



# RECRUITMENT RULES

for

ACCOUNTS CADRE POSTS  
(Group 'A' and Group 'B')

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Defence Research and Development Organisation  
Ministry of Defence, New Delhi

31 July, 1999

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MINISTRY OF DEFENCE  
(DEPARTMENT OF DEFENCE RESEARCH AND DEVELOPMENT)

New Delhi, the 15 July, 1999

Notification

SRO 132 In exercise of the powers conferred by the proviso to article 309 of the Constitution and in supersession of the Defence Research and Development Organisation, Ministry of Defence (Director of Accounts and Stores, Vigilance and Organisation and Method Officer and Finance and Accounts Officer) Recruitment Rules, 1981, in so far as these relate to the posts of Director of Accounts and Stores and Finance and Accounts Officer, the Defence Research and Development Organisation, Ministry of Defence Accounts Officer and Senior Accounts Officer Recruitment Rules, 1987 and the Defence Research and Development Organisation, Ministry of Defence (Accountant) Recruitment Rules, 1988, except as respects things done or omitted to be done before such supersession, the President hereby makes the following rules regulating the method of Recruitment to the Accounts Cadre posts in the Defence Research and Development Organisation and Directorate General of Aeronautical Quality Assurance, Ministry of Defence, namely:

1. **Short title and commencement:-** (1) These rules may be called the Defence Research and Development Organisation and Directorate General of Aeronautical Quality Assurance, Ministry of Defence Accounts Cadre Recruitment Rules, 1999.  
(2) They shall come into force on the date of their publication in the Official Gazette.
2. **Initial Constitution:-** The incumbents of the posts of Senior Accounts Officer in the Defence Research and Development Organisation and Directorate General of Aeronautical Quality Assurance at the commencement of these rules shall be re-designated as Senior Accounts Officer Grade-I and the regular service rendered by them shall be taken into account for the purpose of promotion.
3. **Number of posts, classification and scale of pay :-** The number of the said posts, their classification and the scale of pay attached thereto shall be as specified in columns (2) to (4) of the Schedule attached to these rules.
4. **Method of recruitment, age limit and other qualifications :-** The method of recruitment to the said posts, age limit, qualifications and other matters relating to the said posts shall be as specified in columns (5) to (14) of the Schedule aforesaid.

5. Disqualifications :- 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 any of the said posts.

Provided that the Central 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 grounds for so doing, exempt any person from the operation of this rule.

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

7. Saving :- Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, ex-servicemen and other special categories of persons in accordance with the orders issued by the Central Government from time to time.

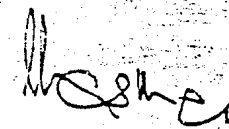
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(N C S Negi)

Under Secretary to the Government of India



(N C S Negi)

Under Secretary to the Government of India

File No. DRDO/97011/RR-99/ACCTS/MPD/2595 (R&D) dated 5 July 1999

Schedule

Name of Post	Number of Post	Classification	Scale of Pay (Rs.)	Whether Selection by merit or selection cum-seniority or non-selection post	Age limit for direct recruits.	Whether benefit of added years of service admissible.	Educational and other qualification required for direct recruits.
1	2	3	4	5	6	7	8

Joint Director (Accounts)	1* (1999)	General Central Service Group 'A' Gazetted Non-Ministerial	Rs.14300-400-18300	Selection by Merit	Not applicable	Not applicable	Not applicable
	* Subject to variation dependent on work load						

Whether age and educational qualification 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 posts 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
9	10	11	12	13	14

Not applicable

Not applicable

Promotion failing which by deputation

Promotion:-

Chief Accounts Officer with five years regular service in the grade

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

Deputation:-

Officers from any of the organised Accounts Services of the Central Govt.

(a) (i) holding analogous posts on regular basis, or

(ii) with five years regular service in the pay scale of

Group 'A' Departmental Promotion Committee for promotion:-

1. Chairman/Member of Union Public Service Commission  
- Chairman

2. Chief Controller, Defence Research and Development Organisation  
- Member

3. Chief/Director of Personnel, Defence Research and Development Organisation  
- Member

Consultation with Union Public Service Commission not necessary.

