

GOVERNMENT OF INDIA
MINISTRY OF HEALTH AND FAMILY WELFARE

Public Notice on draft Recruitment Rules for the posts of Proof Reader in Central Institute of Psychiatry, Ranchi.

In compliance of DoPT's OM No. AB.14017/61/2008-Estt.(RR) dated 13.10.2015, the draft Recruitment Rules for the posts of Proof Reader in Central Institute of Psychiatry, Ranchi is annexed.

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 Sh. Ajaya Kumar KP, Under Secretary, Ministry of Health and Family Welfare, Room No. 521-A, Nirman Bhawan, Maulana Azad Road, New Delhi – 110108 or e-mail address: ajaya59@gmail.com.

(Ajaya Kumar KP)
Under Secretary to the Govt. of India
Tele: 011-23061342

New Delhi
Dated

Annexure

S. No.	As per Schedule	Provision in Model RRs	Revised Provisions in proposed draft RRs	Reason for changes/Remarks.
1.	Name of post	Proof Reader	Proof Reader	No Change
2.	No. of posts	1	1* (Subject to variation dependent on work load)	No Change
3.	Classification	General Central Service Class III, Non-gazetted Non-Ministerial	General Central Service Group 'C', Non-Gazetted, Non-Ministerial	As per DOPT guidelines the posts has been classified in Group C.
4.	Scale of Pay (Now Pay in the Pay Matrix)	Rs.110-4-150-EB-4-170-5-180-EB-5-200 (2 nd CPC) 260-8-300-EB-8-340-10-380-EB-10-430 (3 rd CPC) 975-25-1150-EB-30-1540-(4 th CPC) S6 3200-85-4900 (5 th CPC) PB-1, GP Rs.2000 (6 th CPC)	Level 3 of the Pay Matrix (Rs.21700)	The Pay Scale has been replaced as per 7 th CPC recommendations and CCS (RP) Rules.
5.	Whether selection post or non-selection post	Not Applicable	Not Applicable	No change

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6.	Age limit for direct recruits	18-30 years	<p>Between 18 and 25 years (Relaxable for Govt. Servants upto 5 years in accordance with instruction issued by the Central Government).</p> <p>Note: The crucial date for direct recruitment for determining the age limit shall be the closing date of receipt of application from the candidate 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 & pangi Sub-Division of Chamba District of Himachal Pradesh & Andaman & Nicobar Island and Lakshadweep)</p>	As per DOPT guidelines in AB.14017/6/2009-Estt.(RR) dated 30.4.2010 for the posts which qualification is matriculation. The age limit is between 18 and 25 years of age.
7.	Educational and other qualification required for direct recruits.	<p>(i) Matriculation or equivalent.</p> <p>(ii) 3 years experience of proof reading in English and Hindi as well in a Government or a private press of</p>	<p>1. Matriculation with 3 years experience of proof reading in English and Hindi as well as in Government or a private press of repute.</p> <p>OR</p>	The educational qualification has been proposed by CIP, Ranchi.

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		repute. .	2.ITI pass* *with Diploma from Industrial Training Institute in 'Proof Reader' or 'Letter Press Machine Minder' trade for the post of Proof Reader.	
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.	NA	Not Applicable	This column is not applicable because the post is to be filled up by direct recruitment.
9.	Period of probation, if any.	2 years	2 years	As per DOPT guidelines, the period of probation will be 2 years for direct recruits.
10.	Method of recruitment: Whether by direct recruitment or by promotion or by deputation or by absorption and the percentage of the vacancies to be filled by various methods	100% by direct recruitment	100% by direct recruitment	CIP, Ranchi has proposed the post to be filled up by Direct Recruitment. The promotional channel has not been provided by CIP. As per DOPT guidelines vide OM No.AB.14017/13/2013-Estt.(RR), Direct recruitment at successive level and against isolated posts to be avoided. The composite method of

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				deputation/promotion or deputation (including short term contract)/promotion to prescribed where the field of promotion consists of only one post. Here the post is to filled up by direct recruitment not on promotion basis.
11.	In case of recruitment by promotion/deputation/ absorption grades from which promotion/ deputation/ absorption to be made	NA	Not Applicable	The column is not applicable because the post is to be filled up by direct recruitment.
12.	If a Departmental Promotion Committee exists What is its composition.	NA	Departmental Confirmation Committee: Director (CIP) - Chairman Medical Officer – Member Administrative Officer - Member	DCC is essential for confirmation.
13.	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.	Not Applicable	Not Applicable	The column will not be applicable as per DOPT guidelines for Group C posts.