Delhi Tourism & Transportation Development Corp. Ltd.

Draft Recruitment Rules, 2014

Accounts Cadre

Name of the Post.	Number of posts	Classificati on	pay scale	r selection posts or non- selection post	limit for direct recruits	ns required for direct recruits	age and educationa l qualificatio n prescribed for direct recruits will apply in case of promotion	Period of probatio n, if any.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorpti on and percentage of the vacancies to be filled by various method.	In case of recruitment by promotion or deputation/absorpti on, grades from which promotion or deputation/absorpti on to be made.	If a department al Selection Committee exists, what is its compositio n.	Circumstanc es in which Corporation is to be consulted in making recruitment.
1. Financi al Advisor	2. *01 (2014) * Subject to variation dependa nt on workloa d	3. Group 'A'	4. Pay Band-4, Rs. 37400- 67000+ Rs.10,000 /- Grade Pay	5. Not applicabl e	6. Not Applicab le	7. Not Applicable	8. Not Applicable	9. Not Applicabl e.	10. 100% by deputation.	11. Deputation: (i)holding analogous Post on regular basis in parent cadre or department in any of the Group 'A' services like Indian Audit & Accounts Service/ Indian Civil Accounts Service/ Indian Defence Accounts Service/Indian Postal and Accounts Service/Indian Railway Accounts Service/Indian Cost Accounts Service in any of the Central/State Government/ PSUs/ Autonomous	12. For confirmatio <u>n</u> 1.Managing Director 2. Joint Secretary, Ministry of Finance, Government of NCT of Delhi. 3. Joint Secretary, Ministry of Tourism, Government of NCT of Delhi 4. General Manager, DTTDC 5. Chief	13. Consultation with Board of Director is not necessary.

1	Г Г Г				Onequiration /	Manager	1
					Organization/	Manager	
					Equivalent cadre of	(Personnel as	
					the Government of	coordinator	
					NCT of Delhi.		
					(ii) Financial		
					Controller or		
					equivalent with		
					minimum 03 years of		
					regular service in the		
					Pay Band-4, Rs.		
					37400-67000+		
					Rs.8700/- Grade Pay		
					in any of the Group		
					'A' services like		
					Indian Audit &		
					Accounts Service/		
					Indian Revenue		
					Service/Indian Civil		
					Accounts		
					Service/Indian		
					Defence Accounts		
					Service /Indian Postal		
					and Accounts		
					Service/Indian		
					Railway Accounts		
					Service/Indian Cost		
					Accounts Service in		
					any of the		
					Central/State		
					Government		
					/PSUs/Autonomous		
					Organization/		
					Equivalent cadre of		
					the Government of		
					NCT of Delhi.		
					(iii) Chief Manager		
					or equivalent with		
					minimum 08 years of		
					regular service in the		
					pay band-3, Rs.		
					15600-39100+Rs.		

						7600/-(Grade Pay) in	
						any of the Group	
						'A' services like	
						Indian Audit &	
						Accounts Service/	
						Indian Revenue	
						Service/Indian Civil	
						Accounts	
						Service/Indian	
						Defence Accounts	
						Service/Indian Postal	
						and Accounts	
1						Service/Indian	
1					1	Railway Accounts	
					1	Service/Indian Cost	
1					1	Accounts Service in	
1					1	any of the	
						Central/State	
						Government/ PSUs/	
						Autonomous	
						Organization/	
						Equivalent cadre of	
						Equivalent caule of	
						the Government of	
						NCT of Delhi.	
						Desirable:- MBA	
						(Finance)	
1					1	Note:1 Period of	
1					1	deputation(Including	
1					1	short term contract)	
1					1	in another post held	
1					1		
1					1	immediately	
1					1	preceding this	
1					1	appointment in the	
1					1	same or some other	
					1	organization or any	
1					1		
					1	department of	
1					1	Government of NCT	
1					1	of Delhi shall	
1					1	ordinarily not to	
1					1	exceed 5 years.	
						execcu 5 years.	

 	-				
				Note:2The	
				maximum age limit	
				for appointment by	
				deputation	
				(including short	
				term contract) shall	
				not exceeding 56	
				years as on closing	
				date of receipt of	
				applications.	
				applications.	
				Note:3 For the	
				purpose of	
				appointment on	
				deputation basis, the	
				service rendered on	
				a regular basis by an	
				officer prior to 1st	
				January, 2006 or the	
				date from which the	
				revised pay structure	
				based on the	
				recommendations of	
				the 6 th Central Pay	
				Commission has	
				been extended, shall	
				be deemed to be the	
				service rendered in	
				the corresponding	
				grade pay or pay	
				scale extended based	
				on the said pay	
				commission, except	
				where there has been	
				merger of more than	
				one pre-revised	
				scale of pay into one	
				grade with a	
				common grade pay	
				or pay scale and	
				where this benefit	
				will extend only for	
				the post(s) for which	

		that grade pay or pay scale is the normal replacement	
		grade without any upgradation.	

ANNEXURE II

1.	(a) Name of the posts	Financial Advisor
	(b) Name of the Ministry/Department	DTTDC
	(c) Number of posts	1
	(d) Scale of pay	PB-4, Rs.37400-67000+ Rs. 10,000/- (Grade
		Pay)
	(e) Class and service to which the posts	Group 'A'
	belong	
	(f) Ministerial or non-Ministerial)of F.R.9 (17)	Non- Ministerial
2.	Appointing Authority	Board of Director
3.	Duties of the post in detail	Over all supervision of the work Accounts cadre of the Organization including Financial Controller, Chief Manager (Finance) and Managers (Finance).
4.	Describe briefly the method(s) adopted for filling the posts hitherto.	Deputation basis.
5.	Methods of recruitment proposed-	Deputation basis.
6.	If promotion is proposed as a method of recruitment	Not applicable
	(a) Designation and number of the posts proposed to be included in the field of promotion.	Not applicable
	(b)Number of years of qualifying service proposed to be fixed before persons in the field become eligible for promotion (As per extant GOI instructions)	Not applicable
	(c) Percentage of vacancies in the grade proposed to be filled by promotion.	Not applicable
	(d) Have Recruitment Rules been framed for	Not applicable

the post proposed in the field of promotion?	
If framed in consultation with the	
Commission, please quote Commission's	
reference No. If consultation with the	
Commission was not required please attach	
a copy of rules framed. A copy of the rules	
should be sent DOPT along with the	
proposal.	
(e) If Recruitment Rules were not framed	Not Applicable
for the posts in the field of promotion;	
(i) Please indicate briefly the method of	Deputation basis.
recruitment actually adopted for filling the	
posts. Please also state the percentage of	
vacancies filled by each of the methods.	
(ii)Please state briefly the educational	Not Applicable
qualifications possessed by the persons in	
the field of promotion.	
(iii) In case the feeder posts are filled by	Not Applicable
promotion, the Recruitment Rules for the	
still lower posts including the lowest post to	
which direct recruitment is one of the	
methods of recruitment may be furnished	
(f) (i) Is the promotion to be made on	Not Applicable
selection or non-selection basis?	
(ii) Reasons for the proposal (i) above.	The Board in its meeting held on 22.05.2014
	agreed for filling up the post on deputation basis.
(g) If a DPC exists, what is its composition.	Yes.
	For Selection/confirmation
	1 Managing Director
	2. Joint Secretary, Ministry of Finance,
	Government of NCT of Delhi.
	3. Joint Secretary, Ministry of Tourism,

		Government of NCT of Delhi
		4. General Manager, DTTDC
		5. Chief Manager (Personnel as coordinator
	(h) Indicate if the feeder posts are having	Not Applicable
	promotion channels other than the one under	
	consideration.	
7.	If promotion is not proposed as a method,	The promotion is not proposed so that a better
	please state why it is not considered	qualified and experienced person can be
	desirable/possible/necessary.	brought to the organization.
	desirable, possible, necessary.	orought to the organization.
8.	If direct recruitment is proposed as a method	No.
0.	of recruitment please state	10.
	(a) The percentage of vacancies proposed to	Not Applicable.
	be filled by direct recruitment.	
	(b) Indicate if there are any promotional	Not Applicable
	avenues for the direct recruits?	Not Applicable
	(c) (i) Age for direct recruits (As per extant	Not Applicable
	GOI instructions)	Not Applicable
	(ii) Is age relaxation for Government	Not Applicable
	servants?	Not Applicable
	(d) Educational and other qualifications	
	required for direct recruits. (it may please be	
	noted that the essential qualifications	
	prescribed are relaxable at Commission's	
	discretion in case of candidates otherwise	
	well qualified	
	Essential	Not Applicable
		NT / A 11 11
	Desirable	Not Applicable

	 (e) Whether essential qualification to be prescribed are in accordance with any Act(s)? If so please quote the relevant Act(s) under which it is necessary and also supply relevant extracts from the Act(s) (f) Has the post been advertised by the Commission in the past? If so, please quota Commission's reference No. 	Not Applicable Not Applicable
9.	If direct recruitment is not proposed as a method, please state why it is not considered desirable/possible /necessary.	The Direct Recruitment is not proposed so that a better qualified and experienced person can be brought to the organization on Deputation basis
10.	 (i) If promotion and direct recruitment are both proposed as methods of recruitment, will the educational qualifications proposed for direct recruits apply in case of promotion? (ii) If not, to what extent are the educational qualifications proposed to be relaxed in case of promotions. 	Only Deputation has been proposed.
11.	(a) Is deputation/absorption proposed as a method of recruitment? If so, please state the reasons for the proposal. Please state clearly whether deputation or absorption or both are	The deputation has been proposed for the reason that the qualified personnel can be brought to the organization.

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proposed.	
(b) The percentage of vacancies proposed to	Not Applicable.
be filled by this method.	
(c) The period to which deputation will be	5 Years
limited.	
(d) The names of the posts of grades or	
services etc. from which deputation/	(i)holding analogous Post on regular basis in
absorption is proposed	parent cadre or department in any of the
absorption is proposed	Group 'A' services like Indian Audit &
	1
	Accounts Service/ Indian Revenue
	Service/Indian Civil Accounts Service/ Indian
	Defence Accounts Service/Indian Postal and
	Accounts Service/Indian Railway Accounts
	Service/Indian Cost Accounts Service in any
	of the Central/State Government/ PSUs/
	Autonomous Organization/ Equivalent cadre of
	the Government of NCT of Delhi.
	(ii) Financial Controller or equivalent with
	minimum 03 years of regular service in the Pay
	Band-4, Rs. 37400-67000+ Rs.8700/- Grade
	Pay in any of the Group 'A' services like
	Indian Audit & Accounts Service/ Indian
	Revenue Service/Indian Civil Accounts
	Service/Indian Defence Accounts Service
	/Indian Postal and Accounts Service/Indian
	Railway Accounts Service/Indian Cost
	Accounts Service in any of the Central/State
	Government /PSUs/Autonomous Organization/
	Equivalent cadre of the Government of NCT of
	Delhi.

		 (iii) Manager or equivalent with minimum 08 years of regular service in the pay band-3, Rs. 15600-39100+Rs. 7600/-(Grade Pay) in any of the Group 'A' services like Indian Audit & Accounts Service/ Indian Revenue Service/Indian Civil Accounts Service/Indian Defence Accounts Service/Indian Postal and Accounts Service/Indian Railway Accounts Service/Indian Cost Accounts Service in any of the Central/State Government/ PSUs/ Autonomous Organization/ Equivalent cadre of the Government of NCT of Delhi. Desirable:- MBA (Finance)
12.	(a) If any of the methods proposed fails, by what methods are such vacancies proposed to be filled.	Not Applicable
	(b) Whether the Recruitment Rules relate to a post which has been upgraded from Group 'C' to Group 'B' or Group 'B' to Group 'A' or within the same group? If so, whether the necessary provisions for initial constitution has been proposed.	Not Applicable
	(c)Whether the Recruitment Rules relate to a post which is proposed to be downgraded? If so, whether necessary safeguards have been suggested in respect of the existing incumbents of that post?	Not Applicable
13.	(a) Special circumstances, if any, other than those covered by the rules, in which the Commission may be required to be	Not Applicable

	consulted.	
	(b) Whether the Department of Personnel	Not Applicable
	and Training have concurred in the proposal?	
14.	If these proposals are being sent in response	Not Applicable
	to any reference from the Commission,	
	please quote Commission's reference No.	
15	Name, address and telephone number of the	Shri B.L. Agarwala, Company Secretary, 18-A,
	Ministry's representatives with whom whose	DDA, SCO Complex, Defence Colony, New
	proposals may be discussed if necessary, for	Delhi- 110 024 Telephone No. 011-24629262
	clarification/ early decision.	

Signature of the Officer sending the proposals Telephone No. 011-24629262

Place: New Delhi Date:

ANNEXURE III

- 1.(a) Name of the Post:Financial Advisor(b) Name of the Ministry/Deptt.:DTTDC
- 2. Reference No. in which Commission's advice on Recruitment Rules was conveyed. Not Applicable.
- 3. Date of notification of the original rules and subsequent amendments (copy of the original rules & subsequent amendments should be enclosed, duly flagged and reference:

Column	Provisions in the	Revised provisions proposed	Reasons for
No. of the	approved/ existing rules		the revision
Schedule			proposed
Column 04.	Rs. 4100-125-4850-150-	Pay Band-4, Rs. 37400-67000+	The pay
	5300	Rs.10,000/- Grade Pay	scale has
			been
			changed in
			accordance
			with the 6 th
			CPC.
Column 05	Selection	Not Applicable	As the post
			is to be filled
			by
			Deputation
			basis, the
			entry shall be
			`Not

Column 06	Not Applicable.	Below 50 years.	Applicable' as per the orders and instructions of DOPT. As per the orders and instructions of DOPT
Column 07	Not Applicable	Not Applicable	of DOPT. Only Deputation has been proposed, therefore, the entry in this Column should be `Not Applicable' as per the Orders & Instructions of DoPT.
Column 10.	Not indicated	100% by Deputation basis.	To get better qualified and experienced candidate. Being in Central Service, the candidate shall have a

Column 11.	By Transfer on deputation from the Organised	Deputation:	wider perspective. Deputation has been suggested. To get better
	from the Organised Services (including Audit/Accounts Services) with the following eligibility conditions:- 1)Officers holding analogous post on regular basis. 2)Officers holding post in the pay scale of Rs. 14300- 18300 on regular basis with atleast 5 years service in that pay scale.	 (i)holding analogous Post on regular basis in parent cadre or department in any of the Group 'A' services like Indian Audit & Accounts Service/Indian Civil Accounts Service/Indian Defence Accounts Service/Indian Postal and Accounts Service/Indian Postal and Accounts Service/Indian Railway Accounts Service/Indian Cost Accounts Service in any of the Central/State Government/ PSUs/ Autonomous Organization/ Equivalent cadre of the Government of NCT of Delhi. (ii) Financial Controller or equivalent with minimum 03 years of regular service in the Pay Band-4, Rs. 37400-67000+ Rs.8700/-Grade Pay in any of the Group 'A' services like Indian Audit & Accounts Service/Indian Civil Accounts Service/Indian Civil Accounts Service/Indian Defence Accounts Service/Indian Defence Accounts Service/Indian Defence Accounts Service/Indian Defence Accounts Service/Indian Postal and Accounts Service/Indian Audit & Accounts Service/Indian Defence Accounts Service/Indian Defence Accounts Service/Indian Defence Accounts Service/Indian Postal and Accounts Service/Indian Accounts Service/Indian Defence Accounts Service/Indian Defence Accounts Service/Indian Defence Accounts Service/Indian Postal and Accounts 	qualified and experienced candidate. Being in Central Service, the candidate shall have a wider perspective.

		Service/Indian Railway Accounts Service/Indian Cost Accounts Service in any of the Central/State Government /PSUs/Autonomous Organization/ Equivalent cadre of the Government of NCT of Delhi. (iii) Manager or equivalent with minimum 08 years of regular service in the pay band-3, Rs. 15600-39100+Rs. 7600/-(Grade Pay) in any of the Group 'A' services like Indian Audit & Accounts Service/ Indian Revenue Service/Indian Civil Accounts Service/Indian Defence Accounts Service/Indian Postal and Accounts Service/Indian Railway Accounts Service/Indian Cost Accounts Service in any of the Central/State Government/ PSUs/ Autonomous Organization/ Equivalent cadre of the Government of NCT of Delhi. Desirable:- MBA (Finance)	
Column 12.	As may be considered by Chairman & MD.	For Selection & Confirmation1.Managing Director2. Joint Secretary, Ministry ofFinance, Government of NCT ofDelhi.3. Joint Secretary, Ministry ofTourism, Government of NCT of	DPC is necessary for making selection.

Delhi	
4. General Manager, DTTDC	
5. Chief Manager (Personnel as	
coordinator	

2. Name, addresses and telephone numbers of the DTTDC representative with whom these proposals may be discussed, if necessary, for clarification/early decision.

Signature of the Officer sending the proposals Telephone No. 011-24629262

Place: Date:

Delhi Tourism & Transportation Development Corp. Ltd.

