

SURVEY OF INDIA

टेलिफैक्स +91-135- 2744064, 2743331  
Telefax  
वेबसाइट www.surveyofindia.gov.in  
Website  
ई-मेल [ehrms.soi@gov.in](mailto:ehrms.soi@gov.in)  
E-Mail



भारत के महासर्वेक्षक का कार्यालय  
Office of the Surveyor General of India  
हाथीबड़कला एस्टेट, डाक बक्स सं-37  
Hathibarkala Estate, Post Box No. 37  
देहरादून-248 001 (उत्तराखण्ड), भारत  
DEHRA DUN-248 001 (Uttarakhand), India

E-mail

सं. No.E1- 4725 /579-Rules Review(Stenographer)

दिनांक: 19 जून June, 2020

सेवा में

**अपर महासर्वेक्षक:** दक्षिणी क्षेत्र/ विशिष्ट क्षेत्र/ पश्चिमी क्षेत्र/ भारतीय सर्वेक्षण एवं मानचित्रण संस्थान/ मध्य क्षेत्र/ पूर्वी क्षेत्र/ उत्तर पूर्वी क्षेत्र/ उत्तरी क्षेत्र/ मुद्रण क्षेत्र।

**निदेशक:** पंजाब, हरियाणा एवं चंडीगढ़ जी.डी.सी./ आंध्र प्रदेश एवं तेलंगाना जी.डी.सी./ पूर्वी उत्तर प्रदेश जी.डी.सी./ बिहार जी.डी.सी./ पश्चिम बंगाल एवं सिक्किम जी.डी.सी./ महाराष्ट्र एवं गोआ जी.डी.सी./ अंतर्राष्ट्रीय सीमा निदेशालय/ कर्नाटका जी.डी.सी./ राष्ट्रीय जी.डी.सी./ झारखण्ड जी.डी.सी./ मेघालय एवं अरुणाचल प्रदेश जी.डी.सी./ राजस्थान जी.डी.सी./ मध्य प्रदेश जी.डी.सी./ हिमाचल प्रदेश जी.डी.सी./ आसाम एवं नागालैंड जी.डी.सी./ उत्तराखण्ड एवं पश्चिम उ.प्र. जी.डी.सी./ ज्योडीय एवं अनुसंधान शाखा/ छत्तीसगढ़ जी.डी.सी./ तमिलनाडु, पांडिचेरी एवं अंडमान व निकोबार द्वीप समूह जी.डी.सी./ मानचित्र अभिलेख एवं प्रसार केन्द्र/ उड़ीसा जी.डी.सी./ सर्वेक्षण(हवाई) एवं दिल्ली जी.डी.सी./ भौगोलिक सूचना पद्धति और सुदूर संवेदन निदेशालय/ त्रिपुरा, मणिपुर एवं मिजोरम जी.डी.सी./ जम्मू व कश्मीर जी.डी.सी./ गुजरात, दमन व दीव जी.डी.सी./ अंकीय मानचित्रण केन्द्र/ केरल एवं लक्षद्वीप जी.डी.सी./ उत्तरी मुद्रण वर्ग/ पूर्वी मुद्रण वर्ग/ पश्चिमी मुद्रण वर्ग/ दक्षिणी मुद्रण वर्ग।

**प्रभारी:** आंध्र प्रदेश एवं तेलंगाना जी.डी.सी. (विशाखापत्नम विंग)

**विषय:** Uploading of draft RRs of Stenographers Cadre on the in SoI's Website - reg.

The draft RRs of Stenographers Cadre are being uploaded in the Departmental Website, for perusal of all concerned. Comments of stakeholders, if any, may please be sent to this office within 30 (thirty) days from the date of uploading in the Website.

Encl : As above.

(अरिन्दम गुप्ता)  
Digitally signed by ARINDAM  
GUPTA  
Date: 2020.06.19 18:43:21 IST

उप महासर्वेक्षक  
कृते भारत के महासर्वेक्षक

प्रतिलिपि :

1. सचिव, विज्ञान एवं प्रौद्योगिकी मंत्रालय (विज्ञान एवं प्रौद्योगिकी विभाग) तकनीकी भवन, न्यू मैहरौली रोड, नई दिल्ली – .110016 को उनके email dated 16.06.2020 के संदर्भ में सूचनार्थ।
2. स्थापना एवं लेखा अधिकारी (प्रशा.), महासर्वेक्षक का कार्यालय.
3. नोडल अधिकारी, ई-ऑफिस को सूचनार्थ।
4. प्रभारी जी.आई.एस.टी.सी./ सीमा सत्यापन सैल (म.स.का.).
5. प्रभारी वैबसाईट, (म.स.का.) – for uploading the Draft RRs of Stenographers Cadre in the Departmental Website.

