

### ANNEXURE-3

Form to be filled by the Ministry/Department while forwarding proposal to UPSC proposing amendment to existing recruitment rules

1.	Name of Post	Assistant Director (Section Officer)
2.	Name of the Ministry/Department	New Delhi Municipal Council, Palika Kendra, Sansad Marg, New Delhi
3.	Reference number in which Commission's advice on recruitment rules was conveyed.	
4.	Date of Notification of the original rules and subsequent amendments (copy of the original rules & subsequent amendments should be enclosed, duly flagged and referenced)	



Sr. No.	Name	Provision in the existing/approved Rules	Revised Provision	Reasons for proposing revision
01.	Name of the Post	Section Officer	Assistant Director	Designation changed vide Council Res. No. dt.
02.	Number of posts	50	120 [2017]* *Subject to variation dependent on workload	No. of posts increased on restructuring of the cadre vide Council Res. No. dt.
03.	Classification	Group 'B'	Category 'B'	Categorisation as per Section 34(4) of the NDMC Act, 1994.
04.	Scale of Pay	Rs.6500-200-10900 (SS Scale)	Level-8 in the pay matrix as per CCS(RP) Rules, 2016 (( Pre revised pay band 2 Rs.9300-34800 Grade Pay4800).	Level inserted as per pay matrix in CCS(RP) Rules, 2016.
05.	Whether the selection post or non selection	Selection	Selection.	No change in the existing provision.
06.	Age limit for direct recruitment	N.A.	N.A.	No change in the existing provision.
07.	Whether benefit of added years of service admissible	N.A.	This column has since been deleted in the revised Annexure-III prescribed by UPSC	Format of Annexure-III revised by UPSC.
08.	Educational and other qualifications required for	N.A.	N.A.	No change in the existing provision.



	direct recruitment			
09.	Whether Age & EQ prescribed for direct recruitment will apply in the case of promotes	N.A.	N.A.	No change in the existing provision.
10.	Period of Probation, if any	02 years	Nil	As per para 3.10.2 of the guidelines on framing/amendment of the RRs issued by the DoP&T vide their OM No.AB-1401/48/2010-Estt.(RR) dated 31.12.2010.
11.	Method of Recruitment, whether by direct recruitment or by promotion or by deputation/absorption and % of the post to be filled by various methods	By promotion from Head Asstt. in the scale of Rs.5500-175-9875 (DVB)	Promotion	No substantive change.
12.	In case of recruitment by promotion/deputation/absorption grades from which promotion/deputation/abso	Promotion amongst the Head Asstt. in the scale of Rs.5500-175-9875 (DVB) having 5 years service.	Promotion (1) 75% vacancies from departmental Head Assistants at level-7 in the	As per para 3.11.1 of the guidelines on framing/amendment of the RRs issued by the DoP&T vide their OM No.AB-1401/48/2010-Estt.(RR)



	rption to be made		<p>pay matrix as per CCS(RP) Rules, 2016 ( Pre revised pay band 2 Rs.9300-34800 Grade Pay 4600) having five years regular service in the grade on the basis of seniority subject to rejection of the unfit.</p> <p>(2)25% of vacancies through Limited Departmental Competitive Examination from amongst Head Assistants, Personal Assistants and Data Entry Operator at Level-7 in the pay matrix as per CCS(RP) Rules, 2016 ( Pre revised pay band 2 Rs.9300-34800 Grade Pay 4600) with three years regular service in the grade and having degree from a recognized university.</p>	dated 31.12.2010.
13.	If a DPC exists what is its composition	<u>Group 'B' DPC (for considering promotion)</u> Secretary, NDMC - Chairman Director (P), NDMC - Member Director (Fin.), NDMC - Member Liaison Officer, NDMC - Member	<u>Group 'B' DPC (for considering promotion)</u> Secretary, NDMC - Chairman Director (P), NDMC - Member Director (Fin.), NDMC - Member Liaison Officer, NDMC - Member Limited Departmental	As per para 3.13.1 of the DOP&T's DOP&T OM No.AB-14017/48/2010-Estt.(RR) dated 31.12.2010 on framing/amendment of the RRs.



			Examination to be conducted by the Delhi Subordinate Service Selection Board	
14.	Circumstances in which UPSC to be consulted in making recruitment	As per NDMC Act, 1994	Consultation with UPSC necessary for amendment/relaxation of any provision of these rules.	As per instructions of the DOP&T contained in para 3.14 of their O.M. No.AB-1401/48/2010-Estt.(RR) dated 31.12.2010 and provision in sub-sections (1)(c) & (2) of Section 43 read with sub-section 1 of Section 34 of the NDMC Act, 1994 which mandate that RRs for category 'A' & category 'B' posts in NDMC will be framed in consultation with the UPSC .