

CENTRAL ADMINISTRATIVE TRIBUNAL, STENOGRAPHERS SERVICE(GROUP 'B' AND 'C' POSTS) RECRUITMENT RULES 1989

REGMERLD NO. D. (D.N.) Che Gazette of *dia EXTRAORDINARY PART 11—Sectfo-n 3—Sub-section (1) PUBLISHED BY AUTHORITY 2i1) 20, 30, 1911 Nj. 211É 'NEW bELK1, THURSDAY, APRIL 20, 1989/CHAiTRA 30, 1911 SeparateTPaging is given to this Tart in order that •it may be filed as*a separate compilation .5rfiT, ('TTf#\$ fQTT7T) 20 +, 1989 S— 309 1985 13 (1) (2) it '€' "T" frtq "T" q) qff 1989 105001/89 • •oose -OOI-OOZC OOCZ-09-OOOZ (6861) s 1 (Abk) ' kl'filhh k k k hl.E E.p k.1E JJSkJ Q k '2J2b ib Pb >JJb •V AUVNICIYOVYLYÄ : vraN140 311?izvo Tli 11—tz mff trä qzf'äti ftf«qä I 11 q-r« fir : Rtf qrä 9 3 qfi, 10 trtr qvrr qrgrrr 12 frü 40 t 1 (2) 2000-3200 'T' (fri qrzx) 19 8TVr I ftevii: Orit t • frztT 4 1 THE GAZETTE OF INDIA : EXTRAORDINARY it fr:rfi frqv, 2 15* 1989 3 4 2000-60-2300 ü.-75- 3200q. 5 1972*frzrq 30 6 9 [PART 7 10 Otr ätxr ver. 12 (1) 50 ftÉffqt .71 (ii) 50 frF:rSt 120 (3üü) 40 frrq f@qrfti 11 fräPß. • 2 57* 1989' 12 2000- 3200 (ii) 1400-2600 14 3 TRfrTä- 4 1400-40-1600- 50-2300-<. ü.-60-2600 5 1972* fi•zFT 30 6 7 THE GAZETTE OF INDIA : EXTRAORDINARY 9 eT(t äivRn I [PART il—SEC, 10 11 (ii) üfrzrt TTVTr 12 (ii) 25 crt (ii) "q" q-rq fig I 7 1 it fig 2 3 5 1972 30 3TfrT 6 "g" 33* 1989 "T" 8 .3ß3SE 4 1200-30- 1560-7.0.- 40-2040 25 qi 9 10 8 THE GAZETTE OF INDIA ; EXTRAORDINARY [PART LI—SEC. 13 12 (ii) 950-1500 14 F. 'q-12018/3/88-g.å.] MINISTRY'OF PERSONNEL, PUBLIC GRIEVANCES AND VENSIONS (Department of Personnel & Training) NOTIFICATION New Delhi, the 20th April, 1989 G.S.R. 455 (E):—In exercise of the powers conferred by sub-section (1) and (2) of section 13 of the Administrative Tribunals Act, 1985 the Central Government hereby makes the. following rules regulating the method of recruitment to Group 'B' and 'C' posts in the Central Administrative Tribunal, namely:— 1. Short title and commencement These rules may be called the Central Administrative Tribunal, Stenographers Service (Group 'B' & fC' posts) Recruitment Rules, 1989. (2) They shall come into force on the dae of their publication in the Official Gazette. 3(i)] 9 2. Application:—These rules shall apply to the posts mentioned in the column 1 of the Schedule to these rules. 3. "Number of posts, classification and scale of pay :—The number of the said posts, their classi- •the scale of pay attached thereto shall be as specified in columns 2 to 5 of the said schedule. 4, Methods of recruitment, age limit, qualifications, etc. :—The method of recruitment to the said posts, age limit, qualifications and other matters relating thereto shall be as specified in columns 5 t' 14 the-schedule aforesaid. .of existing employees:H1) Notwithstanding anything contained in the provisions of these gules, , the persons »oldin\$ the posts of Private Secretary, 5Senior Personal Assistant, Stenographer Grade 'C' and Stenographer Grade 'D' in the Central Administrative Tribunal on the date of commencement of the rules either on transfer or_on deputation who fulfil the qualifications and experience laid down in these rules and yho are I gonsidegcd suitable by the Departmental Promotion Committee shall be eligible for absorption/ regularisation in the respective grade subject to the condition that such persons exercise their option for the absorption and that their parent Departments do not have any objection to their being absorbed in the Tribunal. (2) The seniority of officers mentioned in sub-rule (1) shall be determined with reference to tbe their gggular appoinpmgnt to the posts concerned: coic. •niiW P!Qyjd9d !hat the seniority of omcers recruited from the same source and in the posts held by them in the parent Department shall not be disturbed. (3) The suitability of persons for absorption may be considered by a Depagmental promotion _Committe

