

Delhi Tourism & Transportation Development Corp. Ltd.

Draft Recruitment Rules, 2014

Accounts Cadre

Name of the Post.	Number of posts	Classification	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/absorption 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.	Circumstances in which Corporation is to be consulted in making recruitment.
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	13.
Financial Advisor	*01 (2014) * Subject to variation dependent on workload	Group 'A'	Pay Band-4, Rs. 37400-67000+/- Grade Pay	Not applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable	100% by deputation.	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 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	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	Consultation with Board of Director is not necessary.

										<p>Organization/ Equivalent cadre of the Government of NCT of Delhi.</p> <p>(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.</p> <p>(iii) Chief Manager or equivalent with minimum 08 years of regular service in the pay band-3, Rs. 15600-39100+Rs.</p>	<p>Manager (Personnel as coordinator</p>	
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										<p>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.</p> <p>Desirable:- MBA (Finance)</p> <p>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 5 years.</p>	
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										<p>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.</p> <p>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 6th 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</p>		
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										that grade pay or pay scale is the normal replacement grade without any upgradation.		
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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 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 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

	<p>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.</p>	
	(e) If Recruitment Rules were not framed for the posts in the field of promotion;	Not Applicable
	(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.	Deputation basis.
	(ii) Please state briefly the educational qualifications possessed by the persons in the field of promotion.	Not Applicable
	(iii) In case the feeder posts are filled by 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	Not Applicable
	(f) (i) Is the promotion to be made on selection or non-selection basis?	Not Applicable
	(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.	<p>Yes. <u>For Selection/confirmation</u> 1. Managing Director 2. Joint Secretary, Ministry of Finance, Government of NCT of Delhi. 3. Joint Secretary, Ministry of Tourism,</p>

		Government of NCT of Delhi 4. General Manager, DTTDC 5. Chief Manager (Personnel as coordinator)
	(h) Indicate if the feeder posts are having promotion channels other than the one under consideration.	Not Applicable
7.	If promotion is not proposed as a method, please state why it is not considered desirable/possible/necessary.	The promotion is not proposed so that a better qualified and experienced person can be brought to the organization.
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	
	Essential	Not Applicable
	Desirable	Not Applicable

	<p>(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)</p> <p>(f) Has the post been advertised by the Commission in the past? If so, please quote Commission's reference No.</p>	<p>Not Applicable</p> <p>Not Applicable</p>
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.	<p>(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?</p> <p>(ii) If not, to what extent are the educational qualifications proposed to be relaxed in case of promotions.</p>	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.

	proposed.	
	(b) The percentage of vacancies proposed to be filled by this method.	Not Applicable.
	(c) The period to which deputation will be limited.	5 Years
	(d) The names of the posts of grades or services etc. from which deputation/absorption is proposed	<p>(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 of the Government of NCT of Delhi.</p> <p>(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.</p>

		<p>(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.</p> <p>Desirable:- MBA (Finance)</p>
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 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: 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 No. of the Schedule	Provisions in the approved/ existing rules	Revised provisions proposed	Reasons for the revision proposed
Column 04.	Rs. 4100-125-4850-150-5300	Pay Band-4, Rs. 37400-67000+ Rs.10,000/- Grade Pay	The 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

			Applicable' as per the orders and instructions of DOPT.
Column 06	Not Applicable.	Below 50 years.	As per the orders and instructions of DOPT.
Column 07	Not Applicable	Not Applicable	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

			wider perspective. Deputation has been suggested.
Column 11.	By Transfer on deputation 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.	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 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	To get better qualified and experienced candidate. Being in Central Service, the candidate shall have a wider perspective.

		<p>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.</p> <p>(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)</p>	
Column 12.	As may be considered by Chairman & MD.	<p><u>For Selection & Confirmation</u></p> <ol style="list-style-type: none"> 1. Managing Director 2. Joint Secretary, Ministry of Finance, Government of NCT of Delhi. 3. Joint Secretary, Ministry of Tourism, Government of NCT of 	DPC is necessary for making selection.

