



ज्ञान-विज्ञान विमुक्तये

**UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI**

**Government of India
Ministry of Human Resource Development
(Department of Education)**

dated 29.1.1997

NOTIFICATION

GSR. In exercise of powers conferred by sub-section (1) read with clause (d) of sub-section (2) of section 25 of the University Grants Commission Act, 1956 (3 of 1956), the Central Government hereby makes the following rules regulating the method of recruitment to certain posts in the University Grants Commission, namely :-

1. Short title and Commencement.-

- (1) These rules may be called the University Grants Commission Chief statistical Officer and Data Entry Operator, Group 'A' and Group 'C' posts Recruitment Rules, 1997,
- (2) They shall come into force on the date of their publication in the official Gazette.

2. Application.- These rules shall apply to the posts specified in column 1 of the Schedule annexed to these rules.

3. Number of post, classification and scale of pay.- The number of posts, their classification and scale of pay. The number of posts, their classification and the scale of pay attached thereto shall be as specified in column 2 to 4 of the said Schedule.

4. Method of recruitment, age limit and other qualifications etc.- The method of recruitment to the said posts, age limit, qualifications and other matters relating thereto shall be as specified in column 5 of 14 of the aforesaid Schedule.

5. 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 any of the said posts:

Provided that the Central Government may,

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

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

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

Schedule

Number of post	Classification	Scale of pay	Whether benefit of added years of service admissible under Rule 30 of the Central Services (Pension) Rules, 1972.	Whether selection or non-selection post	Age limit for direct recruitment	Educational other qualifications required for direct recruitment
2	3	4	5	6	7	8
1* (1997) * Subject to variation dependent on workload.	General Central Service - Group A Gazetted Non-Ministerial	Rs. 4500-5700 (4500-150-5700)	No	Selection	50 years. (Relaxable by five years for employees of Central and State Governments, 2) Universities and autonomous bodies)	Essential Master's Degree of a recognized University in Statistics or Social Science with Statistical experience in collection and interpretation of educational data.
						Note 1.-Qualifications are relaxable at the discretion of the Central Government in the case of candidates otherwise well qualified.
						Note 2.-The qualifications regarding experience are relaxable at the discretion of the Central Government in the case of candidates belonging to the Scheduled Tribes or the Scheduled Castes.

Schedule

Number of post	Classification	Scale of pay	Whether benefit of added years of service admissible under Rule 30 of the Central Services (Pension) Rules, 1972.	Whether selection or non-selection post	Age limit for direct recruitment	Educational other qualifications required direct recr
2	E	4	5	6	7	8

at any stage of selection, the Government is of opinion that number of candidates from communities possessing requisite experience are not likely to be available to fill the vacancy reserved for them.

Desirable:

- i) Training in Educational Research Planning in some recognised institution.
- ii) Experience of work on computer systems, data storage and retrieval.
- iii) Doctorate Degree

Period of probation	Methods of recruitment whether by direct or by promotion or transfer and percentage of the vacancies to be filled by various methods	In case of recruitment by promotion, transfer, grade from which promotion to be made.	Composition of Departmental Promotion Committee or Selection Committee	Circumstances which Un Service is to be in making ment.
10	11	12	13	14
Two years	By Promotion/Transfer on deputation.	<p>Transfer on deputation (including short-term contract/Promotion)</p> <p>Officers of the Central/State Governments, Universities and other autonomous organisations holding analogous posts or with five years regular service in the posts in the pay scale of Rs.3700-5700, having educational qualifications and experience as prescribed for direct recruits under column 8.</p> <p>Note: The Coordinator with five years regular service in the grade shall be considered alongwith the deputationist. If he is selected for appointment to the post, it is to be treated as having been filled by promotion.</p>	<p>1. Chairman, University Grants Commission.. ..Chairman</p> <p>2. One Member of the University Grants Commission .. Member</p> <p>3. One Professor of a University nominated by Chairman, University Grants Commission ..Member</p> <p>4. Additional/Joint Secretary to the Government of India.Member</p> <p>5. Secretary, University Grants Commission..Member</p>	Not

1	2	3	4
Date Entry Indicator	4* (1997) *Subject to variation depending on workload.	General Central Services Group C, Non-Ministerial, Non-Gazetted.	Rs. 200-30- 1560-EB-40- 2040



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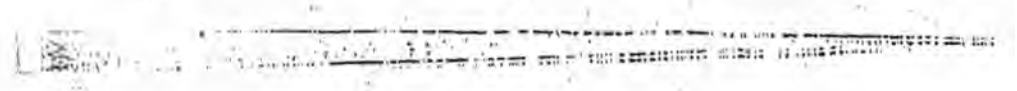
5	6	7	8
No	Not applicable	30 years (Relaxable for employees of Central and State Government, Universities and autonomous bodies upto 40 years for general candidates and upto 45 years in the case of Candidates belonging to the Scheduled Castes or the Scheduled Tribes.	1) Matriculation from a recognised Board 2) One year Diploma/Certificate of Data Entry Operator from a recognised institution. 3) Data Entry speed of 8000 key depressions per hour. 4) Two years experience in Data Entry in any Electronic Data Processing Organisation.



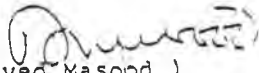
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n Applicable Two years. By direct recruitment. 2

To
The Manager,
Government of India Press,
Mayapuri, Ring Road,
New Delhi



- Not applicable. 1) Joint Secretary, University Grants Commission ..Chairman. Not applicable
- 2) Two Professors/Lecturers of a University to be nominated by the Secretary, University Grants Commission.. Member
- 3) Divisional Head/ Incharge of Administration of University Grants Commission.. Member


(Naved Masood)
Joint Secretary to the Government of India
(No.F.4-51/96-U.I)