Draft Recruitment Rules, 2014

Accounts Cadre

me of Post.	Number of posts	Classifi cation	1.		Age limit for direct recruits	Educational and other qualifications required for direct recruits		Period of probation, if any.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absor ption and percentage of the vacancies to be filled by various method.	In case of recruitment by promotion or deputation/absorption, grades from which promotion or deputation/absorption to be made.	If a departmental Selection Committee exists, what is its composition.	Circumsta ces in wh Corporat n is to consulted making recruitme
	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	13.
iancial ntroller	*01 (2014) * Subject to variation dependant on workload	Group 'A'	Pay Band-4, Rs. 37400-67000+ Rs.8700/- Grade Pay	Not applicable	Note:1 Relaxable upto 5 years for employees of the Government of NCT of Delhi in accordance with the instructions or orders issued by the DOPT. Note:2 The Crucial date for determining the	Qualification: Holding analogous post in any of the Group 'A' services like Indian Audit & Accounts Service/ Indian Revenue Service/Indian Civil Accounts Service/Indian Defence Accounts Service/Indian Postal and Accounts Service/Indian Cost Accounts Service in any of the Central/State Government/ PSUs/ Autonomous Organization/	Not Applicable	2 years Note: On completion of the probation or any extension thereof, officers shall if considered fit may be confirmed against the post, if not already confirmed in the entry grade.	100% by direct recruitment failing which by deputation. Note: Vacancies caused by the incumbent being away on transfer on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled on transfer on deputation bases from the officers of Central/State Government/PSUs /Autonomous	Deputation:holding analogous Post onregular basis in parent cadreor department in any of theGroup 'A' services likeIndian Audit & AccountsService/ Indian RevenueService/Indian CivilAccounts Service/ IndianDefence AccountsService/Indian Postal andAccounts Service/IndianRailway AccountsService/Indian CostAccounts Service in any ofthe Central/StateGovernment/ PSUs/Autonomous Organization/Equivalent cadre of theGovernment of NCT ofDelhi.	For confirmation 1.Managing Director 2. Joint Secretary, Ministry of Finance, Government of NCT of Delhi. 3. Joint Secretary, Ministry of Tourism, Government of NCT of Delhi 4. General Manager, DTTDC 5. Chief Manager (Personnel as coordinator	Consultati with Bo of Direc is necessary.

	from candidates in	Equivalent cadre of		Organization or	equivalent with minimum 05		
		the Government of			years of regular service in the		
	India. (and not	NCT of Delhi.		of the	pay band-3, Rs. 15600-		
	the closing date				39100+Rs. 7600/-(Grade		
	prescribed for	OR		NCT of Delhi.	Pay) in any of the Group		
	those in Assam,				'A' services like Indian Audit		
	Meghalaya,	Chartered			& Accounts Service/ Indian		
	Arunachal	Accountant or			Revenue Service/Indian Civil		
	Pradesh,	ICWA/ full time			Accounts Service/Indian		
	Mizoram,				Defence Accounts Service		
	Manipur,	MBA (Finance)			/Indian Postal and Accounts		
	Nagaland,	/SAS			Service/Indian Railway		
	Tripura,	Examination			Accounts Service/Indian Cost		
	Sikkim, Ladakh				Accounts Service in any of		
	Division of	(passed)			the Central/State Government		
	J&K State,	conducted by			/PSUs/Autonomous		
	Lahaul and	appropriate			Organization/ Equivalent		
	Spiti district	Government(Co			cadre of the Government of		
	and Panaji sub	mptroller and			NCT of Delhi.		
	Division of	1					
	Chamba	Auditor General			(iii) Manager or equivalent		
	District of	of			with minimum 10 years of		
	Himachal	India/Controller			regular service in the pay		
	Pradesh,	General of			band-3, Rs. 15600-		
	Andaman and				39100+Rs. 6600/-(Grade		
	Nicobar Island	Accounts,			Pay) in any of the Group		
	or	Government of			'A' services like Indian Audit		
	Lakshadweep)	India,			& Accounts Service/ Indian		
	P)	Government of			Revenue Service/Indian Civil		
					Accounts Service/Indian		
		NCT of Delhi.			Defence Accounts		
		Experience: 10			Service/Indian Postal and		
		yrs post			Accounts Service/Indian		
		qualification exp			Railway Accounts		
		out of which			Service/Indian Cost Accounts		
					Service in any of the		
		5 years in the sr.			Central/State Government/		
		position			PSUs/ Autonomous		
		Either in a govt.			Organization/ Equivalent		
		PSU's or			cadre of the Government of		
		Private			NCT of Delhi.		
		company/organis			Desirable:- MBA (Finance)		
	1	1	I		zest able. http://indice/	I I	

		ation of			
]	Note:1 Period of	
		repute.		deputation(Including short	
				term contract) in another	
		Desirable:-		post held immediately	
		MBA (Finance)		preceding this appointment	
		inibit (filianee)		in the same or some other	
		NI-4			
		Note:		organization or any	
		Departmental		department of Government	
		candidate(s), if		of NCT of Delhi shall	
		fulfills the		ordinarily not to exceed 5	
				years.	
		educational and			
		other		Note:2The maximum age	
		conditions/quali		limit for appointment by	
		fications		deputation (including short	
			1	term contract) shall not	
		mentioned for		exceeding 56 years as on	
		direct Recruits,		closing date of receipt of	
		will also be		applications.	
				11	
		considered		Note:3 For the purpose of	
		along with		appointment on deputation	
		outside		basis, the service rendered	
		candidates		on a regular basis by an	
		Note:1		officer prior to 1 st January,	
				2006 or the date from which	
		Qualifications are		the revised pay structure	
		relaxable at the		based on the	
		discretion of MD &		recommendations of the 6 th	
		CEO in case of		Central Pay Commission	
		candidates otherwise		has been extended, shall be	
		well qualified.		deemed to be the service	
		Note:2 The			
		qualification(s)		corresponding grade pay or	
		regarding experience		pay scale extended based on	
		is relaxable at the		the said pay commission,	
		discretion of the MD		except where there has been	
		& CEO in the case of		merger of more than one	
		candidate belonging		pre-revised scale of pay into	
		to Scheduled casts		one grade with a common	
		and Scheduled Tribes		grade pay or pay scale and	
		if at any stage of		where this benefit will	
· · ·	1				

			selection the		extend only for the post(s)	
			Competent Authority		for which that grade pay or	
			is of the opinion that		pay scale is the normal	
			sufficient number of		replacement grade without	
			the candidates from		any upgradation.	
			these communities			
			possessing the			
			requisite experience			
			are not likely to be			
			available to fill up			
			the vacancy reserved			
			for them.			

ANNEXURE II

1.	(a) Name of the posts	Financial Controller
-	(b) Name of the Ministry/Department	DTTDC
	(c) Number of posts	1
	(d) Scale of pay	PB-4, Rs.37400-67000+ Rs. 8700/- (Grade Pay)
	(e) Class and service to which the posts belong	Group 'A'
	(f) Ministerial or non-Ministerial)of F.R.9 (17)	Non- Ministerial
2.	Appointing Authority	Board of Director
3.	Duties of the post in detail	Over all supervision of the Accounts cadre of the Organization.
4.	Describe briefly the method(s) adopted for filling the posts hitherto.	100% by Direct Recruitment.
5.	Methods of recruitment proposed-	100% by Direct Recruitment failing which by deputation basis.
		Departmental candidate(s), if fulfills the educational and other conditions/qualifications mentioned for direct Recruits, will also be considered along with outside candidates
6.	If promotion is proposed as a method of recruitment	Not applicable
	(a) Designation and number of the posts proposed to be included in the field of promotion.	Not applicable
	(b)Number of years of qualifying service proposed to be fixed before persons in the	Not applicable

field become eligible for promotion (As per	
extant GOI instructions)	
(c) Percentage of vacancies in the grade	Not applicable
proposed to be filled by promotion.	
(d) Have Recruitment Rules been framed for	Not applicable
the post proposed in the field of promotion?	
If framed in consultation with the	
Commission, please quote Commission's	
reference No. If consultation with the	
Commission was not required please attach	
a copy of rules framed. A copy of the rules	
should be sent DOPT along with the	
proposal.	
 (e) If Recruitment Rules were not framed	Not Applicable
for the posts in the field of promotion;	
(i) Please indicate briefly the method of	100% by Direct Recruitment failing which by
recruitment actually adopted for filling the	deputation basis.
posts. Please also state the percentage of	Departmental candidate(s), if fulfills the
vacancies filled by each of the methods.	educational and other
	conditions/qualifications mentioned for direct
	Recruits, will also be considered along with
	outside candidates
 (ii)Please state briefly the educational	Not Applicable
qualifications possessed by the persons in	
the field of promotion.	
 (iii) In case the feeder posts are filled by	Not Applicable
promotion, the Recruitment Rules for the	1.00 r pprouoio
still lower posts including the lowest post to	
which direct recruitment is one of the	
methods of recruitment may be furnished	
 (f) (i) Is the promotion to be made on	Not Applicable
selection or non-selection basis?	
selection of non-selection dasis:	

	(ii) Reasons for the proposal (i) above.	This is a Direct Recruitment Post.
	(g) If a DPC exists, what is its composition.	Yes.
		For Selection/confirmation
		1 .Managing Director
		2. Joint Secretary, Ministry of Finance,
		Government of NCT of Delhi.
		3. Joint Secretary, Ministry of Tourism,
		Government of NCT of Delhi
		4. General Manager, DTTDC
		5. Chief Manager (Personnel as coordinator
	(h) Indicate if the feeder posts are having	Not Applicable
	promotion channels other than the one under	
	consideration.	
7.	If promotion is not proposed as a method,	The promotion is not proposed so that a better
	please state why it is not considered	qualified and experienced person can be
	desirable/possible/necessary.	brought to the organization.
8.	If direct recruitment is proposed as a method	Yes
	of recruitment please state	
	(a) The percentage of vacancies proposed to	100%
	be filled by direct recruitment.	
	(b) Indicate if there are any promotional	No
	avenues for the direct recruits?	
	(c) (i) Age for direct recruits (As per extant	Upto 50 years.
	GOI instructions)	
	(ii) Is age relaxation for Government	Yes (05 years)
	servants?	
	(d) Educational and other qualifications	
	required for direct recruits. (it may please be	
	noted that the essential qualifications	
	prescribed are relaxable at Commission's	
	discretion in case of candidates otherwise	

well qualified	
Essential Any persons having qualification of CA/ICWA/ full time MBA (Finance) /SAS/ with	Qualification: working on analogous post in any of the Group 'A' services like in any of the Group 'A' services like Indian Audit & Accounts Service/ Indian Revenue Service/Indian Civil Accounts Service/Indian Defence Accounts Service/Indian Postal and Accounts Service/Indian Railway Accounts Service/Indian Cost Accounts Service in any of the Central/State Government/ PSUs/ Autonomous Organization/ Equivalent cadre of the Government of NCT of Delhi. Or Any persons having qualification of CA/ICWA/
	full time MBA (Finance) /SAS/ full time MBA(Finance)/SAS Examination (passed) conducted by appropriate Government(Comptroller and Auditor General of India/Controller General of Accounts, Government of India, Government of NCT of Delhi.
	Experience: 10 yrs post qualification exp of which 5 years in the sr. position Either in a PSU's or Private company/organisation of repute.
Desirable	MBA (Finance) in both the above categories.
(e) Whether essential qualification to be prescribed are in accordance with any Act(s)? If so please quote the relevant Act(s)	Not Applicable

	under which it is necessary and also supply	
	relevant extracts from the Act(s)	
	(f) Has the post been advertised by the	Not Applicable
	Commission in the past? If so, please quota	
	Commission's reference No.	
9		Direct recruitment has been proposed
	method, please state why it is not considered	
_	desirable/possible /necessary.	
1		Only Direct Recruitment has been proposed.
	both proposed as methods of recruitment,	
	for direct recruits apply in case of	
	promotion?	
	(ii) If not, to what extent are the educational	
	qualifications proposed to be relaxed in case	
	of promotions.	
	1	
1		
1		The deputation has been proposed for the
	method of recruitment? If so, please state the	reason that the qualified personnel can be
	reasons for the proposal. Please state clearly whether deputation or absorption or both are	brought to the organization to fulfill the unfilled vacancies.
	proposed.	ummed vacancies.
	(b) The percentage of vacancies proposed to	The deputation has been prescribed in a failing
	be filled by this method.	which clause.
	(c) The period to which deputation will be	5 Years
	limited.	
	(d) The names of the posts of grades or	Chartered Accountant or Cost Management

	···· · · · · · · · · · · · · · · · · ·	
	services etc. from which deputation	<i>d</i> ,
	absorption is proposed	conducted by appropriate
		Government(Comptroller and Auditor General
		of India/Controller General of Accounts,
		Government of India, Government of NCT of
		Delhi) holding analogous Post on regular basis
		in parent cadre or department in any of the
		Group 'A' services in any of the Central/State
		Government /PSUs/Autonomous
		Organization/ Equivalent cadre of the
		Government of NCT of Delhi.
		Government of IVC I of Denn.
		(ii) Chief Manager or equivalent with
		minimum 05 years of regular service in the
		pay band-3, Rs. 15600-39100+Rs. 7600/-
		1 5
		(Grade Pay) in any of the Group 'A' services
		in any of the Central/State Government
		/PSUs/Autonomous Organization/ Equivalent
		cadre of the Government of NCT of Delhi.
		(iii) Manager or equivalent with minimum 10
		years of regular service in the pay band-3, Rs.
		15600-39100+Rs. 6600/-(Grade Pay) in any of
		the Group 'A' services in any of the
		Central/State Government/ PSUs/
		Autonomous Organization/ Equivalent cadre
		of the Government of NCT of Delhi.
		Desirable:- MBA (Finance)
12.	(a) If any of the methods proposed fails, by	The deputation has been prescribed as a
12.	what methods are such vacancies proposed	
	what memous are such vacancies proposed	

		r
	to be filled.	
	(b) Whether the Recruitment Rules relate to	Not Applicable
	a post which has been upgraded from Group	
	'C' to Group 'B' or Group 'B' to Group 'A'	
	or within the same group? If so, whether the	
	necessary provisions for initial constitution	
	has been proposed.	
	(c)Whether the Recruitment Rules relate to a	Not Applicable
	post which is proposed to be downgraded? If	
	so, whether necessary safeguards have been	
	suggested in respect of the existing	
	incumbents of that post?	
13.	(a) Special circumstances, if any, other than	Not Applicable
	those covered by the rules, in which the	
	Commission may be required to be	
	consulted.	
	(b) Whether the Department of Personnel	Not Applicable
	and Training have concurred in the proposal?	
14.	If these proposals are being sent in response	Not Applicable
	to any reference from the Commission,	
	please quote Commission's reference No.	
15	Name, address and telephone number of the	Shri B.L. Agarwala, Company Secretary, 18-
	Ministry's representatives with whom whose	A, DDA, SCO Complex, Defence Colony,
	proposals may be discussed if necessary, for	New Delhi- 110 024 Telephone No. 011-
	clarification/ early decision.	24629262

Signature of the Officer sending the proposals Telephone No. 011-24629262 Place: New Delhi Date:

ANNEXURE III

- 1.(a) Name of the Post:Financial Controller(b) Name of the Ministry/Deptt.:DTTDC
- 2. Reference No. in which Commission's advice on Recruitment Rules was conveyed. Not Applicable.
- 3. Date of notification of the original rules and subsequent amendments (copy of the original rules & subsequent amendments should be enclosed, duly flagged and reference:

Column	Provisions in the	Revised provisions proposed	Reasons for
No. of the	approved/ existing rules		the revision
Schedule			proposed
Column 01.	FC & Company Secretary	Financial Controller	Since the
			post of
			Company
			Secretary has
			now been
			separated,
			the
			designation
			has been
			changed.
Column 04.	Rs. 4100-125-4850-150-	Pay Band-4, Rs. 37400-67000+	The pay
	5300	Rs.8700/- Grade Pay	scale has
		-	been
			changed in

			accordance with the 6 th CPC.
Column 05	Selection	Not Applicable	As the post is to be filled by Direct Recruitment, the entry shall be 'Not Applicable' as per the orders and instructions of DOPT.
Column 06	45 years.	Below 50 years.	As per the orders and instructions of DOPT.
Column 07	An Associate Member of Chartered Accountants/Cost & Works Accountants of India/UYK and of the Institute of Company Secretary of India with 10 years experience in a responsible capacity in a Reputed Public Undertaking out of which 6 years he should hold direct responsibility for finalization of	Qualification: Holding analogous post in any of the Group 'A' services like Indian Audit & Accounts Service/ Indian Revenue Service/Indian Civil Accounts Service/Indian Defence Accounts Service/Indian Postal and Accounts Service/Indian Railway Accounts Service/Indian Cost Accounts Service in any of the Central/State Government/ PSUs/ Autonomous Organization/	In order to wider the scope for selection and to get better qualified and experienced candidate. Being in Central Service, the candidate shall have a

	Company Accts, M/s	Equivalent cadre of the Government	wider
	Budget etc.	of NCT of Delhi.	perspective.
		Or	
		Chartered Accountant or Cost	
		Management Accountant of India/	
		SAS Examination (passed)	
		conducted by appropriate	
		Government(Comptroller and	
		Auditor General of	
		India/Controller General of	
		Accounts, Government of India, Government of NCT of Delhi).	
		Experience: 3 years in a responsible position.	
		Experience: 3 years in a	
		supervisory capacity.	
		Or	
		Desirable:- MBA (Finance) for	
		both the above categories.	
		Note: Departmental	
		candidate(s), if fulfills the	
		educational and other	
		conditions/qualifications	
		mentioned for direct Recruits,	
		will also be considered along	
Column 09	2 years (In ange of direct	with outside candidates.	As the mode
Column 09	2 years (In case of direct recruitment)	2 years.	As the mode of
			recruitment
			is Direct

Column 10.	100% by direct recruitment	100% by direct recruitment failing which by deputation.	Recruitment, the probation period is required to be mentioned. To get better qualified and
			experienced candidate. Being in Central Service, the candidate shall have a wider perspective Deputation has been
			suggested to fill up the unfilled vacancy.
Column 11.	Not indicated.	Chartered Accountant or Cost Management Accountant/ SAS Examination (passed) conducted by appropriate Government(Comptroller and Auditor General of India/Controller General of Accounts, Government of India, Government of NCT of Delhi) holding analogous Post on	Deputation has been suggested to fill up the unfilled vacancy

		regular basis in parent cadre or department in any of the Group 'A' services in any of the		
		Central/State Government /PSUs/Autonomous Organization/ Equivalent cadre of the Government of NCT of Delhi.		
		(ii) Chief Manager or equivalent with minimum 05 years of regular service in the pay band-3, Rs. 15600-39100+Rs. 7600/-(Grade Pay) in any of the Group 'A' services in any of the Central/State Government /PSUs/Autonomous Organization/ Equivalent cadre of the Government of NCT of Delhi.		
		(iii) Manager or equivalent with minimum 10 years of regular service in the pay band-3, Rs. 15600-39100+Rs. 6600/-(Grade Pay) in any of the Group 'A' services in any of the Central/State Government/ PSUs/ Autonomous Organization/ Equivalent cadre of the Government of NCT of Delhi.		
		Desirable:- MBA (Finance)		
Column 12.	As may be considered by Chairman & MD.	For Selection & Confirmation 1.Managing Director	Since of	mode

2. Joint Secretary, Ministry of	recruitment	
Finance, Government of NCT of	is direct	
Delhi.	recruitment	
3. Joint Secretary, Ministry of	failing	
Tourism, Government of NCT of	which, DPC is necessary	
Delhi		
4. General Manager, DTTDC	for making	
5. Chief Manager (Personnel as	selection and	
coordinator	confirmation	

2. Name, addresses and telephone numbers of the DTTDC representative with whom these proposals may be discussed, if necessary, for clarification/early decision.

