



भारतीय आयुर्विज्ञान अनुसंधान परिषद
INDIAN COUNCIL OF MEDICAL RESEARCH

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No.16/155/2015-Admn.II

Dated: the 31st January, 2017.

OFFICE MEMORANDUM

Subject: ICMR Administrative Cadre (Group A, B & C) Recruitment Rules, 2017.

A copy of ICMR Administrative Cadre (Group A, B & C) Recruitment Rules, 2017, as approved by the competent authority, is enclosed herewith with the request that these Recruitment Rules may be followed scrupulously for future recruitment/promotions in all ICMR Institutes/Centres/Hqrs. Office.

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(Dr. Rakesh Kumar)

Sr. Deputy Director General(A)

To

1. All Directors/Director-in-Charge
of ICMR Institutes/Centres.

2. Assistant Director General(A), ICMR Hqrs., New Delhi.

Copy to:-

1. PS to DG/Addl.DG/Sr.DDG(A)/Sr. FA

2. S.O. Admn.I

3. All Division/Sections at the Hqrs.

✓ 4. Head BIC for uploading the RR on ICMR Website.

INDIAN COUNCIL OF MEDICAL RESEARCH

(ICMR)

ICMR ADMINISTRATIVE CADRE (Group - 'A', 'B' & 'C') RECRUITMENT RULES, 2017

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RECRUITMENT RULES FOR ADMINISTRATIVE CADRE POSTS IN INDIAN COUNCIL OF MEDICAL RESEARCH (ICMR)

In exercise of powers conferred by Rule-6 in the Bye-laws of the Indian Council of Medical Research and in supersession of all the Recruitment Rules for the ministerial (Group A, 'B' and 'C') posts, except in respect of things done or omitted to be done before such supersession, the Director General, ICMR makes the following rules, namely -

1. Short Title & Commencement

- i) These Rules shall be called "ICMR Administrative Cadre (Group -'A', 'B' & 'C') Recruitment Rules 2017"
- ii) They shall come into force on the date of issue of these rules.

2. Definitions

In these rules unless the context otherwise requires:

- a) "Appendix" means the Appendix appended to these rules.
- b) "Authorized cadre strength" in relation to a cadre, means the strength of posts in that cadre against which regular appointment may be made.
- c) "Cadre" means the ICMR Administrative Cadre (includes Lower Division Clerk, Upper Division Clerk, Assistant, Section Officer, Stenographer, Personal Assistant, Private Secretary, Administrative Officer, Senior Administrative Officer, Assistant Director General, Accounts Officer and Senior Accounts Officer posts).
- d) "Computer literacy" means a person shall be able to transcribe his/her shorthand notes or type on a computer as per test norms specified by the Government from time to time.
- e) "DG, ICMR" means the Director General of Indian Council of Medical Research
- f) "Director" means the Director/Director-in-charge of the ICMR Institute/Centre

- g) "Post" means any post permanent or temporary included in the Schedule-I
- h) "Government" means the Department of Health Research in the Ministry of Health & Family Welfare, Government of India.
- i) "Institutes / Centers" means the permanent Institutes and Centers of the ICMR.
- j) "Scheduled Castes and Scheduled Tribes" have the same meaning as assigned to them in clause (24) and (25) respectively of Article 366 of the Constitution of India and
- k) "Schedule" means the schedules appended to these rules

3. Controlling Authority

DG, ICMR shall be the Controlling Authority in respect of all Administrative Cadre posts of ICMR Institutes/Centers/Hqrs. Office.

4. Appointing Authority

Sr. Dy. Director General (Admin) in the case of all Group- 'B' and Group 'C' ministerial posts Pay Band-1 Rs. 5200-20200 & Pay Band -2 Rs. 9300-34800 with Grade pay of Rs.1900 to Rs.4600 of Hqrs. Office and Director or Director-in-Charge of the ICMR Institutes/Centers in the case of all Group 'B' and Group 'C' ministerial posts PB-1 and PB-2 (Rs.5200-20200 and Rs.9300-34800) with Grade pay of Rs. 1900 to Rs.4600 of the ICMR Institutes/Centers, as the case may be, and DG, ICMR in the case of Group 'A' posts PB-3 (Rs.15600-39100) with Grade Pay of Rs. 5400 and above.

5. Composition of the Cadre

The Composition of the ICMR Administrative Cadre consisting of Group 'A', 'B' & 'C' posts in Administration/Finance are as specified in Schedule-I annexed to these rules. Institute-wise break up of posts is as per Schedule-II.

6. Initial Constitution of the Cadre

(1) All Group 'A', 'B' & 'C' ministerial staff working in ICMR on the date of commencement of these rules shall be deemed to have been appointed to the relevant ministerial posts described in rule 5 in the Pay Band and Grade Pay they were holding on regular basis on the date of commencement of these rules as

shown in Schedule-I. DG, ICMR shall have the authority to modify, alter or make addition or deletion to the Schedule - II

(2) To the extent the sanctioned strength of various grades in the cadre is not filled at the time of initial constitution of the cadre, it shall be filled in accordance with rule 7.

7. Future Maintenance of the Cadre

On completion of the initial constitution of the Cadre by the appointment of existing persons in accordance with Rule 4, all subsequent vacant posts shall be filled in the manner provided in the Schedule-III (Appendix - I to- XIV).

8. Probation

(1) After the commencement of these rules every officer on appointment, either by direct recruitment or promotion, to the post in the cadre shall be on probation for a specified period as provided in columns 9 of Schedule -III.

(2) The period of probation may be extended but the total period of extension of the probation period shall not, save where it is necessary by any reason to do so, exceed one year.

(3) During the period of probation, the members of the Cadre may be required to undergo such training and pass such tests as shall be prescribed in terms & conditions of appointment.

9. Seniority

(1) Persons appointed to a Grade on initial constitution of the Cadre as per Rules - 6 above shall be assigned their seniority as per their seniority at the commencement of these rules.

(2) The seniority of the members of Cadre appointed as per Rules- 7 above shall be determined in accordance with the general instructions issued by DOP&T in this regard from time to time.

10. Liability to serve in India or/ and abroad

All employees appointed or deemed to have been appointed in the cadre shall be liable to serve anywhere in India and/or abroad.

11. Other conditions

The conditions of service of the members of the Cadre in respect of matters not expressly provided for in these rules, shall, mutatis-mutandis applicable and subject to any other orders issued by the Govt. be the same as those applicable to officers of the Central Civil Services in general.

12. Age relaxation

The crucial date to determine the age in case of direct recruitment shall be the last date of receipt of application. Age is relaxable for SC/ST/OBC/PWD/ Ex. Servicemen candidates and for Government Servants in accordance with the instructions issued by the DOP &T from time to time in this regard.

13. Disqualification

No Person, -

- (a) Who has entered into or contracted a marriage with a person having a spouse living; or
- (b) Who, having a spouse living, has entered into or contracted a marriage with any other person, shall be eligible for appointment in the ICMR:

Provided that the Competent Authority may, if satisfied that such marriage is permissible under the personal law applicable to such persons and the other party to the marriage and that there are other grounds for doing so, exempt any person from the operation of this rule.

