

MINISTRY OF FINANCE
(Department of Expenditure)
(Controller General of Accounts)

NOTIFICATION

New Delhi, the 12th July, 2001

G.S.R. 535(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 of Staff Car Driver in the Central Civil Accounts Service namely :—

1. Short title and commencement.—(1) These rules may be called the Central Civil Accounts Service (Staff Car Driver) Group 'C' Post Recruitment Rules, 2001.

(2) They shall be deemed to have come in to force on the 1st day of August 1993, except the variations relating to number of posts and scales of pay, as indicated in the Schedule, which shall be deemed to have come in to force on the 8th day of November 1996.

2. Definitions.—In these rules unless the context otherwise requires,

(a) “Controller General of Accounts” means the Controller General of Accounts in the Department of Expenditure, Ministry of Finance and includes Additional Controller General of Accounts or Joint Controller General of Accounts authorised by the Controller General of Accounts to exercise powers under these rules;

(b) “service” means the Central Civil Accounts Service (Group 'C');

(c) “Ministry” means a Ministry in the Government of India and includes a Department of the Ministry or an office specified in the annexure to these rules.

3. Number of posts, classification and scale of pay.— (1) The number of the said posts, their classification and the scale of pay attached thereto shall be as specified in columns 2 to 4 of the Schedule annexed to these rules.

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

5. **Transfer.**— (1) A Staff Car Driver shall be liable to serve in any part of India.

(2) The Controller General of Accounts may, if satisfied that it is necessary or expedient in public interest so to do, by order, and for reasons to be recorded in writing, transfer a Staff Car Driver, from one Ministry to other in the same grade.

6. **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 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.

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

8. **Savings.**—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, Other Backward Classes, 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.

9. **Initial Constitution:**- Staff Car Drivers already working in respective grade on the commencement of these rules or have held respective grades before their appointment or promotion to any other post in the service shall be deemed to have been appointed at the time of initial constitution of the said post.

SCHEDULE

Name of post	Number of post	Classification	Scale of Pay
	2	3	4
1. Staff Car Driver – Special Grade	1* (2001) (with effect from 8-11-1996)	General Central Service, Group 'C' Non-Gazetted, Non-Ministerial	Rs.5000-150-8000 (with effect from 8.11.1996)
2. Staff Car Driver- Grade-I	2* (with effect from 1-8-1993 to 7-11- 1996) <hr/> 4* (2001) (with effect from 8-11-1996)	General Central Service, Group 'C' Non-Gazetted, Non-Ministerial	Rs.4500-125-7000
3. Staff Car Driver – Grade-II	3* (2001)	General Central Service, Group 'C' Non-Gazetted, Non-Ministerial	Rs.4000-100-6000
4. Staff Car Driver- Ordinary Grade	6* (with effect from 1-8-1993 to 7-11-1996) <hr/> 3* (2001) (with effect from 8-11-1996)	General Central Service, Group 'C' Non-Gazetted, Non-Ministerial	Rs.3050-75-3590-80-4590
	* Subject to variation dependent on work load.		

Whether selection post or non-selection post	Whether benefit of added years of service admissible under rule 30 of the Central Civil Service (Pension) Rules, 1972	Age limit for direct recruits	Educational and other qualifications required for direct recruits
5	6	7	8
Non-selection	No	Not applicable	Not applicable
Non-selection	No	Not applicable	Not applicable
Non-selection	No	Not applicable	Not applicable
Not applicable	No	<p>Not exceeding 25 years (relaxable for Government servants up to the age of 35 years in accordance with the instructions or orders issued by the Central Government).</p> <p>Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates except for the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh District of Jammu and Kashmir, Lahaul and Spiti District and Pangji sub-division of Chamba District of Himachal Pradesh, Andaman and Nicobar</p>	<p><u>Essential:</u> (i) possession of a valid driving licence for motor cars; (ii) knowledge of motor mechanism (the candidate should be able to remove minor defects in vehicles). (iii) experience of driving a motor car for at least three years.</p> <p><u>Desirable:</u> i) A pass in the 8th standard. ii) three years service as Home Guard or Civil Volunteer.</p>

		<p>Islands and Lakshadweep. Note: 2 In the case of recruitment made through the Employment Exchange, the crucial date for determining the age limit shall be the last date up to which Employment Exchange is asked to submit the names.</p>	
Whether age and 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 or by absorption and percentage of posts 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.
<p>9 Not applicable. Not applicable.</p>	<p>10 Not applicable. Not applicable.</p>	<p>11 By promotion. By promotion.</p>	<p>12 1. Promotion: Staff Car Driver (Grade I) with 3 years regular service in the grade. Promotion: Staff Car Driver (Grade II) with six years regular service in the grade, failing which Staff Car Driver (Grade II) with fifteen years combined regular service in the grades of Staff Car Driver (Grade II) and Staff Car Driver (Ordinary Grade), who passes a practical trade test to be conducted for the purpose, the syllabus for which shall be as follows:- 1. Must be able to read English Numerals and figures. 2. Must have a thorough knowledge of traffic regulations. 3. Must have good knowledge of the working petrol and diesel engines and be able to locate faults and rectify minor defects in motor cars 4. Must be able to clear carburetor, plug etc.</p>