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

1. Name of Post.	2. Number of posts	3. Classification	4. Pay band and grade pay or pay scale	5. Whether selection posts or non-selection post	6. Age limit for direct recruits	7. Educational and other qualifications required for direct recruits	8. Whether age and educational qualification prescribed for direct recruits will apply in case of promotion	9. Period of probation, if any.	10. Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various method.	11. In case of recruitment by promotion or deputation/absorption, grades from which promotion or deputation/absorption to be made.	12. If a departmental Selection Committee exists, what is its composition.	13. Circumstances in which Corporation is to be consulted making recruitment.
Financial Controller	*01 (2014) * Subject to variation dependant on workload	Group 'A'	Pay Band-4, Rs. 37400-67000+ Rs.8700/- Grade Pay	Not applicable	Upto 50 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	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/	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 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 of the Government of NCT of Delhi. (ii) Chief Manager or	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)	Consultation with Board of Directors is necessary.

				<p>from candidates in India. (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul and Spiti district and Panaji sub Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Island or Lakshadweep)</p>	<p>Equivalent cadre of the Government of NCT of Delhi.</p> <p>OR</p> <p>Chartered Accountant or ICWA/ full time MBA (Finance) /SAS Examination (passed) conducted by appropriate Government (Comptroller and Auditor General of India/Controller General of Accounts, Government of NCT of Delhi.</p> <p>Experience: 10 yrs post qualification exp out of which 5 years in the sr. position Either in a govt. PSU's or Private company/organis</p>		<p>Organization or equivalent cadre of the Government of NCT of Delhi.</p>	<p>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 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.</p> <p>(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 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.</p> <p>Desirable:- MBA (Finance)</p>	
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						selection the Competent Authority is of the opinion that sufficient number of the candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.				extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.		
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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 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 copy of rules framed. A copy of the rules should be sent DOPT along with the proposal.	Not applicable
	(e) If Recruitment Rules were not framed for the posts in the field of promotion;	Not Applicable
	(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.	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
	(ii) Please state briefly the educational qualifications possessed by the persons in the field of promotion.	Not Applicable
	(iii) In case the feeder posts are filled by 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	Not Applicable
	(f) (i) Is the promotion to be made on selection or non-selection basis?	Not Applicable

	(ii) Reasons for the proposal (i) above.	This is a Direct Recruitment Post.
	(g) If a DPC exists, what is its composition.	Yes. <u>For Selection/confirmation</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 Manager (Personnel as coordinator)
	(h) Indicate if the feeder posts are having promotion channels other than the one under consideration.	Not Applicable
7.	If promotion is not proposed as a method, please state why it is not considered desirable/possible/necessary.	The promotion is not proposed so that a better qualified and experienced person can be brought to the organization.
8.	If direct recruitment is proposed as a method of recruitment please state	Yes
	(a) The percentage of vacancies proposed to be filled by direct recruitment.	100%
	(b) Indicate if there are any promotional avenues for the direct recruits?	No
	(c) (i) Age for direct recruits (As per extant GOI instructions)	Upto 50 years.
	(ii) Is age relaxation for Government servants?	Yes (05 years)
	(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	

<p>well qualified</p> <p>Essential</p> <p>Any persons having qualification of CA/ICWA/ full time MBA (Finance) /SAS/ with</p> <p>Desirable</p> <p>(e) Whether essential qualification to be prescribed are in accordance with any Act(s)? If so please quote the relevant Act(s)</p>	<p>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.</p> <p>Or</p> <p>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.</p> <p>Experience: 10 yrs post qualification exp or which 5 years in the sr. position Either in a PSU's or Private company/organisation of repute.</p> <p>MBA (Finance) in both the above categories.</p> <p>Not Applicable</p>
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	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 quote 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.	Direct recruitment has been proposed
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 Direct Recruitment 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 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.	5 Years
	(d) The names of the posts of grades or	Chartered Accountant or Cost Management

	<p>services etc. from which deputation/absorption is proposed</p>	<p>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 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.</p> <p>(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.</p> <p>(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.</p> <p>Desirable:- MBA (Finance)</p>
12.	(a) If any of the methods proposed fails, by what methods are such vacancies proposed	The deputation has been prescribed as a failing which clause.

	to be filled.	
	(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: 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 No. of the Schedule	Provisions in the approved/ existing rules	Revised provisions proposed	Reasons for the revision 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. 4100-125-4850-150-5300	Pay Band-4, Rs. 37400-67000+ Rs.8700/- Grade Pay	The 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 Budget etc.	<p>Equivalent cadre of the Government of NCT of Delhi.</p> <p>Or</p> <p>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).</p> <p>Experience: 3 years in a responsible position.</p> <p>Experience: 3 years in a supervisory capacity.</p> <p>Or</p> <p>Desirable:- MBA (Finance) for both the above categories.</p> <p>Note: Departmental candidate(s), if fulfills the educational and other conditions/qualifications mentioned for direct Recruits, will also be considered along with outside candidates.</p>	wider perspective.
Column 09	2 years (In case of direct recruitment)	2 years.	As the mode of recruitment is Direct

