

C-199276/26/14/ESTT-II

F.No,A-12018/46/2018 H(Estt)-II
Comp. No.9643
NEW DELHI MUNICIPAL COUNCIL
PALIKA KENDRA; NEW DELHI
HEALTH ESTT. UNIT-II

Sub: To Upload the Recruitment rules for the category of Asstt.Cook, Cook & Head Cook the website of NDMC for seeking comments of stake holders.

Please find enclosed herewith the copy of Amended recruitment rules for the above said categories for seeking comments from the stake holders.

Jt. Director (IT) is, therefore, requested to please arrange to upload the same on the website of NDMC.

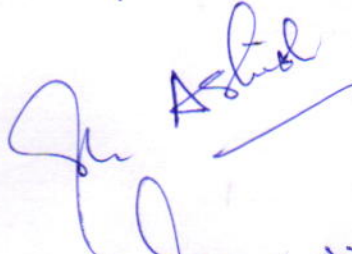


(Sharad Kumar)
Jt. Director (Health)

Jt. Director (IT),
NDMC

U.O.No. 2-16 /HE-II/SA-II

Dated 03/11/19


24.01.19

ANNEXURE-III


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

1	Name of the Post	Assistant Cook
2	Name of the Ministry/ Deptt./Organization	New Delhi Municipal Council
3	Reference No. in which Commission's advice on Recruitment Rules was conveyed	
4	Date of notification of the original rules and subsequent amendment (copy of the original Rules & Subsequent amendments should be enclosed, duly flagged and reference).	_____


S.N o.	Name	Provision in the existing/approved Rules	Revised Provision proposed	Reasons for proposing revision
1.	Name of Post	Assistant Cook	Assistant Cook	No change
2.	No. of Post	-	*6 (2018) * subject to variation dependant on workload	As per the office order issued vide No.2776/HE-II dated 01.09.2006 for merger and re-designation of the posts of Cook cum Masalchi, Asstt. Cook cum Masalchi, Asstt. Kitchen Attendent into the post of Asstt. Cook
3.	Classification	Class III Non-Ministerial	Category 'C' Non-Ministerial	Classification as per DOP&T's S.O(E) 3578 (E) dated 9 th November, 2017

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				and Categorization as per Section 34(4) of the NDMC Act, 1994
4.	Level in the Pay Matrix	Rs.750-940	Level-1 (Rs.18000-56900) in the pay matrix	Level inserted as per pay matrix in CCS(RP) Rules, 2016
5.	Whether Selection Post or Non-Selection Post	Non-Selection	Not applicable	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.	Age limit for direct recruits	18-30 years (5 years relaxation for SC/ST)	18 to 27 years (Relaxable upto 40 years in case of Government Servant in accordance with the instructions/orders issued by the Central Government) Note-1: 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,	As per Col.6 of the step guidelines on framing of RRs issued by the DoP&T Vide their OM No.AB.14017/13/2013-Estt.(RR) dated the 31st March, 2015


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			Ladakh Division of J&K State, Lahaul & Spiti District and Pangi Sub-division of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep)	
7.	Educational and other qualifications required for direct recruits	Should have experience in cooking of all type of dishes	i) 10 th Standard passed from a recognized Board ii) Basic skill course of six weeks in Food and Beverage Service from Govt. Recognized Institute ii) Must have undergone Apprenticeship after clearing the basic skill course	Based on the qualifications recommended by a Committee Constituted by the Ministry of Health & Family Welfare for Recruitment Rules for JIPMER
8.	Whether age & educational qualification prescribed for direct recruitment will apply in the case of promotees	Not applicable	Not applicable	No change
	Period of probation, if any.	One year	Two years	As per para 3.10.2 of the guidelines on framing/amendment of the RRs issued by the DoP&T


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				vide their OM No.AB-1401/48/2010-Estt.(RR) dated 31.12.2010.
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of vacancies to be filled by various methods	100% by direct recruitment	Direct recruitment	No change
11	In case of recruitment by promotion/deputation/ absorption grades from which promotion/deputation/ absorption to be made	Not applicable	N.A.	No change


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12	If a Departmental Promotion Committee exists, what is its composition	As decided by the Committee from time to time	Category 'C' Departmental Confirmation Committee (for confirmation) <ol style="list-style-type: none"> 1. Secretary, NDMC – Chairperson 2. Director (P), NDMC – Member 3. Director (MS), NDMC – Member 	In accordance with the guidelines on framing/amendment/relaxation of Recruitment rules issued by DOP&T vide their OM dated 31.12.2010 and dated the 10.5.2013 on framing/amendment of the RRs.
13	Circumstances in which Union Public Service Commission to be consulted in making recruitment	-	Not applicable	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 dt. 31.12.2010


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

1	Name of the Post	Cook
2	Name of the Ministry/ Deptt./Organization	New Delhi Municipal Council
3	Reference No. in which Commission's advice on Recruitment Rules was conveyed	
4	Date of notification of the original rules and subsequent amendment (copy of the original Rules & Subsequent amendments should be enclosed, duly flagged and reference).	_____


