



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: Amendment in CSIR Administrative Services [Recruitment & Promotion] Rules, 1982-reg.

महोदय/Sir/महोदया/Madam,

Based on the Department of Personnel and Training, Government of India OM No. 39020/01/2013-Estt(B), dated 09.10.2015 (2) DoPT OM No. 39020/01/2013-Estt(B)-Part, dated 29.12.2015 and DoPT Order No. 21/12/2010-CS.I(P) dated 21.12.2015 and DoPT notification No. G.S.R. 601(E) dated 31.07.2015 and in supersession of CSIR letter No. 5-1(315)/2015-PD dated 08.04.2016, I am directed to state that the Governing Body, CSIR in its 188th meeting held on 22nd November, 2016 has approved the following amendments in CSIR Administrative Services [Recruitment & Promotion] Rules, 1982:

Sr. No.	Existing	Amended
1	<p>Assistant [Gen/F&A/S&P] Grade I Rule 5 of Part-II, Part-IV and Part V</p> <p>Rule 5(iii): 25% by direct recruitment from amongst candidates possessing University Degree, age not exceeding 28 years, relaxable in case of SC/ST/OBC candidates as per rules, on the basis of result of competitive examination and interview. Departmental candidates possessing the requisite qualifications will be eligible to compete and there will be no age restriction in their case.</p>	<p>Assistant Section Officer [Gen/F&A/S&P] Rule 5 of Part-II, Part-IV and Part -V</p> <p>Rule 5(iii): 25% by direct recruitment from amongst candidates possessing University Degree and proficiency in computer, age not exceeding 30 years, relaxable in case of SC/ST/OBC candidates as per rules, on the basis of result of a competitive written examination. Departmental candidates possessing the requisite qualifications will be eligible to compete and there will be no age restriction in their case.</p>
2	<p>Assistant [Gen/F&A/S&P] Grade –II Rule 6 of Part II, Part IV & Part V</p> <p>Recruitment to this Grade shall be made on local basis in the CSIR Hqrs. and its National Laboratories/Institutes as follows:- 100% by promotion on local basis from amongst the Assistants [Gen/F&A/S&P] Grade-III who have completed not less than 3 years approved service as Assistants [Gen/F&A/S&P] Grade-III on the basis of seniority subject to rejection of unfit and on the recommendations of the Departmental Promotion Committee.</p>	<p>Senior Secretariat Assistant (SSA) [Gen/F&A/S&P] Rule 6 of Part II, Part IV & Part V</p> <p>Recruitment to this Grade shall be made on local basis in the CSIR Hqrs. and its National Laboratories/Institutes as follows:- 100% by promotion on local basis from amongst the Assistants [Gen/F&A/S&P] Grade-III, now re-designated as Junior Secretariat Assistants [Gen/F&A/S&P], who have completed not less than 3 years approved service as Junior Secretariat Assistants [Gen/F&A/S&P] or Assistants [Gen/F&A/S&P] Grade-III on the basis of seniority subject to rejection of unfit and on the recommendations of the Departmental Promotion Committee.</p>

<p>3</p>	<p>Assistant [Gen/S&P] Grade- III Rule 7 of Part II & Part V:</p> <p>Recruitment to this Grade shall be made on local basis in the CSIR Hqrs. and its National Laboratories/Institutes by direct recruitment, on the basis of result of competitive examination held from time to time from amongst candidates possessing minimum educational qualification of 10+2/XII or its equivalent and proficiency in computer typing speed and in using computer as per the prescribed norms fixed by DoPT from time to time. Age not exceeding 28 years, relaxable in case of SC/ST/OBC candidates as per rules. There is no age limit for departmental candidates provided they possess the prescribed qualifications. The candidates who qualify in the competitive examination will be interviewed by a Selection Committee but the weightage of interview would not exceed 25% of the total prescribed marks.</p>	<p>Junior Secretariat Assistant [Gen/S&P] Rule 7 of Part II & Part V:</p> <p>Recruitment to this Grade shall be made on local basis in the CSIR Hqrs. and its National Laboratories/Institutes by direct recruitment, on the basis of result of competitive written examination held from time to time from amongst candidates possessing minimum educational qualification of 10+2/XII or its equivalent and proficiency in computer typing speed and in using computer as per the prescribed norms fixed by DoPT from time to time. Age not exceeding 28 years, relaxable in case of SC/ST/OBC candidates as per rules. There is no age limit for departmental candidates provided they possess the prescribed qualifications. While the proficiency in computer typing speed and in using computer will only be qualifying in nature, the final merit list will be prepared on the basis of the performance of the candidates in the competitive examination. The merit list will only comprise of those candidates who have qualified the proficiency test in computer typing.</p>
<p>4</p>	<p>Assistant [F&A] Grade III Rule 7 of Part IV:</p> <p>Recruitment to this Grade shall be made on local basis in the CSIR Hqrs. and its National Laboratories/Institutes by direct recruitment, on the basis of result of competitive examination held from time to time from amongst candidates possessing minimum educational qualification of 10+2/XII or its equivalent with Commerce as one of the subjects and proficiency in computer typing speed and in using computer as per the prescribed norms fixed by DoPT from time to time. Age not exceeding 28 years, relaxable in case of SC/ST/OBC candidates as per rules. There is no age limit for departmental candidates provided they possess the prescribed qualifications. The candidates who qualify in the competitive examination will be interviewed by a Selection Committee but the weightage of interview would not exceed 25% of the total prescribed marks.</p>	<p>Junior Secretariat Assistant [F&A] Rule 7 of Part IV:</p> <p>Recruitment to this Grade shall be made on local basis in the CSIR Hqrs. and its National Laboratories/Institutes by direct recruitment, on the basis of result of competitive written examination held from time to time from amongst candidates possessing minimum educational qualification of 10+2/XII or its equivalent with Commerce as one of the subjects and proficiency in computer typing speed and in using computer as per the prescribed norms fixed by DoPT from time to time. Age not exceeding 28 years, relaxable in case of SC/ST/OBC candidates as per rules. There is no age limit for departmental candidates provided they possess the prescribed qualifications. While the typing speed test will only be qualifying in nature, the final merit list will be prepared on the basis of the performance of the candidates in the competitive written examination. The merit list will only comprise of those candidates who have qualified the proficiency test in computer typing.</p>

 9 NOV 2017
MANUEL THOMAS
 Sr. Dy. Secretary

Henceforth, all the recruitment for the above mentioned posts may be made as per the above provisions. The above modification to the Rules will come into force from the date of issue of this letter.

The syllabus for the open written competitive examination, details regarding the pattern of the examination, number of questions, method of marking, etc., will be notified by CSIR shortly and the same will be effective from the date of such notification.

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

Yours faithfully,


(Manuel Thomas)
Sr. Deputy Secretary
9 NOV 2017

प्रतिलिपि/Copy to:

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