14. Power to relax

Where the DG, ICMR is of the opinion that it is necessary or expedient to do so, it may, by order and for reasons to be recorded in writing, and in consultation with Department of Health Research, relax any of the provisions of the rules with reference to any class or category of person

15. Saving

Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for candidates belonging to the Scheduled Castes, Scheduled Tribes and other special categories of persons like OBC, PWD etc. in accordance with the orders issued by the Central Government from time to time in this regard.

16. Interpretation

Where any doubt arises as to the interpretation of any of the provisions of these rules, the matter shall be referred to the DG, ICMR whose decision, in consultation with Department of Health Research, shall be final.

17. Repeal

These rules supersede all the existing rules related to recruitment and promotion to posts of administrative cadre in ICMR Institutes/Centres/Hqrs. to the extent the existing rules are inconsistent with these rules.



Schedule-I
Composition of the Cadre
(See Rule 3)

S. No	Post	Group	Pay Band (PB)	Grade Pay (GP) (in Rs.)	Total number of posts*
1	Lower Division Clerk	C	PB-1 Rs. 5200-20200	1900	145
2	Upper Division Clerk	C	PB-1 Rs. 5200-20200	2400	240
3	Assistant	B	PB-2 Rs.9300-34800	4200	246
4	Section Officer	B	PB-2 Rs. 9300-34800	4600	120
5	Stenographer	C	PB-1 Rs. 5200-20200)	2400	49
6	Personal Assistant	B	PB-2 Rs. 9300-34800	4200	69
7	Private Secretary	B	PB-2 Rs. 9300-34800	4600	45
8	Administrative Officer (Jr. Grade)	B	PB - 2 Rs. 9300-34800	4800	2
9	Administrative Officer	A	PB-3 Rs.15600-39100	5400	37
10	Sr. Administrative Officer	A	PB-3 Rs. 15600-39100	6600	9
11	Assistant Director General (Admn.)	A	PB-3 Rs.15600-39100	7600	1
13	Accounts Officer (Jr. Grade)	B	PB - 2 Rs. 9300-34800	4600	04
14	Accounts Officer	A	PB-3 Rs.15600-39100	5400	21
15	Sr. Accounts Officer	A	PB-3 Rs. 15600-39100	6600	02

* Subject to variation depending upon workload.

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Schedule-II

Composition of the Cadre

(See Rule 5)

Administrative posts

S. No	Name of Institutes/ Centers/ Office	ADG	Sr. AO	Admn. Officer /AO (Jr. Grade)	Sr. ACO	A/cO A/cO (Jr. Grade)	S.O	Asstt	UDC	LDC	Private Secretary	Personal Assistant	Steno
1	Indian Council of Medical Research , Hqrs Office New Delhi (ICMR)	01	03	13	02	03	48	80	77	35	12	19	08
2	Centre for Research in Medical Entomology, Madurai (CRME)	0	0	01	0	0	02	01	02	01	01	01	0
3	Desert Medicine Research Centre, Jodhpur (DMRC)	0	0	0	0	01	02	04	04	03	0	0	01
4	Enterovirus Research Centre, Mumbai (EVRC)	0	01	0	0	0	01	02	03	02	01	0	0
5	Food Drug & Toxicology Research Centre, Hyderabad (FDTRC)	0	0	01	0	0	01	01	01	01	0	01	01
6	Genetic Research Centre Mumbai (GRC)	0	0	0	0	0	0	0	0	01	0	0	0

7	ICMR Virus Unit Kolkata (ICMR VU)	0	0	0	0	0	0	0	01	02	0	0	0
8	Institute of Cytology and Preventive Oncology NOIDA (UP)	0	0	01	0	01	02	05	06	03	01	02	01
9	Microbial Containment Complex, Pune	0	0	01	0	01	0	02	0	0	0	01	0
10	National AIDS Research Institute , Pune	0	0	01	0	0	0	01	0	05	01	00	0
11	National Centre for Disease informatics and Research, Bangaluru (NCDIR)	0	0	1 (Jr. Grade) (GP - 4800)	00	01 (Jr. Grade (GP - 4600)	01	02	02	0	0	00	02
12	National Centre for Laboratory Science, Hyderabad (NCLAS)	0	0	01	00	00	01	03	02	00	00	03	01
13	National Institute for Research in Environmental Health Bhopal (NIREH)	0	0	01 Jr. Grade(GP-4800)	00	01 Jr. Grade (GP-4600)	03	06 GP-4200	00	00	01	00	01
14	National Institute for Research in Reproductive Health, Mumbai (NIRRH)	0	0	01	00	01	05	11	13	06	02	03	02

15	National Institute for Research in Tuberculosis Chennai (NIRT)	0	01	02	00	01	08	17	16	16	03	06	05
16	National Institute of Cholera and Enteric Diseases (NICED)	0	0	01	00	01	03	15	07	05	04	02	04
17	National Institute of Epidemiology, Chennai (NIE)	0	01	0	0	01 Jr. Grade (GP-4600)	03	04	11	09	01	02	00
18	National Institute of Immunohaematology, Mumbai (NIH)	0	0	0	0	0	02	05	05	03	01	01	00
19	National Institute of Malaria Research, DWARKA	0	0	01	00	01	03	08	08	05	01	02	02
20	National Institute of medical Statistics , New Delhi	0	0	01	00	01	02	05	04	01	01	01	01
21	National Institute of Nutrition, Hyderabad	0	01	02	00	01	06	11	12	07	04	07	03
22	National Institute of Occupational Health, Ahmedabad	0	01	01	00	01	04	09	08	05	02	04	06
23	National Institute of pathology, New Delhi	0	00	01	01	01	03	06	06	03	01	02	02

	(NIOP)												
24	National Institute of Virology, Pune (NIV)	0	01	02	00	01	07	18	19	12	02	03	02
25	National JALMA Institute for Leprosy & Other Mycobacterial Diseases, Agra (NJILOMD)	0	00	01	00	01	03	08	09	05	01	03	02
26	Rajendra Memorial Research Institute of Medical Sciences, Patna, (RMRIMS)	0	00	01	00	01	03	04	04	04	00	02	02
27	Regional Medical Research Centre, Belgaum (RMRC)	0	00	00	00	00	00	00	01	00	00	00	00
28	Regional Medical Research Centre (RMRC) Bhubaneswar	0	00	01	00	01	01	02	03	04	01	02	01
29	Regional Medical Research Centre (RMRC) Dibrugarh	0	00	01	00	02	01	04	03	03	01	00	00
						(1 in GP-5400 & 1 in GP-4600)							
30	Regional Medical Research Centre	0	00	01	00	01	02	05	06	02	01	01	01

	(RMRC) abalpur												
31	Regional Medical Research Centre (RMRC) Port Blair	0	00	00	00	01	02	05	06	02	01	00	00
32	Vector Control Research Centre, Puducherry	0	00	01	00	01	01	02	01	01	01	01	01
	Grand Total	01	09	39 (Includi ng 2 posts in A.O. Jr. Grade)	02	25 (Includi ng 4 posts in A/cO Jr. Grade)	120	246	240	145	45	69	49

