

सं.ए-32014/01/2022-केहिप्रसं 27/2

भारत सरकार  
गृह मंत्रालय, राजभाषा विभाग  
केंद्रीय हिंदी प्रशिक्षण संस्थान

7वीं मंजिल, अंत्योदय भवन,  
सी.जी.ओ. काम्पलेक्स, लोदी रोड,  
नई दिल्ली - 110003

दिनांक:-

28 JUN 2022

सेवा में

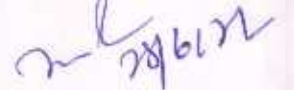
श्री नरेन्द्र कुमार प्रसाद,  
सहायक निदेशक (टं/आ),  
केंद्रीय हिंदी प्रशिक्षण संस्थान,  
नई दिल्ली

विषय:-बेवसाइट में अपलोड करने के संबंध में।

महोदय,

राजभाषा विभाग के दिनांक 22.6.2022 के कार्यालय जापन सं.14034/13/2022-रा.भा.(प्रशि.) के संदर्भ में केंद्रीय हिंदी प्रशिक्षण संस्थान/हिंदी शिक्षण योजना में आशुलिपिक ग्रेड-1 पद के लिए भर्ती नियम बनाए जाने पर हितधारकों से टिप्पण/विचार/सुझाव लेने हेतु संलग्न उक्त कार्यालय जापन को इस कार्यालय की बेवसाइट में अपलोड करवाने की कृपा करें।

भवदीय,



( राम निवास )  
प्रशासनिक अधिकारी

संलग्न:-यथोपरि।

फा.सं. 14034/13/2022-रा.भा. (प्रशि.)

भारत सरकार  
गृह मंत्रालय  
राजभाषा विभाग

नई दिल्ली - 110001

दिनांक 22.06.2022

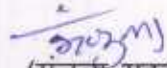
कार्यालय जापन

विषय- केंद्रीय हिंदी प्रशिक्षण संस्थान/हिंदी शिक्षण योजना में आशुलिपिक ग्रेड-1 पद के लिए भर्ती नियम बनाए जाने पर हितधारकों से टिप्पण/विचार/सुझाव लेना।

केंद्रीय हिंदी प्रशिक्षण संस्थान को उपरोक्त के संदर्भ में सूचित करना है कि कार्मिक तथा प्रशिक्षण विभाग के दिनांक 13 अक्टूबर 2015 के कार्यालय जापन संख्या एबी-14017/61/2008-स्था (आर.आर.) के अनुसार भर्ती नियमों का निर्धारण/संशोधन करने के लिए प्रारूप भर्ती नियमों को संबंधित मंत्रालय/विभाग/कार्यालय की वेबसाइट पर 30 दिनों के अंदर हितधारकों (Stake Holders) से टिप्पणियां आमंत्रित करने के लिए अपलोड किया जाए।

2. अतः संस्थान को निर्देश दिए जाते हैं कि वे केंद्रीय हिंदी प्रशिक्षण संस्थान/हिंदी शिक्षण योजना में आशुलिपिक ग्रेड-1 पद के प्रारूप भर्ती नियम, केंद्रीय हिंदी प्रशिक्षण संस्थान की अधिकारिक वेबसाइट पर अपलोड करवाएं तथा सभी हित धारकों (Stake Holders) को सूचित करें कि यदि वे आशुलिपिक ग्रेड-1 पद के भर्ती नियम के मसौदे पर कोई सुझाव देना चाहते हैं तो वे वेबसाइट पर अपलोड होने की तारीख से 30 दिनों के अंदर अपने सुझाव उचित माध्यम से प्रस्तुत कर सकते हैं। यदि निर्धारित अवधि के अंदर कोई टिप्पणी/सुझाव प्राप्त नहीं होते हैं तो आशुलिपिक ग्रेड-1 के भर्ती नियमों पर आगे की कार्रवाई की जाएगी। आशुलिपिक ग्रेड-1 के प्रारूप भर्ती नियम इस कार्यालय जापन के साथ भेजे जा रहे हैं।

3. संस्थान को ये भी निर्देश दिए जाते हैं कि आशुलिपिक ग्रेड-1 के ड्राफ्ट भर्ती नियम (अधिसूचना/अनुसूची) पर स्टैक होल्डर से प्राप्त सुझाव/अभिमतों पर कार्मिक तथा प्रशिक्षण विभाग के दिशा-निर्देशों को ध्यान में रखते हुए उन पर अपने अभिमत देते हुए राजभाषा विभाग को भिजवाना सुनिश्चित करें।

  
(मंजुला सक्सेना)

निदेशक, राजभाषा विभाग

सेवा में

✓ संयुक्त निदेशक एवं विभागाध्यक्ष  
केंद्रीय हिंदी प्रशिक्षण संस्थान  
नई दिल्ली- 110003

[To be published in Part-II, Section 3, Sub-section(i) of the Gazette of India]

Government of India  
Ministry of Home Affairs  
Department of Official Language  
New Delhi, dated....., 2022.