Signature of the Officer sending the proposals Telephone No. 011-24629262

Place: Date:

Delhi Tourism & Transportation Development Corp. Ltd. Draft Recruitment Rules, 2014

art Keel altinent Kales,

Administrative Cadre

Name of the Post.	Numbe r of posts	Classificati on	Pay band and grade pay or pay scale	n post	Age limit for direct recrui ts	Education al and other qualificatio ns required for direct recruits	Whether age and education al qualificati on prescribe d for direct recruits will apply in case of promotion	Period of probatio n, if any.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorp tion and percentage of the vacancies to be filled by various method.		recruitment, whether by direct recruitment or by promotion or by deputation/absorp tion and percentage of the vacancies to be filled by various		In case of recruitment by promotion or deputation/absorption, grades from which promotion or deputation/absorption to be made.	If a departmen tal promotion Committee exists, what is its compositio n.	Circumstan ces in which Corporatio n is to be consulted in making recruitment
1.	2.	3.	4.	5.	6.	7.	8.	9.		10.	11.	12.	13.		
Chief Manag er (Financ e)	*01 (2014) * Subject to variatio n dependa nt on workloa d.	Group-'A'	PB-3, Rs. 15600- 39100+ Rs. 7600/- (Grade Pay)	Selection	Not Applicabl e	Not Applicable	Not Applicable	Not Applicable		Promotion which by ion basis.	Promotion:- Manager (Finance) with regular service of 5 years in the pay band-3 of Rs. 15600- 39100, Rs. 6600/-(Grade Pay), subject to having a Bachelor's degree with Commerce/Accounts/Econ omics Failing which Deputy Manager (Finance) with regular service of 10 years in the Pay Band PB- 3, Rs. 15600-39100+ Rs.5400/- (Grade Pay), subject to having a Bachelor's degree with Commerce/Accounts/Econ omics Note 1: Where the eligibility service for promotion prescribed in the existing rules is being enhanced(to be in	For Promotio <u>n</u> • Managin g Director • General Manager • Financial Controlle r/ Financial Advisor • Chief Manager (Personne l) 5. Chief Manager (as SC/ST representati ve	Consultation with Board of Director is not necessary.		

			conformity with the
			guidelines issued by the
			DOPT) and the change is
			likely to affect adversely
			some persons holding the
			feeder grade post on regular
			basis, the eligibility service
			shall continue to be the
			same for persons holding
			the feeder post on regular
			basis on the date of
			notification of the revised
			rules.
			ruics.
			Note 2. Where inviors who
			Note 2: 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,
			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/eligibility
			service.
			5CI VICC.
			Denoted
			Deputation:
			(a) (i) Holding analogous
			Post on regular basis in
			parent cadre or department
			in any of the Group 'A'
			services like Indian Audit
			& Accounts Service/ Indian
	1		 & Accounts Service/ Indian

					Revenue Service/Indian	
					Civil Accounts	
					Service/Indian Defence	
					Accounts Service/Indian	
					Postal and Accounts	
					Service/Indian Railway	
					Accounts Service/Indian	
					Cost Accounts Service in	
					any of the Central/State	
					Government/ PSUs/	
					Autonomous Organization/	
					Equivalent cadre of the	
					Government of NCT of	
					Delhi.	
					(ii) Manager or equivalent	
					with minimum 05 years of	
					regular service in the pay	
					band-3, Rs. 15600-	
					39100+Rs. 6600/-(Grade	
					Pay) in any of the Group	
					'A' services like Indian	
					Audit & Accounts Service/	
					Indian Revenue	
					Service/Indian Civil	
					Accounts Service/Indian	
					Defence Accounts	
					Service/Indian Postal and	
					Accounts Service/Indian	
					Railway Accounts	
					Service/Indian Cost	
					Accounts Service in any of	
					the Central/State	
					Government/ PSUs/	
					Autonomous Organization/	
					Equivalent cadre of the	
					Government of NCT of	
					Delhi.	
					(iii) Dy. Manager or	
					equivalent with minimum	
					10 years of regular service	

					in the pay band -3, Rs.	
					15600+39100+Rs.	
					5400(Grade Pay) of	
					service in any of the	
					Group 'A' services like	
					Indian Audit & Accounts	
					Service/ Indian Revenue	
					Service/Indian Civil	
					Accounts Service/Indian	
					Defence Accounts	
					Service/Indian Postal and	
					Accounts Service/Indian	
					Railway Accounts	
					Service/Indian Cost	
					Accounts Service in any of	
					Government/ PSUs/	
					Autonomous Organization/	
					Equivalent cadre of the	
					Government of NCT of	
					Delhi.	
					Note 1: Period of	
					deputation(Including short	
					term contract) in another	
					post held immediately	
					preceding this	
					appointment in the same	
					or some other organization	
					or any department of	
					Government of NCT of	
					Delhi shall ordinarily not	
					to exceed 05 (five) years.	
					to exceed 05 (live) years.	
					Note 2: The maximum	
					age limit for appointment	
					by deputation (including	
					short term contract) shall	
					not be exceeding 56 years	
1					as on closing date of	

				receipt of applications.	
				receipt of upprioutions.	
				Note 3: For the purpose of	
				appointment on deputation	
				basis, the service rendered	
				on a regular basis by an	
				officer prior to 1 st January,	
				2006 or the date from	
				which the revised pay	
				structure based on the	
				recommendations of the	
				6 th Central Pay	
				Commission has been	
				extended, shall be deemed	
				to be the service rendered	
				in the corresponding grade	
				pay or pay scale extended	
				based on the said pay	
				commission, except where	
				there has been merger of	
				more than one pre-revised	
				scale of pay into one grade	
				with a common grade pay	
				or pay scale and where	
				this benefit will extend	
				only for the post(s) for	
				which that grade pay or	
				pay scale is the normal	
				replacement grade without	
				any upgradation.	

ANNEXURE II

1.	(a) Name of the posts	Chief Manager (Finance)
	(b) Name of the Ministry/Department	DTTDC
	(c) Number of posts	3
	(d) Scale of pay	PB-3, Rs.15600-39100+ Rs. 7600/- (Grade
	()	Pay)
	(e) Class and service to which the posts belong	Group 'A'
	(f) Ministerial or non-Ministerial)of F.R.9 (17)	Non- Ministerial
2.	Appointing Authority	Board of Director
3.	Duties of the post in detail	To supervise the work of Accounts Division in DTTDC.
4.	Describe briefly the method(s) adopted for filling the posts hitherto.	100% by Promotion amongst Managers Finance/Company Secretary with an experience of at least 8 years on the said post.
5.	Methods of recruitment proposed-	100% by Promotion failing which by deputation basis.
6.	If promotion is proposed as a method of recruitment	Yes
	(a) Designation and number of the posts proposed	Post – Manager (Finance)
	to be included in the field of promotion.	Number of Posts- 7
	(b)Number of years of qualifying service proposed to be fixed before persons in the field become eligible for promotion (As per extant GOI instructions)	5 years
	(c) Percentage of vacancies in the grade proposed to be filled by promotion.	100%
	(d) Have Recruitment Rules been framed for the post proposed in the field of promotion? If framed in consultation with the Commission, please quote Commission's reference No. If consultation with the Commission was not required please attach a copy of rules framed. A copy of the rules should be	Yes. A copy of the Recruitment Rules for the post of Manager (finance) attached.

	sent DOPT along with the proposal.	
	(e) If Recruitment Rules were not framed for the	Not Applicable
		Not Applicable
	posts in the field of promotion;	
	(i) Please indicate briefly the method of recruitment	100% by Promotion failing which by
	actually adopted for filling the posts. Please also	deputationbasis.
	state the percentage of vacancies filled by each of	
	the methods.	
	(ii)Please state briefly the educational	Bachelor's degree in
	qualifications possessed by the persons in the field	Commerce/Accounts/Economics.
	of promotion.	
	(iii) In case the feeder posts are filled by	A copy of Recruitment Rules upto the post
	promotion, the Recruitment Rules for the still	of Accounts Assistant attached.
	lower posts including the lowest post to which	
	direct recruitment is one of the methods of	
	recruitment may be furnished	
	(f) (i) Is the promotion to be made on selection or	Promotion is to be made on selection basis.
	non-selection basis?	
	(ii) Reasons for the proposal (i) above.	As the promotion is to be made on seniority
		basis, the entry has been made as selection.
	(g) If a DPC exists, what is its composition.	Yes.
		For promotion
		1. Managing Director
		2. General Manager
		3. Financial Controller/ Financial Advisor
		4. Chief Manager (Personnel)
		5. Chief Manager (as
		SC/ST representative
	(h) Indicate if the feeder posts are having	The feeder post has other methods of
	promotion channels other than the one under	appointment other then promotion.
	consideration.	11 ····· ··· ···
7.	If promotion is not proposed as a method, please	Promotion has been proposed
	state why it is not considered	1 1 1 1 1
	desirable/possible/necessary.	
8.	If direct recruitment is proposed as a method of	Not Applicable
Ŭ.	recruitment please state	
	reer and prouse state	

	(a) The percentage of vacancies proposed to be filled by direct recruitment.	Not Applicable
	(b) Indicate if there are any promotional avenues for the direct recruits?	Not Applicable
	(c) (i) Age for direct recruits (As per extant GOI instructions)(ii) Is age relaxation for Government servants?	Not Applicable
	(d) Educational and other qualifications required for direct recruits. (it may please be noted that the essential qualifications prescribed are relaxable at Commission's discretion in case of candidates otherwise well qualified	Not Applicable
	Essential	Not Applicable
	Desirable	Not Applicable
	(e) Whether essential qualification to be prescribed are in accordance with any Act(s)? If so please quote the relevant Act(s) under which it is necessary and also supply relevant extracts from	Not Applicable
	the Act(s) (f) Has the post been advertised by the Commission in the past? If so, please quota Commission's reference No.	Not Applicable
9.	If direct recruitment is not proposed as a method, please state why it is not considered desirable/possible /necessary.	As the zone of consideration in the feeder cadre is not large, only promotion has been proposed as methods of appointment for the post.
10.	(i) If promotion and direct recruitment are both proposed as methods of recruitment, will the educational qualifications proposed for direct recruits apply in case of promotion?(ii) If not, to what extent are the educational qualifications proposed to be relaxed in case of	Only Promotion has been proposed.

	promotions.	
11.	(a) Is deputation/absorption proposed as a method	The deputation has been proposed for the
	of recruitment? If so, please state the reasons for	reason that the qualified personnel can be
	the proposal. Please state clearly whether	brought to the organization to fulfill the
	deputation or absorption or both are proposed.	unfilled vacancies.
	(b) The percentage of vacancies proposed to be filled by this method.	The deputation has been prescribed in a failing which clause.
	(c) The period to which deputation will be limited.	5 Years
	(d) The names of the posts of grades or services	(i) Holding analogous Post on regular basis
	etc. from which deputation/ absorption is proposed	in parent cadre or department.
		(ii) Divisional Manager(PB-3, Rs. 15600-
		39100+ Rs. 6600/-(Grade Pay)
		(iii) Senior Manager(PB-3, Rs. 15600-
10	(-) If one of the mother de managed foils has subst	39100+ Rs. 5400/-(Grade Pay)
12.	(a) If any of the methods proposed fails, by what methods are such vacancies proposed to be filled.	The deputation has been prescribed in a failing which clause.
	(b) Whether the Recruitment Rules relate to a post	Not Applicable
	which has been upgraded from Group 'C' to Group	Not Applicable
	'B' or Group 'B' to Group 'A' or within the same	
	group? If so, whether the necessary provisions for	
	initial constitution has been proposed.	
	(c)Whether the Recruitment Rules relate to a post	Not Applicable
	which is proposed to be downgraded? If so,	Tot Application
	whether necessary safeguards have been suggested	
	in respect of the existing incumbents of that post?	
13.	(a) Special circumstances, if any, other than those	Not Applicable
	covered by the rules, in which the Commission	11
	may be required to be consulted.	
	(b) Whether the Department of Personnel and	Not Applicable
	Training have concurred in the proposal?	**
14.	If these proposals are being sent in response to any	Not Applicable
	reference from the Commission, please quote	
	Commission's reference No.	
15	Name, address and telephone number of the	Shri B.L. Agarwala, Company Secretary,

Ministry's representatives								
proposals may be discuss	ed if	necessa	ry, for	Colony	y, New	Delhi-	110 024 1	elephone
clarification/ early decision.				No. 01	1-2462	9262		

Signature of the Officer sending the proposals Telephone No. 011-24629262

Place: New Delhi Date:

ANNEXURE III

- 1.(a) Name of the Post:Chief Manager (Finance)(b) Name of the Ministry/Deptt.:DTTDC
- 2. Reference No. in which Commission's advice on Recruitment Rules was conveyed. Not Applicable.
- 3. Date of notification of the original rules and subsequent amendments (copy of the original rules & subsequent amendments should be enclosed, duly flagged and reference:

Column No. of the Schedule	Provisions in the approved/ existing rules	Revised provisions proposed	Reasons for the revision proposed
Column 01	Chief Manager	Chief Manager (Finance)	One Chief Manager has been separately designated to Finance Division, the name of the post has been changed accordingly.
Column 04	Rs. 12000-16500	PB-3, Rs. 15600-39100+Rs. 7600/- (Grade Pay)	Pay scale has been changed as per the recommendations of 6 th Pay Commission.
Column 05	Not indicated	Selection	As the promotion is to be made on seniority basis, the entry has been made as selection.
Column 06	45 years	Not applicable	Since Direct Recruitment has not been suggested, the age in this column has not been suggested.
Column 07	ICWA or CA or CS having associate member of ICWAI or	Not applicable	Direct Recruitment has not been suggested,

	ICAI or ICSI with atleast 10 years experience of the post equivalent to the post of Manager in the finance field or M.Com with 12 years exp on the post equivalent to the post of Manager / Company Secretary in the Finance field .		therefore qualification in this column has also not been indicated.
Column 08	Graduation	Bachelor Degree from a recognised University / Institute having Commerce/Accounts/Economics as a subject.	As per instructions and orders of DOPT.
Column 09	Not indicated	Not applicable	As there is no change in the level of Grade, period of probation is not required to be indicated.
Column 10	100% by promotion amongst Manager or Officers of equivalent grade having atleast 08 years experience on the said post except Manager (Finance) and Co. Secy. On the basis of their inter-se-seniority subject to fitness failing which by deputation and failing both, by Direct Recruitment.	100% Promotion failing which by deputation basis subject to the condition of having a Bachelor's Degree from a recognised University / Institute having Commerce/Accounts/Economics as a subject	As the zone of consideration in the feeder cadre is not large enough, only promotion has been proposed as methods of appointment for the post.
Column 11.	Age: No Promotion: Manager with regular service of 8 years.	Age : No Promotion:- Manager (Finance) with regular service of 5 years in the pay band-3 of Rs. 15600-39100, Rs. 6600/-(Grade Pay), subject to having a Bachelor's degree having a Bachelor's Degree from a recognised University / Institute having Commerce/Accounts/Economics as a subject.	(i) As per orders and instruction issued by the DOPT.

