

NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED
B.T. ROAD, BON-HOOGHLY, KOLKATA-700090

RECRUITMENT RULES

EXISTING RECRUITMENT RULES			MODIFIED RECRUITMENT RULES
1	Name of the post	Lecturer-cum-Assistant Nursing Superintendent	Lecturer-cum-Assistant Nursing Superintendent
2	Number of posts	01	01
3	Classification of posts/service	Group-B	Group-B
4	Scale of Pay	PB-2 Rs.9,300-34,800/- GP Rs.4600/- (revised) Rs.6500-10,500/- (pre-revised)	PB-2 Rs.9,300-34,800/- GP Rs.4600/- (revised) Rs.6500-10,500/- (pre-revised)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection	Selection by merit
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	NA	Not applicable
7	Age limit for direct recruitment	Below 40 years	Below 30 years
8	Educational and other qualifications required for direct recruitment	M. Sc. (Nursing) in Med./Surgical stream with three years experience or B. Sc. (Nursing) with five years experience or B. Sc. (Nursing) with Post Basic Diploma (Ortho and Rehab. Nursing) with two years experience. Desirable:- Knowledge of I.T.	M. Sc. (Nursing) in Med./Surgical stream with three years experience. Or B. Sc. (Nursing) with five years experience. Or B. Sc. (Nursing) with Post Basic Diploma (Ortho and Rehab. Nursing) with two years experience. Desirable: - Knowledge of I.T. Remarks: - Experience may be relaxed by the Competent Authority for otherwise eligible/suitable candidates.
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	NA	Only Age may be relaxed. Educational qualifications prescribed for direct recruits will apply in the case of promotion
10	Period of probation if any	Two years	Two years for direct recruitment
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation/ Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By Promotion/Direct/ Deputation	By Promotion failing which By Direct/ Deputation (for deputation not exceeding three years and maximum age limit – 56 years as on closing date of receipt of the applications)
12	Grade from which recruitment by promotions/ deputation/transfer. Short-term contract /re-employment is to be made.	From the post of Clinical Instructor-cum-Nursing In-charge/Nursing Sister-cum-Supervisor having requisite qualification and experience.	Promotion :- By promotion from the post of Clinical Instructor-cum-Nursing Sister and Staff Nurse in GP Rs.4200/- with requisite educational qualifications having five years of regular service in the Institute. Deputation:- Deputation Officers of the Central/ State Govt./Autonomous bodies. 1. Holding analogous posts on regular basis Or 2. With five years regular services in the Grade Pay Rs.4200/- or equivalent in a recognized Institution/College/University.
13	If a D.P.C. exists what is its composition.	NA	As per Institute bye laws and DOPT guidelines.
14	Circumstances in which UPSC is to be consulted in making recruitment	NA	Not applicable
15	Duties attached	In-charge of nursing section under HOD (Rehab. Nursing) To supervise the works or subordinates. To look after patients services at indoor, outdoor, ICU, Operation Theatre and participated in teaching.	To supervise the works or subordinates. To look after patients services at indoor, outdoor, ICU, Operation Theatre and participated in teaching under instruction and supervision of In-charge or HOD. However additional responsibility and administrative duties may be assigned by the competent authority as and when required.
16	Agency for Selection and Designation of appointing authority	Director, NIOH	Director, NIOH

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KOLKATA-90
RECRUITMENT RULES FOR THE POST OF

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1	Name of the post	:	Estate Officer
2	Number of posts	:	01
3	Classification of posts/service	:	Group-B
4	Scale of Pay	:	PB-2 Pay Band Rs.9300-34800/- + Grade Pay Rs.4600/- revised pay (Rs.6,500-200-10,500/- pre-revised)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	:	Selection
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	:	NA
7	Age limit for direct recruitment	:	Below 35 years ✓
8	Educational and other qualifications required for direct recruitment	:	Diploma in Civil/Electrical Engg. from a recognized Institution and 10 years experience in this line.
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	:	NA
10	Period of probation if any	:	02 years
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation/ Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	:	By Direct/ Deputation
12	Grade from which recruitment by promotions/ deputation/transfer. Short-term contract /re-employment is to be made.	:	NA
13	If a D.P.C. exists what is its composition.	:	NA
14	Circumstances in which UPSC is to be consulted in making recruitment	:	NA
	14.A- Duties attached		To manage of Estate matters, allotment of staff quarters, offices space, maintenance and repairing of building supervision of sanitary arrangement, vehicles, horticulture, guest house etc. in-charge of Security, Sweeping & Cleaning Sections.
	14.B- Agency for Selection		Director, NIOH
	14.C- Designation of appointing authority		Director, NIOH

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RECRUITMENT RULES

1	Name of the post	Senior Physiotherapist-cum-Junior Lecturer											
2	Number of posts	01											
3	Classification of posts/service	Group-B											
4	Scale of Pay	PB-2 Rs.9300-34800/- + Grade Pay Rs.4600/- (Revised Pay) (Rs.6500-10,500/- Pre-revised)											
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection by merit											
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	NA											
7	Age limit for direct recruitment	Below 35 years											
8	Educational and other qualifications required for direct recruitment	Essential: (i) B.Sc. Degree in Physiotherapy from a recognized University (ii) 05 Years teaching experience in the field i.e., in Physiotherapy. Desirable: Post Graduate Degree in the relevant field i.e., in Physiotherapy from a recognized University. Remarks: Experience may be relaxed by the Competent Authority for the candidates having desirable qualifications.											
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	Only Age may be relaxed. Educational qualifications prescribed for direct recruits will apply in the case of promotion											
10	Period of probation if any	Two years for direct recruitment. Nil for promotees											
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation/ Transfer 3. By- Absorption 4. By- Promotion and % of posts to the filled by various methods.	By promotion failing which By Direct/ Deputation (for deputation not exceeding three years and maximum age limit – 56 years as on closing date of receipt of the applications)											
12	Grade from which recruitment by promotions/ deputation/transfer. Short-term contract /re-employment is to be made.	Promotion: - By promotion from the post of Demonstrator (PT) having six years of regular service in the Institute. Deputation Officers of the Central/ State Govt./Autonomous bodies. 1. Holding analogous posts on regular basis Or 2. With six years regular services in the grade of Demonstrator (PT) or equivalent in a recognized Institution/College/University in Physiotherapy.											
13	If a D.P.C. exists what is its composition	Selection/Departmental Promotion Committee:- <table><tr><td>Director of NIOH</td><td>Chairman</td></tr><tr><td>Dy. Director (Tech.) of NIOH</td><td>Member</td></tr><tr><td>Two Experts in the same field to be nominated by the Chairman</td><td>Member</td></tr><tr><td>One representative of SC/ST/OBC/Minority Community</td><td>Member</td></tr><tr><td>Dy. Director (Admn.) of NIOH</td><td>Member Secy.</td></tr></table>		Director of NIOH	Chairman	Dy. Director (Tech.) of NIOH	Member	Two Experts in the same field to be nominated by the Chairman	Member	One representative of SC/ST/OBC/Minority Community	Member	Dy. Director (Admn.) of NIOH	Member Secy.
Director of NIOH	Chairman												
Dy. Director (Tech.) of NIOH	Member												
Two Experts in the same field to be nominated by the Chairman	Member												
One representative of SC/ST/OBC/Minority Community	Member												
Dy. Director (Admn.) of NIOH	Member Secy.												
14	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable											
15	Duties attached	To assess and rehabilitation the patients by Physical Therapy and Demonstrate the students. However additional responsibility and administrative duties may be assigned by the competent authority as and when required.											
16	Agency for Selection and Designation of appointing authority	Director, NIOH											



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1	Name of the post	Senior Occupational Therapist-cum-Junior Lecturer											
2	Number of posts	01											
3	Classification of posts/service	Group-B											
4	Scale of Pay	PB-2 Rs.9300-34800/- + Grade Pay Rs.4600/- (Revised Pay) (Rs.6500-10,500/- Pre-revised)											
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection by merit											
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	NA											
7	Age limit for direct recruitment	Below 35 years											
8	Educational and other qualifications required for direct recruitment	Essential: (i) B.Sc. Degree in Physiotherapy from a recognized University (ii) 05 Years teaching experience in the field i.e., in Physiotherapy. Desirable: Post Graduate Degree in the relevant field i.e., in Physiotherapy from a recognized University. Remarks: Experience may be relaxed by the Competent Authority for the candidates having desirable qualifications.											
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	Only Age may be relaxed. Educational qualifications prescribed for direct recruits will apply in the case of promotion											
10	Period of probation if any	Two years for direct recruitment. Nil for promotees											
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation/ Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By promotion failing which By Direct/ Deputation (for deputation not exceeding three years and maximum age limit – 56 years as on closing date of receipt of the applications)											
12	Grade from which recruitment by promotions/ deputation/transfer. Short-term contract /re-employment is to be made.	Promotion: - By promotion from the post of Demonstrator (OT) having six years of regular service in the Institute. Deputation Officers of the Central/ State Govt./Autonomous bodies. 1. Holding analogous posts on regular basis Or 2. With six years regular services in the grade of Demonstrator (OT) or equivalent in a recognized Institution/College/University in Physiotherapy.											
13	If a D.P.C. exists what is its composition	Selection/Departmental Promotion Committee:- <table><tr><td>Director of NIOH</td><td>Chairman</td></tr><tr><td>Dy. Director (Tech.) of NIOH</td><td>Member</td></tr><tr><td>Two Experts in the same field to be nominated by the Chairman</td><td>Member</td></tr><tr><td>One representative of SC/ST/OBC/Minority Community</td><td>Member</td></tr><tr><td>Dy. Director (Admn.) of NIOH</td><td>Member Secy.</td></tr></table>		Director of NIOH	Chairman	Dy. Director (Tech.) of NIOH	Member	Two Experts in the same field to be nominated by the Chairman	Member	One representative of SC/ST/OBC/Minority Community	Member	Dy. Director (Admn.) of NIOH	Member Secy.
Director of NIOH	Chairman												
Dy. Director (Tech.) of NIOH	Member												
Two Experts in the same field to be nominated by the Chairman	Member												
One representative of SC/ST/OBC/Minority Community	Member												
Dy. Director (Admn.) of NIOH	Member Secy.												
14	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable											
15	Duties attached	To assess and Rehabilitate the patients by Occupational Therapy and Demonstrate the students. However additional responsibility and administrative duties may be assigned to you, from time to time.											
16	Agency for Selection and Designation of appointing authority	Director, NIOH											



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EXISTING RECRUITMENT RULES			MODIFIED RECRUITMENT RULES
1	Name of the post	Extension Service Officer	Extension Service Officer
2	Number of posts	01	01
3	Classification of posts/service	Group-B	Group-B
4	Scale of Pay	Rs.6500-10,500/- (Rs.2000-60-2300-75-3200-100-3500)	PB-2 Rs.9300-34800/- + Grade Pay Rs.4600/- (Revised Pay) (Rs.6500-10,500/- Pre-revised)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection	Selection by merit
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	NA	Not applicable
7	Age limit for direct recruitment	Below 45 years.	Below 30 years.
8	Educational and other qualifications required for direct recruitment	Post Graduate in Social Sciences/ Rehab stream with PG Diploma/ Degree in Management with 5 years working experience Working knowledge of IT	PG in Sociology / Social Work / Psychology from any recognized University with 05 years working experience in field of Disability and Rehabilitation. Desirable: - PG Diploma in Disability Rehabilitation Management/PG Diploma in CBR. Remarks: Experience may be relaxed by the Competent Authority for the candidates having desirable qualifications.
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	NA	Only Age may be relaxed. Educational qualifications prescribed for direct recruits will apply in the case of promotion
10	Period of probation if any	02 years	Two years for direct recruitment.
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation/ Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By Direct/ Deputation	By Promotion failing which By Direct/ Deputation (for deputation not exceeding three years and maximum age limit – 56 years as on closing date of receipt of the applications)
12	Grade from which recruitment by promotions/ deputation/transfer. Short-term contract /re-employment is to be made.	NA	Promotion :- By promotion from the post in GP Rs.4200/- with fulfilled the educational qualifications having 05 years of regular service in the Institute Deputation:- Deputation Officers of the Central/ State Govt./Autonomous bodies. 1. Holding analogous posts on regular basis Or 2. With five years regular services in the Grade Pay Rs.4200/- or equivalent in a recognized Institution/College/University.
13	If a D.P.C. exists what is its composition.	NA	As per Institute bye laws and DOPT guidelines.
14	Circumstances in which UPSC is to be consulted in making recruitment	NA	Not applicable
15	Duties attached	To coordinate team in extension program/ outreach services including monitoring through furnishing periodic report & utilization	To coordinate extension activity of the Institute and Teaching etc. under instruction and supervision of In-charge or HOD. However additional responsibility and administrative duties may be assigned by the competent authority as and when required
16	Agency for Selection and Designation of appointing authority	Director, NIOH	Director, NIOH

