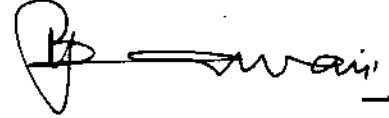


Government of India
Ministry of Health and Family Welfare
(CCD Section)

Subject:- Public Notice on Amendment of Recruitment Rules for the post of Administrative Officer at Central Leprosy Training and Research Institute (CLTRI), Changalpattu, Tamil Nadu - Reg.

In compliance of DOP&T's O.M. No. AB.14017/61/2008-Estt.(RR) dated 13.10.2015, the draft Recruitment Rules for the post of Administrative Officer at Central Leprosy Training and Research Institute (CLTRI), Changalpattu, Tamil Nadu are annexed.

2. 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 Shri Amba Dutt Bawari, Under Secretary, Ministry of Health & Family Welfare, Room No. 753-A, Nirman Bhawan, Maulana Azad Road, New Delhi - 110008 or e-mail address ad.bawari@nic.in



(Amba Dutt Bawari)
Under Secretary to the Govt. of India
Tel. 23061510

New Delhi,
21st December, 2017.

[TO BE PUBLISHED IN THE DGAZETTE OF INDIA, PART II, SECTION 3, SUB-SECTION (i)]

Government of India
Ministry of Health & Family Welfare

New Delhi, the _____, 2017.

NOTIFICATION

GSR- In exercise of the powers conferred by the proviso to Article 309, the President hereby makes the following rules regulating the method of recruitment to the post of Administrative Officer in the Central Leprosy Teaching and Research Institute, Chengalpattu, Tamil Nadu under Directorate General of Health Services, Ministry of Health & Family Welfare namely:-

1. **Short title and commencement.** - These rules may be called the Central Leprosy Teaching and Research Institute, Chengalpattu, Tamil Nadu, Directorate General of Health Services, Ministry of Health and Family Welfare, (Administrative Officer) Group 'A' " Gazetted post, Recruitment Rules, 2017. They shall come into force on the date of their publication in the official gazette.
2. **Number of post, classification and scale of pay.** - The number of post, its classification and the Pay Level in Pay Matrix 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 posts, age limit, qualification and other matters relating to thereto shall be as specified in column 5 to 13 of the said schedule.
4. **Disqualifications.** - No person,
 - (o) Who has entered into or contracted a marriage with a person having a spouse living ,or
 - (p) 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 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 reservations, relaxations of age limit and other concessions required to be provided for the Scheduled Caste, the Scheduled Tribes, Other backward Classes, Ex-Servicemen or any other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

SCHEDULE

Name of the post	Number of post	Classification	Pay Matrix	Whether selection of post or Non-selection
1	2	3	4	5
Administrative officer	One (2017)	General Central Service Group-'A', gazetted Non-Ministerial	LEVEL-10 (56100 – 177500)	Non-Applicable
Age limit for Direct recruitment		Educational qualifications required for direct recruits	Whether age and Educational qualifications prescribed for direct recruits will apply in the case of promotion	Period of probation for direct recruitment
6		7	8	9
<p>For Direct Recruitment, Not exceeding 35 years (Relaxable for Govt. Servant upto 5 years in accordance with the instructions or orders issued by the Central Government)</p> <p>(Note: the crucial date for determining the age limit shall be as advertised by UPSC/SSC)</p>		<p>Essential Qualification:</p> <p>i) Degree of a recognized University.</p> <p>ii) Experience: five years experience in Administration, Accounts and Establishment works in supervisory capacity in Government office or a public body.</p> <p>Desirable: knowledge of Govt. rules and regulations.</p> <p>(Qualification relaxable at the discretion of UPSC in case of candidates otherwise well qualified, in particular the qualification, regarding experience is relaxable in case of candidates belonging to SC/ST for posts reserved for them)</p>	Not applicable	Two years
Method of recruitment whether by direct or by promotion or by deputation and percentage of the post to be filled by various methods		In case of recruitment any promotion / deputation/absorption grade from which promotion/deputation/absorption to be made	If a departmental promotion committee exists, What is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
10		11	12	13
Transfer on Deputation including short-term contract failing which by Direct Recruitment		<p>Transfer on Deputation:- Officers of the Central Government, State Government Union Territories, autonomous or statutory organizations, PSUs, Universities or recognized Research Institution</p> <p>(a)(i) Holding analogous posts on a regular basis in the parent cadre or department; OR</p> <p>(ii) With 2 years' service rendered after appointment to the post on a regular basis in the Pay Matrix Rs.47600 – 151100 or having Grade pay Rs. 4800/- as per 6th CPC OR</p> <p>(iii) With 3 years' service rendered after appointment to the post on a regular basis in the Pay Band Rs.44900– 142400 or having Grade pay Rs. 4600/- as per 6th CPC OR</p> <p>(iv) With 8 years' service rendered after appointment to the post on a regular basis in the Pay Band Rs.35400 – 112400 or having Grade pay Rs. 4200/- as per 6th CPC.</p> <p>(b) Possessing qualification as per column 7.</p> <p>4. The period of deputation will not exceed three years initially.</p>	<p>Group "A" Level-10 Departmental Confirmation committee consisting of</p> <ol style="list-style-type: none"> 1. Deputy Director General, (Dte.GHS) Chairman 2. Director (A&V), Dte.GHS Member 3. Director, (CLTR&RI) Member 	Selection on each occasion shall be made in consultation with UPSC

ANNEXURE -III

Form to be filled by the Ministry/Department while forwarding proposals to the Department of Personnel and Training and the Union Public Service Commission for amendment of approved Recruitment Rules.