			Recruitment, the probation period is required to be mentioned.
Column 10.	100% by direct recruitment	100% by direct recruitment failing which by deputation.	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

		<p>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.</p> <p>(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.</p> <p>(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.</p> <p>Desirable:- MBA (Finance)</p>	
Column 12.	As may be considered by Chairman & MD.	<u>For Selection & Confirmation</u> 1.Managing Director	Since mode of

		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	recruitment is direct recruitment failing which, DPC is necessary for making selection and confirmation
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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

Administrative Cadre

Name of the Post.	Number of posts	Classification	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/absorption 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.	Circumstances in which Corporation is to be consulted in making recruitment.
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	13.
Chief Manager (Finance)	*01 (2014) * Subject to variation dependent on workload.	Group-'A'	PB-3, Rs. 15600-39100+ Rs. 7600/- (Grade Pay)	Selection	Not Applicable	Not Applicable	Not Applicable	Not Applicable	100% Promotion failing which by deputation 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/Economics 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/Economics Note 1: Where the eligibility service for promotion prescribed in the existing rules is being enhanced(to be in	For Promotion • Managing Director • General Manager • Financial Controller/ Financial Advisor • Chief Manager (Personnel) 5. Chief Manager (as SC/ST representative	Consultation with Board of Director is not necessary.

									<p>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.</p> <p>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.</p> <p>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</p>	
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									<p>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.</p> <p>(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.</p> <p>(iii) Dy. Manager or equivalent with minimum 10 years of regular service</p>		
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									<p>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 the Central/State Government/ PSUs/ Autonomous Organization/ Equivalent cadre of the Government of NCT of Delhi.</p> <p>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.</p> <p>Note 2: The maximum age limit for appointment by deputation (including short term contract) shall not be exceeding 56 years as on closing date of</p>		
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										receipt of applications.		
										<p>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 6th 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.</p>		

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 to be included in the field of promotion.	Post – Manager (Finance) 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 posts in the field of promotion;	Not Applicable
	(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.	100% by Promotion failing which by deputation basis.
	(ii) Please state briefly the educational qualifications possessed by the persons in the field of promotion.	Bachelor's degree in Commerce/Accounts/Economics.
	(iii) In case the feeder posts are filled by 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	A copy of Recruitment Rules upto the post of Accounts Assistant attached.
	(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> 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 promotion channels other than the one under consideration.	The feeder post has other methods of appointment other than 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	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 Essential Desirable (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 quote Commission's reference No.	Not Applicable Not Applicable Not Applicable 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 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.	5 Years
	(d) The names of the posts of grades or services etc. from which deputation/ absorption is proposed	(i) Holding analogous Post on regular basis in parent cadre or department. (ii) Divisional Manager(PB-3, Rs. 15600-39100+ Rs. 6600/-(Grade Pay) (iii) Senior Manager(PB-3, Rs. 15600-39100+ 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 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	Shri B.L. Agarwala, Company Secretary,

	Ministry's representatives with whom whose proposals may be discussed if necessary, for clarification/ early decision.	18-A, DDA, SCO Complex, Defence Colony, New Delhi- 110 024 Telephone No. 011-24629262
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Place: New Delhi
Date:

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

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	<p>Deputation:</p> <p>(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</p> <p>(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</p> <p>(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</p>	
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		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.	
Column 12.	1. General Manager 2. Chief Manager (Personnel) 3. Chief Manager (Finance) 4. Chief Manager (As SC/St representative)	<u>For Promotion</u> 1. Managing Director 2. General Manager 3. Financial Controller/ Financial Advisor 4. 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 Corporation Ltd.

Draft Recruitment Rules, 2014

Accounts Cadre

1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	13.
Number of posts	Classification	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/absorption 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.	Circumstances in which Corporation to be considered in recruitment	
*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 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	Consultation with Board Director is necessary.	

