

GOVERNMENT OF INDIA
MINISTRY OF DEFENCE

New Delhi, the.....2015

S.R.O.____ - In exercise of the powers conferred by the proviso to article 309 of the Constitution, and in supersession of Indian Naval Armament Service (Group 'A') Recruitment Rules, 2004, except as respects things done or omitted to be done before such supersession, the President hereby makes the following rules namely:-

1. Short title and commencement :

- (1) These rules may be called the Indian Naval Armament Service (Group 'A') Recruitment Rules, 2015.
- (2) They shall come into force from the date of their publication in the official Gazette.

2. Definitions: In these rules, unless the context otherwise requires:-

- (a) "Appointing Authority" in relation to any Grade means the authority empowered under the Central Civil Services (Classification, Control and Appeal) Rules, 1965, to make appointments to that Grade.
- (b) "Cadre" means the group of posts in the Grades as specified in Schedule-I.
- (c) "Cadre Controlling Authority" means the Government of India in the Ministry of Defence.
- (d) "Commission" means the Union Public Service Commission.
- (e) "Departmental Promotion Committee" means a committee constituted to consider promotion and Departmental Confirmation Committee constituted to consider confirmation in any Grade under Schedule III. The Departmental Screening Committee means Committee constituted to consider placement in Senior Time Scale (Non Functional Second Grade) in Schedule III and grant of Non-Functional upgradation in any Pay Band and Grade Pay/Pay Scale.
- (f) "Duty post" means any post included in Schedule-I.
- (g) "Examination" means the combined competitive examination to be held by the Commission for recruitment to the Engineering Services, Group 'A'.
- (h) "Grade" means any of the Grades specified in Schedule-I.
- (i) "Government" means the Government of India.
- (j) Other backward classes shall have the same meaning and applicability as laid down in DoP&T OM No. 36012/22/93-Estt. (SCT) dated 08.09.1993.
- (k) "Regular service" in relation to any Grade means the period or periods of service in that grade rendered after selection and appointment thereto under the rules according to the prescribed procedure for appointment to that grade and includes any period or periods:-

(i) Taken into account for the purpose of seniority in case of those appointed at the initial constitution of the service.

(ii) During which an officer would have held a duty post in that grade but for being on leave or otherwise not being available for holding such post.

(l) "Schedule" means a schedule to these rules.

(m) "Scheduled Castes and Scheduled Tribes" shall have the same meaning as assigned to them in Clauses (24) and (25) respectively of Article 366 of the constitution.

(n) "Service" means the Indian Naval Armament Service (Group 'A')

3. Constitution of Service:

(1) There shall be a constituted service known as the Indian Naval Armament Service consisting of persons appointed to the Service under Rule 7 and Rule 8.

(2) All the duty posts included in the Service as specified in Schedule I shall be classified as Central Civil Service Group 'A' posts.

4. Grade, strength and its review:

(1) The duty posts included in the various grades, their numbers and scales of pay on the date of commencement of these rules shall be as specified in Schedule-1.

(2) Notwithstanding anything contained in sub-rule(1)

(a) The Government may, from time to time make temporary additions or alterations to the duty post in various grades.

(b) The Government may, in consultation with the Commission, included in the Service such posts as can be deemed to be equivalent to the posts included in the service in status, grade, pay scale and professional content or exclude from the service a duty post already included in the Service: and

(c) The Government may, in consultation with the Commission, appoint an officer to a duty post included in the Service under clause (b) to the appropriate grade on a regular basis and fix his seniority in the grade after taking into account continuous regular service in the analogous grade.

5. Members of the Service:

(1) The following persons shall be the members of the Service:-

(a) Persons appointed to duty posts under rule 7 and

(b) Persons appointed to duty posts under rule 8

(2) A person appointed under clause(a) of sub-rule(1) shall, on such appointment, be deemed to be the member of the service in the appropriate grade to which they were appointed on regular basis before commencement of these rules, applicable to him in Schedule-1.

(3) A person appointed under clause (b) of sub-rule(1) shall be the member of the Service in the appropriate grade applicable to him in Schedule-I from the date of such appointment.

6. Method of recruitment: The recruitment to the services shall be made by the following methods namely:-

- (i) By a competitive examination held in India in accordance with the Engineering Service Examination rules;
- (ii) By promotion or deputation from another Service or posts in accordance with Schedule-II of these rules.
- (iii) By special selection in accordance with Rule 13 of these rules.

7. Initial constitution of the Service: All existing Group 'A' officers in the Indian Naval Armament Service holding duty posts on regular basis in various grades immediately before commencement of these rules shall be members of the Service in the posts or grades from the date from which they have been regularly appointed to the posts or grades and their respective seniority in the posts/grades shall be the respective seniority as in the existence before the commencement of these rules.

8. Future maintenance of the Service:

- (1) The vacancies in any of the grades referred to in Schedule-I, shall be filled in the manner provided in this rule.
- (2) (a) The percentage of vacancies in the grade of Junior Time Scale of the Service, which is to be filled by direct recruitment through the Combined Engineering Service Examination conducted by the Commission, is given in Schedule-II in respect of Junior Time Scale Grade.

(b) The percentage of vacancies in the said grade which is to be filled by promotion by selection basis is given in Schedule-II in respect of Junior Time Scale Grade.
- (3) All the vacancies in the grades of Senior Time Scale and above of the Service shall be filled by promotion from amongst the officers in the immediate respective lower grades with minimum qualifying service and educational qualification, if any, as specified in Schedule-II.
- (4) The selection of officers for promotion shall be made on the recommendation of the Departmental Promotion Committee or Departmental Screening Committee as specified in the Schedule III on selection basis except grant of Senior Time Scale (Non-Functional Second Grade) to the officers of the Senior Time Scale Grade of the Service shall be made by placement in the order of their seniority subject to their suitability.
- (5) The appointment to the service in the JTS grade shall be made in consultation with the Commission.

9. Non-Functional Upgradation:

- (i) Wherever an Indian Administrative Service officer of the State or joint cadre is posted at the Centre to a particular grade carrying a specific grade pay in Pay Band-3, Pay Band-4 or Higher Administrative Grade, the officers belonging to batches of Organised Group-A services that are senior by two years or more and have not been promoted to

that particular grade, would be granted the same grade on non-functional basis from the date of posting of **Indian Administrative Service** Officers in that particular grade at the centre. The grant of NFU shall be made on the recommendations of the Screening Committee as specified in the schedule III.

(ii) All the prescribed eligibility criteria and promotional norms including “Benchmark” for upgradation to a particular grade pay shall have to be fulfilled at the time of Screening for grant of higher Pay Band and Grade Pay/Pay Scale.

(iii) The terms and conditions for grant above higher Pay Scale on Non-Functional basis to officers of the services shall be as per the instructions/orders issued by the Central government on the subject from time to time.

10. **Probation:**

(1) Every officer on appointment to the service by direct recruitment or by promotion in Junior Time Scale Grade shall be on probation for period of two years.

Provided that the Controlling Authority may extend or curtail the period of probation in accordance with the instructions issued by Government from time to time.

Provided further, that any decision for extension of a probation period be taken within eight weeks after the expiry of the previous probationary period and communicated in writing to the concerned officer together with the reasons for so doing within the said period.

(2) On the completion of the period of probation or any extension thereof, officers shall, if considered fit for permanent appointment, be confirmed in terms of the orders of the Government issued from time to time.

(3) If, during the period of probation or any extension thereof, as the case may be Government is of the opinion that an officer is not fit for permanent appointment, Government may discharge the officer or revert him to the post held by him prior to his appointment in the Service, as the case may be.

(4) During the period of probation or any extension thereof **the** officer may be required by Government to undergo such courses **and** training and to pass such examinations **and** tests as the Government may deem fit, as a condition to satisfactory completion of probation.

