

F.NO. :- IIG/RR/2025-26/2101(A)Indian Institute of GeomagnetismDate: 10 MAR 2026**1. Short title and commencement:**

- (i) These rules may be called Indian Institute of Geomagnetism Academic Cadre Recruitment Rules and Assessment Promotion Norms Rules 2025.
- (ii) They shall be come into force on the date of acceptance / approval by Governing Council (GC), Indian Institute of Geomagnetism Mumbai.

2. Number of post, classification and Level in the pay matrix:- The number of the said post , its classification and Level in the pay matrix shall be as specified in columns (2) to (4) of the schedule hereto annexed.**3. Method of recruitment, age limit, qualification, etc:** The method of recruitment, age limit, qualification and other matters relating to the said post shall be as specified in columns (5) to (13) of the said Schedule. The posts – Assistant Professor Grade I (Pay Level 11), Associate Professor (Pay Level 12), Professor E (Pay Level 13), Professor F (Pay Level 13A), Professor G (Pay Level 14) shall be covered under Revised Flexible Complementing Scheme for scientist as per Department of Personnel and Training, Ministry of Personnel, Public Grievances and Pension Office Memorandum – AB-14017/41/2013-PP (RR) dated 13 March, 2024, as modified from time to time.

However, some of these vacancies, in posts of Assistant Professor Grade I (Pay Level 11), Associate Professor (Pay Level 12), Professor E (Pay Level 13) shall be filled up on direct recruitment method to meet functional needs with the approval of Competent Authority. Such vacancies may be filled by the method of recruitment prescribed in the Schedule to the Recruitment Rules, based on the level of the vacancy and commensurate with the higher qualifications and skills of individual candidates, within the overall total sanctioned strength for the posts of Assistant Professor Grade II (Pay Level 10), Assistant Professor Grade I (Pay Level 11), Associate Professor (Pay Level 12), Professor E (Pay Level 13), and Professor G (Pay Level 14).

The post of Director (Pay Level 15) of Indian Institute of Geomagnetism, Mumbai shall not be covered under the provisions of Revised Flexible Complementing Scheme (RFCS) for scientist as per Department of Personnel and Training, Ministry of Personnel, Public Grievances and Pension Office Memorandum – AB-14017/41/2013-PP (RR) dated 13 March, 2024, as modified from time to time.

Note:

- (i) Promotion based on Recruitment Rules and Assessment Promotion Norms would not result in creation of post at higher level. In such cases of promotion, upgradation of posts will be personal to the incumbent. Upon the incumbent quitting the position at the Institute owing to resignation, retirement or unfortunate death in harness, the post shall revert to the original grade.
- (ii) Promotion based on Recruitment and Assessment Promotion Rules/Norms would not necessarily result in change of work though it does lead to expectation of higher level of quality and output.
- (iii) Promotion based on Assessment Promotion Norms would not entitle the incumbent for additional space, telephone, secretarial assistance, etc. which shall be determined purely on functional need basis.

4. Disqualification:- No person, -

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

fierle *Pach* *ayam* *Ad* *sgm*

- (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, 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, for reasons to be recorded in writing, and in consultation with Competent Authority, 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, Other Backward Classes and other special category of persons in accordance with the orders issued by the Central Government from time to time in this regard.

Handwritten signature

Handwritten signature

Handwritten signature

Handwritten signature

Handwritten signature

SCHEDULE

Recruitment Rules for the Post of - Professor (G) - Indian Institute Geomagnetism

Name of the post	Number of post	Classification	Level in Pay Matrix (7 th CPC)	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
Professor (G)	---	Group-'A'	Level-14 (Rs. 144200 - 218200)	Not Applicable	Not Applicable	Not Applicable

Refer to

B

M

A

S

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	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 Union Public Services Commission to be consulted in making recruits
8	9	10	11	12	13
Not Applicable	Not Applicable	Promotion under RFCS	Professor (F) with minimum five years qualifying service in the grade.	Committee for considering promotion as prescribed in Schedule I Director IIG – Chairperson External Expert – Member (2 Nos.)	Not Applicable

SCHEDULE

Recruitment Rules for the Post of - Professor (F) - Indian Institute Geomagnetism

1	2	3	4	5	6	7
Name of the post	Number of post	Classification	Level in Pay Matrix (7 th CPC)	Whether selection post or non-selection post	Age limit for direct recruits	Educational and other qualifications required for direct recruits
Professor (F)	---	Group-'A'	Level- 13 A (Rs. 131100 - 216600)	Not Applicable	Not Applicable	Not Applicable

filed

R

(Signature)

(Signature)

(Signature)

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	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 Services Commission to be consulted in making recruits
8	9	10	11	12	13
Not applicable	Not Applicable	Promotion under RFCS	Professor (E) with minimum five years qualifying service in the grade.	Committee for considering promotion as prescribed in Schedule I Director IIG – Chairperson External Expert – Member (2 Nos.)	Not Applicable

Report
PJ
20/11/11
A
S. J. S.

