

GOVERNMENT OF INDIA  
MINISTRY OF HEALTH AND FAMILY WELFARE

Public Notice on draft Recruitment Rules for the post of "**Administrative Officer (AO)**" **together/combindly** in respect of all 4 Central Government Hospitals such as SJH, Dr. RMH, LHMC & Associated Hospitals and KSCH, New Delhi.

In compliance with DoPT's OM. No. AB-14017/61/2008-Estt.(RR) dated 13.10.2015, the draft Recruitment Rules for the post of Amendment in Recruitment Rules for the post of "**Administrative Officer (AO)**" **together/combindly** in respect of all 4 Central Government Hospitals such as SJH, Dr. RMH, LHMC & Associated Hospitals and KSCH, New Delhi. is annexed.

The stakeholders, interested in making any objections/comments or suggestions on the draft Recruitment Rules may do so in writing, within a period of 30 days from the date of publication of draft Recruitment Rules to Section Officer (MH-II), Room No.405A, Directorate General of Health Services, Nirman Bhawan, Maulana Azad Road, New Delhi-110108 or at e-mail address: [medicalhospital61@gmail.com](mailto:medicalhospital61@gmail.com) .

(Dr. Pulkesh Kumar)  
Deputy Secretary to the Govt. of India  
Tel: 23062744

New Delhi

Dated:

TO BE PUBLISHED IN THE GAZETTE OF INDIA, PART II, SECTION,3 SUB-SECTION (i)]  
GOVERNMENT OF INDIA  
MINISTRY OF HEALTH AND FAMILY WELFARE

Notification

New Delhi, the ,2024.

G.S.R..... – – In exercise of the powers conferred by the proviso to article 309 of the Constitution, in suppression of the Safdarjung Hospital, New Delhi, Recruitment Rules, 2020, Dr. Ram Manohar Lohia Hospital, New Delhi, Recruitment Rules, 1977 and Kalawati Saran Children's Hospital, New Delhi, Recruitment Rules, in so far as it relates to the Group 'B' post of Administrative Officer, except as respects things done or omitted to be done before such suppression, the President hereby makes the following rules regulating the method of recruitment to the post of Administrative Officer in the Sajdarjung Hospital, Dr. Ram Manohar Lohia Hospital, Lady Hardinge Medical College and Smt. Sucheta Kriplani Hospital and Kalawati Saran Children's Hospital, New Delhi, namely:-

1. Short title and commencement. – (i) These rules may be called the Ministry of Health and Family Welfare, the Central Government Hospitals in New Delhi, Administrative Officer (Group – 'B' Post) Recruitment Rules, 2024.

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

2. Number of posts, classification and level in pay matrix. – The number of the said posts, its classification and level in the pay matrix attached thereto shall be as specified in columns (2) to (4) of the said Schedule.

3. Method of recruitment, age-limit, qualifications, etc. – The method of recruitment, age-limit, qualifications and other matters relating to the said posts shall be as specified in columns (5) to (13) of the said Schedule.

4. Disqualification. – No person, -

(a) who has entered into or contracted a marriage with a person having a spouse living ; or

(b) who, having a spouse living, has entered into or contracted a marriage with any person,

shall be eligible for appointment to the said posts:

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 so to do, it may, by order 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 affect reservation, relaxation of age- limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, the Other Backward Classes, the Ex-servicemen and other special categories of person in accordance with the orders issued by the Central Government from time to time in this regard.

SCHEDULE

Name of posts.	Number of posts.	Classification	Level in Pay matrix	Whether selection post or non-selection post.
(1)	(2)	(3)	(4)	(5)
Administrative Officer	20*(2024) *Subject to variation dependent on workload. i.Sajdarjung Hospital - 08 Post ii.Dr. Ram Manohar Lohia Hospital - 06 Post iii.Lady Hardinge Medical College and Associated Hospital - 04 Post iv.Kalawati Saran Children's Hospital - 02 Post	General Central Service, Group 'B', Gazetted, Ministerial.	Level - 08 in the pay matrix (Rs. 47600-151100).	Selection

Age-limit for direct recruits.	Educational and other qualifications required for direct recruits.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.	Period of probation, if any.
(6)	(7)	(8)	(9)
Not applicable	Not Applicable	Not Applicable	Not Applicable

<p>Method of recruitment, whether by direct recruitment or by promotion or by deputation /absorptionand percentage of the posts to be filled by various methods.</p>	<p>In case of recruitment by promotion or deputation / absorption grade from which promotion or deputation/ absorption to be made</p>
<p>(10)</p>	<p>(11)</p>
<p>By promotion failing which by deputation (including Short Term Contract)</p>	<p>Promotion:</p> <p>Promotion from the post of Assistant Administrative Officer of all Central Government Hospitals of Delhi with two years regular service in Level -07 of Pay Matrix (Rs. 44900-142400/-) and have successfully completed mandatory training of two weeks in the field of administration and establishment from the institute or organization as specified by the department.</p> <p>Note: Where Juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half or such qualifying 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 or eligibility service.</p>

**Deputation:**

Officers of the Central Government or State Government, Union Territories Administration, Autonomous or Statutory organization, Public Sector Undertakings, University or Recognized Research Institution:

a)(i) holding analogous posts on regular basis in the parent cadre or department: or

(ii) Officials in level -7 in the pay matrix (Rs. 44900- 142400) with two years regular service in the parent cadre or department

and

(b) possessing the following educational qualifications and experience:-

(i). Bachelor's Degree from a recognised University or Institute; and

(ii) Two years' experience in Administration, Establishment work in a Government office or Public Sector Undertaking or autonomous body or statutory body.

Note 1: The departmental officers in the feeder category who are in direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationist shall not be eligible for appointment by promotion.

Note 2: The period of deputation including period of deputation in another Ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed three years.

Note 3 : The maximum age- limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date or receipt of applications.

If a Departmental Promotion Committee exists, what is its composition.	Circumstances in which Union Public Services Commission is to be consulted in making recruitment.
(12)	(13)
<p>Departmental Promotion Committee (for considering promotion) consisting of :-</p> <p>Additional Director General / Deputy Director General (Planning), Directorate General of Health Services -Chairman;</p> <p>Director (Administration and Vigilance), Directorate General of Health Service -Member;</p> <p>Deputy Director in Directorate General of Health Service looking after the work of concerned Hospitals. -Member.</p>	<p>Consultation with UPSC is not necessary</p>

[File No.A-1018/04/2023-MH-2]

(Dr. Pulkesh Kumar)  
Deputy Secretary to the Government of India

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(Ram Naresh)  
Under Secretary to the Government of India