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Schedule-III
(Appendix-i)

INDIAN COUNCIL OF MEDICAL RESEARCH
RECRUITMENT RULES FOR ADMINISTRATIVE POSTS

1. Name of the Post	Lower Division Clerk
2. No. of Posts	145 *(2017) *(Subject to variation depending upon workload)
3. Classification	Group- 'C' Ministerial
4. Scale of Pay	Pay Band-1 Rs.5200-20200 Grade Pay Rs.1900
5. Whether Selection post or non-selection post	Non-Selection for promotion.
6. Age limit for Direct Recruits	18 to 27 years Relaxable for Govt. Servants/ Autonomous organization employees up to 40 years
7. Educational and other qualifications required for direct recruits	(i) 12th Class pass or equivalent qualification from a recognized Board or University. (ii) Typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on Computer. (35 w.p.m. and 30 w.p.m. correspond to 10500 KDPH/9000 KDPH on an average of 5 key depressions for each word).
8. Whether age and educational qualifications prescribed for the direct recruits will apply in the case of Promotees	Age - No EQs - Yes for LDCE, No for promotion by seniority cum-fitness
9. Period of Probation, if any	Two years for direct recruits.



<p>10. Method of recruitment</p>	<p>(i) 85% by direct recruitment through written test. Qualifying marks for written test shall be 50% and 40% for UR/OBC and SC/ST/PH candidates respectively of the total marks prescribed. Only qualified candidates shall be called for Skill/Typing test.</p> <p>(ii) 10% of the vacancies shall be filled from amongst the Group 'C' Staff in the Grade Pay of Rs.1800 and who possess requisite qualification as at Col.7 and have rendered 3 years regular service in the grade, on the basis of Limited Departmental Competitive Examination.</p> <p>(iii) 5% of the vacancies shall be filled on seniority-cum-fitness basis from Group 'C' employees who have 3 years regular service in posts with the Grade Pay of Rs.1800.</p>
<p>11. In case of recruitment by promotion or deputation or absorption grades from which promotion or absorption to be made</p>	<p>By promotion from MTS Grade (PB-2 GP Rs.1800) with 3 years of regular service in the grade.</p>



<p>12. Composition of Selection Committee/D.P.C.</p>	<p>Chairperson ADG (A) for ICMR Hqrs. And Director/Director-in-Charge of Institutes /Centers or their nominee</p> <p>Member (External) Sr. A.O/A.O. Equivalent from Central Govt. offices/orgn. Or Academic Institutes</p> <p>Member Sr. A.O./AO from ICMR Institute/Centre/ICMR Hqrs</p> <p>Member. Representative from OBC category</p> <p>Member Representative from SC/ST category</p> <p>Member Representative from Minority Community.</p> <p>Note: (i) The appointing authority will nominate the committee. No member will be below the rank in PB-3 GP Rs.5400. (ii) One woman member shall be nominated/ included among above five members.</p>
<p>13. Circumstances in which UPSC is to be consulted in making recruitment</p>	<p>Not Applicable</p>



Schedule-III
(Appendix-ii)

INDIAN COUNCIL OF MEDICAL RESEARCH
RECRUITMENT RULES FOR ADMINISTRATIVE STAFF

	Name of the Post	Upper Division Clerk
2	No. of Posts	240 *(2017) *(Subject to variation depending upon workload)
3	Classification	Group-‘C’ Ministerial
4	Scale of Pay	Pay Band-1 Rs.5200-20200 GP Rs. 2400
5	Whether Selection post or non-selection post	Non-selection for promotion
6	Age limit for Direct Recruits	18 to 27 years
7	Educational and other qualifications required for direct recruits	i) 12 th class pass or equivalent qualification from a recognized Board or University ii) Typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on Computer.
8	Whether age and educational qualifications prescribed for the direct recruits will apply in the case of promotees	Age - no EQ - Yes
9	Period of Probation, if any	2 years for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation or absorption. Percentage of vacancies to be filled by various methods.	i) 40% by promotion from amongst LDCs with 8 years regular service in that grade; ii) 20% by LDCE from amongst LDCs with 5 years regular service in that grade; and iii) 40% by DR on the basis of Written Competitive Test and Type Test (qualifying)
11	In case of recruitment by promotion or deputation or absorption grades from which promotion or absorption to be	<u>By Promotion:</u> LDC (PB-2 GP Rs.1900) with 8 years regular service in the grade.
12.	Composition of D.P.C.	Chairperson ADG (A) for ICMR Hqrs. and Director /Director-in-Charge of Institutes/Centers or their nominee

	Composition of D.P.C.	<p>Chairperson ADG (A) for ICMR Hqrs. and Director /Director-in-Charge of Institutes/Centers or their nominee</p> <p>Member (External) Sr. A.O/A.O. equivalent from Central Govt. offices/orgn. Or Academic Institutes</p> <p>Member Sr. A.O./AO equivalent from ICM Institute/centre/ ICMR Hqrs.</p> <p>Member Representative from SC/ST category</p> <p>Member Representative from OBC category</p> <p>Member One representation from Minority Community.</p> <p>Note:</p> <p>(i) The appointing authority will nominate the committee. No member will be below the rank in GP PB - 3 Rs.5400.</p> <p>ii) One woman member shall be nominated/included among above five</p>
13.	Circumstances in which UPSC is to consulted	Not Applicable

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Schedule-III
(Appendix-iii)
INDIAN COUNCIL OF MEDICAL RESEARCH
RECRUITMENT RULES FOR ADMINISTRATIVE POSTS

1	Name of the Post	Assistant
2	No. of Posts	246 *(2017) *(Subject to variation depending upon workload)
3	Classification	Group- 'B' Ministerial
4	Scale of Pay	Pay Band-2 Rs.9300-34800 GP Rs. 4200
5	Whether Selection post or non-selection post	Non-Selection for Promotion
6	Age limit for Direct Recruits	Not exceeding 30 years.
7	Educational and other qualifications required for direct recruits	Essential: i) Minimum three years Bachelor's degree in any discipline from a recognized University/Institution. ii) Working Knowledge of Computer (MS Office/Power Point).
8	Whether age and educational qualifications prescribed for the direct recruits will apply in the case of promotees	No
9	Period of Probation, if any	Two years
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation or absorption. Percentage of vacancies to be filled by various methods.	i) 50% by promotion from among UDC with ten years regular service in the grade failing which by LDCE and failing both by direct recruitment; ii) 25% by LDCE from amongst UDC with 5 years regular service in the grade and having the requisite qualification as at Col.7 failing which by Direct Recruitment; and iii) 25% by DR through competitive written test. Qualifying marks for written test shall be 50% and 40% for UR/OBC and SC/ST candidates respectively of the total marks prescribed. Only qualified candidates shall be called skill test.



