

MINISTRY OF URBAN DEVELOPMENT AND POVERTY ALLEVIATION

New Delhi, the 9<sup>th</sup> August, 2002

G.S.R. 345.-In exercise of the powers conferred by the proviso to article 309 of the Constitution and in supersession of the Ministry of Urban Development Staff Car Drivers Group 'C' Posts Recruitment Rules, 1999, except as respects things done or omitted to be done before such supersession, the President hereby makes the following rules regulating the method of recruitment of the posts of Staff Car Drivers in the Ministry of Urban Development and Poverty Alleviation, namely :-

1. Short title and commencement.-(1) These rules may be called the Ministry of Urban Development and Poverty Alleviation Staff Car Drivers Group 'C' Posts Recruitment Rules, 2002.

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

2. Application.-These rules shall apply to the posts specified in column 1 of the Schedule annexed to these rules.

3. Number of posts, classification and scale of pay.-The number of the said posts, their classification and the scale of pay attached there to shall be as specified in columns 2 to 4 of the said Schedule.

4. Method of recruitment, age limit, qualifications etc.- The method of recruitment, age limit, qualifications and other matters relating to the said posts shall be as specified in columns 5 to 14 of the Schedule aforesaid.

5. 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 posts:

Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable 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.

6. Power to relax.- Where the Central Government is of the opinion that it is necessary or expedient so to do, it may, by orders, for reasons to be recorded in writing, and in consultation with the Union Public Service Commission relax any of the provisions of these rules with respect to any class or category of persons.

7. Saving.- Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, the Other Backward Classes, Ex-serviceman and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

## SCHEDULE

THE SCHEDULE

Name of Post	Number of Post	Classification	Scale of Pay (Rs)	Whether selection-Cum-Seniority or selection by merit	Whether benefit of added years of service admissible under rule 30 of Central Civil Service (Pension) Rules 1972.	Age limit for direct recruits
1.	2.	3.	4.	5.	6.	7.
1. Staff Car Driver (Special Grade)	1*(2002) *(Subject to variation dependent on workload	General Central Service Group 'C' Non-Gazetted Non-Ministerial	Rs.5000-150-8000	Non-Selection	No	Not Applicable

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Educational and other qualifications required for direct recruits	Whether age and educational qualifications prescribed for direct recruits 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 or by absorption and percentage of the posts to be filled by various method
8.	9.	10.	11.
Not applicable applicable	Not applicable	Not applicable	By promotion

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In case of recruitment by promotion/ deputation/absorption, grades from which promotion/deputation/absorption to be made	If a Department Promotion Committee exists, what is its composition?	Circumstances in which Union Public Service Commission to be consulted in making recruitment
12.	13.	14.
Promotion:  Staff Car Driver (Grade I) with three years' regular service in the grade.	Group 'C' Departmental Promotion Committee consisting of :- (1) Director/Deputy Secretary(Administration) Ministry of Urban Development & Poverty Alleviation - Chairman (2) Director of Estates-II Ministry of Urban Development & Poverty Alleviation - Member (3) Director of Administration, Central Public Works Department, Ministry of Urban Development and Poverty Alleviation - Member	Not applicable

1.	2.	3.	4.	5.	6.	7.
2. Staff Car Driver (Grade I)	10* (2002) *(Subject to variation dependent on workload)	General Central Service Group 'C' Non-Gazetted Non-Ministerial	Rs.4500-125-7000	Non-selection	No	Not Applicable

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9.

10.

11.

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Not Applicable

Not Applicable

Not Applicable

By Promotion

12.	13.	14.
<p>Promotion:</p> <p>Staff Car Driver (Grade II) with six years' regular service in the grade, failing which Staff Car Driver (Grade II) with fifteen years' combined regular service in the Grades of Staff Car Driver (Grade II) and Staff Car Driver (Ordinary Grade), who passes - (a) trade test to be conducted for this purpose, the syllabus of which shall be as follows:-</p> <p>(i) must be able to read English numerals and figures;</p> <p>(ii) must have good knowledge to traffic regulations</p> <p>(iii) must have good knowledge to petrol and diesel engine working and must be able to locate faults and rectify minor running defects;</p> <p>(iv) must be able to clear carburetor plug, etc. and</p> <p>(b) practical test, on (i) to (iv)above.</p> <p>Note:- In case juniors are considered for promotion, all persons senior to them shall also be considered for promotion, notwithstanding the fact that they have not completed the requisite qualifying service, provided that they have successfully completed the probation period in the grade.</p>	<p>Group 'C' Departmental Promotion Committee consisting of :-</p> <p>(1) Director/Deputy Secretary(Administration) Ministry of Urban Development &amp; Poverty Alleviation - Chairman</p> <p>(2) Director of Estates-II Ministry of Urban Development &amp; Poverty Alleviation - Member</p> <p>(3) Director of Administration, Central Public Works Department, Ministry of Urban Development and Poverty Alleviation - Member</p>	<p>Not applicable</p>

