

No.AB-14017/2/2011-Estt (RR)
Government of India
Ministry of Personnel, PG & Pensions
Department of Personnel & Training
New Delhi

Dated the 30th May, 2014

OFFICE MEMORANDUM

Subject: Model Recruitment Rules for the various Group 'A' and Group 'B' posts in Electronic Data Processing (EDP) Cadre -reg.

The Model RRs for the Group 'A' and Group 'B' posts in Electronic Data Processing (EDP) Cadre issued by this Department have been reviewed in the light of 6th CPC recommendations.

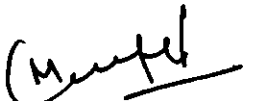
2. The designation with pay scale for Group 'A' and Group 'B' posts in Electronic Data Processing (EDP) Cadre shall be as below:-

1	DEO, Grade A	PB-1, GP Rs. 2400
2.	DEO, Grade B	PB-1, GP Rs. 2800
3.	DEO, Grade C	PB-2, GP Rs. 4200
4.	Data Processing Assistant/Data Entry Operator Grade 'D'	PB-2, GP Rs. 4600
5	Programmer/Data Entry Operator Grade 'E'	PB-2, GP Rs. 4800
6.	Senior Programmer/Systems Analyst/System Security Officer/Data Entry Operator Grade 'F'	PB - 3 GP Rs.5400 /
7.	Senior System Analyst/ Data Processing Manager	PB - 3 GP Rs.6600
8.	Joint Director/ System Supervisor/ Principal System Analyst	PB - 3 GP Rs.7600
9.	Director	PB 4 GP Rs. 8700

Accordingly, the revised Model Recruitment Rules for the same are enclosed as Annexure to this Office Memorandum.

3. Ministries/Departments may review the existing rules and notify the revised rules conforming to the Model Recruitment Rules. These may also be forwarded to all autonomous/statutory bodies for adoption. The Ministry of Home Affairs is also requested to forward these Model RRs to the UT Administrations for appropriate action.

4. Hindi version will follow.


(Mukta Goel)
Director (Estt-I)
Tel. 2309 2479

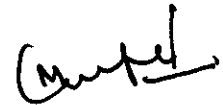
To

1. **All Ministries/Departments of Government of India**
2. The President's Secretariat, New Delhi.
3. The Vice-President's Secretariat, New Delhi.

4. The Prime Minister's Office, New Delhi.
5. The Cabinet Secretariat, New Delhi.
6. The Comptroller and Auditor General of India, New Delhi.
7. The Union Public Service Commission, New Delhi.
8. The Staff Selection Commission, New Delhi.

Copy to:-

1. The Rajya Sabha Secretariat, New Delhi.
2. The Lok Sabha Secretariat, New Delhi.
3. All Attached Offices under the Ministry of Personnel, Public Grievances and Pensions.
4. Establishment Officer and Secretary, ACC (10 copies).
5. All Officers and Sections in the Department of Personnel & Training.
6. Secretary, Staff Side, National Council (JCM), 13-C, Ferozeshah Road, New Delhi
7. All Staff Members of National Council (JCM)
8. All Staff Members of the Departmental Council (JCM), Ministry of Personnel, PG and Pensions
9. Establishment (RR Division) (20 copies)
10. NIC, DOP&T, North Block.



(Mukta Goel)
Director (Estt.I)

1 Name of Post	2 Number of Posts	3 Classification	4 Pay Band and Grade Pay or Pay Scale	5 Whether Selection Post or Non-selection Post	6 Age limit for direct recruits	7 Educational and other qualifications required for direct recruits
Director (EDP)	* (year of framing) *(subject to variation dependent on workload)	General Central Service Group A Gazetted Non-Ministerial	Pay Band-4 Rs. 37400-67000 with Grade Pay Rs. 8700	Selection (if promotion is one of the methods) or "Not Applicable" (if promotion is not included as a method of recruitment)	Not exceeding 50 years (relaxable for Government servants upto 5 years in accordance with the instructions or orders issued by the Central Govt.) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu & Kashmir State, Lahaul and Spiti District and Pangi Sub-Division of	Essential: (i) Master's Degree in Computer Applications or M.Sc (Computer Science/Information Technology) from a recognized University/Institute; or B.E./B.Tech. (Computer Engineering/Computer Science/Computer Technology/Computer Science & Engineering/Information Technology) from a recognized University/Institute. (ii) Ten years <i>post qualification</i> experience in relevant areas* of Programming/Information System in a Government Office/PSU/Autonomous Body/Statutory Body or in any recognized institution. *relevant areas of programming/information technology to be specified in the RRs.