SCHEDULE

Recruitment Rules for the Post of - Professor (E) - Indian Institute Geomagnetism

Name of the post	Number of post	Classification	Level in Pay Matrix (7 th CPC)	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
Professor (E)	2* (2025) *Subject to variation dependent on workload	Group-'A'	Level-13 (Rs. 123100-215900)	Not Applicable	Not exceeding 50 years (Relaxable for regular IIG employees up to 5 years in accordance with the instructions or orders issued by the Central Government) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India.	<p>Essential:</p> <p>(a) Master's Degree in Physics / Geophysics / Geology / Atmospheric Science as one of the major subjects from a recognized University / Institute with at least 60% marks or an equivalent grade in a point scale wherever grading system is followed by the University.</p> <p>(b) Doctorate degree in Physics / Geophysics / Geology / Atmospheric Science from a recognized University / Institute.</p> <p>(c) A minimum of six years research experience in the relevant field, post completion of Ph.D. degree, in Govt. / Semi-Government/ Recognized University / Institute / Laboratory of national standing, or at an equivalent level in an organization.</p> <p>(d) Proven ability to carry out independent work in form of publications/patents, with a minimum of ten publications in the Science Citation Index (SCI) indexed journals, with at least four publications as a first author.</p> <p>Desirable</p> <p>Candidates with high impact research in the area of Dynamical Modelling in geomagnetic and allied fields with potential applications are encouraged.</p> <p>Note: The qualification(s) regarding experience is relaxable at the discretion of the Competent</p>

[Handwritten signatures and initials in blue ink]

						Authority in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection the Competent Authority is of the opinion that sufficient number of candidates from those communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.
--	--	--	--	--	--	---

Refer to *B* *20/11* *A* *None*

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	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 Union Public Services Commission to be consulted in making recruits
8	9	10	11	12	13
Not Applicable	1 year	Promotion / Direct Recruitment based on the functional needs with approval of competent authority not exceeding the number of posts in column number 2.	Associate Professor with minimum four years qualifying service in the grade.	Committee for considering promotion as prescribed in Schedule I Departmental Confirmation Committee (DCC). (For probation clearance and also for confirmation of Direct recruits). Director IIG – Chairperson Professor F – Member External Expert - Member	Not Applicable

R. J. K.

B

(Signature)

A

(Signature)

SCHEDULE

Recruitment Rules for the Post of - Associate Professor - Indian Institute Geomagnetism

Name of the post	Number of post	Classification	Level in Pay Matrix (7 th CPC)	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
Associate Professor	3* (2025) *Subject to variation dependent on workload	Group-'A'	Level 12 (Rs. 78800 – 209200)	Selection	Not exceeding 50 years (Relaxable for regular IIG employees up to 5 years in accordance with the instructions or orders issued by the Central Government) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India.	<p>Essential:</p> <p>(a) Master's Degree in Physics / Geophysics / Geology / Atmospheric Science as one of the major subjects from a recognized University / Institute with at least 60% marks or an equivalent grade in a point scale wherever grading system is followed by the University.</p> <p>(b) Doctorate degree in Physics / Geophysics / Geology / Atmospheric Science from a recognized University / Institute.</p> <p>(c) A minimum of three years research experience in the relevant field, post completion of Ph.D. degree, in Govt. / Semi-Government/ Recognized University / Institute / Laboratory of national standing, or at an equivalent level in an organization.</p> <p>(d) Proven ability to carry out independent work in form of publications/patents, with a minimum of five publications in the Science Citation Index (SCI) indexed journals, with at least two publications as a first author.</p> <p>Desirable: Experience in guiding research at advanced level in Geomagnetism and allied fields.</p> <p>Note: The qualification(s) regarding experience is relaxable at the discretion of the Competent Authority in the case of candidates belonging to Scheduled Castes</p>

