



CENTRAL LEPROSY TEACHING AND RESEARCH INSTITUTE
 केंद्रीय कुष्ठ रोग शिक्षण एवं अनुसंधान संस्थान
 DIRECTORATE GENERAL OF HEALTH SERVICES
 स्वास्थ्य सेवा महानिदेशालय
 MINISTRY OF HEALTH AND FAMILY WELFARE
 स्वास्थ्य और परिवार कल्याण मंत्रालय
 GOVERNMENT OF INDIA
 भारत सरकार



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F.2-1(2)/2022 Estt.

Dated: 19/4/25

NOTIFICATION

Applications are invited from officials of the Central Government, for the post of **Junior Accounts Officer**, for **Transfer on Deputation** (The terms Transfer on Deputation will be governed by standard terms of Transfer on Deputation as Prescribed by the Government of India from time to time).

Name of the Post	: Junior Accounts Officer General Central Service, Group 'B', Non-Gazetted, Ministerial.
Number of Post	: 1 (one)
Pay Level	: LEVEL-6 in the pay matrix (Rs.35,400 –1,12,400/-).

1. Eligibility:

Officers of the Central Government Officers possessing the following service, qualification, experience and other conditions eligible as per the existing Recruitment Rule for the post:-

- (a) (i) Assistants of the Central Secretariat Service with 5 years' Service in the grade or with 10 year's combined service in the grades of Assistant/Upper Division Clerk or Upper Division Clerk of Central Secretariat Clerical Service with 10 years' service in the grade, who have undergone training in Cash and Accounts work in the institute of Secretariat Training and Management or equivalent and Possess three years' experience of cash, accounts and budget work'
(or)
 (ii) Officers under the Central Government holding analogous posts of S.A.S. Accountants or Subordinate Accounts Service Passed Clerks from any of the organized Accounts Departments.
- (b) The Departmental Head Clerk with 5 years regular service in the grade and has undergone Training in Cash and Accounts work in the Institute of Secretariat Training and Management or equivalent will also be considered and in case he is selected for appointment to the post, the same shall be deemed to have been filled by promotion.

2. List of Duties and Responsibilities attached to the post of Junior Accounts Officer at CLTRI are as under:

- (i) Preparation of pay bills, Travelling Allowance Bills, Budget, Monthly Expenditure Statement, Arrear Statement (MACP, pay, DA & HPCA etc.,) and Registration fees for attempting trainings, Reconciliation statement, Medical reimbursement Bills, LTC advance and contingent bills.
- (ii) Maintain pay bill register, Abstract pay bill register, Maintaining cheque Register, Register for Group A, B, & C category in both Old and New Pension Scheme.
- (iii) To deal with the inspection reports by A.G and Internal Audit of the Ministry.

3. Regulation of pay and other terms of Transfer on deputation:-

The pay of the selected candidate will be regulated under the provisions contained in the DoP&T O.M No.6/8/2009-Estt. (pay-II) dated 17.06.2010 as amended from time to time.

4. Age-Limit:-

The maximum age-limit for appointment by Transfer on deputation shall be not exceeding 56 years as on the closing date of receipt of applications as on the last date of receipt of applications i.e., 03.06.2025.

5. Period of Transfer on deputation:-

The Deputation period will be maximum of 3 years. The period of Transfer on deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or other organisations or departments of the Central Government shall ordinarily not to exceed three years.

6. General Terms and Conditions

- (i) The deputation period may be curtailed at the discretion of the Director at any time.
- (ii) The posts carry usual allowances as admissible to Central Government Employees.
- (iii) The application of eligible and willing candidates for appointment to the said post may please be forwarded through proper channel to this office within 45 days from the date of publication.
- (iv) The application shall be neatly typed in the A4 sheet as per the annexure format and with all the relevant fields filled completely.
- (v) The application should clearly indicate the service particulars, experience and educational qualifications etc., as per the enclosed Format.
- (vi) Documents required (All copies of certificates / documents enclosed with the application should be attested by an officer not below the rank of the Head of Institution or equivalent).

