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SCHEDULE

- | | |
|--|---|
| 1. Name of the post | : Registrar |
| 2. Number of posts | : One*
(2003) |
| | *Subject to variation dependent on workload. |
| 3. Classification | : General Central Service Group 'A' Gazetted. |
| 4. Scale of pay | : Rs. 10000-325-15200 |
| 5. Whether selection or non-selection | : Not applicable |
| 6. Whether benefit of added years of service admissible under Rule 30 of Central Civil Service (Pension) Rules, 1972 | : Not applicable |
| 7. Age limit for direct recruits | : Not applicable |
| 8. Educational and other qualifications required for direct recruits | : Not applicable |
| 9. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees | : Not applicable |
| 10. Period of probation, if any | : Not applicable |
| 11. Method of recruitment whether by direct recruitment or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods | : By deputation |
| 12. In case of recruitment by promotion or deputation or absorption grades from which promotion or deputation or absorption to be made. | <p>Deputation—
 Officers under the Central Government :—
 (a) (i) holding analogous post; or
 (ii) with five years' service in post in the scale of Rs. 8000-275-13500 or equivalent in the parent cadre or department; or
 (iii) with eight years' service in posts in the scale of Rs. 6500-200-10500 or equivalent in the parent cadre or department; and
 (b) Possessing experience in administration, establishment and accounts matters and preferably degree in Law from a recognised University or equivalent.</p> <p>(Period of deputation including period of deputation in another Ex-cadre post held immediately preceding this appointment in the same organization/department shall ordinarily not exceeding three years.)</p> |
| 13. If a Departmental Promotion Committee exists, what is its composition | : Not applicable |
| 14. Circumstances in which Union Public Service Commission is to be consulted in making recruitment | : Selection on each occasion shall be made in consultation with the Union Public Service Commission. |

Senior Private Secretary

Three*

(2003)

*Subject to variation dependent on workload.

General Central Service Group 'B', Gazetted.

Rs. 7500-250-12000

Selection

Not applicable

Not applicable

Not applicable

Not applicable

Two years

(i) 33-1/3% by promotion failing which deputation.

and

(ii) 66-2/3% by absorption/deputation.

Promotion:—

Stenographer Grade-II with nine years' regular service in the grade.

Absorption/deputation—

Officers under the Central Government—

(i) holding analogous posts on a regular basis in the same cadre or department; or

(ii) Private Secretary in the Scale of Rs. 6500-200-10500 with three years' regular service in the grade in the same cadre or department; or

(iii) Stenographer in the scale of Rs. 5500-175-9000 or equivalent with seven years' regular service in the grade; or

(iv) Stenographer in the scale of Rs. 5000-150-8000 or equivalent with nine years' regular service in the grade.

(The Departmental Officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion. Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in organisation/department of the Central Government shall ordinarily not exceed three years.)

Group 'B' Departmental Promotion Committee (for promotion/confirmation)

- | | |
|---|-----------|
| 1. Chairman, Appellate Tribunal for Forfeited Property | —Chairman |
| 2. Deputy Secretary (Admn.)/Director (Admn.), Department of Revenue | —Member |
| 3. Registrar, Appellate Tribunal for Forfeited Property | —Member |
| 4. Senior Scale Group-A Officer nominated by the Chairman | —Member |

Consultation with the Union Public Service Commission necessary while making appointment on absorption/deputation under (ii) of Column II.

1. : Superintendent

2. : One*

(2003)

*Subject to variation dependent on workload

3. : General Central Service Group 'B', Non-Gazetted (Ministerial).

4. : Rs. 6500-200-10500

5. : Not applicable

6. : Not applicable

7. : Not applicable

8. : Not applicable

9. : Not applicable

10. : Two years

11. : By promotion/deputation

12. : Promotion/deputation—

(1) Officers under the Central Government—

(a)(i) holding analogous posts; or (ii) with three years' service in posts in the scale of Rs. 5500-175-9000 in the same cadre or department or equivalent; or (iii) with eight years' service in posts in the scale Rs. 5000-150-8000 or equivalent in the same cadre or department; and

(b) possessing experience of administration, establishment and account work;

(2) The Departmental Assistant with eight years' regular service in the grade will also be considered and in case he is selected for appointment to the post, the same shall be deemed to have been filled by promotion.

(Period of deputation shall not exceed three years).

13. : Group 'B' Departmental Promotion Committee (for promotion/confirmation)—

1. Chairman, Appellate Tribunal for Forfeited Property —Chairman

2. Deputy Secretary (Admn.)/Director (Admn.), Department of Revenue —Member

3. Registrar, Appellate Tribunal for Forfeited Property —Member

4. Senior Scale Group-A Officer nominated by the Chairman —Member

14. Consultation with the Union Public Service Commission not necessary while selecting an Officer for appointment to the post.

[F. No. 8(5)/99-CA]

H. M. KRISHNAN, Dy. Secy.

अन्तरिक्ष विभाग

New Delhi, the 4th September, 2003

G. S. R. 322.—In exercise of the powers conferred by the proviso to article 309 of the Constitution and in supersession of the Appellate Tribunal for Forfeited Property (Group 'C' and 'D' posts) Recruitment Rules, 1982 published as G.S.R. No. 333 dated 23-3-1982 in the Gazette of India Part II, Section 3, Sub-section (i) except as respects things done or omitted to be done before such supersession, the President hereby makes the following rules regulating the method of recruitment to Group 'C' and 'D' posts in the Appellate Tribunal for Forfeited Property, namely:—

1. **Short title and commencement.**—(1) These rules may be called the Appellate Tribunal for Forfeited Property (Group 'C' and 'D' posts) Recruitment Rules, 2003.

