

No.A.12018/04/2020-DRS(pt-1)
Government of India
Ministry of Health and Family Welfare
Department of Health and Family Welfare
(Drugs Regulation Section)

Nirman Bhawan, New Delhi
Dated the 14th October, 2022

PUBLIC NOTICE

This Ministry is examining a proposal for amendment of Recruitment Rules for the post of Lower Division Clerk in RDTL, Guwahati, Central Drugs Standard Control Organization (CDSCO), Directorate General of Health Services, Ministry of Health & Family Welfare. In this regard, draft Recruitment Rules have been prepared, a copy of which is attached.

2. Before finalizing the same, comments, if any, are invited from all stakeholders in the matter within a period of thirty days from the date of this notification on the website of the Ministry of Health and Family Welfare. The comments/objections/suggestions received from the stakeholders within the specified period shall be considered by the Ministry as per rules/requirement before finalizing the Recruitment Rules.

3. The comments may be furnished to undersigned Room No.434-C, 'C' Wing, Nirman Bhawan, New Delhi-110011 or may kindly be sent to drugsdiv-mohfw@gov.in.

Encl: A/a.



(Bikash R. Mahato)

Under Secretary to the Government of India

Tele:- 011-23061141

Schedule

Name of post.	Number of post.	Classification.	Level in pay matrix or pay scale.	Whether selection post or non-selection post.	Age-limit for direct recruits.
(1)	(2)	(3)	(4)	(5)	(6)
Lower Division Clerk	2* (2022) *Subject to variation dependent on workload.	General Central Service Group – 'C' Non-Gazetted, Ministerial	Level 2	Non-Selection	Between 18 to 27 years (relaxable for Government servants upto 40 years in accordance with the instructions or orders issued by the Central Government). Note 1 : The crucial date for determining the age limit shall be as fixed by the Staff Selection Commission (where recruitment is not through SSC crucial date for determining the age limit shall be the last date for receipt of applications)
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)	
(i). 12 th Class or equivalent qualification from recognised board or university. (ii). A typing speed of 30 w.p.m in English or 25 w.p.m. in Hindi on manual type writing OR A typing speed of 30 w.p.m. in English or 30 w.p.m. in Hindi on computer			Yes (i). 85% by Direct Recruitment (ii). 10% of the vacancies shall be filled from amongst the Group C staff in the pay Level -1 and who possess 12 th Class pass or equivalent qualification and have rendered 3 years regular service in the grade, on the basis of departmental qualifying examination. The maximum age limit for eligibility for examination is 45 years (50 years	Two Years for direct recruitment	

		of age for SC/ST) Note:- If more of such employees then the No. of vacancies available under clause (II) qualified at the examination, such excess No. of employees shall be considered for filling the vacancies arising in the subsequent years so that the employees qualifying at an earlier examination are considered before those who qualified at a later examination. (iii). 5% of the vacancies shall be filled on seniority-cum-fitness basis from Group C employees who have 3 years regular service in post with the pay level-1	
Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and 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.
(10)	(11)	(12)	(13)
(i). 85% by Direct Recruitment (ii). 10% of the vacancies shall be filled from amongst the Group C staff in	(i). 10% of the vacancies shall be filled from amongst the Group C staff in the pay Level -1 and who possess 12 th Class pass or equivalent qualification and have rendered 3 years	Group 'C' Departmental confirmation Committee (for considering confirmation/promotion) consisting of:- 1. Director, Regional Drugs	Not applicable

<p>the pay Level -1 and who possess 12th Class pass or equivalent qualification and have rendered 3 years regular service in the grade, on the basis of departmental qualifying examination. The maximum age limit for eligibility for examination is 45 years (50 years of age for SC/ST)</p>	<p>regular service in the grade, on the basis of departmental qualifying examination. The maximum age limit for eligibility for examination is 45 years (50 years of age for SC/ST)</p>	<p>Testing Laboratory, Guwahati-- Chairman</p>	
<p>Note:- If more of such employees then the No. of vacancies available under clause (II) qualified at the examination, such excess No. of employees shall be considered for filing the vacancies arising in the subsequent years so that the employees qualifying at an earlier examination are considered before those who qualified at a later examination.</p>	<p>Note:- If more of such employees then the No. of vacancies available under clause (II) qualified at the examination, such excess No. of employees shall be considered for filing the vacancies arising in the subsequent years so that the employees qualifying at an earlier examination are considered before those who qualified at a later examination.</p>	<p>2. Deputy Director Administration (Drugs)--Member</p>	
	<p>(ii). 5% of the vacancies shall be filled on seniority-cum-fitness basis from Group C employees who have 3 years regular service in post with the pay level-1</p>	<p>3. Group A Officer of Central Drugs Testing Laboratory-- Member</p>	

(iii). 5% of the vacancies shall be filled on seniority-cum-fitness basis from Group C employees who have 3 years regular service in post with the pay level-1			
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