

भारतीय सर्वेक्षण विभाग  
SURVEY OF INDIA

टेलिफैक्स +91.135. 2744064, 2743331  
Telefax  
वेबसाइट www.surveyofindia.gov.in  
Website  
ई-मेल sgo.eI.soi@gov.in  
E-Mail



**MOST IMMEDIATE / BY e-mail**  
भारत के महासर्वेक्षक का कार्यालय  
Office of the Surveyor General of India  
हाथीबड़कला एस्टेट, डाक बक्स सं.37  
Hathibarkala Estate, Post Box No. 37  
देहरादून-248 001 (उत्तराखण्ड), भारत  
DEHRA DUN-248 001 (Uttarakhand), India

No.EI- 1435 /579-Rules Review (Gp`A') (Vol.9)

Dated the 13th April, 2018

To

**The Addl. SGs:** Eastern Zone, Kolkata / North Eastern Zone, Shillong/ Central Zone, Jabalpur/ Western Zone, Jaipur / Northern Zone, Chandigarh/ Southern Zone, Bangalore/ Specialized Zone, Dehra Dun/ Printing Zone, Hyderabad/ IIS&M, Hyderabad.

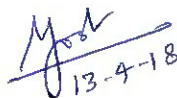
**The Directors:** West Bengal & Sikkim GDC/ Jharkhand GDC/ Orissa GDC/ Meghalaya & Arunachal Pradesh GDC/ Assam & Nagaland GDC / Tripura, Manipur & Mizoram GDC/ Madhya Pradesh GDC/ Chhattisgarh GDC/ Maharashtra & Goa GDC/ Rajasthan GDC/ Gujarat, Daman & Diu GDC / East Uttar Pradesh GDC/ Uttarakhand and West UP GDC/ Bihar GDC/ Jammu & Kashmir GDC/ Himachal Pradesh GDC/ Punjab, Haryana & Chandigarh GDC/ Andhra Pradesh & Telegana GDC/ Karnataka GDC/ Kerala & Lakshadweep GDC/ Tamilnadu, Pondicherry & ANI GDC/ GIS&RS Dte./ DMC/ National GDC/ Survey (Air) & Delhi GDC/ NPG / EPG./ SPG / WPG / MA&DC/ G&RB / IBD New Delhi.

**Incharge :** AP & Telengana GDC (Vishakapatnam Wing) / M&G GDC (Hyderabad Wing) / Assam & Nagaland GDC (Shillong Wing)

**Sub:- Uploading of draft Recruitment Rules on the Survey of India's Website - Regarding.**

The draft RRs in respect of (1) Director (Administration & Finance) (2) Assistant Director (Official Language) (3) Chief Manager, and (4) Deputy Stores Officer have been uploaded in the Departmental website, for perusal of all concerned. Comments of stakeholders, if any may please be sent to this office on or before 13 May 2018 positively by e-mail also.

**Encl : As above.**

  
13-4-18

(NITIN JOSHI)  
Deputy Surveyor General  
for Surveyor General of India

Copy to:- The Secretary to the Govt. of India, Ministry of Science & Technology, (Department of Science & Technology), New Mehrauli Road, Technology Bhavan, New Delhi (**Kind Attention :- Shri BS Bhandari, Under Secretary, SMP**) with reference to Department's No.SM/01/06/2018 dated 5th April 2018 for information.

Copy to:- E&AO 'A' (SGO) for information and necessary action.

Copy to:- Incharge, Web Admin for uploading the above (4) RRs in the Departmental Website.

**THE SURVEY OF INDIA STORES CADRE GROUP 'A' POSTS,  
RECRUITMENT RULES, 2018,  
DEPARTMENT OF SCIENCE AND TECHNOLOGY,  
(MINISTRY OF SCIENCE AND TECHNOLOGY), NEW DELHI.**

**SCHEDULE-2**

Name of post	No. of posts	Classification	Level in the Pay Matrix	Whether selection or non-selection post	Age limit for direct recruits
1	2	3	4	5	6
Deputy Stores Officer	1* (Year 2018) *Subject to variation dependent on work load)	General Central Service, Group 'A' Gazetted, Non-Ministerial	Level 10 of the Pay Matrix of Rs.56100-177500	Selection-cum-Seniority	Not exceeding 37 years (Relaxable for Government Servants up to 5 years in accordance with the instructions or orders issued by the Central Government).  <b>Note:-</b>  i) The crucial date for determining the age limit shall be as advertised by the Union Public Service Commission.  ii) The candidate seeking employment in the Central Services, must be a Citizen of India or a subject of Nepal or a subject of Bhutan etc. i.e. the standard rules in respect of domicile shall be applicable in this case of direct recruitment.

