



सं/ No. 5-1(315)/2015-PD

दिनांक/Date: 08.04.2016

प्रेषक/From : संयुक्त सचिव (प्रशासन)  
Joint Secretary (Admn.)

सेवा में/To : The Directors/Heads of all  
CSIR National Labs./Instts./Hqrs.  
/Complex/Centres/Units.

**विषय / Sub :** Discontinuation of interviews for various junior level posts in CSIR-reg.

**संदर्भ / Ref :** (1) DoPT OM No.39020/01/2013-Estt (B) dated 09.10.2015  
(2) DoPT OM No 39020/01/2013-Estt (B) dated 29.12.2015

महोदय/Sir/महोदया/Madam,

In pursuance of the Office Memoranda issued by Govt. of India, Ministry of Personnel, Public Grievances & Pensions (DoPT) referred above and acceptance of the recommendations of the Committee of Secretaries regarding '**Discontinuation of interviews at the lower level posts**', DG, CSIR as Chairman, Governing Body has approved that in supersession of all the instructions issued earlier, the practice of interview in the following non - gazetted posts in CSIR, while conducting recruitment against direct recruitment quota (DRQ) vacancies through all modes be discontinued with immediate effect:

Sr. No	Post / Designation	Pay Scales/Grade Pay in Rs.	Category	Mode of Selection	Revised Mode of Selection
1.	Technical Assistant [erstwhile Group III(1) & III(2)]	9300-34800+ GP 4200 (PB-2)	Technical	Interview	Trade Test /Skill Test
2.	Group II (Technician)	5200- 20200 + GP 1900 (PB-1)	Technical	Trade Test & Interview	Trade Test
3.	Group-I ( Lab Attendant)	5200- 20200+GP 1800 (PB-1)	Technical	Trade Test & Interview.	Trade Test
4.	Assistant Gr.-I (Gen/ F&A/ S&P) (erstwhile Assistant)	9300-34800+ GP 4600 (PB-2)	Administrative	Written Test & Interview	Written Test
5.	Assistant Gr.III (Gen/F&A/S&P) (erstwhile LDC)	5200-20200 + GP 1900 (PB-1)	Administrative	Written Test & Typing Test+ Interview	Written & Typing Test
6.	Jr. Hindi Translator	9300- 34800+GP 4200 (PB-2)	Isolated	Written Test / Interview	Written Test
7.	Security Assistant / Watch and Ward Assistant and Ward Assistant	9300-34800 +GP 4200(PB-2)	Isolated	Interview	Skill / Physical Test & Personality Assessment Test
8.	Receptionist	9300-34800+GP 4200 (PB-2)	Isolated	Interview	Personality Assessment Test
9.	Driver	5200-20200 +GP 1900 (PB-1)	Isolated	Trade test & Interview	Trade test
10	Group-D (Non-Tech) & Safaiwala / Washboy (Canteen) and Bearer, Tea/Coffee Maker (Canteen) (Now classified as Group 'C' and known as MTS staff)	5200-20200+GP 1800 (PB-1)	Administrative	Written test & interview	Trade Test

*[Signature]*

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Thus, wherever, Recruitment Rules specify the process of recruitment which includes conduct of interview, the same stands amended accordingly. However, it is clarified that Trade Test/Skill test, Physical Test (PT) and Personality Assessment Test being different from interview, such tests may continue to be undertaken.

Further, keeping in view of the various ongoing recruitment process in Group B & C posts in CSIR Hqrs./ Labs./Instts., the following is clarified :-

- I. In cases of notification(s) for employment to posts against direct recruitment quota vacancies, already issued before 31.12.2015 for recruitment, with interview as a component and the process is completed and offer of appointments have been issued, in such cases vacancies are to be filled up on the terms and conditions of recruitment rules already advertised.
- II. In cases of notification(s) for employment to posts against direct recruitment quota vacancies, already issued before 31.12.2015 for recruitment with interview as a component and interview has already been conducted but result has not been declared, in such cases merit list for selection is to be made on the basis of written marks only & without adding the marks of interview.
- III. In case of notification(s) for employment to posts against direct recruitment quota vacancies, already issued before 31.12.2015 for recruitment with interview as a component and interview has not been conducted, a small corrigendum may be issued in the same newspapers stating that as per latest GoI instruction there will be no interview.
- IV. In case where notification(s) for employment to posts against direct recruitment quota vacancies, already issued for recruitment after 31.12.2015 with interview as a component, the same may be re-notified as per the amended Rules.

It is requested that the above instructions may kindly be brought to the notice of all concerned for compliance and necessary action.

भवदीय / Yours faithfully,



(मनुएल थॉमस/Manuel Thomas)

(वरिष्ठ उप सचिव /Sr. Deputy Secretary)

नीति प्रभाग / Policy Division

संलग्न/Encl. : यथोपरि/As above

8 APR 2016

प्रतिलिपि/Copy to:

1. Head, IT Division with the request to make this circular available on the website & Policy Repository.
2. कार्यालय प्रति/Office copy



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05/11/15

No. 39020/01/2013-Estt(B)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
(Department of Personnel & Training)

North Block, New Delhi,  
Dated : 9<sup>th</sup> October, 2015

OFFICE MEMORANDUM

Subject:-Discontinuation of interviews for various junior level posts in the Government of India- recommendation of Committee of Secretaries (CoS).

