

Warehousing Development and Regulatory Authority (Conditions of service of the Officers and other Employees) Regulations, 2016

UNION OF INDIA

India

Warehousing Development and Regulatory Authority (Conditions of service of the Officers and other Employees) Regulations, 2016

Rule

WAREHOUSING-DEVELOPMENT-AND-REGULATORY-AUTHORITY-CO of 2016

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Warehousing Development and Regulatory Authority (Conditions of service of the Officers and other Employees) Regulations, 2016Published vide Notification No. G.S.R. 694(E), dated 14 July, 2016Last Updated 5th September, 2019Ministry of Consumer Affairs, Food and Public Distribution(Department of Food and Public Distribution)(Warehousing Development and Regulatory Authority)G.S.R. 694(E). - In exercise of the powers conferred by section 33 read with clause (g) of sub-section (2) of 51 of the Warehousing (Development and Regulation) Act, 2007(37 of 2007), the Warehousing Development and Regulatory Authority, with the previous approval of the Central Government and in consultation with the Warehousing Advisory Committee, hereby makes the following regulations, namely :-Chapter-I Preliminary

1. Short title and commencement.

(1)These regulations may be called the Warehousing Development and Regulatory Authority (Conditions of service of the Officers and other Employees) Regulations, 2016.(2)They shall come into force on the date of their publication in the Official Gazette.

2. Application.

- These regulations shall apply to every whole time officer and other employee of the Authority: Provided that these regulations shall not apply to persons employed temporarily, (other than probationers), or on contract basis, except otherwise specifically provided.

3. Definitions.

(1) In these regulations, unless the context otherwise requires, (a) "Act" means the Warehousing (Development and Regulation) Act, 2007 (37 of 2007); (b) "Authority" means Warehousing Development and Regulatory Authority; (c) "Appointing Authority" means any Authority declared as such by the Authority; (d) "Cadre" means the group of posts in the officers grade and employees grade specified in Schedule - I and IV; (e) "Employee" means Group `B' and Group `C' staff specified in Schedule-IV; (f) "Officer" means Group `A' and Group `B' officers specified in Schedule-I; (g) "Pay" means the amount drawn by an officer and other employee as- (i) pay which had been sanctioned for a post held by him substantively or in an officiating capacity, or to which he is entitled by reason of his position in a cadre; (ii) "special pay and personal pay"; (iii) "any other emoluments which may be specially classified" as pay by the Authority; (h) "Personal pay" means an additional pay granted to an officer and other employee- (i) to save him from a loss of substantive pay in respect of a permanent post due to a revision of pay or to any reduction of such substantive pay otherwise than as a disciplinary measure; or (ii) in exceptional circumstances, on other personal considerations; (i) "Schedule" means schedules annexed to these regulations; (j) "Selection Committee" means any Committee declared as such by the Authority; (k) "Service" includes the period during which an officer and other employee is on duty as well as on leave duly authorised by the competent authority, but does not include any period during which an officer and other employee is absent from duty without permission or overstay his leave, unless specifically permitted or condoned by the Competent Authority; (l) "Special pay" means an addition, in the nature of pay, to the emoluments of a post or of an officer and other employee granted at the discretion of the Authority in consideration of a specific addition to the work or responsibility; (m) "Substantive pay" means the pay to which an officer and other employee is entitled on account of a post to which he has been appointed substantively or by reasons of his substantive position in a cadre. (2) The words and expressions used herein and not defined in these regulations but defined in the Act or Rules made thereunder, shall have the same meanings respectively assigned to them in the Act or the Rules. Chapter-II Salary and Allowances of the Officers of the Authority

4.

The salary and allowance of the Officers of the Authority and the number of such officers shall be as specified in Schedule-I.

5. Constitution of Officers cadre.

(1)The Officers cadre shall consists of(a)any person who immediately before the constitution of this cadre was holding any post of an officer as listed in Schedule-I, on deputation or on adhoc appointment basis, and is regularised.(b)any person appointed to a post under regulations 7.(2)Any person appointed under clause (a) of sub-regulation (1) shall on such appointment be deemed to be a Member of the cadre in the appropriate grade applicable to him from the date of his initial appointment with the Authority.(3)On the commencement of these regulations the posts in the Officers' cadre shall be as specified in Schedule-I.(4)The pay, on appointment in Warehousing Development and Regulatory Authority under the provisions above, shall normally be fixed at the minimum of the scale and the Authority may, however, fix it at a higher point in the scale keeping in view the seniority, pay already being drawn and suitability of the candidate.

6. Initial Constitution of the Officers cadre.

- All persons appointed on regular basis and holding the post as specified in Schedule-I on the date of commencement of the Warehousing Development and Regulatory Authority (Conditions of Service of the Officers and Other Employees) Regulations, 2016 shall be deemed to have been appointed under these regulations and the services rendered by him in the said post before the said commencement shall be taken into account as regular service for deciding the eligibility for promotion and the like to the next higher grade.

7. Method of Recruitment.

(1)After initial formation of the Officers cadre, if any vacancy arises in any of the grades specified in Schedule-I of sub-regulation (3) of regulation 5 or if a new post is created in any of the grades, the same shall be filled up in the manner specified in Schedule-II.(2)Selection in each case under sub-regulation (1) of regulation 7 shall be on the recommendation of the Selection Committee as specified in Schedule III.

8. Procedure for direct recruitment.

- The selection of candidate for appointment to various posts which are to be filled up by direct recruitment shall be made in the following manner, namely:-(a)the vacancies which are to be filled up shall be advertised at least in two leading national dailies and the Employment News.(b)applications which are not received by the last date mentioned in the advertisement or which are from candidates who do not satisfy the conditions laid down shall not be entertained.(c)from the remaining applications, the Selection Committee shall shortlist the candidates who are to be called for an interview or written test or both, as the authority considers fit, provided that the Appointing Authority may choose to call all candidates for interview or written test or both and, no interview shall be held for Group `B' posts and instructions issued by Department of Personal and Training to this effect shall be followed.(d)final selection of the candidate(s) shall be made by the Appointing Authority on the basis of combined evaluation of the

candidate's performance in interview or written test or both, as the case may be and his qualification or job experience.(e)the Appointing Authority, in its discretion, may maintain a panel of names of suitable candidates who may be offered employment against future vacancies in the concerned posts and any such panel of names, if prepared and maintained, shall remain valid for a period not exceeding twelve months from the date of its approval.

9. Saving clause.

- 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, 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.

10. Qualifications and age limit.

- Minimum qualifications and age limit for appointment to cadre by direct recruitment shall be as specified in Schedule-II.

