

F. No. A-11011/02/2022-Estt.(E-20247)  
Government of India  
Ministry of Chemicals & Fertilizers  
Department of Pharmaceuticals

Shastri Bhawan, New Delhi  
Dated the 10 May, 2022

Office Memorandum

**Subject: Seeking comments/views/suggestions from Stakeholders on Framing of Recruitment Rules for the post of Staff Car Driver in Department of Pharmaceuticals - regarding.**

The undersigned is directed to say that as per DoPT's o.M. No. AB-14017/61/2008-Estt(RR) dated 13.10.2015, the framing/Amendment of Recruitment Rules are to be uploaded on the website of respective Ministries/Departments for 30 Days inviting comments from the stakeholders.

2. Therefore, the draft Recruitment Rules for the post of Staff Car Driver in Department of Pharmaceuticals are uploaded on the official website of Department of Pharmaceuticals. All stakeholders are requested to go through the draft Recruitment Rules and furnish their comments, if any, to the undersigned within a period of 30 Days from the date of its uploading on the website. In case, no comments are received till then, the Ministry will proceed further for taking necessary action for framing of aforementioned draft Recruitment Rules.

Encl: As above

*Sandeep Kumar* 10.05.22

(Sandeep Kumar)

Under Secretary to the Government of India

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To,

1. All the stakeholders concerned.
2. NIC, DoP with a request to upload the draft Recruitment Rules on the website of Department of Pharmaceuticals.

[To be published in the Gazette of India, Part II, section 3, Sub-section (i)]

GOVERNMENT OF INDIA  
MINISTRY OF CHEMICALS AND FERTILIZERS  
DEPARTMENT OF PHARMACEUTICALS

**Notification**

New Delhi, the .....April, 2022

G.S.R.....- In exercise of the powers conferred by the proviso to article 309 of the Constitution, the President hereby makes the following rules regulating the method of recruitment to the post of Staff Car Drivers in the Department of Pharmaceuticals, Ministry of Chemicals and Fertilizers, namely :-

**1. Short title and commencement.**- (1) These rules may be called the Ministry of Chemicals and Fertilizers, Department of Pharmaceuticals, Staff Car Drivers (Group 'C' posts) Recruitment Rules, 2022.

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

**2. Application.** - These rules shall apply to the posts specified in column (1) of the schedule annexed to these rules.

**3. Number of post, classification and level in pay matrix.**- The number of said post, its classification and level in the pay matrix attached thereto shall be as specified in the columns (2) to (4) of the said schedule.

**4. Method of recruitment, age - limit and qualifications, etc.** - The method of recruitment, age-limit, qualifications and other matters connected therewith, shall be as specified in columns (5) to (13) of the aforesaid schedule.

**5. Initial Constitution** - (1) The incumbents holding the post of Staff Car Driver on regular basis immediately before the commencement of these rules, shall be deemed to have been appointed under these rules and their continuous service in the said post shall be taken into consideration for the purpose of qualifying service for probation, promotion and pension.

**6. Disqualification.** - 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 the said post:

Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage, and that there are other grounds for so doing, exempt any person from the operation of these rules.



7. **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, relax any of the provisions of these rules with respect to any class or category of persons.

8. **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, Other Backward Classes, ex-Servicemen and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

#### SCHEDULE

Name of post.	Number of post.	Classification.	Level in the pay matrix.
(1)	(2)	(3)	(4)
1. Staff Car Driver (Grade I).	-	General Central Service, Group 'C', Non- Gazetted, Non- Ministerial.	Level-5 (Rs. 29200-92300/-).

Whether selection or non selection post.	Age - limit for direct recruits	Educational and other qualifications required for direct recruits.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.
(5)	(6)	(7)	(8)
Non-selection	Not applicable.	Not applicable	Not applicable

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.	In case of recruitment by promotion or deputation / absorption, grades from which promotion or deputation/absorption is to be made.
(9)	(10)	(11)
Not applicable	By Promotion	Promotion: Staff Car Driver Grade-II in level-4 (Rs 25500-81100/-) with six years regular service in the grade or with a combined service of fifteen years in Staff Car Driver Grade-II and Staff Car Driver (Ordinary Grade) and have passed the trade test, specified by the Government. Note : Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their

	senior shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.
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If a Departmental Promotion Committee exists, what is its composition.	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
(12)	(13)
<b>Group 'C' Departmental Promotion Committee (for considering confirmation/ promotion) consisting of:</b>  1. Joint Secretary (Establishment), Department of Pharmaceuticals – Chairperson; 2. Director/Deputy Secretary (Establishment), Department of Pharmaceuticals – Member; and 3. Under Secretary (Establishment), Department of Fertilizers – Member.	Not applicable.