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RECRUITMENT RULES

EXISTING RECRUITMENT RULES		MODIFIED RECRUITMENT RULES
1	Name of the post	STAFF NURSE
2	Number of posts	08
3	Classification of posts/service	Group-B
4	Scale of Pay	PB-2 Rs.9,300-34,800/- GP Rs.4200/- (Rs.5000-8000/-)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection by merit
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	Not applicable
7	Age limit for direct recruitment	Below 30 years
8	Educational and other qualifications required for direct recruitment	<p>i) Diploma in General Nursing & Midwifery from a recognized University/Institution with three years experience.</p> <p>ii) Registered as Nurse and Midwife under Indian Nursing Council Act 1947 / any State Nursing Council.</p> <p>Preference: - B. Sc. (Nursing)/ Post Basic Diploma in Ortho. & Rehab. Nursing.</p> <p>Remarks: - Experience may be relaxed by the Competent Authority for otherwise eligible/suitable candidates.</p>
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	Not applicable
10	Period of probation if any	Two years for direct recruitment
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation/ Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By Direct/ Deputation (for deputation not exceeding three years and maximum age limit – 56 years as on closing date of receipt of the applications)
12	Grade from which recruitment by promotions/ deputation/transfer. Short-term contract /re-employment is to be made.	Deputation:- Deputation Officers of the Central/ State Govt./Autonomous bodies. 1. Holding analogous posts on regular basis in a recognized Institution/College/University.
13	If a D.P.C. exists what is its composition.	As per Institute bye laws and DOPT guidelines.
14	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15	Duties attached	To work in Indoor Ward, Operation Theater, ICU, OPD etc. for patient care under instruction and supervision of In-charge or HOD. However additional responsibility and administrative duties may be assigned by the competent authority as and when required.
16	Agency for Selection and Designation of appointing authority	Director, NIOH

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RECRUITMENT RULES

EXISTING RECRUITMENT RULES		MODIFIED RECRUITMENT RULES
1	Name of the post	PA TO DIRECTOR
2	Number of posts	01
3	Classification of posts	Group-B
4	Pay Band and Grade Pay	PB-2 Rs.9,300-34,800/- GP Rs.4200/- Rs.5500-9000/- (pre-revised)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection by merit
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	Not Applicable
7	Age limit for direct recruitment	Below 30 years
8	Educational and other qualifications required for direct recruitment	<p>i) Graduate in any discipline from a recognized University with Shorthand and Typing speed as per selection Grade Stenographer or Grade-I steno of Govt. of India. Shorthand speed 120 wpm. Typing 40 wpm.</p> <p>Experience:- Two years experience in relevant field.(As per DOPT Guidelines)</p> <p>Desirable:- Knowledge of Computer.</p> <p>Remarks:- Experience may be relaxed by the Competent Authority or otherwise eligible/suitable candidates.</p>
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	Only Age may be relaxed. Educational qualifications prescribed for direct recruits will apply in the case of promotion.
10	Period of probation, if any	Two years for direct recruitment.
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation / Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By promotion failing which By Direct/ Deputation (for deputation not exceeding three years and maximum age limit – 56 years as on closing date of receipt of the applications).
12	In case of recruitment by promotion/deputation/transfer. Grades from which promotion/deputation transfer to be made.	<p>Promotion :-</p> <p>By promotion from the post of Stenographer Grade-III. Shorthand speed 120 wpm. Typing 40 wpm with 05 years of regular service in the Institute.</p> <p>Deputation Officers of the Central/ State Govt./Autonomous bodies.</p> <p>1. Holding analogous posts on regular basis Or 2. With five regular services in the grade of Stenographer Grade-III in the PB-1 G.P. Rs.2800/- or equivalent in a recognized Organization.</p>
13	If a D.P.C. exists what is its composition	As per Institute bye laws and DOPT guidelines
14	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable
15	Duties attached	To be performed all duties as Personal Assistant to Director including stenographical and typing works
16	Agency for Selection and Designation of appointing authority	Director, NIOH

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RECRUITMENT RULES

EXISTING RECRUITMENT RULES			MODIFIED RECRUITMENT RULES
1	Name of the post	PATHOLOGY TECHNICIAN	PATHOLOGY TECHNICIAN
2	Number of posts	01	01
3	Classification of posts	Group-B	Group-B
4	Pay Band and Grade Pay	Rs.5000-8000/- (pre-revised)	PB-2 Rs.9,300-34,800/- GP Rs.4200/-
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection	Selection by merit
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	NA	Not Applicable
7	Age limit for direct recruitment	Below 35 years	Below 30 years
8	Educational and other qualifications required for direct recruitment	B.Sc. passed from recognized university Diploma in Laboratory / Training /Certificate in Laboratory Training .3 years experience in Hospital Laboratory.	10+2 with Science subject with two years Diploma in Medical Laboratory Technology (DMLT) or relevant subject from Govt. recognized Organizations / Institute/ Medical College. Experience: - Three years experience in Hospital Laboratory. Remarks: - Experience may be relaxed by the Competent Authority or otherwise eligible/suitable candidates.
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	NA	Not Applicable
10	Period of probation, if any	02 years	Two years for direct recruitment.
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation / Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By Direct/Promotion	By Direct / Deputation (for deputation not exceeding three years and maximum age limit – 56 years as on closing date of receipt of the applications).
12	In case of recruitment by promotion/deputation/transfer. Grades from which promotion/deputation transfer to be made.	NA	Deputation Officers of the Central/ State Govt./Autonomous bodies. 1. Holding analogous posts on regular.
13	If a D.P.C. exists what is its composition	NA	As per Institute bye laws and DOPT guidelines
14	Circumstances in which UPSC is to be consulted in making recruitment	NA	Not Applicable
15	Duties attached	To perform Pathological investigation and other related works by maintaining the Registers and records.	To perform Pathological investigation and other related works by maintaining the Registers and records. However additional responsibility and administrative duties may be assigned by the competent authority as and when required.
16	Agency for Selection and Designation of appointing authority	Director, NIOH	Director, NIOH

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RECRUITMENT RULES

EXISTING RECRUITMENT RULES		MODIFIED RECRUITMENT RULES
1	Name of the post	X-Ray Technician
2	Number of posts	01
3	Classification of posts/service	Group-B
4	Scale of Pay	PB-2 Rs.9300-34800/- + Grade Pay Rs.4200/- (Revised Pay) (Rs.5000-8000/- Pre-revised)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection by merit
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	Not applicable
7	Age limit for direct recruitment	Below 30 years.
8	Educational and other qualifications required for direct recruitment	i) 10+2 or equivalent, with Science stream. ii) Two years Diploma in Radiography with three years working experience for digital X-Ray Technique. Remarks: - Experience may be relaxed by the Competent Authority for otherwise eligible/suitable candidates.
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	Only Age may be relaxed. Educational qualifications prescribed for direct recruits will apply in the case of promotion.
10	Period of probation if any	Two years for direct recruitment.
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation/ Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By Promotion failing which By Direct/ Deputation (for deputation not exceeding three years and maximum age limit – 56 years as on closing date of receipt of the applications)
12	Grade from which recruitment by promotions/ deputation/transfer. Short-term contract /re-employment is to be made.	Promotion :- By promotion from the post of Assistant X-Ray Technician in the GP Rs.2400/- having 05 years of regular service in the Institute Deputation:- Deputation Officers of the Central/ State Govt./Autonomous bodies. 1. Holding analogous posts on regular basis Or 2. With five years regular services in the Grade Pay Rs.2800/- or equivalent in a recognized Institution/College/University.
13	If a D.P.C. exists what is its composition.	As per Institute bye laws and DOPT guidelines.
14	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15	Duties attached	To operate digital or advance X-Ray machine and record maintenance of the unit. However additional responsibility and administrative duties may be assigned by the competent authority as and when required
16	Agency for Selection and Designation of appointing authority	Director, NIOH

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EXISTING RECRUITMENT RULES		MODIFIED RECRUITMENT RULES
1	Name of the post	Assistant
	Number of posts	01
3	Classification of posts	Group-B
4	Pay Band & Grade Pay	PB-2 Rs.9300-34800/- GP Rs.4200/-
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection by merit
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	Not applicable
7	Age limit for direct recruitment	Below 30 years
8	Educational and other qualifications required for direct recruitment	Graduate with 55% marks. Experience: - Minimum two years in Establishment and Administrative work in Govt./Semi Govt./Autonomous bodies. Desirable :- i) Post Graduate. ii) Knowledge of computer application and ability of noting and drafting in English & Hindi. Remarks: - Experience may be relaxed by the Competent Authority for otherwise eligible/suitable candidates.
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	Only age may be relaxed. Educational qualifications prescribed for direct recruits will apply in the case of promotion.
10	Period of probation, if any	Two years for direct recruitment.
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation/ Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By promotion failing which By Direct/ Deputation (for deputation not exceeding three years and maximum age limit-56 years as on closing date of receipt of the applications).
12	Grade from which recruitment by promotions/ deputation/transfer. Short-term contract /re-employment is to be made.	Promotion:- By promotion from the post of Upper Division Clerk in the PB-1 Rs.5200-20200/- GP Rs.2400/- having 10 years of regular service in the Institute. Deputation Officers of the Central/ State Govt./Autonomous bodies. 1. Holding analogous posts on regular basis Or 2. With five years regular services in the grade of Upper Division Clerk in the PB-1 Rs.5200-20200/- GP Rs.2400/- in a recognized organization.
13	If a D.P.C. exists what is its composition	As per Institute bye laws and DOPT guidelines.
14	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15	Duties attached	To perform noting, drafting and provide assistance in General Administration Establishment etc. However additional responsibility and administrative duties may be assigned by the competent authority as and when required.
16	Agency for Selection & Designation of appointing authority	Director, NIOH

Modified Recruitment Rules vide 88th EC Meeting held on 25-03-2015 (Agenda Point 88.10)

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RECRUITMENT RULES

EXISTING RECRUITMENT RULES		MODIFIED RECRUITMENT RULES
1	Name of the post	ACCOUNTANT
2	Number of posts	01
3	Classification of posts	Group-B
4	Pay Band and Grade Pay	PB-2 Rs.9,300-34,800/- GP Rs.4200/- Rs.5500-9000/- (pre-revised)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection by merit
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	Not Applicable
7	Age limit for direct recruitment	Below 30 years
8	Educational and other qualifications required for direct recruitment	B.Com. with 02 years experience or M.Com. from recognized University (as per DOPT Guidelines) Experience: - Handling books of accounts, cash, preparation of final accounts, budgets etc in Govt. organization. Desirable: - Experience of working in educational /research institutions Remarks: Experience may be relaxed by the Competent Authority for the candidates having desirable qualifications.
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	Only Age may be relaxed. Educational qualifications prescribed for direct recruits will apply in the case of promotion.
10	Period of probation, if any	Two years for direct recruitment.
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation / Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By promotion failing which By Direct/ Deputation (for deputation not exceeding three years and maximum age limit – 56 years as on closing date of receipt of the applications).
12	In case of recruitment by promotion/deputation/transfer. Grades from which promotion/deputation transfer to be made.	Promotion :- By promotion from the post of Cashier with 06 years of regular service in the Institute in the PB-1 G.P. Rs.2800/- . Or From the post of Upper Division Clerk with 10 years of regular service in the Institute in the PB-1 G.P. Rs.2400/- Deputation Officers of the Central/ State Govt./Autonomous bodies. 1. Holding analogous posts on regular basis Or 2. With six years regular services in the grade of Cashier in the PB-1 G.P. Rs.2800/- or equivalent in a recognized Organization.
13	If a D.P.C. exists what is its composition	As per Institute bye laws and DOPT guidelines
14	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable
15	Duties attached	Handling books of accounts, cash, preparation of final accounts, budget audit etc. However additional responsibility and administrative duties may be assigned by the competent authority as and when required.
16	Agency for Selection and Designation of appointing authority	Director, NIOH

NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED
B.T. ROAD, BON-HOOGHLY, KOLKATA
RECRUITMENT RULES

EXISTING RECRUITMENT RULES			MODIFIED RECRUITMENT RULES
1	Name of the post	DEMONSTRATOR (PROSTHETICS)	DEMONSTRATOR (PROSTHETICS)
2	Number of posts	01	01
3	Classification of posts	Group-B	Group-B
4	Pay Band and Grade Pay	Rs.5500-9,000/- (Rs. 1640-2900)	PB-2 Rs.9,300-34,800/- GP Rs.4200/- Rs.5500-9000/- (pre-revised)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection	Selection by merit
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	NA	Not Applicable
7	Age limit for direct recruitment	Below 35 years	Below 30 years
8	Educational and other qualifications required for direct recruitment	03 years Diploma/02 years Certificate course in Prosthetics & Orthotics from recognized Institute. 03 years in the profession in a recognized Institute	Degree in Prosthetics & Orthotics from a recognized Institute. Experience: - 03 years experience as Prosthetist and Orthotist in a recognized institution/College/University. Desirable:- Master in Prosthetics & Orthotics Remarks: - Experience may be relaxed by the Competent Authority or otherwise eligible/suitable candidates.
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	NA	Only Age may be relaxed. Educational qualifications prescribed for direct recruits will apply in the case of promotion.
10	Period of probation, if any	02 years	Two years for direct recruitment.
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation / Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By Direct/ Deputation	By promotion failing which By Direct/ Deputation (for deputation not exceeding three years and maximum age limit – 56 years as on closing date of receipt of the applications).
12	In case of recruitment by promotion/deputation/transfer. Grades from which promotion/deputation transfer to be made.	NA	Promotion: - By promotion from the post of Junior Prosthetist or Junior Orthotist with 06 years of regular service in the Institute. Deputation Officers of the Central/ State Govt./Autonomous bodies. 1. Holding analogous posts on regular basis Or 2. with six years regular services in the grade of Junior Prosthetist & Orthotist in a recognized Institution/College/University.
13	If a D.P.C. exists what is its composition	NA	As per Institute bye laws and DOPT guidelines
14	Circumstances in which UPSC is to be consulted in making recruitment	NA	Not Applicable
15	Duties attached	To assess and rehabilitates the patients by artificial limbs and Demonstrate the students.	To assess and rehabilitates the patients by artificial limbs and Demonstrate the students. However additional responsibility and administrative duties may be assigned by the competent authority as and when required.
16	Agency for Selection and Designation of appointing authority	Director, NIOH	Director, NIOH

NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED
B.T. ROAD, BON-HOOGHLY, KOLKATA
RECRUITMENT RULES

EXISTING RECRUITMENT RULES		MODIFIED RECRUITMENT RULES	
1	Name of the post	DEMONSTRATOR (ORTHOTICS)	DEMONSTRATOR (ORTHOTICS)
2	Number of posts	02	02
3	Classification of posts	Group-B	Group-B
4	Pay Band and Grade Pay	Rs.5500-9,000/- (Rs. 1640-2900)	PB-2 Rs.9,300-34,800/- GP Rs.4200/- Rs.5500-9000/- (pre-revised)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection	Selection by merit
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	NA	Not Applicable
7	Age limit for direct recruitment	Below 35 years	Below 30 years
8	Educational and other qualifications required for direct recruitment	03 years Diploma/02 years Certificate course in Prosthetics & Orthotics from recognized Institute. 03 years in the profession in a recognized Institute	Degree in Prosthetics & Orthotics from a recognized Institute. Experience: - 03 years experience as Prosthetist and Orthotist in a recognized institution/College/University. Desirable:- Master in Prosthetics & Orthotics Remarks:- Experience may be relaxed by the Competent Authority or otherwise eligible/suitable candidates
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	NA	Only Age may be relaxed. Educational qualifications prescribed for direct recruits will apply in the case of promotion.
10	Period of probation, if any	02 years	Two years for direct recruitment.
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation / Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By Direct/ Deputation	By promotion failing which By Direct/ Deputation (for deputation not exceeding three years and maximum age limit – 56 years as on closing date of receipt of the applications).
12	In case of recruitment by promotion/deputation/transfer. Grades from which promotion/deputation transfer to be made.	NA	Promotion: - By promotion from the post of Junior Prosthetist or Junior Orthotist with 03 years of regular service in the Institute. Deputation Officers of the Central/ State Govt./Autonomous bodies. 1. Holding analogous posts on regular basis Or 2. with six years regular services in the grade of Junior Prosthetist & Orthotist in a recognized Institution/College/University.
13	If a D.P.C. exists what is its composition	NA	As per Institute bye laws and DOPT guidelines
14	Circumstances in which UPSC is to be consulted in making recruitment	NA	Not Applicable
15	Duties attached	To assess and rehabilitates the patients by artificial limbs and Demonstrate the students.	To assess and rehabilitates the patients by artificial limbs and Demonstrate the students. However additional responsibility and administrative duties may be assigned by the competent authority as and when required.
16	Agency for Selection and Designation of appointing authority	Director, NIOH	Director, NIOH

NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED
B.T. ROAD, BON-HOOGHLY, KOLKATA
RECRUITMENT RULES

EXISTING RECRUITMENT RULES			MODIFIED RECRUITMENT RULES
1	Name of the post	JUNIOR ORTHOTIST	JUNIOR ORTHOTIST
2	Number of posts	01	01
3	Classification of posts	Group-B	Group-B
4	Pay Band and Grade Pay	Rs.5000-8000/- (pre-revised)	PB-2 Rs.9,300-34,800/- GP Rs.4200/- Rs.5000-8000/- (pre-revised)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection	Selection by merit
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	NA	Not Applicable
7	Age limit for direct recruitment	Below 35 years	Below 30 years
8	Educational and other qualifications required for direct recruitment	3 years Diploma or 1 and ½ year certificate course in Prosthetic & Orthotic from recognized Institute. 1 year experience in prosthetics & Orthotics.	Degree in Prosthetics & Orthotics from a recognized Institute. Experience: - One year Experience as Prosthetist and Orthotist in a recognized institution/College/University. Remarks:- Experience may be relaxed by the Competent Authority for otherwise eligible/suitable candidates
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	NA	Only Age may be relaxed. Educational qualifications prescribed for direct recruits will apply in the case of promotion
10	Period of probation, if any	02 years	Two years for direct recruitment.
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation / Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	Direct/ Promotion	By promotion failing which By Direct/ Deputation (for deputation not exceeding three years and maximum age limit – 56 years as on closing date of receipt of the applications)
12	In case of recruitment by promotion/deputation/transfer. Grades from which promotion/deputation transfer to be made.	NA	Promotion :- By promotion from the posts of Instructor in the PB-1 G.P. Rs.2800/- having five years of regular service in the Institute. Deputation Officers of the Central/ State Govt./Autonomous bodies. 1. Holding analogous posts on regular basis Or 2. With five regular services in the grade of Instructor & Instructor (P&O) in the PB-1 G.P. Rs.2800/- or equivalent in a recognized Institution/College/University.
13	If a D.P.C. exists what is its composition	NA	As per Institute bye laws and DOPT guidelines
14	Circumstances in which UPSC is to be consulted in making recruitment	NA	Not Applicable
15	Duties attached	To assess proper fitment of artificial limb for Rehabilitation of disabled people.	To fabricate, fitment and checkout of the artificial limbs for disabled patients, to conduct demonstration of fabrication, fitment & checkout process to students under instruction and supervision of I/c PO or HOD. However additional responsibility and administrative duties may be assigned by the competent authority as and when required.
16	Agency for Selection and Designation of appointing authority	Director, NIOH	Director, NIOH

NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED
B.T. ROAD, BON-HOOGHLY, KOLKATA-700090

RECRUITMENT RULES

1	Name of the post	Junior Prosthetist													
2	Number of posts	01													
3	Classification of posts	Group-B													
4	Pay Band and Grade Pay	PB-2 Rs.9,300-34,800/- GP Rs.4200/- Rs.5000-8000/- (pre-revised)													
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection by merit													
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	No													
7	Age limit for direct recruitment	Below 35 years													
8	Educational and other qualifications required for direct recruitment	Degree in Prosthetics & Orthotics from a recognized Institute. Experience: - One year Experience as Prosthetist and Orthotist in a recognized institution/College/University. Remarks:- Experience may be relaxed by the Competent Authority or otherwise eligible/suitable candidates													
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	Only Age may be relaxed. Educational qualifications prescribed for direct recruits will apply in the case of promotion													
10	Period of probation if any	Two years for direct recruitment. Nil for promotees													
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation / Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By promotion failing which By Direct/ Deputation (for deputation not exceeding three years and maximum age limit – 56 years as on closing date of receipt of the applications)													
12	In case of recruitment by promotion/deputation/transfer. Grades from which promotion/deputation transfer to be made.	Promotion :- By promotion from the post of Instructor (P&O) in the PB-1 G.P. Rs.2800/- having five years of regular service in the Institute. Deputation Officers of the Central/ State Govt./Autonomous bodies. 1. Holding analogous posts on regular basis Or 2. With five regular services in the grade of Instructor (P&O) in the PB-1 G.P. Rs.2800/- or equivalent in a recognized Institution/College/University.													
13	If a D.P.C. exists what is its composition	<table><tr><td colspan="2">Selection/Departmental Promotion Committee:-</td></tr><tr><td>Director of NIOH</td><td>Chairman</td></tr><tr><td>Dy. Director (Tech.) of NIOH</td><td>Member</td></tr><tr><td>Two Experts in the same field to be nominated by the Chairman</td><td>Member</td></tr><tr><td>One representative of SC/ST/OBC/Minority Community</td><td>Member</td></tr><tr><td>Dy. Director (Admn.) of NIOH</td><td>Member Secy.</td></tr></table>		Selection/Departmental Promotion Committee:-		Director of NIOH	Chairman	Dy. Director (Tech.) of NIOH	Member	Two Experts in the same field to be nominated by the Chairman	Member	One representative of SC/ST/OBC/Minority Community	Member	Dy. Director (Admn.) of NIOH	Member Secy.
Selection/Departmental Promotion Committee:-															
Director of NIOH	Chairman														
Dy. Director (Tech.) of NIOH	Member														
Two Experts in the same field to be nominated by the Chairman	Member														
One representative of SC/ST/OBC/Minority Community	Member														
Dy. Director (Admn.) of NIOH	Member Secy.														
14	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable													
15	Duties attached	To fabricate, fitment and checkout of the artificial limbs for disabled patients, to conduct demonstration of fabrication, fitment & checkout process to students under instruction and supervision of I/C PO or HOD. However additional responsibility and administrative duties may be assigned by the competent authority as and when required.													
16	Agency for Selection and Designation of appointing authority	Director, NIOH													

NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED
B.T. ROAD, BON-HOOGHLY, KOLKATA
RECRUITMENT RULES

EXISTING RECRUITMENT RULES			MODIFIED RECRUITMENT RULES
1	Name of the post	DEMONSTRATOR (PHYSIOTHERAPY)	DEMONSTRATOR (PHYSIOTHERAPY)
2	Number of posts	02	02
3	Classification of posts	Group-B	Group-B
4	Pay Band and Grade Pay	Rs.5500-9,000/- (Rs. 1640-2900)	PB-2 Rs.9,300-34,800/- GP Rs.4200/- Rs.5500-9000/- (pre-revised)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection	Selection by merit
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	NA	Not Applicable
7	Age limit for direct recruitment	Below 35 years	Below 30 years
8	Educational and other qualifications required for direct recruitment	B.Sc. Degree/Diploma in Physiotherapy from recognized university or Institution. 03 years experience in the line.	Degree in Physiotherapy from recognized university or Institution. Experience: - 03 years experience in recognized Institute/Hospital/Centre. Desirable:- Master in Physiotherapy Remarks: - Experience may be relaxed by the Competent Authority or otherwise eligible/suitable candidates.
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	NA	Only Age may be relaxed. Educational qualifications prescribed for direct recruits will apply in the case of promotion
10	Period of probation, if any	02 years	Two years for direct recruitment.
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation / Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By Direct/ Deputation	By promotion failing which By Direct/ Deputation (for deputation not exceeding three years and maximum age limit – 56 years as on closing date of receipt of the applications).
12	In case of recruitment by promotion/deputation/transfer. Grades from which promotion/deputation transfer to be made.	NA	Promotion: - By promotion from the post of Physiotherapist with 03 years of regular service in the Institute. Deputation Officers of the Central/ State Govt./Autonomous bodies. 1. Holding analogous posts on regular basis Or 2. with three years regular services in the grade of Physiotherapist in a recognized Institution/College/University.
13	If a D.P.C. exists what is its composition	NA	As per Institute bye laws and DOPT guidelines
14	Circumstances in which UPSC is to be consulted in making recruitment	NA	Not Applicable
15	Duties attached	To demonstrate the students and rehabilitate the patients by Physiotherapy.	To assess and Rehabilitate the patients by Physiotherapy and Demonstrate the students. However additional responsibility and administrative duties may be assigned by the competent authority as and when required.
16	Agency for Selection and Designation of appointing authority	Director, NIOH	Director, NIOH




NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED
B.T. ROAD, BON-HOOGHLY, KOLKATA
RECRUITMENT RULES

EXISTING RECRUITMENT RULES			MODIFIED RECRUITMENT RULES
1	Name of the post	DEMONSTRATOR (OCCUPATIONAL THERAPY)	DEMONSTRATOR (OCCUPATIONAL THERAPY)
2	Number of posts	02	02
3	Classification of posts	Group-B	Group-B
4	Pay Band and Grade Pay	Rs.5500-9,000/- (Rs. 1640-2900)	PB-2 Rs.9,300-34,800/- GP Rs.4200/- Rs.5500-9000/- (pre-revised)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection	Selection by merit
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	NA	Not Applicable
7	Age limit for direct recruitment	Below 35 years	Below 30 years
8	Educational and other qualifications required for direct recruitment	B.Sc. Degree/Diploma in Occupational therapy from recognized university or Institution. 03 years experience in the line.	Degree in Occupational Therapy from recognized university or Institution. Experience: - 03 years experience in recognized Institute/Hospital/Centre. Desirable: - Master in Occupational Therapy. Remarks: - Experience may be relaxed by the Competent Authority or otherwise eligible/suitable candidates.
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	NA	Only Age may be relaxed. Educational qualifications prescribed for direct recruits will apply in the case of promotion
10	Period of probation, if any	02 years	Two years for direct recruitment.
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation / Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By Direct/ Deputation	By promotion failing which By Direct/ Deputation (for deputation not exceeding three years and maximum age limit – 56 years as on closing date of receipt of the applications).
12	In case of recruitment by promotion/deputation/transfer. Grades from which promotion/deputation transfer to be made.	NA	Promotion: - By promotion from the post of Occupational Therapist with 03 years of regular service in the Institute. Deputation Officers of the Central/ State Govt./Autonomous bodies. 1. Holding analogous posts on regular basis Or 2. with three years regular services in the grade of Occupational Therapist in a recognized Institution/College/University.
13	If a D.P.C. exists what is its composition	NA	As per Institute bye laws and DOPT guidelines
14	Circumstances in which UPSC is to be consulted in making recruitment	NA	Not Applicable
15	Duties attached	To demonstrate the students and rehabilitate the patients by Occupational Therapy.	To assess and Rehabilitate the patients by Occupational Therapy and Demonstrate the students. However additional responsibility and administrative duties may be assigned by the competent authority as and when required.
16	Agency for Selection and Designation of appointing authority	Director, NIOH	Director, NIOH

NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED
B.T. ROAD, BON-HOOGHLY, KOLKATA
RECRUITMENT RULES

EXISTING RECRUITMENT RULES			MODIFIED RECRUITMENT RULES
1	Name of the post	PHYSIOTHERAPIST	PHYSIOTHERAPIST
2	Number of posts	02	02
3	Classification of posts	Group-B	Group-B
4	Pay Band and Grade Pay	Rs.5500-9,000/- (Rs. 1640-2900)	PB-2 Rs.9,300-34,800/- GP Rs.4200/- Rs.5500-9000/- (pre-revised)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection	Selection by merit
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	NA	Not Applicable
7	Age limit for direct recruitment	Below 30 years	Below 30 years
8	Educational and other qualifications required for direct recruitment	B.Sc. Degree /Diploma in Physiotherapy 02 years experience in profession.	Degree in Physiotherapy from a recognized University / Institute. Experience: - Two years experience in the profession in a recognized institution/College/University. Desirable:- Master in Physiotherapy Remarks: - Experience may be relaxed by the Competent Authority or otherwise eligible/suitable candidates.
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	NA	Not Applicable
10	Period of probation, if any	02 years	Two years for direct recruitment.
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation / Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By Direct/ Promotion	By Direct / Deputation (for deputation not exceeding three years and maximum age limit – 56 years as on closing date of receipt of the applications).
12	In case of recruitment by promotion/deputation/transfer. Grades from which promotion/deputation transfer to be made.	NA	Deputation Officers of the Central/ State Govt./Autonomous bodies. 1. Holding analogous posts on regular.
13	If a D.P.C. exists what is its composition	NA	As per Institute bye laws and DOPT guidelines
14	Circumstances in which UPSC is to be consulted in making recruitment	NA	Not Applicable
15	Duties attached	To assess and Rehabilitation the patients by Physical Therapy	To assess and Rehabilitation the patients by Physical Therapy. However additional responsibility and administrative duties may be assigned by the competent authority as and when required.
16	Agency for Selection and Designation of appointing authority	Director, NIOH	Director, NIOH

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NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED
B.T. ROAD, BON-HOOGHLY, KOLKATA
RECRUITMENT RULES

EXISTING RECRUITMENT RULES			MODIFIED RECRUITMENT RULES
1	Name of the post	OCCUPATIONAL THERAPIST	OCCUPATIONAL THERAPIST
2	Number of posts	02	02
3	Classification of posts	Group-B	Group-B
4	Pay Band and Grade Pay	Rs.5500-9,000/- (Rs. 1640-2900)	PB-2 Rs.9,300-34,800/- GP Rs.4200/- Rs.5500-9000/- (pre-revised)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection	Selection by merit
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	NA	Not Applicable
7	Age limit for direct recruitment	Below 30 years	Below 30 years
8	Educational and other qualifications required for direct recruitment	B.Sc. Degree/Diploma in Occupational Therapy. Preferably 2 years experience in the profession	Degree in Occupational Therapy from a recognized University / Institute. Experience: - Two years experience in the profession in a recognized institution / College / University. Desirable: - Master in Occupational Therapy. Remarks: - Experience may be relaxed by the Competent Authority or otherwise eligible/suitable candidates.
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	NA	Not Applicable
10	Period of probation, if any	02 years	Two years for direct recruitment.
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation / Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By Direct/ Promotion	By Direct / Deputation (for deputation not exceeding three years and maximum age limit – 56 years as on closing date of receipt of the applications).
12	In case of recruitment by promotion/deputation/transfer. Grades from which promotion/deputation transfer to be made.	NA	Deputation Officers of the Central/ State Govt./Autonomous bodies. 1. Holding analogous posts on regular.
13	If a D.P.C. exists what is its composition	NA	As per Institute bye laws and DOPT guidelines
14	Circumstances in which UPSC is to be consulted in making recruitment	NA	Not Applicable
15	Duties attached	To assess and rehabilitate the patients by Occupational Therapy.	To assess and rehabilitate the patients by Occupational Therapy. However additional responsibility and administrative duties may be assigned by the competent authority as and when required.
16	Agency for Selection and Designation of appointing authority	Director, NIOH	Director, NIOH

NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED
B.T. ROAD, BON-HOOGHLY, KOLKATA-700090

RECRUITMENT RULES

1	Name of the post	Clinical Instructor-cum-Nursing Sister											
2	Number of posts	05											
3	Classification of posts	Group-B											
4	Pay Band and Grade Pay	PB-2 Rs.9,300-34,800/- GP Rs.4200/- Rs.5000-8000/- (pre-revised)											
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection by merit											
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	No											
7	Age limit for direct recruitment	Below 35 years											
8	Educational and other qualifications required for direct recruitment	<p>B. Sc. in Nursing with two year clinical experience or Post Basic Diploma in Clinical specialty in concerned filed/ Diploma in General Nursing and Midwifery with 05 years experience / Diploma in General Nursing and Midwifery with 03 years experience and Post Basic Diploma in Clinical specialty of concerned field. Desirable: - Experience in the Operation Theatre.</p> <p>Remarks: - Experience may be relaxed by the Competent Authority or otherwise eligible/suitable candidates.</p>											
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	Only Age may be relaxed. Educational qualifications prescribed for direct recruits will apply in the case of promotion											
10	Period of probation if any	Two years for direct recruitment. Nil for promotees											
11	Method of recruitment:- 1. By- Direct recruitment, 2. By- Deputation / Transfer, 3. By- Absorption, 4. By- Promotion and % of posts to the filled by various methods.	By promotion failing which By Direct/ Deputation (for deputation not exceeding three years and maximum age limit – 56 years as on closing date of receipt of the applications)											
12	In case of recruitment by promotion/deputation/transfer. Grades from which promotion/deputation transfer to be made.	Promotion: - By promotion from the post of Staff Nurse having six years of regular service in the Institute.											
13	If a D.P.C. exists what is its composition	<p>Selection/Departmental Promotion Committee:-</p> <table><tr><td>Director of NIOH</td><td>Chairman</td></tr><tr><td>Dy. Director (Tech.) of NIOH</td><td>Member</td></tr><tr><td>Two Experts in the same field to be nominated by the Chairman</td><td>Member</td></tr><tr><td>One representative of SC/ST/OBC/Minority Community</td><td>Member</td></tr><tr><td>Dy. Director (Admn.) of NIOH</td><td>Member Secy.</td></tr></table>		Director of NIOH	Chairman	Dy. Director (Tech.) of NIOH	Member	Two Experts in the same field to be nominated by the Chairman	Member	One representative of SC/ST/OBC/Minority Community	Member	Dy. Director (Admn.) of NIOH	Member Secy.
Director of NIOH	Chairman												
Dy. Director (Tech.) of NIOH	Member												
Two Experts in the same field to be nominated by the Chairman	Member												
One representative of SC/ST/OBC/Minority Community	Member												
Dy. Director (Admn.) of NIOH	Member Secy.												
14	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable											
15	Duties attached	To supervise work of subordinates and look after the patients both Indoors and Outdoors, ICU, Operation Theatre and participate in teaching etc. However additional responsibility and administrative duties may be assigned by the competent authority as and when required.											
16	Agency for Selection and Designation of appointing authority	Director, NIOH											

**NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED
KOLKATA-90
RECRUITMENT RULES FOR THE POST OF**

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1	Name of the post	:	Media Officer*
2	Number of posts	:	01
3	Classification of posts/service	:	Group-B
4	Scale of Pay	:	Rs.5500-9,000/- (Rs. 1640-2900)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	:	Selection
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	:	NA
7	Age limit for direct recruitment	:	Below 35 years
8	Educational and other qualifications required for direct recruitment	:	Degree in Mass Media Communication from a recognized University with two years working experience Desirable Qualification- Diploma in Business Administration / working experience in a Rehab/Academic Institution/working knowledge of IT.
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	:	NA
10	Period of probation if any	:	02 years
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation/ Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	:	By Direct/ Deputation
12	Grade from which recruitment by promotions/ deputation/transfer. Short-term contract /re-employment is to be made.	:	NA
13	If a D.P.C. exists what is its composition.	:	NA
14	Circumstances in which UPSC is to be consulted in making recruitment	:	NA
	14.A- Duties attached		To collect / compile and disseminate information/arrange exhibition and assist extension program/camps etc.
	14.B- Agency for Selection		Director, NIOH
	14.C- Designation of appointing authority		Director

*Modified and re-designated from Audio Visual Officer to Media officer vide 57th EC's Meeting dated 19-05-2003

NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED
B.T. ROAD, BON-HOOGHLY, KOLKATA
RECRUITMENT RULES

EXISTING RECRUITMENT RULES			MODIFIED RECRUITMENT RULES
1	Name of the post	SPECIAL EDUCATOR	SPECIAL EDUCATOR
2	Number of posts	01	01
3	Classification of posts	Group-B	Group-B
4	Pay Band and Grade Pay	Rs.5000-8000/- (pre-revised)	PB-2 Rs.9,300-34,800/- GP Rs.4200/- (Rs.5000-8000/-)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection	Selection by merit
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	NA	Not Applicable
7	Age limit for direct recruitment	Below 35 years	Below 30 years
8	Educational and other qualifications required for direct recruitment	Graduate and Diploma in Special Education or equivalent. Experience for working in such Institute/project for two years. Desirable: - Higher qualification and knowledge of IT.	Degree/Diploma in Special Education from a RCI recognized Institute/Centre. Experience: - Two years. Desirable: - Higher qualification and knowledge of computer application Remarks: - Experience may be relaxed by the Competent Authority or otherwise eligible/suitable candidates.
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	NA	Not Applicable
10	Period of probation, if any	02 years	Two years for direct recruitment
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation / Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By Direct/ Deputation/Contract	By Direct / Deputation (for deputation not exceeding three years and maximum age limit – 56 years as on closing date of receipt of the applications).
12	In case of recruitment by promotion/deputation/transfer. Grades from which promotion/deputation transfer to be made.	NA	Deputation Officers of the Central/ State Govt./Autonomous bodies. 1. Holding analogous posts on regular.
13	If a D.P.C. exists what is its composition	NA	As per Institute bye laws and DOPT guidelines
14	Circumstances in which UPSC is to be consulted in making recruitment	NA	Not Applicable
15	Duties attached	To guide and counsel the disabled children for mobility and activities of daily livings	To guide and counsel the disabled children for mobility and activities of daily livings. However additional responsibility and administrative duties may be assigned by the competent authority as and when required.
16	Agency for Selection and Designation of appointing authority	Director, NIOH	Director, NIOH



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NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED
B.T. ROAD, BON-HOOGHLY, KOLKATA
RECRUITMENT RULES

EXISTING RECRUITMENT RULES			MODIFIED RECRUITMENT RULES	
1	Name of the post	SENIOR STORE KEEPER	SENIOR STORE KEEPER	
2	Number of posts	01	01	
3	Classification of posts	Group-B	Group-B	
4	Pay Band and Grade Pay	Rs.5000-8000/- (pre-revised)	PB-2 Rs.9,300-34,800/- GP Rs.4200/- (Rs.5000-8000/-)	
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection	Selection by merit	
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	NA	Not Applicable	
7	Age limit for direct recruitment	18-30 years	30 years	
8	Educational and other qualifications required for direct recruitment	Bachelor Degree in any discipline. Min. 5 years experiences in handling technical stores.	1. Bachelor Degree from a recognized University. 2. Diploma in Material Management from a recognized University / Institute. Experience: - Three years experiences in handling stores, stores preferable medical stores in Govt./Public/Private Sector with Knowledge of Computer application.	
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	NA	Only Age may be relaxed. Educational qualifications prescribed for direct recruits will apply in the case of promotion.	
10	Period of probation, if any	02 years	Two years for direct recruitment.	
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation / Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	Direct/ Promotion	By promotion failing which By Direct/ Deputation (for deputation not exceeding three years and maximum age limit – 56 years as on closing date of receipt of the applications).	
12	Grade from which recruitment by promotions/ deputation/transfer. Short-term contract /re-employment is to be made.	NA	Promotion: - By promotion from the post of Assistant Store Keeper with 10 years of regular service in the Institute in the PB-1 GP Rs.2400/-. Deputation Officers of the Central/ State Govt./Autonomous bodies. 1. Holding analogous posts on regular basis Or 2. with six years regular services in the grade of Assistant Store Keeper in a recognized Institution/College/University.	
13	If a D.P.C. exists what is its composition.	NA	As per Institute bye laws and DOPT guidelines	
14	Circumstances in which UPSC is to be consulted in making recruitment	NA	Not Applicable	
15	Duties attached	To perform and handle the General and Technical Stores. Maintain Registers in appropriate manner.	Procurement/Inspection/Maintenance / Custody / Accounting of Store and verification of Stores and Maintain Registers in appropriate manner. However additional responsibility and administrative duties may be assigned by the competent authority as and when required.	
16	Agency for Selection and Designation of appointing authority	Director, NIOH	Director, NIOH	

NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED
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RECRUITMENT RULES

EXISTING RECRUITMENT RULES			MODIFIED RECRUITMENT RULES
1	Name of the post	JUNIOR ENGINEER (ELECTRICAL)	JUNIOR ENGINEER (ELECTRICAL)
2	Number of posts	01	01
3	Classification of posts	Group-B	Group-B
4	Pay Band and Grade Pay	Rs. 5500-9,000/- (Rs. 1640-2900)	PB-2 Rs.9,300-34,800/- GP Rs.4200/- Rs.5500-9000/- (pre-revised)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection	Selection by merit
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	NA	Not Applicable
7	Age limit for direct recruitment	Below 35 years	Below 30 years
8	Educational and other qualifications required for direct recruitment	Diploma in Electrical Engineering from recognized Institute and sufficient knowledge of Civil Engg. (Electrical Works)	Degree in Electrical Engineering from a recognized University / Institute. (as per DOPT Guidelines) Experience: -Two years experience in the recognized Institute/PSU/Centre/Autonomous Body. Remarks: - Experience may be relaxed by the Competent Authority or otherwise eligible/suitable candidates.
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	NA	Not Applicable
10	Period of probation, if any	02 years	Two years for direct recruitment.
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation / Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By Direct/ Promotion	By Direct / Deputation (for deputation not exceeding three years and maximum age limit – 56 years as on closing date of receipt of the applications).
12	In case of recruitment by promotion/deputation/transfer. Grades from which promotion/deputation transfer to be made.	NA	Deputation Officers of the Central/ State Govt./Autonomous bodies. 1. Holding analogous posts on regular.
13	If a D.P.C. exists what is its composition	NA	As per Institute bye laws and DOPT guidelines
14	Circumstances in which UPSC is to be consulted in making recruitment	NA	Not Applicable
15	Duties attached.	To perform all sorts of electrical works including maintenance of pump, generator etc. and to watch Civil works.	To perform supervise all sorts of electrical works including maintenance of pump, generator etc. and to watch Civil works. However additional responsibility and administrative duties may be assigned by the competent authority as and when required.
16	Agency for Selection and Designation of appointing authority	Director, NIOH	Director, NIOH

**NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED
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RECRUITMENT RULES

EXISTING RECRUITMENT RULES			MODIFIED RECRUITMENT RULES
1	Name of the post	Librarian	Librarian
2	Number of posts	01	01
3	Classification of posts/service	Group-B	Group-B
4	Scale of Pay	PB-2 Rs.9,300-34,800/- GP Rs.4200/- (Rs.5500-9000/-)	PB-2 Rs.9,300-34,800/- GP Rs.4200/- (revised pay) Rs.5500-9000/- (Pre-revised pay)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection	Selection by merit
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	NA	Not applicable
7	Age limit for direct recruitment	Below 35 years	Below 30 years
8	Educational and other qualifications required for direct recruitment	1. Degree of a recognized University or equivalent. Preferably in Science Stream. 2. Degree or Diploma in Librarianship of a recognized University. 3. Type writing speed 30 w.p.m. 4. Social work certificate will be preferred. 5. Master Degree in any discipline. 01 years in the profession. Desirable 1. Knowledge in Hindi. 2. Experience in handling publications dealing with Science & Technology.	Master's Degree in Library Science or equivalent qualifications with 03 years working experience and good working knowledge of Library Software applications. Desirable 1. Knowledge in Hindi. 2. Experience in handling publications dealing with Science & Technology. Remarks: Experience may be relaxed by the Competent Authority for the candidates having desirable qualifications.
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	NA	Only Age may be relaxed. Educational qualifications prescribed for direct recruits will apply in the case of promotion
10	Period of probation if any	02 years	Two years for direct recruitment.
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation/ Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By Direct/ Promotion	By Promotion failing which By Direct/ Deputation (for deputation not exceeding three years and maximum age limit – 56 years as on closing date of receipt of the applications)
12	Grade from which recruitment by promotions/ deputation/transfer. Short-term contract /re-employment is to be made.	NA	Promotion :- By promotion from the post of Assistant Librarian in the GP Rs.2400/- having 05 years of regular service in the Institute Deputation:- Deputation Officers of the Central/ State Govt./Autonomous bodies. 1. Holding analogous posts on regular basis Or 2. With five years regular services in the Grade Pay Rs.2800/- or equivalent in a recognized Institution/College/University.
13	If a D.P.C. exists what is its composition.	NA	As per Institute bye laws and DOPT guidelines.
14	Circumstances in which UPSC is to be consulted in making recruitment	NA	Not applicable
15	Duties attached	To purchase books, journals, periodicals etc. to access classification and catalogue the same and disseminate the information to the user.	To purchase books, journals, periodicals etc. to access classification and catalogue the same and disseminate the information to the user under instruction and supervision of In-charge or HOD. However additional responsibility and administrative duties may be assigned by the competent authority as and when required
16	Agency for Selection and Designation of appointing authority	Director, NIOH	Director, NIOH

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B.T. ROAD, BON-HOOGHLY, KOLKATA
RECRUITMENT RULES

EXISTING RECRUITMENT RULES		MODIFIED RECRUITMENT RULES
1	Name of the post	HINDI TRANSLATOR
2	Number of posts	01
3	Classification of posts	Group-C
4	Pay Band and Grade Pay	PB-1 Rs.5200-20200/- GP Rs.2800/- Rs.4500-7000/- (pre-revised)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection by merit
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	Not Applicable
7	Age limit for direct recruitment	Below 27 years
8	Educational and other qualifications required for direct recruitment	MA in Hindi or its equivalent exams. from recognized University or English as one of the subject of Degree level or MA (English) or it equivalent exams and Hindi as one of the subject at Degree level from recognized University/Institute Master's degree of a recognized University in Hindi with English/English with Hindi as a compulsory or elective subject or as the medium of examination at the degree level Or Master's degree of a recognized University in any subject other than Hindi or English, with Hindi medium and English as a compulsory or elective subject or as the medium of a examination at the degree level. And Recognized Diploma or Certificate Course in translation from Hindi to English and vice versa. Experience: - Two years experience of translation work from Hindi to English and vice versa in Central or State Government office, including Government of India Undertaking.
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	Not Applicable
10	Period of probation, if any	Two years for direct recruitment.
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation / Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By Direct/ Deputation (for deputation not exceeding three years and maximum age limit – 56 years as on closing date of receipt of the applications)
12	In case of recruitment by promotion/deputation/transfer. Grades from which promotion/deputation transfer to be made.	Deputation Officers of the Central/ State Govt./Autonomous bodies. 1. Holding analogous posts on regular basis.
13	If a D.P.C. exists what is its composition	As per Institute bye laws and DOPT guidelines
14	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable
15	Duties attached	To promote & implement official language -Hindi i.e. noting drafting, translation of English to Hindi and type Devnagari scripts. However additional responsibility and administrative duties may be assigned by the competent authority as and when required.
16	Agency for Selection and Designation of appointing authority	Director, NIOH

