

(To be published in the Delhi Gazette (Part IV) Extraordinary)

No. F.12 (1)/2006/ITC/ 125-31

Government of National Capital Territory of Delhi

Department of Information Technology

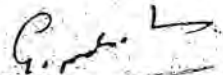
Level 9, 'B' Wing, Delhi Sachivalaya, New Delhi-2.

Dated: 4/11/07

NOTIFICATION

No.F12(1)/2006/ITC: In exercise of the powers conferred by the proviso to article 309 of the constitution, read with the Government of India, Ministry of Home Affairs, Notification No.F.24/78/68-DH (S) dated the 24th September, 1968, the Lt. Governor of the National Capital Territory of Delhi, after prior consultation with the Union Public Service Commission is pleased to make the rules in the Schedule annexed hereto regarding the method of recruitment and qualifications necessary for appointment to the post of Data Entry Operator, Grade- D In Government of National Capital Territory of Delhi.

By order and in the name of
the Lt. Governor of the National
Capital Territory of Delhi.



(Dr. G. Narendra Kumar)
Secretary (IT)

No.F.12(1)/2006/ITC/ 125-31

Dated: 4/11/07

Copy forwarded for information and necessary action to:-

1. The Secretary, Union Public Service Commission, Dholpur House, Shahjahan Road, New Delhi alongwith 04 copies of Notification, in both versions, w.r.t. Sh.R.S Raghavan, Under Secretary's letter No. F.3/24D(16)/2006-RR dated 14.12.2006.
2. The Joint Secretary (Services), Services Department, Govt. of NCT of Delhi, alongwith 04 copies of the Notification in both versions.
3. The Assistant Director (Language), Govt. of NCT of Delhi.
4. The Under Secretary (Law), Govt. of NCT of Delhi.
5. PS to the Lt. Governor, Govt. of NCT of Delhi.
6. PS to Chief Secretary, Govt. of NCT of Delhi.
7. Deputy Secretary (Coordination), Govt. of NCT of Delhi, GAD in duplicate for publication in the Delhi Gazette, Part-IV (Extra-Ordinary), with the request that 05 copies of the Gazette may be supplied to this department and Services -III Department, separately, for official use.


(Dr. G. Narendra Kumar)
Secretary (IT)

Annexure-I

Recruitment Rules for the post of Data Entry Operator Grade 'D' in the Pay Scale of Rs. 5500-9000 in Govt. of N.C.T. of Delhi.

Name of the post	No. of post	Classification	Scale of Pay (Rs.)	Whether selection or non-selection post	Whether benefit of added years of service admissible	Age limit for direct recruits	Educational and other qualifications required for direct recruits
1	2	3	4	5	6	7	8
Data Entry Operator Grade 'D'	3 * *(2006) Subject to variation dependent on workload	General Central Service, Group B Non-Gazetted, Non-Ministerial	5500-175-9000	Selection	Not Applicable	Not applicable	Not Applicable

G. P. Singh

Whether age & educational qualification 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 % of the posts to be filled by various methods	In case of recruitment by Promotion/ Deputation/ Absorption, grades from which Promotion/ Deputation/ Absorption to be made	If a DPC exists what is its composition	Circumstances in which U.P.S.C. to be consulted in making recruitment.
9	10	11	12	13	14
Not Applicable	2 years	Promotion	<p><u>Promotion:</u> Data Entry Operator Grade 'C' in the pay scale of Rs. 5000-8000 with three years regular service in the grade.</p> <p>Note: Where juniors who have completed their qualifying / eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service by more than half of such qualifying / eligibility service or two years, whichever is less, and have successfully completed their probation period for promotion to the next higher grade alongwith their juniors who have already completed such qualifying / eligibility service.</p>	<p><u>Group 'B' D.P.C.</u> <u>(for considering promotion)</u></p> <ol style="list-style-type: none"> 1. Development Commissioner, Govt. of NCT of Delhi - Chairman 2. Secretary Concerned in the Govt. of N.C.T. of Delhi - Member 3. Head of the Department concerned unless he is ex-officio Secretary in the Govt. of N.C.T. of Delhi - Member 	Consultation with UPSC not necessary.


(Dr. G. Narendra Kumar)
Secretary (IT)