

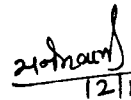
**F.No. 10-1/2018-CWP/ 702.**  
Government of India  
Ministry of Communications  
Department of Posts  
O/o. the Chief Engineer (Civil)/HQ

Dak Bhawan, New Delhi.  
Date: 12. 11.2018

**OFFICE MEMORANDUM**

**Sub:** Amendment of Recruitment Rule of Stenographer Grade-I (earlier Grade-II).

Objections are invited from all concerned on the proposed amendment in Recruitment Rule in the grade of Stenographer Grade-I which was earlier Stenographer Grade-II notified vide Gazette Notification dated GSR 520 notified in Gazette on 21<sup>st</sup> November, 1995 for Stenographer Grade-II in Civil Wing. Copy of the proposed draft amendment approved by the Secretary (Posts) is attached herewith. Objections shall reach this office within 30 days of the date of publication or latest by 15-12-2018 either in hard copy or by email on [cwpnd2018@gmail.com](mailto:cwpnd2018@gmail.com)

  
12/11/2018  
Section Officer (CWP)

- To,  
✓ The GM, CEPT, Mysore with a request to upload the Office Memorandum on India Post website.

**Sub:** Amendment of Recruitment Rule of Stenographer Grade– I (earlier Grade- II).

**DRAFT NOTIFICATION**  
**MINISTRY OF COMMUNICATIONS**  
(Department of Posts)  
New Delhi, the....., 2018

G.S.R..... In exercise of the power conferred by the proviso to article 309 of the Constitution, the President hereby makes the following Rules regulating the method of recruitment to the post of Stenographer Grade I in Civil Wing of the Department of Post, namely :-

1. Short title and Commencement - (i) These Rules may be called the Department of Post Stenographer Grade I in Civil Wing (Amendment) Rules, 2018.

(ii) They shall come into force on the date of their publication in the Official Gazette.

2. Number of posts, Classification and Scales of pay-The number of the said posts, their classification and the scales of pay attached thereto, shall be as specified in columns 2 to 4 of the schedule annexed to these rules.

3. Method of Recruitment, Age Limit and Qualifications etc. – The method of recruitment, age limit, qualification and other matters relating thereto, shall be specified in the columns 5 to 13 of the Schedule aforesaid.

4. Disqualifications-- 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 posts:

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 operation of this rule.

5. Power to relax--Where the Central Government is of opinion that it is necessary or expedient 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.

6. Saving--Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided to the members of the Scheduled Castes, the Scheduled Tribes, other Backward Classes and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

**Proposed ANNEXURE -II for Stenographer Grade-I**

1. (a)Name of the Post : Stenographer Grade – I  
 (b)Name of the Ministry/Deptt. : Ministry of Ccommunications,  
 Department of Posts.
2. Reference No. in which Commission's : Not available.  
 Advice on RRs was conveyed.
3. Date of Notification of the original rules: GSR 520 notified in Gazette on 21<sup>st</sup>  
 November, 1995 for Stenographer  
 Grade – II in Civil Wing.

Col. No.	Provisions in the Approved / existing rules	Revised provision Proposed	Reason for revision proposed
1.Name of Post	Stenographer Grade-II	Stenographer Grade-I	In accordance to DoPT OM No. AB-140117/8 /2010-Estt (RR) dated 24.01.2011.
2. Number of Posts	*12(1995) *Subject to variation dependent on work load	*12(1995) *Subject to variation dependent on work load	No change.
3. Classification	General Civil Services, Group 'C', Non Gazetted Ministerial	General Central Service, Group-B Non Gazetted Ministerial	In accordance to DoPT OM No. AB-140117/8 /2010-Estt (RR) dated 24.01.2011.
4.Scale of pay	Rs. 1400-40-1600-50-2300-EB-60-2600	Level 6	In accordance to DoPT OM No. AB-140117/8 /2010-Estt (RR) dated 24.01.2011 and recommendation of Seventh Central Pay Commission.
5.Whether selection post or non selection post	Non Selection	Selection	In accordance to DoPT OM No. AB-140117/8 /2010-Estt (RR) dated 24.01.2011.
6.Age limit for direct recruits	Not applicable	Not applicable	No change.
7.Educational and other qualification required for direct recruits	Not applicable	Not applicable	No change.
8.Whether age and educational qualifications prescribed for direct recruits will apply in case of promotees	Not applicable	Not applicable	No change.
9.Period of probation if any	Two years	Not applicable	In accordance to DoPT OM No. AB-140117/8 /2010-Estt (RR) dated 24.01.2011.
10. 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	By promotion failing which by deputation/transfer.	By promotion failing which by deputation.	In accordance to DoPT OM No. AB-140117/8 /2010-Estt (RR) dated 24.01.2011.

<p>11. In case of recruitment by promotion or deputation/absorption, grades from which promotion or deputation/absorption to be made</p>	<p>By promotion Stenographer Grade-III (including Selection Grade Stenographers) with a minimum of 5 Years regular service in the pay scale of Rs 1200-2040.</p> <p>Deputation: Officials under Central Government :- (i) holding analogous posts on regular basis; or (ii) with 5 years regular service in the grade of Steno Grade-III.</p> <p>Transfer : Officials under Central Government holding analogous post. (Period of deputation including period of deputation in another ex-cadre post held immediately preceding the appointment in the same or some other organisation/ Department of the Central Government shall ordinarily not to exceed three years. The maximum age limit for appointment by transfer on deputation shall be not exceeding fifty six years as on the closing date of receipt of application)</p>	<p><b>Promotion:</b> Stenographer Grade-II in the Pay Scale Level 4 as per Seventh Central Pay Commission with ten years regular service in the grade.</p> <p><b>Note 1:</b> Where juniors who have completed their qualifying/eligibility service are being considered for promotion, their seniors shall also be considered provided they are not short of the requisite qualifying/ eligibility service by more than half of such qualifying/ eligibility service, or 2 years, whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/ eligibility service.</p> <p><b>Note 2:</b> For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1<sup>st</sup> January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding pay or pay scale extended based on the recommendations of the Pay Commission.</p> <p><b>Deputation:</b> Officers holding the post of Stenographer under the Central Government (a)(i) holding analogous post on regular basis in the parent cadre or department: or (ii) With ten years regular service in the Pay Scale Level 4 as per Seventh Central Pay Commission or</p>	<p>In accordance to DoPT OM No. AB-140117/8 /2010-Estt (RR) dated 24.01.2011.</p>
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		<p>equivalent.</p> <p>Note 1: The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>Note 2: Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed three years.</p> <p>The Maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the closing date of receipt of applications</p> <p>Note 3: For the purpose of appointment on deputation or absorption basis, the service rendered on a regular basis by an officer prior to 1<sup>st</sup> January, 2016 (the date from which the revised pay structure based on the Seventh Central Pay Commission has been extended) shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale and where this benefit will extend only for the</p>	
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		post(s) for which that grade pay or pay scale is the normal replacement grade without any up-gradation.	
12. If a Departmental Promotion Committee exists, what is its composition	(1) Superintending Engineer (Civil) of concerned Civil Circle – Chairman (2) Surveyor of Works/ Executive Engineer (Civil) -Member  (3) One Group 'A' Senior Time Scale officer from Postal Circle -Member	(1) Superintending Engineer (Civil) of concerned Civil Circle – Chairman (2) Surveyor of Works/ Executive Engineer (Civil) -Member  (3) One Group 'A' Senior Time Scale officer from Postal Circle -Member	No change.
13. Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Not applicable	Not applicable	No change.

The aforesaid draft amendment in the Recruitment Rule for Stenographer Grade –I has been approved by the Secretary (Posts).