

SRO 149/2000 MTS (Ministerial)

भारत का राजपत्र

भारत का राजपत्र : बुधवार 29, 2000/श्रावण 7, 1922

New Delhi, the 20th June, 2000

S.R.O. 149.—In exercise of the powers conferred by the proviso to article 309 of the Constitution and in supersession of the Indian Navy (Group 'C' and 'D' posts) Recruitment Rules, 1979, except as respects things done or omitted to be done before such supersession, the President hereby makes the following rules regarding the method of recruitment to certain Group 'C' and 'D' (Non-Industrial posts) in the Indian Navy, Ministry of Defence namely :—

1. Short title and commencement.—(1) These rules may be called the Indian Navy (Ministerial, Non-Industrial, Non-gazetted, Group 'C' and 'D' posts) Recruitment Rules, 2000.

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

2. Number of posts, classification and scales 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 Schedule annexed to these Rules.

3. Method of recruitment, age limit, other qualifications, etc.—The method of recruitment, age limit, qualifications and other matters connected therewith shall be as specified in columns 5 to 14 of the said Schedule aforesaid.

4. 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 any of the said posts :

Provided that 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, and 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, 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 the post	Number of post	Classification	Scale of Pay	Whether selection-cum-seniority or selection by merit
(1)	(2)	(3)	(4)	(5)
1. Senior Gestetner Operator	3* (2000)	General Central Services Group 'C' Non-Gazetted, Ministerial, Non-Industrial	Rs. 3050-75-3950- 80-4590 1900	Selection-cum-seniority
*Subject to variation dependent on workload.				

Age limit for direct recruits	Whether benefit of added years of service admissible under rule 30 of the Central Civil Services (Pension) Rules, 1972	Educational and other qualifications required for direct recruits
(6)	(7)	(8)
Between 18 to 27 years (Relaxable for Government Servants up to 40 years in accordance with instructions or orders issued by the Central Government from time to time in this regard). Note : 1. The crucial date for determining the age limit	No	Essential : 1. 8th Standard pass or equivalent from a recognised Board/Institution. 2. Proficiency of handling the Gestetner Machine. Desirable : Proficiency of handling the Xerox/

(6)	(7)	(8)
in each case, shall be the closing date for receipt of application 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, Andaman and Nicobar Islands or Lakshadweep).	No	Photostate Machine. Note : 1. The qualification(s) regarding experience is/are relaxable at the discretion of the SSC / Competent Authority in case of candidates belonging to Scheduled Castes/Scheduled Tribes if, at any stage of selection, the SSC Competent Authority is of the opinion that sufficient number of candidates belonging to these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.
2. 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 are asked to submit the names.		
Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Periods of probation, if any	Method of recruitment whether by direct recruitment or by absorption or by promotion and percentage of the posts to be filled by various methods.
(9)	(10)	(11)
No	Two years in case of direct recruits.	By Promotion, failing which by absorption and failing both by direct recruitment.
In case of recruitment by promotion or absorption, grades from which promotion/absorption to be made	If a Departmental Promotion Committee exists, what is its composition	Circumstances under which Union Public Service Commission is to be consulted in making recruitment
(12)	(13)	(14)
<b>Promotion :</b> Ferro-printer with four (4) years regular service in the grade failing which Junior Gestetner Operator with four (4) years regular service in the grade.	Group 'C' Departmental Promotion Committee consisting of :—  Officer of the rank of Commander or Civilian Officer of equivalent rank or above of respective Command Headquarters—Chairman.	Not applicable
<b>Absorption :</b> Persons serving in similar, equivalent or higher grades in the lower formations of the Defence Services and possessing qualifications specified in column 8	Two Officers of the rank of Lieutenant Commander/ Lieutenant or Civilian Officer of equivalent rank or above of respective Command Headquarters (one	

(12)	(13)	(14)
<p>Note : Where junior who have completed their qualifying eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying eligibility service or two years, whichever is less, and have successfully completed their probation period for promotion to the next higher grade alongwith their juniors who have already completed such qualifying/eligibility service.</p>	<p>departmental and one from another Central Government department preferably belonging to Scheduled Castes/Scheduled Tribes category)</p>	<p>Member</p>

(1)	(2)	(3)	(4)	(5)
2. Junior Gestetner Operator	16* (2000)	General Central Services Group 'D' Non-Gazetted Ministerial, Non-Industrial	Rs. 2650-65-3300- 70-4000	Selection-cum-seniority
	*Subject to variation dependent on work load.			

