

भारत का राजपत्र
The Gazette of India

सी.जी.-डी.एल.-अं.-22122020-223854
CG-DL-E-22122020-223854

असाधारण

EXTRAORDINARY

भाग II—खण्ड 3—उप-खण्ड (i)
PART II—Section 3—Sub-section (i)

प्राधिकार से प्रकाशित
PUBLISHED BY AUTHORITY

सं. 651]
No. 651]

नई दिल्ली, मंगलवार, दिसम्बर 22, 2020/पौष 1, 1942
NEW DELHI, TUESDAY, DECEMBER 22, 2020/PUHSA 1, 1942

अल्पसंख्यक कार्य मंत्रालय

अधिसूचना

नई दिल्ली 21 दिसम्बर, 2020

सा.का.नि. 783(अ).—केंद्रीय सरकार, राष्ट्रीय अल्पसंख्यक आयोग अधिनियम, 1992 (1992 का 19) की धारा 15 के उप-धारा (2) के खंड (क) द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए और राष्ट्रीय अल्पसंख्यक आयोग (अधिकारियों और अन्य कर्मचारियों की सेवा के शर्तों और निबंधन और शर्तों) नियम, 1994 का जहां तक उनका संबंध प्रशासनिक अधिकारी, अनुसंधान अधिकारी, अनुभाग अधिकारी, निजी सचिव और पुस्तकालयाध्यक्ष के पदों से हैं, उन बातों के सिवाय, अधिक्रांत करते हुए जिन्हें ऐसे अधिक्रमण से पूर्व किया गया है या करने का लोप किया गया है, राष्ट्रीय अल्पसंख्यक आयोग के कतिपय पदों पर भर्ती की विधि को विनियमित करने के लिए निम्नलिखित नियम बनाती है, अर्थात:-

1. संक्षिप्त नाम और प्रारंभ - (1) इन नियमों का संक्षिप्त नाम राष्ट्रीय अल्पसंख्यक आयोग (अधिकारियों और अन्य कर्मचारियों की सेवा की शर्तों एवं निबंधन और नियम) नियम, 2020 है।
- (2) ये शासकीय राजपत्र में इनके प्रकाशन की तारीख को प्रवृत्त होंगे।
2. लागू होना - ये नियम, इन नियमों से उपाबद्ध अनुसूची के स्तम्भ (1) में उल्लिखित पदों पर लागू होंगे।
3. पदों की संख्या, वर्गीकरण और वेतन मैट्रिक्स में स्तर - उक्त पदों की संख्या, उनका वर्गीकरण और उनका वेतन मैट्रिक्स में स्तर वे होंगे जो इन नियमों से उपाबद्ध अनुसूची के स्तम्भ (2) से स्तम्भ (4) में विनिर्दिष्ट है।

	टिप्पण 2: प्रतिनियुक्ति पर नियुक्ति के लिए अधिकतम आयु-सीमा आवेदन प्राप्त करने की अंतिम तिथि को छप्पन वर्ष से अधिक नहीं होगी।		
--	--	--	--

[मिसिल सं. 1-1/2015-एनसीएम]

निगार फातिमा हुसैन, संयुक्त सचिव

स्पष्टीकारक टिप्पण: ये नियम राजपत्र में उनके प्रकाशन की तारीख से लागू होंगे। तथापि, नियम 5 विद्यमान पदाधिकारी की सेवाओं को नियमित करने की दृष्टि से भूतलक्षी प्रभाव के साथ लागू होगा और यह प्रमाणित किया जाता है कि नियम 5 को भूतलक्षी प्रभाव देने से, किसी पर प्रतिकूल प्रभाव पड़ने की संभावना नहीं है।

MINISTRY OF MINORITY AFFAIRS

NOTIFICATION

New Delhi, the 21st December, 2020

G.S.R. 783(E).—In exercise of the powers conferred by clause (a) of sub-section (2) of section 15 of National Commission for Minorities Act, 1992 (19 of 1992) and in supersession of the National Commission for Minorities (Terms and Conditions of Service of the Officers and Other Employees) Rules, 1994, in so far as they relate to the posts of Administrative Officer, Research Officer, Section Officer, Private Secretary and Librarian, except as respect things done or omitted to be done before such supersession, the Central Government hereby makes the following rules regulating the method of recruitment to certain posts in National Commission for Minorities, namely:-

1. **Short title and commencement.** - (1) These rules may be called the National Commission for Minorities (Terms and Conditions of Service of Officers and other Employees) Rules, 2020.

