

No. 3/2/2009-Dir.(C)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training

:::

Lok Nayak Bhawan, Khan Market,
New Delhi, dated the 09/12/2015

OFFICE MEMORANDUM

Subject:- Amendment of Model Recruitment Rules for various posts in Non Statutory Departmental Canteens/Tiffin Rooms located in Central Government Offices.

:::

The undersigned is directed to refer to this Department's OM of even number dated 4/6/2014 and 22/5/2013 wherein Model Recruitment Rules (RRs) for various Group 'B' & Group 'C' posts in Non-Statutory Departmental Canteens/Tiffin Rooms located in Central Government Offices were circulated.

2. It has been decided to amend the Model RR for Canteen employees. The matter regarding amendment to Model RR for Canteen employees has been examined in consultation with Estt.(RR), DOPT and it has been decided to amend the provision of Model RR as under:-

I. OM No. 3/2/2009-Dir (C), dated 4/6/2014.

Schedule No.	Sl. No.	Existing Provision	Amended Provision
6 (Manager cum Accountant)	7 (Educational and other qualifications required for direct recruits)	Note - Qualification is relaxable at the discretion of the Staff Selection Commission/Competent Authority in case of candidates otherwise well qualified.	Note - Qualification is relaxable at the discretion of the Staff Selection Commission/Competent Authority <u>for reasons to be recorded in writing</u> in case of candidates otherwise well qualified.
7 (Manager Grade- II)	7 (Educational and other qualifications required for direct recruits)	Note 1- Qualifications are relaxable at the discretion of the Staff Selection Commission/Competent Authority in case of candidates otherwise well qualified. Note 2- Qualifications regarding experience is/are relaxable at the discretion of the SSC/Competent Authority, in the case of candidates belonging to the Scheduled Castes or Scheduled Tribes if, at any stage of selection, the SSC/Competent Authority is of the opinion that sufficient number of candidates	Note 1- Qualifications are relaxable at the discretion of the Staff Selection Commission/Competent Authority <u>for reasons to be recorded in writing</u> in case of candidates otherwise well qualified. Note 2- Qualifications regarding experience is/are relaxable at the discretion of the SSC/Competent Authority, <u>for reasons to be recorded in writing</u> in the case of candidates belonging to the Scheduled Castes or Scheduled Tribes if, at any stage of selection, the SSC/Competent Authority is of the opinion that sufficient number

P. H. 10/12/15

		from these communities possessing the requisite experience are not likely to be available to fill up the posts reserved for them.	of candidates from these communities possessing the requisite experience are not likely to be available to fill up the posts reserved for them.
8 (Deputy General Manager)	7 (Educational and other qualifications required for direct recruits)	<p>Note 1- Qualifications are relaxable at the discretion of the Staff Selection Commission/Competent Authority in case of candidates otherwise well qualified.</p> <p>Note 2- Qualification regarding experience is/are relaxable at the discretion of the SSC/Competent Authority, in the case of candidates belonging to the Scheduled Castes or Scheduled Tribes if, at any stage of selection, the SSC/Competent Authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the posts reserved for them.</p>	<p>Note 1- Qualifications are relaxable at the discretion of the Staff Selection Commission/Competent Authority, for reasons to be recorded in writing in case of candidates otherwise well qualified.</p> <p>Note 2- Qualification regarding experience is/are relaxable at the discretion of the SSC/Competent Authority, for reasons to be recorded in writing in the case of candidates belonging to the Scheduled Castes or Scheduled Tribes if, at any stage of selection, the SSC/Competent Authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the posts reserved for them.</p>

II. O.M. No.03/02/2009-Dir(C) dated 22.05.2013

Schedule No.	Sl. No.	Existing Provision	Amended Provision
2 (Assistant Halwai-cum-Cook)	7 (Educational and other qualification s required for direct recruits)	<p>Note - The qualification(s) regarding experience is/are relaxable at the discretion of the competent authority in case of candidates belonging to Scheduled Castes/Scheduled Tribes if, at any stage of selection, the competent authority is of the opinion that sufficient number of candidates belonging to these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.</p>	<p>Note - The qualification(s) regarding experience is/are relaxable at the discretion of the competent authority for reasons to be recorded in writing in case of candidates belonging to Schedules Castes/Scheduled Tribes if, at any stage of selection, the competent authority is of the opinion that sufficient number of candidates belonging to these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.</p>

