

**PART IV – Central Civil Services, Group ‘D’**

*(Except for Civilians in Defence Services)*

Serial Number (1)	Description of service (2)	Appointing Authority (3)	Authority competent to impose penalties and penalties which it may impose (with reference to item numbers in Rule 11)		Appellate Authority (6)
			Authority (4)	Penalties (5)	
1.	<p>General Central Service, Group ‘D’</p> <p>(i) Posts in Ministries or Departments of Government other than posts in respect of which specific provision has been made by a general or special order of the president.</p> <p>(ii) Posts in non-Secretariat Offices other than posts in respect of which specific provision has been made by a general or special order of the President</p>	<p>Under Secretary</p> <p>Head of office</p>	<p>Under Secretary</p> <p>Head of Office</p>	<p>All</p> <p>All</p>	<p>Deputy Secretary or Director.</p> <p>If such Head of Office is subordinate to a Head of Department under the Ministry or Department of Government such Head of Department. If the Head of the office is himself Head of Department or is not subordinate to a Head of Department, the Secretary in the Ministry or Department of Government.</p>

	(iii) Posts in Union Territories	Head of Office or such other authority as may be specified by the Administrator	Head of Office or such other authority as may be specified by the Administrator.	All	Administrator or such other authority as may be specified by the Administrator.  Where the order is that of the Administrator, the President.
	(iv) All Group 'D' posts of the Departmentalized Accounts Offices of the Government of India	Deputy Controller of Accounts or Assistant Controller General of Accounts in a Ministry or Department where there is no Deputy Controller of Accounts.	Deputy Controller of Accounts or Assistant Controller General of Accounts in a Ministry or Department where there is no Deputy Controller of Accounts.	All	Controller of Accounts or Deputy Controller General of Accounts in a Ministry or Department where there is no Controller of Accounts.