

FORM TO BE FILLED BY THE MINISTRY/DEPARTMENT WHILE FORWARDING PROPOSALS TO THE DEPARTMENT OF PERSONNEL & TRAINING AND THE UNION PUBLIC SERVICE COMMISSION FOR AMENDING APPROVED RECRUITMENT RULES.

- 1 (a) Name of the post : Scientific Assistant
- (b) Name of the Ministry/Department : Directorate General of Mines Safety, Ministry of Labour & Employment.
2. Reference Number in which Commission advice on Recruitment Rules was conveyed :

3. Date of notification of the original rules : GSR 249, dated 13.11.2007

SL. No.	Descriptions	Provision of existing RRs	Proposed Amendment	Reasons for amendment
1	Name of the post	Scientific Assistant	Scientific Assistant	No change
2	Number of post	7*(2006) * Subject to variation dependant on workload	7*(2025) * Subject to variation dependant on workload.	No change
3	Classification	General Central Service, Group 'C', Non-Gazetted, (Non-Ministerial)	General Central Service, Group 'C', Non-Gazetted, (Non-Ministerial)	No changes proposed
4	Level in Pay Matrix	Rs.4500-125-7000/-	Level 5 in the Pay Matrix (Rs.29200-92300)	Equivalent pay scale as per 7th CPC pay matrix is Level 5.

5	Whether selection post or non-selection post	Not applicable	Not applicable	No changes proposed
6	Age limit for Direct Recruits	Between 22 and 28 years. (Relaxable for Government servants upto the age of 42 years in accordance with the instructions or orders issued by the Central Government.)	Between 18 and 27 years (Relaxable for Government servants upto the age of 40 years in accordance with the instructions or orders issued by the Central Government.)	As per para 3.7.4.1 of the DoP&T OM dated 31.12.2010, the upper age-limit for posts having Grade pay of Rs.2800 is Between 18 and 25 years. Further as per para 3.7.4.2 of the aforementioned OM the upper age-limit for recruitment by the method of Direct Open Competitive Examination to the Central Civil Services and Civil post shall be increased by two years. Further, as per para 3.7.2, the upper age-limit for departmental candidates for appointment by direct recruitment to Group C posts is relaxable upto 40 years. Accordingly, the entry may be as under: Between 18 and 27 years (Relaxable for Government servants upto the age of 40

				years in accordance with the Instructions or orders issued by the Central Government.)
7	Education & other qualifications required for Direct Recruits.	Essential : Degree in Science (Physics or Chemistry) of a recognized University with at least 2 years practical experience in a laboratory. Note: The qualification regarding experience is relaxable at the discretion of the competent authority in case of a candidate belonging to the Scheduled Caste and Scheduled Tribes if, at any stage of selection, the competent authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.	Essential: Degree in Science (Physics or Chemistry) of a recognized University with at least 2 years practical experience in a Government approved scientific laboratory. Note 1 : The qualifications are relaxable at the discretion of the Staff Selection Commission or competent authority, for reasons to be recorded in writing, in the case of candidates otherwise well qualified. Note 2- The qualifications regarding experience are relaxable at the discretion of the Staff Selection Commission or competent authority, for reasons to be recorded in writing, in the case of candidates belonging to the Scheduled Castes or the Scheduled Tribes if, at any stage of selection, the Staff Selection Commission or competent authority is of the opinion that sufficient number of candidates from these communities	No change.

			possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.	
8	Whether age and educational qualification prescribed for Direct Recruits will apply in the case of promotees.	Not applicable	Not applicable	As promotion is not a method of recruitment.
9	Period of probation, if any	Two years	Two years	As per para 3.10.2 of the OM dated 31.12.2010, the period of probation is 2 years for direct recruitment to posts carrying Grade Pay less than Rs.7600 (Level-12).
10	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.	By direct recruitment	By direct recruitment.	No change.
11	In case of recruitment by promotion or deputation/absorption, grades from which promotion or deputation/ absorption to be made.	Not applicable	Not applicable	Promotion/ Deputation/ Absorption is not proposed as method of recruitment.

