

F. No. A-12018/3/2018-CESTAT-DOR

**Government of India
Ministry of Finance
Department of Revenue**

**North Block, New Delhi
Dated 28 February, 2025**

OFFICE MEMORANDUM

Subject: Proposal for amendments in the Recruitment Rules of Sr. Private Secretary in CESTAT - reg.

The undersigned is directed to refer to the subject mentioned above and to say that this department has initiated the process of amendment in the recruitment rules in respect of Sr. Private Secretary in CESTAT. A copy of draft recruitment rules of Sr. Private Secretary in CESTAT is attached herewith.

2. As per DoPT's OM dated 13.10.2015, the proposal for framing/amendment in the recruitment rules are to be uploaded on the website of respective Ministries/Departments for 30 days for inviting comments from the stakeholders.

3. In view of the above, all the stakeholders are requested to go through the draft Recruitment Rules and furnish their comments, if any, to the undersigned within a period of 30 days from the date of its uploading on the website. In case, no comments received as on date, the Department will proceed further for taking necessary action for amendment of aforementioned draft Recruitment Rules.

Encl: As above


(Kuldeep Chaudhary)

Under Secretary to the Govt. of India

Tel: 011-23095369

To

1. All concerned stakeholders.
2. The Registrar, CESTAT- with a request to upload the copy of enclosed draft notification of RRs of Sr. Private Secretary, CESTAT on the website of CESTAT for inviting comments from the stakeholders.
3. Section Officer (Computer Cell), Department of Revenue- with a request for uploading the enclosed draft notification of RRs of Sr. Private Secretary, CESTAT on the official website of Department of

MINISTRY OF FINANCE

(Department of Revenue)

New Delhi, the February 2025

G.S.R.....- In exercise of the powers conferred by the Proviso to Article 309 of the Constitution and in supersession of the Customs, Excise and Gold (Control) Appellate Tribunal (Group 'A' and Group 'B' Posts) Recruitment Rules, 1987, in so far as they relate to the post of Private Secretary, except as respects things done or omitted to be done before such supersession, the President hereby makes the following rules regulating the method of recruitment to the post of Senior Private Secretary in the Customs Excise and Service Tax Appellate Tribunal (CESTAT) under the Department of Revenue, Ministry of Finance:-

1. **Short title and commencement.** - (1) These rules may be called the Customs, Excise and Service Tax Appellate Tribunal, Group 'B' Posts Recruitment Rules, 2025.

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

2. **Number of post, classification, Level, pay band and grade pay or pay scale.** - The number of post, its classification attached thereto, shall be as specified in columns (2) to (4) of the Schedule annexed to these rules.

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

4. **Disqualification**-No person,

(a) who has entered into or contracted a marriage with a person already 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 posts.

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

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

6. **Saving** - Nothing in these rules shall affect reservation, relaxation of age-limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, Ex-Service men and other special categories of persons including Other Backward Classes and economically weaker section in accordance with the orders issued by the Central Government from time to time in this regard.

Annexure-I

| Name of the post | | No. of Post | Classification | Level in the Pay Matrix | Whether Selection for direct post or non-selection post | Age limit for direct recruits |
|--|--|--|---|--|--|--------------------------------------|
| 1 | 2 | 3 | 4 | 5 | 6 | |
| Senior Private Secretary | 23* (2024) *Subject to variation depending on workload | General Central Service Group 'B', Gazetted, Ministerial | Level - 8 Level- 9 (NFSG scale on completion of 4 years in level- 8) | Selection | Not Applicable | |
| Educational and other qualifications required for direct recruits | 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/ absorption and percentage of the vacancies to be filled by various methods. | In case of recruitment by promotion or deputation/ absorption, grades from which promotion or deputation/ absorption to be made | | |
| 7 | 8 | 9 | 10 | 11 | | |
| Not Applicable | Not Applicable | Not Applicable | 50% promotion failing which by transfer on deputation | Promotion:- Stenographers, GR-I in the Level- 6 with 08 years regular service in | | |

the grade.

50% transfer
on deputation/
transfer

Note: 1
Where juniors who have completed their qualifying or eligibility service being considered for promotion, their senior shall 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 completed such qualifying or eligibility service.

Note: 2

For the purpose of computing minimum qualifying service for promotion, the service rendered 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 pay or pay scale extended based on the recommendations of the Commission.

Deputation:

Officers holding the post of Stenographer under the Central government

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

(ii) With 08 years regular service in Level-6

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
organization 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, 2016
(the date from
which the revised
pay structure
based on the
Seventh 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 pre-revised scale of pay into one grade with a common grade pay or pay scale and where this benefit will be extended only for the post (s) for which that grade pay or pay scale is the normal replacement grade without any upgradation

| 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 |
|---|---|
| 12 | 13 |
| <p>GROUP 'C' DEPARTMENT PROMOTION COMMITTEE</p> <p>(i) Any Member of Customs, Excise and Service Tax Appellate Tribunal nominate by the President, CESTAT - CHAIRMAN</p> <p>(ii) Director (Hq./ Admn.), Department of Revenue, Ministry of Finance- MEMBER</p> <p>(iii) Registrar, Customs Excise and Service Tax Appellate Tribunal - MEMBER</p> | <p>Consultation with Union Public Service Commission is necessary for any relaxation or amendment of the provisions of the recruitment rules.</p> |