

The Bureau of Indian Standards (Recruitment to Administration, Finance and Other Posts) Regulations, 2007

UNION OF INDIA

India

The Bureau of Indian Standards (Recruitment to Administration, Finance and Other Posts) Regulations, 2007

Rule

THE-BUREAU-OF-INDIAN-STANDARDS-RECRUITMENT-TO-ADMINIST of 2007

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The Bureau of Indian Standards (Recruitment to Administration, Finance and Other Posts) Regulations, 2007Published Vide Notification No. G.S.R. 54(E), dated 31st January, 2007Bureau of Indian StandardsG.S.R. 54(E). - In exercise of the powers conferred by section 38 of the Bureau of Indian Standards Act, 1986 (63 of 1986) and in supersession of the Bureau of Indian Standards (Recruitment to Administration, Finance and Other Posts) Regulations, 1988, except as respects things done or omitted to be done before such supersession, the Executive Committee of the Bureau of Indian Standards, with the previous approval of the Central Government, hereby makes the following regulations, namely:-

1. Short title and Commencement.

(1)These regulations may be called the Bureau of Indian Standards (Recruitment to Administration, Finance and Other Posts) Regulations, 2007.(2)These Regulations shall come into force on the date of their publication in the Official Gazette

2. Definitions.

- In these regulations, unless the context otherwise requires -a. "Act" means the Bureau of Indian Standards Act, 1986 (63 of 1986);b. 'Administration, France and Other Posts" means the posts included in the Schedule appended to these regulations;c. "Rules" means the Bureau of Indian

Standards Rules, 1987;d. "Schedule" means the Schedule appended to these regulations;e. "Scheduled Castes" and "Scheduled Tribes" shall have the same meanings as are respectively assigned to them in clauses (24) and (25) of article 366 of the Constitution of India;f. "Selection Committees" means the Committees constituted under Regulation 8 of this Regulation.g. "Standing Staff Committee" means the Committee constituted under sub-regulations (1) of regulation 8 of this Regulation;h. Words and expressions used in these regulations and not defined but defined in the Act or the rules, shall have the same meanings respectively assigned to them in the Act and the rules.

3. Application.

- These regulations shall apply to posts mentioned in column (2) of the Schedule:Provided that the services rendered by the incumbents to these posts in the erstwhile Indian Standards Institution shall be counted for the purpose of these regulations.

4. Method of Recruitment.

- The method of recruitment to the posts referred to in regulation 3, scale of pay, age limit, qualifications and other matters connected therewith, shall be as specified in the Schedule.Provided that the maximum age limit for appointment on deputation basis (including short term contract) shall not exceed 56 years as on the closing date of the receipt of applications.Provided further that in case of deputation, the period of such deputation shall not, ordinarily, exceed three years. The maximum period of deputations shall be five years and deputation allowance shall be admissible only for the first four years of deputation.

5. Direct Recruitment.

- (i) Vacancies shall be advertised in the leading newspapers and on the website of the Bureau giving, among others, full information regarding number of posts, reservation for the Scheduled Castes, the Scheduled Tribes and Other Backward Classes, prescribed qualifications, age limit and experience, etc.,(ii)Candidates possessing the prescribed qualifications, experience and age limit shall be eligible for the post:Provided that the upper age limit may be relaxed in case of officers and employees of the Bureau and in respect of such categories of persons as may, from time to time, be notified in this behalf by the Central Government to the extent and subject to the conditions notified in respect of each category.Provided further that the upper age limit may be relaxed for Departmental candidates upto the age of 50 years for the posts for which the prescribed age limit is less than 50 years, and by five years for posts for which the prescribed age limit is 50 years or more.(iii)In the case of posts to be filled through competitive examination-a. a written examination, which may include shorthand, typewriting and other practical tests, shall be conducted by the Bureau departmentally or through a professional institution or agency on dates and at places to be decided by the Director General:b. the number of candidates to be called for interview shall be not more than four times the number of vacancies advertised in order to merit from among those who have secured at least fifty percent marks in the written examination:Provided that for such Group 'C' posts as may be decided by the Director General, the selection shall be made exclusively on the basis

of merit in the written examination without any interview;c. the candidates shall be selected on the basis of merit as determined by the aggregate marks obtained by giving equal weightage to the written examination and interview, where applicable.(iv)In the case of posts to be filled by direct recruitment/deputation, applications received shall be got screened by the Director General through Screening Committee comprising of-a for Group 'A' posts, the Director General, one of the nominees of the Executive Committee on the Standing Staff Committee and an officer of the Bureau to be nominated 'by the Director General;b. for Group 'B' posts, the Director General and two officers of the Bureau to be nominated by him; andc. for Group 'C' and 'D' posts, three officers of the Bureau to be nominated by the Director General, and the candidates as approved by the Screening Committee shall be called for interview.(v)If post reserved for Scheduled Castes, Scheduled Tribes and Other Backward Classes are not filled on the basis of the criteria laid down in sub-regulation (iii), the candidates belonging to such category may be selected by giving relaxation as per Government guidelines to make-up the deficiency in the reserved quota, subject to suitability of these candidates for selection to the post concerned.(vi)The probation and other terms and conditions of service of candidates so appointed shall be in accordance with the Bureau of Indian Standards (Terms and Conditions of Services of Employees) Regulations, 2007.(vii)It shall be permissible to draw up a reserved list in addition to the Select List of successful candidates for filling vacancies which shall remain valid for a period of one year from the date such list is drawn.

