

No- D-30018/1/2021-Lib./DARPG (6979)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Administrative Reforms & Public Grievances  
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6th Floor, STC Building,  
Tolstoy Marg, New Delhi-110001  
Dated the 13<sup>th</sup> January, 2025

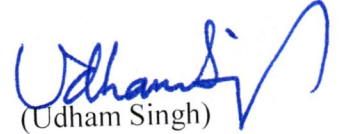
**OFFICE MEMORANDUM**

Subject: Seeking comments of stakeholders on framing of draft Recruitment Rules for the post of Library & Information Officer in DARPG regarding.

The undersigned is directed to refer to Department of Personnel & Training (DoPT)'s OM NO. AB-14017/61/2008- Estt. (RR) dated 13.10.2015, wherein it has been mentioned that before referring any proposal for framing/amendment in the Recruitment Rules of any post in Ministries/Departments and their subordinate and attached office, the proposed amendments/revision in the Recruitment Rules would be put up on the website of respective Ministries/Department for 30 days for inviting comments from the Stakeholders

2. Accordingly, all the Stakeholders are requested to forward their comments (if any) in respect of the draft Recruitment Rules (copy enclosed) for the post of Library & Information Officer, Department of Administrative Reforms & Public Grievances to [udham.singh78@nic.in](mailto:udham.singh78@nic.in) within 30 days of publishing of this O.M. on the website of the Department.

Encls: As above.

  
(Udham Singh)

Under Secretary to the Govt. of India  
Tel: 011- 23440357

To

All concerned Stakeholders

Copy to:

Sr. Technical Director, NIC for uploading on 'What's New' section of the website of DARPG.

{To be published in the Gazette of India}  
Part-II-Sec-3, Sub- Section-(i)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
(Department of Administrative Reforms & Public Grievances)

New Delhi, the .....2025

**Notification**

**G.S.R.....**-In exercise of the power conferred by the proviso to article 309 of the Constitution, the President hereby makes the following rules regulating the method of recruitment to the post of Library & Information Officer in the Ministry of Personnel Public Grievances & Pensions, Department of Administrative Reforms & Public Grievances , namely:-

1. **Short title and commencement.**:- (1) These rules may be called the Ministry of Personnel Public Grievances & Pensions, Department of Administrative Reforms & Public Grievances, Recruitment Rules, 2024

(2) They shall come into force on the date of their publication in the official Gazette.

2. **Number of post, classification and level in the Pay Matrix as per 7<sup>th</sup> CPC.**:- The number of the said post, its classification and level in the Pay Matrix as per 7<sup>th</sup> CPC attached thereto shall be as specified in columns (2) to (4) of the said Schedule.

3. **Method of recruitment, age limit, qualification, etc.**- The method of recruitment, age limit, qualification and other matters relating thereto shall be as specified in columns (5) to (13) of the aforesaid Schedule.

4. **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 Central Government may, if satisfied that such marriage is permissible under personnel 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.

5. **Power to relax.**- Where the Central Government is of the opinion that it is necessary or expedient so to do, it may, by order and for reasons to be recorded in writing and in consultation with the Union Public Service Commission, relax any of the provisions of these rules with respect to any class or category of persons.

6. **Saving-** Nothing in these rules shall affect reservation, relaxation of the age limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, the Other Backward Classes, the 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.

Name of Post	Number of post	Classification	Level in the Pay Matrix as per 7 <sup>th</sup> CPC	Whether selection post or non-selection post	Age limit for direct recruits
1	2	3	4	5	6
Library & Information Officer	1* (2024) *Subject to variation dependent on workload	General Central Service Group 'A' Gazetted, Non- Ministerial	Level-11 Rs. (67700-208700) in the Pay Matrix	Selection	<p>"Not Exceeding 40 years"</p> <p>(Relaxable for Government servants up to 5 years in accordance with the instruction or orders issued by the Central Government).</p> <p><b>Note:</b> The crucial date for determining the age limit shall be as advertised by the UPSC.</p>

Educational and other qualifications required for Direct Recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of probation if any	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods.
7	8	9	10
<p><b>Essential:</b></p> <p><b>(A) Qualifications:</b> Masters' Degree in Library Science or Library and Information Science of a recognized University / Institute;</p>	<p><b>Age:</b> No <b>Educational Qualification:</b> No, but must possess at least Bachelor's Degree in Library Science or Library and information Science of a</p>	One year for direct recruits	By promotion, failing which by deputation (including short-term contract), failing both by direct recruitment

<p><b>(B) Experience:</b> Five years' Professional experience in a Library under Central/State Government / Autonomous or Statutory Organization/ PSU/University or Recognized Research or Educational Institution.</p> <p><b><u>Desirable:</u></b></p> <p><b>(A) Qualifications:</b> Diploma in Computer Application from a recognized University or Institute.</p> <p><b>(B) Experience:</b> 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.</p> <p><b>Note 1:</b> Qualifications are relaxable for reasons to be recorded at the discretion of the Union Public Service Commission in the case of candidates otherwise well qualified.</p> <p><b>Note 2:</b> 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, at 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>	<p>recognized University /Institute</p>		
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In case of recruitment by Promotion / Deputation/ Absorption, grades from which Promotion/ Deputation/ Absorption to be made	If a Departmental Promotion Committee/ Departmental Confirmation Committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
11	12	13
<p><b><u>Promotion:</u></b> Assistant Library &amp; Information officer in Level 7 in the Pay Matrix as per 7<sup>th</sup> CPC with 7 years' regular service in the grade possessing qualification as in col.8 and successfully completed training of minimum two (2) weeks in the field of Library/ Information Science/Library &amp; Information Science.</p> <p><b><u>Deputation (Including short term Contract) /Absorption:</u></b> Officers under the Central Government / State Government/ Union Territories-</p> <p>(a) (i) Holding analogous posts on a regular basis: or (ii) With 7 years' regular service in posts in the Level 7 in the Pay Matrix as per 7<sup>th</sup> CPC or equivalent; and</p> <p>(b) Possessing the educational qualifications prescribed for direct recruits under column 7.</p> <p><b>Note:</b></p> <p>1). The departmental officers in the feeder category who are in the 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> <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 four years.</p> <p>3. The maximum age limit for appointment by deputation (including Short Term Contract) / absorption shall be 'Not exceeding 56 years' as on the closing date or receipt of applications.</p> <p>4. The provision for absorption will be applicable in the case of Central/State Government and Union Territory Government officials only.</p>	<p><b>(1) Group 'A' Departmental Promotion committee (for Promotion)</b></p> <p>(i) Chairman/ Member, UPSC- Chairman (ii) Additional Secretary/Joint Secretary, DARPG- Member (iii) Director/ Deputy Secretary, DARPG- Member</p> <p><b>(2) Group 'A' Departmental Confirmation Committee (for Confirmation)</b></p> <p>(i) Additional Secretary/Joint Secretary, DARPG- Chairman (ii) Director/ Deputy Secretary, DARPG- Member (iii) Director/ Deputy Secretary, DARPG- Member</p>	<p>Consultation with the Union Public Service Commission is necessary on each occasion.</p>