

No. A-12018/8/2016-Ad.III
Government of India
Ministry of Statistics and Programme Implementation

Sardar Patel Bhawan, Sansad Marg
New Delhi, Dated: 19/08/2020

OFFICE MEMORANDUM

Subject:- Revisions of Recruitment Rules (RRs) for Group 'C' (Ministerial Cadre) posts in National Statistical Office (NSO), Field Operation Division (FOD) - Regarding

The undersigned is directed to upload the draft revised RRs for Group 'C' (Ministerial Cadre) posts of Upper Division Clerk, Lower Division Clerk and Multi-Tasking Staff in National Statistical Office (NSO), Field Operation Division (FOD), on the website of MoS&PI for 30 days seeking comments from all the stakeholders.

2. It is, therefore, requested that the comments, if any, on the same may be sent to the undersigned at email: sanjaykumar.moca@nic.in latest by 18.09.2020.

Sd/-
(Sanjay Kumar)
Under Secretary to the Government of India
Tel: 011-23747356

To,

All Stakeholders

Copy to: Under Secretary, DIID / Computer Centre, East Block – 10, R. K. Puram, New Delhi with the request to upload this OM on the website of MoS&PI.

Signature Not Verified

Digitally signed by Sanjay
Kumar
Date: 2020.08.19 16:29:05 IST



Draft revised Recruitment Rules (RRs) for the post of **Upper Division Clerk (UDC)** in National Statistical Office (Field Operation Division)

(1)	(2)	(3)	(4)	(5)
Name of Post	Number of Posts	Classification	Level in the Pay Matrix	Whether Selection Post or Non-selection Post
Upper Division Clerk	126* (2020) *(Subject to variation dependent on workload)	General Central Service, Group 'C', Non-Gazetted, Ministerial	Level – 4 (₹25500 - ₹81100)	Non-Selection

(6)	(7)	(8)	(9)	(10)
Age limit for direct recruits	Educational & other qualifications required for direct recruits	Whether age & 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 the vacancies to be filled by various methods
Not Applicable	Not Applicable	Not Applicable	Not Applicable	By promotion failing which deputation

Draft revised Recruitment Rules (RRs) for the post of **Upper Division Clerk (UDC)** in National Statistical Office (Field Operation Division)

(11)	(12)	(13)
<p>In case of recruitment by promotion or deputation/absorption, grades from which promotion or deputation/absorption to be made</p>	<p>If Departmental Promotion Committee exists, what is its composition</p>	<p>Circumstances in which the Union Public Service Commission is to be consulted in making recruitment</p>
<p>Promotion: Lower Division Clerk in Level - 2 (₹19900-₹63200) in the Pay Matrix with eight (08) years service in the grade rendered after appointment thereto on a regular basis. (Promotion shall be made State-wise and the posts at Headquarter office shall be filled from officer working in the Headquarter).</p> <p>Deputation: Officers of the Central Government –</p> <p>(a) (i) Holding a analogous posts on regular basis in the parent Cadre / Department; or</p> <p>(ii) With (08) years service in the grade of Lower Division Clerk or equivalent in the parent cadre / department; and</p> <p>(b) Possessing Bachelor Degree of a recognized University or equivalent.</p> <p>Note 1: The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly deputationists shall not be eligible for appointment by promotion.</p> <p>Note 2: Period of deputation including period of deputation in any other ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed three (03) years. The maximum age limit for appointment by deputation shall be</p>	<p>1. Group 'C' Departmental Promotion Committee (for considering promotion) in Headquarter Office:-</p> <p>(i) Deputy Director General, NSO, FOD (Hq.) - Chairman</p> <p>(ii) Deputy Director (Administration), NSO, FOD (Hq.) - Member</p> <p>(iii) A Group 'A' Officer from any other Ministry or Department of the Central Government - Member</p> <p>2. Group 'C' Departmental Promotion Committee (for considering promotion) in Regional Offices, in State Capital:-</p> <p>(i) Regional Head in the State Capital Regional Office (not below the rank of Director) - Chairman</p> <p>(ii) Deputy Director in the State Capital Regional Office / Neighbouring State(s) - Member</p> <p>(iii) A Group 'A' Officer from any other Ministry or Department of the Central or State Government - Member</p>	<p>Not Applicable</p>

Draft revised Recruitment Rules (RRs) for the post of **Upper Division Clerk (UDC)** in National Statistical Office (Field Operation Division)

not exceeding Fifty Six (56) years as on the closing date of receipt of applications.		
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Draft revised Recruitment Rules (RRs) for the post of **Lower Division Clerk (LDC)** in National Statistical Office (Field Operation Division)

(1)	(2)	(3)	(4)	(5)
Name of Post	Number of Posts	Classification	Level in the Pay Matrix	Whether Selection Post or Non-selection Post
Lower Division Clerk	184* (2020) *(Subject to variation dependent on workload)	General Central Service, Group 'C', Non-Gazetted, Ministerial	Level – 2 (₹19900 - ₹63200)	Non-Selection

(6)	(7)	(8)	(9)
Age limit for direct recruits	Educational & other qualifications required for direct recruits	Whether age & educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of probation, if any
18 - 27 years (Relaxable for government servants up to the age of 40 years in case of general candidates and up to 45 years in the case of candidates belonging to the scheduled caste and scheduled Tribes in accordance with the instructions or orders issued by the central government from time to time) Note: The crucial date for determining the age limit shall be as advertised by SSC.	(i) 12 th pass from a recognized Board or University, and (ii) A typing speed of 35 word per minute in English or 30 word per minute in Hindi on computer (35 word per minute and 30 word per minute corresponding to 10500 key depression per hour / 9000 key depression per hour on an average of 5 key depressions for each word).	Educational Qualification – Yes, Age - No	Two (02) years for direct recruits