P. Hota

<p>3 Halwai-cum-Cook</p>	<p>7 (Educational and other qualification s required for direct recruits)</p>	<p>Note - The qualification(s) regarding experience is/are relaxable at the discretion of the competent authority in case of candidates belonging to Scheduled Castes/Scheduled Tribes if, at any stage of selection, the competent authority is of the opinion that sufficient number of candidates belonging to these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.</p>	<p>Note - The qualification(s) regarding experience is/are relaxable at the discretion of the competent authority <u>for reasons to be recorded in writing</u> in case of candidates belonging to Schedules Castes/Scheduled Tribes if, at any stage of selection, the competent authority is of the opinion that sufficient number of candidates belonging to these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.</p>
<p>4 Clerk</p>	<p>7 (Educational and other qualification s required for direct recruits)</p>	<p>Note 1- Qualification(s) are relaxable at the discretion of the Competent Authority in case of candidates otherwise well qualified.</p> <p>Note 2- The qualification(s) regarding experience is/are relaxable at the discretion of the competent authority in case of candidates belonging to Scheduled Castes/Scheduled Tribes if, at any stage of selection, the competent authority is of the opinion that sufficient number of candidates belonging to these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.</p>	<p>Note 1- Qualification(s) are relaxable at the discretion of the Competent Authority <u>for reasons to be recorded in writing</u> in case of candidates otherwise well qualified.</p> <p>Note 2- The qualification(s) regarding experience is/are relaxable at the discretion of the competent authority <u>for reasons to be recorded in writing</u> in case of candidates belonging to Schedules Castes/Scheduled Tribes if, at any stage of selection, the competent authority is of the opinion that sufficient number of candidates belonging to these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.</p>
<p>5 Assistant Manager -cum- Store Keeper</p>	<p>7 (Educational and other qualification s required for direct recruits)</p>	<p>Note 1- Qualification(s) are relaxable at the discretion of the Competent Authority in case of candidates otherwise well qualified.</p> <p>Note 2- The qualification(s) regarding experience is/are relaxable at the discretion of the competent authority in case of candidates belonging to Scheduled Castes/Scheduled Tribes if, at any stage of selection, the competent authority</p>	<p>Note 1- Qualification(s) are relaxable at the discretion of the Competent Authority <u>for reasons to be recorded in writing</u> in case of candidates otherwise well qualified.</p> <p>Note 2- The qualification(s) regarding experience is/are relaxable at the discretion of the competent authority <u>for reasons to be recorded in writing</u> in case of candidates belonging to Schedules Castes/Scheduled Tribes if, at any stage of selection, the competent</p>

P. Hasi

		is of the opinion that sufficient number of candidates belonging to these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.	authority is of the opinion that sufficient number of candidates belonging to these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.
--	--	--	--

3. Ministries/Departments are requested to adopt the above amendments while framing the Recruitment Rules for Departmental Canteen Employees.

4. Hindi version will follow.

P. Tyagi
(Pratima Tyagi)
Director (Canteens)
Tel:24624722

To

1. *All the Ministries/Departments/Offices of the Government of India (As per standard list). (For kind attention of Director/Deputy Secretaries incharge of Administration/Establishment Divisions).*
2. Comptroller & Auditor General of India, 10 Bhadur Shah Zafar Marg, New Delhi.
3. The Registrar Supreme Court, Tilak Marg, New Delhi.
4. Ministry of Finance, Department of Expenditure, E-III, Desk North Block, New Delhi.
5. Controller General of Accounts, Ministry of Finance, Department of Expenditure, Lok Nayak Bhawan, Khan Market, New Delhi.
6. CGDA, West Block V, R.K. Puram, New Delhi-110066.
7. Director (Admn.), DOP&T, North Block, New Delhi.
8. Office of the Joint Secretary (Trg.) and CAO, Ministry of Defence, C-II, Hutements, Dalhousi Road, New Delhi - 110011.
9. Section Officer (Canteens), DOPT, Lok Nayak Bhawan, New Delhi (with 60 spare copies).