

North Block, New Delhi  
Dated 14<sup>th</sup> February, 2024

OFFICE MEMORANDUM

Subject: Framing of Recruitment Rules (RRs) for 15 technical posts in Monitoring Unit under CIS Division of Ministry of Home Affairs-reg.

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The undersigned is directed to state that Ministry of Home Affairs intends to frame Recruitment Rules for 15 technical posts in Monitoring Unit under CIS Division of Ministry of Home Affairs, to be filled up on 'Deputation (including short-term contract)' basis, as per provisions contained in the forthcoming para 3.

2. It is requested that comments of all stakeholders, if any, on the proposed Recruitment Rules may be forwarded to **Under Secretary (Ad.V), Ministry of Home Affairs, Room No. 81-D, North Block, New Delhi-110001, latest by 14<sup>th</sup> March, 2024.** The said Recruitment Rules would be finalized after taking into account the comments so received, if any.

3. Following provisions are proposed in the Recruitment Rules as under:

1. **Joint Deputy Director:**

S. No.	Particulars	Proposed Provisions
1.	Name of the post	Joint Deputy Director
2.	Number of posts	02* (2024) *subject to variation dependent on workload
3.	Classification	General Central Service, Group 'A', Gazetted, Non-Ministerial
4.	Level in the Pay Matrix	Level-12 [₹78,800-2,09,200/-]
5.	Whether selection post or non-selection post	Not Applicable
6.	Age limit for Direct recruits	Not applicable
7.	Educational and other qualifications required for direct recruits	Not applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9.	Period of Probation, if any	Not applicable
10.	Method of recruitment	Deputation (including short-term contract)
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation / absorption to be made.	<b>Deputation (including short-term contract):</b> Officers of the Central Government or State Government or Union Territories or Autonomous or Statutory Organization or Public Sector Undertakings or University or Recognized Research Institution: (a)(i) holding analogous posts on regular basis in parent cadre or department; or (ii) with five years' service rendered after appointment thereto in level-11 (₹67700 - 208700/-) in the pay matrix or equivalent on regular basis in the parent cadre or department; and

		<p>(b) possessing the following educational qualification and experience, namely:-</p> <p><b>Essential educational qualification:</b> Bachelor Degree in Science /B. Tech or equivalent from a recognized University or institute;</p> <p><b>Experience:</b> Overall experience of eight years including minimum four years' experience in Cyber Security and Information Security or e-governance, public policy and public administration or Information and Communication Technology or Investigation or Forensics or Training in the field of Information Security or Research and Development or Information and Communication Technology and allied field.</p> <p><b>Desirable Qualification:</b> Master's Degree in Computer Applications or M.Sc. (Computer Science or Information Technology), Master in Business Administration/Post Graduate Diploma in Public Administration or Electronics and Telecommunication Engineering or Computer Science and Engineering or Computer Science or Computer Technology or Information Technology) from a recognized University or institute, Proficiency in Public Policy and Public Administration.</p> <p><b>Note 1:</b> The period of deputation (including short term contract) including the period of deputation (including short term contract) in another 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.</p> <p><b>Note 2:</b> The maximum age-limit for appointment by deputation (including short term contract) shall be Not exceeding fifty six years as on the closing date of receipt of applications.</p>
12.	If a Departmental Promotion Committee exists, what is the composition	Not applicable
13.	Circumstances in which Union Public service Commission is to be consulted in making recruitment.	Consultation of the Union Public Service Commission is not necessary.

**2. Deputy Director:**

S. No.	Particulars	Proposed Provisions
1.	Name of the post	Deputy Director
2.	Number of posts	04* (2023) *subject to variation dependent on workload
3.	Classification	General Central Service, Group 'A', Gazetted, Non-Ministerial
4.	Level in the Pay Matrix	Level-11 [₹67,700-2,08,700/-]
5.	Whether selection post or non-selection post	Not Applicable
6.	Age limit for Direct recruits	Not applicable