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

2. **Application.**—These rules shall apply to the posts specified in Column (1) of the Schedule annexed hereto.

3. **Number of posts, classification and scale of pay.**—The number of the said posts, their classification and the scales of pay attached thereto, shall be as specified in columns 2 to 4 of the said Schedule.

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

5. **Disqualifications.**—No person,—

- who has entered into or contracted a marriage with a person having a spouse living; or
- who, having a spouse living, has entered into or contracted a marriage with any person.

shall be eligible for appointment to any of the said posts:

Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

6. **Power to relax.**—Where the Central Government is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing, and relax any of the provisions of these rules with respect of any class or category of persons.

7. **Saving.**—Nothing in the rules shall affect reservations, relaxation of age limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

SCHEDULE

1. Name of the post	: Assistant
2. Number of posts	: 1*
	(2003)
	*Subject to variation dependent on workload.
3. Classification	: General Central Service Group 'C' Non-Gazetted (Ministerial)
4. Scale of pay	: Rs. 5000-150-8000
5. Whether selection or non-selection	: Non-selection
6. Whether benefit of added years of service admissible under Rule 30 of the Central Civil Service (Pension) Rules, 1972	: Not applicable
7. Age limit for direct recruits	: Not applicable
8. Educational and other qualifications required for direct recruits	: Not applicable
9. Whether age and educational qualifications prescribed for direct recruits will apply in case of promotees	: Not applicable
10. Period of probation, if any	: Two years

11. Method of recruitment whether by direct recruitment or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods : By promotion failing which by deputation or absorption
12. In case of recruitment by promotion or deputation or absorption grades from which promotion or deputation or absorption to be made : **By Promotion :—**
Upper Division Clerk with five years regular service in the Grade
By deputation/absorption :—
(i) Assistants of the Central Secretariat Service/Assistants of the various Directorates under the Central Board of Direct Taxes
(ii) Upper Division Clerks of the Central Secretariat Clerical Service/
Upper Division Clerks of the Income-tax Department and various Directorates under the Central Boards of Direct Taxes with five year's regular service in the grade (Period of deputation shall ordinarily not exceed three years.)
13. If a Departmental Promotion Committee exists, what is its composition? : Group 'C' Departmental Promotion Committee consisting of —
1. Chairman, Appellate Tribunal for Forfeited Property—Chairman
2. Deputy Secretary/Director (Admn.) in the Department of Revenue —Member
3. Registrar, Appellate Tribunal for Forfeited Property —Member
14. Circumstances in which Union Public Service Commission is to be consulted in making recruitment : Not applicable
2. 1. : Stenographer Grade-II
2. : Three* (2003)
*Subject to variation dependent on workload.
3. : General Central Service Group 'C', Non-Gazetted, (Ministerial)
4. : Rs. 5000-150-8000
5. : Non-selection
6. : Not applicable
7. : 18—25 years Relaxable for Government Servants upto 35 years in accordance with the instructions or orders issued by the Central Government
8. : 1. Matriculation or equivalent qualification from a recognised Board or University
2. Speed of 100 words per minute in English shorthand and 40 words per minute in English typewriting
9. : Age - Not applicable
Educational Qualification - Yes
10. : Two years
11. : 50% by promotion failing which by deputation/absorption
50% by direct recruitment
12. : **By Promotion—**
Stenographer Grade-III with five year's regular service.
By deputation/absorption—
(a) Stenographers of the Central Secretariat Stenographers service Grade-D with five year's service.
(b) Stenographers Ordinary Grade of the Income Tax Department with five years' regular service.

- Group 'C' Departmental Promotion Committee consisting of:—
1. Chairman, Appellate Tribunal for Forfeited Property
 2. Deputy Secretary/Director (Admn.) in the Deptt. of Revenue
 3. Registrar, Appellate Tribunal for Forfeited Property
14. : Not applicable.
3. 1. : Stenographer Grade-III
2. : One* (2003)
- *Subject to variation dependent on workload.
3. : General Central Service Group 'C', Non-Gazetted, (Ministerial)
4. : Rs. 4000-100-6000
5. : Not applicable
6. : Not applicable
7. : 18 to 25 years Relaxable for Government Servants upto 35 years in accordance with the instructions or orders issued by the Central Government
8. : 1. Matriculation or equivalent qualification from a recognised Board or University
2. Speed of 80 words per minute in English shorthand and 35 words per minute in English typewriting
9. : No
10. : Two years
11. : Direct recruitment
12. : Not applicable
13. : Group 'C' Departmental Promotion Committee consisting of:—
(for considering confirmation of direct recruit):—
1. Chairman, Appellate Tribunal for Forfeited Property
 2. Deputy Secretary/Director (Admn.) in the Deptt. of Revenue
 3. Registrar, Appellate Tribunal for Forfeited Property
14. : Not applicable.
4. 1. : Upper Division Clerk
2. : Two* (2003)
- *Subject to variation dependent on workload.
3. : General Central Service Group 'C', Non-Gazetted, (Ministerial)
4. : Rs. 4000-100-6000
5. : Non selection
6. : Not applicable
7. : Not Applicable
8. : Not Applicable
9. : Not Applicable
10. : Two years
11. : By promotion failing which deputation/absorption
12. : **By Promotion—**
Lower Division Clerk of the Appellate Tribunal for Forfeited Property with eight year's regular service in the Grade
- By deputation/absorption**
(1) Upper Division Clerks of the Central Secretariat Clerical Service/Upper Division Clerks of the Income-tax Department and various Directorates of the Central Board of Direct Taxes.

