

[TO BE PUBLISHED IN THE GAZETTE OF INDIA PART II, SECTION 3, SUB-SECTION (II)]

GOVERNMENT OF INDIA
MINISTRY OF POWER

NOTIFICATION

New Delhi, the _____, 2022.

GSR - In exercise of the powers conferred by the provision to article 309 of the Constitution and in supersession of (i) Recruitment Rules for the post of Head Clerk notified under Ministerial (Group 'C') posts of Central Electricity Authority (Subordinate Offices), Recruitment Rules, 1992 and (ii) Recruitment Rules for the post of Stenographer Grade-I notified under Stenographer Grade-I (Cadre of Subordinate offices of Central Electricity Authority) Recruitment Rules, 1997, and (iii) Recruitment Rules for the post of Senior Personal Assistant (later renamed as Private Secretary) notified under Senior Personal Assistant (Cadre of Subordinate offices of Central Electricity Authority) Recruitment Rules, 1997, in so far as they relate to the post of Head Clerk, Stenographer Grade-I and Senior Personal Assistant 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 posts of Head Clerk (Group B, Non-Gazetted), Stenographer Grade-I (Group B, Non-Gazetted) and Private Secretary (Group B, Gazetted) for the subordinate offices of the Central Electricity Authority, namely:

1. **Short title and commencement.** - (1) These rules may be called the Ministry of Power, (Cadre of Subordinate offices of Central Electricity Authority), Group B (Gazetted and Non-Gazetted) posts, Recruitment Rules, 2022.

(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, level in the pay matrix.** - The number of the posts, its classification and pay scale attached thereto shall be as specified in Columns (2) to (4) of the aforesaid Schedule.

4. **Method of recruitment, age-limit, qualifications, etc.** - The method of recruitment, age-limit, qualifications and other matters relating thereto shall be as specified in Columns (5) to (13) of the said Schedule.

5. Disqualification. - No person, -

- (a) who has entered into or contracted a marriage with 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.

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

7. Saving.- Nothing in these rules shall affect reservation, relaxation of age-limit and other concessions required to be provided for the Scheduled Castes, 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. | Level in pay matrix. | Whether selection post or non-selection post. | Age-limit for direct recruits. | Educational and other qualification required for direct recruitment. | Whether age and educational qualifications prescribed for direct recruits will apply in the case for promotes. | Period of probation, if any |
|---------------|---|---|---|---|--------------------------------|--|--|-----------------------------|
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) | (9) |
| 1. Head Clerk | 2* (2022) *Subject to variation dependent on workload. | General Central Service, Group 'B', Non-Gazetted, Non-Ministerial | Level-6 (Rs. 35400-112400) in the pay matrix. | Selection. | Not Applicable. | Not Applicable. | Not applicable | Not applicable |

| Method of recruitment : Whether by direct recruitment or by promotion or by deputation/absorption and percentage of vacancies to be filled by various methods | In case of recruitment by promotion or deputation/ absorption grades from which promotion or absorption/ deputation is to be made. | If Departmental Promotion Committee exists, what is its composition | Circumstances in which Union Public Service Commission is to be consulted in making recruitment. |
|--|--|--|---|
| (10) | (11) | (12) | (13) |
| By promotion failing which by deputation. | <p>By Promotion:</p> <p>Upper Division Clerk (UDC) in Level 4 in the pay matrix (Rs.25500-81100/-) with ten years regular service in the grade.</p> <p>Note 1:</p> <p>Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior 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 2 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.</p> <p>Note 2:</p> <p>For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding pay or pay</p> | <p>Departmental Confirmation Committee (for considering promotion/confirmation) will be consisting of:</p> <p>(i) Secretary, Central Electricity Authority - Chairperson;</p> <p>(ii) Director/Deputy Secretary (Admn), Ministry of Power - Member;</p> <p>(iii) Director (Admn), Central Electricity Authority - Member.</p> <p>(iv) Under Secretary (Personnel), Central Electricity Authority - Member.</p> | <p>Consultation with Union Public Service Commission is necessary for any relaxation or amendment of the provisions of the recruitment rules.</p> |

scale extended based on the recommendations of the Pay Commission.

By Deputation:

Officers under the Central Government

- (i) holding analogous post on regular basis in the parent cadre or department;
- or
- (ii) with ten years regular service in Level 4 in the pay matrix (Rs.25500-81100/-) or equivalent.

Note 1:

The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.

Note 2:

Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not 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 3:

For the purpose of appointment on deputation or absorption basis, the service rendered on a regular basis by an officer prior to 1st January, 2016 (the date from which the revised pay structure based on the Seventh Central Pay Commission recommendation has been extended) shall be deemed to be service rendered in the corresponding Level in the pay matrix extended based on the recommendations of the Pay commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common level in the pay matrix and where this benefit will extend only for the post(s) for which that level in the pay matrix is the normal replacement grade without any upgradation.

| Name of post. | Number of post. | Classification. | Level in pay matrix. | Whether selection post or non-selection post. | Age-limit for direct recruits. | Educational and other qualification required for direct recruitment. | Whether age and educational qualifications prescribed for direct recruits will apply in the case for promotes. | Period of probation, if any |
|--------------------------|---|---|---|---|--------------------------------|--|--|-----------------------------|
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) | (9) |
| 2. Stenographer Grade-I. | 2* (2022) *Subject to variation dependent on workload. | General Central Service, Group 'B', Non-Gazetted, Non-Ministerial | Level-6 (Rs. 35400-112400) in the pay matrix. | Selection. | Not Applicable. | Not Applicable. | Not applicable | Two years for promotees |

| Method of recruitment : Whether by direct recruitment or by promotion or by deputation/absorption and percentage of vacancies to be filled by various methods | In case of recruitment by promotion or deputation/ absorption grades from which promotion or absorption/ deputation is to be made. | If Departmental Promotion Committee exists, what is its composition | Circumstances in which Union Public Service Commission is to be consulted in making recruitment. |
|--|---|--|---|
| (10) | (11) | (12) | (13) |
| By promotion failing which by deputation. | <p>By Promotion:</p> <p>Stenographers Grade II in Level 4 in the pay matrix (Rs.25500-81100/-) with ten years regular service in the grade.</p> <p>Note 1:</p> <p>Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior 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 2 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.</p> <p>Note 2:</p> <p>For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service</p> | <p>Departmental Confirmation Committee (for considering promotion/confirmation) will be consisting of:</p> <p>(i) Secretary, Central Electricity Authority - Chairperson;</p> <p>(ii) Director/Deputy Secretary (Admn), Ministry of Power - Member;</p> <p>(iii) Director (Admn), Central Electricity Authority - Member.</p> <p>(iv) Under Secretary (Personnel), Central Electricity Authority - Member.</p> | <p>Consultation with Union Public Service Commission is necessary for any relaxation or amendment of the provisions of the recruitment rules.</p> |

rendered in the corresponding pay or pay scale extended based on the recommendations of the Pay Commission.

By Deputation:

Officers holding the post of Stenographer under the Central Government

(i) holding analogous post on regular basis in the parent cadre or department;

or

(ii) with ten years regular service in Level 4 in the pay matrix (Rs.25500-81100/-) or equivalent.

Note 1:

The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.

Note 2:

Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not 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 3:

For the purpose of appointment on deputation or absorption basis, the service rendered on a regular basis by an officer prior to 1st January, 2016 (the date from which the revised pay structure based on the Seventh Central Pay Commission recommendation has been extended) shall be deemed to be service rendered in the corresponding Level in the pay matrix extended based on the recommendations of the Pay commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common level in the pay matrix and where this benefit will extend only for the post(s) for which that level in the pay matrix is the normal replacement grade without any upgradation.

| Name of post. | Number of post. | Classification. | Level in pay matrix. | Whether selection post or non-selection post. | Age-limit for direct recruits. | Educational and other qualification required for direct recruitment. | Whether age and educational qualifications prescribed for direct recruits will apply in the case for promotes. | Period of probation, if any |
|----------------------|---|---|--|---|--------------------------------|--|--|-----------------------------|
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) | (9) |
| 3. Private Secretary | 1* (2022) *Subject to variation dependent on workload. | General Central Service, Group 'B', Gazetted, Non-Ministerial | Level-7 (Rs.44900-142400) in the pay matrix. | Selection. | Not applicable. | Not applicable. | Not applicable. | Not applicable. |

| Method of recruitment : Whether by direct recruitment or by promotion or by deputation/ absorption and percentage of vacancies to be filled by various methods | In case of recruitment by promotion or deputation/ absorption grades from which promotion or absorption/ deputation is to be made. | If Departmental Promotion Committee exists, what is its composition | Circumstances in which Union Public Service Commission is to be consulted in making recruitment. |
|--|--|---|---|
| (10) | (11) | (12) | (13) |
| By promotion failing which by deputation. | <p>By promotion:</p> <p>Stenographers Grade I in Level-6 (Rs. 35400-112400) in the pay matrix with five years regular service in the grade.</p> <p>Note 1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior 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 2 years, whichever is less and have</p> | <p>Departmental Confirmation Committee for Group B 'Gazetted' (for promotion/confirmation) will be consisting of:</p> <p>(i) Member (Grid Operations), Central Electricity Authority - Chairperson;</p> <p>(ii) Chief Engineer (Load Despatch), Central Electricity Authority - Member.</p> <p>(iii) Director/Deputy Secretary (Admn), Ministry of Power - Member;</p> <p>(iv) Director (Admn), Central Electricity Authority - Member.</p> | <p>Consultation with Union Public Service Commission is necessary for any relaxation or amendment of the provisions of the recruitment rules.</p> |

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.

Note 2: For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2016 or the date from which the revised pay structure based on the Seventh 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 commission.

Note: Officers who were holding the post as according to Fifth Central Pay Commission in pre-revised scale of Rs.5500-9000 on regular basis on 1st January,2006 will be en-bloc senior to those who were holding posts in the pre-revised scale of Rs.5000-8000.

Deputation:

Officers holding the post of Stenographer under the Central Government

- (i) holding analogous post on regular basis in the parent cadre or department; or
- (ii) with five years regular service in the Stenographers grade in Level-6 (Rs. 35400-112400) in the pay matrix or equivalent in the parent cadre or department.

Note 1:

The departmental officers in the feeder category who are in the direct line of

promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.

Note 2:

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 organisation or department of the Central Government shall ordinarily not 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 3:

For the purpose of appointment on deputation/absorption basis, the service rendered on a regular basis by an officer prior to 1st January, 2016 (the date from which the revised pay structure based on the Seventh 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 Pay 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.

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(Hausuanthang Guite)
Under Secretary to the Government of India