

MOST IMMEDIATE

No.288/RR/REV/SRO-Rajbhasha/PER/NI
Government of India
Ministry of Defence
Ordnance Factory Board
10-A, Shaheed Khudiram Bose Road
Kolkata - 700 001.
Dated 15.04.2016

To

- (1) The Sr. General Manager/General Manager,
All Ordnance and Ordnance Equipment Fys.
- (2) The Principal Director, NADP
- (3) All RCSs/OFILS/RMCs
- (4) The DDG (Coord), OFB, New Delhi,
- (5) The DDG/OFB, Mumbai Office.
- (6) The Principal Director, OFRB.

Sub: Revision Recruitment Rules in respect of Official Language (OL) Cadre of O. F.
Organization.

Ref: DOP&T OM No. 14017/61/2008-Estt. (RR) dated 13.10.2015

In reference to the DOP&T OM quoted above it has been advised to administrative Ministries and departments to put up the proposal for framing/amendment of RRs on the website of the respective Ministries/Departments for 30 days for inviting comments of the stakeholders. Ministry of Defence has also advised to post the draft SRO in the website of OFB and comply with the directives of DOP&T. Accordingly, draft SRO revision proposal for the post of Official Language (OL) have been enclosed herewith to furnish your views on the proposed provisions of RRs after thorough examination of all the points in the light of functional requirement of the respective Factory/ Unit.

2. It is requested to forward your comments/remarks at the earliest on or before 25-05-2016 so that the same may be considered/examined by the competent authority and, if required, revised proposal may be referred to DOP&T. It may also be noted that if no comments is received, the proposal would be finalized and the same may again be transmitted to DOP&T for necessary approval.

Enclo:- As above


(S. K. SINGH)
DIRECTOR/IR

FOR DIRECTOR GENERAL, ORDNANCE FACTORIES

Copy to:-

The General Secretary,

- (i) All India Defence Employees Federation.
- (ii) Indian National Defence Workers Federation.
- (iii) Bharatiya Pratiraksha Mazdoor Sangh.
- (iv) All India Association of Non-Gazetted National.
- (v) All India Defence Non-Gazetted Staff Association.

To be published in the Gazette of India, part – II, section 4)

GOVERNMENT OF INDIA
Ministry of Defence

Notification

New Delhi, the _____, 2016

S.R.O. - In exercise of the powers conferred by the proviso to article 309 of the Constitution, and in supersession of the Ministry of Defence, Ordnance and Ordnance Equipment Factories Group 'B' posts Rajbhasha Cadre, Recruitment Rules 2009, in so far as they relate to the posts of Senior Hindi Translator and Junior Hindi Translator, except or respect things done or omitted to be done before such supersession, the President hereby makes the following rules regulating the method of recruitment to the post of Senior Translator Group 'B' Non-gazetted, Junior Translator Group 'B' Non-gazetted in Ordnance and Ordnance Equipment Factories and its Head Quarter formations namely :-

1. **Short title and commencement** - (1) These Rules may be called the "Ministry of Defence, Ordnance and Ordnance Equipment Factories, Group 'B' Posts, Rajbhasha Cadre, Recruitment Rules, 2016."

(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 thereto.

3. **Number of posts, classification and Pay Band and Grade Pay/Scale of Pay.** - The number of the said posts, their classification and pay band and grade pay/pay scale 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 thereto shall be as specified in columns (5) to (13) of the Schedule aforesaid.

5. **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.

6. **Power to relax.** - Where the Central Government is of the opinion that it is necessary or expedient to do so, it may, by order, for reasons to be recorded in writing, and in consultation with the Union Public Service Commission in regard to Group -B post, relax any of the provisions of these rules with respect to any class or category of persons.

1. **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, ex-Servicemen, 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

| Name of the post. | Number of Post. | | Classification. | |
|--|--|------------------------------|--|------------|
| (1) | (2) | | (3) | |
| 1. Senior Translator, O.F. Organisation. | 14* (2016) * Subject to variation dependent on workload. | | Non-Ministerial Non-Gazetted, Group 'B'. | |
| Pay Band & Grade Pay/Scale of Pay. | Whether selection post or non-selection post. | | Age limit for direct recruits. | |
| (4) | (5) | | (6) | |
| Pay Band-2, - 9,300 - 34,800/- and Grade Pay - 4,600. | Selection post | | Not applicable. | |
| Educational and other qualifications required for direct recruits. | Whether age and educational qualification prescribed for direct recruits will apply in the case of Promotes. | 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. | |
| (7) | (8) | (9) | (10) | |
| Essential: Master degree in Hindi with English as a subject or as the medium of examination at the degree level or Master degree in English with Hindi as a subject or as the medium of examination at the degree level | No | 2 years | Method | Percentage |
| | | | Promotion failing which by Deputation | 100 |

