

[To be published in the Gazette of India, Extraordinary, Part II, Section 3, Sub-section (i)].

Government of India
Ministry of Home Affairs

Notification

New Delhi, the _____, 2020

G.S.R. _____(E).— In exercise of the powers conferred by clause of sub-section of section of the Central Government hereby makes the following rules regulating the method of recruitment to the post of Constable (Kitchen Services) of Group 'C' post in the under the Ministry of Home Affairs,

1. Short title and commencement. — (1) These rules may be called Constable (Kitchen Services) Group 'C' Posts Recruitment Rules, 2021.

(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 to these rules.

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

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

4(a) Initial Constitution –

(1) Personnel holding the posts specified in the Column (1) of Schedule annexed herein, immediately before the commencement of these rules on the regular basis shall be deemed to have been appointed in accordance with the provisions of these rules.

(2) The regular continuous service of personnel referred in sub-rule(1) in the respective grades immediately before the commencement of these rules shall count for the purpose of probation period, qualifying service for promotion, confirmation and pension in the service.

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 post :

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. **Medical fitness.**— Notwithstanding anything contained in these rules, those persons who are in medical category SHAPE-I, as specified in the MHA's Guidelines for recruitment medical examinations in CAPFs & ARs dated 20.05.2015 and further instructions issued by MHA from time to time, shall be eligible for appointment under the provisions of these rules.

7. **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, relax any of the provisions of these rules with respect to any class or category of persons.

8. **Ineligibility of non-citizens of India.** — No person who is not a citizen of India shall, except with the prior permission of Central Government in writing, be appointed under these rules:

Provided that nothing contained in this rule shall debar the appointment or employment of a subject of Nepal or Bhutan in the Force.

9. **Superannuation.**— Every person appointed under these rules shall retire from service on the afternoon of the last day of the month in which he or she attains the age of sixty years or as prescribed by the Central Government from time to time.

Provided that a person whose date of birth is on the first of a month shall retire from service in the afternoon of the last day of the preceding month on attaining the age of sixty years.

(2) No person shall be granted extension in service beyond the prescribed age of retirement on superannuation.

10. **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, 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.

11. **Interpretation.** — If any question relating to the interpretation of these rules arises, it shall be referred to the Central Government who shall decide the same.

Schedule

Name of post.	Number of post.	Classification of the posts	Level in the pay matrix	Selection or non selection post.
(1)	(2)	(3)	(4)	(5)
Constable (Kitchen Services)	(2020) *Subject to variation dependent on work load.	General Central Service Group 'C' Non-Gazetted, Non-Ministerial.	Level-3 in the pay matrix Rs. 21700 - 69100.	Not applicable
Age limit for direct recruits.				
(6)				

Between 18 to 25 years.

Relaxable for Government Servant and Ex-servicemen and other special categories of persons in accordance with the orders issued by the Central Government from time to time.

Note: In case of recruitment through the Staff Selection Commission, the crucial date for determining the age-limit shall be as advertised by the SSC. In case of other recruitment, the crucial date for determining the age limit shall be the closing date for receipt of applications from candidates.

Educational and other qualifications required for direct recruits.

(7)

1. Education qualifications and Experience:

- (i) Matriculation/10th class pass from a recognized Board.
- (ii) NSQF level-1 Course in food production/kitchen from NSDC or from the institutes recognized by NSDC.

2. Physical Standard:	For Male		For Female	
	Height	Chest	Height	Chest
For all candidates (except those mentioned below)	165 Centimeters	75-80 Centimeters	155 Centimeters	Not applicable
<u>Relaxations :</u>				
Minimum height for all candidates belonging to the Scheduled Tribes categories of all States/UTs/districts except as given in the following para	160 Centimeters	75-80 Centimeters	148 Centimeters	Not applicable
Minimum height for all Scheduled Tribe candidates hailing from the LWE affected districts	158 Centimeters	75-80 Centimeters	147 Centimeters	Not applicable
Minimum height for all Scheduled Tribe candidates hailing from the North Eastern States.	155 Centimeters	75-80 Centimeters	147 Centimeters	Not applicable
Minimum height for all candidates falling in the categories of Garhwalis, Kumaonis, Dogras, Marathas and candidates belonging to the States/UTs of Assam, Himachal Pradesh, Jammu & Kashmir and Ladakh.	162.5 Centimeters	75-80 Centimeters	152 Centimeters	Not applicable
Minimum height for all candidates hailing from the North Eastern States of Arunachal Pradesh, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim & Tripura.	160 Centimeters	75-80 Centimeters	150 Centimeters	Not applicable

