

No. 20-29/2009-Min,Estt. 2129  
Government of India  
Ministry of Water Resources, RD & GR  
Central Ground Water Board  
NH-IV, Faridabad (Haryana)

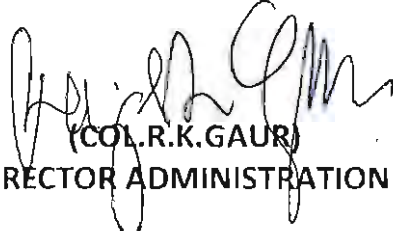
Dated: 17 MAR 2013

**CIRCULAR**

Sub:- Seeking comments/Views/suggestions from stakeholders on draft proposals for amendment of Recruitment Rules of Administrative Officer and Office Superintendent in Central Ground water Board-reg.

In pursuance to Ministry of water Resources, RD & GR letter No 23/02/2015-CGWB dated 21.10.2015 read with DOP&T OM No AB-14017/61/2008-Estt(RR) dated 13.10.2015, regarding uploading of draft proposals for framing/amendment of Recruitment Rules on the website and calling for comments, the draft Recruitment Rules proposed for amendement/revision in respect of the post of Administrative Officer and Office Superintendent in Central Ground Water Board are put up in the Official website of CGWB for comments from the stake holders.

It has been decided to invite views/suggestions on the draft Recruitments Rules of the above posts. The views/suggestions preferably not exceeding one page may be sent latest by 16.04.2016 through email on email ID **diradm-cgwb@nic.in**.

  
(COL.R.K.GAUR)  
DIRECTOR ADMINISTRATION

**DISTRIBUTION :**

1. The Under Secretary (CGWB), MOWR, RD & WR, Shram Shakti Bhawan, New Delhi for information along with a copy of RR of Administrative Officer and Office Superintendent.
2. ✓ Sh.S.K.Samnol, System Analyst, CGWB, CHQ, Faridabad for information along with the draft RR of AO and OS with the request to upload the same in the CGWB's website.

SCHEDULE

Name of post	Number of post	Classification	Pay band and grade pay or pay scale	Whether selection post or non selection post
1	2	3	4	5
OFFICE SUPERINTEDENT	116* (2016) *subject to variation dependent on workload	General Central Service Group 'B' Non-Gazetted (Ministerial)	Pay Band-2, Rs. 9300-34800 with Grade Pay of Rs.4200/-	Selection

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 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 vacancies to be filled by various methods.
6	7	8	9	10
Age limits for direct recruits Between 18 and 27 years (Relaxable for Government Servants upto 40 years and upto 45 years in the case of candidates belonging to Scheduled Castes or the Scheduled Tribes 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 the closing date for receipt of application from candidates in India (and not for those in Assam, Meghalaya,	Graduate from any recognized University.	NO	2 years for Direct recruittee	i) 90% by promotion failing which by Deputation failing both by Direct Recruitment. ii) 10% by promotion on basis of Departmental Competitive Written Test Examination from UDC in CGWB who have rendered five years regular service in the grade.

<p>Manipur, Nagaland, Arunachal Pradesh, Sikkim, Ladakh Division of Jammu &amp; Kashmir State, Lahaul and Spiti Division and Panji Sub-division of Chamba district of Himachal Pradesh, Andaman and Nicobar Islands or Lakshadweep.)</p> <p>Note 2 : The crucial date for determining the age limit in case of candidates from Employment Exchange shall be the last date upto which the Employment Exchange is asked to submit the names.</p>				
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In case of recruitment by promotion/deputation/absorption grade 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
<p><b>Promotion:</b> Upper Division Clerks in the Central Ground Water board with ten years regular service in PB-1 5200-20200/- + Grade Pay 2400/-</p> <p><b>Training:</b> Fifteen (15) days training in enabling Administrative Rule must be required.</p> <p><b>Module:</b> Office Management, Financial Management, Record Management, GFR-Delegation of Financial Powers, RTI as its implementation,, Handling of Disciplinary and Vigilance Cases, e-governance, Pension Rules Retirement Benefits, Purchase Management and e-procurement, Handling of Parliamentary Question, Accounting &amp; Budget,</p>	<p>Departmental Promotion Committee Group 'B' (for considering promotion/confirmation) consisting of:-</p> <ol style="list-style-type: none"> <li>1. Chairman, Central Ground Water Board - Chairman</li> <li>2. Director (Admn.), Central Ground Water Board - Member</li> <li>3. An officer of the Central Ground Water Board not below the rank of Scientist-D - Member</li> <li>4. An Officer of another Central Government Department not below the rank of Scientist-D - Member</li> </ol>	<p><b>Consultation with Union Public Service Commission necessary while making direct recruitment.</b></p>

