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Union Territory Administration of
Dadra and Nagar Haveli & Daman and Diu,
Directorate of Education – Daman

No. DOE/EST/RRS/Librarian/2021/1646.

Date : 24/02/2022

OFFICE MEMORANDUM

Subject : Proposed Recruitment Rules for the posts of Assistant Librarian under the U.T. of Dadra & Nagar Haveli and Daman & Diu – reg.

As per the Office Memorandum No. AB-14017/61/2008 - Estt (RR) dated 13/10/2015 issued by Department of Personnel and Training (DOPT), New Delhi, the proposed amendment/revision of Recruitment Rules (RR) should be uploaded on the website of respective Ministries/Department for 30 days for inviting comments from the stakeholders.


2. The Directorate of Education, UT Administration of Dadra & Nagar Haveli and Daman & Diu has decided to extend/revise the Recruitment Rules notified vide Notification No. DOE/DNH/EST/RR-Assistant Librarian/2016/2399 dated 13/06/2016 of the erstwhile UT of Dadra & Nagar Haveli for the post of Assistant Librarian in merged UT of Dadra and Nagar Haveli & Daman and Diu.

3. The draft Notifications along with the Schedules (Annexure-I) of proposed Recruitment Rules for the posts of Librarian and Assistant Librarian are hereby uploaded on official website www.dnh.gov.in, www.daman.nic.in, www.diu.gov.in and www.ddd.gov.in.

4. Hence, all stakeholders are hereby requested to go through the aforesaid Recruitment Rules and furnish their comments (if any) to the undersigned within a period of 30 days i.e. till 25/03/2022.

5. In case, no comments received within 30 days of issuance of this OM, the Directorate of Education, UT Administration of Dadra & Nagar Haveli and Daman & Diu, will proceed further for taking necessary action for extension of aforesaid Recruitment Rules.

Enclosed : As Above.


(Nilesh Gurav)
Director (Education)

To
The SIO, NIC, Daman with the request to upload the same on the official web site of this UT for wide publicity.

Directorate of Education,
Union Territory Administration of
Dadra & Nagar Haveli and Daman & Diu,
Daman – 396220.

शिक्षा निदेशालय,
केंद्र शासित प्रदेश दादरा एवं नगर हवेली
एवं दमन दिव प्रशासन
दमन –396 220

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No. DOE/EST/RRs/Asstt. Librarian/2021

Dated: ____/____/2022.

NOTIFICATION

In exercise of the powers conferred by the proviso to Article 309 of the Constitution, read with the Government of India, Ministry of Home Affairs, Order No.71/65-Est.(A) dated 16th February, 1965 and Department of Personnel and Training, New Delhi O.M. No.AB-14017/13/2016-Estt. (RR) dated 18th January 2017, the Administrator of Dadra & Nagar Haveli and Daman & Diu hereby amends the Rules relating to recruitment to the General Central Services, Group "C" (Non-Gazetted, Non-Ministerial) post of Assistant Librarian, in the Directorate of Education, UT Administration of Dadra & Nagar Haveli and Daman & Diu.

1. **Short Title and commencement :**

- (i) These rules may be called, the Administration of Dadra & Nagar Haveli and Daman & Diu, Assistant Librarian, Group 'C' (Non-Gazetted, Non-Ministerial) posts Recruitment Rules, 2021.
- (ii) These shall apply to the posts specified in column-1 of the Schedule to these rules.
- (iii) These rules will come into effect from the date of publication of this notification in the Official Gazette and will relate to appointment to the various posts made on or after this date.

2. **Number of Posts, Classification and Level in the Pay Matrix :-**

The number of the post, classification of the said posts and the Level in the Pay Matrix attached there to shall be as specified in Column 2 to 4 of the Schedule to these rules.
Provided that, the Administrator of Dadra & Nagar Haveli and Daman & Diu may vary the number of posts in column 2 of the said Schedule from time to time subject to exigencies of work.

3. **Method of recruitment, age limit, qualifications etc:-**

The method of recruitment to the said post, age limit, qualifications and other matters relating therewith shall be as specified in column 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 the service.
Provided that the Administrator of Dadra & Nagar Haveli and Daman & Diu, 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 Administrator of Dadra & Nagar Haveli and Daman & Diu is of the opinion that it is necessary or expedient so to do, he 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 and Scheduled Tribes, and the other special categories or persons in accordance with the orders issued by the Central Government from time to time in this regard.

By Order and in the name of the
Administrator of Dadra & Nagar Haveli and
Daman & Diu

(Nilesh Gurav)
Director (Education)

To

The Joint Secretary (Planning & Statistics), UT Administration of Dadra & Nagar Haveli and Daman & Diu, Secretariat, Daman for publication in the Gazette and arrange to send 10 copies of the Gazette Notification.

Copy to :-

- 1 The SIO, NIC, Daman for uploading on the official website of UT Administration of DNH & DD.
- 2 The Deputy Director (OL), Daman for Hindi version.
- 3 All Heads of Office, DNH & DD.
- 4 Concerned File

**RECRUITMENT RULES FOR THE POST OF ASSISTANT LIBRARIAN
DIRECTORATE OF EDUCATION, UT ADMINISTRATION OF DADRA & NAGAR HAVELI AND DAMAN & DIU**

SCHEDULE

Name of Post	No. of post	Classification	Level in Pay Matrix	Whether Selection post or non-selection post	Age limit for direct recruits	Educational and other qualifications required for direct recruits
1	2	3	4	5	6	7
Assistant Librarian	*12 (2021) *Subject to variation dependant on workload.	General Central Service, Group 'C', Non – Gazetted, Non – Ministerial	Level-2 in the Pay Matrix (Rs.19900-Rs. 63200) (PB-1+GP Rs.1900/- pre-revised)	Not Applicable	Between 18 and 27 years (Relaxable for Govt. Servants up to 5 years in accordance with the Order/Instructions issued by the Govt. of India from time to time)	Essential:- Certificate course in Library and information science from any Government recognized university Desirable:- Any graduate degree from recognized University.

Whether age & 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	In case of recruitment by promotion/deputation/ absorption grades from which promotion/ Deputation/Absorption is to be made	If a Departmental Promotion Committee exists what is its composition	Circumstances in which Union Public Service Commission to be consulted in making recruitment
8	9	10	11	12	13
Not Applicable	Two Years	100% by Direct Recruitment	Not Applicable	Not Applicable	Not Applicable

(Nilesh Gurav)
Director (Education)