with Hindi and English as main subjects(which includes the term compulsory and elective.)	Not applicable	Two Years	By Deputation/absorption or by direct recruitment.	D E P U T A T I O N / ABSORPTION From amongst central Government officers:- a) Holding analogous posts on a regular basis; OR ii) Posts in the pay scale of Rs.4000-6000 or equivalent with 5 years regular service in the grade; AND iii) Posts in the pay scale of Rs.3050-4590 or equivalent with 13 years regular service in the grade; AND b) Possessing educational and other qualifications laid down in column 8 for direct recruits.						

If Departmental Promotion Committee exists for recruitment by promotion, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Remarks
13.	14.	15.
<p>Group. 'C' Department Promotion Committee (for confirmation) consisting of the Controller of Defence Accounts/Joint Controller of Defence Accounts as Chairman and two Deputy Controllers of Defence Accounts/Assistant Controllers of Defence Accounts as members. Where Deputy controller of Defence Accounts/Assistant Controller of Defence Accounts is not available, a Senior Accounts Officer/Accounts Officer shall be nominated as member in lieu. For Controller General of Defence Accounts office the Departmental promotion Committee will comprise of Deputy controller General of Defence Accounts (AN) as Chairman and two Asstt. Controllers General of Defence Accounts and one officer to be nominated from PCDA New Delhi as members. Where an Assistant controller General of Defence Accounts is not available, a Senior Accounts Officer/Accounts Officer shall be nominated as member in lieu.</p>	Not Applicable	Are liable for field service, in and out of India.

No.698/AN/VIII/DEO's
Government of India,
Ministry of Defence
(Finance Division)
New Delhi

Dated: 2002.

NOTIFICATION
(As Proposed)

S.R.O.....In exercise of the powers conferred by the proviso to article 309 of the Constitution the President hereby makes the following rules further to amend the Defence Account (Group 'C' and 'D' posts) Recruitment Rules, 1971, namely:-

1. (1) These rules may be called the Defence Accounts (Group 'C' and 'D' posts) Recruitment (Second Amendment) Rules, 2001;
(2) They shall be deemed to have come into force on the eleventh day of September, 1989.
2. In the Defence Accounts (Group 'C' and 'D' posts) Recruitment Rules 1971 (hereinafter referred to as the said rules); rule "4B" shall be omitted.
3. In the Schedule to the Defence Accounts (Group 'C' and 'D' posts) Recruitment Rules 1971 and Recruitment Rules for the posts of DEOs published in SRO 69 dated 21.05.1994 and SRO-117 dated 30.05.1992 relating to the posts of DEOs and the entries thereto, the following entries shall be substituted namely:- *

Serial No.1 relating to the post of Data Entry Operator Grade 'D'

- (i) In Column 4 for the entry the following entry shall be substituted, namely:-
Rs.5500-175-9000
- (ii) In Col.11 for the entry the following entry shall be substituted, namely:-
"Promotion failing which by deputation".
- (iii) In Column 12 the word "transfer on deputation" shall be deleted by substituting the word "Deputation".
- (iv) In Column 12 (a)(ii) the word "in the scale of Rs.1400-2300/2600" shall be deleted by substituting "in the scale of Rs.5000-8000".

- (v) In Col.12(a)(iii) the word “in the scale of Rs.1350-2200” shall be deleted by substituting “in the scale of Rs.4500-7000”.

Serial No.2 relating to the post of DEO‘C‘

- (i) In Column 4 for the entry the following entry shall be substituted, namely:-
Rs.5000-150-8000.

Serial No.3 relating to the post of DEO‘B‘

- (i) In Column 4 for the entry the following entry shall be substituted, namely:-
Rs.4500-125-7000.
- (ii) In Column 11 (iii) the words “30% by transfer on deputation/transfer” Shall be deleted, by substituting “30% by deputation/absorption....”.
- (iii) In Col.12(2) the word “Transfer on deputation/transfer” shall be deleted by substituting “Deputation/absorption”
- (iv) In Col.12(2)(a)(ii) the word “in the scale of Pay Rs.1200-2040” by substituting “in the scale of Pay Rs.4000-6000”.

Serial No.4 relating to the post of DEO‘A‘

- (1) In Col.4 for the entry, the following entry shall be substituted, namely:-
Rs.4000-100-6000.
- (2) In Col.11(ii) the word “30% by transfer on deputation/transfer of serving Auditors/ Clerks failing both by direct recruitment” shall be deleted by substituting the entry, “30% by Deputation/absorption of serving Auditors/Clerks failing both by direct recruitment”.
- (3) In Col.11 Note 1 line 2 the word “transfer on deputation” shall be deleted by substituting the word “Deputation”
- (b) In Col.11 Note 1 line 5, the word “transfer on deputation” shall be deleted by substituting the word “Deputation”
- (4) In Col.12 line 1 the word “Transfer on deputation/transfer” shall be deleted by substituting the words “deputation/absorption”.
- (b) In Col.12 line 10 the word in the scale of “Rs.950-1500” shall be deleted by substituting in the scale of “Rs.3050-4590”.

The Rules were subsequently amended by:-

1. S.O.NO.2558 dated the 16th Sept., 1972
2. S.O.NO. 82 dated the 12th Jan., 1974
3. G.S.R.NO.286 dated the 1st March, 1975
4. S.O.NO.4757 dated the 8th Nov., 1975
5. S.O.NO.136 dated the 10th Jan., 1976
6. S.O.NO.3902 dated the 30th Oct., 1976
7. S.O.NO.2596 dated the 9th Sept., 1978
8. G.S.R.NO.1188 dated the 30th Sept., 1978
9. S.O.NO.702 dated the 24th Feb., 1979
10. S.O.NO.1154 dated the 7th April, 1979
11. S.O.NO.1440 dated the 5th May, 1979
12. G.S.R.NO.702 dated the 19th May 1979
13. G.S.R.NO.48 dated the 19th Jan., 1980
14. G.S.R.NO.178 dated the 16th Feb., 1980
15. G.S.R.NO.482 dated the 3rd May, 1980
16. S.O.NO.2038 dated the 2nd Aug., 1980
17. G.S.R.NO.1038 dated the 28th Nov., 1981
18. G.S.R.NO.119 dated the 6th Feb., 1982
19. G.S.R.NO.311 dated the 27th March, 1982
20. G.S.R.NO.592 dated the 13th Aug., 1983
21. G.S.R.NO.853 dated the 19th Nov., 1983
22. G.S.R.NO.1009 dated the 31st Dec., 1983
23. G.S.R.NO.226 dated the 3rd March, 1984
24. S.R.O.NO.215 dated the 28th Sept., 1985
25. S.R.O.NO.302 dated the 27th Sept., 1986
26. S.R.O.NO.3 dated the 17th Jan., 1987
27. S.R.O.NO.79 dated the 23rd April, 1988
28. S.R.O.NO.370 dated the 13th Jan., 1990
29. S.R.O.NO.102 dated the 26th May, 1990
30. S.R.O.NO.157 dated the 24th Aug., 1991
31. S.R.O.NO.197 dated the 10th Sept., 1991
32. S.R.O.NO.94 dated the 16th May, 1992
33. S.R.O.NO.117 dated the 30th May, 1992
34. S.R.O.NO.217 dated the 3rd Oct., 1992
35. S.R.O.NO.31 dated the 27th March, 1993
36. S.R.O.NO.68 dated the 18th June, 1993
37. S.R.O.NO.176 dated the 11th Dec., 1993
38. S.R.O.NO.57 dated the 2nd April, 1994
39. S.R.O.NO.103 dated the 18th June, 1994

- 40. S.R.O.NO.190
- 41. S.R.O.NO.7
- 42. S.R.O.NO.18
- 43. S.R.O.NO.33
- 44. S.R.O.NO.117

dated the 31st Dec., 1994
dated the 20th Jan., 1996
dated the 17th Feb., 1996
dated the 23rd March, 1996
dated 17th Dec., 1999

(RAJINDER MOHAN)
DEPUTY FINANCIAL ADVISER (COORD) AND
UNDER SECRETARY TO THE GOVT. OF INDIA

{NO.0698/AN/VIII/RR/DEO'S}

FOR PUBLICATION

To

The General Manager,
Government of India Press,
New Delhi.

(Rajinder Mohan)
Deputy Financial Adviser (Coord)

SCHEDULE

Sl. No.	Name of Post	Number of Posts	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
	1.	2.	3.	4.	5.	6.
1.	Data Entry Operator Grade 'D'	70* * subject to variation dependent on work load	General Central Services (Group 'C') Non-gazetted, Non-ministerial	Rs. 5500-175- 9000	Not-Selection	Not-applicable

Whether benefit of added years of Service admissible under rule 30 of CCS (Pension) Rules 1972	7	Educational and other Qualifications required for direct recruits	Whether age and educational Qualifications prescribed for direct recruits will apply in case of promotees.	Period of probation if any	Method of recruitment whether by direct recruitment or by promotion/absorption and percentage of the posts to be filled by various methods	In case of recruitment by promotion /deputation/ absorption grade from which promotion/deputation/absorption to be made
Not applicable	8	Not applicable	Not applicable	Not applicable	11	12
						<p>Promotion: Data Entry Operator Grade 'C' with four years regular service in the grade.</p> <p>Deputation: a) Officers of the Central government. i) Holding analogous posts on regular basis; or ii) With four years regular Service in posts in the scale of Rs.5000-8000 or equivalent; or iii) With seven years regular service in posts in the scale of Rs.4500-7000 or equivalent; and</p> <p>b) Possessing Degree of a recognized University or equivalent and a Speed of not less than 8000 Key Depressions per hour for Data Entry Work.</p>

7					12
8					
9					
10					
11					
					<p>Note: The speed of 8000 Key Depressions per hour for Data Entry Work is to be judged by conducting a speed test on the EDP Machine(s) by the Controller General of Defence Accounts</p> <p>(The period of deputation including the period of deputation in another cadre post held immediately preceding this appointment in the same or some other organisation/department of the Central Government shall ordinarily not exceed three years).</p> <p>Note: Government of India, Ministry of Finance, Department of Expenditure (Implementation Cell), New Delhi vide their OM No.F7(1)/IC/86(44) dated the 12 January, 1990 have ordered that the pay scale referred to above in column 5 of the Schedule shall be made applicable to the Data Entry Operator Grade 'D' with effect from the 11th day of September 1989, irrespective of the date of notification issued by Ministries/Departments. It is certified that by giving a retrospective effect to these rules no body shall be adversely affected.</p>

