

F.No V.25011/616/2016-HR
Government of India
Ministry of Health and Family Welfare
Department of Health Research

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IRCS Building, 2nd Floor
Red Cross Road, New Delhi
Dated: 03-01-2017

NOTICE

All the stakeholders are requested to offer their comments/ objections, if any, in respect of the Draft Recruitment Rules as given herewith for the various posts of Bhopal Memorial Hospital & Research Centre, Bhopal within 30 days of uploading of this notice. All comments offered by concerned stakeholders may be in **the prescribed format only** (Annexure 1) to **Shri. S.N. Sharma, Under Secretary, Department of Health Research, 2nd Floor, IRCS Building, New Delhi-110001**. Recruitment Rules for posts not contained herewith will be uploaded shortly.

Sd/-

(S.N. Sharma)
Under Secretary to the Govt. of India
Tel. No. 23736228

Annexure 1 (Format for submission of Comments on Recruitment Rules)**Name of Stakeholder:****Designation:****Date:****Post for which comments are submitted (A):****Comments on Contents of Recruitment Rules for post (A) Column No.:.....**

<u>S.no.</u>	<u>Contents of column Number..... in Recruitment Rules for post (Name).....as proposed by DHR.</u>	<u>Recruitment Rules as proposed by stakeholder</u>	<u>Remarks/ Justification</u>

- Note**
- 1) Comments in any other format will not be considered.
 - 2) Supporting documents may be enclosed with the above format.
 - 3) Comments must be submitted within 30 days of uploading of the RR on website www.dhr.gov.in

I (8). SENIOR MANAGER OPERATIONS

Name of the Post	No. of Post	Classification	Scale of Pay	Whether Selection post or non-selection post	Age Limit for Direct Recruits
1	2	3	4	5	6
SENIOR MANAGER OPERATIONS	1* (2016) * Subject to variation dependent on workload	General Central Service Group- A post, Non-Ministerial.	Basic-67700/- Level-11	Not Applicable	Not Applicable

Educational and other qualifications required for Direct Recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of Probation, if any	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/ deputation/ absorption grades from which promotion/ deputation/ absorption to be made	If a Departmental Promotion Committee exists what is its composition	Circumstances in which Union Public Service Commission to be consulted in making recruitment
7	8	9	10	11	12	13
Not Applicable	Not Applicable	Not Applicable	By Deputation	Holding analogous post in the Centre/ state Government or five years regular service as Group-A officers having degree in Pharmacy / Material Management from university or institute recognized by the Govt.	Not Applicable	Not Applicable

II (13). Security Officer

Name of the Post	No. of Post	Classification	Scale of Pay	Whether Selection post or non-selection post	Age Limit for Direct Recruits
1	2	3	4	5	6
SECURITY OFFICER	1* (2016) * Subject to variation dependent on workload	General Central Service Group- A post, Non-Ministerial.	Basic-56100/- Level-10	Not Applicable	Not exceeding 40 Years (relaxation as per Central Government rules)

Educational and other qualifications required for Direct Recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of Probation, if any	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	In case of recruitment by promotion / deputation/ absorption grades from which promotion / deputation/ absorption to be made	If a Departmental Promotion Committee exists what is its composition	Circumstances in which Union Public Service Commission to be consulted in making recruitment
7	8	9	10	11	12	13
Essential - Ex. Commissioned Officer/ Short Commissioned Officer of Army / Navy / Air Force/ Paramilitary forces (BSF etc.) with ten years with exemplary service. Desirable: (i) Familiarity with modern electronic security systems. Should have training in fire-fighting. (ii) Knowledge in Computer (MS Office / Excel / Internet Usage etc..	Not Applicable	Two Yrs	By Direct Recruitment.	Not Applicable	<u>For Appointment:</u> Not Applicable <u>For Confirmation:</u> DPC may be constituted by Director, BMHRC consisting of Officers of appropriate level..	Direct Recruitment to be done by UPSC.

