

**OFFICE OF THE CONTROLLER GENERAL OF DEFENCE ACCOUNTS
ULAN BATAR ROAD, DELHI CANTT. 110010**

No:- AN/XI/11409/CR/Canteen/2011

Dated: 2 /05/2011


To

The Pr.C of A(Fys), Kolkata
The Pr.CDA _____
The CDA _____

Subject:- Re-designation of posts in Non Statutory
Departmental Canteens/Tiffin Rooms in DAD.

In pursuance of Government of India, Ministry of Personnel, Public Grievances & Pensions Department of Personnel & Training OM No. 3/2/2009-Dir.(C) dated the 06.09.2010 (copy enclosed), it has been decided to merge the posts of Tea/Coffee Maker, Bearer and Wash Boy and re-designate them as 'CANTEEN ATTENDANT', with immediate effect.

Please acknowledge receipt.


(SUSHEEL KOUL)
FOR CGDA

Copy to:

1. AN-XIV/IV Sections(local) : For information and necessary action.
2. AN-VIII Section (Local) : Alongwith a copy of above referred DOP&T OM
Dated

6.9.2010 for taking necessary action regarding
framing of Recruitment Rules.

3. EDI Section - for uploading on web site

Sdf x x
(SUSHEEL KOUL)
FOR CGDA
AO (AN)

No. 3/2/2009-Dir.(C)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training

Lok Nayak Bhawan, Khan Market,
New Delhi, dated the 6/9/2010

OFFICE MEMORANDUM

Subject: Revised Model Recruitment Rules for various posts in Non Statutory Departmental Canteens/Tiffin Rooms located in Central Government Offices and registered with Director (Canteens).

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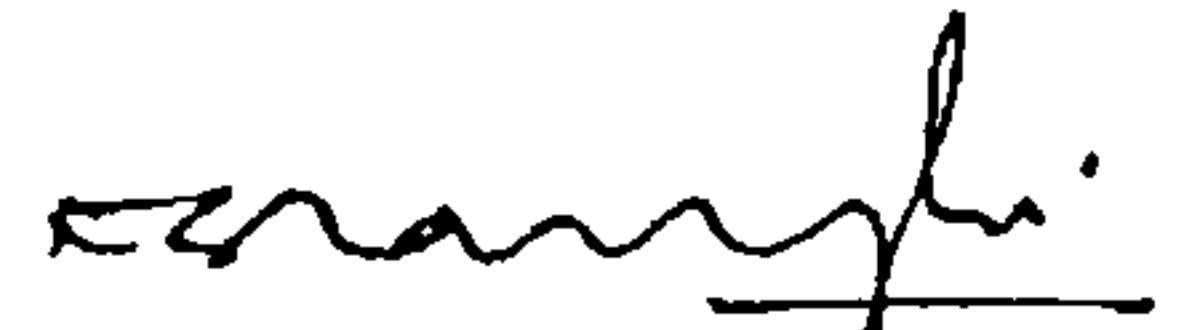
The undersigned is directed to forward herewith a copy of the Revised Model Recruitment Rules for various categories of group 'B' and 'C' posts in the Non-statutory Departmental Canteens/Tiffin Rooms located in Central Government Offices and registered with Director (Canteens). The Esstt. Division (Esstt. R/R) of DOP&T had earlier issued guidelines vide their O.M. No. AB-14017/61/08-Esstt.(R/R), dated 24.3.2009, asking Ministries/Departments to revise/amend/frame Recruitment Rules in respect of various posts/cadre under their administrative control, keeping in view the recommendations of the 6th Central Pay Commission and other relevant factors, which are necessary to keep them in conformity with the changed position. The revised Model Recruitment Rules, therefore, are based on the suggestions contained in this Department's OM No. AB-14017/12/87-Esstt. (RR), dated 18.3.88 read with OM No. AB-14017/2/97-Esstt. (RR), dated 25.5.98 and other related instructions mutatis mutandis as issued from time to time by the Establishment Division of the DOPT. Since, the 6th Central Pay Commission have upgraded Group 'D' posts as Group 'C', and the duties have been made multi-tasking in nature, all Group 'D' posts of canteen staff have been made as Group 'C' posts'. Accordingly, the posts of Tea/Coffee Maker, Bearer and Wash Boy have been re-designated as Canteen Attendant.

2. The Pay Band, Grade Pay and Special Allowance, applicable to certain categories of posts may be seen at Annexure-'A'. The Model Recruitment Rules for Group 'B' and 'C' posts are attached as Schedule 1 to 9.

Received on
28/4/2011

3. All the Ministries/Departments are requested to adopt these Model Recruitment Rules with suitable modifications, if any, depending upon their peculiar requirements. In case of any deviation from these Model Recruitment Rules, the clearance of Director (Canteens) in the Department of Personnel and Training may be obtained. As regards Group 'B' posts, UPSC may be consulted for amendment/relaxation of the provisions of the Recruitment Rules. The Administrative Ministries/Departments themselves are required to get their Recruitment Rules vetted from the Ministry of Law and then notify it in the Gazette of India. This issues with the approval of Estt. (R/R) Division of the DOP&T.

4. Hindi version will follow.



(Rajiv Manjhi)

DIRECTOR (CANTEENS)

To,

1. All the Ministries/Departments/Offices of the Government of India (As per standard list). (For kind attention of Director/Deputy Secretaries incharge of Administration/Establishment Divisions).
2. Comptroller & Auditor General of India, 10 Bhadur Shah Zafar Marg, New Delhi.
3. The Registrar Supreme Court, Tilak Marg, New Delhi.
4. Ministry of Finance, Department of Expenditure, E-III, Desk North Block, New Delhi.
5. Controller General of Accounts, Ministry of Finance, Department of Expenditure, Lok Nayak Bhavan, Khan Market, New Delhi.
6. CGDA, West Block V, R.K. Puram, New Delhi-110066.
7. Director (Admn.), DOP&T, North Block, New Delhi.
8. Office of the Joint Secretary (Trg.) and CAO, Ministry of Defence, C-II, Hutements, Dalhousi Road, New Delhi - 110011.
9. Section Officer (Canteens), DOPT, Lok Nayak Bhawan, New Delhi (with 100 spare copies).