

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

New Delhi, the 7th July, 2017

Subject: Proposal for amendment of Recruitment Rules for various categories of the posts in the Security Department.

It is proposed to amend the Recruitment Rules for various categories of the posts in the Security Department. Proposal for amendment of RRs has been formulated in accordance with the latest instructions on framing and amendment of RRs issued by DoP&T from time to time.

2. The drafts of the proposed amended 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 stakeholders before taking up the proposal with the UPSC and other agencies for finalizing the Recruitment Rules.
3. The comments may 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 within 30 days.

(R.K.Malhotra)
Advisor (RR)

DELHI GAZETTE : NATIONAL CAPITAL TERRITORY GOVT.

NOTIFICATION

No.F.....The following recruitment regulations made by the New Delhi Municipal Council, New Delhi under clause (C) sub section (1) of Section 43 of the New Delhi Municipal Council Act, 1994(44 of 1994) vide its Resolution No. dated.... and in consultation with the Union Public Service Commission F.No.....dated.....as required, under sub-section (2) of the said Act, in connection with the recruitment to the post of Chief Security Officer in the New Delhi Municipal Council, New Delhi have been approved by Central Government / Ministry of Home Affairs, vide letter No.....dated..... under the provisions of sub-section (2) of section 387 of the said Act, are hereby published in the schedule annexed hereto:

1. **Short title and commencement** : (i) These regulations may be called the recruitment regulations for the post of Chief Security Officer of New Delhi Municipal Council of New Delhi 2007.
(ii) They shall come into force on the date of their publication in the official Gazette.
2. **Number of Posts, Classification and Scale of Pay** : the number of the said post, its classification and the scale of pay attached thereto shall be as specified in columns (2) to (4) of the Schedule annexed to these regulations.

3. Method of recruitment, age limit and other Qualifications, etc. : The method of recruitment to the said post, age limit, qualifications and other matters relating to thereto, shall be as specified in column (5) to (13) of the said Schedule aforesaid.

4. Disqualification : No person –

a) who has entered into or contracted a marriage with a person having a spouse living, or

b) who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the said post;

provided that the New Delhi Municipal Council, may, if satisfied that such marriage is permissible under the personal law application to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

5. Power to relax : Where the NDMC is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing and in consultation with the Union Public Service Commission relax any of the provisions of these regulations with respect to any class or category of persons.

6. Savings : Nothing in these rules shall affect reservations, relaxations of age limit and other concessions required to be provided for the Scheduled Casts, the Scheduled Tribes, Ex-Servicemen and other special categories of persons, in accordance with the orders issued by the New Delhi Municipal Council, New Delhi from time to time in this regard.

SCHEDULE

RECRUITMENT RULES FOR THE POST OF CHIEF SECURITY OFFICER

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
Chief Security Officer	01 (2017) subject to variation dependant on workload	Category 'A'	Level 12 in the pay matrix as per CCS (RP) Rules, 2016 (Pre revised Pay Band 3 Rs. 15,600-39,100 Grade Pay Rs.7600)	Selection	N.A.

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
N.A.	N.A.	N.A.	Deputation /absorption*/ Re-employment of ex-servicemen
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	
Deputation : Officers of the Central / State Governments /UTs:- (a) (i) Holding analogous post on regular basis in the parent cadre / department; or (ii) with five years service in the grade rendered after appointment thereto on a regular basis at level 11 in the pay matrix as per CCS (RP) Rules, 2016 (Pre revised Pay Band 3 Rs. 15,600-39,100 Grade Pay Rs.6600); or (iii) With eight years service in the grade rendered after appointment thereto on a	N.A.	Consultation with UPSC necessary while appointing a person on deputation basis or while absorbing an officer already on deputation subject to Section 40 of the New Delhi Municipal Council Act, 1994 and making re-employment and for amendment/relaxation of these RRs	

<p>regular basis at level 10 in the pay matrix as per CCS (RP) Rules, 2016 (Pre revised Pay Band 3 Rs. 15,600-39,100 Grade Pay Rs.5400) or equivalent in the parent cadre / department; and</p> <p>(b) Possessing the following educational qualification and experience:-</p> <p>(i) Graduation from a recognised university / institute or equivalent</p> <p>(ii) Possessing five years experience in the profession.</p> <p>Re-employment for ex-servicemen</p> <p>The retired armed forces personnel of the rank of Major or equivalent shall also be considered.(The re-employment will be upto the age of superannuation with reference to civil post) (Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation / department of the Central Government shall ordinarily not exceed four years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of the receipt of applications.)</p>		
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- Absorption to be considered only if the incumbent is having at least five service remaining before superannuation.