									<p>deputation bases from the officers of Central/State Government/P SUs/ Autonomous Organization or equivalent cadre of the Government of NCT of Delhi.</p>	<p>holding the feeder post on regular basis on the date of notification of the revised rules.</p> <p>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.</p> <p>Deputation:</p> <p>(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</p> <p>(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</p>		
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										<p>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.</p> <p>(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.</p> <p>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.</p> <p>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</p>		
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										<p>ordinarily not to exceed four years.</p> <p>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.</p> <p>Note:4 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 6th 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.</p>		
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ANNEXURE II

1.	(a) Name of the posts	Manager (Finance)
	(b) Name of the Ministry/Department	DTTDC
	(c) Number of posts	7
	(d) Scale of pay	PB-3, Rs.15600-39100+ Rs. 6600/- (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	(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 posts hitherto.	ICWA or CA or CS having associate 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 included in the field of promotion.	Post – Deputy Manager (Finance) Number of Posts- 16
	(b)Number of years of qualifying service proposed to be fixed before persons in the field become eligible for	5 years

	promotion (As per extant GOI instructions)	
	(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 sent DOPT along with the proposal.	Yes. A copy of the Recruitment Rules for the post of Deputy Manager(Finance) attached.
	(e) If Recruitment Rules were not framed for the posts in the field of promotion;	Not Applicable
	(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.	100% by Promotion failing which by deputation basis.
	(ii) Please state briefly the educational qualifications possessed by the persons in the field of promotion.	Bachelor's degree with Commerce/Accounts/Economics.
	(iii) In case the feeder posts are filled by 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	A copy of Recruitment Rules upto the post of Accounts Assistant attached.
	(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 & 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 channels other than the one under consideration.	The feeder post has other methods of appointment other than 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	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 Essential Desirable (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 quote Commission's reference No.	Not Applicable Not Applicable Not Applicable 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? (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.	4 Years
	(d) The names of the posts of grades or services etc. from which deputation/ absorption is proposed	(i) Holding analogous Post on regular basis 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 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	Shri B.L. Agarwala, Sr. Chief Sh

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

Signature of the Officer sending the proposals

Telephone No. 011-24629262

Date:

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	<p>ICWA or CA having associate membership from ICWAI and ICAI with five years post qualification experience in Finance and Accounts. Personals having experience of taxation, banking, budgeting, auditing shall be preferred</p> <p>Or</p> <p>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</p> <p>Or</p> <p>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.</p>	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	<p>Promotion: Manager (Finance) with regular service of 5 years in the pay band-3, Rs. 15600-39100+Rs. 5400/- (Grade Pay).</p> <p>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).</p>	<p>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.</p> <p>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</p>	<p>As this is fairly a high level post, degree is required.</p> <p>As per the orders and instructions issued by the DOPT and as per the requirement of the post.</p>

	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.	1. General Manager 2.Chief Manager (Personnel) 3. Chief Manager (Finance) 4. Chief Manager (As SC/St representative)	<u>For Promotion & Confirmation</u> 13. Managing Director 14. General Manager 15. Financial Controller/ Financial Advisor 16. 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

1. Name of post.	2. Number of posts	3. Classification	4. Pay band and grade pay or pay scale	5. Whether selection posts or non-selection post	6. Age limit for direct recruits	7. Educational and other qualifications required for direct recruits	8. Whether age and educational qualification prescribed for direct recruits will apply in case of promotion	9. Period of probation, if any.	10. Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various method.	11. In case of recruitment by promotion or deputation/absorption, grades from which promotion or deputation/absorption to be made.	12. If a departmental promotion Committee exists, what is its composition.	13. Circumstances in which Corporation to be consulted making recruitment
Duty Manager (Finance)	*16 (2014) * Subject to variation dependant on workload	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 under other circumstances for a duration of one year or more may be	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)	Consultation with Board Director is necessary.

									<p>filled on transfer on deputation bases from the officers of Central/State Government/PSUs/Autonomous Organization or equivalent cadre of the Government of NCT of Delhi.</p>	<p>same for persons holding the feeder post on regular basis on the date of notification of the revised rules.</p> <p>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.</p> <p>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</p>	
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										<p>(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</p> <p>(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/ in any of the Central/State Government/ PSUs/ Autonomous Organization/ Equivalent cadre</p> <p>Note:1 The departmental officers in the feeder category who are in</p>		
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									<p>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.</p> <p>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.</p> <p>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.</p> <p>Note:4 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 6th 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</p>		
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										benefit will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.		
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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 filling the posts hitherto.	(i) 60% by Deputation / Transfer / 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 recruitment	Yes
	(a) Designation and number of the posts proposed to be included in the field of promotion.	Post – Assistant Manager(Finance). Number of Posts- 27
	(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)	3 years
	(c) Percentage of vacancies in the grade proposed to be filled by promotion.	100%
	(d) Have Recruitment Rules been framed for the	Yes. A copy of the Recruitment Rules