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

2. **Application.** - These rules shall apply to the posts mentioned in column (1) of the Schedule annexed to these rules.

3. **Number of posts, classification and level in pay matrix.** - The number of said posts, their classification and level in the pay matrix attached thereto shall be as specified in columns (2) to (4) of the said Schedule.

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

5. **Initial Constitution.** - The incumbent holding the post of Principal Private Secretary in the National Commission for Minorities on regular basis, on the date of commencement of these rules, shall be deemed to have been appointed under these rules to the corresponding posts mentioned in the Schedule and the services rendered by him in the said post shall be taken into account for the purpose of probation, qualifying service for promotion, confirmation and pension.

6. **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 posts:

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.

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

8. **Saving.** - Nothing in these rules shall affect reservation, relaxation of age-limit and other concessions required to be provided to 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.

SCHEDULE

Name of post.	Number of posts.	Classification.	Level in Pay Matrix.	Whether selection or non-selection post.
(1)	(2)	(3)	(4)	(5)
1. Principal Private Secretary.	1* (2020) *Subject to variation dependent on the workload.	Not applicable.	Level - 11 (Rs. 67700-208700/-)	Selection.

Age-limit for direct recruits.	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.
(6)	(7)	(8)	(9)
Not applicable.	Not applicable.	Not applicable.	Two years for promotees.

Method of recruitment whether by direct recruitment or by promotion or by deputation or by absorption and percentage of the vacancies to be filled by various methods.	In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made.	If a Departmental Promotion Committee exists, what is its composition.	Circumstances in which Union Public Service Commission to be consulted in making recruitment.
(10)	(11)	(12)	(13)
By promotion, failing which by deputation. 30-12-2020 2027.	Promotion: Private Secretary in the National Commission for Minorities in Level - 7 (Rs. 44900-142400/-) in the pay matrix with seven years regular service in the grade. Note: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors shall 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 the State Governments or Union Territory Administrations or public sector undertakings or Universities or recognised Research Institutions or Semi-Government or autonomous bodies or statutory organisations,- (i) holding analogous post on regular basis in the parent cadre or department ; or (ii) with five years regular service in the grade in Level - 10 (Rs. 56100-177500/-) in the pay matrix or equivalent rendered	Departmental Promotion Committee (for considering promotion) consisting of: (1) Joint Secretary, National Commission for Minorities - Chairperson; (2) Director or Deputy Secretary, National Commission for Minorities - Member; (3) Under Secretary, National Commission for Minorities - Member; (4) Under Secretary, Ministry of Minority Affairs - Member.	Not applicable.

	<p>after appointment in the parent cadre or department; or</p> <p>(iii) with six years regular service in Level - 8 (Rs. 47600-151100/-) in the pay matrix or equivalent rendered after appointment in the parent cadre or department; or</p> <p>(iv) with seven years regular service in the Level - 7 (Rs. 44900-142400/-) in the pay matrix or equivalent in the parent cadre or department.</p> <p>Note 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, the deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>Note 2: The period of deputation (including short-term contract) including the period of deputation in another <i>ex-cadre</i> post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not to exceed three years.</p> <p>Note 3: The maximum age-limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of applications.</p>		
--	--	--	--

(1)	(2)	(3)	(4)	(5)
2. Legal Officer.	1* (2020) *Subject to variation dependent on the workload.	Not applicable.	Level - 11 (Rs. 67700-208700/-)	Not applicable.

(6)	(7)	(8)	(9)
Not applicable.	Not applicable.	Not applicable.	Not applicable.

(10)	(11)	(12)	(13)
By deputation.	<p>Deputation: Officers of the Central Government or State Governments or Union Territory Administrations or public sector undertakings or Universities or recognised research institutions or Semi-Government or autonomous bodies or statutory organisations,-</p> <p>(A) (i) holding analogous post on regular basis in the parent cadre or department; or</p> <p>(ii) with five years regular service in Level - 10 (Rs. 56100-177500/-) in the pay matrix or equivalent rendered after appointment in the parent cadre or department; and</p> <p>(B) possessing the following educational qualifications and experience:</p> <p>(i) Bachelor's degree in Law of a recognized University or institution and six years experience in legal matters; or</p> <p>(ii) Master's degree in Law of a recognised University or institution and five years experience in legal matters.</p> <p>Note 1: The period of deputation (including short-</p>	Not applicable.	Not applicable.

	term contract) including the period of deputation in another <i>ex-cadre</i> post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not to exceed three years. Note 2: The maximum age-limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of applications.		
--	---	--	--

(1)	(2)	(3)	(4)	(5)
3. Administrative Officer.	1* (2020) *Subject to variation dependent on the workload.	Not applicable.	Level - 10 (Rs. 56100-177500/-)	Selection.

