



पूर्वोत्तर इंदिरा गांधी क्षेत्रीय स्वास्थ्य एवं आयुर्विज्ञान संस्थान शिलांग
NORTH EASTERN INDIRA GANDHI REGIONAL INSTITUTE OF HEALTH & MEDICAL SCIENCES, SHILLONG

(भारत सरकार स्वास्थ्य एवं परिवार कल्याण मंत्रालय स्वायत्त संस्थान)

(An Autonomous Institute, Ministry of Health and Family Welfare, Government of India)

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F. No.

No. NEIGR-E.III/13/2014/Pt-II


Dated the 4th August 2023

NOTIFICATION

Sub : Uploading the proposed draft RR for the post of Senior Store & Procurement Officer in NEIGRIHMS website for comments by stakeholder within a period of 30 days:

Ministry vide Letter F.No.U-12025/45/2015-NE dated 28.07.2023 has conveyed the approval of the Competent Authority for creation of 1 (one) post of Senior Store & Procurement Officer in Level 11 of Pay Matrix at NEIGRIHMS, Shillong and has instructed to send the proposal for framing of RR for the said post. The draft RR is uploaded in the Institute's website for comments of stakeholders.

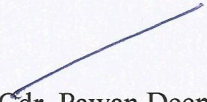
All the stakeholders are requested to go through the proposed draft Recruitment Rules and furnish their comments, if any, to the undersigned within a period of 30 days from the date of publication of the notification in the Institute's website and to send the soft copy via email at neigrihms.e3@gmail.com. In case no comments is received within the stipulated period of 30 days, the proposed draft Recruitment Rules will be treated as final and the Institute will proceed further for forwarding to Ministry for approval of Competent Authority.


(Lt. Cdr. Pawan Deep)
Deputy Director (Admn)
NEIGRIHMS

Memo No. NEIGR-E.III/13/2014/Pt-II

Dated the 4th August 2023

Copy to: Shri R. Lyngdoh for necessary uploading in the Institute's website immediately for information of all concerned.


(Lt. Cdr. Pawan Deep)
Deputy Director (Admn)
NEIGRIHMS

Draft Recruitment Rules for the post of Senior Store and Procurement Officer:

1	Name of post	Senior Store and Procurement Officer
2	Number of post	*1 (2023) * Subject to variation dependent on workload
3	Classification	Group 'A'
4	Level in the Pay Matrix	Level 11 of Pay Matrix
5	Whether Selection post or non-selection post.	Selection in case of promotion Not applicable in case of deputation
6	Age limit for direct recruits	Not applicable
7	Educational and other qualifications required for direct recruits	Not applicable
8	Whether age and educational qualifications prescribed for direct recruits will apply in case of promotees.	Not applicable
9	Period of probation, if any	Not applicable
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of vacancies to be filled by various methods	By promotion failing which by deputation
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	<p><u>Promotion:</u> Store and Procurement Officer of the Institute in Level 10 of the Pay Matrix with five years regular service in the grade.</p> <p><u>Deputation:</u> Officers of the Central Govt. / State Government / Union Territories/ Autonomous Organizations/ Statutory Bodies/Public Sector Undertaking:</p> <p>(a)</p> <ol style="list-style-type: none"> 1. Holding analogous posts on regular basis in the parent cadre/department; or 2. With five years' service in the grade rendered after appointment on regular basis in Level 10 of the Pay Matrix or equivalent in the parent cadre/department and <p>(b) Possessing the following educational qualification and experience:- Post Graduate Degree/Diploma in Material Management from a recognized University/Institution or equivalent; and not less than five years experience in the relevant field in a supervisory capacity in handling stores, preferably medical.</p> <p>The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or other organization or department of the Central Government shall ordinarily not exceed three years.</p>

		The maximum age limit for appointment by deputation shall be not exceeding 56 years on the closing date of receipt of application.
12	If a Departmental Promotion Committee/Selection Committee exists, what is its composition	<ol style="list-style-type: none"> 1. Director, NEIGRIHMS - Chairperson 2. Director/Deputy Secretary looking after the work of the Institute in the Ministry - Member 3. Representative of North Eastern Council (NEC), Shillong (Not below the rank of Dy. Secretary) - Member 4. An expert in the relevant subject - Member* 5. A Co-opted member from SCs/STs - Member 6. Deputy Director (Admn), NEIGRIHMS - Member Secretary (* to be nominated by Director, NEIGRIHMS)
13	Circumstances in which Union Public Service Commission to be consulted in making recruitment	Not applicable