**Notification**

**G.S.R.....** In exercise of the powers conferred by the proviso to article 309 of the Constitution and in supersession of the Ministry of Home Affairs, Department of Official Language, Central Hindi Training Institute/Hindi Teaching Scheme, Stenographer (Grade-II), Recruitment Rules, 2013 except as respect things done or omitted to be done before such supersession, the President hereby makes the following rules regulating the method of recruitment to the posts of Stenographer Grade-1 in the Central Hindi Training Institute/Hindi Teaching Scheme, Department of Official Language, Ministry of Home Affairs, namely :-

1. **Short title and commencement.** (i) These rules may be called the Ministry of Home Affairs, Department of Official Language, Central Hindi Training Institute, Hindi Teaching Scheme, Stenographer (Grade-I) Recruitment Rules, 2022.

(ii) They shall come into force on the date of their publication in the Official Gazette.

2. **Number of post, classification and Pay Level in the Pay Matrix.** The number of posts, its classification, pay level in the pay matrix attached thereto, shall be as specified in columns (2) to (4) of the Schedule annexed to these rules.

3. **Method of recruitment, age limit, qualifications etc.** The method of recruitment, age limit, qualifications and other matters relating thereto shall be as specified in columns (5) to (13) of the aforesaid Schedule.

2022/01/01

4. **Disqualification.**—No person -
- (c) who has entered into, or contracted a marriage with a person having a spouse living; or
  - (d) who, having a spouse living, has entered into or contracted a marriage with any person,

shall be eligible for appointment to any of the said post:

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

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

7. **Savings.**—Nothing in these rules shall affect reservation, relaxation of age-limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, Ex-Servicemen and other special categories of persons, in accordance with the orders issued by the Central Government from time to time in this regard.

*Handwritten signature*

Schedule

Name of the Post	Number of Post	Classification	Level in Pay Matrix	Whether selection or Non-selection post	Age limit for direct recruits	Educational and other qualification required for direct recruits
1	2	3	4	5	6	7
Stenographer Grade-I	4*(2022) *Subject to variation dependent on work load.	General Central Service Group-B Non Gazetted, Ministerial	Level-6 (₹35400 – 112400)	Selection	Not applicable	Not applicable

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.	Period of probation, if any	Method of recruitment by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods.
8	9	10
Not applicable	Two years for promotees	75 % by promotion failing which by deputation and 25 % by deputation

*10/5/22*

In case of recruitment by promotion/ deputation/absorption grades from which promotion/deputation/absorption to be made.	If a departmental Promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission to be consulted in making recruitment :
11	12	13
<p><b>Promotion :</b> Stenographers Grade-II in the Pay level-4 (25500 – 81100) in the Pay Matrix with ten years regular service in the grade. Note: Where Juniors who have completed their qualifying/eligibility service are being considered for promotion, their seniors shall also be considered provided they are not short of the requisite qualifying/eligibility service by more than half of such qualifying/eligibility service or two years, whichever is less, and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.</p> <p><b>Deputation :</b> Officer holding the post of stenographer under the Central Government-</p> <p>(a) (i) holding analogous post on a regular basis in the parent cadre or department: OR (ii) with ten years service the grade after appointment there to on a regular basis in Pay level-4 (₹25500 – 81100) in the Pay Matrix in the parent cadre/department; AND (b) possessing the following skills: (i) dictation 10 minutes @ 100 words per minute (ii) transcription 55 minutes (Hindi) only on computers.</p> <p>Note 1: The Departmental Officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>Note 2: Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation/ Department of the Central Govt. shall</p>	<p>Group 'B' Departmental promotion committee (for considering promotion) consisting of:-</p> <p>1. Director -Member Central Hindi Training Institute</p> <p>2. Under Secretary -Member Department of Official Language</p> <p>3. Administrative Officer -Member Central Hindi Training Institute</p>	<p>Consultation with Union Public Service Commission not necessary.</p>

*[Handwritten signature]*

ordinarily not exceed three years. The maximum age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of applications.

[No.14034/13/2022-OL(Trg.)]

(Manjula Saxena)  
Director, Rajbhasha Vibhag

11/05/22