

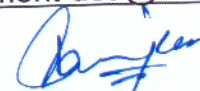
**No. A.12011/03/2018-Ad.IA
Government of India
Ministry of Finance
Department of Economic Affairs
(Administration Division)**

Room No. 230, North Block,
New Delhi, the 4th October, 2018.

OFFICE MEMORANDUM

Subject: Framing of Recruitment Rules (RRs) for the post of Library and Information Officer in the Ministry of Finance, Department of Economic Affairs.

The undersigned is directed to refer to DOPT's O.M. No. AB-14017/61/2008-Estt.(RR) dated 13.10.2015 on the subject mentioned above and to invite comments from all the stakeholders within 30 days from the date of uploading the proposed framing of RRs for the post of Library and Information Officer in the Ministry of Finance, Department of Economic Affairs on the website of the Department. Comments may be given at recruitment-dea@nic.in.



(Sanjeev Gupta)

Under Secretary to the Govt. of India

To

All the stakeholders

Proposed Recruitment Rules for Library and Information Officer in Ministry of Finance, Department of Economic Affairs

SCHEDULE

Name of post	Number of posts	Classification	Level in the Pay Matrix	Whether selection Post or Non selection Post	Age limit for direct recruits
(1)	(2)	(3)	(4)	(5)	(6)
Library & Information Officer	01* *(2018) Subject to variation dependent on workload.	General Central Service Group 'A' Gazetted, Non-Ministerial.	Level-11 in the Pay Matrix (Rs.67700-208700)	Not applicable	Not applicable

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	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
(7)	(8)	(9)	(10)
Not Applicable	Not Applicable	Two years in case of promotee officer	By Composite Method (Deputation plus Promotion)

In case of recruitment / deputation / absorption, grades from which promotion / deputation / absorption to be made	If a departmental Promotion Committee exists, what is its composition	Circumstances in which Public Service Commission is to be consulted in making recruitment
(11)	(12)	(13)
<u>Deputation</u> Officers under the Central Government / State Government / Union Territories – (a) (i) Holding analogous posts on a regular basis; or (ii) With 7 years' regular service in posts in the Pay Band 2 Rs. 9300-34800 Grade Pay Rs. 4600 or equivalent; and (b) Possessing the following educational qualifications and experience: <u>Essential</u> (i) Master's Degree in Library Science or Library and Information Service of a recognized University / Institution; (ii) Five years' professional experience in a Library under Central/State Government / Autonomous or Statutory organization/PSU/University or Recognized Research or Educational Institution. <u>Desirable:</u> (i) One year experience of computerizing Library activities in a Library under Central/State Government / Autonomous or Statutory organization/PSU/University or Recognized Research or Educational Institution.	1. Joint Secretary (Administration), Department of Economic Affairs - Chairman 2. Joint Secretary (Administration), Department of Expenditure - Member 3. Joint Secretary (Administration), Department of Revenue - Member	Consultation with the Union Public Service Commission is necessary on each occasion.

(ii) One year Professional experience in the specific areas of activities of the Department / Ministry viz technical or scientific, if any, to be specified at the time of framing RRs. (iii) Diploma in Computer Application from recognized University or Institute. Note 1: Qualifications are relaxable for reasons to be recorded at the discretion of the Union Public Service Commission in the case of candidates otherwise will qualified. Note 2: The qualification(s) regarding experience is / are relaxable at the discretion of the Union Public Service Commission in the case of candidates belonging to Scheduled Castes and Scheduled Tribes if, any stage of selection, the Union Public Service Commission 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 vacancies reserved for them. Note: 1. The departmental Assistant Library and Information officer in Level-7 of the Pay Matrix with seven years of regular service in the grade and having the educational qualifications and experience prescribed for considering appointment on deputation basis is considered along with outsiders. If the departmental candidate is selected for appointment to the post, it shall be treated as having been filled by promotion. 2. The 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 / department of the Central Government shall ordinarily not exceed four years. 3. The maximum age limit for appointment by deputation (including Short Term Contract) / absorption shall be 'Not exceeding 56 years' as on the closing date of receipt of applications. 4. The provision for absorption will be applicable in the case of Central/State Government and Union Territory Government officials only.	
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