

No. A-60011/02/2015-ME/Trg.
Government of India
Ministry of Health and Family Welfare
(Department of Health and Family Welfare)
Training Division

Nirman Bhawan, New Delhi-110011

Dated: 23rd June, 2017

NOTIFICATION

This Ministry is examining a proposal for amendment to the Recruitment Rules for the existing post of Staff Car Drivers in All India Institute of Hygiene and Public Health (AIHH&PH), Kolkata. In this regard, draft Recruitment Rules have been prepared and approved by the Competent Authority.

2. Before taking up the proposal for amendment to the Recruitment Rules with the DoP&T, UPSC and other agencies for finalizing the Recruitment Rules, comments, if any are invited from all stakeholders in the matter within a period of thirty days from the date of notification in the website of the Ministry of Health and Family Welfare. The objections/suggestions received from the stakeholders within the specified period shall be considered by the Ministry as per rules/requirement.

3. The comments may be furnished to the undersigned in Room No. 414-A, D Wing, Nirman Bhawan, New Delhi-110011 and the soft copy may be sent to pk.pal62@nic.in.

(Pradip Kumar Pal)
Under Secretary to the Govt. of India
Tel: 011-23063019

Government of India
Ministry of Health and Family Welfare
(Department of Health)

NOTIFICATION

New Delhi Dated.....

G.S.R. - In exercise of the powers conferred by the proviso to article 309 of the constitution, the President hereby makes the following rules regulating the method of recruitment to the posts of **Staff Car Driver** in the All India Institute of Hygiene and Public Health, 110, Chittaranjan Avenue, Kolkata-700073 namely.

1. **Short title and commencement-** (1) These rules may be called the All India Institute of Hygiene and Public Health, 110, Chittaranjan Avenue, Kolkata-700073 (**Staff Car Driver**) Recruitment Rules, 2017.
(2) They shall come into force on the date of their publication in the official Gazette.
2. **Application.**-These rules shall apply to the posts as specified in column (1) of the schedule annexed to these rules.
3. **Number, classification and scale of Pay-** The number of posts, their classification and Scales of Pay attached thereto shall be as specified in columns (2) to (4) of the said Schedule.
4. **Method of Recruitment, age-limit, qualifications etc.:-** The method of recruitment to the said post, age-limit qualifications and other matters relating to the said post shall be as specified in columns (5) to (1) 3 of Schedule aforesaid.

Provided that the upper age limit prescribed for direct recruits may be relaxed in the case of the scheduled caste, scheduled tribes and other special categories of persons in accordance with the orders of the Central Government issued from time to time.

5. **Disqualifications-** No person:-
 - (a) Who has entered in to or contracted a marriage any 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.

6. **Power to relax:** -Where the Central Government is of the opinion that it is necessary or expedient so to do it may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.
7. **Saving:** - **Nothing** in these rules shall affect reservations, relaxation of age-limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, Ex-Servicemen and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

RECRUITMENT RULE S FOR THE POST OF STAFF CAR DRIVER (ORDINARY GRADE)
ALL INDIA INSTITUTE OF HYGIENE AND PUBLIC HEALTH,
110, CHITTARANJAN AVENUE,
KOLKATA-700073

Name of Post	Number of Post	Classification	LEVEL in the PAY MATRIX	Whether Selection post or Non-selection post	Age limit for direct recruits	Educational and other qualifications required for direct recruits
1 Driver (Ordinary Grade)	2 6(Six)* (2016) *Subject to variation dependent on workload	3 General Central Service, Group 'C', Non-Gazetted, Non-Ministerial	4 LEVEL 2 (TWO) in the PAY MATRIX	5 Not applicable	6 Between 18 and 27 years of age (relaxable for departmental candidates up to 40 years in accordance with the instructions or orders issued by the Central Government.) Note1: 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 closing date for receipt of applications from the candidates (other than the closing date for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu & Kashmir State, Lahaul & Spiti district and Pangl Sub Division of Chamba district of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep).} Note 2: In case of recruitment made through the Employment Exchange, the crucial date for determining the age limit shall be the last date up to which the Employment Exchange is asked to submit the names.	7 Essential: (i) Possession of a valid driving license for motor cars; (ii) Knowledge of motor mechanism (The candidate should be able to remove minor - defects in vehicle); (iii) Experience of driving a motor car for at least 3 years ; and (iv) Pass in 10 th standard. Desirable: 3 years' service as Home Guard/ Civil Volunteers. Note: 1. The qualification regarding experience is relaxable at the discretion of the Competent Authority Note: 2. In the case of candidates belonging to the Scheduled Castes or Scheduled Tribes if at any stage of selection, the Competent Authority is of the opinion that the sufficient number of candidates with requisite experience is not likely to be available to fill up the vacancy reserved for them.

Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	Period of probation, if any	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 from promotion/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
8 Not Applicable	9 Two years.	10 By direct recruitment	11 Not applicable	12 Departmental Promotion Committee for the post of Driver (ordinary Grade) :- 1. Additional Director, All India Institute of Hygiene and Public Health, Kolkata- Chairman. 2. Professor/CMO (NFSG) Specialist of the concerned speciality- Member 3. One Senior Group "A" Officer belonging to SC/ST -Member. 4. Administrative Officer, AIH&PH, Kolkata-	13 Not applicable

File No.