6. Promotions.

- (i) For the purpose of promotion, a post shall be either a Selection or a Non-selection post as given in the Schedule.(ii)Promotion to a Selection post shall be on the basis of merit with due regard to seniority. The appropriate Selection Committee shall judge the merit and suitability of eligible employees within the zone of consideration in accordance with the procedure laid down by the Executive Committee for promotion taking into account the record of service including Confidential Reports and recommend the order in which promotions may be made.(iii)Promotion to a Non-selection post shall be on the basis of seniority subject to rejection of unfit as determined from the record of service including Confidential Reports, by the appropriate Selection Committee.

7. Appointing Authority.

(1)Appointments to all posts shall be made by the appointing authority on the recommendations of the concerned Selection Committees as given below:(a)Standing Staff Committee for Group 'A' Posts carrying a scale of pay the maximum of which exceeds Rs. 16500;Provided that the appointment to the post of Chief Vigilance Officer on deputation basis requiring approval of the Central Government shall not be referred to the Standing Staff Committee;(b)Selection Committee 'A' for Group 'A' posts carrying a scale of pay maximum of which does not exceed Rs. 16,500/-;(c)Selection Committee 'BCD' for posts in Groups 'B', 'C' and 'D'; andProvided that appointments to all posts of the level of Deputy Director General and above shall be made with the approval of the Central Government:Provided further that the officiating appointments may be made by the appointing authority without recommendations of the appropriate Selection Committee subject to conditions specified for such appointments in the Schedule appended to the Bureau of Indian Standards (Powers and Duties of Director General) Regulations, 1987.(2)The recommendations of Selection

Committees referred to in clauses (c) of sub-regulation (1) shall be submitted to the Director General for approval,

8. Composition of Selection Committees.

(1)The Standing staff Committee shall consist of the following members, namely: -(i)Director General, who shall be, the "Chairman of the Committee"(ii)representative of the Ministry of Finance on the Bureau;(iii)a representative of the Ministry or Department of the Central Government having administrative control of the Bureau;(iv)two members of the Executive Committee to be nominated by it every year; and(v)one or more Senior Officer of Bureau to be nominated by the Director General,(2)The Selection Committee 'A' shall consist of the following member,s namely: -(i)Director General, who shall be the Chairman of the Committee;(ii)Scientist G/Scientist F of the Bureau nominated by the Director General;(iii)A nominee of the Ministry or Department of the Central Government having administrative control of the Bureau;(iv)Officer in charge of the, Personnel function in the Bureau; and,(v)One or more officers to be nominated by the Director General, one of whom may be the, representative of Scheduled Castes/Scheduled Tribes.(3)Selection Committee 'BCD' for posts in Groups 'B', 'C' and 'D' shall consist of the following members, namely:(i)Deputy Director General (Administration)/Director (A&F) to be nominated by Director General who shall be the Chairman.(ii)One officer dealing with personnel functions to be nominated by Director General.(iii)Two other officers to be nominated by the Director, General one of whom may be representative of Scheduled Castes/Scheduled Tribes.(iv)Assistant Director/Deputy Director (personnel Function's).

9. Categories of Posts and, their Authorized Strength.

- The categories of posts and their authorized strength shall be such as may from time to time be determined by the Executive Committee with the approval of the Central Government The categories of posts and their authorized strength as on the date of the Notification of these Regulations are given in the Schedule.

10. Power to Relax.

- Where the Executive Committee is of the opinion that it is necessary or expedient to do so, it may, for reasons to be recorded in writing, relax any of provisions of these regulations in respect of any class or category of persons.

11. Savings.

- Nothing in these regulations 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, Physically handicapped and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

12. Interpretation.

- If any question arises relating to the interpretation of these regulations, it shall be, decided by the Executive Committee.

Schedule

(See Regulation 9)

S.No.	Name of the Post	Number of Posts	Scale of Pay	Whether selection non-selected post
(1)	(2)	(3)	(4)	(5)
	GROUP 'A' POSTS			
(1)	Deputy Director General (Administration)	1	164-450-20000	Selection
2	Deputy Director General (Finance)	1	16400-450-20000	Selection

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Amendment
to columns 8
& 10 shall be
taken up as
per the
outcome of
CWP No.
463 of 2006
filed by Shri
K.K.Bhojwani,
Sy, BIS
against BIS
and UOI in
the Hon'ble
High Court of
Delhi

3	Director (Selection Grade)	4**	14300-400-18300	Selection
4	Chief Vigilance Officer	1	14300-400-18300 or the deputationist's own payscale	Selection
5.	Secretary	1	12000-375-16500	Selection

