

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

Shastri Bhawan, New Delhi
Dated 16th April, 2024

OFFICE MEMORANDUM

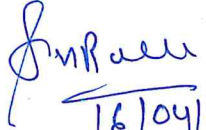
Subject: Revision in Recruitment Rules (RRs) for the posts of Assistant Library & Information Officer (General) and Assistant Library & Information Officer (Language) in Central Secretariat Library under Ministry of Culture- reg.

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.


16/04/24
(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 Name of the post	Assistant Library and Information Officer	No change
2 No. of posts	9* (2016) * Subject to variation dependent on workload	9* (2024) * Subject to variation dependent on workload
3 Classification	General Central Service, Group 'B', Gazetted, Non-Ministerial	No change
4 Scale of pay	Level-7 (Rs. 44900-142400)	No change
5 Whether selection post or non-selection post	Selection	No change
6 Age Limit for direct recruits	Not applicable	No change
7 Educational and other qualifications required for Direct Recruits	Not applicable	No change
8 Whether age and educational qualifications prescribed for direct recruits will apply in case of promotes	Not applicable	No change
9 Period of probation, if any	Not applicable	No change
10 Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	By promotion failing which by deputation (including short-term contract)	No change
11 In case of recruitment/deputation/	Promotion Library and Information	Promotion Library and Information Assistant in the Level- 6 in

absorption, grades from which promotion/deputation/absorption to be made	<p>Assistant in the Level- 6 in the pay matrix with five years' regular service in the grade and successfully completed training of 03 weeks in the field of Library and Library Science.</p> <p>Note 1: Where juniors who have completed their eligibility/qualifying service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service by more than half of such qualifying/ eligibility service or two years whichever is less, and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.</p> <p>Note 2: For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 01.01.2016, the date from which the revised pay structure based on the 7th CPC recommendations has been extended shall be deemed to be service rendered in the Level in the pay matrix extended based on the recommendations of the Commission.</p> <p>Deputation (including Short Term Contract): Officers under Central Government or State Government or Union</p>	<p>the pay matrix with five years' regular service in the grade and successfully completed training of 03 weeks in the field of Library and Library Science.</p> <p>Deputation (including Short Term Contract): 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; (b) Possessing the following educational qualifications and experiences, namely:- Essential: (i) Bachelors Degree in Library Science or Library and Information Science of a recognized University or Institute; (ii) 02 years' professional experience in a Library under the Central Government or State Government or Autonomous or Statutory Organization or</p>
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<p>Territories or PSUs or Statutory or Autonomous Organizations or Universities or Recognized Research Institutes:</p> <p>(a)(i) holding analogous posts on regular basis in the parent cadre or department; or</p> <p>(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</p> <p>(b) Possessing the following educational qualifications and experiences, namely:-</p> <p>(i) Bachelors Degree in Library Science or Library and Information Science of a recognized University or Institute;</p> <p>(ii) 02 years' professional experience in a Library under the Central Government or State Governments or Autonomous or Statutory Organization or PSU or University or Recognized Research or Educational Institution.</p> <p>Desirable:</p> <p>(i) Master's Degree in Library Science or Library and Information Science of a recognized University or Institute.</p> <p>(ii) Diploma in computer applications from a recognized University or Institute.</p> <p>Note 1:</p>	<p>PSU or University or Recognized Research or Educational Institution.</p> <p>Desirable:</p> <p>(i) Master's Degree in Library Science or Library and Information Science of a recognized University or Institute.</p> <p>(ii) Diploma in Computer Applications from a recognized University or Institute.</p> <p>Note:</p> <p>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>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.</p> <p>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.</p>
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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 will not be eligible for consideration for appointment on promotion.

(Period of deputation (including short term contract) including the period of deputation (including short term contract) in another ex-cadre 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 be 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 has been extended, shall be deemed to be service rendered in the corresponding Level in the pay matrix extended 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.	
12 If a Departmental Promotion Committee exists, what is its composition	Group 'B' Departmental Promotion Committee (for considering promotion) consisting of: 1. Joint Secretary (Admn) – Chairman; 2. Director or Deputy Secretary (Admn)– Member; 3. Under Secretary (Library)– Member	Group 'B' Departmental Promotion Committee (for considering promotion) 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 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
13 Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Consultation with the Union Public Service Commission is necessary while making appointment by deputation (including short-term contract).	Consultation with the Union Public Service Commission is not necessary.