11. Procedure for Promotion.

(1)Appointment by promotion shall be made from the lower grade as specified in Schedule-II.(2)The relative seniority of members of the cadre appointed to any grade at the time of initial formation of the cadre shall be fixed by the Authority and unless decided otherwise on account of special reasons be governed by their relative seniority obtaining on the date of commencement of these regulations.(3)All officers included in the initial formation of the cadre in any grade shall rank senior to all officers appointed to that grade subsequently unless an officer is appointed to a grade giving him specially a certain seniority in that grade.(4)The seniority of an officer not covered by the above provisions shall be determined by the Appointing Authority.

12. Medical Examination.

- No candidate who, after such medical examination as the Authority may prescribe, is not found to be in good mental or bodily health and free from any mental or physical defect likely to interfere with the discharge of the duties of the service shall be appointed to the post and the fact that a candidate has been physically examined shall not mean or imply that he shall be considered for appointment.Chapter-III Salary and allowances of the employees of the Authority

13.

The salary and allowance of the employees of the Authority and the number of such employees shall be as specified in Schedule-IV.

14. Constitution of Staff Cadre.

(1)The Staff cadre shall consists of(a)any person who immediately before the constitution of this cadre was holding any post as staff as listed in Schedule-IV on deputation or on ad-hoc appointment basis, and is regularised.(b)any person appointed to a post under regulation 16.(2)Any person appointed under clause (a) of sub regulation (1) above shall on such appointment be deemed to be a Member of the cadre in the appropriate grade applicable to him from the date of his initial appointment with the Authority.(3)On the commencement of these regulations the posts in the staff cadre shall be as specified in Schedule-IV.(4)The pay, on appointment in Warehousing Development and Regulatory Authority under the provisions above, shall normally be fixed at the minimum of the scale and the Authority may, however, fix it at a higher point in the scale keeping in view the seniority, pay already being drawn and suitability of the candidate.

15. Initial Constitution of the Staff cadre.

- All persons appointed on regular basis and holding the post as specified in Schedule-IV on the date of commencement of the Warehousing Development and Regulatory Authority (Conditions of Service of the Officers and Other Employees) Regulations, 2016 shall be deemed to have been appointed under these regulations and the services rendered by him in the said post before the said commencement shall be taken into account as regular service for deciding the eligibility for promotion and the like to the next higher grade.

16. Methods of Recruitment.

(1)After initial formation of the staff cadre, if any vacancy arises in any of the grades specified in regulation 14 of Chapter-III or if a new post is created in any of the grade, the same shall be filled up in the manner specified in Schedule-V.(2)Selection in each case under sub-regulation (1) shall be on the recommendation of the Selection Committee as specified in Schedule III.

17. Procedure for direct recruitment.

- Selection of candidate for appointment to various posts which are to be filled up by direct recruitment shall be made in the following manner, namely:-(a)The vacancies which are to be filled up shall be advertised atleast in two leading national dailies and the Employment News.(b)Applications which are not received by the last date mentioned in the advertisement or which are from candidates who do not satisfy the conditions laid down shall not be entertained.(c)From the remaining applications, the Selection Committee shall shortlist the candidates who are to be called for written test, provided that the Appointing Authority may choose to call all candidates for written test and no interview shall be held for Group `B' and `C' posts and instructions issued by Department of Personal and Training to this effect shall be followed.(d)Final selection of the candidate(s) shall be made by the Appointing Authority on the basis of combined evaluation of the candidate's performance in the written test and his qualifications or job experience.(e)The Appointing Authority, in its discretion, may maintain a panel of names of suitable

candidates who may be offered employment against future vacancies in the concerned post and any such panel of names, if prepared and maintained, shall remain valid for a period not exceeding twelve months from the date of its approval.

18. Saving clause.

- Nothing in these regulations shall affect reservations, relaxation of age-limit and other concessions required to be provided for 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.

19. Qualifications and age limit.

- Minimum qualifications and age limit for appointment to cadre by direct recruitment shall be as specified in Schedule-V.

20. Procedure for Promotion.

(1) Appointment by promotion shall be made from the lower grade as specified in Schedule-V. (2) The relative seniority of members of the cadre appointed to any grade at the time of initial formation of the cadre shall be fixed by the Authority and unless decided otherwise on account of special reasons be governed by their relative seniority obtaining on the date of commencement of these regulations. (3) All staff included in the initial formation of the cadre in any grade shall rank senior to all staff appointed to that grade subsequently unless the staff is appointed to a grade giving him specially a certain seniority in that grade. (4) The seniority of the staff not covered by the above provisions shall be determined by the Appointing Authority.

21. Medical Examination.

- No candidate who, after such medical examination as the Authority may prescribe, is not found to be in good mental or bodily health and free from any mental or physical defect likely to interfere with the discharge of the duties of the service shall be appointed to the post and the fact that a candidate has been physically examined shall not mean or imply that he shall be considered for appointment. Chapter - IV Miscellaneous

22. Probation.

- There shall be a probation period of two years for candidates appointed through direct recruitment process and a fresh recruit shall be confirmed only after he has completed the period of probation and during the period his services and conduct has been found by the Authority to be satisfactory and in the event that the service and conduct of any employee are not found to be satisfactory, during the probation period, the probation period may be extended at the discretion of the Authority to provide the employee an opportunity to improve and if the service and conduct of any employee

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are not found to be satisfactory at the end of the probation period or extended probation period, his services may be terminated.

23. Liability for service in or outside India.

- An officer or staff member appointed to the cadre shall be liable to serve anywhere in India or outside India.

24. Upgradation or Downgradation.

- Considering that promotional avenues in the small cadre of Warehousing Development and Regulatory Authority may be limited, the Authority may consider grant of next higher grade to the officer or staff member while he continues to hold a particular post and responsibility and similarly at any given time an officer belonging to a higher grade in the cadre may in the exigency of service continue to hold a post and discharge responsibilities relating to a post in the immediately lower grade.

25. Pay fixation.

- The pay of an officer or staff member in a particular grade shall be fixed by the Authority.

26. Nationality.

- A candidate must be a citizen of India or he must belong to such categories of persons as may from time to time be notified by the Government.

27. Disqualification(s).

- 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 marriage with any person, shall be eligible for appointment to any post under the Authority, Provided that the Authority 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 such person from the operation of these regulations.

28. Power to relax.

- Where the Authority is of the 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 regulations with respect to any class or category of persons.

29. Interpretation.

- If any queries relating to implementation of these regulations arise, they shall be decided by the Authority.

30. Removal of difficulties.

- The Authority may from time to time issue such general or specific directions as may be necessary to remove difficulties in the operation of any of the provisions of these regulations.