Communication Skills and inter personal relation, DPC Procedure, Reservation of SC, ST & OBC and Recruitment and appointment. On completing of the training certificates will be issued.		
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Under Secretary (CGWB)  
MOWR

**PROPOSAL FOR MAKING AMENDMENT IN THE EXISTING RECRUITMENT RULES FOR THE POST OF ADMINISTRATIVE OFFICER**

(a)	Name of the Post	ADMINISTRATIVE OFFICER	
(b)	Name of the Ministry/Department	Ministry of Water Resources / Central Ground Water Board	
(c)	Ref. No. by which commission's advice on Recruitment Rules was conveyed.	Ministry of Water Resources Notification F No.21/2/98-GW.I dated 06.10.2008.	
(d)	Date of Notification of the original rules and subsequent amendments	Vide No. GSR No.563 dated 23.03.1963 and subsequently amended vide GSR No1434 dated 17.11.1979, GSR No 558 dated 14.12.1996, GSR No 276 dated 07.07.2000,GSR No299 dated 01.12.2006 and GSR No 187 dated 06.10.2008.	
Col.No.	Provision in the existing Recruitment Rules	Revised provision proposed for amendment	Reason for amendment
1	Name of post ADMINISTRATIVE OFFICER	NO CHANGE	
2	Number Post 20 (2008) * subject to variation dependent on workload	Number Post 21 (2016) * subject to variation dependent on workload	Due to sanction of additional one post by the Ministry vide letter No 15/2/2007-GW dated 16.07.2009(Copy enclosed)
3	Classification General Central Service, Group "B" (Gazetted) Ministerial	NO CHANGE	

8	<p>Educational and other qualifications required for direct recruits.</p> <p><u>Essential</u></p> <p>a) Bachelor's Degree from a recognized University or equivalent and</p> <p>b) Five years experience of Administration,Accounts and Establishment works.</p> <p><u>Desirable</u></p> <p>Knowledge of Governments Rule and Regulations.</p> <p><b>Note:1</b> Qualification are relaxable at the discretion of the Union Public Service Commission in case of candidates otherwise well qualified.</p> <p><b>Note 2:</b> The Qualification (s) regarding experience is (are) relaxable at the discretion of the Union Public Service Commission in the case of candidates belonging to the Scheduled Castes or Scheduled Tribes, if, at 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 is not likely to be available to fill up the vacancies reserved for them.</p>	NO CHANGE	
9	<p>Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.</p> <p>NOT APPLICABLE</p>	NO CHANGE	
10	<p>Period of probation, if any</p> <p>Two years for direct recruitee and Promotee</p>	NO CHANGE	
11	<p>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.</p> <p>Promotion failing which by deputation failing both by direct recruitment.</p>	NO CHANGE	

