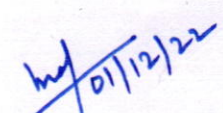


F.No. A-12018/49/2019 -Lep
Government of India
Ministry of Health and Family Welfare
(CCD Section)

Subject:- Public Notice on Amendment of Recruitment Rules for the post of Data Entry Operator, Gr. 'B' (Group 'C') in Central Leprosy Teaching and Research Institute (CLTRI), Chengalpattu, – Reg.

In compliance of DOP&T's O.M. No. AB.14017/61/2008-Estt. (RR) dated 13.10.2015, the draft Notification containing Recruitment Rules etc. for the post of Data Entry Operator, Gr. 'B' (Group 'C') in Central Leprosy Teaching and Research Institute (CLTRI), Chengalpattu, are annexed.

2. The stakeholders interested in making any objections/comments or suggestions on the draft Recruitment Rules may do so in writing, within a period of 30 days from the date of publication of draft Recruitment Rules to Shri Manoj Kumar Upadhyay, Under Secretary, Ministry of Health & Family Welfare, Room No. 401-D, Nirman Bhawan, Maulana Azad Road, New Delhi – 110011 or e-mail address manojkumar.upadhyay29@gov.in


(Manoj Kumar Upadhyay)
Under Secretary to the Govt. of India
Tel.23061640

New Delhi
Dated: 01/12/22

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

Government of India
Ministry of Health and Family Welfare

NOTIFICATION

New Delhi, the, 2022.

G.S.R.....- In exercise of the powers conferred by the proviso to article 309 of the Constitution and in supersession of the Central Leprosy Teaching and Research Institute, Chengalpattu (Group 'C') posts, in so far as it relates to the post of Senior Computer, 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 Data Entry Operator Grade 'B', Central Leprosy Training and Research Institute, Chengalpattu, namely:-

1. Short title and commencement.-(1) These rules may be called the Ministry of Health and Family Welfare, Central Leprosy Training and Research Institute, Chengalpattu, Data Entry Operator Grade 'B' (Group 'C') Recruitment Rules, 2022.

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

2. Number of post, classification, level in pay matrix.- The number of said post, its classification and level in the pay matrix attached thereto, shall be as specified in columns (2) to (4) of the Schedule annexed to these rules.

3. Method of recruitment, age-limit, qualification, etc. - The method of recruitment, age-limit, qualifications and other matters relating to the said post shall be as specified in columns (5) to (13) of the said Schedule.

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 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 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 reservation, relaxation of age-limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, the Other Backward Classes, the Ex-servicemen or any 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.
(1)	(2)	(3)	(4)	(5)
Data Entry Operator Grade 'B'.	4 *(2022) *Subject to variation dependent on workload.	General Central Service, Group 'C', Non-Gazetted, Non-Ministerial.	Level- 5 in the pay matrix (Rs.29200-92300).	Non-selection.
Age-limit for direct recruits.		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.
(6)	(7)	(8)	(9)	
Between 18 and 25 years. Relaxable upto 40 years in case of 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 as advertised by Staff Selection Commission. In case direct recruitment is not done through SSC, 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, Mizoram, Manipur, Nagaland, Meghalaya, Arunachal Pradesh, Tripura, Sikkim, Union territory of Ladakh, Lahaul & Spiti Districts and Pangi Sub Division of	(i)12th Standard pass or equivalent in Science Stream with Mathematics as a subject from a recognized Board with one year Diploma in Computer Applications or DOEACC-A Level from a recognized institute and 2 years experience in EDP work in a Government office/Public Sector Undertaking/Statutory/Autonomous Organisation/Recognised Institute; Or Bachelor's Degree in Computer Applications/ Information Technology/ Computer Science of a recognised University/Institute; (ii). A speed test of not less than 15000 key depressions per hour for data entry work to be ascertained through speed test on computer. Note 1: Qualifications are relaxable at the discretion of the SSC/Competent Authority for reasons to be recorded in writing, in case of candidates otherwise well qualified. Note 2: The qualification(s)	Not applicable.	Two Years for direct recruits and NIL for promotees.	

Chamba District of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep).	regarding experience is/are relaxable at the discretion of the SSC/Competent Authority for reasons to be recorded in writing, in case of candidates belonging to Scheduled Casts/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.		
Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	In case of recruitment by promotion or deputation / absorption, grade from which promotion or deputation/ absorption to be made.	If a Department 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)
Promotion failing which by deputation failing both by direct recruitment.	<p>Promotion: Data Entry Operator Grade A in the level 4 of pay matrix with five years' regular service in the grade and have successfully completed training of four weeks in the relevant areas.</p> <p>Note 1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors would 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: For the purpose of</p>	<p>Gr. 'C' Departmental Promotion/Confirmation Committee (for considering promotion or confirmation) consisting of:</p> <ol style="list-style-type: none"> 1. Director, Central Leprosy Training and Research Institute, Chengalpattu – Chairman; 2. Deputy Director/Assistant Director, Leprosy Training and Research Institute, Chengalpattu – Member; 3. Administrative Officer, Central L 	Not applicable.

computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 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 pay or pay scale extended based on the recommendations of the Pay Commission.

Deputation:

Officers under the Central Governments:-

- (a) (i) holding analogous posts on regular basis in the parent cadre/ Department; or
- (ii) With 5 years' service in the grade rendered after appointment thereto on a regular basis in posts in level 4 of pay matrix or equivalent in the parent cadre/department; and
- (b) Possessing the Educational qualifications and experience prescribed for direct recruits under Column (7).

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 organization/ department of the Central Government shall ordinarily not exceed three years. The Maximum age limit for appointment by deputation shall not be 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, 2006 (the date from which the revised pay structure

eprosy Training and Research Institute, Chengalpatu - Member.

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 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(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.

[A-12018/49/2019]

Manoj Kumar Upadhyay
Under Secretary to the Govt. of India