

(C.No. 300779812)  
No. A.12011/2/2026-Admn.VI  
Government of India/भारत सरकार  
Ministry of Finance/वित्त मंत्रालय  
Department of Economic Affairs/आर्थिक कार्य विभाग  
(Admin. VI)/(प्रशा. VI)  
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Work Hall:15051, 'A' Wing,  
Kartavya Bhawan - 1, New Delhi – 110001  
Dated: 28<sup>th</sup> April, 2026

**OFFICE MEMORANDUM**

**Subject: Inviting comments on the draft recruitment rules of the post of Assistant (Excluded) in Department of Economic Affairs – reg.**

The undersigned is directed to refer to Department of Personnel & Training's OM No. AB-14017/61/2008-Estt.RR dated 13<sup>th</sup> October, 2015 and to say that this Department is in process of amending the recruitment rules of the post of Assistant (Excluded). A copy of the draft amended RRs of the post of Assistant (Excluded) is attached with this OM for reference.

2. Therefore, comments on the draft RRs are invited from all the stakeholders within 30 days of issue of this Office Memorandum.
3. This issues with approval of the competent authority.

*Santosh Kumar*  
*28.4.26*

(Santosh Kumar)

Under Secretary to the Govt. of India

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To,  
All the stakeholders.

Col. No.	Column Name	Existing	Revised (Proposed)	Remarks
1	Name of post	Assistant (Excluded)	Assistant (Excluded)	No change
2	Number of Posts	3* (2007) *Subject to variation dependent on workload	<b>1 * (2026)</b> *Subject to variation dependent on workload	Out of 3 posts mentioned in existing RRs, (a) 1 has been abolished with the approval of Hon'ble FM in 2015. (b) 1 is vacant since 2010 and in abolished category as per DoE's OM dated 05.01.2024 (vacant for more than 5 years)
3	Classification	General Central Service, Group 'C', Non-Gazetted, Ministerial	General Central Service, <b>Group 'B'</b> , Non-Gazetted, Ministerial	As per the DoPT's classification, posts with pay level – 6 fall in Group 'B' category.
4	Scale of Pay	Rs. 5000-150-8000	<b>Pay Level – 6</b> of the 7 <sup>th</sup> CPC Pay Matrix	Rs. 5000-150-8000 of 5 <sup>th</sup> CPC is equivalent to Grade Pay of Rs. 4200/- of 6 <sup>th</sup> CPC which is equivalent to pay level – 6 of 7 <sup>th</sup> CPC Pay Matrix.
5	Whether selection post or non-selection post	Not applicable	Not applicable	No change
6	Whether benefit of added years of service admissible under Rule 30 of the Central Civil Services (Pension) Rules, 1972	Not applicable	Not applicable	No change
7	Age limit for direct recruits	Not applicable	Not applicable	No change

8	Educational and other qualifications required for direct recruits	Not applicable	Not applicable	No change
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable	Not applicable	No change
10	Period of probation, if any	Not applicable	Not applicable	No change
11	<b>Method of recruitment:</b> Whether by direct recruitment or by promotion or by deputation/absorption and percentage of posts to be filled by various methods	Deputation/absorption	Deputation/absorption	No change
12	In case of recruitment by promotion/deputation/absorption from which promotion/deputation/absorption to be made	<p><b>Deputation/absorption</b></p> <p>Officers of the Central Government</p> <p>A. (i) Holding analogous post or regular basis: or (ii) Upper Division Clerk of the Central Secretariat Clerical Services in the pay scale of Rs. 4000-100-6000 with eight years regular service in the grade, having undergone training in Cash and Accounts from the Institute of Secretariat Training</p>	<p>Deputation/absorption</p> <p>Officers of the Central Government</p> <p>A. (i) Holding analogous post or regular basis: or (ii) Upper Division Clerk of the Central Secretariat Clerical Services in the <b>Pay Level – 4 of the 7<sup>th</sup> CPC Pay Matrix (Rs. 25,500 – 81,100)</b> with eight years regular service in the grade, having undergone training in Cash and Accounts from the</p>	Rs. 4000-100-6000 of 5 <sup>th</sup> CPC is equivalent to Grade Pay of Rs. 2400/- which is equivalent to pay level – 4 of 7 <sup>th</sup> CPC Pay Matrix.

	<p>and Management or (iii) Upper Division Clerk of selection grade in the pay scale of Rs. 4000-100-6000 from organized accounts department, viz; Defence Accounts Department/Indian Audit and Accounts Departments/Indian Civil Accounts Department/Indian Railway Accounts Department/Indian Posts and Telegraph Accounts and Finance Department with eight years regular service in the grade.</p> <p><b>B. Desirable:</b></p> <p>3 years' experience in Budget, Cash and Accounts</p> <p><b>Note 1.</b>– 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 Organisation/Department of the Central Government shall ordinarily not exceed three years.</p> <p><b>Note 2.</b> – The maximum age limit for appointment by deputation shall be not exceeding 56</p>	<p>Institute of Secretariat Training and Management or (iii) Upper Division Clerk of selection grade in the <b>Pay Level – 4 of 7<sup>th</sup> CPC Pay Matrix (Rs. 25,500 – 81,100)</b> from organized accounts department, viz; Defence Accounts Department/Indian Audit and Accounts Departments/Indian Civil Accounts Department/Indian Railway Accounts Department/Indian Posts and Telegraph Accounts and Finance Department with eight years regular service in the grade.</p> <p><b>B. Desirable:</b></p> <p>3 years' experience in Budget, Cash and Accounts</p> <p><b>Note 1.</b>– 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 Organisation/Department of the Central Government shall ordinarily not exceed three years.</p> <p><b>Note 2.</b> – The</p>	
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		years as on the closing date of receipt of applications.	maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.	
13	If a Departmental Promotion Committee exists what is its composition	Not applicable	Not applicable	No change
14	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Not applicable	Not applicable	No change