

A-12014/23/2020-D
Government of India
Ministry of Health and Family Welfare
Central Drug Standard Control Organization

Public notice on draft Recruitment rules for the post of Stenographer
Grade-II in Central Drugs Laboratory, Kolkata

In compliance with DOPT's OM No. Ab-14017/61/2008-Estt(RR) dated
13.10.2015, the draft Recruitment Rules for the post of Stenographer
Grade-II in Central Drugs Laboratory, Kolkata is annexed.

The stakeholders interested in making any objections/comments or
suggestions on the draft Recruitment rules may do so in writing within
a period of 30 days from the date of publication of draft Recruitment
rules to Shri T. Baite, Section Officer, CDSCO(HQ), Dte.GHS, M/o Health
and Family Welfare, Room No. 234, FDA bhawan, CDSCO, New Delhi
- 110002 or e-mail address: t.baite12@nic.in, adm.drugs@cdsco.nic.in.

Amit Kumar
23/6/21
(Amit Kumar)

Deputy Director(Admin.)
CDSCO(HQ)

New Delhi

Dated: 22.06.2021

GOVERNMENT OF INDIA
MINISTRY OF HEALTH AND FAMILY WELFARE

NOTIFICATION

New Delhi, the2021

G.S.R... – In exercise of the powers conferred by the proviso to article 309 of the Constitution, and in supersession of the Central Drugs Laboratory, Calcutta (Stenographer Grade I, Grade II and Grade III) Recruitment Rules, 1994, in so far as it relates to the post of Stenographer Grade II in the Central Drugs Laboratory, Kolkata, except as respect things done or omitted to be done before such supersession, the President hereby makes the following rules regulating the method of recruitment to the post of Stenographer Grade II, in the Central Drugs Laboratory, Kolkata.

- 1 Short title and commencement. – (1) These rules may be called the Ministry of Health and Family Welfare, Central Drugs Standard Control Organization, Central Drugs Laboratory, Kolkata Stenographer Grade II Recruitment Rules (Group 'C'), 2021.

(2) They shall come into force on the date of their publication in the Gazette of India.

2. Number of posts, classification and level in the pay matrix. — The number of the said post, their classification, level in the pay matrix attached thereto shall be as specified in columns (2) to (4) of the Schedule annexed to these rules.
3. Method of recruitment, age-limit, qualification, etc. — The method of recruitment age limit, qualification and other matters relating to the said post shall be as specified in columns (5) to (13) of the said Schedule.
4. 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 ^{not} be eligible for appointment to the said post:

Provided that the Central Government may, if satisfied that such a marriage is permissible under the personal law applicable to such persons 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.

5. 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.
6. Savings. — Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for the Scheduled Caste, the Scheduled Tribe, the Other Backward Classes, 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 the post.	Number of posts.	Classification.	Level in the pay matrix.
(1)	(2)	(3)	(4)
Stenographer Grade II	01* (2021) *subject to variation dependent on work load.	General Central Services Group 'C', Non-Gazetted, Ministerial	Level-4 (Rs.25500 – 81100/-) of the pay matrix.

Whether selection post or Non-selection post.	Age limit for direct recruits.
(5)	(6)
Not applicable.	<p>Between 18-27 years (relaxable for Government servants up to 40 years in accordance with the instructions or orders issued by the Central Government).</p> <p>Note: Age limit a relaxable for Government servants, SC, ST & OBC candidates and other special categories of candidates in accordance with the instructions of the Government issue d form time to time</p> <p>The crucial date for determining the age limit shall be as advertised by the Staff Selection Commission</p> <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 & Kashmir state, Lahaul & Spiti district and Pangi sub-division of Chamba district of Arunachal Pradesh, Andaman & Nicobar Islands or Lakshwadep).</p>

Educational and other qualifications required for direct recruits.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes.
(7)	(8)
<p>i) 12th Class or equivalent qualification from a recognized Board or University (ii) Skill Test Norms Dictation: 10mts @80 w.p.m. Transcription: 65 mts (English) 75 mts(Hindi) (on Manual Typewriter) Or 50 mts (English) 65 mts (Hindi) (on computer).</p>	Not applicable.

Period of probation, if any.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts to be filled by various methods.	In case of recruitment by promotion /deputation/ absorption grade from which promotion /deputation /absorption to be made
(9)	(10)	(11)
Two years.	Direct recruitment through Staff Selection Commission. Note: Vacancies caused by the incumbent being away on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled on deputation from the officials of the central government holding analogous posts on regular basis and possessing the qualifications prescribed for direct recruits at Column No. 8.	Not applicable.

If a Departmental Promotion Committee exists, what is its composition	Circumstances in which Union Public Services Commission is to be consulted in making recruitment.
(12)	(13)
Departmental Promotion Committee comprising the following officers: — 1. Director, Central Drugs Laboratory, Kolkata — Chairman. 2. Deputy Drugs Controller (India), East Zone, Kolkata/Deputy Director, Central Drugs Laboratory, Kolkata — Member. 3. Group 'A'/Group 'B' Officer of the Laboratory to be nominated by Director — Member.	Not applicable.

[F.No. A-12014/23/2020-D]

(Amit Kumar)
Deputy Director (Administration)