

**U.T. Administration of Daman & Diu
Official Language Department,
DAMAN-396 220.**

No. O.L.1(5)/ADOL-RR(Amended)/2002-17/

Dated : /06/2017.

NOTIFICATION

The Hon'ble Administrator of Daman and Diu and Dadra & Nagar Haveli, Daman is pleased to make the Recruitment Rules, 2017 for the posts of Assistant Director (Official Language) and invites objections and suggestions, if any in this regard from the general public. Those who are willing to file objections / suggestions may do so in writing to the Secretary (Official Language), Secretariat, Daman within 30 days w.e.f. the publication of the said notification in the official website of Daman and Diu Union Territory.

In exercise of the powers conferred by the provision of Article-309 of the Constitution read with the Government of India, Ministry of Home Affairs Order No. U-14012/13/2012-CPO. Dt.1st February,2016 and all other powers enabling him in this behalf, the Administrator of Daman and Diu hereby makes the following amended rules relating to recruitment of General Central Service, Group-A (Gazetted, Non-Ministerial), Non-Common Cadre post of **Assistant Director(OL)** in the Official Language Department under the U.T. Administration of Daman & Diu, namely -

(1) Short title, application and commencement :

- (i) These rules may be called the **“Administration of Daman and Diu, Official Language Department, Group-A (Gazetted, Non-Ministerial) post of Assistant Director (Official Language) Recruitment Rules, 2017.”**
- (ii) These rules shall apply to the posts specified in column-1 of the schedule to these rules (here-in after called as the said schedule) and they shall come into force on the date of their publication in the Official Gazette.

(2) Number of Posts, Classification and Scale of Pay :

The number of posts, classification of the said posts and the scale of pay attached thereto shall be as specified in column 2 to 4 of the schedule annexed to these rules provided that the Administrator of Daman and Diu may vary the number of posts in column-2 of the said schedule from time to time subject to exigencies of work.

(3) Method of Recruitment, Age limit and other qualifications etc. :

The Method of Recruitment, age limit, qualification and other matters relating to the said posts shall be as specified in columns 5 to 13 of the said schedule.

(4) Disqualification :

No person (a) who has entered into or contracted a marriage with a person having a spouse living, or (b) who, having a spouse living, has entered into or contracted a marriage with any person shall be eligible for appointment to the said posts, provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

(5) Power to relax :

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

(6) Savings :

Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for the Scheduled Caste and Scheduled Tribes, Other Backward Class, Ex-Serviceman and other special categories of persons in accordance with the order issued by the Central Government from time to time in this regard.

This is issued with the approval of the Union Public Service Commission vide their letter
F.No. _____, dated 2017.

By order and in the name of the
Administrator of Daman and Diu

(_____)
Deputy Secretary (Personnel)

Copy to :

1. The Development Commissioner, Secretariat, Daman.
2. The Finance Secretary, Secretariat, Daman.
3. The Secretary (Official Language), Daman & Diu, Daman.
4. The Law Secretary, Secretariat, Daman.
5. The Collector, Daman/Diu.
6. The Assistant Director (Official Language), Daman/Diu.
7. The Deputy Director (Planning), Secretariat, Daman to publish in the Official Gazette and send 05 copies for Office record.
8. The District Information Officer, Daman for uploading in Govt. Website.
9. Office Copy/Guard File.

ANNEXURE – I (FORMAT OF 13 COLUMN SCHEDULE)

RECRUITMENT RULES FOR THE POST OF Assistant Director(OL) in the OFFICIAL LANGUAGE DEPARTMENT, U.T. ADMINISTRATION OF DAMAN AND DIU

NAME OF THE POST	NO. OF POSTS	CLASSIFICATIONS	PAY BAND AND GRADE PAY/PAY SCALE	WHETHER SELECTION OR NON-SELECTION POST	AGE LIMIT FOR DIRECT RECRUITMENT/PROMOTION
1.	2.	3.	4.	5.	6.
ASSISTANT DIRECTOR (OL)	02* *(2016) SUBJECT TO VARIATION DEPENDENT ON WORK LOAD.	GCS, GROUP –‘A’ GAZETTED, NON-MINISTRIAL	PB- 3; RS. 15,600-39,100 (GRADE PAY RS. 5,400)	N.A.	N.A.