Schedule-III
(Appendix-iv)

INDIAN COUNCIL OF MEDICAL RESEARCH
RECRUITMENT RULES FOR ADMINISTRATIVE POSTS

1	Name of the Post	Section Officer
2	No. of Posts	120 *(2017) *(Subject to variation depending upon workload)
3	Classification	Group- 'B' Ministerial
4	Scale of Pay	Pay Band-2 Rs.9300-34800 GP Rs. 4600
5	Whether Selection or non-selection	Non Selection for promotion
6	Age limit for Direct Recruits	Not exceeding 30 years.
7	Educational and other qualifications required for direct recruits	Essential: i) Minimum three years Bachelor's degree in any discipline from a recognized university/institution. Desirable: MBA degree in HR/Finance or equivalent.
8	Whether age and educational qualifications prescribed for the direct recruits will apply in the case of promotee	Age - No E.Q. - Yes
9	Period of Probation, if any	2 years for DR
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation or absorption. Percentage of vacancies to be filled by various methods.	i) 50% by Promotion from Assistant with 5 years regular service in the grade ii) 25% by LDCE from amongst Assistant and Personal Assistant possessing minimum 3 years University degree and with not less than 3 years regular service in the grade; failing which by Direct Recruitment. iii) 25% by Deputation including short term contract basis. Note: The departmental officer shall not be eligible for deputation and similarly the deputationists shall not be eligible for promotion.

11	In case of recruitment by promotion or deputation or absorption grades from which promotion or absorption to be made	Assistant (PB-2 GP Rs. 4200)	
12	If a Selection / D.P.C. exists what is its composition	Chairperson	Sr. DDG (A) for ICMR Hqrs. and Director /Director-in-Charge of Institutes / Centers.
		Member	One external expert from other Scientific or Academic Institutes.
		Member	One representative from OBC Category.
		Member	One representative from SC/ST category.
		Member	One representation from Minority Community.
		Member	SAO /Sr. AO or equivalent from ICMR institute/centre/ ICMR Hqrs. Note: i) The appointing authority will nominate the committee. No member will be below the rank of Under Secretary or equivalent in Govt. ii) One woman member shall be nominated/included among above five members
13	Circumstances in which UPSC is to consulted	Not Applicable	

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Schedule-III
(Appendix-v)

**INDIAN COUNCIL OF MEDICAL RESEARCH,
RECRUITMENT RULES FOR ADMINISTRATIVE POSTS**

1	Name of the Post	Stenographer
2	No. of Posts	49 *(2017) *(Subject to variation depending upon workload)
3	Classification	Group- 'C' Ministerial
4	Scale of Pay	Pay Band 1- Rs.5200-20200 GP Rs.2400
5	Whether Selection post or non-selection post	Not applicable.
6	Age limit for Direct Recruits	18 to 27 years.
7	Educational and other qualifications required for direct recruits	i) 12 th Class pass or equivalent qualification from a recognized Board or University with computer literacy. ii) 80 w.p.m. speed in short hand in English or Hindi.
8	Whether age and educational qualifications prescribed for the direct recruits will apply in the case of Promotees	Not applicable
9	Period of Probation, if any	Two years
10	Method of recruitment: whether by direct Recruitment or by promotion or by deputation or absorption. Percentage of vacancies to be filled by various methods.	100% by Direct recruitment on the basis of competitive written test. Qualifying marks for written test shall be 50% for UR/OBC and 40% for SC/ST candidates. Only qualified candidates shall be called for Skill/Shorthand Test. Skill/Shorthand Test: Dictation: 10 minutes at a speed of 80 words per minute. Transcription: 50 minutes in English or 65 minutes in Hindi on Computer Note- Vacancies caused by the incumbent being away on deputation or long illness or study leave or under other circumstance for duration of one year or more may be filled on deputation basis from officers holding analogous post on regular basis.

11	In case of recruitment by promotion or deputation or absorption grades from which promotion or absorption to be made	Not Applicable
12	If a Selection Committee exists what is its composition	<p>Chairperson ADG (A) for ICMR Hqrs. and Director /Director-in-Charge of Institutes Centers</p> <p>Member One external expert from Other Scientific or Academic Institutes</p> <p>Member One representative from OBC category</p> <p>Member One representative from SC/ST category</p> <p>Member One representative from Minority Community.</p> <p>Member ADG(A)/Sr. AO or equivalent from ICMR institute/centre/ ICMR Hqrs.</p> <p>Note: (i) The appointing authority will nominate the committee. No member will be below the rank of Under Secretary or equivalent in Govt. (ii) One woman member may be nominated/ included among above five members</p>
13.	Circumstances in which UPSC is to be consulted	Not Applicable



Schedule-III
(Appendix-vi)

INDIAN COUNCIL OF MEDICAL RESEARCH
RECRUITMENT RULES FOR ADMINISTRATIVE POSTS

1	Name of the Post	Personal Assistant
2	No. of Posts	69 *(2017) *(Subject to variation depending upon workload)
3	Classification	Group- 'B' Ministerial
4	Scale of Pay	Pay Band-2 Rs.9300-34800 GP Rs. 4200
5	Whether Selection post or non-selection post	Non- Selection for promotion
6	Age limit for Direct Recruits	Not exceeding 30 years.
7	Educational and other qualifications required for direct recruits	i) Minimum 3 years Bachelor's degree in any discipline from a recognized university/Institute with computer literacy. ii) 120 w.p.m. speed in short hand (English or Hindi).
8	Whether age and educational qualifications prescribed for the direct recruits will apply in the case of promotion	No
9	Period of Probation, if any	Two years
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation or absorption. Percentage of vacancies to be filled by various methods.	i) 40% by Promotion from Stenographer with ten years regular service in the grade failing which by LDCE and failing both by direct recruitment. ii) 30% by LDCE from amongst Stenographer having not less than 5 years regular service in the grade failing which by Direct Recruitment; and iii) 30% by Direct Recruitment. Note: Selection by DR and LDCE shall be based on competitive written test. Qualifying marks for written test shall be 50% for UR/OBC and 40% for SC/ST candidates. Only qualified candidates shall be called for Skill



