

राष्ट्रीय विज्ञान संग्रहालय परिषद
National Council of Science Museums
ब्लॉक-जी एन, सेक्टर-V, बिधान नगर
Block - GN, Sector - V, Bidhan Nagar
कोलकाता/Kolkata- 700 091

सं-आई/1-13019/1/966

दिनांक/Dated: 05.06.2018

कार्यालय आदेश/OFFICE ORDER NO. 29/2018

Consequent on implementation of Revised Recruitment Rules in NCSM as per NCSM Office Order no. 19/2018, dated 27.04.2018 and based on the recommendations of the 145th meeting of the Directors' Committee of NCSM held on 26.05.2018, it has been decided that Assessment and Promotion cases in NCSM shall be taken up as follows with a view to remove anomalies and hardship to employees:-

Implementation of Recruitment Rules (RR), 2018 in NCSM

A. **Scientific Category:-**

All the pending cases of assessment for the year 2016-17 shall be taken up immediately. As regards assessment cases for the year 2017-18, the effective dates of promotion of employees in scientific category will be their respective anniversary dates and their pay will be fixed on notional basis from the anniversary dates. However, actual financial benefits will be extended with effect from the date of assessment, if recommended.

B. **Technical Category:-**

(a) **Group II**

- i. As per the provisions in RAP (Amendment) Rules, 1999, employees in grade II(5) were allowed to switch over to grade III(2) in Group-III as there was no promotional avenues for such employees in Group-II. In consideration of the fact that two more grades i.e. II(6) & II(7) have been added in Revised RR, 2018 and switch over has been dispensed with in the Revised RR, all erstwhile Group II(5) employees, who were allowed to switch over to Group III(2), are required to exercise an option to revert to grade II(6) in Level-7 (₹44900-142400) w.e.f. 24.4.2018. On such reversion, they shall be designated as Technician 'F'. They shall be assessed for promotion to grade II(7) immediately w.e.f. 24.4.2018 subject to completion of probation in Group III(2).
- ii. Existing employees in grade II(5), having qualifying service of 6 years or more as on 24.4.2018 in grade II(5), shall be considered for assessment promotion to grade II(6) immediately. On their promotion to grade II(6), they will be designated as Technician 'F'. They shall be considered for assessment promotion to grade II(7) after rendering 12 years qualifying service in the grades II(5) and II(6) taken together and completion of probation in grade II(6).

- iii. Employees in grade II(6) [deemed to have been placed in grade III(3) in Group-III] shall be adjusted against the available post/future vacancy in Group-III. After such adjustment, action to be taken to fill up the posts vacated by them in Group-II.

(b) Group III

- i. All the pending cases of assessment for the year 2016-17 shall be taken up as per Revised RR, 2018 immediately. However, assessment cases already taken up shall not be reopened. In consideration of the fact that the criterion of possessing minimum qualifications required for the next higher group has been dispensed with for Assessment from Group III(5) to Group III(6), employees in Group III(5) who were on rolls as on 02.02.2016 (i.e. the date of implementation of Cadre Review) and completed minimum qualifying service of 5 years or more shall be assessed for Group III(6) during the period from 02.02.2016 to 31.03.2017 immediately. The effective dates of promotion, if recommended, shall be their anniversary dates and their pay will be fixed on notional basis accordingly from their respective anniversary dates. However, actual financial benefits will be extended w.e.f. 24.04.2018.

(c) Group V

In consideration of the fact that two more grades i.e. grade V(4) & grade V(5) have been added in Group-V, all employees in grade V(4) in Level-13(₹123100-215900) designated as Dy. Chief Engineer, on completion of combined residency period of 10 years or more qualifying service in grade V(3) & V(4) either prior to or on 24.4.2018, may be considered for assessment promotion to the grade V(5) in Level-13A(₹131100-216600) immediately.

Note:-

- (1) As regards assessment cases for the year 2017-18, the effective dates of promotion will be their respective anniversary dates and their pay will be fixed on notional basis from the anniversary dates. However, actual financial benefits will be extended with effect from the date of assessment, if recommended.
- (2) Considering that there is a maximum of 4 chances for assessment in place of 5 chances earlier, those employees, who have been due for assessment in top+1 grade (including the grades they are covered under MACPS) may be assessed for the next grade w.e.f. 24.4.2018 as a last chance for them.