EDUCATIONAL AND OTHER QUALIFICATIONS REQD. FOR DIRECT RECRUITS	WHETHER AGE AND EQ. PRESCRIBED FOR DIRECT RECRUITS WILL APPLY IN THE CASE OF PROMOTEEES	PERIOD OF PROB., IF ANY	METHOD OF RECTT. WHETHER BY DIRECT RECTT. OR BY PROMOTION OR BY DEPUTATION/ ABSORPTION & % OF THE VACANCIES TO BE FILLED BY VARIOUS METHODS
7.	8.	9.	10.
<p><u>ESSENTIAL</u></p> <p>MASTER'S DEGREE OF A RECOGNISED UNIVERSITY IN HINDI WITH ENGLISH AS A COMPULSORY OR ELECTIVE SUBJECT OR AS THE MEDIUM OF EXAMINATION AT THE DEGREE LEVEL; <u>OR</u></p> <p>MASTER'S DEGREE OF A RECOGNISED UNIVERSITY IN ENGLISH WITH HINDI AS A COMPULSORY OR ELECTIVE SUBJECT OR AS THE MEDIUM OF EXAMINATION AT THE DEGREE LEVEL; <u>OR</u></p> <p>MASTER'S DEGREE OF A RECOGNISED 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 EXAMINATION AT THE DEGREE LEVEL; <u>OR</u></p> <p>MASTER'S DEGREE OF A RECOGNISED UNIVERSITY IN ANY SUBJECT OTHER THAN HINDI OR ENGLISH, WITH ENGLISH MEDIUM AND HINDI AS COMPULSORY OR ELECTIVE SUBJECT OR AS THE MEDIUM OF EXAMINATION AT THE DEGREE LEVEL; <u>OR</u></p> <p>MASTER'S DEGREE OF A RECOGNISED UNIVERSITY IN ANY SUBJECT OTHER THAN HINDI OR ENGLISH, WITH HINDI AND ENGLISH AS COMPULSORY OR ELECTIVE SUBJECTS OR EITHER OF THE TWO AS MEDIUM OF EXAMINATION AND THE OTHER AS A COMPULSORY OR ELECTIVE SUBJECT AT DEGREE LEVEL; <u>AND</u></p> <p><u>(ii)</u> Three year's experience of using/applying terminology (terminological work) in Hindi and translation work from English to Hindi or vice-versa, preferably of technical or scientific literature under Central/State Governments/Autonomous Body/Statutory Organizations/PSUs/Universities or recognized research or educational institutions. <u>OR</u></p> <p>Three year's experience of teaching in Hindi and English or research in Hindi or English under Central/State Governments/Autonomous Body/Statutory Organizations/PSUs/Universities or recognized research or educational institutions.</p> <p>Note 1 : Qualifications are relaxable at the discretion of the U.P.S.C. in the case of candidates otherwise well qualified.</p> <p>Note 2 : The qualification(s) regarding experience is relaxable at the discretion of the U.P.S.C. in the case of candidate belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection, U.P.S.C. is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.</p> <p>Desirable : Studied one of the languages other than Hindi included in the 8th schedule of the Constitution at 10th level from a recognized Board.</p>	<p>N.A.</p>	<p>02 YEARS FOR PROMOTEEES</p>	<p>BY PROMOTION, FAILING WHICH BY DEPUTATION, FAILING BOTH BY DIRECT RECRUITMENT.</p>

