

Q/CAD/798/01/2013
Ministry of External Affairs
Cadre Cell


23-D, Janpath, 4th Floor,
Jawaharlal Nehru Bhawan,
New Delhi - 110 011
Dated: November 08, 2018

Circular

Subject: Comments on the Draft Recruitment Rules of Second Secretary (Hindi & Culture) and Deputy Secretary (Hindi).

The Ministry of External Affairs proposes to amend the Recruitment Rules for the posts of Second Secretary (Hindi & Culture) and Deputy Secretary (Hindi) in the Ministry of External Affairs.

2. Accordingly, all stakeholders may submit their comments on the draft rules latest by 10th December 2018. The comments may also be furnished via email at uscadre@mea.gov.in


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Government of India
Ministry of External Affairs

New Delhi, November 2018

DRAFT NOTIFICATION

G.S.R.-----In exercise of the powers conferred by the provision to article 309 of the Constitution and in supersession of the Ministry of External Affairs, Deputy Secretary (Hindi), and Second Secretary (Hindi and Culture) posts Recruitment Rules, 1991, except as respects things done or omitted to be done before such supersession, the President hereby makes the following rules, regulating the method of recruitment to the posts of Deputy Secretary (Hindi), and Second Secretary (Hindi and Culture) in the Ministry of External Affairs, namely:-

1. (1) Short title and commencement.- These Rules may be called the Ministry of External Affairs, Deputy Secretary (Hindi), and Second Secretary (Hindi and Culture) posts Recruitment Rules, 2018

(2) They shall come into force on the date of their publication in the Official Gazette.

2. Number of posts, classification, and the Level in the Pay Matrix.- The number of the said posts, their classification and the Level in the Pay Matrix attached thereto, shall be as specified in columns (2) to (4) of the Schedule annexed to these rules.

3. Method of recruitment, age limit and other qualifications.- The method of recruitment, age limit, qualifications and other matters relating to the said posts, shall be as specified in columns (5) to (13) of the said Schedule.

4. Disqualifications.- 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 the said 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.

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

6. Saving.- Nothing in these rules 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 specified categories of persons, in accordance with the

orders issued by the Central Government from time to time, in this regard.

SCHEDULE

Name of the Post	Number of post	Classification	Level in the Pay Matrix	Whether Selection post or Non-Selection post	Age limit for direct recruits
(1)	(2)	(3)	(4)	(5)	(6)
1. Deputy Secretary (Hindi)	1* (2018) *Subject to variation dependent on workload	General Central Service, Group 'A' Gazetted, Non-Ministerial	Level-12 (Rs.78800 - 209200)	Not-applicable	Not-applicable

Educational and other qualifications required for direct recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of probation, if any	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods
(7)	(8)	(9)	(10)
Not-applicable	Not-applicable	Two years (for ex-serviceman reemployed)	Deputation. For Armed Forces Personnel: Deputation/Re-employment (for ex-serviceman)

In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made	If a DPC exists, what is its composition	Circumstances in which Union Public

		Service Commission is to be consulted in making recruitment
(11)	(12)	(13)
<p>Deputation: Officers under the Central Government:-</p> <p>(a) (i) holding analogous posts on regular basis in the parent cadre or department: or (ii) with five years' regular service in posts in the Level-11 (Rs. 67700-208700) of the Pay Matrix or equivalent; and</p> <p>(b) possessing the following qualifications and experience:</p> <p>Essential:</p> <p>(i) Master's degree of a recognised university or equivalent in Hindi with English as a subject at degree level; Master's degree of a recognised University or equivalent in English with Hindi as a subject at degree level; Master's degree of a recognised University or equivalent in any subject with Hindi and English as subjects at degree level.</p> <p>(ii) Ten years' experience of terminological work in Hindi or translation work from English to Hindi or vice-versa, preferably of technical or scientific literature; Ten years' experience of teaching, research, writing or journalism in Hindi.</p> <p>Desirable:</p> <p>(i) Ph.D. Degree in the relevant subject. (ii) Experience of working in Hindi Newspaper Organisation or News agency or Cultural Organisation; (iii) Should have studied one or more Indian languages other than Hindi at graduation level; (iv) Experience in dealing with establishment matters. (v) Sanskrit as one of the subjects at graduation level.</p> <p>For Armed Forces Personnel: Deputation/Re-employment (For ex-serviceman)</p>	Not-applicable	Consultation with the Union Public Service Commission necessary while making appointment on re-employment basis

The Armed Forces Personnel who are due to retire or to be transferred to reserve within a period of one year and having the requisite qualifications and experience prescribed for deputationists shall also be considered. Such officers will be given deputation terms up to the date on which they are due for release from the armed forces, thereafter, they may be continued on re-employment. (Re-employment upto the age of superannuation with reference to civil posts).

(The period of deputation including period of deputation in another ex-cadre posts held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed four years). The maximum age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of applications.)

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(1)	(2)	(3)	(4)	(5)	(6)
2. Second Secretary (Hindi and Culture)	3* (2015) *Subject to variation dependent on workload	General Central Service Group 'A' Gazetted, Non-Ministerial	Level-11 (Rs.67700 - 208700)	Not-applicable	Not-applicable

(7)	(8)	(9)	(10)
Not-applicable	Not-applicable	Two years (for ex-serviceman on re-employment)	Deputation. For Armed Forces Personnel: Deputation/re-employment (for ex-serviceman)

(11)	(12)	(13)
<p>Deputation:</p> <p>Officers of the Central Government:</p> <p>(a) (i)holding analogous posts on regular basis; or (ii)with 5 years regular service in posts in the Level 10 (Rs. 56100-177500) of the Pay Matrix or equivalent; or (iii)with 8 years regular service in posts in the Level 8 (Rs. 47600 - 151100) of the Pay Matrix or equivalent; and</p> <p>(b)possessing the following educational qualifications and experience:</p> <p>ESSENTIAL</p> <p>(i)Master's degree of a recognised University or equivalent in Hindi with English as a subject at degree level; OR Master's degree of a recognised University or equivalent in English with Hindi as a subject at degree level; OR Master's degree of a recognised University or equivalent in any subject with Hindi and English as subjects at degree level.</p>	Not applicable	Consultation with the Union Public Service Commission necessary on each occasion

(ii) 6 years experience of terminological work in Hindi and/or translation work from English to Hindi or vice-versa, preferably of technical or scientific literature.

OR

6 years' experience of teaching, research, writing or journalism in Hindi.

DESIRABLE:

- (i) P.G. Degree in Ancient Indian History and Culture/Philosophy
- (ii) Sanskrit as one of the subjects at graduation level.
- (iii) Should have studied one or more modern Indian Languages other than Hindi at graduation level.
- (iv) Published work relating to India's cultural heritage/different forms of literary and cultural expressions in Country.

For Armed Forces Personnel:

Deputation/re-employment (for ex-servicemen).

The Armed Forces Personnel who are due to retire or to be transferred to reserve within a period of one year and having the requisite qualification and experience prescribed for deputationists shall also be considered. Such officers will be given deputation terms upto the date on which they are due for release from the armed forces, thereafter, they may be continued on re-employment. (Re-employment upto the age of superannuation with reference to civil posts).

(Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation/department of the Central Government shall ordinarily not exceed 3 years). (The maximum age limit for appointment by deputation shall not be exceeding 56 years as on closing date of receipt of applications.)

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(Manusmriti)
Under
Secretary(Cadre)