12	If a departmental promotion committee exists, what is its composition?	Group 'C' Departmental Promotion Committee (for confirmation): - (i) Director (Administration) /Director of Mines Safety (Incharge of Mines Administration)- Chairman. (ii) Director of Mines Safety (Science & Technology)-Member. (iii) Deputy Director (Administration)/Deputy Director of Mines Safety-Member.	Group 'C' Departmental Promotion Committee (for confirmation): - (i) Director (Administration) /Director of Mines Safety (Incharge of Mines Administration)- Chairman. (ii) Director of Mines Safety (Science & Technology)-Member. (iii) Deputy Director (Administration)/Deputy Director of Mines Safety-Member.	No changes proposed
13	Circumstances in which Union Public Service Commission is to be consulted in making recruitment?	Not applicable	Not applicable	No changes proposed

6	Age limit for Direct Recruits	Between 18 and 28 years. (Relaxable for Government servants upto the age of 42 years in accordance with the Instructions or orders issued by the Central Government.) Note : 1. 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 and Kashmir State, Lahaul and Spiti District and Pangri Sub-Division of Chamba district of Himanchal Pradesh, Andaman and Nicobar Islands or Lakshdweep). Note 2. In the case of, recruitment made through the Employment Exchange the crucial date for determining the age limit shall be the last date upto which the Employment Exchange is asked to submit the names.	Between 18 and 27 years (Relaxable for Government servants upto the age of 40 years 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.	As per para 3.7.4.1 of the DoP&T OM dated 31.12.2010, the upper age-limit for posts having Grade pay of Rs.2800 is Between 18 and 25 years. Further as per para 3.7.4.2 of the aforementioned OM the upper age-limit for recruitment by the method of Direct Open Competitive Examination to the Central Civil Services and Civil post shall be increased by two years. Further, as per para 3.7.2, the upper age-limit for departmental candidates for appointment by direct recruitment to
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				Group C posts is relaxable upto 40 years. Accordingly, the entry may be as under: Between 18 and 27 years (Relaxable for Government servants upto the age of 40 years in accordance with the Instructions or orders issued by the Central Government.)
7	Education & other qualifications required for Direct Recruitment.	Essential : Degree in Science (Physics or Chemistry) of a recognized University with at least 2 years practical experience in a scientific laboratory. Or Diploma in Mining with an Overman's Certificate of Competency.	Essential: Degree in Science (Physics or Chemistry) of a recognized University with at least 2 years practical experience in a Government approved scientific laboratory. Or 3 year Diploma in Mining Engineering from a recognized University or Institution with an	Overman and Foreman certificates are equivalent professional certificates issued by DGMS in relation to coal and metalliferous mines respectively.

		Note: The qualification regarding experience is relaxable at the discretion of the competent authority in case of candidate belonging to the Scheduled Caste and Scheduled Tribes if, at any stage of selection, the competent authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.	Overman or Foreman Certificate of Competency. Note 1: The qualifications are relaxable at the discretion of the Staff Selection Commission or competent authority, for reasons to be recorded in writing, in the case of candidates otherwise well qualified. Note 2: The qualifications regarding experience are relaxable at the discretion of the Staff Selection Commission or competent authority, for reasons to be recorded in writing, in the case of candidates belonging to the Scheduled Castes or the Scheduled Tribes if, at any stage of selection, the Staff Selection Commission or the competent authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.	
8	Whether age and educational qualification prescribed for Direct Recruits will apply in the case of promotees.	Not applicable	Not applicable	Since, promotion is not proposed therefore, the entry may be "Not Applicable".

9	Period of probation, if any	Two years	Two years	As per para 3.10.2 of the OM dated 31.12.2010, the period of probation is 2 years for direct recruitment to posts carrying Grade Pay less than Rs.7600 (Level-12).
10	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.	By direct recruitment	By direct recruitment	No change proposed
11	In case of recruitment by promotion or deputation/absorption, grades from which promotion or deputation/ absorption to be made.	Not applicable	Not applicable	Since, promotion/ deputation/ absorption is not proposed therefore, the entry may be "Not Applicable".
12	If a departmental promotion committee exists, what is its composition?	Group 'C' Departmental Promotion Committee (for considering promotion) :- (i) Director (Administration) /Director of Mines Safety (Incharge of Administration)-	Group 'C' Departmental Promotion Committee (for considering confirmation) :- (i) Director (Administration) /Director of Mines Safety (Incharge of Administration)-	Since, the method of recruitment is by direct recruitment, hence composition of DPC for considering promotion is not

		Chairman. (ii) Director of Mines Safety (Science & Technology)-Member (iii) Deputy Director (Administration)/ Deputy Director of Mines Safety- Member.	Chairman. (ii) Director of Mines Safety (Science & Technology)-Member (iii) Deputy Director (Administration)/ Deputy Director of Mines Safety- Member.	necessary.
13	Circumstances in which Union Public Service Commission is to be consulted in making recruitment?	Not applicable	Not applicable	No changes proposed.

6	Age limit for Direct Recruits	Not applicable	Not applicable	No change
7	Education & other qualifications required for Direct Recruits.	Not applicable	Not applicable	No change
8	Whether age and educational qualification prescribed for Direct Recruits will apply in the case of promotees.	Not applicable	Not applicable	No change
9	Period of probation, if any	Not applicable	Not applicable	No change
10	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.	By deputation	By deputation	No change
11	In case of recruitment by promotion or deputation/absorption, grades from which promotion or deputation/ absorption to be made.	Deputation : Officers working in the Directorate General of Mines Safety (i) holding analogous post on regular basis, or (ii) Employees of Directorate General of Mines Safety in the scale of Rs.4000-6000 (Upper Division Clerk/Group Clerk/Senior Store Keeper) with 5 years regular service. Note: Period of deputation including the	Deputation : Officers working in the Directorate General of Mines Safety (i) holding analogous post on regular basis, or (ii) employees of Directorate General of Mines Safety in Level 4 in the Pay Matrix (Rs.25500-81100) Upper Division Clerk/Group Clerk with 5 years regular service.	The post of Senior Store Keeper has been abolished vide Ministry's letter No.A-11011/105/2008-ISH-II, dated 07.07.2009.

		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 3 years. The maximum age limit for deputation shall not be exceeding 56 years on the last date of receipt of application.	Note: 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 3 years. The maximum age limit for deputation shall not be exceeding 56 years on the last date of receipt of application.	
12	If a departmental promotion committee exists, what is its composition?	Not applicable	Not applicable	No change
13	Circumstances in which Union Public Service Commission is to be consulted in making recruitment?	Not applicable	Not applicable	No change

5	Whether selection post or non-selection post	Not applicable	Not applicable	No change
6	Age limit for Direct Recruits	Between 18 to 27 years. (Relaxable for Government servants upto the age of 42 years in accordance with the instructions or orders issued by the Central Government.)	Between 18 and 27 years. (Relaxable for Government servants upto the age of 40 years in accordance with the instructions or orders issued by the Central Government.)	As per para 3.7.4.1 of the DOP&T OM dated 31.12.2010, the upper age-limit for posts having Grade pay of Rs.1900 (Level 2) is Between 18 and 25 years. Further as per para 3.7.4.2 of the aforementioned OM the upper age-limit for recruitment by the method of Direct Open Competitive Examination to the Central Civil Services and Civil post shall be increased by two years. Further, as per para 3.7.2, the upper age-limit for departmental candidates for appointment by direct recruitment to Group C posts is relaxable upto 40 years.

				Accordingly, the entry may be as under: Between 18 and 27 years (Relaxable for Government servants upto the age of 40 years in accordance with the Instructions or orders issued by the Central Government.)
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7	Education & other qualifications required for direct recruitment.	(a) Matriculation or equivalent. (b) Industrial Training Institute Certificate in Electrical/ Mechanical/Electronics discipline of at least 2 years duration.	(a) Matriculation or equivalent from a recognized Board. (b) Industrial Training Institute Certificate in Electrical/ Mechanical/ Electronics discipline of at least 2 years duration.	No change is proposed by DGMS in the existing qualifications.
		Note 1: The qualifications are relaxable at the discretion of the Staff Selection Commission or competent authority, for reasons to be recorded in writing, in the case of candidates otherwise well qualified. Note 2: The qualifications regarding experience are relaxable at the discretion of the Staff Selection Commission or competent authority, for reasons to be recorded in writing, in the case of candidates belonging to the Scheduled Castes or the Scheduled Tribes if, at any stage of selection, the Staff Selection Commission or competent authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.		