6.	Director (Finance)	1	12000-375-16500	Selection
7.	Director (Administration)	1	12000-375-16500	Selection

8.	Director (Legal)	1	12000-375-16500	Selection
9	Direct (Public Relation)	1	12000-375-16500	Selection
10.	Director (information Service)	1	12000-375-16500	Selection

11.	Director (Printing)	1	12000-375-16500	Selection
12.	Director (Sales)	1	12000-375-16500	Selection
13.	Director. (Establishment)	1	12000-375-16500	Selection

14.	Director (Accounts)	1	12000-375-16500	selection
15	Director (Foreign Languages)	1	12000-375-16500	Selection

16

Deputy Director (Hindi) 2

10000-325-15200

Selection

17

Deputy Director (Public 12
Relations / Library
/Scale / Printing /
Foreign Languages /

10000-325-15200

Selection

Computer /
Publications)

18.	Deputy Director (Administration and Finance)	11	10000-325-15200	Selection
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19.	Assistant Director (Hindi)	2	8000-275-13500	Note applicable
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20.	Assistant Director (Public Relations)	2	8000-275-13500	Not applicabl
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21.	Assistant Director (Administration and Finance)	14	8000-275-13500	Not applicabl
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**GROUP 'B'
POSTS**

22.	Supervisor (Drawing)	8	7450-225-11500	Selection
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23.	Section Officer	113	6500-200-10500	selection
24.	Private Secretary	85	6500-200-10500	Selection
25.	Librarian	5	6500-200-10500	Selection
26.	Supervisor (Editing & Printing)	4	6500-200-10500	Selection
27.	Senior Technical Assistant (Drawing)	6	6500-200-10500	Selection

28.	Deputy Librarian	5	5500-175-9000	Non-selected
29.	Supervisor (Reprography)	4	5500-175-9000	Non-selected
30.	Senior Master Technician	12	5500-175-9000	Non-selected

31.	Senior Translator (Hindi)	2	5500-175-9000	Non-selected
32	Assistant	208	5500-175-9000	Non-selected
33.	Stenographer	115	5500-175-9000	Non-selected
GROUP 'C' POSTS				
34	Senior Proof Reader	2	5000-150-8000	Non-selected
35	Assistant Librarian	5	5000-150-8000	Non-Selected
36.	Junior Translator (Hindi)	6	5000-150-8000	Not applicable

37	Senior Operator	3	4500-125-7000	Non-selected
38.	Master Technician	16	4500-125-7000	Non-Selected
39.	Library Assistant	1	4500-125-7000	Non-selected
40	Junior Stenographer	30	4000-100-6000	Non-Selected

41.	Senior Technician	30	4000-100-6000	Non-selected
42.	Senior Technician	30	4000-100-6000	Non-selected
43.	Assistant Operator	3	4000-100-6000	Non-selected

44.	Lower Division Clerk	94	3050-75-3950-80-4590	Not applicable
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45.	Library Clerk	1	3050-75-3950-80-4590	Not applicable
46.	Head Security Guard	2	3050-75-3950-80-4590	Non-selection
47.	Staff Car Driver			
a) Special Grade	1	5000-150-8000	Non-Selection	Not Applicable
b) Grade I	4	4500-125-7000	Non - Selection	Not Applicable
c) Grade II	4	4000-100-6000	Non-Selection	Not Applicable

d) Ordinary Grade	4	3050-75-3950-80-4590 Non-Selection	30 years
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48	Junior Operator	2	3050-75-3950-80-4590	Not Applicable
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49	Senior Attendant	40	3050-75-3950-80-4590	Non-selected
50	Technician	1	3050-75-3950-80-4590	Not applicable
51	Despatch Rider	1	3050-75-3950-80-4590	Not - selection
52	Garden Chowdhury	1	3050-75-3950-80-4590	Non-selected

GROUP 'D' POSTS

53	Lift Attendant	2	3050-75-3950-80-4590	Not Applicable
54	Attendant	219	2610-60-2910-65-3300-70-4000	Non-selected
55	Helper	80	2550-55-2660-60-3200	Not applicable
56	Farash	20	2550-55-2660-60-3200	Not applicable
57	Mali	5	2550-55-2660-60-3200	Not applicable
58	Beldar	20	2550-55-2660-60-3200	Not applicable
CANTEEN POSTS				
59	Manager-cum-Salesman	01	3200-85-4900	Not applicable
60	Halwai	04	3200-85-4900	Non-selected
61	Cook	02	3050-75-3950-80-4590	Non-selected
62	Coupon clerk	03	3050-75-3950-80-4590	Not applicable
63	Sales Clerk	02	3050-75-3950-80-4590	Not applicable
64	Assistant Halwai	01	3050-75-3950-80-4590	Non-selected

65	Coffee-cum-Tea Maker	14	2610-60-3150-65-3540	Non-sele
66	Bearer	26	2610-60-3150-65-3540	Non-sele
67	Wash Boy	16	2550-55-2660-60-3200	Not applicabl

Note.- The posts at serial numbers 59 to 67 are personal to the present employees and further recruitment of canteen employees shall not be made on their cessation of service consequent upon their superannuation/ promotion/ removal/ redignation/ death.