[Handwritten signature] B

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

						or Scheduled Tribes if at any stage of selection the Competent Authority is of the opinion that sufficient number of candidates from those communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.
--	--	--	--	--	--	---

Frank

R

[Signature]

[Signature]

[Signature]

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	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 Union Public Services Commission to be consulted in making recruits
8	9	10	11	12	13
Not Applicable	1 year	Promotion / Direct Recruitment based on the functional needs with approval of competent authority not exceeding the number of posts in column number 2.	Assistant Professor Grade I with minimum four years qualifying service in the grade.	<p>Committee for considering promotion as prescribed in Schedule I</p> <p>Departmental Confirmation Committee (DCC). (For probation clearance and also for confirmation of Direct recruits).</p> <p>Director IIG – Chairperson</p> <p>Professor E – Member</p> <p>External Expert - Member</p>	Not Applicable







SCHEDULE

Recruitment Rules for the Post of - Assistant Professor Grade I - Indian Institute Geomagnetism

Name of the post	Number of posts	Classification	Level in Pay Matrix (7 th CPC)	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
Assistant Professor Grade I	11* (2025) *Subject to variation dependent on workload	Group-'A'	Level-11 (Rs. 67700 - 208700)	Selection	Not exceeding 40 Years (Relaxable for regular IIG employees up to 5 years in accordance with the instructions or orders issued by the Central Government) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India.	<p>Essential:</p> <p>(a) Master's Degree in Physics / Geophysics / Geology / Atmospheric Science as one of the major subjects from a recognized University / Institute with at least 60% marks or an equivalent grade in a point scale wherever grading system is followed by the University.</p> <p>(b) Doctorate degree in Physics / Geophysics / Geology / Atmospheric Science from a recognized University / Institute.</p> <p>(c) Proven ability to carry out independent work in form of publications/patents, with a minimum of two publications in the Science Citation Index (SCI) indexed journals, with at least one publications as a first author.</p> <p>Desirable:</p> <p>(a) Two years of post-doctoral experience in relevant field, post completion of Doctorate degree.</p> <p>(b) Candidates with high impact research in the area of geomagnetic and allied fields are encouraged.</p> <p>Note: The qualification(s) regarding experience is relaxable at the discretion of the Competent Authority in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage</p>

Signature

B

Signature

Signature

Signature

						of selection the Competent Authority is of the opinion that sufficient number of candidates from those communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.
--	--	--	--	--	--	---

Handwritten notes in blue ink:
Ayerb
B
M
A
Cyr

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	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 Union Public Services Commission to be consulted in making recruits
8	9	10	11	12	13
Not Applicable	1 Year for direct recruits.	Promotion / Direct Recruitment based on the functional needs with approval of competent authority not exceeding the number of posts in column number 2.	Assistant Professor Grade II with minimum three years qualifying service in the grade.	<p>Committee for considering promotion as prescribed in Schedule I</p> <p>Departmental Confirmation Committee (DCC). (For probation clearance and also for confirmation of Direct recruits).</p> <p>Director IIG – Chairperson</p> <p>Professor E – Member</p> <p>External Expert - Member</p>	Not Applicable

Signature

B

Signature

Signature

Signature

SCHEDULE

Recruitment Rules for the Post of - Assistant Professor Grade II - Indian Institute Geomagnetism

Name of the post	Number of post	Classification	Level in Pay Matrix (7 th CPC)	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
Assistant Professor Grade II	24* (2025) *Subject to variation dependent on workload	Group-'A'	Level- 10 (Rs. 56100 - 177500)	Not Applicable	Not exceeding 35.years (Relaxable for regular IIG employees up to 5 years in accordance with the instructions or orders issued by the Central Government) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India.	Essential: (a) Master's Degree in Physics / Geophysics / Geology / Atmospheric Science as one of the major subject from a recognized University / Institute with at least 60% marks or an equivalent grade in a point scale wherever grading system is followed by the University. (b) Three years research experience in relevant subject, after the Master's Degree, in Government, Semi-Government, or recognized University / Institution / Laboratory of National standing, or at an equivalent level in an organization. Desirable: (a) Doctorate degree in Physics / Geophysics / Geology / Atmospheric Science from a recognized University / Institute. Note: The qualification(s) regarding experience is relaxable at the discretion of the Competent Authority in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection the Competent Authority is of the opinion that sufficient number of candidates from those communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.

