

13. If a DPC exists, what is its composition. : (i) **Group 'A' DPC**
(For considering promotion)
(The composition may be given if promotion is one of the methods of recruitment).
- (ii) **Group 'A' DPC**
(For considering confirmation)
(The composition may be given if promotion, direct recruitment or transfer is one of the methods of recruitment).
- NOTE:—**The proceedings of the DPC relating to confirmation shall be sent to the Commission for approval. If, however, these are not approved by the Commission, a fresh meeting of the DPC to be presided over by the Chairman or a Member of the UPSC shall be held.
- (iii) 'Not applicable' if transfer on deputation (including short term contract) is the only method of recruitment.
14. Circumstances in which UPSC is to be consulted in making recruitment. : (i) On each occasion of appointment.
(ii) While amending or relaxing the rules.

SCHEDULE

MODEL RECRUITMENT RULES FOR VARIOUS POSTS IN THE COMPUTER PROGRAMMING AND INFORMATION SYSTEM:—

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| 1. Name of post | : Sr. Programmer/Sr. System Analyst/Data Processing Manager. |
| 2. No. of Posts. | *
(Subject to variation dependent on work load). |
| 3. Classification | : General Central Service Group 'A' Gazetted. |
| 4. Scale of pay | : Rs. 1100-50-1600 (Pre-revised scale).
(Revised Rs. 3000-100-3500-125-4500). |
| 5. Whether selection post or non-selection post. | : 'Selection' (if promotion is one of the methods) or 'Not applicable' (if promotion is not a method of recruitment). |
| 6. Age limit for direct recruits. | : 40 years (relaxable for Govt. servants up to 5 years in accordance with the instructions or orders issued by the Central Govt.). |
| NOTE:— The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (other than those in Andaman & Nicobar Islands and Lakshadweep). | |
| 7. Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension) Rules, 1972. | : Yes, for direct recruits only. ('Not applicable' if direct recruitment is not one of the methods of recruitment). |
| 8. Educational and other qualifications required for direct recruits. | : Essential:—
(i) Master's Degree in Statistics/Mathematics/Operations Research/Physics or Economics/Commerce (with Statistics) OR Degree in Engineering/Computer Science of a recognised University or equivalent.
(ii) 7 years' experience of electronic data processing work, out of which at least 3 years' experience should be in actual programming on the electronic computer. |

NOTE I:—Qualifications are relaxable at the discretion of UPSC in case of candidates otherwise well qualified.

NOTE II:—The qualifications regarding experience are relaxable at the discretion of the UPSC in the case of candidates belonging to SC and ST if, at any stage of selection, the UPSC are 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.

Desirable:—

- (i) Formal training in computer programming/system design/analysis.
- (ii) Master's degree in Engineering/Computer Science OR Doctorate in any of the subjects mentioned in (i) above under the 'Essential Qualifications'.

9. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions.

'Not applicable' (if promotion/direct recruitment is not the methods of recruitment). If both the methods are there, the following:—

Age:—No.

Educational Qualifications:—Yes.

One year for direct recruits only.

10. Period of probation, if any.

11. Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.

Any one or more of the following methods of recruitment according to the requirements in each case:—

- (i) By promotion failing which transfer on deputation (including short term contract).
- (ii) By transfer on deputation (including short term contract) or transfer on deputation (including short term contract)/transfer, failing which by direct recruitment.
- (iii) By direct recruitment.

12. In case of recruitment by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.

@Promotion:—

(Designation of the feeder Post) _____
With _____ years' regular service in the grade. (Qualifying service to be laid down on the basis of para 3.13.2 of DP&AR's OM No. 14017/24/76-Estt(RR), dated 22-5-79).

@Transfer on Deputation (including short term contract/Transfer):—

Officers under the Central/State Govts./Universities/Recognised Research Institutions/Public Sector Undertakings/Statutory or Semi-Govt. or Autonomous Organisations:—

- (a) (i) Holding analogous posts on regular basis:
OF
- (ii) with five years' regular service in posts in the scale of Rs. 2200-4000 or equivalent, or
- (iii) With eight years' regular service in posts in the scale of Rs. 2000-3500 or equivalent; and

Possessing the educational qualifications and experience prescribed for direct recruits in column 8.