31. Conditions of service.

(1)The conditions of service of the Officers and employees of the Authority in the matter of joining time, joining time pay, leave, leave travel concession, age of superannuation, increment payable etc. and other conditions of service including CCS (conduct) Rules 1964, CCS (CCA) Rules 1965 shall be regulated in accordance with such rules and regulations as are applicable to the Officers and employees of the similar grade in Central Government.(2)The Officers and employees of the Authority on deputation to the Authority who are Government employees and have been allotted residential accommodation under General Pool shall be eligible to retain the facility of Government residential accommodation in terms of Ministry of Urban Development and Poverty Alleviation, Directorate of Estates, OM No.12035/14/92-Pol.II dated 11th October, 2000, as amended from time to time; and in case Government residential accommodation has not been allotted or availed, the deputationists as well as the other Officers and staff shall be eligible for House Rent Allowance at par with the House Rent Allowance drawn by other Central Government Officers and employees drawing equivalent pay.(3)Travelling and daily allowances applicable to Officers and employees on domestic tour shall be the same as those applicable to the Officers and employees of the similar grade in Central Government.(4)The Officers and employees of the Authority shall be entitled to medical facilities as specified in Schedule-VI.(5)The Officers and employees of the authority, appointed on deputation, shall continue to be governed by Provident Fund Scheme or New Pension System as are applicable to them in their parent Ministry or Department or Organisation.The Authority shall recover contribution towards the scheme or New Pension System, as applicable, from such Officers and employees and remit the amount along with matching contribution, if any, immediately to the lending Ministry or Department or Organisation.Any loss of interest on account of the late remittance shall be borne by the Authority.(6)The Officers and employees of the Authority other than those on deputation shall be entitled to the Group Insurance scheme to be formulated by the Authority in consultation with the Central Government;Provided that the Officers and employees of the Authority appointed on deputation shall continue to be governed by the Group Insurance Schemes as applicable to them in their parent Ministry or Department or Organisation.The Authority shall recover contribution towards the Insurance Schemes from such Officers and employees, and remit the amount immediately to the lending Ministry or Department or Organisation.Any loss of interest on account of late remittance shall be borne by the Authority.(7)The Officers and employees of the Authority who are on deputation shall be eligible for pension and retirement benefits, if any, as are available to them in their parent Ministry or Department or Organisation.

32. Official visits abroad.

(1) Official visits abroad by Officer of the Authority shall be undertaken with the prior approval of the Chairperson of the Authority or any other Member or Officer of the Authority authorised by the Chairperson. (2) Instructions issued by Government of India including Ministry of Finance and Department of Personnel and Training, as amended from time to time, shall be applicable.

33. Deputation allowance.

- The persons selected on deputation shall be given an option to either opt for the pay scale and other service benefits of the borrowing organisation or to retain their own pay scales and get deputation allowance, as per the existing instructions of the Government of India on the subject.

34. Residuary Provision(s).

(1) The guidelines or instructions issued by Department of Personnel and Training from time to time on matters in these regulations shall be followed. (2) All allowances and other benefits, including children education allowance with respect to which no express provision has been made in these regulations, which are applicable to the Central Government employees, shall also apply to the Officers and employees of the Authority. (3) Matters relating to the terms and conditions of service of the Officers and employees of the Authority not covered in these regulations shall be referred by the Authority to the Central Government for its decision. [Schedule-I] [Substituted by Notification No. G.S.R. 865(E), dated 10.9.2018 (w.e.f. 14.7.2016).] Officers Cadre

Sl. No.	Name of Post	No. of Post(s)	Classification	Level in the pay matrix
1	Joint Secretary	1	Group `A'	Level 14 (Rs.144200-218200)
2	Director (Administration and Finance)	1	Group `A'	Level 13 (Rs.123100-215900)
3	Director (Technical)	1	Group `A'	Level 13 (Rs.123100-215900)
3A. [[Inserted by Notification No. G.S.R. 627(E), dated 2.9.2019 (w.e.f. 14.7.2016).]	Director (Information Technology)	01	Group 'A'	Level 13 (Rs. 123100-215900)]
4	Under Secretary (Administration and Finance)	1	Group `A'	Level 11 (Rs.67700-208700)
5	Under Secretary (Technical)	1	Group `A'	Level 11 (Rs.67700-208700)

6	Deputy Director (Legal)	1	Group `A'	Level 11 (Rs.67700-208700)
7	Deputy Director (Marketing and Credit)	1	Group 'A'	Level 11 (Rs. 67700-208700)
7A. [[Inserted by Notification No. G.S.R. 627(E), dated 2.9.2019 (w.e.f. 14.7.2016).]	Deputy Director (Strategy Risk and Research/ Operations/ Stakeholders Affairs/ Stakeholders Awareness and Outreach).	04	Group 'A'	Level 11 (Rs. 67700-208700)
7B.	Deputy Director (Human Resource/ Administration and Finance and Contracts).	02	Group 'A'	Level 11 (Rs. 67700-208700)
7C.	Deputy Director (Information Technology).	01	Group 'A'	Level 11 (Rs. 67700-208700)]
8	Principal Private Secretary	1	Group `A'	Level 11 (Rs. 67700-208700)
8A. [[Inserted by Notification No. G.S.R. 627(E), dated 2.9.2019 (w.e.f. 14.7.2016).]	Assistant Director (Strategy Risk and Research/ Operations/ Stakeholders Affairs/ Stakeholders Awareness and Outreach).	04	Group 'B'	Level 8 (Rs. 47600-151100)
8B.	Assistant Director (Human Resource/ Administration and Finance and Contracts).	02	Group 'B'	Level 8 (Rs. 47600-151100)
8C.	Assistant Director (Information Technology).	01	Group 'B'	Level 8 (Rs. 47600-151100)
8D.	Assistant Director (Enforcement and Legal).	01	Group 'B'	Level 8 (Rs. 47600-151100)]
9	Section Officer (Administration and Finance)	1	Group `B'	Level 7 (Rs. 44900-142400)
10	Section Officer (Technical)	1	Group `B'	Level 7 (Rs. 44900-142400)
10A. [[Inserted by Notification No. G.S.R. 627(E), dated 2.9.2019 (w.e.f. 14.7.2016).]	Assistant (Strategy Risk and Research/ Operations/ Stakeholders Affairs/ Stakeholders Awareness and Outreach).	08	Group 'B' Non Gazetted	Level 7 (Rs. 44900-142400)
10B.	Assistant (Human Resource).	01	Group 'B' Non Gazetted	Level 7 (Rs. 44900-142400)
10C.	Assistant (Information	01	Group 'B' Non	Level 7 (Rs.

