



उत्तर पूर्वीय पुलिस अकादमी/North Eastern Police Academy  
भारत सरकार / Govt. of India  
गृह मंत्रालय / Ministry of Home Affairs  
उमसाव, / Umsaw/ मेघालय / Meghalaya - 793 123  
Tele-Fax-0364-2570466 Email. [nepa-meg@nic.in](mailto:nepa-meg@nic.in)

No.A.33017/87/2015/RTI/Estt/Vol.III/3196-97

Dtd. 21/05/2018.

To,

Shri Ram Sharan  
Clerk, NEPA  
Departmental Canteen,  
Umiam, Meghalaya

Sub :- Information under RTI.

Sir,

On receipt of Rs. 22/- on 16/5/2018, the information as provided by the Deemed Public Information Officer is being given to you.

1. (L) Shri Biswajit Bhuyan, was appointed as Canteen Manager on 1/8/1990 by direct recruitment.
2. His educational qualification was SLC Passed.
3. As per record the post of Canteen Manager was filled only once by promotion from Canteen Clerk.
4. As per record there were three Canteen Manager namely (1) Shri Jnanendra Kumar Das, EQ- B.Com (2) Shri K K Sinha, EQ-BA (3) (L) Biswajit Bhuyan- EQ- SLC Passed.
5. As per DOP&T O.M. No.3/2/2009-Dir.(C) dated 6/9/2010 the post of Manager Grade-II was circulated (copy enclosed).
6. As per available record it is seen that vide Order No. B.11012/1/Estt/6429-32 dated 26/1/2005 & No. NEPA/Misc.Office-Cir/2/2011/6326-30 dated 16/7/2015 Shri Ram Sharan, Counter Clerk, NEPA Departmental Canteen was directed to maintain the Cash Book.
7. Photo copy of application dated 19/10/2015 submitted by Shri Ram Sharan, is hereby attached.
8. Photo copy of letter No. A.29011/23/88-Estt/14231 dated 21/11/2015 written to MHA by NEPA is hereby attached.




Handwritten signature and date: 21/5/18

In case, you are not satisfied with the information provided, you may appeal to Appellate Authority within 30 days from the date of receipt of this letter.

Address of Appellate Authority –

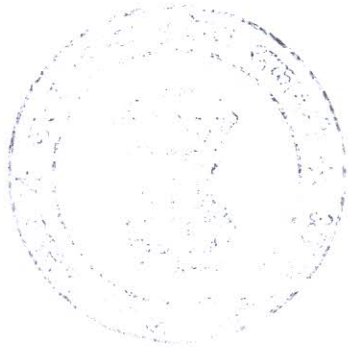
Kala Ramachandran, IPS  
The Director / Appellate Authority  
North Eastern Police Academy  
Umsaw-793 123, Umiam, Meghalaya

Yours faithfully,

  
(J K Dwivedi)  
Asstt. Director (Law)/CPIO

Copy to :  
1. Computer Section – for uploading the NEPA Website.

  
(J K Dwivedi)  
Asstt. Director (Law)/CPIO



(97)

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 6/9/2010

OFFICE MEMORANDUM

Subject: Revised Model Recruitment Rules for various posts in Non Statutory Departmental Canteens/Tiffin Rooms located in Central Government Offices and registered with Director (Canteens).

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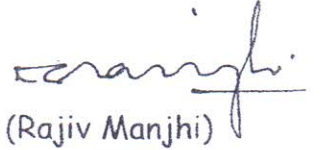
The undersigned is directed to forward herewith a copy of the Revised Model Recruitment Rules for various categories of group 'B' and 'C' posts in the Non-statutory Departmental Canteens/Tiffin Rooms located in Central Government Offices and registered with Director (Canteens). The Esstt. Division (Estt. R/R) of DOP&T had earlier issued guidelines vide their O.M. No.AB-14017/61/08-Estt.(R/R), dated 24.3.2009, asking Ministries/Departments to revise/amend/frame Recruitment Rules in respect of various posts/cadre under their administrative control, keeping in view the recommendations of the 6<sup>th</sup> Central Pay Commission and other relevant factors, which are necessary to keep them in conformity with the changed position. The revised Model Recruitment Rules, therefore, are based on the suggestions contained in this Department's OM No AB-14017/12/87-Estt. (RR), dated 18.3.88 read with OM No. AB-14017/2/97-Estt. (RR), dated 25.5.98 and other related instructions mutatis mutandis as issued from time to time by the Establishment Division of the DOPT. Since, the 6<sup>th</sup> Central Pay Commission have upgraded Group 'D' posts as Group 'C', and the duties have been made multi-tasking in nature, all Group 'D' posts of canteen staff have been made as Group 'C' posts'. Accordingly, the posts of Tea/Coffee Maker, Bearer and Wash Boy have been re-designated as Canteen Attendant.

2. The Pay Band, Grade Pay and Special Allowance, applicable to certain categories of posts may be seen at Annexure-'A'. The Model Recruitment Rules for Group 'B' and 'C' posts are attached as Schedule 1 to 9.



3. All the Ministries/Departments are requested to adopt these Model Recruitment Rules with suitable modifications, if any, depending upon their peculiar requirements. In case of any deviation from these Model Recruitment Rules, the clearance of Director (Canteens) in the Department of Personnel and Training may be obtained. As regards Group 'B' posts, UPSC may be consulted for amendment/relaxation of the provisions of the Recruitment Rules. The Administrative Ministries/Departments themselves are required to get their Recruitment Rules vetted from the Ministry of Law and then notify it in the Gazette of India. This issues with the approval of Estt. (R/R) Division of the DOP&T.

4. Hindi version will follow.



(Rajiv Manjhi)

DIRECTOR (CANTEENS)

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. Controiler General of Accounts, Ministry of Finance, Department of Expenditure, Lok Nayak Bhavan, 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 100 spare copies).