1. (a) Name of the Post : **ADMINISTRATIVE OFFICER**
 (b) Name of the Ministry/Department : Ministry of Health & Family Welfare,
 Department of Health, Central
 Leprosy Teaching and Research Institute,
 Chengalpattu - 603 001
 Tamil Nadu
2. Reference no. in which Commission's advice on Recruitment Rules was conveyed. : **NOT AVAILABLE**
3. Date of notification of the original rules and Subsequent amendments (copy of the original rules & subsequent amendments should be enclosed, duly flagged and reference : **GSR 976**
DGHS Letter No.I.17014/01/1996-Lep dated 20.05.1997

Column No. of the Schedule		Provisions in the approved/existing rules	Revised provisions proposed	Reasons for the revision proposed
1.	Name of the post	Administrative Officer	Administrative Officer	
2.	Number of post	one	one	
3.	Classification	General Central Service Group-'B', gazetted Ministerial	General Central Service Group-'A', gazetted Non-Ministerial	DGHS Letter No. I.17014/01/96-Lep Dated 20.05.1997
4.	Pay Matrix	Rs. 840-40-1000-EB-40-1200 (3 rd CPC) Rs. 2375-3500 Rs. 2200-4000* (4 th CPC) Rs. 8000-275-13500 (5 th CPC) PB-3, Rs. 15600-39100+5400 (GP) (6 th CPC)	Level 10 (56100 - 177500)	As per 7 th CPC *DGHS Letter No. I.17014/01/96-Lep Dated 20.05.1997
5.	Whether selection of post or non-selection	Not applicable	Not applicable	No changes
6.	Age limit for Direct recruitment	Not exceeding 35 years (Relaxable for Govt. Servants)	For Direct Recruitment, Not exceeding 35 years (Relaxable for Govt. Servant 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 as advertised by UPSC/SSC)	As per DOP&T's OM No.AB.14017/13/2013-Estt.(RR) Dated 31.03.2015

7.	Educational qualifications required for direct recruits	Essential: 1. Degree of recognized university or equivalent 2. Five years experience in Administration, Accounts and Establishment work in supervisory capacity in Government office or a public body.	Essential Qualification: i) Degree of a recognized University. Experience: five years experience in Administration, Accounts and Establishment works in supervisory capacity in Government office or a public body. Desirable: knowledge of Govt. rules and regulations. (Qualification relaxable at the discretion of UPSC in case of candidates otherwise well qualified, in particular the qualification, regarding experience is relaxable in case of candidates belonging to SC/ST for posts reserved for them)	Notes has been inserted as per DOP&T's guidelines
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	Not applicable	Not applicable	No changes
9.	Period of probation if any	2 years	2 years	No changes
10.	Method of recruitment whether by direct or by promotion or by deputation and percentage of the post to be filled by various methods	By transfer on deputation failing which by direct recruitment.	Transfer on Deputation (ISTC). Failing which by Direct recruitment	As per DOP&T circular Dt. 31/3/2015
11.	In case of recruitment any promotion/ deputation/ absorption grade from which promotion/ deputation/ absorption to be made	Transfer on Deputation: Officers under the Central/State Governments holding analogous posts or with 3/5 years regular service in post in the scale of Rs. 650-1200 – Rs. 550-900 or equivalent respectively and having experience of administration account and establishment matters. (period of deputation shall ordinarily not exceeding 3 years)	Transfer on Deputation:- Officers of the Central Government, State Government Union Territories, autonomous or statutory organizations, PSUs, Universities or recognized Research Institution (a)(i) Holding analogous posts on a regular basis in the parent cadre or department; OR (ii) With 2 years' service rendered after appointment to the post on a regular basis in the Pay Matrix Rs.47600 –	As per DOP&T's OM No.AB.14017/13/2013-Estt.(RR) Dated 31.03.2015

			<p>151100 or having Grade pay Rs. 4800/- as per 6th CPC OR</p> <p>(iii) With 3 years' service rendered after appointment to the post on a regular basis in the Pay Band Rs.44900-142400 or having Grade pay Rs. 4600/- as per 6th CPC OR</p> <p>(iv) With 8 years' service rendered after appointment to the post on a regular basis in the Pay Band Rs.35400 - 112400 or having Grade pay Rs. 4200/- as per 6th CPC.</p> <p>(b) Possessing qualification as per column 7.</p> <p>4. The period of deputation will not exceed three years initially.</p>	
12.	If a departmental promotion committee exists, what is its composition	<p>Group B Departmental Promotion Committee consisting of</p> <ol style="list-style-type: none"> 1. Additional Director/Deputy Director General, Dte.GHS Chairman 2. Director (A&V), Dte.GHS Member 3. Assistant Director General/Deputy Director Administration Member 4. Deputy Director, Administration (O&M), Dte.GHS Member 	<p>Group "A" Level-10 Departmental Confirmation committee consisting of</p> <ol style="list-style-type: none"> 1. Deputy Director General, (Dte.GHS) Chairman 2. Director (A&V), Dte.GHS Member 3. Director, (CLTR&RI) Member 	<p>Number of member of DPC has been kept to 3 members only for easily availability of all members.</p>
13.	Circumstances in which Union Public Service Commission is to be consulted In making recruitment.	<p>Consultation with the UPSC necessary while making direct recruitment and appointing an officer from a State Government on deputation.</p>	<p>Selection on each occasion shall be made in consultation with UPSC</p>	<p>As per DOP&T guidelines</p>