DELHI GAZETTE : NATIONAL CAPITAL TERRITORY GOVT.

NOTIFICATION

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1. Short title and commencement : (i) These regulations may be called the recruitment regulations for the post of Security Officer New Delhi Municipal Council of New Delhi 2007.

(ii) They shall come into force on the date of their publication in the official Gazette.

2. Number of Posts, Classification and Scale of Pay : the number of the said post, its classification and the scale of pay attached thereto shall be as specified in columns (2) to (4) of the Schedule annexed to these regulations.

3. Method of recruitment, age limit and other Qualifications, etc. : The method of recruitment to the said post, age limit, qualifications and other matters relating to thereto, shall be as specified in column (5) to (13) of the said Schedule aforesaid.

4. Disqualification : No person –

a) who has entered into or contracted a marriage with a person having a spouse living, or

b) who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the said post;

provided that the New Delhi Municipal Council, may, if satisfied that such marriage is permissible under the personal law application to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

5. Power to relax : Where the NDMC is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing and in consultation with the Union Public Service Commission relax any of the provisions of these regulations with respect to any class or category of persons.

6. Savings : Nothing in these rules shall affect reservations, relaxations of age limit and other concessions required to be provided for the Scheduled Casts, the Scheduled Tribes, Ex-Servicemen and other special categories of persons, in accordance with the orders issued by the New Delhi Municipal Council, New Delhi from time to time in this regard.

SCHEDULE

RECRUITMENT RULES FOR THE POST OF SECURITY OFFICER

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
Security Officer	02 (2017) subject to variation dependant on workload	Category 'B'	Level 7 in the pay matrix as per CCS (RP) Rules, 2016 (Pre revised Pay Band 2 Rs. 9300-34800 Grade Pay Rs.4600)	Selection	N.A.

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
N.A.	N.A.	No Probation	Promotion failing which by deputation.
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	
<p>Promotion</p> <p>Deputy Security Officer with five years regular service in level-6 of the pay matrix as per CCS(RP) Rules, 2016 (Pre revised Pay Band 2 Rs. 9300-34800 Grade Pay Rs.4200) and possessing degree from a recognized university or equivalent</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</p>	<p><u>Category 'B' DPC (for considering promotion)</u></p> <p>Secretary, NDMC - Chairperson Director (P), NDMC – Member CSO, NDMC - Member</p>	<p>Consultation with UPSC is necessary while amending/reviewing the recruitment rules.</p>	

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 along with their juniors who have already completed such qualifying / eligibility service.

DEPUTATION:

Officers of the Central / State Governments /UTs:-

- (a) (i) Holding analogous post on regular basis in the parent cadre / department; or
(ii) with five years service in the grade rendered after appointment thereto on a regular basis at level 6 in the pay matrix as per CCS (RP) Rules, 2016 (Pre revised Pay Band 2 Rs. 9300-34800 Grade Pay Rs.4200); and

(b) Possessing the following educational qualification and experience:-

- (i) Graduation from a recognised university / institute or equivalent
(ii) Possessing five years experience in the profession.

(Period of deputation including period of deputation in another ex-cadre post held

<p>immediately preceding this appointment in the same or some other organisation / department of the Central Government shall ordinarily not exceed four years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of the receipt of applications.)</p>		
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DELHI GAZETTE : NATIONAL CAPITAL TERRITORY GOVT.

NOTIFICATION

No.F.....The following recruitment regulations made by the New Delhi Municipal Council, New Delhi under clause (C) sub section (1) of Section 43 of the New Delhi Municipal Council Act, 1994(44 of 1994) vide its Resolution No..... dated in connection with the recruitment to the post of Assistant Security Officer in the New Delhi Municipal Council, New Delhi have been approved by Central Government / Ministry of Home Affairs, vide No.....dated..... under the provisions of sub-section (2) of section 387 of the said Act, are hereby published in the schedule annexed hereto:

- 1. Short title and commencement :** (i) These regulations may be called the recruitment regulations for the post of Assistant Security Officer of New Delhi Municipal Council of New Delhi 2017.
(ii) They shall come into force on the date of their publication in the official Gazette.
- 2. Number of Posts, Classification and Scale of Pay :** the number of the said post, its classification and the scale of pay attached thereto shall be as specified in columns (2) to (4) of the Schedule annexed to these regulations.
- 3. Method of recruitment, age limit and other Qualifications, etc. :** The method of recruitment to the said post, age limit, qualifications and other matters relating to thereto, shall be as specified in column (5) to (13) of the said Schedule aforesaid.