				<p>Chamba District of Himachal Pradesh, Andaman Nicobar Islands or Lakshadweep)</p>	<p>Note 1:- Qualifications are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in case of candidates, otherwise well qualified.</p> <p>Note 2:- The qualification regarding experience is relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in case of candidates belonging to Scheduled Casts/Scheduled Tribes, if, at any stage of selection the UPSC is of the opinion that sufficient number of candidates belonging to these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.</p>
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Whether age and educational qualifications prescribed for direct recruits 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 vacancies to be filled by various methods	In case of recruitment by promotion or deputation/absorption, grades from which promotion or deputation/absorption to be made	If Departmental Promotion Committee exists, what is its composition	Circumstances in which the Union Public Service Commission is to be consulted in making recruitment
Not applicable (If promotion/direct recruitment is not the method of recruitment). If both the methods are prescribed, then the following entry shall be made:- Age : No EQ: Yes	One year for direct recruits	Any one or a combination of the following methods of recruitment according to the requirements and availability of feeder posts in each case:- Promotion failing which by deputation(including short-term contract), failing both by direct recruitment Or Composite Method [Deputation (Including Short Term Contract) plus promotion]	Promotion (Designation of the feeder post) in PB-3, Rs. 15600-39100/- with Grade Pay of Rs. ___ with ___years regular service in the grade and have successfully completed training of----weeks in the relevant field (to be specified). (Qualifying service for promotion to be laid down on the basis of DOPT OM No. AB 14017/61/2008-Esst. (RR) dated 24.03.2009. Note 1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors	(i) Group 'A' DPC (for considering promotion) (The detailed composition may be given if promotion is one of the methods or recruitment) (ii) Group 'A' Departmental Confirmation Committee (for considering confirmation of direct recruits) (The detailed composition may be given if direct recruitment is one of the methods of recruitment) (iii) 'Not applicable' if deputation	Consultation with UPSC necessary for appointing an officer on deputation (ISTC) for making direct recruitment/for filling up the post through composite method.

<p>Note : The requirement of possessing the Educational Qualifications prescribed for direct recruitment shall not be applicable for promotion in respect of feeder grade officers holding the post on regular basis on the date of notification of these Rules.</p>		<p>Or Deputation (including short term contract) failing which by direct recruitment</p> <p>(In case the higher post is filled 100% by promotion, the ratio between the higher post vis-à-vis the feeder post shall be as per Para 3.11.2 of the guidelines contained in the DOP&T's OM No. AB-14017/48/2010-Estt. (RR) dated 31.12.2010).</p>	<p>would 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 alongwith 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 basis by an officer prior to 1st January, 2006 or 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 pay or pay scale extended based on the recommendations of the Pay Commission.</p>	<p>(including short term contract) or Composite Method [Deputation (ISTC) plus promotion] are the methods of recruitment.</p>	
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			<p>Deputation [including short-term contract]</p> <p>Officers under the Central/State Governments/Universities/Recognized Research Institutes/Public Sector Undertakings/Semi-Government Statutory or Autonomous organizations.</p> <p>(a) (i) holding analogous posts on regular basis in the parent cadre or Department</p> <p>(ii) With 5 years' service in the grade rendered after appointment thereto on a regular basis in posts in Pay Band 3, Rs. 15600-39100/- with Grade Pay Rs. 7600 or equivalent in the parent cadre/department; and</p> <p>(b) Possessing the educational qualifications and experience prescribed for direct recruits under Col.7.</p> <p>(The departmental officers in the feeder category who are in the direct line of promotion</p>		
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			<p>shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion).</p> <p>(Period of deputation (ISTC) including period of deputation (ISTC) in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ department of the Central Government shall ordinarily not exceed five years.</p> <p>The Maximum age limit for appointment by deputation (ISTC) shall not be exceeding 56 years as on the closing date of receipt of applications).</p> <p>Note: For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1st January, 2006 (the date from which the revised</p>		
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			pay structure based on the Sixth Central Pay Commission recommendation 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(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.		
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Joint Director (EDP)/ System Supervisor (EDP)/ Principal System Analyst (EDP)	* (year of framing) *(subject to variation dependent on workload)	General Central Service Group A Gazetted Non-Ministerial	Pay Band-3, Rs. 15600-39100 with Grade Pay of Rs. 7600	Selection (if promotion is one of the methods) or “Not Applicable” (if promotion is not included as a method of recruitment)	Not exceeding 50 years (relaxable for Government servants upto 5 years in accordance with the instructions or orders issued by the Central Govt.) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu & Kashmir State, Lahaul and Spiti District and Pangti Sub-Division of Chamba District of Himachal Pradesh, Andaman Nicobar Islands or Lakshdweep)	(i) Master’s Degree in Computer Applications or M.Sc (Computer Science/Information Technology) from a recognized University/Institute; or B.E./B.Tech. (Computer Engineering/Computer Science/Computer Technology/Computer Science & Engineering/Information Technology) from a recognized University /Institute. (ii) Eight years <i>post qualification</i> experience in relevant areas* of Programming/Information System in a Government Office/PSU/Autonomous Body/Statutory Body or in any recognized institution. *relevant areas of programming/information technology to be specified in the RRs. Note 1:- Qualifications are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in case of candidates, otherwise well qualified. Note 2:- The qualification regarding experience is relaxable at the discretion of the Union Public Service Commission, for