4	Scale of pay 7500-250-12000/-	Scale of pay PB-2 and Corresponding Pay Scale of Rs. 9300-34800/- with Grade pay of Rs. 4800/- and Grade Pay of Rs. 5400/- in PB-2 on completion of four years service in the Grade Pay of Rs 4800/-.	Due to Revision of pay scale as per 6 <sup>th</sup> CPC w.e.f 01.01.2006 and in view of DOP&T OM No AB14017/61/2008-Estt.(RR) dated 24.03.2009
5	Whether selection post or non-selection post Selection	NO CHANGE	
6	Whether benefit of added years of service admissible under rule 30 of the Central Civil Service (Pension) Rules, 1972.  NO	Column to be deleted	As per DOP&T's guide lines
7	Age limit for direct recruits. Not exceeding 30 years (Relaxable for Government servants' upto five years in accordance with the instructions or orders issued by the Central Government. Note: 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, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti District and Pangri Sub-Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands or Lakshadweep).	NO CHANGE	

12	<p>In case of recruitment by promotion/ deputation / absorption, grades from which promotion/ deputation/ absorption is to be made.</p> <p><u>Promotion</u> Office Superintendent in the scale of pay of Rs. 5500-9000/- with seven years regular service in the grade failing which Office Superintendent with ten years combined regular service in the grade of Office Superintendent and Assistant, out of which at least four years should be the regular service in the grade of Office Superintendent.</p> <p><b>Note:-</b> Where juniors who have completed their qualifying or eligibility service are being considered for promotion their seniors shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or 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 or eligibility service.</p>	<p>In case of recruitment by promotion/ deputation / absorption, grades from which promotion/ deputation/ absorption is to be made.</p> <p><u>Promotion</u> Office Superintendent in CGWB with Six years regular service in the pay band PB 2 Rs. 9300-34800/- with grade pay Rs. 4200/-</p> <p><b>Note:-</b> Where juniors who have completed their qualifying or eligibility service are being considered for promotion their seniors shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whichever is less.</p> <p><b>Training:</b> Fifteen (15) days training in enabling Administrative Rule must be required.</p> <p><b>Module:</b> Office Management, Financial Management, Record Management, GFR-Delegation of Financial Powers, RTI as its implementation,, Handling of Disciplinary and Vigilance Cases, e-governance, Pension Rules Retirement Benefits, Purchase Management and e-procurement, Handling of Parliamentary Question, Accounting &amp; Budget, Communication Skills and inter personal relation, DPC Procedure, Reservation of SC, ST &amp; OBC and Recruitment and appointment. On completing of the training certificates will be issued.</p>	As per DOP&T guide lines/order.
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Deputation:

Officers under the Central or State Governments or Union Territories.-

(a) (i) holding analogous posts on regular basis in the parent cadre/department , or

(ii) with three years' service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs. 6500-10500/- or equivalent in the parent cadre/department or

(iii) with seven years' service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs. 5500-9000/- or equivalent in the parent cadre/department and

(b) Possessing the educational qualifications and experience prescribed for direct recruits under column (8)

**Note: 1**-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.

**Note:-2** The period of deputation including 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.

Deputation:

Officers under the Central or State Governments or Union Territories.-

(a) (i) holding analogous posts on regular basis in the parent cadre/department , or

(ii) With two years' service in the grade rendered after appointment thereto on a regular basis in the scale of Pay PB-2 Rs. 9300-34800/- with grade pay of Rs. 4600/- or equivalent in the parent cadre/department or

(iii) with 6 years' service in the grade rendered after appointment thereto on a regular basis in the post of in PB-2 with pay scale of Rs. 9300-34800/- with Grade Pay of Rs. 4200/-out of which two years experience in supervisory post in administration is essential and

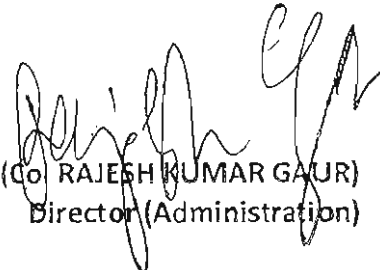
(b) Possessing the educational qualifications and experience prescribed for direct recruits under column(8)

**Note:1**-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.

**Note:-2** The period of deputation including 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.

**Note:-3** The maximum age limit for appointment by deputation shall not exceeding 56 years as on the closing date prescribed for receipt of applications.