(6)	(7)	(8)	(9)
Not applicable.	Not applicable.	Not applicable.	Two years for promotees.

(10)	(11)	(12)	(13)
By promotion failing which by deputation.	<p>Promotion: Section Officer with three years regular service in Level - 7 in the pay matrix (Rs. 44900-142400/-) and successfully completed training of 12 weeks in the field of Administrative Establishments and Accounts. Note: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors shall 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>Deputation: Officers of the Central Government or State Governments or Union Territory Administrations or public sector undertakings or Universities or recognised research institutions or Semi-Government or autonomous bodies or statutory organisations,- (A) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with three years regular service in the Level - 7 in the pay matrix (Rs. 44900-142400/-) or equivalent in parent cadre or department; and (B) possessing the following educational qualifications and experience: (i) Bachelor's degree from a recognized University or institute; and (ii) three years experience in Accounts, Administration, Establishment work in a Government Office/Public Sector undertaking/autonomous body/Statutory body.</p>	<p>Departmental Promotion Committee (for considering promotion) consisting of: (1) Joint Secretary, National Commission for Minorities - Chairperson; (2) Director/Deputy Secretary, National Commission for Minorities - Member; (3) Under Secretary, National Commission for Minorities - Member; (4) Under Secretary, Ministry of Minority Affairs - Member.</p>	Not applicable.

	<p>Note 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, the deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>Note 2: The period of deputation (including short-term contract) including the period of deputation in another <i>ex-cadre</i> post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed three years.</p> <p>Note 3: The maximum age-limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of applications.</p>		
--	---	--	--

(1)	(2)	(3)	(4)	(5)
4. Research Officer.	1* (2020) *Subject to variation dependent on the workload.	Not applicable.	Level - 10 (Rs. 56100-177500/-)	Selection.

(6)	(7)	(8)	(9)
Not applicable.	Not applicable.	Not applicable.	Two years for promotees.

(10)	(11)	(12)	(13)
By promotion failing which by deputation.	<p>Promotion: Research Assistants with eight years regular service in Level - 6 in the pay matrix (Rs. 35400-112400/-) in the grade. Note: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors shall 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>Deputation: Officers of the Central Government or State Governments or Union Territory administrations or public sector undertakings or Universities or recognised research institutions or Semi- Government or autonomous bodies or statutory organisations,- (A) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with two years regular service</p>	<p>Departmental Promotion Committee (for considering promotion) consisting of: (1) Joint Secretary, National Commission for Minorities - Chairperson; (2) Director/Deputy Secretary, National Commission for Minorities - Member; (3) Under Secretary, National Commission for Minorities - Member; (4) Under Secretary, Ministry of Minority Affairs - Member.</p>	Not applicable.

	<p>in Level - 8 in the pay matrix (Rs. 47600-151100/-) or equivalent in the parent cadre or department; or</p> <p>(iii) with eight years regular service in Level - 6 in the pay matrix (Rs. 35400-112400/-) or equivalent in the parent cadre or department; and</p> <p>(B) possessing the following educational qualifications and experience:</p> <p>(i) Bachelor's degree in Sociology or Social Work or Law or Statistics from a recognised University or institute; and</p> <p>(ii) eight years experience in data analysis or research work; and</p> <p>(iii) proficiency in Hindi and English.</p> <p>Note 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, the deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>Note 2: The period of deputation (including short-term contract) including the period of deputation in another <i>ex-cadre</i> post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed three years.</p> <p>Note 3: The maximum age-limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of applications.</p>		
--	--	--	--

(1)	(2)	(3)	(4)	(5)
5. Section Officer.	1* (2020) *Subject to variation dependent on the workload.	Not applicable.	Level - 7 (Rs. 44900-142400/-)	Selection.

(6)	(7)	(8)	(9)
Not applicable.	Not applicable.	Not applicable.	Not applicable.

