

### Annexure-3

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

1.	Name of Post	Head Draftsman (Elect.)
2.	Name of the Ministry/Department	NDMC
3.	Reference number in which Commission's advice on recruitment rules was conveyed	The NDMC Act came into force in 1994. Prior to that the then Committee and the Administrator of UT of Delhi were empowered to make recruitment rules and also this post was earlier a Category 'C' post for which consultation with UPSC is not required.
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)	Committee Reso. No.18 dated 29.9.1987

Sl. No.	Name	Provision in the existing/approved Rules	Revised Provision proposed	Reasons for proposing revision
1	2	3	4	5
1	Name of the post	Head Draftsman (Elect.)	Head Draftsman (Elect.)	No change in the existing provision
2	No. of posts	1	*1(2016) *Subject to variation dependent on workload	Minor change to provide for flexibility in the number of vacancies on the lines of latest instructions of the DoP&T
3	Classification	Class-III	Group "B"	Classification in terms of DoP&T's Order No.11012/7/2008-Estt.(A) dated the 9 <sup>th</sup> April, 2009.

4	Scale of Pay	Rs. 710-1305/-	Rs. 10900-34800 + Grade Pay Rs. 4600/-	Revised DTL scale as per Office Order No.D-3400/PA/Dir(P)/09 dated 24.12.2009 & subsequent Office Order No. SO(E)/5300/SA-III dated the 22.12.2015.
5	Selection or Non-selection	Seniority cum Selection	Non-selection	As per para 3.6 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.
6	Whether benefit of added years of service admissible	--	This column has since been deleted in the revised Annexure-III prescribed by UPSC	Format of Annexure-III revised by UPSC.
7	Age limit for direct recruitment	N.A	N.A	No change in the existing provision.
8	Educational and other qualifications for direct recruitment	N.A.	N.A.	.
9	Whether educational qualifications and age limit prescribed for DR will apply to promotees	N.A.	N.A	No change in the existing provision.
10	Period of Probation, if any	N.A.	N.A.	As per 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	By departmental	Promotion	As per the guidelines on



	recruitment whether by direct recruitment or by promotion/deputation/absorption and percentage of the vacancy to be filled by various method.	promotion.		framing/amendment of the RRs issued by the DoP&T vide their OM No.AB-1401/48/2010-Estt.(RR) dated 31.12.2010.
12	In case of recruitment by promotion/deputation/absorption grades from which promotion/deputation/absorption to be made	From Sr. Draftsman on seniority cum selection basis. However, the minimum qualification should be a Diploma with minimum 3 years service as Sr. Draftsman in the grade of Rs.630-1000/- or total 6 years service as Jr. & Sr. Draftsman	<p><b>Promotion</b> Sr. Draftsman (Elect.) in the pay scale of Rs.10900-34000/- + Rs.3500 GP with six years regular service in the grade as Jr. &amp; Sr. Draftsman</p> <p><b>Note:</b> Where Juniors who have completed their qualifying/eligibility 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 alongwith their juniors and have already completed such qualifying/eligibility service.</p>	It is not possible to provide for qualifying service based on the table in para 3.12.2 of the DoP&T OM No.AB-1401/48/2010-Estt.(RR) dated 31.12.2010 on framing/amendment of the RRs as Grade Pay of Rs.3600/- is as per DTL scales and this GP is not available in CPC scale.

13	If Departmental promotion committee exists what is its composition	<b>As prescribed under Punjab Municipal Act, 1911.</b>	<b><u>Category 'B' DPC (for promotion)</u></b>  1. Director (Pers.), NDMC – Chairperson 2. Dy. Financial Advisor, NDMC – Member 3. Executive Engineer (Elect.), NDMC – Member ( To be nominated by the Chief Engineer(Elect.)	As per guidelines on framing/amendment of RRs circulated by the DoP&T vide their OM No.AB-1401/48/2010-Estt.(RR) dated 31.12.2010.
14	Circumstances in which UPSC is to be consulted in making recruitment		Consultation with UPSC necessary for amendment/relaxation of any provision of these rules.	As per instructions of the DoP&T contained in 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 of the NDMC Act, 1994.