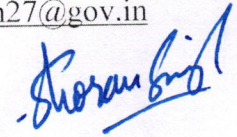


File No. A.12018/44/2019-Lep
Government of India
Ministry of Health and Family Welfare
(CCD Section)

Subject:- Public Notice on Amendment of Recruitment Rules for the post of Data Entry Operator Grade 'A', Group 'C' Post 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 Grade 'A', Group 'C' Post, 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 Shoran Singh, Under Secretary, Ministry of Health & Family Welfare, Room No. 508-D Nirman Bhawan, Maulana Azad Road, New Delhi – 110011 or e-mail address shorn.singh27@gov.in



(Shoran Singh)

Under Secretary to the Govt. of India
Tel.23061436

New Delhi

Dated:

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, the2021.

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 & Research Institute, Chingleput (Group C posts) Recruitment Rules, 1980 in so far as it relates to the post of 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 'A', 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, Central Leprosy Teaching & Research Institute, Chengalpattu, Data Entry Operator Grade 'A' (Group 'C' Post), Recruitment Rules, 2021.

(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 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 'A'.	4 *(2021) *Subject to variation dependent on workload.	General Central Service, Group 'C', Non-Gazetted, Non-Ministerial.	Level-4 in the pay matrix Rs (25500-81100).	Not applicable.
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.* *In case the post is filled up through all-India Open Competition, it is between 18 and 27 years. (Relaxable for Government servants up to age of forty years for general candidates and up to the age of forty-five years in case of candidates belonging to the Scheduled Castes and the Scheduled Tribes in accordance with the instructions or orders issued by Central Government from time to time.) Note 1: 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, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Lahaul and Spiti District and Pangi sub-division of Chamba District of Himachal Pradesh and Union territories of Ladakh, Andaman and Nicobar Islands and Lakshadweep). Note 2: In the case of recruitment made through the	(i) 12th Standard pass in Science stream with Mathematics as a subject from a Board or equivalent. (ii) Should possess a speed of not less than 8000 key depressions per hour for data entry work. Note 1: Qualifications are relaxable at the discretion of the Competent Authority for reasons to be recorded in writing, in the case of candidates otherwise well qualified. Note 2: The qualification regarding experience is relaxable at the discretion of the Competent Authority for reasons to be recorded in writing, in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection the Competent Authority 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.	Not applicable.	Two years.	

employment exchange, the crucial date for determining the age limit shall be the last date upto which the employment exchange is asked to submit the names.			
Method of recruitment: whether by direct recruitment or by promotion or by deputation and percentage of the vacancies 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 recruitment.
(10)	(11)	(12)	(13)
Direct recruitment. Note: Vacancies caused by the incumbent being away on transfer on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled on deputation basis form officers of Central Government: (a) holding analogous posts on regular basis in the level 4 of the pay matrix (Rs. 25500-81100); and (b) Possessing the qualifications and experience prescribed for direct recruitment under column (7).	Not applicable.	Gr. 'C' Departmental Confirmation Committee (for considering confirmation) consisting of:- (1) Director, Central Leprosy Teaching & Research Institute, Chengalpattu– Chairman; (2) Deputy Director or Assistant Director, Central Leprosy Teaching & Research Institute, Chengalpattu - Member ; (3) Medical Officer, Central Leprosy Teaching & Research Institute, Chengalpattu – Member.	Not applicable.

[A-12018/44/2019-Lep]

(Shoran Singh)
Under Secretary to the Government of India