						reasons to be recorded in writing, in case of candidates belonging to Scheduled Casts/Scheduled Tribes, if, at any stage of selection the UPSC is of the opinion that sufficient number of candidates belonging to these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.
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<p>Not applicable (If promotion/direct recruitment is not the method of recruitment) If both the methods are to be prescribed, the following entry shall be made:-</p> <p>Age : No</p> <p>Educational qualification: Yes</p> <p>Note: The requirement of possessing the Educational Qualifications prescribed for direct recruitment shall not be applicable for promotion in respect of feeder grade officers holding the post on</p>	<p>One year for direct recruits</p>	<p>Any one or a combination of the following methods of recruitment according to the requirements and availability of feeder posts in each case:-</p> <p>Promotion failing which by deputation(including short-term contract), failing both by direct recruitment</p> <p>Or</p> <p>Composite Method [Deputation (Including Short Term Contract) plus promotion]</p> <p>Or</p> <p>Deputation (including short term contract) failing which by direct recruitment</p>	<p>Promotion</p> <p>(Designation of the feeder post) in PB-3, Rs. 15600-39100/- with Grade Pay of Rs. ___with ___years regular service in the grade and have successfully completed training of---- weeks in the relevant field (to be specified).</p> <p>(Qualifying service for promotion to be laid down on the basis of DOPT OM No. AB 14017/61/2008-Esst. (RR) dated 24.03.2009.</p> <p>Note 1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors would 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 alongwith their juniors who have</p>	<p>(i) Group 'A' DPC (for considering promotion) (The detailed composition may be given if promotion is one of the methods or recruitment)</p> <p>(ii) Group 'A' Departmental Confirmation Committee (for considering confirmation of direct recruits) (The detailed composition may be given if direct recruitment is one of the methods of recruitment)</p> <p>(iii) 'Not applicable' if deputation (including short term contract) or Composite Method [Deputation (ISTC) plus promotion] are the methods of recruitment.</p>	<p>Consultation with UPSC necessary for appointing an officer on deputation (ISTC)/for making direct recruitment/for filling up the post through composite method</p>

<p>regular basis on the date of notification of these Rules.</p>		<p>(In case the higher post is filled 100% by promotion, the ratio between the higher post vis-à-vis the feeder post shall be as per Para 3.11.2 of the guidelines contained in the DOP&T's OM No. AB-14017/48/2010-Estt. (RR) dated 31.12.2010).</p>	<p>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 basis by an officer prior to 1st January, 2006 or 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 pay or pay scale extended based on the recommendations of the Pay Commission.</p> <p><u>Deputation [including short-term contract]</u></p> <p>Officers under the Central/State Governments / Universities/Recognized Research Institutes/Public Sector Undertakings/Semi-Government Statutory or Autonomous organizations.</p> <p>(a) (i) holding analogous posts on regular basis in the parent cadre or Department</p>		
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		<p>(ii) With 5 years' service in the grade rendered after appointment thereto on a regular basis in posts in Pay Band 3, Rs. 15600-39100/- with Grade Pay Rs. 6600 or equivalent in the parent cadre/department; and</p> <p>(b) Possessing the educational qualifications and experience prescribed for direct recruits under Col.7.</p> <p>(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, the deputationists shall not be eligible for consideration for appointment by promotion).</p> <p>(Period of deputation (ISTC) including period of deputation (ISTC) in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Government shall ordinarily not exceed four years.</p>		
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			<p>The Maximum age limit for appointment by deputation (ISTC) shall not be exceeding 56 years as on the closing date of receipt of applications).</p> <p>Note: For the purpose of appointment on deputation 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 recommendation 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(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.</p>		
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Senior System Analyst (EDP)/ Data Processing Manager	* (year of framing) *(subject to variation dependent on workload)	General Central Service Group A Gazetted Non-Ministerial	Pay Band-3, Rs. 15600-39100 with Grade Pay of Rs. 6600	Selection (if promotion is one of the methods) or “Not applicable” (if promotion is not included as a method of recruitment)	Not exceeding 40 years (relaxable for Government servant upto 5 years in accordance with the instructions or orders issued by the Central Govt.) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu & Kashmir State, Lahaul and Spiti District and Pangri Sub-Division of Chamba District of Himachal Pradesh, Andaman Nicobar Islands or Lakshadweep)	(i) Master’s Degree in Computer Applications or M.Sc (Computer Science/Information Technology) from a recognized University/Institute; or B.E./B.Tech. (Computer Engineering/Computer Science/Computer Technology/Computer Science & Engineering/Information Technology) from a recognized University/Institute. (ii) Five years <i>post qualification</i> experience in relevant areas* of Programming/Information System in a Government Office/PSU/Autonomous Body/Statutory Body or in any recognized institution. *relevant areas of programming/information technology to be specified in the RRs. Note 1:- Qualifications are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in case of candidates,