(6)	(7)	(8)
<p>Between 18 to 27 years (Relaxable for Government Servants up to 40 years in accordance with instructions or orders issued by the Central Government from time to time in this regard).</p> <p>Note : 1. The crucial date for determining the age limits in each case, shall be the closing date for receipt of application 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, Andaman and Nicobar Islands or Lakshadweep).</p> <p>2. 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 Exchanges are asked to submit the names.</p>	No	<p>Essential :</p> <ol style="list-style-type: none"> <li>1. Middle School Standard pass or equivalent from a recognised Board/Institution.</li> <li>2. Proficiency of handling the Gestetner Machine.</li> </ol> <p>Desirable :</p> <p>Proficiency of handling the Xerox/ Photostate Machine.</p> <p>Note : 1. The qualification(s) regarding experience is/are relaxable at the discretion of the SSC/Competent Authority in case of candidates belonging to Scheduled Castes/Scheduled Tribes if, at any stage of selection, the SSC/Competent Authority is of the opinion that sufficient number of candidates belonging to these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.</p>

(9)	(10)	(11)
No	Two years in case of direct recruits.	By Promotion, failing which by absorption and failing both by direct recruitment.

(12)	(13)	(14)
Promotion :	Group 'D' Departmental Promotion Committee consisting of :—	Not applicable

Deftaries and Jamadars with two (2) years regular service in the grade and who pass in a departmental qualifying test.

Officer of the rank of Commander or Civilian Officer of equivalent rank or above of respective Command Headquarters—Chairman.

#### Absorption :

Persons serving in similar, equivalent or higher grades in the lower formations of the defence services and possessing qualifications specified in column 8.

Two Officers of the rank of Lieutenant Commander/ Lieutenant or Civilian Officer of equivalent rank or above of respective Command Headquarters (one departmental and one from another Central Government department preferably belonging to scheduled Castes/Scheduled Tribes category)

—Members

**Note :** Where junior who have completed their qualifying eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying eligibility service or two years, whichever is less, and have successfully completed their probation period for promotion to the next higher grade alongwith their juniors who have already completed such qualifying/eligibility service.

(1)	(2)	(3)	(4)	(5)
3. Daftary.	34* (2000)	General Central Services Group 'D' Non-Gazetted, Ministerial, Non-Industrial.	Rs. 2610-60- 3150-65-3540	Selection-cum- seniority
	*Subject to variation dependent on workload.			

(6)	(7)	(8)
Between 18 to 27 years (Relaxable for Government servants upto 40 years in accordance with instructions or orders issued by Central Government from time to time in this regard).	No	8th Standard pass or equivalent from a recognised Board/Institution.
<b>Note :</b> 1. The crucial date for determining the age limits in each case, shall be the closing date for receipt of application 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 Pangri Sub-Division of Chamba District of Himachal		<b>Note :</b> 1. The qualification(s) regarding experience is/are relaxable at the discretion of the SSC/Competent Authority in case of candidates belonging to Scheduled Castes/ Scheduled Tribes if, at any stage of selection, the SSC/Competent Authority is of the opinion that sufficient number of candidates belong to these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.

[ भाग II—खण्ड 4 ]

भारत का राजपत्र : जुलाई 29, 2000/श्रावण 7, 1922

(6)	(7)	(8)
Pradesh, Andaman and Nicobar Islands or Lakshadweep).		
2. 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 Exchanges are asked to submit the names.		
(9)	(10)	(11)
No	Two years in case of direct recruits.	By Promotion, failing which by absorption and failing both by direct recruitment.

(12)	(13)	(14)
Promotion :	Group 'D' Departmental Promotion Committee consisting of :—	Not applicable
Peon with two (2) years regular service in the grade and who pass in a departmental qualifying test.		
Absorption :	Officer of the rank of Commander or Civilian Officer of equivalent rank or above of respective Command Headquarters—Chairman.	
Persons serving in similar, equivalent or higher grades in the lower formations of the Defence Services and possessing qualifications specified in column 8.		

**Note :** Where junior who have completed their qualifying eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying eligibility service or two years, whichever is less, and have successfully completed their probation period for promotion to the next higher grade alongwith their juniors who have already completed such qualifying/eligibility service.

(1)	(2)	(3)	(4)	(5)
4 Peon	492* (2000)	General Central Services Group 'D' Non-Gazetted, Ministerial, Non-Industrial.	Rs.2550-55-2660-60-3200	Selection-cum-seniority
	*Subject to variation dependent on workload.			

(6)	(7)	(8)
Between 18 to 27 years (Relaxable for Government servants upto 40 years in accordance with instructions or orders issued by Central Government from time to time in this regard).	No	Middle Schools Standard pas equivalent from a recognised Board/Institution.

Note : 1. The crucial date for determining the age limits in each case, shall be the closing date for receipt of application 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, Andaman and Nicobar Islands or Lakshadweep).

2. 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 are asked to submit the names.

Note : 1. The qualification(s) regarding experience is/are relaxable at the discretion of the SSC/Competent Authority in case of candidates belonging to Scheduled Castes/ Scheduled Tribes if, at any stage of selection, the SSC/Competent Authority is of the opinion that sufficient number of candidates belonging to these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.