(5) As regards other matters relating to probation, the members of the Service **shall** be governed by the orders or instructions issued by the Government in this regard from time to time.

11. **Liability to serve as Commissioned Officers or in any part of India or outside:**

(1) Any person appointed to the Service on or after the commencement of these rules shall, if so required, be liable to serve as Commissioned Officer in the Armed Forces for a period of not less than four years including the period spent on training, if any, provided that such person:

(a) shall not be required to serve as aforesaid after the expiry of ten years from the date of appointment, and

(b) shall not ordinarily be required to serve as aforesaid after attaining the age of 40 years

(2) Officer appointed to the service shall be liable to serve any where in India or outside.

(3) Officers, if deputed, shall be liable to serve in any other Ministry or Department of the Government of India or Corporations and Industrial Undertakings of Government.

12. **Disqualification:** No person,

(a) Who has entered into or contracted a marriage with a person having a spouse living, or

(b) Who, having a spouse living, has entered into or contracted a marriage with any person.

shall be eligible for appointment to the service.

Provided that the Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other ground for so doing, exempt any person from the operation of this rule.

13. **Other conditions of the service:** The conditions of service of members of service in respect of matters, for which no specific provision has been made in these rules, shall be the same as are applicable, from time to time, to Officers of equivalent rank of the Central Government.

14. **Power to relax:** Where the Government is of the opinion that it is necessary or expedient so to do, it may by order, for reasons to be recorded in writing, and in consultation with the Commission relax any of the provisions of these rules with respect to any class or category of persons.

15. **Saving:** Nothing in these rules shall affect reservations, relaxation in age limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, the Other Backward Classes, Ex-servicemen and other special categories of persons in accordance with the orders issued by the Government from time to time in this regard.

16. **Interpretation:** If any question in relation to interpretation of these rules arises, it shall be decided by the Government.

17. **Residuary matters:** In regard to matters, not specifically covered in these rules, the Members of the service shall be governed by the rules, regulations and order applicable to the Central Civil Services.

SCHEDULE-I

(See Sub-rule (1) of Rule 4)

Name, number and Scale of Pay of Posts in the various grades in the Indian Naval Armament Service

S	Name of the grade/Post	No. of posts*	Pay Band / Scale of Pay & Grade Pay
(1)	(2)	(3)	(4)
1.	Higher Administrative Grade (Director General of Naval Armament)	1	Rs. 67000 (annual increment @ 3%) -79000
2.	Senior Administrative Grade (Chief General Manager)	3	Pay Band-4 (Rs. 37400-67000) Grade Pay-Rs. 10000
3.	Junior Administrative Grade (General Manager/Additional General Manager/Director of Naval Armament)	27	Pay Band-4 (Rs. 37400-67000) Grade Pay-Rs. 8700
4.	Senior Time Scale (Non-Functional Second Grade) (Deputy General Manager/Joint Director of Naval Armament)	**	Pay Band-3 (Rs. 15600-39100) Grade Pay-Rs. 7600
5.	Senior Time Scale Grade (Manager/Deputy Director of Naval Armament)	33@	Pay Band-3 (Rs. 15600-39100) Grade Pay-Rs. 6600
6.	Junior Time Scale Grade (Assistant Manager/Assistant Director of Naval Armament)	50	Pay Band-3 (Rs. 15600-39100) Grade Pay-Rs. 5400

* Subject to variation dependent on workload.

@ Includes Senior Time Scale (Non-Functional Second Grade) posts also in Pay Band -3 (Rs. 15600-39100), GP-Rs.7600.

** The Senior Time Scale (Non Functional Second Grade) is Non-Functional and the maximum number of posts in the Grade shall not exceed 30% of the senior duty posts (i.e all duty posts at the level of Senior Time Scale and above in the Service) and the number of posts in the Senior Time Scale (NFSG) will be limited to the number of posts sanctioned in the Senior Time Scale Grade.

SCHEDULE-II
(See Rules 8 and 13)

Method of recruitment, field of selection and minimum qualifying service in the immediate lower grade for appointment of officers on promotion to the duty posts included in the various grades of the Indian Naval Armament Service

<u>Sl. No.</u>	<u>Grade</u>	<u>Method of Recruitment</u>	<u>Field of selection and minimum qualifying service for promotion to the various grades of the Indian Naval Armament Service</u>
(1)	(2)	(3)	(4)
1.	Higher Administrative Grade (Director General of Naval Armament)	By promotion	Officers of Indian Naval Armament Service Cadre in the Senior Administrative Grade with 3 years' regular service in the grade OR Officers with 25 years' regular service in Group-A posts in the service out of which at least 1 year regular service should be in the Senior Administrative Grade.
2.	Senior Administrative Grade (Chief General Manager)	By Promotion	Officers of Indian Naval Armament Service Cadre in the Junior Administrative Grade with 3 years regular service in the grade. OR Officers with 17 years regular service in Group-A posts in the service out of which atleast 1 year regular service should be in the Junior Administrative Grade.
3.	Junior Administrative Grade (General Manager / Additional General Manager / Director of Naval Armament)	By Promotion	Officers of Indian Naval Armament Service Cadre in the Senior Time Scale Grade on completion of thirteen years of regular service in Group 'A' and regular service of four years in the grade of STS including the regular service , if any, rendered in the Senior Time Scale (Non Functional Second Grade) or officers with nine years regular service in Senior Time Scale including the regular service, if any, rendered in Senior Time Scale (Non Functional Second Grade) , shall be promoted to the Junior Administrative Grade in PB-4 (Rs. 37400-67000), GP-Rs. 8700.
4	Senior Time Scale(Non-Function Second Grade) (Deputy General Manager/Joint Director of Naval Armament)	By placement on the basis of seniority subject to suitability.	Officers of Indian Naval Armament Service Cadre in the Senior Time Scale Grade who have completed 5 years of regular service in the grade.
5	Senior Time Scale Grade (Manager/Deputy Director of Naval Armament)	By promotion	Officers of Indian Naval Armament Service Cadre in the Junior Time Scale Grade with 4 years of regular service in the grade possessing the Educational Qualification prescribed for direct

			recruitment in Junior Time Scale Grade i.e. a degree from a recognized University in Engineering (Electrical / Electronics / Mechanical) or M.Sc. Degree or its equivalent with electronics / Wireless Communication / Radio Physics / Radio Engineering as a subject and who have passed the Departmental Examination after Training Course”.
6	Junior Time Scale Grade (Assistant Manager / Assistant Director of Naval Armament)	33 1/3% by promotion on selection basis 66 2/3% by direct recruitment through the Engineering Services Examination conducted by the Commission	Foreman (Ammunition Workshop), Foreman (Factory) and Assistant Armament Supply Officer in Pay Band-2 (Rs. 9300-34800), Grade Pay-Rs. 4600 with 3 years' regular service and possessing the Educational Qualification of any Degree or Diploma or 03 years apprenticeship through Naval Dockyard under the Apprentices Act, 1961. Promotion will be affected in the ratio of 2: 2: 1 failing which promotion shall be effected from amongst the eligible officers available in any one of the feeder grades.

Note 1: Where Juniors who have completed their qualifying / eligibility service are being considered for promotion, their seniors shall also be considered provided they are not short of the requisite qualifying / eligibility service by more than half of such qualifying / eligibility service, or two years, whichever is less, and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying / eligibility service.

Note 2: The Junior Time Scale Grade officers of the Service holding the post on date of commencement of the Rules and processing Diploma in Electrical/Electronics/Mechanical Engineering shall, however, continue to be eligible for considering promotion to STS grade of the Service.

Note 3: The eligibility conditions for admission to the Examination, the age limit, Educational Qualification to be possessed by the candidates for appearing at the Examination and the rules governing the Examination shall be as notified by the Commission.

SCHEDULE – III

**RECRUITMENT BY PROMOTION
{SEE RULE 2(e) & 8(4)}**

Composition of Group ‘A’ Departmental Promotion Committee for Considering Promotion and Departmental Confirmation Committee for Considering Confirmation.

<u>Departmental Promotion Committee (DPC)</u>		<u>Departmental Confirmation Committee (DCC)</u>	
(i) Higher Administrative Grade		Not applicable	
1. Chairman/Member, Union Public Service Commission	Chairman		
2. Secretary, Ministry of Defence	Member		
3. Chief of Personnel or any other officer of the rank of Vice Admiral nominated by IHQ MoD(N)	Member		
(ii) Senior Administrative Grade		Not applicable	
1. Chairman/Member, Union Public Service Commission	Chairman		
2. Additional Secretary, Ministry of Defence	Member		
3. Chief of Personnel or any other officer of the rank of Vice Admiral nominated by IHQ MoD(N)	Member		
(iii) Junior Administrative Grade		Not applicable	
1. Chairman/Member, Union Public Service Commission	Chairman		
2. Joint Secretary(Navy) or any other Joint Secretary nominated by Ministry of Defence	Member		
3. Assistant Chief of Personnel, IHQ MoD(N)	Member		
(iv) Senior Time Scale Grade		NA	
1. Additional Secretary, Ministry of Defence	Chairman		
2. Joint Secretary (Navy) or any other Joint Secretary nominated by Ministry of Defence	Member		
3. Director of Civilian Personnel IHQ MoD(N)	Member		
(v) Junior Time Scale Grade		(v) Junior Time Scale Grade	
1. Chairman/Member, Union Public Service Commission	Chairman	1. Additional Secretary, Ministry of Defence	Chairman
2. Joint Secretary (Navy) or any other Joint Secretary nominated by Ministry of Defence	Member	2. Joint Secretary (Navy) or any other Joint Secretary nominated by Ministry of Defence	Member
3. Director of Civilian Personnel IHQ MoD(N)	Member	3. Director of Civilian Personnel, IHQ MoD (N)	Member

SCHEDULE – IV

NON-FUNCTIONAL UPGRADATION(NFU)

As per DoP&T OM No.AB.14017/64/2008-Estt.(RR) dated 24 Apr 2009 and
MoD letter No.7/41/09/D(Apptts.) dated 02 Apr 2013

Composition of Group ‘A’ Departmental Screening Committee(DSC) for Considering NFU.

<u>Higher Administrative Grade</u>	
1. Defence Secretary, Ministry of Defence	Chairman
2. Secretary, ESW Ministry of Defence	Member
3. Secretary, Deptt. Defence Production Ministry of Defence	Member
<u>Senior Administrative Grade</u>	
1. Defence Secretary, Ministry of Defence	Chairman
2. Additional Secretary, Ministry of Defence	Member
3. Chief of Personnel Integrated Headquarters Ministry of Defence	Member
<u>Junior Administrative Grade</u>	
1. Additional Secretary, Ministry of Defence	Chairman
2. Joint Secretary(O/N) Ministry of Defence	Member
3. Assistant Chief of Personnel/ Senior Principal Director(Civ), Integrated Headquarters Ministry of Defence	Member
<u>Senior Time Scale Grade</u>	
1. Joint Secretary(O/N) Ministry of Defence	Chairman
2. Deputy Secretary/Director (Navy) Ministry of Defence	Member
3. Director of Civilian Personnel Integrated Headquarters Ministry of Defence	Member

{F.No.CP(G)/ / /RR/D(Apptts)/2014}

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Under Secretary to Govt of India.

Footnote: The Indian Naval Armament Service Recruitment Rules, 2004 were published vide notification of the Government of India, Ministry of Defence S.R.O. 21 dated 22 Jan 2004.