

F. No. L-50/8/2023-Lib  
Government of India  
Ministry of Culture  
Library Section  
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Shastri Bhawan, New Delhi  
Dated 25<sup>th</sup> September, 2023

**OFFICE MEMORANDUM**

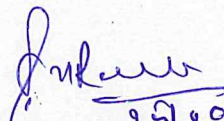
**Subject: Revision in Recruitment Rules (RRs) for the post of Library & Information Officer in Central Secretariat Library under Ministry of Culture- reg.**

The undersigned is directed to refer to subject mentioned above and to say that a proposal for revision in RRs for the post of LIO in CSL is under consideration.

2. In accordance with DoPT's OM No. AB-14017/61/2008-Estt.(RR) dated 13.10.2015, it is required to obtain the comments from various stakeholders before referring such proposal to DoPT, UPSC and Ministry of Law for finalization.

3. Thus, CSL is requested to put the proposed RRs (enclosed at Annexure-A) on its website for 30 days, for inviting and obtaining comments from stakeholders. After the stipulated period, the comments received against the draft RRs may be sent to this Ministry so that the proposed RRs for the said post may be submitted to DoPT, UPSC and Ministry of Law for their consideration and finalization.

4. This issues with the approval of competent authority.

  
25/09/23  
(S. N. Rana)

Under Secretary to Government of India

To,

LIO (Admn), CSL

Copy to:-

NIC Cell, Ministry of Culture, for uploading the proposed RRs on the Ministry's website for 30 days from the issue of this OM.

**Annexure-A**

Column No. of the Schedule	Provisions in the approved/existing rules	Proposed RRs
1 Name of Post	Library and Information Officer	No change
2 No. of Posts	2* (2016)  * Subject to variation dependent on workload	2* (2023)  * Subject to variation dependent on workload
3 Classification	General Central Service, Group 'A' Gazetted, Non-Ministerial	No change. Already in consonance with Model RRs.
4 Scale of Pay	Level-11 (Rs. 67700 - 208700)	No change. Already in consonance with Model RRs.
5 Whether Selection Post or Non-Selection Post	Selection	No change. Already in consonance with Model RRs.
6 Age Limit for Direct Recruitment	Not Applicable	No change, as DR is not a method of recruitment.
7 Educational and Other qualification required for Direct recruitment	Not Applicable	No change, as DR is not a method of recruitment.
8 Whether age and Educational Qualifications prescribed for Direct Recruits will apply in the case of	Not Applicable	Age: No  Educational Qualification: No, but must possess at least Bachelors Degree in Library Science or Library and Information Science

promotees		of a recognized University/Institute
9  Period of probation, if any	2 years for promotees	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 method	By Promotion	By Promotion failing which by deputation (including Short Term Contract).
11  In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	<p>Promotion:</p> <p>Assistant Library and Information Officer (General) or Assistant Library and Information Officer (Language) in Level-7 in the pay matrix with 7 years' regular service in the grade and have successfully completed training of two- four weeks in the field of Library and Library Science.</p> <p>Note 1: The seniority list for promotion shall be prepared with reference to the date of completion by the officers of the prescribed qualifying service in the respective grade or post for appointment by promotion.</p> <p>Note 2: Where juniors who have completed their qualifying or eligibility service are being</p>	<p>Promotion:</p> <p>Assistant Library and Information Officer (General) or Assistant Library and Information Officer (Language) in Level-7 in the pay matrix with 9 years' regular service in the grade possessing qualification as in Column 8 and have successfully completed training of two- four weeks in the field of Library and Library Science.</p> <p>Deputation / Including Short Term Contract:</p> <p>Officers under the Central Government / State Government/</p>

	<p>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 along with their juniors who have already completed such qualifying or eligibility service .</p> <p>Note 3: For the purpose of computing minimum qualifying Service for promotion, the service rendered on a regular basis by an officer prior to 1<sup>st</sup> January, 2016, i.e, the date from which the revised pay structure based on Seventh Central Pay Commission recommendations have been extended, shall be deemed to be service rendered in the corresponding Level in the pay matrix extended based on the recommendations of the said pay Commission.</p>	<p>Union Territories —</p> <p>(a) (i) Holding analogous posts on a regular basis; or</p> <p>(ii) With 9 years' regular service in posts in the Level-7 in the pay matrix or equivalent; and</p> <p>(b) Possessing the educational qualifications and experience as under:</p> <p>Essential:</p> <p>(i) Master's Degree in Library Science or Library and Information Science of a recognized University / Institute;</p> <p>(ii) Five years' professional experience in a Library under Central/State Government / Autonomous or Statutory organization/ PSU/ University or Recognized Research or Educational Institution.</p> <p>Desirable:</p> <p>(i) One year experience of computerizing Library activities in a Library under Central/State Government / Autonomous or Statutory organization/ PSU/</p>
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		<p>University or recognized Research or educational Institution.</p> <p>(ii) One year Professional experience in the specific areas of activities of the Department / Ministry viz technical or scientific, if any, to be specified at the time of framing RRs.</p> <p>(iii) Diploma in Computer Application from a recognized University or Institute.</p> <p>Note:</p> <p>1. The seniority list for promotion shall be prepared with reference to the date of completion by the officers of the prescribed qualifying service in the respective grade or post for appointment by promotion.</p> <p>2. 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</p>
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		<p>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 along with their juniors who have already completed such qualifying or eligibility service .</p> <p>3. For the purpose of computing minimum qualifying Service for promotion, the service rendered on a regular basis by an officer prior to 1<sup>st</sup> January, 2016, i.e, the date from which the revised pay structure based on Seventh Central Pay Commission's recommendations have been extended, shall be deemed to be service rendered in the corresponding Level in the pay matrix extended based on the recommendations of the said pay Commission.</p> <p>4. 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 deputationist shall not be</p>
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		<p>eligible for consideration for appointment by promotion.</p> <p>5. 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 four years.</p> <p>6. The maximum age limit for appointment by deputation (including Short Term Contract) /absorption shall be 'Not exceeding 56 years' as on the closing date of receipt of applications.</p> <p>7. The provision for absorption will be applicable in the case of Central/ State Government and Union Territory Government officials only.</p>
12  If a Departmental Promotion/Selection Committee exist what is its composition.	<p>Group A Departmental Promotion Committee (for considering promotion) consisting of:-</p> <p>1. Chairman or Member, UPSC - Chairman</p> <p>2. Joint Secretary, in charge of the Division looking after Central</p>	No Change

	Secretariat Library, Ministry of Culture - Member  3. Director, Central Secretariat Library - Member	
13  Circumstance in which the Union Public Service Commission is to be consulted in making recruitment.	Consultation with UPSC is necessary for filling up of the post.	No Change