III (12). ADMINISTRATIVE OFFICER

Name of the Post	No. of Post	Classification	Scale of Pay	Whether Selection post or non-selection post	Age Limit for Direct Recruits
1	2	3	4	5	6
ADMINISTRATIVE OFFICER	1* (2016) * Subject to variation dependent on workload	General Central Service Group- B post Non-Gazetted, Non-Ministerial.	Basic-47600/- Level-08	Non-selection	Not Applicable

Educational and other qualifications required for Direct Recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of Probation, if any	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/ deputation/ absorption from which promotion/ deputation/ absorption to be made	If a Departmental Promotion Committee exists what is its composition	Circumstances in which Union Public Service Commission to be consulted in making recruitment
7	8	9	10	11	12	13
Not Applicable	Not Applicable	Not Applicable	By promotion failing which by Deputation	For Promotion From Asstt. Administrative Officer with Six years regular service in the PB-2 (9300-34800) and GP of Rs.4200 (pre-revised) or with Basic-35400/- & Level-06 of the revised pay matrix. For Deputation: Holding analogous post or Six years regular service in relevant field in the PB-2 (9300-34800) and GP of Rs.4200 (pre-revised) or with Basic-35400/- & Level-06 of the revised pay matrix.	Composition of DPC :- Chairperson – Director, BMHRC Member – I : Dy. Secretary/ Under Secretary, DHR . Member – II : Medical Superintendent / HOD Administration, BMHRC Member – III : Representative from reserved category Note :- (i) No member will be below the Group ‘A’ status. (ii) The absence of any member of the / Committee other than the Chairperson shall not invalidate the proceedings of the Committee.	Not Applicable

IV (22). PUBLIC RELATION OFFICER

Name of the Post	No. of Post	Classification	Scale of Pay	Whether Selection post or non-selection post	Age Limit for Direct Recruits
1	2	3	4	5	6
PUBLIC RELATION OFFICER	02 * (2016) * Subject to variation dependent on workload	General Central Service Group- B post Non-Gazetted, Non-Ministerial.	Basic-47600/- Level-08	Not Applicable	Not exceeding 30 Years (relaxation as per Central Government rules)

Educational and other qualifications required for Direct Recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Period of Probation, if any	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/deputation/absorption grades from which promotion/deputation/absorption to be made	If a Departmental Promotion Committee exists what is its composition	Circumstances in which Union Public Service Commission to be consulted in making recruitment
7	8	9	10	11	12	13
<p>Essential :</p> <p>i) Bachelor Degree in Journalism and Mass Communication / Public Relations with three years' experience in relevant field in Govt. / Public Sector/Autonomous body or Graduate in any discipline with P.G. Diploma in Journalism / Mass Communication/Public Relation from recognized University with three years relevant experience in Govt. / Public Sector / Autonomous body.</p> <p>Desirable:</p> <p>Proficiency in Computer (MS Office / Excel / Internet Usage etc.)</p>	Not Applicable	Two Yrs.	Not Applicable	By Direct Recruitment only.	<p><u>For Appointment:</u></p> <p>Not Applicable</p> <p><u>For Confirmation:</u></p> <p>DPC may be constituted by Director, BMHRC consisting of Officers of appropriate level.</p>	Not Applicable

V (20). PURCHASE OFFICER

Name of the Post	No. of Post	Classification	Scale of Pay	Whether Selection post or non-selection post	Age Limit for Direct Recruits
1	2	3	4	5	6
PURCHASE OFFICER	1* (2016) * Subject to variation dependent on workload	General Central Service Group- B post Non-Gazetted, Non-Ministerial.	Basic-47600/- Level-08	Non selection	Not Applicable

Educational and other qualifications required for Direct Recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of Probation, if any	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/deputation/absorption grades from which promotion/deputation/absorption to be made	If a Departmental Promotion Committee exists what is its composition	Circumstances in which Union Public Service Commission to be consulted in making recruitment
7	8	9	10	11	12	13
Not Applicable	Not Applicable	Not Applicable	100% By promotion.	Promotion from Asstt. Purchase Officer with Six years regular service in the PB-2 (9300-34800) and GP of Rs.4200 (pre-revised) or with Basic-35400/- & Level-06 of the revised pay matrix.	Composition of DPC :- Chairperson – Director, BMHRC Member – I : Dy. Secretary/ Under Secretary, DHR Member – II : Medical Superintendent / HOD Administration, BMHRC Member – III : Representative from reserved category Note :- (i) No member will be below the Group ‘A’ status. (ii) The absence of any member of the / Committee other than the Chairperson shall not invalidate the proceedings of the Committee.	Not Applicable

