MANUAL-V

The rules, regulations, instructions, manuals and records, held by it or under its control for used by its employees for discharging its functions.

For discharging the functions of Transmission by DTL employees there are various and diverse orders pertaining to each deptt. dealing with diverse subjects such as O&M, Construction, Planning, Civil, Legal, Commercial, Public Relations, Vigilance etc there is no, one common code of its functioning.

Also the performance standard and technical details are governed by DERC and SLDC. Norms in conformity with overall transmission policy in the NCT of Delhi viz a viz National and regional grid discipline besides this for the every day management, we have manuals of delegations of HR Power, TA & DA, R&P rules, Disciplinary powers. The employees are otherwise governed by CCS rules.

Revised pay scales of Group 'A' Officers

Sr. No.	Name of the Post	Pay Band	Grade Pay (Rs.)
1	General Manager (HR)	37400-67000	10000
2	Dy. General Manager (HR)	37400-67000	8900
3	Company Secretary	37400-67000	10000
4	Asstt. Company Secretary	19000-39100	5400
5	Manager (HR)	19000-39100	7600
6	Dy. Manager (HR)	19000-39100	6600
7	Asstt. Manager (HR)	19000-39100	5400
8	Asstt. Manager (HR Policy)	19000-39100	5400
9	Dy. Manager (LW/IR)	19000-39100	6600
10	Public Relations Officer	19000-39100	5400
11	Private Secretary	19000-39100	5400
12	Dy. Manager (Vig.)	19000-39100	6600
13	Asstt. Manager (Vig.)	19000-39100	5400
14	General Manager (Legal)	37400-67000	10000
15	Dy. General Manager (Legal)	37400-67000	8900
16	Dy. Manager (Legal)	19000-39100	6600
17	Asstt. Manager (Legal)	19000-39100	5400
18	Chief Medical Officer	37400-67000	10000
19	Addl. Chief Medical Officer	37400-67000	8900
20	Sr. Medical Officer Grade-I	19000-37400	7600
21	General Manager (Fin.)	37400-67000	10000
22	DGM (Fin.)	37400-67000	8900
23	Manager (Fin.)	19000-39100	7600
24	Manager(Internal Audit)	19000-39100	7600
25	Dy. Manager (Fin.)	19000-39100	6600
26	Sr. Cost Accounts Officer	19000-39100	6600
27	Asstt. Manager (Fin.)	19000-39100	5400
28	General Manager (IT)	37400-67000	10000
29	Dy. General Manager (IT)	37400-67000	8900
30	Manager (IT)	19000-39100	7600
31	Dy. Manager (IT)	19000-39100	6600
32	Asstt. Manager (IT) for Trg.	19000-39100	5400
33	General Manager (T)	37400-67000	10000
34	Dy. General Manager (T)	37400-67000	8900
35	Manager (T)	19000-39100	7600
36	Manager (Tech.)-Trg.	19000-39100	7600
37	Asstt. Manager (T)	19000-39100	5400
38	General Manager (Civil)	37400-67000	10000
39	DGM (Civil)	37400-67000	8900
40	Manager (Civil)	19000-39100	7600
41	Asstt. Manager (Civil)	19000-39100	5400
42	Head Surveyor	19000-39100	5400
43	OSD	19000-39100	7600
44	OSD	19000-39100	5400

Revised pay scales of Technical Employees Group 'B', 'C' & 'D'

S. No.	Name of the posts	Pay Scale fixed as per 6th Pay Commission (in Rs.)
1.	Sr. Shift Officer	10900-34800/- (Grade pay 5000)
2.	Tech. Officer	10900-34800/- (Grade pay 5000)
3.	Architectural Assistant	10900-34800/- (Grade pay 4200)
4.	Shift Officer	10900-34800/- (Grade pay 4200)
5.	Foreman (Elect.)	10900-34800/- (Grade pay 4200)
6.	Foreman (Lines)	10900-34800/- (Grade pay 4200)
7.	Foreman (Electronics)	10900-34800/- (Grade pay 4200)
8.	Hd. Draftsman	10900-34800/- (Grade pay 4200)
9.	Jr. Engineer (Elect.)	10900-34800/- (Grade pay 4000)
10.	Jr. Engineer (Civil)	10900-34800/- (Grade pay 4000)
11.	Driver Spl. Grade	10900-34800/- (Grade pay 4200)
12.	Sr. Electronic Asstt.	10900-34800/- (Grade pay 3600)
13.	Shift Incharge	10900-34800/- (Grade pay 4000)
14.	Jr. Electronic Asstt.	8500-26300 (Grade pay 2800)
15.	Foreman Gr. II /Sr. Tester	10900-34800/- (Grade pay 4000)
16.	Jr. Tester (Prot.)	8500-26300 (Grade pay 2800)
17.	Draftsman Gr.I (Civil)	10900-34800/- (Grade pay 3800)
18.	Draftsman Gr.II (Civil)	10900-34800/- (Grade pay 3500)
19.	Draftsman Gr.II (Mech.)	10900-34800/- (Grade pay 3500)
20.	Sr. Electric Fitter	10900-34800/- (Grade pay 3600)
21.	Sr. Fitter (Civil)	10900-34800/- (Grade pay 3600)
22.	Oil Filter Operator	8500-26300 (Grade pay 2900)
23.	Jr. Welder	8500-26300 (Grade pay 2800)
24.	S/Stn. Attendant Gr.I	8500-26300 (Grade pay 3000)
25.	Tester (Prot.)	10900-34800/- (Grade pay 3600)
26.	Instrument Repairer & Tester	8500-26300 (Grade pay 2900)
27.	Sr. Instrument Repairer & Tester	8500-26300 (Grade pay 3200)
28.	Asstt. Electric Fitter	8500-26300 (Grade pay 2800)
29.	S/Stn. Attendant Gr.II	8500-26300 (Grade pay 2800)
30.	Instrument Mech. Gr.I	10900-34800/- (Grade pay 3800)
31.	Surveyor-cum-Estimator	10900-34800/- (Grade pay 4000)
32.	Ferro Printer	8500-26300 (Grade pay 2800)
33.	Liftman (High speed lifts)	8500-26300 (Grade pay 2800)
34.	Vehicle Driver	8500-26300/- (Grade pay-3200)
35.	Sr. Gestener Operator	6000-20200 (Grade pay 2400)
36.	Asstt. Fitter (B&T)	6000-20200 (Grade pay 2400)
37.	Gunman	6000-20200 (Grade pay 2000)
38.	Asstt. Black Smith	6000-20200 (Grade pay 2200)
39.	Jr. Mistry	6000-20200 (Grade pay 2200)
40.	Pump Operator	6000-20200 (Grade pay 2200)
41.	Fitter Mate	6000-20200 (Grade pay 2200)
42.	Dak Rider	6000-20200 (Grade pay 2400)
43.	Daftry	6000-20200 (Grade pay 2200)
44.	Hd. Watchman	6000-20200 (Grade pay 2200)
45.	Safaikaramchari	6000-20200 (Grade pay 2000)
46.	Security Guard	6000-20200 (Grade pay 2000)
47.	ALM	6000-20200 (Grade pay 2000)
48.	Mate/Jointer Mate	6000-20200 (Grade pay 2200)
49.	Jamadar Sweeper	6000-20200 (Grade pay 2200)

Revised pay scales of Non Technical Employees Group 'B', 'C' & 'D'

Group-'B'

S. No.	Name of the category	Scale of Pay
1	Section Officer (Vig.)	10900-34800/- (Grade pay 4200)
2.	Section Officer (A/Cs)	10900-34800/- (Grade pay 4200)
3.	Supdt. MSR	10900-34800/- (Grade pay 4200)
4.	Section Officer (HR)	10900-34800/- (Grade pay 4200)
5.	Head Pharmacist	10900-34800/- (Grade pay 4200)
6.	Sports Officer	10900-34800/- (Grade pay 4200)
7.	Head Mistress (Middle)	10900-34800/- (Grade pay 4200)
8.	Console Operator	10900-34800/- (Grade pay 4200)
9.	Hindi Translator	10900-34800/- (Grade pay 4200)
10.	Legal Asstt.	10900-34800/- (Grade pay 4200)
11.	Sr. Personal Assistant (E/H)	10900-34800/- (Grade pay 4200)

Group-'C'

1	Personal Assistant (E/H)	10900-34800/- (Grade pay 4000)
2	Asstt. Gd.I	10900-34800/- (Grade pay 4000)
3	Asstt. Gd.I (A/C)	10900-34800/- (Grade pay 4000)
4	Senior Pharmacist	10900-34800/- (Grade pay 3800)
5	Junior Console Operator	10900-34800/- (Grade pay 4000)
6	Head Mistress (Primary)	10900-34800/- (Grade pay 3600)
7	Trained Graduate Teacher	10900-34800/- (Grade pay 3600)
8	Asstt. Security Officer	10900-34800/- (Grade pay 4000)
9	PTI	10900-34800/- (Grade pay 3600)
10	Drawing Teacher	10900-34800/- (Grade pay 3500)
11	Naib Tehsildar	10900-34800/- (Grade pay 4000)
12	Junior Pharmacist	8500-26300/- (Grade pay 3200)
13	Nursery Teacher	8500-26300 /- (Grade pay-3200)
14	Sewing & Emb. Teacher	8500-26300/- (Grade pay-3200)
15	Asstt. Lady Teacher	8500-26300/- (Grade pay-3200)
16	Security Inspector	8500-26300/- (Grade pay-3300)
17	Sanitary Inspector	8500-26300/- (Grade pay-3300)
18	Asstt. Gd.II	8500-26300/- (Grade pay-3100)
19	Jr. Personal Assistant (Eng.)	8500-26300/- (Grade pay-3100)
20	Jr. Personal Assistant (Hindi)	8500-26300/- (Grade pay-3100)
21	Sports Welfare Inspector	8500-26300/- (Grade pay-3100)
22	Asstt. Gd.III	8500-26300/- (Grade pay-2800)
23	Asstt. Security Inspector	8500-26300/- (Grade pay-2800)

Group-'D'

1	Dresser **(Diminishing)**	6000-20200 (Grade pay 2000)
2.	Female Attendant **(Diminishing)**	6000-20200 (Grade pay 2000)

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF SECTION OFFICER IN DELHI TRANSCO LIMITED

1.	Name of post	Section Officer
2.	No. of posts	12 (2004)* *Subject to variation dependent on work load
3.	Classification	Category 'B'
4.	Scale of pay	Rs.6500-200-10900/-
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	N.A.
7.	Whether benefit of added years of service admissible.	N.A.
8.	Educational & other qualifications required for direct rectt.	N.A.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	N.A.
10.	Period of probation, if any	Two years in case of promotees
11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	By promotion through limited departmental competitive examination (to be conducted by an independent agency), failing which by deputation. **NOTE**: Eligibility for promotion shall be subject to the successful completion of the compulsory trainings prescribed in this regard.
12.	In case of rectt. by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made.	<u>Promotion</u> Asstt. Gr.I with three years and AG-II with 8 yrs. regular service in the grade.

Approved vide Board Resolution
No.17.2.19 dated 29.6.2004

Departmental Competitive Exam.

Asstt.Gr.I with 3 yrs regular service and AG-II with 8 yrs regular service shall be eligible to appear in the Departmental Competitive Exam.

Compulsory Trainings

Promotion shall be subject to the passing of compulsory training prescribed in this regard by the Competent Authority.

Deputation/Absorption

Officers of the Central/ State Government :-

A. 1. holding analogous posts; or

2. with 3 years service in the scale of pay of Rs.5500-9000 or equivalent or
3. with 7 yrs. regular service in posts in the scale of pay of Rs.5000-8000 or equivalent and

B. possessing atleast two years experience in Administration/Accounts.

Note: The departmental officers in the feeder category who are in the direct line of promotions shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

(Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other department of the Central/State Govt. shall ordinarily not exceed 3 yrs. The maximum age limit for appointment by transfer on deputation (including short-term contract shall not be exceeding 56 yrs. as on the closing date of receipt of applications).

13. If a DPC exists, what is its composition ?

Category 'B' DPC (for promotion)

1. GM(A) - Chairman
2. Dy.GM(Admn.) - Member
3. Dy.M(Admn.) - Member
4. Liaison Officer - Member

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF HINDI TRANSLATOR IN DELHI TRANSCO LIMITED

1.	Name of post	Hindi Translator
2.	No. of posts	1 (2004)* *Subject to variation dependent on work load
3.	Classification	Category 'B'
4.	Scale of pay	Rs.6500-200-10900/-
5.	Whether selection post or non-selection post.	N.A.
6.	Age limit for direct rectts.	Not exceeding 30 yrs. (relaxable upto 5yrs for Govt. servant and employees of Delhi Transco Ltd.)
7.	Whether benefit of added years of service admissible.	N.A.
8.	Educational & other qualifications required for direct rectt.	Essential 1) Master's Degree of a recognized University or equivalent in any subject in Hindi Medium with English as subject at degree level. **OR** Master's Degree of a recognized University or equivalent in any subject in English medium with Hindi as subject at degree level. **OR** Master's degree of a recognized University or equivalent in any subject in any medium with English and Hindi as subject at degree level. **OR** Degree of a recognized University or equivalent with one year's diploma in translation (English/Hindi) from a recognized Institute or equivalent. 2) 3 yrs experience of Terminological work in Hindi and/ Translation work from English to Hindi or vice-versa. Desirable Knowledge of one regional language.

Approved vide Board Resolution
No.17.2.19 dated 29.6.2004

9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	N.A.
10.	Period of probation, if any	Two years for direct recruits only.
11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	Deputation/absorption, failing which by direct recruitment.
12.	In case of rectt. by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made.	<u>Deputation/absorption</u> Through a limited Departmental Competitive Exam prescribed by Deptt of Official Language, GNCTD from amongst officers comprising of Asstt.Gr.I with 2 yrs regular service, Asstt. Gr.II with 5 yrs regular service, & Asstt. Gr.III with 10 yrs regular service and possessing the educational qualification as prescribed in Column No.8(1). <u>Compulsory Trainings</u> Continued appointment to this post shall be subject to the passing of compulsory training prescribed in this regard by the Competent Authority. Note: The departmental officers in the feeder category who are in the direct line of promotions shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion. (Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other department of the Central/State Govt. shall ordinarily not exceed 3 yrs. The maximum age limit for appointment by transfer on deputation (including short-term contract shall not be exceeding 56 yrs. as on the closing date of receipt of applications).
13.	If a DPC exists, what is its composition?	<u>Category 'B' DPC (for promotion)</u> 1. GM(A) - Chairman 2. Dy.GM(Admn.) - Member 3. Dy.M(Admn.) - Member 4. Liaison Officer - Member

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF ASSTT. GR.I IN DELHI TRANSCO LIMITED

1.	Name of post	Asstt. Gr.I
2.	No. of posts	23 (2004)* *Subject to variation dependent on work load
3.	Classification	Category 'C'
4.	Scale of pay	Rs.5500-175-9875
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	18-27 yrs (Relaxable for Govt. servants and employees of Delhi Transco Ltd upto 5 yrs.)
7.	Whether benefit of added years of service admissible.	N.A.
8.	Educational & other qualifications required for direct rectt.	**Essential** At least Graduate from a recognized University or equivalent with knowledge of computer operation including complete knowledge of MS Office. **Desirable** Knowledge of Govt. rules and procedures.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	No
10.	Period of probation, if any	2 yrs for direct recruits only.
11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	Promotion failing which by Direct Recruitment.