1. ACRs/APARs for the last five years.
 2. Experience Certificate.
 3. No Objection Certificate from parent Department / Organisation.
 4. Vigilance clearance / Integrity Certificate from parent Department / Organisations.
 5. Certificate of major / minor penalty imposed, if any, on the officer during the last ten years / entire service period, whichever is less.
 6. Educational Qualifications.
 7. Any other relevant certificate to the post of Junior Accounts Officer.
- (vii) The cadre Authorities may ascertain that the particulars sent by the officers are correct as per their service records.
- (viii) Incomplete application(s) or applications received without above mentioned documents are liable to be summarily rejected. Applications sent through Mail / Fax and after closing date **(03.06.2025)** for the receipt of application will not be accepted.
- (ix) The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.**
- (x) The Director, CLTRI is having the right to postpone or cancel the notification at any time without assigning any reason.
- (xi) Please refer Recruitment Rule G.S.R. 1223 dated 5th November 1984 to the post of Junior Accounts Officer, Central Leprosy Teaching Research Institute, Chengalpattu for further reference.
- (xii) The application with necessary enclosures may be sent through *Proper channel by post to*, "**The Director, Central Leprosy Teaching & Research Institute, Chengalpattu, Chengalpattu District, Tamil Nadu, PIN- 603 001**" within stipulated period **(on or before 03.06.2025)**.
- (xiii) For enquires contact 044-27426274(75).

DIRECTOR.

Central Leprosy Teaching & Research Institute
Govt. of India, Ministry of H & FW
Chengalpattu - 603 001 (TN)

Notice Board /National Career Service (NCS) portal /CLTRI Official website
www.cltri.gov.in

"Let's Fight Leprosy & Make Leprosy a History"

Application for the post of JUNIOR ACCOUNTS OFFICER
by Transfer on Deputation

1. Name :
2. Father / Husband Name :
3. Permanent Residential Address :
4. Age /Date of Birth :
5. Whether SC/ST/OBC/PH :
6. Educational Qualification :
7. Technical Qualification :
8. Service Particulars
 - (a) Present post :
 - (b) Department / Organisation :
9. Particulars of the past service :

(Paste Self
attested
Passport size
photograph)

Department / Office	Post held (Specify whether ad- hoc or regular)	Period		Scale of Pay of the post	Nature of Duty
		From	To		
1	2	3	4	5	6

10. Particulars of Experience (in Detail) :
11. Any other information :
12. Enclosures
 - a. ACR/APAR (for 5years) : Yes / No.
 - b. Certificates (Educational) : Yes/No
13. Address for communication with
E-mail id and contact No. :

UNDERTAKING

I _____ hereby declare that all the statements made in this application are true and complete to the best of my knowledge & belief. I undertake that the department can take action against me or cancel my candidature without any intimation in case the declaration found to be guilty of furnishing wrong information or suppressing any facts.

Signature of Candidate.

Date:

Place:

(To be filled by the parent Office /Department)

Certified that the particulars furnished above by the candidate have been verified from his/her service records and found to be correct. It is also certified that no liability or vigilance case is either pending or contemplated against him/her. He/her ACRs (attested copies) are enclosed.

Date:

Signature of the Head of Office.

*All the fields are mandatory



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सं० 49]
No. 49]

नई दिल्ली, शनिवार, दिसम्बर 8, 1984/अग्रहायण 17, 1906
NEW DELHI, SATURDAY, DECEMBER 8, 1984/AGRAHAYANA 17, 1906

इस भाग में शिथिल पृष्ठ संख्या दी जाती है जिससे कि यह अलग संकलन के रूप में रखा जा सके
A separate pagination is given to this Part in order that it may be filed as a separate compilation.

भाग II—खण्ड 3—उप-खण्ड (i) PART II—Section 3—Sub-section (i)

(रक्षा मंत्रालय की छोड़कर) भारत सरकार के मंत्रालयों और (संघ राज्य क्षेत्र प्रशासनों की छोड़कर)
केन्द्रीय अधिकारियों द्वारा विधि के अन्तर्गत बनाये और जारी किए गए साधारण नियम
जिनमें साधारण प्रकार के आदेश, उपनियम आदि सम्मिलित हैं।

General Statutory Rules (including orders, bye-laws etc. of a general character) issued
by the Ministries of the Government of India (other than the Ministry of Defence) and
by the Central Authorities (other than the Administrations of Union Territories)

MINISTRY OF LAW, JUSTICE & COMPANY AFFAIRS

(Department of Company Affairs)

New Delhi, the 16th October, 1984

CORRIGENDUM

G.S.R. 1205.—In the notification of the Government of India, Ministry of Law, Justice & Company Affairs (Department of Company Affairs) No. G.S.R. 688 dated 25th June, 1984—Cost Accounting Records (Engineering Industries) Rules, 1984 appearing on pages 1657—1675 of the Gazette of India, Part II, Section 3, Sub-Section (i) dated 7th July, 1984 the following printing/typing errors are corrected as under:—

1. In Rule 1 line 1 substitute "These" for "Thesse".
2. In Rule 2 under explanation in line 9 substitute "Small Scale Industrial units" for "Small Scale Industrial Units".
3. In Schedule I :
 - (i) in para 1.1.2 in line 5, substitute "to the post" for "to be cost".
 - (ii) In para 1.1.3 in line 4 insert Comma in place of full stop after the word 'actuals'.
 - (iii) In para 1.2.2 line 1 substitute "ensured" for "ensure".
 - (iv) In para 3 heading substitute "Service Department Expenses" for "Services Department Expresses".

- (v) In para 7.2 line 10 substitute "reasonable" for "reasonable".
- (vi) In para 8 line 1 substitute "showing the royalty" for "showing be royalty".
- (vii) In para 13 :
 - (a) line 1 substitute "compiled" for "complied".
 - (b) in line 17 substitute "reasonableness" for "easonableness".
- (ix) In Annexure II item 4 insert comma after the words jigs and dies.
- (x) In Annexure III :
 - (i) under column 1 item D in line 1 substitute "banking" for "Banking".
 - (ii) in column 1 item E line 1 substitute "Fettling" for "Banking".
 - (iii) (a) under allocation/cost recovery under item (a) substitute "Transferable" for "transferable".
 - (b) Delete '(1)' before words "Add this period".
- (iv) under column 3 & 4, delete "MT" after 'Ra'.
4. In Schedule II :
 - (i) Substitute "PROFORMA A" for "PROFORMA" in the heading.

श्रेणी (चयन श्रेणी) में प्रोन्नति के संबंध में विचार करने के लिए और सभी श्रेणियों में पुष्टि के लिए] ” ।

[सं० 66/84-एफ० 39/14/14/83-स्था० 1]

वी० के० साधु अवर सचिव

टिप्पण : केन्द्रीय जल इंजीनियरी (समूह “क” सेवा नियम, 1982 भारत के राजपत्र में तारीख 10 अप्रैल, 1982 को सिचार्ड मंत्रालय की अधिसूचना सं० 3/82-एफ०/4/14/75-प्रशा०-1 तारीख 31 मार्च, 1982 द्वारा सा० का० नि० सं० 369 के अधीन प्रकाशित किए गए।

New Delhi, the 20th November, 1984

G.S.R. 1222.—In exercise of the powers conferred by proviso to article 309 of the Constitution, the President hereby makes the following rules to amend the Central Water Engineering (Group A) Services Rules, 1982, namely :—

- (1) These rules may be called the Central Water Engineering (Group A) Service (Amendment) Rules, 1984.
- (2) They shall come into force on the date of their publication in the Official Gazette.
2. In the Central Water Engineering (Group A) Service Rules, 1982—

(i) for sub-rule (2) of rule 7; the following sub-rule shall be substituted, namely :—

“(2) 60 percent of the vacancies in the Junior Scale shall be filled by direct recruitment on the results of a competitive Examination conducted by the Commission on the basis of the educational qualifications and age limits as specified in Schedule II and any scheme of examination that may be notified by Government in consultation with the Commission from time to time. The remaining 40 percent of the vacancies shall be filled by promotion of officers on the basis of selection on merit and included in a Panel for the said grade in the order of seniority from the relevant field of promotion and possessing minimum qualifying service as specified in Schedule III.”;

(ii) in Schedule IV, for the headings to Columns 3 and 4, the following headings shall respectively be substituted, namely :—

Column 3.—“Group ‘A’ Departmental Promotion Committee [for considering promotions to all grades except to the Senior Scale and Junior Administrative Grade (Selection Grade)].”;

Column 4.—“Group ‘A’ Departmental Promotion Committee [for considering promotions to the grades of Senior Scale and Junior Administrative Grade (Selection Grades) and for confirmation in all grades].”.

[No. 66/84-F. No. 39/14/83-Estt. I]
V. K. SADHU, Under Secy.

NOTE.—The Central Water Engineering (Group A) Service Rules, 1982 were published in the Gazette of India on 10th April, 1982 under G.S.R. number 369 vide Ministry of Irrigation notification No. 3/82-F. 4/14/75-Adm. I/E. I dated the 31st March, 1982.

स्वास्थ्य और परिवार कल्याण मंत्रालय

(स्वास्थ्य विभाग)

नई दिल्ली, 5 नवंबर, 1984

सा. का. नि. 1223 :—संविधान के अनुच्छेद 309 के परन्तुक द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए राष्ट्रपति एतद्वारा केन्द्रीय कुष्ठ शिक्षण और अनुसंधान संस्थान, बिगलपेट में कनिष्ठ अग्रजपत्रित (लिपिक वर्गीय) समूह “ख” के पदों पर भर्ती की पद्धति को, विनियमित करने के लिए निम्नलिखित नियम बनाते हैं, अर्थात् :—

1. संक्षिप्त शीर्षक और प्रारम्भ :—

- (1) इन नियमों का नाम केन्द्रीय कुष्ठ शिक्षण और अनुसंधान संस्थान, बिगलपेट (लिपिक वर्गीय/समूह “ख” के पद) भर्ती नियम, 1984 है।
- (2) ये सरकारी राजपत्र में प्रकाशित होने की तारीख से प्रवृत्त होंगे।

2. उपयोग :—

ये नियम इन नियमों से संलग्न अनुसूची के कालम-1 में निर्दिष्ट पदों पर लागू होंगे।

3. संख्या, वर्गीकरण तथा वेतनमान :—उक्त पदों की संख्या, उनका वर्गीकरण तथा वेतनमान वही होंगे जैसा कि अनुसूची के स्लॉक 2 से 4 में निर्दिष्ट हैं।

4. भर्ती की विधि, आयुसीमा, अर्हताएं, आदि :—उक्त पदों पर भर्ती की विधि, आयुसीमा, अर्हताएं तथा अन्य बातें वही होंगी जैसा कि उक्त अनुसूची के स्लॉक 5 से 13 में निर्दिष्ट हैं।

5. अनर्हता : कोई व्यक्ति :—

- (क) जो किसी ऐसे व्यक्ति से विवाह करता/करती है, अथवा विवाह की संविदा करता/करती है जिसका पति या पत्नी जीवित हो, अथवा
- (ख) जो व्यक्ति एक पति/एक पत्नी के जीवित रहते हुए किसी व्यक्ति के साथ विवाह करता/करती है अथवा विवाह की संविदा करता/करती है, सेवा में नियुक्त होने का पात्र नहीं होगा।

परन्तु केन्द्रीय सरकार यह समाधान होने पर कि ऐसा विवाह ऐसे व्यक्ति और विवाह के दूसरे पक्षकार पर लागू होने वाली स्त्रीय विधि के अधीन अनिवार्य है, और ऐसा करने के अन्य आधार हैं, किसी भी व्यक्ति को इस नियम के प्रवर्तन से छूट दे सकती है।

6. छूट देने की शक्ति :—जहाँ केन्द्रीय सरकार का यह विचार हो कि छूट देना आवश्यक या उचित है वहाँ वह लिखित कारणों के आधार पर आदेश द्वारा किसी श्रेणी या वर्ग से संबंधित व्यक्तियों को इन नियमों के किसी उपबन्ध से छूट दे सकती है।

7. व्याप्ति :—इस संबंध में केन्द्रीय सरकार द्वारा समय-समय पर जारी किए गए आदेशों के अनुसार अनुसूचित जाति/अनुसूचित जनजाति तथा विशेष वर्गों के व्यक्तियों के लिए जिन आरक्षणों और अन्य रियायतों की व्यवस्था करना अपेक्षित है, उन पर इन नियमों की किसी बात का प्रभाव नहीं पड़ेगा।

अनुसूची

पद का नाम	पदों की संख्या	वर्गीकरण	वर्तमान	चयन पद अथवा गैर-चयन पद	सीधे भर्ती वाले उम्मीदवारों के लिए आयु-सीमा	क्या सेवा में जोड़े गए वर्गों का लाभ केन्द्रीय सिविल सेवा (पेंशन) नियम, 1972 के नियम 30 के अन्तर्गत मान्य होगा
1	2	3	4	5	6	7
1. आणुलिपिक ग्रेड-I	1* *कार्यभार के अनुसार इन पदों में परिवर्तन किया जा सकता है।	सामान्य केन्द्रीय सेवा समूह 'ख' अराजपक्षित लिपिक वर्गीय	550-25-750-प्र. रो-30-900 रुपये	गैर-चयन	लागू नहीं होता	लागू नहीं होता

सीधे भर्ती वाले उम्मीदवारों से अपेक्षित शैक्षिक तथा अन्य योग्यताएं	क्या सीधी भर्ती के लिए निर्धारित आयु तथा योग्यताएं पदोन्नति वाले उम्मीदवारों पर भी लागू होंगी	परिक्षा की अवधि यदि कोई हो
8	9	10
लागू नहीं होता	लागू नहीं होता	2 वर्ष

भर्ती की विधि सीधी भर्ती या पदोन्नति द्वारा अथवा प्रतिनियुक्ति/स्थानान्तरण द्वारा तथा विभिन्न विधियों से भरी जाने वाली रिक्तियों की प्रतिशतता	यदि पदोन्नति/प्रतिनियुक्ति/स्थानान्तरण द्वारा भर्ती होती हो तो वे ग्रेड जिनमें पदोन्नति प्रतिनियुक्ति/स्थानान्तरण किया जाता है	यदि विभागीय पदोन्नति समिति है तो उसकी संरचना क्या है	वे परिस्थितियाँ जिनमें भर्ती के लिए संघ लोक सेवा आयोग का परामर्श लिया जाना है
11	12	13	14

पदोन्नति द्वारा अन्यथा प्रतिनियुक्ति पर स्थानान्तरण द्वारा।	पदोन्नति :—आणुलिपिक ग्रेड-2 जो अपने ग्रेड में 5 वर्ष की नियमित सेवा कर चुके हों। प्रतिनियुक्ति पर स्थानान्तरण : ऐसे अधिकारी जो केन्द्रीय सरकार के अधीन — (1) तत्काल पदों पर कार्य कर रहे हों; अथवा (2) ऐसे आणुलिपिक जो 425-700 या उसके समतुल्य वेतनमान में हों और अपने ग्रेड में 5 वर्ष की सेवा कर चुके हों। (प्रतिनियुक्ति की अवधि सामान्यतया 3 वर्ष से अधिक नहीं होगी।	समूह "ख" विभागीय पदोन्नति समिति जिसके निम्नलिखित सदस्य होंगे :— (1) निदेशक (प्र. एवं स.)—अध्यक्ष (2) सहायक महानिदेशक (कुष्ठ) —सदस्य (3) उपनिदेशक (प्रशासन) (ओ० एण्ड एम) —सदस्य (4) उपनिदेशक (प्रशासन) —सदस्य	किसी अधिकारी को नियुक्ति के लिए चुनने समय संघ लोक सेवा आयोग से परामर्श करना ज़रूरी नहीं है।
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1	2	3	4	5	6	7
2. कनिष्ठ लेखा अधिकारी	1* *कार्यभार के अनुसार इस संख्या में परिवर्तन किया जा सकता है।	सामान्य केन्द्रीय सेवा समूह 'ख' अराजपत्रित सिपिक वर्गीय	500-20- 700-द. री.-25- 900 रुपये	लागू नहीं होता	लागू नहीं होता	लागू नहीं होता
8			9		10	
लागू नहीं होता			लागू नहीं होता		2 वर्ष	
11	12	13	14			
पदोन्नति/स्थानान्तरण द्वारा प्रतिनियुक्ति पर।	<p>पदोन्नति/स्थानान्तरण द्वारा प्रतिनियुक्ति :</p> <p>(क) (1) केन्द्रीय सचिवालय सेवा के सहायक जो अपने ग्रेड में 5 वर्ष की सेवा पूरी कर चुके हों या सहायक/उच्च श्रेणी लिपिक के ग्रेड में 10 वर्ष की मिली जुली सेवा वाले या केन्द्रीय सचिवालय लिपिक सेवा के उच्च श्रेणी लिपिक जो 10 वर्ष की सेवा कर चुके हों तथा इसके समतुल्य किसी संस्थान से रोकड़ और लेखा कार्य का प्रशिक्षण लिया हुआ हो और जिन्हें रोकड़, लेखा और बजट कार्य का तीन वर्ष का अनुभव हो ; अथवा</p> <p>(2) ऐसा अधिकारी जो केन्द्रीय सरकार के अधीन समान पथों पर कार्य कर रहे हों या एस. ए. एस. लेखाकार या ऐसे लिपिक जो किसी संगठित लेखा विभागों में एस. ए. एस. की परीक्षा उत्तीर्ण हों।</p> <p>(ख) ऐसे विभागीय प्रधान लिपिकों को भी विचार जायगा जो अपने ग्रेड में 5 वर्ष की नियमित सेवा कर चुके हों और सचिवालय प्रशिक्षण और प्रबन्ध संस्थान या इसके समतुल्य किसी अन्य संस्थान से रोकड़ और लेखा कार्य का प्रशिक्षण ले चुके हों, और यदि उनमें से किसी को इस पत्र पर नियुक्ति के लिए चुन लिया जाएगा तो इसे पदोन्नति द्वारा भरा गया समझा जाएगा। (प्रतिनियुक्ति की अवधि तीन वर्ष से अधिक नहीं होगी)।</p>	<p>विभागीय पदोन्नति समिति जिसके सदस्य निम्नलिखित होंगे :—</p> <p>(स्थायीकरण पर विचार करने के लिए)</p> <p>(1) निदेशक (प्र. एवं सं.)—अध्यक्ष</p> <p>(2) सहायक महानिदेशक (कुष्ठ) —सदस्य</p> <p>(3) उप निदेशक (प्रशासन) (ओ. एण्ड एम.) —सदस्य</p> <p>(4) उपनिदेशक (प्रशासन)—सदस्य</p>	अयन संघ लोक सेवा आयोग के परामर्श से किया जाएगा।			

[सं० 12018/18/79-प्रशा.-2/सी० सी० बी०]

शिव दयाल, अवर सचिव

MINISTRY OF HEALTH AND FAMILY WELFARE

(Department of Health)

New Delhi, the 5th November, 1984

G.S.R. 1223.—In exercise of the powers conferred by the proviso to article 309 of the Constitution, the President hereby makes the following rules regulating the method of recruitment to certain non-gazetted (Ministerial) Group 'B' posts in the Central Leprosy Teaching and Research Institute, Chingleput, namely :—

1. Short title and commencement.—(1) These rules may be called the Central Leprosy Teaching and Research Institute, Chingleput (Ministerial/Group 'B' Posts), Recruitment Rules, 1984.
- (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, Classification and Scale of Pay.—The number of the said posts, their classification and the scales of pay attached thereto shall be as specified in columns 2 to 4 of the said Schedule.

4. Method of recruitment, age limit, other qualification 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. 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 any of 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 the rule.

6. Power to relax.—Whereas 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.

7. Savings.—Nothing in these rules shall affect reservation relaxation of age limit and other concessions required to be provided for candidates belonging to the Schedule Castes, the Schedule Tribes and other special categories in accordance with the orders issued by the Central Government from time to time in this regard.