Not Indicated	Deputation: (a) (i) Holding analogous Post on regular basis in any of the Group 'A' services like Indian Audit & Accounts Service/ Indian Revenue Service/Indian Civil Accounts Service/Indian Defence Accounts Service/Indian Postal and Accounts Service/Indian Railway Accounts Service/Indian Cost Accounts Service/ in any of the Central/State Government/ PSUs/ Autonomous	
	Organization/ Equivalent cadre (ii) Manager or equivalent with minimum 05 years of regular service in the pay band-3, Rs. 15600- 39100+Rs. 6600/-(Grade Pay) in any of the Group 'A' services like Indian Audit & Accounts Service/ Indian Revenue Service/Indian Civil Accounts Service/Indian Defence Accounts Service/Indian Postal and Accounts Service/Indian Railway Accounts Service/Indian Cost Accounts Service/ in any of the Central/State Government/ PSUs/	
	Autonomous Organization/ Equivalent cadre (iii) Dy. Manager or equivalent with minimum 10 years of regular service in the pay band -3, Rs. 15600+39100+Rs. 5400(Grade Pay) in any of the Group 'A' services like Indian Audit & Accounts	

Column 12.	 General Manager Chief Manager (Personnel) Chief Manager (Finance) Chief Manager Chief Manager (As SC/St representative) 	Service/ Indian Revenue Service/Indian Civil Accounts Service/Indian Defence Accounts Service/Indian Postal and Accounts Service/Indian Railway Accounts Service/Indian Railway Accounts Service/Indian Cost Accounts Service/ in any of the Central/State Government/ PSUs/ Government/ PSUs/ Autonomous Organization/ Equivalent cadre. For Promotion 1. Managing Director 2. General Manager 3. Financial Controller/ Financial Advisor 4. Chief Manager (Personnel)	The DPC has been changed due to the reason that some other functionaries have been included in the Committee.
		 Chief Manager (as SC/ST representative) 	

Name, addresses and telephone numbers of the DTTDC representative with whom these proposals may be discussed, if necessary, for clarification/early decision.

Signature of the Officer sending the proposals Telephone No. 011-24629262

Place: Date:

Delhi Tourism & Transportation Development Corporation Ltd.

Draft Recruitment Rules, 2014

Accounts Cadre

	Number of posts	Classific ation	Pay band and grade pay or pay scale	Whether selection posts or non- selection post	Age limit for direct recruits	Educational and other qualifications required for direct recruits	Whether age and educational qualificatio n prescribed for direct recruits will apply in case of promotion	Period of probation, if any.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ab sorption and percentage of the vacancies to be filled by various method.	In case of recruitment by promotion or deputation/absorption, grades from which promotion or deputation/absorption to be made.	If a departmental promotion Committee exists, what is its composition.	Circumsta in v Corporati to be cons in ma recruitme
	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	13.
ger ice)	*07 (2014) * Subject to variation dependant on workload	Group 'A'	Pay Band-3, Rs. 15600-39100+ Rs.6600/- Grade Pay.	Selection	Not applicable	Not applicable	Not applicable	Not Applicable	100% by Promotion failing which by deputation basis. Note: Vacancies caused by the incumbent being away on transfer on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled on transfer on	 Promotion: Deputy Manager (Finance) with regular service of 5 years in the pay band-3, Rs. 15600- 39100+Rs. 5400/- (Grade Pay)subject to having a Bachelor's degree with Commerce/Accounts/Economics .Failing which Assistant Manager with 7 years regular service in the Pay Band-2, Rs. 9300-34800+ Rs. 4600/- (Grade Pay) subject to having a Bachelor's degree with Commerce/Accounts/Economics Note:1 Where the eligibility service for promotion prescribed in the existing rules is being enhanced(to be in conformity with the guidelines issued by the DoPT) and the change is likely to affect adversely some persons holding the feeder grade post on regular basis, the eligibility service shall continue to be the same for persons 	For promotion 5. Managing Director 6. General Manager 7. Financial Controller/ Financial Advisor 8. Chief Manager (Personnel) 5. Chief Manager (as SC/ST representative	Consultatio with Board Director is necessary.

		I				1
				deputation	holding the feeder post on regular basis	
				bases from the	on the date of notification of the	
				officers of	revised rules.	
				Central/State		
				Government/P	Note:2 Where juniors who have	
				SUs/	completed their qualifying/eligibility	
				Autonomous	service are being considered for	
					promotion, their seniors would also be	
				equivalent	considered provided they are not short	
				cadre of the	of the requisite qualifying/eligibility	
				Government of	service by more than half of such	
					qualifying/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/eligibility service.	
					Deputation:	
					(a) (i) Holding analogous Post on	
					regular basis in parent cadre or	
					department in any of the Group 'A'	
					services like Indian Audit & Accounts	
					Service/ Indian Revenue	
					Service/Indian Civil Accounts	
					Service/Indian Defence Accounts	
					Service/Indian Postal and Accounts	
					Service/Indian Railway Accounts	
					Service/Indian Cost Accounts	
					Service/ in any of the Central/State	
					Government/ PSUs/ Autonomous	
					Organization/ Equivalent cadre	
					organization/ Equivalent ouule	
					(ii) Deputy Manager (Finance) or	
					equivalent post with regular service of	
					5 years in the pay band-3, Rs. 15600-	
					39100+Rs. 5400/- (Grade Pay) in any	
					of the in any of the Group 'A'	
					services like Indian Audit & Accounts	
					Service/ Indian Revenue	
					Service/Indian Civil Accounts	
	I	II			Strift indian Strift Heedulits	

				Service/Indian Defence Accounts	
				Service/Indian Postal and Accounts	
				Service/Indian Railway Accounts	
				Service/Indian Cost Accounts Service	
				in any of the Central/State	
				Government/ PSUs/ Autonomous	
				Organization/ Equivalent cadre/	
				Central/State Government/PSUs/	
				Autonomous Organization/Equivalent	
				cadre of the Government of NCT of	
				Delhi.	
				(iii) Assistant Manager (Finance) or	
				equivalent post with regular service of	
				7 years in the pay band-2 Rs. 9300-	
				34800+Rs. 4600/- (Grade Pay) in any	
				of the Group 'A' services like Indian	
				Audit & Accounts Service/ Indian	
				Revenue Service/Indian Civil	
				Accounts Service/Indian Defence	
				Accounts Service/Indian Postal and	
				Accounts Service/Indian Railway	
				Accounts Service/ Indian Cost	
				Accounts Service/ Central/State	
				Government/ PSUs/ Autonomous	
				Organization/ Equivalent cadre of the	
				Government of NCT of Delhi.	
				Note:1 The departmental officers in	
				the feeder category who are in the	
				direct line on promotion will not be	
				eligible for consideration for	
				appointment on deputation/absorption.	
				Similarly, deputationist shall not be	
				eligible for consideration for	
				appointment by promotion.	
				TT ST S	
				Note:2 Period of deputation(Including	
				short term contract) in another post	
				held immediately preceding this	
				appointment in the same or some	
				other organization or any department	
				of Government of NCT of Delhi shall	
				or dovernment of NCT of Denil Shall	

ordinarily not to exceed four years.	
Note:3 The maximum age limit for appointment by deputation (including short term contract) shall not exceeding 56 years as on closing date of receipt of applications.	
Note: For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1 st January, 2006 or the date from which the revised pay structure based the 6 th Central Pay Commission has been extended, shall be deemed to be the service rendered in the corresponding grade pay or pay scale extended based on the said pay commission, except where there has been merger of more than one pre-revised scale of pay into one grade cale and where this benefit	
will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without	
any upgradation.	

ANNEXURE II

1.	(a) Name of the posts	Manager (Finance)
1.	(b) Name of the Ministry/Department	DTTDC
	(c) Number of posts	7
	(d) Scale of pay	PB-3, Rs.15600-39100+ Rs. 6600/- (Grade
	(d) Scale of pay	Pay)
	(e) Class and service to which the posts belong	Group 'A'
-	(f) Ministerial or non-Ministerial)of F.R.9 (17)	Non- Ministerial
2.		Board of Director
	Appointing Authority	
3.	Duties of the post in detail	(i) Over all supervision of Accounts and
		Finance Divisions of the Corporation.
		(ii) To advise management about the use of
		funds.
		(iii) Preparation of Balance Sheet.
4.	Describe briefly the method(s) adopted for filling the	ICWA or CA or CS having associate
	posts hitherto.	member of ICWAI or ICAI or ICSI with at
		least 10 years experience on the post
		equivalent to the post of Manager in the
		Finance field or M.Com with 12 years
		experience of the post equivalent to the post
		of Manager /Company Secretary in the
		Finance field.
5.	Methods of recruitment proposed-	100% by Promotion subject to having a
		Bachelor's degree with
		Commerce/Accounts/Finance.
		Failing which Assistant Manager with 7 years
		regular service in the Pay Band-2, Rs. 9300-34800+ Rs. 4600/-(Grade Pay) subject to having a
		Bachelor's degree with
		Commerce/Accounts/Economics.
6.	If promotion is proposed as a method of recruitment	Yes
	(a) Designation and number of the posts proposed to be	Post – Deputy Manager (Finance)
	included in the field of promotion.	Number of Posts- 16
	(b)Number of years of qualifying service proposed to	5 years
	be fixed before persons in the field become eligible for	, , , , , , , , , , , , , , , , , , ,

	(As a set of COListantians)	
	promotion (As per extant GOI instructions)	1000/
	(c) Percentage of vacancies in the grade proposed to be	100%
	filled by promotion.	
	(d) Have Recruitment Rules been framed for the post	
	proposed in the field of promotion? If framed in	Yes. A copy of the Recruitment Rules for the
	consultation with the Commission, please quote	post of Deputy Manager(Finance) attached.
	Commission's reference No. If consultation with the	
	Commission was not required please attach a copy of	
	rules framed. A copy of the rules should be sent DOPT	
	along with the proposal.	
	(e) If Recruitment Rules were not framed for the posts	Not Applicable
	in the field of promotion;	riterippiteuole
	(i) Please indicate briefly the method of recruitment	100% by Promotion failing which by
	actually adopted for filling the posts. Please also state	deputation basis.
		deputation basis.
	the percentage of vacancies filled by each of the	
	methods.	
	(ii)Please state briefly the educational qualifications	Bachelor's degree with
	possessed by the persons in the field of promotion.	Commerce/Accounts/Economics.
	(iii) In case the feeder posts are filled by promotion, the	
	Recruitment Rules for the still lower posts including the	A copy of Recruitment Rules upto the post of
	lowest post to which direct recruitment is one of the	Accounts Assistant attached.
	methods of recruitment may be furnished	recounts resistant attached.
	(f) (i) Is the promotion to be made on selection or non-	Promotion is to be made on selection basis.
	selection basis?	1 Tomotion is to be made on selection basis.
	(ii) Reasons for the proposal (i) above.	As the promotion is to be made on seniority
	(ii) Reasons for the proposal (i) above.	basis, the entry has been made as selection.
-	(g) If a DPC exists, what is its composition.	Yes
	(g) If a DFC exists, what is its composition.	1.40
		<u>For Promotion & Confirmation</u> 9. Managing Director
		10. General Manager
		11. Financial Controller/ Financial Advisor
		12. Chief Manager (Personnel)
		5. Chief Manager (as
		SC/ST representative
	(h) Indicate if the feeder posts are having promotion	The feeder post has other methods of

7.	If promotion is not proposed as a method, please state why it is not considered desirable/possible/necessary.	Promotion has been Proposed.
8.	If direct recruitment is proposed as a method of recruitment please state	Not Applicable
	(a) The percentage of vacancies proposed to be filled by direct recruitment.	Not Applicable
	(b) Indicate if there are any promotional avenues for the direct recruits?	Not Applicable
	(c) (i) Age for direct recruits (As per extant GOI instructions)(ii) Is age relaxation for Government servants?	Not Applicable
	(d) Educational and other qualifications required for direct recruits. (it may please be noted that the essential qualifications prescribed are relaxable at Commission's discretion in case of candidates otherwise well qualified	Not Applicable
	Essential Desirable	Not Applicable
	(e) Whether essential qualification to be prescribed are	Not Applicable
	 (c) when construct essential quantication to be presented are in accordance with any Act(s)? If so please quote the relevant Act(s) under which it is necessary and also supply relevant extracts from the Act(s) (f) Has the post been advertised by the Commission in the past? If so, please quota Commission's reference 	Not Applicable
	No.	Not Applicable
9.	If direct recruitment is not proposed as a method, please state why it is not considered desirable/possible /necessary.	As the zone of consideration in the feeder grade is quite small direct recruitment has not been suggested.
10.	(i) If promotion and direct recruitment are both proposed as methods of recruitment, will the educational qualifications proposed for direct recruits apply in case of promotion?	Not Applicable
	(ii) If not, to what extent are the educational qualifications proposed to be relaxed in case of promotions.	Not Applicable

	1	
11.	(a) Is deputation/absorption proposed as a method of	The deputation has been proposed for the
	recruitment? If so, please state the reasons for the	reason that the qualified personnel can be
	proposal. Please state clearly whether deputation or	brought to the organization to fulfill the
	absorption or both are proposed.	unfilled vacancies.
	(b) The percentage of vacancies proposed to be filled by	The deputation has been prescribed in a
	this method.	failing which clause.
	(c) The period to which deputation will be limited.	4 Years
	(d) The names of the posts of grades or services etc.	(i) Holding analogous Post on regular basis
	from which deputation/ absorption is proposed	in parent cadre or
		department.
		(ii) Deputy Manager (Finance) or equivalent
		in (PB-3), Rs. 15600-39100+ Rs. 5400/-
		(Grade Pay).
		(iii) Assistant Manager (Finance) or
		equivalent in (PB-2), Rs. 9300-34800+ Rs.
		4600/-(Grade Pay)
12.	(a) If any of the methods proposed fails, by what	The deputation has been prescribed in a
	methods are such vacancies proposed to be filled.	failing which clause.
	(b) Whether the Recruitment Rules relate to a post	
	which has been upgraded from Group 'C' to Group 'B'	Not Applicable
	or Group 'B' to Group 'A' or within the same group? If	
	so, whether the necessary provisions for initial	
	constitution has been proposed.	
	(c)Whether the Recruitment Rules relate to a post	
	which is proposed to be downgraded? If so, whether	Not Applicable
	necessary safeguards have been suggested in respect of	i tot i ipplicatio
	the existing incumbents of that post?	
13.	(a) Special circumstances, if any, other than those	Not Applicable
15.	covered by the rules, in which the Commission may be	Tot Appleable
	required to be consulted.	
	(b) Whether the Department of Personnel and Training	Not Applicable
	have concurred in the proposal?	i tot i uppileable
14.	If these proposals are being sent in response to any	Not Applicable
17.	reference from the Commission, please quote	Tot Applicable
	Commission's reference No.	
15	Name, address and telephone number of the Ministry's	Shri B.L. Agarwala, Sr. Chief Sh
15	rame, address and drephone number of the Ministry s	Sini D.L. Agaiwaia, SI. Ciller Si

representatives with whom whose proposals may be	B.L.Agarwala Company Secretary, 18-
discussed if necessary, for clarification/ early decision.	A, DDA, SCO Complex, Defence
	Colony, New Delhi- 110 024
	Telephone No. 011-24629262

Place: New Delhi

Signature of the Officer sending the proposals

Date:

Telephone No. 011-24629262

ANNEXURE III

- 1.(a) Name of the Post:Manager (Finance)(b) Name of the Ministry/Deptt.:DTTDC
- 2. Reference No. in which Commission's advice on Recruitment Rules was conveyed. Not Applicable.
- 3. Date of notification of the original rules and subsequent amendments (copy of the original rules & subsequent amendments should be enclosed, duly flagged and reference:

Column No. of the Schedule	Provisions in the approved/ existing rules	Revised provisions proposed	Reasons for the revision proposed
Column-1	Manager	Manager (Finance)	As one Manager has been separately designated to Finance Division, the designation has been changed accordingly.
Column-4	Rs.12000-16500	Pay Band-3, Rs. 15600-39100+ Rs.6600/- Grade Pay	As per the recommendations of 6^{th} CPC.
Column-5	Not indicated	Selection	Since the promotion is to be made on the basis of seniority, the entry in this column should be `Selection'.
Column-6	45 years	Not Applicable	Since Direct Recruitment has not been prescribed, the

			entry has been made 'Not Applicable.'
Column – 7	ICWA or CA having associate membership from ICWAI and ICAI with five years post qualification experience in Finance and Accounts. Personas having experience of taxation, banking, budgeting, auditing shall be preferred Or M.Com with 12 years post qualification experience in Finance and Accounts with atleast 08 years experience in taxation, banking, auditing, budgeting matter at the level of Dy. Manager (Accounts)/ Account Executive in the pay scale of Rs. 2200-4000 or Rs. 2375-3500 Or ICWA (inter) or CA (Inter) with atleast 10 years experience in finance / accounts out of which fifteen years experience in handling taxation, budgeting, auditing, banking matters and working not below the post of Dy. Manager / Account Executive in the pay scale of Rs. 2200-4000 or 2375- 3000.	Not applicable	Since Direct Recruitment has not been prescribed, the educational qualification is not required to be indicated.
Column-8	40 years	Not applicable	Since Direct Recruitment has not been suggested therefore, the age limit is not

			required to be indicated.
Column-9	02 years for direct recruits	Not applicable	Since Direct Recruitment has not been indicated, the probation period is not required to be indicated.
Column- 10	100% by Promotion on seniority, subject to fitness amongst the Dy. Managers (Finance) with eight years service. Experience in the cadre failing which amongst Accounts Executive in the pay scale of 2375-3500, fulfilling the qualification for direct recruitment of the post failing which by direct recruitment/ deputation.	100% by Promotion failing which by deputation basis subject to having a Bachelor's degree with Commerce/Accounts/Economics.	In order to give promotional avenues to the feeder cadre officers, direct recruitment has not been prescribed.
Column 11	Promotion: Manager (Finance) with regular service of 5 years in the pay band-3, Rs. 15600-39100+Rs. 5400/- (Grade Pay).	Promotion: Deputy Manager (Finance) with regular service of 5 years in the pay band-3, Rs. 15600- 39100+Rs. 5400/- (Grade Pay)subject to having a Bachelor's degree with Commerce/Accounts/Economics. Failing which Assistant Manager with 7 years regular service in the Pay Band-2, Rs. 9300-34800+ Rs. 4600/- (Grade Pay) subject to having Bachelor's degree with Commerce/Accounts/Economics.	As this is fairly a high level post, degree is required.
	Deputation: Analogous post or Accounts Officer with atleast 5 year of service in PB-III with the scale of Rs. 15600-39100+5400 (Grade Pay) or PB-II with the pay scale of Rs. 9300- 34800+5400 (Grade Pay).	Deputation: (a) (i) Holding analogous Post on regular basis in parent cadre or department in any of the Group 'A' services like Indian Audit & Accounts Service/Indian Revenue Service/Indian Civil Accounts Service/Indian Defence Accounts Service/Indian Railway Accounts Service/Indian Cost Accounts Service/ in any of the Central/State	As per the orders and instructions issued by the DOPT and as per the requirement of the post.