6. Disqualification.•— No person:— (i) who has entered into or contracted a marriage with a person having a spouse living; or (ii) who having a spouse living, has entered into or contracted a marriage with any other person; shall be eligible for appointment to any post in the Tribunal : t, Provided thÅ{ the Central Government may, if satisfied that such marriage is .persmissible under the persoial law applicable to such persons and the other party to the marriage and that there are other yrounds for exempt any person from the operation of this rule. 7. .Power to-relax :—Where the Chairman is of the opinion that it is necessary or expedient so to do, he may be order and for reasons to be recorded in writing, relax any of the provisions of these —rules Mitlvxespect t0*1nyslass or category of persons

8. Saying',FN0thingin these rules shall effect reservations, relaxation..:of age other concessions required to be provided for the Scheduled Castes, the-Scheduled Tribes, Ex-servicemen and -other special categories of persons in accordance with the orders. issued by the Central Government from time to time

in this regard. 1050 10 THE GAZETTE OF INDIA : EXTRAORDINARY SCHEDULE Recruitment Rules for Private Secretary in the Central Administrative (PART 11—SEC. 30M' Tribunal Name of the post 1 'Private Secretary No. of posts* 2 58* (1989) Classification 3 General Central Services Group 'B', Gazetted Ministerial Scale of pay 4 2000-60-2300-EB-75- 3200-100-3500. Whether Selection post or non-selection post 5 Selection *Subject to variation dependent on work load. The year in which the should be given within brackets. Educational indicated number exists and other qualification Whether benefit of added •years Of service admissible under rule 30 of the C.C.S. (Pension Rules),' 1972. 6 Age Limit for direct recruits required for direct recruits 8 N.A. Whether age and educational quali- fications prescribed for direct recruits ewill apply in the case of promotees. 9 Age qualification will not apply. However education qualification and proficiency in shorthand as per , recruitment rule for Steno Gr. 'C' with additional experience of 8 years. 7 N.A. Period of .probation, ii any. 10 N.A. t' Method of rectt. Whether by direct rectt. or by promotion or by deputation/transfer & percentage of the vacancies to be filled by various methods. 11 By promotion failing which by transfer on deputation. 13 Vice-Chairman (to be nominated by the Chairman, C.A.T.) —Chairman Member (to be nominated by the 9 ofrectt. by promotion/ dqputation/transfer to be made. 12 Promotion . (1) Senior Personal Assistant with 2 •years of 'service possessing 120 w.p.m. speed in Shorthand and 40 w.p.m. in typing (English) By transfer on deputation : (i) Persons holding the post of Private Secretary or analogous post iD the scale of 2000-3500. (ii) Senior Personal Assistant in the scale of 2000-3200 with 2 years regular service in that grade or Steno Grade 'C' (Court Master) or persons holding analogous post with 9 years oi service. Note : The period of deputation in- cluding the period of deputation in another ex-cadre post held imme- diatoly preceding this appointment in the same or some other organisa- tion/Department of the Central Government shall ordinarily not ii If a DPC exists what is its composition Circumstances in whic h UPSC is to be consulted in making recruitment. Chairman, CAT) Registrar, Principal Bench exceed 3 years. Namof the post 1 Senior Personal Assistant No. of posts 2 (1989) Classification 3 General Central Services Group 'B' Gazetted Ministerial. —Member —Member Scale of pay 4 2000-60-2300-EB-75- 3200. 