<p>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.</p>	<p>for the post of Assistant Manager (Finance) attached.</p>
<p>(e) If Recruitment Rules were not framed for the posts in the field of promotion;</p>	<p>Not Applicable</p>
<p>(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.</p>	<p>(i) 100% by Promotion failing which by deputation basis.</p>
<p>(ii) Please state briefly the educational qualifications possessed by the persons in the field of promotion.</p>	<p>Not Applicable</p>
<p>(iii) In case the feeder posts are filled by 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</p>	<p>A copy of Recruitment Rules upto the post of Accounts Assistant attached.</p>
<p>(f) (i) Is the promotion to be made on selection or non-selection basis?</p>	<p>Promotion is to be made on selection basis.</p>
<p>(ii) Reasons for the proposal (i) above.</p>	<p>As the promotion is to be made on seniority basis, the entry has been made as selection.</p>
<p>(g) If a DPC exists, what is its composition.</p>	<p>Yes <u>For Promotion</u> 5.General Manager 6.Financial Controller, DTTDC 7.Chief Manager (Personnel)</p>

		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 Essential Desirable	Not Applicable Not Applicable 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	Not Applicable

	from the Act(s) (f) Has the post been advertised by the Commission in the past? If so, please quote 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? (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	(i) Holding analogous Post on regular basis in parent cadre or department. (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

Place: New Delhi
Date:

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

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 No. of the Schedule.	Provisions in the approved/ existing rules	Revised provisions proposed	Reasons for the revision 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 recommendations 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.	<p>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;</p>	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

			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.
Column 10.	(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.	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.

	<p>Deputation:</p> <p>(a) (i) As per clause 8 above.</p>	<p>Deputation:</p> <p>(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</p> <p>(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</p> <p>(iii) Assistant Grade -I (Finance) or equivalent post with regular service of 8 years in the pay band-2 Rs. 9300-</p>	<p>In order to widen the scope of selection more educational qualification and another levels has been added.</p>
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		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/ in any of the Central/State Government/ PSUs/ Autonomous Organization/ equivalent cadre.	
Column 12.	<u>For Promotion and confirmation :-</u> 1. General Manager 2. Chief Manager (Personnel) 3. Chief Manager (Finance) 4. Chief Manager (As SC/St representative)	<u>For promotion</u> 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.

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

Place:

Date:

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

Delhi Tourism & Transportation Development Corp. Ltd.

Draft Recruitment Rules, 2014

Accounts Cadre

1. Name of post.	2. Number of posts	3. Classification	4. Pay band and grade pay or pay scale	5. Whether selection posts or non-selection post	6. Age limit for direct recruits	7. Educational and other qualifications required for direct recruits	8. Whether age and educational qualification prescribed for direct recruits will apply in case of promotion	9. Period of probation, if any.	10. Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various method.	11. In case of recruitment by promotion or deputation/absorption, grades from which promotion or deputation/absorption to be made.	12. If a departmental promotion Committee exists, what is its composition.	13. Circumstances in which Corporation to be consulted for making recruitment
1. Assistant Manager (Finance)	2. *27 (2014) * Subject to variation dependant on workload	3. Group 'B'	4. Pay Band-2, Rs. 9300-34800+ Rs. 4600/- (Grade Pay)	5. Not Applicable	6. 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	7. Educational Qualifications: having Bachelor Degree In Commerce/ Account/ Economics From a recognised 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	8. Not Applicable	9. 2 Years for direct recruits/Promotion. 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.	10. 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/	11. 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.	12. For promotion & confirmation 1. General Manager 2. Financial Controller, DTTDC 3. Chief Manager (Personnel) 4. Chief Manager (Salary) 5. Manager (Personnel)	13. Consultation with Board Director is necessary.

				<p>date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul and Spiti district and Panaji sub Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Island or Lakshadweep).</p>	<p>candidate belonging to Scheduled casts and Scheduled Tribes if at any stage of selection the Competent Authority is of the opinion that sufficient number of the candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.</p>			<p>Autonomous Organization or equivalent cadre of the Government of NCT of Delhi.</p>	<p>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.</p> <p>Deputation:</p> <p>(i) Holding analogous Post on regular basis in parent cadre or department.</p> <p>(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/Equivalent</p>	
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										<p>ent cadre of the Government of NCT of Delhi.</p> <p>(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/Equivalent cadre of the Government of NCT of Delhi.</p> <p>(b) Possessing the following qualifications:</p> <p>Bachelor's Degree with Commerce/Accounts/ Finance</p> <p>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.</p> <p>Note2: Period of deputation(Including short term contract) in another</p>		
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										<p>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.</p> <p>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.</p> <p>Note:4 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 6th 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</p>		
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											grade without any upgradation.		
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ANNEXURE II