Approved vide Board Resolution
No.17.2.19 dated 29.6.2004

12.	In case of rectt. by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made.	Promotion 1) From amongst Asstt. Gr.II with 3 yrs and AG-III with 8 yrs regular service in the grade through a Limited Departmental Competitive Exam. Note : For the vacancies to be filled by the Departmental Examination all eligible applicants irrespective of their option to accounts stream will be considered. However, once appointed on the basis of the Departmental Competitive Examination, these officials will have to remain in the stream to which they have been appointed. Compulsory Trainings Promotion shall be subject to the passing of compulsory training prescribed in this regard by the Competent Authority.
13.	If a DPC exists, what is its composition?	Category 'C' DPC (for promotion) 1. GM(A) - Chairman 2. Dy.GM(Admn.) - Member 3. Dy.M(Admn.) - Member 4. Liaison Officer - Member

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF ASSTT. GR.II IN DELHI TRANSCO LIMITED

1.	Name of post	Asstt. Gr.II
2.	No. of posts	92 (2004)* *Subject to variation dependent on work load
3.	Classification	Category 'C'
4.	Scale of pay	Rs.4200-100-9100
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	18-27 yrs (Relaxable for Govt. servants and employees of Delhi Transco Ltd upto 5 yrs.)
7.	Whether benefit of added years of service admissible.	N.A.
8.	Educational & other qualifications required for direct rectt.	**Essential** At least Graduate from a recognized University or equivalent with knowledge of computer operation including complete knowledge of MS Office. **Desirable** Knowledge of Govt. rules and procedures.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	No
10.	Period of probation, if any	2 yrs for direct recruits only.
11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	By promotion failing which by direct recruitment.

Approved vide Board Resolution
No.17.2.19 dated 29.6.2004

12.	In case of rectt. by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made.	Promotion i) By Limited Departmental Competitive Examination open to Asstt.Gr.III/ TO/MR/ATK/TTO/ Comptist/ Jr.Clerk/KPO(Data Entry Operator) with 5 yrs regular service in the grade. Compulsory Trainings Promotion shall be subject to the passing of compulsory training prescribed in this regard by the Competent Authority.
13.	If a DPC exists, what is its composition?	Category 'C' DPC (for promotion) 1. GM(A) - Chairman 2. Dy.GM(Admn.) - Member 3. Dy.M(Admn.) - Member 4. Liaison Officer - Member

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF ASSTT. GR.III IN DELHI TRANSCO LIMITED

1.	Name of post	Asstt. Gr.III
2.	No. of posts	224 (2004)* *Subject to variation dependent on work load
3.	Classification	Category 'C'
4.	Scale of pay	Rs.4000-100-7100
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	18-27 yrs. (Relaxable for Govt. servants and employees of Delhi Transco Ltd. upto 5 yrs.)
7.	Whether benefit of added years of service admissible.	N.A.
8.	Educational & other qualifications required for direct rectt.	Essential 1. Degree from a recognized University or equivalent 2. Knowledge of computer operation including complete knowledge of MS Office. Recruitment shall be subject to the passing of a written examination and qualifying skill test on computer.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	No
10.	Period of probation, if any	Two years

Approved vide Board Resolution
No.17.2.19 dated 29.6.2004

11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	75% by direct recruitment 25% by promotion.
12.	In case of rectt. by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made.	Promotion Through limited departmental competitive examination from amongst Category 'D' employees of DTL having 5 yrs. continuous service in the grade having Matriculation as qualification, and subject to successful completion of the training courses prescribed in this regard. NOTE : The employees appointed through the above method shall be required to pass skill test on computer during the probation period, failing which he/she may not be allowed to draw annual increments. They should also possess the knowledge of computer operation.
13.	If a DPC exists, what is its composition?	Category 'C' DPC (for promotion) 1. Dy.GM(Admn.) - Chairman 2. Dy.M(Admn.) - Member 3. Liaison Officer - Member

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF SR. PERSONAL ASSISTANT(ENGLISH)

1.	Name of post	Sr. Personal Assistant (English)
2.	No. of posts	26* (2004) *Subject to variation dependent on workload.
3.	Classification	Category 'B'
4.	Scale of pay	Rs.6500-200-10900
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	NA
7.	Whether benefit of added years of service admissible.	NA
8.	Educational & other qualifications required for direct rectt.	NA
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	NA
10.	Period of probation, if any	2 yrs.
11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	By promotion failing which by deputation.
12.	In case of rectt. by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made.	<u>Promotion</u> Promotion will be made on selection basis through departmental Examination and assessment of performance and potential over a reasonable period. All PAs (Eng.) with 3 years regular service in the grade and who have successfully completed the training courses prescribed by the

company from time to time shall be eligible to appear in the Departmental Examination.

Note: However, where the field becomes too large, covering an unduly wide range of seniority, the Board may in its discretion restrict the field of selection to ten times of the existing/anticipated vacancies.

Transfer on deputation

1. Officers of the Central Govt./State Govt./Union Territory/PSU.
   - holding analogous posts on regular basis.

   OR

   - Stenographers(Eng.) with 3 yrs regular service in the pay scale of Rs.5500-9000 or equivalent

   and

2. Should be computer literate and capable to work on MS Word & MS Excel

Note: The departmental officers in the feeder category who are in the direct line of promotions shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

(Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other department of the Central/State Govt. shall ordinarily not exceed 3 yrs. The maximum age limit for appointment by transfer on deputation (including short-term contract shall not be exceeding 56 yrs. as on the closing date of receipt of applications).

13. If a DPC exists, what is its composition?

Category 'B' DPC

1. GM(A) - Chairman
2. DY. GM (A) - Member
3. DM(Concerned) - Member
4. Liaison Officer - Member

RECRUITMENT AND PROMOTIONREGULATIONS
FOR THE POST OF PERSONAL ASSISTANT (ENGLISH)

1.	Name of post	Personal Assistant (English)
2.	No. of posts	25 (Twenty Five)* * Subject to variation dependent on workload.
3.	Classification	Category 'C'
4.	Scale of pay	Rs.5500-175-9875
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	N.A.
7.	Whether benefit of added years of service admissible.	NA
8.	Educational & other qualifications required for direct rectt.	NA
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	NA
10.	Period of probation, if any	No
11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	By promotion on selection basis through Limited Departmental Competitive Examination in accordance with the scheme of Examination as may be prescribed from time to time, failing which by deputation.
12.	In case of rectt. By promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made.	Promotion by Limited Departmental Competitive Examination Jr. PAs (E) (erstwhile Steno-Typists) in Delhi Transco Ltd. with 3 yrs' regular service in the grade on the results of the Limited Departmental Examination at a speed of 100 wpm in Shorthand and 45 wpm in Typewriting English, who have successfully completed the training courses prescribed by the company from time

to time shall be eligible to appear in the Departmental Competitive Examination.

Note: However, where the field becomes too large, covering an unduly wide range of seniority, the Board may in its discretion restrict the field of selection to ten times of the existing/anticipated vacancies.

Transfer on deputation

a) Officers of the Central Govt./State Govt./Union Territory/PSU.

i) holding analogous posts on regular basis.

OR

ii) Stenographers(Eng.)/Steno-Typist(Eng.) with 5 yrs. regular service in the pay scale of Rs.4200-7100 or equivalent and

b) Should be computer literate and capable to work on MS Word & MS Excel.

Note: The departmental officers in the feeder category who are in the direct line of promotions shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.
(Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other department of the Central/State Govt. shall ordinarily not exceed 3 yrs. The maximum age limit for appointment by transfer on deputation (including short-term contract shall not be exceeding 56 yrs. as on the closing date of receipt of applications).

13. If a DPC exists, what is its composition? Category 'C' DPC

1. GM(A) - Chairman
2. DY. GM (A) - Member
3. DM(Concerned) - Member
4. Liaison Officer (for SC/ST) - Member

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF JR. PERSONAL ASSISTANT(ENGLISH)

1.	Name of post	Jr. Personal Assistant (E)
2.	No. of posts	13* (Thirteen) *Subject to variation dependent on workload.
3.	Classification	Category 'C'
4.	Scale of pay	Rs.4200-100-9100
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	Not exceeding 27 yrs. (Relaxable upto 5 yrs for Govt. servants and employees of Delhi Transco Ltd.
7.	Whether benefit of added years of service admissible.	No
8.	Educational & other qualifications required for direct rectt.	Essential I. Graduate from a recognized University or equivalent. II. Speed of 80 wpm in Shorthand and 40 wpm in Typewriting in English. III. Should be computer literate and capable to work on MS Word & MS Excel. Desirable Post graduate Diploma in Computer application from reputed institution.
9.	Whether age and E.Q. prescribed for direct rectts. will apply in the case of promotion.	Age : No EQ : No
10.	Period of probation, if any	2 yrs.

Approved vide Board Resolution
No.17.2.19 dated 29.6.2004

11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	25% by promotion 75% by direct recruitment
12.	In case of rectt. by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made.	<u>Promotion</u> Promotion will be made on selection basis through departmental competitive examination in Shorthand at the speed of 80 w.p.m. and Typing at the speed of 40 w.p.m. and assessment of performance and potential over a reasonable period. 1. All AG-(III)/ Comptist/ Jr.Clerk/ T.O./ TTO/ Receptionist/KPO & Data Entry Operator who have rendered at least 2 yrs continuous service in the grade 2. Should be computer literate and capable to work on MS Word who have successfully completed the training courses prescribed by the company from time to time shall be eligible to appear in the Departmental Competitive Examination. **<u>Note:</u>** However, where the field becomes too large, covering an unduly wide range of seniority, the Board may in its discretion restrict the field of selection to ten times of the existing/anticipated vacancies.
13.	If a DPC exists, what is its composition<u>?</u>	<u>Category 'C' DPC</u> 1. GM(A) - Chairman 2. DY. GM (A) - Member 3. DM(Concerned) - Member 4. Liaison Officer (for SC/ST) - Member

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF PERSONAL ASSISTANT (HINDI)

1.	Name of post	Personal Assistant (Hindi)
2.	No. of posts	2* (Two) *Subject to variation dependent on workload.
3.	Classification	Category 'C'
4.	Scale of pay	Rs.5500-175-9875
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	Upto 27 years. (Relaxable for Govt. Servants and employees of Delhi Transco Ltd. upto 5 yrs in accordance with the instruction issued by the Central Govt.
7.	Whether benefit of added years of service admissible.	NA
8.	Educational & other qualifications required for direct rectt.	Essential i) Graduate from a recognized University or equivalent. ii) Speed of 100 wpm in Hindi Shorthand and 30wpm in Hindi Typing. iii) Should be computer literate and capable to work on Leap Office/Akshar Package/MS Word.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	**Age:** No **EQ. :** Yes
10.	Period of probation, if any	2 yrs.

11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	50% by promotion by selection through limited departmental competitive examination failing which by direct recruitment. 50% by direct recruitment.
12.	In case of rectt. by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made.	<u>Promotion</u> Promotion will be made on selection basis through departmental Examination. Jr. PA (Hindi) with 5 years continuous service in the grade and who have successfully completed the training courses prescribed by the company from time to time shall be eligible to appear in the Departmental Competitive Examination. **<u>Note:</u>** However, where the field becomes too large, covering an unduly wide range of seniority, the Board may in its discretion restrict the field of selection to ten times of the existing/anticipated vacancies.
13.	If a DPC exists, what is its composition<u>?</u>	<u>Category 'C' DPC</u> 1. GM(A) - Chairman 2. DY. GM (A) - Member 3. DM(Concerned) - Member 4. Liaison Officer - Member (for SC/ST)

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF Jr. PERSONAL ASSISTANT(HINDI)

1.	Name of post	Jr. Personal Assistant (Hindi)
2.	No. of posts	2* (Two) *Subject to variation dependent on workload.
3.	Classification	Category 'C'
4.	Scale of pay	Rs.4200-100-9100
5.	Whether selection post or non-selection post.	N.A.
6.	Age limit for direct rectts.	Not exceeding 27 yrs. (Relaxable upto 5 yrs for Govt. servants and employees of Delhi Transco Ltd.
7.	Whether benefit of added years of service admissible.	NA
8.	Educational & other qualifications required for direct rectt.	Essential I) Graduate from a recognized University or equivalent. II) Speed of 80 wpm in Shorthand and 30 wpm in Typewriting in Hindi. III) Should be computer literate and capable to work on Leap Office/Akshar Package. Desirable Knowledge of English Shorthand and Typing
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	N.A.

10.	Period of probation, if any	2 yrs.
11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	By direct recruitment
12.	In case of rectt. by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made.	N.A.
13.	If a DPC exists, what is its composition?	Selection Committee ➢ GM (A) — Chairman ➢ DGM (A) — Member ➢ DM (A) — Member ➢ Liaison Officer — Member

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF SECTION OFFICER (ACCOUNTS.)

1.	Name of post	Section Officer (Acctts.)
2.	No. of posts	16(2004)* *Subject to variation dependent on workload.
3.	Classification	Category 'B'
4.	Scale of pay	Rs.6500-200-10900
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	Not exceeding 30 yrs. . (Relaxable upto 5yrs. for Govt. servants and employees of Delhi Transco Ltd.)
7.	Whether benefit of added years of service admissible.	N.A.
8.	Educational & other qualifications required for direct rectt.	**Essential** Commerce Graduate from a recognised University or equivalent. Should have passed the Final examination from the Institute of Chartered Accountants of India or the Institute of Cost and Works Accountants of India. Desirable Knowledge of Computer Accounting Packages like Excel, Tally etc.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	No
10.	Period of probation, if any	2 yrs.

11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	By promotion through Limited Departmental Competitive Examination (to be conducted by an independent agency) failing which by direct recruitment.
12.	In case of rectt. by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made.	Promotion Asstt.Gr.I with 3 years and AG-II with 8 yrs regular service in the grade through departmental competitive examination and assessment of performance and potential over a reasonable period and also subject to the successful completion of the training courses prescribed in this regard from time to time.
13.	If a DPC exists, what is its composition?	Category 'B' DPC(for promotion) 1. GM(A) - Chairman 2. Dy.GM(Admn.) - Member 3. DGM (Finance) - Member 4. Liaison Officer - Member

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF ASSTT.GR.I(ACCOUNTS.)

1.	Name of post	Asstt.Gr.I(Acctts.)
2.	No. of posts	29(2004)* *Subject to variation dependent on workload.
3.	Classification	Category 'C'
4.	Scale of pay	Rs.5500-175-9875
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	18-27 yrs. (Relaxable for Govt. servants and employees of Delhi Transco Ltd.upto 5 yrs.)
7.	Whether benefit of added years of service admissible.	N.A.
8.	Educational & other qualifications required for direct rectt.	**Essential** Commerce Graduate from a recognised University or equivalent. Must have passed the Intermediate Examination from the Institute of Chartered Accountants of India or the Institute of Cost and Works Accountants of India Desirable Knowledge of Computer Accounting Packages like Excel, Tally etc.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	No
10.	Period of probation, if any	2 yrs.