—Chairman
—Member
—Member

—Chairman
—Member
—Member

(2) Lower Division Clerks of the Central Secretariat Clerical Service/Lower Division Clerks of the District Secretariat with eight year's regular service in the grade.

(Deputation period shall ordinarily not exceed three years)

13. : Group 'C' Departmental Promotion Committee consisting of :—

1. Chairman, Appellate Tribunal for Forfeited Property
2. Deputy Secretary/Director (Admn.) in the Deptt. of Revenue
3. Registrar, Appellate Tribunal for Forfeited Property

—Chairman

—Member

—Member

14. : Not applicable.

5. 1. : Lower Division Clerk

2. : One* (2003)

*Subject to variation dependent on workload.

3. : General Central Service Group-C, Non-Gazetted, Non-Ministerial

4. : Rs. 3050-75-3950-80-4590

5. : Non-selection

6. : Not applicable

7. : Between 18 to 25 years (Relaxable for Government Servants upto 35 years in accordance with the instructions or orders issued by the Central Government)

Note : The crucial date for determining the age limit shall be fixed by the Staff Selection Commission

8. : 1. Matriculation or equivalent qualification from a recognised Board or University

2. A typing speed of 30 words per minute in English 25 words per minute in Hindi.

9. : Age - No

Qualification - Yes

10. : Two years

11. (1) 85% by direct recruitment through Staff Selection Commission

(2) 10% of vacancies shall be filled up from amongst the Group-D Staff who possess Matriculation or equivalent qualifications and have rendered five years' regular service in Group-D on the basis of a Departmental qualifying Examination. The maximum age limit for eligibility for examination is 45 years. (50 years of age for the Scheduled Caste/Scheduled Tribe) :

Note:

Unfilled vacancies pertaining to a particular year shall not be carried over.

(3) If more of such employees that the number of vacancies available under clause (ii) qualify at the said 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. (iii) 5% of the vacancies shall be filled on seniority-cum-fitness basis from grade 'D' employees who possess matriculation or equivalent qualification.

12. : As stated in Column 11.

13. : Group 'C' Departmental Promotion Committee consisting of :—
(for considering confirmation of direct recruits) :—

1. Chairman, Appellate Tribunal for Forfeited Property
2. Deputy Secretary/Director (Admn.) in the Deptt. of Revenue
3. Registrar, Appellate Tribunal for Forfeited Property

—Chairman

—Member

—Member

14. : Not applicable.

6. 1. : Security Guard

2. : Two* (2003)

*Subject to variation dependent on workload.

3. : General Central Service Group 'C', Non-Gazetted, Non-Ministerial

12. : स्तंभ 11 में वर्णित।
13. : सीधे भर्ती किए जाने वाले व्यक्तियों के लिए समूह 'ग' विभागीय प्रोन्नति समिति जिसमें निम्नलिखित होंगे :—
- | | |
|---|----------|
| 1. अध्यक्ष, समपद्धत संपत्ति अपील अधिकरण | —अध्यक्ष |
| 2. राजस्व विभाग में उप सचिव/निदेशक (प्रशा.) | —सदस्य |
| 3. रजिस्ट्रार, समपद्धत संपत्ति अपील अधिकरण | —सदस्य |
14. : लागू नहीं होता।
-
6. 1. : सुरक्षा गार्ड
2. : दो *
- (2003)
- *कार्यभार के आधार पर परिवर्तन किया जा सकता है।
3. : साधारण केन्द्रीय सेवा, समूह 'ग', अराजपत्रित (अननुसूचित)
4. : 3050-75-3590-80-4590 रु०
5. : लागू नहीं होता
6. : लागू नहीं होता
7. : 18 से 25 वर्ष के बीच।
- केन्द्रीय सरकार द्वारा जारी किए गए अनुदेशों या आदेशों के अनुसार सरकारी सेवकों के लिए शिथिल करके 35 वर्ष तक की जा सकती है।
- टिप्पण : आयु सीमा अवधारित करने के लिए निर्णायक तारीख भारत में अभ्यर्थियों से आवेदन प्राप्त करने के लिए नियत की गई अंतिम तारीख होगी। (न की वह अंतिम तारीख जो असम, मेघालय, अरुणाचल प्रदेश, मिजोरम, मणिपुर, नागालैंड, त्रिपुरा, सिक्किम, जम्मू-कश्मीर राज्य के लद्दाख खंड, हिमाचल प्रदेश के लाहौल और स्पीति जिले तथा चम्बा-जिले के पांगी उपखंड, अंदमान और निकोबार द्वीप या लक्षद्वीप के अभ्यर्थियों के लिए विहित की गई है।)
- रोजगार कार्यालयों के माध्यम से की जाने वाली नियुक्ति की दशा में, आयु-सीमा अवधारित करने के लिए निर्णायक तारीख वह अंतिम तारीख होगी जिस पर रोजगार कार्यालयों से नाम भेजने के लिए कहा गया है।
8. : आवश्यक :
1. हिन्दी या किसी अन्य भारतीय भाषा की जानकारी के साथ आठवीं स्तर उत्तीर्ण।
2. अन्य अर्हताएं :
- सशस्त्र बलों/पुलिस/सीमा सुरक्षा बल/अर्द्धसैनिक बलों की किसी रैंक में तीन वर्ष सेवा या अधिक या होमगार्ड/सिविल डिफेंस स्ययं सेवक के रूप में तीन वर्ष की सेवा के साथ होमगार्ड और सिविल डिफेंस में आधारिक और पुनश्चर्या प्रशिक्षण पाठ्यक्रम में प्रशिक्षण या प्रादेशिक सेना में कम से कम तीन वर्ष की सेवा।
3. उसका अच्छा शारीरिक गठन होना चाहिए और उसे फुर्तीला होना चाहिए।

6. Power to relax.—Where the Central Government is of the opinion that it is necessary or expedient so to do it may, by order, for the reasons to be recorded in writing and relax any of the provisions of these rules with respect to any class or category of persons.

