

**G.S.R XX.**—In exercise of the powers conferred by the proviso to article 309 of the Constitution, the President hereby makes the following rules regulating the method of recruitment to the posts of Officers and other Employees in the Goods and Services Tax Appellate Tribunal, namely:-

1. **Short title and commencement.**—(1) These rules may be called the Goods and Services Tax Appellate Tribunal (Recruitment, Salary and other Terms and Conditions of Service of Officers and other Employees) Rules, 2024.  
(2) They shall come into force on the date of their publication in the Official Gazette.
2. **Definitions.**—(1) In these rules, unless the context otherwise requires, -
  - a) "Act" means the Central Goods and Services, Act 2017 (12 of 2017);
  - b) "Appointing Authority" means the Central Government or the Authority to whom the powers are delegated by the Central Government for making appointments of officers and employees in the Appellate Tribunal by a notification;
  - c) "Appellate Tribunal or GSTAT" means the Goods and Services Tax Appellate Tribunal constituted under section 109 of the Act;
  - d) "President" means the President of the Appellate Tribunal appointed under section 110 of the Act;
  - e) "Schedule" means the Schedules annexed to these rules.(2) All the words and expressions used and not defined in these rules, but defined in the Act shall have the same meanings respectively assigned to them in the Act.
3. **Application.**—These rules shall apply to the posts specified in column (1) of the Schedule-I annexed to these rules.
4. **Number of posts, classification and level in pay matrix.**—The number of post of officers and employees, their classification and level in pay matrix attached thereto shall be as specified in columns (2) to (4) of Schedule – I.
5. **Method of recruitment, age-limit, qualifications, etc.**—The method of recruitment, age-limit, qualifications and other matters relating there to shall be as specified in columns (5) to (13) of Schedule-I.
6. **Appointment.**—Appointment of Officers and other employees of Appellate Tribunal shall be made by Appointing Authority, provided that the appointments to the posts in Level 11 or above in Pay Matrix of Seventh Central Pay Commission shall be made with the approval of Central Government.
7. **Procedure for appointment by direct recruitment.**—Appointing Authority shall invite applications by advertisement on all India basis, for the posts of officers and employees in the Appellate Tribunal and shall process for making appointment, through a recognized professional agency having adequate experience in making recruitment in Central Government, Public Sector Undertakings, Tribunals and the like as decided by the Central Government.
8. **Procedure for appointment on deputation basis.**—The Appointing Authority shall invite applications for the posts through wide advertisement including publishing invariably in Employment News. Selection shall be made on the basis of recommendation of the Selection Committee prescribed in Schedule-I for the respective posts
9. **Absorption of employees on appointment on deputation.**—(1) Notwithstanding anything contained in the provisions of these rules, the persons appointed on deputation basis, who fulfill the qualifications and experience laid

down in these rules and who are considered suitable by Departmental Promotion Committee, shall be eligible for absorption, in respective grade subject to the condition that such persons exercise their option for the absorption

- (2) Such absorption shall also be subject to the condition that their parent departments or cadre controlling authorities do not have any objection to their being absorbed in the Appellate Tribunal.
- (3) Seniority of officer or employees mentioned in sub rule (1) shall be determined with reference to the date of their absorption to the post concerned.
- (4) Once such officers or employees exercise their option for absorption, they shall not be eligible to return to their parent departments or cadre at any point thereafter.

**10. Committees for confirmation, deputation or promotion.**—(1) The Central Government shall constitute Departmental Promotion Committee, Selection Committee and Confirmation Committee as prescribed in Schedule-I.

- (2) Where the Chairperson or Member of the said Committees as prescribed in Schedule-I is not available, the Central Government may nominate a person, not lower than the rank of Joint Secretary, as Chairperson or Member of the Committee, as the case may be, as it may deem appropriate.
- (3) Any two Members of the Committees present shall constitute a quorum for any meeting and every decision of the Committees shall be based on majority of the Members present in the meeting.
- (4) The Chairperson of the Committees shall not have a casting vote and in case of a tie in decision, the matter may be referred to the Central Government for appropriate directions.
- (5) No decision of the said Committees shall be invalid merely by reason of any vacancy or defect in the constitution of the said Committees.

**11. Conditions of service.**—(1) The conditions of service of the officers and employees of the Appellate Tribunal in matters of pay, allowances, leave and other conditions of service shall be regulated in accordance with such rules and regulations as are for the time being applicable to officers and employees of the corresponding scale of pay of the Central Government.

- (2) In matters relating to Provident Fund Scheme, Group Insurance or any other Insurance Scheme, age of superannuation, pension and retirement benefits, the officers and employees of the Tribunal working on deputation basis shall continue to be governed by the relevant rules as applicable to them in their parent Ministry or department or organisation.
- (3) The Appellate Tribunal shall recover contributions toward such schemes from their salary and remit the amount immediately to the lending Ministry or department or organisation and any loss of interest on account of late remittance shall be borne by the Appellate Tribunal.
- (4) The officers and employees of the Tribunal shall have the option to avail medical facilities as per their entitlement in the parent organisation or as specified in Schedule-II annexed to these rules.
- (5) The officers and employees of the Tribunal shall be posted, subject to vacancy, either in the Principal Bench or any of the State Benches at the discretion of the Selection Committee.

**12. Accommodation.**—The officers and employees of the Appellate Tribunal shall have the option of claiming House Rent Allowance in accordance with the rate prescribed by the Central Government as applicable to officers and employees of the corresponding scales of pay of the Central Government.

Provided that they shall not be eligible for House Rent Allowance in case they are declared eligible for general pool residential accommodation and occupies such a Government accommodation allotted to them.

**13. Disciplinary Proceedings.**—The officers and employees of the Appellate Tribunal shall be subject to disciplinary proceedings as per rules and regulations applicable to officers and employees of the corresponding level in pay matrix of the Central Government.

**14. 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 any person, shall be eligible for appointment to the said post:

Provided that the Central Government may, if satisfied the 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.

**15. Other conditions of service.**—Other conditions of service of the officers and other employees of the Appellate Tribunal, for which no specific provision or insufficient provision has been provided in these rules, shall be regulated in accordance with such rules and orders, as are, from time to time, applicable to officers and employees of the corresponding level in pay matrix of pay of the Central Government stationed at those places.

**16. Power to relax.**— Where the Central Government is of the opinion that it is necessary or expedient so to do, it may, in consultation with the President of the Appellate Tribunal by 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.

**17. Saving.**—Nothing in these rules shall effect reservation, relaxation of age-limit and other concessions required to be provided for the Scheduled Castes, the Schedules Tribes, Other Backward Classes, economically weaker section, ex-servicemen and other special categories of persons in accordance with the rules and orders issued by the Central Government from time to time in this regard.

**SCHEDULE – I**  
[see Rules 3, 4 and 5]

(1)

| Name of post | Number of Post                                           | Classification                                               | Level in Pay Matrix           | Whether selection post or non selection post | Age limit for direct recruits | Educational and other qualifications required for direct recruits |
|--------------|----------------------------------------------------------|--------------------------------------------------------------|-------------------------------|----------------------------------------------|-------------------------------|-------------------------------------------------------------------|
| (1)          | (2)                                                      | (3)                                                          | (4)                           | (5)                                          | (6)                           | (7)                                                               |
| 1. Registrar | 1* (2024)<br>*Subject to variation dependent on workload | General Central Service, Group 'A' Gazetted, Non-Ministerial | Level-13 (Rs.123100 - 215900) | 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 whether by direct recruitment or by promotion or by deputation or absorption and percentage of vacancies to be filled by various methods |
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| (8)                                                                                                           | (9)                         | (10)                                                                                                                                                           |
| Not applicable                                                                                                | Not applicable              | By Deputation.                                                                                                                                                 |

| In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made                                                                                                                                                                                                                                                                                                                                                                                                                                                     | If a Departmental Promotion Committee exists, what is its composition                                                                                                                                                                                                                                        | Circumstances in which the Union Public Service Commission is to be consulted in making recruitment |
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| (11)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | (12)                                                                                                                                                                                                                                                                                                         | (13)                                                                                                |
| <p><b>Deputation:-</b><br/>Officers of the Central Government or State Governments or Union Territories or Public Sector Undertaking or Central Public Sector Enterprises or Autonomous Organizations or Courts or Tribunals or statutory organisations or State/Higher Judicial Service:-<br/>(a) (i) holding analogous post on regular basis in the parent cadre or department; or<br/>(ii) a post in level-12 in pay matrix of Seventh Central Pay Commission with five years regular service in the grade; or<br/>(iii) a post in level-11 in pay matrix of Seventh Central Pay</p> | <p><b>Selection Committee (for deputation) consisting of:-</b><br/>1. President, GSTAT - Chairperson;<br/>2. Member, GSTAT (to be nominated by the President, GSTAT) - Member; and<br/>3. Nominee of the Secretary, Department of Revenue, Ministry of Finance (not below the rank of Joint Secretary) -</p> | Not Applicable                                                                                      |