4. Disqualification : No person –

- a) who has entered into or contracted a marriage with a person having a spouse living, or
- b) who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the said post;

provided that the New Delhi Municipal Council, may, if satisfied that such marriage is permissible under the personal law application to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

5. Power to relax : Where the NDMC is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing and in consultation with the Union Public Service Commission relax any of the provisions of these regulations with respect to any class or category of persons.

6. Savings : Nothing in these rules shall affect reservations, relaxations of age limit and other concessions required to be provided for the Scheduled Casts, the Scheduled Tribes, Ex-Servicemen and other special categories of persons, in accordance with the orders issued by the New Delhi Municipal Council, New Delhi from time to time in this regard.

SCHEDULE

RECRUITMENT RULES FOR THE POST OF ASSTT.SECURITY OFFICER

Name of	No. of post	Classification	Pay Level in Pay Matrix	Whether	Age
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post	(s)			selection post or non-selection post	Limit for direct recruitment
1	2	3	4	5	6
Asstt. Security Officer	06 (2017) subject to variation dependant on workload	Category 'C'	Level 5 in the pay matrix as per CCS (RP) Rules, 2016 (Pre revised Pay Band 2 Rs. 5200-20200 Grade Pay Rs.2800)	Non-selection	N.A.
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		
N.A.	N.A.	No Probation	Promotion failing which by deputation		

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
<p>Promotion:</p> <p>Security Supervisor in level-4 of the pay matrix as per CCS(RP) Rules, 2016 (Pre revised pay band 1 Rs.5200-20200 Grade Pay 2400) having five 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>	<p><u>Category 'C' DPC (for considering promotion)</u></p> <p>Secretary, NDMC - Chairperson Director (P), NDMC – Member CSO, NDMC - Member</p>	<p>Consultation with UPSC is not necessary</p>

Deputation :

Officers of the Central / State Governments /UTs:-

(a) (i) Holding analogous post on regular basis in the parent cadre / department; or
(ii) with five years service in the grade rendered after appointment thereto on a regular basis at level 4 in the pay matrix as per CCS (RP) Rules, 2016 (Pre revised Pay Band 1 Rs. 5200-20200 Grade Pay Rs.2400);

(b) Possessing the following educational qualification and experience:-

(i) Graduation from a recognised university / institute or equivalent

(ii) Possessing five years experience in the profession

(Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation / department of the Central Government shall ordinarily not exceed four years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of the receipt of applications.)

DELHI GAZETTE : NATIONAL CAPITAL TERRITORY GOVT.

NOTIFICATION

No.F.....The following recruitment regulations made by the New Delhi Municipal Council, New Delhi under clause (C) sub section (1) of Section 43 of the New Delhi Municipal Council Act, 1994(44 of 1994) vide its Resolution No.... dated in connection with the recruitment to the post of Security Supervisor in the New Delhi Municipal Council, New Delhi have been approved by Central Government / Ministry of Home Affairs, vide No.....dated..... under the provisions of sub-section (2) of section 387 of the said Act, are hereby published in the schedule annexed hereto:

1. Short title and commencement : (i) These regulations may be called the recruitment regulations for the post of Security Supervisor of New Delhi Municipal Council of New Delhi 2017.

(ii) They shall come into force on the date of their publication in the official Gazette.

2. Number of Posts, Classification and Scale of Pay : the number of the said post, its classification and the scale of pay attached thereto shall be as specified in columns (2) to (4) of the Schedule annexed to these regulations.

3. Method of recruitment, age limit and other Qualifications, etc. : The method of recruitment to the said post, age limit, qualifications and other matters relating to thereto, shall be as specified in column (5) to (13) of the said Schedule aforesaid.

4. Disqualification : No person –

a) who has entered into or contracted a marriage with a person having a spouse living, or

b) who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the said post;

provided that the New Delhi Municipal Council, may, if satisfied that such marriage is permissible under the personal law application to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

5. Power to relax : Where the NDMC is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing and in consultation with the Union Public Service Commission relax any of the provisions of these regulations with respect to any class or category of persons.