7. Saving.—Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes and other special categories of persons in accordance with orders issued by the Central Government from time to time in this regard.

SCHEDULE

1. Name of the post	Staff Car Driver (Ordinary Grade)
2. Number of posts	Two* (2003)
	*Subject to variation dependent on workload.
3. Classification	General Central Services, Group 'C' (Non-Ministerial) (Non-Gazetted)
4. Scale of pay	Rs. 3650-75-3950-80-4590
5. Whether selection or non-selection	Non selection
6. Whether benefit of added years of service admissible under Rule 30 of the Central Civil Service (Pension) Rules, 1972	No
7. Age limit for direct recruits	Not exceeding 25 years. (Relaxable for Government Servants upto the age of 40 years in accordance with the instructions or orders issued by the Central Government).
	Note 1 : The crucial date for determining the age limit for receipt of applications shall be closing date except (the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Chamba District of Himachal Pradesh, the Union Territory of the Andaman and Nicobar Islands and the Union Territory of Lakshadweep).
	Note 2 : The crucial date for age limit in the case of candidates from Employment Exchanges shall be the last date up to which the Employment Exchanges are asked to nominate candidates.
8. Educational and other qualifications required for direct recruits	ESSENTIAL :

(1) Possession of a valid permanent Driving Licence for motor cars.

(2) Knowledge of motor mechanism

(The candidate should be able to remove minor defects in vehicles).

(3) Experience of driving a motor car for at least three years.

Desirable :

(1) A pass in the 8th Standard.

(2) Three years' serving as Home Guard/Civil volunteer.

Note : The qualification regarding experience is relaxable at the discretion of the competent authority in the case of candidates belonging to the Schedule Castes or Schedule Tribes, if at any stage of selection the competent authority is of the opinion that sufficient number of candidates with requisite experience are not likely to be available to fill up the vacancy reserved for them.

9. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees : Not applicable
10. Period of probations, if any : Two years
11. Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods : By deputation/Re-employment/Absorption failing which by direct recruitment.
12. In case of recruitment by promotion or deputation or absorption, grade from which promotion or deputation or absorption to be made :

Deputation :

From amongst the regular Despatch Rider (Group 'C') and Group 'D' employees in the Central/State Government/Organisation who possess valid Driving Licence for Motor Cars on the basis of a Driving Test to assess the competence to drive Motor Cars, failing which from officials holding the post of Despatch Rider on regular basis or regular Group 'D' employees in the Central/State Government/Organisation who fulfil the necessary qualifications as mentioned in column 8.

For Ex-Servicemen :—

Absorption/on deputation/re-employment

The Armed Forces Personnel due to retire or who are to be transferred to reserve within a period of one year and having the requisite experience and qualifications prescribed shall also be considered. Such persons would be given deputation terms upto the date on which they are due for release from the Armed Forces; thereafter they may be continued on re-employment.

(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 Organization/Department of the Central Government shall ordinarily not exceed three years).

Promotion to Grade II

Staff Car Drivers Ordinary Grade with nine years regular service in the grade and have passed a Trade Test as per the Scheme indicated below :—

Scheme of Trade Test :

Syllabus :

1. Must be able to read English Numerals and Figures.
2. Must have good knowledge of Traffic Regulation.
3. Must be able to locate faults and carryout minor running repairs.
4. Must be able to change wheels and correctly inflate tyres.

Test:

(a) Practical Test based on the above.

Promotion to Grade I :

Staff Car Drivers, Grade II having six years regular service in the grade or a combined service of fifteen years' in Grade-II and Ordinary Grade put together and have passed a Trade Test as per the scheme indicated below :—

Scheme of Trade Test :

Syllabus :

1. Must be able to read English Numerals and Figures.
2. Must have thorough knowledge of Traffic Regulations.
3. Must have good knowledge of Petrol and Diesel Engine working and be able to locate faults and rectify minor running defects.
4. Must be able to clear carburettor, plug, etc.

Test : (a) Practical test based on the above.

13. If a Departmental Promotion Committee exists, what is its composition

: Group 'C' Departmental Promotion Committee consisting of :—

- | | |
|---|-----------|
| 1. Chairman, Appellate Tribunal for Forfeited Property, New Delhi | —Chairman |
| 2. Deputy Secretary/Director in the Department of Revenue | —Member |
| 3. Registrar, Appellate Tribunal for Forfeited Property, New Delhi. | —Member |

14. Circumstances in which Union Public Service Commission is to be consulted in making recruitment

: Not Applicable.

2. 1. : Staff Car Driver (Grade I)

2. : One* (2003)

*Subject to variation dependent on workload.

3. : General Central Services, Group 'C' (Non-Ministerial) (Non-Gazetted)

4. : Rs. 4500-125-7000

5. : Not applicable

6. : No

7. : Not applicable

8. : Not Applicable

9. : Not applicable

10. : Not applicable

11. : By Promotion

12. : Promotion to Grade I :

Staff Car Drivers, Grade II having six years regular service in the Grade or a combined service of fifteen years in Grade-II and Ordinary Grade put together and have passed a Trade Test as per the scheme indicated below :—

Scheme of Trade Test :

Syllabus :

1. Must be able to read English Numerals and Figures.
2. Must have thorough knowledge of Traffic Regulations.
3. Must have good knowledge of Petrol and Diesel Engine working and be able to locate faults and rectify minor running defects.
4. Must be able to clear carburettor, plug, etc.