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| <p>Commission with ten years regular service in the grade.</p> <p>(b) possessing the following essential educational qualification and experience:-</p> <p>(i) Degree in law from a recognised University; and</p> <p>(ii) Experience in administrative or establishment or Court matters.</p> <p>(c) Experience in customs, central excise, service tax or value added tax or state tax or goods &amp; services tax department may be preferable.</p> <p><b>Note 1:</b> The departmental officers in the feeder grade who are in 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><b>Note 2:</b> The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment shall ordinarily not exceed five years.</p> <p><b>Note 3:</b> The maximum age-limit for appointment by deputation shall not be exceeding fifty eight years as on the closing date of receipt of applications.</p> <p><b>Note 4:</b> For purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 01st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix of the Seventh Central Pay Commission.</p> | <p>Member.</p> |  |
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(2)

| Name of post         | Number of Post                                           | Classification                                               | Level in Pay Matrix           | Whether selection post or non selection post | Age limit for direct recruits | Educational and other qualifications required for direct recruits |
|----------------------|----------------------------------------------------------|--------------------------------------------------------------|-------------------------------|----------------------------------------------|-------------------------------|-------------------------------------------------------------------|
| (1)                  | (2)                                                      | (3)                                                          | (4)                           | (5)                                          | (6)                           | (7)                                                               |
| 2. Financial Advisor | 1* (2024)<br>*Subject to variation dependent on workload | General Central Service, Group 'A' Gazetted, Non-Ministerial | Level-13 (Rs.123100 - 215900) | 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 whether by direct recruitment or by promotion or by deputation or absorption and percentage of vacancies to be filled by various methods |
|---------------------------------------------------------------------------------------------------------------|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (8)                                                                                                           | (9)                         | (10)                                                                                                                                                           |
| Not applicable                                                                                                | Not applicable              | By Deputation                                                                                                                                                  |

| In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | If a Departmental Promotion Committee exists, what is its composition                                                                                                                                                                                                                                              | Circumstances in which the Union Public Service Commission is to be consulted in making recruitment |
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| (11)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | (12)                                                                                                                                                                                                                                                                                                               | (13)                                                                                                |
| <p><b>Deputation:-</b></p> <p>1. Officers of the organized accounting services like Indian Audit and Account Service (IA &amp; AS), Indian Defence Accounts Service (IDAS), or Indian Civil Accounts Service (ICAS), or India Postal Accounts service (IPAS) or Indian Railway Accounts Service (IRAS) Cadre holding analogous post on regular basis in the parent cadre or department, or, a post at level-11 in pay matrix of Seventh Central Pay Commission with five years' regular service in the grade; and</p> <p>2. Officers of the Central Government or State Governments or Union Territories or Public Sector Undertaking or Central Public Sector Enterprises or Autonomous Organizations or Courts or Tribunals or statutory organisations or State/Higher Judicial Service:-</p> <p>(a) (i) holding analogous post on regular basis in the parent</p> | <p><b>Selection Committee (for deputation) consisting of:-</b></p> <p>1. President, GSTAT -Chairperson;</p> <p>2. Member, GSTAT (to be nominated by the President, GSTAT) - Member; and</p> <p>3. Nominee of the Secretary, Department of Revenue, Ministry of Finance (not below the rank of Joint Secretary)</p> | Not applicable                                                                                      |

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| <p>cadre or department; or</p> <p>(ii) a post in level-12 in pay matrix of Seventh Central Pay Commission with five years regular service in the grade; or</p> <p>(iii) a post in level-11 in pay matrix of Seventh Central Pay Commission with ten years regular service in the grade.</p> <p>(b) possessing the following essential educational qualification and experience:-</p> <p>(i) Degree in accounts or commerce from a recognised University; and</p> <p>(ii) Experience in audit or financial or accounting matters would be preferable.</p> <p><b>Note 1:</b> The departmental officers in the feeder grade who are in 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><b>Note 2:</b> The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment shall ordinarily not exceed five years.</p> <p><b>Note 3:</b> The maximum age-limit for appointment by deputation shall not be exceeding fifty eight years as on the closing date of receipt of applications.</p> <p><b>Note 4:</b> For purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 01st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix of the Seventh Central Pay Commission.</p> | <p>-Member.</p> |
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(3)

| Name of post       | Number of Post                                               | Classification                                               | Level in Pay Matrix          | Whether selection post or non selection post | Age limit for direct recruits | Educational and other qualifications required for direct recruits |
|--------------------|--------------------------------------------------------------|--------------------------------------------------------------|------------------------------|----------------------------------------------|-------------------------------|-------------------------------------------------------------------|
| (1)                | (2)                                                          | (3)                                                          | (4)                          | (5)                                          | (6)                           | (7)                                                               |
| 3. Joint Registrar | 9* (2024)<br><br>*Subject to variation dependent on workload | General Central Service, Group 'A' Gazetted, Non-Ministerial | Level-12 (Rs.78800 - 209200) | Selection                                    | Not applicable                | Not applicable                                                    |

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| Whether age and educational qualifications prescribed for direct | Period of probation, if | Method of recruitment whether by direct recruitment or by promotion or by deputation or absorption and percentage of |
|------------------------------------------------------------------|-------------------------|----------------------------------------------------------------------------------------------------------------------|

|                                              |                |                                                                                         |
|----------------------------------------------|----------------|-----------------------------------------------------------------------------------------|
| recruits will apply in the case of promotees | any            | vacancies to be filled by various methods                                               |
| (8)                                          | (9)            | (10)                                                                                    |
| Not applicable                               | Not applicable | By promotion on the basis of seniority-cum-merit failing which by deputation/absorption |

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| In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | If a Departmental Promotion Committee exists, what is its composition                                                                                                                                                                                                                                                                        | Circumstances in which the Union Public Service Commission is to be consulted in making recruitment |
| (11)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | (12)                                                                                                                                                                                                                                                                                                                                         | (13)                                                                                                |
| <p><b>Promotion:</b><br/>(i) Deputy Registrar with five years regular service in level-11 in Pay Matrix of Seventh Central Pay Commission.</p> <p><b>Note 1:</b> Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whichever is less, and have successfully completed probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.</p> <p><b>Note 2:</b> For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix of Seventh Central Pay Commission.</p> <p><b>Deputation:-</b></p> <p>1. Officers of the Indian Revenue Service (Customs and Indirect Taxes) Cadre holding analogous post on regular basis in the parent cadre or department, or, a post at level-11 in pay matrix of Seventh Central Pay Commission with five years' regular service in the grade or an officer of the State Government of Value Added Tax or the State goods and services tax holding analogous post with an experience of at least 9 years in Value Added Tax or the State goods and</p> | <p><b>Departmental Promotion Committee (for promotion) and Selection Committee (for deputation) consisting of:-</b></p> <p>1. President, GSTAT - Chairperson;</p> <p>2. Nominee of the Secretary, Department of Revenue, Ministry of Finance (not below the rank of Joint Secretary) - Member; and</p> <p>3. Registrar of GSTAT -Member.</p> | Not Applicable                                                                                      |



services tax; and

2. Officers of Central Government or State Governments or Union Territories or Public Sector Undertaking or Central Public Sector Enterprises or Autonomous Organizations or Courts or Tribunals or statutory organisations or State/Higher Judicial Service:-

(a) (i) holding analogous post on regular basis in the parent cadre or department; or

(ii) a post in level-11 in pay matrix of Seventh Central Pay Commission with five years' regular service in the grade.

(b) possessing the following essential educational qualification and experience:-

(i) Degree in law from a recognised University; and

(ii) Experience in administrative or establishment or Court matters.

(c) Experience in customs, central excise, service tax or value added tax or state tax or goods & services tax department may be preferable.

**Note 1:** The departmental officers in the feeder grade who are in direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

**Note 2:** The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment shall ordinarily not exceed five years.

**Note 3:** The maximum age-limit for appointment by deputation shall not be exceeding fifty eight years as on the closing date of receipt of applications.

**Note 4:** For purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 01st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix of the Seventh Central Pay Commission.

(4)

| Name of post | Number of Post | Classification | Level in Pay Matrix | Whether selection post or non selection post | Age limit for direct recruits | Educational and other qualifications required for direct recruits |
|--------------|----------------|----------------|---------------------|----------------------------------------------|-------------------------------|-------------------------------------------------------------------|
|              |                |                |                     |                                              |                               |                                                                   |

| (1)                 | (2)                                                       | (3)                                                          | (4)                          | (5)       | (6)            | (7)            |
|---------------------|-----------------------------------------------------------|--------------------------------------------------------------|------------------------------|-----------|----------------|----------------|
| 4. Deputy Registrar | 18* (2024)<br>*Subject to variation dependent workload on | General Central Service, Group 'A' Gazetted, Non-Ministerial | Level-11 (Rs.67700 - 208700) | 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 whether by direct recruitment or by promotion or by deputation or absorption and percentage of vacancies to be filled by various methods |
|---------------------------------------------------------------------------------------------------------------|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (8)                                                                                                           | (9)                         | (10)                                                                                                                                                           |
| Not applicable                                                                                                | Not applicable              | By promotion on the basis of seniority-cum-merit failing which by deputation/absorption                                                                        |

| In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | If a Departmental Promotion Committee exists, what is its composition                                                                                                                                                                                                                                                                                                                       | Circumstances in which the Union Public Service Commission is to be consulted in making recruitment |
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| (11)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | (12)                                                                                                                                                                                                                                                                                                                                                                                        | (13)                                                                                                |
| <p><b>Promotion:</b><br/>(i) Assistant Registrar with five years regular service in level-10 in Pay Matrix of Seventh Central Pay Commission.</p> <p><b>Note 1:</b> Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whichever is less, and have successfully completed probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.</p> <p><b>Note 2:</b> For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be</p> | <p><b>Departmental Promotion Committee (for promotion) and Selection Committee (for deputation) consisting of:-</b></p> <ol style="list-style-type: none"> <li>1. President, GSTAT - Chairperson;</li> <li>2. Nominee of the Secretary, Department of Revenue, Ministry of Finance (not below the rank of Joint Secretary) - Member; and</li> <li>3. Registrar of GSTAT -Member.</li> </ol> | Not Applicable                                                                                      |

deemed to be service rendered in the corresponding level in the pay matrix of Seventh Central Pay Commission.

**Deputation:-**

1. Officers of the Indian Revenue Service (Customs and Indirect Taxes) Cadre holding analogous post on regular basis in the parent cadre or department, or, a post at level-10 in pay matrix of Seventh Central Pay Commission with five years' regular service in the grade or an officer of the State Government of Value Added Tax or the State goods and services tax holding analogous post with an experience of at least 5 years in Value Added Tax or the State goods and services tax; and

2. Officers of Central Government or State Governments or Union Territories or Public Sector Undertaking or Central Public Sector Enterprises or Autonomous Organizations or Courts or Tribunals or statutory organisations or State/Higher Judicial Service:-

(a) (i) holding analogous post on regular basis in the parent cadre or department; or

(ii) a post in level-10 in pay matrix of Seventh Central Pay Commission with five years' regular service in the grade.

(b) possessing the following essential educational qualification and experience:-

(i) Degree in law from a recognised University; and

(ii) Experience in administrative or establishment or Court matters.

(c) Experience in customs, central excise, service tax or value added tax or state tax or goods & services tax department may be preferable.

**Note 1:** The departmental officers in the feeder grade who are in direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

**Note 2:** The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment shall ordinarily not exceed five years.

**Note 3:** The maximum age-limit for appointment by deputation shall not be exceeding fifty eight years as on the closing date of receipt of applications.

