

NOTIFICATION

New Delhi, the 8th June, 2012

G.S.R. 145.—In exercise of the powers conferred by the proviso to article 309 of the Constitution and in supersession of the Department of Parliamentary Affairs (Recruitment and Conditions of Service) Rules 1963, in so far as they relate to the post of Staff Car Drivers and Despatch Rider 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 to the post of Staff Car Driver and Despatch Rider, Group 'C' posts in the Ministry of Parliamentary Affairs, namely :—

1. Short title and commencement.—(1) These rules may be called the Ministry of Parliamentary Affairs, Staff Car Driver (Grade I), Staff Car Driver (Grade II), Staff Car Driver (Ordinary Grade) and Despatch Rider (Group 'C' posts) Recruitment Rules, 2012.

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

2. Number of posts, classification and Pay band and Grade pay or pay scale.—The number of the said posts, their classification and the pay band and grade pay or pay scale attached thereto shall be as specified in columns (2) to (4) of the Schedule annexed to these rules.

3. Method of recruitment, age-limit and 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 (13) of the aforesaid Schedule.

4. Disqualifications.—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 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.

5. Power to relax.—Where the Central Government is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

6. 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, Other Backward Classes, Ex-Servicemen and other special categories of persons, in accordance with the orders issued by the Central Government from time to time in this regard.

SCHEDULE

Name of post	Number of post	Classification	Pay Band and Grade Pay or Pay Scale	Whether selection post or non-selection post	Age-limit for direct recruits
(1)	(2)	(3)	(4)	(5)	(6)
1. Staff Car Driver (Grade I)	2 *(2012)G *Subject to variation dependent on workload	General Central Service Group 'C', Non-Gazetted, (Non-Ministerial)	Pay Band-1 ₹ 5200-20200 plus Grade Pay of Rs. ₹ 2800	Non-Selection	Not applicable
Educational and 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
(7)			(8)		(9)
Not applicable			Not applicable		Nil
Method of recruitment : Whether by direct recruitment or by promotion or by deputation or absorption and percentage of the vacancies to be filled by various methods			In case of recruitment by promotion or deputation/absorption, grades from which promotion or deputation/absorption to be made		
(10)			(11)		
Promotion failing which by deputation			Promotion : Staff Car Driver (Grade-II) with five years regular service in the grade. Note 1 : For the purpose of computing the minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to the 1st January of 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the pay commission. Note 2 : Where juniors who have completed their qualifying or eligibility service are being considered for promotion their seniors shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or 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 or eligibility service.

Deputation :

Officers under the Central Government :

- (i) holding analogous posts on regular basis in the parent Cadre or Department; or
- (ii) with five years service in the grade of Staff Car Driver Grade II on a regular basis in the pay band-I (₹ 5200-20200) plus Grade pay ₹ 2400 or equivalent in the parent cadre or department.

Note 1 : The Departmental officers in the feeder grade who are in direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

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

Note 2 : For the purpose of appointment on deputation or absorption basis, the service rendered on a regular basis by an officer prior to the 1st January of 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendation has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale, and where this benefit will extend only for the post or posts for which that grade pay or pay scale is the normal replacement grade without any upgradation.

If a Departmental Promotion Committee exists, what is its composition

Circumstances in which Union Public Service Commission is to be consulted in making recruitment

(12)

(13)

Departmental Promotion Committee:—

Not applicable.

1. Deputy Secretary (Admn.), Ministry of Parliamentary Affairs — Chairman
2. Nominee of any other Ministries of the rank of the Under Secretary and above — Member
3. Under Secretary (Admn.), Ministry of Parliamentary Affairs — Member

(1)	(2)	(3)	(4)	(5)	(6)
2. Staff Car Driver (Grade II)	2*(2012)G *Subject to variation dependent on workload	General Central Service Group 'C', Non-Gazetted, (Non-Ministerial)	Pay Band-1 ₹ 5200-20200 plus Grade Pay of Rs. ₹ 2400	Non-Selection	Not applicable
	(7)		(8)		(9)
	Not applicable		Not applicable		Nil
	(10)			(11)	

Promotion failing which by deputation

Promotion :

Staff Car Driver (Ordinary Grade) with eight years regular service in the grade.

Note 1: For the purpose of computing the minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to the 1st January of 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the pay commission.

Note 2 : Where juniors who have completed their qualifying or eligibility service are being considered for promotion their seniors shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or 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 or eligibility service.

Deputation :

Officers under the Central Government :

- (a)(i) holding analogous posts on regular basis in the parent Cadre or Department; or
- (ii) with eight years service rendered after appointment thereto on a regular basis in the grade of Staff Car Driver (Ordinary Grade) in the pay band-1 (₹ 5200-20200) with Grade pay ₹ 1900 or equivalent in the parent cadre or Department; and
- (b) Possessing the following qualifications, namely :
- (i) valid driving licence of motor cars;
- (ii) knowledge of motor mechanism (The candidates should be able to remove minor defects in vehicle); and
- (iii) 10th standard pass or equivalent from a recognised Board or Institution.

Note 1: The Departmental officers in the feeder grade who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

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

Note 2 : For the purpose of appointment on deputation or absorption basis, the service rendered on a regular basis by an officer prior to the 1st January of 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendation has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale, and where this benefit will extend only for the post or posts for which that grade pay or pay scale is the normal replacement grade without any upgradation.

(12)

(13)

Departmental Promotional Committee :—

Not applicable.