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| <p>or</p> <p>Master degree in any subject other than Hindi or English, with Hindi medium and English as a subject or as the medium of examination at degree level</p> <p>or</p> <p>Master degree in any subject other than Hindi or English, with English medium and Hindi as a subject or as the medium of examination at degree level</p> <p>or</p> <p>Master degree in any subject other than Hindi or English, with Hindi and English as subjects or either of the two as a medium of examination and the other subject at the degree level;</p> <p>AND</p> <p>Diploma or Certificate in translation from Hindi to English & vice versa or 3 years experience of translation work from Hindi to English and vice versa.</p> <p>Note 1 : Qualification are relaxable at the discretion of the SSC/Competent authority in the case of candidates otherwise well qualified.</p> <p>Desirable:</p> <p>Note 2 : Qualification regarding experience is relaxable at the discretion of the SSC/Competent Authority in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection SSC/Competent Authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.</p> | | | |
|--|--|--|--|

| In case of appointment 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 is to be consulted in making recruitment |
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| (11) | (12) | (13) |
| <p>Promotion : Junior Translators in PB-2, Rs. 9300-34800/- with Grade Pay of Rs 4,200/- with 5 years regular service in the grade and have successfully completed the training of 6 weeks as prescribed .</p> <p>Deputation : Officers from the Central/State Governments/UTs :-</p> <p>(a) (i) holding analogous post on a regular basis in the parent cadre or department; or (ii) With 5 years regular service in the grade rendered after appointment thereto on a regular basis in posts in Pay Band 2, Rs.9300- 34800/- with Grade Pay Rs 4200 ; and possessing the educational qualifications and other qualification for direct recruitment under Col. 7.</p> <p>Note : 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, deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>Note : Where juniors who have completed their qualifying / eligibility service are being considered for promotion, their senior 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 2 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.</p> <p>For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding pay or pay scale extended based on the recommendations of the Pay Commission.</p> <p>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 / 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 last date of receipt of applications</p> <p>For the purpose of appointment on deputation/absorption basis, 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 /pay scale extended based on the recommendations of the 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 / pay scale and where this benefit will extend only for the post(s) for which that grade pay /pay scale is the normal replacement grade without any upgradation.</p> | <p>1. Deputy Director General- Chairman, 2.Director-Member 3. Director -Member.</p> | <p>Not Applicable.</p> |

| (1) | (2) | (3) | |
|---|---|--|----------|
| 2. Junior Translator, O.F. Organisation | 85* (2016) *Subject to variation dependent on workload. | Non-Ministerial Non-Gazetted, Group 'B' | |
| (4) | (5) | (6) | |
| PB - 2, 9300-34800 and Grade Pay - 4200. | Not applicable. | 30 Years (relaxable for Government servants upto 5 years in accordance with the instructions or orders issued by the Central Government.) | |
| (7) | | (8) | (9) |
| Essential: Master degree in Hindi with English as a subject or as the medium of examination at the degree level or Master degree in English with Hindi as a subject or as the medium of examination at the degree level or Master degree in any subject other than Hindi or English, with Hindi medium and English as a subject or as the medium of examination at degree level or Master degree in any subject other than Hindi or English, with English medium and Hindi as a subject or as the medium of examination at degree level or Master degree in any subject other than Hindi or English, with Hindi and English as subjects or either of the two as a medium of examination and the other subject at degree level; AND Diploma or Certificate in translation from Hindi to English & vice versa or 2 years experience of translation work from Hindi to English and vice versa. Note 1: Qualification are relaxable at the discretion of the Staff Selection Commission/Competent Authority in the case of candidates otherwise well qualified. Desirable: Note 2 : Qualification regarding experience is relaxable at the discretion of the SSC/Competent Authority in the case of candidates belonging to SC or ST if at any stage of selection. SSC/Competent Authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them. | | Not Applicable. | 2 years. |

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| (10) | | (11) | (12) | (13) |
|--------------------|------------|-----------------|---|---|
| Method | Percentage | Not applicable. | Departmental Promotion Committee (for considering completion of probation and confirmation) comprising of :- 1. Additional General Manager/Deputy Director General – Chairman, 2. Joint General Manager/Director – Member, 3. Joint General Manager/Director – Member. | Consultation with U.P.S.C. not necessary. |
| Direct Recruitment | 100 | | | |