

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

1.	Name of Post	Senior Assistant
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)	

S. N o.	Name	Provision in the existing/approved Rules	Revised Provision proposed	Reasons for proposing revision
1.	Name of Post	Senior Assistant	Senior Assistant	No change in the existing provision
2.	No. of Posts	484	40 [2017]	442 posts of Senior Assistant abolished as a result of restructuring exercise undertaken vide Council Res. No. dt.
3.	Classification	Group 'C'	Category 'C'	No change in the existing provision.

4.	Pay Band and Grade Pay/ Pay Scale	Rs.1320-2950	Level-4 in the pay matrix as per CCS(RP) Rules, 2016 (Pre revised pay band 2 Rs.5200-20200 Grade Pay 2400).	Level inserted as per pay matrix in CCS(RP) Rules, 2016.
5.	Whether Selection post or non-Selection post.	Non selection	Non selection	No change in the existing provision
6.	Age limit for direct recruitment.	N.A.	N.A.	No change in the existing provision
7.	Educational and other qualification required for direct recruitmemnt.	N.A. -- --	N.A.- -- --	No change in the existing provision
8.	Whether age & educational qualification prescribed for direct recruitment will apply in the case of promotion	N.A.	N.A.	No change in the existing provision
9.	Period of probation, if any.	One year	Nil	As per para 3.10.2 of the guidelines on framing/amendment/relaxation of recruitment rules issued by DoP&T vide their OM dated 31.12.2010.
10	Method of rectt. whether by direct recruitment or by promotion or by deputation/absorption and percentage of	By promotion from the post of Jr. Assistant having minimum 8 years service in the cadre	Promotion	No substantive change in the existing provision.

	vacancies to be filled by various methods			
11	In case of recruitment by promotion/deputation/absorption grades from which promotion/deputation/absorption to be made	By promotion from the grade of Rs.1200-2190 (old scale)	<p>Promotion</p> <p>Junior Assistant at level 2 in the pay matrix as per CCS(RP) Rules, 2016 (Pre revised pay band 2 Rs.5200-20200 Grade Pay 1900) having eight years regular service in the grade on the basis of seniority subject to rejection of the unfit.</p> <p>Note:- 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 who have already completed such qualifying/eligibility service.</p>	As per para 3.12.2 of the guidelines on framing/amendment/relaxation of recruitment rules issued by DoP&T vide their OM dated 31.12.2010
12	If a Departmental Promotion Committee exists what is its	DPC as constituted from time to time.	<p><u>Category 'C' DPC (for considering promotion)</u></p> <p>1.Secretary, NDMC - Chairperson</p>	As per DPC guidelines dated 3.12.2010

	composition		2. Director (Pers.), NDMC – Member 3. Dy. Financial Advisor, NDMC – Member 4. Liaison Officer, NDMC – Member	
13	Circumstances in which UPSC to be consulted in making recruitment		N.A.	Being Group 'C' post, UPSC is not required to be consulted at any stage in terms of para 3.14 of the DoP.T.'s guidelines dated 31.12.2010.