

No. A-12018/5/2020-JCM
Government of India
Ministry of Statistics and Programme Implementation

Sardar Patel Bhawan, Sansad Marg
New Delhi, Dated: 16/09/2020

OFFICE MEMORANDUM

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

The undersigned is directed to upload the draft revised RRs for Group 'C' (Secretarial Cadre) post of Stenographer Grade - II 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 by 15.10.2020.

(Sanjay Kumar)
Under secretary to the Government of India
Tel: 011-23747356

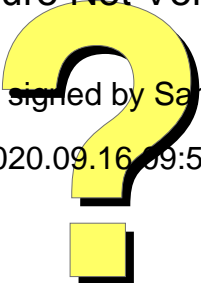
To,

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: 2020.09.16 09:58:12 IST



(1)	(2)	(3)	(4)	(5)
Name of Post	Number of Posts	Classification	Level in the Pay Matrix	Whether Selection Post or Non-selection Post
Stenographer Grade - II	33* (2020) *(Subject to variation dependent on workload)	General Central Service, Group 'C', Non-Gazetted, Ministerial	Level – 4 (₹25500 - ₹81100)	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 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 the Staff Selection Commission.	(i) 12th Class pass or equivalent from a recognized board or University; (ii) Skill Test Norms:- Dictation: 10 Minutes @80wpm. Transcription: 50 Minutes (English) 65 Minutes (Hindi) (only on Computer)	Not Applicable	Two Years

(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 Staff Selection Commission</p> <p>Note: Vacancies caused by the incumbent being away on deputation or long illness or study leave or under other circumstances 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 Column (7).</p>	<p>Not Applicable</p>	<p>(i) Group 'C' Departmental Promotion Committee (for considering confirmation cases in Headquarter):-</p> <ol style="list-style-type: none"> 1. Director (A) / Director / Chief Administrative Officer – Chairman 2. Deputy Director (Administration) / Deputy Director – Member 3. Senior Administrative Officer / Administrative Officer – Member 4. An officer of the rank of Deputy Director from other Central / State Government Offices - Member <p>(ii) Group 'C' Departmental Promotion Committee (for considering confirmation cases in Regional Offices):-</p> <ol style="list-style-type: none"> 1. Deputy Director General (R) / Director (R) – Chairman 2. Director / Deputy Director / Assistant Director of other Regional Office in the State / Neighboring state - Member 3. An officer of the rank of Assistant Director to be co-opted from other Central / State Government / Department - Member 	<p>Not Applicable</p>