						<p>otherwise well qualified.</p> <p>Note 2:- The qualification regarding experience is relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in case of candidates belonging to Scheduled Casts/Scheduled Tribes, if, at any stage of selection the UPSC is of the opinion that sufficient number of candidates belonging to these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.</p>
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<p>Not applicable (If promotion/ direct recruitment is not the method of recruitment) If both the methods are to be prescribed, the following entry shall be made:-</p> <p>Age : No</p> <p>Educational qualification: Yes</p> <p>Note: The requirement of possessing the Educational Qualifications prescribed for direct recruitment shall not be applicable for</p>	<p>One year for direct recruits</p>	<p>Any one or a combination of the following methods of recruitment according to the requirements and availability of feeder posts in each case:-</p> <p>Promotion failing which by deputation(including short-term contract), failing both by direct recruitment</p> <p>Or</p> <p>Composite Method [Deputation (Including Short Term Contract) plus promotion]</p> <p>Or</p> <p>Deputation (including short term contract) failing which by direct</p>	<p>Promotion</p> <p>(Designation of the feeder post) in PB-3, Rs. 15600-39100/- with Grade Pay of Rs. 5400/- with five years' regular service in the grade and have successfully completed training of---- weeks in the relevant field (to be specified).</p> <p>(Qualifying service to be laid down on the basis of DOPT OM No. AB 14017/61/2008-Esst. (RR) dated 24.03.2009.</p> <p>Note 1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors would 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 alongwith their juniors who have</p>	<p>(i) Group 'A' Departmental Promotion Committee (for considering promotion) (The detailed composition may be given if promotion is one of the methods or recruitment)</p> <p>(ii) Group 'A' Departmental Confirmation Committee (for considering confirmation of direct recruits) (The detailed composition may be given if direct recruitment is one of the methods of recruitment)</p> <p>(iii) 'Not applicable' if deputation (including short term contract) or Composite Method [Deputation (ISTC) plus promotion] are the methods of</p>	<p>Consultation with UPSC necessary for appointing an officer on deputation (ISTC)/for making direct recruitment/for filling up the post through composite method</p>

<p>promotion in respect of feeder grade officers holding the post on regular basis on the date of notification of these Rules.</p>		<p>recruitment</p> <p>(In case the higher post is filled 100% by promotion, the ratio between the higher post vis-à-vis the feeder post shall be as per Para 3.11.2 of the guidelines contained in the DOP&T's OM No. AB-14017/48/2010-Estt. (RR) dated 31.12.2010).</p>	<p>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 basis by an officer prior to 1st January, 2006 or 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 pay or pay scale extended based on the recommendations of the Pay Commission.</p> <p><u>Deputation [including short-term contract]</u></p> <p>Officers under the Central/State Governments/ Universities/Recognized Research Institutes/Public Sector Undertakings/Semi-Government Statutory or Autonomous organizations. (a) (i) holding analogous posts on regular basis in the parent cadre or Department</p>	<p>recruitment.</p>	
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		<p>(ii) With 5 years' service in the grade rendered after appointment thereto on a regular basis in posts in Pay Band 3, Rs. 15600-39100/- with Grade Pay Rs. 5400 or equivalent in the parent cadre/department; and</p> <p>(b) Possessing the educational qualifications and experience prescribed for direct recruits under Col.7.</p> <p>(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, the deputationists shall not be eligible for consideration for appointment by promotion).</p> <p>(Period of deputation (ISTC) including period of deputation (ISTC) in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Government shall ordinarily not exceed four years.</p> <p>The Maximum age limit for</p>		
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			<p>appointment by deputation (ISTC) shall not be exceeding 56 years as on the closing date of receipt of applications).</p> <p>Note: For the purpose of appointment on deputation 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 recommendation 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(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.</p>		
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Senior Programmer (EDP)/Systems Analyst (EDP)/System Security Officer/Data Entry Operator Grade-“F”	* (year of framing) *(subject to variation depend on workload)	General Central Service Group A Gazetted Non-Ministerial	Pay Band-3, Rs. 15600-39100 with Grade Pay of Rs. 5400	Selection (if promotion is one of the methods) or “Not Applicable” (if method of recruitment is other than promotion)	Not exceeding 35 years (relaxable for Government servant upto 5 years in accordance with the instructions or orders issued by the Central Govt.) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu & Kashmir State, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman Nicobar Islands or Lakshadweep)	(i) Master’s Degree in Computer Applications or M.Sc (Computer Science/Information Technology) from a recognized University/Institute; or B.E./B.Tech in Computer Engineering/Computer Science/Computer Technology/ Computer Science & Engineering/ Information Technology from a recognized University/Institute. (ii) Three years <i>post qualification</i> experience in relevant areas* of Programming/Information System in a Government Office/PSU/Autonomous Body/Statutory Body or in any recognized institution. *relevant areas of programming/information technology to be specified in the RRs. Note1:- Qualifications

