

F.No.02/37/2022-NCM&HKA
Government of India
Ministry of Textiles
Office of the Development Commissioner for Handicrafts
NATIONAL CRAFTS MUSEUM & HASTKALA ACADEMY
(FORMERLY NATIONAL HANDICRAFTS & HANDLOOM MUSEUM)

.....
Bharoin Marg, Pragati Maidan,
New Delhi, dated the 31st August 2022.

Sub: Amendment in existing Recruitment Rules in respect of the post of Library Information Assistant – a Group 'B' post in this Museum –reg.

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The undersigned is directed to state that the existing Recruitment Rules for the post of Library Information Assistant in this office proposed to be amended in consonance with the existing instructions of DoPT and 7th CPC recommendations as accepted by the Government, have been duly approved by the Competent Authority.

2. As per the instructions contained in DoPT OM No. AB-14017/61/2008-Estt.(RR) dated 13.10.2015, the proposed amendments/revision in the existing Rules to the post of Library Information Assistant are being uploaded on the website of this office inviting comments, if any, from the stakeholders on these amendments which can be sent to this office through e-mail at mailtonhnm@gmail.com within 30 days of issue of this letter.

Encl: as above.



(Pramod Kumar)
Admin. & Security Officer/HoO

To
All Stakeholders.

Amendment in existing Recruitment Rules to the post of Library Information Assistant

Col	Classification	Provision in the existing Recruitment Rules	Amendments proposed
1.	Name of the post	Library Information Assistant	Library Information Assistant
2.	Number of the post	01 (1992) *Subject to variation dependent on work load.	01* (2022) *Subject to variation dependent on work load.
3.	Classification	General Central Service Group 'C' Non-Gazetted, Non-Ministerial	General Central Service, Group 'B', Non- Gazetted, Non-Ministerial.
4.	Level in the Pay Matrix	Rs.1400-40-1600-50-2300-EB-60-2600 (iv cpc)	Level-6 in the Pay Matrix (Rs.35,400 – 1,12,400/-)
5.	Whether selection post or non-selection post	Non-Selection	Not applicable
6.	Age limits for Direct Recruits	Not exceeding 25 years (Relaxable for Government Servants up to 5 years in accordance with the instructions or orders issued by the Central Government). Note: The crucial date for determining age limit shall be the closing date for receipt of applications from candidates in India (other than those in Andaman & Nicobar Islands or Lakshadweep) in the case of recruitment through the Employment Exchange, it is asked to submit the names.	Not exceeding 32 years. (Relaxable for Government Servants up to 5 years in accordance with the instructions or orders issued by the Central Government). 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 J&K State, Lahaul & Spiti District and Pangti sub division of Chamba district of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep).
7.	Educational and other qualifications required for direct recruits	1. Degree of a recognized University or equivalent.	<u>Essential:</u> (i) Bachelors Degree in Library Science or Library and Information Science from a recognized University or Institute. (ii) Two years professional experience in a Library under Central or State Government or

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			<p>Autonomous or Statutory organizations or Public Sector Undertaking or university or recognized research or educational institutions.</p> <p><u>Desirable:</u> - Diploma in computer application from a recognized university or Institute.</p> <p>Note 1: Qualifications are relaxable at the discretion of the Staff Selection Commission or Competent Authority for reasons to be recorded in writing, in case of candidates otherwise well qualified.</p> <p>Note 2: The qualification regarding experience is relaxable at the discretion of the Staff Selection Commission or Competent Authority for reasons to be recorded in writing, in the case of candidates belonging to Scheduled Caste or Scheduled Tribes, if at any stage of selection the Staff Selection Commission or Competent Authority is 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 vacancy reserved for them.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Not applicable	Not applicable
9.	Period of probation, if any	Two year	Two years for direct recruits.
10.	Method of recruitment whether by direct	By promotion failing which by Transfer on deputation failing both by direct recruitment.	By deputation (including short-term contract)/ absorption, failing which by direct

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	recruitment or by promotion or by deputation and percentage of the vacancies to be filled by various methods.		recruitment.
11.	In case of recruitment by promotion/ deputation / Absorption, grades from which promotion/ deputation to be made.	<p>Promotion: Library-Cum-Audio Visual Clerk with 10 years of Regular Service.</p> <p>Transfer on Deputation: From amongst Central Government officials :-</p> <p>(a) (i) Holding analogous or equivalent post; or (ii) post in the pay scale of Rs. 750-1500 with 10 years of regular service in the grade and</p> <p>(b) possessing the educational qualifications prescribed for direct recruits under column (7).</p> <p>Note : Period of deputation including 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>Deputation (including short-term contract): Officers under the Central Government or State Government bodies e.g., autonomous or statutory, public sector undertaking, University or recognized research institution :-</p> <p>(a) (i) Holding analogous post on regular basis in the parent cadre or Department; or (ii) with six years service in the grade rendered after appointment thereto on a regular basis in Level-5 of the Pay Matrix (29,200-92,300) or equivalent in the parent cadre or department and; (b) possessing the educational qualifications prescribed for direct recruits under column (7).</p> <p>Absorption: Officers of the Central Government or State Government having requisite years of regular service in respective grade as prescribed for deputation and educational qualification prescribed for direct recruits under column (7).</p> <p>Note : Period of deputation including 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. The maximum age limit for</p>

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			appointment by deputation shall not be exceeding fifty-six years as on the closing date of receipt of applications.
12.	If a Departmental Promotion Committee (DPC) exists, what is its composition	Group 'C' DPC (i) Senior Director (M)- Chairman; ii) Any Officer from O/o DC(HL) of the level of ADC/JDC to be nominated by the DC(HL) – Member iii) Deputy Director of NHHM to be nominated by the Chairman - Member; iv) Any SC/ST member of suitable rank to be nominated by Sr Director wherever required. – Member	Group 'B' Departmental Confirmation Committee (for considering confirmation) consisting of:- (i) Senior Director (Museum)- Chairman; (ii) Director(Handicrafts) – Member; (iii) Deputy Director from Headquarter or Administrative Officer from Museum – Member.
13.	Circumstances in which Union Public Service Commission to be consulted in making recruitment	Not applicable.	Not applicable.

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