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11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	By promotion from amongst Asstt. Gr. II with 3 yrs regular service or AG III with 8 yrs regular service through Limited Departmental Competitive Examination (to be conducted by an independent agency) failing which by direct recruitment
12.	In case of rectt. by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made.	Promotion Promotion will be made on selection basis through departmental competitive examination and assessment of performance and potential over a reasonable period. All Asstt.Gr.II who have rendered 3 yrs. continuous service in the grade or AG-III/TO/MR/ATK/TTO/Comptist/ Jr.Clerk/KPO/Data Entry Operators with 8 yrs regular service and who have successfully completed the training courses prescribed by the company from time to time shall be eligible to appear in the Departmental Competitive Examination. **Note:** However, where the field becomes too large, covering an unduly wide range of seniority, the Board may in its discretion restrict the field of selection to ten times of the existing/anticipated vacancies.
13.	If a DPC exists, what is its composition?	Category 'C' DPC 1. Dy.GM(Admn) - Chairman 2. Manager (Finance) - Member 3. DM (Concerned) - Member 4. Liaison Officer - Member

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF SECTION OFFICER (VIGILANCE)

1.	Name of post	Section Officer (Vigilance)
2.	No. of posts	5(2004)* *Subject to variation dependent on workload.
3.	Classification	Category 'B'
4.	Scale of pay	Rs.6500-200-10900
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	N.A.
7.	Whether benefit of added years of service admissible.	N.A.
8.	Educational & other qualifications required for direct rectt.	N.A.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	No
10.	Period of probation, if any	2 yrs. for promotees
11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	80% by promotion through Limited Departmental Competitive Examination from amongst departmental AG.I or equivalent with 3 years regular service in the grade. 20% by deputation
12.	In case of rectt. by promotion/deputation /transfer, grades from which promotion/deputation/transfer to	Promotion Asstt.Gr.I with 3 years regular service in the grade through departmental competitive examination and assessment of performance and

be made.

potential over a reasonable period and also subject to the successful completion of the training courses prescribed in this regard from time to time.

Deputation

Officers of the Central/ State Government :-

A. 1. holding analogous posts; or

2. with 3 years service in the scale of pay of Rs.5500-9000 or equivalent or
3. with 7 yrs. regular service in posts in the scale of pay of Rs.5000-8000 or equivalent and

B. possessing atleast two years experience in Vigilance/Administration.

Note: The departmental officers in the feeder category who are in the direct line of promotions shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

(Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other department of the Central/State Govt. shall ordinarily not exceed 3 yrs. The maximum age limit for appointment by transfer on deputation (including short-term contract shall not be exceeding 56 yrs. as on the closing date of receipt of applications).

13. If a DPC exists, what is its composition?

Category 'B' DPC(for promotion)

1. GM(A) - Chairman
2. Dy.GM(Admn.) - Member
3. DM (Vigilance) - Member
4. Liaison Officer - Member

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF HEAD PHARMACIST

1.	Name of post	Head Pharmacist
2.	No. of posts	4 (2004)* *Subject to variation dependent on workload.
3.	Classification	Category 'B'
4.	Scale of pay	Rs.6500-200-10900/-
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	Not exceeding 30 yrs. (relaxable upto 5yrs for Govt. servants and employees of Delhi Transco Ltd.)
7.	Whether benefit of added years of service admissible.	N.A.
8.	Educational & other qualifications required for direct rectt.	Essential: 1. Degree in Pharmacy (B. Pharm) from an University/Institute recognized with Pharmacy Council of Delhi. 2. 3 years experience in the requisite field, preferably in a grade equivalent to that of Sr. Pharmacist in DTL.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	No
10.	Period of probation, if any	2 years

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11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	By promotion failing which by direct recruitment
12.	In case of rectt. by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made.	Promotion: From amongst Sr. Pharmacists with 3 years regular service in the grade and possessing at least Diploma in Pharmacy from an institute recognized by the Pharmacy Council of India and registered with the Pharmacy Council of Delhi.
13.	If a DPC exists, what is its composition?	Category 'B' DPC 1. DGM (A) - Chairman 2. Sr. MO (I/c) - Member 3. DM(Concerned) - Member 4. Liaison Officer - Member (for SC/ST)

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF SENIOR PHARMACIST

1.	Name of post	Senior Pharmacist
2.	No. of posts	2 (2004)* *Subject to variation dependent on workload.
3.	Classification	Category 'C'
4.	Scale of pay	Rs.5500-175-9175/-
5.	Whether selection post or non-selection post.	N.A.
6.	Age limit for direct rectts.	N.A.
7.	Whether benefit of added years of service admissible.	N.A.
8.	Educational & other qualifications required for direct rectt.	N.A.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	N.A.
10.	Period of probation, if any	2 years for promotees.
11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	By promotion
12.	In case of rectt. by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made.	Promotion: From amongst Jr. Pharmacists with 5 years regular service in the grade

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13. If a DPC exists, what is its Category 'C' DPC composition?

1. DGM (A) - Chairman
2. Sr. MO - Member
3. DM(Concerned) - Member
4. Liaison Officer (for SC/ST) - Member

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF JUNIOR PHARMACIST

1.	Name of post	Junior Pharmacist
2.	No. of posts	3(2004)* *Subject to variation dependent on workload.
3.	Classification	Category 'C'
4.	Scale of pay	Rs.4200-100-8000
5.	Whether selection post or non-selection post.	N.A.
6.	Age limit for direct rectts.	18-27 years
7.	Whether benefit of added years of service admissible.	N.A.
8.	Educational & other qualifications required for direct rectt.	Essential 1. 10+2 Examination passed from a recognized University/Board or equivalent. 2. Diploma in Pharmacy from an Institute recognized by Pharmacy Council of India and registered with Pharmacy Council of Delhi. Desirable i) Two years experience as pharmacist ii) Working knowledge of Hindi.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	N.A.
10.	Period of probation, if any	2 yrs.

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11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	$66^{2}/_{3}$ % by direct recruitment $33^{1}/_{3}$% by promotion failing which by direct recruitment.
12.	In case of rectt. by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made.	Promotion: Dresser with 10 yrs service in the grade rendered after appointment thereto on a regular basis provided they are Matriculate and possess Diploma in Pharmacy Council of India and registered with Pharmacy Council of Delhi.
13.	If a DPC exists, what is its composition?	Category 'C' DPC 1.DGM (A) - Chairman 2. Sr. MO I/c - Member 3. DM(Concerned) - Member 4. Liaison Officer - Member (for SC/ST)

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF DRESSER

1.	Name of post	Dresser
2.	No. of posts	1(2004)* *Subject to variation dependent on workload.
3.	Classification	Category 'D'
4.	Scale of pay	Rs.3200-85-5155
5.	Whether selection post or non-selection post.	N.A.
6.	Age limit for direct rectts.	18-27 years
7.	Whether benefit of added years of service admissible.	N.A.
8.	Educational & other qualifications required for direct rectt.	Essential i) Matriculation pass from a recognized Board or equivalent ii) Certificate from Saint John Ambulance Organization in dressing or First Aid or equivalent certificate from any other recognized Institution. Desirable i) 2yrs experience as a dresser in Govt. or Semi-Govt. Hospital /Dispensary. ii) Working knowledge of Hindi

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9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	N.A.
10.	Period of probation, if any	2 yrs.
11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	By direct recruitment
12.	In case of rectt. by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made.	N.A.
13.	If a DPC exists, what is its composition?	Selection Committee ➢ DGM (A) ➢ Chairman ➢ Sr. MO I/c ➢ Member ➢ DM (A.II) ➢ Member ➢ Liaison Officer ➢ Member

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RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF FEMALE ATTENDANT

1.	Name of post	Female Attendant
2.	No. of posts	1(2004)* *Subject to variation dependent on workload.
3.	Classification	Category 'D'
4.	Scale of pay	Rs.3200-85-4985
5.	Whether selection post or non-selection post.	N.A.
6.	Age limit for direct rectts.	18-27 years
7.	Whether benefit of added years of service admissible.	N.A.
8.	Educational & other qualifications required for direct rectt.	Essential i) Matriculation pass from a recognized Board or equivalent. ii) Qualified mid-wife or Auxiliary mid-wife or Nursing(Dai) Course from a recognized Institution. Desirable One year professional experience in Govt. or Semi-Govt. Hospital, Nursing Home or Welfare Centre.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	N.A.
10.	Period of probation, if any	2 yrs.

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11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	By direct recruitment
12.	In case of rectt. by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made.	N.A.
13.	If a DPC exists, what is its composition?	Selection Committee ➢ DGM (A) — Chairman ➢ Sr. MO I/c — Member ➢ DM (A.II) — Member ➢ Liaison Officer — Member

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF CONSOLE OPERATOR

1.	Name of post	Console Operator
2.	No. of posts	2* (2004) * subject to variation dependent on workload. *9 posts sanctioned for SLDC
3.	Classification	Category 'B'
4.	Scale of pay	Rs.6500-10900
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	Not exceeding 30 yrs. (Relaxable for Govt. Servant including employees of Delhi Transco Ltd. upto 5 yrs. in accordance with the instructions or orders issued by the Central Govt.
7.	Whether benefit of added years of service admissible.	No
8.	Educational & other qualifications required for direct rectt.	ESSENTIAL : A.i) Master's Degree in Computer Science/Computer Applications or Degree in computer Engineering of a recognized university or equivalent **OR** B) i) Master's Degree in Operations Research/Statistics/Physics/Mathematics/Operations Research/Computer Programming/Economics (with Statistics)/Commerce (with Statistics)/Bachelors Degree in Engineering from a recognized University or equivalent. ii) 1 yr. Diploma in Computer Science/Computer Application from a recognized University or equiv. iii) One year experience of Electronic Data Processing/ Computer Programming/System Design

		and Analysis. **OR** C) i) Bachelor's Degree in Computer Science/Computer Applications from a recognized University or equivalent. ii) 2 yrs. experience of Operation of Electronic Computer including 1 yr. experience of actual programming on Electronic Computer. **OR** D.i) Bachelor's Degree in Mathematics/Physics/Statistics/Operations Research or Commerce (with statistics) from a recognized University or equivalent ii) 1 year Diploma in Computer Science/Computer Application/Operations Research from a recognized University or equivalent. iii) 3 yrs experience of Electronic Data Processing work including Computer Operations.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	N.A.
10.	Period of probation, if any	2 years.
11.	Methods of rectt. Whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancy to be filled by various methods.	By promotion, failing which by direct recruitment
12.	In case of rectt. By promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	PROMOTION : Junior Console Operator with 3yrs, regular service in the grade.
13.	If a DPC exists, what is its	Category 'B' DPC

composition ? (for considering promotion/confirmation)

1. GM(A) - Chairman
2. GM (IT) - Member
3. DGM (A) - Member
4. DM (Concerned) - Member

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF JR.CONSOLE OPERATOR

1.	Name of post	Jr. Console Operator
2.	No. of posts	6* (2004) * subject to variation dependent on workload.
3.	Classification	Category 'C'
4.	Scale of pay	Rs.5500-9875
5.	Whether selection post or non-selection post.	N.A.
6.	Age limit for direct rectts.	Not exceeding 30 yrs. (Relaxable for Govt. Servant including employees of Delhi Transco Ltd. upto 5 yrs. in accordance with the instructions or orders issued by the Central Govt.)
7.	Whether benefit of added years of service admissible.	N.A.
8.	Educational & other qualifications required for direct rectt.	ESSENTIAL : A.i) Master's Degree in Computer Science/Computer Applications or Degree in computer Engineering of a recognized university or equivalent. **OR** B) i) Degree in Engineering(in any discipline) or Master's Degree in Operations Research or Statistics or Physics or Mathematics/Economics/ Commerce with Statistics. ii) 1 year's Post Graduate Diploma in Computer Science/Computer Application from a recognized University/Institute or equiv. or One year's experience of Electronic Data Processing, including Computer Applications. OR

		C) i) Bachelor's Degree in Computer Science/Computer Applications (3 yrs. course) from a recognized University or equivalent. ii) 1 year experience in Electronics Data Processing including Computer operations. **OR** D.i) Bachelor's Degree in Mathematics/Physics/Statistics/Operations Research or Commerce/Economics with statistics from a recognized University or equivalent ii) 1 year Post Graduate Diploma in Computer Applications from a recognized University/Institute or equivalent with one yr. experience in Electronics Data Processing work including computer operations or 3 yrs experience of Electronic Data Processing including Computer Operations.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	N.A.
10.	Period of probation, if any	2 years (for direct recruits and departmental candidates who are absorbed in this grade)
11.	Methods of rectt. Whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancy to be filled by various methods.	2/3rd by direct recruitment 1/3rd by deputation failing which by direct recruitment.
12.	In case of rectt. By promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	DEPUTATION By Limited Departmental Examination of officers working in Delhi Transco Ltd. on regular basis in posts in the scale of pay of Rs.4000-7100 and above and possessing educational qualifications and experience as

	prescribed for direct recruits under Column 8. Note: The departmental officers in the feeder category who are in the direct line of promotions shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion. (Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other department of the Central/State Govt. shall ordinarily not exceed 3 yrs. The maximum age limit for appointment by transfer on deputation (including short-term contract shall not be exceeding 56 yrs. as on the closing date of receipt of applications).
13. If a DPC exists, what is its composition ?	<u>Category 'C' DPC</u> 1. GM (IT) - Chairman 2. DGM (A) - Member 3. DM (Concerned) - Member 4. Liaison Officer - Member

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF LEGAL ASSTT.

1.	Name of post	Legal Assistant
2.	No. of posts	4(2004)* * Subject to variation dependent on workload
3.	Classification	Category 'B' post
4.	Scale of pay	Rs.6500-200-10900
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	Not exceeding 30 yrs. (Relaxable for Govt. Servant including employees of Delhi Transco Ltd. upto 5 yrs. in accordance with the instructions or orders issued by the Central Govt.
7.	Whether benefit of added years of service admissible.	NA
8.	Educational & other qualifications required for direct rectt.	Essential: i) Degree in Law of a recognized university or equivalent ii) Two years' experience at the Bar OR Two years' experience in Legal work in a Government department or autonomous organization or PSU
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	N.A.
10.	Period of probation, if any	Two years
11.	Methods of rectt. Whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancy to be filled by	50% by direct recruitment 50% by selection through limited departmental examination failing which by deputation, and failing both by direct

	various methods.	recruitment
12.	In case of rectt. By promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	Deputation: A) Officers of Central/State Govt./UTs/ PSUs/Autonomous bodies :- i) holding analogous posts on regular basis or ii) With 5 years regular service in posts in the scale of pay of Rs. 5500-9000/- or equivalent and possessing the qualifications prescribed for direct recruits under Column 8. Note: The departmental officers in the feeder category who are in the direct line of promotions shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion. (Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other department of the Central/State Govt. shall ordinarily not exceed 3 yrs. The maximum age limit for appointment by transfer on deputation (including short-term contract shall not be exceeding 56 yrs. as on the closing date of receipt of applications). Selection through limited departmental competitive examination for the employees of DTL: - a) Employees of DTL holding regular posts in the scale of pay of Rs.5500-9875 or with 5/8 years regular service in posts in the scale of pay of Rs.4200-9100/4000-7000 respectively; and b) Possessing Degree in Law from a recognized university or equivalent
13.	If a DPC exists, what is its composition?	**Category 'C' DPC** 1. GM(Legal) - Chairman 2. DGM(A) - Member 3. DM (Concerned) - Member 4. Liaison Officer - Member

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF ASSISTANT LINEMATE

1.	Name of post	Assistant Linemate (ALM)
2.	No. of posts	418(2004)* *Subject to variation dependent on workload.
3.	Classification	Category 'D'
4.	Scale of pay	Rs.3200-85-4985
5.	Whether selection post or non-selection post.	N.A.
6.	Age limit for direct rectts.	18-27 years
7.	Whether benefit of added years of service admissible.	N.A.
8.	Educational & other qualifications required for direct rectt.	Matriculation pass Selection to be made on the basis of written examination to be conducted by an independent agency.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	N.A.
10.	Period of probation, if any	2 yrs.
11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	By direct recruitment Note: All existing category D posts such as Bearer, Watermen, Peon, Gen Mate, Head Jamadar, Aya, Adremo Operator, Daftry, Cook-cum-Chowkidar shall be merged into the common grade of ALM
12.	In case of rectt. by promotion/deputation /transfer, grades from which promotion/deputation/transfer to	N.A.

be made.