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1.	2.	3.	4.	5.	6.	7.
3. Staff Car Driver (Grade II)	8* (2002) *(Subject to variation dependent on workload)	General Central Service Group 'C' Non-Gazetted Non-Ministerial	Rs.4000-100-6000	Non-selection	No	Not Applicable

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8.	9.	10.	11.
Not Applicable	Not Applicable	Not Applicable	By promotion

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12.	13	14
Promotion :	Group 'C' Departmental Promotion Committee Consisting of :-	Not Applicable
Staff Car Driver (Ordinary Grade) who has rendered not less than nine years regular service in the grade, who passes-	(1) Director/Deputy Secretary(Administration), Ministry of Urban Development & Poverty Alleviation - Chairman (2) Director of Estates-II, Ministry of Urban Development & Poverty Alleviation - Member (3) Director of Administration, Central Public Works Department, Ministry of Urban Development & Poverty Alleviation - Member	
(a) trade test to be conducted for this purpose, the syllabus of which shall be as follows:-		
(i) must be able to read English numerals and figures;		
(ii) must have good knowledge to traffic regulations;		
(iii) must be able to locate faults and carry out minor running repairs		
(iv) must be able to change and correctly inflate tyres; and		
(b) Practical test, based on (i) to (iv) above.		
Note:- In case juniors are considered for promotion, all persons senior to them shall also be considered for promotion, notwithstanding the fact that they have not completed the requisite qualifying service, provided that they have successfully completed the probation period in the grade.		

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1.	2.	3.	4.	5.	6.	7.
4. Staff Car Driver (Ordinary Grade)	9*(2002) *(Subject to variation dependent on Workload)	General Central Service Group 'C' Non-Gazetted, Non-Ministerial	Rs.3050-75-3950 -80-4590	Not Applicable	No	Not exceeding 25 years (Relaxable for Government servants upto the age of 35 years) in accordance with the instructions or orders issued by the Central Government.

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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 Jammu and Kashmir State, Lahul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, the Union Territory of the Andaman and Nicobar Islands or the Union Territory of Lakshadweep).

Note 2:- The crucial date for determining the age limit in the case of candidates from Employment Exchanges shall be the last date upto which the Employment Exchanges are asked to nominate candidates.

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8.	9.	10.	11.
<b>Essential :</b>			
(i) Possession of a valid driving license for motor cars (ii) knowledge of motor mechanism (the candidate should be able to remove minor defects in vehicles). (iii) experience of driving a motor car for at least three years	Not Applicable	Two years	By deputation or re-employment or absorption failing which by direct recruitment
Note 1:- Qualifications are relaxable at the discretion of the Central Government in the case of candidates otherwise well qualified.			
Note 2:- The qualification(s) regarding experience is/are relaxable at the discretion of the Central Government in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection the Union Public Service Commission or Staff Selection Commission or Competent Authority or Central Government is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.			
<b>Desirable :</b>			
(i) a pass in the 8 <sup>th</sup> standard. (ii) three years service as Home Guard/Civil Volunteers			

12.	13	14
<p>Deputation/Absorption :</p> <p>From amongst the regular Despatch Riders (Group 'C') and Group 'D' Employees in the Ministry of Urban Development and Poverty Alleviation and its attached offices who possess valid driving licence for motor cars on the basis of a driving test to assess their competence to drive motor cars failing which from officials holding the post of Despatch Riders on regular basis or regular Group 'D' employees in other Ministries of the Central Government, who fulfill the necessary qualification as mentioned in column 8.</p> <p>For Ex-servicemen</p> <p>Deputation/re-employment :</p> <p>The Armed Forces personnel due to retire or who are to be transferred to reserve within a period of one year and having the requisite experience and qualifications prescribed shall also be considered. Such persons would be given deputation terms upto the date at which they are due for release from the Armed Forces, thereafter they may be continued on re-employment.</p> <p>Period of deputation : The period of deputation including the period of deputation/contract in another ex-cadre post held immediately preceding this appointment in the same or some other organisations/ department of the Central Government shall ordinarily not exceed three years.</p>	<p>Group 'C' Departmental Promotion Committee consisting of :</p> <p>(1) Director/Deputy Secretary (Administration), Ministry of Urban Development and Poverty Alleviation - Chairman</p> <p>(2) Director of Estates-II Ministry of Urban Development &amp; Poverty Alleviation - Member</p> <p>(3) Director of Administration, Central Public Works Department, Ministry of Urban Development &amp; Poverty Alleviation - Member</p>	<p>Not Applicable</p>

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N.NAMASIVAYAM, Dy.Secy.