F. No. L-50/8/2023-Lib Government of India Ministry of Culture Library Section \*\*\*\*

> Shastri Bhawan, New Delhi Dated 16<sup>th</sup> April, 2024

## **OFFICE MEMORANDUM**

Subject: Revision in Recruitment Rules (RRs) for the posts of Assistant Library & Information Officer (General) and Assistant Library & Information Officer (Language) in Central Secretariat Library under Ministry of Culture- reg.

The undersigned is directed to refer to subject mentioned above and to say that a proposal for revision in the RRs of the posts of ALIO (General) and ALIO (Language) in CSL, is under consideration.

- 2. In accordance with DoPT's OM No. AB-14017/61/2008-Estt.(RR) dated 13.10.2015, it is necessary to obtain the comments from various stakeholders before referring such proposal to DoPT, UPSC and Ministry of Law for finalization.
- 3. Thus, CSL is requested to publish the draft RRs (annexed at Annexure-A) on its website for 30 days, for inviting and obtaining comments from stakeholders. After the stipulated period, the comments received against the draft RRs may be sent to this Ministry so that the same may be submitted to DoPT, UPSC and Ministry of Law for their consideration and finalization.
- 4. This issues with the approval of competent authority.

(S. N. Rana)

Under Secretary to Government of India

To

LIO (Admn), CSL

Copy to:-

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

## A. Assistant Library and Information Officer (General)

Column No. & Title	Existing provisions	Proposed changes
1	Assistant Library and	No change
Name of the post	Information Officer	3
2	9* (2016)	9* (2024)
No. of posts	* Subject to variation	
		dependent on workload
3	General Central Service,	
Classification	Group 'B', Gazetted, Non-	
	Ministerial	516,
4	Level-7 (Rs. 44900-142400)	No change
Scale of pay		
5	Selection	No change
Whether selection post	and the second second	/ = .
or non-selection post		1- 1-1
6	Not applicable	No change
Age Limit for direct		L. I.
recruits	Total of Carties and Charles	
7	Not applicable	No change
Educational and other		7 - 4
qualifications required		Tag.
for Direct Recruits	municipal and the second second	a tri
8	Not applicable	No change
Whether age and	1 2 2	
educational		The state of the s
qualifications	te su la prove se la	_
prescribed for direct	to age to see the second second	, 136
recruits will apply in		1 50
case of promotes		
Make the control of	4	1
and the second second	I have been a first to the second	) T(=
	and the second of the second	1.17 S
9	Not applicable	No change
Period of probation, if	nado e la	1
any	pita o la table de la serie	1
10	By promotion failing which by	No change
	deputation (including short-	7 - 1
	term contract)	x = 3 <sup>1</sup>
recruitment or by	l .	
promotion or by		
deputation/ absorption		
and percentage of the		
vacancies to be filled by		1 kd,
various methods	7.	
11	<u>Promotion</u>	<u>Promotion</u>
In case of		Library and Information
recruitment/deputation/	Library and Information	Assistant in the Level- 6 in

which promotion/deputation/ absorption to be made

absorption, grades from Assistant in the Level- 6 in the the pay matrix with five pay matrix with five years'years' regular service in the regular service in the grade grade and successfully successfully completed completed training of 03 land training of 03 weeks in the weeks in the field of Library field of Library and Library and Library Science. Science.

## Deputation (including Note 1: Short Term Contract):

Where juniors who have theirOfficers completed under Central eligibility/gualifying service Government or State being considered for Governments or Union promotion, their seniors would Territories or **PSUs** or also be considered provided Statutory or Autonomous they are not short of the Organizations or Universities qualifying/eligibility or Recognized Research or service by more than half of Educational Institutions: such qualifying/ eliaibility

years(a)(i) holdina service or two analogous whichever is less, and havelposts on a regular basis in successfully completed their the parent cadre of probation period for promotion department; or to the next higher grade along

with their juniors who have (ii) with 5 years' regular suchservice lalreadv completed in the arade qualifying/eligibility service. rendered after appointment thereto on a regular basis in

**Note 2:** For the purpose ofloosts in Level-6 of the pay computing minimum qualifying matrix or equivalent in the service for promotion, the parent cadre of department; service rendered on a regularland

basis by an officer prior to

01.01.2016, the date from (b) Possessing the following payleducational which the revised qualifications structure based on the 7th CPC and experiences, namely:-

recommendations has been extended shall be deemed to Essential:

be service rendered in the

matrix(i) Bachelors Level in the pay Degree extended the Library Science or Library based on the and Information Science of a recommendations of Commission. recognized University Institute;

Deputation **Short Term Contract):** 

(including (ii) 02 years' professional experience Library in under the Central

Officers Central Government State under or Government or State Government or Autonomous Union or Statutory Organization or Government or