13	<p><b>If a Departmental Promotion Committee exists, what is its composition?</b>  Group "B" Departmental Promotion Committee.(for considering Promotion/ Confirmation ) consists of :-</p> <ul style="list-style-type: none"> <li>i) Chairman, Central Ground Water Board- Chairman</li> <li>ii) Director (Admn), Central Ground Water Board -Member</li> <li>iii) Deputy Secretary(Ground Water) Ministry of Water Resources - Member</li> <li>iv) Finance and Accounts Officer, Central Ground Water Board -Member</li> </ul>	<p><b>If a Departmental Promotion Committee exists, what is its composition?</b>  Group "B" Departmental Promotion Committee.(for considering Promotion/ Probation/Confirmation ) consists of :-</p> <ul style="list-style-type: none"> <li>i) Chairman, Central Ground Water Board- Chairman</li> <li>ii) Director (Admn), Central Ground Water Board -Member</li> <li>iii) Director or Deputy Secretary (Ground Water) Ministry of Water Resources – Member</li> <li>iv) Scientist "D" Central Ground Water Board - Member</li> </ul>	<p>Due to deputation post, sometimes the post of Finance &amp; Accounts Officer remains vacant and difficulty is being faced to convene the DPC. To avoid this, it is proposed to replace the FAO with Scientist 'D' who is in the same Grade Pay of Rs. 7600/-. The other Members will remain unchanged.</p>
14	<p>Circumstances in which Union Public Service Commission is to be consulted in making recruitment.  Consultation with Union Public Service Commission necessary while making direct recruitment and appointing an Officer on deputation.</p>	<p><b>NO CHANGE</b></p>	

  
(Co. RAJESH KUMAR GAUR)  
Director (Administration)

ANNEXURE-I

SCHEDULE

Name of post	Number of post	Classification	Pay band and grade pay or pay scale	Whether selection post or non selection post
1	2	3	4	5
ADMINISTRATIVE OFFICER	21* (2016) *subject to variation dependent on workload	General Central Service Group 'B' Gazetted (Ministerial)	PB-2 and Corresponding Pay Scale of Rs. 9300-34800/- with Grade pay of Rs. 4800/- and Grade Pay of Rs. 5400/- in PB-2 on completion of four years service in the Grade Pay of Rs 4800/-.	Selection

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 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 vacancies to be filled by various methods.
6	7	8	9	10
Not exceeding 30 years (Relaxable for Government servants' up to five years in accordance with the instructions or orders issued by the Central Government.	<u>Essential</u> c) Bachelor's Degree from a recognized University or equivalent and d) Five years experience of Administration,Accounts	NO	2 years for Direct recruitee and Promotee	Promotion failing which by deputation failing both by direct recruitment.