1.	(a) Name of the posts	Assistant Manager (Finance)
	(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. (ii) 50% by Promotion.
5.	Methods of recruitment proposed-	25% by Direct Recruitment failing 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 included in the field of promotion.	Post – Assistant Grade-I Number of Posts- 20
	(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.	75%
	(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	Yes. A copy of the Recruitment Rules for the post of Assistant Grade-I attached.

	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 the field of promotion;	Not applicable
	(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.	(i) 25% by Direct Recruitment failing which by deputation basis. (ii) 75% by Promotion failing which by deputation basis.
	(ii) Please state briefly the educational qualifications possessed by the persons in the field of promotion.	Not applicable
	(iii) In case the feeder posts are filled by 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	A copy of Recruitment Rules upto the post of Accounts Assistant attached.
	(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 & Confirmation</u> 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 channels other than the one under consideration.	The feeder post has other methods of appointment other than 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	Yes
	(a) The percentage of vacancies proposed to be filled by	25%

	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) (ii) Is age relaxation for Government servants?	Upto 30 years. 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 Desirable (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 quote Commission's reference No.	Educational Qualifications: Bachelor's Degree with Commerce/Accounts/Finance. Not Applicable Not Applicable 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? (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	The deputation has been proposed for the reason that the qualified personnel

	proposal. Please state clearly whether deputation or absorption or both are proposed.	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	(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 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	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.	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 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 pyramidal 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	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)/ICWA(Inter)/MBA (Finance) with 3 years experience in Accounts and Finance	Educational Qualifications: Bachelor’s Degree with Commerce/Accounts/Finance.	In order to wider the scope of selection, educational qualification has been changed.
Column 9.	2 years	2 years for Direct Recruits/Promotion	As per orders and instructions of DoPT.
Column 10.	(i) 50% by Direct Recruitment. (ii) 50% by Promotion.	25% by Direct Recruitment failing which by deputation basis. 75% by Promotion failing which by deputation.	In order to give more promotional avenues, the percentage in case of promotion has been increased.
Column 11.	In case of promotion	Promotion: Assistant Grade	As per orders

	<p>Graduate with 4 years experience in the feeder post of Assistant Grade –I (Accounts)</p>	<p>– I (Finance) with regular service of 5 years in the pay band-2, Rs. 9300-34800+Rs. 4200/- (Grade Pay).</p> <p>Deputation:</p> <p>(iv)(i) Holding analogous Post on regular basis in parent cadre or department.</p> <p>(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.</p> <p>(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 of NCT of Delhi.</p>	<p>and instructions issued by the DoPT.</p>
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		(b) Possessing the following qualifications: Bachelor's Degree with Commerce/Accounts/Finance	
Column 12.	1.Chief Manager (Project)- Chairman 2. Chief Manager (Personnel)- Member 3. Chief Manager (Salary)- SC/STRep.	<u>For Promotion & Confirmation</u> 10. General Manager 11. Financial Controller, DTTDC 12. Chief Manager (Personnel) 13. Chief Manager (Salary) 14. Manager (Personnel)	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	Classification	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 deputation/absorption 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 deputation or promotion Committee what its composition
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.
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% 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/ 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	For promotion 15. Manager 16. Manager 17. Controller 18. Manager 19. Manager (Personnel)

									<p>the Government of NCT of Delhi.</p> <p>rules.</p> <p>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.</p> <p>Deputation:</p> <p>(a) (i) Holding analogous Post on regular basis in parent cadre or department.</p> <p>(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</p>
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										<p>Central/State Government/PSUs/ Autonomous Organization/Equivalent cadre of the Government of NCT of Delhi.</p> <p>(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.</p> <p>(b) Possessing the following qualifications:</p> <p>(i) Senior Secondary(12th Pass) with minimum 60% marks in commerce/ Accounts/ Economics as one of the subjects.</p> <p>Desirable:</p> <p>(i) B.Com with minimum 60% marks.</p> <p>(ii) 6 months certificates in computer.</p> <p>Experience:</p> <p>2 years experience in Cash Accounts and Budget work in</p>
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										<p>a Central/State Government/PSU/ Autonomous Organization.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>Note:4 For the purpose of appointment on deputation basis, the service rendered on a</p>
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											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.
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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 (17)	Non- Ministerial
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 filling the posts hitherto.	100% by promotion
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 to be included in the field of promotion.	Post – Accounts Assistant Number of Posts- 24.
	(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)	10 years
	(c) Percentage of vacancies in the grade proposed to be filled by promotion.	100%
	(d) Have Recruitment Rules been framed for	Yes. A copy of the Recruitment Rules

