

# **Industrial employees in Group C and Group D in Ordnance Factories and Ordnance Equipment and Clothing Factories**

## ***THE GAZETTE OF INDIA***

### **PART II - SECTION 4**

New Delhi, the 1<sup>st</sup> November 1994

**S.R.O. 185** – In exercise of the powers conferred by the provision to Article 309 of the Constitution and in supersession of the Ordnance Factories Group C and Group D Industrial posts Recruitment Rules, 1989, 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 posts of industrial employees in Group C and Group D in Ordnance Factories and Ordnance Equipment and Clothing Factories and other offices/establishments under the Ordnance Factories Organisation, namely :-

Short title and commencement – (1) These rules may be called the Ordnance Factories Group C and Group D Industrial Posts Recruitment Rules, 1994.

1. They shall come into force on the date of their publication in the Official Gazette.

Application - These rules shall apply to the posts specified in Column 1 of the Schedule annexed to these rules. The trades and grade of these posts shall be as per the Annexure A and B of the said Schedule.

Number, Classification and scale of pay – The number of the said posts, their classification and the scales of pay attached thereto shall be as specified in columns 2, 3 and 4 respectively of the said Schedule.

Method of Recruitment, age limit, qualifications etc – The method of recruitment to the said posts, age limit, qualifications and other matters connected therewith shall be as specified in the Columns 5 to 14 of the aforesaid Schedule.

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 any of the said posts:

Provided that the Central Government may, if satisfied that the 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.

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

Saving - Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for the Schedule Caste, the Schedule Tribes, Ex-Serviceman and other special categories of persons in accordance with the orders issued by the Central government from time to time in this regard.

### **SCHEDULE**

<b>Sl.No.</b>	<b>HEADINGS</b>	<b>EXISTING SRO185 of 94</b>
1.	Name of post	Master Craftsman
2.	Number of posts	1100 * (1994) *Subject to variation. Dependent on workload.
3.	Classification	Civilian in Defense services, Group 'C' Industrial
4.	Scale of pay	Rs. 1400-40-1800-EB-50-2300.
5.	Whether Selection or Non-selection post	Selection Post
6.	Whether benefit of added years of service admissible under Rule 30 of CCS (Pension) Rules, 1972.	Not Applicable
7.	Age limit for Direct Recruits	Not Applicable
8.	Educational & other qualification required for Direct Recruits	Not Applicable

<b>Sl.No.</b>	<b>HEADINGS</b>	<b>EXISTING SRO185 of 94</b>
9.	Whether age and other educational qualification prescribed for Direct Recruits will apply in the case of promotees.	Not Applicable
10.	Period of probation if any	Nil
11.	Method of recruitment whether by direct recruitment or by deputation, absorption and percentage of the posts to be filled.	By promotion from Panel prepared by relevant DPC for each trade including allied trade after adjustment of Surplus & transfer.
12.	In case of recruitment, by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	Promotion : By DPC from eligible employees in highly skilled grade I in pay scale of Rs. 1320-30-1560-EB-40-2040- and on passing the trade test. A minimum period of 3 year's regular service in the grade of Rs. 1320-30-1560-EB-40-2040 total service of 7 yrs. in the grade of 1200-1800 for being eligible for promotion.  Transfer : On passing Trade Test.
13.	If a DPC exists, what is its composition.	Three Group A Officers as approved by General Manager or Officer- in- temporary charge.
14.	Circumstances in which UPSC is to be consulted in making recruitment.	Not applicable

<b>Sl.No.</b>	<b>HEADINGS</b>	<b>EXISTING SRO185 of 94</b>
1.	Name of post	Highly Skilled Gr I workmen (Lists of trades at Annexure A and B)
2.	Number of posts	12392* (1994) *Subject to variation dependent on workload
3.	Classification	Civilian in Defense services, Group 'C' Industrial
4.	Scale of pay	Rs 1320-30-1560-EB-40-2040
5.	Whether Selection or Non selection post.	Non-selection post
6.	Whether benefit of added years of service admissible under Rule 30 of CCS (Pension) Rules, 1972.	Not applicable
7.	Age limit for Direct Recruits	30 years
8.	Educational & other qualification required for Direct Recruits	Same as for semiskilled but with trade test prescribed for Highly Skilled Gr I.