Technology).
 Assistant (Enforcement and Legal). 01
 10D. Gazetted 44900-142400)
 Group 'B' Non Level 7 (Rs. 44900-142400)]
 [Schedule-II] [Substituted by Notification No. G.S.R. 865(E), dated 10.9.2018 (w.e.f. 14.7.2016).] Methods of Recruitment

Sl. No.	Name of the post	Mode of recruitment	Qualification or experience	Age for direct recruitment
1	Joint Secretary	Central Staffing Scheme	Group `A' officer of All India Services or Central Civil Services to be nominated by the Department of Personnel and Training under Central Staffing Scheme.	Not applicable
2	Director (Administration and Finance)	Central Staffing Scheme	Group `A' officer of All India Services or Central Civil Services to be nominated by the Department of Personnel and Training under Central Staffing Scheme.	Not applicable
3	Director (Technical)	Absorption or Promotion or Deputation or Direct recruitment	For promotion: Appointment by promotion shall be made from the grade of Under Secretary (Technical) with minimum eight year of regular service in this grade. For deputation: (i) Officers of Central and State Government or Central and State Public Sector Undertakings or Central and State autonomous or statutory bodies holding analogous posts in the relevant field in the level 13 (Rs. 123100-215900/-) in the pay matrix or equivalent; or (ii) five years of experience in the	Not exceeding fifty years

relevant field in the level 12 (Rs.78800-209200/-) in the pay matrix; or (iii) ten years of experience in relevant field in the level 11 (Rs.67700-208700/-) in the pay matrix or equivalent; and (iv) possessing degree in any Biological Sciences (including Agriculture) from a Government recognised University. For direct recruitment: Possessing degree in any Biological Sciences (including Agriculture) from a Government recognised University and fifteen years of work experience as an officer or Manager or equivalent in warehousing sector including Cold chain infrastructure.

3A. [Director (Information Technology).	By Promotion For	Not
[Inserted by		failing which	Promotion: Appointment by exceeding
Notification		by	promotion shall be made
No. G.S.R.		Deputation	from the grade of Deputy
627(E),		or Absorption	Director (Information
dated		or Direct	Technology) with minimum
2.9.2019		Recruitment.	eight years of regular
(w.e.f.			service in this grade. For
14.7.2016).]			Deputation: (i) officers of
			Central and State
			Government or Central and
			State Public Sector
			Undertakings or Central
			and State autonomous or
			statutory bodies holding
			analogous posts in the
			relevant field in level 13
			(Rs. 123100 215900/-) in
			the pay matrix or

equivalent; or(ii) five years experience in the relevant field in level 12 (Rs.78800-209200/-) in the pay matrix or equivalent; or(iii) ten years experience in relevant field in level 11 (Rs.67700-208700/-) in the pay matrix or equivalent; and(iv) possessing Bachelor's degree in Engineering or equivalent degree or Master of Science in Computer Science/ Electronics and Communication/ Information Technology from a Government of India recognised University; and(v) experience of working and managing Information Technology systems with Information Technology applications, server infrastructure, networking, etc.For Direct Recruitment:(i) First Class/Division or at least sixty per cent marks in aggregate in Bachelor of Engineering or equivalent or Master of Science in Computer Science/Electronics and Communication/ Information Technology or Masters in Computer Application from a Government of India recognised University; and(ii) fifteen years experience as an officer or

		Manager or equivalent working on Information Technology systems with Information Technology applications, server infrastructure, networking, etc. in the organisation of repute.	
		For promotion :Section Officer (Administration and Finance) in Warehousing Development and Regulatory Authority with six year of regular service.For deputation:(i) Officers of Central and State Government or Central and State Public Sector Undertakings or Autonomous or Statutory bodies holding analogous posts on regular basis in the parent cadre or Department; or(ii) with five year service on regular basis in posts in the level 10 (Rs.56100-177500/-) in the pay matrix or equivalent in the parent cadre or Department; and(iii) possessing a degree from a Government recognised University or Institute.For direct recruitment:(i)Degree from a Government recognised University; and(ii) six years of experience as an Officer in Administration or Finance or Accountancy or Budget or Vigilance or Management.	
4	Under Secretary (Administration and Finance)	Absorption or Promotion or Deputation or Direct recruitment	Not exceeding forty years
5	Under Secretary (Technical)	Absorption or Promotion or	For Promotion:Section Officer (Technical) Not exceeding

		Deputation or Direct recruitment	in Warehousing Development and Regulatory Authority with six years of regular service. For deputation: (i) Officers of the Central or State Government or Central and State Public Sector Undertakings or Autonomous or Statutory bodies holding analogous posts on regular basis in the parent cadre or Department; or (ii) With five years of service on regular basis in posts in the level 10 (Rs. 56100-177500/-) in the pay matrix or equivalent in the Parent cadre or Department; and (iii) possessing degree in any Biological Sciences (including Agriculture) from a Government recognised University. For direct recruitment: (i) Bachelor of Science in any Biological Sciences (including Agriculture) from a Government recognised University; and (ii) six years experience as an Officer or Manager or equivalent in warehousing sector or Post Harvest Management or Cold Chain infrastructure.	forty years
6	Deputy Director (Legal)	Absorption or Deputation or Direct recruitment	For deputation: (i) Officers of the Central or State Government or Central or State Public Sector Undertakings or Autonomous or Statutory	Not exceeding forty years

			<p>bodies holding analogous posts on regular basis in the parent cadre or Department; or(ii) with five year service of on regular basis in posts in the level 10 (Rs.56100-177500/-) in the pay matrix or equivalent in the parent cadre or Department; and(iii) possessing a degree in law from a Government recognised University or Institute.Fordirect recruitment:(i) Possessing degree in law from a recognised University; and(ii) six years experience of having dealt with legal matters.</p>	
7	Deputy Director (Marketing and Credit)	Absorption or Deputation or Direct recruitment	<p>For deputation:(i) Officers of the Central or State Government or Central or State Public Sector Undertakings or Autonomous or Statutory bodies holding analogous posts on regular basis in the parent cadre or Department; or(ii) with five years service on regular basis in posts in the level 10 (Rs.56100-177500/-) in the pay matrix or equivalent in the parent cadre or Department; and(iii) possessing educational qualification of full time Master of Business Administration or two years Post Graduate Diploma in Management with specialisation in Marketing or Finance as</p>	Not exceeding forty years

major subject, from the Government recognised Institute or University; and(iv) six Years experience in Marketing and Credit.For direct recruitment:(i) Possessing educational qualification of full time Master of Business Administration or two years Post Graduate Diploma in Management with specialisation in Marketing or Finance as major subject, from the Government recognised Institute or University; and(ii) six years experience in Marketing or Credit.