					<p>are relaxable at the discretion of the Union Public Service Commission in case of candidates, otherwise well qualified.</p> <p>Note 2:- The qualification regarding experience is relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in case of candidates belonging to Scheduled Casts/Scheduled Tribes, if, at any stage of selection the UPSC is of the opinion that sufficient number of candidates belonging to these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.</p>
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8	9	10	11	12	13
<p>Not Applicable (If promotion/direct recruitment is not the method of recruitment) If both the methods are prescribed, then the following entry shall be made:-</p> <p>Age : No</p> <p>Educational qualification: No</p>	<p>One year for direct recruits and Promotees (if both direct recruitment and promotion are prescribed for the post)</p> <p>Two years for promotees (If the post is to be filled in by promotion or composite method without a provision for direct recruitment)</p>	<p>Any one or a combination of the following methods of recruitment according to the requirements and availability of feeder posts in each case:-</p> <p>Promotion failing which by deputation (including short-term contract) failing both by direct recruitment or Deputation (Including Short Term Contract) failing which by direct recruitment Or Composite Method [Deputation (including short term contract)/ promotion]</p> <p>Or</p>	<p>Promotion</p> <p>(Designation of the feeder post) in PB-3, Rs. 9300-34800/- with Grade Pay of Rs. ____ with ____ years' regular service in the grade and have successfully completed training of----- weeks in the relevant areas (to be prescribed).</p> <p>(Qualifying service to be laid down on the basis of DOPT OM No. AB 14017/61/2008-Esst. (RR) dated 24.03.2009.</p> <p>Note 1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors would 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 alongwith their juniors who have</p>	<p>(i) Group 'A' DPC (for considering promotion) (The detailed composition may be given if promotion is one of the methods or recruitment)</p> <p>(ii) Group 'A' Departmental Confirmation Committee (for considering confirmation)</p> <p>(The detailed composition may be given if direct recruitment or promotion or composite method is one of the methods of recruitment)</p> <p>(iii) 'Not applicable' if deputation (including short term contract) is prescribed as the method of recruitment.</p>	<p>Consultation with UPSC necessary while making appointment to the post on each occasion.</p>

		<p>Direct Recruitment</p> <p>(In case the higher post is filled 100% by promotion, the ratio between the higher post vis-à-vis the feeder post shall be as per Para 3.11.2 of the guidelines contained in the DOP&T's OM No. AB-14017/48/2010-Estt. (RR) dated 31.12.2010).</p>	<p>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 basis by an officer prior to 1st January, 2006 or 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 pay or pay scale extended based on the recommendations of the Pay Commission.</p> <p><u>Deputation [including short-term contract]</u></p> <p>Officers under the Central/State Governments/ Universities/Recognized Research Institutes/Public Sector Undertakings/Semi-Government Statutory or Autonomous organizations.</p> <p>(a) (i) holding analogous posts on regular basis in the parent cadre or Department</p>		
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			<p>(ii) With 3/2 years' service in the grade rendered after appointment thereto on a regular basis in posts in Pay Band 3, Rs. 9300-34800/- with Grade Pay Rs. 4800/4600 respectively or equivalent in the parent cadre/department; and</p> <p>(b) Possessing the educational qualifications and experience prescribed for direct recruits under Col.7.</p> <p>(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, the deputationists shall not be eligible for consideration for appointment by promotion).</p> <p>(Period of deputation (ISTC) including period of deputation (ISTC) in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Government shall</p>		
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			<p>ordinarily not exceed four years.</p> <p>The Maximum age limit for appointment by deputation (ISTC) shall not be exceeding 56 years as on the closing date of receipt of applications).</p> <p>Note: For the purpose of appointment on deputation 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 recommendation 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(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.</p>		
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Programmer (EDP) /Data Entry Operator Grade-“E”	* (year of framing) *(subject to variation dependent on workload)	General Central Service Group B Gazetted Non-Ministerial	Pay Band-2, 9300-34800 plus Grade Pay-4800	Selection (if promotion is one of the methods) or “Not Applicable” (if promotion is not included as a method of recruitment)	Not exceeding 30 years (relaxable for Government servant upto 5 years in accordance with the instructions or orders issued by the Central Govt.) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, ArunachalPradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu & Kashmir State, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman Nicobar Islands or Lakashdweep)	(i) Master’s Degree in Computer Applications/ Information Technology/Computer Science of a recognized University/Institute; or B.E./B.Tech in Computer Engineering/ Computer Science/Computer Technology/ Computer Science & Engineering/Information Technology from a recognized University/Institute. (ii) Two years experience in relevant areas* of Programming/Information System in a Government Office/PSU/ Autonomous Body/Statutory Body or in any recognized institution. *relevant areas of programming/information technology to be specified in the RRs. Note 1:- Qualifications are relaxable at the discretion of the U.P.S.C., for reasons to be recorded in writing, in case of candidates otherwise well qualified. Note 2:- The Qualifications regarding experience is/are relaxable at the discretion of the U.P.S.C. for reasons to be

