

Annexure – I


“SCHEDULE”

1.	Name of the post	Stenographer Grade-I
2.	Number of posts	02* (2019) * Subject to variation dependent on workload
3.	Classification	General Central Service, Group ‘B’ Non – Gazetted, Ministerial
4.	Pay Band and Grade Pay or Pay Scale	Level – 6 of Pay Matrix
5.	Whether Selection Post or Non-selection Post	Non-selection
6.	Age limit for direct recruits	Not applicable
7.	Educational and other Qualification required for Direct Recruits	Not applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Not applicable
9.	Period of probation, if any;	Two years
10.	Method of recruitment, whether by direct recruitment or by promotion or deputation/absorption and percentage of the vacancies to be filled up by various methods	By promotion failing which by deputation.
11.	In case of recruitment by promotion/deputation/absorption grades from which promotion/deputation/absorption to be made.	<p>Promotion: - Stenographer Grade – II, in the revised pay Level – 4 with 10 years regular service in the grade.</p> <p>Note 1 – The officers who are being considered for promotion shall have undergo some professional training in any Central Government Institution for one week.</p> <p>Deputation: Officers under the Central Government; (i) Holding analogous post on regular basis in the parent cadre or department; or With ten years regular service in the in the revised pay Level – 4 with 10 years regular service in the grade or equivalent.</p>



		<p>Note 1- The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for by promotion.</p> <p>Note 2- Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organizations/ departmental of the Central Govt. shall be three years.</p> <p>The maximum age limit for appointment by deputation shall not be exceeding 56 years, as on the closing date of receipt of applications.</p>
12.	If a departmental promotion committee exists, what is its composition	<p>Departmental Promotion Committee (for consideration confirmation and Promotion) Consisting of :- (i) Addl. Director, North Eastern Police Academy, Shillong - Chairman (ii) Joint Director, North Eastern Police Academy, Shillong - Member (iii) Deputy Director, North Eastern Police Academy, Shillong - Member.</p>
13.	Circumstances in which UPSC consulted in making recruitment.	<p>Consultation with Union Public Service Commission is not necessary.</p>

Name, addresses and telephone numbers of the: Ministry's representatives with whom those Proposal may be discussed, if necessary for Clarification/ early action.

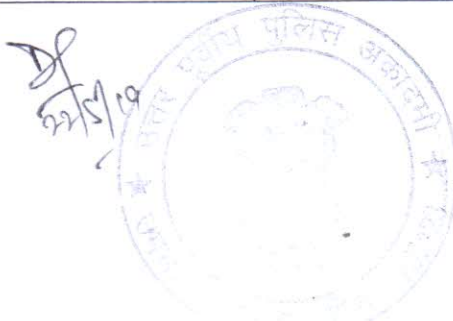


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Annexure – I“SCHEDULE”

1.	Name of the post	Swimming Coach
2.	Number of posts	1* (2019) *Subject to Variation dependent on workload
3.	Classification	General Central Service Group 'B' Non – Gazetted, Non-Ministerial
4.	Pay Band and Grade Pay or Pay Scale	Level – 6 of the Pay Matrix
5.	Whether Selection Post or Non-selection Post	Not applicable
6.	Age limit for direct recruits	Not exceeding 30 years. (Relaxable for Government Servants upto five years in accordance with the instructions or orders issued by the Central Government).
7.	Educational and other Qualification required for Direct Recruits	Educational Qualifications: (i) Any Bachelor Degree from a recognized Board / University. Essential: (i) One-year certificate in Swimming Course from Netaji Subhash National Institute of Sports, Patiala, Sports Authority of India or any other recognized Institute. or (ii) Certificate Course in Swimming from recognized Institute and possessing certificate in participation in Olympic/Asian games/World Championship/Commonwealth games. And (iii) Two years' experience as Swimming Coach.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Not applicable
9.	Period of probation, if any;	Two years for direct recruitment.
10.	Method of recruitment, whether by direct recruitment or by promotion or	By deputation (including short term contract) failing which by Direct Recruitment.



	deputation/absorption and percentage of the vacancies to be filled up by various methods	
11.	In case of recruitment by promotion/deputation/absorption grades from which promotion/deputation/absorption to be made.	<p>Deputation (including short term contract) - Officers under the Central Government or State Government or Union Territory Administration or recognized research Institutions or Public Sector undertakings or Semi-Government or autonomous bodies or Statutory organization</p> <p>(a) (i) holding analogous posts on regular basis in the parent cadre or department; or (ii) with six years' service in the grade rendered after appointment thereto on regular basis in the grade in the pay matrix or equivalent in the parent cadre or department; and</p> <p>(b) possessing the following educational qualifications and experience:- Essential: Bachelor's degree in physical education from a recognized university or institute</p> <p>(i) Diploma in coaching from Sports Authority of India, Netaji Subhas national Institute of Sports or from any other recognized Indian or Foreign University.</p> <p>Desirable:</p> <p>(i) participation in Asian Games or World Championship with certificates course in coaching; or</p> <p>•</p>



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