

No. T-21011/5/2024-Acad.Desk
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training
Training Division

Block IV, Old JNU Campus,
New Mehrauli Road, New Delhi-110067

Dated: 04th September, 2024

Office Memorandum

Subject: Amendment in Recruitment Rules for the post of Manager in Non-Statutory Departmental Canteen in LBSNAA, Mussoorie - reg.

The undersigned is directed to request to upload the draft Recruitment Rules for the post of Manager in Non-Statutory Departmental Canteen in the Lal Bahadur Shastri National Academy of Administration, Mussoorie for comments, if any, from all the stakeholders on the draft RRs. The comments may kindly be sent on e-mail id: 'anamika.k14@nic.in' latest by 04.10.2024.



(Deshraj Yadav)

Under Secretary to the Govt. of India
Tel.: 011-26194167
E-mail: deshraj.yadav@gov.in

To,

All concerned Stakeholders.

Copy to: NIC, Training Division with the request to upload the above OM along with draft RRs for the post of Manager in Non-Statutory Departmental Canteen in LBSNAA, Mussoorie in DoPT website.

LAL BAHADUR SHASTRI NATIONAL ACADEMY OF ADMINISTRATION, MUSSOORIE (F. No. A-12018/02/2011-ADM)

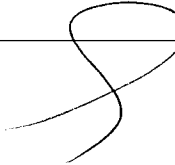
DRAFT SCHEDULE

Name of Post	Number 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	1* (2024) Subject to variation dependent on work load.	General Central Service (Group 'B') Non-Gazetted Non-Ministerial.	Level:- 6 (Rs. 35400-112400) in the Pay Matrix. Note:- The incumbents of the post shall be entitled to draw Special Allowance at such rates as may be decided by the Government from time to time.	Selection	30 Years Note-1: Relaxable for Government Servants upto 5 years in accordance with the instructions or orders issued by the Central Government.) Note-2: 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, Andman Nicobar islands or Lakshadweep).	Essential Bachelor's Degree in Commerce/Business Studies/ /Economics/Public Administration from a recognized University/Institute. Desirable Two years experience in Accounts work in any Government Office or Public Sector Undertaking or Autonomous/Statutory Organization. Note-I: Qualification(s) are Relaxable at the discretion of competent authority for the reasons to be recorded in writing, in case of candidates otherwise well qualified. Note-II: The qualifications regarding experience is Relaxable at the discretion of the competent authority in the case of candidates belonging to SC and ST if, at any stage of selection, the competent authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.

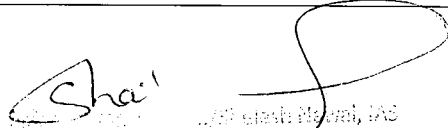
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Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of Probation, if any	Method of recruitment whether by direct recruitment or by promotion or by deputation and percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/deputation grades from which promotion/deputation to be made
8	9	10	11
Not applicable	Two years for direct recruits and promotees	Deputation/ absorption failing which by direct recruitment.	<p>Deputation/absorption: Officers of the Central Government Departments or State Government or Union Territories are considered for appointment-</p> <p>a) (i) Holding analogous posts on regular basis in the parent cadre/department; or</p> <p>ii) with six years' service in the grade rendered after appointment thereto on a regular basis in posts in Level 5 (Rs. 29200-92300/-) in the pay matrix or equivalent in the parent cadre or department; OR</p> <p>iii) with ten years' service in the grade rendered after appointment thereto on a regular basis in posts in the Level 4 (Rs. 25500-81100) in the pay matrix or equivalent in the parent cadre or department; AND</p> <p>b) Possessing the qualifications and experience prescribed for direct recruitment under column 7.</p> <p>Note-1: Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/Deptt. in the Central Govt. shall not exceed three years.</p> <p>Note-2: The maximum age limit for appointment on deputation shall not exceed 56 years as on the closing date of receipt of application.</p>

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If Departmental Promotion Committee exists, what is its Composition?	Circumstances in which Union Public Service Commission is to be consulted in making recruitment
12	13
<p>Group 'B' Departmental Confirmation Committee (for considering promotion and confirmation) consisting of :-</p> <ol style="list-style-type: none"> 1. Deputy Director (Admin.) - Chairperson 2. Officers in-charge Departmental Canteen - Member 3. Deputy Director - Member 	<p>Consultation with Union Public Commission is not necessary.</p>


 Shri. Ashish Kumar, IAS
 Director
 National Academy of Administration
 (Ministry of Government of India)
 Mussouri, Uttarakhand

Signature of the Officer sending the proposals
 Telephone No. _____