If Departmental promotion Committee exists what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Remarks
13.	14.	15.
<p>Group 'C' Departmental Promotion Committee. For post in other offices under the Controller General of Defence Accounts:- (i) Controller of Defence Accounts/Joint Controller of Defence Accounts – Chairman. (ii) Two Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts/Electronic Data Processing Manager – Member.</p> <p>Note:- (1) Where deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts is not available, a Sr. Accounts Officer/Accounts Officer shall be nominated as member in lieu. (2) Out of the above DPC members, an SC/T officer of appropriate level consistent with the level of the other members of DPC can also be associated as a member of DPC.</p> <p>For posts in the office of the CGDA 1. Dy.CGDA(Admin) - Chairman 2. One Asstt.CGDA/ - Member Electro Data Process Manager 3. One Dy.CDA/ACDA From the office of the PCDA, New Delhi - Member</p> <p>Note:- Where a Asstt.CGDA is not available a Sr.AO/AO shall be nominated as member in lieu. Out of the above DPC members an SC/ST officer of appropriate level consistent with the level of the other members of DPC can also be associated as a member of DPC.</p>	Not Applicable	

SCHEDULE

Sl. No.	Name of Post	Number of Post	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
	1.	2.	3.	4.	5.	6.
2.	Data Entry Operator Grade 'C'	210 * * subject to variation dependent on work load	General Central Services (Group 'C') Non-gazetted, Non-ministerial	Rs. 5500-150- 8000	Non-Selection	Not-applicable

<p>Whether benefit of added years of Service admissible under rule 30 of CCS (Pension) Rules 1972</p>	<p>7</p>	<p>Educational and other Qualifications required for direct recruits</p>	<p>Whether age and educational Qualifications prescribed for direct recruits will apply in case of promotees.</p>	<p>Period of probation if any</p>	<p>Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods</p>	<p>In case of recruitment by promotion /deputation/ absorption grade from which promotion/deputation/absorption to be made</p>
<p>Not applicable</p>	<p>8</p>	<p>Not applicable</p>	<p>Not applicable</p>	<p>10</p>	<p>11</p>	<p>12</p>
<p>Not applicable</p>	<p>Not applicable</p>	<p>Not applicable</p>	<p>Not applicable</p>	<p>By Promotion</p>	<p>Promotion of Data Entry Operator Grade 'B' with 3 year regular service in the grade</p>	

If Departmental promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Remarks
13.	14.	15.
<p>Group 'C' Departmental Promotion Committee.</p> <p>For post in other offices under the Controller General of Defence Accounts:-</p> <p>(i) Controller of Defence Accounts/Joint Controller of Defence Accounts – Chairman.</p> <p>(ii) Two Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts/Electronic Data Processing Manager – Member.</p> <p>Note:-</p> <p>(1) Where deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts is not available, a Sr.Accounts Officer/Accounts Officer shall be nominated as member in lieu.</p> <p>(2) Out of the above DPC members, an SC/ST officer of appropriate level consistent with the level of the other members of DPC can also be associated as a member of DPC.</p> <p>For posts in the office of the CGDA</p> <ol style="list-style-type: none"> 1. Dy.CGDA(Admin) - Chairman 2. One Assst.CGDA/ - Member Electro Data Process Manager 3. One Dy.CDA/ACDA <p>From the office of the PCDA, New Delhi - Member</p> <p>Note:- Where an Assst.CGDA is not available a Sr.AO/AO shall be nominated as member in lieu.</p> <p>Out of the above DPC members an SC/ST officer of appropriate level consistent with the level of the other members of DPC and also be associated as a member of DPC.</p>	Not Applicable	

SCHEDULE

Sl. No.	Name of Post	Number of Post	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
	1.	2.	3.	4.	5.	6.
3.	Data Entry Operator Grade 'B'	245* * subject to variation dependent on work load	General Central Services (Group 'C') Non-gazetted, Non-ministerial	Rs. 4500-125-7000	Non-Selection	25 years (Relaxable upto 40 years (upto 45 years in respect of Scheduled Caste/Scheduled Tribe candidates) in case of Government servants in accordance with the instructions or orders issued by the Central Government). Note 1: The crucial date for determining the age limit shall be as advertised by Staff Selection Commission. Provided that till such time the Staff Selection Commission is in a position to take over recruitment of this cadre, the recruitment shall be done by calling for names from the Employment Exchanges and Zilla Sainik Boards for Ex-Servicemen and in such cases, the crucial date for determining the age limit shall be the last date upto which the Employment Exchanges and Zilla Sainik Boards are requested to send the names.

Whether benefit of added years of Service admissible under rule 30 of CCS (Pension) Rules 1972	Educational and other Qualifications required for direct recruits	Whether age and educational Qualifications prescribed for direct recruits will apply in case of promotees.	Period of probation if any	Method of recruitment whether by direct recruitment or by promotion/absorption and percentage of the posts to be filled by various methods	In case of recruitment by promotion/deputation/absorption grade from which promotion/deputation/absorption to be made
7	8	9	10	11	12
Not applicable	<p>(1) Degree of a recognized University or equivalent.</p> <p>(2) Should possess a speed of not less than 8000 Key Depressions per hour for Data Entry work</p> <p>Note 1 : The qualification(s) regarding experience is/are relax able at the discretion of the Staff Selection Commission or the Controller General of Defence Accounts as the case may be, in case of candidates belonging to Scheduled Castes/Scheduled Tribes, if at any stage of selection, the Staff Selection Commission or the Controller General of Defence Accounts is of the opinion that sufficient number of candidates</p>	Not applicable	Two years for direct recruits	<p>(i) 40% by promotion</p> <p>(ii) 30% by direct recruitment</p> <p>(iii) 30% by deputation/absorption of serving Auditors/Clerks failing which by direct recruitment.</p> <p>Note 1 :- Auditors who are working in the electronic Date Processing side on the date of Commencement of these rules shall be given option for per named absorption in the post of Date Entry Operator grade 'B'. Only these officials who fulfill the Educational and other qualification prescribed for direct recruitment shall be considered for absorption.</p>	<p>(1) Promotion: Data Entry Operator Grade-A with six years' regular service in the grade.</p> <p>(2) Deputation/Absorption. Officials of the Controller General of Defence Accounts.</p> <p>(a)(i) holding analogous posts on regular basis; or (ii) with 4 years' regular service in the scale of Rs.4000-6000; and (b) Possessing the qualifications and experience prescribed for direct recruits in column .8 (The period of deputation including the period of deputation in another cadre post held immediately preceding this appointment in the same or some other organisation/department of the Central Government shall not ordinarily exceed 3 years).</p>

7					12
8	<p>belonging to these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.</p> <p>Note 2: The speed of 8000 Key depressions per hour for Data Entry work is to be judged by conducting a speed test on the Data Entry Machines by the Controller General of Defence Accounts.</p>				
	<p>Note : 2 The senior grade Key Punch operators who have been appointed on regular basis before the date of commencement of the Defence Accounts (Group 'C' and 'D' posts) Recruitment (Amendment) Rules 1992 shall be deemed to have been appointed to the post of Data Entry Operator Grade 'B'.</p>				

If Departmental promotion Committee exists what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Remarks
<p style="text-align: center;">13.</p> <p><u>Group 'C' Departmental Promotion Committee.</u></p> <p>For post in other offices under the Controller General of Defence Accounts:-</p> <p>(i) Controller of Defence Accounts/Joint Controller of Defence Accounts – Chairman.</p> <p>(ii) Two Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts/Electronic Data Processing Manager – Member.</p> <p>Note:-</p> <p>(1) Where deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts is not available, a Sr.Accounts Officer/Accounts Officer shall be nominated as member in lieu.</p> <p>(2) Out of the above DPC members, an SC/ST officer of appropriate level consistent with the level of the other members of DPC can also be associated as a member of DPC.</p> <p>For posts in the office of the CGDA</p> <ol style="list-style-type: none"> 1. Dy.CGDA(Admin) - Chairman 2. One Asstt.CGDA/ - Member Electro Data Process Manager 3. One Dy.CDA/ACDA from the office of the PCDA, New Delhi - Member <p>Note:- Where an Asstt.CGDA is not available a Sr.AO/AO shall be nominated as member in lieu.</p> <p>Out of the above DPC members an SC/ST officer of appropriate level consistent with the level of the other members of DPC an also be associated as a member of DPC.</p>	<p style="text-align: center;">14.</p> <p>Not Applicable</p>	<p style="text-align: center;">15.</p> <p>The incumbents of the post of Data Entry Operator Grade 'B' are liable for field service in an out of India. Liability of field service in and out of India is relax able in the case of Physically Handicapped persons, subject to the recommendation of the Medical Board for such relaxation and subject further to the recommendation of the Medical Board that the Physically handicapped person is otherwise fit for any duty involving transfers and other duties.</p>

SCHEDULE

Sl. No.	Name of Post	Number of Post	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
	1.	2.	3.	4.	5.	6.
4.	Data Entry Operator Grade 'A'	140* * subject to variation dependent on work load	General Central Services (Group 'C') Non-gazetted, Non-ministerial	Rs. 4000-100- 6000	Non-Selection	25 years (Relaxable upto 40 years (upto 45 years in respect of Scheduled Caste/Scheduled Tribe candidates) in case of Government servants in accordance with the instructions or orders issued by the Central Government). Note 1: The crucial date for determining the age limit shall be as advertised by Staff Selection Commission. Provided that till such time the Staff Selection Commission is in a position to take over recruitment of this cadre, the recruitment shall be done by calling for names from the Employment Exchanges and Zilla Sainik Boards for Ex-Servicemen and in such cases, the crucial date for determining the age limit shall be the last date upto which the Employment Exchanges and Zilla Sainik Boards are requested to send the names.