<b>Sl.No.</b>	<b>HEADINGS</b>	<b>EXISTING SRO185 of 94</b>
9.	Whether age and other educational qualification prescribed for Direct Recruits will apply in the case of promotees.	No
10.	Period of probation if any	For Promotees: Nil For Direct Recruit: 2 Yrs
11.	Method of recruitment whether by direct recruitment or by deputation, absorption and percentage of the posts to be filled.	By promotion after adjustment of surplus and transfer failing which by direct recruits.
12.	In case of recruitment, by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	Promotion : From persons in Highly Skilled Gr III in the pay scale of Rs 1200-1800 in the same or alike trades with minimum regular service of 3 yrs in the grade and on passing the trade test. Transfer : On passing Trade Test
13.	If a DPC exists, what is its composition.	Not applicable.
14.	Circumstances in which UPSC is to be consulted in making recruitment.	Not applicable

<b>Sl.No.</b>	<b>HEADINGS</b>	<b>EXISTING SRO185 of 94</b>
1.	Name of post	Highly Skilled Gr II workmen (List of trades in Annexure A and B)
2.	Number of posts	19770* (1994) *Subject to variation dependent on work load.
3.	Classification	Civilian in Defense services, Group 'C' Industrial
4.	Scale of pay	Rs 1200-30-1440-EB-30-1800
5.	Whether Selection or Non – selection post.	Non-selection post
6.	Whether benefit of added years of service admissible under Rule 30 of CCS (Pension) Rules, 1972.	Not applicable
7.	Age limits for direct recruits	30 years
8.	Educational & other qualification required for Direct Recruits	Same as for semiskilled but with trade test prescribed for Highly Skilled Gr II.

<b>Sl.No.</b>	<b>HEADINGS</b>	<b>EXISTING SRO185 of 94</b>
9.	Whether age and other educational qualification prescribed for Direct Recruits will apply in the case of promotees.	No
10.	Period of probation if any	For Promotee: Nil For Direct Recruit: 2 Yrs
11.	Method of recruitment whether by direct recruitment or by deputation, absorption and percentage of the posts to be filled.	By promotion after adjustment of surplus and transfer failing which by direct recruits.
12.	In case of recruitment, by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	Promotion : From persons in Skilled Grade in the pay scale of Rs 950-20-1150-EB-25-1500 in the same or allied trades with minimum regular service of 3 yrs in the grade and on passing the trade test. Transfer : On passing Trade Test
13.	If a DPC exists, what is its composition.	Not applicable
14.	Circumstances in which UPSC is to be consulted in making recruitment.	Not applicable

<b>Sl.No.</b>	<b>HEADINGS</b>	<b>EXISTING SRO185 of 94</b>
1.	Name of post	Skilled workmen  (list of trades at Annexure A and B)
2.	Number of posts	71532* (1994)  * Subject to variation dependent on workload.
3.	Classification	Civilian in Defense Service Group 'C' Industrial
4.	Scale of pay	Rs.950-20-1150-EB-25-1500
5.	Whether Selection or Non-selection post.	Non Selection
6.	Whether benefit of added years of service admissible under Rule 30 of CCS Pension Rules.	Not Applicable
7.	Age limit for Direct Recruits	30 Years
8.	Educational & other qualification required for Direct Recruits	Same as for semi-skilled but with trade test prescribed for skilled group

<b>Sl.No.</b>	<b>HEADINGS</b>	<b>EXISTING SRO185 of 94</b>
9.	Whether age and other educational qualification prescribed for direct recruits will apply in the case of promotees.	No
10.	Period of probation if any	2 years
11.	Method of recruitment whether by direct recruitment or by deputation, absorption and percentage of the posts to be filled.	By promotion after adjustment of surplus and transfer failing which by direct recruitments.
12.	In case of recruitment, by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	Promotion from persons in the Semi-skilled grade in pay scale of Rs. 800-15-1010-EB-20-1150 in the same trade with a minimum regular service of 2 years for trades listed at Annexure A and with a minimum regular service of 3 years for trades listed at Annexure B and on passing the trade test.  Transfer : On passing the trade test.
13.	If a DPC exists, what is its composition.	Not Applicable
14.	Circumstances in which UPSC is to be consulted in making recruitment.	Not Applicable