VI(19). STORES OFFICER

Name of the Post	No. of Post	Classification	Scale of Pay	Whether Selection post or non-selection post	Age Limit for Direct Recruits
1	2	3	4	5	6
STORES OFFICER	1* (2016) * Subject to variation dependent on workload	General Central Service Group- B post Non-Gazetted, Non-Ministerial.	Basic-47600/- Level-08	Non – selection	Not Applicable

Educational and other qualifications required for Direct Recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of Probation, if any	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/ deputation/ absorption grades from which promotion/ deputation/ absorption to be made	If a Departmental Promotion Committee exists what is its composition	Circumstances in which Union Public Service Commission to be consulted in making recruitment
7	8	9	10	11	12	13
Not Applicable	Not Applicable	Not Applicable	100% By promotion.	Promotion from Asstt. Store Officer with Six years regular service in the PB-2 (9300-34800) and GP of Rs.4200 (pre-revised) or with Basic-35400/- & Level-06 of the revised pay matrix.	Composition of DPC :- Chairperson – Director, BMHRC Member – I : Dy. Secretary/ Under Secretary, DHR Member – II : Medical Superintendent / HOD Administration, BMHRC Member – III : Representative from reserved category Note :- (i) No member will be below the Group ‘A’ status. (ii) The absence of any member of the / Committee other than the Chairperson shall not invalidate the proceedings of the Committee.	Not Applicable

VII(61). PERSONAL SECRETARY

Name of the Post	No. of Post	Classification	Scale of Pay	Whether Selection post or non-selection post	Age Limit for Direct Recruits
1	2	3	4	5	6
PERSONAL SECRETARY	2 * (2016) * Subject to variation dependent on workload	General Central Service Group- B post Non-Gazetted, Non-Ministerial.	Basic-44900/- - Level-07	Non Selection	Not Applicable

Educational and other qualifications required for Direct Recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of Probation, if any	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/ deputation/ absorption grades from which promotion/ deputation/ absorption to be made	If a Departmental Promotion Committee exists what is its composition	Circumstances in which Union Public Service Commission to be consulted in making recruitment
7	8	9	10	11	12	13
Not Applicable	Not Applicable	Not Applicable	100% .By promotion	For promotion - Fifteen years regular service as Personal Assistant in the PB-1 (5200-20200) with grade pay of Rs.2400 (pre-revised) and Basic-25500/- and Level-04 in the revised pay matrix.	Composition of DPC :- Chairperson – Director, BMHRC Member – I : Dy. Secretary/ Under Secretary, DHR Member – II : Medical Superintendent / HOD Administration, BMHRC Member – III : Representative from reserved category Note :- (i) No member will be below the Group ‘A’ status. (ii) The absence of any member of the / Committee other than the Chairperson shall not invalidate the proceedings of the Committee.	Not Applicable

VIII(4). FINANCE ADVISOR

Name of the Post	No. of Post	Classification	Scale of Pay	Whether Selection post or non-selection post	Age Limit for Direct Recruits
1	2	3	4	5	6
FINANCE ADVISOR (earlier DY. DIRECTOR – FINANCE)	1* (2016) * Subject to variation dependent on workload	General Central Service Group- A post, Non-Ministerial.	Basic-78800/- Level-12	Not applicable	Not Applicable

Educational and other qualifications required for Direct Recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of Probation, if any	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/ deputation/ absorption from which grades to be made	If Departmental Promotion Committee exists what is its composition	Circumstances in which Union Public Service Commission to be consulted in making recruitment
7	8	9	10	11	12	13
Not Applicable	Not Applicable	Not Applicable	By Deputation	For Deputation - Holding analogous posts in Finance or Officers in Centre/ State Govt./PSU/ Autonomous organization with five years regular service in PB-3 (15600-39100) with GP of Rs.6600 (pre-revised) or Basic-67700/- in Level-11 of the revised pay matrix.	Not Applicable	Not Applicable