14 N.A. Whether Selection post or non- Selection post. 5 Non-Selection *Subject to variation dependent on work load. The year in which the indicated number exists should be given within brackets. Recruitment Rules for Senior Personnal Assistant in the Central Administrative Tribunal Whether benefit of added years of Age limit for direct service admissible under rule 30 of the C.C.S. (Pension Rules), 1972 6 N.A. recruits 7 N.A. Educational and other qualification required for direct recruits. 8 N.A. 12 THE GAZETTE OF INDIA : EXTRAORDINARY [PART IL—SEC. • 3(i)] Whether age and educational qualifi- cations prescribed for direct recruits will apply in the case of promotees 9 Age qualification will not apply. How- ever, educational qualification and proficiency in shorthand will apply. In case of rectt. by promotion/ deputation/transfer to be made. 12 Promotion : (i) 50% of vacancies shall be filled in by promotion from amongst Grade sc' stenographer (Court Master) who have rendered not less than 7 years' regular service in the Grade in order of their seniority (subject to the rejection of the unfit). (ii) 50% Of the vacancies shall be filled in . amongst Grade 'C' Stenographer who should have rendered not less than 5 years of approved service in the Grade having speed of not less than 120 w.p.m.än Shorthand and 40 w.p.m. in typing (English) in the order of merit on the result of the departmental competitive held from time to time for this purpose by the Tribunal. Transfer on deputation/Transfer : (i) Persons holding the post of Senior Personal Assistant or analogous post in the scale of Rs.' 2000-3200 in • Central'/State Government/ High Courts etc. Period of probation; if any. 1.0 Two years. Method of Rectt.: Whether direct' rectt. or by promotion of9y deputation/transfer & percentage of the vacancies to- be filled-by various methods. 11 By promotion, or by, transfer/transfer on deputation. If a DPC exists what is its composition. 13 Vice-Chairman (to be nominated by Circumstances in which UPSC is to be consulted in making recruitment. 14 N.A. the Chairman, CAT) —Chairman Member (to be nominated by the —Member Chairman, CAT) Registrar, Principal Bench—Member 11—ü 3(i)] 13 12 1) Person holding the post of Court Master or analogous post in scale of 1400-2600 with 7 years service in Central/StaW Government/ High Court etc. Note The periog of deputation in- cluding the period of deputation in 10. another excadre post held imme- diatelf preceding this appointment in the same or some other organisa- tion/Department of the Central Government shall ordinarily not exceed 3 years. 13 Recruitment Rules for Steno Grade 'C' (Court Master) in the Central Administrative Tribunal Name of the post 1 Court Master (Steno Gr. 'C') No. of posts 2 (1989) Classification 3 Scale of pay 4 Whether Selection post or non- selection post 5 Non-selection

General Central Service 1400-40-1600-50-2300- Group-B Non-Gazetted Ministerial. *Subject to variation dependent on workload. The year in which the indicated number exists should be given within brackets. Whether benefit of added Age limit for direct recruits years of service admissible under rule 30 of the C.C.S. (Pension Rules), 1972 6 N.A. 7 18-25 years. Relaxation for Government servants upto 5 yrs. in accordance with the instructions or orders issued by the Central Government. Note : The crucial date for determining the age limit shall be closing date for receipt of applications from candidates in India. Educational and other qualifications required for direct recruits 8 Essential : (1) Matriculation or equivalent. (2) A speed of 100 w.p.m. in Shorthand (English) and typing speed of 30 w.p.m. in English. Desirable : (1) Degree from recognised university. (2) A speed of 120 w.p.m. in shorthand and typing speed of 30 w.p.m. in English. THE GAZETTE OF INDIA : EXTRAORDINARY [PART II—SEC. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees 9 No In case of rectt. by promotion/ deputation/transfer to be made. 12 promotion • (, (i) 25% of the vacancies shall be filled in by promotion from amongst, Gr. 'D' Stenographers who have rendered not less than 5 years regular service Grade in the order of their seniority (subject to the rejection of the unfit). (ii) 25% of the vacancies shall be filled in amongst Gr. 'D' Stenographers who have rendered less than 3 years of service in the order of merit on the result of the departmental competitive examination held from time to time for this purpose by the Tribunal. Transfer/Transfer on deputation : (a) (i) Persons holding analogous posts in Central Govt./State Govt. or in High Courts etc. (ii) Persons holding the post of Stenographer Gr. 'D' with five years regular service in the Central Government/State Government or High Court Period, of probation, if, any 10 2 years If a DPC exists composition Method of Rectt.: Whether by direct rectt. or by promotion or by transfer & percentage of vacancies , to be filled by various methods 11 (i) 50% by direct recruitment. (ii) 50% by, promotion failing which by transfer or transfer on deputation. what is Its 13 Member (nominated by the Chair- Circumstances in which UPSC is to be consulted in making rectt. N.A. man) Registrar Deputy Registrar —Chairman —Member —Member 15 12 Recruitment Rules for Steno Grade 'D' in the Central Administrative Tribunal 13 (b) Possessing the qualifications prescribed for direct recruits. Note : 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 Organisation/Department of the Central Government shall ordinarily not exceed three years» Name of the post 1 Steno Gr. 'D' No. of posts 2 (1989) Classification 3 Scale of pay 4 Whether Selection post or non-selection post 5 N.A. General Central Service 1200-30-1560-EB-40- Group 'C' Non-gazetted 2040. Non-Ministerial. *Subject to variation dependent on workload. The year in which the indicated number exists should be given within brackets. Whether benefit of added Age limit for direct recruits years of service admissible under rule 30 Of the C.C.S. (Pension Rules) 1972 6 N.A. 7 18-25 years. Note : The crucial date for determining the age limit shall be closing date for receipt of applications . from candidates in India. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees. 9 N.A. Period of probation, if any 10 Two years Educational and other qualifications required for direct recruits 8 Essential : (1) Matriculation or equivalent. (2) A speed of 80 w.p.m. in shorthand (English) (3) A typing speed of 30 w.p.m. in English. Desirable : Qualification : Degree in recognised University. Method of Rectt. : Whether by direct rectt. or by promotion or by deputation/transfer & percentage of the vacancies to be filled by various methods 11 Direct recruitment failing which by transfer/transfer on deputation. 16 THE GAZETTE OF INDIA : EXTRAORDINARY In case of rectt. by promotion/ deputation/transfer to be made. 12 Deputation : (i) holding analogous post in regular basis or (ii) with 8 years of service in LDCs in the scale of Rs. 950-1500 or equivalent and possessing the qualifications prescribed for direct recruit under qol. Note : 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 organisation/Department of the Central Government shall ordinarily not exceed 3 years. Transfer : Holding analogous post in regular .paFis_ in the office of Central/State Government/High Court. If a DPC exists what is its composition. 13 Registrar Joint Registrar Deputy Registrar Smt. —Chairman —Member —Member [PART II—SEC. 3 i Circumstances in which UPSC is to be consulted in making rectt. [No, A-12018/3/88-AT] P.V. VALASALAG KUTTY, Under secy. Printed by the Manager, Govt. of India Press, Ring Road, New Delhi-110064 and published by the Controller of Publications, Delhi-110054, 1989