<b>Sl.No.</b>	<b>HEADINGS</b>	<b>EXISTING SRO185 of 94</b>
1.	Name of post	Un- Skilled workmen
2.	Number of posts	16005* (1994)  * Subject to variation dependent on workload.
3.	Classification	Civilian in Defense Services  Group D Industrial
4.	Scale of pay	Rs 750-12-870-EB-14-940
5.	Whether Selection or Non-selection post.	Not applicable
6.	Whether benefit of added years of service admissible under Rule 30 of CCS Pension Rules.	Not applicable
7.	Age limit for Direct Recruits	30 years
8.	Educational & other qualification required for Direct Recruits	Essential: Passed Vth class  Desirable: Matriculate

<b>Sl.No.</b>	<b>HEADINGS</b>	<b>EXISTING SRO185 of 94</b>
9.	Whether age and other educational qualification prescribed for Direct Recruits will apply in the case of promotees.	Not applicable
10.	Period of probation if any	2 years for direct recruits
11.	Method of recruitment whether by direct recruitment or by deputation, absorption and percentage of the posts to be filled.	By transfer failing which By direct recruitment after Adjustment of surplus
12.	In case of recruitment, by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	Transfer on passing trade test.
13.	If a DPC exists what is its Composition	Not applicable
14.	Circumstances in which UPSC is to be consulted in making recruitment.	Not applicable

No 41(3)/93-III/D(Fy-II) ( G S AUDHKHASI)

DESK OFFICER

<b>Sl.No.</b>	<b>HEADINGS</b>	<b>EXISTING SRO185 of 94</b>
1.	Name of post	Semi Skilled workmen  (list of trades at Annexure A and B)
2.	Number of posts	16005* (1994)  * Subject to variation dependent on work load.
3.	Classification	Civilian in Defense Services  Group D Industrial
4.	Scale of pay	Rs 800-15-1010-EB-20-1150.
5.	Whether Selection or Non-selection post.	Non-selection post.
6.	Whether benefit of added years of service admissible under Rule 30 of CCS (Pension) Rules, 1972.	Not applicable

7.	Age limit for Direct Recruits	30 years
8.	Educational & other qualification required for Direct Recruits	For the trades at Annexure A, National Council of Trades for Vocational Training Certificate in the relevant trade failing which by ITI or equivalent Diploma certificate holder.
9.	Whether age and educational qualification prescribed for Direct Recruits will apply in the case of promotees.	No
10.	Period of probation if any	For promotees: Nil For Direct Recruits: 2 years
11.	Method of recruitment whether by direct recruitment or by deputation, absorption and percentage of the posts to be filled.	(i) For trades listed at Annexure A- 80% by transfer failing which by direct recruitment. 20% by promotion for each trade including allied trades after adjustment of surplus.  (ii) For trades at Annexure B – 100% by promotion for each trade including allied trades after adjustment of surplus and transfers. In any trade (such as new trade on failure of recruitment by promotion by transfer failing which by direct recruitment.
12.	In case of recruitment, by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made.	Transfer on passing trade test.
13.	If a DPC exists what is its Composition	Not applicable
14.	Circumstances in which UPSC is to be consulted in making recruitment.	Not applicable

ANNEXURE A

Sl No	Name of Trade	Grade in which post exits
1.	Black Smith	Semi Skilled to Master Craftsman
2.	Boiler Attendant	Semi Skilled to Skilled.Promotion HS Gr-II and HS I in Line Mistry.
3.	Book Binder	Semi Skilled to Master Craftsman
4.	Cable Jointer	Semi Skilled to Master Craftsman
5.	Carpenter	Semi Skilled to Master Craftsman
6.	Compositor	Semi-skilled to skilled promotion to HS Gr-I and HS Gr II in Line Mistry trade
7.	Di-sinker	Semi Skilled to Master Craftsman.
8.	Electrician	Semi Skilled to Master Craftsman..
9.	Electroplater	Semi Skilled to Master Craftsman
10.	Fitter (with all sub-trades)	Semi Skilled to Master Craftsman
11.	Grinder	Semi Skilled to Master Craftsman
12.	Machinist (with all sub-trades)	Semi Skilled to Master Craftsman
13.	Miller	Semi Skilled to Master Craftsman
14.	Millwright	Semi Skilled to Master Craftsman
15.	Moulder	Semi Skilled to Master Craftsman
16.	Mason	Semi Skilled to Master Craftsman
17.	Painter	Semi Skilled to Master Craftsman
18.	Pattern Maker	Semi Skilled to Master Craftsman
19.	Sheet Metal Worker	Semi Skilled to Master Craftsman
20.	Switch Board Attendant	Semi Skilled to HS Gr.I.
21.	Tailor	Semi Skilled to HS Gr.I.
22.	Tool Maker	Semi Skilled to Master Craftsman
23.	Turner	Semi Skilled to Master Craftsman
24.	Welder	Semi Skilled to Master Craftsman
25.	Wireman	Semi Skilled to HS Gr.II. Promotion to HS Gr I in the Line Mistry
26.	Examiner (with all sub-trades)	Semi Skilled to Mastercraftsman shown in Annexure B so far NCTVT / Trade Apprentices / ITI are concerned
27.	Chemical Process Worker*	Semi Skilled to Master Craftsman
28.	DB Worker*	Semi Skilled to Mastercraftsman
29.	Optical Worker#	Semi Skilled to Master Craftsman
?	Inserted vide SRO 34 dt 28.01.1997	
#	Inserted vide SRO	