7A. [Deputy Director (Strategy Risk and Research/ Operations/ Stakeholders Affairs/ Stakeholders Awareness and Outreach). [Inserted by Notification No. G.S.R. 627(E), dated 2.9.2019 (w.e.f. 14.7.2016).]	By Promotion For failing which Deputation or Absorption or Direct Recruitment.	Not exceeding forty years. Promotion:Appointment by promotion shall be made from the grade of Assistant Director (Strategy Risk and Research/ Operations/ Stakeholders Affairs/ Stakeholders Awareness and Outreach) in level 8 (Rs.47600-151100/-) in the pay matrix with six years of regular service.For Deputation:(i) officers of Central and State Government or Central and State Public Sector Undertakings or Central and State autonomous or statutory bodies holding analogous posts in the relevant field in level 11 (Rs. 67700-208700/-) in the pay matrix or equivalent; or(ii) with five years service on regular basis in posts in
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level 10 (Rs. 56100-177500/-) in the pay matrix or equivalent in formulating policy framework for Agriculture/ Agricultural marketing/ finance/ warehousing/ monitoring of risk management and allied matters; and(iii) possessing degree in Biological Science (including Agriculture)/ Finance / Commerce/ Economics or Post graduate diploma in Business Administration in Finance/ Economics/ Agricultural Business Management from a Government of India recognised institute or University;For Direct Recruitment:(i) Post graduate degree in Biological Science (including Agriculture)/ Finance/ Commerce/ Economics or Master's degree in Business Administration or equivalent degree in Finance/ Commerce/ Economics/ Agricultural Business Management from a recognised institute or University; and(ii) six years experience of working in formulating policy framework for Agriculture/Agricultural Marketing/ Finance/ Warehousing/ Monitoring of Risk Management and allied matters in an organisation of repute.

7B.	Deputy Director (Human Resource/ Administration and Finance and Contracts).	By Promotion For failing which Deputation or Absorption or Direct Recruitment.	Promotion: Appointment by promotion shall be made from the grade of Assistant Director (Human Resource/ Administration and Finance and Contracts) in level 8 (Rs.47600-151100/-) in the pay matrix with six years of regular service. For Deputation: (i) officers of Central and State Government or Central and State Public Sector Undertakings or Central and State autonomous or statutory bodies holding analogous posts on regular basis in level 11 (Rs.67700-208700/-) in the pay matrix or equivalent in the parent cadre or Department; or (ii) with five years service on regular basis in posts in relevant field in level 10 (Rs.56100-177500/-) in the pay matrix or equivalent in the parent cadre or Department; and (iii) at least five years of experience of handling Administration, Human Resource Development, Establishment, Recruitment or Finance; and (iv) possessing degree in Business Administration or Post graduate diploma in Business Administration/ Master's degree in Business Administration. For Direct	Not exceeding forty years.
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Recruitment:(i) possessing Post graduate degree in Business Administration or Master s degree in Business Administration or equivalent management degree in Human Resource/ Finance; and(ii) six years experience of handling Administration, Human Resource Development, Establishment, Recruitment, Finance, Accounting and Budget, Vigilance and/or Management in an organisation of repute.

7C.	Deputy Director (Information Technology).	By Promotion For failing which by Deputation or Absorption or Direct Recruitment.	Not exceeding forty years]
		Promotion:Appointment by promotion shall be made from the grade of Assistant Director (Information Technology) in level 8 (Rs.47600-151100/-) in the pay matrix with six years of regular service.For Deputation:(i) officers of Central and State Government or Central and State Public Sector Undertakings or Central and State autonomous or statutory bodies holding analogous posts on regular basis in level 11 (Rs.67700-208700/-) in the pay matrix or equivalent in the parent cadre or Department; or(ii) with five year service on regular basis in posts in level 10 (Rs.56100- 177500/-) in the pay matrix or equivalent in	

the parent cadre or Department in relevant field; and(iii) possessing Bachelor's degree in Engineering or equivalent or Master of Science in Computer Science/ Electronics and Communication/ Information Technology from a Government of India recognised University; and(iv) at least five years experience in working and managing Information Technology systems with Information Technology applications, server infrastructure, networking, etc. For Direct Recruitment:(i) First Class/Division or at least sixty per cent marks in aggregate in Bachelor's degree in Engineering or equivalent or Master of Science in Electronics and Communication/ Computer Engineering/ Computer Science/ Information Technology or Masters in Computer Application; and(ii) six years experience in working and managing Information Technology systems with Information Technology applications, server infrastructure, networking, etc. in the organization of repute.

8	Principal Private Secretary	Absorption or Promotion or Deputation or Direct	For promotion:(i) Private Secretary in Warehousing Development and Regulatory Authority with	Not exceeding forty years
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recruitment ten yearsof regular service.For deputation:(i) Officers of Central and State Governments or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies holding analogous posts; or(ii) officials in Central or State Government or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies with five years of regular service in Stenography line in the level 9 (Rs.53100-167800/-) in the pay matrix; and(iii) proficiency in Computer operations is essential and possessing stenography speed of a minimum of eighty words per minute and a minimum typing speed of thirty-five words per minute in English or thirty words per minute in Hindi.For direct recruitment:(i)Degree from a Government recognisedUniversity; and(ii) six year regular service as Stenographer in Central or State Government or Public Sector Undertakings or Autonomous, statutory organisation or reputed private company; and(iii)proficiency in Computer operations is essential and possessing stenography speed of a

minimum of eighty words per minute and a minimum typing speed of thirty-five words per minute in English or thirty words per minute in Hindi.

8A. [Assistant Director (Strategy Risk	By Promotion	For Promotion	Not
[Inserted by	and	failing which	:Appointment by	exceeding
Notification	Research/Operations/Stakeholders	by	promotion shall be made	thirty years.
No. G.S.R.	Affairs/ Stakeholders Awareness	Deputation	from the grade of Assistant	
627(E),	and Outreach).	or Absorption	(Strategy Risk and	
dated		or Direct	Research/ Operations/	
2.9.2019		Recruitment.	Stakeholders Affairs/	
(w.e.f.			Stakeholders Awareness	
14.7.2016).]			and Outreach) in level 7	
			(Rs.44900-142400/-) in	
			the pay matrix with six	
			years of regular service.For	
			Deputation:(i) officers of	
			Central and State	
			Government or Central and	
			State Public Sector	
			Undertakings or Central	
			and State autonomous or	
			statutory bodies holding	
			analogous posts on regular	
			basis in level 8 (Rs.	
			47600-151100/-) in the pay	
			matrix or equivalent in the	
			parent cadre or	
			Department; or(ii) with two	
			years service on regular	
			basis in posts in level 7 (Rs.	
			44900-142400/-) in the	
			pay matrix or equivalent in	
			relevant field in the parent	
			cadre or Department; or(iii)	
			with six years service on	
			regular basis in posts in the	
			relevant field in level 6 (Rs.	
			35400-112400/-) in the pay	
			matrix or equivalent in the	
			parent cadre or	
			Department; and(iv) degree	

in Biological Science
(including Agriculture)/
Finance/ Economics from a
Government of India
recognised institute or
University or Post graduate
diploma in Business
Administration or Master's
degree in Business
Administration in Finance/
Economics/ Agricultural
Business Management and
allied matters. For Direct
Recruitment: (i) Post
graduate degree in
Biological Science
(including Agriculture)/
Finance/ Commerce/
Economics or Post graduate
diploma in Business
Administration or Master's
degree in Business
Administration in Finance/
Commerce/ Economics/
Agricultural Business
Management and allied
matters from a Government
of India recognised
institute or University;
and (ii) four years
experience in formulating
policy framework for
Agriculture/ Agricultural
marketing/ Finance/
Warehousing/ Monitoring
of Risk Management and
allied matters in an
organisation of repute.

