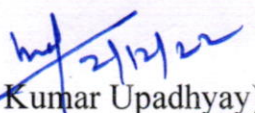


F.No. A-12018/11/2019 -Lep  
Government of India  
Ministry of Health and Family Welfare  
(CCD Section)

Subject:- Public Notice on Amendment of Recruitment Rules for the post of Lower Division Clerk (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 Lower Division Clerk (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](mailto:manojkumar.upadhyay29@gov.in)

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

New Delhi

Dated: 02/12/22

[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 Training and Research Institute, Chingleput, (Group C posts) Recruitment Rules, 1980, in so far as it related to the post of Lower Division Clerk/Telephone Operator 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 Lower Division Clerk, Central Leprosy Teaching & Research Institute, Chengalpattu, namely:-

1. Short title and commencement.-(1) These rules may be called the Ministry of Health and Family Welfare, the Central Leprosy Teaching and Research Institute, Chengalpattu, Lower Division Clerk (Group 'C' Post) 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, qualifications, 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 the post.	Number of post.	Classification.	Level in pay matrix.	Whether selection or Non-selection post.
(1)	(2)	(3)	(4)	(5)
Lower Division Clerk.	8*(2022) *Subject to variation dependent on workload.	General Central Service, Group 'C' Non-Gazetted, Ministerial.	Level-2 (Rs.19900/- to 63200/-) in the pay matrix.	Non-selection.

Age limit for direct recruits.	Educational 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)
<p>Between 18 and 27 years of age.</p> <p>(relaxable for Government servants up to forty years in accordance with the instructions or orders issued by the Central Government).</p> <p>Note: The crucial date for determining the age limit shall be as fixed by the Staff Selection Commission.</p>	<p>1. 12th Class pass or equivalent qualification from a recognised Board or University.</p> <p>2. A typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on computer (35 w.p.m. and 30 w.p.m. correspond to 10500 KDPH/9000KDPH on an average of 5 key depressions for each word)</p> <p>Note 1: Qualifications are relaxable at the discretion of the Staff Selection Commission in the case of candidates otherwise well qualified.</p> <p>Note 2: The qualification (s) regarding experience is relaxable at the discretion of the Staff Selection Commission in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection the Staff Selecti</p>	<p>Yes, to the extent mentioned in Column.10.</p>	<p>Two years.</p>

	<p>on Commission is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.</p>		
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Method of recruitment whether by direct recruitment or by promotion or by deputation 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 departmental promotion committee exists, what is its composition.	Circumstances in which Union Public Service Commission is to be consulted in making recruitments.
(10)	(11)	(12)	(13)
<p>1. 85 % by direct recruitment through SSC.</p> <p>2. 10% of the vacancies shall be filled from amongst the Group C staff in the level -1 in the pay matrix 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>Note: If more of such employees than the number of vacancies available under clause 2</p>	<p>As stated in Column 10.</p>	<p>I. Group 'C' Departmental Promotion Committee (for considering promotion) consisting of:-</p> <ol style="list-style-type: none"> <li>1. Additional Director, Central Leprosy Teaching and Research Institute, Chengalpattu –Chairman,</li> <li>2. Deputy Director, Central Leprosy Teaching and Research Institute, Chengalpattu - Member,</li> <li>3. Assistant Director, Central Leprosy Teaching and Research Institute, Chengalpattu – Member.</li> <li>4. Administrative Officer, Central Leprosy Teaching and Research Institute, Chengalpattu - Member</li> </ol>	<p>Not applicable</p>

qualified at the examination, such excess number 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 qualify at a later examination.

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

II. Group 'C'  
Departmental Confirmation  
Committee (for considering confirmation) consisting of:-

1. Additional Director, Central Leprosy Teaching and Research Institute,  
Chengalpattu -Chairman,

2. Deputy Director, Central Leprosy Teaching and Research Institute,  
Chengalpattu - Member,

3. Assistant Director, Central Leprosy Teaching and Research Institute,  
Chengalpattu - Member.

4. Administrative Officer, Central Leprosy Teaching and Research Institute,  
Chengalpattu - Member.

[File No. A-12018/11/2019-Lep]

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