		<p>Test/Shorthand Test.</p> <p>Skill/Shorthand Test Norms: Dictation: 10 minutes at a speed of 120 words per minute.</p> <p>Transcription: 60 minutes in English or 75 minutes in Hindi on Computer.</p>												
11	In case of recruitment by promotion or deputation or absorption grades from which promotion or absorption to be made	<p><u>By promotion:</u></p> <p>Stenographer GP Rs. 2400 with 10 years of regular service in the grade.</p>												
12	If a Selection / D.P.C. exists what is its composition	<table border="0"> <tr> <td>Chairperson</td> <td>Sr. DDG (A) for ICMR Hqrs. and Director /Director-in-Charge of Institutes / Centers</td> </tr> <tr> <td>Member</td> <td>One external expert from other Scientific or Academic Institutes</td> </tr> <tr> <td>Member</td> <td>One representative from SC/ST category</td> </tr> <tr> <td>Member</td> <td>One representative from OBC category</td> </tr> <tr> <td>Member</td> <td>One representation from Minority Community.</td> </tr> <tr> <td>Member</td> <td>ADG(A)/ Sr.AO or equivalent from ICMR institute/centre/ Hqrs.</td> </tr> </table> <p><u>Note:</u></p> <p>(i) The appointing authority will nominate the committee. No member will be below the rank of Under Secretary or equivalent in Govt.</p> <p>(ii) One woman member shall be nominated/ included among above five members</p>	Chairperson	Sr. DDG (A) for ICMR Hqrs. and Director /Director-in-Charge of Institutes / Centers	Member	One external expert from other Scientific or Academic Institutes	Member	One representative from SC/ST category	Member	One representative from OBC category	Member	One representation from Minority Community.	Member	ADG(A)/ Sr.AO or equivalent from ICMR institute/centre/ Hqrs.
Chairperson	Sr. DDG (A) for ICMR Hqrs. and Director /Director-in-Charge of Institutes / Centers													
Member	One external expert from other Scientific or Academic Institutes													
Member	One representative from SC/ST category													
Member	One representative from OBC category													
Member	One representation from Minority Community.													
Member	ADG(A)/ Sr.AO or equivalent from ICMR institute/centre/ Hqrs.													
13	Circumstances in which UPSC is to consulted	Not Applicable												

Schedule-III

(Appendix-vii)

INDIAN COUNCIL OF MEDICAL RESEARCH RECRUITMENT RULES FOR ADMINISTRATIVE POSTS

1	Name of the Post	Private Secretary
2	No. of Posts	45 *(2017) *(Subject to variation depending upon workload)
3	Classification	Group- 'B' Ministerial
4	Scale of Pay	Pay Band-2 Rs.9300-34800 GP Rs 4600
5	Whether Selection post or non-selection post	Non Selection for promotion
6	Age limit for Direct Recruits	Not exceeding 30 years.
7	Educational and other qualifications required for direct recruits	i) Minimum three year Bachelor's degree in any discipline from a recognized university/institution. ii) 100 w.p. speed in English/Hindi shorthand
8	Whether age and educational qualifications prescribed for the direct recruits will apply in the case of promotee	Age - No EQ- No, except for promotion through LDCE
9	Period of Probation, if any	2 year for direct recruits.
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation or absorption. Percentage of vacancies to be filled by various methods.	i) 50% by Promotion from Personal Assistant with 5 years regular service in the grade ii) 25% by promotion through LDCE amongst Personal Assistant possessing minimum 3 years University degree, with not less than 3 years regular service in the grade; failing which by Direct Recruitment. iii) 25% by deputation failing which by direct recruitment. Note: Selection by DR and Limited Departmental Competitive Examination shall be on the basis of competitive test. Qualifying marks for written test shall be 50% for UR/OBC and 40% for SC/ST candidates of the marks prescribed. Only candidates qualified in

		written test shall be called for Skill Test in shorthand (100 w.p.m.).
11	In case of recruitment by promotion or deputation or absorption grades from which promotion or absorption to be made	By promotion: Personal Assistant with five years regular service in the grade.
12	If a Selection/D.P.C. exists what is its composition	<p>Chairperson Sr. DDG (A) for ICMR Hqrs. and Director /Director-in-Charge of Institutes / Centers</p> <p>Member One external expert from other Scientific or Academic Institutes</p> <p>Member One representative from OBC category</p> <p>Member One representative from SC/ST category</p> <p>Member One representation from Minority Community.</p> <p>Member ADG(A)/Sr. AO or equivalent from ICMR institute/centre/ ICMR Hqrs.</p> <p>Note: (i) The appointing authority will nominate the committee. No member will be below the rank of Under Secretary or Equivalent in Govt. (ii) One woman member shall be nominated/included among above five members</p>
13	Circumstances in which UPSC is to consulted	Not Applicable

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Schedule-III
(Appendix-viii)

INDIAN COUNCIL OF MEDICAL RESEARCH
RECRUITMENT RULES FOR ADMINISTRATIVE POSTS

1	Name of the Post	Administrative Officer
2	No. of Posts	37 *(2017) *(Subject to variation depending upon workload)
3	Classification	Group-‘A’ Ministerial
4	Scale of Pay	PB-3 (Rs.15600-39100) GP Rs.5400
5	Whether Selection post or non-selection post	Selection for DR and Non- selection for Promotion.
6	Age limit for Direct Recruits	Not exceeding 35 years
7	Educational and other qualifications required for direct recruits	<p><u>Educational qualification:</u></p> <p>i) Minimum three year Bachelor’s degree in any discipline from a recognized university/Institution.</p> <p>ii) Three years working experience in administration and finance in Govt./Autonomous/PSU Organization as Section Officer or equivalent.</p> <p><u>Desirable</u> : MBA degree or equivalent or PG Diploma from recognized University/Institution in HR/Finance</p>
8	Whether age and educational qualifications prescribed for the direct recruits will apply in the case of Promotee.	No
9	Period of Probation, if any	Two years
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation or absorption. Percentage of vacancies to be filled by various methods.	100% by promotion failing which by deputation and failing both by direct recruitment.

11	In case of recruitment by promotion or deputation or absorption grades from which promotion or absorption to be made	<p>Administrative Officer (Jr. Grade) with 2 years service, Section Officer with three years regular service in the grade, and Private Secretary with three years regular service in the grade out of which minimum one year service in Admn./Accounts Section, shall be eligible for consideration for promotion. Promotion shall be considered from internal candidates of Institutes/Centers/ Hqrs. and in case of non-availability of eligible candidate, the vacancy shall be circulated among all ICMR Institutes/Centers failing which post shall be filled through deputation and failing both by direct recruitment.</p> <p>Note:- The eligibility list for promotion shall be prepared with reference to the date of completion of the prescribed qualifying service in the respective grade/post by the officers .</p>
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12	If a Selection/D.P.C. exists what is its composition	<p>Chairperson : Sr. DDG (A) for ICMR Hqrs. and Director /Director-in-Charge of Institutes / Centers</p> <p>Member (External) : Under Secretary or equivalent rank Officer from Central Govt. Offices/Orgn or Academic Institute</p> <p>Member : One representative from OBC Category</p> <p>Member : One Representative from SC/ST category</p> <p>Member : One representative from Minority committee</p> <p>Member : ADG (A) or equivalent from ICMR Institute /Centre.</p> <p>Note: i) The appointing authority will nominate the committee. No member will be below the rank of Under Secretary or equivalent in Govt. ii) One woman member shall be nominated /included among above five member</p>
13	Circumstances in which UPSC is to consulted	Not Applicable

Schedule-III
(Appendix-ix)

INDIAN COUNCIL OF MEDICAL RESEARCH
RECRUITMENT RULES FOR ADMINISTRATIVE POSTS

1	Name of the Post	Administrative Officer (Jr. Grade)
2	No. of Posts	2 *(2017) *(Subject to variation depending upon workload)
3	Classification	Group- 'B' Ministerial
4	Scale of Pay	Pay Band-2 Rs.9300-34800 GP Rs. 4800
5	Whether Selection post or non-selection post	Selection for promotion.
6	Age limit for Direct Recruits	Not exceeding 30 years
7	Educational and other qualifications required for direct recruits	<u>Education Qualification:</u> i) Minimum three years Bachelor's degree in any discipline from a recognized university/Institution. ii) Two years working experience in administration & finance in Govt./Autonomous/PSU Organization as Section Officer or equivalent. <u>Desirable:</u> MBA degree or equivalent or PG Diploma in HR/Finance from recognized university/institution
8	Whether age and educational qualifications prescribed for the direct recruits will apply in the case of Promotee.	No
9	Period of Probation, if any	Two years
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation or absorption. Percentage of vacancies to be filled by various methods.	100% by promotion failing which by deputation and failing both by direct recruitment.