8B.	Assistant Director (Human Resource/ Administration and Finance and Contracts).	By Promotion For failing which by Deputation or Absorption or Direct	Promotion: Appointment shall be made from the grade of Assistant (Human Resource/ Administration and	Not exceeding thirty years.
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Recruitment. Finance and Contracts) in level 7 (Rs.44900-142400/-) in the pay matrix with six years of regular service. For Deputation: (i) officers of Central and State Government or Central and State Public Sector Undertakings or Central and State autonomous or statutory bodies holding analogous posts on regular basis in level 8 (Rs. 47600-151100/-) in the pay matrix or equivalent in the parent cadre or Department; or (ii) with two years service on regular basis in posts in level 7 (Rs. 44900-142400/-) in the pay matrix or equivalent in relevant field in the parent cadre or Department; or (iii) with six years service on regular basis in posts in the relevant field in level 6 (Rs. 35400-112400/-) in the pay matrix or equivalent in the parent cadre or Department; and (iv) at least four years experience as an officer in the Administration and Finance or Accounting and Budget or Vigilance or Management; and (v) degree from a recognised University or equivalent or Post graduate diploma in Business Administration, preferably Master's degree in Business Administration in the Human Resource

		Management.For Direct Recruitment:(i) Degree from a Government of India recognised university or equivalent or Post graduate diploma in Business Administration, preferably Master s degree in Business Administration in the Human Resource Management; and(ii) four years experience as an officer in the Administration and Finance or Accounting and Budget or Vigilance or Management in an organisation of repute.	
8C.	Assistant Director (Information Technology).	By Promotion For failing which Promotion:Appointment by Deputation from the grade of Assistant or Absorption (Information Technology) in level 7 Recruitment. (Rs.44900-142400/-) in the pay matrix with six years of regular service.For Deputation:(i) officers of Central and State Government or Central and State Public Sector Undertakings or Central and State autonomous or statutory bodies holding analogous posts on regular basis in level 8 (Rs. 47600-151100/-) in the pay matrix or equivalent in the parent cadre or Department; or(ii) with two years service on regular basis in posts in level 7 (Rs. 44900-142400/-) in the pay matrix or equivalent in	Not exceeding thirty years.

relevant field in the parent cadre or Department; or(iii) with six years service on regular basis in posts in the relevant field in level 6 (Rs. 35400-112400/-) in the pay matrix or equivalent in the parent cadre or Department; and(iv) degree in Bachelor of Engineering or equivalent or Master of Science in Electronics and Communication/ Computer Engineering/ Computer Science/ Information Technology or Masters in Computer Application; and(v) at least three years experience in working and managing Information Technology systems with Information Technology applications, server infrastructure, networking, etc.For Direct Recruitment:(i) possessing First Class/Division or at least sixty per cent marks with aggregate in Bachelor's degree in Engineering or equivalent or Master of Science in Electronics and Communication/ Computer Engineering/ Computer Science/ Information Technology or Masters in Computer Application; and(ii) four years experience in working and managing Information Technology systems with Information Technology applications, server

		infrastructure, networking, etc. in an organisation of repute.	
8D.	Assistant Director (Enforcement and Legal).	By Promotion For failing which Promotion:Appointment by by promotion shall be made Deputation from the grade of Assistant or Absorption (Enforcement and Legal) in or Direct level 7 Recruitment. (Rs.44900-142400/-) in the pay matrix with six years of regular service.For Deputation:(i) officers of Central and State Government or Central and State Public Sector Undertakings or Central and State autonomous or statutory bodies holding analogous posts on regular basis in level 8 (Rs. 47600-151100/-) in the pay matrix or equivalent in the parent cadre or Department; or(ii) with two years service on regular basis in posts in the relevant field in level 7 (Rs. 44900-142400/-) in the pay matrix or equivalent in the parent cadre or Department; or(iii) with six years service on regular basis in posts in the relevant field in level 6 (Rs. 35400-112400/-) in the pay matrix or equivalent in the parent cadre or Department; and(iv) possessing a degree in law from a Government recognised University or institute.For Direct Recruitment:(i) Possessing	Not exceeding thirty years.]

			degree in law from a recognised University; and(ii) four years of experience of having dealt mainly with legal matters in an organisation of repute.	
9	Section Officer (Administration & Finance)	Absorption or Promotion or Deputation or Direct recruitment	For promotion :Assistant or Accountant or inWarehousing Development and Regulatory Authority with six yearsof regular service.For deputation:(i) Officers of Central and State Governments or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies holding analogous posts; or(ii) officers in Central or State Government or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies with six years of regular service in the level 6 (Rs.35400-112400/-) in the pay matrix; or(iii) two year of regular service with in the level 7 (Rs.44900-142400/-) in the pay matrix or equivalent in the parent cadre with at least three years experience in Administration or Finance or Vigilance or Budget; and(iv) possessing degree from a Government recognised University; and(v) proficiency in computer operations and typing.Fordirect	Not exceeding thirty years

			recruitment:(i) Degree from a Government recognised University; and(ii) Five years experience in Administration or Finance or Accountancy or Budget or Vigilance or Management; and(iii) Proficiency in computer operations and typing.	
10	Section Officer (Technical)	Absorption or Promotion or Deputation or Direct recruitment	For promotion: Investigator or Field Officer in Warehousing Development and Regulatory Authority with ten years of regular service. For deputation: (i) Officers of Central and State Governments or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies holding analogous posts; or (ii) Officers in Central or State Government or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies with six years of regular service in the level 6 (Rs.35400-112400/-) in the pay matrix; or (iii) two years of regular service in the level 7 (Rs.44900-142400/-) in the pay matrix or equivalent in the parent cadre; and (iv) possessing degree in any Biological Sciences (including Agriculture) from a recognised University;	Not exceeding thirty years

and(v) proficiency in computer operations and typing. For direct recruitment: (i) Bachelor of Science in any Biological Sciences (including Agriculture) from a Government Recognised University; and (ii) five years experience as an Assistant or equivalent in Warehousing sector or Post Harvest Management or Cold Chain infrastructure; and (iii) proficiency in computer operations and typing.