6. Savings : Nothing in these rules shall affect reservations, relaxations of age limit and other concessions required to be provided for the Scheduled Casts, the Scheduled Tribes, Ex-Servicemen and other special categories of persons, in accordance with the orders issued by the New Delhi Municipal Council, New Delhi from time to time in this regard.

SCHEDULE

RECRUITMENT RULES FOR THE POST OF SECURITY SUPERVISOR

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
Security Supervisor	32 (2017) subject to variation dependant on workload	Category 'C'	Level 4 in the pay matrix as per CCS (RP) Rules, 2016 (Pre revised Pay Band 1 Rs. 5200-20200 Grade Pay Rs.2400)	Non-selection	<p>Between 18-25 years</p> <p>Relaxable for Government servant upto 5 years in accordance with the instructions/ orders issued by the Central Government)</p> <p>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, Ladakh Division of J&K State, Lahaul & Spiti District and Pangl Sub-division of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep</p>

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
Bachelor's degree from a recognized university/institute or equivalent.	N.A.	Two years for direct recruits	25 % vacancies by Direct Recruitment and 75% vacancies by promotion
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
Promotion Head Security Guard in level-2 of the pay matrix as per CCS(RP) Rules, 2016 (Pre revised Pay Band 1 Rs. 5200-20200 Grade Pay Rs.1900) with eight years combined regular service Head Security Guard/Security Guard out of which at least two years service should be as Head Security Guard.		CATEGORY 'C' DPC (FOR CONSIDERING POMOTION) Secretary, NDMC- Chairperson Director(P),NDMC Member Chief Security Officer, NDMC- Member <u>Category 'C' Departmental Confirmation Committee</u> Secretary, NDMC- Chairperson Director(P),NDMC - Member Chief Security Officer, NDMC-Member	Consultation with UPSC not necessary

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NOTIFICATION

No.F.....The following recruitment regulations made by the New Delhi Municipal Council, New Delhi under clause (C) sub section (1) of Section 43 of the New Delhi Municipal Council Act, 1994(44 of 1994) vide its Resolution No. dated.... in connection with the recruitment to the post of Security Guard / Head Security Guard in the New Delhi Municipal Council, New Delhi have been approved by Central Government / Ministry of Home Affairs, vide No.....dated..... under the provisions of sub-section (2) of section 387 of the said Act, are hereby published in the schedule annexed hereto:

1. **Short title and commencement** : (i) These regulations may be called the recruitment regulations for the post of Guard / Head Security Guard of New Delhi Municipal Council of New Delhi, 2017.
(ii) They shall come into force on the date of their publication in the official Gazette.
2. **Number of Posts, Classification and Scale of Pay** : The number of the said post, its classification and the scale of pay attached thereto shall be as specified in columns (2) to (4) of the Schedule annexed to these regulations.
3. **Method of recruitment, age limit and other Qualifications, etc.** : The method of recruitment to the said post, age limit, qualifications and other matters relating to thereto, shall be as specified in column (5) to (13) of the said Schedule aforesaid.

4. Disqualification : No person –

- a) who has entered into or contracted a marriage with a person having a spouse living, or
- b) who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the said post;

provided that the New Delhi Municipal Council, may, if satisfied that such marriage is permissible under the personal law application to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

5. Power to relax : Where the NDMC is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing and in consultation with the Union Public Service Commission relax any of the provisions of these regulations with respect to any class or category of persons.

6. Savings : Nothing in these rules shall affect reservations, relaxations of age limit and other concessions required to be provided for the Scheduled Casts, the Scheduled Tribes, Ex-Servicemen and other special categories of persons, in accordance with the orders issued by the New Delhi Municipal Council, New Delhi from time to time in this regard.

SCHEDULE

RECRUITMENT RULES FOR THE POST OF SECURITY GUARD / HEAD SECURITY GUARD

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
Security Guard/Head Security Guard	164(2017) subject to variation dependant on workload	Category 'C'	<p>Security Guard</p> <p>Level 1 in the pay matrix as per CCS (RP) Rules, 2016 (Pre revised Pay Band 1 Rs. 5200-20200 Grade Pay Rs.1800)</p> <p>Head Security Guard</p> <p>Level 2 in the pay matrix as per CCS (RP) Rules, 2016 (Pre revised Pay Band 1 Rs. 5200-20200 Grade Pay Rs.1900)</p>	Non-Selection	18-25 years