13. If a DPC exists, what is its Selection Committee composition?

➢ DGM (A)	➢ Chairman
➢ DM Vig	➢ Member
➢ DM (A)	➢ Member
➢ Liaison Officer	➢ Member

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF NAIB TEHSILDAR

1.	Name of post	Naib Tehsildar
2.	No. of posts	1(2004)* *Subject to variation dependent on workload.
3.	Classification	Category 'C'
4.	Scale of pay	Rs.5500-175-9875
5.	Whether selection post or non-selection post.	N.A.
6.	Age limit for direct rectts.	N.A.
7.	Whether benefit of added years of service admissible.	N.A.
8.	Educational & other qualifications required for direct rectt.	N.A.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	N.A.
10.	Period of probation, if any	N.A.
11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	By Deputation

Approved vide Board Resolution
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12.	In case of rectt. by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made.	Deputation: Officers of the Central/State Govts: Holding analogous posts or with 3/8 regular service in posts carrying pay scale of Rs.5000-8000/4000-6000/- or equivalent; and possessing the following qualifications: i) Degree from a recognized University ii) 2yrs. Experience in revenue and land acquisition work. iii) Knowledge of application of various Acts, regulations & procedures concerning land estate matters Desirable: i) Degree in law from a recognized University or equivalent. ii) Working knowledge of Urdu/Hindi. Note: The departmental officers in the feeder category who are in the direct line of promotions shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion. (Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other department of the Central/State Govt. shall ordinarily not exceed 3 yrs. The maximum age limit for appointment by transfer on deputation (including short-term contract shall not be exceeding 56 yrs. as on the closing date of receipt of applications).
13.	If a DPC exists, what is its composition?	Category 'B' DPC(for Deputation) ➢ GM (Civil) — Chairman ➢ DGM (A) — Member ➢ Manager (Civil) — Member ➢ Liaison Officer — Member

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF ASSISTANT SECURITY OFFICER

1.	Name of post	:	Assistant Security Officer
2.	No. of posts	:	3 (2004) * * Subject to variation dependent on workload
3.	Classification	:	Category 'C'
4.	Scale of pay	:	Rs.5500-9875
5.	Whether selection post or non-selection post.	:	Selection
6.	Age limit for direct rectts.	:	N.A.
7.	Whether benefit of added years of service admissible.	:	N.A.
8.	Educational & other qualifications required for direct rectt.	:	N.A.
9.	Whether age and E.Q. prescribed for direct rectts. will apply in the case of promotion.	:	N.A.
10.	Period of probation, if any	:	Two years for promotees
11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancy to be filled by various methods.	:	66 $^{2}/_{3}$ % by promotion failing which by deputation 33 $^{1}/_{3}$ % by deputation.

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No.17.2.19 dated 29.6.2004

12.	In case of rectt. by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	: Promotion Security Inspector (except deputationist) with 3 yrs regular service in the grade. Deputation Officers working in the rank of Sub-Inspector of Police on regular basis, **or** Asstt. Sub-Inspector of Police with 5yrs service in the grade rendered after appointment thereto on regular basis from the Central /State Govt. Deptts. Note: The departmental officers in the feeder category who are in the direct line of promotions shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion. (Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other department of the Central/State Govt. shall ordinarily not exceed 3 yrs. The maximum age limit for appointment by transfer on deputation (including short-term contract shall not be exceeding 56 yrs. as on the closing date of receipt of applications).
13.	If a DPC exists, what is its composition ?	: Category 'C' DPC 1. GM(A) - Chairman 2. DM(Concerned) – Member 3. Liaison Officer - Member

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF SECURITY INSPECTOR

1.	Name of post	:	Security Inspector
2.	No. of posts	:	3 (2004)* * Subject to variation dependent on workload
3.	Classification	:	Category 'C'
4.	Scale of pay	:	Rs.4500-9125
5.	Whether selection post or non-selection post.	:	Selection
6.	Age limit for direct rectts.	:	Not exceeding 30 yrs. (relaxable for Govt. servants and employees of the DTL).
7.	Whether benefit of added years of service admissible.	:	Yes
8.	Educational & other qualifications required for direct rectt.	:	Essential: i) Matriculation or equivalent from a recognized Board/Institution. ii) Should be Ex-Subedar of Army or other equivalent rank of Defence Forces **OR** Persons from NCC/Home Guards with two years' training/service in these organizations. Physical Standard Height 5'7" Chest Normal 32" Expanded 33 ½" Physical Test

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			High Jump 3'6" Long Jump 13' Race : 100 mtrs in 13.5 Seconds 1 Mile or 1500 mtrs. in 7 minutes <u>Obstacle</u> To cross 6' wooden wall. Balance in straight and jig jag crossing of 9' wall <u>For S/C & S/T</u> <u>Physical Standard</u> Height 5'5" Chest Normal 30" Expanded 31 ½" Conditions of physical test and obstacles shall remain as above **<u>Note</u>** : Standards regarding height and chest shall not be insisted upon in case of ex-serviceman, otherwise formally fit.
9.	Whether age and E.Q. prescribed for direct rectts. will apply in the case of promotion.	:	N.A.
10.	Period of probation, if any	:	Two years
11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancy to be filled by various methods.	:	66 $^{2}/_{3}$ % by promotion failing which by deputation 33 $^{1}/_{3}$ % by deputation failing which by direct recruitment
12.	In case of rectt. by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	:	<u>Promotion</u> Head Watchman with 5 yrs regular service in the grade and possessing at least Matriculation certificate from a recognized Board or equivalent.

Deputation

Officers working as Asstt. Sub-Inspector of Police on regular basis or

Head Constables of Police with 5yrs regular service in the grade from the Central /State Police Deptts.

Note: The departmental officers in the feeder category who are in the direct line of promotions shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

(Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other department of the Central/State Govt. shall ordinarily not exceed 3 yrs. The maximum age limit for appointment by transfer on deputation (including short-term contract shall not be exceeding 56 yrs. as on the closing date of receipt of applications).

13. If a DPC exists, what is its composition ? : Category 'C' DPC

1. GM(A) - Chairman
2. DM(Concerned) - Member
3. Liaison Officer - Member
4. ASO - Member

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF HEAD WATCHMAN

1.	Name of post	:	Head Watchman
2.	No. of posts	:	10 (2004)* * Subject to variation dependent on workload.
3.	Classification	:	Category 'D'
4.	Scale of pay	:	Rs.3200-5155
5.	Whether selection post or non-selection post.	:	Non-Selection
6.	Age limit for direct rectts.	:	Not exceeding 25 yrs. (relaxable for Govt. servants and employees of the DTL).
7.	Whether benefit of added years of service admissible.	:	N.A.
8.	Educational & other qualifications required for direct rectt.	:	Essential: i) Matriculation or equivalent from a recognized Board/Institution. ii) Should be Naik of Army or other equivalent rank of the Defence Forces **OR** Persons from NCC/Home Guards with one year training/service in these organizations. iii) Physical Standard Height 5'7" Relaxation by 2" in the case of residents of hill areas and SC/ST. Chest Normal 32" Expanded 33 ½" Relaxation by 2" in the case of residents of hill areas and SC/ST.

Approved vide Board Resolution
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iv) Physical Test

High Jump 3'6"
Long Jump 13'
Race : 100 mtrs in 13.5 Seconds
1 Mile or 1500 mtrs. in 7 minutes

9. Whether age and E.Q. prescribed for direct rectts. will apply in the case of promotion. : Age and E.Q.: No

Physical Standard
Height 5'7"
Relaxation by 2" in the case of residents of hill areas and SC/ST.

Chest Normal 32"
Expanded 33 ½"
Relaxation by 2" in the case of residents of hill areas and SC/ST.

Physical Test

High Jump 3'
Long Jump 10'
Race : ½ mile or 750 mtrs in 5 minutes

10. Period of probation, if any : Two years

11. Methods of rectt. whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancy to be filled by various methods. : By promotion failing which by direct recruitment

12. In case of rectt. by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made. : Promotion
Gunman and Security Guards with 2yrs regular service in the grade.

13. If a DPC exists, what is its composition ? : Category 'C' DPC
1. Dy.GM(A) - Chairman
2. DM(Concerned) - Member
3. Liaison Officer - Member
4. ASO - Member

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF SECURITY GUARDS

1.	Name of post	:	Security Guards
2.	No. of posts	:	81 (2004)* * Subject to variation dependent on workload
3.	Classification	:	Category 'D'
4.	Scale of pay	:	Rs.3200-4985
5.	Whether selection post or non-selection post.	:	N.A.
6.	Age limit for direct rectts.	:	Not exceeding 25 yrs. (relaxable for Govt. servants and employees of the DTL).
7.	Whether benefit of added years of service admissible.	:	N.A.
8.	Educational & other qualifications required for direct rectt.	:	i) At least Matriculation pass of a recognized Board or equivalent. ii) Should be Naik of Army or other equivalent rank of Defence Forces **or** Persons from NCC/Home Guards with one year training/service in these organizations. Physical Standards : Height 5' 7" Relaxation by 2" in the case of residents of hill areas and SC/ST. Chest Normal 32" Expanded 33 ½" Relaxation by 2" in the case of residents of hill areas and SC/ST.

Physical Test

High Jump 3'6"
Long Jump 13'
Race : 1 Mile or 1500 mtrs. in 7 minutes

9.	Whether age and E.Q. prescribed for direct rectts. will apply in the case of promotion.	:	N.A.
10.	Period of probation, if any	:	Two years
11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancy to be filled by various methods.	:	By direct recruitment
12.	In case of rectt. by promotion/deputation/ transfer, grades from which promotion/deputation/transfer to be made.	:	N.A.
13.	If a DPC exists, what is its composition ?	:	Selection Committee ➢ DGM (A) — Chairman ➢ Liaison Officer — Member ➢ DM (Vig) — Member ➢ ASO — Member

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF GUNMAN

1.	Name of post	:	Gunman
2.	No. of posts	:	19 (2004))* * Subject to variation dependent on workload
3.	Classification	:	Category 'D'
4.	Scale of pay	:	Rs.3200-4985+ Rs. 150/- Gun handling allowance
5.	Whether selection post or non-selection post.	:	Selection
6.	Age limit for direct rectts.	:	25 yrs. (relaxable for Govt. servants and employees of the DTL).
7.	Whether benefit of added years of service admissible.	:	N.A.
8.	Educational & other qualifications required for direct rectt.	:	i) At least Matriculation pass of a recognized Board or equivalent. ii) 3 yrs service in Armed forces / Paramilitary forces/ Police organizations
9.	Whether age and E.Q. prescribed for direct rectts. will apply in the case of promotion.	:	N.A.
10.	Period of probation, if any	:	Two years for direct recruits
11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancy to be filled by various methods.	:	100% by deputation failing which by direct recruitment.
12.	In case of rectt. by promotion/deputation/transfer,	:	<u>Deputation</u> Security Guards of the DTL

	grades from which promotion/deputation/transfer to be made.	with 2 yrs service in the grade and having knowledge of handling of gun. OR Constable from Delhi Police /CRPF/BSF/ITBP/CISF with 2 yrs regular service in the grade and having knowledge of handling of gun. Note: (Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other department of the Central/State Govt. shall ordinarily not exceed 3 yrs. The maximum age limit for appointment by transfer on deputation (including short-term contract shall not be exceeding 56 yrs. as on the closing date of receipt of applications).
13.	If a DPC exists, what is its composition ?	: Category 'D' DPC (for deputation) 1.DGM(A) - Chairman 2. DM(Concerned) - Member 3. Liaison Officer - Member

The Board of Directors, on agenda item No. 13.2.10 in its 13th meeting held on 11.6.03 have resolved and approved the Recruitment Rules for the post of Company Secretary as placed before the Board which are reproduced below: -

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF COMPANY SECRETARY IN DELHI TRANSCO LIMITED

1.	Name of post	Company Secretary
2.	No. of posts	1 (2003)* *Subject to variation dependent on work load
3.	Classification	Category 'A'
4.	Scale of pay	Rs.15800-450-17600-500-21100
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	Not exceeding 45 yrs. (Relaxable for Govt. Servants upto 5 yrs in accordance with the instructions/orders issued by the Govt. Age relaxation can also be considered for experienced and deserving candidates.
7.	Whether benefit of added years of service admissible.	Not applicable
8.	Educational & other qualifications required for direct rectt.	Essential i) Graduate with membership of Institute of Company Secretaries of India ii) Should have at least 12 yrs experience out of which 8 yrs should be post qualification experience as Company Secretary. The incumbent should be fully conversant with all the aspects of work of the Company Secretary with

Approved vide Board Resolution
No.14.2.5 dated 24.9.2003

	knowledge of the Company Law and allied Corporate Laws including Industrial Laws since he is required to provide legal aid and advise including vetting of legal documents/agreements. Desirable A degree in Law/Financial Management
9. Whether age and E.Q. prescribed for direct rectts. will apply in the case of promotion.	Not applicable
10. Period of probation, if any	Not applicable
11. Methods of rectt. whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancy to be filled by various methods.	By direct recruitment.
12. In case of rectt. by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	Not applicable
13. If a CPC exists, what is its composition	
14. Circumstances in which UPSC is to be consulted in making recruitment.	Not applicable Consultation with UPSC not necessary.

Approved vide Board Resolution
No.14.2.5 dated 24.9.2003

The Board of Directors, on agenda item No. 15.2.6 in its meeting held on 17.12.03 have resolved and approved an amendment to the Recruitment Rules for the post of General Manager(Tech) as placed before the Board. The approved R&P regulations for the post of GM(Tech) are reproduced below: -

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF GENERAL MANAGER (TECH.) IN DELHI TRANSCO LIMITED

1.	Name of post	:	General Manager(Tech.)
2.	No. of posts	:	5* (2004) * subject to variation dependent on workload.
3.	Classification	:	Category 'A' post.
4.	Scale of pay	:	Rs.18600-500-23100
5.	Whether selection post or non-: selection post.		Selection
6.	Age limit for direct rectts.	:	Not exceeding 50 yrs.
7.	Whether benefit of added years of : service admissible.		NO
8.	Educational & other qualifications : required for direct rectt.		**Essential :** Degree in Electrical/Mechanical/IT/ Computer/ Electronics & Communication Engineering from a recognized university or equivalent. 18 yrs experience in large public Electricity utility of which at least 5yrs. must be as Engineer Incharge of Operation/Maintenance/Distribution and transmission of power. Age :No
9.	Whether age and E.Q. prescribed : for direct rectts.will apply in the case of promotion.		E.Q.: No 1 year
10.	Period of probation, if any	:	By promotion failing which by transfer on deputation (including short-term contract) and failing both by direct
11.	Methods of rectt. Whether by : direct recruitment or by promotion or by deputation/		

Approved vide Board Resolution
No.14.2.5 dated 24.9.2003

	transfer and percentage of the vacancy to be filled by various methods.	recruitment.
12.	In case of rectt. By : promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	**Promotion** i) Dy.G.M.(Tech.) with 7 yrs continuous service in the grade, or 12 years total combined service of Manager(T)/Executive Engineer and DGM(T)/S.E. out of which 3 years should be as DGM(T)/S.E., or 17 years total combined service in Group'A' post i.e. from Asstt. Manager(T) onwards, with at least 3 years service as DGM(Tech)/S.E., and ii) Successful completion of prescribed training course. Transfer on deputation (including short-term contract) a) Officer of the rank of Chief Engineer or Addl.Chief Engineer with 2 yrs service in the grade from Central/State/Govts./Electricity Boards/Public Undertakings. b) possessing the educational qualifications and experience prescribed for direct recruits under Column-8. (Period of deputation/contract shall ordinarily not exceed 5 years).
13.	If a CPC exists, what is its composition ?	Category 'A' CPC 1. CMD - Chairman 2. Director(HR) - Member 3. Director(Oprn.)- Member
14.	Circumstances in which UPSC is to be consulted in making recruitment.	Consultation with UPSC not necessary.