IX(21). ACCOUNTS OFFICER

Name of the Post	No. of Post	Classification	Scale of Pay	Whether Selection post or non-selection post	Age Limit for Direct Recruits
1	2	3	4	5	6
ACCOUNTS OFFICER	1 * (2016) * Subject to variation dependent on workload	General Central Service Group- B post Non-Gazetted, Non-Ministerial.	Basic-44900/- Level-07	Non Selection	Not Applicable

Educational and other qualifications required for Direct Recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of Probation, if any	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/ deputation/ absorption grades from which promotion/ deputation/ absorption to be made	If a Departmental Promotion Committee exists what is its composition	Circumstances in which Union Public Service Commission to be consulted in making recruitment
7	8	9	10	11	12	13
Not applicable	Not Applicable	Not applicable	By Promotion	Promotion from Asstt. Accounts Officer with five years regular service in PB-2 (9300-34800) with GP of Rs.4200 (pre-revised) or Basic-35400/- in Level-06 of the revised pay matrix.	Composition of DPC :- Chairperson – Director, BMHRC Member – I : Dy. Secretary/ Under Secretary, DHR Member – II : Medical Superintendent / HOD Administration, BMHRC Member – III : Representative from reserved category Note :- (i) No member will be below the Group ‘A’ status. (ii) The absence of any member of the / Committee other than the Chairperson shall not invalidate the proceedings of the Committee.	Not Applicable

X(31). CLINICAL PSYCHOLOGIST

Name of the Post	No. of Post	Classification	Scale of Pay	Whether Selection post or non-selection post	Age Limit for Direct Recruits
1	2	3	4	5	6
CLINICAL PSYCHOLOGIST	1* (2016) * Subject to variation dependent on workload	General Central Service Group- A post, Non-Ministerial.	Basic-56100 Level-10	Not Applicable	Not exceeding 35 Years (relaxation as per Central Government rules)

Educational and other qualifications required for Direct Recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Period of Probation, if any	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/deputation/absorption grades from which promotion/deputation/absorption to be made	If Departmental Promotion Committee exists what is its composition	Circumstances in which Union Public Service Commission to be consulted in making recruitment
7	8	9	10	11	12	13
Essential: I). M.A. / M.Sc. in Psychology with MPhil. In Clinical Psychology [or] II).M.A / M.Sc. in Psychology with a Clinical Psychologist Certification Desirable: 1.Ph.D. in Clinical Psychology from recognised Institution / University	Not Applicable	Two Yrs	100% By Direct Recruitment.	Not Applicable	<u>For Appointment:</u> Not Applicable <u>For Confirmation:</u> DPC may be constituted by Director, BMHRC consisting of Officers of appropriate level..	Recruitment to be made by UPSC.

XI(32). CLINICAL NEURO- PSYCHOLOGIST

Name of the Post	No. of Post	Classification	Scale of Pay	Whether Selection post or non-selection post	Age Limit for Direct Recruits
1	2	3	4	5	6
CLINICAL NEURO- PSYCHOLOGIST	1* (2016) * Subject to variation dependent on workload	General Central Service Group- A post, Non-Ministerial.	Basic-56100 Level-10	Not Applicable	Not exceeding 35 Years (relaxation as per Central Government rules)

Educational and other qualifications required for Direct Recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of Probation, if any	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/ deputation/ absorption grades from which promotion/ deputation/ absorption to be made	If Departmental Promotion Committee exists what is its composition	Circumstances in which Union Public Service Commission to be consulted in making recruitment
7	8	9	10	11	12	13
Essential: D). M.A. / M.Sc. in Psychology with MPhil. In Clinical Psychology [or] II).M.A / M.Sc. in Psychology with a Clinical Psychologist Certification Desirable: 1.Ph.D. in Clinical Psychology from recognised Institution / University	Not Applicable	Two Yrs	100% By Direct Recruitment.	Not Applicable	<u>For Appointment:</u> Not Applicable <u>For Confirmation:</u> DPC may be constituted by Director, BMHRC consisting of Officers of appropriate level..	Recruitment to be made by UPSC.