

भारतीय सर्वेक्षण विभाग  
SURVEY OF INDIA

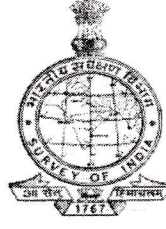
Email

फैक्स व दूरभाष : 0091-135-2744064

Fax-cum-Telephone: 0091-135-2744064

ई-मेल : [sgo.e2.soi@gov.in](mailto:sgo.e2.soi@gov.in)

E-Mail: [sgo.e2.soi@gov.in](mailto:sgo.e2.soi@gov.in)



महासर्वेक्षक का कार्यालय  
SURVEYOR GENERAL'S OFFICE  
डाक बक्स सं० 37, POST BOX No.37,  
देहरादून-248001 (उत्तराखण्ड)-भारत।  
DEHRA DUN-248001 (Uttarakhand), INDIA

No.E2- 453 /1968-Group C (Col.8)

Dated 02-02-2018

To

**Addl. S.G.,** Southern Zone, Bangalore/ Northern Zone, Chandigarh/ Western Zone, Jaipur/  
Eastern Zone, Kolkata/ Central Zone, Jabalpur/ North Eastern Zone, Shillong/  
Printing Zone, Dehradun/ Specialised Zone, Dehra Dun/ Indian Institute of  
Surveying & Mapping, Hyderabad.

**Director,** Kerala & Lakshadweep GDC, Thiruvananthapuram/ Karnataka GDC,  
Bangalore/ Tamilnadu, Puducherry & ANI GDC, Chennai/ Andhra Pradesh  
GDC, Hyderabad/ Jammu & Kashmir GDC, Jammu/ Himachal Pradesh GDC,  
Chandigarh/ Punjab, Haryana & Chandigarh GDC, Chandigarh/ Uttarakhand &  
West UP GDC, Dehradun/ East UP GDC, Lucknow/ Rajasthan GDC, Jaipur/  
Gujarat, Daman & Diu GDC, Gandhinagar/ West Bengal & Sikkim GDC,  
Kolkata/ Orissa GDC, Bhubaneshwar/ Bihar GDC, Patna/ Jharkhand GDC,  
Ranchi/ Chhattisgarh GDC, Raipur/ Madhya Pradesh GDC, Jabalpur/  
Maharashtra & Goa GDC, Pune/ Assam & Nagaland GDC, Guwahati/  
Meghalaya & Arunachal Pradesh GDC, Shillong/ Tripura, Manipur & Mizoram  
GDC, Silchar/ Northern Printing Group, Dehra Dun/ Western Printing Group,  
Delhi/ Eastern Printing Group, Kolkata/ Southern Printing Group, Hyderabad/  
Survey (Air) & Delhi GDC, New Delhi/ G&RB, Dehra Dun/Digital Mapping  
Centre, Dehradun/ National GDC, Dehra Dun/ Map Archive & Dissemination  
Centre, Dehradun/ GIS & RS, Hyderabad.

**Incharge,** AP & Telangana GDC (Vishakapatnam Wing) / M&G GDC (Hyderabad  
Wing)/ A&N GDC (Shillong Wing)

**SUB: RECRUITMENT RULES IN RESPECT OF POST OF STENOGRAPHER GRADE II -  
REGARDING.**

The draft RRs in respect of post of Stenographer Grade-II has been uploaded in  
the Departmental website <http://surveyofindia.gov.in> for perusal of all concerned. Comments of  
stakeholders, if any may please be sent to this office on or before 07-03-2018 positively.

*Yoshi*  
2-2-18

(NITIN JOSHI)

DEPUTY SURVEYOR GENERAL  
for SURVEYOR GENERAL OF INDIA

Copy to: The Secretary to the Govt. of India, Ministry of Science & Technology, Department of  
Science & Technology, Technology Bhawan, New Mehrauli Road, New Delhi - 110 016  
(Kind Attention : Ms. Neelam, Under Secretary, SMP) with reference to Department's  
letter F.No.SM/02/02/2017 dated 01-02-2018 for information.

Copy to: E & A.O. (Adm.) (SGO) for information and necessary action.



