

File No. 12011/1/2013-A.1
Government of India
Ministry of Urban Development
Directorate of printing
B. Wing Nirman Bhavan, New Delhi.

Dated. May, 2013

Office Memorandum

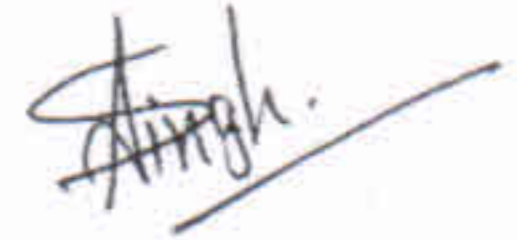
Subject – Recruitment to non-technical Group 'C' posts in Pay Band-1, with Grade Pay of Rs. 1800/- (pre-revised Group 'D' Posts) – compliance of orders of MoUD and DOP&T.

The undersigned is directed to convey that the subject of recruitment process to be initiated has been considered by this Directorate, in the light of ministry of U.D, PSP Division's order No. 11013/3/2012-Ptg. dated 5th April, 2013. It is observed that PSP Division M/o U.D has already instructed to initiate recruitment process as stated in the order. The required steps and formalities/ procedures be strictly followed as per rules and guidelines issued by authorities from time to time. The orders & instructions issued by Department of Personnel and Training on all the required actions and may be followed. For example, a copy of the instructions of Govt. of India issued by Deptt. of Deptt. of personnel & Training, vide their OM No. AB-14017/6/2009-Estt(RR) dated the 12th May, 2010, regarding recruitment of Group 'C' posts (non-technical), downloaded from the site www.persmin.nic.in-OMs & orders –A (II)-(a), is enclosed.

2. In view of the above, Govt. of India Presses are therefore requested to study PSP Division's order dt. 5th April, 2013, DOP & T's instructions and initiate action, if not already initiated, to complete the formalities such as preparation of reservation rosters/Establishment registers/vacancy registers etc. Reservation rosters are to be got signed by the Liaison Officer, before their operation. Quota in different categories i.e. SC/ST/OBC, Surplus quota/ex-servicemen, compassionate and anticipated vacancies should also be calculated as per the instructions of DOPT. The name and number of such 5% vacant posts be intimated to the Head quarters immediately to be considered by the C.A.C.

3. This issues with the approval of the competent authority.

Encl: As above.

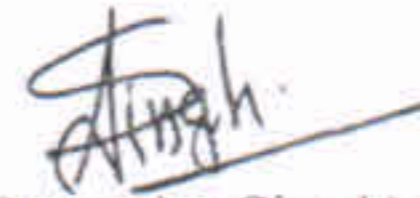


(Surendra Singh)
Deputy Director (A.II)
Fax, No. 23061186

To
The General Manager/ Managers of GIPs.

Copy to-

1. PS to JS (UD).
2. PS to Director (Ptg.).
3. JD (A)/DS(P-1)/DS(P-II).
4. AD-CDN & AD-Admn.III
5. Guard File.
6. DD-(Admn. I) & II.
7. NIC for uploading the O.M. on the website of this Directorate.



(Surendra Singh)
Deputy Director (A.II)