<p>Whether benefit of added years of Service admissible under rule 30 of CCS (Pension) Rules 1972</p>	<p>Educational and other Qualifications required for direct recruits</p>	<p>Whether age and educational Qualifications prescribed for direct recruits will apply in case of promotees.</p>	<p>Period of probation if any</p>	<p>Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods</p>	<p>In case of recruitment by promotion /deputation/ absorption grade from which promotion/deputation/absorption to be made</p>
<p>7</p>	<p>8</p>	<p>9</p>	<p>10</p>	<p>11</p>	<p>12</p>
<p>Not applicable</p>	<p>(a) 12th Standard Pass or equivalent. (b) Should possess a speed of not less than 8000 Key Depressions per hour for Data Entry work Note 1 : The qualification(s) regarding experience is/are relax able at the discretion of the Staff Selection Commission or the Controller General of Defence Accounts as the case may be, in case of candidates belonging to Scheduled Castes/ Scheduled Tribes, if at any stage of selection, the Staff Selection Commission or the Controller General of Defence Accounts is of the opinion that sufficient number of candidates belonging to these communities</p>	<p>Not applicable</p>	<p>Two years for direct recruits</p>	<p>(i) 70% by direct recruitment; (ii) 30% by deputation/absorption of serving Auditors/ Clerks failing both by direct recruitment Note 1: Vacancies caused by the incumbent being away on deputation or long leave or study leave or under other circumstances for a duration of one year or more may also be filled by deputation from Clerks of the department possessing the qualifications prescribed for direct recruitment under column 8. The term of deputation shall be the duration of vacancy against which the official is taken on deputation. Note 2: The Clerks of the Department who were working</p>	<p>Deputation/Absorption Officials of the Controller General of Defence Accounts holding analogous posts on regular basis or with Six years regular service in the scale of Rs.3050-4590 and possessing the qualifications laid down for direct recruitment under Column 8. (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 organisation/department of the Central Government shall ordinarily not exceed 3 years).</p>

7			10	11	12
	<p>possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.</p> <p>Note 2: The speed of 8000 Key depressions per hour for Data Entry work is to be judged by conducting a speed test on the Data Entry Machines by the Controller General of Defence Accounts.</p>			<p>in the Electronic Data Processing side on the date of commencement of these rules shall be given option for permanent absorption in the post of Data Entry Operator Grade A. Only those officials who fulfill the educational and other qualifications prescribed for direct recruitment shall be considered for absorption.</p> <p>Note 3: The Junior Key Punch Operators who have been appointed on regular basis before the date of commencement of the Defence Accounts (Group 'C' and 'D' posts) Recruitment (Amendment) Rules, 1992 shall be deemed to have been appointed to the post of Data Entry Operator Grade-A.</p>	

If Departmental promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Remarks
13.	14.	15.
<p><u>Group 'C' Departmental Promotion Committee :</u></p> <p><u>For post in other offices under the CGDA</u></p> <p>(i) Controller of Defence Accounts/Jt. Controller of Defence Accounts – Chairman (ii) Two Deputy Controllers of Defence Accounts/Assistant Controller of Defence Accounts – Members</p> <p>Note : (1) Where Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts is not available, a Senior Accounts Officer/Accounts Officer shall be now a dated as member in lieu. (2) Out of the above DPC members, an SC/ST officer of appropriate level consistent with the level of the other members of the DPC an also be associated as a member of DPC.</p> <p><u>For Posts in the Office of the Controller General of Defence Accounts :</u></p> <p>(i) Deputy Controller General of Defence Accounts (Admin) – Chairman (ii) One Assistant Controller General of Defence Accounts – Member (iii) One Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts from the Office of the Principle Controller of Defence Accounts, New Delhi – Member</p> <p>Note : (1) Where an Assistant Controller General of Defence Accounts is not available a Senior Accounts Officer/Accounts Officer shall be nominated as member in lieu. (2) Out of the above DPC members, a Schedule Caste /Schedule Tribe officer of appropriate level consistent with the level of the other members of the DPC can also be associated as a member of DPC.</p>	Not Applicable	The incumbents of the post of Data Entry Operator Grade-A are liable for field service in and out of India. Liability of field service in and out of India is relaxable in the case of Physically Handicapped persons subject to the recommendation of the Medical Board for such relaxation and subject further to the recommendation of the Medical Board that the Physically handicapped person is otherwise fit for any duty involving transfers and other duty moves.

TO BE PUBLISHED IN PART-II SECTION 4 OF THE GAZETTE OF INDIA

No.0698/AN/VIII/Car Driver (Restructure)
GOVERNMENT OF INDIA
MINISTRY OF DEFENCE
(FINANCE DIVISION)
NEW DELHI

Dated : - - 2002

NOTIFICATION
(AS PROPOSED)

SRO.....In exercise of the powers conferred by the proviso to article 309 of the Constitution, the President hereby makes the following rules further to amend the Defence Accounts (Group 'C' and 'D' posts) Recruitment Rules, 1971, namely:-

1. (1) These rules may be called the Defence Accounts (Group 'C' & 'D' posts) Recruitment.....Amendment) Rules 2001.

(2) They shall be deemed to have come into force with effect from 08.11.1996.

2. In the Schedule to the Defence Accounts (Group 'C' and 'D' posts) Recruitment Rules, 1971, and Recruitment Rules in respect of Car Driver published in SRO 18 dated 17.02.96 under the heading "Part-I Group 'C' Service" for serial number 4-A-1, 4A-2, 4A-3 relating to the post of Staff Car Drivers and fresh Recruitment Rules to the post of Car Driver (Special Grade) and the entries thereto, the following serial numbers and entries shall be substituted, namely:-

Serial No.4 A-1 relating to the post of Staff Car Driver (Grade-I)

In Col. 4 for the entry, the following entry shall be substituted, namely:-

Rs.4500-125-7000.

Serial No.4A-2 relating to the post of Staff Car Driver (Grade-II)

In Col 4for the entry, the following entry shall be substituted, namely:-

Rs.4000-100-6000

Serial No.4A-3 relating to the post of Staff Car Driver (Ordinary Grade)

In Col.4 for the entry, the following entry shall be substituted, namely:-

Rs.3050-75-3950-80-4590

(ii) In Cols. 11 and 12 line 1 the word 'By transfer' shall be deleted by substituting the word 'By absorption'.

EXPLANATORY MEMORANDUM

The amendment is being given retrospective effect with effect from 1st August, 1993 in accordance with the Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training), New Delhi OM No.22036/1/92-Estt.(D) dated the 30th November, 1993. It is certified that retrospective effect given to the rules will not prejudicially or adversely affect the interest of any Government servant as the retrospective amendment is in the nature of liberalization.

Note: The Principal rules were published in the Gazette of India vide number SO, 4025 dated the 23rd July, 1971 and subsequently amended vide number:-

- | | | |
|-----|----------------|--|
| 1. | S.O.NO.2558 | dated the 16 th Sept., 1972 |
| 2. | S.O.NO. 82 | dated the 12 th Jan., 1974 |
| 3. | G.S.R.NO.286 | dated the 1 st March, 1975 |
| 4. | S.O.NO.4757 | dated the 8 th Nov., 1975 |
| 5. | S.O.NO.136 | dated the 10 th Jan., 1976 |
| 6. | S.O.NO.3902 | dated the 30 th Oct.,1976 |
| 7. | S.O.NO.2596 | dated the 9 th Sept., 1978 |
| 8. | G.S.R.NO.1188 | dated the 30 th Sept.,1978 |
| 9. | S.O.NO.702 | dated the 24 th Feb.,1979 |
| 10. | S.O.NO.1154 | dated the 7 th April, 1979 |
| 11. | S.O.NO.1440 | dated the 5 th May, 1979 |
| 12. | G.S.R.NO.702 | dated the 19 th May 1979 |
| 13. | G.S.R.NO.48 | dated the 19 th Jan., 1980 |
| 14. | G.S.R.NO.178 | dated the 16 th Feb.,1980 |
| 15. | G.S.R.NO.482 | dated the 3 rd May, 1980 |
| 16. | S.O.NO.2038 | dated the 2 nd Aug., 1980 |
| 17. | G.S.R..NO.1038 | dated the 28 th Nov.,1981 |
| 18. | G.S.R.NO.119 | dated the 6 th Feb., 1982 |
| 19. | G.S.R.NO.311 | dated the 27 th March, 1982 |
| 20. | G.S.R.NO.592 | dated the 13 th Aug.,1983 |
| 21. | G.S.R.NO.853 | dated the 19 th Nov.,1983 |
| 22. | G.S.R.NO.1009 | dated the 31 st Dec.,1983 |
| 23. | G.S.R.NO.226 | dated the 3 rd March, 1984 |
| 24. | S.R.O.NO.215 | dated the 28 th Sept.,1985 |
| 25. | S.R.O.NO.302 | dated the 27 th Sept.,1986 |
| 26. | S.R.O.NO.3 | dated the 17 th Jan.,1987 |
| 27. | S.R.O.NO.79 | dated the 23 rd April, 1988 |
| 28. | S.R.O.NO.370 | dated the 13 th Jan., 1990 |
| 29. | S.R.O.NO.102 | dated the 26 th May, 1990 |
| 30. | S.R.O.NO.157 | dated the 24 th Aug., 1991 |
| 31. | S.R.O.NO.197 | dated the 10 th Sept., 1991 |

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|-----|--------------|--|
| 32. | S.R.O.NO.94 | dated the 16 th May, 1992 |
| 33. | S.R.O.NO.117 | dated the 30 th May, 1992 |
| 34. | S.R.O.NO.217 | dated the 3 rd Oct., 1992 |
| 35. | S.R.O.NO.31 | dated the 27 th March, 1993 |
| 36. | S.R.O.NO.68 | dated the 18 th June, 1993 |
| 37. | S.R.O.NO.176 | dated the 11 th Dec., 1993 |
| 38. | S.R.O.NO.57 | dated the 2 nd April, 1994 |
| 39. | S.R.O.NO.69 | dated the 21 st May, 1994 |
| 40. | S.R.O.NO.103 | dated the 18 th June, 1994 |
| 41. | S.R.O.NO.190 | dated the 31 st Dec., 1994 |
| 42. | S.R.O.NO.7 | dated the 20 th Jan., 1996 |
| 43. | S.R.O.NO.33 | dated the 23 rd March, 1996 |
| 44. | S.R.O.NO.117 | dated 17 th July, 1999 |

