

RAJYA SABHA SECRETARIAT

**PARLIAMENT HOUSE ANNEXE
NEW DELHI**

Dated the 30th September, 2010

RECRUITMENT AND CONDITIONS OF SERVICE ORDER

(No. 3/2010)

Subject: Methods of Recruitment and Qualifications for Appointment to various posts of the Rajya Sabha Secretariat.

In exercise of the powers conferred by sub-rule (2) of rule 4 and rule 5 of the Rajya Sabha Secretariat (Recruitment and Conditions of Service) Rules, 1957, the Chairman, Rajya Sabha, hereby, makes the following Order further amending the Rajya Sabha Secretariat (Methods of Recruitment and Qualifications for Appointment) Order, 2009, with effect from 01.01.2011, namely:-

1. Short Title

This Order may be called the Rajya Sabha Secretariat (Methods of Recruitment and Qualifications for Appointment) Amendment Order, 2010.

2. Amendment of the Schedule

The Schedule to the Rajya Sabha Secretariat (Methods of Recruitment and Qualifications for Appointment) Order 2009, is amended as follows :-

(i) Under the Heading, **Legislative, Financial, Executive and Administrative Service** for the existing entry in column 3 of Sl. No. 4 the following shall be substituted :-

"By selection from the grade of Assistant Director with a minimum of 3 years service in the grade or 6 years combined service in the grades of Assistant Director and Legislative/ Committee/ Protocol/ Executive Officer in accordance with the seniority in the higher grade.

Provided that if none is found suitable, the post may be filled by deputation of a suitable officer belonging to another service in the Secretariat or from the Government or State Legislature Secretariat with a minimum of 9 years experience in a Group 'A' post in the required field, failing which by direct recruitment."

(ii) Under the Heading, **Library, Reference, Research, Documentation and Information Service** for the existing entry in column 3 of Sl. No. 4 the following shall be substituted :-

"By selection from the grade of Research Officer with a minimum of 3 years service in the grade or 8 years combined service in the grades of Research Officer and Research Assistant in accordance with the seniority in the higher grade."

(iii) Under the Heading, **Private Secretaries & Stenographic Service** for the existing entry in column 3 of Sl. No. 3 the following shall be substituted :-

"By selection from the grade of Senior Private Secretary with a minimum of 3 years service in the grade or 6 years combined service in the grades of Senior Private Secretary and Private Secretary in accordance with the seniority in the higher grade."

(iv) Under the Heading, **Printing & Publications Service** for the existing entry in column 3 of Sl. No. 3 the following shall be substituted :-

"By selection from the grade of Assistant Director (P&P) with a minimum of 3 years service in the grade or 6 years combined service in the grades of Assistant Director (P&P) and Printing Officer in accordance with the seniority in the higher grade.

Provided that if none is found suitable, the post may be filled by deputation of a suitable officer from the Central or State Government with a minimum of 9 years experience in a Group 'A' post in the required field, failing which by direct recruitment."

(v) Under the Heading, **Editorial & Translation Service** for the existing entry in column 3 of Sl. No. 3 the following shall be substituted :-

"By selection from the grade of Assistant Director (E&T) with a minimum of 3 years service in the grade or 6 years combined service in the grades of Assistant Director (E&T) and Editor in accordance with the seniority in the higher grade.

Provided that if none is found suitable, the post may be filled by deputation of a suitable officer from the Government or State Legislature Secretariat with a minimum of 9 years experience in a Group 'A' post in the required field, failing which by direct recruitment."

(vi) Under the Heading, **Parliament Security Service** for the existing entry in column 3 of Sl. No. 3 the following shall be substituted :-

"By selection from the grade of Assistant Director (Security) with 3 years service in the grade or 6 years combined service in the grades of Assistant Director (Security) and Security Officer/Marshal.

Provided that if none is found suitable, the post may be filled by deputation of a suitable officer with a minimum of 9 years experience in a Group 'A' post in the required field, failing which by direct recruitment."

(vii) Under the Heading, **Staff Car Drivers and Despatch Riders Service** for the existing entry in column 3 of Sl. No. 1 the following shall be substituted :-

"By selection from the grade of Staff Car Driver Grade-I with a minimum of 5 years service in the grade or 10 years combined service in the grades of Staff Car Driver Grade-I & Staff Car Driver Grade-II in accordance with the seniority in the higher grade."

V.K. AGNIHOTRI
SECRETARY-GENERAL

Dated the 30th September, 2010

No. RS/14/2010-Perl.

Copy to:-

1. Office of the Hon'ble Chairman, Rajya Sabha
2. Office of the Secretary-General
3. Office of the Secretary
4. P.A. to JS (D)
5. Gradation List File
6. DGACR, (CAP), New Delhi
7. All Officers/Sections/PSs/PAs etc & Pay & Accounts Office, Rajya Sabha

(S. RANGARAJAN)
DEPUTY DIRECTOR