	Qualification CA/ICWA/MBA (Finance) from reputed institute would be preferred	Government/ PSUs/ Autonomous Organization/ Equivalent cadre (iii) Deputy Manager (Finance)post with regular service of 6 years in the pay band-2 Rs. 9300-34800+Rs. 4800/- (Grade Pay) in any of the Group 'A' services like Indian Audit & Accounts Service/ Indian Revenue Service/Indian Civil Accounts Service/ Indian Defence Accounts Service/Indian Postal and Accounts Service/Indian Railway Accounts Service/ Indian Cost Accounts Service/ Central/State Government/ PSUs/ Autonomous Organization/ Equivalent cadre of the Government of NCT of Delhi.	
Column 12.	 General Manager Chief Manager (Personnel) Chief Manager (Finance) Chief Manager (As SC/St representative) 	For Promotion & Confirmation13.Managing Director14.General Manager15.Financial Controller/ Financial Advisor16.Chief Manager (Personnel)5.Chief Manager (as SC/ST representative	The DPC has been changed due to the reason that some other functionaries have been included in the Committee.

Name, addresses and telephone numbers of the DTTDC representative with whom these proposals may be discussed, if necessary, for clarification/early decision.

Signature of the Officer sending the proposals Telephone No. 011-24629262

Place: Date:

Delhi Tourism & Transportation Development Corp. Ltd.

Draft Recruitment Rules, 2014

Accounts Cadre

e of ost.	Number of posts	Classific ation	Pay band and grade pay or pay scale	Whether selection non- selection post	direct recruits	qualifications required for direct recruits	Whether age and educational qualification prescribed for direct recruits will apply in case of promotion	Period of probation, if any.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/a bsorption and percentage of the vacancies to be filled by various method.	In case of recruitment by promotion or deputation/absorption, grades from which promotion or deputation/absorption to be made.	If a departmental promotion Committee exists, what is its composition.	Circumsta s in w Corporati to consulted making recruitme
	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	13.
uty ager nce)		Group 'A'	Pay Band-3, Rs. 15600-39100+ Rs. 5400/- (Grade Pay)	Selection	Not Applicable	Not Applicable	Not applicable	2 years. Note: On completion of the probation or any extension thereof, officers shall if considered fit may be confirmed against the post, if not already confirmed in the entry grade.	100% by Promotion failing which by deputation basis. Note: Vacancies caused by the incumbent being away on transfer on deputation or long illness or study leave or	 Promotion: Assistant Manager (Finance) with regular service of 04 years in the pay band-2, Rs. 9300-34800+Rs. 4600/- (Grade Pay). Failing which Assistant Grade –I with 8 years of regular service in the pay band -2, Rs. 9300-34800+Rs 4200 (Grade Pay). Note:1 Where the eligibility service for promotion prescribed in the existing rules is being enhanced(to be in conformity with the guidelines issued by the DoPT) and the change is likely to affect adversely some persons holding the feeder grade post on regular basis, the eligibility service shall continue to be the 	For promotion 1. General Manager 2. Financial Controller, DTTDC 3. Chief Manager (Personnel) 4. Chief Manager (Finance) 5. Manager (Finance)	Consultatie with Boar Director is necessary.

					filled on	same for persons holding the	
					transfer on	feeder post on regular basis on	
					deputation	the date of notification of the	
					bases from	revised rules.	
					the officers of		
					Central/State		
					Government/	Note:2 Where juniors who have	
					PSUs/Autono	completed their	
					mous	qualifying/eligibility service are	
					Organization	being considered for promotion,	
					or equivalent	their seniors would also be	
					cadre of the	considered provided they are not	
					Government	short of the requisite	
					of NCT of	qualifying/eligibility service by	
					Delhi.	more than half of such	
						qualifying/eligibility service or	
						two years, whichever is less and	
						have successfully completed	
						their probation period for	
						then probation period for	
						promotion to the next higher	
						grade along with their juniors	
						who have already completed	
						such qualifying/eligibility	
						service.	
						Deputation:	
						(a) (i) Holding analogous Post	
						on regular basis in parent cadre	
						or department in any of the	
						Group 'A' services like Indian	
						Audit & Accounts Service/	
						Indian Revenue Service/Indian	
						Civil Accounts Service/Indian	
						Defence Accounts	
						Service/Indian Postal and	
						Accounts Service/Indian	
						Railway Accounts	
						Service/Indian Cost Accounts	
						Service/ in any of the	
						Central/State Government/	
						PSUs/ Autonomous	
						Organization/ Equivalent cadre	
1	l	1	1	1			1

					(ii)Assistant Manager (Finance) or equivalent post with regular service of 4 years in the pay band-2, Rs. 9300-34800+Rs. 4600/- (Grade Pay) in any of the Group 'A' services like Indian Audit & Accounts Service/ Indian Revenue Service/Indian Civil Accounts Service/Indian Defence Accounts Service/Indian Postal and Accounts Service/Indian Railway Accounts Service/ in any of the Central/State Government/ PSUs/ Autonomous Organization/ Equivalent cadre	
					 (iii) Assistant Grade –I (Finance) or equivalent post with regular service of 8 years in the pay band-2 Rs. 9300-34800+Rs. 4200/- (Grade Pay) in any of the Group 'A' services like Indian Audit & Accounts Service/ Indian Revenue Service/Indian Civil Accounts Service/Indian Defence Accounts Service/Indian Postal and Accounts Service/Indian Railway Accounts Service/Indian Cost Accounts Service/Indian Cost Accounts 	
					Service/ in any of the Central/State Government/ PSUs/ Autonomous Organization/ Equivalent cadre Note:1 The departmental officers in the feeder category who are in	

					the direct line on promotion will	
					not be eligible for consideration	
					for appointment on	
					deputation/absorption. Similarly,	
					deputationist shall not be eligible	
					for consideration for	
					appointment by promotion.	
					TT	
					Note 2: Period of	
					deputation(Including short term	
					contract) in another post held	
					immediately preceding this	
					appointment in the same or some	
					other organization or any	
					department of Government of	
					NCT of Delhi shall ordinarily not	
					to exceed three years.	
					to exceed three years.	
					Note:3 The maximum age limit	
					for appointment by deputation	
					(including short term contract)	
					shall not exceeding 56 years as	
					on closing date of receipt of	
					applications.	
					applications.	
					Note:4 For the purpose of	
					appointment on deputation basis,	
					the service rendered on a regular	
					basis by an officer prior to 1 st	
					January, 2006 or the date from	
					which the revised pay structure	
					based on the recommendations	
					of the 6 th Central Pay	
					Commission has been extended,	
					shall be deemed to be the service	
					rendered in the corresponding	
					grade pay or pay scale extended	
					based on the said pay	
					commission, except where there	
					has been merger of more than	
					one pre-revised scale of pay into	
					one grade with a common grade	
					pay or pay scale and where this	

						-
					benefit will extend only for the	
					post(s) for which that grade pay	
					or pay scale is the normal	
					replacement grade without any	
					upgradation.	

ANNEXURE II

1.	(a) Name of the posts	Deputy Manager (Finance)
	(b) Name of the Ministry/Department	DTTDC
	(c) Number of posts	16
	(d) Scale of pay	PB-3, Rs.15600-39100+ Rs. 5400/-
		(Grade Pay)
	(e) Class and service to which the posts belong	Group 'A'
	(f) Ministerial or non-Ministerial)of F.R.9 (17)	Non- Ministerial
2.	Appointing Authority	Board of Director
3.	Duties of the post in detail	Assisting the Chief Accounts Officer in
		his day to day work.
4.	Describe briefly the method(s) adopted for	(i) 60% by Deputation / Transfer /
	filling the posts hitherto.	Direct Recruitment.
		(ii) 40% by Promotion amongst
		Assistant Accountant (Re-designated as
		Assistant Manager (Accounts) with 5
		years service.
5.	Methods of recruitment proposed-	(i) 100% by Promotion failing which
		by deputation basis.
6.	If promotion is proposed as a method of	Yes
	recruitment	
	(a) Designation and number of the posts	Post – Assistant Manager(Finance).
	proposed to be included in the field of	
	promotion.	
	(b)Number of years of qualifying service	3 years
	proposed to be fixed before persons in the field	
	become eligible for promotion (As per extant	
	GOI instructions)	
	(c) Percentage of vacancies in the grade	100%
	proposed to be filled by promotion.	
	(d) Have Recruitment Rules been framed for the	Yes. A copy of the Recruitment Rules
		1 V

post proposed in the field of promotion? If framed in consultation with the Commission, please quote Commission's reference No. If consultation with the Commission was not required please attach a copy of rules framed. A	for the post of Assistant Manager (Finance) attached.
copy of the rules should be sent DOPT along with the proposal.(e) If Recruitment Rules were not framed for the	Not Applicable
posts in the field of promotion;(i) Please indicate briefly the method of recruitment actually adopted for filling the posts.Please also state the percentage of vacancies	
filled by each of the methods. (ii)Please state briefly the educational qualifications possessed by the persons in the	Not Applicable
field of promotion.(iii) In case the feeder posts are filled by promotion, the Recruitment Rules for the still	A copy of Recruitment Rules upto the post of Accounts Assistant attached.
lower posts including the lowest post to which direct recruitment is one of the methods of recruitment may be furnished	
(f) (i) Is the promotion to be made on selection or non-selection basis?	Promotion is to be made on selection basis.
(ii) Reasons for the proposal (i) above.	As the promotion is to be made on seniority basis, the entry has been made as selection.
(g) If a DPC exists, what is its composition.	Yes <u>For Promotion</u> 5.General Manager 6.Financial Controller, DTTDC 7.Chief Manager (Personnel)

		8.Chief Manager (Finance)5. Manager (Finance)
	(h) Indicate if the feeder posts are having promotion channels other than the one under consideration.	The feeder post has other methods of appointment other then promotion.
7.	If promotion is not proposed as a method, please state why it is not considered desirable/possible/necessary.	Promotion has been Proposed.
8.	If direct recruitment is proposed as a method of recruitment please state	No
	(a) The percentage of vacancies proposed to be filled by direct recruitment.	Not Applicable
	(b) Indicate if there are any promotional avenues for the direct recruits?	Not Applicable
	(c) (i) Age for direct recruits (As per extant GOI instructions)(ii) Is age relaxation for Government servants?	Not Applicable
	(d) Educational and other qualifications required for direct recruits. (it may please be noted that the essential qualifications prescribed are relaxable at Commission's discretion in case of candidates otherwise well qualified	Not Applicable
	Essential Desirable	Not Applicable
	(e) Whether essential qualification to be	Not Applicable
	prescribed are in accordance with any Act(s)? If so please quote the relevant Act(s) under which it is necessary and also supply relevant extracts	Not Applicable

	from the Act(s)	
	(f) Has the post been advertised by the	
	Commission in the past? If so, please quota	Not Applicable
0	Commission's reference No.	NT (A
9.	If direct recruitment is not proposed as a method, please state why it is not considered	Not Applicable
	desirable/possible /necessary.	
10.	(i) If promotion and direct recruitment are both	Not Applicable
	proposed as methods of recruitment, will the	
	educational qualifications proposed for direct	
	recruits apply in case of promotion?	
	(ii) If not, to what extent are the educational	Not Applicable
	qualifications proposed to be relaxed in case of	
	promotions.	
11.	(a) Is deputation/absorption proposed as a	The deputation has been proposed for
	method of recruitment? If so, please state the	the reason that the qualified personnel
	reasons for the proposal. Please state clearly	can be brought to the organization to
	whether deputation or absorption or both are	fulfill the unfilled vacancies.
	proposed.	
	(b) The percentage of vacancies proposed to be	The deputation has been prescribed in a
	filled by this method.	failing which clause.
	(c) The period to which deputation will be	3 Years
	limited.	
	(d) The names of the posts of grades or services	(i) Holding analogous Post on regular
	etc. from which deputation/ absorption is proposed	basis in parent cadre or department.
	proposed	(ii)Assistant Manager (Finance) or
		equivalent post with regular service of
		3 years in the pay band-2, Rs. 9300-
		34800+Rs. 4600/- (Grade Pay).

		(iii) Assistant Grade –I (Finance) or equivalent post with regular service of 8 years in the pay band-2 Rs. 9300- 34800+Rs. 4200/- (Grade Pay).
12.	(a) If any of the methods proposed fails, by what methods are such vacancies proposed to be filled.	The deputation has been prescribed in a failing which clause.
	(b) Whether the Recruitment Rules relate to a post which has been upgraded from Group 'C' to Group 'B' or Group 'B' to Group 'A' or within the same group? If so, whether the necessary provisions for initial constitution has been proposed.	Not Applicable
	(c)Whether the Recruitment Rules relate to a post which is proposed to be downgraded? If so, whether necessary safeguards have been suggested in respect of the existing incumbents of that post?	Not Applicable
13.	(a) Special circumstances, if any, other than those covered by the rules, in which the Commission may be required to be consulted.	Not Applicable
	(b) Whether the Department of Personnel and Training have concurred in the proposal?	Not Applicable
14.	If these proposals are being sent in response to any reference from the Commission, please quote Commission's reference No.	Not Applicable
15	Name, address and telephone number of the Ministry's representatives with whom whose proposals may be discussed if necessary, for clarification/ early decision.	Shri B.L. Agarwala, Company Secretary, 18-A, DDA, SCO Complex, Defence Colony, New Delhi- 110 024 Telephone No. 011-24629262

Signature of the Officer sending the proposals Telephone No. 011-24629262

Place: New Delhi Date:

ANNEXURE III

- 1.(a) Name of the Post:Deputy Manager(Finance)(b) Name of the Ministry/Deptt.:DTTDC
- 2. Reference No. in which Commission's advice on Recruitment Rules was conveyed. Not Applicable.
- 3. Date of notification of the original rules and subsequent amendments (copy of the original rules & subsequent amendments should be enclosed, duly flagged and reference:

Column	Provisions in the approved/	Revised provisions proposed	Reasons for
No. of the	existing rules		the revision
Schedule.			proposed
Column 1.	Deputy Manager (Accounts)	Deputy Manager (Finance)	In order to
			bring
			similarity in
			all the posts
			of the cadre,
			instead of
			'Accounts'
			'Finance' has
			been changed.
Column 2.	5	16	11 posts of
			Assistant
			Grade –I has
			been
			upgraded, for
			the reason
			that the work
			load at this

			level has been increased tremendously. Also to make pyramid in order.
Column 4.	Rs. 8000-13500	PB-2 Rs. 15600-39100 + 5400 (Grade Pay)	The pay scale has been changed as per the recommendati ons of the 6 th CPC.
Column 6.	35 Years for Direct Recruitment.	Not Applicable.	Since promotion has only been prescribed, the age for direct recruitment is not required to be mention.
Column 7.	Educational Qualification: Intermediate CA/ICWA with minimum 3 years of experience in the line; Or Candidates who have passed SAS examination conducted by CAG of Govt of India with minimum 3 years standing ; Or M.Com in Second Class with 5 years service;	Not Applicable	The Educational qualification has been changed due to the reason that direct recruitment has not been suggested.

