

F.No.6(38)/WCD/ADMN/2012/OUTSOURCED/PT.FILE/2017, CD NO.- 000472225  
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT

**Public Notice on draft Recruitment Rules for the post of 'Caretaker' in Department of Women and Child Development, GNCTD**

In compliance with Services Department's Circular No. F.2(1)/RRs/2021/S-IV/676-680 dated: 06.04.2021, draft Recruitment Rules for the post of 'Caretaker' in Department of Women and Child Development, GNCTD are annexed.

The stakeholders, if interested in making any objections/comments or suggestions on the draft Recruitment Rules may do so in writing, within a period of 30 days from the date of publication of draft Recruitment Rules to Section Officer (Admn.), First Floor, Maharana Pratap ISBT Complex, Kashmere Gate, Delhi-110006 or at email address: [suptadmnwcd@gmail.com](mailto:suptadmnwcd@gmail.com)



(Arvind Prakash)

Section Officer, DWCD, GNCTD

Tel. No. 011-23862652

Place: *Delhi*  
Date: *27-10-21*

(TO BE PUBLISHED IN PART-IV OF DELHI GAZETTE EXTRAORDINARY)  
GOVERNMENT OF THE NATIONAL CAPITAL TERRITORY OF DELHI  
DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT

F. No.....

Dated: -

**NOTIFICATION**

F. No.....: - In exercise of the powers conferred by the proviso to article 309 of the Constitution read with the Government of India, Ministry of Home Affairs, notification number F-27/59-Him. (i), dated the 13<sup>th</sup> July, 1959, the Lt. Governor of the National Capital Territory of Delhi, after prior consultation with the Services Department, Government of the National Capital Territory of Delhi is pleased to make recruitment rules for the post of Caretaker in the Department of Women and Child Development, Government of National Capital Territory of Delhi, namely: -

**1. Short title and commencement:** - (i) These rules may be called the 'Department of Women and Child Development, Caretaker, Recruitment Rules, 2021'.  
(ii) They shall come into force on the date of their publication in the Delhi Gazette.

**2. Number of Posts, Classification and level in the pay matrix:** - The number of the said posts, their classification and 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 to the said posts, age limit, qualification and other matters connected therewith, shall be as specified in columns (5) to (13) of the said Schedule.

**4. Disqualification:** - No person-

- (a) who has entered into or contracted a marriage with a person having a spouse living; or
- (b) who having a spouse living, has entered into or contracted a marriage with a person, shall be eligible for appointment to the said post:

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

**5. Powers to relax:** - Where the Government is of the opinion that it is necessary or expedient so to do, it may, by an order and for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

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

## SCHEDULE

Name of the post.	Number of posts.	Classification.	Level in the pay matrix.	Whether selection or non-selection post.	Age limit for direct recruits.	Educational and other qualification required for direct recruits.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of promotees.
1 Caretaker	2 152* (2021) *Subject to variation dependent on work load.	3 General Central Service, Non-Gazetted, Non-Ministerial, Group-'C'	4 Level - 1 (Rs. 18000-56900)	5 Not Applicable.	6 Between 18 and 25 years*  * In case of post being filled up by All India open competition, it would be between 18 years and 27 years.  <b>Note 1:</b> The upper-age limit is relaxable for departmental candidate upto 40 years in accordance with the instructions or orders issued by the Central Government from time to time.  <b>Note 2:</b> The crucial date for determining the age-limit shall be as advertised by DSSSB/Competent Authority.	7 <b>Essential:-</b>  Must have passed Matriculation from a recognized Board and having six (06) months practical experience of working as a Caretaker in respect of children or women, from any registered Institution.  <b>Note 1:</b> Qualifications are relaxable at the discretion of the Competent Authority, for reasons to be recorded in writing, in the case of candidates otherwise well qualified.  <b>Note 2:</b> The qualification (s) regarding experience is/are relaxable at the discretion of the Competent Authority, for reasons to be recorded in writing, in case of candidates belonging to Scheduled Castes or Scheduled Tribes, if at any stage of selection the Competent Authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.	8 Not Applicable.

<p>Period of probation, if any.</p> <p>9</p>	<p>Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods.</p> <p>10</p>	<p>In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made.</p> <p>11</p>	<p>If a Departmental Promotion Committee exists, what is its composition.</p> <p>12</p>	<p>Circumstances in which Union Public Service Commission is to be consulted in making recruitment.</p> <p>13</p>
<p>Two years.</p> <p><b>Note:</b> Successful completion of mandatory Induction Training of at least 2 weeks duration or as prescribed by the Cadre Controlling Authority shall be a pre-requisite for completion of probation.</p>	<p>By Direct Recruitment.</p> <p><b>Note:</b> "Vacancies caused by the incumbent being away on deputation or long illness or study leave or under other circumstances for duration of one year or more may be filled on deputation basis from officers of Central Government/State Govt./UTs.</p> <p>(a) holding analogous posts on regular basis and</p> <p>(b) Possessing the qualifications and experience prescribed for direct recruits under Col.7".</p>	<p>Not Applicable.</p>	<p><b>Group 'C' Departmental Promotion Committee for considering confirmation:</b></p> <p>1. Pr. Secretary/Secretary (AR)- Chairman  2. Secretary, DWCD GNCTD - Member  3. Dy. Secretary (GAD)- Member</p>	<p>Not applicable.</p>

  
Section Officer (Admn.)  
Department of Women and Child Development