

**NEW DELHI MUNICIPAL COUNCIL  
Office of the Advisor (RR)  
PALIKA KENDRA : SANSAD MARG  
NEW DELHI 110001**

**New Delhi, the 19<sup>th</sup> January, 2018**

Subject: Proposal for framing of Recruitment Rules for Unani cadre in the Health Department.

It is proposed to frame the Recruitment Rules for the Unani cadre in the Health Department. RRs have been framed keeping in view the RRs for equivalent posts in AYUSH, Govt. of India and the latest instructions on framing, review and amendment of RRs issued by DoP&T from time to time.

2. The drafts of the proposed RRs are uploaded on the web-site of NDMC in terms of DoP&T's OM No AB-14017/61/2008-Estt.(RR) dated 13.10.2015 for comments, if any; from the user Department and the Departmental administrative head before taking up the proposal with the UPSC and other agencies for finalizing the Recruitment Rules.

3. The comments may please be furnished urgently so as to reach Shri R.K.Malhotra, Advisor (RR), NDMC, Room No.,1620, Palika Kendra, New Delhi or at e-mail ID: [advisor.rr@ndmc.mail.gov.in](mailto:advisor.rr@ndmc.mail.gov.in) within 30 days.

( R.K.Malhotra)  
Advisor (RR)

## ANNEXURE II

**Form to be filled by the Ministry/Department while forwarding proposals to the Union Public Service Commission for framing Recruitment Rules for posts.**

1.	(a) Name of the posts	Medical Officer (Unani)
	(b) Name of the Ministry/Department	New Delhi Municipal Council
	(c) Number of posts	02* (2018) Subject to variation dependent on work load.
	(d) Scale of pay	Level 10 in the pay matrix as per CCS (RP) Rules, 2016 (Pre revised Pay Band 3 Rs. 15600-39100 Grade Pay Rs.5400)
	(e) Class and service to which the posts belong	Category 'A'
	(f) Ministerial or non-Ministerial )of F.R.9 (17)	Non-Ministerial
2.	Appointing Authority	Chairperson
3.	Duties of the post in detail	As given in Appendix-A
4.	Describe briefly the method(s) adopted for filling the posts hitherto.	Newly created posts and not filled up so far on regular basis. However, a Consultant has been temporarily engaged for a period of six months for performing duties as Medical Officer (Unani) pending finalization of RRs and selection of regular officer through proper selection process.
5.	Methods of recruitment proposed-	Direct recruitment failing which by deputation.

6.	If promotion is proposed as a method of recruitment-	
	(a) Designation and number of the posts proposed to be included in the field of promotion.	N.A.
	(b) Number of years of qualifying service proposed to be fixed before persons in the field become eligible for promotion (As per extant GOI instructions)	N.A.
	(c) Percentage of vacancies in the grade proposed to be filled by promotion.	N.A.
	(d) Have Recruitment Rules been framed for the post proposed in the field of promotion? If framed in consultation with the Commission, please quote Commission's reference No. If consultation with the Commission was not required please attach a copy of rules framed. A copy of the rules should be sent DOPT along with the proposal.	N.A.
	(e) If Recruitment Rules were not framed for the posts in the field of	N.A.

	promotion;	
	(i) Please indicate briefly the method of recruitment actually adopted for filling the posts. Please also state the percentage of vacancies filled by each of the methods.	N.A.
	(ii) Please state briefly the educational qualifications possessed by the persons in the field of promotion.	N.A.
	(iii) In case the feeder posts are filled by promotion, the Recruitment Rules for the still lower posts including the lowest post to which direct recruitment is one of the methods of recruitment may be furnished.	N.A.
	(f) (i) Is the promotion to be made on selection or non-selection basis?	N.A.
	(ii) Reasons for the proposal (i) above.	
	(g) If a DPC exists, what is its composition	N.A.

	(h) Indicate if the feeder posts are having promotion channels other than the one under consideration.	N.A.
7.	If promotion is not proposed as a method, please state why it is not considered desirable/possible/necessary .	The post of Medical Officer (Unani) is lowest post in the cadre of Medical Officers (Unani). There is no feeder post for promotion to this post. Even otherwise, Unani system of medicine has been introduced in NDMC dispensaries for the first time by creating two posts of Medical Officer (Unani) and two posts of Compounders for disbursement of medicines prescribed by the MO.
8.	If direct recruitment is proposed as a method of recruitment please state	
	(a) The percentage of vacancies proposed to be filled by direct recruitment.	100%.
	(b) Indicate if there are any promotional avenues for the direct recruits?	Unani system of medicine has been introduced in the NDMC dispensaries only recently by creating two posts of Medical Officer and there is no higher level post in the hierarchy at present. However, once regular Medical Officers are appointed in accordance with the provisions of the RRs being framed now, the question of introduction of senior level posts in the Unani stream would be considered. Even otherwise, the incumbents

		joining as Medical Officer(Unani) will be eligible for placement in higher scales of pay under the Dynamic Assured Career Progression Scheme (DACP) already in force in the Allopathic wing in the NDMC dispensaries/hospitals.
	(c) (i) Age for direct recruits (As per extant GOI instructions) (ii) Is age relaxation for Government servants?	Not exceeding 35 years.  <b>Note1:</b> Relaxable for other Government servants up to 5years in accordance with the instructions or orders issued by the Central Government.  <b>Note 2:</b> The crucial date for determining the age-limit shall be the closing date for receipt of applications from candidates in rest of India and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu & Kashmir State, Lahaul and Spiti District and Pangi Sub-Division of Chamba district of Himachal Pradesh, Anadaman& Nicobar Islands or Lakhshdweep.
	(d) Educational and other qualifications required for direct recruits. (it may please be noted that the essential qualifications prescribed are	:- (i) Degree in Unani Medicine from a Recognised University/ Statutory State Board/Council/Faculty of Indian Medicine, recognised under the Indian Medicine Central Council Act, 1970 (48