Refer to

B

[Signature]

A

[Signature]

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	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 Union Public Services Commission to be consulted in making recruits
8	9	10	11	12	13
Not Applicable	1 Year	Direct Recruitment	Not Applicable	Departmental Confirmation Committee (DCC). (For probation clearance and also for confirmation of Direct recruits). Director IIG – Chairperson Professor E – Member Registrar - Member	Not Applicable

Spent

B

[Signature]

[Signature]

[Signature]

F.NO. :- IGI/RR/2025-26/2101(B)

Indian Institute of Geomagnetism

Date: 10 MAR 2026

1. Short title and commencement:

- (i) These rules may be called Indian Institute of Geomagnetism Administrative Cadre Recruitment Rules and Assessment Promotion Norms Rules 2025.
- (ii) They shall be come into force on the date of acceptance / approval by Governing Council, Indian Institute of Geomagnetism Mumbai.

2. Number of post, classification and Level in the pay matrix:- The number of the said post , its classification and Level in the pay matrix shall be as specified in columns (2) to (4) of the schedule hereto annexed.

- 3. Method of recruitment, age limit, qualification, etc:** (a) The method of recruitment, age limit, qualification and other matters relating to the said post shall be as specified in columns (5) to (13) of the said Schedule,
- (b) The promotion on selection basis shall also be governed by the criterion as given in Schedule-III annexed to these rules.
- (c) The incumbents possessing the minimum qualifying service on particular post as per the DoPT OM F.No. AB-14017/4/2021 – Estt.(RR) dt: 20/09/2022 shall be assessed by DPC for placement in higher level with same designation.

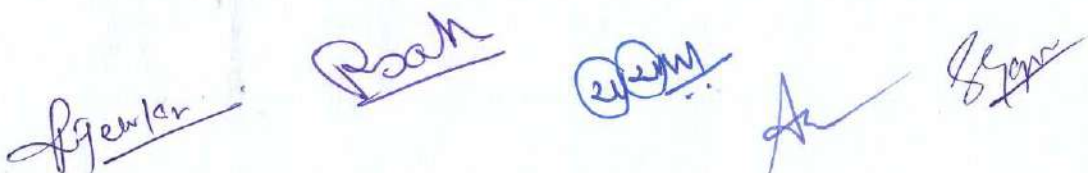
4. Disqualification:- No person, -

- (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, 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, for reasons to be recorded in writing, and in consultation with Competent Authority, 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, Other Backward Classes and other special category of persons in accordance with the orders issued by the Central Government from time to time in this regard.



Proposed/Revised Recruitment rules for Administrative Posts of Indian Institute Geomagnetism

SCHEDULE

Recruitment Rules for the Post of - Registrar- Indian Institute Geomagnetism

Name of the post	Number of post	Classification	Level in Pay Matrix (7 th CPC)	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
Registrar	1 (2025)	Group-'A'	Level-11 (Rs. 67700 - 208700)	Not Applicable	Not exceeding 45 years (Relaxable for regular IIG employees upto 5 years in accordance with the instructions or orders issued by the Central Government) Note: The crucial date for determining the age limit shall be the closing date for	<u>Essential:</u> (a) Master's degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed from recognised University. (b) At least twelve years of experience in Administrative work in Central / State Government / Union Territories / Autonomous Institute / Public Sector Undertaking / statutory body of which at least five years should be in Pay Level 10 of pay matrix and above or equivalent. (c) Working knowledge of Establishment & Administration, Finance & Accounts, Stores, procurement & disposal, Vigilance, Audit, legal matters in Government Organizations / Institutions. <u>Desirable:</u> (a) Post graduate degree/diploma (2 Years Course) in HR / Finance / Personnel Management / Material Management / Law / Information Technology etc. (b) Experience in organizing and coordinating official meetings, Preparing Agenda, Minutes of the meeting etc. (c) Working Knowledge of Computer Systems using MS Office suite or similar Software for office work.



					receipt of applications from candidates in India.	
--	--	--	--	--	---	--

B 20/11/11 Asst Syams
Asst

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	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 Union Public Services Commission to be consulted in making recruits
8	9	10	11	12	13
Not Applicable	1 Year for direct recruit	Direct Recruitment	Not Applicable.	Departmental Confirmation Committee (DCC) and Departmental Promotion Committee (DPC) For probation clearance and confirmation of direct recruits. Director – Chairperson External Experts – 2 Members	Not Applicable