02/2  
E-2

भारत सरकार  
विज्ञान और प्रौद्योगिकी मंत्रालय  
विज्ञान और प्रौद्योगिकी विभाग  
टेक्नोलॉजी भवन, नया महरौली मार्ग  
नई दिल्ली- 110 016

GOVERNMENT OF INDIA  
MINISTRY OF SCIENCE AND TECHNOLOGY  
DEPARTMENT OF SCIENCE AND TECHNOLOGY  
TECHNOLOGY BHAVAN, NEW MEHRAULI ROAD  
NEW DELHI-110 016

दूरभाष / Tel : 26962819, 26567373,  
26562134, 26562122 (EPBAX)  
फैक्स / Fax : 26569908, 26515637,  
26863847, 26862418  
वेबसाइट/website : www.dst.gov.in

No.SM/02/02/2017

February 01, 2018

To

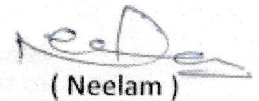
The Surveyor General's Office  
Survey of India  
Hathibarkala Estate, Post Box No.37  
Dehradun 248001, Uttarakhand  
[Attention: Col. Amardeep Singh, Deputy Surveyor General]

Subject: Recruitment Rules in r/o Stenographer Grade-II in Sol.

The draft Recruitment Rules in respect of posts of Stenographer Grade-II Staff have been vetted by D/Legislative Affairs.

2. The draft RRs in respect of post of Stenographer Grade-II may be uploaded on the SGO's website in terms of DoPT's OM No.-AB-14017/61/2008-Estt.(RR) dated 13/10/2015, for 30 days for inviting comments of the stakeholders.
3. The draft RRs may be sent to this Department on the expiry of time of 30 days compiling the comments, if any received, along with SGO's comments.

Yours faithfully,

  
( Neelam )

Under Secretary (SMP)  
Tel: 26521924

You can also follow us on

@IndiaDST or [www.facebook.com/IndiaDST](http://www.facebook.com/IndiaDST)  
@IndiaDST or [www.twitter.com/IndiaDST](http://www.twitter.com/IndiaDST)

[TO BE PUBLISHED IN THE GAZETTE OF INDIA,  
PART II, SECTION-3, SUB-SECTION (i)]

GOVERNMENT OF INDIA  
MINISTRY OF SCIENCE AND TECHNOLOGY  
(DEPARTMENT OF SCIENCE AND TECHNOLOGY)

New Delhi, the ..... , 2018

Notification

G.S.R..... In exercise of the powers conferred by the proviso to article 309 of the Constitution and in supersession of the Survey of India Stenographer Grade I, II and III Recruitment Rules 1984, in so far as they relate to the post of Stenographer Grade III, except as respect things done or omitted to be done before such supersession, the President hereby makes the following rules regulating the method of recruitment to the post of Stenographer Grade II in the Ministry of Science and Technology, Department of Science and Technology, Survey of India, namely:-

1. **Short title and commencement** – (1) These rules may be called the Ministry of Science and Technology, Department of Science and Technology Survey of India, Stenographer Grade II, Group 'C' Post Recruitment Rules, 2018.

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

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

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

4. **Disqualification:** No person, –

(a) who has entered into or contracted a marriage with a person having a spouse living, or

(b) who, having a spouse living, has entered into or contracted a marriage with any person,

shall be eligible for appointment to the said post:

Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the 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-servicemen and other special categories of persons, in accordance with the orders issued by the Central Government from time to time in this regard.

**Schedule**

Name of post.	Number of post.	Classification.	Level in the Pay Matrix.	Whether selection or non-selection post.
(1)	(2)	(3)	(4)	(5)
Stenographer Grade-II	25* (2018) *Subject to variation dependent on workload	General Central Service, Group 'C' Non-Gazetted, Ministerial	Level 4 (₹25500-81100)	Not applicable.

Age limit for direct recruits.	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.
(6)	(7)	(8)	(9)
Between 18 and 27 years (Upper age limit relaxable for Government servants upto 40 years in accordance with the instructions or orders issued by the Central Government from time to time in this regard.)  Note: The crucial date for determining the age limit shall be advertised by the Staff Selection Commission.	i) 12 <sup>th</sup> Class pass from a recognised Board or university; ii) Skill Test norms: Dictation: 10 minutes @ 80 words per minute Transcription: 50 minutes (English) 65 minutes (Hindi)  Note: Skill Test in typing shall be conducted on Computers.	Not applicable.	Two years.  Note: The period of two years shall include successful completion of mandatory induction training of two weeks' duration.

Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancy to be filled up by various methods.	In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made.	If Departmental Promotion Committee exists, what is its composition.	Circumstances in which Union Public Service Commission to be consulted in making recruitment.
(10)	(11)	(12)	(13)
By direct recruitment through Staff Selection Commission.	Not applicable.	<p>Group 'C' Departmental Confirmation Committee (for considering confirmation) consisting of:</p> <p>(1) Director (Finance &amp; Admn.) or a Deputy Surveyor General/Director not functioning as appointing authority - Chairman;</p> <p>(2) One Group 'A' Officer from the Office other than the Survey of India - Member;</p> <p>(3) Assistant Surveyor General/Superintending, Surveyor General's Office - Member.</p>	Not applicable.

[F.No.SM/02/04/2017]

(Neelam)  
Under Secretary