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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 post to be filled by various methods.
7	8	9	10
<p><b><u>Essential Qualifications (for direct recruitment) :-</u></b></p> <p>i) Diploma of a recognised University or equivalent.</p> <p>ii) About five years' experience in a responsible capacity in indenting, purchase and maintenance of stores in a Government Department or in a public body or in a private concern of repute.</p> <p>iii) Knowledge on invitation of tenders and processing for procurement of stores (imported and indigenous) including Consignment, Import and Excise duties.</p> <p>iv) Knowledge on process of releasing of Foreign Exchange against the allotted Foreign Budget of the Department.</p> <p><b><u>Desirable Qualifications:-</u></b></p> <p>i) Diploma in Purchase and Material Management, knowledge of Indian Market conditions and Central Government Supply Organisation.</p> <p>ii) Working knowledge of lithographic plant, store, computers, computer softwares, M.T. and surveying instruments including electronic surveying instruments.</p> <p>iii) Working knowledge on the Annual Inventory of Capital Stores of Photogrammetric, Geodetic, Electronic and other Precision Instruments.</p> <p>iv) Working knowledge on budgeting and accounting and departmentalization of the Accounting System.</p> <p><b><u>NOTE:-</u></b> The qualification regarding experience is relaxable at the discretion of the competent authority in the case of candidates belonging to the Scheduled Castes or the Scheduled Tribes, if at any stage of selection the competent authority is of opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.</p>	<p>Not Applicable</p>	<p>2 Years (applicable in case of direct recruitment only)</p> <p><b><u>Probation</u></b></p> <p>The Officers directly appointed in the post of Deputy Stores Officer shall be on probation for a period of two years. In addition to the institutional training, the Officers are required to acquire the knowledge of Hindi during their probation, in case they do not have such knowledge. The Officers shall be confirmed on successful completion of the period of probation in accordance with the guidelines of the Government of India, in this regard, from time to time. The Officers shall be confirmed on the basis of the recommendation of the Group 'A' DPC for confirmation as mentioned at Column 12 of the Schedule-2.</p>	<p>Promotion failing which by direct recruitment through UPSC.</p>

In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/deputation/ absorption to be made.	If Departmental Promotion Committee exists what is its composition	Circumstances in which UPSC is to be consulted in making recruitment
11	12	13
<p><b>Promotion:-</b> Assistant Stores Officer in Level 6 of the Pay Matrix of Rs.35400-112400 with eight years' service rendered after appointment thereto on regular basis shall be eligible for promotion.</p> <p><b>Note-1:</b> For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1-1-2016 / the date from which the revised pay structure based on the Seventh CPC recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay / pay scale extended based on the recommendations of the Commission.</p> <p><b>Note-2:</b> Where juniors who have completed their qualifying/ eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service by more than half of such qualifying/eligibility service or two years, which is less, and have successfully completed probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/ eligibility service.</p>	<p><b>Group 'A' D.P.C. For Promotion:</b></p> <ol style="list-style-type: none"> <li>1. Chairman/Member, UPSC - <b>Chairman</b></li> <li>2. Surveyor General of India - <b>Member</b></li> <li>3. Joint Secretary, Department of Science &amp; Technology - <b>Member</b></li> <li>4. Director, Department of Science and Technology - <b>Member</b></li> </ol> <p><b>Group 'A' D.P.C. For Confirmation:</b></p> <ol style="list-style-type: none"> <li>1. Surveyor General of India - <b>Chairman</b></li> <li>2. Joint Secretary, Department of Science &amp; Technology - <b>Member</b></li> <li>3. Deputy Surveyor General, Surveyor General's Office - <b>Member</b></li> </ol> <p><b>Note :-</b> The proceeding of the Departmental Promotion Committee (DPC) relating to confirmation of a direct recruit shall be sent to the Commission for approval. While doing so, the cases of officers not considered fit for confirmation along with their records should be specifically referred to the Commission for their approval. If, however, these are not approved by the Commission, a fresh meeting of the DPC to be presided over by the Chairman or a Member of the UPSC shall be held.</p>	<p>Selection by direct recruitment shall be made in consultation with Union Public Service Commission.</p>

UNDER SECRETARY TO THE GOVT. OF INDIA  
File No.....