Under Secretary to the Government of India

RECRUITMENT RULE S FOR THE POST OF STAFF CAR DRIVER (GRADE II)
ALL INDIA INSTITUTE OF HYGIENE AND PUBLIC HEALTH,
110, CHITTARANJAN AVENUE,
KOLKATA-700073

Name of Post	Number of Post	Classification	LEVEL in the PAY MATRIX	Whether Selection post or Non-selection post	Age limit for direct recruits	Educational and other qualifications required for direct recruits
1	2	3	4	5	6	7
Driver (Grade II)	5 (Five)*(2016) *Subject to variation dependent on workload	General Central Service, Group 'C', Non-Gazetted, Non-Ministerial	LEVEL 4(Four) in the PAY MATRIX	Non-Selection	Not applicable	Not applicable

Whether age and educational qualifications prescribed for direct recruitment will apply in the case of promotees	Period of probation, if any	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 promotion/deputation/absorption grades from which promotion/deputation/absorption to be made:-	by recruitment from grades from which promotion/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
8	9	10	11	11	12	13
Not Applicable	Not applicable	By promotion	Promotion from Driver (Ordinary Grade) in LEVEL 2 of PAY MATRIX with 9 years of regular service in the grade and have passed the trade test, specified by the Government. practical test based on the following: 1. Must be able to read English Numerals and figures. 2. Must have good knowledge of Traffic Regulation. 3. Must be able to locate faults and carry out minor running repairs. 4. Must be able to change wheels and correctly inflate tyres.)	Promotion from Driver (Ordinary Grade) in LEVEL 2 of PAY MATRIX with 9 years of regular service in the grade and have passed the trade test, specified by the Government. practical test based on the following: 1. Must be able to read English Numerals and figures. 2. Must have good knowledge of Traffic Regulation. 3. Must be able to locate faults and carry out minor running repairs. 4. Must be able to change wheels and correctly inflate tyres.)	Departmental Promotion Committee for the post of Driver (Grade II) :- 1. Additional Director, All India Institute of Hygiene and Public Health, Kolkata-Chairman. 2. Professor/CMO (NFSG) Specialist of the concerned speciality- Member 3. One Senior Group "A" Officer belonging to SC/ST -Member. 4. Administrative Officer, AIHH&PH, Kolkata-	Not applicable

File No.

Under Secretary to the Government of India

RECRUITMENT RULES FOR THE POST OF STAFF CAR DRIVER (GRADE- I)
ALL INDIA INSTITUTE OF HYGIENE AND PUBLIC HEALTH,
110, CHITTARANJAN AVENUE, KOLKATA-700073

Name of Post	Number of Post	Classification	LEVEL in the PAY MATRIX	Whether Selection post or Non-selection post	Age limit for direct recruits	Educational and other qualifications required for direct recruits
1	2	3	4	5	6	7
Driver (Grade I)	6 (Six)* (2016) *Subject to variation dependent on workload	General Central Service, Group 'C', Non-Gazetted, Non-Ministerial	LEVEL 5 (Five) in the PAY MATRIX	Non-Selection	Not applicable	Not applicable

Whether age and educational qualifications prescribed for direct recruitment will apply in the case of promotees	Period of probation, if any	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 promotion/deputation/absorption grades from which promotion/deputation/absorption 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
8	9	10	11	12	13
Not Applicable	Not applicable	By promotion	Promotion from Driver Grade II in LEVEL 4 in the PAY MATRIX with 6 years of regular service in the grade or with a combined service of 15 years in Driver Grade II and Driver (Ordinary grade); and have passed the trade test, specified by the Government. (practical test based on the following: 1. Must be able to read English Numerals & figures. 2. Must have thorough knowledge of Traffic Regulation. 3. Must have good knowledge of petrol & Diesel Engine working and be able to locate faults and rectify minor running defects. 4. Must be able to clear carburettor, plug etc.)	Departmental Promotion Committee for the post of Driver (Grade I) :- 1. Additional Director, All India Institute of Hygiene and Public Health, Kolkata-Chairman. 2. Professor/CMO (NFSG) Specialist of the concerned speciality- Member 3. One Senior Group "A" Officer belonging to SC/ST -Member. 4. Administrative Officer, AIH&PH, Kolkata-Member	Not applicable

File No.
Under Secretary to the Government of India

RECRUITMENT RULE S FOR THE POST OF DRIVER (SPECIAL GRADE)
ALL INDIA INSTITUTE OF HYGIENE AND PUBLIC HEALTH,
110, CHITTARANJAN AVENUE,
KOLKATA-700073

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Name of Post	Number of Post	Classification	LEVEL in the PAY MATRIX	Whether Selection post or Non-selection post	Age limit for direct recruits	Educational and other qualifications required for direct recruits
1 Driver (Special Grade)	2 1 (One)* (2016) *Subject to variation dependent on workload	3 General Central Service, Group 'B', Non-Gazetted, Non-Ministerial	4 LEVEL 6(SIX) in the PAY MATRIX	5 Non-Selection	6 Not applicable	7 Not applicable

Whether age and educational qualifications prescribed for direct recruitment will apply in the case of promotees	Period of probation, if any	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 promotion/deputation /absorption from which promotion/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
8 Not Applicable	9 2 years	10 By promotion	11 Promotion from Driver (Grade I) in LEVEL 5 in the PAY MATRIX with 3 years of regular service in the grade.	12 Departmental Promotion Committee for Promotion for the post of Driver (Special Grade) :- 1. Additional Director, All India Institute of Hygiene and Public Health, Kolkata- Chairman. 2. Professor/CMO (NFSG) Specialist of the concerned speciality (Radiologist) - Member 3. Concerned Director Administration / Deputy Director Administration in DGHS dealing with the Administration of AIH&PH, Kolkata,- Member 4. CMO/Associate Professor -Member. 5. Liaison Officer representing SC/ST Categories AIH&PH, Kolkata— Member.	13 Not applicable

File No.

Under Secretary to the Government of India