<p>Note: 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, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands or Lakshadweep).</p>	<p>and Establishment works.</p> <p><u>Desirable</u> Knowledge of Governments Rule and Regulations.</p> <p><b>Note:1</b> Qualification are relaxable at the discretion of the Union Public Service Commission in case of candidates otherwise well qualified.</p> <p><b>Note 2:</b> The Qualification (s) regarding experience is (are) relaxable at the discretion of the Union Public Service Commission in the case of candidates belonging to the Scheduled Castes or Scheduled Tribes, if, at 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 is not likely to be available to fill up the vacancies reserved for them.</p>			
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In case of recruitment by promotion/deputation/absorption grade 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.
I1	I2	I3
<p><b>Office Superintendent in CGWB with Six years regular service in the pay band PB 2 Rs. 9300-34800/- with grade pay Rs. 4200/-</b></p> <p><b>Note:-</b> Where juniors who have completed their qualifying or eligibility service are being considered for promotion their seniors shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whichever is less.</p> <p><b>Training:</b>  <b>Fifteen (15) days training in enabling Administrative Rule must be required.</b></p> <p><b>Module:</b> Office Management, Financial Management, Record Management, GFR-Delegation of Financial Powers, RTI as its implementation,, Handling of Disciplinary and Vigilance Cases, e-governance, Pension Rules Retirement Benefits, Purchase Management and e-procurement, Handling of Parliamentary Question, Accounting &amp; Budget, Communication Skills and inter personal relation, DPC Procedure, Reservation of SC, ST &amp; OBC and Recruitment and appointment. On completing of the training certificates will be issued.</p>	<p>Departmental Promotion Committee Group 'B' (for considering promotion/ confirmation) consisting of:- Group "B" Departmental Promotion Committee.(for considering Promotion/ Probation/Confirmation ) consists of :-</p> <ul style="list-style-type: none"> <li>i) Chairman, Central Ground Water Board- Chairman</li> <li>ii) Director (Admn), Central Ground Water Board -Member</li> <li>iii) Director or Deputy Secretary (Ground Water) Ministry of Water Resources – Member</li> <li>iv) Scientist "D" Central Ground Water Board - Member</li> </ul>	<p>Consultation with Union Public Service Commission necessary while making direct recruitment and appointing an Officer on deputation.</p>

**Deputation:**

Officers under the Central or State Governments or Union Territories.-

(a) (i) holding analogous posts on regular basis in the parent cadre/department , or

(ii) With two years' service in the grade rendered after appointment thereto on a regular basis in the scale of Pay PB-2 Rs. 9300-34800/- with grade pay of Rs. 4600/- or equivalent in the parent cadre/department or

(iii)with 6 years' service in the grade rendered after appointment thereto on a regular basis in the post of in PB-2 with pay scale of Rs. 9300-34800/- with Grade Pay of Rs. 4200/-out of which two years experience in supervisory post in administration is essential and

(b) Possessing the educational qualifications and experience prescribed for direct recruits under column(8)

**Note:1-**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.

**Note:-2** The period of deputation including 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.

**Note:-3** The maximum age limit for appointment by deputation shall not exceeding 56 years as on the closing date prescribed for receipt of applications.

## ANNEXURE

Form to be filled by the Ministry/Department while forwarding proposals to the Ministry of Home Affairs (Department of Personnel & Administrative Reforms and the Union Public Service Commission for amending approved Recruitment Rules.

1. a) Name of the Post : OFFICE SUPERINTENDENT
- b) Name of the Ministry/Department : CENTRAL GROUND WATER BOARD
2. Reference No. in which Commission's Advice on R/Rules was conveyed : NOT APPLICABLE
3. Notification No. : No. 23/20/98-GW.I dated 25.07.2001 and 23/20/98-GW-I dated 01.11.2000.  
No. 23/10/98-GW.I dated 25.07.2001 and 23/20/98-GW-I dated 25.07.2001

Sl.No	Provisions in the approved existing R/Rules	Provisions in the approved existing R/Rules	Revised provision proposed	Reasons for amendment
	1	2	3	4
1	<b>Name of the post</b> Office Superintendent	<b>Name of the Post</b> Assistant	<b>Name of the post</b> OFFICE SUPERINTENDENT	Due to merger of pay scales of Rs. 5500-9000/- and Rs. 5000-8000/- as per GSR 622 (E)
2	<b>Number of posts</b> 42*(2000) *subject to variation dependent on workload	<b>Number of posts</b> 74*(2001) *subject to variation dependent on workload	116* (2016) *subject to variation dependent on workload	i) Due to merger of pay scales of Rs. 5500-9000/- and Rs. 5000-8000/- ii) Due to creation/sanction of two posts for RGNGWT&RI vide MCWR letter No. 15/2/2007-GW dated 06.07.2005.
3	<b>Classification</b> General Central Service Group 'B' Non-Gazetted Ministerial	<b>Classification</b> General Central Service Group 'C' Non Gazetted Ministerial	<b>Classification</b> General Central Service Group 'B' Non-Gazetted (Ministerial)	Due to merger of pay scales of Rs. 5500-9000/- and Rs. 5000-8000/-
4	<b>Scale of Pay</b> Rs. 5500-9000/-	<b>Scale of Pay</b> Rs. 5000-8000/-	<b>Scale of Pay</b> PB-2 corresponding pay scale of Rs. 9300-34800/- with Grade Pay of Rs. 4200/-	Due to implementation of 6 <sup>th</sup> CPC.