Test:

(a) Practical Test based on the above

13. : Group 'C' Departmental Promotion Committee consisting of:—

1. Chairman, Appellate Tribunal for Forfeited Property, New Delhi —Chairman
2. Deputy Secretary/Director in the Department of Revenue —Member
3. Registrar, Appellate Tribunal for Forfeited Property, New Delhi. —Member

14. : Not Applicable

[F. No. 8(5)99-CA]

N. M. KRISHNAN, Dy. Secy.

3. : General Central Service Group 'D',
 4. : Rs. 2550-55-2660-60-3200
 5. : Not applicable
 6. : Not applicable
 7. : Between 18-25 years (Relaxable for Govt. Servants upto 35 years in accordance with the instructions or orders issued by the Central Government),
 8. : Middle Standard Pass
 9. : Not applicable
 10. : Two years
 11. : (1) 25% by deputation/absorption.
(2) 75% by direct recruitment
 12. : By Deputation/Absorption—Safaiwala, Frash and Chowkidar who have rendered atleast regular service of five years in the grade and possess elementary literacy and ability to read either Hindi or English or Regional Language.
 13. : Group 'D' Departmental Promotion Committee consisting of:—

1. Registrar, Appellate Tribunal for Forefeited Property	—Chairman
2. Desk Officer concerned in the Department of Revenue	—Member
3. Any other Group 'B' Gazetted Officer	—Member
 14. : Not applicable.
-
10. 1. : Frash-cum-Safaiwala
 2. : One* (2003)
*Subject to variation dependent on workload.
 3. : General Central Service Group 'D'
 4. : Rs. 2550-55-2660-60-3200
 5. : Not applicable
 6. : Not applicable
 7. : Between 18-25 years (Relaxable for Govt. Servants upto 35 years in accordance with the instructions or orders issued by the Central Government).
 8. : Essential—Nil Desirable—Primary Standard Pass
 9. : Not applicable
 10. : Two years
 11. : Direct Recruitment
 12. : Not applicable
 13. : Not applicable
 14. : Not applicable.

[F. No. 8(5)/99-CA]

N. M. KRISHNAN, Dy. Secy.



भारत का राजपत्र

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अधिसूचना 1/2012

नई दिल्ली, 29 फरवरी, 2012

सा.का.नि. 122(अ).—राष्ट्रपति, संविधान के अनुच्छेद 309 के परंतुक द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए, वित्त मंत्रालय (राजस्व विभाग) के अंतर्गत सम्पहत संपत्ति अपील अधिकरण के कार्यालय में समूह 'ग' पदों पर भर्ती की पद्धति को विनियमित करने के लिए निम्नलिखित नियम बनाती हैं, अर्थात्:—

1. संक्षिप्त नाम और प्रारंभ.—(1) इन नियमों का संक्षिप्त नाम वित्त मंत्रालय, राजस्व विभाग, सम्पहत संपत्ति अपील अधिकरण (समूह 'ग' पद) भर्ती नियम, 2012 है।

(2) ये राजपत्र में प्रकाशन की तारीख को प्रवृत्त होंगे।

2. पदों की संख्या, वर्गीकरण और वेतनबैंड, ग्रेड वेतन अथवा वेतनमान.—पदों की संख्या, उनका वर्गीकरण तथा उनके वेतनबैंड एवं ग्रेड वेतन अथवा वेतनमान वे होंगे जैसा कि इन नियमों से उपाबद्ध अनुसूची के स्तंभ (2) से स्तंभ (4) में विनिर्दिष्ट हैं।

3. भर्ती की पद्धति, आयु-सीमा, अर्हताएं आदि.—उक्त पद पर भर्ती की पद्धति, आयु-सीमा, अर्हताएं और उससे संबंधित अन्य बातें वे होंगी जो उक्त अनुसूची के स्तंभ (5) से स्तंभ (13) में विनिर्दिष्ट हैं।

4. निरर्हता.—वह व्यक्ति,—

(क) जिसने ऐसे व्यक्ति से, जिसका पति या जिसकी पत्नी जीवित है, विवाह किया है; या

(ख) जिसने अपने पति या अपनी पत्नी के जीवित रहते हुए किसी व्यक्ति से विवाह किया है,

उक्त पद पर नियुक्ति का पात्र नहीं होगा :

परन्तु यदि केन्द्रीय सरकार का यह समाधान हो जाता है कि ऐसा विवाह ऐसे व्यक्ति और विवाह के अन्य पक्षकार को लागू स्वीय विधि के अधीन अनुज्ञेय है और ऐसा करने के लिए अन्य आधार हैं, तो वह किसी व्यक्ति को इस नियम के प्रवर्तन से छूट दे सकेगी।

5. शिथिल करने की शक्ति.—जहां केन्द्रीय सरकार की यह राय है कि ऐसा करना आवश्यक या समीचीन है, वहां वह उसके लिए जो कारण हैं उन्हें लेखबद्ध करके, इन नियमों के किसी उपबंध को किसी वर्ग या प्रवर्ग के व्यक्तियों की बाबत, आदेश द्वारा शिथिल कर सकेगी।

6. व्यावृत्ति.—इन नियमों की कोई बात, ऐसे आरक्षणों, आयु-सीमा में छूट और अन्य रियायतों पर प्रभाव नहीं डालेगी, जिनका केन्द्रीय सरकार द्वारा इस संबंध में समय-समय पर जारी किए गए आदेशों के अनुसार अनुसूचित जातियों, अनुसूचित जनजातियों, भूतपूर्व सैनिकों, अन्य पिछड़े वर्गों तथा अन्य विशेष प्रवर्ग के व्यक्तियों के लिए उपबंध करना अपेक्षित है।

