

[TO BE PUBLISHED IN THE GAZETTE OF INDIA, PART II, SECTION 4]

Government of India

Ministry of Defence

Notification

New Delhi, the \_\_\_\_\_, 2024

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, Coast Guard Organisation [Assistant Director(Official Language), Senior Translation Officer and Junior Translation Officer] (Group 'A' and 'B' posts) Recruitment Rules, 2020 except as respects things done or omitted to be done before such supersession, the President hereby makes the following rules regulating the method of recruitment to the posts of Assistant Director (Official Language), Senior Translation Officer and Junior Translation Officer in Coast Guard Organisation under Ministry of Defence, namely: -

1. Short title and commencement. - (1) These rules may be called the Ministry of Defence, Coast Guard Organisation, [Assistant Director (Official Language), Senior Translation Officer and Junior Translation Officer] (Group 'A' and 'B' Posts) Recruitment Rules, 2024.

(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 as specified in column (1) of the Schedule annexed to these rules.

3. Number of posts, classification and level in pay matrix. - The number of the said posts, their classifications and level in the pay matrix attached thereto shall be as specified in columns (2) to (4) of the said Schedule.

4. Method of recruitment, age-limit, qualifications, etc. - The method of recruitment, age-limit, qualifications and other matters relating to the said posts shall be as specified in columns (5) to (13) of the said Schedule.

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 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 so to do, it may, by order and for reasons to be recorded in writing and in consultation with the Union Public Service Commission, relax any of the provisions of these rules with respect to any class or category of persons.

7. Saving. - Nothing in these rules shall effect reservation, relaxation of age-limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, the Other Backward Classes, the 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.

#### SCHEDULE

Name of post.	Number of posts.	Classification.	Level in pay Matrix.	Whether selection post or non-selection post.
(1)	(2)	(3)	(4)	(5)
1. Assistant Director (Official Language).	7*(2024) *Subject to variation dependent on workload.	General Central Service, Group 'A', Gazetted, Non-Ministerial.	Level-10 in the pay matrix (Rs.56100-177500).	Selection.

Age-limit 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.	Period of probation, if any.
(6)	(7)	(8)	(9)
Not applicable.	Not applicable.	Not applicable.	Two years for promotees.

Method of recruitment: Whether by direct recruitment or by promotion or by deputation or absorption and percentage of vacancies 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.	If a Departmental Promotion Committee exists, what is its composition.	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
(10)	(11)	(12)	(13)

<p>fifty percent by promotion failing which by deputation and fifty percent by deputation.</p>	<p>Promotion: Senior Translation Officer of Coast Guard Organisation in the level-7 in the pay matrix (Rs.44900-142400) with five years regular service in the grade and have successfully completed Refresher Translation Training/ Short-term Translation Training from Central Translation Bureau.</p> <p>Note 1: The eligibility service for promotion to the post of Assistant Director (Official Language) shall continue to be three years for persons holding the feeder post of Senior Translation Officer on the date of notification of these rules.</p> <p>Note 2: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service, or two 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 or eligibility service.</p> <p>Deputation: Officers from the Central Government or State Governments or Union territories:</p> <p>(a) (i) holding analogous posts on regular basis in the parent Cadre or Department ; or (ii) with five years' service in the grade rendered after appointment thereto on a regular basis in posts in level-7 in the pay matrix (Rs.44900-142400) or equivalent in the parent cadre or department ; and</p> <p>(b) possessing the following educational qualifications and experience:-</p>	<p>Group 'A' Departmental Promotion Committee (for considering promotion) consisting of:- (1) Chairman/ Member , Union Public Service Commission - Chairman ; (2) Joint Secretary (In-charge of Indian Coast Guard) - Chairman; (3) Principal Director (Personnel), Coast Guard Headquarters - Member ; (4) Principal Director (Administration), Coast Guard Headquarters - Member.</p> <p>Group 'A' Departmental Confirmation Committee (for considering confirmation) consisting of:- (1) Principal Director (Personnel), Coast Guard Headquarters - Chairman; (2) Joint Director (Administration), Coast Guard Headquarters - Member ; (3) Senior Civilian Staff Officer, Coast</p>	<p>Consultation with Union Public Service Commission necessary on each occasion.</p>
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	<p>Essential:</p> <p>(i) Master's degree of a recognised University in Hindi with English as a compulsory or elective subject or as the medium of examination at the degree level; or</p> <p>Master's degree of a recognised University in English with Hindi as a compulsory or elective subject or as the medium of examination at the degree level; or</p> <p>Master's degree of a recognised University in any subject other than Hindi or English, with Hindi medium and English as a compulsory or elective subject or as the medium of examination at the degree level; or</p> <p>Master's degree of a recognised University in any subject other than Hindi or English, with English medium and Hindi as a compulsory or elective subject or as a medium of a examination at the degree level; or</p> <p>Master's degree of a recognised University in any subject other than Hindi or English, with Hindi and English as compulsory or elective subjects or either of the two as a medium of examination and the other as a compulsory or elective subject at the degree level; and</p> <p>(ii) Three years experience of using or applying terminology (terminological work) in Hindi and translation work from English to Hindi or vice-versa, preferably of technical or scientific literature under Central or State Governments or autonomous body or statutory organisations or Public Sector Undertakings or Universities or recognised research or educational institutions; or</p>	<p>Guard Headquarters – Member.</p>	
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	<p>Three years experience of teaching in Hindi and English or research in Hindi or English under Central or State Governments or autonomous body or statutory organisations or Public Sector Undertakings or Universities or recognised research or educational institutions.</p> <p>Desirable:</p> <p>Studied one of the languages other than Hindi included in the 8<sup>th</sup> Schedule of the constitution at 10<sup>th</sup> level from a recognised board.</p> <p>Note 1: The Departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>Note 2: Period of deputation including period of deputation in another Ex-cadre post held immediately preceding this appointment in the same or some other organisation or Department of the Central Government shall ordinarily not to exceed three years.</p> <p>Note 3: The maximum age-limit for appointment by deputation shall not be exceeding fifty-six years as on the closing date of receipt of applications.</p>		
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(1)	(2)	(3)	(4)	(5)
2. Senior Translation Officer.	07*(2024) *Subject to variation dependent on workload.	General Central Service, Group 'B', Non-Gazetted Non- Ministerial.	Level-7 in the pay matrix (Rs.44900-142400).	Selection.

