

No. A-12018/02/2020-Ad.V
भारत सरकार / Government of India
गृह मंत्रालय / Ministry of Home Affairs

North Block, New Delhi
Dated 5th July, 2024

OFFICE MEMORANDUM

Subject: Framing of Recruitment Rules for 02 posts of Director and 07 posts of Deputy Secretary (ex-cadre, non-CSS posts) in Cyber and Information Security Division of Ministry of Home Affairs-reg.

The undersigned is directed to state that the Ministry of Home Affairs intends to frame the Recruitment Rules for 02 posts of Director and 07 posts of Deputy Secretary (ex-cadre, non-CSS posts) in Cyber and Information Security Division, as per the provisions contained in forthcoming para 3.

2. It is requested that comments of 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 4th August, 2024.** The Recruitment Rules for the posts of Director and Deputy Secretary would be finalized after taking into account the comments, if any, so received.

3. Following provisions are proposed in the Recruitment Rules for the post of:

(i) **Director:**

S. No.	Particulars	Proposed Provisions
1.	Name of the post	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-13 (Rs. 123100-215900)
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	(i) 50% by Deputation (including short term contract) or absorption; (ii) 50% by Deputation (including short term contract).

...contd.2/-

<p>11. In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/absorption to be made.</p>	<p><u>Deputation (including short term contract) or absorption:</u> Officers of the Central Government or State Governments or Union Territories administration or autonomous or statutory organisation or Public Sector Undertakings or University or recognised Research Institutions: (a)(i) holding analogous posts on regular basis in the parent cadre or department; or (ii) with five years' service rendered after appointment thereto in Level-12 (Rs. 78800-209200) in the pay matrix or equivalent on regular basis in the parent cadre or department; or (iii) with ten years' service rendered after appointment thereto in Level-11 (Rs. 67700-208700) in the pay matrix or equivalent on regular basis in the parent cadre or department; and (b) possessing the following educational qualification and experience, namely: <u>Essential educational qualification:</u> Bachelor Degree in Science or B. Tech. or Degree in Law from a recognised University or institute; <u>Experience:</u> Overall experience of ten years including minimum five years' experience in Cyber Security and Information Security. <u>Desirable Qualification:</u> Master's Degree in Computer Applications or M. Sc. (Computer Science or Information Technology or Electronics and Telecommunication Engineering or Computer Science and Engineering or Computer Science or Computer Technology or Information Technology) or Master's Degree in Law from a recognised University or Institute. <u>Note 1:</u> 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 organisation or department of the Central Government shall ordinarily not to exceed five years. <u>Note 2:</u> The maximum age limit for appointment by deputation (including short term contract)/ absorption shall be not exceeding fifty-six years as on the closing date of receipt of applications. <u>Note 3:</u> The requirement of educational qualification (essential or desirable) and precise experience shall be specified at the time of recruitment.</p>
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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 with Union Public Service Commission is not necessary.

(ii) **Deputy Secretary:**

S. No.	Particulars	Proposed Provisions
1.	Name of the post	Deputy Secretary
2.	Number of posts	07* (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 (Rs. 78800-209200)
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	(i) 14.28% by Deputation (including short term contract) or absorption; (ii) 85.72% by Deputation (including short term contract).
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/absorption to be made.	<u>Deputation (including short term contract) or absorption:</u> Officers of the Central Government or State Governments or Union Territories administration or autonomous or statutory organisation or Public Sector Undertakings or University or recognised Research Institutions: (a)(i) holding analogous posts on regular basis in the parent cadre or department; or (ii) with five years' service rendered after appointment thereto in Level-11 (Rs. 67700-208700) in the pay matrix or equivalent on regular basis in the parent cadre or department; and (b) possessing the following educational qualification and experience, namely: <u>Essential educational qualification:</u> Bachelor Degree in Science or B. Tech. from a recognised University or institute;

		<p>Experience: Overall experience of eight years including minimum four years' experience in Cyber Security and Information Security.</p> <p>Desirable Qualification: Master's Degree in Computer Applications or M. Sc. (Computer Science or Information Technology or Electronics and Telecommunication Engineering or Computer Science and Engineering or Computer Science or Computer Technology or Information Technology) from a recognised University or Institute.</p> <p>Note 1: 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 organisation or department of the Central Government shall ordinarily not to exceed four years.</p> <p>Note 2: The maximum age limit for appointment by deputation (including short term contract) / absorption shall be not exceeding fifty-six years as on the closing date of receipt of applications.</p> <p>Note 3: The requirement of educational qualification (essential or desirable) and precise experience shall be specified at the time of recruitment.</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 with 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 under the link - <https://www.mha.gov.in/en/divisionofmha/administration-division> ->Others.