(10)	(11)	(12)	(13)
By promotion failing which by deputation.	<p>Promotion: Assistant with five years regular service in Level - 6 in the pay matrix (Rs. 35400-112400/-) in the grade.</p> <p>Note: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors shall also be considered provided they are not short of the</p>	<p>Departmental Promotion Committee (for considering promotion) consisting of:</p> <p>(1) Joint Secretary, National Commission for Minorities - Chairperson;</p> <p>(2) Director/Deputy Secretary, National Commission for Minorities - Member;</p> <p>(3) Under Secretary, National Commission for Minorities - Member;</p> <p>(4) Under Secretary, Ministry of Minority Affairs - Member.</p>	Not applicable.

<p>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>Deputation: Officers of the Central Government or State Governments or Union Territory Administrations or public sector undertakings or Universities or recognised research institutions or Semi-Government or autonomous bodies or statutory organisations,-</p> <p>(A) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with five years regular service in Level - 6 in the pay matrix (Rs. 35400-112400/-) or equivalent in the parent cadre or department; and</p> <p>(B) possessing the following educational qualification and experience:</p> <p>(i) Bachelor's degree from a recognised University; (ii) three years experience in establishment or administration matters.</p> <p>Note 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, the deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>Note 2: The period of deputation (including short-term contract) including the period of deputation in another <i>ex-cadre</i> post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not to exceed three years.</p> <p>Note 3: The maximum age-limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of applications.</p>		
--	--	--

(1)	(2)	(3)	(4)	(5)
6. Private Secretary.	1* (2020) *Subject to variation dependent on the workload.	Not applicable.	Level - 7 (Rs. 44900-142400/-)	Selection.

(6)	(7)	(8)	(9)
Not applicable.	Not applicable.	Not applicable.	Not applicable.

(10)	(11)	(12)	(13)
By promotion failing which by deputation.	<p>Promotion: Stenographers Grade - I with five years regular service in Level - 6 in the pay matrix (Rs. 35400-112400/-) in the grade.</p> <p>Note: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors shall 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>Deputation: Officers of the Central Government or State Governments or Union Territory Administrations or public sector undertakings or Universities or recognised research institutions or semi-Government or autonomous bodies or statutory organisations,- (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with five years regular service in Stenographers Grade in Level - 6 in the pay matrix (Rs. 35400-112400/-) or equivalent in the parent cadre or department.</p> <p>Note 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, the deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>Note 2: The period of deputation (including short-term contract) including the period of deputation in another <i>ex-cadre</i> post held immediately preceding this appointment in the same or some other organisation or department of</p>	<p>Departmental Promotion Committee (for considering promotion) consisting of: (1) Joint Secretary, National Commission for Minorities - Chairperson; (2) Director/Deputy Secretary, National Commission for Minorities - Member; (3) Under Secretary, National Commission for Minorities - Member; (4) Under Secretary, Ministry of Minority Affairs - Member.</p>	Not applicable.

	the Central Government shall ordinarily not to exceed three years. Note 3: The maximum age-limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of applications.		
--	--	--	--

(1)	(2)	(3)	(4)	(5)
7. Librarian and Information Assistant.	1* (2020) *Subject to variation dependent on the workload.	Not applicable.	Level - 6 (Rs. 35400-112400/-)	Not applicable.

(6)	(7)	(8)	(9)
Not applicable.	Not applicable.	Not applicable.	Not applicable.

(10)	(11)	(12)	(13)
By deputation.	<p>Deputation:</p> <p>Officers of the Central Government or State Governments or Union Territory Administrations or public sector undertakings or Universities or recognised research institutions or semi-Government or Autonomous bodies or statutory organisations,-</p> <p>(A) (i) holding analogous post on regular basis in the parent cadre or department; or</p> <p>(ii) six years regular service in Level - 5 in the pay matrix (Rs. 29200-92300/-) or equivalent in the parent cadre or department; and</p> <p>(B) possessing the following qualifications:</p> <p>(i) Bachelor's degree in Library Science or Library and Information Science of a recognised University or Institute ; and</p> <p>(ii) two years' professional experience in a Library under Central Government or State Governments or autonomous bodies or statutory</p> <p>in another <i>ex-cadre</i> post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed three years.</p> <p>Note 2: The maximum age-limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of applications.</p>	Not applicable.	Not applicable.

[F.No.1-1/2015-NCM]

NIGAR FATIMA HUSAIN, Jt. Secy.

Explanatory Note: These rules shall come into force from the date of their publication in the Official Gazette. However, rule 5 shall come into force with retrospective effect with a view to regularise the services of the existing incumbent and it is certified that by giving retrospective effect to rule 5, no one is likely to be adversely affected.