

1

SCHEDULE

ANNEXURE -I

Name of post	Number of post.	Classification.	LEVEL in the PAY MATRIX	Whether Selection or non-selection post.	Age limit for direct recruits.	Educational and other qualification required for direct recruits.
1	2	3	4	5	6	7
Administrative Officer	01*(2018) *Subject to variation on dependent workload.	General Central Service Group 'B' Gazetted, Ministerial.	Level-8 of Pay Matrix.	Selection.	Not applicable.	Not applicable.

Whether age and 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 posts to be filled by various method.	In case of recruitment by promotion/deputation/absorption, grades, from which promotion/deputation/absorption to be made.	If a Departmental Promotion Committee exists, what is its Composition.	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
8	9	10	11	12	13
Not applicable	Not applicable.	Promotion failing which by deputation (including short term contract).	<p><u>PROMOTION :</u> Departmental Office Superintendent and Assistants in Level-6 of Pay Matrix with six years' regular service in the grade.</p> <p>Note 1: The eligibility 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 / post.</p> <p><u>Note 2:</u> Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior shall also be considered provided they are not short of the requisite</p>	Group B Departmental Promotion Committee (for confirmation): (i) Director / Deputy Secretary (Museum), Ministry of Culture-Chairman (ii) Director (Collection & Administration), National Museum-Member iii) Under Secretary (M-I), Ministry of Culture-Member	Consultation with Union Public Service Commission not necessary.

qualifying or eligibility service by more than half of such qualifying or eligibility service or 2 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.

Note 3. For the purpose of computing minimum qualifying service for promotion, the service rendered on regular basis by an officer prior to 1.1.2016 the date from which the revised pay structure based on the 7th CPC recommendations has been extended, shall be deemed to be the service rendered in the corresponding Level in the Pay Matrix based on the recommendations of the said Pay Commission.

DEPUTATION(INCLUDING SHORT TERM CONTRACT):

(a)Officers under the Central

Government:

(i) holding analogous posts on regular basis in the parent cadre/department; or

(ii) with 2 years' regular service in the grade rendered after appointment thereto on regular basis in posts in Level-7 of Pay Matrix or equivalent in the parent cadre/department; or

(iii) with 6 years' regular service in the grade rendered after appointment thereto on regular basis in posts in Level-6 of Pay Matrix or equivalent in the parent cadre/department; and

(b) Possessing the following qualifications:-

(i) Degree of a recognized University/Institute

(ii) Two years experience in Accounts, Administration, and Establishment work in a Government Office.

Note-I The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for

			<p>consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>[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. The Maximum age limit for appointment by deputation shall be not exceeding 56 years as on the last date of receipt of applications].</p> <p>Note 2. For the purpose of appointment on deputation basis, the service rendered on regular basis by an officer prior to 1.1.2016 the date from which the revised pay structure based on the 7th CPC recommendations has been extended, shall be deemed to be the service rendered in the corresponding Level in</p>		
--	--	--	---	--	--

			<p>the Pay Matrix based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one Grade with a common Level in the Pay Matrix, and where this benefit will extend only for the Post (s) for which that Grade or Pay Scale is the normal replacement Grade without any upgradation.</p>		
--	--	--	---	--	--

ANNEXURE-III

Form to be filled by the Ministry/Department while forwarding proposals to the Department of Personnel and Training and the Union Public Service Commission for amendment of approved Recruitment Rules.

1. (a) Name of the Post:	Administrative Officer
(b) Name of the Ministry/Deptt:	Ministry of Culture, National Museum
2. Reference No. in which Commission's advice on recruitment rules was conveyed.	-
3. Date of Notification of the original rules and subsequent amendments (copy of the original rules & subsequent amendments should be enclosed, duly flagged and referenced).	G.S.R. 323 dt. 20.2.1986 notified on 3.5.1986.

Col. No.	Provision in the approved rules	Revised provision proposed	Reason for the revision proposed.
1.Name of Post	Administrative Officer	Administrative Officer	No change.
2. No. of Post	*1 (1985) *Subject to variation dependent on work load.	*1 (2018) *Subject to variation dependent on work load.	Amendment proposed in 2018.
3.Classification	General Central Service Group B, Gazetted, (Ministerial)	General Central Service Group B, Gazetted, (Ministerial)	No change.
4.Revised Pay Band + Grade Pay/ Scale of Pay	Rs. 840-40-1000-EB-40-1200	Level-8 of Pay Matrix.	After revision of Pay Scales on the implementation of 7 th Pay Commission.
5.Whether Selection Post or non selection Post.	Not applicable	Selection.	The post is proposed to be filled by promotion from feeder grade.
6.Age limit for direct recruits	Not applicable	Not applicable	No change.
7.Educational and other qualifications required for direct recruits.	Not applicable	Not applicable	No change.
8.Whether age and educational qualifications prescribed for	Not applicable	Not applicable	No change.

direct recruits will apply in the case of promotees.			
9.Period of probation, if any.	Two years.	Not applicable	Due to addition of clause in method of recruitment "failing which by promotion / transfer on deputation. So no need of probation.
10.Method of rectt. Whether by direct rectt. or by promotion or by deputation /transfer & percentage of the vacancies to be filled by various methods	By promotion / transfer on deputation	Promotion failing which by deputation(including short term contract)	Two posts of office superintendent & three posts of Assistant in the feeder cadre.
11.In case of rectt. By promotion /deputation/ transfer. Grades from which promotion deputation transfer to be made	<p>Promotion / transfer on deputation.</p> <p>(1) Officers under Central Government.</p> <p>(a) (i) holding analogous post or</p> <p>(ii) with 3 years service in the posts in the scale of Rs. 650-1200 or equivalent; or</p> <p>(iii) with 8 years service in posts in the scale of Rs. 425-700 or equivalent and</p> <p>(b) possessing experience in Administration, establishment and accounts matter.</p> <p>(2) The Departmental Jr. Administrative Officer with 3 years regular service in the grade will also be</p>	<p><u>PROMOTION :</u></p> <p>Departmental Office Superintendent and Assistants in Level-6 of Pay Matrix with six years' regular service in the grade.</p> <p>Note 1: The eligibility 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 / post.</p> <p><u>Note 2:</u></p> <p>Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior shall 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 2 years,</p>	The departmental Office Superintendent and Assistants in Level-6 of Pay Matrix with six years' regular service in the grade are proposed keeping in view the base for promotion is strong as per DoPT guidelines.

considered and in case he is selected for appointment to the post, the same shall be deemed to have been filled by promotion.

(The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation similarly deputationists shall not be eligible for consideration for appointment by promotion. Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same organization / department shall ordinarily not exceed 3 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.

Note 3. For the purpose of computing minimum qualifying service for promotion, the service rendered on regular basis by an officer prior to 1.1.2016 the date from which the revised pay structure based on the 7th CPC recommendations has been extended, shall be deemed to be the service rendered in the corresponding Level in the Pay Matrix based on the recommendations of the said Pay Commission.

DEPUTATION(INCLUDING SHORT TERM CONTRACT):

(a)Officers under the Central Government:

(i)holding analogous posts on regular basis in the parent cadre/department; or

(ii) with 2 years' regular service in the grade rendered after appointment thereto on regular basis in posts in Level-7 of Pay Matrix or equivalent in the parent cadre/department; or

(iii) with 6 years' regular service in the grade rendered after appointment thereto on regular basis in posts in Level-6 of Pay Matrix or equivalent in the parent cadre/department; and

(b) Possessing the following

qualifications:-

(i) Degree of a recognized University/Institute

(ii) Two years experience in Accounts, Administration, and Establishment work in a Government Office.

Note-I 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, the deputationists shall not be eligible for consideration for appointment by promotion.

[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. The Maximum age limit for appointment by deputation shall be not exceeding 56 years as on the last date of receipt of applications].

Note 2. For the purpose of appointment on deputation basis, the service rendered on regular basis by an officer prior to 1.1.2016 the date from which the revised pay structure based on the 7th CPC recommendations has been extended, shall be deemed to be the service rendered in the corresponding Level in the Pay Matrix based on the recommendations of the Pay

		Commission except where there has been merger of more than one pre-revised scale of pay into one Grade with a common Level in the Pay Matrix, and where this benefit will extend only for the Post (s) for which that Grade or Pay Scale is the normal replacement Grade without any upgradation.	
12.If a Departmental Promotion Committee exists, what is its Composition	<p>Group B Departmental Promotion Committee</p> <p>1) Joint Secretary / DG/ ADG, Joint Educational Adviser – Chairman.</p> <p>2) Dy. Secretary / Dy. Educational Advisor – Member</p> <p>3) Director, National Museum – Member</p>	<p>Group B Departmental Promotion Committee (for confirmation) consisting of :</p> <p>(i) Director / Dy. Secretary (Museum), Ministry of Culture- Chairman</p> <p>(ii) Director (Collection & Administration), National Museum - Member</p> <p>(iii) Under Secretary (M-I), Ministry of Culture -Member</p>	Due to change in the Departmental Promotion Committee.
13.Circumstances in which Union Public Commission is to be consulted in making recruitment.	Consultation with UPSC not necessary while selecting an officer for appointment to the post.	Consultation with UPSC not necessary while selecting an officer for appointment to the post.	No change.

Name, addresses and telephone numbers of the Ministry's Representatives with whom these proposals may be discussed, if necessary Section, for clarification/early decision.

S.K. Singh
Under Secretary
Ministry of Culture, M-1

Shastri Bhawan,
New Delhi
Off. Ph. No. 23380136

Signature of the Officer
Sending the proposals
Telephone No.

Date: 2018
Place: New Delhi

2

SCHEDULE

ANNEXURE -I

Name of post	Number of post.	Classification.	LEVEL in the PAY MATRIX	Whether Selection or non-selection post.	Age limit for direct recruits.	Educational and other qualification required for direct recruits.
1	2	3	4	5	6	7
Accounts Officer	01*(2018) *Subject to variation on dependent workload.	General Central Service Group 'B' Gazetted, Non- Ministerial.	Level-7 of Pay Matrix.	Not applicable.	Not applicable.	Not applicable.

Whether age and 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 posts to be filled by various method.	In case of recruitment by promotion/deputation/absorption, grades, from which promotion/deputation/absorption to be made.	If a Departmental Promotion Committee exists, what is its Composition.	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
8	9	10	11	12	13
Not applicable	Not applicable.	Deputation(including short term contract) failing which by Direct Recruitment.	<p><u>DEPUTATION(INCLUDING SHORT TERM CONTRACT):</u> <u>Deputation</u> (a)Officers under the Central Government:-</p> <p>(i)holding analogous posts on regular basis in the parent cadre/department; or (ii)with 5 years regular service in the grade rendered after appointment thereto on regular basis in posts in Level-6 of Pay Matrix or equivalent in the parent cadre/department); and (b) Possessing any one of the following qualifications:- (i) A pass in the SAS or equivalent examination conducted by any one of the Organized Accounts</p>	<p>Group 'B' Departmental Promotion Committee (for considering promotion):</p> <p>(i)Director General, National Museum-Chairman (ii)Director/Deputy Secretary, Ministry of Culture -Member (iii)Director (Collection and Administration), National Museum -Member</p>	Consultation with Union Public Service Commission not necessary.

			<p>Departments of the Central Government;</p> <p>(ii) Successful completion of training in the Cash and Accounts Work in the ISTM or equivalent training course and a minimum of 3 years experience in Cash, Accounts and Budget work.</p> <p>Note-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 nor exceed three years. The Maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the last date of receipt of applications.</p> <p>Note-2 For the purpose of appointment on deputation basis, the service rendered on regular basis by an officer prior to 1.1.2016 the date from which the revised pay structure</p>		
--	--	--	---	--	--

			<p>based on the 7th CPC recommendations has been extended, shall be deemed to be the service rendered in the corresponding Level in the Pay Matrix based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one Grade with a common Level in the Pay Matrix, and where this benefit will extend only for the Post (s) for which that Grade or Pay Scale is the normal replacement Grade without any upgradation.</p>		
--	--	--	---	--	--

ANNEXURE-II

Form to be filled by the Ministry / Department while forwarding proposals to the Department of Personnel and Training and the Union Public Service Commission for framing Recruitment Rules for Posts.

1. (a)	Name of Posts	Accounts Officer
(b)	Name of the Ministry / Department	Ministry of Culture
(c)	Number of Posts	*1 (one) 2018 *(subject to variation dependent on workload)
(d)	Scale of Pay	Levl-8 of Pay Matrix.
(e)	Class and service to which the posts belong. [of MHA Notification No. 20/16/60-Estt. (A) dated 13.3.1962]	General Central Service Group 'B', Gazetted, Non-Ministerial.
(f)	Ministerial or non-ministerial of F.R.-9 (17).	Ministerial
2.	Appointing Authority	National Museum, Ministry of Culture
3.	Duties of the post in detail	To serve as DDO and to look after the works of Accounts, Audit, Budget, Cash matters of National Museum.
4.	Describe briefly the method(s) adopted for filling the posts hitherto.	The post is newly created for the first time as recommended by SIU in lieu of Jr. Administrative Officer.
5.	Methods of recruitment proposed.	Deputation (including short term contract) failing which by Direct Recruitment.
6.	If promotion is proposed as a method of recruitment	No.
(a)	Designation and number of the posts proposed to be included in the field of promotion	Not applicable.
(b)	Number of years of qualifying services proposed to be fixed before persons in the field become eligible for promotion (of M.H.A. OM No.1/5/58-RPS dated 26.2.58)	Not applicable.
(c)	Percentage of vacancies in the grade proposed to be filled by promotion.	Not applicable.
(d)	Have recruitment rules been framed for the post proposed in the field of promotion? If framed in consultation with the Commission, please quote Commission's reference No. if consultation with the Commission was not required please attach a copy of rules framed. A copy of the rules should be sent to DP&T	Not applicable.

	alongwith the proposal.	
(e)	If recruitment rules were not framed for the posts in the field of promotion.	Not applicable.
(f)	Please indicate briefly the method of recruitment actually adopted for filling the posts. Please also state the percentage or vacancies filled by each of the methods.	Not applicable.
(ii)	Please state briefly the educational qualifications possessed by the persons in the field of promotion.	Not applicable
(iii)	In case the feeder posts are filled by promotion, the recruitment rules for the still lower posts (including the lowest post to which direct recruitment is one of the methods of recruitment) may be furnished.	Not applicable.
(g) (i)	Is the promotion to be made on Selection or non-Selection basis?	Not applicable.
(ii)	Reason for the proposal in (i) above.	Not applicable.
(h)	If a D.P.C. exists, what is its composition.	Group 'B' Departmental Promotion Committee (for considering promotion): (i) Director General, National Museum- Chairman (ii) Director/Deputy Secretary, Ministry of Culture -Member (iii) Director (Collection and Administration), National Museum -Member
(i)	Indicate if the feeder posts are having promotion channels other than the one under consideration.	Not applicable.
7.	If promotion is not proposed as a method, please state why it is not considered desirable / possible / necessary.	-----Not applicable.
8.	If direct recruitment is proposed as a method of recruitment (of MHA O.M. No.2/45/55-RPS dated 8.10.55) please state.	No.
(a)	The percentage of vacancies proposed to be filled by direct recruits?	Not applicable.
(b)	Indicate if there are any promotional avenues for the direct recruits?	Not applicable.
(c) (i)	Age for direct recruits (of MHA OM	Not applicable.

	No.2/25-60/Estt(D) 19.8.1960]	dated	<p>(i)holding analogous posts on regular basis in the parent cadre/department; or</p> <p>(ii)with 5 years regular service in the grade rendered after appointment thereto on regular basis in posts in Level-6 of Pay Matrix or equivalent in the parent cadre/department); and</p> <p>(b) Possessing any one of the following qualifications:-</p> <p>(i) A pass in the SAS or equivalent examination conducted by any one of the Organized Accounts Departments of the Central Government;</p> <p>(ii) Successful completion of training in the Cash/financial and Accounts Work in the ISTM or equivalent training course and a minimum of 3 years experience in Cash, Accounts and Budget work and Financial matters..</p> <p>Note-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 nor exceed three years. The Maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the last date of receipt of applications.</p> <p>Note-2 For the purpose of appointment on deputation basis, the service rendered on regular basis by an officer prior to 1.1.2016 the date from which the revised pay structure based on the 7th CPC recommendations has been extended, shall be deemed to be the service rendered in the corresponding Level in the Pay Matrix based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one Grade with a common Level in the Pay Matrix, and where this benefit will extend only for the Post (s) for which that Grade or Pay Scale is the normal replacement Grade without any upgradation.</p>
12.(a)	If any of the methods proposed fails, by what methods are such vacancies proposed to be filled.		Not applicable.
(b)	Whether the recruitment rules relate		As per the

	No.2/41/59-RPS dated 3.12.1959).	
(ii)	Is are relaxable for government servants?	Not applicable.
(d)	Educational and other qualification required for direct recruits.(it may please be noted that the essential qualifications prescribed are relaxable at commission's discretion in case of candidates otherwise well qualified.	Not applicable.
(e)	Essential/Desirable Whether essential qualifications to be prescribed are in accordance with any Act (s)? if so please quote the relevant Act (s) under which it is necessary and also supply relevant extracts from the Act(s)	Not applicable.
(f)	Has the post been advertised by the Commission in the past? If so, please quote Commission's reference No.	No.
9.	If direct recruitment is not proposed as a method, please state why it is not considered desirable/ possible / necessary	Since it is a single post preference is being given for promotion to the feeder post.
10. (i)	If promotion and direct recruitment are both proposed as methods of recruitment, will the educational qualifications proposed for direct recruits apply in case of promotions?	Not proposed.
(ii)	If not, to what extent are the educational qualifications proposed to be relaxed in case of promotions?	Not applicable.
11.(a)	Is deputation/Transfer proposed as a method of recruitment? If so, please state the reasons for the proposal. Please state clearly whether deputation on transfer or both are proposed.	Only deputation is proposed and that to in case of exigency.
(b)	The percentage of vacancies proposed to be filled by this method.	100%
(c)	The period of which deputation will be limited.	3 years.
(d)	The names of the posts or grades or services etc. from which deputation / transfer is proposed. [of MHA OM	Deputation (a)Officers under the Central Government:-

	to a post which has been upgraded from Group 'C' to Group 'B' or Group 'B' to Group 'A' or within the same group? If so, whether the necessary provision for initial constitution has been proposed.	recommendation of the Staff Inspection Unit of the Ministry of Finance, this post is being upgraded after abolishing the post of Junior Admn. Officer in the pay scale of Rs.44900-142400/-
(c)	Whether the recruitment rules relate to a post which is proposed to be down graded? If so, whether necessary safeguards have been suggested in respect of the existing incumbents of the post?	Not applicable.
13.(a)	Special circumstances, if any, other than those covered by the rules, in which the Commission may be required to be consulted.	Not applicable.
(b)	Whether the Deptt. of Personnel and Training have concurred in the proposal?	Proposal being sent to DOPT for approval.
(c)	Whether the Deptt. of pension and Public Grievances have concurred in for the grant of benefit of added years of service under the Pension Rules.	Not applicable.
14.	If these proposals are being sent in response to any reference from the commission please quote Commission reference No.	Not applicable.
15.	Name, address and telephone numbers of the Ministry's Representatives with whom these proposals may be discussed if necessary, for clarification / early decision	S.K. Singh Under Secretary Ministry of Culture, Shastri Bhawan, New Delhi Tel. 23380136.