10A. [Assistant (Strategy Risk and Research/ Operations/ Stakeholders Affairs/ Stakeholders Awareness and Outreach). [Inserted by Notification No. G.S.R. 627(E), dated 2.9.2019 (w.e.f. 14.7.2016).]	By Promotion failing which Deputation or Absorption or Direct Recruitment.	For Promotion : Appointment by promotion shall be made from the grade of Staff/Field Officer in level 5 (Rs. 29200-92300/-) in the pay matrix with five years of regular service. For Deputation: (i) officers of Central and State Government or Central and State Public Sector Undertakings or Central and State autonomous or statutory bodies holding analogous posts on regular basis in the parent cadre or Department; or (ii) with three years service on regular basis in posts in level 6 (Rs. 35400-112400/-) in the pay matrix or equivalent in relevant field in the parent cadre or Department; and (iii) degree in Biological Science (including Agriculture)/	Not exceeding thirty years.
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		Finance/ Economics/ Commerce from a Government of India recognised institute or University or Post graduate diploma in Business Administration in Finance/ Economics/ Agricultural Business Management and allied matters; and(iv) three years experience in organizing trainings/ publicity/ extension work relating to warehousing, agriculture or allied subjects.For Direct Recruitment:degree in Biological Science (including Agriculture) or Post graduate diploma in Business Administration.	
10B.	Assistant (Human Resource).	By Promotion For failing which by Deputation or Absorption Staff/Field Officer in level 5 or Direct (Rs. 29200-92300/-) in the Recruitment. pay matrix with five years of regular service.For Deputation:(i) officers of Central and State Government or Central and State Public Sector Undertakings or Central and State autonomous or statutory bodies holding analogous posts on regular basis in the parent cadre or Department; or(ii) with three years service on regular basis in posts in level 6 (Rs. 35400-112400/-) in the pay matrix or equivalent in the parent	Not exceeding thirty years.

			cadre or Department; and(iii) at least three years of experience in Administration and Finance or Accounting and Budget or Vigilance or Management; and(iv) possessing degree from a Government of India recognised university or equivalent.For Direct Recruitment:degree from a Government of India recognized university.	
10C.	Assistant (Information Technology).	By Promotion failing which by Deputation or Absorption or Direct Recruitment.	For Promotion:Not applicableFor Deputation:(i) officers of Central and State Government or Central and State Public Sector Undertakings or Central and State autonomous or statutory bodies holding analogous posts on regular basis in the parent cadre or Department; or(ii) with three years service on regular basis in posts in level 6 (Rs. 35400- 112400/-) in the pay matrix or equivalent in the relevant field of the post in parent cadre or Department; and(iii) degree in Bachelor of Engineering or equivalent or Master of Science in Electronics and Communication/Computer Engineering/ Computer Science/ Information Technology or Masters in Computer Application; and(iv) at least three years	Not exceeding thirty years.

experience in working and managing Information Technology systems with Information Technology applications/ server infrastructure/ computer networking, etc. For Direct Recruitment: possessing First Class/Division or at least sixty per cent marks with aggregate in Bachelor's degree in Engineering or equivalent or Master of Science in Electronics and Communication/ Computer Engineering/ Computer Science/ Information Technology or Masters in Computer Application.

10D.	Assistant (Enforcement and Legal).	By Promotion For failing which Promotion: Appointment by exceeding thirty years.] Deputation from the grade of Staff/Field Officer in level 5 (Rs. 29200-92300/-) in the pay matrix with five years of regular service. For Deputation: (i) officers of Central and State Government or Central and State Public Sector Undertakings or Central and State autonomous or statutory bodies holding analogous posts on regular basis in the parent cadre or Department; or (ii) with three years service on regular basis in posts in level 6 (Rs. 35400-112400/-) in the pay matrix or equivalent in the parent cadre or Department;	Not exceeding thirty years.]
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and(iii) possessing a degree in law from a Government recognised University or institute; and(iv) three years experience in dealing with legal matters. For Direct Recruitment: possessing degree in law from a recognised University.

Note-I Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or 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 or eligibility service. Note-II The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion. Note-III Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or Department of the Central Government, shall ordinarily not exceed three years or the age of superannuation whichever is earlier. Note-IV The maximum age limit for appointment by deputation shall be not exceeding fifty six years as on the closing date of receipt of application.

III

Composition of the Selection Committee or Departmental promotion Committee (DPC)

Sl. No.	Category of Post	Selection Committee
1	Group 'A'	I. Member of the authority to be nominated by the Chairperson, Warehousing Development and Regulatory Authority. II. Joint Secretary, Warehousing Development and Regulatory Authority. III. One Director
2	Group 'B' & 'C'	I. Joint Secretary, Warehousing Development and Regulatory Authority. II. Director (Administration and Finance). III. Director (Technical)

In Selection Committee where representative of SC or ST or Minority community is required, the Chairperson, Warehousing Development and Regulatory Authority shall nominate a suitable Member on the Committee and for Technical posts, the Chairperson, Warehousing Development and Regulatory Authority may nominate an expert Member from the relevant field. The Selection Committee shall put up their recommendation to the Chairperson, Warehousing Development and Regulatory Authority of who shall take a final decision in this regard. [Schedule-IV] [Substituted by Notification No. G.S.R. 865(E), dated 10.9.2018 (w.e.f. 14.7.2016).] Staff Cadre

Sl. No.	Name of Post	No. of Post *	Classification	Level in the pay matrix
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1	Assistant	1	Group `B' Non Gazetted	Level 6 (Rs.35400-112400)
2	Accountant	1	Group `B' Non Gazetted	Level 6 (Rs.35400-112400)
3	Private Secretary	2	Group `B' Non Gazetted	Level 6 (Rs.35400-112400)
4	Investigator or Field Officer	3	Group `C'	Level 5 (Rs.29200-92300)
5	Personal Assistant or Steno	1	Group `C'	Level 4 (Rs.25500-81100)
6	Driver	1	Group `C'	Level 2 (Rs.19900-63200)
7	Multitasking Staff	2	Group `C'	Level 1 (Rs.18000-56900)

* Subject to variation dependent on work load.[Schedule-V] [Substituted by Notification No. G.S.R. 865(E), dated 10.9.2018 (w.e.f. 14.7.2016).]Methods of Recruitment

Sl. No.	Name of the post	Mode of recruitment	Qualification or experience	Age limit for direct recruit
1	Assistant	Absorption or Deputation or Direct recruitment	For deputation:(i) Officers of Central and State Governments or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies holding analogous posts; or(ii)officers in Central or State Government or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies with six years of regular service in the level 4 (Rs.25500-81100/-) in the pay matrix; or equivalent in the parent cadre with at least three years experience in Administration or Finance or Vigilance or Budget; and(iii) possessing degree from a Government recognised University; and(iv) proficiency in computer operations and typing.For direct recruitment:(i)Degree from a Government Recognized University with two years of work experience in a Government service or a reputed private company; and(ii) proficiency in computer operations and typing.	Not exceeding thirty years
2	Accountant	Absorption or Deputation or Direct recruitment	For deputation:(i) Officers of Central and State Governments or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies holding analogous posts; or(ii)officers in Central or State Government or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies with six years of regular service in the level 4	Not exceeding thirty years