Territories **PSUs** orPSU or or University or Statutory or AutonomousRecognized Research or Organizations or Universities Educational Insititution. Recognized Research Institutes: Desirable: (a)(i) holding analogous posts(i) Master's Degree in on regular basis in the parentLibrary Science or Library cadre or department; or and Information Science of a recognized University with 5 years' regular Institute. service in the grade rendered after appointment thereto on (ii) Diploma in Computer a regular basis in posts in Applications from al Level-6 of the pay matrix or recognized University or equivalent in the parent cadre Institute. of department; and Note: (b) Possessing the following educational qualifications and 1. The departmental officers experiences, namely:in the feeder category who lare in the direct line of (i) Bachelors Degree in Library promotion shall not Science and eligible for consideration for or Library Information Science alappointment on deputation. of or Similarly, deputationist shall recognized University Institute; he eligible not for consideration for 02 years' professional appointment by promotion. experience in a Library under the Central Government or 2. The period of deputation State Governments orlincluding the period of Autonomous or Statutory deputation in another ex-Organization **PSU** orcadre post held immediately or University or Recognized preceding this appointment Research or Educational in the same or some other Insititution. organization / department of the Central Government Desirable: shall ordinarily not exceed three years. (i) Master's Degree in Library and 3. The maximum age limit Science or Library Information Science of afor appointment by recognized University ordeputation (including short Institute. term contract) / absorption computershall be 'Not exceeding 56 Diploma in applications from a recognized years' as on the closing date University or Institute. of receipt of applications. Note 1:

The departmental officers in the feeder category who are in the direct line of promotion not will eligible be consideration for appointment deputation. Similarly, deputationists will not be eligible for consideration for appointment on promotion.

(Period of deputation (including short term contract) the including period of deputation (including short term contract) in another excadre post held immediately preceding this appointment in the same or some other orgn./ deptt, of the Central Govt. shall not ordinarily exceed 3 years. The maximum age limit for appointment by deputation (including Short Term Contract) shall not bel exceeding 56 years as on the closing date of receipt of applications.)

**Note 2:** For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 01.01.2016 or the date from which the revised pay structure based on the 7th CPC recommendations been extended, shall be deemed to be service rendered in the corresponding Level in the pay matrix lextended 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 Level in the pay matrix, and where this benefit will extend only for the post(s) for which that Level in the pay matrix is the normal replacement grade without

	any upgradation.	1
Promotion Committee	Group 'B' Departmenta Promotion Committee (for	Group 'B' Departmental Promotion Committee (for considering promotion) consisting of:
Composición	<ol> <li>Joint Secretary (Admn) - Chairman;</li> <li>Director or Deputy Secretary (Admn) - Member;</li> <li>Under Secretary (Library) - Member</li> </ol>	(Library) or Joint Secretary (Library), Ministry of Culture – Chairman; 2. Director (Central
		3. Under Secretary (Library), Ministry of Culture- Member
		Selection Committee (for considering appointment by deputation (including short-term contract) consisting of:-
		1. Additional Secretary (Library) or Joint Secretary (Library), Ministry of Culture – Chairman;
		2. Director (Central Secretariat Library)– Member;
		3. Under Secretary (Library), Ministry of Culture- Member
Union Public Service Commission is to be		Public Service Commission is not necessary.

## A. Assistant Library and Information Officer (Language)

Column No. & Title	Existing pro	ovisions	Proposed changes
1	Assistant	Library	and No change
Name of the post	Information	Officer(Langu	uage)

2		2* (2024)
No. of posts	* Subject to variation	
		dependent on work load
3	General Central Service, Group	No change
Classification	B', Gazetted, Non-Ministerial	11000
4	PB-2: Rs. 9300-34800 + GP	
Scale of pay	4600	142400/-)
5	Programme of the programme of the control of the co	No change
Whether selection post	· *	
or non-selection post		
6 Age Limit for direct recruits	servants upto five years in accordance with the instructions or orders issued by the Central	(relaxable for Government servants upto five years in accordance with the
	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 and Kashmir State, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands or Lakshadweep).	Note: The crucial date for determining the age limit shall be as advertised by the UPSC.
7	Essential:	Essential:
	(i) Bachelor's Degree from a	
	recognized University in the	
for Direct Recruits	indicated at the time of recruitment).	(i) Bachelors Degree in Library Science or Library and Information Science of
- A	Information Science of a	Institute;
	Institute; (iii) Two years' professiona	
	experience in a Library under Central or State Government or Autonomous or Statutory	recognized Board.
	organization or Public Sector Undertaking or University or recognized Research or	