SCHEDULE

Name of Post	No. of Posts	Classification	Scale of Pay	Whether selection Post or non-selection Post	Age limit for direct recruits
1	2	3	4	5	6
1. Stenographer Grade-I	1* *Subject to variation dependent on work-load.	General Central Service Group 'B' Non-Gazetted Ministerial.	Rs. 550-25-750-EB-30-900	Non-Selection	Not applicable
Whether benefit of added years of Service admissible under rule 30 of the Civil Service (Pension) Rules 1972		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.
7	8	9	10		
Not applicable	Not applicable	Not applicable	Not applicable	2 years	
Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer & percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made		If a Departmental Promotion Committee exists what is its composition		Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
11	12	13	14		
By promotion failing which by transfer on deputation.	Promotion : Stenographer Grade-II with 5 years regular service in the grade. Transfer on deputation Officers under the Central Government: (i) holding analogous posts; or (ii) Stenographers in the scale of Rs. 425-700 or equivalent with 5 years service in the grade. (iii) Period of deputation shall not exceed three years.		Group 'B' Department Promotion Committee comprising (1) Director (A&V)—Chairman. (2) Assistant Director General (Leprosy)—Member. (3) Deputy Director Administration (O & M)—Member. (4) Deputy Director Administration—Member.		Consultation with Union Public Service Commission not necessary while selecting an officer for appointment.
1	2	3	4	5	6
2. Junior Accounts Officer.	1* * Subject to variation dependent on work-load.	General Central Service Group 'B' Non-Gazetted Ministerial.	Rs. 500-20-700-EB-25-900	Not applicable	Not applicable

7	8	9	10
Not applicable	Not applicable	Not applicable	2 years.
11	12	13	14
By promotion/transfer on deputation.	Promotion/transfer on deputation : (a) (i) Assistants of the Central Secretariat Service with 5 years Service in the grade or with 10 year's combined service in the grades of Assistant/Upper Division Clerk or Upper Division Clerks of Central Secretariat Clerical Service with 10 year's service in the grade, who have undergone training in cash and accounts work in the institute of Secretariat Training and Management or equivalent and Possess three year's experience of cash, accounts and budget work; or (ii) Officers under the Central Government holding analogous posts of S.A.S. Accountants or subordinate Accounts Service Passed Clerks from any of the organised Accounts Departments. (b) The departmental Head Clerk with 5 years regular service in the grade and has undergone training in cash and accounts work in the Institute of Secretariat Training and Management or equivalent will also be considered and in case he is selected for appointment to the post, the same shall be deemed to have been filled by promotion. (Period of deputation shall not exceed three years)	Group 'B' Departmental Promotion Committee Comprising (for considering confirmation) : (1) Director (Administration and Vigilance)—Chairman (2) Assistant Director General (Leprosy)—Member (3) Deputy Director Administration (O&M)—Member (4) Deputy Director Administration—Member.	Selection shall be made in consultation with the Union Public Service Commission.

[No. A-12018/18/79—Admin-II/CCD]
SHIV DAYAL, Under Secy (PHJ)

केन्द्रीय सरकार स्वास्थ्य योजना

नई दिल्ली, 6 सितम्बर, 1984

आदेश

सा. का. नि 1224.—श्रीमती अनिता मलिक, स्टाफ नर्स के विरुद्ध झूठी से अनधिकृत रूप से अनुपस्थित रहने पर केन्द्रीय सिविल सेवा (सी. सी. एवं ए.) नियम 1965 के नियम 14 के अन्तर्गत दिनांक 30-12-83 के शापन संख्या 5-3/83-के. स. स्वा. यो. (बी. सी.) के अन्तर्गत अनुशासनिक कार्यवाही आरम्भ की गई थी।

और डा. (कु.) सरला गुप्ता, मुख्य चिकित्साधिकारी को दिनांक 3-2-84 के आदेश संख्या 5-3/83 के. स. स्व योजना

(बी. सी.) के अन्तर्गत उक्त श्रीमती अनिता मलिक के विरुद्ध जांच करने के लिए जांच अधिकारी नियुक्त किया गया था,

और जांच अधिकारी ने श्रीमती अनिता मलिक को उनके पते पर रजिस्टर्ड पत्र के द्वारा सूचना भेजी और डाक अधिकारियों ने उनको उक्त पते पर उपलब्ध न होने के कारण उक्त पत्रों को वापिस कर दिया और जांच अधिकारी ने श्रीमती अनिता मलिक के विरुद्ध एक पक्षीय जांच का,

और जांच अधिकारी ने गवाहों की गवाही लेने के पश्चात् और जांच के समय प्रस्तुत किए गए रिकार्ड का विस्तृत अध्ययन करने पर श्रीमती अनिता मलिक के विरुद्ध लगाये गये आरोप बिना किसी सन्देह के सही पाए गए