Whether age and educational qualification 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 posts 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.
9	10	11	12	13	14

(b) Possessing experience in Accounts, Management of Finance and Budgeting.

Note 1. 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.

Note 2. Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organisation/Department of the Central Government shall ordinarily not to exceed 3 years. The maximum age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of applications.

1	2	3	4	5	6	7	8
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Chief  
Accounts  
Officer

3\*  
(1999)

\*Subject to  
variation  
dependent on  
work load.

General Central  
Service  
Group 'A'  
Gazetted  
Non-Ministerial

Rs.12000-375-16500

Selection by  
Merit

Not applicable

Not applicable

Not applicable

9	10	11	12	13	14
Not applicable.	Not applicable.	Promotion failing which by deputation	<u>Promotion:-</u> Senior Accounts Officer Grade-I with five years regular service in the grade.	<u>Group 'A' Departmental Promotion Committee (for promotion):</u>	Consultation with Union Public Service Commission not necessary.

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

Deputation:-  
Officers from the Organised Accounts Services of Central Government:

- (a) (i) holding analogous posts on regular basis; or
- (ii) with five years regular service in the posts in the pay scale of Rs.10000-325-15200 or equivalent; and

1. Chairman/Member of Union Public Service Commission  
- Chairman
2. Chief Controller, Defence Research and Development Organisation.  
- Member
3. Chief/Director of Personnel, Defence Research and Development Organisation.  
- Member



1	2	3	4	5	6	7	8
Senior Accounts Officer Grade-I	23* (1999)  * Subject to variation dependent on work load.	General Central Service Group 'A' Gazetted Non-Ministerial	Rs.10000-325-15200	Selection-cum-seniority	Not applicable	Not applicable	Not applicable

9	10	11	12	13	14
Not applicable.	Not applicable.	66.66% Promotion failing which by deputation.  33.33% Deputation.	<p><u>Promotion:-</u> Senior Accounts Officer Grade-II with five years regular service in the grade.</p> <p><u>Note:-</u> Where juniors who have completed their qualifying service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying service by more than half of such qualifying service or two years, whichever is less, and have successfully completed their probation period for promotion to the next higher grade alongwith their juniors who have already completed such qualifying service.</p> <p><u>Deputation:-</u> Officers from the Organised Accounts Departments of the Central Government :</p> <p>(a) (i) holding analogous posts on regular basis; or</p> <p>(ii) with five years regular service in the grade of Rs.3000-13500; or</p> <p>(iii) with eight years regular service in the grade of Rs.6500-10500; and</p>	<p><u>Group 'A' Departmental Promotion Committee (for promotion):</u></p> <ol style="list-style-type: none"> <li>1. Chairman/Member of Union Public Service Commission - Chairman</li> <li>2. Chief Controller, Defence Research and Development Organisation. - Member</li> <li>3. Chief/Director of Personnel, Defence Research and Development Organisation. -Member</li> </ol>	<p>Consultation with Union Public Service Commission necessary while appointing an Officer on deputation.</p>

9	10	11	12	13	14
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(b) Possessing experience in Accounts, Management of Finance and Budgeting.

Note: 1. 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.

Note: 2. Period of Deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organisation/Department of the Central Government shall ordinarily not to exceed 3 years. The maximum age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of applications.

1	2	3	4	5	6	7	8
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Senior Accounts-  
Officer Grade-II

32\*  
(1999)

\* Subject to  
variation  
dependent on  
work load.

General Central  
Service  
Group 'A'  
Gazetted  
Non-Ministerial

Rs.8000-275-13500

Selection-  
cum-seniority

Not  
applicable

Not applicable

Not applicable

9	10	11	12	13	14
Not applicable.	Two years for promotees.	<p>33.33% Promotion.</p> <p>66.66% Deputation/Absorption.</p> <p><u>Note:</u> The initial appointment to the 32 posts shall be made by 100% promotion from the existing 67 posts of Accounts Officer. Subsequent recruitment shall be as per percentages fixed in Col.11.</p>	<p><u>Promotion:-</u> Accounts Officer in the Grade of Rs.7450-11500 with three years regular service in the grade.</p> <p><u>Note:</u> Where juniors who have completed their qualifying service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying service by more than half of such qualifying service or two years, whichever is less, and have successfully completed their probation period for promotion to the next higher grade alongwith their juniors who have already completed such qualifying service.</p> <p><u>Deputation/Absorption:-</u> Officers from the Organised Accounts Departments of the Central Government :-</p> <p>(a) (i) holding analogous posts on regular basis; or</p> <p>(ii) with two years regular service in the pay scale of Rs.7500-12000 or equivalent; or</p> <p>(iii) with three years regular service in the pay scale of Rs.7450-11500; and</p>	<p><u>Group 'A' Departmental Promotion Committee for promotion :</u></p> <ol style="list-style-type: none"> <li>1. Chairman/Member of Union Public Service Commission - Chairman</li> <li>2. Chief Controller, Defence Research and Development Organisation. - Member</li> <li>3. Chief/Director of Personnel, Defence Research and Development Organisation. -Member</li> </ol>	<p>Consultation with Union Public Service Commission not necessary.</p>

9	10	11	12	13	14
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(b) Possessing atleast 5 years experience in Accounts matter.

Note: 1. 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.

Note: 2. Period of Deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organisation/Department of the Central Government shall ordinarily not to exceed 3 years. The maximum age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of applications.

1	2	3	4	5	6	7	8
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Accounts Officer:	31* (1999)	General Central Service Group 'B' Gazetted Non-Ministerial	Rs.7450-225-11500	Selection-cum-seniority	Not applicable	Not applicable	Not applicable
	* Subject to variation dependent on work load.						

9	10	11	12	13	14
Not applicable.	Not Applicable.	Promotion failing which by Deputation/Absorption.	<p><b>Promotion:-</b>  Assistant Accounts Officer in the grade of Rs.6500-10500 with two years regular service in the grade failing which Assistant Accounts Officer with combined service of five years in the grade of Assistant Accounts Officer and Accountant with a minimum of one year's regular service as Assistant Accounts Officer.</p> <p><b>Note:</b> Where juniors who have completed their qualifying service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying service by more than half of such qualifying 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 service.</p> <p><b>Deputation/Absorption:-</b>  Officers of the Central Government :</p> <p>(a) (i) holding analogous posts on regular basis; or</p> <p>(ii) with two years regular service in posts in the pay scale of Rs.6500-10500 or equivalent; or</p>	<p><b>Group 'B' (Gazetted) Departmental Promotion Committee for promotion:</b></p> <ol style="list-style-type: none"> <li>Chief Controller, Defence Research and Development Organisation. - Chairman</li> <li>Chief/Director of Personnel, Defence Research and Development Organisation. -Member</li> <li>An officer not below the level of Under Secretary from the Integrated Finance and Development)/ Department of Defence Research and Development. - Member</li> </ol>	<p>Consultation with Union Public Service Commission while appointing an officer on deputation/absorption.</p>



(iii) With five years regular service in posts in the pay scale of Rs.5500-9000 or equivalent; and

(b) Possessing any of the following qualifications:

i) A pass in the Subordinate Accounts Service or equivalent examination conducted by any of the Organised Accounts Departments of the Central Government.

ii) Successful completion of training in the cash and accounts work conducted by the Institute of Secretariat Training and Management or equivalent and experience in cash, accounts, and budget work.

Note: 1. 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.

Note: 2. Period of Deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organisation/Department of the Central Government shall ordinarily not to exceed 3 years. The maximum age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of applications.

1	2	3	4	5	6	7	8
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Assistant Accounts Officer.	36* (1999)  * Subject to variation dependent on work load.	General Central Service Group 'B' Gazetted Non-Ministerial	Rs.6500-200-10500	Selection-cum- seniority	Not applicable	Not applicable	Not applicable
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9	10	11	12	13	14
Not applicable.	Not applicable.	Promotion failing which by Deputation/Absorption:	<p><u>Promotion:-</u>            Accountants in the grade of Rs.5500-9000 with three years regular service in the grade.</p> <p><u>Note:</u> Where juniors who have completed their qualifying service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying service by more than half of such qualifying service or two years, whichever is less, and have successfully completed their probation period for promotion to the next higher grade alongwith their juniors who have already completed such qualifying service.</p> <p><u>Deputation/Absorption:-</u>            Officers of the Central Government :</p> <p>(a) (i) holding analogous posts on regular basis; or</p> <p>(ii) with three years regular service in posts in the grade of Rs.5500-9000 or equivalent; and</p> <p>(b) (i) Passed Subordinate Accounts Service (SAS) examination or equivalent conducted by the respective department; or</p>	<p>Group 'B' (Gazetted)  <u>Departmental Promotion Committee:</u></p> <ol style="list-style-type: none"> <li>1. Chief Controller, Defence Research and Development Organisation.            - Chairman</li> <li>2. Chief/Director of Personnel, Defence Research and Development Organisation.            -Member</li> <li>3. An officer not below the level of Under Secretary from the Integrated Finance (Research and Development)/ Department of Defence Research and Development.            - Member</li> </ol>	<p>Consultation with Union Public Service Commission necessary while appointing an officer on deputation/absorption.</p>

9	10	11	12	13	14
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(ii) Successfully completed training in the cash and accounts work conducted by the Institute of Secretariat Training and Management or equivalent with experience in cash, accounts and budget work.

Note: 1. 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.

Note: 2. Period of Deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organisation/Department of the Central Government shall ordinarily not to exceed 3 years. The maximum age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of applications.

1	2	3	4	5	6	7	8
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Accountant.

45\*  
(1999)

General Central  
Service  
Group 'B'  
Non-Gazetted  
Ministerial

Rs.5500-175-9000

Not applicable

Not applicable

Not applicable

Not applicable

\* Subject to  
variation  
dependent on  
work load.

9	10	11	12	13	14
Not applicable.	Not applicable.	Promotion failing which by Deputation/Absorption	<p><b>Promotion:-</b> (Through Limited Departmental Competitive Examination).</p> <p>Regular employees of Defence Research and Development Organisation with five years regular service and possessing Senior Secondary School Certificate (10+2) or equivalent; holding any of the following posts:</p> <p>i) Admin Assistant 'A', 'B' and 'C'  ii) Cashier  iii) Store Assistant 'A', 'B' and 'C'  iv) Personal Assistant 'A' and 'B'  v) Data Entry Operator 'A', 'B' and 'C'  vi) Assistant (Hindi)</p> <p><b>Deputation/Absorption:-</b> Officers of the Central Government :</p> <p>(a) (i) holding analogous posts on regular basis; or</p> <p>(ii) with three years regular service in the grade of Rs.5000-8000; or</p> <p>(iii) with six years regular service in the grade of Rs.4500-7000; and</p>	<p><u>Departmental Promotion Committee for promotion</u></p> <p>1. Chief/Director of Personnel, Defence Research and Development Organisation. -Chairman</p> <p>2. An two Directors of the Headquarters/Laboratories/ Establishments of Defence Research and Development Organisation. - Member</p> <p>3. An officer not below the level of Under Secretary from the Integrated Finance (Research and Development)/ Department of Defence Research and Development. - Member</p>	Consultation with Union Public Service Commission necessary while appointing an officer on deputation/absorption.

9

10

11

12

13

14

(b) (i) Passed Subordinate  
Accounts Service (SAS) Examination  
conducted by Accounts Departments ;  
OR

(ii) Successfully completed cash  
and accounts training of the Institute  
of Secretariat Training and  
Management or equivalent with  
experience in cash, accounts and  
budget work.

Note: 1. 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.

Note: 2. Period of Deputation including  
period of deputation in another ex-cadre  
post held immediately preceding this  
appointment in the same or some other  
Organisation/Department of the Central  
Government shall ordinarily not to exceed  
3 years. The maximum age limit for  
appointment by deputation shall not be  
exceeding 56 years as on the closing date  
of receipt of applications.