

A.12018/01/2023-DRS
Government of India
Ministry of Health and Family Welfare
Department of Health and Family Welfare
(Drugs Regulation Section)

Nirman Bhawan, New Delhi
Dated the 07, February, 2025

PUBLIC NOTICE

This Ministry is examining a proposal for amendment of Recruitment Rules for the post of Senior Assistant (Administration) in 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.424-C, 'C' Wing, Nirman Bhawan, New Delhi-110011 or may kindly be sent to drugsdiv-mohfw@gov.in.

Enclosure: As above


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Director
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Name of posts.	Number of posts.	Classification.	Level in pay matrix.	Whethe: selection post or non- selection post.	Age-limit for direct recruits.
(1)	(2)	(3)	(4)	(5)	(6)
I. Senior Assistant (Administration)	*14 (2025) *Subject to variation dependent on workload.	General Central Service, Group 'C', Non-Gazetted, Ministerial.	Level-4 in the pay matrix (Rs. 25500-81100).	Non-selection.	between 18 years and 27 years. (Note: The upper age-limit is relaxable for Government Servants upto 40 years 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 the Staff Selection Commission.
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)
Bachelor's Degree from a recognised University or institute.			Not applicable.		two years for Direct Recruits. Note: There shall be a mandatory induction training of at least two weeks duration for successful completion of probation as

			prescribed by the Central Government.
Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods.	In case of recruitment by promotions or by deputation/ absorption, grades from which promotions 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)
(i) 50% by Direct Recruitment (ii) 50% by Promotion failing which by Deputation (Including Short Term Contract) failing both by Direct Recruitment.	Promotion: Junior Assistant (Administration) in level-2 in the pay matrix (Rs. 19900-63200) with eight years regular service in the grade and having successfully completed two weeks training in subject or area of work relevant to duties and responsibility of the higher post as prescribed by the competent authority from time to time. Note: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors shall 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 two years, whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have	Group 'C' Departmental Promotion Committee (for considering promotion) consisting of:- 1. Director (Administration), Central Drugs Standard Control Organisation- Chairperson; 2. Deputy Director (Administration), Central Drugs Standard Control Organisation Member; 3. Assistant Drugs Controller (India), Central Drugs Standard Control Organisation - Member. Group 'C' Departmental Confirmation Committee (for considering Confirmation) consisting of: 1. Director (Administration), Central Drugs Standard Control Organisation- Chairperson; 2. Deputy Director	Not applicable.

<p>already completed such qualifying or eligibility service.</p>	<p>(Administration), Central Drugs Standard Control Organisation</p>
<p>Deputation (Including Short Term Contract):</p>	<p>Member;</p>
<p>Officers of the Central Government or State Government or Union territory Administrations or autonomous body or statutory organisations or public sector undertakings or recognized Government university or recognized Government research institutions:</p>	<p>3. Assistant Drugs Controller (India), Central Drugs Standard Control Organisation - Member.</p>
<p>(a) (i) holding analogous post on regular basis in the parent cadre or Department; or</p>	
<p>(ii) with five years service rendered after appointment to the post on a regular basis in level-3 in the pay matrix (Rs. 21700-69100) or equivalent in the parent cadre or Department; or</p>	
<p>(iii) with eight years service rendered after appointment to the post on a regular basis in level-2 in the pay matrix (Rs. 19900-63200) or equivalent in the parent cadre or Department; and</p>	
<p>(b) possessing appropriate educational qualifications</p>	