

No.36/23/2017-EO(SM-I)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training  
Office of the Establishment Officer

New Delhi, 20<sup>th</sup> July, 2017

To

1. The Chief Secretaries, All the State Governments.
2. The Secretaries, All the Ministries/Departments of the Government of India

Subject: Filling up post of Joint Secretary in Lok Sabha Secretariat on deputation basis – reg.

Sir/Madam,

It has been proposed to fill up one post of **Joint Secretary** in **Lok Sabha Secretariat** with pay in level 14 in the pay matrix (provisional) on deputation basis as per eligibility conditions prescribed in the R&CS Order No. PDA-1346/2016 dated 15.09.2016 (copy enclosed). The period of deputation shall be governed by the relevant Orders on the subject.

2. Names of suitable & willing officers, may be recommended to this office along with cadre clearance, vigilance clearance, detailed bio-data, viz. name, date of birth, service, batch, contact telephone number, email address, educational qualifications, complete experience/posting details etc. CR dossiers/certified ACRs for the last five years, details of debarment & cooling off in respect of past central deputation. In case the officers are currently on Central deputation, their nominations may be forwarded with the approval of the Minister-in-charge concerned.

3. It is requested that the applications of the eligible candidates may be forwarded so as to reach this Department within one month from the date of issue of this circular.

Yours faithfully,

  
(Rajender Kumar)

Deputy Secretary to the Government of India  
Tel: 23092187

20.07.17.

Copy to:

1. Lok Sabha Secretariat (Shri P.C. Koul, Joint Secretary), New Delhi w.r.t. their letter OM No. F.23/22/2015/AN-I dated 21.04.2017.
2. Technical Director, NIC, Computer Cell, DoPT, North Block, New Delhi for uploading this vacancy circular on the official website of this Department immediately.
3. Director (MM), DoPT, New Delhi with a request to arrange to upload this vacancy circular through bulk e-mailing system of officers.

(2)

**LOK SABHA SECRETARIAT**

PARLIAMENT HOUSE ANNEXE,  
NEW DELHI – 110 001.

Dated the 15<sup>th</sup> September, 2016  
Bhadrapada 24, 1938 (Saka)

**RECRUITMENT AND CONDITIONS OF SERVICE ORDERS**  
**No.PDA-1346/2016**

**Subject: Methods of Recruitment and Eligibility conditions for appointment to the posts of Additional Secretary and Joint Secretary in the Lok Sabha Secretariat.**

In exercise of powers conferred under Rules 4(2) and 5 of the Lok Sabha Secretariat (Recruitment and Conditions of Service) Rules, 1955, the Speaker is pleased to make the following Order amending the R&CS Order No.PDA-903/96 dated 19th October, 1996 as amended from time to time:-

**ORDER**

1. **Short title and commencement**

- (i) This Order may be called the Lok Sabha Secretariat (Method of Recruitment and Qualifications for Appointment) Amendment Order, 2016.
- (ii) It shall come into force with effect from 9<sup>th</sup> September, 2016.

2. **Amendment**

A. In the SCHEDULE, against the eligibility conditions for appointment to the post of Joint Secretary by transfer on deputation basis, the following shall be substituted:-

**"FOR TRANSFER ON DEPUTATION**

*By selection from amongst:*

1. *Officers belonging to All India Services/Central Services holding posts of Joint Secretary or equivalent in Level 14 in the Pay Matrix (Provisional) [Rs.37400-67000(PB-4) and Grade Pay Rs.10000 (pre-revised)] OR officers of these services who have been approved for appointment as Joint Secretaries by the respective Cadre Controlling Authorities*

OR

*Officers belonging to All India Services/Central Services holding posts of Director or equivalent in Level 13 in the Pay Matrix (Provisional) [Rs.37400-67000(PB-4) and Grade Pay Rs.8700 (pre-revised)] with a minimum of five years services in the grade.*

.....2/-

2. Officers of the State Legislature Secretariats holding posts comparable to the Joint Secretary in Government of India, that is, in Level 14 in the Pay Matrix (Provisional) [Rs.37400-67000(PB-4) and Grade Pay Rs.10000 (pre-revised)] OR Officers of these Secretariats who have been approved for appointment to the said posts on the said scales by their respective Cadre Controlling Authorities.

OR

Officers of the State Legislature Secretariats holding posts comparable to that of Director in Government of India, that is, in Level 13 in the Pay Matrix (Provisional) [Rs.37400-67000(PB-4) and Grade Pay Rs.8700 (pre-revised)] with a minimum of five years services in the grade.

*The period of transfer on deputation shall not ordinarily exceed three years."*

B. In the SCHEDULE, against the eligibility conditions for appointment to the post of Additional Secretary by transfer on deputation basis, the following shall be substituted:-

"FOR TRANSFER ON DEPUTATION

*By selection from amongst:*

1. Officers belonging to All India Services/Central Services holding posts of Additional Secretary or equivalent in Level 15 in the Pay Matrix (Provisional) [HAG scale of Rs.67000-79000 (pre-revised)] OR officers of these services who have been approved for appointment as Additional Secretaries by the respective Cadre Controlling Authorities.

OR

Officers belonging to All India Services/Central Services holding posts of Joint Secretary or equivalent in Level 14 in the Pay Matrix (Provisional) [Rs.37400-67000(PB-4) and Grade Pay Rs.10000 (pre-revised)] with a minimum of five years services in the grade.

2. Officers of the State Legislature Secretariats holding posts comparable to that of Additional Secretary in the Government of India, that is, in Level 15 in the Pay Matrix (Provisional) [HAG scale of Rs.67000-79000 (pre-revised)] OR Officers of these Secretariats who have been approved for appointment to the said posts on the said scales by their respective Cadre Controlling Authorities.

OR

Officers of the State Legislature Secretariats holding posts comparable to that of Joint Secretary in the Government of India, that is, in Level 14 in the Pay Matrix (Provisional) [Rs.37400-67000(PB-4) and Grade Pay Rs.10000 (pre-revised)] with a minimum of five years services in the grade.

*The period of transfer on deputation shall not ordinarily exceed three years."*

**ANOOP MISHRA  
SECRETARY GENERAL**

.....3

F.No.23/22/2015/AN-I.

Dated the 15<sup>th</sup> September, 2016  
Bhadrapada 24, 1938 (Saka)

Copy to:-

1. The Pay & Accounts Officer, Lok Sabha.
2. The DGACR, Concurrent Audit (P) Branch.
3. All Officers.
4. All Branches.

  
(P.C.KOUL)  
JOINT SECRETARY