Annexure - B

Sl No	Name of Trade	Grade in which post exits
1.	Armature Winder	Semi-skilled to Master Craftsman.
2.	Bar Nill Operator	Semi-skilled to Master Craftsman.
3.	Borer	Semi-skilled to Master Craftsman.
4.	Borer Gun	Semi-skilled to master Craftsman.
5.	Cane Worker	Semi-skilled - Further line of promotion in the Trade of Carpenter.
6.	Chemical Plumber	Semi-skilled to Master Craftsman.
7.	Counter	Un-skilled
8.	Driver Locomotive (Steam and Diesel)	Semi-skilled to HS-II - promotion to HS Gr I and Gr.II shall be in Line Mistry trade.
9.	Driver Tractor	Semi-skilled and skilled Promotion to HS Gr.II and Gr.I shall be in Line Mistry trade.
10.	Engraver	Semi-skilled to Master Craftsman.
11.	Extrusion Press operator	Semi-skilled to HS Gr.II - promotion to HS Gr.I and Gr.II shall be in Line Mistry trade.
12.	Forgeman	Semi-skilled to HS Gr.I
13.	Heat Treatment Operator	Semi-skilled to HS Gr.I
14.	Jig Borer	Semi-skilled to Master Craftsman.
15.	Kiln Operator/Kiln Attendent	Semi-skilled and Skilled.
16.	Labour	Un-skilled and Semi-skilled.
17.	Lead Burner	Semi-skilled to HS Gr.I.
18.	Leacher Worker	Semi-skilled and skilled. Promotions to HS Gr.I
19.	Leather Process Worker	Semi-skilled and skilled.Promotions to HS Gr.II and Gr.I shall in Line Mistry trade.
20.	Line Mistry	Semi-skilled to HS Gr.I
21.	Marker Off	Semi-skilled to Master Craftsman.
22.	Melter (Ferrous/Non ferrous)	Semi-skilled to Master Craftsman.
23.	Overseer	Semi-skilled . promotion to skilled, HS Gr.II and Gr.I shall be in Line Mistry trade.
24.	Operator Material Handling Equipment	Semi-skilled to HS Gr.II Promotion in HS Gr.I Shall be in Line Mistry trade.
25.	Photo Etcher	Semi-skilled to HS Gr.II Promotion

		to HS Gr.I shall be in Line Mistry trade.
26	Pointman	Semi-skilled.
27	Printing Machine operator/ Mistry C.C Printer	Semi-skilled to HS Gr.I.
28	Rigger	Semi-skilled to HS Gr.II - Promotion in
29	Rope Slicer	Semi-skilled. Promotion to skilled, HS Gr.II
30	Saw Doctor	Semi-skilled to Master Craftsman.
31	Sand and Shot Blaster	Semi-skilled. Promotion to skilled. H Gr.II and HS Gr I shall be in Line Mistry trade.
32	Telephone Mechanic	Semi-skilled and Skilled
33	Ticket Sorter	Un-skilled
34	Tool Setter and Tool setter (Auto)	Semi-skilled to Master craftsman.
35	Type Writer Mechanical	Semi-skilled to skilled.

Note 1. : The number of posts indicated in Column 2 in the Schedule are subject to variation dependent on workload

Note 2: The age limits indicated under Column 7 are relaxable for Government servants, up to 35 years in accordance with the instructions or order issued by the Government of India.

