

F.No.A.50050/111/2012-Ad.IC (CESTAT)
Government of India
Ministry of Finance
Department of Revenue

New Delhi dated 12th January, 2016.

OFFICE MEMORANDUM

Subject: Amendments of RRs for the posts of LDC & UDC in CESTAT- reg.

The undersigned is directed to refer to subject cited above and to say that this Department has initiated the process of amending recruitment rules for the posts of LDC & UDC in CESTAT. A copy of the draft RRs are attached herewith.

2. As per DoP&T's instructions dated 13.10.2015, the proposed amendments/ revision in the Recruitment Rules should be put up on the website of respective Ministries/ Department for 30 days for inviting comments from the stakeholders.
3. In view of the above, all the stakeholders are requested to offer their comments, if any within 30 days.

Encl.: As above.

(S. Bhowmick)
Under Secretary to the Government of India

31/12
27/1/16



To

am All concerned -/CESTAT ✓

✓
27-1-16
Raymond

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SCHEDULE

Name of the post.	Number of Post.	Classification.	Pay band and grade pay or pay scale.	Whether post selection or non-selection post.	Age limit for direct recruits.	Educational and other qualifications required for direct recruits.
1	2	3	4	5	6	7
1. Upper Division Clerk.	40* (2015) *Subject to variation dependent on workload.	General Central Service, Group- 'C', Non-Gazetted, Ministerial.	Pay band-1, Rs.5200-20200 plus grade pay Rs. 2400/-.	Non-selection.	Not applicable.	Not applicable.

o/c

Whether age and educational qualifications prescribed for direct recruits will apply in 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 the vacancies to be filled by various methods.	In case of recruitment by promotion or deputation/absorption, grades from which promotion or deputation/absorption to be made.	If a Departmental Promotion Committee exists, what is its composition.	Circumstances in which the Union Public Service Commission is to be consulted in making recruitment.
8	9	10	11	12	13
Not applicable.	Not applicable.	Sixty per cent by promotion; Forty per cent by deputation.	Promotion: Lower Division Clerks in pay band-I, Rs.5200-20200/- with grade pay Rs. 1900/- with eight years regular service in the grade. Note 1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior would 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	Group 'C' Departmental Promotion Committee: (i) Any Member of Customs Excise & Service Tax Appellate Tribunal nominated by the President, CESTAT-Chairman (ii) Registrar, Customs, Excise & Service Tax Appellate Tribunal - Member (iii) Dy. Registrar, Customs, Excise & Service Tax Appellate Tribunal - Member.	Not applicable.

			<p>already completed such qualifying or eligibility service.</p> <p>Note 2: For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the said Pay Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale and where this benefit will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.</p> <p>Deputation:- Officers of the Central Government,-</p> <p>(i) holding analogous posts on regular</p>	
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			<p>basis; or</p> <p>(ii) with eight years regular service in pay band-I plus grade pay of Rs. 1900/- in the grade of Lower Division Clerk or equivalent.</p> <p>Note 1: The Departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation, and similarly, the deputations shall not be eligible for consideration for appointment by promotion.</p> <p>Note 2: Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or Department of the Central Government shall ordinarily not exceed three years.</p> <p>Note 3: The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.</p>	
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			<p>Note 4: For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1st January, 2006 or the date from which the revised pay structure based on the recommendation of the Sixth Central Pay Commission has been extended shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the said Pay Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale and where this benefit will extend only for the post (s) for which that grade pay or pay scale is the normal replacement grade without any up gradation.</p>		
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F.No. A.50050/111/2012-Ad.1C (CESTAT)

(S. Bhowmick)

Under Secretary to the Government of India

SCHEDULE

LOWER DIVISION CLERK

Name of the post	No. of Post	Classification	Pay Band & Grade Pay/ Pay Scale	Whether selection post or non-selection post	Age limit for direct recruitments	Educational & other Qualifications required for direct recruits
1 Lower Division Clerk.	2 50* (2015) *subject to variation dependent on workload.	3 General Central Service Group- C Non-Gazetted, Ministerial.	4 Pay Band-1, Rs.5200-20200, Grade Pay Rs. 1900/-.	5 Non-Selection.	6 18-27 years (Relaxable for Govt. servants upto 40 years in accordance with the instructions or orders issued by the Central Government.).	7 (i) 12 th class pass or equivalent from a recognized board or university; (ii) Typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on computer. (35 w.p.m. and 30 w.p.m. correspond to 10500 KDPH/9000KDPH on an average of 5 key depressions for each word.).

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Age and professional qualifications described for direct recruitment will apply in the case of promotes.	Period of probation, if any	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.	In case of recruitment by promotion or deputation/ absorption, grades from which promotion or deputation/ absorption to be made	If a Departmental Promotion Committee exists, what is its composition	Circumstances in which the Union Public Service Commission is to be consulted in making recruitment
8 Yes, to the extent indicated in Column 10.	9 2 years for direct recruits.	10 (i) 85% by direct recruitment through SSC. (ii) 10% of the vacancies shall be filled from amongst the Group C Staff in the Grade Pay of Rs. 1800 and who possess 12 th Class pass or equivalent qualification and have rendered 3 years regular service in the grade, on the basis of departmental qualifying examination. The maximum age limit for eligibility for examination is 45 years. (50 years of age for the SC/ST) (iii) 5% of the vacancies shall be filled on seniority-	11 As stated in Column 10.	12 Group 'C' Departmental Promotion Committee : (i) Any Member of Customs Excise & Service Tax Appellate Tribunal nominated by the President, CESTAT- Chairman (ii) Registrar, Customs , Excise & Service Tax Appellate Tribunal - Member (iii) Dy. Registrar, Customs , Excise & Service Tax Appellate Tribunal - Member	13 Not applicable

		cum-fitness basis from Group C employees who have 3 years regular service in posts with the Grade Pay of Rs.1800.			
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(S. Bhowrick)

Under Secretary to the Government of India