	Or B.Com Second Class with 7 years service in the scale of 425-700/425-800 (Revised 1400-2600 further rationalized 1640- 2900) in the case of promotees.		
Column 8.	Percentage of marks relaxable in case of promotion.	Not Applicable	Age and Educational Qualification not prescribed because the same is not required in case of promotion. Age has been prescribed only for the post carrying pay scale of and above Rs. 6600/
Column 9.	2 years	Not Applicable.	As per the orders and instructions issued by the DoPT, probation is required to be mentioned as and when, there is either direct

	 (i) 50% by Deputation / Transfer / Direct Recruitment. (ii) 25% by Promotion from amongst Assistant Accountant (Redesignated as Assistant Manager (Accounts) with 8 years of service. (iii) 25% by deputation failing which by direct recruitment. 	(i) 100% by Promotion failing which by deputation basis.	recruitment or there is a change in group of the post. Since there is no Direct Recruitment or change in the grade of post, probation is not required in this case. In order to give more promotional avenues to the employees in the feeder grade, Direct Recruitment has not been suggested.
Column 11.	Promotion: As indicated in clause 8 & 9 above.	Promotion: Assistant Manager (Finance) with regular service of 4 years in the pay band-2, Rs. 9300-34800+Rs. 4600/- (Grade Pay). Failing which Assistant Grade –I with 8 years of regular service in the pay band -2, Rs. 9300-34800+Rs 4200 (Grade Pay).	As per the orders and instructions issued by the DoPT.

Deputation:	Deputation:	
(a) (i) As per clause 8 above.	(a) (i) Holding analogous Post on regular basis in any of the Group 'A' services like Indian Audit & Accounts Service/ Indian Revenue Service/Indian Civil Accounts Service/Indian Defence Accounts Service/Indian Postal and Accounts Service/Indian Railway Accounts Service/Indian Cost Accounts Service/ in any of the Central/State Government/ PSUs/ Autonomous Organization/ Equivalent cadre	In order to widen the scope of selection more educational qualification and another levels has been added.
	(ii)Assistant Manager (Finance) or equivalent post with regular service of 4 years in the pay band-2, Rs. 9300- 34800+Rs. 4600/- (Grade Pay) in any of the Group 'A' services like Indian Audit & Accounts Service/ Indian Revenue Service/Indian Civil Accounts Service/Indian Defence Accounts Service/Indian Postal and Accounts Service/Indian Railway Accounts Service/Indian Cost Accounts Service/ in any of the Central/State Government/ PSUs/ Autonomous Organization/ Equivalent cadre	
	(iii) Assistant Grade –I (Finance) or equivalent post with regular service of 8 years in the pay band-2 Rs. 9300-	

Column 12.	For Promotion and confirmation :- 1. General Manager 1. General Manager 2. Chief Manager (Personnel) 3. Chief Manager (Finance) 4. Chief Manager (As SC/St representative)	 34800+Rs. 4200/- (Grade Pay) in any of the Group 'A' services like Indian Audit & Accounts Service/ Indian Revenue Service/Indian Defence Accounts Service/Indian Postal and Accounts Service/Indian Railway Accounts Service/Indian Cost Accounts Service/ in any of the Central/State Government/ PSUs/ Autonomous Organization/ equivalent cadre. For promotion 9. General Manager 10. Financial Controller, DTTDC 11. Chief Manager (Personnel) 12. Chief Manager (Finance) 5. Manager (Finance) 	The DPC has been changed due to the reason that some other functionaries have been included in the Committee.
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2. Name, addresses and telephone numbers of the DTTDC representative with whom these proposals may be discussed, if necessary, for clarification/early decision.

Signature of the Officer sending the proposals Telephone No. 011-24629262

Place: Date:

Delhi Tourism & Transportation Development Corp. Ltd.

Draft Recruitment Rules, 2014

Accounts Cadre

e of 'ost.	Number of posts	ication	Pay band and grade pay or pay scale	Whether selection posts or non- selection post		Educational and other qualifications required for direct recruits	age and educational qualification prescribed for direct recruits will apply in case of promotion	any.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorp tion and percentage of the vacancies to be filled by various method.	In case of recruitment by promotion or deputation/absorption, grades from which promotion or deputation/absorption to be made.	If a departmental promotion Committee exists, what is its composition.	Circumsta s in w Corporati to consulted making recruitme
	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	13.
stant ager ance)	*27 (2014) * Subject to variation dependant on workload		Pay Band-2, Rs. 9300-34800+ Rs. 4600/-(Grade Pay)	Not Applicable	Upto 30 years Note:1 Relaxable upto 5 years for employees of the Government of NCT of Delhi in accordance with the instructions or orders issued by the DoPT. Note:2 The Crucial date for determining the age limit shall be the closing date receipt of applications from candidates in India. (and not the closing	Educational Qualifications: having Bachelor Degree In Commerce/ Account/ Economics From a recoganised University or Institute Note:1 Qualifications are relaxable at the discretion of MD & CEO in case of candidates otherwise well qualified. Note:2 The qualification(s) regarding experience is relaxable at the discretion of MD & CEO in the case of	Not Applicable	2 Years for direct recruits/Pro motion. Note: On completion of the probation or any extension thereof, officers shall if considered fit may be confirmed against the post, if not already confirmed in the entry grade.	 25% by Direct Recruitment failing which by deputation basis. 75% by Promotion failing which by deputation. Note: Vacancies caused by the incumbent being away on transfer on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled on transfer on deputation bases from the officers of Central/State Government/PSUs/ 	Promotion: Assistant Grade – I (Finance) with regular service of 5 years in the pay band-2, Rs. 9300-34800+Rs. 4200/- (Grade Pay). Note:1 Where the eligibility service for promotion prescribed in the existing rules is being enhanced(to be in conformity with the guidelines issued by the DoPT) and the change is likely to affect adversely some persons holding the feeder grade post on regular basis, the eligibility service shall continue to be the same for persons holding the feeder post on regular basis on the date of notification of the revised rules.	For promotion & confirmation 1. General Manager 2. Financial Controller, DTTDC 3. Chief Manager (Personnel) 4. Chief Manager (Salary) 5. Manager (Personnel)	Consultation with Boar Director is necessary.

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				candidate belonging		Autonomous		
			for those in	to Scheduled casts		Organization or	Note:2 Where juniors who	
			Assam,	and Scheduled		equivalent cadre of	have completed their	
			Meghalaya,	Tribes if at any stage		the Government of	qualifying/eligibility	
			Arunachal	of selection the		NCT of Delhi.	service are being	
			Pradesh,	Competent			considered for promotion,	
			Mizoram,	Authority is of the			their seniors would also be	
			Manipur,	opinion that			considered provided they	
			Nagaland,	sufficient number of			are not short of the	
			Tripura,	the candidates from			requisite	
			Sikkim, Ladakh	these communities			qualifying/eligibility	
			Division of	possessing the			service by more than half	
			J&K State,	requisite experience			of such	
			Lahaul and	are not likely to be			qualifying/eligibility	
			Spiti district	available to fill up			service or two years,	
			and Panaji sub	the vacancy reserved			whichever is less and have	
			Division of	for them.			successfully completed	
			Chamba	tor them.			their probation period for	
							promotion to the next	
			District of Himachal				higher grade along with	
			Pradesh,				their invious who have	
							their juniors who have	
			Andaman and				already completed such	
			Nicobar Island				qualifying/eligibility	
			or				service.	
			Lakshadweep).					
							Deputation:	
							(i) Holding analogous	
							Post on regular basis	
							in parent cadre or	
							department.	
							(ii) Assistant Grade –I or	
							equivalent post with	
							regular service of 5	
							years in the pay band-	
							2, Rs. 9300-	
							34800+Rs. 4200/-	
							(Grade Pay) in any	
							of the Central/State	
							Government/PSUs/	
							Autonomous	
							Organization/Equival	
	1	I	I				U 1	I

					ent cadre of the	
					Government of NCT	
					of Delhi.	
					(iii) Accounts Assistant or equivalent post with	
					regular service of 10	
					years in the PB $-$ I,	
					Rs. 5200-	
					20200+2400 /-(Grade	
					Pay) in any of the	
					Central/State	
					Government/PSUs/	
					Autonomous	
					Organization/Equival	
					ent cadre of the	
					Government of NCT	
					of Delhi.	
					(b) Possessing the	
					following qualifications:	
					Bachelor's Degree	
					with	
					Commerce/Accounts/	
					Finance	
					Note:1 The departmental	
					officers in the feeder	
					category who are in the	
					direct line on promotion	
					will not be eligible for	
					consideration for	
					appointment on deputation/	
					absorption. Similarly,	
					deputationist shall not be	
					eligible for consideration	
					for appointment by	
					promotion.	
					Note2: Period of	
					deputation(Including short	
					term contract) in another	
 I		1	1	1	term contract, in another	

				post held immediately	
				preceding this appointment	
				in the same or some other	
				organization or any	
				department of Government	
				of NCT of Delhi shall	
				ordinarily not to exceed	
				three years.	
				Note:3 The maximum age	
				limit for appointment by	
				deputation (including short	
				term contract) shall not	
				exceeding 56 years as on	
				closing date of receipt of	
				applications.	
				applications.	
				Note:4 For the purpose of	
				appointment on deputation	
				basis, the service rendered	
				on a regular basis by an	
				officer prior to 1 st January,	
				2006 or the date from	
				which the revised pay	
				structure based on the recommendations of the 6^{th}	
				Central Pay Commission	
				has been extended, shall be	
				deemed to be the service	
				rendered in the	
				corresponding grade pay or	
				pay scale extended based	
				on the said pay	
				commission, except where	
				there has been merger of	
				more than one pre-revised	
				scale of pay into one grade	
				with a common grade pay	
				or pay scale and where this	
				benefit will extend only for	
				the post(s) for which that	
				grade pay or pay scale is	
				the normal replacement	

					grade without	any	
					upgradation.		

ANNEXURE II

1.	(a) Name of the posts	Assistant Manager (Finance)			
1.	(b) Name of the Ministry/Department	DTTDC			
	(c) Number of posts	27			
	(d) Scale of pay	PB-2, Rs.9300-34800+ Rs. 4600/-			
		(Grade Pay)			
	(e) Class and service to which the posts belong	Group 'B'			
	(f) Ministerial or non-Ministerial)of F.R.9 (17)	Non- Ministerial			
2.	Appointing Authority	Board of Director			
3.	Duties of the post in detail	(i) To maintain the account books of the Corporation.			
		(ii) To assist the Corporation in			
		making financial policies.			
		(iii) Supervision of lower staff.			
4.	Describe briefly the method(s) adopted for filling the posts hitherto.	(i) 50% by Direct Recruitment.			
	posis intherto.	(ii) 50% by Promotion.			
5.	Methods of recruitment proposed-	25% by Direct Recruitment failing			
5.	includes of recruitment proposed-	which by deputation basis.			
		75% by Promotion failing which by			
		deputation			
6.	If promotion is proposed as a method of recruitment	Yes			
	(a) Designation and number of the posts proposed to be	Post – Assistant Grade-I			
	included in the field of promotion.	Number of Posts- 20			
	(b)Number of years of qualifying service proposed to be	5 years			
	fixed before persons in the field become eligible for				
	promotion (As per extant GOI instructions)				
	(c) Percentage of vacancies in the grade proposed to be	75%			
	filled by promotion.				
	(d) Have Recruitment Rules been framed for the post	Yes. A copy of the Recruitment Rules			
	proposed in the field of promotion? If framed in	for the post of Assistant Grade-I			
	consultation with the Commission, please quote Commission's reference No. If consultation with the	attached.			

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	Commission was not required please attach a copy of	
	rules framed. A copy of the rules should be sent DOPT	
	along with the proposal.	
	(e) If Recruitment Rules were not framed for the posts in	Not applicable
	the field of promotion;	
	(i) Please indicate briefly the method of recruitment	(i) 25% by Direct Recruitment failing
	actually adopted for filling the posts. Please also state the	which by deputation basis.
	percentage of vacancies filled by each of the methods.	
		(ii) 75% by Promotion failing which
		by deputation basis.
	(ii)Please state briefly the educational qualifications	Not applicable
	possessed by the persons in the field of promotion.	11
	(iii) In case the feeder posts are filled by promotion, the	A copy of Recruitment Rules upto the
	Recruitment Rules for the still lower posts including the	post of Accounts Assistant attached.
	lowest post to which direct recruitment is one of the	r
	methods of recruitment may be furnished	
	(f) (i) Is the promotion to be made on selection or non-	Promotion is to be made on selection
	selection basis?	basis.
	(ii) Reasons for the proposal (i) above.	As the promotion is to be made on
		seniority basis, the entry has been
		made as selection.
	(g) If a DPC exists, what is its composition.	Yes.
		For Promotion & Confirmation
		6.General Manager
		7. Financial Controller, DTTDC
		8. Chief Manager (Personnel)
		9. Chief Manager (Salary)
		5.Manager (Personnel)
	(h) Indicate if the feeder posts are having promotion	The feeder post has other methods of
	channels other than the one under consideration.	appointment other then promotion.
7.	If promotion is not proposed as a method, please state	Promotion has been Proposed.
	why it is not considered desirable/possible/necessary.	I I I I I I I I I I I I I I I I I I I
8.	If direct recruitment is proposed as a method of	Yes
	recruitment please state	
	(a) The percentage of vacancies proposed to be filled by	25%
L		- · · ·

direct recruitment.	
(b) Indicate if there are any promotional avenues for the direct recruits?	Yes.
(c) (i) Age for direct recruits (As per extant GOI instructions)	Upto 30 years.
(ii) Is age relaxation for Government servants?	Yes.
(d) Educational and other qualifications required for direct recruits. (it may please be noted that the essential qualifications prescribed are relaxable at Commission's discretion in case of candidates otherwise well qualified	
Essential	Educational Qualifications: Bachelor's Degree with Commerce/Accounts/Finance.
Desirable	Not Applicable
(e) Whether essential qualification to be prescribed are in accordance with any Act(s)? If so please quote the relevant Act(s) under which it is necessary and also supply relevant extracts from the Act(s)	Not Applicable
(f) Has the post been advertised by the Commission in the past? If so, please quota Commission's reference No.	Not applicable
9. If direct recruitment is not proposed as a method, please state why it is not considered desirable/possible /necessary.	Not Applicable
10. (i) If promotion and direct recruitment are both proposed as methods of recruitment, will the educational qualifications proposed for direct recruits apply in case of promotion?	Not Applicable
(ii) If not, to what extent are the educational qualifications proposed to be relaxed in case of promotions.	Not Applicable
11. (a) Is deputation/absorption proposed as a method of recruitment? If so, please state the reasons for the	The deputation has been proposed for the reason that the qualified personnel

proposal. Please state clearly whether deputation	
absorption or both are proposed.	fulfill the unfilled vacancies.
(b) The percentage of vacancies proposed to be fille	d by The deputation has been prescribed in
this method.	a failing which clause.
(c) The period to which deputation will be limited.	3 Years
(d) The names of the posts of grades or services etc. which deputation/ absorption is proposed	 from (i) Holding analogous Post on regular basis in parent cadre or department. (ii) Assistant Grade -I or equivalent post with regular service of 5 years in the (PB-2), Rs. 9300-34800+ Rs. 4200/-(Grade Pay). (iii) Accounts Assistant or equivalent post with regular service of 10 years in the PB-I Pay Scale of Rs. 5200-20200+2400 /-(Grade Pay).
12. (a) If any of the methods proposed fails, by what metare such vacancies proposed to be filled.	hods The deputation has been prescribed in a failing which clause.
(b) Whether the Recruitment Rules relate to a post w has been upgraded from Group 'C' to Group 'H Group 'B' to Group 'A' or within the same group? whether the necessary provisions for initial constit has been proposed.	/hich 3' or Not Applicable If so,
(c)Whether the Recruitment Rules relate to a post w is proposed to be downgraded? If so, whether nece safeguards have been suggested in respect of the exi incumbents of that post?	ssary Not Applicable
13. (a) Special circumstances, if any, other than covered by the rules, in which the Commission marequired to be consulted.	
(b) Whether the Department of Personnel and Tra have concurred in the proposal?	ining Not Applicable
14. If these proposals are being sent in response to	any Not Applicable

	reference from the Commission, please quote Commission's reference No.	
15	Name, address and telephone number of the Ministry's representatives with whom whose proposals may be discussed if necessary, for clarification/ early decision.	\mathcal{O}

Signature of the Officer sending the proposals Telephone No. 011-24629262

Place: New Delhi Date:

ANNEXURE III

- 1.(a) Name of the Post:Assistant Manager (Finance)(b) Name of the Ministry/Deptt.:DTTDC
- 2. Reference No. in which Commission's advice on Recruitment Rules was conveyed. Not Applicable.
- 3. Date of notification of the original rules and subsequent amendments (copy of the original rules & subsequent amendments should be enclosed, duly flagged and reference:

Column No. of the Schedule	Provisions in the approved/ existing rules	Revised provisions proposed	Reasons for the revision proposed
Column 1	Assistant Manager (Accounts)	Assistant Manager (Finance)	In order to keep similarity in the Cadre.
Column 2.	4	27	To make the pyramidcal structure of the cadre in order, 23 posts of Assistant Grade- I have been upgraded to the post of Assistant Manager (Finance).
Column 4	Rs.1640-2900	Pay Band-2, Rs. 9300-34800+ Rs. 4600/-(Grade Pay	The Pay Scale has been changed in view of the 6^{th} CPC.