Draft RRs for the Group B posts of Stenographer cadre of Survey of India, for seeking the comments of the stakeholders in terms of DoPT's Order dated 13.10.2015

I. Stenographer Grade I

Name of Post	Number of Posts	Classification	Level in the Pay Matrix	Whether Selection post or non-selection post
(1)	(2)	(3)	(4)	(5)
Stenographer Grade I	37* (2020) *(Subject to variation dependent on work load)	General Central Service, Group B, Non-Gazetted, Ministerial	Level-6 in the pay matrix of ₹35400-112400	Selection

Age limit for direct recruits	Educational and other qualifications required for direct recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of probation, if any	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
(6)	(7)	(8)	(9)	(10)
Not applicable	Not applicable	Not applicable	Two years for promotees	Promotion failing which by deputation.

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 be consulted in making recruitment
(11)	(12)	(13)
<p><b>Promotion:</b> Stenographer Grade II in Level 4 of the pay matrix of ₹25500-81100 with ten years regular service in the grade. Note: (i) 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 half of such qualifying/eligibility service or two years, whichever is less, and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service. (ii) For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 01.01.2016 or the date from which the revised pay structure based on the 7th Central Pay Commission recommendations has been</p>	<p>Group B (Non-Gazetted) Departmental Promotion Committee consisting of:</p> <ol style="list-style-type: none"> <li>1. Additional Surveyor General, Surveyor General's Office - Chairman</li> <li>2. Deputy Surveyor General, Surveyor General's Office - Member</li> <li>3. One Group A officer from the Office other than the Survey of India -Member</li> </ol>	<p>Consultation with the Union Public Service Commission is necessary for any relaxation or amendment of the provision of the Recruitment Rules.</p>

<p>extended, shall be deemed to be service rendered in the corresponding pay level/pay scale extended based on the recommendations of the pay Commission.</p> <p><b>Deputation:</b> Officers holding the post of Stenographer under the Central Government: (i) holding analogous posts on a regular basis in the parent cadre or department; or (ii) with ten years regular service in Level 4 of the pay matrix of Rs.25500-81100 or equivalent.</p> <p>Note 1: The Departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>Note 2: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be "not exceeding 56 years" as on the closing date of receipt of applications.</p> <p>Note 3: For the purpose of appointment on deputation or absorption basis, the service rendered on a regular basis by an officer prior to 1st January 2016 (the date from which the revised pay structure based on the 7th Central Pay Commission recommendation has been extended) shall be deemed to be service rendered in the corresponding pay level or pay scale extended based on the recommendations of the Pay Commission except where there has been merger of more than one grade pay into one pay level with a common pay level or pay scale and where this benefit will extend only for the post(s) for which that pay level or pay scale is the normal replacement level without any upgradation.</p>	<p>4. One Group A Officer belonging to Scheduled Caste/Scheduled Tribe</p> <p>Group B (Non-Gazetted) Departmental Confirmation Committee consisting of:</p> <ol style="list-style-type: none"> <li>1. Deputy Surveyor General - Chairman</li> <li>2. Director (on rotation) to be nominated by the Surveyor General of India. - Member</li> <li>3. One Group A' Officer to be nominated by the Surveyor General of India. - Member</li> <li>4. Assistant Surveyor General - Member</li> </ol>
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## II. Private Secretary

Name of Post	Number of Posts	Classification	Level in the Pay Matrix	Whether Selection post or non-selection post
(1)	(2)	(3)	(4)	(5)
Private Secretary	6* (2020) *Subject to variation dependent on workload.	General Central Service, Group B, Gazetted, Ministerial	Level-7 in the pay matrix of ₹44900-142400	Selection

Age limit for direct recruits	Educational and other qualifications required for direct recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of probation, if any	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
(6)	(7)	(8)	(9)	(10)
Not applicable	Not applicable	Not applicable	Not applicable	Promotion failing which by deputation.

