Department of Company Affairs
Notification
New Delhi, the 28th December, 1992
G.S.R. 532.—In exercise of the powers conferred by the provision in clause 369 of the Constitution, the President hereby issues the following rules regulating the method of recruitment to the post of Stenographer Grade-I in the subordinate office of the Department of Company Affairs, namely—

1. Short title and commencement.—(1) These rules may be called the Department of Company Affairs, Subordinate Offices (Stenographer Grade-I) Recruitment Rules, 1992.

(2) They shall come into force on the date of their publication in the Official Gazette.

2. Number of post, classification and scale of pay.—The number of the said post, its classification and the scale of pay attached thereto shall be as specified in columns (2) to (4) of the Schedule annexed to these rules.

3. Method of recruitment, age limit, qualifications, etc.—The method of recruitment, age limit, qualifications and other matters relating to the said post shall be as specified in columns (5) to (14) of the said Schedule.

SCHEDULE

1. Name of post
2. No. of posts

3. Classification
4. Scale of pay
5. Whether Selection post or Non-Selection post
6. Age limit for direct recruits
7. Whether benefit of added years of service admissible under rule 30 of Central Civil Service (Pension) Rules, 1972.
8. Educational and other qualifications required for direct recruits.
9. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.
10. Period of probation, if any.
11. Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.
12. In case of recruitment by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.

Stenographer Grade-I

4* (1992)

*Subject to variation dependent on workload.

General Central Service Group 'B' Non-Gazetted, Ministerial.

Rs. 1400-4000-EB-75-2900.

Non-Selection.
Not applicable
Not applicable

Two years for promotees.
By promotion failing which by transfer on deputation.

Promotion:
Stenographers (Senior Grade) in the pay scale of Rs. 1400-2600 in the respective offices of Regional Directors, Registrars of Companies and Official Liquidators under the Department of Company Affairs with five years' regular service in the grade.

Note 1: Feeder Grade in each of the regions, viz., Northern Region, Eastern Region, Southern Region and Western Region shall constitute separate entity for the purpose of promotion in the respective region.

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 one year and have successfully completed their probation period.

Transfer on deputation:
Officers of the Central Government:
(a) (i) holding analogous posts on regular basis; or
(ii) with five years' regular service in posts in the scale of Rs. 1400-2600 or equivalent; or
(iii) with ten years regular service in posts in the scale of Rs. 1200-3100 or equivalent and

the possessing a speed of 100 words per minute in Stenography (English/Hindi).

Period of deputation including period of deputation to another ex-cadre post
held immediately preceding this appointment in the same or some other
organisation/department of the Central Government shall ordinarily not
to exceed three years. The maximum age limit for appointment by transfer
on deputation shall be not exceeding 56 years, as on the closing date of
receipt of applications.

The departmental officers in the feeder category who are in the direct line of
promotion shall not be eligible for consideration for appointment on deputa-
tion. Similarly, departmentalists shall not be eligible for consideration
for appointment by promotion.

a. Departmental Promotion Committee exists,

that is its composition?

b. Group B Departmental Promotion Committee (for considering promotion):

1. Regional Director of the concerned region—Chairman
2. Under Secretary, Department of Company Affairs—Member
3. Outside officer from another Ministry/Department, or Under Secretary
   Level—Member.

Consultation with the Union Public Service Commission not necessary.

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V. TRIVPDI, Director