S.N o.	Name	Provision in the existing/approved Rules	Revised Provision proposed	Reasons for proposing revision
1.	Name of Post	Cook	Cook	No change
2.	No. of Post	-	*2 (2018) * subject to variation dependant on workload	As indicated in the file
3.	Classification	Group 'D' Non-Gazetted Non-Ministerial	Category 'C' Non-Ministerial	Classification as per DOP&T's S.O(E) 3578 (E) dated 9 th November, 2017 and Categorization as per Section 34(4) of the NDMC Act, 1994
4.	Level in the Pay Matrix	Rs.775-1025	Level-2 (Rs.19900-63200) in the pay matrix	Granted higher level in the Pay Matrix to differentiate

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				the level from the lower feeder post of Assistant Cook and also keeping in view the Level in the Pay Matrix assigned by the Ministry of Health & Family Welfare in Govt. Hospitals
5.	Whether Selection Post or Non-Selection Post	Non-Selection	Not applicable	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.	Age limit for direct recruits	Not applicable	Not applicable	No change
7.	Educational and other qualifications required for direct recruits	N.A.	Not applicable	No change
8.	Whether age & educational qualification prescribed for direct recruitment	N.A.	Not applicable	No change


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	will apply in the case of promotees			
9.	Period of probation, if any.	Two years	No probation	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.
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of vacancies to be filled by various methods	By promotion	Promotion	No change
11	In case of recruitment by promotion/deputation/absorption grades from which promotion/deputation/absorption to	From amongst Asstt. Cook/Cook-cum-Masalchi, Kitchen Attendant with 3 years regular service	Promotion Assistant Cook with three years regular service at Level-1 in the Pay Matrix	As per para 3.12.2 of the guidelines on framing/amendment of the RRs issued by the DoP&T vide their OM No.AB-1401/48/2010-Estt.(RR)


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	be made			dated 31.12.2010.
12	If a Departmental Promotion Committee exists, what is its composition	As decided by the Committee from time to time	Category 'C' Departmental Promotion Committee (for Promotion) <ol style="list-style-type: none"> 1. Secretary, NDMC – Chairperson 2. Director (P), NDMC – Member 3. Director (MS), NDMC – Member 	In accordance with the guidelines on framing/amendment/relaxation of Recruitment rules issued by DOP&T vide their OM dated 31.12.2010 on framing/amendment of the RRs.
13	Circumstances in which Union Public Service Commission to be consulted in making recruitment	-	Not applicable	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 dt. 31.12.2010



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


1	Name of the Post	Head Cook
2	Name of the Ministry/ Deptt./Organization	New Delhi Municipal Council
3	Reference No. in which Commission's advice on Recruitment Rules was conveyed	
4	Date of notification of the original rules and subsequent amendment (copy of the original Rules & Subsequent amendments should be enclosed, duly flagged and reference).	_____

S.N o.	Name	Provision in the existing/approved Rules	Revised Provision proposed	Reasons for proposing revision
1.	Name of Post	Head Cook	Head Cook	No change
2.	No. of Post	One	*1 (2018) * subject to variation dependant on workload	No change
3.	Classification	Group 'D' Non-Ministerial Non-Gazetted	Category 'C' Non-Ministerial	Classification as per DOP&T's S.O(E) 3578 (E) dated 9 th November, 2017 and Categorization as per Section 34(4) of the NDMC Act, 1994
4.	Level in the Pay	Rs.2650-4000	Level-3 (Rs.21700-69100) in the	Granted higher level in the Pay Matrix to differentiate



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	Matrix		pay matrix	the level from the lower feeder post of Cook and also keeping in view the Level in the Pay Matrix assigned by the Ministry of Health & Family Welfare in Govt. Hospitals
5.	Whether Selection Post or Non-Selection Post	Non-Selection	Not applicable	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.	Age limit for direct recruits	Not applicable	Not applicable	No change
7.	Educational and other qualifications required for direct recruits	Not applicable	Not applicable	No change
8.	Whether age & educational qualification prescribed for direct recruitment will apply in the	Not applicable	Not applicable	No change

	case of promotees			
9.	Period of probation, if any.	One year	No probation	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.
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of vacancies to be filled by various methods	By promotion	Promotion	No change
11	In case of recruitment by promotion/deputation/absorption grades from which promotion/deputation/absorption to	From amongst Cook with 3 years regular service in the feeder cadre of Cook. The candidate have to qualify a trade test	Promotion Cook with three years regular service at Level-2 in the Pay Matrix	As per para 3.12.2 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.


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	be made			
12	If a Departmental Promotion Committee exists, what is its composition	As decided by the Committee from time to time	Category 'C' Departmental Promotion Committee (for Promotion) 1. Secretary, NDMC – Chairperson 2. Director (P), NDMC – Member 3. Director (MS), NDMC – Member	In accordance with the guidelines on framing/amendment/relaxation of Recruitment rules issued by DOP&T vide their OM dated 31.12.2010 on framing/amendment of the RRs.
13	Circumstances in which Union Public Service Commission to be consulted in making recruitment	-	Not applicable	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 dt. 31.12.2010


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