						recorded in writing, in case of candidate belonging to the Scheduled Castes or Scheduled Tribes if, at any stage of selection the UPSC is of the opinion that sufficient number of candidate from these communities possessing the requisite experience are not likely to be available to fill up the posts reserved for them.
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<p>Not Applicable (If promotion/ direct recruitment is not the method of recruitment) If both the methods are prescribed, then the following entry shall be made:-</p> <p>Age : No</p> <p>Educational qualification: No</p>	<p>Two years for direct recruits</p>	<p>Any one or a combination of the following methods of recruitment according to the requirements and availability of feeder posts in each case:-</p> <p>Promotion failing which by deputation (including short-term contract) failing both by direct recruitment</p> <p>Or</p> <p>Deputation (Including Short Term Contract) failing which by direct recruitment</p> <p>Or</p> <p>Direct Recruitment (In case the higher post is filled 100% by promotion, the</p>	<p>Promotion</p> <p>(Designation of the feeder post) in PB-2, Rs. 9300-34800/- with Grade Pay of Rs. ____ with ____ years' regular service in the grade and have successfully completed training of----- weeks in the relevant areas (to be prescribed).</p> <p>(Qualifying service to be laid down on the basis of DOPT OM No. AB 14017/61/2008-Esst. (RR) dated 24.03.2009.</p> <p>Note 1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors would 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 alongwith their juniors who have</p>	<p>(i) Group 'B' DPC (for considering promotion) (The detailed composition may be given if promotion is one of the methods or recruitment)</p> <p>(ii) Group 'B' 'Departmental Confirmation Committee (for considering confirmation of direct recruits) (The detailed composition may be given if direct recruitment is one of the methods of recruitment)</p> <p>(iii) 'Not applicable' if deputation (including short term contract) or Composite Method is prescribed as the method of recruitment.</p>	<p>Consultation with UPSC necessary while making direct recruitment/for appointing an officer on Deputation (ISTC)</p>

		<p>ratio between the higher post vis-à-vis the feeder post shall be as per Para 3.11.2 of the guidelines contained in the DOP&T's OM No. AB-14017/48/2010-Estt. (RR) dated 31.12.2010).</p>	<p>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 basis by an officer prior to 1st January, 2006 or 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 pay or pay scale extended based on the recommendations of the Pay Commission.</p> <p><u>Deputation [including short-term contract]</u></p> <p>Officers under the Central/State Governments/ Universities/Recognized Research Institutes/Public Sector Undertakings/Semi-Government Statutory or Autonomous organizations.</p> <p>(a) (i) holding analogous posts on regular basis in the parent cadre or Department</p>		
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		<p>(ii) With 2 years' service in the grade rendered after appointment thereto on a regular basis in posts in Pay Band 2, Rs. 9300-34800/- with Grade Pay Rs. 4600 or equivalent in the parent cadre/department; and</p> <p>(b) Possessing the educational qualifications and experience prescribed for direct recruits under Col.7.</p> <p>(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, the deputationists shall not be eligible for consideration for appointment by promotion).</p> <p>(Period of deputation (ISTC) including period of deputation (ISTC) in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Government shall ordinarily not exceed three years.</p>		
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			<p>The Maximum age limit for appointment by deputation (ISTC) shall not be exceeding 56 years as on the closing date of receipt of applications).</p> <p>Note: For the purpose of appointment on deputation 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 recommendation 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(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.</p>		
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Data Processing Assistant/Data Entry Operator Grade-“D”	* (year of framing) *(subject to variation dependent on workload)	General Central Service Group B Gazetted Non-Ministerial	Pay Band-2, 9300-34800 with Grade Pay-4600	Selection (if promotion is one of the methods) Or “Not Applicable” (If promotion is not included as a method of recruitment)	Not exceeding 30 years (relaxable for Government servant upto 5 years in accordance with the instructions or orders issued by the Central Govt.) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, ArunachalPradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu & Kashmir State, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman Nicobar Islands or Lakshadweep)	(i) Master’s Degree in Computer Applications/ Information Technology/Computer Science of a recognized University/Institute; or B.E./B.Tech in Computer Engineering/ Computer Science/Computer Technology/ Computer Science & Engineering/Information Technology from a recognized University/Institute. Note1:- Qualifications are relaxable at the discretion of the U.P.S.C., for reasons to be recorded in writing, in case of candidates otherwise well qualified.

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<p>Not Applicable (If promotion/ direct recruitment is not the method of recruitment) If both the methods are prescribed, then the following entry shall be made:-</p> <p>Age : No</p> <p>Educational qualification: No</p>	<p>Two years for direct recruits</p>	<p>Any one or a combination of the following methods of recruitment according to the requirements and availability of feeder posts in each case:-</p> <p>Promotion failing which by deputation (including short-term contract) failing both by direct recruitment</p> <p>Or</p> <p>Deputation (Including Short Term Contract) failing which by direct recruitment</p> <p>Or</p> <p>Direct Recruitment (In case the</p>	<p>Promotion</p> <p>(Designation of the feeder post) in PB-2, Rs. 9300-34800/- with Grade Pay of Rs. ___ with ___ years' regular service in the grade and have successfully completed training of----weeks in the relevant areas (to be prescribed).</p> <p>(Qualifying service to be laid down on the basis of DOPT OM No. AB 14017/61/2008-Esst. (RR) dated 24.03.2009.</p> <p>Note 1:</p> <p>Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors would 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 alongwith their juniors who have already completed such qualifying or eligibility service.</p>	<p>(i)Group 'B' DPC (for considering promotion) (The detailed composition may be given if promotion is one of the methods or recruitment)</p> <p>(ii)Group 'B 'DPC (for considering confirmation) (The detailed composition may be given if direct recruitment is one of the methods or recruitment)</p> <p>(iii)'Not applicable' if deputation (including short term contract or promotion/deputation (including short term contract) is the method of recruitment</p>	<p>Consultation with UPSC necessary while making appointment by Deputation (including short term contract) or by Direct Recruitment</p>