SCHEDULE

Recruitment Rules for the Post of - Assistant Director (OL) - Indian Institute Geomagnetism

Name of the post	Number of posts	Classification	Level in Pay Matrix	Whether selection post or non-selection post	Age limit for direct recruits	Educational and other qualification required for direct recruits
1	2	3	4	5	6	7
Assistant Director (OL)	1* (2025) *Subject to variation dependent on workload	Group-'A'	Level- 10 (Rs. 56100 - 177500)	Selection	Not exceeding 35 years (Relaxable for regular IIG employees upto 5 years in accordance with the instructions or orders issued by the Central Government) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India.	Essential: (a) Master's degree of a recognised University in Hindi with English as a compulsory or elective subject or as the medium of examination at the degree Level; OR Master's degree of a recognized University in English with Hindi as a compulsory or elective subject or as the medium of examination at the degree Level; OR Master's degree of a recognized University in any subject other than Hindi or English, with Hindi medium and English as a compulsory or elective subject or as the medium of a examination at the degree Level; OR Master's degree of a recognized University in any subject other than Hindi or English, with English medium and Hindi as a compulsory or elective subject or as the medium of a examination at the degree Level; OR Master's degree of a recognized University in any subject other than Hindi or English, with Hindi and English as compulsory or elective subject or either of the two as a medium of examination and the other as a compulsory or elective subject at the degree Level; (b) Three years' experience of using/applying terminology in Hindi and translation work from Hindi to English and vice versa preferably of technical or Scientific Literature under Central or State Government office, including Government of India Undertaking / Autonomous bodies/ University / Educational institutions. OR

Ranjana

Bah

Pranav

Az

Sym

					<p>Three years experience of teaching in Hindi & English or research in Hindi or English under Central or State Government office, including Government of India Undertaking / Autonomous bodies/ University /Educational Institutions.</p> <p>Desirable: Studied one of the languages other than Hindi included in the 8th schedule of the Constitution at 10th Level from a recognised Board.</p>
--	--	--	--	--	--

Prerna

R

(Signature)

Ash

(Signature)

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	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 Union Public Services Commission to be consulted in making recruits
8	9	10	11	12	13
Not Applicable	1 Year	By Promotion, failing which by Deputation, failing both by Direct Recruitment	<p>Promotion</p> <p>Senior Translation Officer in pay level 7 of pay matrix with 3 years regular service in the grade</p> <p>Deputation: Central or State Government office, Government of India Undertaking / Autonomous bodies/ UTs:-</p> <p>(1) (a) Officers holding analogous post on regular basis or (b) With 3 years regular service in Pay Level 7 in pay matrix and above or equivalent. (2) Possessing the educational qualifications and experience prescribed for direct recruits under col. 7.</p> <p>Note 1: Age not exceeding fifty six years as on the closing date of receipt of the application. 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 / department of the Central Government shall ordinarily not exceed three years.</p>	<p>Departmental Confirmation Committee (DCC) For probation clearance and confirmation of direct recruits</p> <p style="text-align: center;">And</p> <p>Departmental Promotion Committee (DPC) for considering promotion.</p> <p>Professor E - Chairperson Registrar – Member External Expert – Member</p>	Not Applicable

fresh B

20/11/11

Ash

Supra

SCHEDULE

Recruitment Rules for the Post of – Assistant Administrative Officer- Indian Institute Geomagnetism

Name of the post	Number of posts	Classification	Level in Pay Matrix (7 th CPC)	Whether selection post or non-selection post	Age limit for direct recruits	Educational and other qualification required for direct recruits
1	2	3	4	5	6	7
Assistant Administrative Officer	4* (2025) *Subject to variation dependent on workload	Group-‘B’	Level -7 (Rs. 44900 – 142400)	Selection	Not exceeding 38 years (Relaxable for regular IIG employees upto 5 years in accordance with the instructions or orders issued by the Central Government) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India.	Essential: (a) Degree from a recognised University / Institute or equivalent. (b) At least five years experience in Pay Level-6 of pay matrix (7 th CPC) and above or equivalent in administration and related work in a Central /State Govt./ Union Territories /Semi-Govt./Public Sector Undertaking/Autonomous body / Central / State University. (c) Working knowledge of general administration including Accounting and Auditing procedures/HRD/ Purchase & Stores/Estate Management / Legal etc. Desirable: (a) Post Graduate Diploma or equivalent (HR/ Accounts/ Purchase & Stores/ Finance/ Personnel management / Material Management / Law or equivalent. (b) Working Knowledge of Computer Systems using MS Office suite or Similar Software for office work. Note: The qualification(s) regarding experience is relaxable at the discretion of the Competent Authority in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection the Competent Authority is of the opinion that sufficient number of candidates from those communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.

