



कर्मचारी भविष्य निधि संगठन EMPLOYEES' PROVIDENT FUND ORGANISATION अम एवं रोजगार मंत्रालय, भारत सरकार MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

मुख्य कार्यालय/Head Office भविष्य निधि भवन, 14, भीकाएजी कामा पुलेस, नई दिल्ली-110066 Bhavishya Nidhi Bhawan, 14, Bhikaiji Cama Place, New Delhi-110066 Website: www.epfindia.gov.in, www.epfindia.nic.in

No. HRD/35/2023/IS.Div/RR 983

Date: 1 9 MAR 2024

To,

All Addl. CPFC (Zones) including ACC (HQ)/Director (PDNASS), All Regional PF Commissioners, In-charge of the Region,

Subject: Draft Recruitment Rules of Technical Cadres of Information Services Division in EPFO - reg.

Ma'am/Sir,

As per the guidelines issued vide DoP&T O.M. No. AB-14017/61/2008-Estt. (RR) dated 13.10.2015, the Draft Recruitment Rules for the post of the Director (IS), Joint Director (IS), Deputy Director (IS) and Assistant Director (IS) of Information Services Division in EPFO are hereby placed on the Official Website of EPFO for inviting comments from the stakeholders.

Any suggestions/ comments/ views on the various clauses of the same along with supporting DoP&T guidelines and rule position etc may be intimated within 15 days. The same may be sent only to the mail id **rc2.hrd@epfindia.gov.in**. Comments forwarded on this issue to any other mail id shall not be taken into consideration.

(This has the approval of CPFC)

Enclosures: As above

Yours faithfully,

(Swagata Rai) **RPFC-I (HRD-I)**

Copy to:-

RPFC(NDC) with the request to upload on the website of EPFO.

(Swagata Rai) RPFC-I (HRD-I)

(Draft Recruitment Rules)

(1) (2) (3) (4) (5) (6) Director (10) variation Selection Not Matrix [Bs.1,23,100-2,15,900] Selection Applicable Educational and other quainfactions Whether age and educational other quainfactions prescribed for direct recruits will apply in the case of promotes. Period of methods. Period of methods. Of the case of promotion or deputation (ISTC) and promotion or by deputation (absorption and prescribed for grades from which promotion or deputation (ISTC) and somethods. (10) Not applicable. If a departmental promotion or deputation (ISTC) or absorption to be made somethor and recent areas which union Public Service Commission is to be consulted in composition methods. In case of recruitment by promotion or deputation (ISTC) or absorption to be made somethor or o	post	Numł	per of post	Classification	Level in matrix	the pay	Whether selection or Non-selection p	-		
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grades from which promotion or deputation (ISTC) or absorption to be madePromotion Commistee exists, what is its compositionwhich Union Public Service Commission is to be consulted in making recruitment.(11)(12)(13)By Promotion: Joint Director (Information Services) in level-12 in the Pay Matrix Is accessfully completed training of two weeks in the relevant areas which includes one or more out of Database management or Operating Systems on Network Systems.Departmental Promotion (I) Secretary to the Governments/Universities/ Recognized of India, Ministry of Labour and Employment regular service in the grade in posts in Level-12 in the Pay Matrix [Rs.78,800-2,09,200] with five years regular basis in the parent cadrer of following conditions, (a) (i) Holding analogous posts on regular basis in the parent cadrer of beartment; or (Bastri Rs.78,800-2,09,200] in the parent cadre or department; and (b) Possessing the educational qualifications: (A) (i) Master's Degree in Computer Applications or Master of Science (Computer Science or Information Technology) from a recognized University or Institute; or Bachelor of Engineering or Bachelor of Technology (Computer Engineering or Computer Science or Computer Applications or Master of Science (ii) Ten years post qualification experience in relevant areas* of Programming or Information System in a Government Office including such experience in Public Sector Undertaking or Autonomous Body or Statutory Body or in any recognized institutio.Promotion (Computer Science or or more out of Database Management or Operating Science or Information System in a Government Office including such experience in Public Sector Undertaking or Autonomous Body or Statutory Body or in any recognized institution.Promotion (Camputer Science and	Not Applicable	e	Not applicable.			Deputation (ii) 20%	(ISTC),and by Deputation			
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By Promotion: Joint Director (Information Services) in level-12 in the Pay Matrix [Rs.78,800-2,09,200] with five years regular service in the grade and have successfully completed training of two weeks in the relevant areas which includes one or more out of Database management or Operating Systems or Network Systems.Departmental Promotion Committee (for consisting of:- considering promotion) of India, Ministry of Iabour and employment - Chairman (ii) Secretary to the Government of India, Ministry of Labour and Exercation since and experience in relevant areas* of 			(1	1)			*			
OR	[Rs.78,800-2,0 successfully ca includes one of Network Syste By Deputation Officers under Research Insti- or Autonomou deputation (inc following cond (a) (i) Holdin Department; on (ii) With five y	9,200] omplet or more ms. n (Incl er the tutes/P s organ cluding litions, g anal r	with five years ed training of tw out of Database uding short-term Central/State G ublic Sector Und- nizations includin short-term contri- ogous posts on	regular service yo weeks in the management of contract): overnments/Un- ertakings/ Sem g EPFO person act) basis subj regular basis	in the grad re relevant a or Operating niversities/ i Governme nel may be rect to fulfili	le and have areas which Systems or Recognized nt Statutory recruited on ment of the	Promotion Committee (for considering promotion) consisting of:- (i) Secretary to the Government of India, Ministry of Labour and Employment - Chairman (ii) Additional	Com neces appo on	mission is ssary while inting an officer Deputation	

(B) (i)Degree in Computer Applications or Computer Science or Degree in	
Electronics or Electronics and Communication Engineering from a	
recognized University.	
(ii) Ten years' experience in Electronic Data Processing out of which at least	
1 year experience should be in actual Programming.	
Note 1: Qualifications are relaxable at the discretion of the Central	
Government, for the reasons to be recorded in writing, in case of candidates,	
otherwise well qualified.	
Note 2: The qualification regarding experience is relaxable at the discretion	
of the Central Government, for reasons to be recorded in writing, in case of	
candidates belonging to Scheduled Castes or Scheduled Tribes, if, at any	
stage of selection the Central Government is of the opinion that sufficient	
number of candidates belonging to these communities possessing the	
requisite experience are not likely to be available to fill up the vacancies	
reserved for them.	
Note 3: The period of deputation (Including Short Term Contract) including	
period of deputation (Including Short Term Contract) in another ex-cadre	
post held immediately preceding this appointment in the same or some other	
organization or department of the Central Government shall ordinarily not	
exceed five years.	
Note 4: The maximum age limit for appointment by deputation (Including	
Short Term Contract) shall not be exceeding 56 years as on the closing date	
of receipt of applications.	
Note 5: For the purpose of appointment on deputation (Including Short Term	
Contract) basis, the service rendered on a regular basis by an officer prior to	
1st January, 2016 (the date from which the revised pay structure based on the	
Seventh Central Pay Commission recommendation has been extended) shall	
be deemed to be service rendered in the corresponding level in the pay matrix	
or pay scale extended based on the recommendations of the Pay Commission	
except where there has been merger of more than one pre-revised scale of pay	
into one grade with a common level in the pay matrix or pay scale and where	
this benefit will extend only for the posts for which that level in the pay	
matrix or pay scale is the normal replacement grade without any upgradation.	
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Name of post	Num	ber of post	Classification	n Leve matr		the pay	Whether selection or Non-selection	-	Age limit for direct recruits
(1)		(2)	(3)			(4)	(5)		(6)
Joint Director (Information Services)	*Sub	2024) oject to variation indent on	Group 'A', Non- Ministerial	Mati		12 in the Pay Rs.78,800 -	Selection		Not Applicable
Educational ar other qualifica required for di recruits	tions	Whether age and qualifications pr direct recruits w the case of prom	escribed for ill apply in	Period of probation if any		or by prome	ecruitment whether lotion or by deputation of the vacancies to be	n/ absc	orption and
(7) Not Applicabl	e	(8) Not applicable.		(9) Not applical	ble			faili (inclue	-
grades from w By Promotion Deputy Direc [Rs.67,700-2,(successfully c includes one c Network Syste By Deputatio Officers under Research Insti or Autonomou deputation (in following cond	hich pr hich pr tor (In 08,700] omplet or more ems. n (Incl er the tutes/P us organ cluding ditions,		1) 1) 1) 1) 1) 1) 1) 1) 1) 1)	11 in the e in the g ne releva or Operat niversitie i Goverr nnel may ject to fu	he F gradant a string es/ I v be r ulfilr	Pay Matrix e and have reas which Systems or Recognized at Statutory ecruited on nent of the	If a departmental Promotion Committee exists, what is its composition (12) Departmental Promotion Committee (for considering promotion) consisting of:- (i) Secretary to the Govt. of India, Ministry of Labour and Employment - Chairman	whic Servi is to maki Cons Unio Com neces	inting an officer Deputation
 (a) (i) Holdir (b) Possessing (c) Possessing <	ng anal r years 1 700-2, g the e alificat r's De ience o nginee: Scienco r Infor s post or Ope ystem Undert	logous posts on regular service in 08,700] in the par educational qualif ion:- gree in Compute r Information Tec ring or Bachelor of e or Computer T rmation Technolo qualification expe rating Systems or in a Government aking or Autonon n.	the grade in p ent cadre or de ications and e r Applications hnology) from of Technology cechnology or ogy) from a re- rience in one of Network Syst t Office includ	osts leve partment xperience s or Mas a recogn (Comput comput ecognized or more of ems of P ling such	t; and t; and ster nized tter E ter S d Ur out c Progr h exj	in the Pay described as of Science University Engineering cience and hiversity or of Database ramming or perience in	Chairman(ii)CentralProvidentFundCommissioner-Member(iii)SeniorTechnicalDirector,NationalInformaticsCentreCentreoranofficialofficialofequivalentrankhavingrequisitequalificationandexperiencein thefieldofinformationtechnologytechnology-Member		

(B) (i)Degree in Computer Applications or Computer Science or Degree in	
Electronics or Electronics and Communication Engineering from a	
recognized University.	
(ii) Eight years' experience in Electronic Data Processing out of which at	
least 1 year experience should be in actual Programming.	
Note 1: Qualifications are relaxable at the discretion of the Central	
Government, for the reasons to be recorded in writing, in case of candidates,	
otherwise well qualified.	
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of the Central Government, for reasons to be recorded in writing, in case of	
candidates belonging to Scheduled Castes or Scheduled Tribes, if, at any	
stage of selection the Central Government is of the opinion that sufficient	
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into one grade with a common level in the pay matrix or pay scale and where	
this benefit will extend only for the posts for which that level in the pay	
matrix or pay scale is the normal replacement grade without any upgradation.	
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Name of post	Numl	per of post	Classification	n Level in matrix	n the pay		Whether selection post or Non-selection post	
(1)		(2)	(3)		(4)	(5)		(6)
Deputy Director (Information Services)	*Subj	2024) ject to variation ident on load	Group 'A', Non- Ministerial		11 in the Pay [Rs.67,700-	Selection		Not Applicable
Educational an other qualificat required for din recruits	tions	Whether age and qualifications pr direct recruits w the case of prom	escribed for ill apply in	Period of probation, if any	or by prome	ecruitment whether lotion or by deputation of the vacancies to be	n/ absc	orption and
(7)		(8)		(9)		(10)		
Not Applicable	9	Not applicable.		Not applicable		2	faili (incluo	-
		t by promotion or romotion or depu	tation (ISTC)or			If a departmental Promotion Committee exists, what is its composition	whic Servi is to	umstances in h Union Public ice Commission be consulted in ng recruitment.
By Promotion		(1	1)			(12) Departmental		(13) sultation with the
[Rs.56,100-1,7 successfully ca includes one o Network Syste By Deputation Officers under Research Instit or Autonomou deputation (ind following cond (a) (i) Holdin Department; on (ii) With five y Matrix [Rs.56, (b) Possessing under:- Essential Qua (A) (i) Master (Computer Sci- or Institute; or Bachelor of En or Computer Sci- or Institute. (ii) Five yea Programming o	7,500] omplet or more ms. n (Incl r the 0 tutes/ H s organ cluding litions, g anal r years re 100-1, g the e lificat i r's Deg ence o ngineer Scienc r Infor	logous posts on egular service in t 77,500] in the par ducational qualif ion:- gree in Compute r Information Tec ring or Bachelor e or Computer T rmation Technolo ost qualification ormation System i	regular service wo weeks in the management of contract): overnments/ Ulertakings/ Sem g EPFO person ract) basis sub- regular basis he grade in pos- ent cadre or de ications and e er Applications hnology) from of Technology or ogy) from a re- experience in n a Governme	e in the gra ne relevant or Operating Iniversities/ ni Governmonel may be ject to fulfi in the pare sts in level-1 partment; an xperience p s or Master a recognize (Computer ecognized U in relevant nt Office in	de and have areas which g Systems or Recognized ent Statutory recruited on lment of the ent cadre or 10 in the Pay nd orescribed as of Science ed University Engineering Science and University or areas* of cluding such	Promotion Committee (for considering promotion) consisting of:- (i) Additional Secretary or Joint Secretary to the Government of India, Ministry of Labour and Employment - Chairman (ii) Central Provident Fund Commissioner or Additional Central Provident Fund Commissioner (Hqrs.) - Member (iii) Technical Director, National Informatics Centre – Member	Com neces	inting an officer Deputation
Body or in any	recog s mean	Sector Undertak nized institution. one or more out Systems	-	-	-			

 (B) (i)Degree in Computer Applications or Computer Science or Degree in Electronics or Electronics and Communication Engineering from a recognized University. (ii) Five years' experience in Electronic Data Processing out of which at least 1 year experience should be in actual Programming. Note 1: Qualifications are relaxable at the discretion of the Central Government, for the reasons to be recorded in writing, in case of candidates, otherwise well qualified. Note 2: The qualification regarding experience is relaxable at the discretion of the Central Government, for reasons to be recorded in writing, in case of candidates belonging to Scheduled Castes or Scheduled Tribes, if, at any stage of selection the Central Government is of the opinion that sufficient number of candidates belonging to these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them. Note 3: The period of deputation (Including Short Term Contract) including period of deputation (Including Short Term Contract) in another ex-cadre
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Seventh Central Pay Commission recommendation has been extended) shall
be deemed to be service rendered in the corresponding level in the pay matrix
or pay scale extended based on the recommendations of the Pay Commission
except where there has been merger of more than one pre-revised scale of pay
into one grade with a common level in the pay matrix or pay scale and where
this benefit will extend only for the posts for which that level in the pay
matrix or pay scale is the normal replacement grade without any upgradation.
[No

Name of post					ı	Age limit for direct recruits					
(1)	(2)	(3)	(4)	(5)			(6)				
Assistant Director (Information Services)	ssistant120* (2024)Group 'A',Level- 10Notirector*Subject toNon-in the PayapplicabnformationvariationMinisterialMatrix					Central Boa with the ins Central Gove <u>Note</u> : The c	Servants and rd upto five structions or ernment). rucial date to e as advertise	rears (relaxable for and employees of the years' in accordance orders issued by the o determining the age- ed by the Union Public			
(A) (i) Master Science (Com recognized Un Bachelor of I Engineering of Computer Sci from a recogni (ii) Three yea Programming including suc Autonomous institution. *relevant area Operating Sys	r's Degree in nputer Science iversity or Inst Engineering or or Computer S ence and Eng ized University rs post qualific or Informatic ch experience Body or Sta	Bachelor of Te Science or Com ineering or Info or Institute. cation experience on System in a in Public Sec tutory Body or more out of Data	cations or M Technology (C puter Techno rmation Tech in relevant a Governmen ctor Underta in any re	Aaster of from a Computer ology or hnology) areas* of t Office iking or cognized	an ed qu pro din wi the pro	ucational alifications escribed for rect recruits Il apply in e case of omotes. (8)	Period of probation, if any (9) Two years	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. (10) (i) 40% by Direct Recruitment (ii) 40% by Promotion failing which by Deputation (ISTC), and (iii) 20% by Deputation (Including short term contract) or project basis.			
Degree in Engineering fr (ii) Three yea which at least Note 1:- Qual Public Service in case of cano Note 2:- The discretion of 1 be recorded Scheduled Cas the Union Pu sufficient num	Electronics o om a recognize rs' experience 1 year experier ifications are r c Commission, lidate otherwise qualification re Union Public S in writing, in stes or Schedu ublic Service ober of candida xperience are	Applications or r Electronics ed University. in Electronic Date electronic Dat	and Commu- ata Processin ctual Program iscretion of the recorded in nece is relaxab- ion for the re- ate belonging any stage of of the opin mmunities po	unication ag out of mming. he Union writing, ble at the easons to g to the selection hion that ossessing							

In case of recruitment by promotion or deputation (ISTC)or absorption, grades from which promotion or deputation (ISTC)or	If a departmental Promotion Committee	Circumstances in which Union Public
absorption to be made	exists, what is its	Service Commission is
•	composition	to be consulted in
	-	making recruitment.
(11)	(12)	(13)
By promotion:	Departmental	Consultation with
Programmers in level-8 in the pay matrix [Rs.47,600-1,51,100] with	Promotion	UPSC necessary while
four years regular service in the Grade and have successfully	Committee (for	making direct
completed training of two weeks in the relevant areas which includes	considering	recruitment/ for
one or more out of Database Management or Operating Systems or	promotion)	appointing an officer
Network Systems.	consisting of:-	on Deputation (ISTC)
Note: - The existing incumbents who have completed three years of	(i) Central Provident	
eligibility service on the date of notification of these RRs will also be	Fund	
considered for Promotion as per the DoPT guidelines contained in	Commissioner-	
DoPT OM 14017/4/2021-Estt.(RR) dated 20.09.2022.	Chairman	
By deputation (Including short-term contract):	(ii) Additional	
The Officers working under the Central/State Governments /	Central Provident	
Universities/Recognized Research Institutes/Public Sector	Fund Commissioner	
Undertakings/Semi Government Statutory or Autonomous	(Head Quarters)	
organizations including EPFO personnel may be recruited on	(Information	
deputation (including short term contract) basis subject to fulfilment of	Services) – Member	
the following conditions	(iii) Technical	
(a) (i) Holding analogous posts on regular basis in the parent cadre or	Director (National	
Department;	Informatics Centre)	
or	– Member	
(ii) With 4 years' service in the grade rendered after appointment	Departmental Confirmation	
thereto on a regular basis in posts in level-8 in the pay matrix IP_{2} 47 (00.1.51,100) on accurate in the matrix and		
[Rs.47,600-1,51,100] or equivalent in the parent cadre/department; and (b) Possessing the educational qualifications prescribed for direct	Committee (for considering	
recruits under Col.7.	confirmation)	
Note 1: The period of deputation (Including Short Term Contract)	consisting of:-	
including period of deputation (Including Short Term Contract) in	(i) Additional Central	
another ex-cadre post held immediately preceding this appointment in	Provident Fund	
the same or some other organization or department of the Central	Commissioner	
Government shall ordinarily not exceed five years.	(Head Quarters)	
Note 2: The maximum age limit for appointment by deputation	(Information	
(Including Short Term Contract) shall not be exceeding 56 years as on	Services) –	
the closing date of receipt of applications.	Chairman	
Note 3: For the purpose of appointment on deputation (Including Short	(ii) Additional	
Term Contract) basis, the service rendered on a regular basis by an	Central Provident	
officer prior to 1st January, 2016 (the date from which the revised pay	Fund Commissioner	
structure based on the Seventh Central Pay Commission	(Human Resources)	
recommendation has been extended) shall be deemed to be service	–Member	
rendered in the corresponding level in the pay matrix or pay scale	(iii) Technical	
extended based on the recommendations of the Pay Commission	Director (National	
except where there has been merger of more than one pre-revised scale	Informatics Centre)	
of pay into one grade with a common level in the pay matrix or pay	– Member	
scale and where this benefit will extend only for the posts for which		
that level in the pay matrix or pay scale is the normal replacement		
grade without any upgradation.		