(6)	(7)	(8)	(9)
Not applicable.	Not applicable.	Not applicable.	Not applicable.

(10)	(11)	(12)	(13)
By promotion.	<p>Promotion: Junior Translation Officer of Coast Guard Organisation in the level-6 in the pay matrix (Rs.35400-112400) with five years regular service in the grade and have successfully completed Induction Translation Training from Central Translation Bureau.</p> <p>Note : Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two 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 or eligibility service.</p>	<p>Group 'B' Departmental Promotion Committee (for considering promotion) consisting of :-</p> <p>(1) Deputy Director General (Human Resource Development), Coast Guard Headquarters - Chairman ;</p> <p>(2). Director/ Deputy Secretary (In-charge of Indian Coast Guard), Ministry of Defence - Member;</p> <p>(3) Director (Personnel), Coast Guard Headquarters - Member ;</p> <p>(4) Director (Administration), Coast Guard Headquarters - Member.</p>	Consultation with Union Public Service Commission not necessary.

(1)	(2)	(3)	(4)	(5)
3. Junior Translation Officer.	19*(2024) *Subject to variation dependent on workload.	General Central Service, Group 'B', Non-Gazetted Non-Ministerial.	Level-6 in the pay matrix (Rs.35400-112400).	Not applicable.

(6)	(7)	(8)	(9)
Not exceeding thirty years.	Essential:	Not applicable.	Two years.
Note 1: Relaxable for Government servants upto five years' in accordance	(i) Master's degree of a recognised University in Hindi with English as a		

<p>with the instructions or orders issued by the Central Government.</p> <p>Note 2: The crucial date for determining the age-limit shall be as advertised by the Staff Selection Commission.</p>	<p>compulsory or elective subject or as the medium of examination at the degree level; or</p> <p>Master's degree of a recognised University in English with Hindi as a compulsory or elective subject or as the medium of examination at the degree level; or</p> <p>Master's degree of a recognised University in any subject other than Hindi or English, with Hindi medium and English as a compulsory or elective subject or as the medium of examination at the degree level; or</p> <p>Master's degree of a recognised university in any subject other than Hindi or English, with English medium and Hindi as a compulsory or elective subject or as a medium of a examination at the degree level; or</p> <p>Master's Degree of a recognised University in any subject other than Hindi or English, with Hindi and English as compulsory or elective subjects or either of the two as a medium of examination and the other as a compulsory or elective subject at the degree level; and</p> <p>(ii) Recognised Diploma or Certificate course in translation from Hindi to English and vice versa or two years' experience of translation work from Hindi to English and vice versa in Central or State Government office, including Government</p>		
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	<p>of India Undertaking.</p> <p>Note 1: Qualifications are relaxable at the discretion of the Staff Selection Commission or competent authority, for reasons to be recorded in writing, in case of candidates otherwise well qualified.</p> <p>Note 2: The qualification regarding experience is relaxable at the discretion of the Staff Selection Commission or competent authority, for reasons to be recorded in writing, in case of candidates belonging to the Scheduled Castes or the Scheduled Tribes, if at any stage of selection the Staff Selection Commission or 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 posts reserved for them.</p>		
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<p>(10)</p> <p>By direct recruitment.</p> <p>Note: Vacancies caused by the incumbent being away on deputation or long illness or study leave or under other circumstances for duration of one year or more may be filled on deputation basis from officers of Central Government:</p> <p>(a) holding analogous posts on regular basis in the parent cadre or Department; and</p> <p>(b) possessing the qualifications and experience prescribed for direct recruits under column 7.</p>	<p>(11)</p> <p>Not applicable.</p>	<p>(12)</p> <p>Group 'B' Departmental Confirmation Committee (for considering confirmation) consisting of :-</p> <p>(1) Director (Administration), Coast Guard Headquarters - Chairman;</p> <p>(2) Joint/Deputy Director (Personnel) or Senior Civilian Staff Officer/ Civilian Staff Officer, Coast Guard Headquarters</p>	<p>(13)</p> <p>Consultation with Union Public Service Commission not necessary.</p>
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<p>Note 1: Period of deputation including period of deputation in another Ex-cadre post held immediately preceding this appointment in the same or some other organisation or Department of the Central Government shall ordinarily not to exceed three years.</p> <p>Note 2: The maximum age-limit for appointment by deputation shall not be exceeding fifty-six years as on the closing date of receipt of applications.</p>		<p>- Member ;</p> <p>(3) Assistant Director(Official Language) or Assistant Director (Administration), Coast Guard Headquarters</p> <p>- Member.</p>	
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[File No: CP/0601/Hindi Cadre/ D(CG)/2024]

(Alka Ahuja)  
Director