

4. **Method of recruitment, age limit, qualifications, etc.** -The method of recruitment, age limit, qualifications and other matters relating thereto shall be specified in columns (5) to (13) of the aforesaid Schedule.

5. **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 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 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 and in consultation with the Union Public Service Commission, 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 reservation, 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.

SCHEDULE

Name of post.	Number of posts.	Classification.	Pay band and grade pay or pay scale.	Whether selection post or non-selection post.	Age limit for direct recruits.
(1)	(2)	(3)	(4)	(5)	(6)
1. Assistant.	38* (2014) *Subject to variation dependent on workload.	General Central Service, Group 'B' Non-Gazetted, Ministerial.	Pay band- 2 ₹ 9300 - 34800/- plus grade pay of ₹ 4200/-.	Selection.	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.	By promotion, failing which by deputation (including short-term contract).

In case of recruitment by promotion/ deputation/ absorption, 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 to be consulted in making recruitment.
(11)	(12)	(13)
Promotion: Upper Division Clerks in pay band-1, ₹ 5200-20200 plus grade pay of ₹ 2400 with ten years regular service in the grade and have undergone refresher course from any recognised Institute.	Group 'B' Departmental Promotion Committee (for considering promotion) consisting of: 1. Zonal Director, Weavers' Service Centre – Chairman	Consultation with Union Public Service Commission necessary while appointing an officer on deputation (including short-term contract).

<p>organisation or Department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation (including short-term contract) shall not be exceeding fifty-six years as on the closing date of receipt of applications).</p> <p>Note : For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations 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 post(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.</p>		
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(1)	(2)	(3)	(4)	(5)	(6)
2. Stenographer Grade-I	7* (2014) *Subject to variation dependent on workload.	General Central Service, Group 'B' Non-Gazetted, Ministerial.	Pay band-2 ₹ 9300-34800 plus grade pay of ₹ 4200.	Selection	Not applicable

(7)	(8)	(9)	(10)
Not applicable	Not applicable	Two years	By promotion, failing which by deputation

(11)	(12)	(13)
<p>Promotion: Stenographers Grade-II in pay band-I, ₹ 5200-20200 plus grade pay of ₹ 2400 with ten years regular service in the grade and have undergone refresher course from any recognised Institute. Note 1: 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 or two 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/eligible service. Note-2: For the purpose of computing minimum qualifying service for promotion, the service</p>	<p>Group 'B' Departmental Promotion Committee (for considering promotion) consisting of :</p> <ol style="list-style-type: none"> 1. Zonal Director, Weavers' Service Centre – Chairman 2. Deputy Director (Weaving/Design/Processing), Weavers' Service Centre –Member 3. Assistant Director Grade- I / II (Non-Technical) from Headquarter/ Weavers' Service Centre / Indian Institute of Handloom Technology –Member 	<p>Consultation with Union Public Service Commission not necessary.</p>

<p>Note 1: Where juniors who have completed their qualifying / eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying / eligibility service by more than half of such qualifying / eligibility service or two 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>Note 2: For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations 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.</p> <p><u>Deputation</u> (including short-term contract) : Officers under the Central or State Governments or Union territories or Public Sector Undertakings or Universities or recognised research Institutions or Semi-Government or statutory or autonomous organisations :-</p> <p>(A) (i) holding analogous posts on regular basis in the parent cadre / Department; or (ii) with ten years service in the grade rendered after appointment thereto on a regular basis in pay band-1, ₹ 5200-20200/- plus grade pay of ₹ 2400/- or equivalent in the parent cadre / Department; and</p> <p>(B) possessing the following educational qualifications and experience:-</p> <p>(i) Bachelor's Degree from a recognised University;</p> <p>(ii) with two years experience in establishment, accounts and general administration.</p> <p>The Departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>(Period of deputation (including short-term contract) including period of deputation (including short-term contract) in another ex- cadre post held immediately preceding this appointment in the same or some other</p>	<p>2. Deputy Director (Weaving/Design/ Processing), Weavers' Service Centre -Member</p> <p>3. Assistant Director Grade- I / II (Non- Technical) from Headquarter/ Weavers' Service Centre / Indian Institute of Handloom Technology -Member</p>	
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