



प्रत्नकीर्तिमपावृणु

No.3-5/2016-Plg & HRD (RR)
Government of India
Archaeological Survey of India

Janpath, New Delhi
Dated the 7th October, 2015
07 OCT 2016

The posts of Work Assistant Grade III have since been merged with the posts of Lower Division Clerk in the Archaeological Survey of India and it is now proposed to amend the Recruitment rules of the post of LDC.

The draft Recruitment rule of the post of LDC is now being circulated (through the website of ASI) among all the stakeholders for their information in pursuance of the Department of Personnel and Training O.M. No. AB-14017/61/2008-Estt.(RR) dated 13.10.2015. If any of the stakeholders wish to represent on any of the provisions incorporated in the Recruitment Rules, they may do so within 30 days of this communication appearing on the ASI website. The representation, if any, may be addressed to the undersigned so as to reach within the stipulated time-limit or may also be sent by e-mail (diradm.asi@nic.in) and/or plghrdasi@gmail.com.

(P.G.Kaladharan)

Director (Administration)

Tel: 23018614

To

1. Web Manager, ASI (HQ), Janpath, New Delhi with the request to insert the above communication along with enclosures prominently in the ASI website.
2. Ministry of Culture (Under Secretary (ASI), Shastri Bhavan, New Delhi for information.
3. Director (Administration), Deputy Director (Administration) SO (Admn.I) ASI, Janpath, New Delhi
4. All RDs/Circles of Archaeological Survey of India. The draft Recruitment rules of the post of LDC may be circulated among all concerned soliciting their comments, if any.
5. Secretary General, All India Archaeological Service Association, ASI, New Delhi

SCHEDULE

Name of the Post	Number of Post	Classification	Pay in the Pay Matrix	Whether Selection or Non-Selection Post	Age Limit for direct recruits
1.	2.	3.	4.	5.	6.
Lower Division Clerk	343*(2016) (*Subject to variation dependent on workload)	General Central Service, Group 'C', Non-Gazetted Ministerial	Level 2 in the Pay Matrix: Rs.19900-63200	Non-Selection	Between 18 to 27 years (relaxable for Government servants upto 40 years 40 years in accordance with the instructions or orders issued by the Central Government) Note: The crucial date for determining the age limit shall be as fixed by the Staff Selection Commission

Educational and other qualifications required for direct Recruits.	Whether age and educational qualification prescribed for direct Recruits will apply in case of promotees.	Period of probation	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods.
7	8	9	10
<p>(i) 12th class or equivalent qualification from a recognised Board or University.</p> <p>(ii) A typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on Computer.</p>	<p>Yes, to the extent indicated in Col.11.</p>	<p>2 years</p>	<p>75% by Direct Recruitment through Staff Selection Commission; and 25% of the vacancies shall be filled by promotion from amongst the Multi Tasking Staff (MTS) in Level-1 in Pay Matrix: Rs. 18000-56900 and who possess 12th class pass or equivalent qualification and have rendered 3 years regular service in the grade, on the basis of departmental qualifying examination. The maximum age limit for eligibility for examination is 45 years (50 years of age for the SC/ST).</p> <p><u>Note:</u> If more of such employees than the number of vacancies available under Clause (ii) qualified at the examination, such excess number of employees shall be considered for filling the vacancies arising in the subsequent years so that the employees qualifying at an earlier examination are considered before those who qualify at a later examination.</p>

In case of recruitment by Promotion/Deputation/absorption, grades from which Promotion/Deputation/absorption to be made,	If a Departmental Promotion Committee exists what is its composition.	Circumstances in which Union Public service commission to be consulted in making Recruitment.
11	12	13
As stated in Column 10.	<p>Group 'C' Departmental Promotion Committee;</p> <ol style="list-style-type: none"> 1. Additional Director General (Administration) Archaeological Survey of India - Chairman 2. Director (Administration) - Member 3. Deputy Director (Administration) - Member <p>Departmental Confirmation Committee:</p> <ol style="list-style-type: none"> 1. Additional Director General (Administration) Archaeological Survey of India - Chairman 2. Director (Administration) - Member 3. Deputy Director (Administration) - Member 	Not applicable.

[3-5/2016-Plg & HRD (RR)]

(P.G.Kaladharan)
Director (Administration)