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RECRUITMENT RULES

EXISTING RECRUITMENT RULES			MODIFIED RECRUITMENT RULES
1	Name of the post	CASHIER	CASHIER
2	Number of posts	01	01
3	Classification of posts	Group-C	Group-C
4	Pay Band and Grade Pay	Rs.4500-7000(1400-2300)	PB-1 Rs.5200-20200/- GP Rs.2800/- Rs.4500-7000/- (pre-revised)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection	Selection by merit
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	NA	Not Applicable
7	Age limit for direct recruitment	Below 30 years	Below 27 years
8	Educational and other qualifications required for direct recruitment	H.S. or equivalent or Degree in any discipline. 3 years experience in cash and office.	B. Com. (As per DOPT guidelines) Experience: - Three years experience in cash Register, GPF/CPF Accounts Voucher, Receipts and Payments Bills and knowledge of computer application.
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	NA	Only Age may be relaxed. Educational qualifications prescribed for direct recruits will apply in the case of promotion
10	Period of probation, if any	02 years	Two years for direct recruitment.
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation / Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By Direct/ Promotion	By promotion failing which By Direct/ Deputation (for deputation not exceeding three years and maximum age limit – 56 years as on closing date of receipt of the applications)
12	In case of recruitment by promotion/deputation/transfer. Grades from which promotion/deputation transfer to be made.	NA	Promotion :- By promotion from the post of Upper Division Clerk with 5 years regular service in the PB-1 G.P. Rs.2400/- Deputation: Officers of the Central/ State Govt./Autonomous bodies holding analogous posts on regular basis.
13	If a D.P.C. exists what is its composition	NA	As per Institute bye laws and DOPT guidelines
14	Circumstances in which UPSC is to be consulted in making recruitment	NA	Not Applicable
15	Duties attached	To maintain Cash Register, GPF/CPF Accounts Voucher, Receipts and Payments Bills etc.	To maintain Cash Register, GPF/CPF Accounts Voucher, Receipts and Payments Bills etc. However additional responsibility and administrative duties may be assigned by the competent authority as and when required.
16	Agency for Selection and Designation of appointing authority	Director, NIOH	Director, NIOH

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B.T. ROAD, BON-HOOGHLY, KOLKATA
RECRUITMENT RULES

EXISTING RECRUITMENT RULES			MODIFIED RECRUITMENT RULES		
1	Name of the post	STENOGRAPHER-GR.III		STENOGRAPHER-GR.III	
2	Number of posts	01		01	
3	Classification of posts	Group-C		Group-C	
4	Pay Band and Grade Pay	Rs.4000-6000/- (1200-2040)		PB-1 Rs.5200-20200/- GP Rs.2400/- Rs.4000-6000/- (pre-revised)	
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection		Selection by merit	
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	NA		Not applicable	
7	Age limit for direct recruitment	Below 25 years		Below 27 years	
8	Educational and other qualifications required for direct recruitment	Bachelor Degree Shorthand speed 80 w.p.m. experiences in working in Medical Units preferred. or Matriculation or equivalent, Shorthand speed 80 w.p.m. and Typing speed 40 WPM experience in working in Medical Units preferred.		Graduate with 80 wpm in Shorthand and 30 wpm in typing. Or Graduate with 100/40 wpm in shorthand and typewriting respectively. Experience: - Two years experience as stenotypist. Desirable :- Computer Application	
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	NA		Only Age may be relaxed. Educational qualifications prescribed for direct recruits will apply in the case of promotion	
10	Period of probation, if any	02 years		Two years for direct recruitment.	
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation / Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By Direct/ Promotion		By promotion failing which By Direct/ Deputation (for deputation not exceeding three years and maximum age limit – 56 years as on closing date of receipt of the applications)	
12	In case of recruitment by promotion/deputation/transfer. Grades from which promotion/deputation transfer to be made.	NA		Promotion :- By promotion from the post of Lower Division Clerk in the PB-1 G.P. Rs.1900/- having a Graduate with Shorthand speed 80 w.p.m. and Typing speed 40 w.p.m. with 08 years of regular service in the Institute. Deputation Officers of the Central/ State Govt./Autonomous bodies 1. Holding analogous posts on regular basis	
13	If a D.P.C. exists what is its composition	NA		As per Institute bye laws and DOPT guidelines	
14	Circumstances in which UPSC is to be consulted in making recruitment	NA		Not applicable	
15	Duties attached	To work as Personal Assistant to Accounts Officer/ Dy. Director (Tech)/Administrative Officer to perform Official duties by Stenographical dictation and to type the same.		To work as Personal Assistant to Accounts Officer/ Dy. Director (Tech)/Administrative Officer to perform Official duties by Stenographical dictation and to type the same.	
16	Agency for Selection and Designation of appointing authority	Director, NIOH		Director, NIOH	

NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED
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RECRUITMENT RULES

EXISTING RECRUITMENT RULES		MODIFIED RECRUITMENT RULES
1	Name of the post	Sr. Operation Theatre Technician
2	Number of posts	01
3	Classification of posts/service	Group-C
4	Scale of Pay	PB-1 Pay Band Rs.5200-20200/- + Grade Pay Rs.2400/- Rs.4000-6000/- (Pre-revised pay)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection by merit
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	Not applicable
7	Age limit for direct recruitment	Below 27 years
8	Educational and other qualifications required for direct recruitment	10+2 (Science) plus Certificate of Diploma in Operation Theatre Technician. Experience: - 03 (Three) years experience as Operation Theatre Technician. Remarks: - Experience may be relaxed by the Competent Authority for otherwise eligible/suitable candidates.
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	Only Age may be relaxed. Educational qualifications prescribed for direct recruits will apply in the case of promotion
10	Period of probation if any	Two years for direct recruitment
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation/ Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By Promotion failing which By Direct/ Deputation (for deputation not exceeding three years and maximum age limit – 56 years as on closing date of receipt of the applications)
12	Grade from which recruitment by promotions/ deputation/transfer. Short-term contract /re-employment is to be made.	Promotion :- By promotion from the post of Operation Theatre Technician in GP Rs.1900/- with requisite educational qualifications having five years of regular service in the Institute. Deputation:- Deputation Officers of the Central/ State Govt./Autonomous bodies. 1. Holding analogous posts on regular basis Or 2. With five years regular services in the Grade Pay Rs.1900/- or equivalent in a recognized Institution/College/University.
13	If a D.P.C. exists what is its composition.	As per Institute bye laws and DOPT guidelines.
14	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15	Duties attached	To sterilize and maintain the apparatus and equipments laying of instrument trolley. However additional responsibility and administrative duties may be assigned by competent authority as and when required.
16	Agency for Selection and Designation of appointing authority	Director, NIOH

Annexure**Recruitment Rules to the post of E.M.G. Technician at NILD, Kolkata**

Sl. No.	Description	Recruitment Rules
1	Name of the post:	E.M.G. Technician
2	Number of posts:	01
3	Classification	Group-C
4	Level in the Pay Matrix	7 th CPC Pay Matrix level-04 (Rs.25500-81100) PB-1 Rs. 5200-20200/- + GP Rs.2400/- (Pre-revised)
5	Whether selection or non-selection post	Selection
6	Age limit for direct recruitment	Below 30 years
7	Educational and other qualifications for direct recruitment	Passed Higher Secondary (10+2) Examination or its equivalent with Physics, Chemistry and Biology and two years Diploma course in respective category recognized by GOI/State. Experience: - One year experience in handling EMG-NCV Machines in a Hospital or Clinic. Desirable: - Bachelor Degree in respective category recognized by GOI/State.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Not applicable
9	Period of probation, if any:	02 years for direct recruitment.
10	Method of recruitment, whether by direct recruitment or by deputation / transfer.	By Direct Recruitment
11	In case of recruitment by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made	Not applicable
12	If a D.P.C. exists what composition	As per Institute bye laws and DOPT guidelines.
13	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable

**NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED
KOLKATA-90
RECRUITMENT RULES FOR THE POST OF**



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1	Name of the post	:	LAB TECHNICIAN *
2	Number of posts	:	01
3	Classification of posts/service	:	Group-C
4	Scale of Pay	:	Rs.4000-6000(1200-2040)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	:	Selection
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	:	NA
7	Age limit for direct recruitment	:	Below 30 years
8	Educational and other qualifications required for direct recruitment	:	Graduate in science with Anatomy/ physiology. 2 years of working laboratory (Anatomy/ physiology)/ research project under Govt/ Similar organization. Preference to candidate having working knowledge of IT
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	:	NA
10	Period of probation if any	:	02 years
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation/ Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	:	By Direct/ Promotion
12	Grade from which recruitment by promotions/ deputation/transfer. Short-term contract /re-employment is to be made.	:	NA
13	If a D.P.C. exists what is its composition.	:	NA
14	Circumstances in which UPSC is to be consulted in making recruitment	:	NA
	14.A- Duties attached		
	14.B- Agency for Selection		Director, NIOH
	14.C- Designation of appointing authority		Director

*Modified and re-designated from Sr. Job worker to Lab Technician vide 55th E.C.'s meeting held on

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RECRUITMENT RULES

EXISTING RECRUITMENT RULES		MODIFIED RECRUITMENT RULES
1	Name of the post	UPPER DIVISION CLERK
2	Number of posts	06
3	Classification of posts	Group-C
4	Pay Band and Grade Pay	PB-1 Rs.5200-20200/- GP Rs.2400/- (Rs.4000-6000/- pre-revised)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	NA
7	Age limit for direct recruitment	Below 35 years
8	Educational and other qualifications required for direct recruitment	Bachelor Degree with 3 years experience in office works with knowledge of accounts & IT Desirable- working knowledge of accounts
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	NA
10	Period of probation, if any	02 years
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation / Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By Direct/ Promotion
12	In case of recruitment by promotion/deputation/transfer. Grades from which promotion/deputation transfer to be made.	NA
13	If a D.P.C. exists what is its composition	NA
14	Circumstances in which UPSC is to be consulted in making recruitment	NA
15	Duties attached	To perform official works i.e. noting, drafting, accounts work etc.
16	Agency for Selection and Designation of appointing authority	Director, NIOH

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RECRUITMENT RULES

EXISTING RECRUITMENT RULES			MODIFIED RECRUITMENT RULES
1	Name of the post	ASSISTANT STORE KEEPER	ASSISTANT STORE KEEPER
2	Number of posts	01	01
3	Classification of posts	Group-C	Group-C
4	Pay Band and Grade Pay	Rs.4000-6000/- (pre-revised)	PB-1 Rs.5200-20200/- GP Rs.2400/- (Rs.4000-6000/- pre-revised)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection	Selection by merit
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	NA	Not applicable
7	Age limit for direct recruitment	Below 35 years	Below 27 years
8	Educational and other qualifications required for direct recruitment	S.F. or equivalent exams. passed from recognized Institute/ Science Graduate will be preferable, 5 years experience in purchase of the storing raw materials, ALIMCO components, Furniture etc. in recognized/ Hospital/ Institute.	1. Bachelor Degree from a recognized University 2. Diploma in Material Management from a recognized University / Institute or equivalent.
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	NA	Not applicable
10	Period of probation, if any	02 years	Two years for direct recruitment.
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation / Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By Direct/ Promotion	By Direct/ Deputation (for deputation not exceeding three years and maximum age limit – 56 years as on closing date of receipt of the applications)
12	In case of recruitment by promotion/deputation/transfer. Grades from which promotion/deputation transfer to be made.	NA	Deputation: - Officers of the Central/ State Govt./Autonomous bodies. 1. Holding analogous posts on regular basis or 2. With 08 years regular service in the grade of Assistant Store Keeper.
13	If a D.P.C. exists what is its composition	NA	As per Institute bye laws and DOPT guidelines
14	Circumstances in which UPSC is to be consulted in making recruitment	NA	Not applicable
15	Duties attached	To purchase materials, medicines and others to maintained Registers and related records.	To purchase materials, medicines and others to maintained Procurement/Inspection/Maintenance / Custody / Accounting of Store and verification of Stores and Maintain Registers in appropriate manner. However additional responsibility and administrative duties may be assigned by the competent authority as and when required.
16	Agency for Selection and Designation of appointing authority	Director, NIOH	Director, NIOH

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RECRUITMENT RULES

EXISTING RECRUITMENT RULES		MODIFIED RECRUITMENT RULES
1	Name of the post	Library Assistant
2	Number of posts	01
3	Classification of posts/service	Group-C
4	Scale of Pay	PB-1 Rs.5200-20200/- Grade Pay Rs.2400/- (Revised Pay) Rs.4000-6000/- (Pre-revised pay)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection by merit
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	Not applicable
7	Age limit for direct recruitment	Below 27 years
8	Educational and other qualifications required for direct recruitment	Bachelor's Degree in Library Science with working knowledge of Library Software applications.
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	Not applicable
10	Period of probation if any	Two years for direct recruitment.
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation/ Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By Direct Recruitment
12	Grade from which recruitment by promotions/ deputation/transfer. Short-term contract /re-employment is to be made.	Not applicable
13	If a D.P.C. exists what is its composition.	As per Institute bye laws and DOPT guidelines.
14	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15	Duties attached	To assist Librarian in all type of works & function of the Unit and to maintain Registers and records properly under instruction and supervision of In-charge or HOD. However additional responsibility and administrative duties may be assigned by the competent authority as and when required.
16	Agency for Selection and Designation of appointing authority	Director, NIOH




NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED
B.T. ROAD, BON-HOOGHLY, KOLKATA-700090

RECRUITMENT RULES

EXISTING RECRUITMENT RULES		MODIFIED RECRUITMENT RULES
1	Name of the post	Operation Theatre Technician
2	Number of posts	01
3	Classification of posts/service	Group-C
4	Scale of Pay	PB-1 Pay Band Rs.5200-20200/- + Grade Pay Rs.1900/- Rs.3050-4590/- (Pre-revised pay)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection by merit
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	Not applicable
7	Age limit for direct recruitment	Below 27 years
8	Educational and other qualifications required for direct recruitment	10+2 (Science) and Certificate of Diploma in Operation Theatre Technician (Duration two years). Desirable:- Working knowledge of Computer
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	Not applicable
10	Period of probation if any	Two years for direct recruitment.
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation/ Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By Direct Recruitment
12	Grade from which recruitment by promotions/ deputation/transfer. Short-term contract /re-employment is to be made.	Not applicable
13	If a D.P.C. exists what is its composition.	As per Institute bye laws and DOPT guidelines.
14	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15	Duties attached	To sterilize the Operation Theatre machines apparatus and maintenance. Laying of instrument trolley. To Assist Operation Theatre Technician. However additional responsibility and administrative duties may be assigned by competent authority as and when required.
16	Agency for Selection and Designation of appointing authority	Director, NIOH




NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED
B.T. ROAD, BON-HOOGHLY, KOLKATA
RECRUITMENT RULES

EXISTING RECRUITMENT RULES			MODIFIED RECRUITMENT RULES
1	Name of the post	LOWER DIVISION CLEAK	LOWER DIVISION CLEAK
2	Number of posts	06	06
3	Classification of posts	Group-C	Group-C
4	Pay Band and Grade Pay	Rs.3050-4590/- (pre-revised)	PB-1 Rs.5200-20200/- GP Rs.1900/- Rs.3050-4590/- (pre-revised)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection	Selection by merit
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	NA	Not applicable
7	Age limit for direct recruitment	18-25 years	Below 27 years
8	Educational and other qualifications required for direct recruitment	Higher Secondary with typing speeds 30 wpm with some experience in this line. Desirable -Knowledge of IT	1. Higher Secondary or equivalent qualification from a recognized Board or University. 2. A typing speed 30 wpm in English or 25 wpm in Hindi or manual typewriter or a typing speed of 35 wpm in English or 30 wpm in Hindi on Computer. (35 wpm and 30 wpm correspond to 10500 KDPH/9000 KDPH on an average of key depressions for each word)
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	NA	Only Age may be relaxed. Educational qualifications prescribed for direct recruits will apply in the case of promotion
10	Period of probation, if any	02 years	Two years for direct recruitment.
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation / Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By Direct/ Promotion	By promotion failing which By Direct Recruit
12	In case of recruitment by promotion/deputation/transfer. Grades from which promotion/deputation transfer to be made.	NA	Promotion:- By promotion from among the Group C (MTS) post in the Grade Pay Rs.1800/- with six years of regular service in the Institute.
13	If a D.P.C. exists what is its composition	NA	As per Institute bye laws and DOPT guidelines
14	Circumstances in which UPSC is to be consulted in making recruitment	NA	Not applicable
15	Duties attached	To perform office duty i.e. Dispatch Receipts, typing, records up-keeping etc.	To perform dispatch receipts, typing and records up-keeping. However additional responsibility and administrative duties may be assigned by the In-charge from time to time as and when required.
16	Agency for Selection and Designation of appointing authority	Director, NIOH	Director, NIOH

NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED
KOLKATA-90
RECRUITMENT RULES FOR THE POST OF

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1	Name of the post	:	TYPIST
2	Number of posts	:	03
3	Classification of posts/service	:	Group-C
4	Scale of Pay	:	Rs.3050-4590(950-1500)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	:	Selection
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	:	NA
7	Age limit for direct recruitment	:	18-25 years ✓
8	Educational and other qualifications required for direct recruitment	:	Matriculation or Higher Secondary with typewriting speed 30 WPM
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	:	NA
10	Period of probation if any	:	02 years
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation/ Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	:	By Direct/ Promotion
12	Grade from which recruitment by promotions/ deputation/transfer. Short-term contract /re-employment is to be made.	:	NA
13	If a D.P.C. exists what is its composition.	:	NA
14	Circumstances in which UPSC is to be consulted in making recruitment	:	NA
	14.A- Duties attached		To perform despatch receipts and type the official records and letters.
	14.B- Agency for Selection		Director, NIOH
	14.C- Designation of appointing authority		Director

NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED
B.T. ROAD, BON-HOOGHLY, KOLKATA-700090

RECRUITMENT RULES

EXISTING RECRUITMENT RULES		MODIFIED RECRUITMENT RULES
1	Name of the post	SURGICAL BOOT MAKER-GR-III
2	Number of posts	02
3	Classification of posts	Group-C
4	Pay Band and Grade Pay	PB-1 Rs.5200-20200/- GP Rs.1900/- Rs.3050-4590/- (pre-revised)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Selection by merit
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	Not applicable
7	Age limit for direct recruitment	Below 27 years
8	Educational and other qualifications required for direct recruitment	Matriculation or its equivalent with I.T.I. in Leather Goods maker. Or Certificate course in Prosthetics & Orthotics with experience in Leather works/including footwear.
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	Not applicable
10	Period of probation, if any	Two years for direct recruitment.
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation / Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By Direct Recruit
12	In case of recruitment by promotion/deputation/transfer. Grades from which promotion/deputation transfer to be made.	Not applicable
13	If a D.P.C. exists what is its composition.	As per Institute bye laws and DOPT guidelines.
14	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15	Duties attached	To prepare surgical modified shoes for rehabilitation of Disabled Patients.
16	Agency for Selection and Designation of appointing authority	Director, NIOH

Revised Recruitment Rules for the post of Physiotherapy Assistant, NIOH, Kolkata

1	2	3	4	5	6	7
Name of the post/ No. of Post/	Pay Band with Grade Pay	Classification of posts/service	Whether, Selection-cum-seniority or selection by merit or Non-selection post	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	Age limit for direct recruitment	Period of probation if any
Physiotherapy Assistant-01	PB-1 Rs.5200-20200/-+GP Rs.1900/- (revised) (Rs.3050-4590/- pre-revised)	Group-C	Selection by merit	Applicable as per rule amended from time to time	Below 35 years.	02 years
8	9	10	11	12		
Educational and other qualifications required for direct recruitment	Method of recruitment 1. By-Direct recruitment 2. By-Deputation/Transfer 3. By-Absorption 4. By-Promotion and % of posts to the filled by various methods.	Duties attached	Grade From which recruitment by promotion/deputation/ transfer/ short term contract/ re-employment/ is to be made.	D.P.C. if a Departmental Committee exists then what is its composition		
Essential Qualification: i. Diploma in Physiotherapy from any Govt. recognized Institute. ii. Class XII pass with science streams (atleast 55% marks in science subjects).	By Promotion/Deputation Failing which by Direct / Deputation	To Handle the patients and apply them appropriate Physiotherapy as per prescription.	1. <u>Promotion</u> By promotion from the eligible staff available in the institute as per the educational Qualification (as mentioned in column- 8).	<u>D.P.C.</u> 1.Chairman: Director, NIOH 2.Head of the Department of Physiotherapy: Member 3. One outside expert to be nominated by the Director, NIOH : Member 4.Dputy Director Admin Technical of the Institute : Member.		

1	Name of the post	:	MULTI -TASKING STAFF
2	Number of posts	:	32
3	Classification of posts/service	:	Group-C
4	Scale of Pay	:	BP-1 Rs.5,200-20,200/- + Grade Pay Rs.1800/- (revised pay)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	:	Non Selection
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	:	NA
7	Age limit for direct recruitment	:	Between 18 and 25 years of age
8	Educational and other qualifications required for direct recruitment	:	Matriculation or Equivalent pass. Or I.T.I. pass * * May be adopted as per special recruitments of the post, if any
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	:	NA
10	Period of probation if any	:	02 years
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation/ Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	:	By Direct Recruitment
12	Grade from which recruitment by promotions/ deputation/transfer. Short-term contract /re-employment is to be made.	:	NA
13	If a D.P.C. exists what is its composition.	:	Group 'C' Departmental Promotion Committee for considering confirmation (specific composition to be indicated)
14	Circumstances in which UPSC is to be consulted in making recruitment	:	NA
	14.A- Duties attached		Physical maintenance of records of the section, General cleanliness and upkeep of the section/unit, carrying of files and other papers within the building, photocopying, sending of Fax etc, other non-clerical work in the section/unit, Assisting in routine office work like diary, dispatch etc, including on computer, delivering of dak (outside the building), watch and ward duties, opening and closing of rooms, cleaning of rooms, dusting of furniture etc, cleaning of building, fixtures etc., work related to his ITI qualifications, if it exists, driving of vehicles, if in possession of valid driving licence, upkeep of parks, lawns, potted plants etc., any other work assigned by the superior authority.
	14.B- Agency for Selection		Director, NIOH
	14.C- Designation of appointing authority		Director

As per O.M. No.AB-14017/6/2009-Estt (RR), dated 30-04-2010 Govt. of India, Ministry of Personnel, Public Grievances & Pensions Department of Personnel & Training.

Proposed Revised Recruitment Rules

No.	Description	Existing Recruitment Rules	Proposed Revised Recruitment Rules
1	Name of the post	Electrician-cum-Generator Operator	Electrician-cum Generator Operator (RESIDENTIAL)
2	Number of posts	01	01
3	Classification of posts/service	Group-D	Group-C
4	Scale of Pay	Rs.2,650-4,000/- Rs.800-1,150/-	7 th CPC Pay Matrix level-01 (Rs.18000-56900)
5	Whether, Selection cum-seniority or selection by merit or Non-selection post	Non Selection	Selection
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	NA	Not applicable
7	Age limit for direct recruitment	18-25 years	18-25 years
8	Educational and other qualifications required for direct recruitment	License from competent authority to do all sorts of Electrical Erection & maintenance, knowledge of Generator	1) Matriculation/10th Std. pass 2) Certificate or Diploma in the trade of Electrical Grade from an Industrial Training Institute (ITI). Desirable: Passed Workman Permit Exam in Class 1, 2, 11, 7A & 7B from recognised Institute or Board and Experience in running & maintenance of DG set/ electrical works in reputed firm.
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	NA	Not applicable
10	Period of probation if any	02 years	02 years for direct recruitment.
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation/ Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	By Direct/ Promotion	By Direct Recruitment
12	Grade from which recruitment by promotions/ deputation/transfer. Short-term contract /re-employment is to be made.	NA	Not applicable
13	If a D.P.C. exists what is its composition.	NA	As per Institute bye laws and DOP guidelines.
14	Circumstances in which UPSC is to be consulted in making recruitment	NA	Not applicable
	14.A- Duties attached	Handling Electrical maintenance of plants including normal running & maintenance knowledge of Generator.	Handling Electrical maintenance of plants including normal running & maintenance of Generator.
	14.B- Agency for Selection	Director, NIOH	Director, NILD
	14.C- Designation of appointing authority	Director	Director

NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED
KOLKATA-90
RECRUITMENT RULES FOR THE POST OF

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1	Name of the post	:	ELECTRICIAN-CUM-PUMP OPERATOR (RESIDENTIAL)
2	Number of posts	:	01
3	Classification of posts/service	:	* Group-C
4	Scale of Pay	:	BP-1 Rs.5,200-20,200/- + Grade Pay Rs.1800/- (revised pay) Rs.2650-4000/- (re-revised)
5	Whether, Selection-cum-seniority or selection by merit or Non-selection post	:	Non Selection
6	Whether benefit of added years or service admissible under rule 30 of the CCS (Pension) rules 1972.	:	NA
7	Age limit for direct recruitment	:	18-25 years
8	Educational and other qualifications required for direct recruitment	:	1) Matriculation or Equivalent pass. 2) I.T.I. in Electrical Trade. Desirable: - Passed Workman Permit Exam in class- 1(b), 2 & 4 from recognized Institute or Board.
9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	:	NA
10	Period of probation if any	:	02 years
11	Method of recruitment 1. By- Direct recruitment 2. By- Deputation/ Transfer 3. By- Absorption 4. By- Promotion and % of posts to be filled by various methods.	:	Direct/ Promotion
12	Grade from which recruitment by promotions/ deputation/transfer. Short-term contract /re-employment is to be made.	:	NA
13	If a D.P.C. exists what is its composition.	:	NA
14	Circumstances in which UPSC is to be consulted in making recruitment	:	NA
	14.A- Duties attached		Handling Electrical maintenance, plants including normal running, maintenance and operation of knowledge of Motor Pumps etc.
	14.B- Agency for Selection		Director, NIOH
	14.C- Designation of appointing authority		Director

* As per O.M. No.AB-14017/6/2009-Estt (RR), GOI, Ministry of Personnel, Public Grievances & Pensions Department of Personnel & Training.