अनुसूची

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
पद का नाम	पदों की संख्या	वर्गीकरण	वेतन बैंड और ग्रेड वेतन या वेतनमान	चयन पद है या अचयन पद	सीधी भर्ती के लिए आयु सीमा	सीधी भर्ती के लिए अपेक्षित शैक्षिक और अन्य अर्हताएं	सीधे भर्ती के लिए विहित आयु और शैक्षिक अर्हताएं प्रोन्नत व्यक्तियों की दशा में लागू होंगी या नहीं
1. कोर्ट मास्टर	एक *(2011) कार्यभार के आधार पर परिवर्तन के अधीन	सामान्य केन्द्रीय सेवा समूह "ग" अराजपत्रित, अननुसचिवीय ।	वेतन बैंड 5200-20200/- रुपये, ग्रेड वेतन 2800/-रुपये	अचयन	आयु 18 और 25 वर्ष के बीच । सीधी भर्ती द्वारा नियुक्ति के लिए 40 वर्ष तक विभागीय अभ्यर्थियों के लिए छूट टिप्पणी : आयु सीमा अवधारित करने के लिए निर्णायक तारीख कर्मचारी चयन आयोग द्वारा दिए गए विज्ञापन के अनुसार होगी (जहां भर्ती कर्मचारी चयन आयोग के द्वारा नहीं हैं, आयु सीमा अवधारित करने के लिए निर्णायक तारीख अभ्यर्थियों से आवेदन प्राप्त करने की अन्तिम तारीख होगी)।	अनिवार्य: एक मान्यता प्राप्त विश्वविद्यालय या समकक्ष से डिग्री । वांछनीय: एक मान्यता प्राप्त विश्वविद्यालय से विधि में डिग्री	नहीं

(9)	(10)	(11)	(12)	(13)
परीवीक्षा की अवधि, यदि कोई हो	भर्ती की पद्धति, भर्ती सीधे होगी या प्रोन्नति द्वारा या प्रतिनियुक्ति द्वारा या आमेहन द्वारा तथा विभिन्न पद्धतियों द्वारा भरी जाने वाले रिक्तियों का प्रतिशत	प्रोन्नति या प्रतिनियुक्ति या आमेहन द्वारा भर्ती की दशा में वे श्रेणियाँ जिनसे प्रोन्नति या प्रतिनियुक्ति या आमेहन किया जाएगा ।	यदि विभागीय प्रोन्नति समिति है, तो उसकी संरचना	भर्ती करने में किन परिस्थितियों में संघ लोक सेवा आयोग से परामर्श किया जाएगा
सीधी भर्ती के लिए दो वर्ष । प्रोन्नति तथा प्रतिनियुक्तियों के लिए शून्य	प्रोन्नति द्वारा जिसके न होने पर प्रतिनियुक्ति द्वारा तथा दोनों न होने पर सीधी भर्ती	प्रोन्नति - ग्रेड में पांच वर्षों की नियमित सेवा सहित उच्च श्रेणी लिपिक के वेतन बैंड-1 में (5200-20200/-रूपये, ग्रेड वेतन 2400/-रूपये) टिप्पणी :- जहाँ ऐसे कनिष्ठ व्यक्ति जिन्होंने अपनी अर्हक या पात्रता सेवा पूरी कर ली हो, पदोन्नति के लिए विचार किया जा रहा हो, वहाँ उन से वरिष्ठ व्यक्तियों के संबंध में विचार किया जाएगा परन्तु जब यह उनके द्वारा की गई ऐसी अर्हक या पात्रता सेवा, अर्हक या पात्रता सेवा के आधे से अधिक या दो वर्ष, इनमें जो भी कम हो, से कम न हो और उन्होंने अपने ऐसे कनिष्ठ व्यक्तियों सहित जिन्होंने ऐसी अर्हक या पात्रता सेवा पहले ही पूरी कर ली हैं, अगली उच्चतर श्रेणी में प्रोन्नति के लिए अपनी परीवीक्षा की अवधि सफलतापूर्वक पूरी कर ली हों ।	समूह(ग) विभागीय प्रोन्नति समिति (पुष्टिकरण पर विचार हेतु) में निम्नलिखित होते हैं:- (i) सदस्य, समपहल सम्पत्ति अपील अधिकरण, दिल्ली-अध्यक्ष	लागू नहीं