Note 3: Wherever the words 'adjustment of surplus' occur in Column 11 of this Schedule, it shall mean appointment in public interest by the Management, of persons already holding posts same or identical or nearly equivalent scale of pay in any factory or office or anywhere in the Ordnance Factories Organization whom it is necessary to adjust in the posts in the exigencies of service consequent on the persons or the posts held by them being found surplus by the Management.

Note 4: Wherever the word 'Transfer' occur in Column 11 or 12 of this Schedule it shall include transfer in public interest by the Management of persons (already holding posts in the same or identical or nearly equivalent scale of pay) to posts in the same factory or office in the Ordnance Factories Organization and also Transfer within the same factory or office at the request of the person concerned where agreed to by the Management. The transfers in public interest will include Transfers from one grade, interse promotions from another grade where from two different grades. The transfer in public interest will also include filling of posts by transfer of persons holding post from which there is no promotion to any other posts or grade whether or not such posts are declared equalent posts and such appointments by transfer may be made prior to filling of posts by promotion from other grades or by direct recruitment. The transfer in public interest will also include Transfer of persons in the Trades to be abolished or merged with other trades on administrative grounds.

Note 5: The term "Deputation" shall mean deputation for specified period in accordance with orders of the Government in force from time to time and in the exigencies of service, the Ordnance Factory Board or the General Manager of the factory may, in the public interest, take suitable persons from outside the Ordnance Factories Organisation on deputation to any of the posts specified in this Schedule.

Note 6: Wherever "trade test" is laid down in Column 12 of this Schedule such trade test shall be prescribed by the General manager of the factory or the Ordnance Factory Board. The term "Trade test" will include written, oral and practical examination and aptitude test and interview and also statutory qualification test where applicable.

Note 7: Wherever the words "Panel prepared by relevant Departmental Promotion Committee" occur in Column 11 and recruitment is to be made by selection, the words shall mean preparation of panel purely on the basis of merit by reference to confidential reports /performance reports, if no confidential reports are prescribed and/or by reference to results of a trade test.

Note 8: promotion indicated in Columns 11 and 12 of this Schedule will normally be from feeder grade indicated as Column 12 but where two or more Factories Organisation "allied trades" or "allied grades " by the General Manager of the factory or Ordnance Factory Board selection for promotion will be made from common seniority list of eligible persons in the allied grades or allied trades.

Note 9: The words "equivalent posts" and its variants in these rules will mean any posts in some or identical scale of pay as another posts in the same or another category and which posts the Ordnance Factory Board or General Manager of factory may declare as equivalent posts and they will be considered to be interchangeable or stroke ( / ) appointments.

Note 10: In relation to prescribed qualifications under Column 8 of this Schedule the question whether a qualification is equivalent to the prescribed qualification for any post shall be decided by the Ordnance Factory Board.

Note 11 : For the purpose of these rules, the Ordnance Factory Board may authorize any Member of the Board or an Additional Director General Ordnance Factories to exercise any or all its powers on its behalf and it shall be deemed to have been exercised by the said Board.

Note 12 : In these rules the term "General Manager of the Factory" and its variations shall include Senior General Manager, Additional General Manager, Officer-in-charge, Officer in temporary charge of the factory and Director of Staff College and heads of other establishments declared by Ordnance Factory Board to be equivalent to General Manager of Factory.

Note 13 : Wherever any age limit is laid down in Column 7 of this Schedule the crucial date for determining the age limit shall be the closing date for receipt of applications from candidate in India (from Andaman and Nicobar Islands and Lakshadweep). In respect of posts the appointment to which are made through the Employment Exchanges the crucial date for determining the age limit, in each case, will be the last date up to which the Employment Exchanges are asked to submit the names.

Note 14 : Wherever any condition of a minimum service is laid down in Column 12 of this Schedule and a junior employee is considered for selection by virtue of his satisfying the said minimum service condition all persons senior to him who have completed probationary period shall also become eligible for consideration for selection notwithstanding that they may not satisfy the said minimum service condition.

Note 15: In the exigencies of the service within the total number of posts in the same scale of pay (Grade) the Ordnance Factory Board may add to the number of trades or sub-divide, abolish or merge any trade mentioned in Annexure A and B to this Schedule or add to and reduce number of posts in different trades on same scale of pay from time to time on the basis of changes in functional requirements.

Note 16 : The incumbents of posts in this Schedule are normally liable for service in the same factory or office in the Ordnance Factories Organisation but without prejudice to the right of the Management, in the public interest, to transfer them to equivalent posts in any other factory or office in the Ordnance Factories Organisation.