			(Rs.25500-81100/-) in the pay matrix; or equivalent in the parent cadre with at least three years experience in Administration or Finance or Vigilance or Budget; and(iii) possessing degree from a Government recognised University; and(iv) proficiency in computer operations and typing.Desirable:Having undergone training in Cash and Accounts in the Institute of Secretariat Training and Management or equivalent.For directrecruitment:(i) Degree from a Government Recognised University; and(ii) one year experience of accounts in a Government office or three years experience of handling accounts in a reputed private organisation; and(iii) proficiency in computer operations and typing.	
			For promotion:Personal Assistant or Steno in Warehousing Development and Regulatory Authority with ten year of service.For deputation:(i) Officers of Central or State Governments or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies holding analogous posts; or(ii) officials in Central or State Government or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies with five years of regular service in the level 4 (Rs.25500-81100/-) in the pay matrix ; and(iii) proficiency in Computer operations is essential and possessing stenography speed of a minimum of eighty words per minute and a minimum typing speed of thirty-five words per minute in English or thirty words per minute in Hindi.Fordirect recruitment:(i) Degree from a GovernmentRecognised University; and(ii) Five years service asStenographer in Central or State Government or Central and StatePublic Sector Undertakings or Autonomous or Statutory Bodies orprivate reputed organisation; and(iii) Proficiency inComputer operations is essential and possessing stenography speedof a minimum of eighty words per minute and a minimum typing speed ofthirty-five words per minute in English or thirty words per minute in Hindi.	
3	Private Secretary	Absorption or Promotion or Deputation or Direct recruitment	and(iii) proficiency in Computer operations is essential and possessing stenography speed of a minimum of eighty words per minute and a minimum typing speed of thirty-five words per minute in English or thirty words per minute in Hindi.Fordirect recruitment:(i) Degree from a GovernmentRecognised University; and(ii) Five years service asStenographer in Central or State Government or Central and StatePublic Sector Undertakings or Autonomous or Statutory Bodies orprivate reputed organisation; and(iii) Proficiency inComputer operations is essential and possessing stenography speedof a minimum of eighty words per minute and a minimum typing speed ofthirty-five words per minute in English or thirty words per minute in Hindi.	Not exceeding thirty years
4	Investigator or Field Officer	Absorption or Deputation	For deputation:(i) Officers of Central or StateGovernments or Central and State Public Sector Undertakings orAutonomous or Statutory Bodies	Between eighteen and

	or Direct recruitment	holding analogous posts; or(ii)two years of regular service in the level 4 (Rs.25500-81100/-) in the pay matrix; or equivalent or above; and(iii) possessing educational qualification of Intermediate or 10+2 passed from Science Stream from a recognised University or Board; and(iv)proficiency in Computer operations and typing.For directrecruitment:(i) Degree from a Government Recognised University; and(ii) three years work experience in Warehousing sector or Post Harvest Management or Cold Chain infrastructure; and(iii) proficiency in computer operations and typing. For deputation:(i) Officers of Central or State Governments or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies holding analogous posts in the Stenography Line; or(ii) Lower Division Clerks or equivalent officers knowing Short hand and with three years regular service in Officers of Central or State Governments or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies; and(iii) proficiency in Computer operations is essential and possessing stenography speed of eighty words per minute and a minimum typing speed of thirty-five words per minute in English or thirty words per minute in Hindi.For direct recruitment:(i) Havingpassed Intermediate or 10+2 from any recognised Board; and(ii)proficiency in Computer operations is essential and possessing stenography speed of eighty words per minute and a minimum typing speed of thirty-five words per minute in English or thirty words per minute in Hindi; and(iii) at least one year experience of working as Personal Assistant or Stenographer or Data Entry Operator in Central or State Governments or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies or private reputed organisation. For deputation:Persons holding analogous post in Central or State Governments or Autonomous Organisation or Statutory Bodies with three years experience of driving.Fordirect recruitment:Metric pass and should be able to read and driving license from recognised institution with three years experience.	twenty-five years
5	Personal Assistant or Steno	Absorption or Deputation or Direct recruitment	Between eighteen and twenty-five years
6	Driver	Absorption or Deputation or Direct recruitment	Between eighteen and twenty-five years

7	Multitasking Staff	Absorption or Deputation or Direct recruitment	For deputation: Persons holding analogous post in Central or State Governments or Autonomous Organisation or Statutory Bodies. For direct recruitment: Metric Pass and should be able to read and write English. Desirable: Working knowledge of computers.	Between eighteen and twenty-five years
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Note-I Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or 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 or eligibility service. Note-II The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion. Note-III Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or Department of the Central Government, shall ordinarily not exceed three years or the age of superannuation whichever is earlier. Note-IV The maximum age limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of application.

VI

Medical Facilities

1. Outdoor Medical expenses- (i) The Officers and employees of the Authority shall be eligible to get medical reimbursement for self and declared members of family.

Explanation - For the purpose of this clause, the expression "family" has the same meaning as assigned to it in the Central Services (Medical Attendance) Rules, 1944. (ii) The reimbursement of outdoor medical expenses pertaining to the treatment during a particular calendar year shall be limited to the actual expenses or one month's pay on 1st January of the relevant year (Basic pay + Dearness Allowance), whichever is less. (iii) The release of increment or promotion during the year shall not affect the limit as on 1st January and for the officers joining during the year, the annual entitlement shall be restricted on pro-rata basis. (iv) The claim should be supported by a registered Medical Practitioner or Doctor's prescription and the original cash memos or bills for treatment by the Doctor and purchase of medicines. (v) The outdoor treatment shall be taken from the Authorised Medical Attendants from the panel to be maintained by the Authority.

2. Indoor treatment - (i) For the purpose of indoor treatment, the Officers and employees of the Authority shall be entitled for medical treatment at hospitals authorised by the Authority in this behalf, and for this purpose, the cost of treatment, including hospital accommodation, nursing home facility,

etc., shall be as per the provisions of the Central Services (Medical Attendance) Rules, 1944, as applicable to the Central Government employees drawing equivalent pay.

(ii) The authorised hospitals for the purpose of clause (i) shall be the same as are available to the Central Government employees regulated by Central Services (Medical Attendance) Rules, 1944. (iii) Treatment at authorised hospitals may be taken on the advice of the Authorised Medical attendants except in emergency.