Fixed

B

[Signature]

Asst

[Signature]

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	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 Union Public Services Commission to be consulted in making recruits
8	9	10	11	12	13
Not Applicable	1 Year for direct recruits.	50% Promotion. 50 % Direct recruitment.	Promotion: Superintendent with three years regular service in the grade, through Limited Departmental Competitive Examination as per schedule III.	Departmental Confirmation Committee (DCC) For probation clearance and also for confirmation of direct recruits Departmental Promotion Committee (DPC) for considering promotion. Registrar – Chairperson External Member – 1 External Member with administrative knowledge	Not Applicable

Prabh

B

[Signature]

[Signature]

[Signature]

SCHEDULE

Recruitment Rules for the Post of - Senior Private Secretary- Indian Institute Geomagnetism

Name of the post	Number of posts	Classification	Level in Pay Matrix (7 th CPC)	Whether selection post or non-selection post	Age limit for direct recruits	Educational and other qualification required for direct recruits
1	2	3	4	5	6	7
Senior Private Secretary	1* (2025) *Subject to variation dependent on workload	Group-'B'	Level-8 (Rs. 47600 - 151100)	Selection	Not Applicable	Not Applicable

Prakash *R* *[Signature]* *Asst* *[Signature]*

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	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 Union Public Services Commission to be consulted in making recruits
8	9	10	11	12	13
Not Applicable	NA	By Promotion, failing which by deputation.	<p>Promotion: Stenographer Grade-I with six years of regular service through Limited Departmental Competitive Examination as per schedule III.</p> <p>By Deputation: Officers holding the post of Stenographer in Central / State Govt./ Union Territories/ Public Sector Undertaking/ Autonomous Body/ University</p> <p>1. Holding analogous post on a regular basis in parent cadre or department. or 2. With two years regular service rendered after appointment to the post on regular basis in pay level 7 or equivalent in the parent cadre or department. or 3. With six years regular service rendered after appointment to the post on regular basis in pay level 6 or equivalent in the parent cadre or department.</p>	<p>Departmental Promotion Committee (DPC) for considering promotion.</p> <p>Registrar – Chairperson</p> <p>External Experts – 2 Members</p>	Not Applicable

Shree 



Ash



			<p>Note 1: Age not exceeding fifty six years as on the closing date of receipt of the application.</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 organization / department of the Central Government shall ordinarily not exceed three years.</p>		
--	--	--	---	--	--

Shiv K

R

(Signature)

Asst

(Signature)

SCHEDULE

Recruitment Rules for the Post of - Senior Translation Officer- Indian Institute Geomagnetism

Name of the post	Number of post	Classification	Level in Pay Matrix (7 th CPC)	Whether selection post or non-selection post	Age limit for direct recruits	Educational and other qualification required for direct recruits
1	2	3	4	5	6	7
Senior Translation Officer	1* (2025) **Subject to variation dependent on workload	Group-'B'	Level -7 (Rs. 44900 - 142400)	Not Applicable	Not exceeding 30 years (Relaxable for regular IIG employees upto 5 years in accordance with the instructions or orders issued by the Central Government) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India.	Essential: Master's degree of a recognised University in Hindi with English as a compulsory or elective subject or as the medium of examination at the degree Level; OR Master's degree of a recognized University in English with Hindi as a compulsory or elective subject or as the medium of examination at the degree Level; OR Master's degree of a recognized University in any subject other than Hindi or English, with Hindi medium and English as a compulsory or elective subject or as the medium of a examination at the degree Level; OR Master's degree of a recognized University in any subject other than Hindi or English, with English medium and Hindi as a compulsory or elective subject or as the medium of a examination at the degree Level; OR Master's degree of a recognized University in any subject other than Hindi or English, with Hindi and English as compulsory or elective subject or either of the two as a medium of examination and the other as a compulsory or elective subject at the degree Level; AND Recognized Diploma or Certificate course in translation from Hindi to English & vice versa or three years' experience of translation work from Hindi to English and vice versa in a Central or State Government office, Government of India Undertaking / Autonomous Body / university.