11	In case of recruitment by promotion or deputation or absorption grades from which promotion or absorption to be made	Section officer with two year regular service and Private Secretary with two years regular service in the grade out of which minimum one year working experience as SO in Administration /Accounts Section.
12.	If a Selection/D.P.C. exists what is its composition	<p>Chairperson: Sr. DDG (A) for ICMR Hqrs. and Director /Director-in-Charge of Institutes / Centers</p> <p>Member (External) : Under Secretary or equivalent rank Officer from Central Govt. Offices/Orgn or Academic Institute</p> <p>Member : One representative from OBC Category</p> <p>Member : One Representative from SC/ST category</p> <p>Member : One representative from Minority committee</p> <p>Member : ADG (A) or equivalent from ICMR Institute/Centre.</p> <p>Note:</p> <p>i) The appointing authority will nominate the committee. No member will be below the rank of Under Secretary or equivalent in Govt.</p> <p>ii) One woman member shall be nominated /included among above five member</p>
13	Circumstances in which UPSC is to consulted	Not Applicable



Schedule-III
(Appendix-x)

INDIAN COUNCIL OF MEDICAL RESEARCH, NEW DELHI
RECRUITMENT RULES FOR ADMINISTRATIVE POST

1	Name of the Post	Senior Administrative Officer
2	No. of Posts	9 *(2017) *(Subject to variation depending upon workload)
3	Classification	Group-‘A’ Ministerial
4	Scale of Pay	Pay Band- 3 Rs. 15,600-39100 GP Rs. 6600
5	Whether Selection-cum-seniority or selection by merit or non-selection	Selection
6	Age limit for Direct Recruits	Not exceeding 40 years
7	Educational and other qualifications required for direct recruits	i) Minimum 3 years Bachelor’s degree in any discipline from a recognized University/Institution. ii) 5 years working experience in administration & finance in Govt./ Autonomous/PSU Organization as AO/SO in GP Rs. 5400 or equivalent.
8	Whether age and educational qualifications prescribed for the direct recruits will apply in the case of Promotee	EQ - Yes Age - No.
9	Period of Probation, if any	Two years in case of DR
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation or absorption. Percentage of vacancies to be filled by various methods.	100% by Promotion failing which by deputation including short term contract basis and failing both by direct recruitment

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11	In case of recruitment by promotion or deputation or absorption grades from which promotion or absorption to be made	<p><u>Promotion:</u></p> <p>Administrative Officers of ICMR Hqrs/Institute/Centre who have rendered 5 years of service on regular basis in PB - 3, GP - Rs. 5400.</p> <p><u>Deputation/ISTC</u></p> <p>Officers from Central/Sate govt./Autonomous Body/PSU</p> <p>a) Holding analogous post or AO/SO in PB- 3 GP- Rs. 5400 or equivalent with 5 years of service in the grade; and</p> <p>b) 5 years working experience in administration or finance</p>										
12.	If a Selection/D.P.C. exists what is its composition	<table border="0"> <tr> <td data-bbox="746 790 1021 929">Chairperson</td> <td data-bbox="1021 790 1495 929">Sr. DDG(A) for ICMR and Director/Director In-charge for Institutes/Centres</td> </tr> <tr> <td data-bbox="746 929 1021 996">Member</td> <td data-bbox="1021 929 1495 996">Sr. FA, ICMR</td> </tr> <tr> <td data-bbox="746 996 1021 1131">Member</td> <td data-bbox="1021 996 1495 1131">External Experts from other Scientific or Academic Institutes</td> </tr> <tr> <td data-bbox="746 1131 1021 1243">Member</td> <td data-bbox="1021 1131 1495 1243">Representative of SC/ST Category</td> </tr> <tr> <td data-bbox="746 1243 1021 1377">Member</td> <td data-bbox="1021 1243 1495 1377">Representative from OBC Category or Minority community</td> </tr> </table> <p>Note:</p> <p>i) The appointing authority will nominate the committee. No member will be below the rank of Joint Secretary or equivalent in Govt.</p> <p>ii) One woman member shall be nominated /included among above five members.</p>	Chairperson	Sr. DDG(A) for ICMR and Director/Director In-charge for Institutes/Centres	Member	Sr. FA, ICMR	Member	External Experts from other Scientific or Academic Institutes	Member	Representative of SC/ST Category	Member	Representative from OBC Category or Minority community
Chairperson	Sr. DDG(A) for ICMR and Director/Director In-charge for Institutes/Centres											
Member	Sr. FA, ICMR											
Member	External Experts from other Scientific or Academic Institutes											
Member	Representative of SC/ST Category											
Member	Representative from OBC Category or Minority community											
13	Circumstances in which UPSC is to consulted	Not Applicable										



Schedule-III
(Appendix-xi)

INDIAN COUNCIL OF MEDICAL RESEARCH
RECRUITMENT RULES FOR ADMINISTRATIVE POSTS

	Name of the Post	Assistant Director General (Admn)
2	No. of Posts	1 *(2017) *(Subject to variation depending upon workload)
3	Classification	Group-'A' Ministerial
4	Scale of Pay	PB-3 (Rs.15600-39100) GP Rs.7600
5	Whether Selection post or non-selection post	Selection
6	Age limit for Direct Recruits	Not Applicable
7	Educational and other qualifications required for direct recruits/deputation	Not Applicable
8	Whether age and educational qualifications prescribed for the direct recruits will apply in the case of Promotee	Not Applicable
9	Period of Probation, if any	Not Applicable
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation or absorption. Percentage of vacancies to be filled by various methods.	100% by Promotion failing which by deputation.