<p>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.</p>	<p>for the post of Accounts Assistant attached.</p>
<p>(e) If Recruitment Rules were not framed for the posts in the field of promotion;</p>	<p>Not Applicable</p>
<p>(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.</p>	<p>100% by Promotion failing which by deputation basis.</p>
<p>(ii) Please state briefly the educational qualifications possessed by the persons in the field of promotion.</p>	<p>Not applicable</p>
<p>(iii) In case the feeder posts are filled by 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</p>	<p>The recruitment rules for the post of Accounts Assistant attached.</p>
<p>(f) (i) Is the promotion to be made on selection or non-selection basis?</p>	<p>Promotion is to be made on selection basis.</p>
<p>(ii) Reasons for the proposal (i) above.</p>	<p>As the promotion is to be made on seniority basis, the entry has been made as selection.</p>
<p>(g) If a DPC exists, what is its composition.</p>	<p>Yes. <u>For promotion</u> 19. General Manager 20. Financial Controller, DTTDC 21. Chief Manager (Personnel)</p>

		22. Chief Manager (Salary) 23. Manager (Personnel)
	(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 than 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)	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 quote 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

		<p>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.</p> <p>(b) Possessing the following qualifications:</p> <p>(i) Senior Secondary(12th Pass) with minimum 60% marks in commerce/ Accounts/ Economics as one of the subjects.</p> <p>Desirable: (i) B.Com with minimum 60% marks. (ii) 6 months certificates in computer.</p> <p>Experience: 2 years experience in Cash Accounts and Budget work in a Central/State Government/PSU/ Autonomous Organization.</p>
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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

Place: New Delhi
Date:

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

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 pyramidal, 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.

Column 11.	<p>Promotion: Accounts Assistant cum Cashier having graduation with 3 years experience</p> <p>Deputation: Not indicated.</p>	<p>Promotion: Assistant Grade-I with regular service of 10 years in the pay band-1, Rs. 5200-20200+Rs. 2400/- (Grade Pay).</p> <p>Deputation:</p> <p>(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</p> <p>(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</p> <p>(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/</p>	<p>As per orders and instructions issued by the DoPT.</p> <p>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.</p>
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		<p>Equivalent cadre of the Government of NCT of Delhi</p> <p>(b) Possessing the following qualifications:</p> <p>(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.</p> <p>Experience:</p> <p>2 years experience in Cash Accounts and Budget work in a Central/State Government/PSU/ Autonomous Organization.</p>	
Column 12.	<ol style="list-style-type: none"> 1. Chief Manager (Project) 2. Chief Manager (Personnel) 3. Chief Manager (Salary) 	<p><u>For promotion</u></p> <ol style="list-style-type: none"> 24. General Manager 25. Financial Controller, DTTDC 26. Chief Manager (Personnel) 27. Chief Manager (Salary) 5. Manager (Personnel) 	<p>The DPC has been changed due to the reason that some members of the committee have been changed.</p>

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

1. Name of Post.	2. Number of posts	3. Classification	4. Pay band and grade pay or pay scale	5. Whether selection posts or non-selection post	6. Age limit for direct recruits	7. Educational and other qualifications required for direct recruits	8. Whether age and educational qualification prescribed for direct recruits will apply in case of promotion	9. Period of probation, if any.	10. Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various method.	11. In case of recruitment by promotion or deputation/absorption, grades from which promotion or deputation/absorption to be made.	12. If a departmental promotion Committee exists, what is its composition.	13. Circumstances in which Corporation is to be consulted making recruitment
Accounts Assistant (Finance)	*24 (2014) * Subject to variation dependant on workload	Group 'C'	Pay Band-1 Rs. 5200-20200+ Rs. 2400/- (Grade Pay)	Not 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	Educational 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 computer.	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 deputation or long illness or study leave or under other circumstances for a duration of one year or	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 (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	For confirmation 28. General Manager 29. Financial Controller, DTTDC 30. Chief Manager (Personnel) 31. Chief Manager (Salary) 5. Manager (Personnel)	Consultation with Board Director is necessary.