(9)	(10)	(11)
No	Two years in case of direct recruits.	1. 75 % by absorption failing which by direct recruitment.  2. 25% by appointment of Safaiwala and Chowkidars/Watchman who have passed Middle School Standard and born on regular establishment subject to the following conditions, failing which direct recruitment, namely :— Selection will be made through a departmental examination to ascertain that the individuals possess elementary literacy and give proof of ability to read in Hindi, English or regional language and have put in five years service in the grade.

(12)	(13)	(14)
Absorption : Persons serving in similar, equivalent or the higher grades in the lower formations of the Defence Services and possessing qualifications specified in column 8.	Group 'D' Departmental Promotion Committee consisting of :— Officer of the rank of Commander or Civilian Officer of equivalent rank or above of respective Command Headquarters —Chairman Two Officers of the rank of Lieutenant Commander/Lieutenant or Civilian Officer of equivalent rank	Not applicable

(12)	(13)	(14)
	or above of respective Command Headquarters (one departmental and one from another Central Government department preferably belonging to Scheduled Castes/Scheduled Tribes category) - Members.	

(1)	(2)	(3)	(4)	(5)
5. Watchman.	256* (2000)	General Central Services Group 'D' Non-Gazetted Ministerial Non-Industrial	Rs. 2550-55-2660-60-3200.	Selection-cum-seniority
	*Subject to variation dependent on workload.			

(6)	(7)	(8)
Between 18 to 27 years (Relaxable for Government Servants up to 40 years in accordance with instructions or orders issued by the Central Government from time to time in this regard).	No	Desirable : Middle School Standard pass or equivalent from a recognised Board/ Institution.
<p><b>Note :</b> 1. The crucial date for determining the age limits in each case, shall be the closing date for receipt of application 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, Andaman and Nicobar Islands or Lakshadweep).</p> <p>2. 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 Exchanges are asked to submit the names.</p>		<p><b>Note :</b> 1. The qualification(s) regarding experience is/are relaxable at the discretion of the SSC/Competent Authority in case of candidates belonging to Scheduled Castes/Scheduled Tribes if, at any stage of selection, the SSC/Competent Authority is of the opinion that sufficient number of candidates belonging to these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.</p>

(9)	(10)	(11)
No	Two years in case of direct recruits.	By absorption, failing which by direct recruitment.
(12)	(13)	(14)
<b>Absorption :</b> Persons serving in similar, equivalent or higher grades in the lower formations of the defence services and possessing qualifications specified in column 8.	Group 'D' Departmental Promotion Committee consisting of :—  Officer of the rank of Commander or Civilian Officer of equivalent rank or above of respective Command Headquarters—Chairman.  Two Officers of the rank of Lieutenant Commander/ Lieutenant or Civilian Officer of equivalent rank or above of respective Command Headquarters (one departmental and one from another Central Government department preferably belonging to scheduled Castes/Scheduled Tribes category) —Members	Not applicable

(1)	(2)	(3)	(4)	(5)
6. Conservancy Mukadam/ Leadingman/ Overseer.	27* (2000)  *Subject to variation dependent on workload	General Central Services Group 'D' Non-Gazetted, Ministerial, Non-Industrial.	Rs. 2610-60-3150-65-3540	Selection-cum-seniority

(6)	(7)	(8)
Not applicable	No	Not applicable

(9)	(10)	(11)
No	Not applicable	By promotion

(12)	(13)	(14)
<b>Promotion :</b> Safaiwala with two (2) years regular service in the grade. <b>Note :</b> Where junior who have completed their qualifying eligibility service are being considered or promotion, their seniors would also be considered provided they are not short of the requisite qualifying 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/eligibility service.	Group 'D' Departmental Promotion Committee consisting of :—  Officer of the rank of Commander of Civilian officer of equivalent rank or above of respective Command Headquarters—Chairman.  Two Officers of the rank of Lieutenant Commander/Lieutenant or Civilian Officer of equivalent rank or above of respective Command Headquarters (one departmental and one from another Central Government department preferably belonging to Scheduled Castes/Scheduled Tribes category)- Members.	Not applicable

(1)	(2)	(3)	(4)	(5)
7. Record Keeper	4* (2000)	General Central Services Group 'D' Non-Gazetted, Ministerial, Non-Industrial.	Rs. 2650-65-3300-70-4000.	Selection-cum-seniority
*Subject to variation dependent on workload.				

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(6)	(7)	(8)
Between 18 to 27 years (Relaxable for Government servants upto 40 years in accordance with instructions or orders issued by Central Government from time to time in this regard).	No	Middle School Standard pass or equivalent from a recognised Board/Institution.