(RAJINDER MOHAN)
DEPUTY FINANCIAL ADVISER (COORD) AND
UNDER SECRETARY TO THE GOVT. OF INDIA

Contd....2

-: 2 :-

(NO.0698/AN/VIII/Car Driver (Restructure))

FOR PUBLICATION

To

**The General Manager,
Government of India Press,
New Delhi.**

**(Rajinder Mohan)
Deputy Financial Adviser (Coord)**

SCHEDULE

Sl. No.	Name of Post	Number of Post	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
1.	Staff Car Driver (Special Grade)	* 3 (2001) * Subject to variation dependent on work load.	General Central Service Group 'C' Ministerial (Non-Gazetted)	Rs. 5000-150-8000	Non-Selection	Not-applicable

<p>Whether benefit of added years of Service admissible under rules 30 of CCS (Pension) Rules 1972</p>	<p>7</p>	<p>Educational and other Qualifications required for direct recruits</p>	<p>Whether age and educational Qualifications prescribed for direct recruits will apply in case of promotees.</p>	<p>Period of probation if any</p>	<p>Method of recruitment whether by direct recruitment or by promotion/absorption and percentage of the posts to be filled by various methods</p>	<p>In case of recruitment by promotion /deputation/ absorption grade from which promotion/deputation/absorption to be made</p>
<p>Not applicable</p>	<p>8</p>	<p>Not applicable</p>	<p>Not applicable</p>	<p>10</p>	<p>11</p>	<p>12</p>
<p>Not applicable</p>	<p>Not applicable</p>	<p>Not applicable</p>	<p>Not applicable</p>	<p>By promotion Seniority-cum-Fitness</p>	<p>By promotion from amongst staff of Car Driver with 3 years regular service in Grade-I of Staff Car Driver.</p>	

If Departmental promotion Committee exists what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Remarks
<p style="text-align: center;">13.</p> <p>Group 'C' Departmental Promotion Committee:</p> <p>For post in other offices under the CGDA</p> <p>(i) Controller of Defence Accounts/Jt. Controller of Defence Accounts – Chairman (ii) Two Deputy Controllers of Defence Accounts/Assistant Controller of Defence Accounts – Members</p> <p>Note : (1) Where Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts is not available, a Senior Accounts Officer/Accounts Officer shall be nominated as member in lieu. (2) Out of the above DPC members, an SC/ST officer of appropriate level consistent with the level of the other members of the DPC can also be associated as a member of DPC.</p> <p>For Posts in the Office of the Controller General of Defence Accounts :</p> <p>(i) Deputy Controller General of Defence Accounts (Admin) – Chairman (ii) One Assistant Controller General of Defence Accounts – Member (iii) One Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts from the Office of the Principle Controller of Defence Accounts, New Delhi – Member</p> <p>Note : (1) Where a Assistant Controller General of Defence Accounts is not available a Senior Accounts Officer/Accounts Officer shall be nominated as member in lieu. (2) Out of the above DPC members, an Schedule Caste /Schedule Tribe officer of appropriate level consistent with the level of the other members of the DPC can also be associated as a member of DPC.</p>	<p style="text-align: center;">14.</p> <p>Consultation with Union Public Service Commission is not necessary</p>	<p style="text-align: center;">15.</p>

SCHEDULE

Sl. No.	Name of Post	Number of Post	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
	1.	2.	3.	4.	5.	6.
2.	Staff Car Driver (Grade-D)	* 20 (2001) * Subject to variation dependent on work load.	General Central Service Group 'C' Ministerial (Non-Gazetted)	Rs. 4500-125-7000	Non-Selection	Not-applicable

<p>Whether benefit of added years of Service admissible under rules 30 of CCS (Pension) Rules 1972</p>	<p>7</p>	<p>8</p>	<p>9</p>	<p>10</p>	<p>11</p>	<p>12</p>
<p>Not applicable</p>	<p>Not applicable</p>	<p>Not applicable</p>	<p>Not applicable</p>	<p>By promotion Seniority-cum-Fitness</p>	<p>In case of recruitment by promotion /deputation/absorption grade from which promotion/deputation/absorption to be made</p>	<p>By promotion from amongst staff of Car Driver with 6 years regular service in Grade-II of Staff Car Drivers subject to passing of a practical Trade Test based on the following:- i)Must be able to read English numerals and figures., ii)Must have a thorough knowledge of Traffic Regulation. iii)Must have good knowledge of petrol and diesel engine working and be able to locate faults and rectify minor running defects. iv)Must be able to clear carburator, plug etc.</p>

If Departmental promotion Committee exists what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Remarks
<p style="text-align: center;">13.</p> <p><u>Group 'C' Departmental Promotion Committee :</u></p> <p><u>For post in other offices under the CGDA</u></p> <p>(i) Controller of Defence Accounts/Jt. Controller of Defence Accounts – Chairman (ii) Two Deputy Controllers of Defence Accounts/Assistant Controller of Defence Accounts – Members</p> <p>Note : (1) Where Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts is not available, a Senior Accounts Officer/Accounts Officer shall be nominated as member in lieu. (2) Out of the above DPC members, an SC/ST officer of appropriate level consistent with the level of the other members of the DPC can also be associated as a member of DPC.</p> <p><u>For Posts in the Office of the Controller General of Defence Accounts :</u></p> <p>(i) Deputy Controller General of Defence Accounts (Admin) – Chairman (ii) One Assistant Controller General of Defence Accounts – Member (iii) One Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts from the Office of the Principal Controller of Defence Accounts, New Delhi – Member</p> <p>Note : (1) Where a Assistant Controller General of Defence Accounts is not available a Senior Accounts Officer/Accounts Officer shall be nominated as member in lieu. (2) Out of the above DPC members, an Schedule Caste /Schedule Tribe officer of appropriate level consistent with the level of the other members of the DPC can also be associated as a member of DPC.</p>	<p style="text-align: center;">14.</p> <p>Consultation with Union Public Service Commission is not necessary</p>	<p style="text-align: center;">15.</p>

SCHEDULE

Sl. No.	Name of Post	Number of Post	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
	1.	2.	3.	4.	5.	6.
3.	Staff Car Driver (Grade-II)	* 15 (2001) * Subject to variation dependent on work load.	General Central Service Group 'C' Ministerial (Non-Gazetted)	Rs. 4000-100-6000	Non-Selection	Not-applicable

<p>Whether benefit of added years of Service admissible under rules 30 of CCS (Pension) Rules 1972</p>	<p>7</p>	<p>Not applicable</p>	<p>8</p>	<p>Not applicable</p>	<p>9</p>	<p>Whether age and educational Qualifications prescribed for direct recruits will apply in case of promotees.</p>	<p>10</p>	<p>Not applicable</p>	<p>11</p>	<p>12</p>	<p>Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods</p>	<p>By promotion Seniority-cum-Fitness</p>	<p>In case of recruitment by promotion /deputation/ absorption grade from which promotion/deputation/absorption to be made</p>	<p>By promotion from amongst staff of Car Drivers with 9 years of regular service in the ordinary Grade of Staff Car Drivers subject to passing of a practical Trade Test based on the following:- i)Must be able to read English numerals and figures., ii)Must have good knowledge of Traffic Regulation. iii)Must be able to locate faults and carryout minor running repairs. iv)Must be able to change wheels and correctly inflate tires.</p>
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If Departmental promotion Committee exists what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Remarks
13.	14.	15.
<p>Group 'C' Departmental Promotion Committee :</p> <p>For post in other offices under the CGDA</p> <p>(i) Controller of Defence Accounts/Jt. Controller of Defence Accounts – Chairman</p> <p>(ii) Two Deputy Controllers of Defence Accounts/Assistant Controller of Defence Accounts – Members</p> <p>Note: (1) Where Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts is not available, a Senior Accounts Officer/Accounts Officer shall be nominated as member in lieu.</p> <p>(2) Out of the above DPC members, an SC/ST officer of appropriate level consistent with the level of the other members of the DPC can also be associated as a member of DPC.</p> <p>For Posts in the Office of the Controller General of Defence Accounts :</p> <p>Deputy Controller General of Defence Accounts (Admin) – Chairman</p> <p>(i) One Assistant Controller General of Defence Accounts – Member</p> <p>(ii) One Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts from the Office of the Principal Controller of Defence Accounts, New Delhi – Member</p> <p>Note: (1) Where an Assistant Controller General of Defence Accounts is not available a Senior Accounts Officer/Accounts Officer shall be nominated as member in lieu.</p> <p>(2) Out of the above DPC members, a Schedule Caste /Schedule Tribe officer of appropriate level consistent with the level of the other members of the DPC can also be associated as a member of DPC.</p>	<p>Consultation with Union Public Service Commission is not necessary</p>	

SCHEDULE

Sl. No.	Name of Post	Number of Post	Classification	Scale of Pay	Whether selection-cum-seniority or Non-Selection Post	Age limit for direct recruits
4.	1. Staff Car Driver (Ordinary Grade)	2. * 15 (2001) * Subject to variation dependent on work load.	3. General Central Service Group 'C' Ministerial (Non-Gazetted)	4. Rs. 3050-75-3950-80-4590	5. Non-Selection	6. (i) 23 to 30 years relaxable for Government servants upto 35 years. (ii) The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (other than those in Andaman & Nicobar islands and Lakshadweep). In the case of recruitment made through employment exchange the crucial date for determining the age limit shall be the last date upto which the employment exchange is asked to submit the names.