Signature of the Officer sending
The proposals _____
Telephone No. _____

Date:

Place: New Delhi

3

SCHEDULE

ANNEXURE -I

Name of post	Number of post.	Classification.	LEVEL in the PAY MATRIX	Whether Selection or non-selection post.	Age limit for direct recruits.	Educational and other qualification required for direct recruits.
1	2	3	4	5	6	7
Office Superintendent	02*(2018) *Subject variation dependent workload.	to General Central Service Group 'B' Non-Gazetted, Ministerial. on	Level-6 of Pay Matrix.	Selection.	Not applicable.	Not applicable.

Whether age and 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 posts to be filled by various method.	In case of recruitment by promotion/deputation/absorption, grades, from which promotion/deputation/absorption to be made.	If a Departmental Promotion Committee exists, what is its Composition.	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
8	9	10	11	12	13
Not applicable	Two years for promotees.	By promotion failing which by deputation(including short term contract).	<p><u>PROMOTION :</u> Assistant in Level-6 of Pay Matrix with three years regular service in the respective grade and have successfully completed training of 2-4 weeks' duration in administration or finance course of institute of secretariat training and management (ISTM).</p> <p><u>Note 1:</u> Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of</p>	<p>Group B Departmental Promotion Committee:</p> <p>(i) Director / Deputy Secretary (Museum), Ministry of Culture-Chairman</p> <p>(ii) Director (Collection & Administration), National Museum-Member</p> <p>iii) Under Secretary (M-I), Ministry of Culture-Member</p>	Consultation with Union Public Service Commission not necessary.

			<p>such qualifying or eligibility service or 2 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>Deputation(including short term contract): Officers under the Central Govt. or State Govts. or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Govt. or Statutory or autonomous organizations:</p> <p>(h) (i) holding analogous posts on a regular basis in the parent cadre or Department; or (ii) six years regular service in posts in Level-5 of Pay Matrix or equivalent in the parent cadre or Department; Or (iii) with 10 years regular service in the post in Level-4 of Pay Matrix or equivalent</p>		
--	--	--	---	--	--

			<p>in the parent cadre or Department; and</p> <p>(b)possessing the following educational qualification and experience:-</p> <p>(i)Bachelor's degree from recognized university or institution; and</p> <p>(ii)Two years' experience in establishment and financial matters accounts works in the Central Government or State Govts. or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Govt. or Statutory or autonomous organizations</p> <p>[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 nor exceed three years. The Maximum age</p>		
--	--	--	--	--	--

			<p>limit for appointment by deputation shall be not exceeding 56 years as on the last date of receipt of applications].</p> <p>Note-2.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 eligible for consideration for appointment by promotion.</p> <p>Note 3. For the purpose of appointment on deputation basis, the service rendered on regular basis by an officer prior to 1.1.2016 the date from which the revised pay structure based on the 7th CPC recommendations has been extended, shall be deemed to be the service rendered in the corresponding Level in the Pay Matrix based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one Grade with a common Level in the Pay Matrix, and</p>	
--	--	--	---	--

			where this benefit will extend only for the Post (s) for which that Grade or Pay Scale is the normal replacement Grade without any upgradation.		
--	--	--	---	--	--

ANNEXURE-III

Form to be filled by the Ministry/Department while forwarding proposals to the Department of Personnel and Training and the Union Public Service Commission for amendment of approved Recruitment Rules.

1. (a) Name of the Post:	Office Superintendent.
(b) Name of the Ministry/Deptt:	Ministry of Culture, National Museum
2. Reference No. in which Commission's advice on recruitment rules was conveyed.	-
3. Date of Notification of the original rules and subsequent amendments (copy of the original rules & subsequent amendments should be enclosed, duly flagged and referenced).	4.01.1964. G.S.R No. 26 dt. 24.12.1963 notified on 4.1.1964.

Col. No.	Provision in the approved rules	Revised provision proposed	Reason for the revision proposed.
1.Name of Post	Office Superintendent.	Office Superintendent.	No change.
2. No. of Post	1	*2 (2018) *Subject to variation dependent on work load.	01 post of Office Superintendant was created in 1987.(copy enclosed).Amendment proposed in 2018.
3.Classification	General Central Service Class II (Non-gazetted)(Non-Ministerial).	General Central Service Group B, Non-Gazetted, Ministerial.	After implementation of the 6 th CPC posts having grade pay Rs. 4200/- have been declared as group 'B'.
4.Revised Pay Band + Grade Pay/ Scale of Pay	Rs. 9300-34800+4200 Grade Pay.[6 th CPC] Rs. 450-25-575.	Level-6 of Pay Matrix.	After revision of Pay Scales on the implementation of 7 th Pay Commission.
5.Whether Selection Post or non selection Post.	Selection.	Selection.	No change.
6.Age limit for direct recruits	Not applicable	Not applicable	No change.
7.Educational and other qualifications required for	Not applicable	Not applicable	No change.

direct recruits.			
8. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.	Not applicable	Not applicable	No change.
9. Period of probation, if any.	Two years.	Two years for promotes.	No change.
10. Method of rectt. Whether by direct rectt. or by promotion or by deputation /transfer & percentage of the vacancies to be filled by various methods	By promotion failing which by transfer on deputation.	By promotion failing which by deputation (including short term contract).	No change.
11. In case of rectt. By promotion /deputation/ transfer. Grades from which promotion deputation transfer to be made	<p>Promotion:</p> <p>Head Clerk I(Rs.210-380) with 3 years' service in the grade.</p>	<p><u>PROMOTION :</u></p> <p>Assistant in Level-6 of Pay Matrix with three years regular service in the respective grade and have successfully completed training of 2-4 weeks' duration in administration or finance course of institute of secretariat training and management (ISTM).</p> <p><u>Note 1:</u></p> <p>Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or</p>	As per DoPT guidelines.

		<p>Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Govt. or Statutory or autonomous organizations</p>	
--	--	---	--

[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. The Maximum age limit for appointment by deputation shall be not exceeding 56 years as on the last date of receipt of applications].

Note-2.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 eligible for consideration for appointment by promotion.

Note 3. For the purpose of appointment on deputation basis, the service rendered on regular basis by an officer prior to 1.1.2016 the date from which the revised pay structure based on the 7th CPC recommendations has been extended, shall be deemed to be the service rendered in the corresponding Level in the Pay Matrix based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one Grade with a

eligibility service or 2 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.

Deputation(including short term contract):

Officers under the Central Govt. or State Govts. or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Govt. or Statutory or autonomous organizations:

(c) (i) holding analogous posts on a regular basis in the parent cadre or Department;

or

(ii) six years regular service in posts in Level-5 of Pay Matrix or equivalent in the parent cadre or Department;

Or

(iii) with 10 years regular service in the post in Level-4 of Pay Matrix or equivalent in the parent cadre or Department; and

(b)possessing the following educational qualification and experience:-

(i)Bachelor's degree from recognized university or institution; and

(ii)Two years' experience in establishment and Financial matters and accounts works in the Central Government or State Govts. or Union

		common Level in the Pay Matrix, and where this benefit will extend only for the Post (s) for which that Grade or Pay Scale is the normal replacement Grade without any upgradation.	
12.If a Departmental Promotion Committee exists, what is its Composition	Class II Departmental Promotion Committee.	Group B Departmental Promotion Committee consisting of : (i)Director / Dy. Secretary (Muscum), Ministry of Culture-Chairman (ii)Director (Collection &Administration), National Museum - Member (iii) Under Secretary (M-1), Ministry of Culture -Member	Due to change in the Departmental Promotion Committee.
13.Circumstances in which Union Public Commission is to be consulted in making recruitment.	As required under the rules.	Not applicable.	No change.

Name, addresses and telephone numbers of the Ministry's Representatives with whom these proposals may be discussed, if necessary Section, for clarification/early decision.

S.K. Singh
Under Secretary
Ministry of Culture, M-1

Shastri Bhawan,
New Delhi
Off. Ph. No. 23380136

Signature of the Officer
Sending the proposals
Telephone No.

Date: 2018
Place: New Delhi

4

SCHEDULE

ANNEXURE -I

Name of post	Number of post.	Classification.	LEVEL in the PAY MATRIX	Whether Selection or non-selection post.	Age limit for direct recruits.	Educational and other qualification required for direct recruits.
1	2	3	4	5	6	7
Assistant	03*(2018) *Subject to variation on dependent workload.	General Central Service Group 'B' Ministerial, Non-Gazetted,	Level-6 of Pay Matrix.	Non- Selection.	Not applicable.	Not applicable.

Whether age and 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 posts to be filled by various method.	In case of recruitment by promotion/deputation/absorption, grades, from which promotion/deputation/absorption to be made.	If a Departmental Promotion Committee exists, what is its Composition.	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
8	9	10	11	12	13
Not applicable	Not applicable.	Promotion failing which by deputation.	<p><u>PROMOTION :</u></p> <p>Cashier, Upper Division Clerk and Store Keeper in Level-4 in the pay matrix with ten years regular service in their respective grade and have successfully completed training of 2-4 weeks' duration in administration or finance course of institute of secretariat training and management(ISTM)..</p> <p>For the purpose of promotion a combined inter-seniority list shall be prepared.</p> <p><u>Note 1:</u> Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior shall also be</p>	<p>Group B Departmental Promotion Committee (for confirmation):</p> <p>(i) Director / Deputy Secretary (Museum), Ministry of Culture-Chairman</p> <p>(ii) Director (Collection & Administration), National Museum-Member</p> <p>iii) Under Secretary (M-I), Ministry of Culture-Member</p>	Consultation with Union Public Service Commission not necessary.

			<p>considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or 2 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>		
--	--	--	--	--	--

Deputation(including short term contract):

Officers under the Central Govt. or State Govts. or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Govt. or Statutory or autonomous organizations:

(g) (i) holding analogous posts on a regular basis in the parent cadre or Department;
or

(ii) six years regular service in posts in Level-5 of Pay Matrix or equivalent in the parent cadre or Department;

Or

(iii) with 10 years regular service in the post in Level-4 of Pay Matrix or equivalent in the parent cadre or Department; and

(b)possessing the following educational qualification and experience:-

(i)Bachelor's degree from recognized university or institution; and

(ii)Two years' experience in establishment and accounts works in the Central Government or State Govts. or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Govt. or Statutory or autonomous organizations

[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

			<p>pre-revised scale of pay into one Grade with a common Level in the Pay Matrix, and where this benefit will extend only for the Post (s) for which that Grade or Pay Scale is the normal replacement Grade without any upgradation.</p>		
--	--	--	---	--	--

ANNEXURE-III

Form to be filled by the Ministry/Department while forwarding proposals to the Department of Personnel and Training and the Union Public Service Commission for amendment of approved Recruitment Rules.

1. (a) Name of the Post:	Assistant.
(b) Name of the Ministry/Deptt:	Ministry of Culture, National Museum
2. Reference No. in which Commission's advice on recruitment rules was conveyed.	-
3. Date of Notification of the original rules and subsequent amendments (copy of the original rules & subsequent amendments should be enclosed, duly flagged and referenced).	G.S.R. 365 dt. 29.8.2002.(copy enclosed).Notified on 14.9.2002.

Col. No.	Provision in the approved rules	Revised provision proposed	Reason for the revision proposed.
1.Name of Post	Assistant.	Assistant.	No change.
2. No. of Post	*3 (2002) *Subject to variation dependent on work load.	*3 (2018) *Subject to variation dependent on work load.	Amendment proposed in 2018.
3.Classification	General Central Service Group C, Ministerial, Non-Gazetted.	General Central Service Group B, Ministerial, Non-Gazetted.	After implementation of the 6 th CPC posts having grade pay Rs. 4200/- have been declared as group 'B'.
4.Revised Pay Band + Grade Pay/ Scale of Pay	Rs. 5000-150-8000.	Level-6 of Pay Matrix.	After revision of Pay Scales on the implementation of 7 th Pay Commission.
5.Whether Selection Post or non selection Post.	Non-selection.	Non-selection	No change.
6.Age limit for direct recruits	Not applicable	Not applicable	No change.
7.Educational and other qualifications required for direct recruits.	Not applicable	Not applicable	No change.
8.Whether age	Not applicable	Not applicable	No change.

and educational qualifications prescribed for direct recruits will apply in the case of promotees.			
9.Period of probation, if any.	Not applicable.	Not applicable	No change.
10.Method of rectt. Whether by direct rectt. or by promotion or by deputation /transfer & percentage of the vacancies to be filled by various methods	By promotion failing which by deputation.	Promotion failing which by deputation (including short term contract).	No change.
11.In case of rectt. By promotion /deputation/ transfer. Grades from which promotion deputation transfer to be made	<p>Promotion:</p> <p>Cashier, Upper Division Clerk and Store Keeper with eight years regular service in their respective grade.</p> <p>For the purpose of promotion a combined inter-seniority list shall be prepared.</p> <p>Deputation:</p> <p>Persons working in the Central Government:</p> <p>(i)holding analogous post on regular basis</p> <p>Or</p> <p>(ii)eight years regular service in posts in pay scale of Rs. 4000-100-6000.</p> <p>(Period of deputation including the period of</p>	<p><u>PROMOTION :</u></p> <p>Cashier, Upper Division Clerk and Store Keeper in Level-4 in the pay matrix with ten years regular service in their respective grade and have successfully completed training of 2-4 weeks' duration in administration or finance course of institute of secretariat training and management(ISTM)..</p> <p>For the purpose of promotion a combined inter-seniority list shall be prepared.</p> <p><u>Note 1:</u></p> <p>Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior shall also be considered provided they are not short of the requisite qualifying or</p>	As per DoPT guidelines.

	<p>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>eligibility service by more than half of such qualifying or eligibility service or 2 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>Deputation(including short term contract): Officers under the Central Govt. or State Govts. or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Govt. or Statutory or autonomous organizations:</p> <p>(d) (i) holding analogous posts on a regular basis in the parent cadre or Department; or (ii) six years regular service in posts in Level-5 of Pay Matrix or equivalent in the parent cadre or Department; Or (iii) with 10 years regular service in the post in Level-4 of Pay Matrix or equivalent in the parent cadre or Department; and</p> <p>(b)possessing the following educational qualification and experience:-</p> <p>(i)Bachelor's degree from recognized university or institution; and</p> <p>(ii)Two years' experience in establishment and accounts works in the Central</p>	
--	---	--	--

		<p>Government or State Govts. or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Govt. or Statutory or autonomous organizations</p> <p>[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. The Maximum age limit for appointment by deputation shall be not exceeding 56 years as on the last date of receipt of applications].</p> <p>Note-2. 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 eligible for consideration for appointment by promotion.</p> <p>Note 3. For the purpose of appointment on deputation basis, the service rendered on regular basis by an officer prior to 1.1.2016 the date from which the revised pay structure based on the 7th CPC recommendations has been extended, shall be deemed to be the service rendered in the corresponding Level in the Pay Matrix based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of</p>	
--	--	---	--

		pay into one Grade with a common Level in the Pay Matrix, and where this benefit will extend only for the Post (s) for which that Grade or Pay Scale is the normal replacement Grade without any upgradation.	
12.If a Departmental Promotion Committee exists, what is its Composition	Group C Departmental Promotion Committee(for promotion and confirmation) consisting of : 1.Assiatnt Director (Administration), National Museum-Chairman. 2.Under Secretary, Department of Culture. 3. Administrative Officer, Museum - Member	Group B Departmental Promotion Committee consisting of : (i)Director / Dy. Secretary (Museum), Ministry of Culture-Chairman (ii)Director (Collection &Administration), National Museum - Member (iii) Under Secretary (M-I), Ministry of Culture -Member	Due to change in the Departmental Promotion Committee.
13.Circumstances in which Union Public Commission is to be consulted in making recruitment.	Not applicable.	Not applicable.	No change.

Name, addresses and telephone numbers of the Ministry's Representatives with whom these proposals may be discussed, if necessary Section, for clarification/early decision.

S.K. Singh
Under Secretary
Ministry of Culture, M-1

Shastri Bhawan,
New Delhi
Off. Ph. No. 23380136

Signature of the Officer
Sending the proposals
Telephone No.

Date: 2018
Place: New Delhi

5

ANNEXURE-I

SCHEDULE

Name of Post	No. of Post	Classification	Level in the Pay Matrix	Whether selection post or non selection post	Age limit for direct recruits	Educational and other qualifications required for direct recruits.
1	2	3	4	5	6	7
Chief Modeller	*1(one) 2018 *Subject to variation depending on workload	General Central Service Group 'B' Non-Ministerial, Gazetted.	Level-7	Selection	Not exceeding 30 years (relaxable for Govt. servant up to 5 years in accordance with the instructions or orders issued by the Central Govt.) Note: - The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India not the closing date prescribed for those is Assam, Meghalaya, Arunachal Pradesh, Mizoram, Tripura, Sikkim, Ladakh Division of J & K State. Lahaul & Spiti District and Pangi Sub Division of Chamba District of Himachal Pradesh, Andaman & Nikobar Islands or Lakshadweep	Not applicable.

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Period of probation, if any	Method of recruitment. Whether by direct recruitment or by promotion or by deputation transfer & percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/ deputation/ transfer. Grades from which promotion deputation transfer to be made	If a Departmental Promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment
8	9	10	11	12	13
Not applicable	Not applicable	By promotion failing which by deputation (including short term contract).	<p>Promotion: Head Modellers in Level-6 of Pay Matrix with five years' service in the grade rendered after appointment thereto on a regular basis.</p> <p>Note :-Existing incumbent of the post of Head Modeller with requisite qualifying service will also be considered for promotion with existing qualification.</p> <p>Note 1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior shall also be considered provided they are not short of the requisite qualifying or eligibility</p>	<p>Group 'B' Departmental Promotion Committee consisting of:-</p> <ol style="list-style-type: none"> 1. Director General, National Museum- Chairman.. 2. Director/Deputy Secretary (Museum), Ministry of Culture- Member 3. Director (C&A), National Museum- Member. 	Not Applicable

			<p>service by more than half of such qualifying or eligibility service or 2 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>Deputation(including short term contract): Officers under the Central Govt. or State Govts. or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Govt. or Statutory or autonomous organizations: (a)(i) holding analogous posts on a regular basis in the parent cadre or Department; or (ii) six years regular service in posts in Level-5 of Pay Matrix or equivalent in the parent cadre or Department; Or (iii) with 11 years regular service in the post in Level-5 of Pay Matrix or equivalent in the parent cadre or Department; and (b) possessing the following educational qualification and experience:- Essential : (i) Bachelor of Fine Arts (Sculpture)</p>		
--	--	--	--	--	--

			<p>from recognized University/Institution.</p> <p>(ii) Three years experience in a realistic work from recognized Institution.</p> <p>Desirable:</p> <p>Diploma in Museology of a recognized University or equivalent.</p> <p>[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. The Maximum age limit for appointment by deputation shall be not exceeding 56 years as on the last date of receipt of applications].</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, deputationist shall not be eligible for consideration for appointment by promotion.</p> <p>Note 2. For the purpose of appointment on deputation basis, the service rendered on regular basis by an officer prior to 1.1.2016 the date from which the revised pay structure based on the 7th CPC recommendations has been extended,</p>		
--	--	--	--	--	--

			shall be deemed to be the service rendered in the corresponding Level in the Pay Matrix based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one Grade with a common Level in the Pay Matrix, and where this benefit will extend only for the Post (s) for which that Grade or Pay Scale is the normal replacement Grade without any upgradation.		
--	--	--	---	--	--

ANNEXURE – III

Form to be filled by the Ministry / Department while forwarding proposals to the Department of Personnel & Training and the Union Public Service Commission for amendment of approved Recruitment Rules.

