

A-12052/PS-Sr. PS(RR)/2019-E-I
Government of India
Ministry of Earth Sciences
India Meteorological Department
Mausam Bhawan, Lodi Road
New Delhi-110003


Dated : 13th March, 2020

Notice

**Sub : Inviting comments from the stakeholders-draft Recruitment Rules of the posts
Sr. Private Secretary and Private Secretary in IMD**

Reference is invited to DoPT's O. M. No. AB-14017/61/2008-Estt. (RR) dated 13.10.2015 regarding inviting comments from the stakeholders before finalization of Recruitment Rules in Department/ Ministries. Draft Recruitment Rules for the posts of Sr. Private Secretary and Private Secretary in India Meteorological Department is attached as annexure.

2. It may be mentioned that the draft R/Rules have been modified in accordance with Model Recruitment Rules for the Sr. Private Secretary and Private Secretary posts issued vide O/o No. 12052/PSSr. PS/2019-E.I dt. 21.06.2019
3. Comments/suggestion if any may be sent to Establishment-I, O/o Director General of Meteorology, India Meteorological Department, Mausam Bhawan, Lodi Road, New Delhi-110003 within 30 days.


13/03/2020

(Siddhartha Singh)
Scientist 'E' (Establishment)
for Director General of Meteorology

**GOVERNMENT OF INDIA
MINISTRY OF EARTH SCIENCES
(India Meteorological Department)**

NOTIFICATION

New Delhi, the _____, ²⁰²⁰~~2019~~

G.S.R. _____ In exercise of the powers conferred by the proviso to article 309 of the Constitution and in supersession of the India Meteorological Department (Senior Private Secretary) Recruitment Rules 2008 and India Meteorological Department (Private Secretary) Recruitment Rules 2003, the President hereby makes the following rules further to amend the recruitment rules of Post of Senior Private Secretary and Private Secretary of India Meteorological Department , namely:-

1. Short Title and commencement -(i) These rules may be called the India Meteorological Department (Senior Private Secretary and Private Secretary) Recruitment Rules ~~2019~~ ²⁰²⁰
(ii) They shall come into force from the date of their publication in the Official Gazette.
2. **Number of posts, classification Pay level in the Pay Matrix .-** The number of posts, their classification, pay band and grade pay or pay scale its classification attached thereto, shall be as specified in Column (2) to (4) of the Schedule annexed to these rules.
3. **Method of recruitment, age-limit and educational qualifications etc. .-** The method of recruitment, age-limit, qualifications and other matters relating thereto, 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 any of 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 there are other grounds for so doing, except any person from the operation of this rule.

5. **Liability to service in the Defence Service .-** Any officer appointed to the posts mentioned in Column (1) of the Schedule or after the date of publication of these rules in the Official Gazette shall, if so required, be liable to serve in any defence service connected with the defence of India for a period not less than four years including the period, if any, spent on training provided that such person , -
 - (a) shall not be required to serve as aforesaid after the expiry of ten years from the date of appointment ;
 - (b) shall not ordinarily be required to serve as aforesaid after attaining the age of forty years.
6. **Power to relax .-** Where the Central Government is of the opinion that it is necessary or expedient so to do, 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.
7. **Savings .-** 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 , Ex-Serviceman and other special categories of person in accordance with the orders issued by the Central Government from time to time in this regard.

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SCHEDULE

| Name of post | Number of posts | Classification | Pay Level in the Pay Matrix | Whether selection post or non-selection post | Age limit for direct recruits | Educational and other qualifications required for direct recruits |
|--------------------|--|---|--|--|-------------------------------|---|
| 1. | 2. | 3. | 4. | 5. | 6. | 7. |
| Private Secretary. | 11* (2019) *(Subject to variation dependent on workload) | General Central Service Group 'B' Gazetted. | Level -7 of Pay Matrix (Rs. 44,900/- to Rs. 1,42,000/-) | Selection. | Not applicable. | Not applicable. |

| Whether age and educational qualification prescribed for direct recruit will apply in the 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 vacancies to be filled by various methods. | In case of recruitment by promotion or deputation or absorption, grade from which promotion or deputation or absorption to be made. | If a Departmental Committee exists, what is its composition. | Circumstances in which Union Public Service Commission is to be consulted in making recruitment |
|--|------------------------------|---|---|---|--|
| 8. | 9. | 10. | 11. | 12. | 13. |
| Not applicable. | Not Applicable. | By Promotion failing which by deputation | <p>Promotion :</p> <p>Promotion : Stenographer Grade-I (Level-6 Rs.35400/- Rs. 1,12,400/-) with 5 years regular service in the grade</p> <p>Note1 : Where juniors who have completed their qualifying eligibility service are being considered for promotion, their seniors shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or 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 or eligibility service.</p> <p>Note 2: For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular</p> | <p>Group 'B' Departmental Promotion Committee for considering promotion :</p> <p>1. One departmental officer of the level of Scientist 'G' or equivalent – Chairman</p> <p>2. Deputy Director General (Administration) or departmental officer of the level of Scientist 'E' or equivalent – Member</p> <p>3. Departmental officer of the level of Scientist 'D' or equivalent – Member</p> | <p>Consultation with Union Public Service is necessary for any relaxation or amendment of the provisions of the recruitment rules.</p> |

basis by an officer prior to 1st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the commission.

