

No. F.19/7/50-Ests.(B) Pt.I

Government of India
Ministry of Home Affairs

New Delhi-2, the 17th October, 1958
25th Asvina 1880

NOTIFICATION

In exercise of the powers conferred by Clause (b) of Article 318 of the constitution, the President hereby makes the following regulations, namely:-

1. (i) These Regulations may be called the Union Public Service Commission (Staff) Regulations, 1958.
- (ii) They shall come into force at once.

2. The staff of the Union Public Service Commission (hereinafter in these regulations referred to as the Commission) shall consist of a Secretary and such number of other officers and employees as the President may from time to time determine:

Provided that the Chairman of the commission may sanction the creation of posts on the staff of the Commission to the extent and subject to the conditions laid down in Schedule I to these regulations.

3. (i) The Secretary shall be appointed by the Commission.
- (ii) The Secretary shall hold office for such period as may be fixed at the time of his appointment.
- (iii) The period of Secretary's tenure may be extended by such further period or periods as the Commission may decide.
- (iv) Notwithstanding anything contained in sub-regulations (ii) & (iii), a person appointed as secretary, shall unless he is granted extension of service by the President, retire on attaining the age of compulsory retirement prescribed for members of the Service to which he belongs or where he is not a member of any organized service, on attaining the age of 58 years.

Provided that where the Secretary is not a member of any organized service:-

- (a) The appointing authority may, without assigning any reasons and after giving him three months notice in writing, require him to retire after he attains the age of fifty five years;
 - (b) he may after attaining the age of fifty five years retire, after giving three months notice in writing to the appointing authority.
- (v) The Secretary shall receive the same pay and be subject to the same conditions of service as an Additional Secretary to the Government of India.

3A. The Joint Secretary shall be appointed by the Commission from amongst officers approved for appointment to posts in the scale of Rs. 1800-100-2000 in the Government of India and shall receive pay in the scale of Rs. 1800-100-2000 and be otherwise subject to the same conditions of service as officers employed in posts in the Central Secretariat carrying similar rates of pay and recruited at the same time.

4. (i) The Deputy Secretaries and Under Secretaries shall be appointed by the commission from amongst officers approved for appointment to the posts of Deputy Secretaries and Under Secretaries to the Government of India, respectively.

(ii) The Deputy Secretaries and Under Secretaries shall receive the same rates of pay and shall be subject to the same conditions of service as Deputy Secretaries and Under Secretaries to the Government of India, respectively.

Provided that, where the Commission is of opinion that it is necessary in the interests of the Commission so to do, it may fill such of the posts of Deputy Secretaries or Under Secretaries, or both, as it may think fit, by appointment by transfer on deputation (including short term contract) of officers holding comparable posts under any University, recognized scientific and

research institution, semi-government or autonomous body, so that the total number of posts of Deputy Secretaries and Under Secretaries thus filled shall not exceed 25 per cent of the total strength of Deputy Secretaries and Under Secretaries in the Secretariat of the commission.

Provided further that no officer shall be appointed unless he possesses the following qualifications and experience namely:-

For Deputy Secretary:

Essential:

- (i) Master's Degree in Physical or Earth or Environmental or Biological Sciences, Engineering, Technology, Agriculture, Social Sciences, Humanities.
- (ii) At least nine years' experience in teaching or research and development.

Desirable:

- (i) Doctorate Degree
- (ii) Experience of Administrative work.

For Under Secretary:

Essential:

- (i) Master's Degree in Physical or Earth or Environmental or Biological Sciences, Engineering, Technology, Agriculture, Social Sciences, Humanities.
- (ii) At least five years experience in teaching or research and development.

Desirable:

Experience or administrative work.

Note-I: The period of deputation or contract shall not ordinarily exceed three years in the case of an Under Secretary and four years in the case of a Deputy Secretary, but may be further extended, if considered necessary, for a period not exceeding one year, in either case.

Note-2: The Union Public Service Commission shall be consulted wherever it is necessary to do so.

4A. The Finance & Accounts Officer shall be appointed by the commission in accordance with the rules regulating appointment to that post and the officer so appointed shall be subject to the same conditions of service as the officers employed in posts in the Central Secretariat Services carrying similar rates of pay and recruited at the same time are subject to.

5. Section Officers (other than those on the technical establishment), Assistants, Private Secretaries to the Chairman and Members (Selection Grade Stenographers), Senior Personal Assistants (Grade-I Stenographers and (Personal Assistants Grade II Stenographers) shall be appointed by the Secretary from amongst officers belonging to the appropriate grades of the Central Secretariat Service or the Central Secretariat Stenographers Service, as the case may be and shall receive the same rates of pay and be subject to the same conditions of service as the officers of the corresponding grades in the Central Secretariat.

6. Stenographers Grade III and Clerks shall be appointed by the Deputy Secretary from amongst members of the Central Secretariat Stenographers Service and Central Secretariat Clerical Service respectively and shall receive the same rates of pay and be subject to the same conditions of service as Stenographers Grade III and Clerks of corresponding grades in the Central Secretariat.

