

GOVERNMENT OF INDIA
MINISTRY OF DEVELOPMENT OF NORTH EASTERN REGION
NORTH EASTERN COUNCIL SECRETARIAT
NONGRIM HILLS: SHILLONG 793003
website: <https://necouncil.gov.in>

No. ADMN-20011/2/2022-ADMN

Dated: 22nd August, 2022

CIRCULAR

Sub: Amendment of Recruitment Rules to the post of Library Clerk and Lower Division Clerk (Hindi Typist) in North Eastern Council Secretariat, Shillong.

The undersigned is directed to say that as per DoPT O.M. No. AB-14017/61/2008-Estt. (RR) dated 13/10/2015, the proposal for framing/amendment of Recruitment Rules is to be uploaded on the website of respective Ministries/Departments for 30 days for inviting comments from the stakeholders. Accordingly, following draft amendment of Recruitment Rules have been uploaded at North Eastern Council website for information of stakeholders:

1. Library Clerk.
2. Lower Division Clerk (Hindi Typist).

All stakeholders are requested to go through the draft Recruitment Rules and furnish their comments, if any, to the undersigned or by mail within a period of one month i.e. from the date of uploading in the website. In case, no comments received as on date, the Department will proceed further for taking necessary action for amendment of aforementioned draft Recruitment Rules.

Encl: As stated.


(L. Beimopha)

Deputy Secretary (Admn.)

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To

All concerned Stakeholders.

[TO BE PUBLISHED IN THE GAZETTE OF INDIA, EXTRAORDINARY, PART II, SECTION 3, SUB-SECTION (i)]

Government of India
Ministry of Development of North Eastern Region
North Eastern Council Secretariat
Shillong

Dated; , 2022

Notification

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 to amend the Recruitment Rules and regulate the method of recruitment to the post of Library Clerk in the North Eastern Council Secretariat, Shillong, namely :-

1. Short title and commencement - (1) These rules may be called the North Eastern Council Secretariat, Shillong, Library Clerk, Group 'C' Post Recruitment Rules, 2022.
(2) They shall come into force on the date of publication in the Official Gazette.
2. Number of post, classification and Level in the Pay Matrix - The number of the post, its classification, Level in the Pay Matrix attached thereto shall be as specified in columns 2 to 4 of the Schedule annexed to these rules.
3. Method of recruitment, age limit, qualifications, etc. - The method of recruitment to the said post, age limit, qualifications and other matters relating thereto shall be as specified in columns 5 to 13 of the said Schedule.
4. Disqualification - 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 post :

Provided that 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.
5. 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 in respect of any class or category of persons.
6. Savings - Nothing in these rules shall affect reservation, relaxation of age limit and other concessions required to be provided for the Schedules Castes, the Scheduled Tribes, and other backward classes, 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.

Schedule

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
Library Clerk.	01* (2022) *Subject to variation dependent on workload.	General Central Service, Group 'C', Non-Gazetted, Ministerial.	Level 2 in the Pay Matrix (Rs. 19900-63200/-).	Not applicable.	Between 18 and 27 years of age. (Relaxable for Government servants in accordance with the instructions or orders issued by the Central Government from time to time.) Note : The crucial date for determining the age limit shall be as advertised by the Staff Selection Commission. (Where recruitment is not through the SSC, the crucial date for determining the age-limit shall be the closing date of receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Union Territories of Ladakh and Jammu & Kashmir, Lahaul & Spiti district and Pangi Sub Division of Chamba district of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep.)	Class 12 th Pass or equivalent from a recognized Board with a Certificate Course in Library Science (One years' course after matriculation). Note 1: Qualifications are relaxable at the discretion of the Staff Selection Commission in case of candidates otherwise well-qualified. Note 2: The qualification(s) regarding experience is/are relaxable at the discretion of the Staff Selection Commission in the case of candidates belonging to Scheduled Castes and Scheduled Tribes if, at any stage of selection, the Staff Selection 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.

8	9	10	11	12	13
Whether age and educational qualifications prescribed for direct recruits will apply in case of promotees.	Period of probation, if any.	Method of recruitment; whether by direct recruitment or by promotion or by deputation or absorption and percentage of vacancies to be filled by various methods.	In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or 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.
Not applicable.	Two years for direct recruits.	100% by Direct Recruitment. Note - Vacancies caused by the incumbents being away on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled on deputation from officers of Central Government or State Governments or Union Territories or Statutory Organizations holding analogous posts on regular basis or with 3 years regular service in posts in the Level 1 of the Pay Matrix; and possessing the qualifications prescribed for direct recruits under column 7.	Not applicable.	Group 'C' Departmental Confirmation Committee (for considering confirmation) consisting of: 1 Director (Admn.)/ Deputy Secretary North Eastern Council Secretariat, Shillong. : Chairman 2 Controller of Accounts, Regional Pay and Accounts Office, Ministry of Development of North Eastern Region, Shillong. : Member 3 Assistant Secretary, North Eastern Council Secretariat, Shillong. : Member	Not applicable.