**Note 4:** For purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 01st January, 2016 or the date from which the revised pay

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| structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix of the Seventh Central Pay Commission. |  |  |
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(5)

| Name of post                   | Number of Post                                            | Classification                                               | Level in Pay Matrix          | Whether selection post or non selection post | Age limit for direct recruits | Educational and other qualifications required for direct recruits |
|--------------------------------|-----------------------------------------------------------|--------------------------------------------------------------|------------------------------|----------------------------------------------|-------------------------------|-------------------------------------------------------------------|
| (1)                            | (2)                                                       | (3)                                                          | (4)                          | (5)                                          | (6)                           | (7)                                                               |
| 5. Principal Private Secretary | 11* (2024)<br>*Subject to variation dependent on workload | General Central Service, Group 'A' Gazetted, Non-Ministerial | Level-11 (Rs.67700 - 208700) | 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 whether by direct recruitment or by promotion or by deputation or absorption and percentage of vacancies to be filled by various methods |
|---------------------------------------------------------------------------------------------------------------|---------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (8)                                                                                                           | (9)                             | (10)                                                                                                                                                           |
| Not applicable                                                                                                | Two years in case of promotion. | By promotion on the basis of seniority-cum-merit failing which by deputation/absorption                                                                        |

| In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made | If a Departmental Promotion Committee exists, what is its composition | Circumstances in which the Union Public Service Commission is to be consulted in making recruitment |
|-------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
| (11)                                                                                                                                | (12)                                                                  | (13)                                                                                                |
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| <p><b>Promotion:</b><br/>Sr. Private Secretary with five years regular service in level-10 in Pay Matrix of Seventh Central Pay Commission.</p> <p><b>Note 1:</b> Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whichever is less, and have successfully completed probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.</p> <p><b>Note 2:</b> For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix of Seventh Central Pay Commission.</p> <p><b>Deputation:-</b></p> <p>Officers of the Central Government or State Governments or Union Territories or Public Sector Undertaking or Central Public Sector Enterprises or Autonomous Organizations or Courts or Tribunals or statutory organisations or State/Higher Judicial Service:-</p> <p>(a) (i) holding analogous post on regular basis in the parent cadre or department; or<br/>(ii) a post in level-9 and 10 in pay matrix of Seventh Central Pay Commission with seven and five years' regular service in the grade respectively, or<br/>(iii) a post in level-8 in pay matrix of Seventh Central Pay Commission with eight years' regular service in the grade, or<br/>(iv) a post in level-7 in pay matrix of Seventh Central Pay Commission with nine years' regular service in the grade,</p> <p>(b) possessing the following essential educational qualification and experience:-<br/>(i) Any degree preferably in law from a recognised University; and<br/>(ii) Experience in administrative or establishment or Court matters.</p> <p>(c) Experience in customs, central excise, service tax or</p> | <p><b>Departmental Promotion Committee (for promotion) and Selection Committee (for deputation) consisting of:-</b></p> <ol style="list-style-type: none"> <li>1. A Member of the Appellate Tribunal (to be nominated by the President, GSTAT) - Chairperson;</li> <li>2. Nominee of the Secretary, Department of Revenue, Ministry of Finance (not below the rank of Director/Deputy Secretary) - Member; and</li> <li>3. Registrar of GSTAT - Member.</li> </ol> | <p>Not Applicable</p> |
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value added tax or state tax or goods & services tax department may be preferable.

**Note 1:** The departmental officers in the feeder grade who are in direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

**Note 2:** The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment shall ordinarily not exceed five years.

**Note 3:** The maximum age-limit for appointment by deputation shall not be exceeding fifty eight years as on the closing date of receipt of applications.

**Note 4:** For purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 01st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix of the Seventh Central Pay Commission.

(6)

| Name of post           | Number of Post                                            | Classification                                               | Level in Pay Matrix        | Whether selection post or non selection post | Age limit for direct recruits | Educational and other qualifications required for direct recruits |
|------------------------|-----------------------------------------------------------|--------------------------------------------------------------|----------------------------|----------------------------------------------|-------------------------------|-------------------------------------------------------------------|
| (1)                    | (2)                                                       | (3)                                                          | (4)                        | (5)                                          | (6)                           | (7)                                                               |
| 6. Assistant Registrar | 37* (2024)<br>*Subject to variation dependent on workload | General Central Service, Group 'A' Gazetted, Non-Ministerial | Level-10 (Rs.56100-177500) | 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 whether by direct recruitment or by promotion or by deputation or absorption and percentage of vacancies to be filled by various methods |
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| (8)                                                                                                           | (9)                         | (10)                                                                                                                                                           |
| Not applicable                                                                                                | Two years in case of        | By promotion on the basis of seniority-cum-merit failing which by deputation/absorption                                                                        |

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|  | promotion. |  |
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| In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | If a Departmental Promotion Committee exists, what is its composition                                                                                                                                                                                                                                                                                                                                                                                             | Circumstances in which the Union Public Service Commission is to be consulted in making recruitment |
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| (11)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | (12)                                                                                                                                                                                                                                                                                                                                                                                                                                                              | (13)                                                                                                |
| <p><b>Promotion:</b><br/>(i) Court Officer with four years regular service in level-8 in Pay Matrix of Seventh Central Pay Commission.</p> <p><b>Note 1:</b> Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whichever is less, and have successfully completed probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.</p> <p><b>Note 2:</b> For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix of Seventh Central Pay Commission.</p> <p><b>Deputation:-</b><br/>1. Officers of the Indian Revenue Service(Customs and Indirect Taxes) Cadre holding analogous post on regular basis in the parent cadre or department, or, an officer of Central Board of Indirect Taxes and Customs (CBIC) holding a post at level-9 or level-8 in pay matrix of Seventh Central Pay Commission with two years' or four years regular service in the grade in the parent cadre or department respectively or an officer of the State Government of Value Added Tax or the State goods and services tax holding analogous post with an experience of at least 3 years in Value Added Tax or the State goods and services tax; and</p> | <p><b>Departmental Promotion Committee (for promotion) and Selection Committee (for deputation) consisting of:-</b></p> <ol style="list-style-type: none"> <li>1. A Member of the Appellate Tribunal (to be nominated by the President, GSTAT) - Chairperson;</li> <li>2. Nominee of the Secretary, Department of Revenue, Ministry of Finance (not below the rank of Director/Deputy Secretary) -Member; and</li> <li>3. Registrar of GSTAT - Member.</li> </ol> | <p>Not Applicable</p>                                                                               |

2. Officers of the Central Government or State Governments or Union Territories or Public Sector Undertaking or Central Public Sector Enterprises or Autonomous Organizations or Courts or Tribunals or statutory organisations or State/Higher Judicial Service:-

(a) (i) holding analogous post on regular basis in the parent cadre or department; or

(ii) a post in level-9 in pay matrix of Seventh Central Pay Commission with two years' regular service in the grade respectively, or

(iii) a post in level-8 in pay matrix of Seventh Central Pay Commission with four years' regular service in the grade, or

(iii) a post in level-7 in pay matrix of Seventh Central Pay Commission with five years' regular service in the grade.

(iv) a post in level-6 in pay matrix of Seventh Central Pay Commission with ten years' regular service in the grade.

or

(b) possessing the following essential educational qualification and experience:-

(i) Degree in law from a recognised University; and

(ii) Experience in administrative or establishment or Court matters.

(c) Experience in customs, central excise, service tax or value added tax or state tax or goods & services tax department may be preferable.

**Note 1:** The departmental officers in the feeder grade who are in direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

**Note 2:** The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment shall ordinarily not exceed five years.

**Note 3:** The maximum age-limit for appointment by deputation shall not be exceeding fifty eight years as on the closing date of receipt of applications.

**Note 4:** For purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 01st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix of the Seventh Central Pay Commission.



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(7)

| Name of post                | Number of Post                                                | Classification                                               | Level in Pay Matrix        | Whether selection post or non selection post | Age limit for direct recruits | Educational and other qualifications required for direct recruits |
|-----------------------------|---------------------------------------------------------------|--------------------------------------------------------------|----------------------------|----------------------------------------------|-------------------------------|-------------------------------------------------------------------|
| (1)                         | (2)                                                           | (3)                                                          | (4)                        | (5)                                          | (6)                           | (7)                                                               |
| 7. Senior Private Secretary | 21* (2024)<br><br>*Subject to variation dependent on workload | General Central Service, Group 'A' Gazetted, Non-Ministerial | Level-10 (Rs.56100-177500) | 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 whether by direct recruitment or by promotion or by deputation or absorption and percentage of vacancies to be filled by various methods |
|---------------------------------------------------------------------------------------------------------------|---------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (8)                                                                                                           | (9)                             | (10)                                                                                                                                                           |
| Not applicable                                                                                                | Two years in case of promotion. | By promotion on the basis of seniority-cum-merit failing which by deputation.                                                                                  |

| In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | If a Departmental Promotion Committee exists, what is its composition                                                                                                                                                                                                                                                                 | Circumstances in which the Union Public Service Commission is to be consulted in making recruitment |
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| (11)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | (12)                                                                                                                                                                                                                                                                                                                                  | (13)                                                                                                |
| <p><b>Promotion:</b><br/>Private Secretary with four years' regular service in level-08 in Pay Matrix of Seventh Central Pay Commission.</p> <p>Note1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or 2 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 Particulars of the Departmental Promotion</p> | <p><b>Departmental Promotion Committee (for promotion) and Selection Committee (for deputation) consisting of:-</b></p> <ol style="list-style-type: none"> <li>1. A Member of the Appellate Tribunal (to be nominated by the President, GSTAT) - Chairperson;</li> <li>2. Nominee of the Secretary, Department of Revenue,</li> </ol> | Not Applicable                                                                                      |

Committee must be given while framing Recruitment Rules Consultation with Union Public Service Commission is necessary for any relaxation or amendment of the provisions of the recruitment rules completed such qualifying or eligibility service.

Note 2: For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the commission.

Deputation: Officers holding the post of Stenographer under the Offices of the Central Government or State Governments or Union Territories or Public Sector Undertaking or Central Public Sector Enterprises or Autonomous Organizations or Courts or Tribunals or statutory organisations or State/Higher Judicial Service:-

- (a) (i) holding analogous post on regular basis in the parent cadre or department; or
- (ii) a post in level-8 in pay matrix of Seventh Central Pay Commission with four years' regular service in the grade.
- (iii) a post in level-7 in pay matrix of Seventh Central Pay Commission with five years' regular service in the grade.
- (iv) a post in level-6 in pay matrix of Seventh Central Pay Commission with ten years' regular service in the grade.