7. Notwithstanding anything contained in these regulations the Chairman of the commission may, for a period not exceeding three months, make officiating arrangements to fill any of the aforesaid posts if officers or other employees, as the case may be, approved for appointment to the corresponding grades in the Secretariat are not readily available.

8. (i) The technical establishment of the Commission shall consist of Mechanical Tabulation Officer, Superintendent, Assistant Superintendents, Technical Assistants and Mechanical Operators in the Hollerith Branch, Junior Research Officer, Research Investigator, Research Assistant and Computers in the Research & Statistics Section, Research Officer, Technical Assistants (Hindi), Librarian, Telephone Operators, Receptionists, Senior Gestetner Operator, Staff Car Driver, Despatch Rider, Caretaker and such other employees as may be specified by the President. The Mechanical Tabulation Officer and Research Officer shall be appointed by the Commission, the Superintendent and Assistant Superintendents, Technical Assistants, Junior Research Officer, Research Investigator, Technical Assistant (Hindi) and Research Assistant shall be appointed by the Secretary and other technical staff shall be appointed by the Deputy Secretary.

(ii) The technical establishment shall receive the same rates of pay and allowances and be subject to same conditions of service as the personnel employed in similar posts in the Central Secretariat and recruited at the same time.

8A. (1) The Controller of Examinations, the Officer on Special Duty and Senior Research Officer (Hindi) shall be appointed by the Chairman and shall receive the rates of pay specified against them in Schedule II to these Regulations and be subject otherwise to the same conditions of service as officers employed in posts in the Central Secretariat carrying similar rates of pay and recruited at the same time.

(2) Junior Research Officers (Hindi), Research Assistants and Stenographers (Hindi) shall be appointed by the Secretary and shall receive the rates of pay specified against them in the said Schedule II and be subject otherwise to the same conditions of service as the personnel employed in similar posts in the Central Secretariat and recruited at the same time.

(3) Hindi Typists / Copyists shall be appointed by the Deputy Secretary and shall receive the rates of pay specified against them in the said schedule II and be subject otherwise to the same conditions or service as the personnel employed in similar posts in the Central Secretariat and recruited at the same time.

8AA. The Senior Research Officers, the Junior Research Officers and Research Assistants, and Typists (other than those referred to in Regulation 8A) shall be appointed respectively by the Chairman, Secretary and Deputy Secretary, and shall be subject otherwise to the same conditions of service as the officers or personnel, as the case may be employed in similar posts in the Central Secretariat, and recruited at the same time.

8B. The Accounts Officer and the Technical Assistant' (Accounts) shall be appointed by the Secretary in accordance with the rules regulating appointment to these posts and the persons so appointed shall be subject to the same conditions of service as the persons employed in posts in the Central Secretariat, carrying the rates of pay similar to the rates of pay of those posts are subject to.

9. The members of the Central Service Class IV shall receive the same pay and allowances and be subject to the same conditions of service as those of corresponding grades in the Central Secretariat.

10. In respect of any matter for which special provision is not made by those regulations, the conditions of service of a person serving as a member of the staff of the Commission shall be governed by the rules or orders for the time being applicable to such classes of government servants as shall be specified by the President.

11. On the commencement of these regulations, the Union Public Service Commission (Conditions of Service) Regulations shall, in so far as they relate to the members of the staff of the Commission, cease to apply to such members of the staff.

Sd/-
(V. VISWANATHAN)
Special Secretary to the Govt. of India

SCHEDULE I

The Chairman of the Union Public Service Commission may sanction the creation of posts, on any scale or rate of pay approved by the President for posts of a similar character under the Central Government for the Commission's Office in Class I (not higher than on Senior Class I Scale of Rs. 700-1250 and not above that of a Deputy Secretary in the case of a Secretariat post), Class II, Class III and Class IV services, subject to the conditions laid down in rule 10(3) of the Book of Financial Powers.

2. Provided that posts may be made permanent only in accordance with the general percentage and principles prescribed from time to time by the Ministry of Finance.

Schedule II (See Regulation 8A)

| S.No. | Designation of post | No. of Posts | Scale of Pay |
|-------|---------------------------------|--------------|--------------------------------------------------|
| 1. | Controller of Examinations | One | Rs. 2000-125-2250 |
| 2. | Officer on Special Duty | One | Rs. 1300-60-1600 |
| 3. | Senior Research Officer (Hindi) | Three | Rs. 700-40-1100-50/2-1250 |
| 4. | Junior Research Officer (Hindi) | Three | Rs. 350-25-500-30-590-EB-30-800-EB-30-830-35-900 |
| 5. | Research Assistant (Hindi) | Twelve | Rs. 325-15-475-EB-20-575 |
| 6. | Stenographer (Hindi) | One | Rs. 210-10-270-15-300-EB-15-450-EB-20-530 |
| 7. | Hindi Typist / Copyist | Twenty | Rs. 110-3-131-4-155-EB-4-175-5-180 |