Draft revised Recruitment Rules (RRs) for the post of **Lower Division Clerk (LDC)** in National Statistical Office (Field Operation Division)

(10)	(11)	(12)	(13)
<p>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</p>	<p>In case of recruitment by promotion or deputation/absorption, grades from which promotion or deputation/absorption to be made</p>	<p>If Departmental Promotion Committee exists, what is its composition</p>	<p>Circumstances in which the Union Public Service Commission is to be consulted in making recruitment</p>
<p>(i) 85% by direct recruitment through SSC.</p> <p>(ii) 10% of the vacancies shall be filled from amongst the Group 'C' staff in the Level - 1 (₹18000-₹56900) in the Pay Matrix possessing 12th Class pass or equivalent qualification and have rendered three (03) years regular service in the grade, on the basis of departmental qualifying examination. The maximum age limit for eligibility from departmental examination is 45 years (50 years of age for the SC / ST).</p> <p>Note-1: If more of such employees than the number of vacancies available under Clause (ii) qualified at the examination, such excess number of employees shall be considered for filling the vacancies arising in the subsequent years so that the employees qualifying at an earlier examination are considered before those who qualify at a later examination.</p> <p>(iii) 5% of the vacancies shall be filled on seniority-cum-fitness basis from Group 'C' employees who have three (03) years regular service in the Level - 1 (₹18000-₹56900) in the</p>	<p>As stated in Column 10.</p>	<p>1. Group 'C' Departmental Promotion Committee (for considering promotion and confirmation) in Headquarters Office:-</p> <p>(i) Director (Administration) / Chief Administrative Officer, NSO, FOD (Hq.) – Chairman</p> <p>(ii) Deputy Director (Administration) / Deputy Director, NSO, FOD (Hq.) – Member</p> <p>(iii) A Group - A Officer from any other Ministry or Department of the Central Government – Member</p> <p>2. Group 'C' Departmental Promotion Committee (for considering promotion and confirmation) in Regional Offices:-</p> <p>(i) Deputy Director General (Region) / Director (Region) at State Capital – Chairman</p> <p>(ii) Director / Deputy Director of other</p>	<p>Not Applicable</p>

Draft revised Recruitment Rules (RRs) for the post of **Lower Division Clerk (LDC)** in National Statistical Office (Field Operation Division)

<p>Pay Matrix.</p> <p>Note-2: Promotion being effected State wise vacancies in the cadre of Lower Division Clerk shall be filled by direct recruitment against 85% quota at Headquarters office as well as in States against 10% and 5% quota shall be filled up by departmental examination and by promotion respectively from Group 'C' employees in the Level - 1 (₹18000-₹56900) in the Pay Matrix working in those offices.</p>		<p>Regional Offices in the Neighbouring State(s) - Member</p> <p>(iii) A Group-A Officer from any other Ministry or Department of the Central or State Government – Member</p>	
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Draft revised Recruitment Rules (RRs) for the post of **Multi Tasking Staff (MTS)** in National Statistical Office (Field Operation Division)

(1)	(2)	(3)	(4)	(5)
Name of Post	Number of Posts	Classification	Level in the Pay Matrix	Whether Selection Post or Non-selection Post
Multi-Tasking Staff	261* (2020) *(Subject to variation dependent on workload)	General Central Service, Group 'C', Non-Gazetted, Non-Ministerial	Level – 1 (₹18000 - ₹56900)	Not Applicable

(6)	(7)	(8)	(9)
Age limit for direct recruits	Educational & other qualifications required for direct recruits	Whether age & educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of probation, if any
18 - 27 years (Relaxable for government servants up to the age of 40 years in case of general candidates and up to 45 years in the case of candidates belonging to the scheduled caste and scheduled Tribes in accordance with the instructions or orders issued by the central government from time to time.) Note: The crucial date for determining the age limit shall be as advertised by SSC.	Essential: Matriculation Examination pass from a recognised Board or equivalent. Desirable: Knowledge of operating of photocopying, Duplo, Gestetner and fax machines, etc. including knowledge to operate computer. Candidates who can drive vehicles (if, in possession of valid driving license) will be preferred.	Not Applicable	Two years

Draft revised Recruitment Rules (RRs) for the post of **Multi Tasking Staff (MTS)** in National Statistical Office (Field Operation Division)

(10)	(11)	(12)	(13)
<p>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</p>	<p>In case of recruitment by promotion or deputation/absorption, grades from which promotion or deputation/absorption to be made</p>	<p>If Departmental Promotion Committee exists, what is its composition</p>	<p>Circumstances in which the Union Public Service Commission is to be consulted in making recruitment</p>
<p>By direct recruitment through SSC</p>	<p>Not Applicable</p>	<p>1. Group 'C' Departmental Promotion Committee (for considering confirmation) in Headquarters Office:-</p> <p>(i) Director (Administration) / Chief Administrative Officer, NSO, FOD (Hq.) – Chairman</p> <p>(ii) Deputy Director (Administration), NSO, FOD (Hq.) – Member</p> <p>(iii) A Group 'A' Officer from other Central Government Offices – Member</p> <p>2. Group 'C' Departmental Promotion Committee (for considering confirmation) in Field Offices:-</p> <p>(i) Director (Region) at State Capital – Chairman</p> <p>(ii) Deputy Director of other Regional Offices in the Neighbouring State(s) - Member</p> <p>(iii) An Officer of the rank of Deputy Director to be co-opted from other Central / State Government Department – Member</p>	<p>Not Applicable</p>