

Government of India
Ministry of Tourism

Transport Bhawan
Parliament Street
New Delhi-110001

File No. A-12034/02/2015 Admn.I

Dated:-19.01.2017


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OFFICE MEMORANDUM

Sub:- Inviting Comments on proposed amendment in the Recruitment Rules of Assistant (Pay Matrix, Level-06) (Rs. 35400- 1,12,400) , Ministry of Tourism- Regarding

The undersigned is directed to refer to DOPT's OM No. AB-14017/61/2008-Estt (RR) dated 13.10.2015 on the above mentioned subject and to say that the Ministry is in the process of amending the Recruitment Rules for the post of Assistant (**PB-2+ G.P 4200- PR**) and now as per 7th CPC (Pay Matrix Level-06) (Rs. 35400-1,12,400) in accordance with Department of Personnel and Training's model Recruitment Rules of Assistant. The proposed Recruitment Rules has been approved by Secretary (T). The same is also available in the Ministry's website under section "Notices".

2. All the stakeholders are requested to submit their comments on the proposed Recruitment Rules within 30 days from issuing of this OM to Admn.I Division before finalizing the same in consultation with DoPT, UPSC and Ministry of Law.


(R. L. Gupta)

Under Secretary to the Government of India.

All UDC/ Assistant in the Ministry of Tourism.

Copy to Shri Hakim Singh, NIC, Ministry of Tourism with the request to upload the aforesaid OM along with enclosures (Annexure) on the official website of Ministry of Tourism under Section "Notices".

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Annexure I

Forms to be filled by the Ministry/Department while forwarding proposal to the DOP&T and the UPSC for amendment of approved RRs

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| 1 (a) | Name of the post | Assistant |
| (b) | Name of the Ministry/Department | Ministry of Tourism |
| 2 | Reference No. in which Commission's advice on RRs was conveyed | -NA- |
| 3 | Date of notification of the original rules and subsequent amendments (Copy of the original rule & subsequent amendments should be enclosed duly flagged and referenced) | 29.02.1964 Further amended in 26.04.1982 |

| S.No. | Schedule | Provision in the existing RRs | Revised provisions proposed | Reasons for the revised proposed |
|-------|---|---|--|---|
| 1 | Name of the post | Assistant | Assistant | - |
| 2. | No. of posts | 10 | 20 | At the time of optimization of DR of certain posts in 2009, the total posts was 18, which further increased to 20 vide order dated 16.03.2011 |
| 3. | Classification | Class II (Non-Gazetted), Ministerial | General Central Service Group "B" Non-Gazetted/Ministerial | |
| 4 | Pay Band and Grade Pay | 210-10-270-15-300-EB-15-450-EB-20-530 | Pay Matrix Level 6 (Rs. 35400-112400) | As per the 7 th CPC |
| 5 | Whether selection post or non-selection post | Non-selection | Non Selection | |
| 6 | Age limit for Direct recruitment | | Upper Age Limit-As per DOPT-30 years | |
| 7 | Educational and other qualifications required for direct recruits | Same as the prescribed in the rules for the Assistant's Grade Examination conducted by the Union Public | Graduate in any discipline | |

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| | | Service Commission for recruitment of Assistants to the Central Secretariat Service | | |
| 8 | Whether age and educational qualifications prescribed for direct recruitment will apply in the case of promotes | Not applicable | Not applicable | |
| 9 | Period of probation, if any | 2 years | 2 years for direct recruitment Note: Successful completion of mandatory induction Training of at least 2 weeks is a pre-requisite for completion of probation | As per DOPT's OM dated 30.10.2014 |
| 10 | Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of vacancies to be filled by various methods | (1) 50% by direct recruitment on the results of the Assistants' Grade Examination conducted by the Union Service Commission: Provided that if sufficient number of candidates are not available for filling the vacancies in cadre in any year by direct recruitment, such unfilled vacancies in the direct recruitment quota shall be filled by regular appointment of persons approved for Departmental promotion as | (1)50% by direct recruitment on the result of combined graduate level examination conducted by SSC (2) 50% by promotion | |

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| | | <p>Assistant on regular basis.</p> <p>Note:- For the purpose of calculating the number of vacancies reserved for direct recruitment as on the 30th June, in any cadre, vacancies already reported to the Union Public Service Commission for being filled through the Assistant's Grade Examination 1978, shall be excluded.</p> <p>(2) 50% by promotion on the basis of seniority subject to the rejection of unfit.</p> | | |
| 11 | In case of recruitment by promotion/deputation absorption grades from which promotion/deputation/Absorption to be made | <p>Promotion: Accountants and Upper Division Clerks who have rendered at least 5 years' regular service in the grade of Combined grades of Accountant and Upper Division Clerk, the inter-se seniority of the incumbents in the two grades being reckoned with reference to the date of initial regular</p> | Upper Division Clerks who have rendered at least 10 years' service in the grade | As per DOPT's OM dated 31.12.2010, qualifying service for promotion from Grade Pay 2400 to 4200 is 10 years. |

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| | | appointment in the grade of Upper Division Clerk | | |
| 12 | If DPC exists, what is the composition | Class II Departmental Promotion Committee | <p><u>Group "B" Departmental Promotion Committee for considering confirmation</u></p> <p>1. Jt Secretary or equivalent in charge of Admn. :- Chairman 2. Deputy Secretary/Director or equivalent in charge of Admn-Member 3. Under Secretary (Admn.)- Member</p> <p><u>Group "B" Departmental Promotion Committee for considering promotion:</u></p> <p>1. Joint Secretary or equivalent in charge of Admn.- Chairman 2. Deputy Secretary/Director in charge of Admn.- Member 3. Under Secretary (Admn.)- Member</p> | |
| 13 | Circumstances in which UPSC is to be consulted in making recruitment | As required under the rules | Applicable | |

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