

No. DGM-HQ-13012(18)/2/2021-E-II DGM
Government of India
Ministry of Earth Sciences
India Meteorological Department
Mausam Bhawan, Lodi Road,
New Delhi-110003.

Dated 13th December, 2021

Notice

Sub.: Inviting Comments from the stakeholders - draft Recruitment Rules of the posts of Lower Division Clerk (LDC) 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 Departments/Ministries. Draft Recruitment Rules for the posts of Lower Division Clerk (LDC) in India Meteorological Department, is attached as annexure.

2. Comments/Suggestions, if any, may be sent to Establishment-III, o/o Director General of Meteorology, India Meteorological Department, Mausam Bhawan, Lodi Road, New Delhi-110003 within 30 days.



(SUBHENDU ROY)

Administrative Officer (E-III)

For Director General of Meteorology

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

GOVERNMENT OF INDIA
INDIA METEOROLOGICAL DEPARTMENT
(MINISTRY OF EARTH SCIENCES)

New Delhi-3, Dated, the 2021.

NOTIFICATION

GSR_____ In exercise of the powers conferred by the proviso to article 309 of the Constitution and in supersession of the Ministry of Earth Sciences (India Meteorological Department), Administrative Cadre (Group 'C') post Recruitment Rules, 2011, 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 post of **Lower Division Clerk** in the Office of the India Meteorological Department, Ministry of Earth Sciences, namely :-

1. **Short title and commencement :-** (a) These rules may be called the Ministry of Earth Sciences (India Meteorological Department) **Lower Division Clerk** (Group 'C') posts, Recruitment Rules, 2021.
(b) They shall come into force on the date of their publication in the Official Gazette.
2. **Number of post, Classification and Pay Band and Grade Pay/ Pay Matrix Level:-** The number of said post, its classification and the Level in the 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, age limit, qualifications and other matters relating to the said post shall be as specified in Columns (5) to (13) of the aforesaid Schedule.
4. **Disqualification:** - No persons –
(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 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 to do so, it may, by order and 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 or persons.

6. Saving: - Nothing in these rules shall effect 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 post	Number of post	Classification	Level in the pay matrix	Whether selection post or non-selection post.
(1)	(2)	(3)	(4)	(5)
Lower Division Clerk	105* (2021) *Subject to variation dependent on work load.	General Central Services, Group 'C', Non-Gazetted/ Ministerial.	Level-2 (19,900-63,200)	Non-Selection
Age limit for direct recruits.	Educational and other qualifications required for direct recruits.		Whether age and other educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of probation, if any.
(6)	(7)		(8)	(9)

<p>Between 18 and 27 years of age (Relaxable for Government Servants upto 40 years in accordance with the instruction or orders issued by the Central Government. Note: - The crucial date for determining the age-limit shall be as fixed by the Staff Selection Commission. (Where recruitment is not through SSC, crucial date for determining the age limit shall be the last date for receipt of applications).</p>	<p>(A) 12th Class or equivalent qualification from a recognised Board or University; (B) Typing speed of 35w.p.m. in English or 30 w.p.m. in Hindi on Computer only (35 w.p.m. and 30 w.p.m. correspond to 10500 KDPH/9000 KDPH on an average of 5 key depression for each word)</p>	<p>Yes, to the extent indicated in column (11)</p>	<p>Two years.</p>
<p>Method of recruitment whether by direct recruitment or by promotion or by deputation or absorption and percentage of the vacancies to be filled by various methods.</p>	<p>In case of recruitment by promotion or deputation or absorption level in the pay matrix from which promotion or deputation or absorption to be made.</p>	<p>If Departmental Promotion Committee exists what is its composition.</p>	<p>Circumstances in which Union Public Service Commission is to be consulted in making recruitment.</p>
(10)	(11)	(12)	(13)
<p>(i) 85% by direct recruitment through Staff Selection Commission. (ii) 15% by Departmental Competitive Examination to be conducted by India Meteorological Department failing which by Direct Recruitment.</p>	<p>Limited Departmental Competitive Examination :- Multi-Tasking Staff (Non-Industrial) Group 'C' (erstwhile Group 'D') employee in Level-1 in the Pay Matrix and who possess qualification mentioned at column no. 7 and have rendered three years regular service in the post of Multi Tasking Staff (Non-Industrial) on the basis of departmental qualifying examination. The maximum age limit for eligibility for the examination is 45 years. (50 years for the Scheduled Caste/</p>	<p>Group 'C' Departmental Promotion Committee (for considering promotion cases) consists of :- (1) Deputy Director General Administration) or Scientist 'F' or Scientist 'E' : Chairman (2) Scientist 'D' or Scientist 'C' : Member (3) Administrative Officer Gr. II / Administrative Officer Gr.III :</p>	<p>Not applicable.</p>

	Scheduled candidates).	Tribes	<p>Member Group 'C' Departmental Confirmation Committee (for considering confirmation cases) consists of :-</p> <p>(1) Deputy Director General Administration) or Scientist 'F' or Scientist 'E' : Chairman</p> <p>(2) Scientist 'D' or Scientist 'C' : Member</p> <p>(3) Administrative Officer Gr. II / Administrative Officer Gr.III : Member</p>
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File No. A-12026/2/09-E (3) (RR)

(Dr V.K Soni)

**Deputy Director General
(Administration)**