C. **Administrative Category:-**

(i) All the LDCs, UDCs and Assistants may be redesignated as Office Assistant (Grade-III), Office Assistant (Grade-II) & Office Assistant (Grade-I) respectively.

(ii) Eligibility criteria for direct recruitment and promotion to various administrative posts shall be strictly as per NCSM (RP) Amendment Rules, 2018. However, cases already decided will not be reopened.


D. **Excluded Administrative Category:-**

1. Eligibility criteria for direct recruitment and promotion to various excluded administrative posts shall be strictly as per NCSM (RP) Amendment Rules, 2018. However, the existing PRO, who is in Level-7 (₹44900-142400), may be granted in-situ up-gradation to Level-11(₹67700-208700) w.e.f.24.4.2018 as he is holding the identical post.
2. The qualification prescribed for direct recruitment of various posts shall be strictly followed in all future recruitments. However, promotion in case of all categories of employees may be considered based on the minimum residency period/qualifying service required for promotion/ assessment to the next higher grade without insisting on their educational qualification.
3. Reservation Rosters for Group 'A' & Group 'B' posts will be maintained at NCSM (Hqrs.) and that of Group 'C' posts will be maintained at national level museum/centre. For this purpose, earlier practice of clubbing various posts to be discontinued and Reservation Rosters for each post may be maintained separately state-wise. However, in case of less number of posts, 13-point Reservation Roster may be maintained.
4. In order to avoid delay in processing of cases for completion of probationary period and also to ensure uniformity, the committee for completion of probationary period shall be constituted as follows:-

| Sl. No. | Pay Matrix & Level of Pay | Authority competent to constitute | Composition of Committee |
|---------|--|-----------------------------------|---|
| 1. | Upto Level-9 (₹53100-167800) (PB-2 with Grade Pay of ₹5400-as per 6 th CPC) | Director of the Museum/ Centre | 1. Director of the Museum/Centre - Chairman 2. Sectional/Divisional Head - Member 3. PC/Curator - Member 4. Sr. CoA/CoA/Dy. CoA - Member |
| 2. | Level-10 (₹56100-177500) (PB-3 with Grade Pay of ₹5400-as per 6 th CPC) & Level-11 (₹67700-208700) (PB-3 with Grade Pay | 'Do' | 1. Director of the Museum/Centre - Chairman 2. Sectional/Divisional Head - Member 3. PC/Curator - Member 4. Secretary, NCSM - Member |

| Sl. No. | Pay Matrix & Level of Pay | Authority competent to constitute | Composition of Committee |
|---------|---|-----------------------------------|---|
| 3. | of ₹6600-as per 6 th CPC) Level-12 (₹78800-209200) (PB-3 with Grade Pay of ₹7600-as per 6 th CPC) & Level-13 (₹123100-215900) PB-4 with Grade Pay of ₹8700-as per 6 th CPC) | Director General, NCSM | 1. An outside expert – Chairman 2. Director General, NCSM or his nominee – Member 3. Director of Museum/Centre – Member 4. Secretary, NCSM – Member |
| 4. | Level-13A (₹131100-216600) (PB-4 with Grade Pay of ₹8900-as per 6 th CPC) & Level-14 (₹144200-218200) (PB-4 with Grade Pay of ₹10000-as per 6 th CPC) | Director General, NCSM | 1. An outside expert – Chairman 2. An outside subject expert – Member 3. Director General, NCSM – Member 4. Director of Museum/Centre – Member (Other than Director & Secretary) |

This issues with the approval of DG, NCSM.


 5-6-18
 (चंद्रकांत दास/Chandrakant Das)
सचिव/Secretary

To:-

01. Directors of all NCSM units/MD, CMD
02. PPS to DG, NCSM
03. CoFA, NCSM
04. PCs of all NCSM units
05. Sr. CoA/CoA/Dy.CoA of all NCSM units
06. DSOs of all NCSM units
07. Dy. CoFA/F&AO of all NCSM units
08. PRO, NCSM
09. Office Order Register
10. Office Copy