R & P REGULATIONS FOR THE POST OF ASSTT. MANAGER(TECH.)

1.	Name of post	Asstt. Manager(Tech.)
2.	No. of posts	103*(2003) * subject to variation dependent on workload.
3.	Classification	Category 'A' post.
4.	Scale of pay	Rs.7750-250-8000-275-9100-10350-350-12100-400-14500 (with initial start of Rs.8550/-)
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	Not exceeding 28 yrs (Relaxable upto 5 yrs for Govt. servants & employees of Delhi Transco Ltd.)
7.	Whether benefit of added years of service admissible.	No
8.	Educational & other qualifications required for direct rectt.	Essential: i) Degree in Electrical Engg./ from a recognized university or equivalent - 80% quota. ii) Degree in Electronics & Communication Engineering/Information Technology/ Computer Engineering from a recognized university or equivalent- 20% quota..
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	Age :No E.Q.: to the extent indicated in Column 12.
10.	Period of probation, if any	1 year for direct recruits and promotees
11.	Methods of rectt. Whether by direct recruitment or by	50% - By Promotion failing which by direct rectt.

Approved vide Board Resolution
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	promotion or by deputation/transfer and percentage of the vacancy to be filled by various methods.	50% - By Direct recruitment.
12.	In case of rectt. By promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	Promotion Through departmental limited competitive examination and assessment of performance and potential. All Junior Engineers/Foreman Grade I/Grade II/Senior Shift Officer/Shift Officer/ Shift Incharge / Controller /Asstt. Controller who have successfully completed the training courses prescribed by the Company from time to time and with three yrs. continuous service in the respective grades and possessing degree in Electrical Engineering/Information Technology/ ComputerEngg./Electronics & Communication/ Mechanical Engineering from a recognized University or equivalent or with seven years continuous service in the respective grade for those having Dip. in Electrical Engineering/ Information Technology/Computer Engg/ Electronics & Communication Engg/ Mechanical Engineering shall be eligible to appear in the departmental competitive examination. **Note** : The Board has the discretion to restrict the field of selection to ten times of the existing and anticipated vacancies in a year and only the eligible candidates falling in the zone of consideration up to ten times of existing/anticipated vacancies as per seniority will be eligible to appear in the Departmental Competitive Examination.
13.	If a DPC exists, what is its composition ?	Category 'A' DPC (for considering promotion/confirmation) 1. Director(HR) - Chairman 2. Director(Operation) - Member 3. G.M.(Admn.) - Member 4. Liaison Officer - Member

Approved vide Board Resolution
No.14.2.5 dated 24.9.2003

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF GENERAL MANAGER(ADMN.) IN DELHI TRANSCO LIMITED

1.	Name of post	General Manager(Admn.)
2.	No. of posts	1 (2002)* *Subject to variation dependent on work load
3.	Classification	Category 'A'
4.	Scale of pay	Rs. 18400-500-22400
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	Not applicable
7.	Whether benefit of added years of service admissible.	Not applicable
8.	Educational & other qualifications required for direct rectt.	Not applicable
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	Not applicable
10.	Period of probation, if any	Not applicable
11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	Transfer on deputation
12.	In case of rectt. by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made.	Transfer on deputation Officers of All India Services and Central Civil Services with 15 yrs service **OR** Other officers under the Central/State Govt. or officers from Public Sector Undertakings of the Central/State Govts. Like NTPC/PGCIL etc. having

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		qualification in HR/Admn. holding analogous posts or with 2/7 yrs service respectively in posts in the pay scale of Rs. 16400-20000/ Rs. 12000-18000 or equivalent.
13.	If a CPC exists, what is its composition ?	Not applicable
14.	Circumstances in which UPSC is to be consulted in making recruitment.	Consultation with UPSC not necessary.

Approved vide Board Resolution
No.14.2.5 dated 24.9.2003

The Board of Directors, on agenda item No. 16.2.6 in its meeting held on 20.2.04 have resolved and approved an amendment to the Recruitment Rules for the post of Asstt. Manager (Vigilance) as placed before the Board which are reproduced below: -

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF ASSTT.MANAGER(VIGILANCE)

1.	Name of post	Asstt.Manager(Vigilance)
2.	No. of posts	02
3.	Classification	Category 'A'
4.	Scale of pay	Rs.8000-275-13775
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	N.A.
7.	Whether benefit of added years of service admissible.	N.A.
8.	Educational & other qualifications required for direct rectt.	N.A.
9.	Whether age and E.Q. prescribed for direct rectts. will apply in the case of promotion.	N.A.
10.	Period of probation, if any	One year for promotees.
11.	Methods of rectt. Whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancy to be filled by various methods.	50% by promotion 50% by deputation
12.	In case of rectt. By promotion/deputation/transfer grades from which promotion/deputation/ transfer to be made.	Promotion On the basis of limited departmental competitive examination from amongst departmental Section Officer (Vig.) with 5 years service in the grade. Deputation Officers under the Central/ State Govts./

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		UTs (including Central Police Organizations/ State Police Organizations) (a) (i) holding analogous posts on regular basis; or (ii) with 5 yrs regular service in posts in the scale of Rs.650010500 or equivalent; and (b) Possessing 3 years experience in dealing/investigation of vigilance and disciplinary cases.
13.	If a DPC exists, what is its composition?	Category 'A' CPC for promotion Director(HR) - Chairman GM(A) - Member DGM(A) - Member
14.	Circumstances in which UPSC is to be consulted in making recruitment.	Not necessary

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF ASSTT.MANAGER(CIVIL)

1.	Name of post	Asstt.Manager(Civil)
2.	No. of posts	5*(2002) *Subject to variation dependent on workload.
3.	Classification	Category 'A'
4.	Scale of pay	Rs.7750-250-8000-275-9100-10350-350-12100-400-14500 (With initial start of Rs.8,550/-)
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	Not exceeding 28 yrs (relaxable upto 5 yrs for Govt. Servants and employees of the DTL).
7.	Whether benefit of added years of service admissible.	NO
8.	Educational & other qualifications required for direct rectt.	**Essential** Degree in Civil Engineering from a recognized University or equivalent. **Desirable** Two years experience in design and construction of reinforced concrete structures, heavy machine foundations and masonry structures.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	Age : No EQ : No, but must possess atleast Diploma in Civil Engineering from a recognized University or equivalent.
10.	Period of probation, if any	One year
11.	Methods of rectt. Whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancy to be filled by various methods.	50% by promotion failing which by direct recruitment and 50% by direct recruitment.

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12.	In case of rectt. By promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	Promotion Promotions will be made on selection basis through Departmental Limited Competitive Examination and assessment of performance and potential over a reasonable period. All Jr.Engineers(Civil) who have successfully completed the training courses prescribed by the Company from time to time and have 3 yrs/ 7yrs continuous service in the grade for degree/diploma holders respectively, shall be eligible to appear in the Departmental Competitive Exam. **Note** : However, where the field becomes too large, covering an unduly wide range of seniority, the Board may in its discretion restrict the field of selection to ten times of the existing/anticipated vacancies.
13.	If a CPC exists, what is its composition ?	Category 'A' CPC (for considering promotion & confirmation) 1. Director(HR) - Chairman 2. GM(Civil) - Member 3. GM(A) - Member 4. Liaison Officer - Member
14.	Circumstances in which UPSC is to be consulted in making recruitment.	Consultation with UPSC not necessary

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF MANAGER(CIVIL)

1.	Name of post	Manager(Civil)
2.	No. of posts	1*(2002) *Subject to variation dependent on workload.
3.	Classification	Category 'A'
4.	Scale of pay	Rs.12500-400-14900-450-16700-450-17600-500-19100
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	Not exceeding 30 yrs (relaxable upto 5 yrs for Govt. Servants and employees of the DTL in accordance with the instructions or orders issued by the Central Govt.).
7.	Whether benefit of added years of service admissible.	NO
8.	Educational & other qualifications required for direct rectt.	**Essential** i) Degree in Civil Engineering from a recognized University or equivalent. ii) Five years experience in design, construction and maintenance of industrial and residential buildings and heavy RCC machine foundations.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	Age : No EQ : No
10.	Period of probation, if any	One year
11.	Methods of rectt. Whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancy to be filled by various methods.	By promotion, failing which by transfer on deputation(including short term contract) and failing both by direct recruitment. 90% of the posts shall be filled from degree holders and 10% from Diploma holders.

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12.	In case of rectt. By promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	Promotion Promotion will be made on selection basis through Departmental Competitive Exam. And assessment of performance and potential over a reasonable period. All Asstt. Manager (Civil) possessing degree/ diploma in Civil Engineering with 7yrs continuous service in the grade and who have successfully completed the training courses prescribed by the Company from time to time, shall be eligible to appear in the Departmental Competitive Exam. **Note** : However, where the field becomes too large, covering an unduly wide range of seniority, the Board may in its discretion restrict the field of selection to ten times of the existing/anticipated vacancies. Transfer on deputation (including short term contract) Officers under the Central/State Government/States Electricity Boards/ Public Undertakings/ Semi-Govt./Statutory or Autonomous organization holding posts of the rank of :- (a) (i) Executive Engineer or equivalent or (ii) Asstt. XEN or equivalent with 5 yrs service in the grade or (iii) Asstt. Engineer or equivalent with 7 yrs service in the grade and (b) Possessing the educational qualification and experience laid down for direct recruits under Column No.8. Note : 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. Period of deputation including

	period of deputation in another ex-cadre post held immediately proceeding this appointment in the same or some other organization/department shall ordinarily not exceed 3 yrs.
13. If a CPC exists, what is its composition ?	Category 'A' CPC (for considering promotion & confirmation) 1. CMD - Chairman 2. Director (HR) - Member 3. Director(Opr.) - Member
14. Circumstances in which UPSC is to be consulted in making recruitment.	Consultation with UPSC not necessary.

RECRUITMENT & PROMOTION REGULATIONS FOR THE POST OF DY. GENERAL MANAGER(CIVIL)

1.	Name of post	Dy.General Manager(Civil)
2.	No. of posts	No post (post to be created)
3.	Classification	Category 'A' post.
4.	Scale of pay	Rs.15800-450-17600-500-21100
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	Not exceeding 45 years.
7.	Whether benefit of added years of service admissible.	NO
8.	Educational & other qualifications required for direct rectt.	Essential : i) Degree in Civil Engineering from a recognized university or equivalent. ii) 10 years' experience in a senior supervisory position/capacity in a large Undertaking/ Corporation/Central/State/ UT Govt. in design, construction and maintenance of industrial/residential/ power station buildings and heavy RCC machine foundations. Desirable i) Master's degree in Civil Engineering from a recognized University or equivalent. Experience in Planning, designing and construction and maintenance of industrial, residential and power station buildings and heavy RCC machine foundations.

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9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	Age :No E.Q.: No
10.	Period of probation, if any	1 year
11.	Methods of rectt. Whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancy to be filled by various methods.	By promotion failing which by transfer on deputation (including short-term contract) and failing both by direct recruitment.
12.	In case of rectt. By promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	Promotion Manager (Civil) with 5yrs. continuous service in the grade and possessing degree in Civil Engineering and successful completion of prescribed training courses. Transfer on deputation (including short-term contract) Officers of the Central/State Govts./U.Ts./ Autonomous Bodies/Public Sector Undertaking/ Statutory Orgns./Semi Govt. Orgns. (a) (i) holding analogous posts on a regular basis; or (ii) With 8 years regular service in posts in the pay scale of Rs.10000-325-15200 or equivalent; and (b) possessing the educational qualifications and experience prescribed for direct recruits under Column-8. The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible

	for consideration for appointment by promotion. Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Govt. shall ordinarily not exceed 4 years.
13. If a CPC exists, what is its composition ?	Category 'A' CPC (for considering promotion & confirmation) 1. CMD - Chairman 2. Director (HR) - Member 3. Director(Optn.) - Member
14. Circumstances in which UPSC is to be consulted in making recruitment.	Consultation with UPSC not necessary.

RECRUITMENT & PROMOTION REGULATIONS FOR THE POST OF GENERAL MANAGER(CIVIL)

1.	Name of post	General Manager(Civil)
2.	No. of posts	1 *(one)(2002) * Subject to variation dependent on workload.
3.	Classification	Category 'A' post.
4.	Scale of pay	Rs.18600-500-23100
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	Not exceeding 55 yrs.
7.	Whether benefit of added years of service admissible.	No
8.	Educational & other qualifications required for direct rectt.	Essential : i) Degree in Civil Engineering from a recognized university or equivalent. ii) 18 yrs experience in Planning Construction and Maintenance of Civil Engineering works of which atleast 5yrs must be as Engineer Incharge of Planning, Construction & Maintenance of Civil Engineering works.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	Age :No E.Q.: No
10.	Period of probation, if any	One year

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11.	Methods of rectt. Whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	By promotion failing which by transfer on deputation (including short-term contract) and failing both by direct recruitment.
12.	In case of rectt. By promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	Promotion Dy.G.M(Civil) with 7 yrs continuous service in the grade and successful completion of prescribed training courses. Transfer on deputation (including short-term contract) Officers under the Central/State Govts./Public Undertakings/Semi Govt./Autonomous or Statutory Organisations; a) (i) holding analogous posts; **OR** (ii) With 7 years service in post in the rank of Superintending Engineer or equivalent; and b) possessing degree in Civil Engineering and 18 yrs experience in Planning Construction and Maintenance of Civil Engineering works. (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.) (Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same organization/department shall not exceed 5 yrs.).

13. If a CPC exists, what is its composition ?	Category 'A' CPC 1. CMD - Chairman 2. Director(HR) - Member 3. Director(Opr.) - Member
14. Circumstances in which UPSC is to be consulted in making recruitment.	Consultation with UPSC not necessary.

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RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF DY.GENERAL MANAGER(ADMN.) IN DELHI TRANSCO LIMITED

1.	Name of post	Dy. General Manager(Admn.)
2.	No. of posts	1 (2002)* *Subject to variation dependent on work load
3.	Classification	Category 'A'
4.	Scale of pay	Rs. 16400-400-20000
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	N.A.
7.	Whether benefit of added years of service admissible.	N.A.
8.	Educational & other qualifications required for direct rectt.	N.A.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	N.A.
10.	Period of probation, if any	N.A.
11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	By promotion failing which by transfer on deputation/transfer.
12.	In case of rectt. by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made.	Promotion Manager(A) with 5 yrs continuous service in the grade failing which Manager(A)/ Dy.Manager(A) with 9 yrs continuous combined service and successful completion of prescribed training courses.

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		Transfer on deputation/transfer Officer of the Central/State Government :- A 1) holding analogous posts or 2) with 5 yrs service in posts in the pay scale of Rs.12000-18000 or equivalent or 3) with 10 yrs service in posts in the pay scale of Rs.10000-15200 or equivalent. B. possessing experience in Administration Establishment and Accounts matters.
13.	If a CPC exists, what is its composition ?	Category 'A' CPC (for promotion) 1. CMD - Chairman 2. Director(HR) - Member 3. GM(Admn.) - Member
14.	Circumstances in which UPSC is to be consulted in making recruitment.	Consultation with UPSC not necessary.