Whether benefit of added years of Service admissible under rules 30 of CCS (Pension) Rules 1972	Educational and other Qualifications required for direct recruits	Whether age and educational Qualifications prescribed for direct recruits will apply in 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 posts to be filled by various methods	In case of recruitment by promotion /deputation/ absorption grade from which promotion/deputation/absorption to be made
7 Not applicable	8 <u>Essential:</u> Possession of a valid Driving licence for light motor vehicles; having 3 years experience of driving light motor vehicles. <u>Desirable:</u> 8th Standard pass.	9 Not applicable	10 One year	11 By absorption failing which by direct recruitment.	12 By absorption : On the result of test in driving designed-to adjudge the suitability for the post with reference to the standard of competence considered essential for Driver of Staff car (ordinary grade) from amongst group 'D' employees with 5 years regular service in the grade and possessing the requisite qualifications as indicated in column 8.

If Departmental promotion Committee exists what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Remarks
13.	14.	15.
<p>Group 'C' Departmental Promotion Committee :</p> <p>For post in other offices under the CGDA</p> <p>(i) Controller of Defence Accounts/Jt. Controller of Defence Accounts – Chairman (ii) Two Deputy Controllers of Defence Accounts/Assistant Controller of Defence Accounts – Members</p> <p>Note: (1) Where Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts is not available, a Senior Accounts Officer/Accounts Officer shall be nominated as member in lieu. (2) Out of the above DPC members, an SC/ST officer of appropriate level consistent with the level of the other members of the DPC can also be associated as a member of DPC.</p> <p>For Posts in the Office of the Controller General of Defence Accounts :</p> <p>(1) Deputy Controller General of Defence Accounts (Admin) – Chairman (i) One Assistant Controller General of Defence Accounts – Member (ii) One Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts from the Office of the Principal Controller of Defence Accounts, New Delhi – Member</p> <p>Note: (1) Where an Assistant Controller General of Defence Accounts is not available a Senior Accounts Officer/Accounts Officer shall be nominated as member in lieu. (2) Out of the above DPC members, a Schedule Caste /Schedule Tribe officer of appropriate level consistent with the level of the other members of the DPC can also be associated as a member of DPC.</p>	<p>Consultation with Union Public Service Commission is not necessary</p>	

TO BE PUBLISHED IN PART-II SECTION 4 OF THE GAZETTE OF INDIA

Ministry of Defence

(Finance Division)

Dated : 27 - 7 - 2000

NOTIFICATION

SRO. 180 In exercise of the powers conferred by the proviso to article 309 of the Constitution the President hereby makes the following rules, regulating the method of recruitment of Group 'C' and Group 'D' Posts in the Non-statutory Departmental Canteens in the Defence Accounts Department, namely :-

- 1. Short title and commencement :-**
 - (1) These rules may be called the Defence Accounts Department Non-statutory Canteens (Group 'C' and Group 'D') posts Recruitment Rules, 2000.
 - (2) They shall come into force on the date of their publication in the Official Gazette.
- 2. Number of posts, classification and Scale of Pay :-**

The number of posts, their classification and scales of pay attached there to, shall be as specified in column 2 to 4 of the said Schedule annexed to these rules.
- 3. Method of recruitment, age limit, other qualifications etc :-**
- 4. Initial constitution :-**

The existing employees of the Canteens appointed, prior to the commencement of these rules, shall be deemed to have been appointed in accordance with provisions of these rules with effect from the 1st day of October, 1991 and their regular continuous service shall be counted for the purpose of probation period, qualifying service for promotion, confirmation and pension.

- 5. Dis-qualification :-**

No person

- (a) Who has entered into or contracted a marriage with a 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 posts :

Provided that the Government may, if satisfied that such marriage is permissible under the personal 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 to do so, it may, by order and for reasons to be recorded in writing, relax any of the provision of these rules with respect to any class or category of persons or posts.

7. Saving :-

Nothing in these rules shall effect reservations, relaxation of age limit and other concessions required to be provided for the Scheduled caste, the Scheduled Tribe, Other Backward Class, ex-servicemen and other Special Categories of persons in accordance with orders issued by the Central Government from time to time in this regard.

**Sd/-
(RAJINDER MOHAN)
Dy. Financial Adviser (Coord)**

(File No. 0698/AN/VIII/Rectt. Rules (Canteen))

SCHEDULE

Recruitment Rules - Defence Accounts Department, Non-Statutory Canteens (Group 'C' & Group 'D' posts)

Sl. No.	Name of Post	Number of Post	Classification	Scale of Pay	Whether selection-cum-seniority or Non-selection Post	Age for Direct Recruitment
1.	Deputy General Manager	1 * (1999) * Subject to variation dependent on work load.	3. General Central Service (Group 'C' Non-Gazetted Ministerial)	4. Rs. 4000-100-6000	5. Selection cum Seniority	6. Not applicable

Whether benefit of added years of Service admissible under rules 30 of Civil Services (Pension) Rules, 1972.	Educational and other Qualifications required for direct recruits	Whether age and educational Qualification (s) prescribed for direct recruits will apply in case of promotees.	Period of probation if any	Method of Recruitment whether by promotion or by direct recruitment or by Deputation/Absorption and percentage of the posts to be filled by various methods
7	8	9	10	11
No	Not applicable	Not applicable	Nil	100% by promotion, failing which by deputation

<p>In case of recruitment by promotion/ deputation/absorption, grades from which promotion deputation/absorption to be made.</p>	<p>If 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>
<p>12</p>	<p>13</p>	<p>14</p>
<p>Promotion :- Store Keeper/Asstt. Manager-cum-Store Keeper/Manager Grade III with at least Six years service in the grade of Rs. 3200-85-4900.</p> <p>Deputation :- Officers of the Central Government holding analogous posts on regular basis : or Store Keeper/Asstt. Manager-cum-Store Keeper/manager Grade-III with at least five years service in the grade of rs. 3200-85-4900. (The period of deputation including the period of deputation in another ex-cadre posts held immediately preceding this appointment in the same or some other organisation/ department of the Central Government shall ordinarily not exceed 3 years. The maximum age limit for deputation is 56 years as on the closing date of receipt of applications).</p>	<p>Group 'C' Departmental promotion committee consisting of :</p> <p>1. Controller General of Defence Accounts Office.</p> <p>i) Deputy Controller General of Defence Accounts (Administration) : Chairman ii) Assistant Controller General of Defence Accounts : Member iii) Assistant Controller of Defence Accounts (Hqrs.), New Delhi : Member</p> <p>2. Other Organisations</p> <p>i) Controller of Defence Accounts/Joint Controller of Defence Accounts : Chairman ii) Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts : Two Members</p> <p>Note : Where Deputy Controller of Defence Accounts / Assistant Controller General of Defence Accounts/Assistant Controller of Defence Accounts is not available, a senior Accounts officer/Accounts officer shall be nominated as member in lieu thereof.</p>	<p>Not applicable</p>

SCHEDULE

Recruitment Rules - Defence Accounts Department, Non-Statutory Canteens (Group 'C' & Group 'D' posts)

Sl. No.	Name of Post	Number of Post	Classification	Scale of Pay	Whether selection-cum-seniority or Non-Selection Post	Age for Direct Recruitment
	1.	2.	3.	4.	5.	6.
2.	Manager Grade - II	2 * (1999) * Subject to variation dependent on work load.	General Central Service (Group 'C' Non-Gazetted Ministerial)	Rs. 4000-100-6000	Selection-cum-Seniority	Not applicable

Whether benefit of added years of Service admissible under rules 30 of Civil Services (Pension) Rules, 1972.	Educational and other Qualifications required for direct recruits	Whether age and educational Qualification (s) prescribed for direct recruits will apply in case of promotees.	Period of probation if any	Method of Recruitment whether by promotion or by direct recruitment or by Deputation/Absorption and percentage of the posts to be filled by various methods
7	8	9	10	11
No	Not applicable	Not applicable	Nil	100% by promotion, failing which by deputation

<p>In case of recruitment by promotion/deputation/absorption, grades from which promotion deputation/absorption to be made.</p>	<p>12</p> <p>Promotion :- Store Keeper/Asstt. Manager-cum-Store Keeper/Manager Grade III with at least Six years service in the grade of Rs. 3200-85-4900.</p> <p>Deputation :- Officers of the Central Government holding analogous posts on regular basis : or Store Keeper/Asstt. Manager-cum-Store Keeper/manager Grade-III with at least five years service in the grade of rs. 3200-85-4900. (The period of deputation including the period of deputation in another ex-cadre posts held immediately preceding this appointment in the same or some other organisation/department of the Central Government shall ordinarily not exceed 3 years. The maximum age limit for deputation is 56 years as on the closing date of receipt of applications).</p>	<p>13</p> <p>If 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>
<p>12</p> <p>Promotion :- Store Keeper/Asstt. Manager-cum-Store Keeper/Manager Grade III with at least Six years service in the grade of Rs. 3200-85-4900.</p> <p>Deputation :- Officers of the Central Government holding analogous posts on regular basis : or Store Keeper/Asstt. Manager-cum-Store Keeper/manager Grade-III with at least five years service in the grade of rs. 3200-85-4900. (The period of deputation including the period of deputation in another ex-cadre posts held immediately preceding this appointment in the same or some other organisation/department of the Central Government shall ordinarily not exceed 3 years. The maximum age limit for deputation is 56 years as on the closing date of receipt of applications).</p>	<p>13</p> <p>Group 'C' Departmental promotion committee consisting of : 1. Controller General of Defence Accounts Office. i) Deputy Controller General of Defence Accounts (Administration) : Chairman ii) Assistant Controller General of Defence Accounts : Member iii) Assistant Controller of Defence Accounts (Hqrs.), New Delhi : Member</p> <p>2. Other Organisations i) Controller of Defence Accounts/Joint Controller of Defence Accounts : Chairman ii) Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts : Two Members</p> <p>Note : Where Deputy Controller of Defence Accounts / Assistant Controller General of Defence Accounts/Assistant Controller of Defence Accounts is not available, a senior Accounts officer/Accounts officer shall be nominated as member in lieu thereof.</p>	<p>14</p> <p>Not applicable</p>	<p>Circumstances in which Union Public Service Commission is to be consulted in making recruitment</p>

Recruitment Rules - Defence Accounts Department, Non-Statutory Canteens (Group 'C' & Group 'D' posts)