		प्रतिनियुक्ति - (i) उसी ग्रेड में केन्द्रीय सरकार के अधीन अधिकरणों या आयोगों के कोर्ट मास्टर, या (ii) ग्रेड में पांच वर्षों की नियमित सेवा के साथ केन्द्रीय सरकार के अधीन केन्द्रीय सचिवालय लिपिकवर्गीय सेवाओं या अधिकरणों या आयोगों के उच्च श्रेणी लिपिक । टिप्पणी 1: पोषक प्रवर्ग के ऐसे विभागीय अधिकारी, जो प्रोन्नति की सीधी पंक्ति में हैं, प्रतिनियुक्ति के लिए विचार किए जाने के पात्र नहीं होंगे इसी प्रकार प्रतिनियुक्त व्यक्ति प्रोन्नति द्वारा नियुक्ति के लिए विचार किए जाने के पात्र नहीं होंगे । टिप्पणी 2:- प्रतिनियुक्ति की अवधि, जिसके अंतर्गत केन्द्रीय सरकार के उसी या किसी अन्य संगठन/विभाग में इस नियुक्ति से ठीक पहले धारित किसी अन्य संवर्ग बाह्य पद पर प्रतिनियुक्ति की अवधि है, साधारणतया तीन वर्ष से अधिक नहीं होगी। प्रतिनियुक्ति के लिए अधिकतम आयु सीमा आवेदन प्राप्त करने की अंतिम तारीख को 58 वर्ष से अधिक नहीं होगी । टिप्पणी 3:- प्रतिनियुक्ति आधार पर नियुक्ति के प्रयोजन के लिए, किसी अधिकारी द्वारा 1 जनवरी, 2006 (वह तारीख जिसको छठे केन्द्रीय वेतन आयोग की सिफारिशों पर आधारित वेतन संरचना विस्तारित की गई है) से पूर्व किसी अधिकारी द्वारा नियमित आधार पर की गई सेवा को उक्त वेतन आयोग की सिफारिशों पर आधारित विस्तारित तत्स्थानी ग्रेड वेतन या वेतनमान में की गई सेवा समझी जाएगी, सिवाय इसमें जहां एक सामान्य ग्रेड वेतन अथवा वेतनमान के साथ एक या एक से अधिक पूर्व पुनरीक्षित वेतनमान का एक ग्रेड में विलय किया गया है , और जहां यह फायदा केवल उस पद या उन पदों को विस्तारित होगा, जिसके (जिनके) लिए वह ग्रेड या वेतनमान बिना किसी उन्नयन के साधारण प्रतिस्थापन ग्रेड है ।	(ii) अवर सचिव, राजस्व विभाग, वित्त मंत्रालय, - सदस्य (iii) रजिस्ट्रार, सम्पत्ति सम्पत्ति अपील अधिकरण, दिल्ली-सदस्य	
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(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
पद का नाम	पदों की संख्या	वर्गीकरण	वेतन बैंड और ग्रेड वेतन या वेतनमान	चयन पद है या अचयन पद	सीधी भर्ती के लिए आयु सीमा	सीधी भर्ती के लिए अपेक्षित शैक्षिक और अन्य अर्हताएं	सीधे भर्ती किए जाने वाले व्यक्तियों के लिए विहित आयु और शैक्षिक अर्हताएं प्रोन्नत व्यक्तियों की दशा में लागू होंगी या नहीं
2. अवर श्रेणी लिपिक	एक* (2011) *कार्यभार के आधार पर परिवर्तन किया जा सकता है	सामान्य केन्द्रीय सेवा समूह "ग" अराजपत्रित, अननुसचिवीय	वेतन बैंड 5200-20200/- रुपये, ग्रेड वेतन 1900/-रुपये	अचयन पद	लागू नहीं ।	(i) 12 वीं स्तर में उत्तीर्ण या समकक्ष अर्हता (ii) अंग्रेजी में प्रति मिनट 35 शब्दों या कम्प्यूटर पर हिन्दी में प्रति मिनट 30 शब्दों की टंकण गति	लागू नहीं होता है ।

(9)	(10)	(11)	(12)	(13)
परीवीक्षा की अवधि, यदि कोई हो	भर्ती की पद्धति, भर्ती सीधे होगी या प्रोन्नति द्वारा या प्रतिनियुक्ति द्वारा या आमेलन द्वारा तथा विभिन्न पद्धतियों द्वारा भरी जाने वाले रिक्तियों का प्रतिशत	प्रोन्नति या प्रतिनियुक्ति या आमेलन द्वारा भर्ती की दशा में वे श्रेणियां जिनसे प्रोन्नति या प्रतिनियुक्ति या आमेलन किया जाएगा।	यदि विभागीय प्रोन्नति समिति है, तो उसकी संरचना	भर्ती करने में किन परिस्थितियों में संघ लोक सेवा आयोग से परामर्श किया जाएगा
दो वर्ष।	पदोन्नति जिसके न होने पर प्रतिनियुक्ति	पदोन्नति - 1800/- रुपये के ग्रेड वेतन के साथ वेतन बैंड -1 में बहु कार्य स्टाफ जिसकी शैक्षिक अर्हताओं के साथ ग्रेड में पांच वर्षों की नियमित सेवा हो। प्रतिनियुक्ति:- केन्द्र सरकार के अधीन अधिकारी (i) सदृश पद धारण कर रहे हैं, या (ii) ग्रेड वेतन 1800 रुपये के साथ 5200-20200/-रुपये के वेतन बैंड -1 में बहु कार्य स्टाफ के ग्रेड में कॉलम (7) के तहत शैक्षिक अर्हताओं के साथ पांच वर्षों की नियमित सेवा। (प्रतिनियुक्ति की अवधि, जिसके अंतर्गत केन्द्रीय सरकार के उसी या किसी अन्य संगठन या विभाग में इस नियुक्ति से ठीक पहले धारित किसी अन्य संवर्ग बाह्य पद पर	समूह(ग) विभागीय पदोन्नति समिति (पुष्टिकरण पर विचार हेतु) में निम्नलिखित होते हैं:- (i) सदस्य, समपहत सम्पत्ति अपील अधिकरण, दिल्ली-अध्यक्ष (ii) अवर सचिव, सक्षम प्राधिकारी कक्ष, राजस्व विभाग, वित्त मंत्रालय, -सदस्य (iii) रजिस्ट्रार, समपहत सम्पत्ति अपील अधिकरण, दिल्ली-सदस्य	लागू नहीं

		प्रतिनियुक्ति की अवधि सहित, साधारणतया चार वर्षों से अधिक नहीं होगी । प्रतिनियुक्ति पर नियुक्ति के लिए अधिकतम आयु सीमा आवेदन प्राप्त करने की अंतिम तारीख को 56 वर्षों से अधिक नहीं होगी ।		
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[फा. सं. ए-12011/2/2009-सी ए]