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, the deputationists shall not be eligible for consideration for appointment by promotion.

Note 2: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed three years. The Maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the closing date of receipt of applications

Note 3: For the purpose of appointment on deputation or absorption basis, the service rendered on a regular basis by an officer prior to 1st January, 2006 (the date from which the

Ministry of Finance (not below the rank of Director/Deputy Secretary) -Member; and  
3. Registrar of GSTAT - Member.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |  |
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| revised pay structure based on the Sixth Central Pay Commission recommendation has been extended) shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay commission except where there has been merger of more than one prerevised scale of pay into one grade with a common Grade Pay or Pay scale and where this benefit will extend only for the post(s) for which that Grade Pay or Pay scale is the normal replacement grade without any upgradation. |  |  |
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(8)

| Name of post        | Number of Post                                        | Classification                                                  | Level in Pay Matrix        | Whether selection post or non selection post | Age limit for direct recruits | Educational and other qualifications required for direct recruits |
|---------------------|-------------------------------------------------------|-----------------------------------------------------------------|----------------------------|----------------------------------------------|-------------------------------|-------------------------------------------------------------------|
| (1)                 | (2)                                                   | (3)                                                             | (4)                        | (5)                                          | (6)                           | (7)                                                               |
| 8. Accounts Officer | 6* (2024)<br>*Subject variation dependent on workload | to General Central Service, Group 'A' Gazetted, Non-Ministerial | Level-10 (Rs.56100-177500) | 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 whether by direct recruitment or by promotion or by deputation or absorption and percentage of vacancies to be filled by various methods |
|---------------------------------------------------------------------------------------------------------------|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (8)                                                                                                           | (9)                         | (10)                                                                                                                                                           |
| Not applicable                                                                                                | Not applicable              | By Deputation                                                                                                                                                  |

| In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made                                                                                                                                                                                                                              | If a Departmental Promotion Committee exists, what is its composition                                                                              | Circumstances in which the Union Public Service Commission is to be consulted in making recruitment |
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| (11)                                                                                                                                                                                                                                                                                                                                                             | (12)                                                                                                                                               | (13)                                                                                                |
| <b>Deputation:-</b><br>1. Officers of the organized accounting services like Indian Audit and Account Service (IA & AS), Indian Defence Accounts Service (IDAS), or Indian Civil Accounts Service (ICAS), or India Postal Accounts service (IPAS) or Indian Railway Accounts Service (IRAS) Cadre holding analogous post on regular basis in the parent cadre or | <b>Selection Committee (for deputation) consisting of:-</b><br><br>1. A Member of the Appellate Tribunal (to be nominated by the President, GSTAT) | Not applicable                                                                                      |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                         |  |
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| <p>department; and</p> <p>2. Officers of the Central Government or State Governments or Union Territories or Public Sector Undertaking or Central Public Sector Enterprises or Autonomous Organizations or Courts or Tribunals or statutory organisations or State/Higher Judicial Service:-</p> <p>(a) (i) holding analogous post on regular basis in the parent cadre or department; or</p> <p>(ii) a post in level-9 in pay matrix of Seventh Central Pay Commission with two years' regular service in the grade.</p> <p>(iii) a post in level-8 in pay matrix of Seventh Central Pay Commission with four years' regular service in the grade.</p> <p>(iv) a post in level-7 in pay matrix of Seventh Central Pay Commission with five years' regular service in the grade.</p> <p>(b) possessing the following essential educational qualification and experience:-</p> <p>(i) Degree in accounts or commerce from a recognised University; and</p> <p>(ii) Experience in audit or financial or accounting matters would be preferable.</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, the deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>Note 2: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed three years. The Maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the closing date of receipt of applications</p> <p>Note 3: For the purpose of appointment on deputation or absorption basis, the service rendered on a regular basis by an officer prior to 1st January, 2006 (the date from which the revised pay structure based on the Sixth Central Pay Commission recommendation has been extended) shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay commission except where there has been merger of more than one prerevised scale of pay into one grade with a common Grade Pay or Pay scale and where this benefit will extend only for the post(s) for which that Grade Pay or Pay scale is the normal replacement grade without any upgradation.</p> | <p>Chairperson;</p> <p>2. Nominee of the Secretary, Department of Revenue, Ministry of Finance (not below the rank of Director/Deputy Secretary) -Member; and</p> <p>3. Registrar of GSTAT -Member.</p> |  |
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(9)

| Name of post     | Number of Post                                            | Classification                                               | Level in Pay Matrix         | Whether selection post or non selection post | Age limit for direct recruits | Educational and other qualifications required for direct recruits |
|------------------|-----------------------------------------------------------|--------------------------------------------------------------|-----------------------------|----------------------------------------------|-------------------------------|-------------------------------------------------------------------|
| (1)              | (2)                                                       | (3)                                                          | (4)                         | (5)                                          | (6)                           | (7)                                                               |
| 9. Court Officer | 64* (2024)<br>*Subject to variation dependent on workload | General Central Service, Group 'B' Gazetted, Non-Ministerial | Level-8 (Rs.47600 - 151100) | Not Applicable                               | 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 whether by direct recruitment or by promotion or by deputation or absorption and percentage of vacancies to be filled by various methods |
|---------------------------------------------------------------------------------------------------------------|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (8)                                                                                                           | (9)                         | (10)                                                                                                                                                           |
| Not applicable                                                                                                | Not applicable              | By promotion on the basis of seniority-cum-merit failing which by deputation/absorption                                                                        |

| In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | If a Departmental Promotion Committee exists, what is its composition                                                                                                                                                                                                                                                                                                            | Circumstances in which the Union Public Service Commission is to be consulted in making recruitment |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
| (11)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | (12)                                                                                                                                                                                                                                                                                                                                                                             | (13)                                                                                                |
| <p><b>Promotion:</b></p> <p>(i). Legal Assistant with six years' regular service in the level-6 in Pay Matrix of Seventh Central Pay Commission.</p> <p>(ii) Assistant with six years' regular service in the level-6 in Pay Matrix of Seveth Central Pay Commission subject to possessing a degree in Law from a recognised University.</p> <p><b>Note 1:</b> Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whichever is less, and have successfully completed probation period for promotion to the next higher</p> | <p><b>Departmental Promotion Committee (for promotion) and Selection Committee (for deputation) consisting of:-</b></p> <ol style="list-style-type: none"> <li>1. A Member of the Appellate Tribunal (to be nominated by the President, GSTAT) - Chairperson;</li> <li>2. Nominee of the Secretary, Department of Revenue, Ministry of Finance (not below the rank of</li> </ol> | Not Applicable                                                                                      |

grade along with their juniors who have already completed such qualifying or eligibility service.

**Note 2:** For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix of Seventh Central Pay Commission.

**Deputation:-**

(i) Officials of the Central Board of Indirect Taxes and Customs (CBIC), holding analogous post on regular basis in the parent cadre or department or a post at level-7 in pay matrix of Seventh Central Pay Commission with two years' regular service in the grade or an officer of the State Government of Value Added Tax or the State goods and services tax holding analogous post with an experience of at least 3 years in Value Added Tax or the State goods and services tax; and

(ii) Officials of the Central Government or State Governments or Union Territories or Public Sector Undertaking or Central Public Sector Enterprises or Autonomous Organizations or Courts or Tribunals or statutory organisations or State/Higher Judicial Service:-

(a) (i) holding analogous post on regular basis in the parent cadre or department; or

(ii) a post in level-7 in pay matrix of Seventh Central Pay Commission with two years' regular service in the grade, or

(iii) a post in level-6 in pay matrix of Seventh Central Pay Commission with six years' regular service in the grade.

(b) possessing the following essential educational qualification and experience:-

(i) Degree in law from a recognised University; and

(ii) Experience in administrative or establishment or Court matters.

(c) Experience in customs, central excise, service tax or value added tax or state tax or goods & services tax department may be preferable.

**Note 1:** The departmental officers in the feeder grade who are in direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for

Director/Deputy Secretary)  
-Member; and  
3. Registrar of GSTAT -  
Member.

appointment by promotion.

**Note 2:** The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment shall ordinarily not exceed five years.

**Note 3:** The maximum age-limit for appointment by deputation shall not be exceeding fifty eight years as on the closing date of receipt of applications.

**Note 4:** For purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 01st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix of the Seventh Central Pay Commission.

(10)

| Name of post          | Number of Post                                            | Classification                                           | Level in Pay Matrix         | Whether selection post or non selection post | Age limit for direct recruits | Educational and other qualifications required for direct recruits |
|-----------------------|-----------------------------------------------------------|----------------------------------------------------------|-----------------------------|----------------------------------------------|-------------------------------|-------------------------------------------------------------------|
| (1)                   | (2)                                                       | (3)                                                      | (4)                         | (5)                                          | (6)                           | (7)                                                               |
| 10. Private Secretary | 42* (2024)<br>*Subject to variation dependent on workload | General Central Service, Group 'B' Gazetted, Ministerial | Level-8 (Rs.47600 - 151100) | Non 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 whether by direct recruitment or by promotion or by deputation or absorption and percentage of vacancies to be filled by various methods |
|---------------------------------------------------------------------------------------------------------------|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (8)                                                                                                           | (9)                         | (10)                                                                                                                                                           |
| Not applicable                                                                                                | Not applicable              | By promotion on the basis of seniority-cum-merit failing which by deputation.                                                                                  |

|                                                                                                                                     |                                                                       |                                                                                                     |
|-------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
| In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made | If a Departmental Promotion Committee exists, what is its composition | Circumstances in which the Union Public Service Commission is to be consulted in making recruitment |
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| (11)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | (12)                                                                                                                                                                                                                                                                                                                                                                                                                                                              | (13)                  |
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| <p><b>Promotion:</b><br/>Stenographer Grade-I with six years' regular service in level-6 in Pay Matrix of Seventh Central Pay Commission.</p> <p><b>Note 1:</b> Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whichever is less, and have successfully completed probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.</p> <p><b>Note 2:</b> For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix of Seventh Central Pay Commission.</p> <p><b>Deputation:-</b></p> <p>Officials of the Central Government or State Governments or Union Territories, or Public Sector Undertaking or Central Public Sector Enterprises or Autonomous Organizations or Courts or Tribunals or statutory organisations or State/Higher Judicial Service:-</p> <p>(a) (i) holding analogous post on regular basis in the parent cadre or department; or<br/>(ii) a post in level-7 in pay matrix of Seventh Central Pay Commission with two years' regular service in the grade, or<br/>(iii) a post in level-6 in pay matrix of Seventh Central Pay Commission with six years' regular service in the grade.</p> <p>(b) possessing the following essential educational qualification and experience:-<br/>(i) any degree preferably in law from a recognised University; and<br/>(ii) Experience in administrative or establishment or Court matters.<br/>(c) Experience in customs, central excise, service tax or value added tax or state tax or goods &amp; services tax department may be preferable.</p> | <p><b>Departmental Promotion Committee (for promotion) and Selection Committee (for deputation) consisting of:-</b></p> <ol style="list-style-type: none"> <li>1. A Member of the Appellate Tribunal (to be nominated by the President, GSTAT) - Chairperson;</li> <li>2. Nominee of the Secretary, Department of Revenue, Ministry of Finance (not below the rank of Director/Deputy Secretary) -Member; and</li> <li>3. Registrar of GSTAT - Member.</li> </ol> | <p>Not Applicable</p> |