[Handwritten signatures and initials in blue ink]

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	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 Union Public Services Commission to be consulted in making recruits
8	9	10	11	12	13
Not Applicable	2 Years	Direct Recruitment.	Not Applicable	<p>Departmental Confirmation Committee (DCC) For probation clearance and confirmation of direct recruits</p> <p>And</p> <p>Departmental Promotion Committee (DPC) for considering promotion.</p> <p>Professor E - Chairperson</p> <p>Registrar – Member</p> <p>External Expert – Member</p>	Not Applicable







SCHEDULE

Recruitment Rules for the Post of - Superintendent- Indian Institute Geomagnetism

Name of the post	Number of posts	Classification	Level in Pay Matrix (7 th CPC)	Whether selection post or non-selection post	Age limit for direct recruits	Educational and other qualification required for direct recruits
1	2	3	4	5	6	7
Superintendent	5* (2025) *Subject to variation dependent on workload	Group-'B'	Level 6 (Rs. 35400 - 112400)	selection	Not exceeding 35 years (Relaxable for regular IIG employees upto 5 years in accordance with the instructions or orders issued by the Central Government) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India.	Essential: (a) Degree or equivalent from a recognized University / Institute or equivalent. (b) At least five years experience in Pay Level-4 of pay matrix (7 th CPC) and above or equivalent in administration and related work in a Central /State Govt./ Union Territories /Semi-Govt./Public Sector Undertaking/Autonomous body / Central / State University. Desirable: (a) Post Graduate Diploma or equivalent (HR/ Accounts/ Purchase & Stores/ Finance/ Personnel management / Material Management / Law or equivalent. (b) Working Knowledge of Computer Systems using MS Office suite or similar Software for office work. Note: The qualification(s) regarding experience is relaxable at the discretion of the Competent Authority in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection the Competent Authority is of the opinion that sufficient number of candidates from those communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.

[Handwritten signatures and initials in blue ink]

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	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 Union Public Services Commission to be consulted in making recruits
8	9	10	11	12	13
Not Applicable	2 Years for Direct recruits.	80% Promotion, failing which by Direct Recruitment. 20% Direct Recruitment.	Promotion: Junior Superintendent with three years regular service through Limited Departmental Competitive Examination as per schedule III.	Departmental Confirmation Committee (DCC) For probation clearance and confirmation of direct recruits And Departmental Promotion Committee (DPC) for considering promotion. Registrar – Chairperson External Experts – 2 Members	Not Applicable

Agarwal

B

(Signature)

Asht *Sejwal*

SCHEDULE

Recruitment Rules for the Post of - Junior Superintendent- Indian Institute Geomagnetism

Name of the post	Number of posts	Classification	Level in Pay Matrix (7 th CPC)	Whether selection post or non-selection post	Age limit for direct recruits	Educational and other qualification required for direct recruits
1	2	3	4	5	6	7
Junior Superintendent	8* (2025) *Subject to variation dependent on workload	Group-'B'	Level 6 (Rs. 35400 – 112400)	Selection	Not exceeding 32 years (Relaxable for regular IIG employees upto 5 years in accordance with the instructions or orders issued by the Central Government) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India.	Essential: (a) Degree from a recognized University / Institute or equivalent. (b) At least four years experience in administration and related work in offices under Central /State Govt./ Union Territories /Semi-Govt./Public Sector Undertaking/Autonomous body / University. Desirable: (a) Working Knowledge of Administration / Establishment / Accounts / Purchase & Stores / Legal etc. (b) Working Knowledge of Computer Systems using MS Office suite or Similar Software for office work. Note: The qualification(s) regarding experience is relaxable at the discretion of the Competent Authority in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection the Competent Authority is of the opinion that sufficient number of candidates from those communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.