8	Whether age and educational qualification prescribed for Direct Recruits will apply in the case of promotees.	Not applicable	Not applicable	Since, promotion is not proposed therefore, the entry may be "Not Applicable".
9	Period of probation, if any	2 years	2 years	As per para 3.10.2 of the DoP&T OM dated 31.12.2010, the period of probation is 2 years for direct recruitment to posts carrying Grade Pay less than Rs.7600 (Level-12).
10	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.	By direct recruitment	By direct recruitment	No change
11	In case of recruitment by promotion or deputation/absorption, grades from which promotion or deputation/ absorption to be made.	Not applicable	Not applicable	Since, promotion/ deputation/ absorption is not proposed therefore, the entry may be "Not Applicable".

12	If a departmental promotion committee exists, what is its composition?	Group 'C' Departmental promotion Committee (for considering promotion):- (i) Director (Administration)/ Director of Mines Safety (Incharge of Administration) – Chairman. (ii) Deputy Director (Administration)/Deputy Director of Mines Safety – Member. (iii) Administrative Officer – Member	Group 'C' Departmental promotion Committee (for considering confirmation):- (i) Director (Administration)/ Director of Mines Safety (Incharge of Administration) – Chairman. (ii) Deputy Director (Administration)/Deputy Director of Mines Safety – Member. (iii) Administrative Officer – Member	Since, the method of recruitment proposed is as direct recruitment, hence, Departmental Promotion Committee for considering promotion is not necessary.
13	Circumstances in which Union Public Service Commission is to be consulted in making recruitment?	Not applicable	Not applicable	No change

FORM TO BE FILLED BY THE MINISTRY/DEPARTMENT WHILE FORWARDING PROPOSALS TO THE DEPARTMENT OF PERSONNEL & TRAINING AND THE UNION PUBLIC SERVICE COMMISSION FOR AMENDING APPROVED RECRUITMENT RULES.

- 1 (a) Name of the post : Junior Record Keeper
 (b) Name of the Ministry/Department : Directorate General of Mines Safety, Ministry of Labour & Employment.
2. Reference Number in which Commission advice on Recruitment Rules was conveyed :
3. Date of notification of the original rules : GSR 249, dated 13.11.2007

SL. No.	Descriptions	Provision of existing RRs	Proposed Amendment	Remarks
1	Name of the post	Junior Record Keeper	Multi Tasking Staff (Junior Record Keeper)	The post may be designated as Multi Tasking Staff, as per para 4 of the DoP&T OM No.AB-14017/6/2009-Estt(RR), dated 30.04.2010.
2	Number of post	1*(2006) * Subject to variation dependant on workload	1*(2025) * Subject to variation dependant on workload	No change

3	Classification	General Central Service, Group 'D', Non –Gazetted, (Non-Ministerial)	General Central Service Group 'C' Non –Gazetted (Non-Ministerial)	As per para 1 of the DoP&T OM No.AB-14017/6/2009-Estt(RR), dated 30.04.2010, all the existing Group D posts are placed in Group C, pay band 1 with Grade pay Rs.1800 (Pay Level - 1). Hence, necessary amendment may be carried out.
4	Level in Pay Matrix	Rs.2650-65-3300-70-4000	Level – 1 in the Pay Matrix (Rs.18000- 56900)	Same as above
5	Whether selection post or non- selection post	Non-selection	Not Applicable	Since the method of recruitment has been proposed by direct recruitment, hence selection is not necessary.
6	Age limit for Direct Recruits	Between 18 to 27 years (Relaxable for Government servants upto the age of 42 years in accordance with the instructions or orders issued by the Central Government) Note 1: 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 and	Between 18 and 27 years (Relaxable for Government servants upto the age of 40 years in accordance with the instructions or orders issued by the Central Government.) Note: 1. 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,	As per para 3.7.4.1 of the DoP&T OM, dated 31.12.2010, the upper age-limit for posts having Grade pay of Rs.1800 is Between 18 and 25 years. Further as per para 3.7.4.2 of the aforementioned OM the upper age- limit for recruitment by the method of Direct Open Competitive Examination to the Central Civil Services and Civil post shall be increased by two years. Further, as per para 3.7.2, the upper age-limit for departmental candidates for appointment by direct recruitment