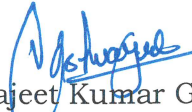
7.	Educational and other qualifications required for direct recruits	Not applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9.	Period of Probation, if any	Not applicable
10.	Method of recruitment	Deputation (including short-term contract)
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation / absorption to be made.	<p><b>Deputation (including short-term contract):</b>  Officers of the Central Government or State Government or Union Territories or Autonomous or Statutory Organization or Public Sector Undertakings or University or Recognized Research Institution:</p> <p>(a) (i) holding analogous posts on regular basis in parent cadre or department; or  (ii) with five years' service rendered after appointment thereto in level-10 (₹56100 – 177500/-) in the pay matrix or equivalent on regular basis in the parent cadre or department; or  (iii) with eight years' service rendered after appointment thereto in level-8 (₹47600–151100/-) in the pay matrix or equivalent on regular basis in the parent cadre or department; and</p> <p>(b) possessing the following educational qualification and experience, namely:-</p> <p><b>Essential qualification:</b>  Bachelor Degree in Science /B.E. /B. Tech or equivalent from a recognised University or institute;</p> <p><b>Experience:</b>  Overall experience of six years including minimum three years' experience in Information Security or e-governance or public policy/ public administration or Information and Communication Technology or Investigation or Forensics or Training in the field of Information Security or Research and Development or Information and Communication Technology or e-Governance and allied field. Proficiency in computer knowledge like word, Excel, Powerpoint</p> <p><b>Note 1:</b> The period of deputation (including short term contract) including the period of deputation (including short term contract) in another 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.</p> <p><b>Note 2:</b> The maximum age-limit for appointment by deputation (including short term contract) shall be Not exceeding fifty six years as on the closing date of receipt of applications.</p>
12.	If a Departmental Promotion Committee exists, what is the composition	Not applicable

13.	Circumstances in which Union Public service Commission is to be consulted in making recruitment.	Consultation of the Union Public Service Commission is not necessary.
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**3. Assistant Director:**

S. No.	Particulars	Proposed Provisions
1.	Name of the post	Assistant Director
2.	Number of posts	09* (2023) *subject to variation dependent on workload
3.	Classification	General Central Service, Group 'B', Gazetted, Non-Ministerial
4.	Level in the Pay Matrix	Level-8 [₹47,600-1,51,100/-]
5.	Whether selection post or non-selection post	Not Applicable
6.	Age limit for Direct recruits	Not applicable
7.	Educational and other qualifications required for direct recruits	Not applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9.	Period of Probation, if any	Not applicable
10.	Method of recruitment	Deputation (including short-term contract)
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation / absorption to be made.	<p><b>Deputation (including short-term contract):</b> Officers of the Central Government or State Government or Union Territories or Autonomous or Statutory Organization or Public Sector Undertakings or University or Recognized Research Institution:</p> <p>(a) (i) holding analogous posts on regular basis in parent cadre or department; or (ii) with three years' service rendered after appointment thereto in level-7 (₹44900 – 142400/-) in the pay matrix or equivalent on regular basis in the parent cadre or department; and</p> <p>(b) possessing the following educational qualification and experience, namely:-</p> <p><b>Essential qualification:</b> Bachelor Degree in Science /B.E. /B. Tech or equivalent from a recognised University or institute;</p> <p><b>Experience:</b> Overall experience of six years including minimum three years' experience in Information Security or e-governance or public policy/public administration or Information and Communication Technology or Investigation or</p>

		<p>Forensics or Training in the field of Information Security or Research and Development or Information and Communication Technology or e-Governance and allied field. Proficiency in computer knowledge like word, Excel, Powerpoint.</p> <p><b>Note 1:</b> The period of deputation (including short term contract) including the period of deputation (including short term contract) in another 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 three years.</p> <p><b>Note 2:</b> The maximum age-limit for appointment by deputation (including short term contract) shall be Not exceeding fifty six years as on the closing date of receipt of applications.</p>
12.	If a Departmental Promotion Committee exists, what is the composition	Not applicable
13.	Circumstances in which Union Public service Commission is to be consulted in making recruitment.	Consultation of the Union Public Service Commission is not necessary.

  
 (Vishvajeet Kumar Gupta)  
 Under Secretary to the Government of India  
 Tel. No. 2309 3666

To

1. All the stakeholders for sending their comments to this Ministry.
2. SO (IT) for uploading on the website of the Ministry.