Note : Officers who were holding the post in pre-revised scale of Rs. 5500-9000 on regular basis on 1st January, 20016 will be en-bloc senior to those who were holding posts in the prerevised scale of Rs. 5000-8000

Deputation:-

Officers holding the post of Stenographer under the Central Government :

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

(ii) with five years regular service in Level-6 of Pay Matrix (Rs.35400/- Rs. 1,12,400/-) or equivalent in the parent cadre or department;

Note 1:

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.

Note 2 :

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 organization or department of the Central Government shall ordinarily not exceed three years.

The maximum age limit for appointment on deputation/absorption shall not be exceeding 56 years as on the closing date of receipt of applications.

Note 3 : For the purpose of appointment on deputation/absorption basis, the service rendered on a regular basis by an officer prior to 1st January, 2006(the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay commission except where there has been merger of more than one pre-revised scale of pay into

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| | | | one grade with a common grade pay or pay scale and where this benefit will extend only for the post or posts for which that grade pay or pay scale is the normal replacement grade without any upgradation. | | |
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SCHEDULE

| Name of post | Number of posts | Classification | Pay Level in the Pay Matrix | Whether selection post or non-selection post | Age limit for direct recruits | Educational and other qualifications required for direct recruits |
|---------------------------|---|---|---|--|-------------------------------|---|
| 1. | 2. | 3. | 4. | 5. | 6. | 7. |
| Senior Private Secretary. | 5* (2019) *(Subject to variation dependent on workload) | General Central Service Group 'B' Gazetted. | Level -8 of the Pay Matrix. (Rs. 47,600-Rs.1,51,100) | Selection. | Not applicable. | Not applicable. |

| Whether age and educational qualification prescribed for direct recruit will apply in the 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 vacancies to be filled by various methods. | In case of recruitment by promotion or deputation or absorption, grade from which promotion or deputation or absorption to be made. | If a Departmental Committee exists, what is its composition. | Circumstances in which Union Public Service Commission is to be consulted in making recruitment |
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| 8. | 9. | 10. | 11. | 12. | 13. |
| Not applicable. | Not Applicable. | By Promotion failing which by deputation | <p>Promotion :</p> <p>Private Secretary (Level-7 Rs. 44,900-Rs.1,42,000/-) with Two years regular service in the level or 6 Years regular service in Level-6(Rs. 35,400-Rs.1,12,400/-).</p> <p>Note1 : Where juniors who have completed their qualifying eligibility service are being considered for promotion, their seniors shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or 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 or eligibility service.</p> <p>Note 2: For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular</p> | <p>Group 'B' Departmental Promotion Committee for considering promotion :</p> <ol style="list-style-type: none"> 1. one departmental officer of the level of Scientist 'G' or equivalent- Chairman 2. Deputy Director General (Administration)- Member 3. One more Departmental officer of the level of Scientist 'E' or 'D' or equivalent level-Member | <p>Consultation with Union Public Service is necessary for any relaxation or amendment of the provisions of the recruitment rules.</p> |

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| | | | <p>basis by an officer prior to 1st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the commission.</p> <p>Deputation:- Officers holding the post of Stenographer under the Central Government :</p> <p>(a)(i) holding analogous posts on regular basis in the parent cadre or department; or</p> <p>(ii)with two years regular service in Private Secretary Grade rendered after appointment thereto on regular basis in the Level-7(Rs. 44,900-Rs.1,42,000/-) or equivalent in the parent cadre or department;</p> <p>Note 1: 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.</p> | | |
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| | | | <p>Note 2 :</p> <p>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 organization or department of the Central Government shall ordinarily not exceed three years.</p> <p>The maximum age limit for appointment on deputation/absorption shall not be exceeding 56 years as on the closing date of receipt of applications.</p> <p>Note 3 : For the purpose of appointment on deputation/absorption basis, the service rendered on a regular basis by an officer prior to 1st January, 2006(the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale and where this benefit will extend only for the post or posts for which that grade pay or pay scale is the</p> | | |
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| | | | normal replacement grade without any upgradation. | | |
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[No.A-12052/PS-Sr. Ps/2019-EI/]