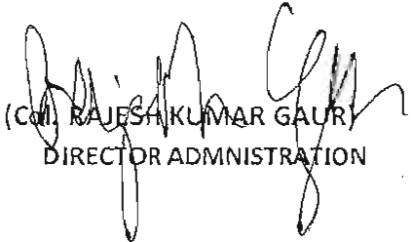
5	Whether selection by merit or selection cum-seniority or non-selection post "Non-Selection"	Whether Selection by merit or Selection cum-seniority on non-selection post "Non-Selection"	Whether Selection by merit or Selection cum-seniority on non-selection post "Non-Selection"	
6	Whether benefit of added years of service admissible under rule 30 of Central Secretariat-Service (Pension) Rules, 1972  No	Whether benefit of added years of service admissible under rule 30 of Central Secretariat-Service (Pension) Rules, 1972  No	Coloum to be deleted	As per DOP&T guidelines
7	Age limits for direct recruits  Not applicable	Age limits for direct recruits.  Not applicable	Age limits for direct recruits Between 18 and 27 years (Relaxable for Government Servants upto 40 years and upto 45 years in the case of candidates belonging to Scheduled Castes or the Scheduled Tribes 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 the closing date for receipt of application from candidates in India (and not for those in Assam, Meghalaya, Manipur, Nagaland, Arunachal Pradesh, Sikkim, Ladakh Division of Jammu & Kashmir State, Lahaul and Spiti Division and Panji Sub-division of Chamba district of Himachal Pradesh, Andaman and Nicobar Islands or Lakshadweep.) Note 2 : The crucial date for determining the age limit in case of candidates from Employment Exchange shall be the last date upto which the Employment Exchange is asked to submit the names.	



8	Educational and other qualifications required for direct recruits.  Not applicable	Educational and other qualifications required for direct recruits.  Not applicable	Educational and other qualifications required for direct recruits.  Graduate from any recognized University.	
9	Whether age and education qualifications prescribed for direct recruits will apply in the case of promotes  Not applicable	Whether age and education qualifications prescribed for direct recruits will apply in the case of promotes  Not applicable	Whether age and education qualifications prescribed for direct recruits will apply in the case of promotes  No	
10	Period of probation, if any  Not applicable	Period of probation, if any  Not applicable	Period of probation, if any  2 years for Direct recruitee	
11	Method of recruitment whether by direct recruitment or by deputation/absorption and percentage of the posts to be filled by various methods.  Promotion failing which by deputation	Method of recruitment whether by direct recruitment or by deputation/absorption and percentage of the posts to be filled by various methods.  i) 90% by promotion failing which by deputation. ii) 10% by promotion on the basis of competitive written test Limited to Upper Division Clerks in Central Ground Water Board with five years regular service in the grade.	Method of recruitment whether by direct recruitment or by deputation/absorption and percentage of the posts to be filled by various methods.  i) 90% by promotion failing which by Deputation failing both by Direct Recruitment. ii) 10% by promotion on basis of Competitive Written Test Examination from UDC in CGWB who have rendered five years regular service in the grade.	
12	In case of recruitment by promotion/deputation/absorption grade from which promotion/deputation/ absorption to be made  <u>Promotion:</u> Assistants in the Central Ground Water Board with three years regular service in the grade. Note:	In case of recruitment by promotion/deputation/absorption grade from which promotion/deputation/ absorption to be made  <u>Promotion:</u> Upper Division Clerks in the	In case of recruitment by promotion/deputation/absorption grade from which promotion/deputation/ absorption to be made  <u>Promotion:</u> Upper Division Clerks in the	