		Kashmir State, Lahaul and Spiti District Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands or Lakshadweep).	Accordingly, the entry may be as under: Between 18 and 27 years (Relaxable for Government servants upto the age of 40 years in accordance with the Instructions or orders issued by the Central Government.)	upto Group C posts is relaxable upto 40 years.
7	Education & other qualifications required for Direct Recruits.	2. In the case of recruitment made through the Employment Exchange the crucial date for determining the age limit shall be the last date upto which the Employment Exchange is asked to submit the names. Essential: Middle School standard pass.	Matriculation or equivalent examination passed from a recognized University or Board Desirable: Knowledge of Computer	The educational qualification is as per para 4 (c) of the DoP&T OM No.AB-14017/6/2009-Estt(RR), dated 30.04.2010. Also, as per the Model RRs (column No.8) of the post of MTS.
8	Whether age and educational qualification prescribed for Direct Recruits will apply in the case of promotees.	Age: No Educational qualification: Yes	Not applicable	Since, promotion is not proposed therefore, the entry may be "Not Applicable".

9	Period of probation, if any	2 years for direct recruits	2 years	As per para 3.10.2 of the DoP&T OM, dated 31.12.2010, the period of probation is 2 years for direct recruitment to posts carrying Grade Pay less than Rs.7600 (Level-12).
10	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.	By Promotion failing which by direct recruitment	By direct recruitment	The method of Direct Recruitment is also as per Model RRs (column no.11) of the post of MTS.
11	In case of recruitment by promotion or deputation/absorption, grades from which promotion or deputation/ absorption to be made.	Promotion : Daftary/Senior Peon and Library Attendant with 2 years regular service in the grade.	Not applicable	As per the report of Work Study Committee, dated 05.08.2008, the post of Daftary (at S.no. 78) is recommended to be outsourced. The posts of Senior Peon has been abolished, vide Ministry's letter No.A-11011/105/2008-ISH.II, dated 07.07.2009. The post of Library Attendant is a Group D post and as per DoP&T OM No.AB-14017/6/2009-Estt(RR), dated 30.04.2010, all Group D posts in the Government have been upgraded to Group C, pay band 1, Grade Pay of

				Rs.1800. Therefore, Library Attendant and Junior Record Keeper (MTS) are of same pay level -1.
12 If a departmental promotion committee exists, what is its composition?	Group 'D' Departmental promotion Committee consisting of (for considering promotion and considering confirmation):- (i) Director (Administration)/ Director of Mines Safety (Incharge of Administration) – Chairman. (ii) Deputy Director (Administration)/Deputy Director of Mines Safety – Member. (iii) Administrative Officer – Member (iii) An officer in the scale of pay Rs.8000-13500 or above from the office of the Chief Mining Advisor, Railway Board, Dhanbad / Coal Mines Provident Fund Organization – Member	Group 'C' Departmental promotion Committee consisting of (for considering confirmation):- (i) Director (Administration)/ Director of Mines Safety (Incharge of Administration) – Chairman. (ii) Deputy Director (Administration)/Deputy Director of Mines Safety – Member. (iii) Administrative Officer – Member	Since the method of recruitment has been proposed as direct recruitment hence Departmental Promotion Committee for considering promotion is not necessary.	
13 Circumstances in which Union Public Service Commission is to be consulted in making recruitment?	Not applicable	Not Applicable	As per Model RRs.	