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| <p><b>Note 1:</b> The departmental officers in the feeder grade who are in 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><b>Note 2:</b> The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment shall ordinarily not exceed five years.</p> <p><b>Note 3:</b> The maximum age-limit for appointment by deputation shall not be exceeding fifty eight years as on the closing date of receipt of applications.</p> <p><b>Note 4:</b> For purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 01st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix of the Seventh Central Pay Commission.</p> |  |
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(11)

| Name of post                   | Number of Post                                            | Classification                                               | Level in Pay Matrix         | Whether selection post or non selection post | Age limit for direct recruits | Educational and other qualifications required for direct recruits |
|--------------------------------|-----------------------------------------------------------|--------------------------------------------------------------|-----------------------------|----------------------------------------------|-------------------------------|-------------------------------------------------------------------|
| (1)                            | (2)                                                       | (3)                                                          | (4)                         | (5)                                          | (6)                           | (7)                                                               |
| 11. Assistant Accounts Officer | 14* (2024)<br>*Subject to variation dependent on workload | General Central Service, Group 'B' Non-Gazetted, Ministerial | Level-8 (Rs.47600 - 151100) | 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 whether by direct recruitment or by promotion or by deputation or absorption and percentage of vacancies to be filled by various methods |
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| (8)                                                                                                           | (9)                         | (10)                                                                                                                                                           |
| Not applicable                                                                                                | Not applicable              | By Deputation                                                                                                                                                  |

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| In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made | If a Departmental Promotion Committee exists, what is its composition | Circumstances in which the Union Public Service |
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| (11)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | (12)                                                                                                                                                                                                                                                                                                                                                         | (13)                                                |
| <p><b>Deputation:-</b></p> <p>1. Officials of the Central Government or State Governments or Union Territories or Public Sector Undertaking or Central Public Sector Enterprises or Autonomous Organizations or Courts or Tribunals or statutory organisations or State/Higher Judicial Service:-</p> <p>(a) (i) holding analogous post on regular basis in the parent cadre or department; or<br/>(ii) a post in level-7 in pay matrix of Seventh Central Pay Commission with two years' regular service in the grade, or<br/>(iii) a post in level-6 in pay matrix of Seventh Central Pay Commission with six years' regular service in the grade.</p> <p>(b) possessing the following essential educational qualification and experience:-<br/>(i) Degree in accounts or commerce from a recognised University; and<br/>(ii) Experience in audit or financial or accounting matters would be preferable.</p> <p><b>Note 1:</b> The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment shall ordinarily not exceed five years.</p> <p><b>Note 2:</b> The maximum age-limit for appointment by deputation shall not be exceeding fifty eight years as on the closing date of receipt of applications.</p> <p><b>Note 3:</b> For purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 01st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix of the Seventh Central Pay Commission.</p> | <p><b>Selection Committee (for deputation) consisting of:-</b></p> <p>1. A Member of the Appellate Tribunal (to be nominated by the President, GSTAT) - Chairperson;</p> <p>2. Nominee of the Secretary, Department of Revenue, Ministry of Finance (not below the rank of Director/Deputy Secretary) -Member; and</p> <p>3. Registrar of GSTAT -Member.</p> | Not applicable                                      |

(12)

| Name of post | Number of Post | Classification | Level in Pay Matrix | Whether selection post or non selection post | Age limit for direct recruits | Educational and other qualifications required for direct recruits |
|--------------|----------------|----------------|---------------------|----------------------------------------------|-------------------------------|-------------------------------------------------------------------|
| (1)          | (2)            | (3)            | (4)                 | (5)                                          | (6)                           | (7)                                                               |

|                                  |                                                           |                                                              |                             |               |                |                |
|----------------------------------|-----------------------------------------------------------|--------------------------------------------------------------|-----------------------------|---------------|----------------|----------------|
| 12. Official Language Translator | 64* (2024)<br>*Subject to variation dependent on workload | General Central Service, Group 'B' Non-Gazetted, Ministerial | Level-7 (Rs.44900 - 142400) | Non Selection | Not applicable | Not applicable |
|----------------------------------|-----------------------------------------------------------|--------------------------------------------------------------|-----------------------------|---------------|----------------|----------------|

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| Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees | Period of probation, if any | Method of recruitment whether by direct recruitment or by promotion or by deputation or absorption and percentage of vacancies to be filled by various methods |
| (8)                                                                                                           | (9)                         | (10)                                                                                                                                                           |
| Not applicable                                                                                                | Not applicable              | By Deputation/Absorption                                                                                                                                       |

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| In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | If a Departmental Promotion Committee exists, what is its composition                                                                                                                                                                                                                                                                                                                                     | Circumstances in which the Union Public Service Commission is to be consulted in making recruitment |
| (11)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | (12)                                                                                                                                                                                                                                                                                                                                                                                                      | (13)                                                                                                |
| <p><b>Deputation:-</b></p> <p>Officials of the Central Government or State Governments or Union Territories or Public Sector Undertaking or Central Public Sector Enterprises or Autonomous Organizations or Courts or Tribunals or statutory organisations or State/Higher Judicial Service:-</p> <p>(a) (i) holding analogous post on regular basis in the parent cadre or department; or<br/>(ii) a post in level-6 in pay matrix of Seventh Central Pay Commission with five years' regular service in the grade, or</p> <p>(b) possessing the following essential educational qualification and experience:-<br/>(i) Master's degree of a recognised University in Hindi/English with English/Hindi as a compulsory/elective subject or as a medium of examination at degree level, or<br/>(ii) Master's degree of a recognized University in any subject other than Hindi/English with Hindi/English medium and English/Hindi as a compulsory / elective subject or as medium of examination at degree level, or<br/>(iii) Master's degree of a recognized University in any</p> | <p><b>Confirmation Committee (for Absorption) and Selection Committee (for deputation) consisting of:-</b></p> <p>1. A Member of the Appellate Tribunal (to be nominated by the President, GSTAT) - Chairperson;</p> <p>2. Nominee of the Secretary, Department of Revenue, Ministry of Finance (not below the rank of Director/Deputy Secretary) -Member; and</p> <p>3. Registrar of GSTAT - Member.</p> | Not Applicable                                                                                      |

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| <p>subject other than Hindi/English with Hindi and English as compulsory / elective subjects or either of the two as medium of examination and the other as a compulsory/elective subject at degree level.</p> <p>And</p> <p>Recognized Diploma /Certificate course in translation from Hindi to English and vice-versa or two years experience of translation work from Hindi to English and vice-versa in Central/State Government offices including Government of India Undertakings.</p> <p>(c) Experience in customs, central excise, service tax or value added tax or state tax or goods &amp; services tax department may be preferable.</p> <p><b>Note 1:</b> The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment shall ordinarily not exceed five years.</p> <p><b>Note 2:</b> The maximum age-limit for appointment by deputation shall not be exceeding fifty eight years as on the closing date of receipt of applications.</p> <p><b>Note 3:</b> For purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 01st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix of the Seventh Central Pay Commission.</p> |  |
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(13)

| Name of post        | Number of Post                                             | Classification                                               | Level in Pay Matrix         | Whether selection post or non selection post |
|---------------------|------------------------------------------------------------|--------------------------------------------------------------|-----------------------------|----------------------------------------------|
| (1)                 | (2)                                                        | (3)                                                          | (4)                         | (5)                                          |
| 13. Legal Assistant | 129* (2024)<br>*Subject to variation dependent on workload | General Central Service, Group 'B' Non-Gazetted, Ministerial | Level-6 (Rs.35400 - 112400) | Not applicable                               |

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| Age limit for direct recruits | Educational and other qualifications required for direct recruits |
| (6)                           | (7)                                                               |

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| <p>Between 21 and 30 years of age.</p> <p><b>Note 1:</b> Relaxable for Government Servant upto five years in accordance with the instructions or orders issued by the Central Government.</p> <p><b>Note 2:</b> The crucial date for determining the age limit shall be closing date for receipt of applications except for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Sikkim, Union Territory of Ladakh, Lahual &amp; Spiti Division and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman &amp; Nicobar Island and Lakshadweep.</p> | <p>Graduate in law from a recognised university and having knowledge of computer operation.</p> |
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| Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees | Period of probation, if any     | Method of recruitment whether by direct recruitment or by promotion or by deputation or absorption and percentage of vacancies to be filled by various methods |
| (8)                                                                                                           | (9)                             | (10)                                                                                                                                                           |
| Not applicable                                                                                                | Two years for direct recruitee. | By Direct Recruitment on the basis of written examination failing which by Deputation/Absorption.                                                              |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                     |
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| In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | If a Departmental Promotion Committee exists, what is its composition                                                                                                                                                                                                                                                                                                                                                                              | Circumstances in which the Union Public Service Commission is to be consulted in making recruitment |
| (11)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | (12)                                                                                                                                                                                                                                                                                                                                                                                                                                               | (13)                                                                                                |
| <p><b>Deputation:-</b></p> <p>1. Officials of Central Board of Indirect Taxes and Customs(CBIC) holding analogous post on regular basis in the parent cadre or department or a post in level-5 or level-4 in pay matrix of Seventh Central Pay Commission with six or ten years' regular service in the grade respectively or an officer of the State Government of Value Added Tax or the State goods and services tax holding analogous post with an experience of at least 3 years in Value Added Tax or the State goods and services tax; and</p> <p>(2) Officials of the Central Government or State Governments or Union Territories or Public Sector Undertaking or Central Public Sector Enterprises or Autonomous Organizations or Courts or Tribunals or statutory organisations or State/Higher Judicial Service:-</p> <p>(a) (i) holding analogous post on regular basis in the parent cadre or department; or</p> | <p><b>Departmental Promotion Committee (for promotion), Selection Committee (for deputation) and Confirmation Committee (for considering confirmation):-</b></p> <p>1. A Member of the Appellate Tribunal (to be nominated by the President, GSTAT) - Chairperson;</p> <p>2. Nominee of the Secretary, Department of Revenue, Ministry of Finance (not below the rank of Deputy Secretary) -Member; and</p> <p>3. Registrar of GSTAT - Member.</p> | Not Applicable                                                                                      |