Name of post.	Number of post.	Classification.	Level in the pay matrix.
(1)	(2)	(3)	(4)
<b>2. Staff Car Driver (Grade II)</b>	-	General Service, 'C', Gazetted, Ministerial	Central Group Non-Non- Level-4 (Rs. 25500-81100/-)

Whether selection or non selection post.	Age - limit for direct recruits	Educational and other qualifications required for direct recruits.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.
(5)	(6)	(7)	(8)



Non-selection	Not applicable.	Not applicable	Not applicable
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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.	In case of recruitment by promotion or deputation / absorption, grades from which promotion or deputation/absorption is to be made.
(9)	(10)	(11)
Not applicable	By Promotion	Staff Car Driver (Ordinary Grade) in level- 2 matrix (Rs. 19900-63200/-) with nine years of regular service in the grade and have passed the trade test, specified by the Government. Note : Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.

If a Departmental Promotion Committee exists, what is its composition.	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
(12)	(13)
<b>Group 'C' Departmental Promotion Committee (for considering confirmation/ promotion) consisting of:</b>  1. Director/Deputy Secretary (Establishment), Department of Pharmaceuticals – Chairperson; 2. Under Secretary (Establishment), Department of Pharmaceuticals – Member; and 3. Under Secretary (Establishment), Department of Fertilizers – Member.	Not applicable.

Name of post.	Number of post.	Classification.	Level in the pay matrix.
(1)	(2)	(3)	(4)
<b>3. Staff Car Driver. (Ordinary Grade).</b>	01 * (2022)	General Central Service, Group 'C', Non-Gazetted, Non-Ministerial.	Level -2 (Rs. 19900-63200).

Whether selection or non selection post.	Age - limit for direct recruits
(5)	(6)
Not Applicable	Between 18-25 years * (Relaxable for Government Servants up to 40 years in accordance with the instructions or orders issued by the Central Government). Note:- The crucial date for determining the age-limit shall be the closing date for receipt of applications from candidates (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh division of Jammu and Kashmir state, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Union territory of Andaman and Nicobar Islands and Lakshadweep). *If the 'Direct recruitment' is to be made by 'direct open competitive Examination, the age limit would be 18-27 years.'

Educational and other qualifications required for direct recruits.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.
(7)	(8)
<p><b>Essential :</b></p> <p>(i) possession of a valid driving licence for motor cars;</p> <p>(ii) Knowledge of motor mechanism (the candidates should be able to remove minor defects in vehicle);</p> <p>(iii) experience of driving a motor car for at least three years; and</p> <p>(iv) pass in tenth standard.</p> <p><b>Desirable :</b></p> <p>Three years service as Home Guard or Civil Volunteers.</p> <p><b>Note 1:</b> The qualification regarding experience is relaxable at the discretion of the competent Authority.</p> <p><b>Note 2</b> – In the case of candidates belonging to the Schedules Castes or selection, the competent authority is of the opinion that the sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.</p>	Not applicable.



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.	In case of recruitment by promotion or deputation / absorption, grades from which promotion or deputation/ absorption is to be made.
(9)	(10)	(11)
Two Years for direct recruits or re-employed	Deputation or absorption failing which by Direct recruitment,  For Armed Forces Personnel : Deputation or re- employment	<p><b>Deputation or absorption :</b></p> <p>From amongst the regular Dispatch Rider (Group 'C') and Group 'C' employees in level-1 (Rs. 18000-56900/-) in the Department of Pharmaceuticals who possess valid Driving License for Motor Cars on the basis of a Driving Test to assess the competence to drive Motor Cars failing which from officials holding the post of Dispatch Rider on regular basis or regular Group 'C' employees in Level-1 (Rs. 18000- 56900) in other Ministries of the Central Government who fulfil the necessary qualification as mentioned in column (7).</p> <p><b>Deputation or re-employment for Armed Forces Personnel :</b></p> <p>The Armed forces Personnel due to retire or who are to be transferred to reserve within a period of one year and having the requisite experience and qualifications prescribed shall also be considered. Such persons would be considered. Such persons would 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.</p> <p><b>Note :</b> The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or Department of the Central Government shall ordinarily not exceed three years. The maximum age-limit for appointment by deputation or absorption shall be not exceeding fifty-six years as on the closing date of receipt of application.</p>

If a Departmental Promotion Committee exists, what is its composition.	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
(12)	(13)
<b>Group 'C' Departmental Promotion Committee (for considering confirmation/ promotion) consisting of:</b>	Not applicable.
1. Director/Deputy Secretary (Establishment), Department of Pharmaceuticals – Chairperson;	
2. Under Secretary (Establishment), Department of Pharmaceuticals – Member; and	
3. Under Secretary (Establishment), Department of Fertilizers – Member.	

[File No. A-11011/02/2022-Estt.]

(Sandeep Kumar)  
Under Secretary to the Government of India.