

**APPENDIX TO SCHEDULE  
RECRUITMENT RULES  
(NON TEACHING EMPLOYEES) 2008**

**Appendix-1 to Schedule**

**COMPOSITON OF SELECTION COMMITTEES FOR DIRECT  
RECRUITMENT/OPEN SELECTION**

S.No.	Category of posts	Composition	Remarks
01.	<b>Deputy Registrar Assistant Registrar or equivalent posts</b>	<ul style="list-style-type: none"> <li>• Vice Chancellor</li> <li>• Pro-Vice Chancellor</li> <li>• Dean of Colleges or Director, SDC</li> <li>• Treasurer</li> <li>• Registrar</li> <li>• Controller of Exams/Dean(Exams)</li> <li>• One Dean from amongst the Faculties</li> <li>• Two members from the Executive Council nominated by the Vice Chancellor who are not the servants of the University</li> <li>• One eminent Civil Servant nominated by the Vice Chancellor</li> </ul>	<b>Chairman</b>
02.	<b>Group A Technical/Medical posts</b>	<ul style="list-style-type: none"> <li>• Vice Chancellor</li> <li>• Pro-Vice Chancellor</li> <li>• Dean of Colleges or Director, SDC</li> <li>• Treasurer or Registrar</li> <li>• One Dean of the Faculties from the relevant discipline/field.</li> <li>• Two members from the Executive Council nominated by the Vice Chancellor who are not the servants of the University</li> <li>• Two External Experts from the relevant field nominated by the Vice Chancellor</li> </ul>	
03.	<b>Group B &amp; C Ministerial and Non Ministerial posts</b>	<ul style="list-style-type: none"> <li>• Pro Vice Chancellor</li> <li>• Registrar or Joint Registrar</li> <li>• Finance Officer</li> <li>• Controller of Exams.</li> <li>• One Dean among the Faculties to be nominated by the Vice Chancellor</li> </ul>	<b>Chairman</b>
04.	<b>Group B &amp; C Technical/Medical posts</b>	<ul style="list-style-type: none"> <li>• Pro Vice Chancellor</li> <li>• Dean, Faculty of Science/Medical Science</li> <li>• HoD of concerned subject</li> <li>• Registrar or Joint Registrar</li> <li>• Director, USIC or Computer Centre or CMO or University Engineer as the case may be.</li> </ul>	<b>Chairman</b>

05.	<b>Group D Ministerial and Non Ministerial posts</b>	<ul style="list-style-type: none"> <li>• Registrar</li> <li>• Controller of Exams or his Nominee</li> <li>• Finance Officer or his Nominee</li> <li>• One outside Expert Member (wherever necessary) to be nominated by the Pro Vice Chancellor</li> <li>• Dy Registrar/Assistant Registrar (Estab.)</li> </ul>	<b>Chairman</b>
06.	<b>Group D Technical posts</b>	<ul style="list-style-type: none"> <li>• Dean (Sciences)</li> <li>• Head of Department concerned</li> <li>• One outside Expert Member (wherever necessary) to be nominated by the Pro Vice Chancellor</li> <li>• A Nominee of Registrar</li> <li>• Dy. Registrar/Assistant Registrar (Estab.)</li> </ul>	

**Note:**

1. One representative from SC/ST/OBC/PH category has to be nominated by the Chairman on the Selection Committee constituted for various posts reserved for SC/ST/OBC/PH category respectively from the panel approved by the Vice Chancellor.
2. In case of posts exclusively meant for South Campus, the Director, SDC or his Nominee will invariably be a member of the Selection Committee.
3. At least three persons including the Chairman but excluding SC/ST/OBC/PH representative present in the meeting shall form the quorum.

**Appendix-2 to Schedule**

**COMPOSITON OF DEPARTMENTAL PROMOTION COMMITTEES (DPCs)**

<b>S.No.</b>	<b>Category of posts</b>	<b>Composition</b>	<b>Remarks</b>
01.	<b>Joint Registrar Deputy Registrar and equivalent Ministerial and Non Ministerial Posts.</b>	<ul style="list-style-type: none"> <li>• Vice Chancellor</li> <li>• Pro-Vice Chancellor</li> <li>• Dean of Colleges or Director, SDC</li> <li>• Treasurer</li> <li>• Registrar</li> <li>• Controller of Exams/Dean (Exams)</li> <li>• One Dean from amongst the Faculties to be nominated by the Chairperson</li> </ul>	<b>Chairperson</b>
02.	<b>All other Group A &amp; B Technical/ Medical posts</b>	<ul style="list-style-type: none"> <li>• Pro-Vice Chancellor</li> <li>• Dean of Colleges or Director, SDC</li> <li>• Treasurer or Registrar</li> <li>• One Dean among the Faculties to be nominated by the Chairperson</li> <li>• One Expert member in the field to be nominated by the Chairperson</li> </ul>	<b>Chairperson</b>
03.	<b>All Group B Ministerial/ Non Ministerial Posts.</b>	<ul style="list-style-type: none"> <li>• Pro Vice Chancellor</li> <li>• Registrar or Joint Registrar</li> <li>• Finance Officer</li> <li>• Controller of Exams.</li> <li>• One Dean among the Faculties to be nominated by the Chairperson</li> </ul>	<b>Chairperson</b>
04.	<b>All Group C &amp; D Ministerial and Non Ministerial posts</b>	<ul style="list-style-type: none"> <li>• Registrar</li> <li>• Finance Officer or his nominee</li> <li>• Controller of Exams or his nominee</li> <li>• One Dean among the Faculties to be nominated by the Pro Vice Chancellor</li> <li>• Deputy Registrar (Estab.)/Assistant Registrar(Estab)</li> </ul>	<b>Chairperson</b>

05.	<b>All Group C &amp; D Technical posts</b>	<ul style="list-style-type: none"><li>• Dean, Faculty of Science</li><li>• HoD of concerned subject</li><li>• Director, USIC or Computer Centre or CMO or University Engineer as the case may be.</li><li>• One outside Expert in the field to be nominated by the Pro Vice Chancellor.</li><li>• Deputy Registrar (Estab.)/ Assistant Registrar(Estab)</li></ul>	<b>Chairperson</b>
-----	--	---	--------------------

**Note:**

1. One representative from SC/ST/OBC/PH category has to be nominated by Chairman on the Selection Committee constituted for various posts reserved for the SC/ST/OBC/PH categories respectively from the panel approved by the Vice Chancellor.
2. In case of posts exclusively meant for South Campus, the Director, SDC or his Nominee will invariably be a member of the Selection Committee.
3. At least three persons including the Chairman but excluding SC/ST/OBC/PH representative present in the meeting shall form the quorum.

## NOMENCLATURE AND PAY SCALES

### Appendix-3 to Schedule

Pay Scale	Nomenclature of posts
16400-450-20900-500-22400	Registrar Finance Officer Controller of Exams Director(DHMI) Director(NCWEB) University Engineer Chief Medical Officer
16400-450-20000	Joint Registrar
12000-420-18300	Deputy Registrar/ Deputy Controller of Examinations/ Deputy Finance Officer Internal Audit Officer Joint Director( DHMI)
10000-325-15200	Executive Engineer
8000-275-13500	Assistant Registrar/Assistant Controller of Exams/AO Assistant Registrar (Statistics) Assistant Internal Audit Officer Assistant Director(DHMI) Medical Officer Horticulturist
6500-200-10500	Section Officer/Private Secretary Senior Personal Assistant Security Officer Assistant Engineer Yoga Organizer Hindi Officer Field Worker
5500-175-9000	Assistant Manager (Guest House) Assistant Security Officer Social Worker Hindi Translator University Cashier Legal Assistant
5000-150-8000	Senior Assistant Personal Assistant Junior Engineer

<b>4500-125-7000</b>	<p>Statistical Assistant Hindi Assistant Assistant Archivist Sports Coach</p>
<b>4000-100-6000</b>	<p>Assistant Stenographer Proof Reader Store Assistant Senior Garden Supervisor Sanitary Inspector</p>
<b>3200-85-4900</b>	<p>Garden Supervisor Work Assistant</p>
<b>3050-75-3950-80-4590</b>	<p>Junior Assistant Junior Store Assistant Telephone Operator Receptionist Sorter Driver Dispatch Rider Caretaker Gestetner-cum-photocopy operator Head Grounds man</p>
<b>2750-70-3800-4400</b>	<p>Head Security Guard (Havaldar) Sanitary Guide</p>
<b>2650-65-3300-70-4000</b>	<p>Daftry Cook Case Material Attendant Mali</p>
<b>2550-55-2660-60-3200</b>	<p>Office Attendant Security Guard Room Bearer Mess Helper Groundsman Animal Attendant Farash Safai Karamchari</p>

**(Total 71 categories)**