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| <p>(ii) a post in level-5 in pay matrix of Seventh Central Pay Commission with six years' regular service in the grade, or<br/>(iii) a post in level-4 in pay matrix of Seventh Central Pay Commission with ten years' regular service in the grade.</p> <p>(b) possessing the following essential educational qualification and experience prescribed for direct recruits in column (7).<br/>(c) Experience in customs, central excise, service tax or value added tax or state tax or goods &amp; services tax department may be preferable.</p> <p><b>Note 1:</b> The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment shall ordinarily not exceed five years.<br/><b>Note 2:</b> The maximum age-limit for appointment by deputation shall not be exceeding fifty eight years as on the closing date of receipt of applications.<br/><b>Note 3:</b> For purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 01st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix of the Seventh Central Pay Commission.</p> |  |
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(14)

| Name of post          | Number of Post                                            | Classification                                               | Level in Pay Matrix         | Whether selection post or non selection post | Age limit for direct recruits | Educational and other qualifications required for direct recruits |
|-----------------------|-----------------------------------------------------------|--------------------------------------------------------------|-----------------------------|----------------------------------------------|-------------------------------|-------------------------------------------------------------------|
| (1)                   | (2)                                                       | (3)                                                          | (4)                         | (5)                                          | (6)                           | (7)                                                               |
| 14. Senior Accountant | 28* (2024)<br>*Subject to variation dependent on workload | General Central Service, Group 'B' Non-Gazetted, Ministerial | Level-6 (Rs.35400 - 112400) | Selection                                    | Not applicable                | Not applicable                                                    |

|                                                                           |                         |                                                                                                        |
|---------------------------------------------------------------------------|-------------------------|--------------------------------------------------------------------------------------------------------|
| Whether age and educational qualifications prescribed for direct recruits | Period of probation, if | Method of recruitment whether by direct recruitment or by promotion or by deputation or absorption and |
|---------------------------------------------------------------------------|-------------------------|--------------------------------------------------------------------------------------------------------|

|                                     |                |                                                         |
|-------------------------------------|----------------|---------------------------------------------------------|
| will apply in the case of promotees | any            | percentage of vacancies to be filled by various methods |
| (8)                                 | (9)            | (10)                                                    |
| Not applicable                      | Not applicable | By Deputation                                           |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                      |                                                                                                     |
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| In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | If a Departmental Promotion Committee exists, what is its composition                                                                                                                                                                                                                                                                                | Circumstances in which the Union Public Service Commission is to be consulted in making recruitment |
| (11)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | (12)                                                                                                                                                                                                                                                                                                                                                 | (13)                                                                                                |
| <p><b>Deputation:-</b><br/> 1. Officials of the Central Government or State Governments or Union Territories or Public Sector Undertaking or Central Public Sector Enterprises or Autonomous Organizations or Courts or Tribunals or statutory organisations or State/Higher Judicial Service:-</p> <p>(a) (i) holding analogous post on regular basis in the parent cadre or department; or<br/> (ii) a post in level-5 in pay matrix of Seventh Central Pay Commission with six years' regular service in the grade, or<br/> (iii) a post in level-4 in pay matrix of Seventh Central Pay Commission with ten years' regular service in the grade.</p> <p>(b) possessing the following essential educational qualification and experience:-<br/> (i) Degree in accounts or commerce from a recognised University; and<br/> (ii) Experience in audit or financial or accounting matters would be preferable.</p> <p><b>Note 1:</b> The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment shall ordinarily not exceed five years.</p> <p><b>Note 2:</b> The maximum age-limit for appointment by deputation shall not be exceeding fifty eight years as on the closing date of receipt of applications.</p> <p><b>Note 3:</b> For purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 01st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix of the Seventh Central Pay Commission.</p> | <p><b>Departmental Selection Committee (for deputation) :-</b></p> <p>1. A Member of the Appellate Tribunal (to be nominated by the President, GSTAT) - Chairperson;</p> <p>2. Nominee of the Secretary, Department of Revenue, Ministry of Finance (not below the rank of Deputy Secretary) - Member; and</p> <p>3. Registrar of GSTAT -Member.</p> | Not applicable                                                                                      |

(15)

| Name of post               | Number of Post                                                | Classification                                               | Level in Pay Matrix         | Whether selection post or non selection post |
|----------------------------|---------------------------------------------------------------|--------------------------------------------------------------|-----------------------------|----------------------------------------------|
| (1)                        | (2)                                                           | (3)                                                          | (4)                         | (5)                                          |
| 15. Stenographer – Grade I | 84* (2024)<br><br>*Subject to variation dependent on workload | General Central Service, Group 'B' Non-Gazetted, Ministerial | Level-6 (Rs.35400 - 112400) | Not applicable                               |

| Age limit for direct recruits | Educational and other qualifications required for direct recruits |
|-------------------------------|-------------------------------------------------------------------|
| (6)                           | (7)                                                               |
| 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 whether by direct recruitment or by promotion or by deputation or absorption and percentage of vacancies to be filled by various methods |
|---------------------------------------------------------------------------------------------------------------|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (8)                                                                                                           | (9)                         | (10)                                                                                                                                                           |
| Not applicable                                                                                                | Not Applicable              | By promotion, failing which by deputation.                                                                                                                     |

| In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | If a Departmental Promotion Committee exists, what is its composition                                                                                                                                                                                                                                                                  | Circumstances in which the Union Public Service Commission is to be consulted in making recruitment |
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| (11)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | (12)                                                                                                                                                                                                                                                                                                                                   | (13)                                                                                                |
| <p><b>Promotion:</b><br/>Stenographer Grade-II with ten years' regular service in level-4 in pay matrix of Seventh Central Pay Commission.</p> <p><b>Note 1:</b> Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whichever is less, and have successfully completed probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.</p> | <p><b>Departmental Promotion Committee (for promotion), Selection Committee (for deputation) and consisting of:-</b></p> <ol style="list-style-type: none"> <li>1. A Member of the Appellate Tribunal (to be nominated by the President, GSTAT) - Chairperson;</li> <li>2. Nominee of the Secretary, Department of Revenue,</li> </ol> | Not Applicable                                                                                      |



|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                               |  |
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| <p><b>Note 2:</b> For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix of Seventh Central Pay Commission.</p> <p><b>Deputation:-</b><br/>Officials of the Central Government or State Governments or Union Territories or Public Sector Undertaking or Central Public Sector Enterprises or Autonomous Organizations or Courts or Tribunals or statutory organisations or State/Higher Judicial Service:-</p> <p>(a) (i) holding analogous post on regular basis in the parent cadre or department; or<br/>(ii) a post in level-5 in pay matrix of Seventh Central Pay Commission with six years' regular service in the grade, or<br/>(iii) a post in level-4 in pay matrix of Seventh Central Pay Commission with ten years' regular service in the grade.</p> <p>(b) possessing the following essential educational qualification and experience prescribed for direct recruits in column (7).</p> <p>(c) Experience in customs, central excise, service tax or value added tax or state tax or goods &amp; services tax department may be preferable.</p> <p><b>Note 1:</b> The departmental officers in the feeder grade who are in 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><b>Note 2:</b> The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment shall ordinarily not exceed five years.</p> <p><b>Note 3:</b> The maximum age-limit for appointment by deputation shall not be exceeding fifty eight years as on the closing date of receipt of applications.</p> <p><b>Note 4:</b> For purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 01st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix</p> | <p>Ministry of Finance (not below the rank of Director/Deputy Secretary) -Member; and<br/>3. Registrar of GSTAT - Member.</p> |  |
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| of the Seventh Central Pay Commission. |  |  |
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(16)

| Name of post     | Number of Post                                                | Classification                                               | Level in Pay Matrix         | Whether selection post or non selection post |
|------------------|---------------------------------------------------------------|--------------------------------------------------------------|-----------------------------|----------------------------------------------|
| (1)              | (2)                                                           | (3)                                                          | (4)                         | (5)                                          |
| 16.<br>Assistant | 24* (2024)<br><br>*Subject to variation dependent on workload | General Central Service, Group 'B' Non-Gazetted, Ministerial | Level-6 (Rs.35400 - 112400) | Not applicable                               |

| Age limit for direct recruits | Educational and other qualifications required for direct recruits |
|-------------------------------|-------------------------------------------------------------------|
| (6)                           | (7)                                                               |
| 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 whether by direct recruitment or by promotion or by deputation or absorption and percentage of vacancies to be filled by various methods |
|---------------------------------------------------------------------------------------------------------------|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (8)                                                                                                           | (9)                         | (10)                                                                                                                                                           |
| Not applicable                                                                                                | Not applicable              | By promotion, failing which by deputation.                                                                                                                     |

| In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made                                                                                                                                                                                                                                                                                                                                                                                                                                                  | If a Departmental Promotion Committee exists, what is its composition                                                                                                                                                                                                                                                              | Circumstances in which the Union Public Service Commission is to be consulted in making recruitment |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
| (11)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | (12)                                                                                                                                                                                                                                                                                                                               | (13)                                                                                                |
| <p><b>Promotion:</b><br/>Upper Division Clerk with ten years' regular service in level-4 in pay matrix of Seventh Central Pay Commission.</p> <p><b>Note 1:</b> Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whichever is less, and have successfully completed probation period for promotion to the next higher</p> | <p><b>Departmental Promotion Committee (for promotion), Selection Committee (for deputation) consisting of:-</b></p> <ol style="list-style-type: none"> <li>1. A Member of the Appellate Tribunal (to be nominated by the President, GSTAT) - Chairperson;</li> <li>2. Nominee of the Secretary, Department of Revenue,</li> </ol> | Not Applicable                                                                                      |