1	(a)Name of the Post	Chief Modeller
	(b)Name of Ministry / Department	Ministry of Culture
2.	Reference No. in which commission's advice on recruitment rules was conveyed.	-
3.	Date of notification of the original rules and subsequent amendments (copy of the original rules and subsequent amendments should be enclosed, duly flagged and referenced.	G.S.R.386 dt. 25.2.1976 notified in Gazette of India on 13.3.1976.

Column No. of the Schedule	Provisions in the approved/existing rules	Revised provisions proposed	Reason for the revision proposed.
1 Name of Post	Chief Modeller	Chief Modeller	No change.
2 No. of post	01	*01 (2018) *subject to variation dependent on workload.	Amendment of RRs proposed in 2018. As per DoPT guidelines.
3 Classification	General Central Service, Group 'B' Gazetted (Non-Ministerial)	General Central Service, Group 'B', Gazetted, Non-Ministerial.	As per DoPT guidelines.
4 Pay scale	Rs. 9300-34000 + 4600/- Grade Pay. Rs. 650-1200.	Level-7 of Pay Matrix	As per implementation of 7 th CPC.
5 whether selection post or non-selection	Selection	Selection	No Change
6 Age limit for direct recruits	Not exceeding 35 years (Relaxable for Government servant.)** **Note:-The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in Indai(other than those in the union territories of the Andaman and Nicobar Islands and Lakshadweep).	Not exceeding 30 years (relaxable for Govt. servant up to 5 years in accordance with the instructions or orders issued by the Central Govt.) Note: - The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India not the closing date prescribed for those is Assam, Meghalaya, Arunachal Pradesh, Mizoram, Tripura, Sikkim,	As per DoPT guidelines.

		Ladakh Division of J & K State. Lahaul & Spiti District and Pangi Sub Division of Chamba District of Himachal Pradesh, Andaman & Nikobar Islands or Lakshadweep	
7 Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>(i) Degree or equivalent Diploma in Modelling or Sculpture of a recognized University or Institution.</p> <p>(ii) 5 years experience of working on models and sculptures independently.</p> <p>Qualifications relaxable at the UPSC's discretion in case of candidates otherwise well qualified; in particular the qualifications regarding experience in relaxable in case of candidates belonging to Scheduled Castes and Scheduled Tribes).</p> <p>Desirable: Diploma in Museology or some experience of work in a museum of standing or a comparable institution.</p>	Not applicable.	Due to deletion of "direct recruitment" clause.
8 whether age/education qualifications prescribed for direct recruits will apply in the case of promotees	<p>Age : No</p> <p>Qualification: Yes.</p>	Not applicable.	Due change in method of recruitment.
9 Period of probation, if any	Two years	Not applicable.	As per DoPT guidelines.
10 Method of recruitment whether by	By promotion failing by direct recruitment.	By promotion failing which by deputation (istc).	Due to deletion of failing which clause by 'direct

Direct recruitment or by promotion or by deputation / absorption and percentage of vacancies to be filled by various method			recruitment' keeping in view promotional avenues of DR candidates.
11 In case of recruitment by promotion/ deputation/ absorption grades from which promotion / deputation / absorption to be made	Promotion: Head Modellers with five years' in the grade rendered after appointment thereto on a regular basis.	Promotion: Head Modellers in Level-6 of Pay Matrix with five years' service in the grade rendered after appointment thereto on a regular basis. Note :- Existing incumbent of the post of Head Modeller with requisite qualifying service will also be considered for promotion with existing qualification. Note 1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior shall 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 2 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. Deputation(including short term contract): Officers under the Central Govt. or State Govts. or Union Territories _ _ or	As per DoPT guide lines.[There are 2 posts of Head Modeller in feeder grade].

		<p>Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Govt. or Statutory or autonomous organizations:</p> <p>(a)(i) holding analogous posts on a regular basis in the parent cadre or Department;</p> <p>or</p> <p>(ii) six years regular service in posts in Level-5 of Pay Matrix or equivalent in the parent cadre or Department;</p> <p>Or</p> <p>(iii) with 11 years regular service in the post in Level-5 of Pay Matrix or equivalent in the parent cadre or Department; and</p> <p>(b) possessing the following educational qualification and experience:-</p> <p>Essential :</p> <p>(i) Bachelor of Fine Arts (Sculpture) from recognized University/Institution.</p> <p>(ii) Three years experience in a realistic work from recognized Institution.</p> <p>Desirable:</p> <p>Diploma in Museology of a recognized University or equivalent.</p> <p>[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. The Maximum</p>	
--	--	---	--

		<p>age limit for appointment by deputation shall be not exceeding 56 years as on the last date of receipt of applications].</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, deputationist shall not be eligible for consideration for appointment by promotion.</p> <p>Note 2. For the purpose of appointment on deputation basis, the service rendered on regular basis by an officer prior to 1.1.2016 the date from which the revised pay structure based on the 7th CPC recommendations has been extended, shall be deemed to be the service rendered in the corresponding Level in the Pay Matrix based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one Grade with a common Level in the Pay Matrix, and where this benefit will extend only for the Post (s) for which that Grade or Pay Scale is the normal replacement Grade without any upgradation.</p>	
12 If a DPC exists, what is the composition.	Group 'B' Departmental Promotion Committee	<p>Group 'B' Departmental Promotion Committee consisting of:-</p> <p>1. Director General, National Museum-</p>	Due to change in composition of Departmental Promotion Committee.

		Chairman.. 2. Director/Deputy Secretary (Museum), Ministry of Culture- Member 3. Director (C&A), National Museum-Member.	
13 Circumstances in which UPSC to be consulted in making recruitment	As required under rules.	Not Applicable	No Change

14.

Name, address and telephone

Numbers of Ministry's Representatives

With whom these proposals may be discussed,

If necessary for classification / early

(Shri S. K. Singh)
Under Secretary (M-I)
Ministry of Culture, Shastri
Bhawan, New Delhi
Off. Ph. No. 011-23380136

Signature of the officer
Sending the proposals
Telephone No.

Date: ,2018.

Place: New Delhi

6

ANNEXURE-I

SCHEDULE

Name of Post	No. of Post	Classification	Level in the Pay Matrix	Whether selection post or non-selection post	Age limit for direct recruits	Educational and other qualifications required for direct recruits.
1	2	3	4	5	6	7
Head Modeller	*2(Two) 2018 *Subject to variation depending on workload	General Central Service Group 'B' Non-Ministerial, Non-Gazetted.	Level-6	Selection	<p>Not exceeding 30 years (relaxable for Govt. servant up to 5 years in accordance with the instructions or orders issued by the Central Govt.)</p> <p>Note: - The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India not the closing date prescribed for those is Assam, Meghalaya, Arunachal Pradesh, Mizoram, Tripura, Sikkim, Ladakh Division of J & K State. Lahaul & Spiti District and Pangi Sub Division of Chamba District of Himachal Pradesh, Andaman & Nikobar Islands or Lakshadweep</p>	<p>Essential:</p> <p>(i) Bachelor of Fine Arts (Sculpture) from recognized University/Institution.</p> <p>(ii) Two years experience in realistic work from recognized Institution.</p> <p>Note: 1. Qualification are relaxable at the discretion of competent authority for reasons to be recorded in writing in the case of candidates otherwise well qualified.</p>

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Period of probation, if any	Method of recruitment. Whether by direct recruitment or by promotion or by deputation transfer & percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/ deputation/ transfer. Grades from which promotion deputation transfer to be made	If a Departmental Promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment
8	9	10	11	12	13
Not Applicable	Two years	By promotion failing which by direct recruitment.	Promotion: Modeller in Level-6 of Pay Matrix with three years regular service in the respective grade. Note 1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior shall 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 2 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.	Group 'B' Departmental Committee for confirmation 1) Director / Deputy Secretary (Museum), Ministry of Culture – Chairman 2) Director (C&A), National Museum – Member 3) Under Secretary (M-I), Ministry of Culture – Member	Not Applicable

ANNEXURE – III

Form to be filled by the Ministry / Department while forwarding proposals to the Department of Personnel & Training and the Union Public Service Commission for amendment of approved Recruitment Rules.

1	(a)Name of the Post	Head Modeller
	(b)Name of Ministry / Department	Ministry of Culture
2.	Reference No. in which commission's advice on recruitment rules was conveyed.	-
3.	Date of notification of the original rules and subsequent amendments (copy of the original rules and subsequent amendments should be enclosed, duly flagged and referenced.	4.1.1964 G.S.R. No. 26 dt. 24.12.1963 notified on 4.1.1964. Existing RRs enclosed.

4.

Column No. of the Schedule	Provisions in the approved/existing rules	Revised provisions	Reason for the revision proposed.
1 Name of Post	Head Modeller	Head Modeller	No Change
2 No. of post	01	*02 (2018) *subject to variation dependent on workload.	One post of Head Modeller was created in 2002 vide order No.13-14/2001-M-1 dt.17.1.2002 (copy enclosed) As per DoPT guidelines.
3 Classification	General Central Service, Class – II, Non-Gazetted, (Non-Ministerial)	General Central Service, Group 'B' Non-Gazetted, Non-Ministerial.	After implementation of 6 th CPC all the posts carrying grade pay Rs. 4200/- have been placed in Group 'B'
4 Pay scale	Rs. 9300-34000 + 4200/- Grade Pay. Rs. 325-15-475-EB-20-575.	Level-6 of Pay Matrix	The pay scale of this post has been revised by the 5 th Pay Commission from Rs. 1400-2300/- to Rs. 1600-2660/- with the revised replacement scale of Rs. 5000-150-8000/- vide para 71.74 of its report.
5 whether selection post or non-selection	Selection	Selection	No Change

6 Age limit for direct recruits	35 Years and below and below (Relaxable for Government servant.)	<p>Not exceeding 30 years (relaxable for Govt. servant up to 5 years in accordance with the instructions or orders issued by the Central Govt.)</p> <p>Note: - The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India not the closing date prescribed for those is Assam, Meghalaya, Arunachal Pradesh, Mizoram, Tripura, Sikkim, Ladakh Division of J & K State. Lahaul & Spiti District and Pangi Sub Division of Chamba District of Himachal Pradesh, Andaman & Nikobar Islands or Lakshadweep</p>	As per DoPT guidelines.
7 Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>(i) Degree or diploma in Modelling/Sculpture from a recognized University or Institution.</p> <p>(ii) About two years experience in a responsible position of working on sculpture models and allied work.</p> <p>Qualifications relaxable at Commission's discretion in case of candidates otherwise well qualified.</p>	<p>Essential:</p> <p>(i) Bachelor of Fine Arts (Sculpture) from recognized University/Institution.</p> <p>(ii) Two years experience in realistic work from recognized Institution.</p> <p>Note: 1. Qualification are relaxable at the discretion of competent authority for reasons to be recorded in writing in the case of candidates otherwise well qualified.</p>	Change in essential qualifications is proposed keeping in view the proposed change in essential qualifications for the feeder grade post viz. Modeller.
8 whether	Not applicable	Not applicable.	No change.

age/education qualifications prescribed for direct recruits will apply in the case of promotees			
9 Period of probation, if any	Two years	Two years for direct recruits.	As per DoPT guidelines.
10 Method of recruitment whether by Direct recruitment or by promotion or by deputation / absorption and percentage of vacancies to be filled by various method	By promotion failing which by direct recruitment.	By promotion failing which by direct recruitment.	No change.
11 In case of recruitment by promotion/ deputation/ absorption grades from which promotion / deputation / absorption to be made	Promotion: Modellers-2(Rs. 210-425).(ordinarily officers of less than 3 years seniority in the grade will not be considered eligible for promotion).	Promotion: Modeller in Level-6 of Pay Matrix with three years regular service in the respective grade. Note 1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior shall 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 2 years, whichever is less and have successfully completed their probation	As per DoPT guide lines.[There are 6 posts of Modeller in feeder grade].

		period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.	
12 If a DPC exists, what is the composition.	Class II Departmental Promotion Committee	Group 'B' Departmental Committee for confirmation 1) Director / Deputy Secretary (Museum), Ministry of Culture - Chairman 2) Director (C&A), National Museum - Member 3) Under Secretary (M-I), Ministry of Culture - Member	Due to change in composition of Departmental Promotion Committee.
13 Circumstances in which UPSC to be consulted in making recruitment	As required under rules.	Not Applicable	No Change

14.

Name, address and telephone
Numbers of Ministry's Representatives
With whom these proposals may be discussed,
If necessary for classification / early

(Shri S. K. Singh)
Under Secretary (M-I)
Ministry of Culture, Shastri
Bhawan, New Delhi
Off. Ph. No. 011-23380136

Signature of the officer
Sending the proposals
Telephone No.

Date: ,2018.

Place: New Delhi

7

ANNEXURE-I

SCHEDULE

Name of Post	No. of Post	Classification	Level in the Pay Matrix	Whether selection post or non-selection post	Age limit for direct recruits	Educational and other qualifications required for direct recruits.
1	2	3	4	5	6	7
Photographic Officer	*1(One) 2018 *Subject to variation depending on workload	General Central Service Group 'B' Gazetted Non-Ministerial	Level-7	Selection	Not applicable.	Not applicable.



140

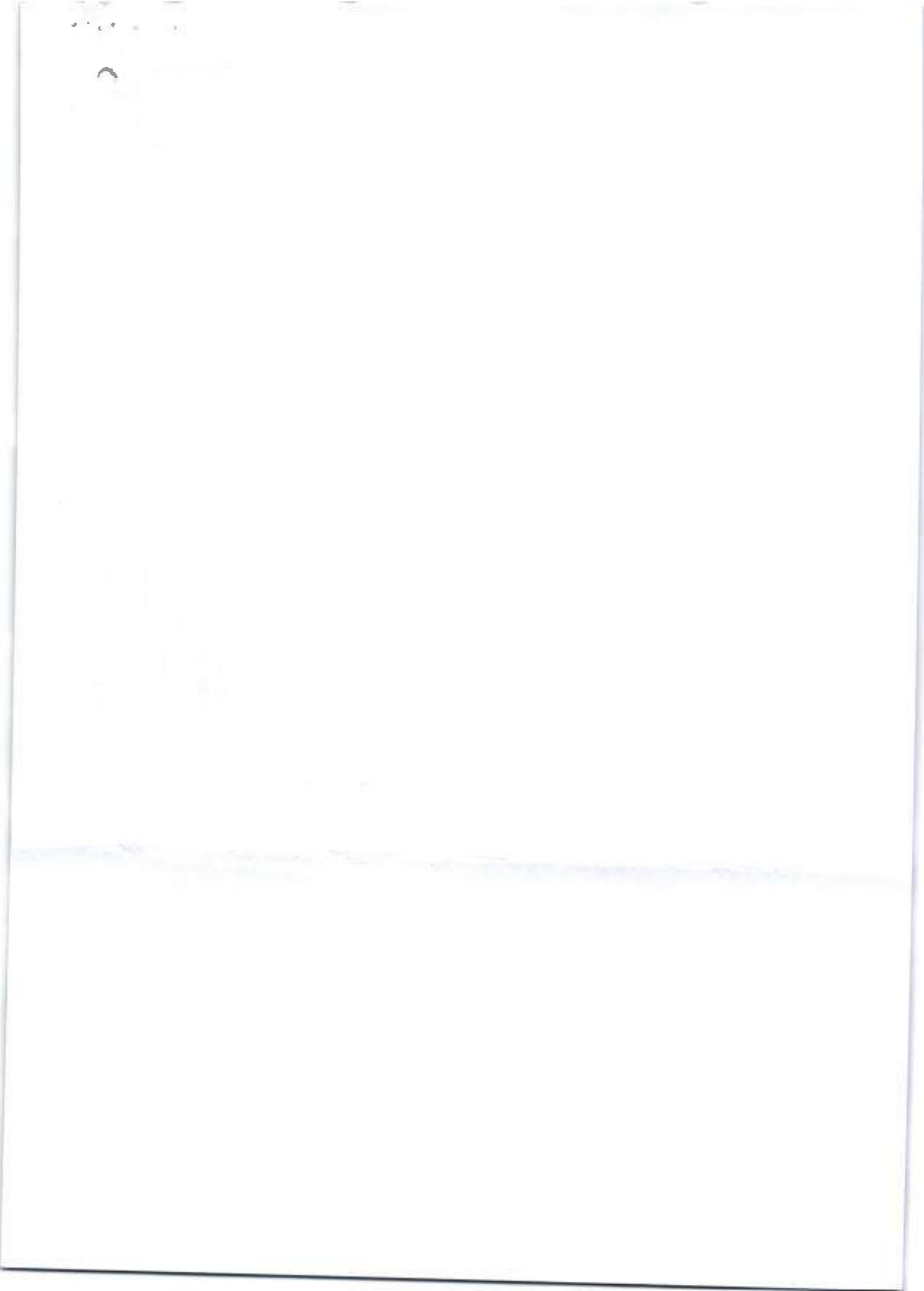
140

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Period of probation, if any	Method of recruitment. Whether by direct recruitment or by promotion or by deputation transfer & percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/ deputation/ transfer. Grades from which promotion deputation transfer to be made	If a Departmental Promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment
8	9	10	11	12	13
No	Not applicable.	Promotion failing which by deputation (including short term contract).	<p><u>PROMOTION.</u> Senior Photographer in Level-6 of Pay Matrix with 5 years service in the grade rendered after appointment thereto on a regular basis.</p> <p><u>DEPUTATION(ISTC)</u> Officers under the Central/State Govt./UTs or Public Sector undertakings or autonomous organizations:- (i)Holding analogous posts of Photographic Officer on regular basis; or (ii)with 5 years regular service in the post of Senior Photographer in Level-6 of Pay Matrix; and (iii)Possessing the following educational qualifications and experience:- ESSENTIAL: (i)Bachelor's Degree from a Recognized University. (ii)Diploma in Photography from a</p>	Group 'B' Departmental Promotion Committee consisting of : (1)Director / Deputy Secretary (Museum), Ministry of Culture – Chairman (2)Director (C&A), National Museum – Member (3)Under Secretary (M-I), Ministry of Culture – Member	Consultation with Union Public Service Commission not necessary for filling up the post.