Educational Institution. 12<sup>th</sup> Class shall bel specified at the time of Desirable: recruitment. Master's Degree from a recognized University in the (iii) Two years' language concerned professional experience in (ii) Master's degree in Librarya Library under Central or Science or Library andState Government of Information Science alAutonomous or Statutory recognized University orlorganization or Public Institute; Sector Undertaking (iii) Diploma in Computer University or recognized Applications from a recognizedResearch or Educational University or Institute or Board. Institution. Note are **Desirable**: 1: Qualifications relaxable at the discretion of the Service(i) Public Master's dearee Commission for reasons to bellibrary Science or Library recorded in writing, in case ofland Information Science of candidates otherwise wella recognized University or qualified. Institute: Note 2: The qualification(s) is/are(ii) Diploma in Computer regarding experience relaxable at the discretion of the Applications from Union Public Service recognized University or Commission for reasons to be Institute or Board. recorded in writing in the case belonging candidates to Note 1: Qualifications are Scheduled Castes and relaxable at the discretion Scheduled Tribes if, at any stage of the Union Public Service of selection, the Union PublicCommission for reasons to Service Commission is of thelbe recorded in writing, in opinion the sufficient number ofcase of candidates these otherwise well qualified. candidates from communities possessing the **Note** 2: The requisite experience are not qualification(s) regarding likely to be available to fill uplexperience is/are relaxable forat the discretion of the the vacancies reserved them. Union Public Service Commission for reasons to be recorded in writing in the case of candidates belonaina to Scheduled Castes Scheduled and Tribes if, at any stage of selection, the Union Public Service Commission is of the opinion the sufficient of number candidates from these communities

		possessing the requisit experience are not likel to be available to fill u the vacancies reserved fo them.
8	Not applicable	No change
Whether age an	d	
educational		
qualifications		-
prescribed for direc	t	
recruits will apply i	n	
case of promotes	1 "	
ne hall to be en		
	1 111	
	w 1	
9	,	No change
Period of probation,	if	
any		
10	By direct recruitment.	
Method of recruitmer		By Direct recruitme
	t <b>Note:</b> Vacancies caused by the	
recruitment or b	y <mark>incumbent being away or</mark>	Deputation (including
	ydeputation or long illness or	
	nstudy leave or under other	
	ecircumstances for duration of	
	yone year or more may be filled	
various methods		
	officers of Central Government:	
	a) (i) holding analogous posts	
	on regular basis in the parent	
	cadre/Department; or	
	(ii) with five years regular	
	service in the grade rendered	1
Te = 3-4	after appointment thereto on a	
<u> </u>	regular basis in posts in Pay	1
	Band-2 (Rs. 9300-34800) with	1 <b>1</b>
	grade pay of Rs. 4200/- or	
	equivalent in the parent cadre	
	or Department; and	
J	(b) Possessing educationa	1
	qualifications and experience	
	prescribed for direct recruits	
	under Column 7.	.
	(Period of deputation including	
	period of deputation in anothe	
	ex-care post held immediately	
	preceding this appointment in	
ı	the same or some other	n
	Depart of study. The company of all study. Suppliers and the control of the contr	•
5 3 - 2 - 2 - 2 - 2 - 2 - 2 - 2 - 2 - 2 -	organization/Department of the Central Government shall	9

1		
	ordinarily not to exceed three years. The maximum age limit for appointment by deputation (including Short Term Contract) shall be not exceeding fifty six years as on the closing date of receipt of applications)	
11	Not applicable	
In case of recruitment/deputation/		Deputation (including Short Term Contract):
absorption, grades from which promotion/deputation/ absorption to be made		Officers under Central Government or State Governments or Union Territories or PSUs or Statutory or Autonomous Organizations or Universities or Recognized Research or Educational Institutions:
		(a)(i) holding analogous posts on a regular basis in the parent cadre of department; or
		(ii) with 5 years' regular service in the grade rendered after appointment thereto on a regular basis in posts in Level-6 of the pay matrix or equivalent in the parent cadre of department; and
		(b) Possessing the educational qualifications and experience prescribed for direct recruits under column 7.
*		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

appointment

on

		deputation. Similarly, deputationist shall not be eligible for consideration for appointment by promotion.
		2. 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.
		3. The maximum age limit for appointment by deputation (including short term contract) / absorption shall be 'Not exceeding 56 years' as on the closing date of receipt of applications.
	Confirmation Committee (for considering confirmation) consisting of:	Group 'B' Departmental Confirmation Committee (for considering confirmation) consisting of:
_ "	<ol> <li>Director (Library) – Member;</li> <li>Under Secretary (Library) – Member</li> </ol>	1. Additional Secretary (Library) or Joint Secretary (Library), Ministry of Culture – Chairman;
	,-*	2. Director (Central Secretariat Library)– Member;
		3. Under Secretary (Library), Ministry of Culture- Member
		Selection Committee (for

		considering appointment by deputation (including short-term contract) consisting of:-
		1. Additional Secretary (Library) or Joint Secretary (Library), Ministry of Culture – Chairman;
		2. Director (Central Secretariat Library)– Member;
		3. Under Secretary (Library), Ministry of Culture- Member
		4. An expert in the language concerned to be nominated by the Secretary (Culture)-Member
1	Consultation with the Union Public Service Commission is necessary while making Direct Recruitment.	No change