		<p>higher post is filled 100% by promotion, the ratio between the higher post vis-à-vis the feeder post shall be as per Para 3.11.2 of the guidelines contained in the DOP&T's OM No. AB-14017/48/2010-Estt. (RR) dated 31.12.2010).</p>	<p>Note 2: For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2006 or 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 pay or pay scale extended based on the recommendations of the Pay Commission.</p> <p><u>Deputation [including short-term contract]</u></p> <p>Officers under the Central/State Governments/Universities/Recognized Research Institutes/Public Sector Undertakings/Semi-Government Statutory or Autonomous organizations.</p> <p>(a) (i) holding analogous posts on regular basis in the parent cadre or Department</p> <p>(ii) With 5 years' service in the grade rendered after appointment thereto on a regular basis in posts in Pay Band 2, Rs. 9300-34800/- with Grade Pay Rs. 4200 or</p>		
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			<p>equivalent in the parent cadre/department; and</p> <p>(b) Possessing the educational qualifications and experience prescribed for direct recruits under Col.7.</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, the deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>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/department of the Central Government shall ordinarily not exceed three years. The Maximum age limit for appointment by deputation (ISTC) 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 or absorption basis, the service rendered on a regular basis by</p>		
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			<p>an officer prior to 1st January, 2006 (the date from which the revised pay structure based on the Sixth Central Pay Commission recommendation 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(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.</p>		
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Data Entry Operator Grade 'C'	* (year of framing) *(subject to variation dependent on workload)	General Central Service, Group B, Non-Gazetted, Non-Ministerial	Pay Band – 2 Rs. 9300-34800 plus Grade Pay Rs. 4200.	Selection (if promotion is one of the methods) Or “Not Applicable” (If promotion is not included as a method of recruitment)	Not exceeding 30 years (relaxable for Government servant upto 5 years in accordance with the instructions or orders issued by the Central Govt.) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu & Kashmir State, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman Nicobar Islands or Lakshadweep)	(i) Bachelor’s Degree in Computer Applications/Information Technology/Computer Science of a recognized university/institute. (ii) A speed test of not less than 15000 key depressions per hour for data entry work to be ascertained through speed test on computer. Note 1: Qualifications are relaxable at the discretion of the SSC/Competent Authority for reasons to be recorded in writing, in case of candidates otherwise well qualified.

8	9	10	11	12	13
<p>Not Applicable (If promotion/ direct recruitment is not the method of recruitment) If both the methods are prescribed, then the following entry shall be made:-</p> <p>Age : No</p> <p>Educational qualification: No</p>	<p>Two years for direct recruits and promotees</p>	<p>Any one or a combination of the following methods of recruitment according to the requirements and availability of feeder posts in each case:-</p> <p>(i)Promotion failing which by deputation failing both by direct recruitment</p> <p>Or</p> <p>(ii)Deputation failing which by direct recruitment</p> <p>Or</p> <p>Direct Recruitment</p> <p>(In case the higher post is filled 100% by promotion, the ratio between the higher post vis-à-vis the feeder post shall be as per</p>	<p>Promotion</p> <p>Data Entry Operator Grade B in PB-1, Rs. 5200-20200/- with Grade Pay of Rs. 2800/- with six years' regular service in the grade and have successfully completed training of----- weeks in the relevant areas (to be prescribed).</p> <p>Note 1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors would 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 2 years, whichever is less, and have successfully completed their probation period for promotion to the next higher grade alongwith their juniors who have already completed such qualifying or eligibility service.</p> <p>Note 2: For the purpose of computing minimum</p>	<p>(i)Group 'B' DPC (for considering promotion) (The detailed composition may be given if promotion is one of the methods or recruitment)</p> <p>(ii)Group 'B' Departmental Confirmation Committee (for considering confirmation) (The detailed composition may be given if promotion or direct recruitment is one of the methods or recruitment)</p> <p>(iii)'Not applicable' if deputation is prescribed as the method of recruitment</p>	<p>Not necessary</p>

		<p>Para 3.11.2 of the guidelines contained in the DOP&T's OM No. AB-14017/48/2010-Estt. (RR) dated 31.12.2010).</p>	<p>qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2006 or 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 pay or pay scale extended based on the recommendations of the Pay Commission.</p> <p><u>Deputation</u></p> <p>Officers under the Central Governments:-</p> <p>(a) (i) holding analogous posts on regular basis in the parent cadre or Department</p> <p>(ii) With six years' service in the grade rendered after appointment thereto on a regular basis in posts in Pay Band-1, Rs. 5200-20200/- with Grade Pay Rs. 2800 or equivalent in the parent cadre/department; and</p> <p>(b) Possessing the educational qualifications</p>		
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			<p>and experience prescribed for direct recruits under Col.7.</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, the deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>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/ department of the Central Government shall ordinarily not exceed three years. The Maximum age limit for appointment by deputation 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 or absorption basis, the service rendered on a regular basis by an officer</p>		
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			<p>prior to 1st January, 2006 (the date from which the revised pay structure based on the Sixth Central Pay Commission recommendation 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(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.</p>		
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Data Entry Operator Grade 'B'	* (year of framing) *(subject to variation dependent on workload)	General Central Service, Group C, Non Gazetted, Non-Ministerial	Pay Band – 1 Rs. 5200-20200 plus Grade Pay Rs. 2800	Non-Selection	18 to 25 years (relaxable upto 40 years in case of Government Servants 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 Staff Selection Commission. In case the direct recruitment is not done through SSC the following note may be inserted. Note:- The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Misoram, Manipur, Nagaland, Meghalaya, Arunachal Pradesh, Nagaland, Tripura, Sikkim, Ladakh division of J&K State, Lahaul & Spiti	(i) 12 th Standard pass or equivalent in Science Stream with Mathematics as a subject from a recognized Board with one year Diploma in Computer Applications or DOEACC-A Level from a recognized Institute and 2 years experience in EDP work in a Government office/PSU/Statutory/Autonomous Organizations/Recognized Institution; Or Bachelor's Degree in Computer Applications/Information Technology/Computer Science of a recognized University/Institute; (ii). A speed test of not less than 15000 key depressions per hour for data entry work to be ascertained through speed test on computer. Note 1: Qualifications are relaxable at the discretion of the SSC/Competent Authority for reasons to be recorded in writing, in case of candidates otherwise well qualified. Note 2:- The qualification(s) regarding experience is/are relaxable at the discretion of the SSC/Competent Authority in case of candidates belonging to Scheduled Casts/Scheduled Tribes, if, at any stage of selection the

				Districts and Pangu Sub Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep.	SSC/Competent Authority is of the opinion that sufficient number of candidates belonging to these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.
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Not applicable	Two years for direct recruits, Nil for promotees.	<p>Any one or a combination of the following methods of recruitment as per requirement and availability of feeder posts:-</p> <p>Promotion failing which by deputation failing both by direct recruitment</p> <p>Or</p> <p>Deputation failing which by direct recruitment</p> <p>Or</p> <p>(iii) Direct Recruitment</p>	<p>Promotion</p> <p>(Designation of the feeder post) in PB-1, Rs. 5200-20200/- with Grade Pay of Rs. 2400/- with five years' regular service in the grade and have successfully completed training of----- weeks in the relevant areas (to be prescribed).</p> <p>Note 1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors would 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 2 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</p>	<p>(i) Group 'C' DPC (for considering promotion) (The detailed composition may be given if promotion is one of the methods or recruitment)</p> <p>(ii) Group 'C' Departmental Confirmation Committee (for considering confirmation of direct recruits)</p> <p>(The detailed composition may be given if direct recruitment is one of the methods of recruitment)</p> <p>(iii) 'Not applicable' if deputation is prescribed as the method of recruitment</p>	Not Applicable

		<p>qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2006 or 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 pay or pay scale extended based on the recommendations of the Pay Commission.</p> <p><u>Deputation</u></p> <p>Officers under the Central Governments:-</p> <p>(a) (i) holding analogous posts on regular basis in the parent cadre/ Department; or</p> <p>(ii) With 5 years' service in the grade rendered after appointment thereto on a regular basis in posts in Pay Band-1, Rs. 5200-20200/- with Grade Pay Rs. 2400 or equivalent in the parent cadre/department; and</p> <p>(b) Possessing the educational qualifications</p>		
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			<p>and experience prescribed for direct recruits under Col.7.</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, the deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>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/ department of the Central Government shall ordinarily not exceed three years. The Maximum age limit for appointment by deputation 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 or absorption basis, the service rendered on a regular basis by an officer</p>		
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			<p>prior to 1st January, 2006 (the date from which the revised pay structure based on the Sixth Central Pay Commission recommendation 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(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.</p>		
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Data Entry Operator Grade 'A'	* (year of framing) *(subject to variation dependent on workload)	General Central Service, Group C, Non-Gazetted, Non-Ministerial	Pay Band - 1 Rs. 5200-20200 with Grade Pay Rs. 2400	Not Applicable	18 to 25 years (relaxable upto 40 years in case of Government Servants 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 Staff Selection Commission. In case the direct recruitment is not done through SSC the following note may be inserted. Note:- The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Misoram, Manipur, Nagaland, Meghalaya, Arunachal Pradesh, Nagaland, Tripura, Sikkim, ladakh division of J&K	(a). 12 th Standard pass in Science Stream with Mathematics as a subject from a recognized Board or equivalent. (ii). A speed test of not less than 15000 key depressions per hour for data entry work to be ascertained through speed test on computer. Note: Qualification is relaxable at the discretion of the SSC/Competent Authority for reasons to be recorded in writing, in case of candidates otherwise well qualified.

					State, Lahaul & Spiti Districts and Pangu Sub Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep.	
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8	9	10	11	12	13
Not Applicable	Two years	Direct recruitment. Note:- Vacancies caused by the incumbent being away on deputation or long leave or study leave or under other circumstances for a duration of one year or more may be filled, on deputation from the officials of the Central Government holding analogous posts on regular basis and possessing the qualifications prescribed for direct recruits under col. 7.	Not applicable.	Group Departmental Confirmation Committee for considering confirmation (detailed composition of the DCC may be given) C	Not Applicable