Column 5		NT / A 1º 11	g: D:
Column 5	Selection	Not Applicable	Since Direct Recruitment and
			Promotion both
			has suggested,
			the entry should
			be "Not
			Applicable", as
			per the orders
			and instructions
			of DoPT.
Column 6.	35 Years for Direct Recruitment.	30 Years for Direct Recruit.	The age for
			Direct
			Recruitment has
			been changed as
			per the
			guidelines of
			DoPT
Column 7.	Graduate with CA(Inter)/	Educational Qualifications:	In order to wider
	ICWA(Inter)/MBA (Finance) with 3	Bachelor's Degree with	1
	years experience in Accounts and	Commerce/Accounts/Finance.	selection,
	Finance		educational
			qualification has
			been changed.
Column 9.	2 years	2 years for Direct	As per orders
		Recruits/Promotion	and instructions
			of DoPT.
Column 10.	(i) 50% by Direct Recruitment.	25% by Direct Recruitment	In order to give
		failing which by deputation	more
	(ii) 50% by Promotion.	basis.	promotional
			avenues, the
		75% by Promotion failing	percentage in
		which by deputation.	case of
			promotion has
~			been increased.
Column 11.	In case of promotion	Promotion: Assistant Grade	As per orders

Graduate with 4 years experience in the feeder post of Assistant Grade –I (Accounts)	 I (Finance) with regular service of 5 years in the pay band-2, Rs. 9300-34800+Rs. 4200/- (Grade Pay). 	and instructions issued by the DoPT.
	Deputation: (iv) (i) Holding analogous Post on regular basis in parent cadre or department.	
	 (v) Assistant Grade -I or equivalent post with regular service of 5 years in the pay band-2, Rs. 9300-34800+Rs. 4200/- (Grade Pay) in any of the Central/State Government/PSUs/ Autonomous Organization/Equivalent cadre of the Government of NCT of Delhi. (vi) Accounts Assistant or equivalent post with regular service of 10 years in the PB - I , Rs. 5200-20200+2400 /- (Grade Pay) in any of the Central/State Government/PSUs/ Autonomous Organization/Equivalent cadre of the Government 	

		qualif Bachel	ications:	e following gree with nts/Finance	
Column 12.	 Chief Manager (Project)- Chairman Chief Manager (Personnel)- Member Chief Manager (Salary)- SC/STRep. 	10. 11. DTT 12.	DC Chief onnel) Chief	lanager Controller, Manager Manager	The DPC has been changed due to the reason that some members of the committee have been changed.

2. Name, addresses and telephone numbers of the DTTDC representative with whom these proposals may be discussed, if necessary, for clarification/early decision.

Signature of the Officer sending the proposals Telephone No 011-24629262

Place: Date:

Delhi Tourism & Transportation Development Corp. Ltd.

Draft Recruitment Rules, 2014

Accounts Cadre

Name of the Post.	Number of posts	Classific ation	Pay band and grade pay or pay scale	Whether selection posts or non- selection post	Age limit for direct recruits	Educational and other qualifications required for direct recruits	Whether age and educational qualification prescribed for direct recruits will apply in case of promotion	Period of probation , if any.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absor ption and percentage of the vacancies to be filled by various method.	promotion or deputation/absorption, grades from which promotion or deputation/absorption to be made.	If a de promotio Committe what compositi
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	
Assistant Grade-I (F)	40 (2014) * Subject to variation dependant on workload	Group 'C'	Pay Band-2, Rs. 9300-34800+ Rs. 4200/-(Grade Pay)	Selection	Not Applicable	Not Applicable	Not Applicable	Not Applicable	100%byPromotion failing which by deputation.Note:Vacancies caused by the incumbent being away on transfer on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled on transfer on deputation bases from the officers of Central/State Government/PSUs/ Autonomous Organization or equivalent cadre of	 Promotion: Accounts Assistant (Finance) with regular service of 10 years in the pay band-1, Rs. 5200-20200+Rs.2400/- (Grade Pay). Note:1 Where the eligibility service for promotion prescribed in the existing rules is being enhanced(to be in conformity with the guidelines issued by the DoPT) and the change is likely to affect adversely some persons holding the feeder grade post on regular basis, the eligibility service shall continue to be the same for persons holding the feeder post on regular basis on the date of notification of the revised 	Manage 16. Controll 17. Manage)

				the Government of	rules.	
				NCT of Delhi.		
				iter of Denn.	Note:2 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,	
					service of two years,	
					whichever is less and	
					have successfully	
					completed their probation	
					period for promotion to	
					the next higher grade	
					the next night grade	
					along with their juniors	
					who have already	
					completed such	
					qualifying/eligibility	
					service.	
					service.	
					Deputation:	
					(a) (i) Holding analogous	
					Post on regular basis	
					in parent cadre or	
					department.	
					(ii) Accounts	
					Assistant (Finance)	
					or equivalent post	
					with regular service	
					of 10 years in the	
					pay band-1, Rs.	
					5200 20200 + D ~	
					5200-20200+Rs.	
					2400/- (Grade Pay)	
					in any of the	

					Central/State	
					Government/PSUs/	
					Autonomous	
					Organization/Equiva	
					lent cadre of the	
					Community of NCT	
					Government of NCT	
					of Delhi.	
					(iii) Junior	
					Executive or	
					equivalent post with	
					regular service of	
					10 years in the pay	
					band–I Rs. 5200-	
					20200+1900 (Grade	
					Pay) in any of the	
					Central/State	
					Government/PSUs/	
					Autonomous	
					Organization/Equiva	
					lent cadre of the	
					Government of NCT	
					of Delhi.	
					(b) Possessing the	
					following qualifications:	
					following qualifications.	
					(i) Senior Secondary(12 th	
					(1) Senior Secondary(12	
					Pass) with minimum 60%	
					marks in commerce/	
					Accounts/ Economics as	
					one of the subjects.	
					Desirable:	
					(i) B.Com with minimum	
					60% marks.	
					(ii) 6 months certificates in	
					computer.	
					computer.	
					Experience:	
					Experience:	
					2	
					2 years experience	
					in Cash Accounts	
					and Budget work in	

-						
l					a Central/State	l
l					Government/PSU/	1
l					Autonomous	1
l					Organization.	1
l					organization	1
l					Note:1 The departmental	1
l					officers in the feeder	1
l						1
l					category who are in the	1
l					direct line on promotion	1
l					will not be eligible for	1
l					consideration for	1
l					appointment on	1
l					deputation/absorption.	1
l					Similarly, deputationist	1
l					shall not be eligible for	1
l					consideration for	1
l					appointment by	1
l					promotion.	1
l					promotion:	1
l					Note 2: Period of	l
l						1
l					deputation(Including short	1
l					term contract) in another	1
l					post held immediately	1
l					preceding this	1
l					appointment in the same	1
l					or some other organization	1
l					or any department of	l
l					Government of NCT of	1
l					Delhi shall ordinarily not	l
l					to exceed three years.	1
I					<u> </u>	l
I					Note:3 The maximum	I
I					age limit for appointment	I
I					by deputation (including	I
I					short term contract) shall	I
l					not exceeding 56 years as	l
l					on aloging data of reasing	l
I					on closing date of receipt	I
I					of applications.	l
l						I
I					Note:4 For the purpose of	I
I					appointment on	I
I					deputation basis, the	I
I					service rendered on a	1

regular basis by an officer
prior to 1 st January, 2006
or the date from which
the revised pay structure
based on the
recommendations of the
6 th Central Pay
Commission has been
extended, shall be
deemed to be the service
rendered in the
corresponding grade pay
or pay scale extended
based on the said pay
commission, except
where there has been
merger of more than one
pre-revised scale of pay
into one grade with a
common grade pay or pay
scale and where this
benefit will extend only
for the post(s) for which
that grade pay or pay
scale is the normal
replacement grade
without any upgradation.

ANNEXURE II

1.	(a) Name of the posts	Assistant Grade-I (Finance)	
	(b) Name of the Ministry/Department	DTTDC	
	(c) Number of posts	40	
	(d) Scale of pay	PB-2, Rs.9300-34800+ Rs. 4200/-	
		(Grade Pay)	
	(e) Class and service to which the posts belong	Group 'C'	
	(f) Ministerial or non-Ministerial)of F.R.9	Non- Ministerial	
	(17)		
2.	Appointing Authority	Board of Director	
3.	Duties of the post in detail	(i) Maintaining the ledgers and	
		accounts books of the Organization.	
		(ii) Liaison with the banks.	
		(iii) Reconciliation of accounts with	
		the banks.	
4.	Describe briefly the method(s) adopted for	100% by promotion	
	filling the posts hitherto.		
5.	Methods of recruitment proposed-	100% by Promotion failing which by	
		deputation basis.	
6.	If promotion is proposed as a method of	Yes	
	recruitment		
	(a) Designation and number of the posts	Post – Accounts Assistant	
	proposed to be included in the field of	Number of Posts- 24.	
	promotion.		
	(b)Number of years of qualifying service	10 years	
	proposed to be fixed before persons in the field		
	become eligible for promotion (As per extant		
	GOI instructions)		
	(c) Percentage of vacancies in the grade	100%	
	proposed to be filled by promotion.		
	(d) Have Recruitment Rules been framed for		

the post proposed in the field of promotion? If	for the post of Accounts Assistant		
framed in consultation with the Commission,			
please quote Commission's reference No. If			
consultation with the Commission was not			
required please attach a copy of rules framed.			
A copy of the rules should be sent DOPT along			
with the proposal.			
(e) If Recruitment Rules were not framed for	Not Applicable		
the posts in the field of promotion;			
(i) Please indicate briefly the method of	100% by Promotion failing which by		
recruitment actually adopted for filling the	deputation basis.		
posts. Please also state the percentage of			
vacancies filled by each of the methods.			
(ii)Please state briefly the educational	Not applicable		
qualifications possessed by the persons in the			
field of promotion.			
(iii) In case the feeder posts are filled by	The recruitment rules for the post of		
promotion, the Recruitment Rules for the still			
lower posts including the lowest post to which			
direct recruitment is one of the methods of			
recruitment may be furnished			
(f) (i) Is the promotion to be made on selection	Promotion is to be made on selection		
or non-selection basis?	basis.		
(ii) Reasons for the proposal (i) above.	As the promotion is to be made on		
	seniority basis, the entry has been		
	made as selection.		
(g) If a DPC exists, what is its composition.	Yes.		
	For promotion		
	19. General Manager		
	20. Financial Controller, DTTDC		
	21. Chief Manager (Personnel)		

		22. Chief Manager (Salary)
		23. Manager (Personnel
	(h) Indicate if the feeder posts are having	
	promotion channels other than the one under consideration.	
7.	If promotion is not proposed as a method, please state why it is not considered desirable/possible/ necessary.	Promotion has been Proposed.
8.	If direct recruitment is proposed as a method of recruitment please state	No
	(a) The percentage of vacancies proposed to be filled by direct recruitment.	Not Applicable
	(b) Indicate if there are any promotional avenues for the direct recruits?	Not Applicable
	(c) (i) Age for direct recruits (As per extant GOI instructions)	Not Applicable
	(ii) Is age relaxation for Government servants?	Not Applicable
	(d) Educational and other qualifications required for direct recruits. (it may please be noted that the essential qualifications prescribed are relaxable at Commission's discretion in case of candidates otherwise well qualified	Not Applicable
	Essential	Not Applicable
	Desirable	Not Applicable
	(e) Whether essential qualification to be prescribed are in accordance with any Act(s)?If so please quote the relevant Act(s) under which it is necessary and also supply relevant	Not Applicable

	extracts from the Act(s) (f) Has the post been advertised by the Commission in the past? If so, please quota Commission's reference No.	Not Applicable	
9.	If direct recruitment is not proposed as a method, please state why it is not considered desirable/ possible /necessary.	As the consideration zone in feeder grade is small, direct recruitment has not been suggested.	
10.	(i) If promotion and direct recruitment are both proposed as methods of recruitment, will the educational qualifications proposed for direct recruits apply in case of promotion?(ii) If not, to what extent are the educational qualifications proposed to be relaxed in case of promotions.	Not Applicable Not Applicable	
11.	(a) Is deputation/absorption proposed as a method of recruitment? If so, please state the reasons for the proposal. Please state clearly whether deputation or absorption or both are proposed.	The deputation has been proposed for the reason that the qualified personnel can be brought to the organization to fulfill the unfilled vacancies.	
	(b) The percentage of vacancies proposed to be filled by this method.	The deputation has been prescribed in a failing which clause.	
	(c) The period to which deputation will be limited.	3 Years	
	(d) The names of the posts of grades or services etc. from which deputation/ absorption is proposed	a) (i) Holding analogous Post on regular basis in parent cadre or department.	
		 (ii) Accounts Assistant (Finance) or equivalent post with regular service of 10 years in the pay band-1, Rs. 5200-20200+Rs. 2400/- (Grade Pay) in any of the 	

Central/State Government/PSUs/	
Autonomous	
Organization/Equivalent cadre of	
the Government of NCT of Delhi.	
(iii) Junior Executive or	
equivalent post with regular	
service of 10 years in the pay	
band–I Rs. 5200-20200+1900	
(Grade Pay) in any of the	
Central/State Government/PSUs/	
Autonomous	
Organization/Equivalent cadre of	
the Government of NCT of Delhi.	
(b) Possessing the following	
qualifications:	
4	
(i) Senior Secondary(12 th Pass) with	
minimum 60% marks in commerce/	
Accounts/ Economics as one of the	
subjects.	
Desirable:	
(i) B.Com with minimum 60% marks.	
(ii) 6 months certificates in computer.	
Experience:	
Experience:	
2 years experience in Cash	
Accounts and Budget work in a	
Central/State Government/PSU/	
Autonomous Organization.	

12.	(a) If any of the methods proposed fails, by what methods are such vacancies proposed to be filled.	The deputation has been prescribed in a failing which clause.
	(b) Whether the Recruitment Rules relate to a post which has been upgraded from Group 'C' to Group 'B' or Group 'B' to Group 'A' or within the same group? If so, whether the necessary provisions for initial constitution has	Not Applicable
	been proposed.	
	(c)Whether the Recruitment Rules relate to a post which is proposed to be downgraded? If so, whether necessary safeguards have been suggested in respect of the existing incumbents of that post?	Not Applicable
13.	(a) Special circumstances, if any, other than those covered by the rules, in which the Commission may be required to be consulted.	Not Applicable
	(b) Whether the Department of Personnel and Training have concurred in the proposal?	Not Applicable
14.	If these proposals are being sent in response to any reference from the Commission, please quote Commission's reference No.	Not Applicable
15	Name, address and telephone number of the Ministry's representatives with whom whose proposals may be discussed if necessary, for clarification/ early decision.	Shri B.L. Agarwala, Company Secretary, 18-A, DDA, SCO Complex, Defence Colony, New Delhi- 110 024 Telephone No. 011- 24629262

Signature of the Officer sending the proposals Telephone No. 011-24629262

Place: New Delhi Date:

ANNEXURE III

- 1.(a) Name of the Post:Assistant Grade-I(b) Name of the Ministry/Deptt.:DTTDC
- 2. Reference No. in which Commission's advice on Recruitment Rules was conveyed. Not Applicable.
- 3. Date of notification of the original rules and subsequent amendments (copy of the original rules & subsequent amendments should be enclosed, duly flagged and reference:

Column No. of the Schedule	Provisions in the approved/ existing rules	Revised provisions proposed	Reasons for the revision proposed
Column 2.	74	40	In order to make the structure of the cadre pyramidcal, a total no. of 34 posts of Assistant Grade-I (Finance) (23 posts as Assistant Manager (Finance) and 11 posts as Deputy Manager (Finance) have been up-graded.
Column 4.	Rs. 1400-2300	Pay Band-2, Rs. 9300-34800+ Rs. 4200/-(Grade Pay)	The Pay Scale has been changed in view of the 6 th CPC.

Column 5.	Non-selection	Selection	As per orders & instructions of DoPT when promotion is to be made on the basis of merit, the word "Selection" shall be used. The entry has accordingly been changed.
Column 6.	35 years	Not Applicable	Since direct recruitment has not been proposed, the age limit has not been indicated.
Column 7.	Commerce Graduate with 55% marks with 5 years experience in the matters relating to accounts field.	Not Applicable	Since direct recruitment has not been proposed, the Educational Qualifications have not been indicate.
Column 8.	Age-No Qualifications : Graduate with 3 years experience of the feeder cost of AACC on the basis of seniority subject to fitness.	Not Applicable	No qualifications have been proposed, in case of promotion
Column 10.	100% Promotion.	100% by Promotion failing which by deputation basis.	As the consideration zone in feeder grade is small, direct recruitment has not been suggested.