			<p>Government recognized Institute.</p> <p>(iii) Three years experience of photography including experience of dark room work and photography of Art objects in a Museum/Art Gallery including the experience of editing digitization in the field of documentation and modern photography.</p> <p>DESIRABLE:-</p> <p>(i) Experience of organizing a modern photographic studio.</p> <p>(ii) Experience in editing and digitization in the field of documentation and modern photography.</p> <p>Note-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>Note-2. The Maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the last date of receipt of applications.</p> <p>Note-3: 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, the deputationists shall not be eligible</p>		
--	--	--	--	--	--

			<p>for consideration for appointment by promotion.</p> <p>Note-4 For the purpose of appointment on deputation basis, the service rendered on regular basis by an officer prior to 1.1.2016 the date from which the revised pay structure based on the 7th CPC recommendations has been extended, shall be deemed to be the service rendered in the corresponding Level in the Pay Matrix based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one Grade with a common Level in the Pay Matrix, and where this benefit will extend only for the Post (s) for which that Grade or Pay Scale is the normal replacement Grade without any upgradation.</p>		
--	--	--	--	--	--



ANNEXURE — III

Form to be filled by the Ministry/Department while forwarding proposals to be Department of Personnel and Training and the Union Public Service commission for amendment of approved Recruitment Rules.

1.(a)	Name of the Post	Photographic Officer
(b)	Name of the Ministry/Dept	Ministry of Culture/National Museum
2.	Reference No. in which Commission's advice on Recruitment Rules was conveyed	UPSC Ref. No. F. 3/5(25)/77-RR dt. 18.11.77 & 24.2.78 & 12.4.78
3.	Date of notification of the original rules and subsequent amendments (copy of the original rules & subsequent amendments should be enclosed, duly flagged and reference)	Existing copy of the RRs enclosed. G.S.R. No. 842 dt. 9.6.1978 notified on 24.6.1978.

Column No. Of the Schedule	Provisions in the Approved / existing rules	Revised provision proposed	Reasons for the revision proposed
1. Name of Post	Photographic Officer	Photographic Officer	No change
2. No. of Post	1	1*(2018) *subject to variation dependent on workload.	Rules being revised in 2018.
3. Classification	General Central Service Group 'B' Gazetted Non-Ministerial	General Central Service Group 'B' Gazetted , Non-Ministerial	No change
4. Revised Pay Band + Grade Pay / Scale of Pay	PB-2 Rs. 9300-34800 + Rs. 4600 Grade Pay.(VI Pay Commission) Rs. 6500-200-10,500/- (Vth Pay Commission) Rs. 2000-60-2300-EB- 75-3200-100-3500 (IV Pay Commission) Rs. 650-30-740-35-810-EB-35-880-40-1000-EB-40-1200 (III Pay Commission)	Level-7 of Pay Matrix.	Pay scale revised as per 7th Pay Commission.
5. Whether Selection Post or non-selection Post	Selection	Selection	No change.
6. Age limit for direct	* Not exceeding 35 years	Not applicable	As per DOPT guidelines

recruits			
7. Educational and other qualifications required for direct recruits.	**Essential i) Matriculation of a Recognized University or Board or equivalent with Science. ii) Diploma in Photography from a recognized Institution or equivalent. iii) 5 years' experience of photography including experience of dark room work and photography of Art objects especially in a Museum/ Archaeology or a studio of repute Desirable Experience of organizing a modern photographic studio.	Not applicable	-
8. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	No	No	No Change
9. Period of probation, if any	2 years	Not applicable	
10. Method of rectt. Whether by direct rectt. or by promotion or by deputation / transfer & percentage of the vacancies to be filled by various methods.	By promotion failing which by direct recruitment	Composite Method: Promotion failing which deputation (including short term contract).)	As per DOPT guidelines.
11. In case of rectt. By promotion /deputation/ transfer. Grades from which promotion deputation transfer to be made	Promotion: Senior Photographer with 3 years' service in the grade rendered after appointment thereto on a regular basis	PROMOTION Senior Photographer (2) in Level-6 of Pay Matrix[Pre-revised- PB-2 Rs. 930034800 + Rs. 4200 Grade Pay (Pre-revised pay scale of Rs. 5500-175-9000/-) with 5 years' service in the grade rendered after	

		<p>Note:-The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.</p> <p>Note:-The departmental officers in the feeders category who are in the direct line of Promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationist shall not be eligible for consideration for appointment by promotion.</p> <p>Note: For the purpose of appointment on deputation basis, the service rendered on regular basis by an officer prior to 1.1.2016 the date from which the revised pay structure based on the 7th CPC recommendations has been extended, shall be deemed to be the service rendered in the corresponding Level in the Pay Matrix based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one Grade with a common Level in the Pay Matrix, and where this benefit will extend only for the Post (s) for which that Grade or Pay Scale is the normal replacement Grade without any upgradation.</p>	
12. If a Departmental Promotion Committee exists, what is its Composition	<p>Group 'B' Departmental Promotion committee consisting of:-</p> <p>1. Joint Secretary or Joint Educational Adviser, Department of Culture-Chairman</p> <p>2 Director, National Museum-Member.</p> <p>3. Deputy Secretary</p>	<p>Group 'B' Departmental Promotion committee consisting of:-</p> <ol style="list-style-type: none"> 1. Director/ Deputy Secretary (Museum), Ministry of Culture-Chairman, 2. Director (C&A)., National Museum-Member 3. Under Secretary (M-1), Ministry of Culture -Member. 	

	<p>failing which with a combined service of 8 years as Senior Photographer and failing both with 8 years' service in the grade of Photographer rendered after appointment thereto on a regular basis.</p>	<p>appointment thereto on a regular basis.</p> <p><u>Deputation(ISTC):</u> Officers under the Central/State Govt/UTs or public sector undertaking or autonomous organizations.: (i)holding analogous posts of Photographic Officer on regular basis; or (ii)with 5 years regulars service in posts of Senior Photographer in Level-6 of Pay Matrix; and</p> <p>(b)Possessing the following educational qualifications and experience:</p> <p><u>ESSENTIAL</u> (i). Bachelor's Degree from a Recognized University. (ii)Diploma in Photography from a Govt. recognised Institute. (iii) Three years' experience of photography including experience of dark room work and photography of Art objects in a Museum/ Art Gallery including the experience of editing and digitization in the field of documentation and modern photography.</p> <p><u>Desirable</u> (i) Experience of organising a modern photographic studio. (ii)Experience in editing and digitization in the field of documentation and modern photography</p> <p>Note:-Period of deputation /contract 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.</p>	
--	---	---	--

	or Deputy Educational Adviser, Department of Culture - Member		
13. Circumstances in which Union Public Commission is to be consulted in making recruitment	Consultation with the Union Public Service Commission will be necessary while making direct recruitment	Consultation with the Union Public Service Commission not necessary for filling up the post.	Now out of the purview of UPSC as per directions of DOPT.

14. Name, address and telephone numbers of the Ministry's Representatives with whom these Proposals may be discussed, if necessary for clarification/early decision

Shri S K Singh
Under Secretary (M-I) Ministry of
Culture, Shastri Bhawan
New Delhi
Off. Phone. No. 23380136

Signature of the officer

Sending the proposals
Telephone No.

Date:
Place New Delhi

8

ANNEXURE-I

SCHEDULE

Name of Post	No. of Post	Classification	Level in the Pay Matrix	Whether selection post or non-selection post	Age limit for direct recruits	Educational and other qualifications required for direct recruits.
1	2	3	4	5	6	7
Senior Photographer.	*2(Two) 2018 *Subject to variation depending on workload	General Central Service Group 'B' Non-Gazetted Non-Ministerial	Level-6	Selection	Not applicable.	Not applicable.

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Period of probation, if any	Method of recruitment. Whether by direct recruitment or by promotion or by deputation transfer & percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/deputation/ transfer. Grades from which promotion deputation transfer to be made	If a Departmental Promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment
8	9	10	11	12	13
Not applicable.	2 years for promotees.	50% by Promotion failing which by deputation(istc). 50% by Deputation.	<p><u>PROMOTION..</u></p> <p>Photographer in Level-5 of Pay Matrix with 6 years service in the grade rendered after appointment thereto on a regular basis.</p> <p><u>DEPUTATION(ISTC)</u></p> <p>Officers under the Central/State Govt./UTs or Public Sector undertakings or autonomous organizations:-</p> <p>(i)Holding analogous post on regular basis; or</p> <p>(ii)with 6 years regular service in the post of in Level-5 of Pay Matrix; and</p> <p>Possessing the following educational qualifications and experience:-</p> <p>ESSENTIAL:</p> <p>(i)Bachelor's Degree from a Recognized University.</p> <p>DESIRABLE:-</p>	<p>Group 'B' Departmental Promotion Committee consisting of :</p> <p>(1)Director / Deputy Secretary (Museum), Ministry of Culture – Chairman</p> <p>(2)Director (C&A), National Museum – Member</p> <p>(3)Under Secretary (M-1), Ministry of Culture – Member</p>	Consultation with Union Public Service Commission not necessary for filling up the post.

			<p>1. Diploma in Photography from a Govt. recognized Institute.</p> <p>2. Three years experience in Photography on Art Objects in a Museum/Art Gallery/Photo Studio.</p> <p>3. Experience in organizing a modern Photographic Studio.</p> <p>4. Computer Knowledge (M.S Office) Editing/modern Photography.</p> <p>Note-I: 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 nor exceed three years.</p> <p>Note-2. The Maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the last date of receipt of applications.</p> <p>Note-3: 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, the deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>Note-4 For the purpose of appointment on deputation basis, the service rendered on regular basis by an officer prior to 1.1.2016 the date</p>		
--	--	--	---	--	--

			<p>from which the revised pay structure based on the 7th CPC recommendations has been extended, shall be deemed to be the service rendered in the corresponding Level in the Pay Matrix based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one Grade with a common Level in the Pay Matrix, and where this benefit will extend only for the Post (s) for which that Grade or Pay Scale is the normal replacement Grade without any upgradation.</p>		
--	--	--	--	--	--

ANNEXURE II

Form to be filled by the Ministry/ Department while forwarding proposals to the Department of Personnel & Training and the Union Public Service Commission for framing Recruitment Rules for posts.

1	(a)	Name of posts	Senior Photographer
	(b)	Name of the Ministry/Department	Ministry of Culture/National Museum
	(c)	Number of posts	2 (Two)
	(d)	Scale of pay	Level-6 of Pay Matrix. (7 th CPC) Pay Band: PB-2 Rs. 9300-34800 Grade pay: Rs.4200 (VI Central Pay Commission) Rs. 5500-175-9000 (V Central Pay Commission) Rs. 1640-60-2600-EB-75-2900 (IV Central Pay Commission)
	(e)	Class and service to which the posts belong	Group 'B' Non-Gazetted
	(f)	Ministerial or Non-Ministerial of F.R. 9 (17)	Non-Ministerial
2	Appointing Authority		National Museum, Ministry of Culture
3	Duties of the post in detail		1. Photography of art objects collection of museums, photographing of art objects related to the exhibitions at the time of inauguration for various museums in India. 2. Photography of VIP visits to the museums, monuments, exhibitions and functions etc. 3. To take photograph of public supply, lecture, scholar/research at the time of attending the class, and also take photographs of catalogues, art objects. 4. Finishing and re-touching, spotting other works, change of colour and framing from Computer works. 5. The work of black and white negative for digitalization. Editing & looking modern camera /equipments.
4	Describe briefly the method(s) adopted for filling the posts hitherto.		By promotion failing which by direct recruitment
5	Methods of recruitment proposed		50% by Promotion failing which
6	If promotion is proposed as a method of recruitment		by deputation; and 50% by Deputation.
	(a)	Designation and number of the posts proposed to be included in the field of promotion.	Photographer - 2 Posts.

	(b)	Number of years of qualifying service proposed to be fixed before persons in the field become eligible for promotion (as per extant GOI instructions)	6 Years
	(c)	Percentage of vacancies in the grade proposed to be filled by promotion.	50%
	(d)	Have Recruitment Rules been framed for the post proposed in the field of promotion? If framed in consultation with the Commission, please quote Commission's reference No. If consultation with the Commission was not required, please attach a copy of rules framed. A copy of the rules should be sent DOPT along with the proposal.	Yes, the Recruitment Rules for the post of Photographer have been notified on 26.6.2014. UPSC has not been consulted as the post of Photographer is Group "C" post.
	(e)	If Recruitment Rules were not framed for the post in the field of promotion;	Recruitment Rules for the post of Photographer have been notified on 26.6.2014
	(i)	Please indicate briefly the method of recruitment actually adopted for filling the posts. Please also state the percentage of vacancies filled by each of the methods	Not applicable.
	(ii)	Please state briefly the educational qualifications possessed by the persons in the field of promotion.	Not applicable.
	(iii)	In case the feeder posts are filled by promotion, the Recruitment Rules for the still lower posts (including the lowest post to which direct recruitment is one of the methods of recruitment) may be furnished	Copy of Recruitment Rules enclosed
(f)	(i)	Is the promotion to be made on selection or Non-Selection basis?	Selection
	(ii)	Reasons for the proposal (i) above	To maintain the promotional avenue with merit
	(g)	If a DPC exists, what composition	Group B' Departmental Promotion Committee consisting of: 4. Director/Deputy Secretary (Museum Ministry of Culture-Chairman 5. Director (C&A), National Museum-Member. 6. Under Secretary, (M.1), Ministry of Culture-Member.
	(h)	Indicate if the feeder posts are having	No.

		promotion channels other than the one under consideration.	
7	If promotion is not proposed as a method, please state why it is not considered desirable / possible/ necessary.		Feeder grade not strong enough - there being only two posts in the feeder grade. Hence, method of recruitment has been kept as Promotion failing which by deputation
8	If direct recruitment is proposed as a method of recruitment please state		No
	(a)	The percentage of vacancies proposed to be filled by direct recruitment	Not applicable
	(b)	Indicate if there are any promotional avenues for the direct recruits?	Not applicable
	(c)	(i) Age for direct recruits	Not applicable
		(ii) Is age relaxation for Government servants?	Not applicable
	(d)	Educational and other qualifications required for direct recruits. (it may please be noted that the essential qualifications prescribed are relaxable at Commission's discretion in case of candidates otherwise well-qualified.	Not applicable
	(e)	<u>Essential</u> <u>Desirable</u> Whether essential qualification to be prescribed are in accordance with any Act(s)? If so please quote the relevant Act(s) under which it is necessary and also supply relevant extracts from the Act(s)	Not applicable
	(f)	Has the post been advertised by the Commission in the past? If so, please quote Commission's reference No	No
9	If direct recruitment is not proposed as a method, please state why it is not considered desirable/possible/ necessary.		Since there are two posts in feeder grade, preference is being given for promotion to the feeder posts.
10	(i)	If promotion and direct recruitment are both proposed as methods of recruitment, will the educational qualifications proposed for direct recruits apply in case of promotion?	Not applicable.
	(ii)	If not, to what extent are the educational qualifications proposed to be relaxed in case of promotions	Not applicable.
11	(a)	Is deputation/ absorption proposed as a method of recruitment? If so, please	Only Deputation.

		state the reasons for the proposal. Please state clearly whether deputation or absorption or both are proposed	(As the feeder grade has only two posts)
	(b)	The percentage of vacancies proposed to be filled by this method	50% by Promotion, failing which by Deputation (ISTC); and 50% by Deputation.
	(c)	The period to which deputation will be limited.	3 years.
	(d)	The names of the posts of grades or services etc. from which deputation/absorption is proposed	<u>Deputation</u> Officers from the Central Govt. holding; (i) analogous posts on regular basis or (ii) posts in Level-5 of Pay Matrix with 6 years' service in the grade rendered after appointment thereto on a regular basis and possessing following qualification and experience: <u>Essential:-</u> Bachelor's degree from a recognized University. <u>Desirable:-</u> 1. Diploma in Photography from a Govt. recognized Institute. 2. Three years experience in Photography of Art Objects in a Museum/Art Gallery/Photo Studio. 3. Experience in organizing a modern Photographic Studio. 4. Computer Knowledge (M.S. Office), <u>Editing/modern photography.</u>
12	(a)	If any of the methods proposed fails, by what methods are such vacancies proposed to be filled	Not applicable
	(b)	Whether the Recruitment Rules relate to a post which has been upgraded from Group 'C' to Group 'B' or Group 'IT' to Group 'A' or within the same group? If so, whether the necessary provisions for initial constitution has been proposed	Not applicable
	(c)	Whether the Recruitment Rules relate to a post which is proposed to be downgraded? If so, whether necessary safeguards have been suggested in respect of the existing incumbents of the post?	Not applicable
13	(a)	Special circumstances, if any, other	Not applicable

		than those covered by the rules, in which the Commission may be required to be consulted	
	(b)	Whether the Department of Personnel and Training have concurred in the proposal?	Yes, has concurred.
14	If these proposals are being sent in response to any reference from the Commission, please quote Commission's reference No		Not applicable.
15	Name, address and telephone number of the Ministry's representatives with whom whose proposals may be discussed if necessary, for clarification/early decision		Shri S.K.Singh, Under Secretary, Ministry of Culture, Shastri Bhawan, New Delhi .Tel: 23380136 (Office)

(S K Singh)
Under Secretary
Tele. No. 23380136

Date:

Place New Delhi

9

ANNEXURE-I

SCHEDULE

Name of Post	No. of Post	Classification	Level in the Pay Matrix	Whether selection post or non-selection post	Age limit for direct recruits	Educational and other qualifications required for direct recruits.
1	2	3	4	5	6	7
Layout Artist.	*1(One) 2018 *Subject to variation depending on workload	General Central Service Group 'B' Non-Gazetted Non-Ministerial.	Level-7	Selection	Not exceeding 30 years.	<p>Essential</p> <p>(i) Degree or equivalent Diploma in Fine Arts or Commercial Art or Architecture of a recognized University/Institution.</p> <p>(ii) One Years practical experience of commercial art preparation of chart maps, diagrams and graphic layout for exhibition galleries and publications.</p> <p>Note 1: Qualifications are relaxable at the discretion of U.P.S.C. in case of Candidates otherwise well qualified.</p> <p>Note 2: The qualification (s) regarding experience is/are relaxable at the discretion of the U.P.S.C. in the case of candidates belonging to Scheduled Castes and Scheduled Tribes, if at any stage of selection, the U.P.S.C. is of the</p>

						<p>opinion that sufficient number of candidates from these communities possessing the required experience are not likely to be available to fill up the vacancies reserved for them:</p> <p>Desirable:</p> <p>(i) Knowledge of graphic arts and experience in preparing linecuts, posters, book jackets, etc.</p> <p>(ii) Knowledge of typography.</p>
--	--	--	--	--	--	---

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Period of probation, if any	Method of recruitment. Whether by direct recruitment or by promotion or by deputation transfer & percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/ deputation/ transfer. Grades from which promotion deputation transfer to be made	If a Departmental Promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment
8	9	10	11	12	13
Age: No. EQ : Yes.	2 years.	Promotion failing which by deputation (ISTC) and failing both by direct recruitment.	<p>Promotion Draughtsman in Level-6 of Pay Matrix with Five years' service in the grade, rendered after appointment thereto on regular basis and</p> <p><u>Deputation(ISTC):</u> Officers under the Central Govt. or State Govts. or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Govt. or Statutory or autonomous organizations: (a)(i) holding analogous posts on a regular basis in the parent cadre or Department; or (ii) With 5 years regular service in posts in Level-6 of Pay Matrix or equivalent in the parent cadre or Department;</p>	<p>Group 'B' Departmental Promotion Committee consisting of: (1) Director General National Museum- Chairman. 2. Director / Deputy Secretary (Museum), Ministry of Culture-Member. 3. Director (C&A), National Museum – Member</p>	Consultation with Union Public Service Commission not necessary for filling up the post.

			<p>Or</p> <p>(iii)with 11 years regular service in the post in Level-5 of Pay Matrix or equivalent in the parent cadre or Department; and</p> <p>(b)Possessing the educational qualifications and experience as per column 7 above.</p> <p>[Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation/department of the Central Government shall ordinarily not exceed 3 years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date or receipt of applications].</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, deputationist shall not be eligible for consideration for appointment by promotion.</p> <p>Note 2. For the purpose of appointment on deputation basis, the service rendered on regular basis by an officer prior to 1.1.2016 the date from which the revised pay structure based on the 7th CPC recommendations has been extended, shall be deemed to be the service rendered in the corresponding Level in the Pay Matrix based on the</p>		
--	--	--	--	--	--

			<p>recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one Grade with a common Level in the Pay Matrix, and where this benefit will extend only for the Post (s) for which that Grade or Pay Scale is the normal replacement Grade without any upgradation.</p>		
--	--	--	---	--	--

ANNEXURE-III

Form to be filled by the Ministry/Department while forwarding proposals to the Department of Personnel and Training and the Union Public Service Commission for amendment of approved Recruitment Rules.

1. (a) Name of the Post:	Layout Artist
(b) Name of the Ministry/Deptt:	Ministry of Culture
2.Reference No. in which Commission's advice on recruitment rules was conveyed.	--
3.Date of Notification of the original rules and subsequent amendments (copy of the original rules & subsequent amendments should be enclosed, duly flagged and referenced).	G.S.R 226 dated 26.09.1983 published on 12.11.1983.(copy enclosed)

Col. No.	Provision in the approved rules	Revised provision proposed	Reason for the revision proposed.
1.Name of Post	Layout Artist	Layout Artist	No change
2.No. of Post	1	1 * (2018) *Subject to variation dependent on workload	Amendment proposed in 2018 As per DoPT's guidelines
3.Classification	General Central Service Group 'B' Gazetted, Non-Ministerial.	General Central Service Group 'B' Gazetted, Non-Ministerial	No change
4.Revised Pay Band + Grade Pay / Scale of Pay	Rs 650-30-740-35-810-EB-35-880-40-1200 Rs 6500-10500-VIth CPC	Level-7 of Pay Matrix.	After revision of Pay Scales on the implementation of 7 th Pay Commission.
5.Whether Selection Post or non-selection Post	Selection	Selection	No change
6.Age limit for direct recruits.	Not exceeding 30 years (Relaxable for Govt. Servants). Note : The crucial date for determining the age limit shall be the closing date for	Not applicable	It is proposed to delete the clause of method of recruitment as direct recruitment.

	receipt of applications from candidates in India (other than those in Andaman & Nicobar Island and Lakshadweep)		
7. Educational and other qualifications required for direct recruits.	<p>Essential:</p> <p>(i) Degree or equivalent Diploma in Fine Arts or Commercial Art or Architecture of a recognized University/Institution.</p> <p>(ii) 4 Years practical experience of commercial art preparation of chart maps, diagrams and graphic layout for exhibition galleries and publications.</p> <p>Note 1: Qualifications are relaxable at the discretion of U.P.S.C. in the case of Candidates otherwise well qualified.</p> <p>Note 2: The qualification (s) regarding experience is/are relaxable at the discretion of the U.P.S.C. in the case of candidates belonging to Scheduled Castes and Scheduled Tribes, if at any stage of selection, the U.P.S.C. is of the opinion that sufficient number of candidates from these communities possessing the required experience are not likely to be available to fill up the vacancies reserved for them:</p> <p>Desirable:</p> <p>(i) Knowledge of graphic arts and experience in preparing linecuts,</p>	<p>Essential</p> <p>(i) Degree or equivalent Diploma in Fine Arts or Commercial Art or Architecture of a recognized University/Institution.</p> <p>(ii) One Years practical experience of commercial art preparation of chart maps, diagrams and graphic layout for exhibition galleries and publications.</p> <p>Note 1: Qualifications are relaxable at the discretion of U.P.S.C. in case of Candidates otherwise we qualified.</p> <p>Note 2: The qualification (s) regarding experience is/are relaxable at the discretion of the U.P.S.C. in the case of candidates belonging to Scheduled Castes and Scheduled Tribes, if at any stage of selection, the U.P.S.C. is of the opinion that sufficient number of candidates from these communities possessing the required experience are not likely to be available to fill up the vacancies reserved for them:</p> <p>Desirable:</p> <p>(i) Knowledge of graphic arts and experience in preparing linecuts, posters, book jackets, etc.</p> <p>(ii) Knowledge of</p>	<p>(i) No Change</p> <p>(ii) Experience from 4 to 1 year proposed keeping view the 5 years experience from Curators with Rs. 6600/- GP.</p>

	posters, book jackets, etc. (ii) Knowledge of typography.	typography.	
8. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age: No. Education Qualification : Yes	Age: No. Education Qualification : Yes	No change
9. Period of probation, if any	2 years	2 years	No change
10. Method of rectt. Whether by direct rectt. or by promotion or by deputation / transfer & percentage of the vacancies to be filled by various methods.	By Promotion failing which by transfer on deputation and failing both by direct recruitment.	By Promotion failing which by transfer on deputation and failing both by direct recruitment.	No Change
11. In case of rectt. By promotion / deputation / transfer. Grades from which promotion deputation transfer to be made	Promotion Artist with 8 years' service in the grade rendered after appointment thereto on a regular basis. Transfer on deputation: Officers under the Central Governments: (a) (i) holding analogous posts on a regular basis; or (ii) With 3 years regular	Promotion Draughtsman in Level-6 of Pay Matrix with Five years' service in the grade, rendered after appointment thereto on regular basis. Deputation(ISTC):	Pay scale of Draftsman revised as per 6 th CPC's report implementation and upgraded to group 'B' with grade pay Rs 4200/- Vide order No. F. 1-1/89-NM dated 18.5.1989 & No. F. 8-4/2008-NM dated 7.1.2011 & having relevancy with the work of Layout Artist,

	<p>service in posts in the scale of Rs 550-900 or equivalent;</p> <p>Or</p> <p>(iii)with 8 years regular service in the post in the scale of Rs 425-700 or equivalent; and</p> <p>(b) Possessing the educational qualifications and experience of the type prescribed for direct recruits under column 7. (Period of deputation shall ordinarily not exceed 3 years)</p>	<p>Officers under the Central Govt. or State Govts. or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Govt. or Statutory or autonomous organizations:</p> <p>(e) (i) holding analogous posts on a regular basis in the parent cadre or Department; or</p> <p>(ii)With 5 years regular service in posts in Level-6 of Pay Matrix or equivalent in the parent cadre or Department;</p> <p>Or</p> <p>(iii)with 11 years regular service in the post in Level-5 of Pay Matrix or equivalent in the parent cadre or Department; and</p> <p>(b)Possessing the educational qualifications and experience as per column 7 above.</p> <p>[Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation/department of the Central Government shall ordinarily not exceed 3 years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date or receipt of applications].</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, deputationist shall not be eligible for consideration for appointment by promotion.</p> <p>Note 2. For the purpose of</p>	<p>Draftsman added as feeder grade.</p> <p>The Artist, feeder grade in the existing RRs who have no other promotional has been kept as feeder post of Draftsman.</p>
--	---	---	--

		<p>appointment on deputation basis, the service rendered on regular basis by an officer prior to 1.1.2016 the date from which the revised pay structure based on the 7th CPC recommendations has been extended, shall be deemed to be the service rendered in the corresponding Level in the Pay Matrix based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one Grade with a common Level in the Pay Matrix, and where this benefit will extend only for the Post (s) for which that Grade or Pay Scale is the normal replacement Grade without any upgradation.</p>	
<p>12.If a Departmental Promotion Committee exists, what is its Composition</p>	<p>Group 'B' Departmental Promotion Committee (for considering promotion):</p> <ul style="list-style-type: none"> (i) Joint Secretary/ Joint Educational Adviser, Dett. Of Culture-Chairman (ii) Director General, National Museum – Member (iii) Deputy Secretary/Dy Educational Adviser, Dett. Of Culture–Member <p>Note:- The Proceeding of the DPC relating to confirmation shall be sent to the commission for approval. If, however, these are not approved by the commission approved</p>	<p>Group 'B' Departmental Promotion Committee (for considering promotion):</p> <ul style="list-style-type: none"> (i) Director General, National Museum-Chairman (ii) Director/Deputy Secretary, Ministry of Culture -Member (iii) Director (Collection and Administration), National Museum-Member 	<p>As composition of group 'B' DPC re-constituted by the Ministry of Culture (copy enclosed).</p>

	by the commission a fresh meeting of the DPC to be presided over by the chairman or a Member of the UPSC shall be held.		
13Circumstances in which Union Public Commission is to be consulted in making recruitment	Consultation with Union Public Service Commission necessary, while making direct recruitment and amending/relaxing any of the provision of these rule.	Consultation with Union Public Service Commission not necessary while filling up the post.	Post now out of the purview of UPSC as per directions of DOPT.

Name, addresses and telephone numbers of the Ministry's Representatives with whom these proposals may be discussed, if necessary Section,
for clarification/early decision.

S.K. Singh
Under Secretary
Ministry of Culture, M-1

Shastri Bhawan,
New Delhi
Off. Ph. No. 23380136

Signature of the Officer
Sending the proposals
Telephone No.

Date: , 2018.
Place: New Delhi

10

ANNEXURE-I

SCHEDULE

Name of Post	No. of Post	Classification	Level in the Pay Matrix	Whether selection post or non selection post	Age limit for direct recruits	Educational and other qualifications required for direct recruits.
1	2	3	4	5	6	7
Senior Technical Assistant (Computerisation)	*1(one) 2018 *Subject to variation depending on workload	General Central Service Group 'B' Non-Ministerial, Non-Gazetted.	Level-6	Not applicable.	Not applicable.	Not applicable.

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Period of probation, if any	Method of recruitment. Whether by direct recruitment or by promotion or by deputation transfer & percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/ deputation/ transfer. Grades from which promotion deputation transfer to be made	If a Departmental Promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment
8	9	10	11	12	13
Not applicable	Not applicable.	Deputation (including short term contract).	<p>Officers under the Central Govt. or State Govts. or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Govt. or Statutory or autonomous organizations:</p> <p>(a)(i) holding analogous posts on a regular basis in the parent cadre or Department;</p> <p>or</p> <p>(ii) six years regular service in posts in Level-5 of Pay Matrix or equivalent in the parent cadre or Department;</p> <p>Or</p> <p>(iii) with 10 years regular service in the post in Level-4 of Pay Matrix or equivalent in the parent cadre or Department; and</p> <p>(b) possessing the following educational qualification and experience:-</p>	<p>Group 'B' Departmental Promotion Committee consisting of:-</p> <ol style="list-style-type: none"> 1. Director General, National Museum- Chairman. 2. Director/Deputy Secretary (Museum), Ministry of Culture- Member 3. Director (C&A), National Museum- Member. 	Consultation with UPSC not necessary for filling up the post.

			<p>Essential: (i) Bachelor degree in Computer Science or & Bachelor degree in Computer Engineering of a recognized University/Institution. OR Bachelors degree in Computer Science of a recognized University/Institution. OR Bachelors degree in Computer Application of a recognized University/Institution. OR Bachelors degree of a recognized University or equivalent with Computer Science one of the main subjects at Senior Secondary Level examination</p> <p>(ii) Five years experience in computer applications management or Computer data management. .</p> <p>Desirable: (i) Experience in Museum work (ii) Knowledge and experience in stenography.</p> <p>[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 nor exceed three years. The Maximum age limit for appointment by deputation shall be not exceeding 56 years</p>		
--	--	--	---	--	--

			<p>as on the last date of receipt of applications].</p> <p>Note 1. For the purpose of appointment on deputation basis, the service rendered on regular basis by an officer prior to 1.1.2016 the date from which the revised pay structure based on the 7th CPC recommendations has been extended, shall be deemed to be the service rendered in the corresponding Level in the Pay Matrix based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one Grade with a common Level in the Pay Matrix, and where this benefit will extend only for the Post (s) for which that Grade or Pay Scale is the normal replacement Grade without any upgradation.</p>		
--	--	--	--	--	--

ANNEXURE – III

Form to be filled by the Ministry / Department while forwarding proposals to the Department of Personnel & Training and the Union Public Service Commission for amendment of approved Recruitment Rules.

1	(a)Name of the Post	Senior Technical Assistant (Computerisation)
	(b)Name of Ministry / Department	Ministry of Culture
2.	Reference No. in which commission's advice on recruitment rules was conveyed.	-
3.	Date of notification of the original rules and subsequent amendments (copy of the original rules and subsequent amendments should be enclosed, duly flagged and referenced.	G.S.R.475 dt. 24.9.1992 notified in Gazette of India on 24 th Oct,1992.

Column No. of the Schedule	Provisions in the approved/existing rules	Revised provisions proposed	Reason for the revision proposed.
1 Name of Post	Senior Technical Assistant (Computerisation)	Senior Technical Assistant (Computerisation)	No change.
2 No. of post	1*(1992) *Subject to variation dependent on workload.	*01 (2018) *subject to variation dependent on workload.	Amendment of RRs proposed in 2018. As per DoPT guidelines.
3 Classification	General Central Service, Group 'B' Non-Gazetted, Non-Ministerial.	General Central Service, Group 'B', Non-Gazetted, Non-Ministerial.	No change.
4 Pay scale	Rs. 9300-34000 + 4200/- Grade Pay (Sixth CPC). Rs. 1640-2900.	Level-6 of Pay Matrix	As per implementation of 7 th CPC.
5 whether selection post or non-selection	Not applicable.	Not applicable	No Change
6 Age limit for direct recruits	Not applicable.	Not applicable.	No change.
7 Educational and other qualifications required for direct recruits	Not applicable.	Not applicable.	No change.
8 whether age/education qualifications prescribed for direct recruits	Not applicable.	Not applicable.	No change.

will apply in the case of promotees			
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 vacancies to be filled by various method	By transfer/transfer on deputation: Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of Central Government shall ordinarily not exceed three years.	By deputation (including short term contract).	No change. This is an isolated post and there is no post in its feeder grade.
11 In case of recruitment by promotion/ deputation/ absorption from grades from which promotion / deputation / absorption to be made	Transfer/transfer on deputation: Officers under the Central Government: (a)(i)holding analogous posts on a regular basis, or (ii)with 5 years' regular service in posts in the scale of Rs. 1400-2300/2600 or equivalent, or (iii) 10 years regular service in posts in the scale of Rs. 1200-2014 or equivalent; and (b) possessing the following educational qualifications and experience:- (a)(i) Bachelors degree of a recognized University or equivalent (ii)Five years experience in handling Mini-micro computer-cum-word processor alongwith electric/electronic	Deputation including short term contract): Officers under the Central Govt. or State Govts. or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Govt. or Statutory or autonomous organizations: (a) (i) holding analogous posts on a regular basis in the parent cadre or Department; or (ii) six years regular service in posts in Level-5 of Pay Matrix or equivalent in the parent cadre or Department; Or (iii) with 10 years regular service in the post in Level-4 of Pay Matrix or equivalent in the parent cadre or Department; and (b) possessing the following educational qualification and experience:- Essential: (i)Bachelor degree in Computer Science or Bachelor degree in Computer Engineering of a	No change.

	<p>typewriter with a memory system and heavy duty electronic Xerox machines</p> <p>Or</p> <p>(b)(i) Diploma in Computer Science from a recognized University/institution or equivalent.</p> <p>(ii) Two years experience in handling mini-micro computer-cum-word processor along with electric/electronic type writer with a memory system and heavy duty electronic Xerox machine.</p> <p>Desirable: (i) Experience in Museum work</p> <p>(ii) Knowledge and experience in stenography.</p>	<p>recognized University/Institution.</p> <p>OR</p> <p>Bachelors degree in Computer Science of a recognized University/Institution.</p> <p>OR</p> <p>Bachelors degree in Computer Application of a recognized University/Institution.</p> <p>OR</p> <p>Bachelors degree of a recognized University or equivalent with Computer Science one of the main subjects at Senior Secondary Level examination</p> <p>(ii) Five years experience in computer applications/management or computer data management..</p> <p>Desirable:</p> <p>(i) Experience in Museum work</p> <p>(ii) Knowledge and experience in stenography.</p> <p>[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. The Maximum age limit for appointment by deputation shall be not exceeding 56 years as on the last date of receipt of applications].</p> <p>Note 1. For the purpose of appointment on deputation basis, the service rendered on regular basis by an officer prior to 1.1.2016 the date from which the revised pay structure based on the 7th CPC recommendations has been extended, shall be deemed to be the service rendered in the corresponding Level in the Pay</p>	
--	---	--	--

		Matrix based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one Grade with a common Level in the Pay Matrix, and where this benefit will extend only for the Post (s) for which that Grade or Pay Scale is the normal replacement Grade without any upgradation.	
12 If a DPC exists, what is the composition.	Departmental Promotion Committee (Group 'B') Non-Gazetted 1. Director General-Chairman. 2. Under Secretary, Deptt. of Culture-Member. 3. Director, Archaeology Survey of India-Member.	Group 'B' Departmental Promotion Committee consisting of:- 1. Director General, National Museum-Chairman. 2. Director/Deputy Secretary (Museum), Ministry of Culture-Member 3. Director (C&A), National Museum-Member.	Due to change in composition of Departmental Promotion Committee.
13 Circumstances in which UPSC to be consulted in making recruitment	Consultation with UPSC not necessary.	Consultation with UPSC not necessary.	No Change

14.

Name, address and telephone
Numbers of Ministry's Representatives
With whom these proposals may be discussed,
If necessary for classification / early

(Shri S. K. Singh)
Under Secretary (M-I)
Ministry of Culture, Shastri
Bhawan, New Delhi
Off. Ph. No. 011-23380136

Signature of the officer
Sending the proposals
Telephone No.

Date: ,2018.
Place: New Delhi

11

ANNEXURE-I

SCHEDULE

Name of Post	No. of Post	Classification	Level in the Pay Matrix	Whether selection post or non-selection post	Age limit for direct recruits	Educational and other qualifications required for direct recruits.
1	2	3	4	5	6	7
Mount Designer.	*1(One) 2018 *Subject to variation depending on workload	General Central Service Group 'B' Non-Gazetted Non-Ministerial	Level-6	Selection	Not applicable.	Not applicable.

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Period of probation, if any	Method of recruitment. Whether by direct recruitment or by promotion or by deputation transfer & percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/ deputation/ transfer. Grades from which promotion deputation transfer to be made	If a Departmental Promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment
8	9	10	11	12	13
Not applicable.	2 years for promotees.	Composite Method: Deputation (including short term contract) or promotion.	Composite Method: Deputation (including short term contract) or promotion. Officers under the Central Govt. or State Govts. or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Govt. or Statutory or autonomous organizations: (A)(i) Holding analogous post on regular basis in the parent cadre of department; or (ii) With 6 years' in the grade rendered after appointment thereto on a regular basis in Level-5 of Pay Matrix or equivalent in the parent cadre or department. (B) Possessing the following educational qualifications and experience:-	Group 'B' Departmental Promotion Committee consisting of : (1) Director / Deputy Secretary (Museum), Ministry of Culture – Chairman (2) Director (C&A), National Museum – Member (3) Under Secretary (M-I), Ministry of Culture – Member	Consultation with Union Public Service Commission not necessary for filling up the post.

			<p>(i) Bachelor's Degree in any discipline from a recognized University.</p> <p>(ii) 2 years' experience in high class mount cutting and framing miniatures and paintings in a Govt. workshop.</p> <p>Note: The departmental Senior Museum Preparator (Mount Cutter) in Level-5 of Pay Matrix with 6 years' regular service in the Grade shall also be considered along with outsiders and in case he/she is selected for appointment to the post, the same shall be deemed to have been filled by promotion..</p> <p>Note:-Existing incumbent of the post of Senior Museum Preparator (Mount Cutter) with requisite qualifying service will also be considered for composite method..</p> <p>[Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation/department of the Central Government shall ordinarily not exceed 3 years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on</p>		
--	--	--	--	--	--

			<p>the closing date or receipt of applications].</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, deputationist shall not be eligible for consideration for appointment by promotion.</p> <p>Note 2. For the purpose of appointment on deputation basis, the service rendered on regular basis by an officer prior to 1.1.2016 the date from which the revised pay structure based on the 7th CPC recommendations has been extended, shall be deemed to be the service rendered in the corresponding Level in the Pay Matrix based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one Grade with a common Level in the Pay Matrix, and where this benefit will extend only for the Post (s) for which that Grade or Pay Scale is the normal replacement Grade without any upgradation.</p>		
--	--	--	---	--	--

ANNEXURE-III

Form to be filled by the Ministry/Department while forwarding proposals to the Department of Personnel and Training and the Union Public Service Commission for amendment of approved Recruitment Rules.

1. (a) Name of the Post:	Mount Designer
(b) Name of the Ministry/Deptt:	Ministry of Culture
2. Reference No. in which Commission's advice on recruitment rules was conveyed.	Notification G.S.R. No. 842
3. Date of Notification of the original rules and subsequent amendments (copy of the original rules & subsequent amendments should be enclosed, duly flagged and referenced).	9.6.1978 G.S.R 842 dt 24.6.1978.

Column No..	Provision in the approved rules	Revised provision proposed	Reason for the revision proposed.
1.Name of Post	Mount Designer	Mount Designer	No change
2.No. of Post	01	01* (2018) *Subject to variation dependent on work load.	Amendment proposed in 2018
3.Classification	General Central Service Group B Non-Gazetted, Non-Ministerial	General Central Service Group B Non-Gazetted, Non-Ministerial	No change
4.Pay Band and Grade Pay / Pay scale	Rs. 550-25-750-EB-30-900	Levl-6 of Pay Matrix.	After revision of Pay Scales on the implementation of 7 th Pay Commission.
5.Whether Selection Post or non-selection Post	Selection	Selection.	No change.
6.Age limit for direct recruits	Not exceeding 30 years.	Not applicable.	Due to proposed deletion of 'direct recruitment' clause. As per DoPT guide lines. There is one post of Senior Museum Preparator (Mount Cutter) in the feeder grade.
7. Educational and other qualifications	Essential (A) (i) Matriculation	Not applicable.	-do-

required for direct recruits.	<p>of a recognized University or Board or equivalent.</p> <p>(ii) 5 years' experience in high class mount cutting and framing miniatures and paintings in a Govt. workshop or a reputed firm.</p> <p>OR</p> <p>(B) 10 years experience in high class mount cutting and framing miniatures and paintings in a Govt. workshop or a reputed firm.</p>		
8. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	No	No	No change
9. Period of probation, if any	2 years	2 years for promotees.	As per DoPT guide lines.
10. Method of rectt. Whether by direct rectt. or by promotion or by deputation / transfer & percentage of the vacancies to be filled by various methods.	By promotion failing which by direct recruitment	Composite Method: Deputation (including short term contract) or promotion.	As per DoPT guide lines. There is one post of Senior Museum Preparator (Mount Cutter) in the feeder grade.
11. In case of rectt. By promotion / deputation / transfer. Grades from which	Promotion: Senior Museum Preparator (Mount Cutter) with 5 years' regular service in the grade in respect of	<p>Composite Method: Deputation (including short term contract) or promotion.</p> <p>Officers under the Central Govt. or State Govts. or Union</p>	As per DoPT guidelines

also be considered for composite method..

[Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation/department of the Central Government shall ordinarily not exceed 3 years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date or receipt of applications].

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, deputationist shall not be eligible for consideration for appointment by promotion.

Note 2. For the purpose of appointment on deputation basis, the service rendered on regular basis by an officer prior to 1.1.2016 the date from which the revised pay structure based on the 7th CPC recommendations has been extended, shall be deemed to be the service rendered in the corresponding Level in the Pay Matrix based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one Grade with a common Level in the Pay Matrix, and where this benefit will extend only for the Post (s) for which that Grade or Pay Scale is the normal

<p>promotion deputation transfer to be made</p>	<p>those who are at least Matriculates and with 10 years' regular service in the grade in respect of others.</p>	<p>Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Govt. or Statutory or autonomous organizations:</p> <p>(A)(i)Holding analogous post on regular basis in the parent cadre of department; or</p> <p>(ii) With 6 years' in the grade rendered after appointment thereto on a regular basis in Level-5 of Pay Matrix or equivalent in the parent cadre or department.</p> <p>(B)Possessing the following educational qualifications and experience:-</p> <p>(i)Bachelors' Degree in any discipline from a recognized University.</p> <p>(ii) 2 years' experience in high class mount cutting and framing miniatures and paintings in a Govt. workshop.</p> <p>Note: The departmental Senior Museum Preparator (Mount Cutter) in Lavel-5 of Pay Matrix with 6 years' regular service in the Grade shall also be considered alongwith outsiders and in case he/she is selected for appointment to the post, the same shall be deemed to have been filled by promotion..</p> <p>Note:-Existing incumbent of the post of Senior Museum Preparator (Mount Cutter) with requisite qualifying service will</p>	
---	--	--	--

		replacement Grade without any upgradation.	
12.If a Departmental Promotion Committee exists, what is its Composition	Group B Departmental Promotion Committee consisting of: - 1. Joint Secretary or Joint Educational Advisor, Department of Culture – Chairman 2. Director, National Museum – Member 3. Dy. Secretary or Dy. Educational Advisor, Department of Culture – Member	Group B Departmental Promotion Committee for confirmation: i) Director / Dy. Secretary (Museum), Ministry of Culture – Chairman ii) Director (C&A), National Museum – Member iii) Under Secretary (M-I), Ministry of Culture –Member	Due to change in the Departmental Promotion Committee.
13.Circumstances in which Union Public Commission is to be consulted in making recruitment.	Consultation with UPSC necessary while making direct recruitment.	Consultation with UPSC not necessary to fill up the post.	Now out of the purview of UPSC as per directions of DOPT.

Name, addresses and telephone numbers of the Ministry's Representatives with whom these proposals may be discussed, if necessary Section, for clarification/early decision.

S.K. Singh
Under Secretary
Ministry of Culture, M-1

Shastri Bhawan,
New Delhi
Off. Ph. No. 23380136

Signature of the Officer
Sending the proposals
Telephone No.

Date: , 2018
Place: New Delhi

12

SCHEDULE

ANNEXURE -I

Name of post	Number of post.	Classification.	LEVEL in the PAY MATRIX	Whether Selection or non-selection post.	Age limit for direct recruits.	Educational and other qualification required for direct recruits.
1	2	3	4	5	6	7
Security Assistant.	01*(2018) *Subject variation dependent workload.	to Central Service Group 'B' Non-Gazetted, Non-Ministerial.	Level-6 of Pay Matrix.	Not applicable.	<p>Not exceeding 30 years</p> <p>Note 1: Relaxable for Govt. servants up to five years in accordance with the instructions or orders issued by the Central Govt.</p> <p>Note 2: The crucial date for determining the age limit shall be the closing date for receipt of applications from date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti, Districts and Pangi Sub Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands or Lakshadweep.</p>	<p>Essential:</p> <p>(i) Bachelor's Degree of a recognized university or equivalent.</p> <p>(ii) Diploma or Certificate course in security management from a recognized institution.</p> <p>Desirable:</p> <p>(i) Three years experience of handling security arrangements of an Organization.</p> <p>(ii) Experience of analysis / monitoring CCTV camera footage of an organization.</p> <p>Note 1: Qualifications are relaxable at the discretion of the Staff Selection Commission in case of candidates otherwise well qualified</p>

						<p>Note 2: The qualifications regarding experience is / are relaxable at the discretion of the Staff Selection Commission in case of candidates belonging to SC and ST, if at any state of selection, the SSC 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 posts reserved for them.</p>
--	--	--	--	--	--	---

Whether age and 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 posts to be filled by various method.	In case of recruitment by promotion/deputation/absorption, grades, from which promotion/deputation/absorption to be made.	If a Departmental Promotion Committee exists, what is its Composition.	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
8	9	10	11	12	13
Not applicable	Two years for direct recruits.	Deputation (including short term contract) failing which by direct recruitment.	<p>Deputation(including short term contract): Officers under the Central Govt. or State Govts. or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Govt. or Statutory or autonomous organizations:</p> <p>(a)(i) holding analogous posts on a regular basis in the parent cadre or Department; or (ii) six years regular service in posts in Level-5 of Pay Matrix or equivalent in the parent cadre or Department; Or (iii) with 10 years regular service in the post in Level-4 of Pay Matrix or equivalent</p>	<p>Group B Departmental Promotion Committee(for confirmation):</p> <p>(i) Director / Deputy Secretary (Museum), Ministry of Culture-Chairman (ii) Director (Collection &Administration), National Museum-Member iii) Under Secretary (M-1), Ministry of Culture-Member</p>	Consultation with Union Public Service Commission not necessary.

in the parent cadre or Department; and

(b)possessing the following educational qualification and experience prescribed for direct recruits under column (7).

[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 nor exceed three years. The Maximum age limit for appointment by deputation shall be not exceeding 56 years as on the last date of receipt of applications].

Note 1. For the purpose of appointment on deputation basis, the service rendered on regular basis by an officer prior to 1.1.2016 the date from which the revised pay structure based on the 7th CPC recommendations has been extended, shall be deemed to

			<p>be the service rendered in the corresponding Level in the Pay Matrix based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one Grade with a common Level in the Pay Matrix, and where this benefit will extend only for the Post (s) for which that Grade or Pay Scale is the normal replacement Grade without any upgradation.</p>		
--	--	--	---	--	--

ANNEXURE-III

Form to be filled by the Ministry/Department while forwarding proposals to the Department of Personnel and Training and the Union Public Service Commission for amendment of approved Recruitment Rules.

1. (a) Name of the Post:	Security Assistant.
(b) Name of the Ministry/Deptt:	Ministry of Culture, National Museum
2. Reference No. in which Commission's advice on recruitment rules was conveyed.	-
3. Date of Notification of the original rules and subsequent amendments (copy of the original rules & subsequent amendments should be enclosed, duly flagged and referenced).	27.3.1971. G.S.R 402 dt. 27.3.1971

Col. No.	Provision in the approved rules	Revised provision proposed	Reason for the revision proposed.
1.Name of Post	Security Assistant.	Security Assistant.	No change.
2. No. of Post	1	*1 (2018) *Subject to variation dependent on work load.	No change.
3.Classification	General Central Service Class III Non-gazetted, Non-Ministerial.	General Central Service Group B, Non-Gazetted, Non-Ministerial.	After implementation of the 6 th CPC posts having grade pay Rs. 4200/- have been declared as group 'B'.
4.Revised Pay Band + Grade Pay/ Scale of Pay	Rs. 210-10-290-15-320-EB-15-380 Rs. 9300-34800+4200 Grade Pay.[6 th CPC]	Level-6 of Pay Matrix.	After revision of Pay Scales on the implementation of 7 th Pay Commission.
5.Whether Selection Post or non selection Post.	Non-selection.	Non-selection.	No change.
6.Age limit for direct recruits	28 years and below.	Not exceeding 30 years	As per DoPT

		<p>Note 1: Relaxable for Govt. servants up to five years in accordance with the instructions or orders issued by the Central Govt.</p> <p>Note 2: The crucial date for determining the age limit shall be the closing date for receipt of applications from date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti, Districts and Pangi Sub Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands or Lakshadweep.</p>	guidelines.
7.Educational and other qualifications required for direct recruits.	<p>Essential:</p> <p>(i) Graduate of a recognized University or equivalent.</p> <p>(ii) Experience of handling Security/Sanitary arrangements of a big building.</p> <p>Desirable:</p> <p>3-5 years service in Military/Police.</p>	<p>Essential:</p> <p>(i) Bachelor's Degree of a recognized university or equivalent.</p> <p>(ii) Diploma or Certificate course in security management from a recognized institution.</p> <p>Desirable:</p> <p>(i) Three years experience of handling security arrangements of an Organization.</p> <p>(ii) Experience of analysis/monitoring CCTV camera footage of an organization.</p> <p>Note 1: Qualifications are relaxable at the discretion of the Staff Selection Commission in case of candidates otherwise well qualified</p>	<p>Diploma or Certificate course in security management from a recognized institution is proposed keeping in view the responsibilities attached to the post.</p>

		<p>Note 2: The qualifications regarding experience is / are relaxable at the discretion of the Staff Selection Commission in case of candidates belonging to SC and ST, if at any state of selection, the SSC 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 posts reserved for them.</p>	
8. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.	No.	Not applicable	No change.
9. Period of probation, if any.	Two years.	Two years.	No change.
10. Method of rectt. Whether by direct rectt. or by promotion or by deputation /transfer & percentage of the vacancies to be filled by various methods	By promotion 100% failing which by direct recruitment.	Deputation (including short term contract) failing which by direct recruitment.	As there is no feeder post in the hierarchy, post is proposed to be filled by deputation(iste) and by direct recruitment in case non-availability through depuation.
11. In case of rectt. By promotion /deputation/ transfer. Grades from which promotion deputation transfer to be	<p>Promotion:</p> <p>Caretaker with 5 years' service in the grade.</p>	<p>Deputation(including short term contract):</p> <p>Officers under the Central Govt. or State Govts. or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Govt. or Statutory or autonomous</p>	As per DoPT guidelines.

made		<p>organizations:</p> <p>(b) (i) holding analogous posts on a regular basis in the parent cadre or Department; or (ii) six years regular service in posts in Level-5 of Pay Matrix or equivalent in the parent cadre or Department; Or (iii) with 10 years regular service in the post in Level-4 of Pay Matrix or equivalent in the parent cadre or Department; and</p> <p>(b) possessing the educational qualification and experience prescribed for direct recruits under column. (7).</p> <p>[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. The Maximum age limit for appointment by deputation shall be not exceeding 56 years as on the last date of receipt of applications].</p> <p>Note 1. For the purpose of appointment on deputation basis, the service rendered on regular basis by an officer prior to 1.1.2016 the date from which the revised pay structure based on the 7th CPC recommendations has been extended, shall be deemed to be the service rendered in the corresponding Level in the</p>	
------	--	--	--

		Pay Matrix based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one Grade with a common Level in the Pay Matrix, and where this benefit will extend only for the Post (s) for which that Grade or Pay Scale is the normal replacement Grade without any upgradation.	
12.If a Departmental Promotion Committee exists, what is its Composition	Class III Departmental Promotion Committee.	Group B Departmental Promotion Committee(for confirmation) consisting of : (i)Director / Dy. Secretary (Museum), Ministry of Culture-Chairman (ii)Director (Collection &Administration), National Museum - Member (iii) Under Secretary (M-I), Ministry of Culture -Member	Due to change in the Departmental Promotion Committee.
13. Circumstances in which Union Public Commission is to be consulted in making recruitment.	Not applicable.	Not applicable.	No change.

Name, addresses and telephone numbers of the Ministry's Representatives with whom these proposals may be discussed, if necessary Section, for clarification/early decision.

S.K. Singh
Under Secretary
Ministry of Culture, M-1

Shastri Bhawan,
New Delhi
Off. Ph. No. 23380136

Signature of the Officer
Sending the proposals
Telephone No.