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| <p>grade along with their juniors who have already completed such qualifying or eligibility service.</p> <p><b>Note 2:</b> For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix of Seventh Central Pay Commission.</p> <p><b>Deputation:-</b></p> <ol style="list-style-type: none"> <li>1. Officials of Central Board of Indirect Taxes and Customs(CBIC) holding analogous post on regular basis in the parent cadre or department or a post in level-4 and level-5 in pay matrix of Seventh Central Pay Commission with ten and six years' regular service in the grade respectively or an officer of the State Government of Value Added Tax or the State goods and services tax holding analogous post with an experience of at least 3 years in Value Added Tax or the State goods and services tax; and</li> <li>2. Officials of the Central Government or State Governments or Union Territories or Courts or Tribunals or statutory organisations or State/Higher Judicial Service:- <ol style="list-style-type: none"> <li>(a) (i) holding analogous post on regular basis in the parent cadre or department; or</li> <li>(ii) a post in level-5 in pay matrix of Seventh Central Pay Commission with six years' regular service in the grade, or</li> <li>(iii) a post in level-4 in pay matrix of Seventh Central Pay Commission with ten years' regular service in the grade.</li> </ol> </li> <li>(b) possessing the following essential educational qualification and experience prescribed for direct recruits in column (7).</li> <li>(c) Experience in customs, central excise, service tax or value added tax or state tax or goods &amp; services tax department may be preferable.</li> </ol> <p><b>Note 1:</b> The departmental officers in the feeder grade who are in 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><b>Note 2:</b> The period of deputation including the period of deputation in another ex-cadre post held immediately</p> | <p>Ministry of Finance (not below the rank of Director/Deputy Secretary) -Member; and</p> <p>3. Registrar of GSTAT - Member.</p> |  |
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| <p>preceding this appointment shall ordinarily not exceed five years.</p> <p><b>Note 3:</b> The maximum age-limit for appointment by deputation shall not be exceeding fifty eight years as on the closing date of receipt of applications.</p> <p><b>Note 4:</b> For purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 01st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix of the Seventh Central Pay Commission.</p> |  |  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|

(17)

| Name of post              | Number of Post                                             | Classification                                               | Level in Pay Matrix        | Whether selection post or non selection post |
|---------------------------|------------------------------------------------------------|--------------------------------------------------------------|----------------------------|----------------------------------------------|
| (1)                       | (2)                                                        | (3)                                                          | (4)                        | (5)                                          |
| 17. Stenographer Grade-II | 164* (2024)<br>*Subject to variation dependent on workload | General Central Service, Group 'C' Non-Gazetted, Ministerial | Level-4 (Rs.25500 - 81100) | Not applicable                               |

| Age limit for direct recruits                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Educational and other qualifications required for direct recruits                                                                                                                                         |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (6)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | (7)                                                                                                                                                                                                       |
| <p>Between 21 and 30 years of age.</p> <p><b>Note 1:</b> Relaxable for Government Servant upto five years in accordance with the instructions or orders issued by the Central Government.</p> <p><b>Note 2:</b> The crucial date for determining the age limit shall be closing date for receipt of applications except for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Sikkim, Union Territory of Ladakh, Lahual &amp; Spiti Division and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman &amp; Nicobar Island and Lakshadweep.</p> | <p>(i) Degree in any discipline from a recognised university or College; and</p> <p>(ii) Skill Test Norms:<br/>Dictation: 10 minutes @ 80 w.p.m. (English).<br/>Transcription: 40 w.p.m. on computer.</p> |

| Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees | Period of probation, if any | Method of recruitment whether by direct recruitment or by promotion or by deputation or absorption and percentage of vacancies to be filled by various methods |
|---------------------------------------------------------------------------------------------------------------|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (8)                                                                                                           | (9)                         | (10)                                                                                                                                                           |
|                                                                                                               |                             |                                                                                                                                                                |

|                |                                  |                                                                                                                                                  |
|----------------|----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| Not applicable | Two years for direct recruitment | Direct Recruitment on the basis of written examination and skill test in english shorthand at the prescribed speed, failing which by Deputation. |
|----------------|----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|

| In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | If a Departmental Promotion Committee exists, what is its composition                                                                                                                                                                                                                                                                                                                                                                                                | Circumstances in which the Union Public Service Commission is to be consulted in making recruitment |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
| (11)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | (12)                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | (13)                                                                                                |
| <p><b>Deputation:-</b><br/>Officials of the Central Government or State Governments or Union Territories or Public Sector Undertaking or Central Public Sector Enterprises or Autonomous Organizations or Courts or Tribunals or statutory organisations or State/Higher Judicial Service:-</p> <p>(a) (i) holding analogous post on regular basis in the parent cadre or department; or<br/>(ii) a post in level-3 in pay matrix of Seventh Central Pay Commission with five years' regular service in the grade, or<br/>(iii) a post in level-2 in pay matrix of Seventh Central Pay Commission with eight years' regular service in the grade.</p> <p>(b) possessing the following essential educational qualification and experience prescribed for direct recruits in column (7).</p> <p>(c) Experience in customs, central excise, service tax or value added tax or state tax or goods &amp; services tax department may be preferable.</p> <p><b>Note 1:</b> The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment shall ordinarily not exceed five years.</p> <p><b>Note 2:</b> The maximum age-limit for appointment by deputation shall not be exceeding fifty eight years as on the closing date of receipt of applications.</p> <p><b>Note 3:</b> For purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 01st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix of the Seventh Central Pay Commission.</p> | <p><b>Selection Committee (for deputation) and Confirmation Committee (for considering confirmation) consisting of:-</b></p> <ol style="list-style-type: none"> <li>1. Registrar of the Appellate Tribunal - Chairperson;</li> <li>2. Nominee of the Secretary, Department of Revenue, Ministry of Finance (not below the rank of Under Secretary) - Member; and</li> <li>3. Deputy Registrar of GSTAT (to be nominated by the President, GSTAT) -Member.</li> </ol> | <p>Not Applicable</p>                                                                               |

(18)

| Name of post             | Number of Post                                                | Classification                                               | Level in Pay Matrix        | Whether selection post or non selection post |
|--------------------------|---------------------------------------------------------------|--------------------------------------------------------------|----------------------------|----------------------------------------------|
| (1)                      | (2)                                                           | (3)                                                          | (4)                        | (5)                                          |
| 18. Upper Division Clerk | 40* (2024)<br><br>*Subject to variation dependent on workload | General Central Service, Group 'C' Non-Gazetted, Ministerial | Level-4 (Rs.25500 - 81100) | Non selection                                |

| Age limit for direct recruits | Educational and other qualifications required for direct recruits |
|-------------------------------|-------------------------------------------------------------------|
| (6)                           | (7)                                                               |
| 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 whether by direct recruitment or by promotion or by deputation or absorption and percentage of vacancies to be filled by various methods |
|---------------------------------------------------------------------------------------------------------------|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (8)                                                                                                           | (9)                         | (10)                                                                                                                                                           |
| Not applicable                                                                                                | Not applicable              | By Promotion, failing which by Deputation / Absorption.                                                                                                        |

| In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | If a Departmental Promotion Committee exists, what is its composition                                                                                                                                                                                                                                                                                                                                                           | Circumstances in which the Union Public Service Commission is to be consulted in making recruitment |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
| (11)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | (12)                                                                                                                                                                                                                                                                                                                                                                                                                            | (13)                                                                                                |
| <p><b>Promotion:</b><br/>Lower Division Clerk with eight years' regular service in level-2 in pay matrix of Seventh Central Pay Commission.</p> <p><b>Note 1:</b> Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whichever is less, and have successfully completed probation period for promotion to the next higher grade along with their juniors who have already</p> | <p><b>Departmental Promotion Committee (for promotion), Selection Committee (for deputation) and Confirmation Committee (for considering confirmation) consisting of:-</b></p> <ol style="list-style-type: none"> <li>Registrar of the Appellate Tribunal -Chairperson;</li> <li>Nominee of the Secretary, Department of Revenue, Ministry of Finance (not below the rank of Deputy Secretary/Director) -Member; and</li> </ol> | Not Applicable                                                                                      |

completed such qualifying or eligibility service.

**Note 2:** For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix of Seventh Central Pay Commission.

**Deputation:-**

Officials of the Central Government or State Governments or Union Territories or Public Sector Undertaking or Central Public Sector Enterprises or Autonomous Organizations or Courts or Tribunals or statutory organisations or State/Higher Judicial Service:-

(a) (i) holding analogous post on regular basis in the parent cadre or department; or  
(ii) a post in level-3 in pay matrix of Seventh Central Pay Commission with five years' regular service in the grade, or  
(iii) a post in level-2 in pay matrix of Seventh Central Pay Commission with eight years' regular service in the grade.

(b) possessing the following essential educational qualification and experience prescribed for direct recruits in column (7).

(c) Experience in customs, central excise, service tax or value added tax or state tax or goods & services tax department may be preferable.

**Note 1:** The departmental officers in the feeder grade who are in direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

**Note 2:** The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment shall ordinarily not exceed five years.

**Note 3:** The maximum age-limit for appointment by deputation shall not be exceeding fifty eight years as on the closing date of receipt of applications.