Note : 1. The crucial date for determining the age limits in each case, shall be the closing date for receipt of application 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, Andaman and Nicobar Islands or Lakshadweep).

2. In the case of recruitment made through the Employment Exchange, the crucial date for determining the age limit shall be last date upto which the Employment Exchange are asked to submit the names.

Note : 1. The qualification(s) regarding experience is/are relaxable at the discretion of the SSC/Competent Authority in case of candidates belonging to Scheduled Castes/ Scheduled Tribes if, at any stage of selection, the SSC/Competent Authority is of the opinion that sufficient number of candidates belong to these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.

(9)	(10)	(11)
No	Two years in case of direct recruits.	By Promotion, failing which by absorption and failing both by direct recruitment.

(12)	(13)	(14)
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**Promotion :**

Daftary with two (2) years regular service in the grade and who pass in a departmental qualifying test.

Absorption : Persons serving in similar, equivalent or higher grades in the lower formations of the Defence Services and possessing qualifications specified in column 8.

Note : Where junior who have completed their qualifying eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying eligibility

Group 'D' Departmental Promotion Committee Not applicable consisting of :—  
 Officer of the rank of Commander or Civilian Officer of equivalent rank or above of respective Command Headquarters—Chairman.  
 Two Officers of the rank of Lieutenant Commander/ Lieutenant or Civilian Officer of equivalent rank or above of respective Command Headquarters (one departmental and one from another Central Government department preferably belonging to scheduled Castes/Scheduled Tribes category)  
 —Members

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Dy.

Dy.

(12)	(13)	(14)
Service of two years, whichever is less, and have successfully completed their probation period for promotion to the next higher grade alongwith their juniors who have already completed such qualifying/eligibility service.		

(1)	(2)	(3)	(4)	(5)
8. Jamadar	34* (2000)  *Subject to variation dependent on workload.	General Central Services Group 'D' Non-Gazetted Ministerial Non-Industrial	Rs. 2610-60-3150-65-3450.	Selection-cum-seniority

(6)	(7)	(8)	(9)	(10)	(11)
Not applicable	No	Not applicable	No	Not applicable	By promotion

(12)	(13)	(14)
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<b>Promotion :</b> Peon with two (2) years regular service in the grade. Note : Where junior who have completed their qualifying eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying eligibility service or two years, whichever is less, and have successfully completed their probation period for promotion to the next higher grade alongwith their juniors who have already completed such qualifying/eligibility service.	Group 'D' Departmental Promotion Committee consisting of :—  Officer of the rank of Commander or Civilian Officer of equivalent rank or above of respective Command Headquarters—Chairman.  Two Officers of the rank of Lieutenant Commander/ Lieutenant or Civilian Officer of equivalent rank or above of respective Command Headquarters (one departmental and one from another Central Government department preferably belonging to scheduled Castes/Scheduled Tribes category) —Members	Not applicable
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(1)	(2)	(3)	(4)	(5)
9. Safaiwala	788* (2000)  *Subject to variation dependent on workload.	General Central Services Group 'D' Non-Gazetted Ministerial Non-Industrial	Rs. 2550-55-2660- 60-3200.	Selection-cum seniority
(6)	(7)	(8)		
Between 18 to 27 years (Relaxable for Government Servants up to 40	No	Desirable : Middle School Standard pass or		

(6)	(7)	(8)
years in accordance with instructions or orders issued by the Central Government from time to time in this regard).		equivalent from a recognised Board/ Institution.
Note : 1. The crucial date for determining the age limits in each case, shall be the closing date for receipt of application 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, Andaman and Nicobar Islands or Lakshadweep).		Note : 1. The qualification(s) regarding experience is/are relaxable at the discretion of the SSC/Competent Authority in case of candidates belonging to Scheduled Castes/Scheduled Tribes if, at any stage of selection, the SSC/Competent Authority is of the opinion that sufficient number of candidates belonging to these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.
2. 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 are asked to submit the names.		

(9)	(10)	(11)
No	Two years in case of direct recruits.	By absorption failing which by direct recruitment.
(12)	(13)	(14)

**Absorption :**  
Persons serving in similar, equivalent or higher grades in the lower formations of the defence services and possessing qualifications specified in column 8.

Group 'D' Departmental Promotion Committee consisting of :—

Officer of the rank of Commander or Civilian Officer of equivalent rank or above of respective Command Headquarters—Chairman.  
Two Officers of the rank of Lieutenant Commander/ Lieutenant or Civilian Officer of equivalent rank or above of respective Command Headquarters (one departmental and one from another Central Government department preferably belonging to scheduled Castes/Scheduled Tribes category)  
—Members

Not applicable

[CP(NG)/2813/Misc Ministerial Staff Gp 'C' & 'D'/I

RITA CHATTERJEE, Dy. I