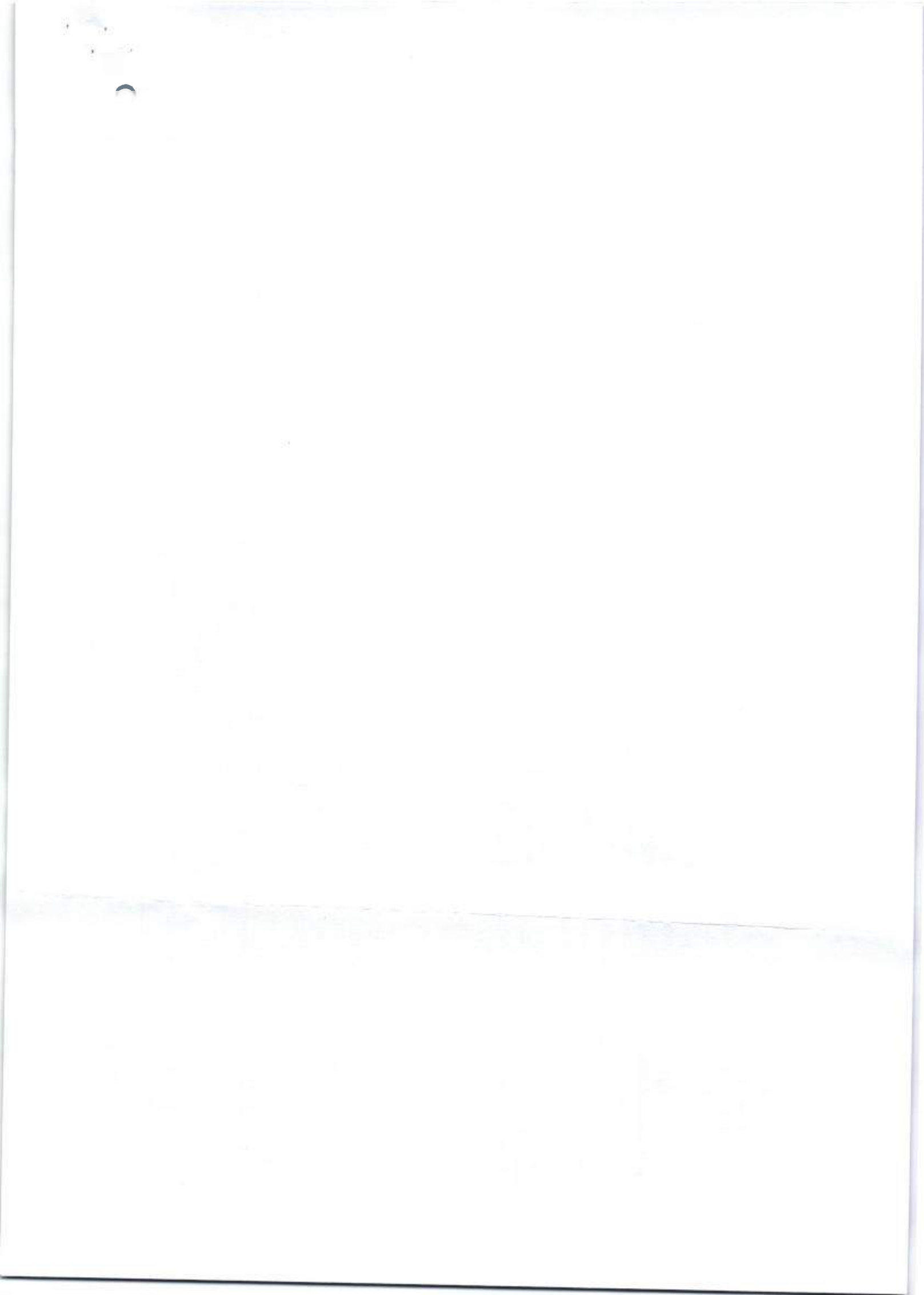
Date: 2018
Place: New Delhi

13

SCHEDULE

ANNEXURE -I

Name of post	Number of post.	Classification.	LEVEL in the PAY MATRIX	Whether Selection or non-selection post.	Age limit for direct recruits.	Educational and other qualification required for direct recruits.
1	2	3	4	5	6	7
Junior Translator	01*(2018) *Subject variation dependent workload.	to Central Service Group 'B' Non-Gazetted, Non-Ministerial	Level-6 of Pay Matrix.	Not applicable.	30 Years. [Relaxable for Government servants up to 5 years in accordance with the instructions or orders issued by the Central Government.]. Note: 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 & Kashmir State, Lahaul and Spiti District and Pangri Sub-Division of Chamba District of Himachal Pradesh Andaman Nicobar	(i) Master's degree of a recognized University in Hindi with English as a compulsory or elective subject or as the medium of examination at the degree level OR Master's degree of a recognized University in English with Hindi as a compulsory or elective subject or as the medium of examination at the degree level. OR Master's degree of a recognized University in any subject other than Hindi or English, with Hindi medium and English as a compulsory or elective subject or as the medium of a examination at the degree level; OR Master's degree of a recognized University in any subject other than Hindi or English, with English medium and Hindi as a compulsory or elective subject or

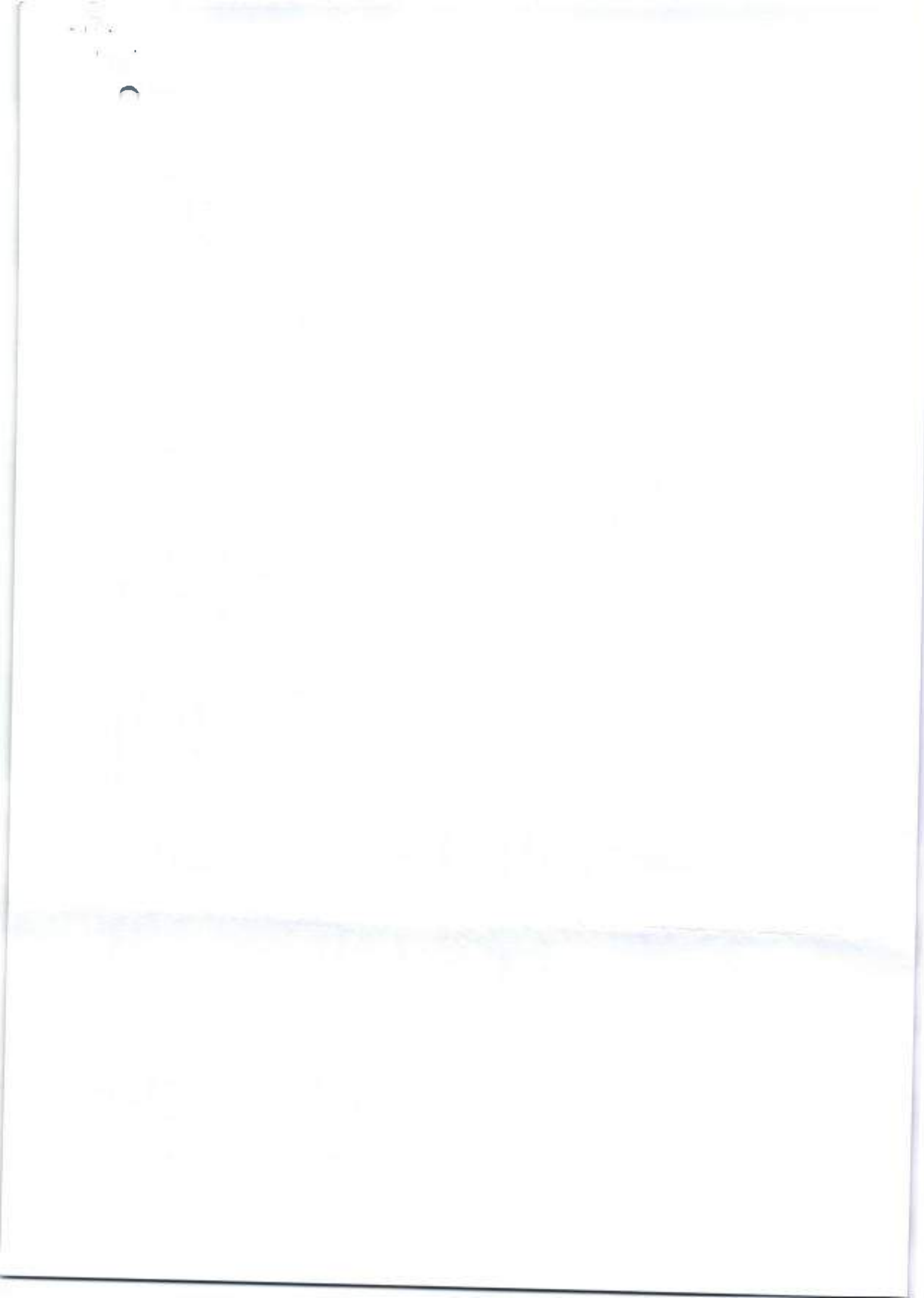


					Islands or Lakshadweep).	<p>as the medium of a examination at the degree level; OR</p> <p>Master's degree of a recognized University in any subject other than Hindi or English, with Hindi and English as compulsory or elective subjects or either of the two as a medium of examination and the other as a compulsory or elective subject at degree level; and</p> <p>(ii) Recognized Diploma or Certificate course in translation from Hindi to English & Vice versa or (ii) Two years' experience of translation work from Hindi to English and vice versa in Central or State Government office, including Government of India undertaking.</p> <p>Note: 1. Qualifications are relaxable at the discretion of the Staff Selection Commission / Competent Authority in the case of candidates otherwise well qualified.</p>
--	--	--	--	--	--------------------------	--

						<p>Note: 2. The qualifications regarding experience is relaxable at the discretion of the SSC/competent authority in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any state of selection, the SSC/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 vacancy reserved for them.</p>
--	--	--	--	--	--	---



Whether age and 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 posts to be filled by various method.	In case of recruitment by promotion/deputation/absorption, grades, from which promotion/deputation/absorption to be made.	If a Departmental Promotion Committee exists, what is its Composition.	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
8	9	10	11	12	13
Not applicable	Two years.	<p>Direct recruitment.</p> <p>Note: "Vacancies caused by the incumbent being away on deputation or long illness or study leave or under other circumstances for duration of one year or more may be filled on deputation basis from officers of Central Government: -</p> <p>(a) Holding analogous posts on regular basis in the parent cadre/department; and</p> <p>(b) Possessing the qualifications and experience prescribed for direct recruits under col. 7".</p>	Not applicable.	<p>Group B Departmental Promotion Committee (for confirmation):</p> <p>(i) Director / Deputy Secretary (Museum), Ministry of Culture-Chairman</p> <p>(ii) Director (Collection & Administration), National Museum-Member</p> <p>iii) Under Secretary (M-I), Ministry of Culture-Member</p>	Consultation with Union Public Service Commission not necessary.



ANNEXURE — III

Form to be filled by the Ministry/Department while forwarding proposals to the Department of Personnel and Training and the Union Public Service commission for amendment of approved Recruitment Rules.

1. (a)	Name of the Post	Junior Translator
(b)	Name of the Ministry/Deptt.	Ministry of Culture/National Museum
2.	Reference No. in which Commission's advice on Recruitment Rules was conveyed.	Not applicable
3.	Date of notification of the original rules and subsequent amendments (copy of the original rules & subsequent amendments should be enclosed, duly flagged and reference)	13.11.1976(copy enclosed). G.S.R 1600 dt. 13.11.1976.

Column No. of the Schedule	Provisions in the Approved / existing rules	Revised provision proposed	Reasons for the revision proposed
1.Name of Post	Jr. Hindi Translator	Junior Translator	Post re-designated as 'Junior Translator' vide Order No. 2-1/2005-NM-515 dt. 20.10.2015.
2.No. of Post	01	*01(2018) * Subject to variation dependent on workload.	Amendment proposed in 2018.
3.Classification	General Central Service Group 'C', Ministerial.	General Central Service Group 'B' Non-Gazetted, Non-Ministerial	As per recommendation of 6th CPC
4.Revised Pay Band + Grade Pay/ Scale of Pay	Rs.425-700	Level-6 of Pay Matrix.	Pay Band revised as 7 th Central Pay Commission.
5.Whether Selection Post or non selection Post.	Selection	Not Applicable	As per model RRs.
6.Age limit for direct recruits	Between 21 and 30 years	30 Years [Relaxable for Government servants up to 5 years in accordance with the instructions or orders issued by the Central Government.]. Note:	As per DOPT guidelines.

		<p>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 & Kashmir State, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh Andaman Nicobar Islands or Lakshadweep).</p>	
7. Educational and other qualifications required for direct recruits.	<p>Essential:</p> <p>(1) Degree of a Recognized University with Hindi medium and with General English as one of the elective subjects at degree level.</p> <p>OR</p> <p>Degree of a recognized University with English medium and General Hindi as one of the elective subjects at degree level.</p> <p>(2) Two years experience of translation work from Hindi to English and vice versa</p>	<p>Master's degree of a recognized University in Hindi with English as a compulsory or elective subject or as the medium of examination at the degree level</p> <p>OR</p> <p>Master's degree of a recognized University in English with Hindi as a compulsory or elective subject or as the medium of examination at the degree level.</p> <p>OR</p> <p>Master's degree of a recognized University in any subject other than Hindi or English, with Hindi medium and English as a compulsory or elective subject or as the medium of a examination at the degree level;</p> <p>OR</p> <p>Master's degree of a recognized University in any subject other than Hindi or English, with English</p>	As per model RRs.

		<p>medium and Hindi as a compulsory or elective subject or as the medium of a examination at the degree level;</p> <p style="text-align: center;">OR</p> <p>Master's degree of a recognized University in any subject other than Hindi or English, with Hindi and English as compulsory or elective subjects or either of the two as a medium of examination and the other as a compulsory or elective subject at degree level; and</p> <p>(ii) Recognized Diploma or Certificate course in translation from Hindi to English & Vice versa Or (ii) two years' experience of translation work from Hindi to English and vice versa in Central or State Government office, including Government of India undertaking.</p> <p>Note: 1. Qualifications are relaxable at the discretion of the Staff Selection Commission / Competent Authority in the case of candidates otherwise well qualified.</p> <p>Note: 2. The qualifications regarding experience is relaxable at the discretion of the SSC/ competent authority in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any state of selection, the</p>	
--	--	--	--

		SSC/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 vacancy reserved for them.	
8. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.	Age: No. Qualification: Yes	Not Applicable.	As per DoPT guidelines.
9. Period of probation, if any.	2 years	2 Years	No change
10. Method of rectt. Whether by direct rectt. or by promotion or by deputation /transfer & percentage of the vacancies to be filled by various methods	By transfer on deputation failing which by direct recruitment	Direct Recruitment. Note: "Vacancies caused by the incumbent being away on deputation or long illness or study leave or under other circumstances for duration of one year or more may be filled on deputation basis from officers of Central Government: - (a) Holding analogous posts on regular basis in the parent cadre/ department; and (b) Possessing the qualifications and experience prescribed for direct recruits under col. 7".	As per model RRs
11. In case of rectt. By promotion /deputation/ transfer. Grades from which promotion deputation transfer to be made	Transfer on deputation- Upper Division Clerk of the Central Secretariat Clerical Service with 5 years' regular service in the grade and Lower Division Clerks of the Central Secretariat	Not applicable	As per model RRs.

	Clerical Service with 10 years' regular service in the grade, who possess the qualifications prescribed in col.8 (Period of deputation ordinarily not exceeding three years.)		
12.If a Departmental Promotion Committee exists, what is its Composition	Not applicable	Group 'B' Departmental Promotion committee for confirmation consisting of: 1. Director / Deputy Secretary (Museum), Ministry of Culture-Chairman. 2. Director (C&A). National Museum-Member. 3.Under Secretary (M-I), Ministry of Culture-Member	Due to change in composition of Departmental Promotion Committee.
13.Circumstances in which Union Public Commission is to be consulted in making recruitment.	Not applicable	Consultation with UPSC not necessary.	No change

Name, address and telephone numbers of the Ministry's Representatives with whom these Proposals may be discussed, if necessary for clarification/early decision Signature of the Officer sending the Proposal

Date:
Place New Delhi

Shri S.K.Singh.
Under Secretary (M-I)
Ministry of Culture, Shastri Bhawan
New Delhi
Off. Phone. No. 23380136
Telephone No.

14

ANNEXURE-I

SCHEDULE

Name of Post	No. of Post	Classification	Level in the Pay Matrix	Whether selection post or non selection post	Age limit for direct recruits	Educational and other qualifications required for direct recruits.
1	2	3	4	5	6	7
Draftsman	*1(one) 2018 *Subject to variation depending on workload	General Central Service Group 'B' Non-Ministerial, Non-Gazetted.	Level-6	Not applicable.	Not applicable.	Not applicable.

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Period of probation, if any	Method of recruitment. Whether by direct recruitment or by promotion or by deputation transfer & percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/ deputation/ transfer. Grades from which promotion deputation transfer to be made	If a Departmental Promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment
8	9	10	11	12	13
Not applicable	Not applicable.	Composite Method: Deputation(including short term contract) or Promotion.	<p>Composite Method: Deputation(including short term contract) or Promotion.</p> <p>Officers under the Central Govt. or State Govts. or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Govt. or Statutory or autonomous organizations:</p> <p>(1)(i) holding analogous posts on a regular basis in the parent cadre or Department; or (ii) six years regular service in posts in Level-5 of Pay Matrix or equivalent in the parent cadre or Department; Or (iii) with 10 years regular service in the post in Level-4 of Pay Matrix or equivalent in the parent cadre or Department; and (b)possessing the following educational qualification and experience:- Bachelors Degree in Architecture from recognized University/Institute.</p>	<p>Group 'B' Departmental Promotion Committee (for confirmation) consisting of:-</p> <p>1) Director / Deputy Secretary (Museum), Ministry of Culture – Chairman 2) Director (C&A), National Museum – Member 3) Under Secretary (M-I), Ministry of Culture – Member</p>	Not Applicable

			<p style="text-align: center;">OR</p> <p>Diploma in Civil Engineering /Architectural draftsmanship from any recognized Polytechnic/Institute.</p> <p>(ii) Two years experience as draftsman in preparing charts, diagrams, maps, graphs etc.</p> <p>Desirable:- One years expereince as a draftsman in preparing charts, diagrams, maps, graphs etc.</p> <p>Note:-The departmental Artist in Level-5 of Pay Matrix with 6 years' service in the grade on regular basis shall also be considered alongwith outsiders and in case he/she is selected for appointments to the post, the same shall be deemed to have been filled by promotion.</p> <p>[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 nor exceed three years. The Maximum age limit for appointment by deputation shall be not exceeding 56 years as on the last date of receipt of applications].</p> <p>Note 1. For the purpose of appointment on deputation basis, the service rendered on regular basis by an officer prior to 1.1.2016 the date from which the</p>		
--	--	--	---	--	--

			<p>revised pay structure based on the 7th CPC recommendations has been extended, shall be deemed to be the service rendered in the corresponding Level in the Pay Matrix based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one Grade with a common Level in the Pay Matrix, and where this benefit will extend only for the Post (s) for which that Grade or Pay Scale is the normal replacement Grade without any upgradation.</p>		
--	--	--	---	--	--

ANNEXURE – III

Form to be filled by the Ministry / Department while forwarding proposals to the Department of Personnel & Training and the Union Public Service Commission for amendment of approved Recruitment Rules.

1	(a) Name of the Post	Draftsman
	(b) Name of Ministry / Department	Ministry of Culture
2.	Reference No. in which commission's advice on recruitment rules was conveyed.	-
3.	Date of notification of the original rules and subsequent amendments (copy of the original rules and subsequent amendments should be enclosed, duly flagged and referenced).	G.S.R.402 dt. 19.2.1971 notified in Gazette of India on 27.3.1971.

