

1. Recruitment

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[Guidelines on RRs — OM, dated 6-3-2013]

Recruitment Rules are rules notified under proviso to Article 309 or any specific statutes for post(s) prescribing the method of recruitment and eligibility conditions. It contains a notification part having substantive rules and a schedule part. Recruitment Rules are subordinate legislation and so, they are statutory in nature. Recruitment Rules for Group 'A' and 'B' posts / services are amended by the administrative Ministry / Department in consultation with the Department of Personnel and Training, Union Public Service Commission and the Ministry of Law (Legislative Department) and approval of competent authority in the Ministry / Department to be obtained.

Administrative Ministries / Departments are empowered to frame / amend the Recruitment Rules in respect of Group 'C' posts keeping in view the guidelines / Model Recruitment Rules issued by this Department on various aspects. In case of deviation from existing guidelines / Model Recruitment Rules, the concurrence of Department of Personnel and Training is to be obtained.

The minimum educational qualifications and experience required for direct recruitment may be indicated as precisely as possible and if necessary into two parts, viz., "Essential Qualifications" and "Desirable Qualifications" taking into account the pay level and the nature of duties, and the provisions in the approved Recruitment Rules for similar higher and lower posts in the same hierarchy.