<p>Minimum height for all candidates haling form Gorkha Territorial Administration (GTA) comprising of the three Sub-Divisions of Darjeeling District namely Darjeeling, Kalimpong and Kurseong and includes the following "Mouzas" Sub-Division of these districts :- (1) Lohagarh Tea Garden (2) Lohagarh Forest (3) Rangmohan (4) Barachenga (5) Panighata (6) Chota Adalpur (7) Paharu (8) Sukna Forest (9) Sukna Part-I (10) Pantapati Forest-I (11) Mahanadi Forest (12) Champasari Forest (13) Salbari Chhatpart-II (14) Sitong Forest (15) Sivoke Hill Forest (16) Sivoke Forest (17) Chhota Chenga (18) Nipania.</p>	155 Centimeters	75-80 Centimeters	150 Centimeters	Not applicable
<p>3. Weight: As per standard height-weight chart prescribed in the Uniform Guidelines for Medical Examination Test Recruitment in CAPFs, NSG, and AR, 2015.</p> <p>4. Medical Standards :</p> <p>(a) Vision: Minimum distant vision should be 6/6 in one eye and 6/9 in other eye without correction i.e. without wearing spectacles or lenses;</p> <p>(b) The candidates must not have knock knee, flat foot, varicose vein or squint in eyes, should possess colour perception standard CP.III and must be in good mental and bodily health and free from any physical defect likely to interfere with the efficient performance of the duties.</p> <p>5. Must qualify the Physical Efficiency Test, Physical Standard Test and Written Test.</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/ absorption and percentage of the vacancies to be filled by various methods.		
(8)	(9)	(10)		
Not applicable.	Two years.	By direct recruitment.		
In case of recruitment by promotion or deputation grades from which promotion or deputation/ absorption to be made				
(11)				
Not applicable.				
If a departmental Promotion Committee exists, what is its composition?			Circumstances in which Union Public Service Commission is to be consulted in making recruitment.	
(12)			(13)	

<p>Group 'C' Departmental Confirmation Committee for confirmation consisting of:-</p> <ol style="list-style-type: none">1. Commandant, - Chairman2. Deputy Commandant, - Member3. Assistant Commandant..... - Member	<p>Not applicable.</p>
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Appendix - 'D'

CHARTER OF DUTIES

1. Constable (MTS) - Daftary, Farash, Peon & Safai Karamchari:

- a) Opening & closing of offices.
- b) Cleaning of office area.
- c) File movement & distribution to various offices.
- d) Diary & internal/external distribution of Daks.
- e) Receiving of Daks.
- f) Maintaining proper hygiene and sanitation of office area.
- g) Collection and proper disposal of trash etc.
- h) MS Office work on computer.
- i) Any other task assigned to him in addition to his duties.

2. Constable (Kitchen Services) - Cook, Water Carrier, Waiter, Butcher, Masalchi, Table Boy & Kahar:

- a) Cleaning of utensils of cook house.
- b) Maintaining hygiene and sanitation in kitchen.
- c) Cutting of Vegetables, Salad, Table layout and grinding of condiments.
- d) Flour kneading and preparation of chapatti.
- e) Preparation of different dishes Veg. and Non-Veg.
- f) Garnishing and serving of food.
- g) Any other tasks assigned to him in addition to his duties.

Group 'C' Departmental Confirmation Committee for confirmation consisting of:-	Not applicable.
1. Commandant, - Chairman	
2. Deputy Commandant, - Member	
3. Assistant Commandant..... - Member	

**PHYSICAL EFFICIENCY TEST STANDARDS FOR CONSTABLE(MTS) AND
CONSTABLE(KS)**

<u>PET Standards :</u>	<u>For Male :</u> 5 KM run in 24 Minutes <u>For Female :</u> 1.6 Km run in 8.30 Minutes.
<u>PET Standards for Ladakh Region :</u>	<u>For Male :</u> 1.6 Km run in 6.30 Minutes. <u>For Female :</u> 800 Mtrs run in 4 Minutes.