Column No. of the Schedule	Provisions in the approved/existing rules	Revised provisions proposed	Reason for the revision proposed.
1 Name of Post	Draftsman	Draftsman	No change.
2 No. of post	01	*01 (2018) *subject to variation dependent on workload.	Amendment of RRs proposed in 2018. As per DoPT guidelines.
3 Classification	General Central Service, Class III Non-Gazetted, Non-Ministerial.	General Central Service, Group 'B', Non-Gazetted, Non-Ministerial.	As per DoPT guidelines.
4 Pay scale	Rs. 9300-34000 + 4200/- Grade Pay (Sixth CPC). Rs. 150-240.	Level-6 of Pay Matrix	As per implementation of 7 th CPC.
5 whether selection post or non-selection	Not applicable.	Not applicable	No Change
6 Age limit for direct recruits	28 years and below.	Not applicable.	Due to deletion of direct recruitment clause. It is proposed to put one post of Artist in feeder grade keeping in view the duties attached to the post and promotional avenue to Artist.
7 Educational and other qualifications required for direct recruits	(a) Matriculation or equivalent Examination. (b) Diploma in Architectural	Not applicable.	-do-

	Draftsmanship from a recognized Institution. (c) Experience as a draftsman and in preparing Charts, Diagrams, Maps, Graphs etc.		
8 whether age/education qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable.	Not applicable.	No change.
9 Period of probation, if any	Two years	Not applicable.	As per DoPT guidelines.
10 Method of recruitment whether by Direct recruitment or by promotion or by deputation / absorption and percentage of vacancies to be filled by various method	100% direct recruitment failing which by transfer.	Composite Method: Deputation (including short term contract) or Promotion.	It is proposed to put one post of Artist in feeder grade keeping in view the duties attached to the post and promotional avenue to Artist.
11 In case of recruitment by promotion/ deputation/ absorption grades from which promotion / deputation / absorption to be made	Not applicable.	Composite Method: Deputation(including short term contract) or Promotion. Deputation including short term contract): Officers under the Central Govt. or State Govts. or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Govt. or Statutory or autonomous organizations:	-do-

		<p>(1)(i) holding analogous posts on a regular basis in the parent cadre or Department;</p> <p>or</p> <p>(ii) six years regular service in posts in Level-5 of Pay Matrix or equivalent in the parent cadre or Department;</p> <p>Or</p> <p>(iii) with 10 years regular service in the post in Level-4 of Pay Matrix or equivalent in the parent cadre or Department; and</p> <p>(b)possessing the following educational qualification and experience:- Bachelors Degree in Architecture from recognized University/Institute.</p> <p>OR</p> <p>Diploma in Civil Engineering/Architectural draftsmanship from any recognized Polytechnic/ Institute.</p> <p>(ii) Two years experience as draftsman in preparing charts, diagrams, maps, graphs etc.</p> <p>Desirable:- One years experience as a draftsman in preparing charts, diagrams, maps, graphs etc.</p> <p>Note:-The departmental Artist in Level-5 of Pay Matrix with 6 years' service in the grade on regular basis shall also be considered alongwith outsiders and in case he/she is selected for</p>	
--	--	---	--

		<p>appointments to the post, the same shall be deemed to have been filled by promotion.</p> <p>[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. The Maximum age limit for appointment by deputation shall be not exceeding 56 years as on the last date of receipt of applications].</p> <p>Note 1. For the purpose of appointment on deputation basis, the service rendered on regular basis by an officer prior to 1.1.2016 the date from which the revised pay structure based on the 7th CPC recommendations has been extended, shall be deemed to be the service rendered in the corresponding Level in the Pay Matrix based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one Grade with a common Level in the</p>	
--	--	--	--

		Pay Matrix, and where this benefit will extend only for the Post (s) for which that Grade or Pay Scale is the normal replacement Grade without any upgradation.	
12 If a DPC exists, what is the composition.	Not applicable.	Group 'B' Departmental Promotion Committee (for confirmation) consisting of:- 1) Director / Deputy Secretary (Museum), Ministry of Culture - Chairman 2) Director (C&A), National Museum - Member 3) Under Secretary (M-I), Ministry of Culture - Member	Due to change in composition of Departmental Promotion Committee.
13 Circumstances in which UPSC to be consulted in making recruitment	Not applicable.	Not Applicable	No Change

14.
Name, address and telephone
Numbers of Ministry's Representatives
With whom these proposals may be discussed,
If necessary for classification / early

(Shri S. K. Singh)
Under Secretary (M-I)
Ministry of Culture, Shastri
Bhawan, New Delhi
Off. Ph. No. 011-23380136

Signature of the officer
Sending the proposals
Telephone No.

Date: ,2018.
Place: New Delhi



1. The first part of the report is a summary of the work done during the past year. It includes a list of the projects which have been completed, and a brief description of the results obtained. The second part of the report is a detailed account of the work done on the project entitled "The effect of temperature on the rate of reaction between hydrogen peroxide and potassium iodide". This work was carried out by Mr. J. H. Smith, and the results are given in the table on page 10.

2. The third part of the report is a description of the work done on the project entitled "The effect of concentration on the rate of reaction between hydrogen peroxide and potassium iodide". This work was carried out by Mr. J. H. Smith, and the results are given in the table on page 11. The fourth part of the report is a description of the work done on the project entitled "The effect of catalyst on the rate of reaction between hydrogen peroxide and potassium iodide". This work was carried out by Mr. J. H. Smith, and the results are given in the table on page 12.

3. The fifth part of the report is a description of the work done on the project entitled "The effect of surface area on the rate of reaction between hydrogen peroxide and potassium iodide". This work was carried out by Mr. J. H. Smith, and the results are given in the table on page 13. The sixth part of the report is a description of the work done on the project entitled "The effect of pressure on the rate of reaction between hydrogen peroxide and potassium iodide". This work was carried out by Mr. J. H. Smith, and the results are given in the table on page 14.

4. The seventh part of the report is a description of the work done on the project entitled "The effect of pH on the rate of reaction between hydrogen peroxide and potassium iodide". This work was carried out by Mr. J. H. Smith, and the results are given in the table on page 15. The eighth part of the report is a description of the work done on the project entitled "The effect of ionic strength on the rate of reaction between hydrogen peroxide and potassium iodide". This work was carried out by Mr. J. H. Smith, and the results are given in the table on page 16.

5. The ninth part of the report is a description of the work done on the project entitled "The effect of solvent on the rate of reaction between hydrogen peroxide and potassium iodide". This work was carried out by Mr. J. H. Smith, and the results are given in the table on page 17. The tenth part of the report is a description of the work done on the project entitled "The effect of temperature on the rate of reaction between hydrogen peroxide and potassium iodide". This work was carried out by Mr. J. H. Smith, and the results are given in the table on page 18.

6. The eleventh part of the report is a description of the work done on the project entitled "The effect of concentration on the rate of reaction between hydrogen peroxide and potassium iodide". This work was carried out by Mr. J. H. Smith, and the results are given in the table on page 19. The twelfth part of the report is a description of the work done on the project entitled "The effect of catalyst on the rate of reaction between hydrogen peroxide and potassium iodide". This work was carried out by Mr. J. H. Smith, and the results are given in the table on page 20.

7. The thirteenth part of the report is a description of the work done on the project entitled "The effect of surface area on the rate of reaction between hydrogen peroxide and potassium iodide". This work was carried out by Mr. J. H. Smith, and the results are given in the table on page 21. The fourteenth part of the report is a description of the work done on the project entitled "The effect of pressure on the rate of reaction between hydrogen peroxide and potassium iodide". This work was carried out by Mr. J. H. Smith, and the results are given in the table on page 22.

8. The fifteenth part of the report is a description of the work done on the project entitled "The effect of pH on the rate of reaction between hydrogen peroxide and potassium iodide". This work was carried out by Mr. J. H. Smith, and the results are given in the table on page 23. The sixteenth part of the report is a description of the work done on the project entitled "The effect of ionic strength on the rate of reaction between hydrogen peroxide and potassium iodide". This work was carried out by Mr. J. H. Smith, and the results are given in the table on page 24.

9. The seventeenth part of the report is a description of the work done on the project entitled "The effect of solvent on the rate of reaction between hydrogen peroxide and potassium iodide". This work was carried out by Mr. J. H. Smith, and the results are given in the table on page 25. The eighteenth part of the report is a description of the work done on the project entitled "The effect of temperature on the rate of reaction between hydrogen peroxide and potassium iodide". This work was carried out by Mr. J. H. Smith, and the results are given in the table on page 26.

15

ANNEXURE-I

SCHEDULE

Name of Post	No. of Post	Classification	Level in the Pay Matrix	Whether selection post or non selection post	Age limit for direct recruits	Educational and other qualifications required for direct recruits.
1	2	3	4	5	6	7
Manager Grade-II(Canteen)	*1(one) 2018 *Subject to variation depending on workload	General Central Service Group 'B' Non-Ministerial, Non-Gazetted.	Level-6	Not applicable.	30 years. Relaxable for Government servants upto 5 years in accordance with the instructions or orders issued by the Central Government.	Essential: (i) Bachelor's Degree in Commerce/Business Studies/Economics/Public Administration of a recognized University/Institute. (ii) Two years experience in Accounts work in any Govt. office or PSU or Autonomous/Statutory Organisation. Desirable:- Degree or 3 years diploma in Hotel Management of a recognized University/Institute.

						<p>Note 1: Qualifications are relaxable at the discretion of the Staff Selection Commission in case of candidates otherwise well qualified</p> <p>Note 2: The qualifications regarding experience is / are relaxable at the discretion of the Staff Selection Commission in case of candidates belonging to SC and ST, if at any state of selection, the SSC 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 posts reserved for them.</p>
--	--	--	--	--	--	---

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Period of probation, if any	Method of recruitment. Whether by direct recruitment or by promotion or by deputation transfer & percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/ deputation/ transfer. Grades from which promotion deputation transfer to be made	If a Departmental Promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment
8	9	10	11	12	13
Not applicable	Two years for direct recruits.	Deputation (including short term contract).	Deputation(including short term contract) Officers under the Central Government: (a)(i) holding analogous posts on regular basis in the parent cadre / department; or (ii) with 6 years' service in the grade rendered after appointment thereto on a regular basis in posts in Level-5 of Pay Matrix or equivalent in the parent cadre/department; or (iii) with 10 years' service in the grade rendered after appointment thereto on a regular basis in posts in Level-5 of Pay Matrix or equivalent in the parent	Group 'B' Departmental Promotion Committee consisting of:- 1. Director General, National Museum-Chairman. 2. Director/Deputy Secretary (Museum), Ministry of Culture-Member 3. Director (C&A), National Museum-Member. Group 'B' Departmental Promotion Committee (for confirmation) consisting of:- 1) Director / Deputy	Consultation with UPSC not necessary for filling up the post.

			<p>cadre/department; and (b)possessing the educational qualifications and experience prescribed for direct recruits. [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 nor exceed three years. The Maximum age limit for appointment by deputation shall be not exceeding 56 years as on the last date of receipt of applications].</p> <p>Note 1. For the purpose of appointment on deputation basis, the service rendered on regular basis by an officer prior to 1.1.2016 the date from which the revised pay structure based on the 7th CPC recommendations has been extended, shall be deemed to be the service rendered in the corresponding Level in the Pay Matrix based on the recommendations of the Pay Commission except</p>	<p>Secretary (Museum), Ministry of Culture - Chairman 2) Director (C&A), National Museum - Member 3) Under Secretary (M-I), Ministry of Culture - Member.</p>	
--	--	--	--	---	--

C

			where there has been merger of more than one pre-revised scale of pay into one Grade with a common Level in the Pay Matrix, and where this benefit will extend only for the Post (s) for which that Grade or Pay Scale is the normal replacement Grade without any upgradation.		
--	--	--	---	--	--

ANNEXURE II

Form to be filled by the Ministry/ Department while forwarding proposals to the Department of Personnel & Training and the Union Public Service Commission for framing Recruitment Rules for posts.

1.	a)	Name of posts	Manager Grade-II(Canteen)
	b)	Name of the Ministry/Department	Ministry of Culture/National Museum
	c)	Number of posts	1 (One)
	d)	Scale of pay	Level-6 of Pay Matrix. (7 th CPC)
	e)	Class and service to which the posts belong	General Central Service (Group 'B') Non-Gazetted.
	f)	Ministerial or Non-Ministerial of F.R. 9 (17)	Non-Ministerial
2.	Appointing Authority		Director General, National Museum, Ministry of Culture.
3.	Duties of the post in detail		To maintain the Accounts/Stores and to supervise the staff of the Departmental Canteen
4.	Describe briefly the method(s) adopted for filling the posts hitherto.		Deputation/Absorption failing which by direct recruitment.
5.	Method of recruitment proposed.		Deputation/Absorption failing which by direct recruitment.
6.	If promotion is proposed as a method of recruitment		
	(a)	Designation and number of the posts proposed to be included in the field of promotion.	Not applicable.
	(b)	Number of years of qualifying service proposed to be fixed before persons in the field become eligible for promotion (as per extant GOI instructions)	Not applicable.
	(c)	Percentage of vacancies in the grade proposed to be filled by promotion.	Not applicable.
	(d)	Have Recruitment Rules been framed for the post proposed in the field of promotion? If framed in consultation with the Commission, please quote Commission's reference No. If consultation with the Commission was not required, please attach a copy of rules framed. A copy of the rules should be sent DOPT along with the proposal.	Not applicable.

	(e)	If Recruitment Rules were not framed for the post in the field of promotion;	Not applicable.
	(i)	Please indicate briefly the method of recruitment actually adopted for filling the posts. Please also state the percentage of vacancies filled by each of the methods	Deputation/Absorption failing which by direct recruitment. 100%
	(ii)	Please state briefly the educational qualifications possessed by the persons in the field of promotion.	Not applicable.
	(iii)	In case the feeder posts are filled by promotion, the Recruitment Rules for the still lower posts (including the lowest post to which direct recruitment is one of the methods of recruitment) may be furnished	Not applicable.
(f)	(i)	Is the promotion to be made on selection or Non-Selection basis?	Not applicable.
	(ii)	Reasons for the proposal (i) above	There is no post in the feeder grade for promotion.
	(g)	If a DPC exists, what composition	Group B' Departmental Promotion Committee consisting of: 1. Director/Deputy Secretary (Museum Ministry of Culture-Chairman 2. Director (C&A), National Museum-Member. 3. Under Secretary, (M.I), Ministry of Culture-Member.
	(h)	Indicate if the feeder posts are having promotion channels other than the one under consideration.	Not applicable.
7.		If promotion is not proposed as a method, please state why it is not considered desirable / possible/ necessary.	There is no post in the feeder grade for promotion.
8.		If direct recruitment is proposed as a method of recruitment please state	
	(a)	The percentage of vacancies proposed to be filled by direct recruitment	100%
	(b)	Indicate if there are any promotional avenues for the direct recruits?	No.
	(c)	(i) Age for direct recruits	30 years. Note:- The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India not the closing date prescribed for those is Assam, Meghalaya, Arunachal Pradesh, Mizoram, Tripura, Sikkim, Ladakh Division of J & K State.

				Lahaul & Spiti District and Pangi Sub Division of Chamba District of Himachal Pradesh, Andaman & Nikobar Islands or Lakshadweep
		(ii)	Is age relaxation for Government servants?	Relaxable for Government servants upto 5 years in accordance with the instructions or orders issued by the Central Government.
	(d)	Educational and other qualifications required for direct recruits. (it may please be noted that the essential qualifications prescribed are relaxable at Commission's discretion in case of candidates otherwise well-qualified.		<p>Essential:</p> <p>(i) Bachelor's Degree in Commerce/Business Studies/Economics/Public Administration of a recognized University/Institute.</p> <p>(ii) Two years experience in Accounts work in any Govt. office or PSU or Autonomous/Statutory Organisation.</p> <p>Desirable:-</p> <p>Degree or 3 years diploma in Hotel Management of a recognized University/Institute.</p> <p>Note 1: Qualifications are relaxable at the discretion of the Staff Selection Commission in case of candidates otherwise well qualified</p> <p>Note 2: The qualifications regarding experience is / are relaxable at the discretion of the Staff Selection Commission in case of candidates belonging to SC and ST, if at any state of selection, the SSC 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 posts reserved for them.</p>
	(e)	<p><u>Essential</u></p> <p><u>Desirable</u></p> <p>Whether essential qualification to be prescribed are in accordance with any Act(s)? If so please quote the relevant Act(s) under which it is necessary and also supply relevant extracts from the Act(s)</p>		-do-
	(f)	Has the post been advertised by the Commission in the past? If so, please quote Commission's reference No		Not applicable.
9.	If direct recruitment is not proposed as a method, please state why it is not considered desirable/possible/ necessary.			Not applicable..

10.	(i)	If promotion and direct recruitment are both proposed as methods of recruitment, will the educational qualifications proposed for direct recruits apply in case of promotion?	Not applicable.
	(ii)	If not, to what extent are the educational qualifications proposed to be relaxed in case of promotions	Not applicable.
11.	(a)	Is deputation/ absorption proposed as a method of recruitment? If so, please state the reasons for the proposal. Please state clearly whether deputation or absorption or both are proposed	There is no post in the feeder grade for promotion. Therefore the method deputation/transfer has been proposed.
	(b)	The percentage of vacancies proposed to be filled by this method	100%.
	(c)	The period to which deputation will be limited.	3 years.
	(d)	The names of the posts of grades or services etc. from which deputation/absorption is proposed	<p><u>Deputation</u> Officers under the Central Government: (a)(i) holding analogous posts on regular basis in the parent cadre / department; or (ii) with 6 years' service in the grade rendered after appointment thereto on a regular basis in posts in Level-5 of Pay Matrix or equivalent in the parent cadre/department; or (iii) with 10 years' service in the grade rendered after appointment thereto on a regular basis in posts in Level-5 of Pay Matrix or equivalent in the parent cadre/department; and (b)possessing the educational qualifications and experience prescribed for direct recruits. [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 nor exceed three years. The Maximum age limit for appointment by deputation shall be not exceeding 56 years as on the last date of receipt of applications]. Note 1. For the purpose of appointment on deputation basis, the service rendered on regular basis by an officer prior to 1.1.2016 the date from which the revised pay structure based on the 7th CPC recommendations has been extended, shall be deemed to be the service</p>

			rendered in the corresponding Level in the Pay Matrix based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one Grade with a common Level in the Pay Matrix, and where this benefit will extend only for the Post (s) for which that Grade or Pay Scale is the normal replacement Grade without any upgradation.
12.	(a)	If any of the methods proposed fails, by what methods are such vacancies proposed to be filled	Not applicable
	(b)	Whether the Recruitment Rules relate to a post which has been upgraded from Group 'C' to Group 'B' or Group 'IT' to Group 'A' or within the same group? If so, whether the necessary provisions for initial constitution has been proposed	Not applicable
	(c)	Whether the Recruitment Rules relate to a post which is proposed to be downgraded? If so, whether necessary safeguards have been suggested in respect of the existing incumbents of the post?	Not applicable
13.	(a)	Special circumstances, if any, other than those covered by the rules, in which the Commission may be required to be consulted	Not applicable
	(b)	Whether the Department of Personnel and Training have concurred in the proposal?	No.
14.		If these proposals are being sent in response to any reference from the Commission, please quote Commission's reference No	Not applicable.
15.		Name, address and telephone number of the Ministry's representatives with whom whose proposals may be discussed if necessary, for clarification/early decision	Shri S.K.Singh, Under Secretary, Ministry of Culture, Shastri Bhawan, New Delhi .Tel: 23380136 (Office)

(S K Singh)
Under Secretary
Tele. No. 23380136

Date:

Place New Delhi