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 be consulted in making recruitment
(11)	(12)	(13)
<p>Promotion: Stenographer Grade I in Level 6 of the pay matrix of ₹35400-112400 with 5 years regular service in the grade shall be eligible for promotion.</p> <p>Note 1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whichever is less, and have successfully completed probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.</p> <p>Note 2: For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 01.01.2016 or the date from which the revised pay structure based on the 7th Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding pay level or pay scale extended based on the recommendations of the Commission.</p> <p>Deputation: Officers holding the post of Stenographer under the Central Government:</p>	<p>Group 'B' (Gazetted) Departmental Promotion Committee (for considering cases of promotion) consisting of:</p> <ol style="list-style-type: none"> <li>1. Surveyor General of India -Chairman</li> <li>2. Director/Deputy Secretary concerned, Department of Science and Technology -Member</li> <li>3. Deputy Surveyor General, Surveyor General's Office -Member</li> <li>4. Director (by rotation) to be nominated by the Surveyor General of India - Member</li> </ol>	<p>Consultation with Union Public Service Commission is necessary for any relaxation or amendment of the provisions of the recruitment rules.</p>

(i) holding analogous posts on a regular basis in the parent cadre or department; or  
(ii) with five years regular service in the Stenographer grade in level 6 of the pay matrix of ₹35400-112400 or equivalent in the parent cadre or department.

Note 1: The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.

Note 2: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be 'not exceeding 56 years' as on the closing date of receipt of applications.

Note 3: For the purpose of appointment on deputation or absorption basis, the service rendered on regular basis by an officer prior to 1st January 2016 (the date from which the revised pay structure based on the 7th Central Pay Commission recommendation has been extended) shall be deemed to be service rendered in the corresponding pay level or pay scale extended based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised grade pay with a common pay level or pay scale and where this benefit will extend only for the post(s) for which that pay level or pay scale is the normal replacement level without any upgradation.

### III. Senior Private Secretary

Name of Post	Number of Posts	Classification	Level in the Pay Matrix	Whether Selection post or non-selection post
(1)	(2)	(3)	(4)	(5)
Senior Private Secretary	1* (2020) *Subject to variation dependent on workload.	General Central Service, Group B, Gazetted, Ministerial	Level-8 in the pay matrix of ₹47600-151100	Selection

Age limit for direct recruits	Educational and other qualifications required for direct recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of probation, if any	Method of recruitment if whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods
(6)	(7)	(8)	(9)	(10)
Not applicable	Not applicable	Not applicable	Not applicable	Promotion failing which by deputation.

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 be consulted in making recruitment
(11)	(12)	
<p>Promotion: Private Secretary in Level-7 of the Pay matrix of ₹44900-142400 with two years of regular service in the grade or 6 years regular service in the grade of Stenographer Grade I in Level 6 in pay matrix Rs.35400-112400.</p> <p>Note1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or twoyears, whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.</p> <p>Note 2: For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January 2016 or the date from which the revised pay structure based on the 7<sup>th</sup> Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the commission.</p> <p>Deputation: Officers holding the post of Stenographer under the Central Government</p>	<p>Group B (Gazetted) Departmental Promotion Committee consisting of:</p> <ol style="list-style-type: none"> <li>1. Surveyor General of India - Chairman</li> <li>2. Director/Deputy Secretary concerned, Department of Science and Technogy -Member</li> <li>3. Deputy Surveyor General, Surveyor General's Office -Member</li> <li>4. Director (by rotation) to be nominated by the Surveyor General of India -Member</li> </ol>	<p>Consultation with UPSC is necessary for any relaxation or amendment of the provisions of the recruitment rules.</p>

(i) holding analogous post on regular basis in the parent cadre or department; or

(ii) with two years regular service in the Private Secretary grade rendered after appointment thereto on regular basis in Level 7 of the pay matrix of ₹44900-142400 or equivalent in the parent cadre or department.

Note 1: The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.

Note 2: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be 'not exceeding 56 years' as on the closing date of receipt of applications.

Note 3: For the purpose of appointment on deputation or absorption basis, the service rendered on a regular basis by an officer prior to 1st January 2016 (the date from which the revised pay structure based on the 7<sup>th</sup> Central Pay Commission recommendation has been extended) shall be deemed to be service rendered in the corresponding pay level or pay scale extended based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised grade pay into one grade with a common pay level or pay scale and where this benefit will extend only for the post(s) for which that pay level or pay scale is the normal replacement level without any upgradation.