विक्टर जेम्स, अवर सचिव

MINISTRY OF FINANCE

(Department of Revenue)

NOTIFICATION 1/2012

New Delhi, the 29th February, 2012

G.S.R. 122(E).—In exercise of the powers conferred by the proviso to article 309 of the Constitution, the President hereby makes the following rules regulating the method of recruitment to Group 'C' posts in the Office of the Appellate Tribunal for Forfeited Property under the Ministry of Finance (Department of Revenue), namely:-

1. **Short title and commencement.**- (1) These rules may be called the Ministry of Finance, Department of Revenue, Appellate Tribunal for Forfeited Property (Group 'C' posts) Recruitment Rules, 2012.
(2) They shall come into force on the date of their publication in the Official Gazette.
2. **Number of posts, classification and the payband, grade pay or pay scale.** - The number of posts, their classification and the payband and grade pay or pay scale attached thereto shall be as specified in columns (2) to (4) of the Schedule annexed to these rules.
3. **Method of recruitment, age limit, qualification, etc.** - The method of recruitment to the said posts, age limit, qualifications and other matters relating to the said posts shall be as specified in columns (5) to (13) of the aforesaid Schedule.
4. **Disqualification.** - No person, -
 - (a) who has entered into or contracted a marriage with a person having a spouse living; or
 - (b) who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to any of the said posts:
Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.
5. **Power to relax.** - Where the Central Government is of the opinion that it is necessary or expedient so to do, it may, by order and for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.
6. **Saving.** - Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, the Ex-servicemen, Other Backward Classes and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

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SCHEDULE

(1) Name of the post	(2) Number of post	(3) Classification	(4) Pay Band and grade pay or pay scale	(5) Whether selection post or non selection post	(6) Age limit for direct recruits	(7) Educational and other qualifications required for direct recruits	(8) Whether age and educational qualifications prescribed for direct recruitment will apply in the case of promotees
1. Court Master	One* (2011) *subject to variation dependent on workload.	General Central Service Group 'C' Non-Gazetted, Non-Ministerial	Pay Band Rs.5200-20200, grade pay Rs.2800	Non-selection	Between 18 and 25 years of age. Relaxable for departmental candidates upto 40 years for appointment by direct recruitment. Note: The crucial date for determining the age limit shall be as advertised by the Staff Selection Commission. (Where recruitment is not through Staff Selection Commission, crucial date for determining the age limit shall be the last date for receipt of applications).	Essential.- Degree from a recognized university or equivalent. Desirable.- Degree in law from a recognized university.	No

(9)	(10)	(11)	(12)	(13)
Period of probation, if any	Method of recruitment whether by direct recruitment or by promotion or by deputation or absorption and percentage of the vacancies to be filled by various methods	In case of recruitment by promotion or deputation or absorption grades from which promotion or deputation or absorption to be made	If a Department Promotion Committee exists, what is its composition?	Circumstances in which Union Public Service Commission is to be consulted in making recruitment
Two years for direct recruitment. Nil for Promotees and deputationists.	By promotion failing which by deputation failing both by direct recruitment.	Promotion:- Upper Division Clerk in pay band-1 (Rs.5200-20200 grade pay of Rs.2400) with five years regular service in the grade. Note.- 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 of 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 or eligibility service. Deputation: (i) Court Master of Tribunals or Commissions under the Central Government in the same grade; or (ii) Upper Division Clerks of the Central Secretariat Clerical Services or Tribunals or Commissions under Central Government with five years regular service in the grade	Group 'C' Departmental Promotion Committee (for considering confirmation) consisting of - (i) Member, Appellate Tribunal for Forfeited Property, Delhi – Chairman (ii) Under Secretary, Department of Revenue, Ministry of Finance – Member (iii) Registrar, Appellate Tribunal for Forfeited Property, Delhi - Member	Not applicable.

(9)	(10)	(11)	(12)	(13)
		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: Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or 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, the service rendered on a regular basis by an officer prior to 1st January, 2006 (the date from which the revised pay structure based on the Sixth Central Pay Commission recommendation 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 said Pay Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale and where this benefit will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any up-gradation.		

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
2.Lower Division Clerk	One* (2011) *Subject to variation dependent on workload.	General Central Service Group 'C' Non-gazetted, Non-ministerial	Pay band Rs.5200-20200, grade pay Rs.1900	Non-selection	Not applicable	(i) Pass in 12 th standard or equivalent qualification. (ii) A typing speed of 35 words per minute in English or 30 words per minute in Hindi on computer.	Not applicable

(9)	(10)	(11)	(12)	(13)
Two years	Promotion failing which by deputation.	Promotion: Multi Tasking Staff in pay band-1 with grade pay of Rs.1800/- with five years regular service in the grade with educational qualifications. Deputation: Officers under the Central Government (i) holding analogous post; or (ii) with five years regular service in the Grade of Multi Tasking Staff in pay band-1 of Rs.5200-20200 with grade pay of Rs.1800/- with educational qualifications under column (7). (Period of deputation including period of deputation to an ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed four years. The maximum age-limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications).	Group 'C' Departmental Promotion Committee (for considering confirmation) consisting of - (1) Member, Appellate Tribunal for Forfeited Property, Delhi - Chairman (2) Under Secretary, Competent Authority Cell, Ministry of Finance - Member (3) Registrar, Appellate Tribunal for Forfeited Property, Delhi - Member	Not applicable

[F. No. A-2011/2/2009-CA]

VICTOR JAMES, Under Sécy.