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF MANAGER(ADMN.) IN DELHI TRANSCO LIMITED

1.	Name of post	Manager(Admn.)
2.	No. of posts	No post exist at present. (post to be created)
3.	Classification	Category 'A'
4.	Scale of pay	Rs. 12000-375-18000
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	N.A.
7.	Whether benefit of added years of service admissible.	N.A.
8.	Educational & other qualifications required for direct rectt.	N.A.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	N.A.
10.	Period of probation, if any	N.A.
11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	By promotion failing which by transfer on deputation/transfer.
12.	In case of rectt. by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made.	Promotion Promotion will be made on selection basis through Departmental limited competitive examination and assessment of performance and potential over a reasonable period. All Dy. Manager (Admn.) with 4 years continuous service in the grade and successful completion of prescribed training courses prescribed by

		the company from time to time. **Note** : However, where the field becomes too large, covering an unduly wide range of seniority, the Board may in its discretion restrict the field of selection to ten times of the existing/anticipated vacancies. Transfer on deputation/transfer Officer of the Central/State Government :- A 1) holding analogous posts or 2) with 5 yrs service in posts in the pay scale of Rs. 10000-15200 or equivalent **OR** 3) with 10 yrs service in posts in the pay scale of Rs. 8000-13500 or equivalent. B. possessing experience in Administration Establishment, Vigilance and Accounts matters.
13.	If a CPC exists, what is its composition ?	Category 'A' CPC (for promotion) 1. CMD - Chairman 2. Director(HR) - Member 3. GM(Admn.) - Member
14.	Circumstances in which UPSC is to be consulted in making recruitment.	Consultation with UPSC not necessary.

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF DY.MANAGER(ADMN.) IN DELHI TRANSCO LIMITED

1.	Name of post	Dy. Manager(Admn.)
2.	No. of posts	3 (2002)* *Subject to variation dependent on work load
3.	Classification	Category 'A'
4.	Scale of pay	Rs. 10000-325-15850
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	Not exceeding 40 yrs (Relaxable upto 5 yrs for Govt. Servants and employees of Delhi Transco Ltd.)
7.	Whether benefit of added years of service admissible.	No
8.	Educational & other qualifications required for direct rectt.	Essential Degree of a recognized university or equivalent,) 7 yrs experience of Administration, accounts and establishments work in supervisory capacity in a Govt. office or a public body or a commercial organization of repute.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	N.A.
10.	Period of probation, if any	Two years
11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	2/3rd by promotion failing which by transfer on deputation/transfer. 1/3rd by transfer on deputation/ transfer failing which by direct recruitment.

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12.	In case of rectt. By promotion/deputation /transfer, grades from which promotion/ deputation/ transfer to be made.	Promotion Promotion will be made on selection basis through Departmental Competitive Examination and assessment of performance and potential over a reasonable period. All Asstt. Manager (Admn.)/Asstt. Manager (O&M) and Private Secretaries with 5 years continuous service in the respective grade and who have successfully completed the training courses prescribed by the company from time to time shall be eligible to appear in the Departmental Competitive Examination. **Note** : However, where the field becomes too large, covering an unduly wide range of seniority, the Board may in its discretion restrict the field of selection to ten times of the existing/anticipated vacancies. Transfer-on-deputation/transfer Officers of the Central/State Government :- A. 1. holding analogous posts; or 2. with 5 years service in posts in the scale of pay of Rs. 8000-13500 or equivalent or. 3. with 8 yrs. service in posts in the scale of pay of Rs. 6500-10500 or equivalent and B. Possessing experience in Administration, disciplinary cases, Establishment and Accounts matters. (period of deputation shall ordinarily not exceed three years).
13.	If a CPC exists, what is its composition ?	Category 'A' CPC (for considering promotion & confirmation) 1. CMD - Chairman 2. Director(HR) - Member

3. GM(Admn.) - Member
4. Dy.GM(A) - Member

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RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF ASSTT. MANAGER(ADMN.) IN DELHI TRANSCO LTD.

1.	Name of post	Asstt. Manager(Admn.)
2.	No. of posts	4 (2002)* *Subject to variation dependent on work load
3.	Classification	Category 'A' post.
4.	Scale of pay	Rs. 8000-275-13775
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	N.A.
7.	Whether benefit of added years of service admissible.	N.A.
8.	Educational & other qualifications required for direct rectt.	N.A.
9.	Whether age and E.Q. prescribed for direct rectts. will apply in the case of promotion.	N.A.
10.	Period of probation, if any	1 year
11.	Methods of rectt. Whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancy to be filled by various methods.	By promotion failing which by transfer on deputation/transfer.
12.	In case of rectt. By promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	PROMOTION Promotion will be made on selection basis through Departmental Competitive Examination and assessment of performance and potential over a reasonable period. All Section Officers and Hindi Translators with 5 years continuous service in the grade and who have successfully completed the training courses prescribed by the company from time

to time shall be eligible to appear in the Departmental Competitive Examination.

Note : However, where the field becomes too large, covering an unduly wide range of seniority, the Board may in its discretion restrict the field of selection to ten times of the existing/anticipated vacancies.

Transfer on deputation/transfer

Officers of the Central/State Govt./UTs/MCD including its Undertaking.

a) i) holding analogous posts on a regular basis; or

ii) with 5 yrs. regular service in posts in the scale of pay of Rs.6500-10500 or equivalent; or

iii) with 8 years regular service in posts in the scale of pay of Rs.5500-9000 or equivalent.

b) Possessing 3 yrs. experience in Admn./Accounts/Estt. Matters.

(Period of deputation including period of deputation in another ex-cadre post held immediately proceeding this appointment in the same or some other University/department of the Central Govt. shall ordinarily not to exceed 3 yrs. The maximum age limit for appointment by transfer on deputation (including short-term contract/transfer shall not be exceeding 56 yrs. as on the closing date of receipt of applications).

13. If a CPC exists, what is its composition ?

Category 'A' CPC (for promotion)

1. CMD - Chairman
2. Director(HR) - Member
3. GM(Admn.) - Member
4. Dy.GM(A) - Member

14. Circumstances in which UPSC is to be consulted in making recruitment.

Consultation with UPSC not necessary.

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF ASSTT.MANAGER(O&M) IN DELHI TRANSCO LTD.

1.	Name of post	Asstt.Manager(O&M)
2.	No. of posts	1 (2002)* *Subject to variation dependent on work load
3.	Classification	Category 'A'
4.	Scale of pay	Rs.8000-275-13775
5.	Whether selection post or non-selection post.	N.A.
6.	Age limit for direct rectts.	N.A.
7.	Whether benefit of added years of service admissible.	N.A.
8.	Educational & other qualifications required for direct rectt.	N.A.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	N.A.
10.	Period of probation, if any	N.A.
11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	By transfer on deputation/transfer.
12.	In case of rectt. by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made.	Transfer on deputation/transfer Officers of the rank of Section Officer/Jr.Analyst with 5 yrs regular continuous service or Asstts. with 8 yrs regular continuous service in a Govt. Deptt. as such of the Central Sectt. Service and having experience of the Organisation & Methods Works, establishment and Administrative matters. (Period of deputation ordinarily not

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		exceeding 3 yrs.)
13.	If a CPC exists, what is its composition?	Category 'A' CPC 1. CMD - Chairman 2. Director(HR) - Member 3. GM(Admn.) - Member 4. Dy.GM(Admn.) - Member
14.	Circumstances in which UPSC is to be consulted in making recruitment.	Consultation with UPSC not necessary.

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF ASSTT. MANAGER(FINANCE) IN DELHI TRANSCO LTD.

1.	Name of post	Asstt. Manager(Fin.)
2.	No. of posts	16 (2002)* *Subject to variation dependent on work load
3.	Classification	Category 'A' post.
4.	Scale of pay	Rs. 8000-275-13775
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	Not exceeding 28yrs (Relaxable for Govt. servants and employees of Delhi Transco Ltd. upto 5 yrs.)
7.	Whether benefit of added years of service admissible.	N.A.
8.	Educational & other qualifications required for direct rectt.	Essential A (i) Masters degree in Commerce/Economics or Business Economics with Financial Management/Commerce/Accountancy as one of the papers from a recognized University or equivalent. ii) 3 yrs experience of work connected with Accounts and Audit in a responsible capacity in a Govt. or Semi-Govt. Organisation or Commercial concerned OR B (i) A qualification recognized for enrolment in the Register of Members of the Institute of Chartered Accountants of India or the Institute of Cost and Works Accountants of India or equivalent. AND ii) 2 yrs experience of work connected with Accounts and Audit in a responsible capacity in a Govt. or Semi-Govt. Organisation or

		Commercial concerned
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	NO
10.	Period of probation, if any	2 year
11.	Methods of rectt. Whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancy to be filled by various methods.	50% by promotion failing which by transfer on deputation/transfer. 50% by transfer on deputation/transfer failing which by direct recruitment.
12.	In case of rectt. By promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	PROMOTION Promotion will be made on selection basis through Departmental Competitive Examination and assessment of performance and potential over a reasonable period. All Section Officer(Accounts) with 5yrs continuous service in the grade and who have successfully completed the training courses prescribed by the Company from time to time shall be eligible to appear in the Departmental Competitive Exam. **Note** : However, where the field becomes too large, covering an unduly wide range of seniority, the Board may in its discretion restrict the field of selection to ten times of the existing/anticipated vacancies. Transfer on deputation/transfer A) Officers of the Organized Accounts Services Deptt. of Central/State/UT Govts./PSUs/ Autonomous Bodies :- i) holding analogous posts on a regular basis; or iv) with 5 yrs. regular service in posts in the scale of pay of Rs.6500-10500 or equivalent; **AND** b) Having 3 yrs. experience in a

		Supervisory capacity in Cash, Accounts or Budget Work. Preference will be given to the candidates having professional degree like Chartered Accountant, MBA, ICWA etc.
13.	If a CPC exists, what is its composition ?	Category 'A' CPC (for promotion) 1. CMD - Chairman 2. Director(Fin.) - Member 3. GM(Admn.) - Member 4. Dy.GM(A) - Member
14.	Circumstances in which UPSC is to be consulted in making recruitment.	Consultation with UPSC not necessary.

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF DY.MANAGER(FINANCE)/ IN DELHI TRANSCO LIMITED

1.	Name of post	Dy.Manager(Fin.)
2.	No. of posts	2 (2002)* *Subject to variation dependent on work load
3.	Classification	Category 'A'
4.	Scale of pay	Rs.10000-325-15850
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	N.A.
7.	Whether benefit of added years of service admissible.	N.A.
8.	Educational & other qualifications required for direct rectt.	N.A.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	N.A.
10.	Period of probation, if any	N.A.
11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	By promotion failing which by transfer on deputation/transfer.
12.	In case of rectt. by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made.	Promotion Promotion will be made on selection basis through Departmental Competitive Examination and assessment of performance and potential over a reasonable period. All Asstt.Manager(Fin.) with 5yrs continuous service in the grade and who have successfully completed the training courses prescribed by the Company from time to time shall be eligible

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to appear in the Departmental Competitive Exam.

Note : However, where the field becomes too large, covering an unduly wide range of seniority, the Board may in its discretion restrict the field of selection to ten times of the existing/anticipated vacancies.

Transfer-on-deputation/transfer

A. Officers of the organized Accounts Service Deptt. of Central/State/UT Govt./PSUs/Autonomous Bodies.

i) holding analogous posts on a regular basis or

ii) with 5 years regular service in pay scale of Rs.8000-13500 or

iii) with 8 yrs. service in the pay scale of Rs.6500-10500.

AND

B. Having 5 yrs experience in a Supervisory capacity in Cash, Accounts or Budget work.

Preference will be given to the candidates having professional degree like Chartered Accountant, MBA, ICWA etc.

13. If a CPC exists, what is its composition ?

Category 'A' CPC (for promotion)

1. CMD - Chairman
2. Director(Fin.) - Member
3. Director(HR) - Member
4. GM(A) - Member

14. Circumstances in which UPSC is to be consulted in making recruitment.

Consultation with UPSC not necessary.

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POST OF MANAGER(FINANCE) IN DELHI TRANSCO LIMITED

1.	Name of post	Manager(Fin.)
2.	No. of posts	2 (2002)* *Subject to variation dependent on work load
3.	Classification	Category 'A'
4.	Scale of pay	Rs.12000-375-16500
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	N.A.
7.	Whether benefit of added years of service admissible.	N.A.
8.	Educational & other qualifications required for direct rectt.	N.A.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	N.A.
10.	Period of probation, if any	N.A.
11.	Methods of rectt. whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancy to be filled by various methods.	50% by promotion failing which by transfer on deputation/transfer 50% by transfer on deputation/transfer
12.	In case of rectt. by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made.	Promotion Promotion will be made on selection basis through Departmental Competitive Examination and assessment of performance and potential over a reasonable period. All Dy. Manager (Fin.) with 4 years continuous service in the respective grade and who have successfully completed the training courses prescribed by the company from time to time

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shall be eligible to appear in the Departmental Competitive Examination.

Note : However, where the field becomes too large, covering an unduly wide range of seniority, the Board may in its discretion restrict the field of selection to ten times of the existing/anticipated vacancies.

Transfer-on-deputation/transfer

A. Officers of the organized Central Accounts Services of Central/State/UT Govts./PSUs/Autonomous Bodies:-

i) holding analogous posts on a regular basis or

ii) with 5 years regular service in posts in the pay scale of Rs.10000-15200 or equivalent or

iii) with 10 yrs. regular service in the pay scale of Rs.8000-13500 or equivalent.

AND

B. Having experience of working in the Integrated Finance Division of a Ministry/Deptt. of the Center/State/UT Govt./PSUs for a period of 5 yrs.

Preference will be given to the candidates having professional degree like Chartered Accountant, MBA, ICWA etc.

13. If a DPC exists, what is its composition ?

Category 'A' DPC (for promotion)

1. CMD - Chairman
2. Director(Fin.) - Member
3. Director(HR) - Member
4. GM(Admn.) - Member

14. Circumstances in which UPSC is to be consulted in making recruitment.

Consultation with UPSC not necessary.

13.	If a DPC exists, what is its composition ?	Category 'A' DPC (for promotion) 1. CMD - Chairman 2. Director(Fin.) - Member 3. Director(HR) - Member 4. GM(Admn.) - Member
14.	Circumstances in which UPSC is to be consulted in making recruitment.	Consultation with UPSC not necessary.