Sl. No.	Name of Post	Number of Post	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-selection Post	Age for Direct Recruitment
	1.	2.	3.	4.	5.	6.
3.	Manager Grade - III	5 * (1999) * Subject to variation dependent on work load.	General Central Service (Group 'C' Non-Gazetted Non-Ministerial)	Rs. 3200-85-4900	Selection-cum-Seniority	Not applicable

Whether benefit of added years of Service admissible under rules 30 of Civil Services (Pension) Rules, 1972.	Educational and other Qualifications required for direct recruits	Whether age and educational Qualification (s) prescribed for direct recruits will apply in case of promotees.	Period of probation if any	Method of Recruitment whether by promotion or by direct recruitment or by Deputation/Absorption and percentage of the posts to be filled by various methods
7	8	9	10	11
No	Not applicable	Not applicable	Nil	100% by promotion, failing which by deputation

<p>In case of recruitment by promotion/deputation/absorption, grades from which promotion deputation/absorption to be made.</p>	<p>If 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>
<p>12</p>	<p>13</p>	<p>14</p>
<p>Promotion :- Clerk/Salesman with four years service in the grade of Rs. 3050-75-3950-4590 is to be considered.</p> <p>Deputation :- Officers of the Central Government holding analogous posts on regular basis or Clerk/Salesman with four years service in the grade is to be considered (grade Rs. 3050-75-3950-4590. and No qualification/ Experience has been prescribed in the relevant column hence not required. (The period of deputation including the period of deputation in another ex-cadre posts held immediately preceding this appointment in the same or some other Organisation/ Department of the Central Government shall ordinarily not exceed 3 years. the maximum age limit for deputation is 56 years as on the closing date of receipt of applications).</p>	<p>Group 'C' Departmental promotion committee consisting of :</p> <p>1. Controller General of Defence Accounts Office.</p> <p>i) Deputy Controller General of Defence Accounts (Administration) : Chairman</p> <p>ii) Assistant Controller General of Defence Accounts : Member</p> <p>iii) Assistant Controller of Defence Accounts from the office of the Controller of Defence Accounts (Hqrs.), New Delhi : Member</p> <p>2. Other Organisations</p> <p>i) Controller of Defence Accounts/Joint Controller of Defence Accounts : Chairman</p> <p>ii) Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts : Two Members</p> <p>Note : Where Deputy Controller of Defence Accounts / Assistant Controller General of Defence Accounts/Assistant Controller of Defence Accounts is not available, a Senior Accounts Officer/Accounts Officer shall be nominated as member in lieu thereof.</p>	<p>Not applicable</p>
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SCHEDULE

Recruitment Rules - Defence Accounts Department, Non-Statutory Canteens (Group 'C' & Group 'D' posts)

Sl. No.	Name of Post	Number of Post	Classification	Scale of Pay	Whether selection-cum-seniority or Non-Selection Post	Age for Direct Recruitment
	1.	2.	3.	4.	5.	6.
4.	Store Keeper/Asstt. Manager-cum-Store Keeper	3* * Subject to variation dependent on workload.	General Central Service (Group 'C') Non-Gazetted Ministerial	Rs. 3200-85-4900	Selection-cum-Seniority	25 years Relaxable for Government Servants upto 40 years (45 years in respect of Scheduled Casts/Scheduled Tribes Govt. servants in accordance with the instructions or orders issued by the Central Government). Note : The crucial date for determining the age limit shall be as advertised by Staff Selection Commission in case the direct recruitment is not

	1.																						
	2.																						
	3.																						
	4.																						
	5.																						
	6.																						

done through Staff Selection Commission the following not may be inserted.

Note : The crucial date for determining the age limit shall be the closing date of receipt of applications from candidates in India (and not the closing date prescribed for those in Assam Meghalya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti District and pangi Sub Division of Chamba district of Himachal Pradesh, Andaman and Nicobar Island or Lakshadweep.

<p>Whether benefit of added years of Service admissible under rules 30 of Civil Services (Pension) Rules, 1972.</p>	<p>7</p>	<p>No</p>
<p>Educational and other Qualifications required for direct recruits</p>	<p>8</p>	<p>a) Matriculate or equivalent with one year diploma in Book keeping/Store-keeping. b) Experience - three years in the concerned field Note : 1. Qualifications are relaxable at the discretion of the competent authority in case of candidates, otherwise well qualified. Note : 2. The qualification(s) regarding experience is/are relaxable at the discretion of the competent authority in</p>
<p>Whether age and educational Qualification (s) prescribed for direct recruits will apply in case of promotees.</p>	<p>9</p>	<p>Not applicable</p>
<p>Period of probation if any</p>	<p>10</p>	<p>Two years. NIL in case of promotees</p>
<p>Method of Recruitment whether by promotion or by direct recruitment or by Deputation/Absorption and percentage of the posts to be filled by various methods</p>	<p>11</p>	<p>85% by direct recruitment and 15% by promotion failing which by deputation.</p>

7		8	9	10	11
	<p>case of candidates belonging to Scheduled Castes/Scheduled Tribes, if at any stage of selection the competent authority is of 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>In case of recruitment by promotion/ deputation/absorption, grades from which promotion deputation/absorption to be made.</p>	<p>If 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>
<p>12</p>	<p>13</p>	<p>14</p>
<p>Promotion :- Clerk/Sales man with at least 4 years service in the grade of Rs. 3050-75-3950-80-4590</p> <p>Deputation :- Officers of the Central Government. (a) Holding analogous posts on regular basis ; or Clerk/Sales-man with at least 4 years service in the grade of 3050-75-3950-80-4590 (b) Possessing the qualifications and experience prescribed for direct recruits under column - 8. (The period of deputation including the period of deputation in another ex-cadre posts held immediately preceding this appointment in the same or some other organisation/department of the Central Government shall ordinarily not exceed 3 years. The maximum age limit for deputation is 56 years as on the closing date of receipt of applications).</p>	<p>Group 'C' Departmental promotion Committee consisting of :- 1. Office of the Controller General of Defence Accounts (i) Deputy Controller General of Defence Accounts (Administration) (ii) Assistant Controller General of Defence Accounts Member. (iii) Assistant Controller of Defence Accounts from Office of the Controller of Defence Accounts (Hqrs.) New Delhi.....Member</p> <p>2. Other Controllers Organisations (i) Controller of Defence Accounts/Joint Controller of Defence Accounts : Chairman. (ii) Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts : Two Members.</p> <p>Note :- Where Deputy Controller of Defence Accounts/Assistant Controller General of Defence Accounts/Assistant Controller of Defence Accounts is not available, a senior Accounts Officer/Accounts Officer shall be nominated as member in lieu thereof.</p>	<p>Not applicable</p>

Recruitment Rules - Defence Accounts Department, Non-Statutory Canteens (Group 'C' & Group 'D' posts)

Sl. No.	Name of Post	Number of Post	Classification	Scale of Pay	Whether selection-cum-seniority or Non-selection Post	Age for Direct Recruitment
	1.	2.	3.	4.	5.	6.
5.	Halwai	25* (1999) * Subject to variation dependent on workload.	General Central Service (Group 'C') Non-Gazetted Non-Ministerial	Rs. 3200-85-4900	Selection-cum-Seniority	25 years Relaxable for Government Servent upto 40 years (45 years in respect of Schedule Castes/Schedule Tribes Govt. servants in accordance with the instructions or orders issued by the Central Government). Note : The crucial date for determining the age limit shall be the last date upto which the Employment Exchange is asked to submit names.

<p>Whether benefit of added years of Service admissible under rules 30 of Civil Services (Pension) Rules, 1972.</p>	7	<p>No</p>
<p>Educational and other Qualifications required for direct recruits</p>	8	<p>a) 8th Standard pass or equivalent b) Experience-Two years in the concerned field</p> <p>Note : 1. Qualifications are relaxable at the discretion of the competent authority in case of candidates, otherwise well qualified.</p> <p>Note : 2. The qualification (s) regarding experience is/are relaxable at the discretion of the competent authority in</p>
<p>Whether age and educational Qualification (s) prescribed for direct recruits will apply in case of promotees.</p>	9	<p>Not applicable</p>
<p>Period of probation if any</p>	10	<p>Two years. NIL in case of promotees</p>
<p>Method of Recruitment whether by promotion or by direct recruitment or by Deputation/Absorption and percentage of the posts to be filled by various methods</p>	11	<p>85% by direct recruitment and 15% by promotion failing which by transfer on deputation.</p>

7	8	9	10	11
	<p>case of candidates belonging to scheduled Castes/Schedule Tribes, if at any stage of Selection the competent authority is of 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>In case of recruitment by promotion/deputation/absorption, grades from which promotion deputation/absorption to be made.</p>	<p>12</p>	<p>If departmental promotion Committee exists, what is its composition</p>	<p>13</p>	<p>Circumstances in which Union Public Service Commission is to be consulted in making recruitment</p>
<p>Promotion :- Cook/Assistant Halwai with at least 3 years service in the scale of Rs. 3050-75-3950-80-4590.</p> <p>Deputation :- Officers of the Central Government. (a) Holding analogous posts on regular basis ; or Cook/Assistant Halwai with at least 3 years service in the scale of 3050-75-3950-80-4590 (b) Possessing the qualifications and experience prescribed for direct recruits under Column - 8. (The period of deputation including the period of deputation in another ex-cadre posts held immediately preceding this appointment in the same or some other organisation/department of the Central Government shall ordinarily not exceed 3 years. The maximum age limit for deputation is 56 years as on the closing date of receipt of applications).</p>	<p>Group 'C' Departmental promotion Committee consisting of :-</p> <ol style="list-style-type: none"> 1. Office of the Controller General of Defence Accounts i) Deputy Controller General of Defence Accounts (Administration) Chairman. ii) Assistant Controller General of Defence Accounts Member. iii) Assistant Controller of Defence Accounts from Office of the Controller of Defence Accounts (Hqrs) New Delhi..... Member. <p>2. Other Controllers Organisations</p> <ol style="list-style-type: none"> i) Controller of Defence Accounts/Joint Controller of Defence Accounts : Chairman. ii) Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts : Two Members. <p>Note : Where Deputy Controller of Defence Accounts/Assistant Controller General of Defence Accounts/Assistant Controller General of Defence Accounts is not available, a senior Accounts Officer/Accounts Officer shall be nominated as member in lieu thereof.</p>	<p>Not applicable</p>		

Recruitment Rules - Defence Accounts Department, Non-Statutory Canteens (Group 'C' & Group 'D' posts)

Sl. No.	Name of Post	Number of Post	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age for Direct Recruitment
	1.	2.	3.	4.	5.	6.
6.	Clerk/Salesman	18* (1999) * Subject to variation dependent on workload.	General Central Service (Group 'C') Non-Gazetted Non-ministerial.	Rs. 3050-75-3950-80-4590	Selection-cum-Seniority	25 years Relaxable for Government Servants upto 40 years (45 years in respect of Schedule Castes/Schedule Tribes Govt. Servants) in accordance with the instructions or orders issued by the Central Government. Note : The crucial date for determining the age limit shall be the last date upto which the Employment Exchange is asked to submit names.