3. Deputy Registrar of GSTAT (to be nominated by the President, GSTAT) -Member.

|                                                                                                                                                                                                                                                                                                                                                                                                              |  |  |
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| <b>Note 4:</b> For purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 01st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix of the Seventh Central Pay Commission. |  |  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|

(19)

| Name of post             | Number of Post                                            | Classification                                               | Level in Pay Matrix        | Whether selection post or non selection post |
|--------------------------|-----------------------------------------------------------|--------------------------------------------------------------|----------------------------|----------------------------------------------|
| (1)                      | (2)                                                       | (3)                                                          | (4)                        | (5)                                          |
| 19. Lower Division Clerk | 70* (2024)<br>*Subject to variation dependent on workload | General Central Service, Group 'C' Non-Gazetted, Ministerial | Level-2 (Rs.19900 - 63200) | Not applicable                               |

| Age limit for direct recruits | Educational and other qualifications required for direct recruits |
|-------------------------------|-------------------------------------------------------------------|
| (6)                           | (7)                                                               |
| 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 whether by direct recruitment or by promotion or by deputation or absorption and percentage of vacancies to be filled by various methods |
|---------------------------------------------------------------------------------------------------------------|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (8)                                                                                                           | (9)                         | (10)                                                                                                                                                           |
| Not applicable                                                                                                | Not applicable              | By Promotion, failing which by Deputation / Absorption.                                                                                                        |

| In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made                                        | If a Departmental Promotion Committee exists, what is its composition                                                                     | Circumstances in which the Union Public Service Commission is to be consulted in making recruitment |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
| (11)                                                                                                                                                                       | (12)                                                                                                                                      | (13)                                                                                                |
| <b>Promotion:</b><br>Multi Tasking Staff with eight years' regular service in level-1 in pay matrix of Seventh Central Pay Commission alongwith 10+2 Intermediate Pass and | <b>Departmental Promotion Committee (for promotion), Selection Committee (for deputation) and Confirmation Committee (for considering</b> | Not Applicable                                                                                      |



typing speed of thirty five w.p.m. in English on computer.

**Note 1:** Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whichever is less, and have successfully completed probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.

**Note 2:** For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix of Seventh Central Pay Commission.

**Deputation:-**

Officials of the Central Government or State Governments or Union Territories or Public Sector Undertaking or Central Public Sector Enterprises or Autonomous Organizations or Courts or Tribunals or statutory organisations or State/Higher Judicial Service:-

(a) (i) holding analogous post on regular basis in the parent cadre or department; or  
(ii) a post in level-1 in pay matrix of Seventh Central Pay Commission with six years' regular service in the grade.

(b) possessing the following essential educational qualification and experience prescribed for direct recruits in column (7).

(c) Experience in customs, central excise, service tax or value added tax or state tax or goods & services tax department may be preferable.

**Note 1:** The departmental officers in the feeder grade who are in direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be

**confirmation) consisting of:-**

1. Registrar of the Appellate Tribunal -Chairperson;
2. Nominee of the Secretary, Department of Revenue, Ministry of Finance (not below the rank of Deputy Secretary/Director) -Member; and
3. Deputy Registrar of GSTAT (to be nominated by the President, GSTAT) -Member.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <p>eligible for consideration for appointment by promotion.</p> <p><b>Note 2:</b> The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment shall ordinarily not exceed five years.</p> <p><b>Note 3:</b> The maximum age-limit for appointment by deputation shall not be exceeding fifty eight years as on the closing date of receipt of applications.</p> <p><b>Note 4:</b> For purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 01st January, 2016 or the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix of the Seventh Central Pay Commission.</p> |  |
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(20)

| Name of post         | Number of Post                                             | Classification                                               | Level in Pay Matrix        | Whether selection post or non selection post |
|----------------------|------------------------------------------------------------|--------------------------------------------------------------|----------------------------|----------------------------------------------|
| (1)                  | (2)                                                        | (3)                                                          | (4)                        | (5)                                          |
| 20. Staff Car Driver | 128* (2024)<br>*Subject to variation dependent on workload | General Central Service, Group 'C' Non-Gazetted, Ministerial | Level-2 (Rs.19900 - 63200) | Not applicable                               |

| Age limit for direct recruits                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Educational and other qualifications required for direct recruits                                                                                                                                                                                                                                                                                                                 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (6)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | (7)                                                                                                                                                                                                                                                                                                                                                                               |
| <p>Between 18 and 27 years of age.</p> <p><b>Note 1:</b> Relaxable for Government Servant upto five years in accordance with the instructions or orders issued by the Central Government.</p> <p><b>Note 2:</b> The crucial date for determining the age limit shall be closing date for receipt of applications except for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Sikkim, Union Territory of Ladakh, Lahual &amp; Spiti Division and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman &amp; Nicobar Island and Lakshadweep.</p> | <p><b>Essential:</b></p> <ol style="list-style-type: none"> <li>1. A pass in the 10th standard.</li> <li>2. Possessing a valid driving licence for motor cars.</li> <li>3. Knowledge of motor mechanism and be capable of removing minor defects in motor vehicle.</li> <li>4. Experience of driving of a motor car for at least three years.</li> </ol> <p><b>Desirable:</b></p> |

|  |                                                    |
|--|----------------------------------------------------|
|  | 3 years' service as Home Guard or Civil Volunteer. |
|--|----------------------------------------------------|

|                                                                                                               |                                  |                                                                                                                                                                |
|---------------------------------------------------------------------------------------------------------------|----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees | Period of probation, if any      | Method of recruitment whether by direct recruitment or by promotion or by deputation or absorption and percentage of vacancies to be filled by various methods |
| (8)                                                                                                           | (9)                              | (10)                                                                                                                                                           |
| Not applicable                                                                                                | Two years for direct recruitment | Deputation/absorption failing which by Direct Recruitment on the basis of objective type test and skill test in driving motor car.                             |

|                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                     |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
| In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made                                                                                                                                                                                       | If a Departmental Promotion Committee exists, what is its composition                                                                                                                                                                                                                                                                                                                                               | Circumstances in which the Union Public Service Commission is to be consulted in making recruitment |
| (11)                                                                                                                                                                                                                                                                                                                      | (12)                                                                                                                                                                                                                                                                                                                                                                                                                | (13)                                                                                                |
| <b>Deputation/Absorption:</b><br>From amongst the regular Despatch Rider/ Multi-Tasking Staff in level-1 in pay matrix of Seventh Central Pay Commission employees of the Central or State Governments or Union Territories or Courts or Tribunals who fulfil the qualification and experience mentioned in column no. 7. | <b>Departmental Selection Committee (for deputation) and Confirmation Committee (for considering confirmation) consisting of:-</b><br><br>1. Registrar of the Appellate Tribunal -Chairperson;<br>2. Nominee of the Secretary, Department of Revenue, Ministry of Finance (not below the rank of Under Secretary) - Member; and<br>3. Deputy Registrar of GSTAT (to be nominated by the President, GSTAT) - Member. | Not Applicable                                                                                      |

(21)

| Name of post            | Number of Post                                                 | Classification                 | Level in Pay Matrix        | Whether selection post or non selection post |
|-------------------------|----------------------------------------------------------------|--------------------------------|----------------------------|----------------------------------------------|
| (1)                     | (2)                                                            | (3)                            | (4)                        | (5)                                          |
| 21. Multi Tasking Staff | 325* (2024)<br><br>*Subject to variation dependent on workload | General Central Service, Group | Level-1 (Rs.18000 - 56900) | Not applicable                               |

|  |  |                               |  |  |
|--|--|-------------------------------|--|--|
|  |  | 'C' Non-Gazetted, Ministerial |  |  |
|--|--|-------------------------------|--|--|

| Age limit for direct recruits                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Educational and other qualifications required for direct recruits |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|
| (6)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | (7)                                                               |
| <p>Between 18 and 25 years of age.</p> <p><b>Note 1:</b> Relaxable for Government Servant upto five years in accordance with the instructions or orders issued by the Central Government.</p> <p><b>Note 2:</b> The crucial date for determining the age limit shall be closing date for receipt of applications except for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Sikkim, Union Territory of Ladakh, Lahual &amp; Spiti Division and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman &amp; Nicobar Island and Lakshadweep.</p> | Matriculation pass or equivalent from a recognised board.         |

| Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees | Period of probation, if any      | Method of recruitment whether by direct recruitment or by promotion or by deputation or absorption and percentage of vacancies to be filled by various methods |
|---------------------------------------------------------------------------------------------------------------|----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (8)                                                                                                           | (9)                              | (10)                                                                                                                                                           |
| Not applicable                                                                                                | Two years for direct recruitment | By direct recruitment                                                                                                                                          |

| In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made | If a Departmental Promotion Committee exists, what is its composition                                                                                                                                                                                                                                                                                                                                                                             | Circumstances in which the Union Public Service Commission is to be consulted in making recruitment |
|-------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
| (11)                                                                                                                                | (12)                                                                                                                                                                                                                                                                                                                                                                                                                                              | (13)                                                                                                |
| Not applicable                                                                                                                      | <p><b>Departmental Confirmation Committee (for considering confirmation) consisting of:-</b></p> <ol style="list-style-type: none"> <li>1. Registrar of the Appellate Tribunal -Chairperson;</li> <li>2. Nominee of the Secretary, Department of Revenue, Ministry of Finance (not below the rank of Deputy Secretary/Director) - Member; and</li> <li>3. Deputy Registrar of GSTAT (to be nominated by the President, GSTAT) -Member.</li> </ol> | Not Applicable                                                                                      |

DRAFT

**SCHEDULE-II**  
**[See rule 11 (4)]**  
**MEDICAL FACILITIES**

1. Outdoor Medical expenses-

(1) Officers and employees shall be eligible to get medical reimbursement for self and declared members of family.

Explanation.— For the purpose of this clause, the expression —family has the same meaning as assigned to it in the Central Services (Medical Attendance) Rules, 1944.

(2) The reimbursement of outdoor medical expenses during the year shall be limited to the actual expenses or one month's pay on the 1st January of the year (Basic pay + Dearness Allowance) whichever is less.

(3) The claim should be supported by doctor's prescription and the original cash memos or bills for treatment by the doctor and purchase of medicines and the release of increment or promotion during the year shall not affect the reimbursement limit as on the 1st January.

(4) For the officers and employees joining during the year, the annual entitlement shall be restricted on pro-rata basis.

(5) The outdoor treatment shall be taken from the authorised medical attendants from the panel to be maintained by the Tribunal.

2. Indoor treatment.-

(1) For the purpose of indoor treatment, the officers and employees of the Tribunal shall be entitled for medical treatment at hospitals authorised by the Tribunal in this behalf, and for this purpose, the cost of treatment including hospital accommodation, nursing home facility shall be as per the provisions of the Central Services (Medical Attendance) Rules, 1944 as applicable to the Central Government employees drawing equivalent pay.

(2) The authorised hospitals for the purpose of clause (1) above shall be the same as are available to the Central Government employees regulated by Central Services (Medical Attendance) Rules, 1944.

(3) Treatment at authorised hospitals may be taken on the advice of the authorised medical attendants only in emergency.