A. Assistant Library and Information Officer (Language)

Column No. & Title	Existing provisions	Proposed changes
1 Name of the post	Assistant Library and Information Officer(Language)	No change

2 No. of posts	7* (2016) * Subject to variation dependent on work load	2* (2024) * Subject to variation dependent on work load
3 Classification	General Central Service, Group 'B', Gazetted, Non-Ministerial	No change
4 Scale of pay	PB-2: Rs. 9300-34800 + GP 4600	Level-7 (Rs. 44900-142400/-)
5 Whether selection post or non-selection post	Not applicable	No change
6 Age Limit for direct recruits	<p>Not exceeding thirty years. (relaxable for Government servants upto five years in accordance with the instructions or orders issued by the Central Government.</p> <p>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).</p>	<p>Not exceeding 30 years. (relaxable for Government servants upto five years in accordance with the instructions or orders issued by the Central Government.</p> <p>Note: The crucial date for determining the age limit shall be as advertised by the UPSC.</p>
7 Educational and other qualifications required for Direct Recruits	<p>Essential:</p> <p>(i) Bachelor's Degree from a recognized University in the language concerned (to be indicated at the time of recruitment).</p> <p>(ii) Bachelors Degree in Library Science or Library and Information Science of a recognized University or Institute;</p> <p>(iii) Two years' professional experience in a Library under Central or State Government or Autonomous or Statutory organization or Public Sector Undertaking or University or recognized Research or</p>	<p>Essential:</p> <p>(i) Bachelors Degree in Library Science or Library and Information Science of a recognized University or Institute;</p> <p>(ii) passed 10th class or 12th class in the concerned language required for the said post from a recognized Board.</p> <p>Note: The exact requirement of the language at 10th class or</p>

	<p>Educational Institution.</p> <p>Desirable:</p> <p>(i) Master's Degree from a recognized University in the language concerned</p> <p>(ii) Master's degree in Library Science or Library and Information Science of a recognized University or Institute;</p> <p>(iii) Diploma in Computer Applications from a recognized University or Institute or Board.</p> <p>Note 1: Qualifications are relaxable at the discretion of the Union Public Service Commission for reasons to be recorded in writing, in case of candidates otherwise well qualified.</p> <p>Note 2: The qualification(s) regarding experience is/are relaxable at the discretion of the Union Public Service Commission for reasons to be recorded in writing in the case of candidates belonging to Scheduled Castes and Scheduled Tribes if, at any stage of selection, the Union Public Service Commission is of the opinion the sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.</p>	<p>12th Class shall be specified at the time of recruitment.</p> <p>(iii) Two years' professional experience in a Library under Central or State Government or Autonomous or Statutory organization or Public Sector Undertaking or University or recognized Research or Educational Institution.</p> <p>Desirable:</p> <p>(i) Master's degree in Library Science or Library and Information Science of a recognized University or Institute;</p> <p>(ii) Diploma in Computer Applications from a recognized University or Institute or Board.</p> <p>Note 1: Qualifications are relaxable at the discretion of the Union Public Service Commission for reasons to be recorded in writing, in case of candidates otherwise well qualified.</p> <p>Note 2: The qualification(s) regarding experience is/are relaxable at the discretion of the Union Public Service Commission for reasons to be recorded in writing in the case of candidates belonging to Scheduled Castes and Scheduled Tribes if, at any stage of selection, the Union Public Service Commission is of the opinion the sufficient number of candidates from these communities</p>
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		possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.
8 Whether age and educational qualifications prescribed for direct recruits will apply in case of promotes	Not applicable	No change
9 Period of probation, if any	Two years for direct recruits	No change
10 Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	<p>By 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) (i) holding analogous posts on regular basis in the parent cadre/Department; or</p> <p>(ii) with five years regular service in the grade rendered after appointment thereto on a regular basis in posts in Pay Band-2 (Rs. 9300-34800) with grade pay of Rs. 4200/- or equivalent in the parent cadre or Department; and</p> <p>(b) Possessing educational qualifications and experience prescribed for direct recruits under Column 7.</p> <p>(Period of deputation including period of deputation in another ex-care post held immediately preceding this appointment in the same or some other organization/Department of the Central Government shall</p>	<p>By Direct recruitment failing which by Deputation (including short-term contract)</p>

	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 In case of recruitment/deputation/absorption, grades from which promotion/deputation/absorption to be made	Not applicable	<p><u>Deputation (including Short Term Contract):</u></p> <p>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:</p> <p>(a)(i) holding analogous posts on a regular basis in the parent cadre of department; or</p> <p>(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</p> <p>(b) Possessing the educational qualifications and experience prescribed for direct recruits under column 7.</p> <p>Note:</p> <p>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</p>

		<p>deputation. Similarly, deputationist shall not be eligible for consideration for appointment by promotion.</p> <p>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.</p> <p>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.</p>
12 If a Departmental Promotion Committee exists, what is its composition	<p>Group 'B' Departmental Confirmation Committee (for considering confirmation) consisting of:</p> <ol style="list-style-type: none"> 1. Joint Secretary (Admn) – Chairman; 2. Director (Library)– Member; 3. Under Secretary (Library)– Member 	<p>Group 'B' Departmental Confirmation Committee (for considering confirmation) consisting of:</p> <ol style="list-style-type: none"> 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 <p>Selection Committee (for</p>

		<p>considering appointment by deputation (including short-term contract) consisting of:-</p> <ol style="list-style-type: none"> 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
13 Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Consultation with the Union Public Service Commission is necessary while making Direct Recruitment.	No change