Whether benefit of added years of Service admissible under rules 30 of Civil Services (Pension) Rules, 1972.	Educational and other Qualifications required for direct recruits	Whether age and educational Qualification (s) prescribed for direct recruits will apply in case of promotees.	Period of probation if any	Method of Recruitment whether by promotion or by direct recruitment or by Deputation/Absorption and percentage of the posts to be filled by various methods
7	8	9	10	11
No	<p>a) Matriculate or equivalent b) Experience- One year in the Concerned field Note : 1. Qualifications are relaxable at the discretion of the competent authority in case of candidates, otherwise well qualified. Note : 2. The qualifications (s) regarding experience is/are relaxable at the discretion of the competent authority in case of candidates belonging to Scheduled Castes/ Scheduled Tribes, at any stage of selection the competent authority is of 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>	Not applicable	Two years. NIL in case of promotees	50% by direct recruitment, and 50% by promotion of marriculates from among the Bearers and Tea/Coffee makers.

<p>In case of recruitment by promotion/deputation/absorption, grades from which promotion deputation/absorption to be made.</p>	<p style="text-align: center;">12</p>	<p>Circumstances in which Union Public Service Commission is to be consulted in making recruitment</p>
<p>Promotion :- Tea/Coffee Maker/Bearer Who are Matriculate or equivalent with six years regular service in the scale of rs. 2610-60-3150-65-3540.</p>	<p style="text-align: center;">13</p> <p>Group 'C' Departmental promotion Committee consisting of :-</p> <ol style="list-style-type: none"> 1. Office of the Controller General of Defence Accounts i) Deputy Controller General of Defence Accounts (Administration) Chairman. ii) Assistant Controller General of Defence Accounts Member. iii) Assistant Controller of Defence Accounts from Office of the Controller of Defence Accounts (Hqrs) New Delhi..... Member. <ol style="list-style-type: none"> 2. Other Controllers Organisations i) Controller of Defence Accounts/Joint Controller of Defence Accounts : Chairman. ii) Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts Two Members. <p>Note : Where Deputy Controller of Defence Accounts/Assitant Controller General of Defence Accounts / Assistant Controller of Defence Accounts is not available, a senior Accounts officer/Accounts officer shall be nominated as member in lieu thereof.</p>	<p style="text-align: center;">14</p> <p>Not applicable</p>

SCHEDULE

Recruitment Rules - Defence Accounts Department, Non-Statutory Canteens (Group 'C' & Group 'D' posts)

Sl. No.	Name of Post	Number of Post	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age for Direct Recruitment
	1.	2.	3.	4.	5.	6.
7.	Cook	7* (1999) *Subject to variation dependent on workload.	General Central Service (Group 'C') Non-Gazetted Non-ministerial.	Rs. 3050-75-3950-80-4590	Selection-cum-Seniority	25 years Relaxable for Government Servants upto 40 years (45 years in respect of Schedule Castes/Schedule Tribes Govt. Servants) in accordance with the instructions or orders issued by the Central Government. Note : The crucial date for determining the age limit shall be the last date upto which the Employment Exchange is asked to submit names.

<p>Whether benefit of added years of Service admissible under rules 30 of Civil Services (Pension) Rules, 1972.</p>	<p>Educational and other Qualifications required for direct recruits</p>	<p>Whether age and educational Qualification (s) prescribed for direct recruits will apply in case of promotees.</p>	<p>Period of probation if any</p>	<p>Method of Recruitment whether by promotion or by direct recruitment or by Deputation/Absorption and percentage of the posts to be filled by various methods</p>
<p>7</p>	<p>8</p>	<p>9</p>	<p>10</p>	<p>11</p>
<p>No</p>	<p>a) 8th Standard pass or equivalent. b) Experience - One year in the concerned field. Note No.1 : Qualifications are relaxable at the discretion of the competent authority in case of candidates otherwise well qualified. Note No.2 : The qualifications regarding experience is/are relaxable at the discretion of competent Authority in case of candidates belonging to Scheduled Castes/ Scheduled Tribes, if at any stage of selection the competent authority is of 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>Not applicable</p>	<p>Two years. NIL in case of promotees N.B. : Both the Direct Recruits as well as those promoted shall be required to Qualify a Trade Test within 1 year from the date of appointment.</p>	<p>75 % by promotion and 25% by direct recruitment, failing which by promotion.</p>

<p>In case of recruitment by promotion/deputation/absorption, grades from which promotion deputation/absorption to be made.</p>	<p>If 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>
<p>12</p>	<p>13</p>	<p>14</p>
<p>Promotion :- Tea/Coffee Maker/Bearer in the scale of Rs. 2610-60-3150-65-3540 with at least two years experience as helper to cook or Assistant Halwai.</p>	<p>Group 'C' Departmental promotion Committee consisting of :-</p> <ol style="list-style-type: none"> 1. Office of the Controller General of Defence Accounts i) Deputy Controller General of Defence Accounts (Administration) Chairman. ii) Assistant Controller General of Defence Accounts Member. iii) Assistant Controller of Defence Accounts from Office of the Controller of Defence Accounts (Hqrs) New Delhi..... Member. <p>2. Other Controllers Organisations</p> <ol style="list-style-type: none"> i) Controller of Defence Accounts/Joint Controller of Defence Accounts : Chairman. ii) Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts Two Members. <p>Note : Where Deputy Controller of Defence Accounts/Asstiant Controller General of Defence Accounts / Assistant Controller of Defence Accounts is not available, a senior Accounts officer/Accounts officer shall be nominated as member in lieu thereof.</p>	<p>Not applicable</p>

SCHEDULE

Recruitment Rules - Defence Accounts Department, Non-Statutory Canteens (Group 'C' & Group 'D' posts)

Sl. No.	Name of Post	Number of Post	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age for Direct Recruitment
	1.	2.	3.	4.	5.	6.
8.	Assistant Halwai	8* (1999) *Subject to variation dependent on workload.	General Central Service (Group 'C') Non-Gazetted Non-ministerial.	Rs. 3050-75-3950-80-4590	Selection-cum-Seniority	25 years Relaxable for Government Servants upto 40 years (45 years in respect of Schedule Castes/Schedule Tribes Govt. Servants) in accordance with the instructions or orders issued by the Central Government. Note : The crucial date for determining the age limit shall be the last date upto which the Employment Exchange is asked to submit names.

<p>Whether benefit of added years of Service admissible under rules 30 of Civil Services (Pension) Rules, 1972.</p>	<p>7</p>	<p>Educational and other Qualifications required for direct recruits</p>	<p>8</p>	<p>Whether age and educational Qualification (s) prescribed for direct recruits will apply in case of promotees.</p>	<p>Period of probation if any</p>	<p>Method of Recruitment whether by promotion or by direct recruitment or by Deputation/Absorption and percentage of the posts to be filled by various methods</p>
<p>No</p>	<p>8</p>	<p>a) 8th Standard pass or equivalent. b) Experience - One year in the concerned field. Note No.1 : Qualifications are relaxable at the discretion of the competent authority in case of candidates otherwise well qualified. Note No.2 : The qualifications regarding experience is/are relaxable at the discretion of competent Authority in case of candidates belonging to Scheduled Castes/ Scheduled Tribes, if at any stage of selection the competent authority is of 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>9</p>	<p>Not applicable</p>	<p>10</p> <p>Two years. NIL in case of promotees</p> <p>N.B. : Both the Direct Recruits as well as those promoted shall be required to Qualify a Trade Test within 1 year from the date of appointment.</p>	<p>11</p> <p>75 % by promotion and 25% by direct recruitment, failing which by promotion.</p>

<p>In case of recruitment by promotion/deputation/absorption, grades from which promotion deputation/absorption to be made.</p>	<p>12</p>	<p>If 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>
<p>Promotion :- Tea/Coffee Maker/Bearer in the scale of Rs. 2610-60-3150-65-3540 with at least one year experience as helper to cook or Assistant Halwai.</p>	<p>13</p>	<p>Group 'C' Departmental promotion Committee consisting of :- 1. Office of the Controller General of Defence Accounts i) Deputy Controller General of Defence Accounts (Administration) Chairman. ii) Assistant Controller General of Defence Accounts Member. iii) Assistant Controller of Defence Accounts from Office of the Controller of Defence Accounts (Hqrs) New Delhi..... Member. 2. Other Controllers Organisations i) Controller of Defence Accounts/Joint Controller of Defence Accounts : Chairman. ii) Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts Two Members.</p> <p>Note : Where Deputy Controller of Defence Accounts/Assitant Controller General of Defence Accounts / Assistant Controller of Defence Accounts is not available, a senior Accounts officer/Accounts officer shall be nominated as member in lieu thereof.</p>	<p>14</p> <p>Not applicable</p>

SCHEDULE

Recruitment Rules - Defence Accounts Department, Non-Statutory Canteens (Group 'C' & Group 'D' posts)

Sl. No.	Name of Post	Number of Post	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age for Direct Recruitment
9.	Tea/Coffee Maker	2. 53* (1999) *Subject to variation dependent on workload.	3. General Central Service (Group 'C') Non-Gazetted Non-ministerial.	4. Rs. 2610-60-3150-65-3540	5. Selection-cum-Seniority	6. 25 years Relaxable for Government Servants upto 40 years (45 years in respect of Schedule Castes/Schedule Tribes Govt. Servants) in accordance with the instructions or orders issued by the Central Government. Note : The crucial date for determining the age limit shall be the last date upto which the Employment Exchange is asked to submit names.