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
Matriculation or equivalent from the recognised board / institution	N.A.	Two years	By 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
<p>25% of the combined cadre strength will be operated at the level of Head Security Guard on non-functional basis. Security Guards on completion of three years of regular service will be considered for being placed as Head Security Guard against 25% quota.</p>	<p>CATEGORY 'C' DPC (FOR CONSIDERING POMOTION)</p> <p>Secretary, NDMC- Chairperson</p> <p>Director (P),NDMC - Member</p> <p>Chief Security Officer, NDMC- Member</p> <p>CATEGORY 'C' DEPARTMENTAL CONFIRMATION COMMITTEE (FOR CONSIDERING CONFIRMATION)</p> <p>Secretary, NDMC- Chairperson</p> <p>Director (P), NDMC - Member</p> <p>Chief Security Officer, NDMC- Member</p>	<p>Consultation with UPSC not necessary.</p>

ANNEXURE II

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

1.	(a) Name of the posts	Dy. Chief Security Officer
	(b) Name of the Ministry/Department	New Delhi Municipal Council
	(c) Number of posts	01
	(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, NDMC
3.	Duties of the post in detail	As given in Appendix-I
4.	Describe briefly the method(s) adopted for filling the posts hitherto.	Newly created post
5.	Methods of recruitment proposed.	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	N.A.

	extant GOI instructions)	
	(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 promotion;	N.A.
	(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.	N.A.
	(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.	Being a security related post and number two in the hierarchy from the top, it is proposed to have experienced officer on this post from the CPOs/State Police Organisations. Further, local security personnel are recruited at the level of Security Guard with matriculate qualification and are not imparted any formal training. Thus lack of requisite qualifications, exposure and training by the local security personnel does not justify their elevation upto the level of Dy. CSO for shouldering responsibilities at this level.
8.	If direct recruitment is proposed as a method of recruitment please state	N.A.
	(a) The percentage of vacancies proposed to be filled by direct recruitment.	N.A.
	(b) Indicate if there are any promotional avenues for the direct recruits?	N.A.
	(c) (i) Age for direct recruits (As per extant GOI instructions) (ii) Is age relaxation for Government servants?	N.A. N.A.

	(d) Educational and other qualifications required for direct recruits. (it may please be noted that the essential qualifications prescribed are relaxable at Commission's discretion in case of candidates otherwise well-qualified Essential Desirable	N.A.
	(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)	N.A.
	(f) Has the post been advertised by the Commission in the past? If so, please quota Commission's reference No.	No
9.	If direct recruitment is not proposed as a method, please state why it is not considered desirable/possible /necessary.	There will be just one level of promotional avenue for the incumbent of the post of Dy. CSO and further, it is desirable not to have incumbents with long term tenure at this level in security establishment.
10	(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?	N.A.
	(ii) If not, to what extent are the educational qualifications proposed to be relaxed in case of promotions.	N.A.

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.	Being security related post at the number 2 in the hierarchy, it is considered desirable that it should be filled up deputation only.
	(b) The percentage of vacancies proposed to be filled by this method.	100% being single post.
	(c) The period to which deputation will be limited.	Three years extendable as per applicable instructions of the DoP&T on the subject.
	(d) The names of the posts of grades or services etc. from which deputation/absorption is proposed	Deputation : Officers of the Central / State Governments /UTs:- (a) (i) Holding analogous post on regular basis in the parent cadre / department; or (ii) with two years service in the grade rendered after appointment thereto on a regular basis at level 8 in the pay matrix as per CCS (RP) Rules, 2016 (Pre revised Pay Band 2 Rs. 9300-34800/- Grade Pay Rs.4800); or (iii) With three years service in the grade rendered after appointment thereto on a regular basis at level 7 in the pay matrix as per CCS (RP) Rules, 2016 (Pre revised Pay Band 2 Rs. 9300-34800/- Grade Pay Rs.4600) or

		<p>equivalent in the parent cadre / department; and</p> <p>(b) Possessing the following educational qualification and experience:-</p> <p>(i) Graduation from a recognised university / institute or equivalent</p> <p>(ii) Possessing five years experience in the profession.</p> <p>(Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation / department of the Central Government shall ordinarily not exceed four years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of the receipt of applications.)</p>
12	(a) If any of the methods proposed fails, by what methods are such vacancies proposed to be filled.	Deputation

	(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 proposed.	No.
	(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.	No.
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. Virender Singh Director (P), NDMC. Tel No.23644227

