

F. No. L-50/1/2024-LIB.  
Government of India  
Ministry of Culture  
Library Section

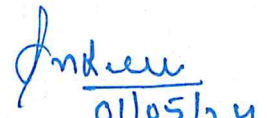
Shastri Bhawan, New Delhi  
Dated 1<sup>st</sup> May, 2024

**OFFICE MEMORANDUM**

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

The undersigned is directed to say that as per DoPT's OM No. AB-14017/61/2008-Estt.(RR) dated 13.10.2015, the proposal for framing /amendment of Recruitment Rules are to be uploaded on the website of respective Ministries / Departments for 30 days for inviting comments from the stakeholders.

2. Therefore, the draft Recruitment Rules to the post of **Library and Information Assistant (LIA) in Central Secretariat Library, New Delhi** are uploaded on the Ministry of Culture's website for information of stakeholders. All stakeholders are requested to go through the draft Recruitment Rules and furnish their comments, if any, to the undersigned within a period of one month from date of its uploading in the website. In case, no comments are received within the stipulated period, this Ministry will proceed further for taking necessary action for amendment of aforementioned draft Recruitment Rules.

  
01/05/24  
(S. N. Rana)

Under Secretary to Government of India  
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To

All stakeholders concerned

Copy to:-

1. NIC Cell, Ministry of Culture, for uploading the same on the Ministry's website for 30 days.
2. LIO (Admn), CSL, with the request to upload a copy of the draft RRs on the CSL's website for 30 days.

**Proposed Amendments in the Recruitment Rules for the post of**

**LIBRARY AND INFORMATION ASSISTANT**

**in Central Secretariat Library, New Delhi**

<b>Column No. and Title</b>	<b>Proposed Provision</b>
1. Name of the post	Library and Information Assistant
2. Number of posts	11*(2024)  * Subject to variation depending on workload.
3. Classification	General Central Service (Group 'B' non-gazetted, non-ministerial)
4. Level in the pay matrix	Level-6 (Rs. 35400-112400)
5. Whether selection post or non-selection post	Not applicable
6. Age-limit for direct recruits	Not exceeding 30 years.  (Relaxable for Government servant upto five years in accordance with the instructions or orders issued by the Central Government from time to time).  <b>Note:</b> The crucial date for determining the age-limit shall be the closing date for the receipt of applications and not the closing date specifically 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 Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands or Lakshadweep.

<p>7. Educational and other qualifications required for direct recruits</p>	<p><b>Essential:</b>  (i) Bachelors Degree in Library Science or Library and Information Science from a recognized University or Institute;  (ii) Two years' professional experience in a Library under Central Government or State Government or Autonomous or Statutory organization or Public Sector Undertaking or University or Recognized Research or Educational Institution.</p> <p><b>Desirable:</b>  Diploma in Computer Application from a recognized University or Institute.</p> <p>Note 1: Qualifications are relaxable at the discretion of the competent authority, for reasons to be recorded in writing, in case of candidates otherwise well qualified.</p> <p>Note 2: The qualifications regarding experience is relaxable at the discretion of the competent authority, for reasons to be recorded in writing, in the case of candidates belonging to the Scheduled Castes or the Scheduled Tribes, if 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.</p>
<p>8. Whether age and educational qualification prescribed for direct recruit will apply in the case of promotees</p>	<p>Not Applicable.</p>
<p>9. Period of probation, if any</p>	<p>Two years for direct recruits.</p>
<p>10. Method of recruitment: whether by direct recruitment or by deputation or absorption and percentage of the vacancies to be filled by various methods</p>	<p>100% by Direct Recruitment failing which by Deputation.</p>

<p>11. In case of recruitment or deputation or absorption, grades from which promotion or deputation or absorption to be made</p>	<p><b>Deputation:</b> Officers under the Central Government/State Government/Union Territories/PSUs/Autonomous Organizations-</p> <p>(a) (i) Holding analogous posts on a regular basis; or (ii) With six years of regular service in the post in Level-5 or equivalent.</p> <p>(b) Possessing the educational qualifications and experience prescribed for direct recruits under column 7.</p> <p>Note:</p> <p>1. 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.</p> <p>2. 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>12. If a Departmental Promotion Committee exists, what is its composition</p>	<p><b>Group 'B' Departmental Confirmation Committee (for considering confirmation) consisting of :-</b></p> <p>1) Joint Secretary(Library) – Chairperson 2) Director, Central Secretariat Library – Member 3) Under Secretary (Library) – Member</p> <p><b>Group 'B' Departmental Selection Committee (for considering deputation) consisting of :-</b></p> <p>1) Joint Secretary (Library) – Chairperson 2) Director, Central Secretariat Library – Member 3) Under Secretary (Library) – Member</p>
<p>13. Circumstances in which Union Public Service Commission is to be consulted in making recruitment</p>	<p>No change.</p>