<p>Whether benefit of added years of Service admissible under rules 30 of Civil Services (Pension) Rules, 1972.</p>	<p>7</p>	<p>Educational and other Qualifications required for direct recruits</p>	<p>9</p>	<p>Whether age and educational Qualification (s) prescribed for direct recruits will apply in case of promotees.</p>	<p>Period of probation if any</p>	<p>Method of Recruitment whether by promotion or by direct recruitment or by Deputation/Absorption and percentage of the posts to be filled by various methods</p>
<p>No</p>	<p>8</p>	<p>a) 8th Standard pass or equivalent. b) Experience - One year in the concerned field. Note No.1 : Qualifications are relaxable at the discretion of the competent authority in case of candidates otherwise well qualified. Note No.2 : The qualification (s) regarding experience is/are relaxable at the discretion of competent Authority in case of candidates belonging to Scheduled Castes/ Scheduled Tribes, if at any stage of selection the competent authority is of 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>10</p>	<p>Not applicable</p>	<p>Two years. NIL in case of promotees.</p>	<p>85% by Direct Recruitment and 15% by promotion, failing which by deputation.</p>

<p>In case of recruitment by promotion/ deputation/absorption, grades from which promotion deputation/absorption to be made.</p>	<p>If 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>
<p>12</p>	<p>13</p>	<p>14</p>
<p>Promotion :- Bearer with at least one year regular service in the scale of Rs. 2610-60-3150-65-3540</p> <p>Deputation :- Bearer with at least one year regular service in the scale of Rs. 2610-60-3150-65-3540</p> <p>b) Possessing the qualifications and experience prescribed for direct recruits under column 8 (the period of deputation including the period of deputation in other ex-cadre posts held immediately preceding this appointment in the same or some other organisation/department of the Central Government shall ordinarily not exceed 3 years. The maximum age limit for deputation is 56 years as on the closing date of receipt of applications).</p>	<p>Group 'C' Departmental promotion Committee consisting of :-</p> <ol style="list-style-type: none"> 1. Office of the Controller General of Defence Accounts <ol style="list-style-type: none"> i) Deputy Controller General of Defence Accounts (Administration) Chairman. ii) Assistant Controller General of Defence Accounts Member. iii) Assistant Controller of Defence Accounts from Office of the Controller of Defence Accounts (Hqrs) New Delhi..... Member. 2. Other Controllers Organisations <ol style="list-style-type: none"> i) Controller of Defence Accounts/Joint Controller of Defence Accounts : Chairman. ii) Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts Two Members. <p>Note : Where Deputy Controller of Defence Accounts/Assistant Controller General of Defence Accounts / Assistant Controller of Defence Accounts is not available, a senior Accounts officer/Accounts officer shall be nominated as member in lieu thereof.</p>	<p>Not applicable</p>

SCHEDULE

Recruitment Rules - Defence Accounts Department, Non-Statutory Canteens (Group 'C' & Group 'D' posts)

Sl. No.	Name of Post	Number of Post	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age for Direct Recruitment
10.	Bearer	2. 84* (1999) *Subject to variation dependent on workload.	3. General Central Service (Group 'D') Non-Gazetted Non-ministerial.	4. Rs. 2610-60-3150-65-3540	5. Selection-cum-Seniority	6. 25 years Relaxable for Government Servants upto 40 years (45 years in respect of Schedule Castes/Schedule Tribes Govt. Servants) in accordance with the instructions or orders issued by the Central Government. Note : The crucial date for determining the age limit shall be the last date upto which the Employment Exchange is asked to submit names.

Whether benefit of added years of Service admissible under rules 30 of Civil Services (Pension) Rules, 1972.	Educational and other Qualifications required for direct recruits	Whether age and educational Qualification (s) prescribed for direct recruits will apply in case of promotees.	Period of probation if any	Method of Recruitment whether by promotion or by direct recruitment or by Deputation/Absorption and percentage of the posts to be filled by various methods
7	8	9	10	11
No	<p>a) 8th Standard pass or equivalent. b) Experience - One year in the concerned field. Note No.1 : Qualifications are relaxable at the discretion of the competent authority in case of candidates otherwise well qualified. Note No.2 : The qualification (s) regarding experience is/are relaxable at the discretion of competent Authority in case of candidates belonging to Scheduled Castes/ Scheduled Tribes, if at any stage of selection the competent authority is of 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>	Not applicable	Two years. NIL in case of promotees.	85% by Direct Recruitment and 15% by promotion, failing which by deputation.

<p>In case of recruitment by promotion/deputation/absorption, grades from which promotion deputation/absorption to be made.</p>	<p>If 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>
<p>12</p>	<p>13</p>	<p>14</p>
<p>Promotion :- Safaiwala/Wash-Boy with one year regular service in the scale of Rs. 2250-55-2660-60-3200. Transfer on deputation : a) Officers of the Central Government Holding Analogous posts on regular basis or Safaiwala/Wash boy with one year regular service in the scale of Rs. 2550-55-2660-60-3200 b) Possessing the qualifications and experience prescribed for direct recruits under Column-8 (The period of deputation including the period of deputation in another ex-cadre posts held immediately preceding this appointment in the same or some other organisation / department of the Central Government shall ordinarily not exceed 3 years. the maximum age limit for deputation is 56 years as on the closing date of receipt of applications).</p>	<p>Group 'C' Departmental promotion Committee consisting of :- 1. Office of the Controller General of Defence Accounts i) Deputy Controller General of Defence Accounts (Administration) Chairman. ii) Assitant Controller General of Defence Accounts Member. iii) Assistant Controller of Defence Accounts from Office of the Controller of Defence Accounts (Hqrs) New Delhi..... Member. 2. Other Controllers Organisations : i) Controller of Defence Accounts/Joint Controller of Defence Accounts : Chairman. ii) Deputy Controller of Defence Accounts/Assistant Controller of Defence Accounts Two Members. Note : Where Deputy Controller of Defence Accounts/Assitant Controller General of Defence Accounts / Assistant Controller of Defence Accounts is not availabel, a senior Accounts officer/Accounts officer shall be nominated as member in lieu thereof.</p>	<p>Not applicable</p>

SCHEDULE

Recruitment Rules - Defence Accounts Department, Non-Statutory Canteens (Group 'C' & Group 'D' posts)

Sl. No.	Name of Post	Number of Post	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age for Direct Recruitment
11.	Wash Boy	2. 59* (1999) * Subject to variation dependent on workload.	3. General Central Service (Group 'D') Non-Gazetted Non-ministerial.	4. Rs. 2250-55-2660-60-3200	5. Not-applicable	6. 25 years Relaxable for Government Servants upto 40 years (45 years in respect of Schedule Castes/Schedule Tribes Govt. Servants) in accordance with the instructions or orders issued by the Central Government. Note : The crucial date for determining the age limit shall be the last date upto which the Employment Exchange is asked to submit names.

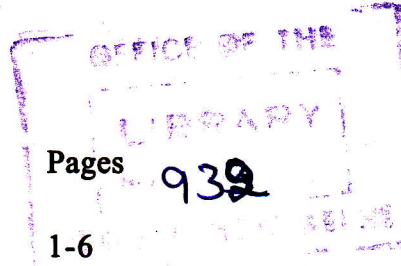
Whether benefit of added years of Service admissible under rules 30 of Civil Services (Pension) Rules, 1972.	Educational and other Qualifications required for direct recruits	Whether age and educational Qualification (s) prescribed for direct recruits will apply in case of promotees.	Period of probation if any	Method of Recruitment whether by promotion or by direct recruitment or by Deputation/Absorption and percentage of the posts to be filled by various methods
7	8	9	10	11
No	<p>Desirable : Primary Standard.</p> <p>Note : 1. Qualifications are relaxable at the discretion of the competent authority in case of candidates, otherwise well qualified.</p> <p>Note : 2. The qualifications regarding experience is/are relaxable at the discretion of the competent authority in case of candidates belonging to Scheduled Castes/Scheduled Tribes, if at any stage of selection the competent authority is of 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>	Not applicable	Two years	100% by direct recruitment

Recruitment Rules - Defence Accounts Department, Non-Statutory Canteens (Group 'C' & Group 'D' posts)

Sl. No.	Name of Post	Number of Post	Classification	Scale of Pay	Whether Selection by merit or selection-cum-seniority or Non-Selection Post	Age for Direct Recruitment
	1.	2.	3.	4.	5.	6.
12.	Safaiwala	6* (1999) * Subject to variation dependent on workload.	General Central Service (Group 'D') Non-Gazetted Non-ministerial.	Rs. 2550-55-2660-60-3200	Not-applicable	25 years Relaxable for Government Servants upto 40 years (45 years in respect of Schedule Castes/Schedule Tribes Govt. Servants) in accordance with the instructions or orders issued by the Central Government. Note : The crucial date for determining the age limit shall be the last date upto which the Employment Exchange is asked to submit names.

<p>Whether benefit of added years of Service admissible under rules 30 of Civil Services (Pension) Rules, 1972.</p>	<p>7</p>	<p>Educational and other Qualifications required for direct recruits</p>	<p>9</p>	<p>Whether age and educational Qualification (s) prescribed for direct recruits will apply in case of promotees.</p>	<p>Period of probation if any</p>	<p>Method of Recruitment whether by promotion or by direct recruitment or by Deputation/Absorption and percentage of the posts to be filled by various methods</p>
<p>No</p>	<p>8</p>	<p>Desirable : Primary Standard. Note : 1. Qualifications are relaxable at the discretion of the competent authority in case of candidates, otherwise well qualified. Note : 2. The qualification (s) regarding experience is/are relaxable at the discretion of the competent authority in case of candidates belonging to Scheduled Castes/ Scheduled Tribes, if at any stage of selection the competent authority is of 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>10</p>	<p>11</p>	<p>By direct recruitment</p>	

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