<p>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 requisite 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 promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.</p> <p><b><u>Deputation:</u></b></p> <p>Officers under the Central Government:-</p> <p>(a)(i) holding analogous posts on a regular basis; or  (ii) with three years regular service in posts in the scale of Rs. 5000-8000/- or equivalent; or  (iii) with six years regular service in posts in the scale of Rs. 4500-7000/- or equivalent; and  (b) possessing experience in administration, establishment and accounts matters.</p> <p>Note-1: The departmental officers in the feeder grade who are in 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>Note2: 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</p>	<p>Central Ground Water board with eight years regular service in the grade.</p> <p><b><u>Deputation:</u></b></p> <p>Officers under the Central or the State Government:</p> <p>i) Holding analogous post, OR  ii) Upper Division Clerks having eight years regular service in the scale of Rs. 4000-6000/-</p>	<p>Central Ground Water board with ten years regular service in PB-1 5200-20200/- + Grade Pay 2400/-</p> <p><b><u>Training:</u></b></p> <p>Fifteen (15) days training in enabling Administrative Rule must be required.</p> <p>Module: Office Management, Financial Management, Record Management, GFR-Delegation of Financial Powers, RTI as its implementation,, Handling of Disciplinary and Vigilance Cases, e-governance, Pension Rules Retirement Benefits, Purchase Management and e-procurement, Handling of Parliamentary Question, Accounting &amp; Budget, Communication Skills and inter personal relation, DPC Procedure, Reservation of SC, ST &amp; OBC and Recruitment and appointment. On completing of the training certificates will be issued.</p>	
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	organization/department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date for receipt of applications.			
13	<p>If a Departmental promotion Committee exists. What is its composition?</p> <p>Departmental Promotion Committee Group 'B' (for considering promotion) consisting of:-</p> <ol style="list-style-type: none"> <li>1. Chairman, Central Ground Water Board - Chairman</li> <li>2. Director (Admn.), Central Ground Water Board - Member</li> <li>3. An officer of the Central Ground Water Board not below the rank of Scientist 'D'/Suprintending Engineer - Member</li> <li>4. An Officer of another Central Government Department not below the level of Scientist 'D'/ Superintending Engineer - Member</li> </ol>	<p>If a Departmental promotion Committee exists. What is its composition?</p> <p>Departmental Promotion Committee Group 'C' (for considering promotion) consisting of:-</p> <ol style="list-style-type: none"> <li>1. Director (Admn.), CGWB - Chairman</li> <li>2. An officer of the Central Ground Water Board not below the rank of Scientist 'D' - Member</li> <li>3. An Officer of another Central Government Department not below the level of Scientist 'C' - Member</li> <li>4. Senior Administrative Officer/Administrative Officer, Central Ground Water Board - Member</li> </ol>	<p>If a Departmental promotion Committee exists. What is its composition?</p> <p>Departmental Promotion Committee Group 'B' (for considering promotion/confirmation) consisting of:-</p> <ol style="list-style-type: none"> <li>1. Chairman, Central Ground Water Board - Chairman</li> <li>2. Director (Admn.), Central Ground Water Board - Member</li> <li>3. An officer of the Central Ground Water Board not below the rank of Scientist-D - Member</li> <li>4. An Officer of another Central Government Department not below the rank of Scientist-D - Member</li> </ol>	<p>Due to merger of pay scales of Rs. 5500-9000/- and Rs. 5000-8000/- as per GSR 622 (E)</p>

  
 (Col. RAJESH KUMAR GAUR)  
 DIRECTOR ADMINISTRATION