Not applicable.	Not applicable.	By promotion.	<p>Promotion: Staff Car Driver (Ordinary Grade) with nine years regular service in the grade, who passes a practical trade test to be conducted for the purpose, the syllabus for which shall be as follows:-</p> <ol style="list-style-type: none"> 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 carry out minor repairs of motor cars. 4. Must be able to change wheels and correctly inflate tyres
Not applicable.	Two years .	Deputation or re-employment or absorption, failing which by direct recruitment.	<p>2. Deputation: From amongst the regular Despatch Rider Group 'C' and Group 'D' employees in the Civil Accounts Organisation who possesses valid driving licence for motor cars on the basis of a Driving Test to assess the competence to drive motor cars, failing which from amongst officials holding the post of Despatch Rider on regular basis or regular Group 'D' employees in other Ministries of the Central Government who fulfill the necessary qualifications as mentioned in column.8.</p>
			<p>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 shall be appointed on deputation basis up to the date on which they are due for release from the Armed Forces and 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 organisation or Department</p>

of the Central Government shall ordinarily not exceed three years.) 3. Direct Recruitment through Employment Exchange.		
If a Departmental Promotion Committee exists, what is its composition?	13	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
Group 'C' Departmental Promotion Committee (for considering promotion) Controller of Accounts-Chairman Deputy Controller of Accounts - Member* Pay and Accounts Officer or Senior Accounts Officer- Member**	14	Not applicable.
Group 'C' Departmental Promotion Committee (for considering promotion) Controller of Accounts-Chairman Deputy Controller of Accounts - Member* Pay and Accounts Officer or Senior Accounts Officer- Member**		Not applicable.
Group 'C' Departmental Promotion Committee (for considering promotion) Controller of Accounts-Chairman Deputy Controller of Accounts - Member* Pay and Accounts Officer or Senior Accounts Officer- Member**		Not applicable.
Group 'C' Departmental Promotion Committee (for considering promotion) Controller of Accounts-Chairman Deputy Controller of Accounts - Member* Pay and Accounts Officer or Senior Accounts Officer- Member** *The Deputy Controller General of Accounts will be the Chairman if there is no Controller of Accounts in the Ministry where Departmental Promotion Committee takes place. **The Deputy Controller of Accounts may be substituted by the Senior Accounts Officer or Pay and Accounts Officer, as the case may be, if the Deputy Controller of Accounts is not available.		Not applicable.

Explanatory Memorandum

At present the post of Staff Car Driver in the Central Civil Accounts Service forms separate cadres and are controlled by the respective Chief Controller/Controller of Accounts. They have separate set of recruitment rules. However, for the purpose of promotion and transfer, the cadres are controlled by the Controller General of Accounts. It has been decided to have a uniform set of recruitment rules for the isolated posts for better cadre management and implementing the promotion scheme for Staff Car Drivers introduced by the Government from 1st August 1993. Besides, a new grade of Staff Car Driver (Special Grade) in the pay scale of Rs.5000-150-8000 which has been introduced by the Government with effect from 8th November 1996 vide Department of Personnel and Training OM No.43019/54/96-Estt(D) dated 15.2.2001 has also been introduced retrospectively with effect from 8th November 1996. It is therefore, proposed to give the notification retrospective effect i.e. with effect from 1st August 1993, except the variations relating to number of posts, and scales of pay, as indicated in the Schedule, which shall be deemed to have come in to force retrospectively with effect from 8th November 1996. It is certified that none will be adversely affected by the retrospective effect being given to the proposed unified recruitment rules being notified.

[F. No. A. 11020/1/98/SCD/MF CGA(A)]

U.K. MAITRA, Jt. Controller General of Accounts

Annexure**SANCTIONED STRENGTH OF STAFF CAR
DRIVERS**

MINISTRY	SANCTIONED STRENGTH
SURFACE TRANSPORT	1
CENTRAL BOARD OF DIRECT TAXES	1
COMMERCE INDUSTRY	1 1
CENTRAL BOARD OF EXCISE AND CUSTOMS	1
URBAN DEVELOPMENT	1
INFORMATION AND BROADCASTING	1
EXTERNAL AFFAIRS	1
HOME AFFAIRS	1
CONSUMER AFFAIRS AND PUBLIC DISTRIBUTION	1
AGRICULTURE	1
TOTAL	11