- | | |
|---|-----------|
| 1. Deputy Secretary (Admn.), Ministry of Parliamentary Affairs | —Chairman |
| 2. Nominee of any other Ministries of the rank of the Under Secretary and above | —Member |
| 3. Under Secretary (Admn.), Ministry of Parliamentary Affairs | —Member |

(1)

(2)

(3)

(4)

(5)

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3. Staff Car Driver (Ordinary Grade)	3*(2012) *Subject to variation dependent on workload	General Central Service Group 'C', Non-Gazetted, (Non-Ministerial)	Pay Band I ₹ 5200-20200+ Grade Pay of Rs. ₹ 1900/-	Not applicable	Between 18 to 27 years (relaxable for Government servants in accordance with the instructions or orders issued by the Central Government)
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Note : The crucial date for determining the age limit shall be the closing date of 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, Lahaul and Spiti District and Pangi Sub-division of Chamba District of Himachal

Pradesh, the Union territory of Andaman and Nicobar Islands or Lakshadweep). 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 the names.

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Essential :

Not applicable

Two years

- (i) pass in 10th standard or equivalent from a recognised Board or Institution;
- (ii) possession of a valid driving licence for motor cars;
- (iii) knowledge of motor mechanism (The candidate should be able to remove minor defects in vehicle);
- (iv) experience of driving a motor car for at least three years; and
- (v) Qualifying the prescribed Trade Test.

Note : The qualifications regarding experience is reaxable at the discretion of the competent authority in the case of candidates belonging to the scheduled Castes or the Scheduled Tribes if at any stage of selection the competent authority is of the opinion that the sufficient number of candidates with requisite experience are not likely to be available to fill-up the vacancy reserved for them.

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Promotion failing which by deputation/re-employment **Promotion :**

From amongst the Despatch Rider with three years regular service in the grade failing which Multi Tasking Staff (Group C) employees in the Ministry of Parliamentary Affairs with three years regular service in the grade who possess valid driving license for Motor Cars subject to the passing of a Driving Test to assess the competency to drive Motor Cars.

Note 1: For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to the 1st January of 2006, or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the pay commission.

Note 2 : Where juniors who have completed their qualifying or eligibility service are being considered for promotion their seniors shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or 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 or eligibility service.

For Ex-Servicemen :

Deputation/re-employment

The Armed Forces Personnel due to retire or retired or who are to be transferred to reserve within a period of one year and having the requisite experience and qualifications prescribed for direct recruits shall also be considered. In case of retiring service personnels they would be given deputation terms upto the date on which they are due for release from the Armed Forces' thereafter they may be continued on re-employment. (The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or Department of the Central Government shall ordinarily not exceed three years).

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(13)

Departmental Promotion Committee :—

Not applicable.

1. Deputy Secretary (Admn.), Ministry of Parliamentary Affairs —Chairman
2. Nominee of any other Ministries of the rank of the Under Secretary and above —Member
3. Under Secretary (Admn.), Ministry of Parliamentary Affairs —Member

(1)	(2)	(3)	(4)	(5)	(6)
4. Despatch Rider	2*(2012)G *Subject to variation dependent on workload.	General Central Service Group 'C', Non-Gazetted, (Non-Ministerial)	Pay Band-1 ₹ 5200-20200+ Grade Pay ₹ 1900	Non applicable	Between 18 to 27 years (relaxable for Government servants in accordance with the instructions or orders issued by the Central Government).

Note : The crucial date for determining the age limit shall be the closing date of 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, Lahaul and Spiti District and Pangi Sub-division of Chamba District of Himachal Pradesh, the Union Territory of Andaman and Nicobar Islands or Lakshadweep). 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 the names.

(7)

(8)

(9)

Essential :

Not applicable

Two years

- (i) Pass in 10th standard or equivalent from a recognised Board or Institution;
- (ii) Possession of a valid driving licence for Auto rickshaw;
- (iii) Three years experience in driving of Auto-rickshaw;
- (iv) Knowledge of motor mechanism of Auto rickshaw (The candidate should be able to remove minor defects in commercial Scooter or Auto rickshaw vehicle) and
- (v) Should qualify the prescribed Trade Test designed to adjudge suitability for the post with reference to standards of competence considered essential in drivers of commercial Scooter or Auto rickshaw.

Note : The qualification regarding experience is reaxable at the discretion of the competent authority in the case of candidates belonging to the scheduled Castes or the Scheduled Tribes if at any stage of selection the competent authority is of the opinion that the sufficient number of candidates with requisite experience are not likely to be available to fill up the vacancy reserved for them.

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Promotion failing which by deputation/re-employment **Promotion :**

From amongst the regular Group C (Multi Tasking Staff) employees in the Ministry of Parliamentary Affairs holding valid driving license for Auto rickshaw with three years regular service in the grade subject to passing driving test based on the following syllabus :

- (i) Ability to read English numerals and figures;
- (ii) Basic knowledge of driving the Auto rickshaw;
- (iii) Basic knowledge for maintenance and mechanism of Auto rickshaw (The candidate should be able to remove minor defects in commercial scooters or Auto rickshaw vehicle);
- (iv) Possessing knowledge of maintenance of log book or history sheet of vehicle;
- (v) Possessing knowledge of traffic rules.

For Ex-Servicemen :**Deputation/re-employment**

The Armed Forces Personnel due to retire or retired 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 for deputation. Such person would be given deputation terms upto the date on which they are due for release from the Armed Forces' thereafter they may be continued on re-employment.

(The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or Department of the Central Government shall ordinarily not exceed three years).

Departmental Promotion Committee :—

Not applicable.

1. Deputy Secretary (Admn.), Ministry of Parliamentary Affairs —Chairman
2. Nominee of any other Ministries of the rank of the Under Secretary and above —Member
3. Under Secretary (Admn.), Ministry of Parliamentary Affairs —Member

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RAMESHWAR PRASAD, Under Secy.