

GOVERNMENT OF INDIA
MINISTRY OF HEALTH AND FAMILY WELFARE

Public Notice on draft Recruitment Rules for the posts of Library & Information Officer in
Central Institute of Psychiatry, Ranchi.

In compliance of DoPT's OM No. AB.14017/61/2008-Estt.(RR) dated 13.10.2015, the
draft Recruitment Rules for the posts of Library & Information Officer in Central Institute of
Psychiatry, Ranchi 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 Sh. Ajaya Kumar KP, Under Secretary, Ministry
of Health and Family Welfare, Room No. 521-A, Nirman Bhawan, Maulana Azad Road, New
Delhi – 110108 or e-mail address: ajaya59@gmail.com.



(Ajaya Kumar KP)

Under Secretary to the Govt. of India

Tele: 011-23061342

New Delhi

Dated:

Annexure

S.No.	Specifications	Provisions proposed	Reasons/remarks for provision proposed
1.	Name of post	Library & Information Officer	As per the Instructions on Model RRs for the post of Library & Information Officer, issued in DOPT OM no. AB-14017/54/2005-Estt(RR) dated 28.03.2013.
2.	No. of posts	1* (2017) (subject to variation dependent on work load)	One post of Library & Information Officer at CIP, Ranchi in PB-3 +6600/- is newly created vide MOHFW letter no. A.11013/1/2008-PH-1 dated 3.3.2014.
3.	Classification	General Central Service, Group 'A' (Gazetted), Non-Ministerial	As per the DOPT order dated 9.4.2009 issued in F.No. 11012/7/2008-Estt.(A)
4.	Scale of Pay	Level - 11 (Eleven) in the pay matrix	As per CCS RP Rules 2016
5.	Selection post or non-selection post	Selection	As per the DOPT's guidelines issued in AB.14017/13/2013-Estt.(RR) dated 31.3.2015 guidelines, it should be Selection when promotion is from lower to higher group (promotion from Asst. Library & Information Officer Group B post to Library & Information Officer Group A post.
6.	Age limit for direct recruits	Not exceeding 40 years of age (Relaxable for Govt. Servants up to 5 years in accordance with the instructions or orders issued by central Government) Note: The crucial date for determining the age limit shall be as advertised by the UPSC.	1)As per DOPT's instructions issued in OM No. AB.14017/54/2005-Estt.(RR) dated 28.03.2013 2) As per the DOPT's guidelines issued in OM No. AB.14017/13/2013-Estt(RR) dated 31.3.2015.
7.	Educational and other qualifications required for direct recruits	Essential : (i)Masters degree in Library Science or Library and Information Science of recognized University/Institute. (ii)Five years professional experience in a library under	As per the instructions on Model RRs for the post of Library & Information Officer issued in DOPT OM No. AB-14017/54/2005-Estt.(RR) dated 28.3.2013.

		<p>Central/State Government/Autonomous or Statutory Organization/PSU/University or recognized research or educational institution.</p> <p>Desireable: (i) One year experience of computerizing Library activities in a library under Central/State Government/Autonomous or Statutory Organization/PSU/University or recognized research or educational institution. (ii) Diploma in Computer Application from a recognized University of Institute.</p> <p>Note 1: Qualifications are relaxable for reasons to be recorded at the discretion of the Competent Authority in the case of candidates otherwise well qualified. Note 2: The qualification(s) regarding experience is/are relaxable at the discretion of the Union Public Service Commission in the case of candidates belonging to Scheduled Castes and Scheduled tribes if, any stage of selection, the Union Public Service Commission 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 vacancies reserved for them</p>	
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes.	<p>Age: No Educational Qualification: Must possess at least Bachelors Degree in Library and Information Science of a recognized University or Institution</p>	<p>As per the instructions on Model RRs for the post of Library & Information Officer issued in DOPT OM No. AB-14017/54/2005-Estt.(RR) dated 28.3.2013. it should be for Age: No Educational Qualification: Must possess at least Bachelors Degree in Library</p>

			and Information Science of a recognized University or Institution
9.	Period of probation, if any	2 years for direct Recruits 2 years for promotes	As per the DOPT's guidelines issued in OM No. AB.14017/13/2013-Estt(RR) dated 31.03.2015.
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation or by absorption and the percentage of vacancies to be filled by various methods.	By Promotion, failing which by deputation and failing which by Direct Recruitment.	As per the DOPT's guidelines issued in OM No. AB.14017/13/2013-Estt(RR) dated 31.03.2015.
11.	In case recruitment by promotion/deputation/absorption grades from which promotion/deputation/absorption to be made	<p>Promotion: Assistant Library & Information Officer in level 7 in the Pay Matrix (Rs.44,900) with 7 years regular service in the grade possessing the qualification as in Col.8 and successfully completed training of four (4) weeks in the field of Library and Library Science from reputed Institute</p> <p>Deputation: Officers under the Central or State Government or Union Territories-</p> <p>(a)(i) Holding analogous post on regular basis; or (ii) with 7 years regular service in posts in the level 7 in the pay matrix or equivalent; and (b) Possessing the educational qualifications and experience prescribed for direct recruits under Col.7.</p> <p>Note: 1.The departmental officers in the feeder category who are in direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationist shall not be eligible for consideration for appointment by promotion.</p>	As per the instructions on Model RRs for the post of Library & Information Officer issued in DOPT OM No. AB-14017/54/2005-Estt.(RR) dated 28.3.2013.

		<p>2. The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Government shall ordinarily not exceed 3 years.</p> <p>3. The maximum age limit for appointment by deputation shall be 'not exceeding 56 years' as on the closing date of receipt of application.</p> <p>4. The provision for absorption will be applicable in the case of Central/State Government and Union Territory Government officials only.</p>	
12.	If a Department Promotion Committee exists, what is its composition.	<p>Group 'A' Departmental Promotion Committee for considering promotion/confirmation:</p> <p>4. Chairman/Member, UPSC-Chairman 5. Deputy Director General (M) - Member 6. Director (ME), Dte.GHS - Member</p>	As per DOPT guidelines issued in OM No. AB.14017/13/2013-Estt(RR) dated 31.3.2015
13.	Circumstances in which UPSC is to be consulted in making recruitment.	Consultation with Union Public Service Commission is necessary on each occasion.	As per DOPT guidelines issued in OM No. AB.14017/13/2013-Estt.(RR) dated 31.03.2015.