

THE SCHEDULE

Sl.No.	Name of Post	No. of posts subject to variation dependent on work-load	Classification	Scale of pay	Whether selection post or non-selection post	Whether benefit of added years of service admissible under rule 30 of CCS (Pension) Rules, 1972
	1	2	3	4	5	6
1	Junior Gestetner Operator	2	General Central Service Group 'D' (Non-Gazetted)	Rs.2610-60-2910-65-3300-70-4000.	Non-Selection	Not applicable
2	Senior Peon	6	General Central Service Group 'D' (Non-Gazetted)	Rs.2610-60-2910-65-3300-70-4000.	Non-Selection	Not applicable
3	Daftry	29	General Central Service Group 'D' (Non-Gazetted)	Rs.2610-60-2910-65-3300-70-4000.	Non-Selection	Not applicable
4	Peon	48	General Central Service Group 'D' (Non-Gazetted)	Rs.2550-55-2660-60-3200.	Non-Selection	Not applicable
5	Safaiwala	4	General Central Service Group 'D' (Non-Gazetted)	Rs.2550-55-2660-60-3200.	Not applicable	Not applicable
6	Farash	4	General Central Service Group 'D' (Non-Gazetted)	Rs.2550-55-2660-60-3200.	Not applicable	Not applicable

Age limit for direct recruitment 7	Educational and other qualifications required for direct recruitment 8	Whether age & Educational qualifications prescribed for direct recruitment will apply in case of promotion 9	Period of probation 10	Method of recruitment whether by direct recruitment or by deputation or transfer & % age of the vacancies to be filled by various methods 11
Not applicable	Not applicable	Age : No Educational Qualification: To the extent indicated in Col.12	Two years	By promotion failing which by transfer on deputation, failing both by Direct Recruitment
Not applicable	Not applicable	Not applicable	Two years	By promotion
Not applicable	Not applicable	Not applicable	Two years	By promotion
Between 18 and 25 years (relaxable for Government servants upto 35 years in accordance with the instructions issued by the Central Government)	<u>Essential:</u> Middle School standard pass <u>Desirable:-</u> Training in 'Basic' and 'Refresher' courses in Home Guards and Civil Defence.	Not applicable	Two years for direct recruits	75% by direct recruitment and 25% by transfer failing which by direct recruitment.
Between 18 and 25 years	<u>Desirable:</u> Primary pass standard	Not applicable	Two years	By direct recruitment
Between 18 and 25 years	<u>Desirable:</u> Primary pass standard	Not applicable	Two years	By direct recruitment

Note: The crucial date for determining the age limit shall be the closing date for receipt of Applications from candidates in India (other than Andaman & Nicobar Islands and And Lakshawadeep). In the case of recruitment made through the Employment Exchange, The crucial date for determining the age limit shall be the last date upto which the Employment Exchange is asked to submit names.

In case of recruitment by promotion/deputation/transfer, grade from which promotion/deputation/transfer to be made	If a Departmental Promotion Committee exists, what is its composition	Circumstances in which UPSC is to be consulted in making recruitment
12	13	14
<p><u>Promotion:</u> Daftries/Senior Peons with three year's regular service in the grade and having proficiency in operating and maintaining gestetner machines.</p> <p><u>Transfer on Deputation:-</u> Officers of the Central Government:- (A) (i) holding analogous posts on regular basis ; or (ii)holding posts in the pay scale of Rs.2610-4000. Or equivalent on regular basis for atleast 3 years ; and (B) Possessing educational qualification as laid down For direct recruits in Col.8. (The 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 shall ordinarily not exceed three years).</p>	<p>Group 'D' D.P.C. for considering promotion/confirmation consisting of</p> <ol style="list-style-type: none"> (1) Under Secretary (Admn.) - Chairman (2) Section Officer(Adm.III) - Member (3) Section Officer (Adm.I) - Member (4) Dy. Dir.(Admn.),DG(W), - Member CPWD <p>(In case any of the member in the Committee does not belong to SC/ST, one more member belonging to SC/ST shall be co-opted in the committee)</p>	<p>Not applicable</p>
<p><u>Promotion:-</u> Peons in the Ministry of Urban Development(Sectt.) with two years regular service in the grade.</p>	<p>-do-</p>	<p>Not applicable</p>
<p><u>Promotion:-</u> Peons in the Ministry of Urban Development(Sectt.) with two years regular service in the grade.</p>	<p>-do-</p>	<p>Not applicable</p>

<u>Transfer :-</u> .Group 'D' employees of the Sectt. Of the Ministry of Urban Development in the pay scale of Rs.2550-3200. Who have put in a minimum of five years regular service in the grade. They should also possess elementary literacy and give proof of their ability to read either Hindi, English or a regional language.	Group 'D' D.P.C. consisting of :- (5) Under Secretary (Admn.) - Chairman (6) Section Officer(Adm.III) - Member (7) Section Officer (Adm.I) - Member (8) Dy. Dir.(Admn.),DG(W), - Member CPWD (In case any of the member in the Committee does not belong to SC/ST, one more member belonging to SC/ST shall be co-opted in the committee)	Not applicable
Not applicable	-do-	Not applicable
Not applicable	-do-	Not applicable

(S.P.MUNJAL)
UNDER SECRETARY TO THE GOVT. OF INDIA