11	In case of recruitment by promotion or deputation or absorption grades from which promotion or absorption to be made	<p><u>Promotion:</u> Senior Admin Officer (PB-3, GP Rs. 6600) with five years regular service in the grade.</p> <p><u>Deputation/ISTC</u> Officers from Central/State Govt./Autonomous Body/PSU</p> <p>a) holding analogues post or Under Secretary in PB-3 GP - 6600 or equivalent with five years service in the grade; and</p> <p>b) 5 years working experience in Administration and Finance.</p>
12.	If a Selection/D.P.C. exists what is its composition	<p>Chairperson: Sr. DDG (A) for ICMR Hqrs. and Director /Director-in-Charge of Institutes / Centers</p> <p>Member (External) : Joint Secretary or equivalent rank Officer from Central Govt. Offices/Orgn or Academic Institute</p> <p>Member : One representative from OBC Category</p> <p>Member : One Representative from SC/ST category</p> <p>Member : One representative from Minority committee</p> <p>Member : Joint Secretary or equivalent from ICMR Institute/Centre.</p> <p><u>Note:</u> i) The appointing authority will nominate the committee. No member will be below the rank of Joint Secretary or equivalent in Govt. ii) One woman member shall be nominated /included among above five member</p>
13	Circumstances in which UPSC is to consulted	Not Applicable

Schedule-III
(Appendix-xii)

INDIAN COUNCIL OF MEDICAL RESEARCH
RECRUITMENT RULES FOR ADMINISTRATIVE POSTS

1	Name of the Post	Accounts Officer
2	No. of Posts	22 *(2017) * (Subject to variation depending upon workload)
3	Classification	Group-‘A’ Ministerial
4	Scale of Pay	Pay Band -3 Rs.15600-39100 GP Rs.5400
5	Whether Selection post or non-selection	Selection by merit
6	Age limit for Direct Recruits	Not exceeding 35 years
7	Educational and other qualifications required for direct recruits	i) Minimum three years Bachelor’s Degree in any discipline from a recognized university ii) Three years working experience in Finance/Accounts as Section Officer/Assistant or equivalent in Central/State Govt./Autonomous Organization etc. <u>Desirable</u> (i) Training in Cash & Accounts from ISTM or other recognized Institute. ii) Knowledge of Computer (Accounts Software).
8	Whether age and educational qualifications prescribed for the direct recruits will apply in the case of Promotee.	Age: No, EQs - Yes
9	Period of Probation, if any	Two years
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation or absorption. Percentage of vacancies to be filled by various methods.	100% by promotion failing which by deputation and failing both by direct recruitment.

11	In case of recruitment by promotion or deputation or absorption grades from which promotion or absorption to be made	<p><u>Promotion</u></p> <p>i) Junior Accounts Officer with 2 years regular service in the grade.</p> <p>ii) Section Officer having three years regular service with 2 years working experience in Finance/Accounts.</p> <p><u>Note:-</u> The eligibility list for promotion shall be prepared with reference to the date of completion of the prescribed qualifying service in the respective grade/post by the officers.</p> <p><u>Deputation/ISTC</u> - Officers from Central/State Govt./Autonomous Body/PSU</p> <p>a) holding analogous post or Section Officer in Central/State Govt./Autonomous Organization/PSU with five years service; and</p> <p>b) two years working experience in Budget/Finance/Accounts.</p> <p><u>Note:</u> The departmental officer shall not be eligible for deputation and similarly the deputationists shall not be eligible for promotion.</p>
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12	If a Selection/D.P.C. exists what is its composition	<p>Chairperson : Sr. FA,ICMR</p> <p>Member : ADG (A) for ICMR HQ and Director / Director Incharge of Institute/Centre</p> <p>Member : One External Expert from other Scientific or Academic Institutes</p> <p>Member : One representative SC/ST Category</p> <p>Member : One representative from Minority Community</p> <p>Member : One representative from OBC category</p> <p>Note:</p> <p>i) The appointing authority will nominate the committee. No member will be below the rank of Under Secretary or equivalent in Govt.</p> <p>ii) One woman member shall be nominated /included among above five members.</p>
13	Circumstances in which UPSC is to consulted	Not applicable

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Schedule-III
(Appendix-xiii)

INDIAN COUNCIL OF MEDICAL RESEARCH
RECRUITMENT RULES FOR ADMINISTRATIVE POSTS

1	Name of the Post	Accounts Officer (Jr. Grade)
2	No. of Posts	4 *(2017) *(Subject to variation depending upon workload)
3	Classification	Group - 'B' Ministerial
4	Scale of Pay	Pay Band-2 Rs.9300-39100 GP Rs. 4600
5	Whether Selection post or non-selection post	Selection
6	Age limit for Direct Recruits	Not exceeding 32 years
7	Educational and other qualifications required for direct recruits	(i) Three years Bachelor's Degree in any discipline from a recognized university. ii) 5 years regular service as Assistant in GP-Rs. 4200 including two years working experience in Finance/Accounts. <u>Desirable:</u> Working knowledge of MS Office and Accounts Software.
8	Whether age and educational qualifications prescribed for the direct recruits will apply in the case of Promotee.	Age: No, EQs - Yes
9	Period of Probation, if any	Two years
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation or absorption. Percentage of vacancies to be filled by various methods.	100% by promotion from Asstt. failing which by deputation and failing both by direct recruitment.



11	In case of recruitment by promotion or deputation or absorption grades from which promotion or absorption to be made	<p>Promotion - Assistant having five years regular service and 2 years working experience in Finance/ Accounts.</p> <p>Deputation/ISTC - Officers from Central/State Govt./Autonomous Body/PSU</p> <p>a) holding analogous post or Assistant in Central/State Govt./Autonomous Organization/PSU with five years service; and</p> <p>b) two years working experience in Budget/Finance/Accounts.</p>
12	If a Selection/D.P.C. exists what is its composition	<p>Chairperson : Sr. FA,ICMR</p> <p>Member : ADG (A) for ICMR HQ and Director / Director In-charge of Institute/Centre</p> <p>Member : One External Expert from other Scientific or Academic Institutes</p> <p>Member : One representative SC/ST Category</p> <p>Member : One representative from Minority Community</p> <p>Member : One representative from OBC category</p> <p>Note:</p> <p>i) The appointing authority will nominate the committee. No member will be below the rank of Under Secretary or equivalent in Govt.</p> <p>ii) One woman member shall be nominated /included among above five members.</p>
13	Circumstances in which UPSC is to consulted	Not applicable



Schedule-III
(Appendix-xiv)
INDIAN COUNCIL OF MEDICAL RESEARCH
RECRUITMENT RULES FOR ADMINISTRATIVE POSTS

1	Name of the Post	Senior Accounts Officer
2	No. of Posts	2* (2017) *(Subject to variation depending upon workload)
3	Classification	Group- 'A' Ministerial
4	Scale of Pay	PB-3, (Rs.15600-39100) GP Rs.6600
5	Whether Selection post or non-selection post	Selection
6	Age limit for Direct Recruits	Not Applicable
7	Educational and other qualifications required for direct recruits	Not Applicable
8	Whether age and educational qualifications prescribed for the direct recruits will apply in the case of Promotee	Not Applicable
9	Period of Probation, if any	Not Applicable
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation or absorption. Percentage of vacancies to be filled by various methods.	100% by promotion failing which by deputation.
11	In case of recruitment by promotion or deputation or absorption grades from which promotion or absorption to be made	<p>Promotion - Accounts Officers, with 5 years regular service in PB-3, GP Rs. 5400, in ICMR Hqrs. /Instt. /Center.</p> <p>Deputation/ISTC - Officers from Central/State Govt./Autonomous Body/PSU</p> <p>a) holding analogous post or Accounts Officer in Central/State Govt./Autonomous Organization/PSU with five year service in PB - 2/PB- 3 GP - 5400</p> <p>b) two years working experience in Budget/Finance/Accounts.</p>