	<p>relaxable at Commission's discretion in case of candidates otherwise well-qualified</p> <p>Essential</p> <p>Desirable</p>	<p>of 1970).</p> <p>(ii) Enrolment on the Central Register of Indian Medicine or a State Register of Indian Medicine.</p> <p><b>Note:</b> Qualifications are relaxable at the discretion of the Union Public Service Commission in case of candidates otherwise well qualified.</p>
	<p>(e) Whether essential qualification to be prescribed are in accordance with any Act(s)? If so please quote the relevant Act(s) under which it is necessary and also supply relevant extracts from the Act(s)</p>	<p>Yes, as mandated by the Indian Medicine Central Council Act, 1970 and Central Council of Indian Medicine Regulation, 1979. Further, the proposal is based on the approved RRs of the AYUSH.</p>
	<p>(f) Has the post been advertised by the Commission in the past? If so, please quote Commission's reference No.</p>	<p>No</p>
9.	<p>If direct recruitment is not proposed as a method, please state why it is not considered desirable/possible /necessary.</p>	<p>N.A.</p>
10.	<p>(i) If promotion and direct recruitment are both proposed as methods of recruitment, will the educational qualifications proposed for direct recruits apply in case of promotion?</p>	<p>N.A.</p>
	<p>(ii) If not, to what extent are</p>	<p>N.A.</p>

	the educational qualifications proposed to be relaxed in case of promotions.	
11.	(a) Is deputation/absorption proposed as a method of recruitment? If so, please state the reasons for the proposal. Please state clearly whether deputation or absorption or both are proposed.	No. Deputation is, however, proposed to be provided under the failing which clause.
	(b) The percentage of vacancies proposed to be filled by this method.	N.A.
	(c) The period to which deputation will be limited.	N.A.
	(d) The names of the posts of grades or services etc. from which deputation/absorption is proposed	N.A.
12.	(a) If any of the methods proposed fails, by what methods are such vacancies proposed to be filled.	Vacancies are proposed to be filled up by deputation method if the direct recruitment method fails.
	(b) Whether the Recruitment Rules relate to a post which has been upgraded from Group 'C' to Group 'B' or Group 'B' to Group 'A' or within the same group? If so, whether the necessary provisions for initial constitution has been	No

	proposed.	
	(c) Whether the Recruitment Rules relate to a post which is proposed to be downgraded? If so, whether necessary safeguards have been suggested in respect of the existing incumbents of that post?	No
13.	(a) Special circumstances, if any, other than those covered by the rules, in which the Commission may be required to be consulted.	None
	(b) Whether the Department of Personnel and Training have concurred in the proposal?	N.A.
14.	If these proposals are being sent in response to any reference from the Commission, please quote Commission's reference No.	N.A.
15.	Name, address and telephone number of the Ministry's representatives with whom whose proposals may be discussed if necessary, for clarification/ early decision.	Mr.Narender Gautam, Director (P-II) NDMC

## SCHEDULE

### RECRUITMENT RULES FOR THE POST OF UNANI COMPOUNDER/PHARMACIST (UNANI)

Name of post	No. of post (s)	Classification	Pay Level in Pay Matrix	Whether selection post or non-selection post	Age Limit for direct recruitment
1	2	3	4	5	6
Unani Compounder /Pharmacist (Unani)	02*(2018) *subject to variation dependent on workload	Category 'C'	Level 5 in the pay matrix as per CCS(RP) Rules, 2016 (Pre revised pay band 1 Rs.5200-26,300 Grade Pay of Rs.2800)	N.A.	Between 18 – 25 Yrs. (Relaxable for Govt. Servant upto 5 years and upto 40 yrs. for departmental candidates in accordance with the instructions or orders issued by the Central Government)

Educational & other qualifications required for direct recruits	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of promotees	Period of probation , if any	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods
7	8	9	10
<p>i) (a) 12<sup>th</sup> Class passed or equivalent with Science stream(Physics or Chemistry or Biology) from a recognized Board or University (b) Degree or Diploma in Pharmacy Unani the duration of which should not less than two years from any Government organization or recognised private institute or by any University and registered with respective State Government Ayurvedic Regulatory Board or Council. And</p> <p>ii) Two years experience in the field of Unani Pharmacist from any recognized Unani Dispensary or Hospital or Pharmacy or Wellness Centre.</p>	N.A.	Two years	Direct Recruitment.

In case of recruitment by promotion /deputation/ absorption, grades from which promotion / deputation / absorption to be made	If DPC exists, what is its composition	Circumstances in which UPSC is to be consulted in making recruitment
11	12	13
N.A.	<b>Category 'C' Departmental Confirmation Committee</b> <ol style="list-style-type: none"> <li>1. Secretary, NDMC – Chairperson</li> <li>2. Director (MS), NDMC- Member</li> <li>3. Director (P), NDMC - Member</li> </ol>	Consultation with UPSC not necessary.