				<p>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 Division of J&K State, Lahaul and Spiti district and Panaji sub Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Island or Lakshadweep).</p>	<p>Note:1 Qualifications are relaxable at the discretion of MD & CEO in case of candidates otherwise well qualified.</p> <p>Note:2 The qualification(s) regarding experience is relaxable at the discretion of MD & CEO in the case of candidate belonging to Scheduled casts and Scheduled Tribes if at any stage of selection the Competent Authority is of the opinion that sufficient number of the candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.</p>			<p>more may be filled on transfer on deputation bases from the officers of Central/State Government/PSUs/Autonomous Organization or equivalent cadre of the Government of NCT of Delhi.</p>	<p>Government/PSUs/ Autonomous Organization/ Equivalent cadre of the Government of NCT of Delhi</p> <p>(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</p> <p>(b) Possessing the following qualifications:</p> <p>(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.</p> <p>Experience:</p> <p>2 years experience in Cash Accounts and Budget work in a Central/State Government/PSU/</p>	
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										<p>Autonomous Organization.</p> <p>Desirable: (i) B.Com with minimum 60% marks (ii) 6 months certificates in computer.</p> <p>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.</p> <p>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.</p> <p>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.</p>		
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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 Corporation.
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.
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 posts in the field of promotion;	Not Applicable
	(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.	100% by Direct Recruitment failing which by deputation.
	(ii) Please state briefly the educational qualifications possessed by the persons in the field of promotion.	Not Applicable
	(iii) In case the feeder posts are filled by 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	Not Applicable
	(f) (i) Is the promotion to be made on selection or non-selection basis?	Not Applicable
	(ii) Reasons for the proposal (i) above.	This is an entry level post.
	(g) If a DPC exists, what is its composition.	Yes. <u>For confirmation</u> 32. General Manager 33. Financial Controller, DTTDC 34. Chief Manager (Personnel) 35. Chief Manager (Salary) 5. Manager (Personnel)
	(h) Indicate if the feeder posts are having promotion channels other than the one under consideration.	Not Applicable
7.	If promotion is not proposed as a method, please state why it is not considered desirable/possible/necessary.	Promotion has not been Proposed as this is an entry level post and the method of recruitment is 100% by Direct Recruitment.
8.	If direct recruitment is proposed as a method of	Yes.

	recruitment please state	
	(a) The percentage of vacancies proposed to be filled by direct recruitment.	100%
	(b) Indicate if there are any promotional avenues for the direct recruits?	Yes.
	(c) (i) Age for direct recruits (As per extant GOI instructions) (ii) Is age relaxation for Government servants?	Between 18 to 25 years. 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 Desirable (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 quote Commission's reference No.	Educational Qualification: (i) Senior Secondary with minimum 60% marks and commerce/Accounts/Economics as one of the subjects. Desirable: (i) B.Com with minimum 60% marks. (ii) 6 months certificates in computer. Not Applicable 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	Not Applicable

	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.	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	<p>(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</p> <p>(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</p> <p>(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</p>

		<p>(b) Possessing the following qualifications:</p> <p>(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.</p> <p>Experience:</p> <p>2 years experience in Cash Accounts and Budget work in a Central/State Government/PSU/ Autonomous Organization.</p>
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 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: 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 recommendations 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.	<p>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.</p>	<p>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.</p>	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

			per the orders and instructions issued by the DoPT.
Column 9.	1 year (In case of DR)	2 years for Direct Recruits.	As per orders 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.	<p>Deputation:</p> <p>(a) (i) Holding analogous Post on regular basis in parent cadre or department.</p> <p>(b) Possessing the following qualifications:</p> <p>(i) Senior Secondary with minimum 60% marks and commerce as one of the subjects.</p> <p>Desirable:</p> <p>i. B.Com with minimum 60% marks.</p> <p>ii. 6 months certificates in</p>	<p>As per orders and instructions issued by the DoPT.</p> <p>In order to fulfill the unfilled vacancies, the provision of filling up the unfilled vacancies by deputation has been made so</p>

		computer.	that the work of the organization will be done smoothly
Columns 12	4. Chief Manager (Project) 5. Chief Manager (Personnel) 6. Chief Manager (Salary)	<u>For confirmation</u> 36. General Manager 37. Financial Controller, DTTDC 38. Chief Manager (Personnel) 39. Chief Manager (Salary) 5. Manager (Personnel)	DPC is required for 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: