

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Nursing Cadre

Existing Cadre					Revised Cadre					
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Nursing Officer	740	636	190	PB -2, Rs. 9300-34800/- GP - 4600/- (Level - 7)	Nursing Officer	897	PB -2, Rs. 9300-34800/- GP- 4600/- (Level - 7)	By DR	
2.	Senior Nursing Officer	175	158	123	PB -2, Rs. 9300-34800/- GP - 4800/- (Level - 8)	Senior Nursing Officer	384	PB -2, Rs. 9300-34800/- GP - 4800/- (Level - 8)	100% By Promotion By Promotion: From Nursing Officer in Level - 7 in the Pay Matrix with 5 years regular service in the Grade.	
3.	Deputy Nursing Superintendent	19	8	6	PB-3 (Rs 15600-39100) GP 5400/- (Level - 9)	Deputy Nursing Superintendent	96	PB-3 (Rs 15600-39100) GP 5400/- (Level - 10)	100% By Promotion By Promotion: From Senior Nursing Officer in Level - 8 of Pay Matrix with 4 (four) years' regular service in the Grade	
4.	Nursing Superintendent	3	2	Nil	PB-3 (Rs 15600-39100) GP 6600/- (Level - 10)	Nursing Superintendent	3	PB-3 (Rs 15600-39100) GP 6600/- (Level - 11)	100 %By Promotion By Promotion: From Deputy Nursing Superintendent in Level - 10 of Pay Matrix with 5 years regular service in the grade.	
5.	Chief Nursing Officer	1	1	Nil	PB-3 (Rs 15600-39100) GP 7600/- (Level - 11 of Pay Matrix)	Chief Nursing Officer	1	PB-3 (Rs 15600-39100) GP 7600/- (Level - 12)	By Promotion failing which by deputation (including Short term Contract) ISTC By Promotion: From Nursing Superintendent in Level - 11 of the Pay Matrix with 5 (five) years regular service in the grade. By deputation: 1. B.Sc. Nursing from	

									<p>an Indian Nursing Council recognized Institute / University.</p> <p>2. Should be registered with the Indian Nursing Council / State Nursing Council</p> <p>3. Not less than 15 years experience in the profession out of which 05 years should be as Nursing Superintendent in similar capacity in Nursing administration.</p> <p>Preference shall be given to those possessing M.Sc in Nursing.</p>	
	Total	938	805	319		Total	1381			

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Dietary Unit Cadre (B)

Existing Cadre						Revised Cadre				
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Asstt. Dietician	3	3	2	PB -2 (Rs. 9300-34800) GP 4200/- (Level - 6)	Asstt. Dietician Gr-II	2	PB -2 (Rs. 9300-34800) GP 4200/- (Level - 6)	100% By DR	
						Asst. Dietician Gr-I	1	PB -2 (Rs. 9300-34800) GP 4600/- (Level - 7)	100% By Promotion <u>By Promotion:</u> From Asst. Dietician Gr – II with 5 years of regular service in the grade.	
2.	Dietician	1	-	Nil	PB -2 (Rs. 9300-34800) GP 4600/- (Level - 7)	Dietician	1	PB -2 (Rs. 9300-34800) GP 4800/- (Level - 8)	100% By Promotion <u>By Promotion:</u> From Asst. Dietician Gr – I with 2 years of regular service in the grade.	
3.	Sr. Dietician	1	1	1	PB -3 (Rs. 15600-39100) GP 5400/- (Level - 10)	Sr. Dietician	1	PB -3 (Rs. 15600-39100) GP 5400/- (Level - 10)	100% By composite <u>By Composite:</u> i. Holding analogous post on a regular basis in the parent cadre/department ii. 4 years service in the grade in Level-8 of pay Matrix	
	Total	5	4	3		Total	5			

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Medical Social Service Cadre

1	Existing Cadre					Revised Cadre				11
	2	3	4	5	6	7	8	9	10	
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Medical Social Worker	4	3	1	Pay Band -2, Rs. 9300-34800/- with Grade Pay Rs. 4200/- (Level – 6 of Pay Matrix)	Medical Social Service Officer Gr-II	3	Pay Band -2, Rs. 9300-34800/- with Grade Pay of Rs. 4600/- (Level – 7 of Pay Matrix)	100% By DR	
2.	-	-	-	-	-	Medical Social Service Officer Gr-I	1	Pay Band -3, Rs. 15600-39100/- with Grade Pay of Rs. 5400/- (Level – 10 of Pay Matrix)	100% By Promotion By Promotion: From MSSO Gr-II with 5 years of regular service in the grade.	
	Total	4	3	1		Total	4			

**Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Security Cadre (A)**

Existing Cadre						Revised Cadre				
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Security Guard	8	7	7	PB-1 (Rs 5200-20200) GP 1900/- (Level – 2 of Pay Matrix)	Security Guard Gr. II	4	PB-1 (Rs 5200-20200) GP 1900/- (Level – 2 of Pay Matrix)	100% By Permanent transfer failing which by DR	
2.	-	-	-	-	-	Security Guard Gr-I	2	PB-1 (Rs 5200-20200) GP 2400/- (Level – 4 of Pay Matrix)	100% By Promotion By Promotion: On seniority cum fitness from Security Guard Gr-II with 8 years of regular service in the grade.	
3	-	-	-	-	-	Security Supervisor	2	PB-1 (Rs 5200-20200) GP 2800/- (Level – 5 of Pay Matrix)	100% By Promotion . By Promotion: On seniority cum fitness from Security Guard Gr-I possessing matriculate certificate with 5 years of regular service in the grade failing which with 7 years of combined regular service as Security Gr-II and Gr-I out of which at least one year shall be as Security Guard Gr-I.	
	Total	8	7	7		Total	8			

**Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Security Cadre (B)**

	Existing Cadre					Revised Cadre				
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Security Officer	1	1	-	PB-2 (Rs 9300-34800) GP 4600/- (Level – 7 of Pay Matrix)	Security Officer	1	PB-3, (Rs. 15600-39100) GP 5400/- (Level – 10 of Pay Matrix)	By DR Bachelor Degree. Must possess good physique with 10 years exp. In supervisory level in the Para Military/Police/ Armed Forces.	
2.	Chief Security Officer	1	1	1	PB-3,(Rs.15600-39100) GP 6600/- (Level – 11 of Pay Matrix)	Chief Security Officer	1	PB-3, (Rs. 15600-39100) GP 6600/- (Level – 11 of Pay Matrix)	100% By Promotion By Promotion: From Security Officer with 5 (five) years of regular service in the grade.	
	Total	2	2	1		Total	2			

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Hindi Cadre

1	Existing Cadre					Revised Cadre				11
	2	3	4	5	6	7	8	9	10	
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1	Junior Hindi Translator	1	1	-	PB -1, Rs. 5200 - 20200/- GP Rs.2800/- (Level – 5 of Pay Matrix)	Junior Translation Officer	1	PB -2, Rs. 9300-34800/- GP Rs. 4200/- (Level – 6 of Pay Matrix)	100% By Permanent transfer failing which by DR	
2	Senior Hindi Translator	1	1	-	PB -2, Rs. 9300-34800/- GP Rs. 4200/- (Level – 6 of Pay Matrix)	Senior Translation Officer	1	PB -2, Rs. 9300-34800/- GP Rs. 4600/- (Level – 7 of Pay Matrix)	100% By permanent transfer failing which by Promotion failing which by Deputation By Promotion: From Jr. Hindi Translator with 5 (Five) years regular service in the grade. Must undergone once in every two years short term course/orientation programme 'in-service' or at any recognized academy/Institute.	
3	Hindi Officer	1	1	-	PB -2, Rs. 9300-34800/- GP Rs. 4600/- (Level – 7 of Pay Matrix)	Assistant Director (OL)	1	PB-3, (Rs. 15600-39100) GP 5400/- (Level – 10 of Pay Matrix)	100% By Promotion Failing which by Deputation By Promotion: From Sr. Hindi Translator with 5 years regular service in the grade. Must undergone once in every two years short term course/orientation programme 'in-service' or at any recognized Academy/Institute, for upgrading their skills for the post to which they are being considered for promotion.	
	Total	3	3			Total	3			

Note: The above hierarchy and pay scale has been adopted as per DoPT OM.No.AB-14017/46/2011-Estt(RR) dated 19.9.2013.

**Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Sanitation Cadre**

1	Existing Cadre					Revised Cadre				11
	2	3	4	5	6	7	8	9	10	
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Sanitary Inspector	6	4	-	PB -1, Rs. 5200 - 20200/- GP Rs. 2800/- (Level – 5 of Pay Matrix)	Sanitary Inspector Gr-II	4	PB -1, Rs. 5200 -20200/- GP Rs. 2800/- (Level – 5 of Pay Matrix)	By DR	<ul style="list-style-type: none"> To re-designate the post of Sanitary Inspector to Sanitary Inspector Gr –II
2.	Sanitary Superintendent	1	-	-	PB -2, Rs. 9300-34800/- GP Rs. 4200/- (Level – 6 of Pay Matrix)	Sanitary Inspector Gr-I	2	PB -2, Rs. 9300-34800/- GP Rs. 4200/- (Level – 6 of Pay Matrix)	100% By promotion By Promotion: From Sanitary Inspector Gr-II with 6 (six) years regular service in the grade.	<ul style="list-style-type: none"> To re-designate the post of Sanitary Superintendent to Sanitary Inspector Gr-I
3	Sanitation Officer	1	1	1	PB -2, Rs. 9300-34800/- GP Rs. 4600/- (Level – 7 of Pay Matrix)	Sanitation Officer	1	PB -2, Rs. 9300-34800/- GP Rs. 4600/- (Level – 7 of Pay Matrix)	100% By Promotion By Promotion: From Sanitary Inspector Gr-I with 5 (Five) years regular service in the grade.	
4	-	-	-	-	-	Sr. Sanitation Officer	1	PB -3, Rs. 15600-39100/- GP Rs. 5400/- (Level – 10 of Pay Matrix)	100% By Promotion By Promotion: From Sanitation Officer with 5 years regular service in the grade.	
	Total	8	5	1		Total	8			

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Pump Mechanic Cadre

Existing Cadre						Revised Cadre				
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1	Pump Mechanic	1	1	1	PB-1 (Rs 5200-20200) GP 1900/- (Level – 2 of Pay Matrix)	Sr. Pump Mechanic	1	PB-1 (Rs 5200-20200) GP 2400/- (Level – 4 of Pay Matrix)	By DR	
	Total	1	1	1		Total	1			

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Carpentry Cadre

		Existing Cadre				Revised Cadre				
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Carpenter	1	1	1	PB -1 (Rs. 5200-20200) GP Rs. 1900/- (Level - 2 of Pay Matrix)	Carpenter	1	PB -1 (Rs. 5200-20200) GP Rs. 2400/- (Level - 4 of Pay Matrix)	By DR	
	TOTAL	1	1	1		Total	1			

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Laundry Cadre

		Existing Cadre				Revised Cadre				
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1	Laundry Mechanic	1	1	-	PB-1 (Rs 5200-20200) GP 1900/- (Level - 2 of Pay Matrix)	Laundry Mechanic	1	PB-1 (Rs 5200-20200) GP 1900/- (Level - 2 of Pay Matrix)	By DR	
2	Asst Laundry Supervisor	1	1	-	PB-1 (Rs 5200-20200) GP 1900/- (Level - 2 of Pay Matrix)	Asst Laundry Supervisor	1	PB-1 (Rs 5200-20200) GP 2400/- (Level - 4 of Pay Matrix)	100% By Promotion By Promotion: From Laundry Mechanic with 8 (eight) years of regular service in the grade	
	Total	2	2			Total	2			

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Plaster Cutting Cadre

Existing Cadre						Revised Cadre				
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Plaster Cutting Technician	1	1	1	Pay Band -1, Rs. 5200-20200/- with Grade Pay of Rs. 2400/- (Level - 4 of Pay Matrix)	Plaster Technician	1	Pay Band -1, Rs. 5200-20200/- with Grade Pay of Rs. 2800/- (Level - 5 of Pay Matrix)	By DR	<ul style="list-style-type: none"> To re-designate the post of Plaster Cutting Technician to Plaster Technician
	Total	1	1	1		Total	1			

**Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Administration Cadre**

Existing Cadre					Revised Cadre					
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Lower Division Clerk	23	14	-	PB-1 (Rs 5200-20200) GP 1900/- (Level - 2 of Pay Matrix)	Jr. Assistant	23	PB-1 (Rs 5200-20200) GP 1900/- (Level - 2 of Pay Matrix) NFSG GP 2400/- after 6 years regular service in the grade of Jr. Assistant2	i. 85% by DR ii. 10% of the vacancy shall be filled from amongst the Group 'C' staff in Level-1 of Pay Matrix and who possess 12 th Class pass or equivalent qualification and have rendered 3 years regular service in the grade, on the basis of departmental qualifying examination. The maximum age limit for eligibility for examination is 45 years (50 years of age for SC/ST). Out of 100 marks, the cut off marks for consideration is 35% and should pass typing Skill Test of 35 wpm, which is of qualifying nature only. iii. 5% of the vacancies shall be filled on seniority-cum-fitness basis from group-C employees in Level-1 of Pay matrix who have 3 years of regular service. Essential: 12 th class or equivalent qualification from a recognized Board or University A typing speed of 35 words per minute in English on computer. (NB: 35 wpm correspond to 10,500 KDPH in an average of 5 key depression for each word)	
2.	Upper Division Clerk	23	15	1	PB-1 (Rs 5200-20200) GP 2400/- (Level - 4 of Pay Matrix)	Assistant	23	PB-1 (Rs 5200-20200) GP 2800/- (Level - 5 of Pay Matrix) NFSG 4200/- after 6 years of regular service in the post of Assistant.	By Promotion failing which by Deputation (ISTC) failing both by Direct Recruitment Promotion: From LDC of the institute with 8 years regular service in Level-4 of Pay Matrix. Deputation: Officers of the Central Government/State Governments/Union Territories/Autonomous	8 staffs was stagnated for 9 years

								<p>Organizations/ Statutory bodies/Public Sector Undertaking/University/recognized Research Institution:</p> <p>A.</p> <p>i. Holding analogous post on a regular basis in the parent cadre/department; or</p> <p>ii. With 8 years' service in the grade rendered after appointment on a regular basis in Level-2 of the Pay Matrix or equivalent in the parent Cadre/department or</p> <p>B.</p> <p>Possessing appropriate qualifications and experience prescribed for direct recruits mentioned at column 7 of the RR</p> <p>Essential:</p> <p>i. Graduate from a recognized University/Institute</p> <p>ii. Having Proficiency in computer application</p> <p>iii. A typing speed of 35 words per minute in English on computer.</p> <p>(NB: 35 wpm correspond to 10,500 KDPH in an average of 5 key depressions for each word).</p>	
3.	Office Superintendent	15	12	-	PB-2 (Rs 9300-34800) GP 4200/- (Level - 6 of Pay Matrix)	Sr. Assistant	15	<p>PB-2 (Rs 9300-34800) GP 4600/- (Level - 7 of Pay Matrix)</p> <p>By Promotion failing which Deputation (ISTC) failing both by Direct Recruitment</p> <p>Promotion: From UDC of the Institute with 10 years' regular service in Level-4 of Pay Matrix.</p> <p>Deputation: Officers of the Central Government/State Governments/ Union Territories /Autonomous Bodies/ Public Sector Undertaking/University/Recognized Research Institution:</p> <p>A.</p> <p>i. Holding analogous post on a regular basis in the parent cadre/department; or</p> <p>ii. With 10 years' service in the grade rendered after appointment on a regular</p>	3 staffs was stagnated for more than 8 years

									<p>basis in Level-4 of the Pay Matrix or equivalent in the parent cadre/department and</p> <p>B. Possessing appropriate qualifications and experience prescribed for direct recruits mentioned at column 7 of the RR</p> <p>Essential:</p> <p>i. Graduate from a recognized University/Institute</p> <p>ii. With 10 years' experience as Upper Division Clerk or equivalent under Central Govt/ State Govt/Union Territories/ Autonomous Organizations/ Statutory Bodies/ Public Sector Undertaking/ University/ Recognized Research Institute on regular Basis in Level-4 of the Pay Matrix or equivalent</p> <p>Desirable: Having Proficiency in computer application</p>	
4.	Asst. Admn Officer	5	4	-	PB-2 (Rs 9300-34800) GP 4600/- (Level – 7 of Pay Matrix)	Asst. Admn Officer	5	PB-2 (Rs 9300-34800) GP 4800/- (Level - 8 of Pay Matrix)	<p>By Promotion failing which by Deputation (ISTC)</p> <p>Promotion: Office Superintendent of the Institute with 5 years' regular service in Level-6 of Pay Matrix</p> <p>Deputation: Officers of the Central Government/State Governments/Union Territories/Autonomous Organizations/Statutory bodies/Public Sector Undertaking/University/Recognized Research Institution:</p> <p>A.</p> <p>i. Holding analogous post on a regular basis in the parent cadre/department; or</p> <p>ii. With 05 years' service in Level-06 of the Pay Matrix or equivalent in the parent cadre/department with good knowledge of Central Govt. rules related to medical institute/ college</p>	

5.	Administrative Officer	2	1	-	PB-3 (Rs 15600-39100) GP 5400/- (Level – 10 of Pay Matrix)	Administrative Officer	4	PB-3 (Rs 15600-39100) GP 5400/- (Level – 10 of Pay Matrix)	By Promotion failing which Deputation (ISTC) failing both by Direct recruitment Promotion: Assistant Administrative Officer of the Institute with 5 (five) years regular service in Level-7 of Pay Matrix Deputation: Officers of the Central Governments/Union Territories/Autonomous Organizations/ Statutory bodies/ Public Sector Undertaking/University/Recognized Research Institution: A. i. Holding analogous post on a regular basis in the parent cadre/department; or ii. With 04 years' service in the grade rendered after appointment on a regular basis in Level-08 of the Pay Matrix or equivalent in the parent cadre/department or iii. With 05 years' service in the grade rendered after appointment on a regular basis in Level-07 of the Pay Matrix or equivalent in the parent cadre/department and B. Possessing appropriate qualifications and experience prescribed for direct recruits mentioned at column 7 Essential: Graduate from a recognized University With five years regular service in Level-7 of Pay Matrix or equivalent At least five years' experience in establishment and administrative work preferably in a hospital/medical institution	Proposed to merge the post of Administrative Officer & Assistant Registrar and re-designate to Administrative Officer
6.	Assistant Registrar	2	2	-	PB-3 (Rs 15600-39100) GP 5400/- (Level – 10 of Pay Matrix)					

7.	Deputy Registrar	1	-	-	PB-3 (Rs 15600-39100) GP 6600/- (Level – 11 of Pay Matrix)	Sr. Administrative Officer	1	PB-3 (Rs 15600-39100) GP 6600/- (Level –11 of Pay Matrix)	100% By Promotion failing which Deputation (ISTC) By Promotion: From Administrative Officer possessing Degree with 5 (five) years regular service in the grade or 8 years of combined regular service in the grade of Administrative Officer of which at least 3 years of regular service should be in the grade of Administrative Officer. Deputation: Officers of the Central/State/Union Territories/Universities/PSU/Autonomous Bodies/Research Development Organization: i)Holding analogous posts on regular basis Or ii) With 5 years regular service in the post in Pay Matrix Level-10 (Rs.56,100/-) OR above holding a supervisory post possessing the following qualification & experience: MBA (HR) OR PG Diploma in Personnel Management or Labour Law or Degree in Law, Experience is administration establishment and preferably in accounts matters. Period of Deputation: Shall not ordinarily exceed 3 years.	To re-designate the post of Deputy Registrar to Senior Administrative Officer
	Total	71	48	1		Total	71			

**Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Curator of Museum Cadre**

1	Existing Cadre					Revised Cadre				11
	2	3	4	5	6	7	8	9	10	
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Curator of Museum	2	2	2	PB -2 (Rs. 9300-34800) GP Rs. 4600/- (Level - 7 of Pay Matrix)	Curator of Museum	1	PB -2 (Rs. 9300-34800) GP Rs. 4600/- (Level - 7 of Pay Matrix)	By DR 1. Bachelor's Degree in Botany/Zoology/ Human Biology from recognized University. 2. Five years experience in cutting, modelling, preservation embalming and mounting human organ in the Dept of Anatomy/Pathology etc from recognized Medical Institute/Hospital.	2 staff was stagnated for more than 10 years
2.	-	-	-	-	-	Senior Curator of Museum	1	PB-3 (Rs 15600-39100) GP 5400/- (Level – 10 of Pay Matrix)	100% by Promotion failing which by DR By Promotion: From Curator of Museum with 5 years of regular service in the grade.	
	Total	2	2	2		Total	2			

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Electrical Cadre (Wireman & Electrician) Cadre

	Existing Cadre					Revised Cadre				
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Wireman	4	4	3	PB-1 (Rs 5200-20200) GP 1900/- (Level - 2 of Pay Matrix)	*Wireman	4	PB-1 (Rs 5200-20200) GP 2400/- (Level - 4 of Pay Matrix)	By DR Essential: 1. Matriculation or equivalent from a recognized University /Board 2. Diploma or ITI Certificate in the trade of Electrician with field experience of two years. 3. Electrical Supervisory Certificate of competence issued by competent authority.	To upgrade the pay scale from Level -2 to Level - 4 1 staff was stagnated for more than 27 years, 3 staff for 12 years & 1 staff for 7 years
2.	Electrician	1	1	1	PB-1 (Rs 5200-20200) GP 1900/- (Level - 2 of Pay Matrix)					
3.	-	-	-	-	-	Senior Electrician	1	PB-1 (Rs 5200-20200) GP 2800/- (Level - 5 of Pay Matrix)	100% By Promotion By Promotion: From Electrician with 5 (five) years regular service in the grade.	
	Total	5	5	4		Total	5			

Note- * The post of Wireman and Electrician has been merged by the Ministry vide letter No. U.12012/57/2022-NE- Part (6) dated 22.09.2023 and renamed as Wireman.

**Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Technician Cadre in Cardiology**

1	Existing Cadre					Revised Cadre				
	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Technical Assistants/Technician (4)/Technical Asst (Cath Lab) (2)	6	6	6	PB-1 (Rs 5200-20200) GP 2800/- (Level - 5 of Pay Matrix)	Technician (Cardiology)	8	PB-2 (Rs 9300-34800) GP 4200/- (Level - 6 of Pay Matrix)	100% By permanent transfer from existing Technical Assistants/Technician /Technical Asst (Cath Lab)and ECG Technician failing which by DR By Direct Recruit: B.Sc with physics with 1 year exp. in handling of Cardiology Equipment. OR Diploma of 3 years in electronic/electrical commn engg with 1 year exp in handling cardiology equipment	<ul style="list-style-type: none"> To merge the post of Technical Assistant / Technician / Technical Assistant (Cath Lab) / ECG Technician to Technician (Cardiology) and re-designate as Technician (Cardiology). To upgrade the pay scale from Level-5 to Level-6 The seniority will be as per the original pay scale.
2.	*ECG Technician	5	4	3	PB-1 (Rs 5200-20200) GP 2800/- (Level - 5 of Pay Matrix)					
3.	-	-	-	-	-	Sr. Technician (Cardiology)	3	PB-2 (Rs 9300-34800) GP 4600/- (Level - 7 of Pay Matrix)	100% by Promotion By Promotion: From Technician (Cardiology) with 5 years regular service in the grade.	The post of Sr. Technician (Cardiology) will be adjusted from the sanctioned strength of Technicians in Cardiology Cadre
	Total	11	10	9		Total	11			

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Boiler Room Operator Cadre

	Existing Cadre					Revised Cadre				
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Boiler Room Operator	1	1	1	PB -1 (Rs. 5200-20200) GP 2400/- (Level – 4 of Pay Matrix)	Boiler Room Operator	1	PB -1 (Rs. 5200-20200) GP 2800/- (Level – 5 of pay Matrix)	By DR 1) Matriculation or equivalent from a recognized University/ Board 2) ITI Diploma/ Certificate in Boiler Attendant from a recognized Institute. With 1 year experience in Boiler Room Preferable in Medical/Pharmaceutical Institute	To upgrade the pay scale from GP Rs. 2400/- to GP Rs. 2800/- (Level –4 to Level –5) 1 staff was stagnated for more than 11 years
	Total	1	1	1		Total	1			

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Dietary Unit Cadre (A)

1	Existing Cadre					Revised Cadre				11
	2	3	4	5	6	7	8	9	10	
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	MTS	1	1	-	PB -1 (Rs. 5200-20200) GP Rs.1800/- (Level - 1 of Pay Matrix)	Bearer Gr-I /Cook Gr-I	4	(Rs.5200-20200) GP Rs. 2000/- (Level - 3 of Pay Matrix)	By DR: Matriculation from a recognized School Board with 1(one) year Diploma in cooking from a recognized Institute.	
2.	MTS (Masalchi/Bearer/ Kitchen Attendant)	3	3	3	PB -1 (Rs. 5200-20200) GP Rs.1800/- (Level - 1 of Pay Matrix)					
3.	MTS (Cook)	2	1	1	PB -1 (Rs. 5200-20200) GP Rs. 1800/- (Level - 1 of Pay Matrix)					
4.	-	-	-	-		Asst. Steward	2	PB -1 (Rs. 5200-20200) GP Rs. 2400/- (Level - 4 of Pay Matrix)	100% By Promotion failing which by Deputation By promotion: From Bearer Gr-I / Cook Gr-I with 5 years of regular service in the grade.	
	Total	6	5	4		Total	6			

**Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Secretarial Cadre**

1	Existing Cadre					Revised Cadre				
	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Junior Stenographer	4	4	-	PB -1(Rs. 5200-20200) GP Rs. 2400/- (Level – 4 of Pay Matrix)	Jr. Stenographer	4	PB -1(Rs. 5200-20200) GP 2400/- (Level – 4 of Pay Matrix)	100% By permanent transfer failing which by LDCE from Group C	
2.	Senior Stenographer	27	26	24	PB -2 (Rs. 9300-34800) GP Rs. 4200/- (Level – 6 of Pay Matrix)	Sr. Stenographer	12	PB-2 (Rs.9300-34800) GP Rs. 4600/- (Level – 7 of Pay Matrix)	25% By permanent transfer and Promotion and 75% by DR 25% By Promotion: Stenographer with 15 years regular service in the grade. By DR Graduate in Arts / Science / Commerce Skill Test Norm. Dictation: 10 mins at the rate of 100 words per min. Transcription: 55 mins (English) or 70 minutes (Hindi) on a computer.	
3.	Private Secretary	2	2	1	PB-2 (Rs.9300-34800) GP Rs. 4600/- (Level – 7 of Pay Matrix)	Personal Assistant	8	PB -2 (Rs. 9300-34800) GP 4800/- (Level - 8 of Pay Matrix)	100% By Promotion failing which by deputation By Promotion: From Personal Assistant with 2 (two) years regular service in the grade.	
4.	-	-	-	-		Private Secretary	7	PB -2 (Rs. 9300-34800) GP 5400/- (Level - 10 of Pay Matrix)	100% By Promotion By Promotion: From Private Secretary possessing Bachelor Degree with 8 years regular service in the grade.	
5.	-	-	-	-		Sr. Private Secretary	2	PB-3(Rs.15600-39100) GP Rs.6600/- (Level – 11 of Pay Matrix)	-	
	Total	33	32	25		Total	33			

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
AC Mechanic Cadre

Existing Cadre					Revised Cadre					
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	AC Mechanic	2	1	1	PB-1 (Rs 5200-20200) GP 1900/- (Level - 2 of Pay Matrix)	Mechanic (AC&R)	1	PB-1 (Rs 5200-20200) GP 1900/- (Level - 2 of Pay Matrix)	By DR	
2.	-	-	-	-		Sr. Mechanic	1	PB-1 (Rs 5200-20200) GP 2400/- (Level - 4 of Pay Matrix)	100% by promotion By Promotion From Mechanic (AC&R) with 8 years regular service in the grade.	The post of Sr. Mechanic will be adjusted within the cadre.
	Total	2	1	1		Total	2			

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Audio Visual Technician (Projectionist) Cadre

1	Existing Cadre					Revised Cadre				11
	2	3	4	5	6	7	8	9	10	
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposal Pay Level	Mode of Recruitment	Remarks
1.	Audio Visual Technician (Projectionist)	2	2	2	PB-1 (Rs 5200-20200) GP 2800/- (Level - 5 of Pay Matrix)	Audio Visual Technician (Projectionist Gr-II)	1	PB-1 (Rs 5200-20200) GP 2800/- (Level - 5 of Pay Matrix)	By DR 1. 10+2 from a recognized University/Board 2. Three years Diploma in Electronics from a recognized Institute.	The committee suggested that the qualification for Direct Recruitment should be 10+2 with 3(three) year Diploma in Electronics from a recognized Institute.
2.	-	-	-	-		Audio Visual Technician (Projectionist Gr-I)	1	PB-2 (Rs 9300-34800) GP 4200/- (Level - 6 of Pay Matrix)	100% by Promotion failing which by DR By Promotion: From Audio Visual Technician (Projectionist Gr-II with 6 years of regular service in the grade.	
	Total	2	2	2		Total	2			

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Medical Record Cadre

1	Existing Cadre					Revised Cadre				11
	2	3	4	5	6	7	8	9	10	
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Record Clerk	25	22	10	PB -1 (Rs. 5200-20200) GP Rs. 1900/- (Level - 2 of Pay Matrix)	*Medical Record Technician	24	PB – 2 (Rs. 5200- 20200) GP Rs.2400/- (Level-4) as 7th CPC	<u>Absorption/Transfer from Record Clerk/Institute employees failing which by Direct Recruitment.</u> In case of Absorption /Transfer (in accordance with AIIMS/PGIMER): 1. Group C Institute employees with Grade Pay of Rs.1900/- 2. 12 th Class pass 3. 2 years' experience in Medical Records or has completed 6 months training in Medical Records. By DR: 1. 12 th Class pass, preferably in Science or equivalent from a recognized Board/University; and Certificate in Medical Records (from a recognized Institute or authority issued after not less than 6 months training course)	
2.	Registration Clerk	13	9	3	PB -1 (Rs. 5200-20200) GP Rs. 2400/- (Level - 4 of Pay Matrix)	*Junior Medical Record Officer	13	PB – 1 (5200-20200) GP Rs. 2800/- (Level – 5) as 7th CPC	Absorption/Re-designation from the post of Registration Clerk to the post of Junior Medical Record Officer <u>100% by Promotion:</u> 1. Medical Record Technician with 5 years of regular service in the grade/Level-4 2. 12 th pass preferably in Science and 6 months training/diploma in Medical Records	

3.	Medical Record Officer	2	2	-	PB -2 (Rs. 9300-34800) GP Rs. 4200/- (Level - 6 of Pay Matrix)	Medical Record Officer	2	PB -2 (Rs. 9300-34800) GP Rs. 4200/- (Level – 6 of Pay Matrix)	<u>100% by Promotion:</u> 1. Jr. Medical Record Officer with 6 years of regular service in the grade 2. Bachelor's degree preferably in science from a recognized University or equivalent 3. One year's diploma in Medical Record Officer
4.	-	-	-	-	-	*Senior Medical Record Officer	1	PB-2 (Rs. 9300-34800) GP Rs. 4600/- (Level-7) as 7th CPC	Proposed the post of Senior Medical Record Officer by adjustment within the cadre <u>100% by promotion:</u> 1. Medical Record Officer with 5 years of regular service
	Total	40	33	13		Total	40		

**Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Radiology Cadre**

1	Existing Cadre					Revised Cadre				
	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Dark Room Assistant	11	10	8	PB-1(Rs.5200-20200) GP 1900/- (Level - 2 of Pay Matrix)	Asst. Medical Technologists (radiology)	11	PB1 (Rs.5200-20200)GP 2800/- (Level -5 of Pay Matrix)	100% By permanent transfer from existing Dark Room Assistant	
2.	Technical Assistant/ Technician	3	-	-	PB-1 (Rs. 5200-20200) GP 2800/- (Level-5 of Pay Matrix)	Medical Technologists (Radiology)	12	PB2 (Rs.9300-34800) GP 4600/- (Level - 7 of Pay Matrix)	50% by promotion from assistant medical technologist and 50% by direct recruitment failing which by direct recruitment	
3.	*Radiographer	16	8	3	PB-2(Rs.9300-34800) GP 4200/- (Level - 6 of Pay Matrix)					
4.	Sr. X-Ray Technician	6	6	2	PB-2(Rs.9300-34800) GP 4200/- (Level - 6 of Pay Matrix)	Jr. Technical Officer (Radiology)	8	PB – 3 GP4800/- (Level – 8 of Pay Matrix)	100% by promotion from Medical Technologists with 2 years' service in the grade or as per DoPT guidelines	
5.	Radiology Supervisor/CT Scan/GE Radiology/ Radiographer	3	3	-	PB-2(Rs.9300-34800) GP 4600/- (Level - 7 of Pay Matrix)	Technical Officer (Radiology)	5	PB – 3 GP 5400/- (Level-10 of Pay Matrix)	100% promotion from Jr. Technical Officer with 4 years' service in the grade or from Sr. X-Ray Technician/ Radiographer with 10 years' service in the grade or as per DoPT Guidelines.	
6.	-	-	-	-	-	Sr. Technical Officer	3	PB – 3 GP 6600/- (Level-11 of Pay Matrix)	100% promotion from technical officer with 5 years' service in the grade or Supervisor with 9 years' service in the grade or Sr. X-Ray Technician/Radiographer with 12 years' service in the grade or as per DoPT guidelines.	

7.	-	-	-	-	-	Chief Technical Officer (Radiology)	1	PB – 3 GP 7600/- (Level 12 of Pay Matrix)	100% promotion from Sr. Technician Officer with 5 years' service in the grade filling which by deputation or as per DoPT guidelines	
	Total	39	27	13		Total	40			

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Laboratory Cadre

1	Existing Cadre					Revised Cadre				
	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	*BCG Technician (6 posts)	6	6	-	PB-1 (Rs 5200-20200) GP 2400 (Level - 4 of Pay Matrix)	Medical Technologist	22	PB – 2 GP 4600/- (Level – 7 of Pay Matrix)	100% by permanent transfer from BCG Technician and Technical Assistant and JLT failing which by DR	
2.	Technical Assistant/ Technician (Anatomy & OBG)	2	2	-	PB-1 (Rs. 5200-20200) GP 2800/- (Level-5 of Pay Matrix)					
3.	*Jr. Lab. Technician 30 posts	40	28	16	PB-2 (Rs 9300-34800) GP 4200/- (Level - 6 of Pay Matrix)					
4.	Sr. Lab. Technician	12	11	8	PB-2 (Rs 9300-34800) GP 4200/- (Level - 6 of Pay Matrix)	Jr. Technical Officer (Laboratory)	17	PB – 2 GP 4800/- (Level – 8 of Pay Matrix)	100% by promotion from Medical Technologist with 2 years' service in the grade or institute JLT with 6 years' service in the grade or as per DoPT guidelines	
5.	Technical Supervisor (Laboratory)	1	1	-	PB-2 (Rs 9300-34800) GP 4600 (Level - 7 of Pay Matrix)	Technical Officer (Laboratory)	15	PB – 2 GP 5400/- (Level – 10 of Pay Matrix)	100% by promotion from Jr. Technical Officer with 4 years' service in the grade or institute SLT/JLT with more than 10 years service in the grade or as per the DoPT guidelines	
6.	-	-	-	-		Sr. Technical Officer (Laboratory)	7	PB – 3 GP 6600/- (Level- 11 of Pay Matrix)	100% by promotion from Technical Officer with 5 years' service or Institute SLT/JLT with 9 years' service in the grade or as per guidelines of DoPT	
7.	-	-	-	-		Chief Technical Officer (Laboratory)	1	PB – 3 GP 7600/- (Level-12 of Pay Matrix)	100% by promotion from senior Technical Officer with 5 years' service failing which by deputation or as per DoPT Guidelines	
	Total	61	48	24		Total	62			

Note: *The prescribed qualification as per approved Recruitment Rules for the posts of BCG Technicians and Junior Lab. Technicians in NEIGRIHMS are the same (i.e. Degree holder Posts may be merged into a single cadre which is creating administrative complications for promotion to higher grade/post.

**Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Store Cadre**

1	Existing Cadre					Revised Cadre				
	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Store Keeper	33	30	24	PB -2 (Rs. 9300-34800) GP Rs. 4200/- (Level - 6 of Pay Matrix)	Store Keeper	23	PB - 2 (Rs. 9300-34800) GP Rs. 2400/- (Level-6 of Pay Matrix)	By DR <u>Essentials</u> 1. Bachelor's Degree from a recognized University or Equivalent 2. 5years Experience in management of stores in a Government/Registered Company/Registered Firm <u>OR</u> Diploma/Degree in Materials Management/Warehousing management/Purchasing/Logistics/ Public procurement from recognized University/Institute.	
2.	Asst. Stores Officer	3	3	-	PB -2 (Rs. 9300-34800) GP Rs. 4600/- (Level - 7 of Pay Matrix)	Assistant Stores Officer	10	PB-2 (Rs.9300-34800) GP Rs.4600/- (Level-7 of Pay Matrix)	100% by Promotion <u>Promotion:</u> Store Keeper in Level-6 of Pay Matrix with 5(five) years regular service in the grade	
3.	Stores Officer	1	-	-	PB-3 (Rs. 15600-39100) GP-5400/- (Level - 10 of Pay Matrix)	Stores Officer	4	PB-3 (Rs. 15600-33100) GP Rs.5400/- (Level-10 of Pay Matrix)	By promotion failing which by Deputation (Including Short Term Contract (ISTC)) <u>Promotion:</u> Asst. Stores Officer in Level-7 of Pay Matrix with 05 years of regular service <u>OR</u> Employees placed at the feeder grade of store Keeper with 10 years of regular service in Level-6 of the Pay Matrix <u>Deputation:</u> Officers of the Central Government/ State Governments/ Union Territories/ Autonomous Organizations/Statutory bodies/ Public Sector Undertaking/ University / Recognized	

									<p>Research Institution:</p> <ol style="list-style-type: none"> 1. Holding analogous post on a regular basis in the parent cadre/ department; or 2. With 04/05 years' service in the grade rendered after appointment on a regular basis in Level-08/07 respectively of the Pay Matrix or equivalent in the parent cadre/department <p><u>Note:</u> The period of deputation (ISTC) shall ordinarily not exceed 5 years. The maximum age limit for appointment on deputation (ISTC) shall not be exceeding 56 years as on the closing date of receipt of application.</p>
4.	Sr. Stores Officer	1	1	-	PB-3 (Rs. 15600-39100) GP-6600/- (Level - 11 of Pay Matrix)	Sr. Stores Officer	1	PB-3 (Rs. 15600 – 39100) GP Rs. 6600/- (Level-11 of Pay Matrix)	<p>100% by promotion failing which by deputation (including Short Term Contract (ISTC))</p> <p><u>Promotion:</u> Store Officer with 5 years of regular service in the grade OR 7 years of combine regular service in the grade of Asst. Store Officer and Store Officer of which at least 3 years of regular service in the grade of Store Officer</p> <p><u>Deputation/Including Short Term Contract (ISTC):</u> Officers of the Central Government/ State Governments/ Union Territories/ Autonomous Organizations/ Statutory bodies/ Public Sector Undertaking/ University/Recognized Research Institution: A</p> <ol style="list-style-type: none"> 1. Holding analogous post on a regular basis in the parent cadre/ department; or 2. With 05 years' service in the grade rendered after appointment on a regular basis in Level-10 of the Pay Matrix or equivalent in the

									parent cadre/department and B Possessing the following educational qualification: 1. Degree of a recognized University or equivalent 2. Not less than 5 years experience in a supervisory capacity in handling stores; preferably medical Note: The period of deputation (ISTC) shall ordinarily not exceed 5 years. The maximum age limit for appointment on deputation (ISTC) shall not be exceeding 56 years as on the closing date of receipt of application. If the department candidate Store Officer in Level-10 of Pay Matrix with 05 years' of regular service is selected for appointment to the post; it shall be treated as having filled by promotion.	
	Total	38	34	24		Total	38			

**Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Central Library Cadre**

Existing Cadre						Revised Cadre				
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Library Assistant	1	-	-	PB-I (Rs. 5200-20200) GP 1900/- (Level -2 of Pay Matrix)	-	-	-	-	
2.	Library & Information Assistant	2	1	1	PB -2 (Rs. 9300-34800) GP Rs. 4200/- (Level - 6 of Pay Matrix)	Library & Information Assistant	2	PB -2 (Rs. 9300-34800) GP Rs. 4200/- (Level - 6 of Pay Matrix)	By Direct Recruitment Essential: Master Degree in Library Science or Library and Information Science from a recognized University / Institute with 2 years experience.	
3.	Asst. Library & Information Officer	2	2	1	PB -2 (Rs. 9300-34800) GP Rs. 4600/- (Level - 7 of Pay Matrix)	Assistant Library & Information Officer	2	PB -2 (Rs. 9300-34800) GP Rs. 4600/- (Level - 7 of Pay Matrix)	By Promotion failing which by Direct recruitment Promotion: Library & Information Assistant in Level-6 of Pay Matrix with 05 years' of regular service in the Grade By DR: Master Degree in Library Science or Library and Information Science from a recognized University/ Institute with 3 years experience.	
4.	Library and Information Officer	2	2	1	PB -3 (Rs. 15600-39100) GP Rs. 5400/- (Level – 10 of Pay Matrix)	Library & Information Officer	2	PB -3 (Rs. 15600-39100) GP Rs. 6600/- (Level – 11 of Pay Matrix)	Promotion failing which by Deputation (ISTC) failing both by Direct recruitment Promotion: Assistant Library & Information Officer in Level-7 of Pay Matrix with 09 years' of regular service in the Grade Essential: With UGC National Eligibility Test (NET) In Library & Information Science Deputation: Officers of the Central Government/ State	

										<p>Governments/Union Territories/ Autonomous Organizations/ Statutory bodies/ Public Sector Undertaking/University/ Recognized Research Institution:</p> <p>A.</p> <p>i. Holding analogous posts on regular basis in the parent cadre/department; or</p> <p>ii. With 05/04 years' regular service in the grade rendered after appointment in Level-7/8 respectively of Pay Matrix or equivalent in the parent cadre/department and</p> <p>B.</p> <p>Possess educational qualification prescribes under column 7</p> <p><u>Essential:</u></p> <p>i. Master's Degree in Library Science or Library and Information Science of a recognized University/institute;</p> <p>ii. Five years' professional experience in a Library under Central/State Government/Autonomous or Statutory organization/ PSU/University or recognized Research or Educational Institution</p> <p><u>Desirable:</u></p> <p>i. One year experience of computerizing Library activities in a Library under Central/State Government/ Autonomous or Statutory organization/PSU/University or recognized Research or educational Institution.</p> <p>ii. One year Professional experience in the specific areas of activities of the Department/ Ministry viz technical or scientific, if any, to be specified at the time of framing RRs.</p> <p>Diploma in Computer Application from a recognized University or Institute.</p>
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5.	-	-	-	-	-	Senior Library & Information Officer	1	PB -3 (Rs. 15600-39100) GP Rs. 7 600/- (Level – 12 of Pay Matrix)	Promotion failing which by Deputation (ISTC): <u>By Promotion:</u> Promotional grade from Lib. & Information Officer with 5 years regular service in the grade <u>Essential:</u> With UGC National Eligibility Test (NET) in Library & Information Science	
	Total	7	5	3		Total	7			

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Technician (Ophthalmology) Cadre

	Existing Cadre					Revised Cadre				
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Ophthalmic Technician	4	4	4	PB -1 (Rs. 5200-20200) GP Rs. 2800/- (Level - 5 of Pay Matrix)	Optometrist (Ophthalmology)	4	PB -2 (Rs. 9300-34800) GP Rs 4200/- (Level - 6 of Pay Matrix)	100% by direct recruitment	
2.	Optometrist / Refractionist	2	2	2	PB -2 (Rs. 9300-34800) GP Rs. 4200/- (Level - 6 of Pay Matrix)	Technical Officer (Ophthalmology)	1	PB -2 (Rs. 9300-34800) GP Rs.4600/- (Level - 7 of Pay Matrix)	100% By permanent transfer from optometrist / Refractionist failing which by Promotion By Promotion: From Optometrist with 5 years regular service in the grade.	
3.	Sr. Technical Officer (Ophthalmic)	1	1	1	PB -2 (Rs. 9300-34800) GP Rs. 4600/- (Level - 7 of Pay Matrix)	Senior Technical Officer (Ophthalmology)	1	PB -2 (Rs. 9300-34800) GP Rs.4800/- (Level - 8 of Pay Matrix)	100% by promotion	
4.	-	-	-	-	-	Chief Technical Officer (Ophthalmology)	1	PB -3 (Rs. 15600-39100) GP Rs.5400/- (Level - 10 of Pay Matrix)	100% by promotion	
	Total	7	7	7		Total	7			

**Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Physiotherapist Cadre**

1	Existing Cadre					Revised Cadre				11
	2	3	4	5	6	7	8	9	10	
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Physiotherapist	7	6	5	PB -2, Rs. 9300-34800/- GP Rs. 4200/- (Level - 6 of Pay Matrix)	Physiotherapist	32	Pay Band -2, Rs. 9300-34800/- with Grade Pay of Rs. 4800/- (Level - 8 of Pay Matrix)	By DR Essential: 1. Degree in Physiotherapy from a recognised University. OR 2. Diploma in Physiotherapy from a recognized University with 3 years experience in a Hospital.	
2.	-	-	-	-	-	Senior Physiotherapist	7	PB -3, Rs. 15600-39100/- GP Rs. 5400/- (Level - 10 of Pay Matrix)	100% by promotion By Promotion: From Physiotherapist with 4years regular service in the grade.	
3.	Superintendent Physiotherapist	1	1	-	Pay Band -3, Rs. 15600-39100/- with Grade Pay of Rs. 6600/- (Level - 11 of Pay Matrix)	Superintendent Physiotherapist	2	Pay Band -3, Rs. 15600-39100/- with Grade Pay of Rs. 6600/- (Level - 11 of Pay Matrix)	100% By promotion By Promotion: From Senior Physiotherapist with 5 years regular service in the grade	
4.	-	-	-	-	-	Chief Physiotherapist	1	-	-	
	Total	8	7	5		Total	42			

Note: The additional posts as requested by the stakeholder is forwarded to the concerned section dealing with creation of posts.

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
CSSD Cadre

Existing Cadre						Revised Cadre				
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	CSSD Assistant Grade II	5	5	-	PB -1, Rs. 5200 - 20200/- GP Rs. 1900/- (Level - 2 of Pay Matrix)	Technician (CSSD)	5	PB -I, Rs. 5200 -20200/- GP Rs. 2800/- (Level - 5 of Pay Matrix)	100% By permanent transfer from existing CSSD Assistant Gr II failing which by DR. DR BSc Human Sc/Life Science/Medical Technology Operation Theatre course	
2.	CSSD Assistant Grade I	4	2	-	PB -1, Rs. 5200 - 20200/- GP Rs. 2400/- (Level - 4 of Pay Matrix)	Sr. Technician (CSSD)	4	PB -2 Rs. 9300 -34800/- GP Rs. 4200/- (Level - 6 of Pay Matrix)	100% By permanent transfer from existing CSSD Assistant Gr I and Promotion. From Technician (CSSD) By Promotion: From Technician (CSSD) with 6 years regular service in the grade.	
3.	CSSD Supervisor	2	1	-	PB -2, Rs. 9300- 34800/- GP Rs. 4200/- (Level - 6 of Pay Matrix)	Supervisor CSSD	2	PB -2, Rs. 9300-34800/- GP Rs. 4600/- (Level - 7 of Pay Matrix)	100% By permanent transfer from existing CSSD Supervisor to Supervisor CSSD and Promotion. From Sr. Technician(CSSD) By Promotion Failing Which by Direct Recruitment By Promotion: From Sr. Technician (CSSD) with 5 years of regular service in the grade.	
4.	CSSD Officer	1	1	-	PB -2, Rs. 9300- 34800/- GP Rs. 4600/- (Level - 7 of Pay Matrix)	Superintendent (CSSD)	1	PB-3 Rs. 15600- 39100/- GP Rs.6600/- (Level - 11 of Pay Matrix)	100% by Promotion By Promotion: From Supervisor CSSD with 5 (five) years of regular service in the grade.	
	Total	12	9			Total	12			

**Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Warden/Housekeeping Cadre**

1	Existing Cadre					Revised Cadre				11
	2	3	4	5	6	7	8	9	10	
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	House Keeper	7	7	-	PB -1, Rs. 5200 - 20200/- GP Rs. 2800/- (Level - 5 of Pay Matrix)	Deputy warden	6	PB -2, Rs. 9300-34800/- GP Rs. 4200/- (Level - 6 of Pay Matrix)	By DR By Direct Recruits : 1. Bachelor Degree in Hotel Management/ Housekeeping/Material Management/Pub. Relation/Estate Management.. 2. Two years exp in Pub Relation/Estate Mngt/ House Keeping.	
2.	Warden/Lady Warden	5	4	3	PB -2, Rs. 9300-34800/- GP Rs. 4200/- (Level - 6 of Pay Matrix)	Warden	4	PB -2, Rs. 9300-34800/- GP Rs. 4600/- (Level -7 of Pay Matrix)	100% by promotion failing which by deputation By Promotion: Housekeeper in Level -6 of Pay Matrix with 6 years of regular service in the grade.	
3.	-	-	-	-	-	Senior Warden	2	PB -2, Rs. 9300-34800/- GP Rs. 4800/- (Level - 8 of Pay Matrix)	100% By Promotion By Promotion: From Warden with 2 years regular service in the grade.	
	Total	12	11	3		Total	12			

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Dental Hygienist Cadre

1	Existing Cadre					Revised Cadre				11
	2	3	4	5	6	7	8	9	10	
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Dental Hygienist	2	2	1	PB-1 (Rs 5200-20200) GP 2400/- (Level - 4 of Pay Matrix)	Dental hygienists Gr-II/ Technical Officer (Dental)	1	PB-2 (Rs 9300-34800) GP 4200/- (Level - 6 of Pay Matrix)	100% By permanent transfer failing which by DR DR: i) Degree in Science (Biology) from a recognized University ii) Diploma of 2 years duration in Dental Hygiene from recognized Institutions. iii) The course should be approved by the Dental Council of India. iv) Two years experience as a Dental Hygienist.	
2.	-	-	-	-	-	Technical Officer (Dental) Gr-I	1	PB -2, Rs. 9300-34800/- GP Rs. 4600/- (Level -7 of Pay Matrix)	100% By Promotion By Promotion: From Dental Hygienist Gr-II / Technical Officer (Dental) with 3 years of regular service in the grade.	
	Total	2	2	1		Total	2			

**Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Radiotherapy Cadre**

1	Existing Cadre					Revised Cadre				
	2	3	4	5	6	7	8	9	10	11
S1. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Radiotherapy Technician	8	8	1	PB-1 (Rs 5200-20200) GP 2800/- (Level - 5 of Pay Matrix)	Technician (Radiotherapy)	7	PB-2 (Rs 9300-34800) GP 4200/- (Level - 6 of Pay Matrix)	100% by Direct	Essential : BSc in Medical Radiotherapy Technology (3 Years course) or equivalent from a recognized university or Institute approved by AERB
2.	-	-	-	-	-	Technical Officer (Radiotherapy)	2	PB-2 (Rs 9300-34800) GP 4600/- (Level - 7 of Pay Matrix)	100% By Promotion 5 Years of regular service as Technician (Radiotherapy)	
3.	-	-	-	-	-	Senior Technical Officer (Radiotherapy)	2	PB -3, Rs. 15600-39100/- GP Rs. 5400/- (Level - 10 of Pay Matrix)	100% By Promotion By Promotion: From Technical Officer (Radiotherapy) with 3 years of regular service in the grade.	<ul style="list-style-type: none"> To create 2 (two) posts for Senior Technical Officer Radiotherapy in Level-10 of pay matrix To implement 100% by promotion From Technical Officer (Radiotherapy) with 3 years of regular service in the grade.
4.	-	-	-	-	-	Chief Technical Officer (Radiotherapy)	1	Pay Band -3, Rs. 15600-39100/- with Grade Pay of Rs. 6600/- (Level - 11 of Pay Matrix)	100% By Promotion By Promotion: From Sr. Technical Officer (Radiotherapy) with 5 years of regular service in the grade.	
	Total	8	8	1		Total	12			

Note: The additional posts as requested by the stakeholder is forwarded to the concerned section dealing with creation of posts.

**Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
IT Cell (Computer Unit) Cadre**

1	Existing Cadre					Revised Cadre				11
	2	3	4	5	6	7	8	9	10	
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Data Processing Assistant Grade II	4	4	-	PB -1, Rs. 5200 - 20200/- GP Rs. 2400/- (Level - 4 of Pay Matrix)	Data Processing Assistant Grade - II	4	PB -2, Rs. 9300-34800/- GP Rs. 4200/- (Level - 6 of Pay Matrix)	100% by DR Direct Recruit: (i) B.E/ B. Tech Degree in Computer Science/ Information Technology/ or its equivalent from a recognized University/ Institute; Or (ii) (a) B.Sc Computer Science/ Information Technology/ B.C.A. (b) With one year experience in data processing and analysis Direct Recruit: 1. BCA or Graduation with PGDCA or BSC in computer Science/ Engg./ IT or BBA in IT from a recognized university 2. One year experience in Computer Application.	
2.	Data Processing Assistant Grade I	2	2	1	PB -2, Rs. 9300-34800/- GP Rs. 4200/- (Level - 6 of Pay Matrix)	Data Processing Assistant Grade I	2	PB -2, Rs. 9300-34800/- GP Rs. 4600/- (Level - 7 of Pay Matrix)	By Promotion By Promotion: From DPA Gr-II with 11 years regular service in the grade.	
3.	-	-	-	-		Assistant Programmer	2	PB -2, Rs. 9300-34800/- GP Rs. 4800/- (Level - 8 of Pay Matrix)	-	
4.	Programmer	1	1	-	PB -3, Rs. 15600-39100/- GP Rs. 5400/- (Level - 10 of Pay Matrix)	Programmer	2	Pay Band -3, Rs. 15600-39100/- with Grade Pay of Rs. 5400/- (Level - 10 of Pay Matrix)	By Promotion failing which by deputation By Promotion: From DPA Gr-I with 5 years regular service in the grade.	
	Total	7	7	1		Total	10			

Note: The additional posts as requested by the stakeholder is forwarded to the concerned section dealing with creation of posts.

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Transport Cadre

1	Existing Cadre					Revised Cadre				11
	2	3	4	5	6	7	8	9	10	
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Motor Mechanic	2	2	1	PB -1 (Rs. 5200-20200) GP Rs. 1900/- (Level - 2 of Pay Matrix)	Motor Mechanic	2	PB -1 (Rs. 5200-20200) GP Rs. 2400/- (Level - 4 of Pay Matrix)	By DR Matriculation ITI Diploma in Automobile Engineering	
2.	Transport Supervisor	1	-	-	PB -1 (Rs. 5200-20200) GP Rs. 2800/- (Level - 5 of Pay Matrix)	Transport Supervisor	1	PB -2 (Rs. 9300-34800) GP Rs. 4200/- (Level - 6 of Pay Matrix)	100% By Promotion By Promotion: From Motor Mechanic with 5 years of regular service in the grade.	
3.	Transport In-Charge	1	1	-	PB -2 (Rs. 9300-34800) GP Rs. 4200/- (Level - 6 of Pay Matrix)	Technical Officer (Vehicle)	1	PB -2 (Rs. 9300-34800) GP Rs. 4600/- (Level - 7 of Pay Matrix)	100% By Promotion By Promotion: From Transport Supervisor with 6 years of regular service in the grade.	
	Total	4	3	1		Total	4			

**Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Gas Keeping Cadre**

Existing Cadre						Revised Cadre				
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Gas Keeper	2	2	2	PB-1 (Rs 5200-20200) GP 1900/- (Level - 2 of Pay Matrix)	Gas Keeper	2	PB-1 (Rs 5200-20200) GP 1900/- (Level - 2 of Pay Matrix)	By DR Matriculate, Two years Exp in Gas Plant.	
2.	Gas Mechanic	1	1	-	PB-1 (Rs 5200-20200) GP 1900/- (Level - 2 of Pay Matrix)	Gas Mechanic	2	PB-1 (Rs 5200-20200) GP 2400/- (Level - 4 of Pay Matrix)	100 % By Promotion By Promotion: From Gas Keeper with 8 (eight) years regular service in the grade	
3.	Gas Officer	1	1	-	PB-1 (Rs 5200-20200) GP 2800/- (Level - 5 of Pay Matrix)	Gas Officer	1	PB-1 (Rs 5200-20200) GP 2800/- (Level - 5 of Pay Matrix)	100 % By Promotion By Promotion: From Gas Mechanic with 5 (Five) years regular service in the grade	
4.	-	-	-	-	-	Gas Manager	1	-	-	
	Total	4	4	2		Total	6			

Note: The additional posts as requested by the stakeholder is forwarded to the concerned section dealing with creation of posts.

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Hoover Operator Cadre

Existing Cadre						Revised Cadre				
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Hoover Operator	10	10	5	PB-1 (Rs 5200-20200) GP 2800/- (Level - 5 of Pay Matrix)	Biomedical Technician Gr-II	6	PB-1 (Rs 5200-20200) GP 2800/- (Level - 5 of Pay Matrix)	By DR Matriculation/ITI Diploma in Electrical/ Mechanical Engineering. Desirable: Five years' experience as Hoover Operator in a Medical Institute/ Hospital.	
2.	-	-	-	-	-	Biomedical Technician Gr-I	4	PB -2 (Rs. 9300-34800) GP Rs. 4200/- (Level - 6 of Pay Matrix)	100% By Promotion By Promotion: From Technician (Biomedical) Gr-I with 6 (six) years of regular service in the grade	
	Total	10	10	5		Total	10			

**Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Public Relations Cadre**

Existing Cadre						Revised Cadre				
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment & Qualification	Remarks
1.	Receptionist	6	6	1	PB -1 (Rs. 5200-20200) GP Rs. 2400/- (Level - 4 of Pay Matrix)	Public Relations Executive	5	PB -2 (Rs. 9300-34800) GP Rs. 4600/- (Level - 7 of Pay Matrix)	100% By permanent transfer from existing receptionist failing which by DR <u>Absorption:</u> 100% By permanent transfer of existing Receptionists, failing which by DR <u>By DR:</u> Post Graduate Degree in Journalism & Mass Communication Or Post Graduate Degree in Public Relation	
2.	-	-	-	-	-	Junior Public Relations	1	PB -3, Rs. 15600-39100/- GP Rs. 5400/- (Level - 10 of Pay Matrix)	100% by Promotion <u>By Promotion:</u> From PRE with 5 (five) years regular service in the grade Pay 4600/- with PG Diploma in Public Relations Or PG Diploma in Journalism & Mass Communication	
3.	-	-	-	-	-	Assistant Relations Officer	1	Pay Band -3, Rs. 15600-39100/- with Grade Pay of Rs. 6600/- (Level - 11 of Pay Matrix)	100% by Promotion <u>By Promotion:</u> From Jr. PRO with 5 (five) years regular service in the grade	
	Total	6	6	1		Total	7			

**Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Pharmacist Cadre**

Existing Cadre						Revised Cadre				
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Pharmacist	11	10	4	PB -1 (Rs. 5200-20200) GP Rs. 2800/- (Level - 5 of Pay Matrix)	Pharmacist	8	PB -1 (Rs. 5200-20200) GP Rs. 4200/- (Level - 6 of Pay Matrix)	By Direct Recruitment i) Bachelor's Degree in Pharmacy from recognized Institution. ii) Should be registered Pharmacist under the Pharmacy Act 1948.	
2.	Pharmaceutical Chemist/ Superintendent Pharmacist	3	3	1	PB -2 (Rs. 9300-34800) GP Rs. 4600/- (Level - 7 of Pay Matrix)	Superintendent Pharmacist	4	PB -2 (Rs. 9300-34800) GP Rs. 4800/- (Level - 8 of Pay Matrix)	100% By Promotion By Promotion: From Pharmacist Gr-I with 2 years regular service in the grade.	
3.	-	-	-	-	-	Chief Pharmacist	2	PB -3, Rs. 15600-39100/- GP Rs. 5400/- (Level - 10 of Pay Matrix)	-	
	Total	14	13	5		Total	14			

**Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Telephone Operator**

1	Existing Cadre					Revised Cadre				
	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	EPABX Operator	4	4	4	PB -1 (Rs. 5200-20200) GP Rs. 1900/- (Level-2 of Pay Matrix)	Telecom Operating Assistant Gr-I	4	PB -1 (Rs. 5200-20200) GP Rs. 2000/- (Level -3 of Pay Matrix)	By DR	Matriculation or equivalent from a recognized University /Board. Six months experience as Telephone Operator on PBX/PABX Board with capacity preferably 20x200 lines in a reputed firm or Govt. Orgn.
2.	-	-	-	-	-	Telecom Operating Assistant Gr-II/ Section Supervisor	4*	PB-2 (Rs. 9300-34800) GP 4200/- (Level-6 of Pay Matrix)	100% By Promotion	
3.	-	-	-	-	-	Telecom Operating Assistant Gr-III/ Sr. Section Supervisor Telecom Operating Assistant Gr-IV PB-2 (Rs. 9300-34800) GP 4600/- (Level – 7 of Pay	4*	PB-2 (Rs. 9300-34800) GP 4200/- (Level-6 of Pay Matrix)	100% By Promotion	

						Matrix) 10% of the posts in the pay scale of Rs.9300-34800 GP 4200/- will be in the pay scale of Rs. 9300-34800 GP 4600/-				
	Total	4	4	4		Total	4			

***The time bound promotion is on in-situ basis without linkage to vacancies as per Biennial Cadre Review Scheme in operation at AIIMS, New Delhi for the cadre of posts in Telephone**

**Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
OT Cadre of different Department**

Existing Cadre						Revised Cadre				
1	2	3	4	5		9	10		11	12
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	OT Assistant Gr-II	20	16	14	PB-1 (Rs 5200-20200) GP 1900/- (Level - 2 of Pay Matrix)	OT Assistant	15	PB -1 (Rs. 5200-20200) GP Rs. 2800/- (Level – 5 of Pay Matrix)	By Direct Recruitment 1. Matriculation or equivalent from a recognized University/Board. Diploma in Operation Theatre Techniques or five years' experience as OT or Anaesthesia Assistant in Medical Institute/Hospital	
2.	Technical Assistant (OT)	4	4	-	PB -1 (Rs. 5200-20200) GP Rs. 2800/- (Level – 5 of Pay Matrix)	Technician (OT)	6	PB -1 (Rs. 5200-20200) GP Rs. 4200/- (Level-6 of Pay Matrix)	100% by Promotion <u>By promotion:</u> OT Assistant Grade II in Level-5 of Pay Matrix with 6 (six) years of regular service in the grade	
3.	Technician (OT)	2	-	-	PB -1 (Rs. 5200-20200) GP Rs. 4200/- (Level-6 of Pay Matrix)	Technical Assistant (OT)	3	PB -2, Rs. 9300-34800/- GP Rs. 4600/- (Level - 7 of Pay Matrix)	100% by Promotion <u>By promotion:</u> Technician (OT) in Level-6 of Pay Matrix with 5 (five) years of regular service in the grade	
4.	-	-	-	-	-	Technical Officer OT	2	PB -2 (Rs. 9300-34800) GP Rs. 4800/- (Level - 8 of Pay Matrix)	100% by Promotion <u>By promotion:</u> Technical Assistant OT in Level-7 of Pay Matrix with 2 (two) years of regular service in the grade	
	Total	26	20	14		Total	26			

**Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Engineering (Civil) Cadre**

Existing Cadre						Revised Cadre				
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Junior Engineer (Civil)	2	1	-	PB -1 (Rs. 5200-20200) GP Rs. 4200/- (Level – 6 of Pay Matrix)	Junior Engineer (Civil)	2	PB -1 (Rs. 5200-20200) GP Rs. 4200/- (Level – 6 of Pay Matrix)	By DR Bachelor Degree in Civil Engineering from a recognized University or Institute OR Three years Diploma in Civil Engineering from a recognized Polytechnic/ Institute	
2.	Estate Manager	1	1	-	PB -2, Rs. 9300-34800/- GP Rs. 4600/- (Level - 7 of Pay Matrix)	Assistant Engineer (Civil)	2	PB -2, Rs. 9300-34800/- GP Rs. 4600/- (Level - 7 of Pay Matrix)	100 % by promotion	
3.	Assistant Engineer (Civil)	1	1	1	PB -2, Rs. 9300-34800/- GP Rs. 4600/- (Level - 7 of Pay Matrix)					
4.	Executive Engineer (Civil)	1	-	-	Pay Band -3, Rs. 15600-39100/- with Grade Pay of Rs. 6600/- (Level - 11 of Pay Matrix)	Executive Engineer (Civil)	1	Pay Band -3, Rs. 15600-39100/- with Grade Pay of Rs. 6600/- (Level - 11 of Pay Matrix)	By Composite Method (Deputation (ISTC))/ Promotion) failing which by Direct Recruitment <u>Deputation (ISTC) / Promotion</u> Officers of the Central Government/ State Governments/Union Territories/Autonomous Organizations/Statutory bodies/Public Sector Undertaking/University/Recognized Research Institution:	

									<p>(A)</p> <p>i) Holding analogous post on a regular basis in the parent cadre/department; or</p> <p>ii) with 05 years' service in the grade rendered after appointment on a regular basis in Level-10 of the Pay Matrix or equivalent in the parent cadre/department</p> <p>iii) with 09 years' services in the grade rendered after appointment on a regular basis in Level – 7 of the Pay Matrix or equivalent in supervisory capacity in the parent cadre/department and</p>	
5.	Superintending Engineer (Civil)	1	1	-	<p>Pay Band -4, Rs. 37400-67000/- with Grade Pay of Rs. 8700/-</p> <p>(Level - 13 of Pay Matrix)</p>	Superintending Engineer (Civil)	1	<p>Pay Band -4, Rs. 37400-67000/- with Grade Pay of Rs. 8700/-</p> <p>(Level - 13 of Pay Matrix)</p>	<p>By Promotion failing which by Deputation (Including Short Term Contract (ISTC))</p> <p>Promotion: Executive Engineer (Civil)/ (Electrical) in Level – 11 in the Pay Matrix with 10 years of regular Service in the grade.</p> <p>Deputation: Officers of the Central Government/ State Governments/Union Territories/Autonomous Organizations/Statutory bodies/Public Sector Undertaking/University/Recognized Research Institution:</p> <p>(A)</p> <p>i) Holding analogous post on a regular basis in the parent cadre/department; or</p> <p>ii) with 05/10 years' service in the grade rendered after appointment on a regular basis in Level- 12/11 of the Pay</p>	

									Matrix or equivalent in the parent cadre/department and (B) Possessing the following educational qualification: i) Bachelor Degree in Civil engineering from a recognized University.	
	Total	6	4	1		Total	6			

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Technical Assistant Cadre

1	Existing Cadre					Revised Cadre				11
	2	3	4	5	6	7	8	9	10	
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Technical Assistant/ Technician	46	45	-	PB-1 (Rs 5200-20200) GP 2800/- (Level- 5 of Pay Matrix)	Technical Assistant/ Technician	46	PB -1 (Rs. 5200-20200) GP Rs. 4200/- (Level – 6 of Pay Matrix)	Direct Recruitment 1. B.Sc. or equivalent from a recognized University OR 12 th with science from a recognized board/University with Diploma in Medical Lab Technique 2. 5 years' experience as Lab. Technician or equivalent post in respective area in reputed Institutions/Organization. (Qualification and experience depending upon the needs of the respective Department/discipline shall be prescribed as may be decided by the Director, NEIGRIHMS)	
	Total	46	45			Total	46			

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Driver Cadre

1	Existing Cadre					Revised Cadre				
	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1	Van Driver/Driver Gr.III	9	5	5	PB-1 (Rs 5200-20200) GP 1900/- (Level – 2 of Pay Matrix)	Driver Ordinary Grade	5	PB-1 (Rs 5200-20200) GP 1900/- (Level – 2 of Pay Matrix)	By DR	
2	Driver Gr.II	2	2	1	PB-1 (Rs 5200-20200) GP 2400/- (Level – 4 of Pay Matrix)	Driver Grade – II	3	PB-1 (Rs 5200-20200) GP 2400/- (Level – 4 of Pay Matrix)	100% By Promotion By Promotion: From Driver Ordinary Grade with 8 (eight) years regular service in the grade.	
3	-	-	-	-	-	Driver Grade – I	2	PB-1 (Rs 5200-20200) GP 2800/- (Level – 5 of Pay Matrix)	100% By Promotion By Promotion: From Driver Gr-II with 5 (five) years regular service in the grade.	
4	-	-	-	-	-	Driver Special Grade	1	PB-2 (Rs 9300-34800) GP 4200/- (Level – 6 of Pay Matrix)	100% By Promotion By Promotion: From Driver Gr-I with 6 (Six) years regular service in the grade.	
	Total	11	7	6		Total	11			

Note: 1. The above proposed hierarchy structure and pay scales for Driver cadre is as per the promotion scheme for Staff Car Drivers issued vide DoPT OM.No.43019/54/96-Estt (D) Dt.13.2.2002.

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Animal House Cadre

Existing Cadre					Revised Cadre					
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Animal Keeper	2	2	2	PB -1 (Rs. 5200-20200) GP Rs. 1900/- (Level – 2 of Pay Matrix)	Animal Keeper	2	PB -1 (Rs. 5200-20200) GP Rs. 1900/- (Level – 2 of Pay Matrix)	By DR	
2.	Animal Supervisor	1	1	-	PB -1 (Rs. 5200-20200) GP Rs. 2800/- (Level – 5 of Pay Matrix)	Animal Supervisor	1	PB -1 (Rs. 5200-20200) GP Rs. 2800/- (Level – 5 of Pay Matrix)	100% By Promotion failing which by DR By Promotion: From Animal Keeper with 13 (thirteen) years regular service in the grade of GP Rs.1900/- as per existing RR of NEIGRIHMS By Direct Recruits: 12 th with Science with 3 years experience	
	Total	3	3	2		Total	3			

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Plumber Cadre

	Existing Cadre					Revised Cadre				
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Plumber	1	1	1	PB -1 (Rs. 5200-20200) GP Rs. 1900/- (Level - 2 of Pay Matrix)	Plumber	1	PB -I (Rs. 5200-20200) GP Rs. 2400/- (Level - 4 of Pay Matrix)	By DR	
	TOTAL	1	1	1		Total	1			

**Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Fire Cadre**

	Existing Cadre					Revised Cadre				
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
3.	*Fire Guard	6	6	6	PB-1 (Rs 5200-20200) GP 2400/- (Level - 4 of Pay Matrix)	Fire Supervisor	6	PB-1 (Rs 5200-20200) GP 2400/- (Level - 4 of Pay Matrix)	By DR i. Degree of a recognized University ii. Possess valid heavy vehicle driving license iii. Certificate of having undergone at least 6 months fire fighting course from a reputed institute.	<ul style="list-style-type: none"> To re-designate the post of Fire Guard to Fire Supervisor. *6 staff was stagnated for more than 10 years
4.	Chief Fire Guard	1	-	-	PB-2 (Rs 9300-34800) GP 4200/- (Level - 6 of Pay Matrix)	Fire Officer	1	PB-2 (Rs 9300-34800) GP 4200/- (Level - 6 of Pay Matrix)	100% By Promotion By Promotion: Fire Guard in level-4 in the pay matrix with 10 (ten) years of regular service in the grade.	It is proposed to change the nomenclature of the post to Fire Officer
	Total	7	6	6		Total	7			

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Accounts Cadre

Existing Cadre					Revised Cadre					
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Accounting Assistant	4	3	-	PB -1 (Rs. 5200-20200) GP Rs. 2400/- (Level - 4 of Pay Matrix)	Junior Accounts Officer	5	PB -2 (Rs. 9300-34800) GP Rs. 4600/- (Level - 7 of Pay Matrix)	2/5 by promotion failing which by Deputation (ISTC) 3/5 by Direct Recruitment Promotion: From Accounting assistant of the institute with 10 years' regular service in Level-4 of Pay Matrix and undergone successful training cash and accounts work in ISTM or have passed Subordinate Accounts Service examination. Deputation (Including Short Term Contract (ISTC)): Officers of the Central Government/State Governments/Union Territories/ Autonomous Organizations/Statutory bodies/Public Sector Undertaking/University/Recognized research Institution: A. 1. Holding analogous post on a regular basis in the parent cadre/department; or 2. With 10 years' service in the grade rendered after appointment on a regular basis in Level-4 of the Pay Matrix or equivalent in the parent cadre/department and B. Possessing appropriate qualifications and experience prescribed for direct recruits mentioned at column 7 Essential: Degree from a recognized University/Institute 2 (two) years' experience in Cash, Accounts and Budget work in a Government Office/ PSU/ Autonomous Body/Statutory Body.	*1 staff was stagnated for 8 years
2.	*Junior Accounts Officer	3	2	-	PB -2 (Rs. 9300-34800) GP Rs. 4200/- (Level - 6 of Pay Matrix)					

3.	Asst. Accounts Officer	3	3	1	PB -2 (Rs. 9300-34800) GP Rs. 4600/- (Level - 7 of Pay Matrix)	Asst. Accounts Officer	4	PB -2 (Rs. 9300-34800) GP Rs. 4800/- (Level - 8 of Pay Matrix)	50% By promotion failing which by Deputation (ISTC) 50% by Direct Recruitment <u>Promotion:</u> From Junior Accounts Officer of the Institute with 5 years' regular service in Level-6 of Pay Matrix and undergone successful training in cash and accounts work in ISTM or have passed Subordinate Accounts Service examination. <u>Deputation (Including Short Term Contract (ISTC)):</u> Officers of the Central Governments/ State Governments/ Union Territories/ Autonomous Organizations/ Statutory bodies/ Public Sector Undertaking/ University/ Recognized Research Institution: <u>A.</u> 1. Holding analogous post on a regular basis in the parent cadre/department; or 2. With 5 years' service in the grade rendered after appointment on a regular basis in Level-6 of the Pay Matrix or equivalent in the parent cadre/department and <u>B.</u> Possessing appropriate qualifications and experience prescribed for direct recruits mentioned at column 7 <u>Essential:</u> Degree from a recognized University/Institute 3 (three) years' experience in Cash, Accounts and Budget work in a Government Office/PSU/ Autonomous Body/Statutory Body	1 staff was stagnated for more than 10 years
4.	Accounts Officer	1	1	-	PB -3 (Rs. 15600-39100) GP Rs. 5400/- (Level - 10 of Pay Matrix)	Accounts Officer	1	PB -3 (Rs. 15600-39100) GP Rs. 5400/- (Level - 10 of Pay Matrix)	By Promotion failing which Deputation (ISTC) failing both by Direct Recruitment <u>Promotion:</u> From Assistant Accounts Officer of the institute with 5 years' regular service in Level-7 of Pay	

									<p>Matrix and undergone successful training in cash and accounts work in ISTM or have passed Subordinate Accounts Service examination. Deputation: Officers of the Central Government/State Governments/Statutory bodies/ Public Sector Undertaking/undertaking/university/recognized Research institution:</p> <p>A.</p> <ol style="list-style-type: none"> 1. Holding analogous post on a regular basis in the parent cadre/department; or 2. With 4 years' service in the grade rendered after appointment on a regular basis in Level-8 of the Pay Matrix or equivalent in the parent cadre/department or 3. With 5 years' service in the grade rendered after appointment on a regular basis in Level-7 of the Pay Matrix or equivalent in the parent cadre/department and <p>B. Should have passed Subordinate Accounts Service examination.</p> <p>Note: Period of Deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/Department of the Central Government shall ordinarily not exceed five years. The maximum age limit for appointment on deputation (ISTC) shall not be exceeding 56 years as on the closing date of receipt of application.</p>	
5.	Sr. Accounts Officer	-	-	-	PB -3 (Rs. 15600-39100) GP Rs. 6600/- (Level - 11 of Pay Matrix)-	Sr. Accounts Officer	1	PB -3 (Rs. 15600-39100) GP Rs. 6600/- (Level - 11 of Pay Matrix)	<p>100% By Promotion Failing which by Deputation (without absorption)</p> <p>By Promotion: From Accounts Officer with 5 (five) years regular service in the grade of Accounts officer</p>	It is proposed to consider the post of Senior Accounts Officer as required by