F. No. NEC/ADM/39/2013

(L. Beimopha)
Deputy Secretary (Admn.)

[TO BE PUBLISHED IN THE GAZETTE OF INDIA, EXTRAORDINARY, PART II, SECTION 3,
SUB-SECTION (i)]
Government of India
Ministry of Development of North Eastern Region
North Eastern Council Secretariat
Shillong.

New Delhi, dated the _____, 2022

Notification

G.S.R. - In exercise of the powers conferred by the proviso to article 309 of the Constitution, and in supersession to the North Eastern Council Secretariat, {(Group 'C' post of Lower Division Clerk (Hindi Typist) Recruitment Rules, 2005, except as regards things done or omitted to be done before such supersession, the President hereby makes the following rules further to amend the Recruitment Rules and regulate the method of recruitment to the post of Lower Division Clerk (Hindi Typist) in the North Eastern Council Secretariat, Shillong, namely :-

1. (1) These rules may be called the North Eastern Council Secretariat, Shillong, Lower Division Clerk (Hindi Typist), Group 'C' Post Recruitment (Amendment) Rules, 2022.
(2) They shall come into force from the date of publication in the Official Gazette.
2. Number of post, classification and Level in the Pay Matrix - The number of the post, its classification and the Level in the Pay Matrix attached thereto, shall be as specified in columns 2 to 4 of the Schedule annexed to these rules.
3. Method of recruitment, age limit, qualifications, etc. - The method of recruitment to the said post, age limit, qualifications and other matters relating thereto shall be as specified in columns 5 to 13 of the said Schedule.
4. Disqualification - 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 post :

Provided that 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.
5. 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 in respect of any class or category of persons.
6. Savings - Nothing in these rules shall affect reservation, relaxation of age limit and other concessions required to be provided for the Schedules Castes, the Scheduled Tribes, and other backward classes, 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.

Schedule

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.	Whether age and educational qualifications prescribed for direct recruits will apply in case of promotees.
1.	2	3	4	5	6	7	8
Lower Division Clerk (Hindi Typist).	01* (2022) * Subject to variation dependent on workload	General Central Service, Group 'C', Non-Gazetted, Non-Ministerial.	Level 2 in the Pay Matrix (Rs. 19900 - 63200/-).	Not applicable.	Between 18 and 27 years. (Relaxable for Government servants in accordance with the instructions or orders issued by the Central Government from time to time). Note 1 : The crucial date for determining the age limit shall be as advertised by the Staff Selection Commission. (Where recruitment is not through the SSC, the crucial date for determining the age-limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Union Territories of Ladakh and Jammu & Kashmir, Lahaul & Spiti district and Pangi Sub Division of Chamba district of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep.) Note 2 : In case of recruitment made through Employment Exchange, the crucial date for determining the age limit shall be the last date upto which the Employment Exchange is asked to submit the names.	(i) 12 th Class Pass from a recognized Board or University. (ii) A typing speed of 30 words per minute in Hindi for 10 minutes on computer. (30 words per minute corresponds to 9000KDPH on an average of 5 key depressions for each word).	Regarding age : 'No' Regarding educational qualifications: 'Yes', to the extent indicated in Col. 7.

9	10	11	12	13
Period of probation, if any.	Method of recruitment; whether by direct recruitment or by promotion or by deputation or absorption and percentage of vacancies to be filled by various methods.	In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or 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.
Two years for direct recruits.	By promotion failing which by Direct Recruitment.	<p>Promotion : From amongst Group 'C' Multi-Tasking Staff drawing pay in the Level 1 (Rs. 18000 – 56900/-) of the 7th CPC pay Matrix who possess the qualifications prescribed in Column 7 and have rendered three years' of regular service in the grade.</p>	<p>Group 'C' Departmental Promotion Committee (for considering promotion) consisting of :</p> <ol style="list-style-type: none"> 1. Director or Deputy Secretary - Chairman (Administration), North Eastern Council Secretariat, Shillong. 2. Assistant Director or as nominated by the - Member Geological Survey of India, Shillong. 3. Pay and Accounts Officer/Senior Accounts - Member Officer/Accounts Officer, Pay and Accounts Office, North Eastern Council Secretariat, Shillong. <p>Group 'C' Departmental Confirmation Committee (for considering confirmation) consisting of :</p> <ol style="list-style-type: none"> 1. Director or Deputy Secretary - Chairman (Administration), North Eastern Council Secretariat, Shillong. 2. Assistant Director or as nominated by the - Member Geological Survey of India, Shillong. 3. Pay and Accounts Officer/Senior Accounts - Member Officer/Accounts Officer, Pay and Accounts Office, North Eastern Council Secretariat, Shillong. 	Not applicable.

F. No. NEC/ADM/20/2010 (Part III)

(L. Beimopha)
Deputy Secretary (Admn.)