12	If a Selection/D.P.C. exists what is its composition	<p>Chairperson : Sr. FA,ICMR</p> <p>Member : Sr. DDG(A) for ICMR HQ and Director / Director In-charge of Institute/Centre</p> <p>Member : One External Expert from other Scientific or Academic Institutes</p> <p>Member : One representative SC/ST Category</p> <p>Member : One representative from Minority Community</p> <p>Member : One representative from OBC category</p> <p>Note:</p> <p>i) The appointing authority will nominate the committee. No member will be below the rank of Deputy Secretary or equivalent in Govt.</p> <p>ii) One woman member shall be nominated /included among above five members.</p>
13	Circumstances in which UPSC is to consulted	Not applicable





INDIAN COUNCIL OF MEDICAL RESEARCH

वी. रामलिंगस्वामी भवन, अन्सारी नगर, पोस्ट बॉक्स 4911, नई दिल्ली - 110 029
V. RAMALINGASWAMI BHAWAN. ANSARI NAGAR. POST BOX 4911. NEW DELHI - 110 029

No. 16/155/2015-Admn-II

Dated: 31st March 2017

Office Memorandum

Sub: - ICMR Administrative Cadre (Group -A, 'B' & 'C') Recruitment Rules, 2017 amendment thereof.

The Schedule-III (Appendix-IV) of ICMR Administrative Cadre (Group- 'A' 'B' & 'C') Recruitment Rules, 2017 in respect of Section Officer stands modified/amended as per details given below:

SL. No.	Details	Present Provision	Amended Provision
8	Whether age and educational qualifications prescribed for the direct recruits will apply in the case of promotee.	Age - NO E.Q. - Yes	Age- No E.Q.- Yes for LDCE No for promotion

Bharat Bhushan
31/3/17

(Bharat Bhushan)
Administrative Officer
For Director General

To

1. All Directors/Director in-charge of ICMR Institutes/Centre.
2. Assistant Director General (A), ICMR Hqrs. New Delhi

Copy to:

1. PS to DG/Addl. DG/Sr. DDG (A)/Sr. FA
2. S.O. Admn-I
3. All Division/Sections at the Hqrs.
4. Head BIC for uploading the RR on ICMR Website.



भारतीय आयुर्विज्ञान अनुसंधान परिषद INDIAN COUNCIL OF MEDICAL RESEARCH

वी. रामलिंगस्वामी भवन, अन्सारी नगर, पोस्ट बॉक्स 4911, नई दिल्ली - 110 029
V. RAMALINGASWAMI BHAWAN, ANSARI NAGAR, POST BOX 4911, NEW DELHI - 110 029

No. 16/155/2015- Admn-II

Dated: 13th June 2017

Office Memorandum

Sub: - ICMR Administrative Cadre (Group -'A', 'B' & 'C') Recruitment Rules, 2017 - amendment thereof.

The Schedule -III (Appendix -II) of ICMR Administrative Cadre (Group-'A', 'B', & 'C') Recruitment Rules, 2017 in respect of Upper Division Clerk (UDC) stands amended as per details given below:

Sl. No.	Details	Present Provision	Amended Provision
7.	Educational and other qualifications required for direct recruits	i) 12 th class pass or equivalent qualification from a recognized Board or university ii) Typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on Computer	i) Degree of a recognised University or equivalent ii) Typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on Computer (35 w.p.m. and 30 w.p.m. correspond to 10500 KDPH/9000 KDPH on an average of 5 key depressions for each word.)
8.	Whether age and educational qualifications prescribed for the direct recruits will apply in the case of promotees	Age - no EQ - Yes	Age - no EQ - Yes for LDCE No for promotion
10.	Method of recruitment	i) 40% by promotion from amongst LDCs with 8 years regular service in that grade; ii) 20% by LDCE from amongst LDCs with 5 years regular service in that grade; and iii) 40% by DR on the basis of Written Competitive Test and Type Test (qualifying)	i) 40% by promotion from amongst LDCs with 8 years regular service in that grade; ii) 20% by LDCE from amongst LDCs with 5 years regular service in that grade; and iii) 40% by DR on the basis of Written Competitive Test and Type Test (qualifying)

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- 2 -

			<p>Note: Qualifying marks for written test shall be 50% and 40% for UR/OBC and SC/ST/PH candidates respectively of the total marks prescribed. Only qualified candidates shall be called for Skill/Typing test</p>
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(Bharat Bhushan)
Administrative Officer
For Director General

To

1. All Directors/Director in-charge of ICMR Institutes/Centre.
2. Assistant Director General (A), ICMR Hqrs. New Delhi

Copy to:

1. PS to DG/Addl. DG/Sr. DDG (A)/Sr. FA
2. SO Admn-I
3. All Division Sections at the Hqrs.
4. Head BIC for uploading the RR on ICMR Website

पी ए बी एक्स / PABX : 26588980, 26588707,26589336,26589745
26589873, 26589414
फैक्स / FAX : 011-26588662, 011-26859791, 011-26589258

तार/GRAM: विज्ञानी/SCIENTIFIC
web-site : www.icmr.nic.in
E-mail : icmrhqds@sansad.nic.in



भारतीय आयुर्विज्ञान अनुसंधान परिषद
INDIAN COUNCIL OF MEDICAL RESEARCH
स्वास्थ्य अनुसंधान विभाग (स्वास्थ्य एवं परिवार कल्याण मंत्रालय)
DEPARTMENT OF HEALTH RESEARCH (MINISTRY OF HEALTH & FAMILY WELFARE)

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No.16/155/2015-Admn.II

Dated: 20.12.2017

Office Memorandum

Subject:- ICMR Administrative Cadre (Group – ‘A’, ‘B’ & ‘C’) Recruitment Rules, 2017 amendment thereof –

The Schedule-III (Appendix-X) of ICMR Administrative Cadre (Group ‘A’, ‘B’ and ‘C’) Recruitment Rules, 2017 in respect of Sr. Administrative Officer stands modified/amended as per details given below:-

Sl. No.8	Present provision	Amended Provision
Whether age and educational qualifications prescribed for the direct recruits will apply in the case of promotee.	EQ – Yes Age – No	No

(Bharat Bhushan)
Administrative Officer
For Director General

To

1. All Directors/Directors-in-charge, of ICMR Institutes/Centres.
2. Dy. Director General (Admn.)
3. Assistant Director General (AX)/(RR)/VKM

Copy to:

1. PS to DG/Addl. DG/Sr.DDG(A)/Sr.FA
2. S.O. Admn.I
3. All Divisions/Sections at the Hqrs.
4. ✓ Head, IRSM for uploading the RR on ICMR website.