RECRUITMENT AND PROMOTION REGULATIONS
FOR THE POST OF DY.MANAGER(VIGILANCE)

1.	Name of post	Dy. .Manager(Vigilance)
2.	No. of posts	01
3.	Classification	Category 'A'
4.	Scale of pay	Rs.10000-325-15850
5.	Whether selection post or non-selection post.	N.A.
6.	Age limit for direct rectts.	N.A.
7.	Whether benefit of added years of service admissible.	N.A.
8.	Educational & other qualifications required for direct rectt.	N.A.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	N.A.
10.	Period of probation, if any	N.A.
11.	Methods of rectt. Whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancy to be filled by various methods.	By transfer on deputation/transfer
12.	In case of rectt. By promotion/deputation/transfer , grades from which promotion/deputation/transfer to be made.	Transfer on deputation/Transfer Officers under the Central/State Govts./Uts/PSUs (including Central Police Organisations/ State Police Organisations) (a) (i) holding analogous posts on regular basis; or (ii) with 5 yrs regular service in posts

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	in the scale of Rs.8000-13500 or equivalent; and (b) possessing three years experience in dealing/investigation of vigilance and disciplinary cases.
13. If a DPC exists, what is its composition?	N.A.
14. Circumstances in which UPSC is to be consulted in making recruitment.	Not necessary

RECRUITMENT AND PROMOTION REGULATIONS
FOR THE POST OF ASSTT.MANAGER(LEGAL)

1.	Name of post	Asstt. Manager(Legal)
2.	No. of posts	One
3.	Classification	Category 'A' post
4.	Scale of pay	Rs.8000-275-13775
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	N.A.
7.	Whether benefit of added years of service admissible.	NA
8.	Educational & other qualifications required for direct rectt.	N.A.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	N.A.
10.	Period of probation, if any	N.A.
11.	Methods of rectt. Whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancy to be filled by various methods.	By promotion failing which by transfer on deputation/transfer.
12.	In case of rectt. By promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	Promotion Promotion will be made on selecton basis through Departmental Limited Competitive Examination and assessment of performance and potential over a reasonable period. All Legal Asstt. with 5 years continuous service in the grade and who have successfully completed the training courses prescribed by the Company from time to time, shall be eligible, to appear in the

	Departmental Competitive Examination. **Note** : However, where the field becomes too large, covering an unduly wide range of seniority, the Board may in its discretion restrict the field of selection to ten times of the existing/anticipated vacancies. Transfer on Deputation/Transfer. A) Officers of Central/State Govt./Uts/ PSUs/Autonomous bodies :- i) holding analogous posts on regular basis or ii) With 5 years regular service in posts in the scale of pay of Rs. 650010500/- or equivalent. B) Possessing Degree in Law and having 3 years experience in legal work.
13. If a DPC exists, what is its composition?	Category 'A' DPC 1. Dir.(HR) - Chairman 2. GM(Legal) - Member 3. GM(A) - Member
14. Circumstances in which UPSC is to be consulted in making recruitment.	Consultation with UPSC not necessary.

RECRUITMENT AND PROMOTION REGULATIONS
FOR THE POST OF GENERAL MANAGER (LEGAL)

1.	Name of post	General Manager (Legal)
2.	No. of posts	One
3.	Classification	Category 'A' post
4.	Scale of pay	Rs.18400-22400
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	N.A.
7.	Whether benefit of added years of service admissible.	NO
8.	Educational & other qualifications required for direct rectt.	N.A.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	N.A.
10.	Period of probation, if any	N.A.
11.	Methods of rectt. Whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancy to be filled by various methods.	By transfer on deputation
12.	In case of rectt. By promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	Transfer on deputation Member of the Higher Judicial Services at least of the rank of Addl.District & Session Judge **OR** Officers of Central/State/UTs Govt./PSUs possessing minimum qualification of LLB and Legal experience of at least 15yrs in handling departmental cases in various Courts and

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	i) holding analogous posts **OR** ii) Post in the pay scale of Rs.14300-18300 with four years service in the grade.
13. If a CPC exists, what is its composition?	Category 'A' CPC 1. CMD - Chairman 2. Dir.(HR) - Member 3. General Manager(Admn.) - Member
14. Circumstances in which UPSC is to be consulted in making recruitment.	Consultation with UPSC not necessary.

RECRUITMENT AND PROMOTION REGULATIONS
FOR THE POST OF DY.GENERAL MANAGER(LEGAL)

1.	Name of post	Dy. General Manager(Legal)
2.	No. of posts	One
3.	Classification	Category 'A' post
4.	Scale of pay	Rs.14300-18300
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	N.A.
7.	Whether benefit of added years of service admissible.	NO
8.	Educational & other qualifications required for direct rectt.	N.A.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	N.A.
10.	Period of probation, if any	N.A.
11.	Methods of rectt. Whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancy to be filled by various methods.	By transfer on deputation
12.	In case of rectt. By promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	Transfer on deputation Member of the Delhi Judicial Services having atleast 10 yrs of judicial service **OR** Officers of Central/State/UTs Govt./PSUs possessing minimum qualification of LLB and Legal experience of at least 10yrs in handling departmental cases in various Courts and i) holding analogous posts **OR**

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	ii) Post in the pay scale of Rs.12000-16000 with three years service in the grade.
13. If a CPC exists, what is its composition?	Category 'A' CPC 1. CMD - Chairman 2. Dir.(HR) - Member 3. General Manager(A) - Member
14. Circumstances in which UPSC is to be consulted in making recruitment.	Consultation with UPSC not necessary.

RECRUITMENT AND PROMOTION REGULATIONS
FOR THE POST OF GENERAL MANAGER(IT)

1.	Name of post	General Manager(IT)
2.	No. of posts	1* (2002) * Subject to variation dependent on work-load.
3.	Classification	Category 'A'
4.	Scale of pay	Rs, 18400-22400
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	Not exceeding 50 yrs. (Relaxable for Govt. Servants including employees of Delhi Transco Ltd. upto 5 yrs. in accordance with the instructions or orders issued by the Central Govt.
7.	Whether benefit of added years of service admissible.	No
8.	Educational & other qualifications required for direct rectt.	ESSENTIAL : A.i) Master's Degree in Computer Science/Computer Applications/B.Tech. in computer Engineering from a recognized university or equivalent. ii) 15 yrs professional experience in the field of Computer Application and Management of Computer system. **OR** B.i) Master's degree in Operations Research/Statistics/Physics/Mathematics/Operations Research/Computer Programming/ Economics (with Statistics)/Commerce (With statistics)/Bachelors Degree in Engineering from a recognized University or equivalent ii) 17 years' professional experience in field of Computer application and Management of Computer System. DESIRABLE : Masters' Degree or equiv. in Business Administration with specialization in Computer System.

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9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	Age - No. E.Q. - Yes
10.	Period of probation, if any	1 yr for direct recruits.
11.	Methods of rectt. Whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancy to be filled by various methods.	Promotion failing which by transfer on deputation (including short term contract) failing both by direct recruitment.
12.	In case of rectt. By promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	PROMOTION : Dy.GM(IT) in the scale of Rs.16400-20000 with 3 yrs continuous service in the grade and successful completion of prescribed training courses. TRANSFER ON DEPUTATION : (including short-term contract) Officers of Central/State Govt. /UTs/Universities/ Semi-Govt./Autonomous organizations/ Public Sector Undertakings/Research Institutes : a) i) holding analogous posts on a regular basis; or ii) with 2 yrs' regular service in posts in the scale of Rs.16400-20000 or equivalent. iii) with 3 yrs' regular services in posts in the scale of pay of Rs.14300-18300. iv) With 8 yrs' regular service in posts in the scale of Rs.12000-18000 b) Possessing the educational qualifications and experience prescribed for direct recruits under Column-8. The departmental officers in the feeder category who are in the direct line of promotions shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for

		consideration for appointment by promotion. (Period of deputation including period of deputation in another excadre post held immediately preceding this appointment in the same or some other organization/deptt. of the Central Govt. shall ordinarily not to exceed 5 yrs. The maximum age limit for appointment by transfer on deputation (including short-term contract) shall be not exceeding 56 yrs, as on the closing date of receipt of applications).
13.	If a CPC exists, what is its composition ?	Group 'A' CPC (for considering promotion/confirmation) 1. CMD - Chairman 2. Director(HR) - Member 3. GM(A) - Member
14.	Circumstances in which UPSC is to be consulted in making recruitment.	Consultation with UPSC not necessary.

RECRUITMENT AND PROMOTION REGULATIONS
FOR THE POST OF DY.GENERAL MANAGER(IT)

1.	Name of post	Dy. General Manager(IT)
2.	No. of posts	1* (2002) * Subject to variation dependent on work-load.
3.	Classification	Category 'A'
4.	Scale of pay	Rs.16400-20000
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	Not exceeding 45 yrs. (Relaxable for Govt. Servants including employees of Delhi Transco Ltd. upto 5 yrs. in accordance with the instructions or orders issued by the Central Govt.
7.	Whether benefit of added years of service admissible.	No
8.	Educational & other qualifications required for direct rectt.	ESSENTIAL A.i) Master's Degree in Science/MCA or B.Tech. in Computer engineering of a recognized university or equivalent. ii) 10 yrs experience of electronic Bulk Data Processing computer Programming, Design, Analysis, Development and Management of computer systems. **OR** B.i) Master's degree in Operations Research/Statistics/Physics/Math/Computer Programming/ Economics (with Statistics)/ Commerce (With statistics)/Bachelors Degree in Engineering from a recognized University or equivalent ii) 12 years' experience of Electronic Data Processing Computer Programming, Design, Analysis, Development and Management of Computer Systems.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	Age - No. E.Q. - Yes

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10.	Period of probation, if any	1 yr for direct recruits.
11.	Methods of rectt. Whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancy to be filled by various methods.	Promotion failing which by transfer on deputation (including short term contract) failing both by direct recruitment.
12.	In case of rectt. By promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	PROMOTION : Manager(IT) with 5 yrs continuous service in the grade and successful completion of prescribed training courses. TRANSFER ON DEPUTATION : (including short-term contract) Officers of Central/State Govt. /UTs/Universities/ Semi-Govt./Autonomous organizations/ Public Sector Undertakings/Research Institutes : a) i) holding analogous posts on a regular basis; or ii) with 3 yrs' regular service in post in the scale of Rs.12000-16500 or equivalent. iii) with 8 yrs' regular services in post in the scale of pay of Rs.10000-15850. b) Possessing the educational qualifications and experience prescribed for direct recruits under Column-8. The departmental officers in the feeder category who are in the direct line of promotions shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion. (Period of deputation including period of deputation in another excadre post held immediately preceding this appointment in the same or some other organization/deptt. of the Central Govt. shall ordinarily not to exceed 5 yrs. The maximum age limit for appointment by

		transfer on deputation (including short-term contract) shall be not exceeding 56 yrs, as on the closing date of receipt of applications).
13.	If a CPC exists, what is its composition ?	Group 'A' CPC (for considering promotion/confirmation) 1. CMD - Chairman 2. Director(HR) - Member 3. GM(A) - Member
14.	Circumstances in which UPSC is to be consulted in making recruitment.	Consultation with UPSC not necessary.

RECRUITMENT AND PROMOTION REGULATIONS
FOR THE POST OF MANAGER (IT)

1.	Name of post	Manager(IT)
2.	No. of posts	2* (2002) * Subject to variation dependent on work-load.
3.	Classification	Category 'A'
4.	Scale of pay	Rs.12000-16500
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	Not exceeding 40 yrs. (Relaxable for Govt. Servant including employees of Delhi Transco Ltd. upto 5yrs. in accordance with the instructions or orders issued by the Central Govt.
7.	Whether benefit of added years of service admissible.	No
8.	Educational & other qualifications required for direct rectt.	ESSENTIAL : A.i) Master's Degree in Computer Science/Computer Applications/B.Tech. in computer Engineering from a recognized university or equivalent. ii) 7 yrs experience of Electonic Data Processing Computer Programming, Design, Analysis, Development & Management of Computer Systems. **OR** B.i) Master's degree in Operations Research/Statistics/Physics/Mathematics/Operations Research/Computer Programming/ Economics (with Statistics)/Commerce (With statistics)/Bachelors Degree in Engineering from a recognized University or equivalent ii) 9 years' experience of Electronics Data Processing Computer Programming, Design, Analysis, Development & Management of Computer Systems.

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9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	Age - No. E.Q. - Yes
10.	Period of probation, if any	1 yr for direct recruits.
11.	Methods of rectt. Whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancy to be filled by various methods.	Promotion failing which by transfer on deputation (including short term contract) failing both by direct recruitment.
12.	In case of rectt. By promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	PROMOTION Promotion will be made on selection basis through Departmental Limited Competitive Examination and assessment of performance and potential over a reasonable period. All Dy. Manager (IT) with 5 yrs. continuous service in the grade and who have successfully completed the training courses prescribed by the company from time to time shall be eligible to appear in the Departmental Competitive Examination. **Note** : However, where the field becomes too large, covering an unduly wide range of seniority, the Board may in its discretion restrict the field of selection to ten times of the existing/anticipated vacancies. TRANSFER ON DEPUTATION : (including short-term contract) Officers of Central/State Govt. /UTs/Universities/ Semi-Govt./Autonomous organizations/ Public Sector Undertakings/Research Institutes : a) i) holding analogous posts on a regular basis; or ii) with 5 yrs' regular service at posts in the scale of Rs.10000-15200 or equivalent. b) Possessing the educational qualifications and

		experience prescribed for direct recruits under Column-8. The departmental officers in the feeder category who are in the direct line of promotions shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion. (Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/deptt. of the Central Govt. shall ordinarily not to exceed 4 yrs. The maximum age limit for appointment by transfer on deputation (including short-term contract) shall be not exceeding 56 yrs, as on the closing date of receipt of applications).
13.	If a CPC exists, what is its composition ?	Group 'A' CPC (for considering promotion/confirmation) 1. CMD - Chairman 2. Director(HR) - Member 3. GM(A) - Member
14.	Circumstances in which UPSC is to be consulted in making recruitment.	Consultation with UPSC not necessary.

RECRUITMENT AND PROMOTION REGULATIONS
FOR THE POST OF DY.MANAGER(IT)

1.	Name of post	Dy. Manager(IT)
2.	No. of posts	2* (2002) * subject to variation dependent on workload.
3.	Classification	Category 'A'
4.	Scale of pay	Rs.10000-15850
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	Not exceeding 35 yrs. (Relaxable for Govt. Servant including employees of Delhi Transco Ltd. upto 5 yrs. in accordance with the instructions or orders issued by the Central Govt.
7.	Whether benefit of added years of service admissible.	No
8.	Educational & other qualifications required for direct rectt.	ESSENTIAL : A.i) Master's Degree in Computer Science/Computer Applications/B.Tech. in computer Engineering from a recognized university or equivalent. ii) 4 yrs experience of Electronic Data Processing Computer Programming, System Design & System Analysis **OR** B.i) Master's degree in Operations Research/Statistics/Physics/Mathematics/ Operations Research/Computer Programming/ Economics (with Statistics)/Commerce (With statistics)/Bachelors Degree in Engineering from a recognized University or equivalent ii) 5 years' experience of Electronic Data Processing Computer Programming, System Design & System Analysis.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	Age - No. E.Q. - Yes

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10.	Period of probation, if any	1 yr. for direct recruits.
11.	Methods of rectt. Whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancy to be filled by various methods.	Promotion failing which by transfer on deputation (including short term contract) failing both by direct recruitment.
12.	In case of rectt. By promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	PROMOTION Promotion will be made on selection basis through Departmental Limited Competitive Examination and assessment of performance and potential over a reasonable period. All Asstt. Manager (IT) with 5 yrs. continuous service in the grade as well as Console Operators with 10 yrs. continuous service in the grade and who have successfully completed the training courses prescribed by the company from time to time shall be eligible to appear in the Departmental Competitive Examination. **Note** : However, where the field becomes too large, covering an unduly wide range of seniority, the Board may in its discretion restrict the field of selection to ten times of the existing/anticipated vacancies. TRANSFER ON DEPUTATION : (including short-term contract) Officers of Central/State Govt./ UTs/Universities/ Semi-Govt./Autonomous organizations/ Public Sector Undertakings/Research Institutes : a) i) holding analogous posts on a regular basis; or ii) with 5 yrs' regular service in posts in the scale of Rs.8000-13500 or equivalent. b) Possessing the educational

		qualifications and experience prescribed for direct recruits under Column-8. The departmental officers in the feeder category who are in the direct line of promotions shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion. (Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/deptt. of the Central Govt. shall ordinarily not to exceed 3 yrs. The maximum age limit for appointment by transfer on deputation (including short-term contract) shall be not exceeding 56 yrs, as on the closing date of receipt of applications).
13.	If a DPC exists, what is its composition ?	Group 'A' DPC (for considering promotion/confirmation) 1. CMD - Chairman 2. Director(HR) - Member 3. GM(A) - Member
14.	Circumstances in which UPSC is to be consulted in making recruitment.	Consultation with UPSC not necessary.

RECRUITMENT AND PROMOTION REGULATIONS FOR THE POSTS OF MANAGER (TECHNICAL)

1.	Name of post	Manager(Tech.)
2.	No. of posts	37* (2002) * Subject to variation dependent on workload.
3.	Classification	Category 'A' post.
4.	Scale of pay	Rs.12500-400-14900-450-16700-450-17600-500-19100.
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	Not exceeding 30 years (Relaxable upto 5 years for Government servants and employees of the Delhi Transco Ltd. in accordance with the instructions or orders issued by the Central Government.
7.	Whether benefit of added years of service admissible.	NO
8.	Educational & other qualifications required for direct rectt.	Essential : i) Degree in Electrical/ IT/Computer/ Electronics & Communication Engineering from a recognized university or equivalent. ii) 5 years experience in a supervisory capacity in a large public supply electric undertaking; in a) designing and construction of large thermal Power Stations, preferably of 30 M.W. and more. Additional experience in designing and constructions of diesel generating sets will be preferred. OR b) operation and maintenance of large thermal power stations, preferably of 30 MW and more. Additional experience in operation and maintenance of diesel operating sets will be preferred.

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		OR c) design, construction, operation and maintenance of high and low voltage distribution systems, preferably those of 33 KV or more. OR d) Commercial work pertaining to sale and purchase of electricity, formulation of tariffs, surveys and demand forecast as well as knowledge of electricity laws, governing public utility business. OR e) purchase and disposal of plant equipment and material, including coal, oil and experience in administrating stores departments, stores, accounting and preparing contracts documents and operating large contracts. OR f) repairs, testing and calibration electrical measuring instruments, relays and protective devices.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	Age : No E.Q.: No
10.	Period of probation, if any	one year
11.	Methods of rectt. Whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancy to be filled by various methods.	By promotion failing which by transfer on deputation (including short-term contract) and failing both by direct recruitment. 90% of the posts shall be filled from degree holders and 10% from Diploma holders.
12.	In case of rectt. By promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	Promotion Promotion will be made on selection basis through Departmental Competitive Exam. and assessment of performance and potential over a reasonable period. All Asstt.Manager (Tech.) possessing degree/ diploma in Electrical/ Mechanical/ IT/ Computer/ Electronics & Communications Engineering with 7yrs continuous service in the grade and who have successfully

completed the training courses prescribed by the Company from time to time, shall be eligible to appear in the Departmental Competitive Exam.

Note : However, where the field becomes too large, covering an unduly wide range of seniority, the Board may in its discretion restrict the field of selection to ten times of the existing/anticipated vacancies.

Transfer on deputation
(including short term contract)

Officers under the Central/State Government/States Electricity Boards/ Public Undertakings/ Semi-Govt./Statutory or Autonomous organization holding posts of the rank of :-

(c) (i) Executive Engineer or equivalent or

(ii) Asstt. XEN or equivalent with 5 yrs service in the grade or

(iii) Asstt. Engineer or equivalent with 8 yrs service in the grade and

(d) Possessing the educational qualification and experience laid down for direct recruits under Column No.8.

Note : 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. Period of deputation including period of deputation in another ex-cadre post held immediately proceeding this appointment in the same or some other organization/department shall ordinarily not exceed 3 yrs.

13. If a DPC exists, what is its composition ?	Category 'A' DPC (for considering promotion & confirmation) 1. CMD - Chairman 2. Director (HR) - Member 3. Director(Optn.) - Member
14. Circumstances in which UPSC is to be consulted in making recruitment.	Consultation with UPSC not necessary.

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RECRUITMENT & PROMOTION REGULATIONS FOR THE POST OF DY. GENERAL MANAGER(TECH.)

1.	Name of post	Dy.General Manager(Tech.)
2.	No. of posts	10* (2002) * subject to variation dependent on workload.
3.	Classification	Category 'A' post.
4.	Scale of pay	Rs.15800-450-17600-500-21100
5.	Whether selection post or non-selection post.	Selection
6.	Age limit for direct rectts.	Not exceeding 45 years.
7.	Whether benefit of added years of service admissible.	NO
8.	Educational & other qualifications required for direct rectt.	Essential : ii) Degree in Electrical/IT/ Computer/Electronics and Communication Engineering from a recognized university or equivalent. v) 10 years' experience in a senior supervisory position/capacity in a large Electrical Supply Undertaking/ Corporation in one of the fields. a) Planning, designing and construction of Thermal Power Stations preferably those of 30 MW and above. OR b) Operation and maintenance of thermal power stations preferably those of 30 MW and above. OR c) Designing/Construction, Operation and Maintenance of high and low voltage distribution system preferably those of 33 KW and more.

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		Desirable ii) Master's degree in Electrical/Electronics & Communication/IT/ Computer & Control and Instrumentation Engineering from a recognized University or equivalent. iii) Experience in Planning, designing and construction of power stations or diesel generating sets. iv) Experience in Operation and maintenance of diesel generating sets. Note : The exact requirement of EQs/DQs ii and iii will be indicated at the time of each recruitment.
9.	Whether age and E.Q. prescribed for direct rectts.will apply in the case of promotion.	Age :No E.Q.: No
10.	Period of probation, if any	1 year
11.	Methods of rectt. Whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancy to be filled by various methods.	By promotion failing which by transfer on deputation (including short-term contract) and failing both by direct recruitment.
12.	In case of rectt. By promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	Promotion Manager (Tech) with 5yrs. continuous service in the grade and possessing degree in Electrical/Mechanical/IT/Computer/ Electronics & Communication Engineering & successful completion of prescribed training courses. Transfer on deputation (including short-term contract) Officers of the Central/State Govts./U.Ts./ Autonomous Bodies/Public Sector Undertaking/ Statutory Orgns./Semi Govt. Orgns.

OR

(c) (i) holding analogous posts on a regular basis; or

(ii) With 4 years regular service in posts in the pay scale of Rs.10000-325-15200 or equivalent; and

(d) possessing the educational qualifications and experience prescribed for direct recruits under Column-8.

The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation.

Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Govt. shall ordinarily not exceed 4 years.

13. If a CPC exists, what is its composition ?

Category 'A' CPC
(for considering promotion & confirmation)

2. CMD - Chairman
2. Director (HR) - Member
3. Director(Optn.) - Member

14. Circumstances in which UPSC is to be consulted in making recruitment.

Consultation with UPSC not necessary.

THE SCHEDULE

S.No.	Description of Post	Appointing Authority	Competent Authority for imposition of Minor penalties vide Rule 11 of CCS (CCA) Rules, 1965.	Competent Authority for imposition of Major penalties (except Compulsory retirement, Removal and Dismissal) vide Rule 11 of CCS (CCA) Rules, 1965.	Competent Authority for imposition of Major penalties of Compulsory retirement, Removal and Dismissal vide Rule 11 of CCS (CCA) Rules, 1965.	Appellate Authority	Revisionary Authority under Rule 29 (vi) of CCS (CCA) Rules, 1965
1	2	3	4	5	6	7	8
1. (i)	~~Group "A"/Category "A"~~ GM (A), GM (Fin.), GM (T), GM (Civil), GM (IT), GM(L) and equivalent posts.	CMD	Director (Concerned)**	CMD		CMD- For penalties imposed by Director Board of DTL- For penalties imposed by CMD	Board of DTL -do-
(ii)	~~Group "A"/Category "A"~~ Company Secretary	CMD	CMD	CMD		Board of DTL	-do-
(iii)	~~Group "A"/Category "A"~~ DGM(A), DGM(IT), DGM(T), DGM(Civil), DGM(L), Manager(T) (E/M), Manager (T) Civil, Manager (Admn.), Manager (Fin.), Manager (IT), OSD (Enq.), Dy. Manager (Admn.), Dy. Manager (Vig.), Dy. Manager (Fin.), Dy. Manager (IT), Sr. LMO/Sr. MO, Sr. Cost Accounts Officer, Asstt. Manager (Admn.), Asstt. Manager (O&M), Asstt. Manager (Fin.), OSD to Dir. (Fin.), Statistical Officer, Asstt. Manager (L), Asstt. Manager (Vigilance), Labour Welfare Officer, Medical Officer, Private Secretary, Head Surveyor, Asstt. Manager (Tech.) E/M, Asstt. Manager (Tech.) (Civil), Asstt. Manager (IT) and equivalent posts (except Company Secy.).	Director (HR)	Director (Concerned)**	Dir. (Concerned) **	Director (HR)	CMD	-do -

** Officer under whom the incumbent is presently working i.e. to illustrate, if a vehicle driver is working in stores department then GM (Stores)/DGM (Stores) will be the concerned GM/DGM.

S.No.	Description of Post	Appointing Authority	Competent Authority for imposition of Minor penalties vide Rule 11 of CCS (CCA) Rules, 1965.	Competent Authority for imposition of Major penalties (except Compulsory retirement, Removal and Dismissal) vide Rule 11 of CCS (CCA) Rules, 1965.	Competent Authority for imposition of Major penalties of Compulsory retirement, Removal and Dismissal vide Rule 11 of CCS (CCA) Rules, 1965.	Appellate Authority	Revisionary Authority under Rule 29 (vi) of CCS (CCA) Rules, 1965
1	2	3	4	5	6	7	8
2.	~~Group "B"/Category "B"~~ Section Officer (A/c), Sr. Cost Accounts Asstt., Section Officer(Clerical), Supdt. (Vig.)/Vig. Asstt., Sr. PA (E/H), Hindi Translator, Console Operator, Sports Officer, Legal Asstt., Sr. Shift Officer, Shift Officer, Controller (EHV), Foreman (Elect. & Mech.)/Foreman (Lines), Foreman (Electronics), Head Draftsman (Mech.), Head Pharmacist, Asstt. Public Relation Officer, Junior Engineer (Elect. & Mech.), Junior Engineer (Civil), Special Grade Driver and equivalent posts.	Director (HR)	GM (Concerned)**	Director (Concerned)**	Director (HR)	Director(Concerned)** For penalties imposed by GM. CMD- For penalties imposed by Director.	CMD Board of DTL

Contd…..3…

** Officer under whom the incumbent is presently working i.e. to illustrate, if a vehicle driver is working in stores department then GM (Stores)/DGM (Stores) will be the concerned GM/DGM.

S.No.	Description of Post	Appointing Authority	Competent Authority for imposition of Minor penalties vide Rule 11 of CCS (CCA) Rules, 1965.	Competent Authority for imposition of Major penalties (except Compulsory retirement, Removal and Dismissal) vide Rule 11 of CCS (CCA) Rules, 1965.	Competent Authority for imposition of Major penalties of Compulsory retirement, Removal and Dismissal vide Rule 11 of CCS (CCA) Rules, 1965.	Appellate Authority	Revisionary Authority under Rule 29 (vi) of CCS (CCA) Rules, 1965
1	2	3	4	5	6	7	8
3.	Group "C"/Category "C" Asstt. Security Officer, Asstt. Gr.I (A/c), Cost Accounts Asstt., Asstt. Gr.I, PA (E/H), Meter Reading Inspector, Jr. Console Operator, Naib Tehsildar, Sports Supervisor, Shift In-charge, Asstt. Controller (EHV), Tractor trailor Operator, Estimator cum Surveyor, Sr. Tester, Sr. Welder, Draftsman Gr.I (Civil), Instrument Mechanic Gr.I, Foreman Gr.II, Foreman Gr.II (Electronics), Sr. Electric Fitter, Sr. Electronic Asstt., Testor(Prot.), Sr. Fitter (Civil), Sr. Pharmacist, Security Inspector, Sanitary Inspector, Asstt. Gr.II, Jr. PA (E/H), Sub. Inspector (Intel.), Vehicle Driver, Draftsman Gr. II/Civil/Mech., Sr. Instrument Repairer & Tester, Sub Station Attendant Gr.I, Jr. Pharmacist, Oil Filter Operator/Jr. Oil Filter Operator, Instrument Repair & Tester, Jr. Tester (Prot.), Asstt. Electric Fitter/Jr. Electric Fitter, Jr. Electronic Asstt., Jr. Welder, Sub-Station Attendant Gr.II, Ferro Printer, Helper (ITI), Asstt. Gr.III/Telephone Clerk/MR, Asstt. Gr. III/KPO, Asstt. Time Keeper, Trained Telephone Operator, Asstt. Gr.III (Comptist), Meter Reader, Welfare Inspector (Sports), Head Mistress (Middle/Primary), Nursery Teacher, Sewing Cum Embroidery Teacher, T. G. Teacher, Lady Teacher/A.L. Teacher, Physical Training Instructor and equivalent posts.	GM(A)	DGM (Concerned)**	GM (Concerned)**	GM(A)	GM(Concerned)**- For penalties imposed by DGM (Concerned) Director(Concerned)** For penalties imposed by GM (Concerned) Director(HR)- For penalties imposed by GM(A)	Director (Concerned)** CMD

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** Officer under whom the incumbent is presently working i.e. to illustrate, if a vehicle driver is working in stores department then GM (Stores)/DGM (Stores) will be the concerned GM/DGM.

S.No.	Description of Post	Appointing Authority	Competent Authority for imposition of Minor penalties vide Rule 11 of CCS (CCA) Rules, 1965.	Competent Authority for imposition of Major penalties (except Compulsory retirement, Removal and Dismissal) vide Rule 11 of CCS (CCA) Rules, 1965.	Competent Authority for imposition of Major penalties of Compulsory retirement, Removal and Dismissal vide Rule 11 of CCS (CCA) Rules, 1965.	Appellate Authority	Revisionary Authority under Rule 29 (vi) of CCS (CCA) Rules, 1965
1	2	3	4	5	6	7	8
4.	Group "D"/Category "D" Dak Rider, Daftry, Cook cum Chowkidar, Head Watchman, Dresser, Jr. Mistry, Battery Man, Asstt. Black Smith, Pump Operator, Fitter Mate, Asstt. Fitter (B & T), Generation Mate, Mate/Jointer Mate, Gestenter Operator, Bearer, Vehicle Cleaner, Water Woman/Peon, ALM, Safaiwala, Head Jamadar, Liftman, Aya, Gunman, Security Guard, Female Attendant, Sr. Adremo Opt./Printer Attendant, S/Stn. Cleaner and equivalent posts.	DGM(A)	DM* / Manager (Concerned)** * Where there is no Manager.	DGM (Concerned)**	DGM(A)	DGM(Concerned)**- For penalties imposed by DM / Manager (Concerned) GM(Concerned)**- For penalties imposed by Director DGM (Concerned) GM(A)- For penalties imposed by DGM(A)	GM (Concerned)** (Concerned)** Director(HR)

Note:-

(i) The various Authorities cited above are defined on the basis of initial scale of a post and not on the basis of time bound scales awarded to the employees later.

(ii) The authority competent to impose major penalties can also impose minor penalties.

** Officer under whom the incumbent is presently working i.e. to illustrate, if a vehicle driver is working in stores department then GM (Stores)/DGM (Stores) will be the concerned GM/DGM.