Following Governing Council Member nominated vide Ministry letter no-N-1202/17/2023-NI dated 5th December,2023 tenure for two years or until their successor are nominated.

Sl.No	Name of the Member	Address/contact no.
1	Dr. Jitendra Kumar Jain	182C/350A, Tagore Town, Allahabad, UP-211002 Contact no-9415235159/09415014994 jjain999@gmail.com
2	Dr. Prashant Mishra	Plot no-344, Rana Pratap Nagar, Rawatpur Gaon, Kanpur-208019 Contact no-9140711567 mprashant.1981@gmail.com
3.	Sh. Bhuwan Chander Gunwant	Vill. Dauliya, Post-Halduchaur, Lalkuan, Nainital-263139 Contact no-9412906968/7983110986 gunwantbc@gmail.com
4	Sh.Anikh Banerjee	K-6/3, Karunamoyee Housing Estate, Salt Lake City, Kolkata- 700091, West Bengal. Contact no-9830534970 anikhbanerjee2524@gmail.com
5	Dr.Pradeep Dubey	1512A, Home Science college road, Napier town, Jabalpur- 482001 Contact no-9826123949 dr.pradeepdubey@gmail.com
6	Dr.Vinod Aggarwal	B-103,2 nd floor, Sarvodaya Enclave, Aurobindo Marg, New Delhi-110017 Contact no-9910093988/8826003988 arsv50@gmail.com

Following Executive Council Member nominated vide Ministry letter no-N-1204/1/2023-
NI dated 8th February,2024 tenure for two years or until their successor are nominated.

Sl.No	Name of the Member	Address/contact no.
1	Dr.Yogesh Dube Chairman-Bhartiya Vikas Sansthan National Awardee	Office address:- Ghanshaym Tower, M.G.Road, Borivali(East) Mumbai-400066 (Maharashtra) Contact no- 9322111555/9594555555/8779352803 Resident address:- Dube House Carter Road No-9 Borivali(East) Mumbai-400066 officedryd.gov@gmail.com dryogeshdube.gov@gmail.com
2	Dr.Mohit Tantiya	C-20,Sukhadiya Nagar, Shri Ganganagar Rajasthan-335002 Contact no- 9414093047/9374793047/9373793047 Office address:- Vice Chairman office Administrative Block Tantia University campus Hanumangarh Road, Sri Ganganagar Rajasthan-335002 gmooffice@drsstantiamch.org



राष्ट्रीय गतिशील दिव्यांगजन संस्थान
National Institute for Locomotor Disabilities (Divyangjan)

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आज़ादी का
अमृत महोत्सव

(दिव्यांगजन सशक्तिकरण विभाग, सामाजिक न्याय एवं अधिकारिता मंत्रालय, भारत सरकार)
(Department of Empowerment of PwDs (Divyangjan), Ministry of Social Justice and Empowerment, Govt. of India)
बौ.टी. रोड बनहगली, कोलकाता-700090 / B.T. Road, Bon-Hooghly, Kolkata-700090
Phone: 2531-0279, 2531-0610/Tele Fax: 2531-8379/E-mail: mail@niloh.in /web: www.nilohkol.nic.in

संदर्भ/Ref: ACM/2720/ACAD/2019/NILD/2053142

Date: 18-12-2024

OFFICE ORDER

In pursuance of the 121st & 122nd EC Meeting of NILD, Kolkata which was held on 27th august 2024 & 18th November 2024 respectively, the committee approved to Re- constitute the Academic Committee. The new committee will function for 02 years or till the next committee is constituted. The committee is as follows:

SL.NO.	NAME	CONTACT	PARTICULAR
1.	Prof. Dr. Sanjay Keshkar	9433009067	Professor & HoD Orthopaedics, ESIC Medical College Joka Kolkata
2.	Prof. Dr. Sanjay Pandey	8102922824	Professor & HoD (PM&R), AIIMS, Patna
3.	Prof. Suraj Kumar	7830337168	Professor, Jamia Milia Islamia Central University, New Delhi
4.	Mr. Shovan Saha	9880059426	Associate Professor, Manipal College of Health Professions, Manipal
5.	Mr. G Pandian	9891928501	HoD, P&O, PDUNIPPD, New Delhi
6.	Dr. Alok Kumar Bhuwan	9990807772	Specialized in Rehabilitation Science & Special Education
7.	Prof Subhasis Bhounik	9836044278 9836960495	Professor & HoD of Mechatronics Indian Institute of Engineering Science & Technology, Howrah
8.	The Director		Indian Statistical Institute, Kolkata
9.	The Director		NILD – Kolkata, Convener

To,
All Members

Lalit
18/12/24
Dr. Lalit Narayan
Director, NILD

Copy forwarded for information to:-

1. PA to Director, NILD-Kolkata
2. Dy. Director (Admin.), NILD-Kolkata
3. All HoDs / In-Charges, NILD-Kolkata
4. Accounts Officer, NILD-Kolkata
5. Establishment Section, NILD-Kolkata
6. Estate Section, NILD-Kolkata
7. Library & Information Centre, NILD-Kolkata

Lalit
18/12/24
Dr. Lalit Narayan
Director, NILD

National Institute for Locomotor Disabilities (Divyangjan), Kolkata

Employee Remuneration as on 01.04.2025

Sl No	Name of the Employee	Designation	Gross Remuneration
1	LALIT NARAYAN	Director	180250.00
2	SOUGATO BANERJEE	Dy. Director (Administration)	177400.00
3	RUPALI SEN	Associate Professor	245370.00
4	AMEED EQUEBAL	Asst. Prof. cum Asst. Director	380785.00
5	PRAVIN KUMAR	Assistant Professor	169890.00
6	BRATIN SARKAR	Accounts Officer	169890.00
7	PAWARA DARASING MANGATYA	Program Officer	131595.00
8	HIMEL CHAKRABORTY	Research Officer	142695.00
9	SUBHAJIT PATRA	Resident Medical Officer	172248.00
10	SHUBHADEEP DAS	Resident Medical Officer cum Anesthetist	178152.00
11	SRIPARNA DAS	Lady Medical Officer	133836.00
12	JEETENDRA MOHAPATRA	Lecturer	154905.00
13	SUBHRA SRIMANI	Lecturer cum Asst. Nursing Supdt.	120215.00
14	JINJI B. S.	Clinical Instructor cum Nursing Sister	130600.00
15	SHIULI ADHIKARY	Clinical Instructor cum Nursing Sister	146330.00
16	RICHA RAMAN	Staff Nurse	125330.00
17	SUMANA MONDAL	Staff Nurse	142630.00
18	CHANDRIMA DAS	Staff Nurse	114630.00
19	JAYETA SAHA	Staff Nurse	106290.00
20	SAYANI PONDA	Staff Nurse	102300.00
21	NAWDEEP MEENA	Staff Nurse	102300.00
22	PRANABASHISH MAJI	Estate Officer	90260.00
23	EVA SNEHLATA KUJUR	Sr. Occupational Therapist cum Jr. Lecturer	83855.00
24	SOUROV SAHA	Sr. Physiotherapist cum Jr. Lecturer	103380.00
25	PUSHPA RANI	Demonstrator	168595.00
26	SAMIR KUMAR SAMANTA	Demonstrator	155800.00
27	BIBHUTI SARKAR	Demonstrator	151360.00
28	DEEPTO MITRA	Demonstrator	151360.00
29	ARATATRAN PATRA	Demonstrator	127680.00
30	SANGEETA GHOSH	Demonstrator	86240.00
31	PRAKASH SAHOO	Demonstrator	75140.00
32	MILAN KUMAR SAMANTA	Junior Orthotics	155800.00
33	DAMAYANTI SETHY	Occupational Therapist	73160.00
34	SHREYA BISWAS	Occupational Therapist	69285.00

National Institute for Locomotor Disabilities (Divyangjan), Kolkata

Employee Remuneration as on 01.04.2025

Sl No	Name of the Employee	Designation	Gross Remuneration
35	HIMANSHU KUMAR SRIVASTAVA	Media Officer	117320.00
36	JOY DAS	Junior Engineer (Electrical)	79360.00
37	RAKESH KUNDU	Senior Store Keeper	93640.00
38	PRASANTA SADHUKHAN	PA to Director	117320.00
39	PREETI CHAUDHURY	Physiotherapist	69285.00
40	M SRIYALAXMI	Special Educator	73105.00
41	KOUSHIK SAHA	X-ray Technician	74460.00
42	SAMATA DHAR	Pathology Technician	75140.00
43	SUSHIL KUMAR MALLICK	Accountant	127680.00
44	JYOTIMOY SARKAR	Assistant	85135.00
45	SOUMALI ROY	Librarian	74205.00
46	PARTHA PAL	Cashier	80165.00
47	DIPANKAR SAHA	Hindi Translator	128265.00
48	SANTOSH KUMAR SRIVASTAVA	Lab Technician	111800.00
49	ANIMESH MANDAL	Senior OT Technician	65325.00
50	SIMA RAISA	EMG Technician	60615.00
51	SUDHIR DIXIT	Assistant Store Keeper	50445.00
52	RAJ KUMAR	Upper Division Clerk	107700.00
53	ASUTOSH GUHA	Upper Division Clerk	114420.00
54	DILIP KUMAR HALDER	Upper Division Clerk	90155.00
55	SURANJAY DEBNATH	Upper Division Clerk	83310.00
56	SOUMARGHA GANGULY	Upper Division Clerk	60615.00
57	SAYAN CHAKRABORTY	Stenographer Gr-III	60615.00
58	MAHESH KUMAR SAHA	OT Technician	47038.00
59	SWAPNA JANA	Physiotherapy Assistant	57780.00
60	MAREFUL ISLAM KHAN	Surgical Boot Maker Gr-III	40528.00
61	DEVDULAL MURMU	Lower Division Clerk	105880.00
62	RAJKUMAR DAS	Lower Division Clerk	83460.00
63	SWAPAN DAS	Lower Division Clerk	76465.00
64	SUBHRANIL SAHA	Lower Division Clerk	45828.00
65	KALISSETTI RAMU	Lower Division Clerk	38568.00
66	INDRANI SEN	Lower Division Clerk	43178.00
67	MANJIL SADHUKHAN	Typist	44718.00
68	DEBABRATA GHOSH	Electrician cum Pump Operator	37328.00

National Institute for Locomotor Disabilities (Divyangjan), Kolkata

Employee Remuneration as on 01.04.2025

Sl No	Name of the Employee	Designation	Gross Remuneration
69	SAROJ KANRAR	Electrician cum Generator Operator	34093.00
70	SUSHAMA BHATTACHARYA	Multi Tasking Staff	95735.00
71	NIRMAL KUMAR SARDAR	Multi Tasking Staff	95735.00
72	MANJU HARI	Multi Tasking Staff	82570.00
73	PINTU DAS	Multi Tasking Staff	82570.00
74	RAJA HARI	Multi Tasking Staff	82570.00
75	MADAN HARI	Multi Tasking Staff	82570.00
76	RAJESH HARI	Multi Tasking Staff	82570.00
77	ALOKE KR PAUL	Multi Tasking Staff	65550.00
78	SAMBHU NATH SAHOO	Supernumerary Group-D staff	47078.00
79	MUKTI KANTA PANIGRAHI	Supernumerary Group-D staff	47078.00
80	SAJAL BHATTACHARJEE	Sweeper	34093.00