Signature of the Officer sending the proposal
Telephone No. _____

ANNEXURE II

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

1.	(a) Name of the posts	Deputy Security Officer
	(b) Name of the Ministry/Department	New Delhi Municipal Council
	(c) Number of posts	03 (2017)
	(d) Scale of pay	Level 6 in the pay matrix as per CCS (RP) Rules, 2016 (Pre revised Pay Band 2 Rs. 9300-348100 Grade Pay Rs.4200)
	(e) Class and service to which the posts belong	Category 'B'
	(f) Ministerial or non-Ministerial)of F.R.9 (17)	Non-ministerial
2.	Appointing Authority	Chairperson, NDMC
3.	Duties of the post in detail	As given in Appendix-I
4.	Describe briefly the method(s) adopted for filling the posts hitherto.	Post created now in restructuring exercise vide Council Res. No.. dt..
5.	Methods of recruitment proposed.	66.67% vacancies by promotion failing which by deputation. 33.33% vacancies 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.	Assistant Security Officer 6 posts.

	(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)	6 years
	(c) Percentage of vacancies in the grade proposed to be filled by promotion.	66.67%.
	(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.	Yes. Copy of the RRs for the post of Asstt. Security Officer are attached as Appendix-II .
	(e) If Recruitment Rules were not framed for the posts in the field of promotion;	N.A.
	(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.	Graduate/ Matriculate
	(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.	Copy of RRs for the post of Security Supervisor enclosed (Appendix-III)
	(f) (i) Is the promotion to be made on selection or non-selection basis?	Selection
	(ii) Reasons for the proposal (i) above.	Since it involves promotion from Group 'C' to Group 'B'..

	(g) If a DPC exists, what is its composition.	<u>Category 'B' Departmental Confirmation Committee (for considering confirmation)</u> Secretary, NDMC- Chairperson Director (P), NDMC - Member Chief Security Officer, NDMC- Member Liaison Officer, SC/ST Cell, - Member NDMC
	(h) Indicate if the feeder posts are having promotion channels other than the one under consideration.	No.
7.	If promotion is not proposed as a method, please state why it is not considered desirable/possible/necessary.	N.A.
8.	If direct recruitment is proposed as a method of recruitment please state	N.A.
	(a) The percentage of vacancies proposed to be filled by direct recruitment.	Nil
	(b) Indicate if there are any promotional avenues for the direct recruits?	N.A..
	(c) (i) Age for direct recruits (As per extant GOI instructions)	N.A.
	(ii) Is age relaxation for Government servants?	N.A

	(d) Educational and other qualifications required for direct recruits. (it may please be noted that the essential qualifications prescribed are relaxable at Commission's discretion in case of candidates otherwise well-qualified Essential Desirable	N.A.
	(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)	N.A.
	(f) Has the post been advertised by the Commission in the past? If so, please quota Commission's reference No.	No
9.	If direct recruitment is not proposed as a method, please state why it is not considered desirable/possible /necessary.	There will be just one level of promotional avenue for the Dy. Security Officer as top two posts in the Security Department are to be filled up by deputation and further, this post has been created to provide some promotional avenues for the staff at lower level.
10	(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?	N.A.
	(ii) If not, to what extent are the educational qualifications proposed to be relaxed in case	N.A.

	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.	Yes. Provision for deputation is being made so as to be able to utilize the experience of personnel from CPOs/State Police organizations. Absorption is not proposed to be provided for this post.
	(b) The percentage of vacancies proposed to be filled by this method.	33.33%..
	(c) The period to which deputation will be limited.	Three years extendable as per applicable instructions of the DoP&T on the subject.
	(d) The names of the posts of grades or services etc. from which deputation/absorption is proposed	Deputation : Officers of the Central / State Governments /UTs:- (a) (i) Holding analogous post on regular basis in the parent cadre / department; or (ii) with two years service in the grade rendered after appointment thereto on a regular basis at level 5 in the pay matrix as per CCS (RP) Rules, 2016 (Pre revised Pay Band 1 Rs.5200-20200/- Grade Pay Rs.2800); or (b) Possessing the following educational qualification and

		<p>experience:-</p> <p>(i) Graduation from a recognised university / institute or equivalent</p> <p>(ii) Possessing five years experience in the profession.</p> <p>(Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation / department of the Central Government shall ordinarily not exceed four years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of the receipt of applications.)</p>
12	(a) If any of the methods proposed fails, by what methods are such vacancies proposed to be filled.	Deputation.
	(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 proposed.	No.

	(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.	No
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. Virender Singh Director (P), NDMC. Tel No.23644227

Signature of the Officer sending the proposal
Telephone No. _____