

File No. 1-37/2018-NVBDCP (Admn-I)  
Government of India  
Ministry of Health and Family Welfare  
(VBD Section)

Subject:- Public Notice on Amendment of Recruitment Rules for the post of **Head Clerk** in the National Vector Borne Disease Control Programme (NVBDCP).

In compliance of DOP&T's O.M. No. AB.14017/16/2008-Estt. (RR) dated 13.10.2015, the draft Notification containing Recruitment Rules etc. for the post of **Head Clerk** in the National Vector Borne Disease Control Programme (NVBDCP) 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 [sovbdhfw@gmail.com](mailto:sovbdhfw@gmail.com)



(Amba Dutt Bawari)

Under Secretary to the Govt. of India  
Tel. No. 23061510

New Delhi  
Dated:

**[TO BE PUBLISHED IN PART II, SECTION 3, SUB-SECTION(1) OF THE GAZETTE OF INDIA  
GOVERNMENT OF INDIA  
MINISTRY OF HEALTH AND FAMILY WELFARE  
(DIRECTORATE GENERAL OF HEALTH SERVICES)**

New Delhi, Dated.

**NOTIFICATION**

G.S.R ..... In exercise of the powers conferred by the proviso to article 309 of the constitution, and in supersession of National Malaria Eradication Programme, Delhi (Group- B posts) Recruitment Rules, 1980 in so far as they relate to the post of **Head Clerk (Sl. No. 4)**, 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 posts of **Head Clerk** in the National Vector Borne Disease Control Programme, (NVBDCP), under the Directorate General of Health Services, Ministry of Health and Family Welfare, namely.

**Short title and commencement : -**

- (i) These rules may be called the National Vector Borne Disease Control Programme , **Head Clerk , Group 'B' Post** Recruitment Rules, 2019
- (ii) They shall come into force on the date of their publication in the Official Gazette.

2. **Number of post, classification and level in the Pay Matrix-** The number of post, its classification and the level in the Pay Matrix attached thereto shall be as specified in columns (2) to (4) of the said Schedule annexed to these rules.

3. **Method of Recruitment, age-limit, qualifications etc.:-** The method of recruitment, age-limit, qualifications and other matters shall be as specified in columns (5) to (13) of Schedule.

4. **Disqualification: -** No person:-

- (i) Who has entered into or contracted a marriage with any 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 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, 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 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 Post	Classification	Pay Matrix Level
1	2	3	4
Head Clerk	01*(2019) Subject to variation dependent on workload	General central Service, Group 'B' Non- Gazetted (Non-Ministerial)	Level- VI of the Pay Matrix Rs35400-112400

Whether selection post or Non-selection posts.	Age limit for direct recruits	Educational and other qualifications required for direct recruits.
5	6	7
Non- Selection	Not Applicable	Not Applicable

Whether age and Period of educational qualifications prescribed if any for direct recruits will apply in the case of promotes.	Period of probation if any	Method of recruitment whether by direct recruitment or by deputation/transfer and percentage of the vacancies to be filled by various methods.
8	9	10
Not Applicable	Two years	By promotion failing which by deputation

In case of recruitment by promotion/transfer, grades, from which promotion/deputation/transfer to be made.	If a Departmental promotion Committee exists what is its composition and/or Confirmation	Circumstances in which UPSC is to be consulted in making recruitment.
11	12	13
<p>By promotion from:- (i) Upper Division Clerk, Upper Division Clerk-Cum-Computer and from Store Keeper in the pay level – 4 of Pay Matrix with 5 years of service</p> <p>Deputation : From persons holding analogous posts or posts of Upper Division Clerk in level-4 of the pay matrix with at least 5 years regular service under the Central Government. (Period of probation shall not ordinarily exceeds 3 years)</p>	<p>Group 'B' Departmental Promotion Committee for promotion and/or confirmation.</p> <p>i) Joint Director/Deputy Director, National Vector Borne Disease Control Programme- Chairman</p> <p>ii) Deputy Director, Directorate General of Health Services/Any other Institution of the Dte. Located in Delhi/New Delhi- Member</p> <p>iii) Administrative Officer, National Vector Borne Disease Control Programme- Member Secretary</p>	Not applicable.