									<p>Or 8 years of combined regular service in the grade of Accounts officer & Asst Accounts Officer of which at least 3 years of regular service should be in the grade of Accounts officer.</p> <p>Deputation: Officers of the Central/State/Union Territories Govt/Universities/PSU/ Autonomous Bodies/Research Development Organization/ Statutory Bodies.</p> <p>i) Holding analogous posts on regular basis Or ii) With 3 years regular service in a post.</p>	<p>the Institute and the same has been adjust within the sanctioned strength of the Accounts Cadre</p>
	Total	11	9	1		Total	11			

**Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Technician (ENT) Cadre**

Existing Cadre						Revised Cadre				
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	*Audiometric Technician	3	3	2	PB -1 (Rs. 5200-20200) GP Rs. 2800/- (Level - 5 of Pay Matrix)	Audiologist & Speech Therapist	3	PB -2 (Rs. 9300-34800) GP Rs.4200/- (Level - 6 of Pay Matrix)	By DR Essential for DR B.Sc Degree in Speech and Hearing from a recognized Institute/University with minimum 2 (two) years experience in any hospital having a running ENT Department Desirable: MSc in Speech and Hearing. Clinical.	*2 staffs was stagnated for more than 16 years ** 1 staffs was stagnated for more than 16 years
2.	**Speech Therapist	1	1	1	PB -1 (Rs. 5200-20200) GP Rs. 2800/- (Level - 5 of Pay Matrix)					
3.	-	-	-	-	-	Senior Audiologist & Speech Therapist	1	PB -2 (Rs. 9300-34800) GP Rs.4600/- (Level - 7 of Pay Matrix)	100% By Promotion By Promotion: From Jr. Audiologist & Speech Therapist with 5 years of regular service in the grade.	
	Total	4	4	3		Total	4			

**Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Perfusionist Cadre**

1	Existing Cadre					Revised Cadre				
	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Senior Perfusionist	1	1	1	PB -2 (Rs. 9300-34800) GP Rs. 4600/- (Level - 7 of Pay Matrix)	Senior Perfusionist	1	PB -3 (Rs. 15600-39100) GP Rs. 5400/- (Level - 10 of Pay Matrix)	By DR B.Sc. 2 years PG course in perfusion technology. 1 year compulsory internship and minimum of 3 years exp.	<ul style="list-style-type: none"> To upgrade the pay scale from Level-7 to Level-10 1 staff was stagnated for more than 10 years
	Total	1	1	1		Total	1			

**Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Engineering (Electrical) Cadre**

1	Existing Cadre					Revised Cadre				
	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1	Jr. Engineer (Electrical)	2	1	-	PB -2, Rs. 9300-34800/- GP Rs. 4200/- (Level - 6 of Pay Matrix)	Jr. Engineer (Electrical)	2	PB -2, Rs. 9300-34800/- GP Rs. 4200/- (Level - 6 of Pay Matrix)	By DR Bachelor Degree in Electrical Engineering from a recognized University or Institute OR 3 years Diploma in Electrical Engineering or Electronics Engineering from a recognized Institute	
2	Assistant Engineer (Electrical)	1	1	1	PB -2, Rs. 9300-34800/- GP Rs. 4600/- (Level - 7 of Pay Matrix)	Assistant Engineer (Electrical)	1	PB -2, Rs. 9300-34800/- GP Rs. 4600/- (Level - 7 of Pay Matrix)	By promotion failing which by deputation (ISTC)/ failing both by DR By Promotion: From Junior Engineer (Electrical) with 5 years regular service in the grade	1 staff was stagnated for more than 19 years
	Total	3	2	1		Total	3			

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Statistician Cadre

1	Existing Cadre					Revised Cadre				11
	2	3	4	5	6	7	8	9	10	
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1	Statistical Assistant	4	4	-	PB-2 (Rs.9300-34800) GP Rs.4200/- (Level - 6 of Pay Matrix)	Jr. Statistician	3	PB-2 (Rs.9300-34800) GP Rs.4600/- (Level - 7 of Pay Matrix)	By Direct Recruitment 1. Bachelor's Degree in Statistics or Mathematics/Economics/Sociology with Statistics as one of the papers from a recognized University. 2. Diploma in Computer Application from a recognized Institute	<ul style="list-style-type: none"> To upgrade the pay scale from Level- 6 to Level- 7 and re-designate the post of Statistical Assistant to Jr Statistician. <p>3 staff was stagnated for more than 9 years & 1 for more than 8 years</p>
2	-	-	-	-	-	Statistician	1	PB-3 (Rs.15600-39100) GP Rs.5400/- (Level - 10 of Pay Matrix)	By Promotion failing which by Deputation (ISTC) failing both by direct recruitment By Promotion: From Jr. Statistician with 5 years regular service in the grade.	
	Total	4	4			Total	4			

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
PROSTHETIC & ORTHOTIC TECHNICIAN Cadre

	Existing Cadre					Revised Cadre				
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Prosthetic & Orthotic Technician	1	1	1	Pay Band -2, Rs. 9300-34800/- with Grade Pay of Rs. 4200/- (Level - 6 of Pay Matrix)	Technician (Prosthetics & Orthotic)	1	Pay Band -2, Rs. 9300-34800/- with Grade Pay of Rs. 4600/- (Level - 7 of Pay Matrix)	By DR i) Bachelor Degree in Prosthetics & Orthotics from recognized Institution/University recognized by Rehabilitation Council of India. ii)Registration with the Rehabilitation Council of India.	To upgrade the pay scale from Level -6 to Level – 7 and to re-designate the post of Prosthetic & Orthotic Technician to Technician (Prosthetic & Orthotic) 1 staff was stagnated for more than 16 years
	Total	1	1	1		Total	1			

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
ENGINEERING CADRE (Electrical & Mechanical) - Generator Mechanic

	Existing Cadre					Revised Cadre				
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Generator Mechanic	1	1	1	PB-1 (Rs 5200-20200) GP 2400/- (Level - 4 of Pay Matrix)	Generator Mechanic	1	PB-1 (Rs 5200-20200) GP 2800/- (Level - 5 of Pay Matrix)	By DR Matriculate, Diploma/Certificate in Mechanical Engineering with three years exp in the field.	1 staff was stagnated for more than 11 years
	Total	1	1	1		Total	1			

**Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Legal Cell**

Existing Cadre						Revised Cadre				
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Legal Assistant	1	1	-	PB -2, Rs. 9300-34800/- GP Rs. 4600/- (Level – 7 of Pay Matrix)	Legal Assistant	1	PB -2, Rs. 9300-34800/- GP Rs. 4600/- (Level – 7 of Pay Matrix)	By Direct Recruitment By Direct Recruits: Degree in Law should be registered in the Bar Council of India and should be qualified practitioner having practiced for a minimum period of three years.	1 staff was stagnated for more than 9 years
2.	Law Officer	1	1	1	Pay Band -3, Rs. 15600-39100/- with Grade Pay of Rs. 5400/- (Level – 10 of Pay Matrix)	Law Officer	1	Pay Band -3, Rs. 15600-39100/- with Grade Pay of Rs. 5400/- (Level – 10 of Pay Matrix)	By composite Method (Deputation/Promotion) failing which by Direct Recruitment Deputation/Promotion: Officers of the central Government/State Governments/Union Territories/Autonomous Organizations/Statutory bodies/Public Sector Undertaking (a) 1. holding analogous post on a regular basis in the parent cadre/department; Or 2. with two years' service in the grade rendered after appointment on a regular basis in the Pay Band-2, Rs. 9300-34800/- with Grade Pay of Rs. 4800/- or equivalent in the parent cadre/department or 3. with three years' service in the grade rendered after appointment on a regular basis in the Pay Band-2, Rs. 9300-34800/- with Grade Pay of Rs. 4800/- or equivalent in the parent cadre/department.	1 staff was stagnated for more than 13 years
	Total	2	2	1		Total	2			

**Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Photographer Cadre**

Existing Cadre						Revised Cadre				
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Photographer	2	2	-	PB-1 (Rs 5200-20200) GP 2800 (Level- 5 of Pay Matrix)	Junior Photographer	1	PB-1 (Rs 5200-20200) GP 2800 (Level- 5 of Pay Matrix)	By DR 1.Matriculation or equivalent from a recognized University /Board with sound Knowledge of Hindi and English 2.Diploma in Photography from a recognized Institute 3.One year's experience in Photography preferably in Medical Photography in a teaching Institute/Hospital	2 staffs was stagnated for 8 years
2.	-	-	-	-	-	Senior Photographer	1	PB-2 (Rs 9300-34800) GP 4200/- (Level - 6 of Pay Matrix)	100% by Promotion By Promotion: Promotional grade photographer Gr-II with 6 years regular service in the grade.	
	Total	2	2			Total	2			

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Occupational Therapist Cadre

Existing Cadre					Revised Cadre					
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Occupational Therapist	2	2	-	PB -1 (Rs. 5200-20200) GP Rs. 4200/- (Level – 6 of Pay Matrix)	Occupational Therapist	2	PB -2 (Rs. 9300-34800) GP Rs. 4800/- (Level - 8 of Pay Matrix)	By Direct Recruitment Essential: 1. Degree in Occupational Therapy from a recognised University. OR 2. Diploma in Occupational Therapy from a recognised University with 3 years experience in a Hospital.	
2.	Sr. Occupational Therapist	1	1	-	PB – 3 (Rs. 15600-39100) GP 5400/- (Level-10 of Pay Matrix)	Sr. Occupational Therapist	1	PB – 3 (Rs. 15600-39100) GP 5400/- (Level-10 of Pay Matrix)	By promotion Promotion: Occupational Therapist in Level-6 of Pay Matrix with 10 (ten) years of regular service in the grade	
	Total	3	3			Total	3			

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Physical Training Instructor

	Existing Cadre					Revised Cadre				
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
1.	Physical Training Instructor	1	1	-	PB-2 (Rs 9300-34800) GP 4200/- (Level - 6 of Pay Matrix)	Physical Training Instructor	2	PB-2 (Rs 9300-34800) GP 4200/- (Level - 6 of Pay Matrix)	-	
2.	-	-	-	-	-	Sr. Physical Training Instructor	1	PB-2 (Rs 9300-34800) GP 4600/- (Level – 7 of Pay Matrix)	-	
3.	-	-	-	-	-	Sports Officer	1	PB -2 (Rs. 9300-34800) GP Rs. 4800/- (Level - 8 of Pay Matrix)	-	
	Total	1	1			Total	4			

Note: The additional posts as requested by the stakeholder is forwarded to the concerned section dealing with creation of posts.

Draft Modified Proposal of Cadre Review for Group B & C Posts NEIGRIHMS, Shillong
Clinical Psychologist

	Existing Cadre					Revised Cadre				
1	2	3	4	5	6	7	8	9	10	11
Sl. No	Sanctioned Posts	No. of post Sanctioned	Post Filled up	Staff already in higher scale under MACP	Existing Pay Level	Proposed Post	No. of Post Proposed	Proposed Pay Level	Mode of Recruitment	Remarks
4.	Clinical Psychologist	1	1	-	PB-2 (Rs 9300-34800) GP 4600/- (Level – 7 of Pay Matrix)	Clinical Psychologist	1	PB-3 (Rs 15600-39100) GP 5400/- (Level – 9 of Pay Matrix)	By Direct Recruitment	To upgrade the pay scale as per AIIMS, Bhubaneshwar.
	Total	1	1			Total	1			