



ESTATE OFFICE, U.T., CHANDIGARH

ID-242823

No. 129A-1291 /EA-II/E-2041(iii)

Dated Chandigarh the, 27-3-24

To,

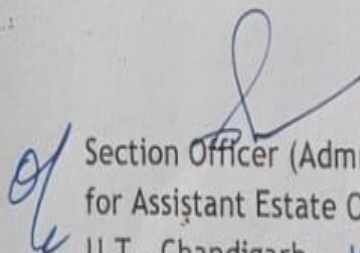

1. The Director Information Technology,
Chandigarh Administration.
2. The District Informatic Officer,
NIC, Chandigarh.

Subject: Regarding uploading of the Draft Recruitment Rules for the post of Restorer on the website of Estate Office, Chandigarh Administration, for calling suggestions/objections if any from the stakeholder within 30 days from the date of uploading of the Recruitment Rules on the website.

Kindly refer to the subject cited above.

Please find enclosed herewith a copy of schedule of draft Recruitment Rules for the post of Restorer. The same are attached to this letter, as per Annexure-I for information of all the stakeholders.

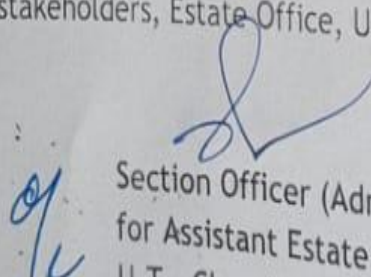

You are, requested to upload the above said notice & schedule on the official website of Chandigarh Administration and of Estate Office, U.T., Chandigarh for inviting objections, if any from the stakeholder within 30 days from the date of uploading of the Recruitment Rules on the website.


Section Officer (Admn.)
for Assistant Estate Officer-I
U.T., Chandigarh. 

Endst. No. 1292 /EA-II/E-2041(iii)

Dated 27-3-24

A copy is forwarded to All the stakeholders, Estate Office, U.T., Chandigarh.


Section Officer (Admn.)
for Assistant Estate Officer-I
U.T., Chandigarh. 

**FINANCE DEPARTMENT
CHANDIGARH ADMINISTRATION
(ESTATE BRANCH)**

NOTIFICATION

Chandigarh, the

G.S.R. No.

In exercise of the powers conferred by the proviso to article 309 of the Constitution of India, read with Government of India, Ministry of Home Affairs, Notification GSR No. 230(E), dated 29th March, 2022 and in supersession of the Estate Office, Chandigarh Administration Service (Group 'C') Recruitment Rules, 2013 notified vide notification No. 46/6/124-UTFI(5)-2013/5213 dated 06.06.2013, in so far as it relates to the post of Restorer except as respect things done or omitted to be done before such supersession, the Administrator, Union territory, Chandigarh, hereby makes the following rules, regulating the method of recruitment of Group 'C' (Ministerial) post of Restorer in the Estate Office, Chandigarh Administration namely:-

- 1. Short title and Commencement :-**(i) These rules may be called "The Chandigarh Administration, Estate Office Group 'C' (Ministerial)-Restorer Recruitment Rules, 2024".
(ii) 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 No. (1) of the Schedule annexed to these rules.
- 3. Number of posts, classification and Level in Pay Matrix:-**
The number of posts, their classification and the level in pay matrix shall be as specified in columns No.(2) to(4) of the said Schedule.
- 4. Method of recruitment, age limit and qualification, etc:-**
The method of recruitment to the said posts, age limit, qualifications and other matters connected therewith shall be as specified in columns No.(5) to (13) of the said Schedule.
- 5. Disqualifications:-** 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 the appointment to the said posts:

Provided that the Administrator, Union territory of Chandigarh may, if satisfied that such marriage is permissible under the personal Law applicable to such person and other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

6. Power to relax:-

Where the Administrator, Union territory of Chandigarh is of the opinion that it is necessary or expedient so to do, he may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules in respect of any class or category of persons.

7. Savings:-

Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for Scheduled Castes, Scheduled Tribes, Other Backward Classes, Ex-Servicemen and other special categories of persons in accordance with the orders issued by Chandigarh Administration from time to time in this regard.

**Advisor to the Administrator
Union Territory, Chandigarh**

SCHEDULE

Name of Post	No. of Posts	Classification of the post	Lever in pay matrix	Whether Selection Post or Non-Selection Post
1	2	3	4	5
Restorer	02* (2024) *Subject to variation dependent on work-load.	General Central Civil Services, Group-C (Non-Gazetted) (Non-Ministerial)	Level 02 (Rs. 19,900-63,200) in Pay Matrix	Non Selection

Age for direct recruits	Educational and other Qualifications required for direct recruits	Whether age and Educational Qualifications prescribed for Direct Recruits will apply in the case of promotees
6	7	8
Between 18 to 27 years (Relaxable for departmental candidates and other servants in accordance with the instructions issued by the Chandigarh Administration from time to time)	Essential: i) 10+2 from Central Board of School Education or from any recognized Education Board. ii) Proficiency in operation of Computer (Word Processing and Spread Sheets) and a speed of 35 words per minutes in English typing on computer. iii) Having successfully completed ICT skill training as per instruction issued by the Department of Personnel, Chandigarh Administration from time to time	Not applicable

Period of probation, if any	Method of recruitment: whether by Direct Recruitment or by Promotion or by Deputation/ Transfer and Percentage of vacancies to be filled by various method.	In case of Recruitment by Promotion/ Deputation/ Transfer, is to be made
9	10	11
<p>If through promotion- No probation</p> <p>If through direct recruitment – 2 Years</p>	<p>By promotion failing which by direct recruitment failing which by Deputation.</p>	<p><u>PROMOTION:</u> From amongst the Group-C (MTS) employees in the Level-01 (Rs. 18000- 56900) in pay matrix of the Estate Office having three years' regular service in the grade/cadre after appointment thereto and possessing 10+2 qualification and a speed of 35 words per minutes in English typing in computer.</p> <p>Note- The eligibility service shall continue to be the same for persons holding the feeder cadre posts on regular basis on the date of notification of these rules.</p> <p><u>DEPUTATION:</u> From Official of Central Government or State Governments or Union territories or public sector undertakings or statutory or autonomous organisation,:-</p> <p>(i) Holding analogous posts on regular basis in the parent cadre or Department/PSUs/Organization etc.</p> <p>Note 1: Period of deputation including period of deputation to another ex-cadre post held immediately preceding this appointment in the same or other organizations or departments of the Central Government shall not exceed three years.</p> <p>Note 2: The maximum age limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of applications</p>

If a Departmental Promotion Committee exists, what is its composition	Circumstances in which UPSC is to be consulted in making recruitment
12	13
<p><u>Group-C Departmental Promotion Committee (DPC):-</u></p> <ol style="list-style-type: none"> 1. Estate Officer – Chairman 2. Assistant Estate Officer – Member 3. Senior Town Planner – Member 4. Representative of SC – Member 	<p>Not applicable</p>