



File No. A-12018/04/2018-W.I
GOVERNMENT OF INDIA
Ministry of Labour & Employment
Directorate General (Labour Welfare)

Jaisalmer House, 26 Mansingh Road
New Delhi-110011, dated the 31st May, 2019

To

All the Stakeholders

Subject: Framing of Recruitment Rules for the post of Upper Division Clerk (UDC) in Labour Welfare Organisations -seeking comments-reg.

Sir/Ma'am,

The Directorate General (Labour Welfare) proposes to frame Recruitment Rules for the post of Upper Division Clerk (UDC) in Labour Welfare Organisations under Directorate General (Labour Welfare), Ministry of Labour & Employment. In terms of guidelines contained in Department of Personnel & Training's Office Memorandum number AB-14017/61/2008-Estt.(RR) dated 13.10.2015, the proposal for framing/amendment of Recruitment Rules is required to be uploaded on the website of the Department for comments from all the stakeholders. A copy of the Draft Recruitment Rules and Schedule approved by Hon'ble Minister for Labour & Employment is enclosed.

2. All the stakeholders are requested to give their comments on the Draft Recruitment Rules to this office within one month of uploading the same on the website. Comments received after the due date will not be entertained.

Yours faithfully,

(SK Srivastwa)

Under Secretary to the Govt. of India

To

1. IT Cell for uploading on the website.
2. All Welfare Commissioners-with a request to circulate amongst all the concerned.

Encl.: As above.

Draft Notification

[TO BE PUBLISHED IN THE GAZETTE OF INDIA: PART- II, SECTION-3 SUB SECTION- I]

Government of India
Ministry of Labour and Employment
New Delhi, the _____, 2019.

G.S.R..... - In exercise of the powers conferred by the proviso to article 309 of the constitution and in supersession of the Combined Recruitment Rules for Group 'C' & 'D' posts under Labour Welfare Organisation notified in the gazette of India dated 22nd September, 1992, where the (i) Mica Mines Labour Welfare Organization (Group 'C' and Group 'D' posts) Recruitment Rules, 1977 (ii) Iron Ore Mines Labour Welfare Fund (Class III and IV posts) Recruitment Rules, 1967 and (iii) Limestone and Dolomite Mines Labour Welfare Fund (Group 'C' and 'D' posts) condition of services and Recruitment Rules, 1976 (iv) Iron Ore Mines Labour Welfare Fund (Group 'C' posts) Recruitment Rules 1977 as amended from time to time are superseded, except as respects things done or omitted to be done following rules regulating the method of recruitment to the post of Upper Division Clerk (Group 'C' post) under the Labour Welfare Organisations, Ministry of Labour and Employment, namely:-

1. **Short title and commencement:** - (1) These rules may be called the Ministry of Labour and Employment, Labour Welfare Organisations, Upper Division Clerk (Group 'C' Post) Recruitment Rules, 2019.
(2) They shall come into force on the date of their publication in the official Gazette.
2. **Application:** - These rules shall apply in the Labour Welfare Organisations under Ministry of Labour and Employment, Government of India.
3. **Number of post, Classification and scale of Pay:** - Number of the said post, its classification and the scale of pay attached thereto shall be as specified in rows (2) to (4) of the schedule I annexed to these rules. The Labour Welfare Organisations-wise distribution of said post is annexed as schedule II.
4. **Method of recruitment, age limit, qualification etc.:-** The method of recruitment, age limit, qualifications and other matters relating to the said post shall be as specified in columns (5) to (13) of the schedule aforesaid.
5. **Disqualification:** - No Person,-
 - (a) who has entered into or contracted a marriage with a person having a spouse living; or
 - (b) who having a spouse living has entered into or contracted a marriage with any person.shall be eligible for appointment to the said post:

Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

6. **Power to relax:** - Where the Central Government is of the opinion that it is necessary or expedient to do so, it may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.
7. **Saving:** - Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for the Scheduled Castes, the Schedule 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.

SCHEDULE I

Name of post	Number of Post	Classification	Level in Pay Matrix	Whether selection post or non-selection	Age limit for direct recruitment
(1)	(2)	(3)	(4)	(5)	(6)
Upper Division Clerk	68 (2019)* * subject to variation dependent on workload	General Central Service, Group 'C', Non-Gazetted, Non-Ministerial	Level 4 (₹25500-₹81100)	Non-Selection	Not applicable
Educational and other qualification required for direct recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes		Period of probation if any	Method of Recruitment whether by direct recruitment or by promotion or by deputation/transfer & percentage of the vacancies to be filled by various methods	
(7)	(8)		(9)	(10)	
Not applicable	Not applicable		Not applicable	By promotion	
In case of recruitment by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made		If a Departmental promotion Committee exists, what is its composition		Circumstances in which Union Public Service Commission is to be consulted in making recruitment	
(11)		(12)		(13)	

Promotion:	Group 'C' Departmental Promotion Committee consisting of -	Not applicable
Lower Division Clerk with 8 years' regular service in level 2 of pay matrix as per 7 th CPC.	1. Welfare Commissioner-Chairman.	
Transfer on deputation: Officer's under the Central Government: (i) Holding analogous posts on a regular basis; or (ii) with 5 years' regular service in posts in Level-3 of the Pay Matrix or equivalent; or (iii) with 8 years' regular service in posts in Level-2 or equivalent; and possessing 2-year experience of clerical work.	2. Dy. Welfare Commissioner / Assistant Welfare Commissioner/ Welfare Administrator – Member	
(The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputations shall not be eligible for consideration for appointment by promotion. Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation/department shall ordinarily not exceed 3 years.)	3. Administrative-cum-Accounts Officer - Member	
	(An officer of appropriate status from another Central Government office to be associated with the Departmental Promotion Committee. In case, none of the members of the Departmental Promotion Committee belongs to Scheduled Cast/Scheduled Tribe, officer to be associated from other Central Government office should preferably belong to Scheduled Cast/Scheduled Tribe Community)	

SCHEDULE II

Region	No. of sanctioned post
(1)	(2)
Ahmedabad	1
Ajmer	4
Allahabad	6
Bengaluru	7
Bhubaneswar	9
Chandigarh	0
Dehradun	0

Guwahati	1
Hyderabad	4
Jabalpur	8
Kannur	2
Kolkata	3
Nagpur	6
Patna	7
Raipur	1
Ranchi	5
Tirunelveli	4

[F. No. A-12018/04/2018-W. I]

S.K. Srivastwa, Under Secretary