The undersigned is directed to refer to this Departments D.O. letter of even No. dated 4.09.2015 whereby it was requested that an exercise for identifying lower level posts in your Ministry/Department for which interviews could be dispensed with should be undertaken.

2. In this connection it is informed that the Committee of Secretaries (CoS) in its meeting held on 14.09.2015, while considering a note on the subject mentioned above has made the following recommendations:-

- (i) Interview will be dispensed with for all Group 'C' and Group 'D' which are now reclassified as Group 'C' posts. Interview should also be discontinued for non-gazetted posts of Group 'B' category.
  - (ii) The process of doing away with interview for these posts will be completed by 31.12.2015.
  - (iii) Specific and isolated Group 'B' non-gazetted posts for which any particular department considers interview absolutely essential, clearance of Department of Personnel & Training would need to be obtained. *It is clarified that since the skill test and physical test are different from interview such tests may continue*
  - (iv) In those cases pertaining to non-gazetted Group 'B' posts and Group 'C' & 'D' posts, where Recruitment Rules specify the process of selection which includes conduct of interview, the Ministries/ authorities concerned will take necessary steps to carry out the requisite amendment to the Recruitment Rules immediately.
  - (v) For advertisements already done for selection with interview as a component, the posts could either be re-advertised, or if urgency or any other reason requires so, the ongoing process may be completed.
3. It was also suggested that a periodic review of the progress made in the implementation of 'No Interview Requirement for junior level posts' by the authorities/ Secretaries concerned. DOPT will monitor the overall progress and bring up status report by the first fortnight of January, 2016.
4. In view of the above recommendations and as requested earlier you may please inform this Department about the decision/progress made in this regard in your Ministry/Department. The status report may kindly be furnished by 16.10.2015.

  
(Sumita Singh)

Deputy Secretary to the Government of India

To

All the Ministries/Departments, Government of India

**Immediate**

**No. 39020/01/2013-Estt (B)-Part  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
(Department of Personnel and Training)**

North Block, New Delhi.  
Dated the 29<sup>th</sup> December, 2015

**OFFICE MEMORANDUM**

**Subject:- Discontinuation of Interview at Junior Level Posts in the Government of India- recommendation of Committee of Secretaries.**

The undersigned is directed to refer to this Department's D.O. of even number dated 04.09.2015 and subsequent OM's dated 09<sup>th</sup> October, 2015, 09<sup>th</sup> November, 2015 on the above subject seeking detailed information on the progress made/action taken in the matter.

2. It is informed that Secretary (Personnel) had convened meetings on 14<sup>th</sup> December, 2015 and 17<sup>th</sup> December, 2015 to review the progress of implementation of the "No Interview Requirement Proposal" and to get the updated status on the decision/progress made by the various Ministries/Departments. Keeping in view the queries raised by the representative of various Ministries/Departments the following is once again clarified:-

- (a) The decision to discontinue interview for recruitments is for all Group 'C', Group 'D' (which are now reclassified as Group 'C') Posts and for non-gazetted posts of Group 'B' Category and all such equivalent posts.
- (b) The 'No Interview Requirement' proposal has to be implemented for all the junior level posts in Government of India Ministries/Departments/attached Office/Subordinate Office/Autonomous Bodies/Public Sector Undertakings.
- (c) Instructions issued by the Department of Public Enterprises on 14<sup>th</sup> December, 2015 vide OM No. DPE-GM to all Administrative Ministries concerned with CPSES under them with advice to dispense with the practice of interview (copy enclosed).
- (d) The timelines set regarding completing the process of the discontinuation of interview by 31.12.2015 has to be adhered to strictly. From 01<sup>st</sup> January, 2016 there will be no recruitment with interview at the junior level posts as mentioned at 2(a) above, in Government of India Ministries/Departments/attached Office/Subordinate Office/Autonomous Bodies/Public Sector Undertakings. All the advertisement for future vacancies will be without the Interview as part of the recruitment process.



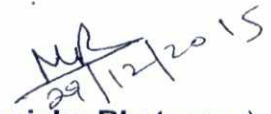
(e) The interviews will be done away even in cases where in the past the selections used to be made purely on the basis of performance in the interview. The Ministries/Departments/Organizations' will consider revising the scheme for selection for such cases.

(f) It is also clarified that as Skill Test or Physical Test is different from Interview, and they may continue. However, these tests will only be of qualifying nature. Assessment will not be done on the basis of marks for such tests.

(g) In case of specific posts where the Ministry/Departments wants to continue undertaking Interview as a process of recruitment, a detailed proposal seeking exemption will have to be sent to the DoPT with the approval of the Minister/Minister In-Charge.

3. All the Central Ministries/Departments are therefore requested to ensure that necessary action in respect of their Ministry/Department/Organizations are completed within the stipulated time. A consolidated report with the details of the decision taken/progress made in this regard should also be furnished to this Department at the earliest and not later than 7<sup>th</sup> January, 2016. Report so to be furnished with the approval of the Minister/Minister In-Charge shall include the details of the name and number of posts where the interview is discontinued and posts for which the exemption has been sought within the purview of the administrative Ministries/Departments.

4. A soft copy of the consolidated information may also be sent to this Department at [sumita.singh@nic.in](mailto:sumita.singh@nic.in)

  
(Manisha Bhatnagar)

Under Secretary to the Government of India  
Tel. No. 23093175

Encl: As Above

To

**All the Secretaries of the Central Ministries/Departments  
As per list attached.**