

No.DPS/102(3-1)/2017-18/288  
Administration of Daman and Diu  
Department of Planning & Statistics,  
Secretariat, Moti Daman  
DAMAN – 396 220

Dated: 15/02/2018

### OFFICE MEMORANDUM


As per the Office Memorandum No.AB-1017/61/2008-Estt.(RR) dated 13/10/2015 issued by the Department of Personnel & Training, New Delhi, the draft proposal for framing /amendments of Recruitment Rules are required to be uploaded on the website of the Administration inviting comments from the stake holders.

The Department has decided to amend the Recruitment Rules for the following statistical cadre posts (Group 'C') as detailed below:

1. **Statistical Assistant/Economic Investigator .. Matrix Pay Level 5**
2. **Statistical Investigator/Enumerator .. Matrix Pay Level 4**
3. **Compiler Checker/Computer Operator ... Matrix Pay Level 2**

The draft Notification along with the Schedule (Annexure-I) for proposed amendments of the said Recruitment Rules is attached herewith.

The said draft amendment of Recruitment Rules is hereby placed on the official website of the Administration inviting comments from the stakeholders within 30 days from the date of issue of this O.M.

  
( Dr. S. D. Bhardwaj )  
**Joint Director (Planning)**

Encl: As above

To,

 The State Informatics Office, NIC, Daman with request to kindly upload the same on the official website of the Administration for wide publicity.

Administration of Daman and Diu  
Department of Planning & Statistics  
Secretariat, Moti Daman  
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## NOTIFICATION

In exercise of the powers conferred by the proviso to article 309 of the Constitution, Department of Personnel and Training O.M. No.AB.14017/13/2016-Estt.(RR) dated 9<sup>th</sup> August, 2016, and in supersession of the existing recruitment rules for the posts and all other powers enabling him in this behalf, the Administrator of Daman and Diu is hereby pleased to make the following rules regulating the method of recruitment to Group 'C' Non-Gazetted, Non-Ministerial posts of the common statistical cadre in the Department of Planning and Statistics, Daman and Diu under the Union Territory of Daman and Diu, namely:-

1. **Short title and commencement** - (i) These rules may be called the Administration of Daman and Diu, common statistical cadre posts in the Department of Planning & Statistics, Group 'C' (Non-Gazetted, Non-Ministerial) Posts Recruitment Rules, 2017. (ii) They shall apply to the posts specified in column 1 of the Schedule to these Rules. (iii) They shall come into force on the date of their publication in the Official Gazette and will relate to appointment to the various posts made on or after this date.
2. **Number of post, Classification and Scale of Pay** - The number of posts, its classification and the scale of pay attached thereto shall be specified in columns 2 to 4 of the Schedule annexed to these rules: Provided 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, qualifications etc** - The method of recruitment, age limit, qualifications and other matters relating to the said posts shall be as specified in columns 5 to 13 of the aforesaid Schedule.

Contd...2/-



**4. Disqualification - No person -**

- (a) who has entered into or contracted a marriage with a person having a spouse living, or
- (b) who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the said post :

Provided that the Administrator may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

**5. Power to relax** – Where the Administrator is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

**6. Saving** – Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, Ex-Servicemen and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

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

Deputy Secretary (Pers )

Copy to :-

1. The Advisor to Administrator, Secretariat, Daman
2. The Finance Secretary & Secretary (P&S), Secretariat, Daman
3. The Collector, Collectorate, Daman/Diu
4. The Law Secretary, Secretariat, Daman
5. The Staff Officer to Administrator, Secretariat, Daman.
6. The Deputy Secretary (PER), Secretariat, Daman
7. The Head of Office, Government Printing Press, Daman with request to publish the same in the Official Gazette.
8. The Assistant Director (OL), Secretariat, Daman for favour of translation into Hindi.
9. The Office file
10. The Guard file

SCHEDULE

Annexure-I.

RECRUITMENT RULES FOR NON-GAZETTED POSTS OF DEPARTMENT OF PLANNING & STATISTICS, U.T.OF DAMAN & DIU.

Name of the post	No. of posts.	Classification	Matrix Pay Level	Whether selection post or non selection post	Age limit for direct recruitment	Education and other qualification required for Direct Recruitment	Whether age and Educational Qualification prescribed for the Direct Recruitment will be applicable in the case of promotees.	Period of Probation if any	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of posts to be filled by various methods.	In case of recruitment by promotion / deputation/ absorption, grade from which promotion / deputation / absorption is to be made.	If D.P.C. exists, what is its composition	Circumstances in which U.P.S.C is to be consulted in making recruitment.
1	2	3	4	5	6	7	8	9	10	11	12	13
(1) Statistical Assistant / Economic Investigator	12 2017 Subject to Variation dependent on workload	Group 'C' (Non-Ministerial Non-Gazetted)	Matrix Pay Level 5	Selection-cum-seniority / Selection by Merit respectively.	Note exceeding 30 years (Relaxable up to 5 years for Govt.Servants)	<b>Essential:</b> 1) Degree in Statistics from a recognised University.  2) One Year Diploma in Computer from recognised Board/Reputed Institution.  <b>Desirable:</b> One year experience in data collection, compilation and analysis from Govt. recognised Institutions/Govt. Corporations/Universities affiliated under UGC	No	Two years in case of Direct recruitment	(a) 50% of the posts by promotion failing which by direct recruitment (b) 50% of the posts by direct recruitment	<b>Promotion:</b> Statistical Investigator/ Enumerator with 5 years regular service in the grade	Group 'C' D.P.C.	Not Applicable.
(2) Statistical Investigator/ Enumerator	9 2017 Subject to Variation dependent on workload	Group 'C' (Non-Ministerial Non-Gazetted)	Matrix Pay Level 4	Selection-cum-seniority / Selection by Merit respectively.	Note exceeding 30 years (Relaxable up to 5 years for Govt.Servants)	<b>Essential:</b> 1. Degree in Statistics/Economics from a recognised University.  2) One Year Diploma in Computer from a recognised Board/Reputed Institution	No.	Two years in case of Direct recruitment	(a) 25% of the posts promotion failing which by direct recruitment  (b) 75% of the posts by direct recruitment	<b>Promotion:</b> Compiler Checkers with at least 8 years regular service in the grade.	Group 'C' D.P.C.	Not Applicable.
(3) Compiler Checker / Computer Operator	4 2017 Subject to Variation dependent on workload	Group 'C' (Non-Ministerial Non-Gazetted)	Matrix Pay Level 2	N.A.	Note exceeding 30 years (Relaxable up to 5 years for Govt.Servants)	<b>Essential:</b> 1) Degree in Statistics/Mathematics/Economics with Statistics subject from a recognised University  2. One year Diploma/Certificate in Computer from recognised Board/Reputed Institute.	Not Applicable	Two years	100% Direct Recruitment	Not Applicable.	Not Applicable.	Not Applicable.