0 1 11			A 1 1
Column 11.	Promotion: Accounts Assistant cum Cashier having graduation with 3 years experience	Promotion: Assistant Grade-I with regular service of 10 years in the pay band-1, Rs. 5200-20200+Rs. 2400/- (Grade Pay).	As per orders and instructions issued by the DoPT.
	Deputation: Not indicated.	Deputation: (a) (i) Holding analogous Post on regular basis in parent cadre or department in any of the Central/State Government/PSUs/ Autonomous Organization/ Equivalent cadre of the Government of NCT of Delhi	In order to fulfill the unfilled vacancies the provision of filling up the posts on deputation basis has been made so that the work of the organization shall take place smoothly.
		(ii) Accounts Assistant (Finance) or equivalent post with regular service of 10 years in the pay band-1, Rs. 5200-20200+Rs. 2400/- (Grade Pay) in any of the Central/State Government/PSUs/ Autonomous Organization/ Equivalent cadre of the Government of NCT of Delhi	
		(iii) Junior Executive (Finance) or equivalent post with regular service of 10 years in the pay band–I Rs. 5200-20200+1900 (Grade Pay) in any of the Central/State Government/PSUs/ Autonomous Organization/	

		Equivalent cadre of the	
		1	
		Government of NCT of Delhi	
		(b) Possessing the following	
		qualifications:	
		(i) B.Com with 60% marks	
		or SAS Examination	
		(passed) conducted by	
		appropriate Government	
		(Comptroller and Auditor	
		General of India/Controller	
		General of Accounts,	
		Government of India,	
		Government of NCT of	
		Delhi.	
		Experience:	
		-	
		2 years experience in Cash	
		Accounts and Budget work	
		in a Central/State	
		Government/PSU/	
		Autonomous Organization.	
Column 12.	1. Chief Manager	For promotion	The DPC has been
	(Project)	24. General Manager	changed due to the
	2. Chief Manager	25. Financial Controller, DTTDC	reason that some
	(Personnel)	26. Chief Manager (Personnel)	members of the
	3. Chief Manager	27. Chief Manager (Salary)	committee have been
	(Salary)	5. Manager (Personnel)	changed.
	1		

2. Name, addresses and telephone numbers of the DTTDC representative with whom these proposals may be discussed, if necessary, for clarification/early decision.

Signature of the Officer sending the proposals Telephone No. 011-24629262

Place: Date:

Delhi Tourism & Transportation Development Corp. Ltd.

Draft Recruitment Rules, 2014

Accounts Cadre

e of Post.			grade pay or scale	pay sel po no sel	election bosts or bon- election bost		Educational and other qualifications required for direct recruits	educational qualification prescribed for direct recruits will apply in case of promotion	Period of probation, if any.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/a bsorption and percentage of the vacancies to be filled by various method.	In case of recruitment by promotion or deputation/absorption, grades from which promotion or deputation/absorption to be made.	promotion Committee exists, what is its composition.	Circumsta s in w Corporatio to consulted making recruitme
	2.	3.	4.		5.	6.	7.	8.	9.	10.	11.	12.	13.
ounts stant ance)	*24 (2014) * Subject to variation dependant on workload	Group 'C'	Pay Band-1 5200-20200+ 2400/- (Grade Pa		Applicable	Between 18-25 years. Note:1 Relaxable upto 5 years for employees of the Government of NCT of Delhi in accordance with the instructions or orders issued by the DoPT. Note:2 The Crucial date for determining the age limit	Qualification: (i) Senior Secondary(12 th Pass) with minimum 60% marks in commerce/ Accounts/ Economics as one of the subjects. Desirable: (i) B.Com with minimum 60% marks. (ii) 6 months certificates in	Not Applicable	2 Years. Note: On completion of the probation or any extension thereof, officers shall if considered fit may be confirmed against the post, if not already confirmed in the entry grade.	100% by Direct Recruitment failing which by deputation basis. Note: Vacancies caused by the incumbent being away on transfer on deputation or long illness or study leave or under other circumstances for a duration of one year or	Deputation(a)(i) Holding analogousPost on regular basis inparent cadre or departmentin any of the Central/StateGovernment/PSUs/Autonomous Organization/Equivalent cadre of theGovernment of NCT ofDelhi(ii) Accounts Assistant(Finance) or equivalentpost with regular service of10 years in the pay band-1,Rs. 5200-20200+Rs. 2400/-(Grade Pay) in any of theCentral/State	Manager 29. Financial Controller, DTTDC 30. Chief Manager (Personnel)	Consultatic with Board Director is necessary.

	shall be the closing date receipt of applications from candidates in India. (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh	Note:1 Qualifications are relaxable at the discretion of MD & CEO in case of candidates otherwise well qualified. Note:2 The qualification(s) regarding experience is relaxable at the discretion of MD & CEO in the case of candidate belonging to Scheduled casts	more may be filled on transfer on deputation bases from the officers of Central/State Government/P SUs/Autonom ous Organization or equivalent cadre of the Government of NCT of Delhi.	Government/PSUs/ Autonomous Organization/ Equivalent cadre of the Government of NCT of Delhi (iii) Junior Executive (Finance) or equivalent post with regular service of 10 years in the pay band–I Rs. 5200-2020+1900 (Grade Pay) in any of the Central/State Government/PSUs/ Autonomous Organization/ Equivalent cadre of the Government of NCT of Delhi	
	Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul and Spiti district and Panaji sub Division of Chamba	experience is relaxable at the discretion of MD & CEO in the case of candidate belonging to	Government of NCT of	Government/PSUs/ Autonomous Organization/ Equivalent cadre of the Government of NCT of	

				Autonomous Organization.	
				Desirable: (i) B.Com with minimum 60% marks (ii) 6 months certificates in computer.	
				Note:1 The departmental officers in the feeder category who are in the direct line on promotion will not be eligible for consideration for appointment on deputation/absorption. Similarly, deputationist shall not be eligible for consideration for appointment by promotion.	
				Note 2: Period of deputation(Including short term contract) in another post held immediately preceding this appointment in the same or some other organization or any department of Government of NCT of Delhi shall ordinarily not to exceed three years.	
				Note:3 The maximum age limit for appointment by deputation (including short term contract) shall not exceeding 56 years as on closing date of receipt of applications.	

Note-3 For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1 ⁴ January, 2006 or the date from which the revised pay structure based on the recommendations of the 6 th Central Pay Commission has been extended, shall be deemed to be the service rendered in the corresponding grade pay or pay scale extended based on the said pay commission, except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale and where this benefit will extend only for the post(s) for which that grade pay to pay scale is the normal replacement grade without any uppradiation.						
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Central Pay Commission has been extended, shall be deemed to be the service rendered in the corresponding grade pay or pay scale extended based on the said					structure based on the	
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Image: state in the state					deemed to be the service	
Image: Second						
on the said pay commission, except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale and where this benefit will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any						
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the normal replacement grade without any						
grade without any						
					the normal replacement	
upgradation.						
					upgradation.	

ANNEXURE II

1.	(a) Name of the posts	Accounts Assistant(Finance)
	(b) Name of the Ministry/Department	DTTDC
	(c) Number of posts	24
	(d) Scale of pay	PB-1, Rs.5200-20200+ Rs. 2400/- (Grade
		Pay)
	(e) Class and service to which the posts belong	Group 'C'
	(f) Ministerial or non-Ministerial)of F.R.9 (17)	Non- Ministerial
2.	Appointing Authority	Board of Director
3.	Duties of the post in detail	Doing the basic ground work in regard to
		maintenance of accounts books and
		ledgers keeping records of the budget provisions and expenditure of the
		provisions and expenditure of the Corporation.
4.	Describe briefly the method(s) adopted for filling	100% by Direct Recruitment.
т.	the posts hitherto.	10070 by Direct Recruitment.
5.	Methods of recruitment proposed-	100% by Direct Recruitment failing
		which by deputation basis.
6.	If promotion is proposed as a method of recruitment	No
	(a) Designation and number of the posts proposed to be included in the field of promotion.	Not Applicable
	(b)Number of years of qualifying service proposed to be fixed before persons in the field become eligible for promotion (As per extant GOI instructions)	Not Applicable
	(c) Percentage of vacancies in the grade proposed to be filled by promotion.	Not Applicable
	(d) Have Recruitment Rules been framed for the post proposed in the field of promotion? If framed in consultation with the Commission, please quote Commission's reference No. If consultation with the Commission was not required please attach a	Not Applicable

	copy of rules framed. A copy of the rules should be	
	sent DOPT along with the proposal.	
	(e) If Recruitment Rules were not framed for the	Not Applicable
	posts in the field of promotion;	
	(i) Please indicate briefly the method of recruitment	100% by Direct Recruitment failing
	actually adopted for filling the posts. Please also	which by deputation.
	state the percentage of vacancies filled by each of	
	the methods.	
	(ii)Please state briefly the educational qualifications	Not Applicable
	possessed by the persons in the field of promotion.	11
	(iii) In case the feeder posts are filled by promotion,	Not Applicable
	the Recruitment Rules for the still lower posts	i tor i ppilonoio
	including the lowest post to which direct	
	recruitment is one of the methods of recruitment	
	may be furnished	
	(f) (i) Is the promotion to be made on selection or	Not Applicable
	non-selection basis?	i tot i tiplicable
	(ii) Reasons for the proposal (i) above.	This is an entry level post.
	(g) If a DPC exists, what is its composition.	Yes.
	(g) If a DI C exists, what is its composition.	For confirmation
		<u>FOI commination</u>
		32. General Manager
		33. Financial Controller, DTTDC
		34. Chief Manager (Personnel)
		35. Chief Manager (Salary)
		8
		5. Manager (Personnel)
	(h) Indicate if the feeder posts are having	Not Applicable
	promotion channels other than the one under	Not Applicable
	consideration.	
7.	If promotion is not proposed as a method, please	Promotion has not been Proposed as this
1.	state why it is not considered	is an entry level post and the method of
		5 1
	desirable/possible/necessary.	
0		Recruitment.
8.	If direct recruitment is proposed as a method of	Yes.

	recruitment please state	
	(a) The percentage of vacancies proposed to be	100%
	filled by direct recruitment.	10070
-	(b) Indicate if there are any promotional avenues	Yes.
	for the direct recruits?	105.
	(c) (i) Age for direct recruits (As per extant GOI	Between 18 to 25 years.
	instructions)	
	(ii) Is age relaxation for Government servants?	Yes.
	(d) Educational and other qualifications required	
	for direct recruits. (it may please be noted that the	
	essential qualifications prescribed are relaxable at	
	Commission's discretion in case of candidates	
	otherwise well qualified	
		Educational Qualification: (i) Senior
	Essential	Secondary with minimum 60% marks and
		commerce/Accounts/Economics as one of
		the subjects.
	Desirable	Desirable:
		(i) B.Com with minimum 60% marks.
		(ii) 6 months certificates in computer.
		Not Anni-shi
	(e) Whether essential qualification to be prescribed are in accordance with any $Aot(a)^2$ If an place	Not Applicable
	are in accordance with any Act(s)? If so please quote the relevant Act(s) under which it is	
	necessary and also supply relevant extracts from	
	the Act(s)	
	(f) Has the post been advertised by the Commission	Not Applicable.
	in the past? If so, please quota Commission's	The Applicable.
	reference No.	
9.	If direct recruitment is not proposed as a method,	Not Applicable
	please state why it is not considered	1 1
	desirable/possible /necessary.	
10.	(i) If promotion and direct recruitment are both	Not Applicable
	proposed as methods of recruitment, will the	~ *

educational qualifications proposed for direct recruits apply in case of promotion? (ii) If not, to what extent are the educational qualifications proposed to be relaxed in case of promotions.	Not Applicable
11. (a) Is deputation/absorption proposed as a method of recruitment? If so, please state the reasons for the proposal. Please state clearly whether deputation or absorption or both are proposed.	The deputation has been proposed for the reason that the qualified personnel can be brought to the organization to fulfill the unfilled vacancies.
(b) The percentage of vacancies proposed to be filled by this method.(c) The period to which deputation will be limited.	The deputation has been prescribed in a failing which clause. 3 Years
(d) The names of the posts of grades or services etc. from which deputation/ absorption is proposed	 (a) (i) Holding analogous Post on regular basis in parent cadre or department in any of the Central/State Government/PSUs/ Autonomous Organization/ Equivalent cadre of the Government of NCT of Delhi (ii) Accounts Assistant (Finance) or equivalent post with regular service of 10 years in the pay band-1, Rs. 5200-20200+Rs. 2400/- (Grade Pay) in any of the Central/State Government/PSUs/ Autonomous Organization/ Equivalent cadre of the Government of NCT of Delhi (iii) Junior Executive (Finance) or equivalent post with regular service of 10 years in the pay band-1 Rs. 5200-20200+Rs. 2400/- (Grade Pay) in any of the Central/State Government/PSUs/ Autonomous Organization/ Equivalent cadre of the Government of NCT of Delhi (iii) Junior Executive (Finance) or equivalent post with regular service of 10 years in the pay band–I Rs. 5200-20200+1900 (Grade Pay) in any of the Central/State Government/PSUs/ Autonomous Organization/ Equivalent cadre of the Government of NCT of Delhi

		 (b) Possessing the following qualifications: (i) B.Com with 60% marks or SAS Examination (passed) conducted by appropriate Government (Comptroller and Auditor General of India/Controller General of Accounts, Government of India, Government of NCT of Delhi. Experience:
		2 years experience in Cash Accounts and Budget work in a Central/State Government/PSU/ Autonomous Organization.
12.	(a) If any of the methods proposed fails, by what methods are such vacancies proposed to be filled.	The deputation has been prescribed in a failing which clause.
	(b) Whether the Recruitment Rules relate to a post which has been upgraded from Group 'C' to Group 'B' or Group 'B' to Group 'A' or within the same group? If so, whether the necessary provisions for initial constitution has been proposed.	Not Applicable
	(c)Whether the Recruitment Rules relate to a post which is proposed to be downgraded? If so, whether necessary safeguards have been suggested in respect of the existing incumbents of that post?	Not Applicable
13.	(a) Special circumstances, if any, other than those covered by the rules, in which the Commission may be required to be consulted.	Not Applicable
	(b) Whether the Department of Personnel and	Not Applicable

	Training have concurred in the proposal?	
14.	If these proposals are being sent in response to any reference from the Commission, please quote	Not Applicable
	Commission's reference No.	
15	Name, address and telephone number of the	Shri B.L. Agarwala, Company Secretary,
	Ministry's representatives with whom whose	18-A, DDA, SCO Complex, Defence
	proposals may be discussed if necessary, for	Colony, New Delhi- 110 024 Telephone
	clarification/ early decision.	No. 011-24629262

Signature of the Officer sending the proposals Telephone No. 011-24629262

Place: New Delhi Date:

ANNEXURE III

- 1.(a) Name of the Post:Accounts Assistant(Finance)(b) Name of the Ministry/Deptt.:DTTDC
- 2. Reference No. in which Commission's advice on Recruitment Rules was conveyed. Not Applicable.
- 3. Date of notification of the original rules and subsequent amendments (copy of the original rules & subsequent amendments should be enclosed, duly flagged and reference:

Column No. of the Schedule	Provisions in the approved/ existing rules	Revised provisions proposed	Reasons for the revision proposed
Column 1.	Accounts Assistant cum Cashier	Accounts Assistant (Finance)	The Nomenclature has been changed as all the Accounts Assistants (Finance) do not work as a cashier.
Column 4.	1200-2040	Pay Band-1 Rs. 5200-20200+ Rs. 2400/- (Grade Pay).	The pay scale has been changed as per

			the recommendatio ns of 6 th CPC.
Column 5.	Non Selection	Not Applicable	Since Direct Recruitment and Promotion both has suggested, the entry should be "Not Applicable", as per the orders and instructions of DoPT.
Column 6.	25 Years	Between 18-25 Years for Direct Recruits.	The age for Direct Recruitment has been changed as per the guidelines of DoPT
Column 7.	Educational Qualification: B.Com or Graduate with Commerce / Accounts from a recognized University with atleast 45% marks in Hons. / 50% marks in aggregate in Pass Course Two years experience in Accounts work in Govt / Semi Govt. or Reputed concern.	 Educational Qualification: (i) Senior Secondary(12th Pass) with minimum 60% marks in commerce/Accounts/ Economics as one of the subjects. Desirable: (i) B.Com with minimum 60% marks. (ii) 6 months certificates in computer. 	In order to get trained and sufficiently qualified personnel so that the Corporation can be benefited.
Column 8.	Percentage of marks and age relaxable	Not Applicable	Percentage of marks and age not relaxable as

Column 9.	1 year (In case of DR)	2 years for Direct Recruits.	per the orders and instructions issued by the DoPT. As per orders
		_ j •	and instructions issued by the DoPT.
Column 10.	50% by Direct Recruitment, 50% by Promotion from eligible departmental candidates with atleast 5 years service in the scale of 260-400 failing which by Direct Recruitment/ Deputation.	100% by Direct Recruitment failing which by deputation basis.	Since this is an entry level post, only Direct Recruitment has been suggested.
Column 11.	50% by Promotion from eligible departmental candidates with atleast 5 years service in the scale of 260-400 failing which by Direct Recruitment/ Deputation.	 Deputation: (a) (i) Holding analogous Post on regular basis in parent cadre or department. (b) Possessing the following qualifications: (i) Senior Secondary with minimum 60% marks and commerce as one of the subjects. Desirable: i. B.Com with minimum 60% marks. ii. 6 months certificates in 	As per orders and instructions issued by the DoPT. In order to fulfill the unfilled vacancies, the provision of filling up the unfilled vacancies by deputation has been made so

			co	mputer.		that t	he w	ork of
					the			
						organization		
						will	be	done
						smoo	thly	
Columns 12	4.	Chief Manager (Project)	For confirmation		DPC		is	
	5.	Chief Manager (Personnel)				requi	red	for
	6.	Chief Manager (Salary)	36.	General Manag	ger	confi	rmati	on.
			37.	Financial	Controller,			
			DTTDC					
			38. Chief Manager (Personnel)					
			39.	Chief Manager	r (Salary)			
			5. Manager (Personnel)					

2. Name, addresses and telephone numbers of the DTTDC representative with whom these proposals may be discussed, if necessary, for clarification/early decision.

Signature of the Officer sending the proposals Telephone No. 011-24629262

Place: Date: