

No. A-42012/25/2024-Ad.II
भारत सरकार / Government of India
गृह मंत्रालय / Ministry of Home Affairs

North Block, New Delhi
Dated 4th November, 2024

OFFICE MEMORANDUM

Subject: Amendment in Recruitment Rules (RRs) for the posts of Staff Car Driver (Grade-I) and Staff Car Driver (Grade-II) in the Ministry of Home Affairs (Proper) –reg.

The undersigned is directed to state that it has been proposed to amend the Ministry of Home Affairs Staff Car Drivers Grade I, Staff Car Driver Grade II and Staff Car Driver (Ordinary Grade), Group 'C' posts Recruitment Rules, 2020, as per the provisions given in para 3.

2. It is requested that comments of all the stakeholders, if any, on the proposed amendments may be forwarded to Under Secretary (Ad.II), Ministry of Home Affairs, Room No. 81D, North Block, New Delhi-110001 latest by 20th December, 2024. The amendment in RR for the posts of Staff Car Driver (Grade-I) and Staff Car Driver (Grade-II) would be finalized taking into account comments so received.
3. Following amendments are proposed in the RRs for the post of:

(i) Staff Car Driver (Grade-I) :

Sl. No.	Existing Provisions	Revised provisions proposed	Reasons for the revision proposed
1.	<u>Name of the post:-</u> Staff Car Driver Grade I	<u>Name of the post:-</u> Staff Car Driver Grade I	No Change
2.	<u>Number of posts:-</u> 13* (2020) *subject to variation dependent on workload	<u>Number of posts:-</u> 13* (2024) *subject to variation dependent on workload	No Change
3.	<u>Classification:-</u> General Central Service, Group 'C, Non-Gazetted, Non-Ministerial	<u>Classification:-</u> General Central Service, Group 'C, Non-Gazetted, Non-Ministerial	No Change
4.	<u>Level in the Pay Matrix:-</u> Level-5 in the Pay Matrix (Rs.29200-92300/-)	<u>Level in the Pay Matrix:-</u> Level-5 in the Pay Matrix (Rs.29200-92300/-)	No Change
5.	<u>Whether selection post or non-selection post:-</u> Non-Selection	<u>Whether selection post or non-selection post:-</u> Non-Selection	No Change
6.	<u>Age limit for Direct recruits:-</u> Not Applicable	<u>Age limit for Direct recruits:-</u> Not applicable	No Change
7.	<u>Educational and other qualifications required for direct recruits:-</u> Not Applicable	<u>Educational and other qualifications required for direct recruits:-</u> Not Applicable	No Change

8.	<p><u>Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees:-</u></p> <p>Not Applicable</p>	<p><u>Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees:-</u></p> <p>Not Applicable</p>	No Change
9.	<p><u>Period of Probation, if any:-</u></p> <p>Not applicable</p>	<p><u>Period of Probation, if any:-</u></p> <p>Not applicable</p>	No Change
10.	<p><u>Method of recruitment:-</u></p> <p>By Promotion</p>	<p><u>Method of recruitment:-</u></p> <p>By promotion failing which by deputation basis.</p>	Non availability of candidate in the feeder grade for promotion in next 3 to 4 years.
11.	<p><u>In case of recruitment by promotion or deputation/absorption, grades from which promotion/ deputation/ absorption to be made:-</u></p> <p><u>Promotion:</u></p> <p>Staff Car Driver Grade – II in Level – 4 in the pay matrix (Rs. 25500 – 81100/-) with six years of regular service in the grade or with a combined service of fifteen years in Staff Car Driver Grade-II and Staff Car Driver (Ordinary Grade); and have passed the trade test, specified by the Government.</p> <p>Note: where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors 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 already completed such qualifying or eligibility service.</p>	<p><u>In case of recruitment by promotion/ deputation/absorption, grades from which promotion/ deputation/ absorption to be made:-</u></p> <p><u>Promotion:</u></p> <p>Staff Car Driver Grade – II in Level – 4 in the pay matrix (Rs. 25500 – 81100/-) with six years of regular service in the grade or with a combined service of fifteen years in Staff Car Driver Grade-II and Staff Car Driver (Ordinary Grade); and have passed the trade test, specified by the Government.</p> <p>Note: where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors 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 already completed such qualifying or eligibility service.</p> <p><u>Deputation:</u></p> <p>Officers of the central government or state government or union territories:</p>	Non availability of candidate in the feeder grade for promotion in next 3 to 4 years.

	<p>(a) (i) Holding analogous post on regular basis in the parent cadre/department;</p> <p>Or</p> <p>(ii) With six years of regular service in the grade of Staff Car Driver at Level 4 in the pay matrix.</p> <p>Or</p> <p>(iii) With a combined service of fifteen years in the grade of Staff Car Driver at Level 4 in the pay matrix and Staff Car Driver at Level 2 in the pay matrix; and have passed the trade test, specified by the Government.</p> <p>And</p> <p>(b) Possessing the following educational and other qualifications;</p> <p>(i) <u>Possession of a valid driving license for motor cars;</u></p> <p>(ii) <u>Knowledge of motor mechanism (The candidate should be able to remove minor-defects in vehicle);</u></p> <p>(iii) <u>Experience of driving a motor car for at least three years; and</u></p> <p>(iv) <u>Pass in 10th standard from a recognized Board.</u></p> <p><u>Note: Period of deputation including period of deputation in another ex-cadre post held immediately in the same or some other Organisation/ department of the Central government shall ordinarily not to exceed three years. The maximum age limit for appointment by deputation shall not be exceeding fifty six years as on the closing date of receipt of applications.</u></p>	
12.	<p><u>If a Departmental Promotion Committee exists, what is the composition:-</u></p>	<p><u>If a Departmental Promotion Committee exists, what is the composition:-</u></p> <p>No Change</p>

	Group 'C' Departmental Promotion Committee (for considering promotion) consisting of: 1. Under Secretary (Administration), Ministry of Home Affairs : Chairman 2. Under Secretary (Secretariat Security Organisation) Ministry of Home Affairs : Member 3. Under Secretary Department of Personnel and Training, North Block, New Delhi : Member	Group 'C' Departmental Promotion Committee (for considering promotion) consisting of: 1. Under Secretary (Administration), Ministry of Home Affairs : Chairman 2. Under Secretary (Secretariat Security Organisation) Ministry of Home Affairs : Member 3. Under Secretary Department of Personnel and Training, North Block, New Delhi : Member	
13.	<u>Circumstances in which Union Public service Commission is to be consulted in making recruitment:-</u> Not Applicable	<u>Circumstances in which Union Public service Commission is to be consulted in making recruitment:-</u> Not Applicable	No Change

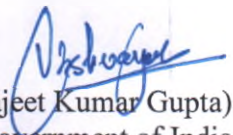
(ii) Staff Car Driver (Grade-II) :

Sl. No.	Existing Provisions	Revised provisions proposed	Reasons for the revision proposed
1.	<u>Name of the post:-</u> Staff Car Driver Grade II	<u>Name of the post:-</u> Staff Car Driver Grade II	No Change
2.	<u>Number of posts:-</u> 11* (2020) *subject to variation dependent on workload	<u>Number of posts:-</u> 11* (2024) *subject to variation dependent on workload	No Change
3.	<u>Classification:-</u> General Central Service, Group 'C, Non-Gazetted, Non-Ministerial	<u>Classification:-</u> General Central Service, Group 'C, Non-Gazetted, Non-Ministerial	No Change
4.	<u>Level in the Pay Matrix:-</u> Level-4 in the Pay Matrix (Rs.25500-81100/-)	<u>Level in the Pay Matrix:-</u> Level-4 in the Pay Matrix (Rs.25500-81100/-)	No Change
5.	<u>Whether selection post or non-selection post:-</u> Non-Selection	<u>Whether selection post or non-selection post:-</u> Non-Selection	No Change
6.	<u>Age limit for Direct recruits:-</u> Not Applicable	<u>Age limit for Direct recruits:-</u> Not applicable	No Change
7.	<u>Educational and other qualifications required for direct recruits:-</u> Not Applicable	<u>Educational and other qualifications required for direct recruits:-</u> Not Applicable	No Change

8.	<u>Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees:-</u> Not Applicable	<u>Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees:-</u> Not Applicable	No Change
9.	<u>Period of Probation, if any:-</u> Not applicable	<u>Period of Probation, if any:-</u> Not applicable	No Change
10.	<u>Method of recruitment:-</u> By Promotion	<u>Method of recruitment:-</u> By promotion failing which by deputation basis.	Non availability of candidate in the feeder grade for promotion in next 3 to 4 years.
11.	<u>In case of recruitment by promotion or deputation/absorption, grades from which promotion/ deputation/ absorption to be made:-</u> Promotion: Staff Car Driver (Ordinary Grade) in level – 2 in the pay matrix (Rs. 19900 – 63200/-) with nine years of regular service in the grade and have passed the trade test specified by the Government. Note: where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors 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 already completed such qualifying or eligibility service.	<u>In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made:-</u> Promotion: Staff Car Driver (Ordinary Grade) in level – 2 in the pay matrix (Rs. 19900 – 63200/-) with nine years of regular service in the grade and have passed the trade test specified by the Government. Note: where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors 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 already completed such qualifying or eligibility service. Deputation: Officers of the central government or state government or union territories: (a) (i) Holding analogous post on regular basis in the parent cadre/department;	Non availability of candidate in the feeder grade for promotion in next 3 to 4 years.

		<p>Or</p> <p>(ii) With nine years of regular service in the grade of Staff Car Driver at Level 4 in the pay matrix; and have passed the trade test, specified by the Government.</p> <p>And</p> <p>(b) Possessing the following educational and other qualifications;</p> <p>(i) <u>Possession of a valid driving license for motor cars;</u></p> <p>(ii) <u>Knowledge of motor mechanism (The candidate should be able to remove minor-defects in vehicle);</u></p> <p>(iii) <u>Experience of driving a motor car for at least three years; and</u></p> <p>(iv) <u>Pass in 10th standard from a recognized Board.</u></p> <p><u>Note: Period of deputation including period of deputation in another ex-cadre post held immediately in the same or some other Organisation/ department of the Central government shall ordinarily not to exceed three years. The maximum age limit for appointment by deputation shall not be exceeding fifty six years as on the closing date of receipt of applications.</u></p>	
12.	<p><u>If a Departmental Promotion Committee exists, what is the composition:-</u></p> <p>Group 'C' Departmental Promotion Committee (for considering promotion) consisting of:</p> <p>1. Under Secretary (Administration), Ministry of Home Affairs : Chairman</p>	<p><u>If a Departmental Promotion Committee exists, what is the composition:-</u></p> <p>Group 'C' Departmental Promotion Committee (for considering promotion) consisting of:</p> <p>1. Under Secretary (Administration), Ministry of Home Affairs : Chairman</p>	No Change

	2. Under Secretary (Secretariat Security Organisation) Ministry of Home Affairs : Member 3. Under Secretary Department of Personnel and Training, North Block, New Delhi : Member	2. Under Secretary (Secretariat Security Organisation) Ministry of Home Affairs : Member 3. Under Secretary Department of Personnel and Training, North Block, New Delhi : Member	
13.	<u>Circumstances in which Union Public service Commission is to be consulted in making recruitment:-</u> Not Applicable	<u>Circumstances in which Union Public service Commission is to be consulted in making recruitment:-</u> Not Applicable	No Change


 (Vishvajeet Kumar Gupta)
 Under Secretary to the Government of India
 Tel. No. 2309 3666

To

1. All the stakeholders for sending their comments to this Ministry.
2. SO (IT) for uploading on the website of the Ministry.