IN CASE OF RECTT. BY PROMOTION/DEPUTATION/ABSORPTION, GRADES FROM WHICH PROMOTION/DEPUTATION/ABSORPTION TO BE MADE	IF A DPC EXISTS, WHAT IS ITS COMPOSITION	CIRCUMSTANCES IN WHICH U.P.S.C. TO BE CONSULTED IN MAKING RECRUITMENT.
11.	12.	13.
<p>PROMOTION : Senior Hindi Translators working in the Official Language Department in Daman and Diu Administration in pay band-2, RS.9300-34,800/- plus grade pay of Rs.4600/- with 03 years regular service in the grade.</p> <p>NOTE – 1 : Where juniors who have completed their qualifying/eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service by more than half of such qualifying/eligibility service or two years, whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.</p> <p>NOTE – 2 : For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1.1.2006, the date from which the revised pay structure based on the sixth central Pay commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay/pay scale extended based on the recommendations of the pay commission.</p> <p>DEPUTATION : OFFICERS FROM THE CENTRAL/STATE GOVERNMENT/UTs : - (a) (i) holding analogous posts on regular basis in the parent cadre/department ; or (ii) with 3 year’s service in the grade rendered after appointment thereto on a regular basis in posts in PB-2, Rs.9300-34,800 with grade pay Rs. 4600/- ; and (b) possessing the educational qualifications and experience prescribed for direct recruits under col. 7.</p>	<p><u>GROUP “A” DEPARTMENTAL PROMOTION COMMITTEE :</u></p> <ol style="list-style-type: none"> 1. MEMBER OF THE UPSC, NEWDELHI – CHAIRMAN. 2. DEVELOPMENT COMMISSIONER, DAMAN & DIU AND DADRA & NAGAR HAVELI, DAMAN – MEMBER 3. DEPUTY/JOINT SECRETARY (PERS.), DAMAN/DNH – MEMBER 4. DEPUTY/JOINT SECRETARY (FINANCE), DAMAN/DNH – MEMBER 5. HEAD OF OFFICE CONCERNED, DAMAN/DNH – MEMBER <p><u>GROUP “A” DEPARTMENTAL CONFIRMATION COMMITTEE :</u></p> <ol style="list-style-type: none"> 1. DEVELOPMENT COMMISSIONER, DAMAN & DIU AND DNH - CHAIRMAN. 2. SENIOR MOST DANICS OFFICER POSTED IN THE U.T. OF DAMAN & DIU AND DNH – MEMBER 3. DEPUTY/JOINT SECRETARY (PERS.), DAMAN/DNH – MEMBER 4. DEPUTY/JOINT SECRETARY (FINANCE), DAMAN/DNH – MEMBER 5. HEAD OF OFFICE CONCERNED, DAMAN/DNH - MEMBER 	<p>COSULTATION WITH UPSC NECESSARY .</p>

<p>Note 1 : The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>Note 2 : Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the closing date of receipt of applications.</p> <p>Note 3 : For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1st January, 2006 (the date from which the revised pay structure based on the Sixth Central Pay Commission recommendation has been extended) shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the pay Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale and where this benefit will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.</p>		
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DEPUTY SECRETARY (PERSONNEL)

संघ प्रदेश दमण एवं दीव प्रशासन /Union Territory Administration of Daman and Diu
राजभाषा विभाग, फोर्ट एरिया, मोटी दमण / Official Language Department, Fort Area, Moti Daman

राभा 1(44)/सहायक निदेशक.भर्ती नियम/2002 17/

दिनांक : 28/06/2017

सेवा में,

राज्य सूचना विज्ञान अधिकारी,
राष्ट्रीय सूचना विज्ञान कार्यालय,
सचिवालय, मोटी दमण

विषय : सहायक निदेशक (राजभाषा) की भर्ती नियमावली, 2017 को सरकारी वेबसाईट में
अपलोड करने हेतु अनुरोध ।

महोदय,

भारत सरकार, कार्मिक, लोक शिकायत एवं पेंशन मंत्रालय, नई दिल्ली के कार्मिक एवं प्रशिक्षण विभाग से प्राप्त कार्यालय ज्ञापन संख्या एबी 14017/61/2008 स्था(भर्ती नियम), दिनांक 13/10/2015 के अनुसरण में किसी पद के लिए बनाये जाने वाली भर्ती नियमावली को आम जनता से आपत्ति एवं सुझाव आमंत्रित करने के लिए सरकारी वेबसाईट पर 30 दिनों के लिए अपलोड किया जाना अपेक्षित है ।

इसलिए आपसे अनुरोध है कि कृपया संघ प्रदेश दमण एवं दीव प्रशासन के राजभाषा विभाग के सहायक निदेशक(राजभाषा) पद हेतु बनाई गई भर्ती नियमावली,2017 को सरकारी वेबसाईट पर 30 दिनों के लिए अपलोड करने का कष्ट करें । इसे सचिव (राजभाषा),दमण एवं दीव व दादरा नगर हवेली, दमण के अनुमोदन पर जारी किया जाता है ।

भवदीय

(अन्तर्यामी परिडा)
सहायक निदेशक (राजभाषा)
दमण