[Handwritten signatures and initials in blue ink]

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	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 Union Public Services Commission to be consulted in making recruits
8	9	10	11	12	13
Not Applicable	2 Years	(i) 50% by Promotion (ii) 50% Direct Recruitment.	Promotion: Senior Administrative Assistant with five years regular service through Limited Departmental Competitive Examination as per schedule III.	Departmental Confirmation Committee (DCC) For probation clearance and confirmation of direct recruits And Departmental Promotion Committee (DPC) for considering promotion. Registrar – Chairperson External Experts – 2 Members	Not Applicable



SCHEDULE

Recruitment Rules for the Post of - Stenographer Grade – I- Indian Institute Geomagnetism

Name of the post	Number of post	Classification	Level in Pay Matrix (7 th CPC)	Whether selection post or non-selection post	Age limit for direct recruits	Educational and other qualification required for direct recruits
1	2	3	4	5	6	7
Stenographer Grade-I	2* (2025) *Subject to variation dependent on workload	Group-'B'	Level 6 (Rs. 35400 – 112400)	Not Applicable	Not exceeding 32 years (Relaxable for regular IIG employees upto 5 years in accordance with the instructions or orders issued by the Central Government) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India.	<p>Essential:</p> <p>(a) Degree from a recognised University / Institute or equivalent.</p> <p>(b) At least 5 years experience as Stenographer in offices under Central / State Govt. / Union Territories / Public Sector Undertaking/ Autonomous Body/ University.</p> <p>(c) Skill test norms: Dictation: 10 minutes @ 100 word per minute. Transcription: 50 minutes (English), 65 minutes (Hindi) on computers.</p> <p>(d) Working Knowledge of Computer using MS Office suite or similar Software for office work.</p> <p>Desirable:</p> <p>Having certificate in private secretary / Executive Assistant / Personal Assistant / Secretarial practice / ITI in Secretarial Assistant.</p> <p>Note: The qualification(s) regarding experience is relaxable at the discretion of the Competent Authority in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection the Competent Authority is of the opinion that sufficient number of candidates from those communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.</p>

fjwlr *B* *20/11* *Ash* *6/10/20*

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	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 Union Public Services Commission to be consulted in making recruits
8	9	10	11	12	13
Not Applicable	2 Years	Direct Recruitment – 50% Promotion – 50% , failing which by Deputation	Promotion: Stenographer Grade –II with five years regular service through Limited Departmental Competitive Examination as per schedule III. By Deputation: Officers holding the post of Stenographer in Central / State Govt./ Union Territories/ Public Sector Undertaking/ Autonomous Body/ Central / State University 1. holding analogous post on regular basis; or 2. With ten years regular service in pay level 4 of pay matrix (7 th CPC) or equivalent. Note 1: Age not exceeding fifty six years as on the closing date of receipt of the application. 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 / department of the Central Government shall ordinarily not exceed three years.	Departmental Confirmation Committee (DCC) For probation clearance and confirmation of direct recruits And Departmental Promotion Committee (DPC) for considering promotion. Registrar – Chairperson Assistant Professor Grade 1 – Member External Expert – Member	Not Applicable

SCHEDULE

Recruitment Rules for the Post of - Stenographer Grade - II- Indian Institute Geomagnetism

Name of the post	Number of post	Classification	Level in Pay Matrix (7 th CPC)	Whether selection post or non-selection post	Age limit for direct recruits	Educational and other qualification required for direct recruits
1	2	3	4	5	6	7
Stenographer Grade-II	2* (2025) *Subject to variation dependent on workload	Group-'C'	Level 4 (Rs. 25500 – 81100)	Not Applicable	Between 18 and 27 years (The upper age-limit is relaxable for regular IIG employees upto 40 years in accordance with the instructions or orders issued by the Central Government) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India.	Essential: (a) Degree from a recognized University / Institute or equivalent. Skill test norms: Dictation: 10 minutes @ 80 word per minute. Transcription: 50 minutes (English), 65 minutes (Hindi) (on computers). (b) English typing speed of 40 w.p.m or Hindi typing speed 35 w.p.m, on computer . (c) Working Knowledge of Computer using MS Office suite or Similar Software for office work. Desirable: (a) At least 2 years' service as Stenographer in offices under Central/ State Government/ Union Territories/Public Sector Undertaking / Autonomous Body/ University.

Handwritten signature

Handwritten signature

Handwritten signature

Handwritten signature

Handwritten signature

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	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 Union Public Services Commission to be consulted in making recruits
8	9	10	11	12	13
Not Applicable	2 Years	Direct recruitment.	Not Applicable	Departmental Confirmation Committee (DCC). For probation clearance and confirmation of Direct recruits. Registrar – Chairperson Superintendent – Member External Expert – Member	Not Applicable



SCHEDULE

Recruitment Rules for the Post of - Senior Administrative Assistant- Indian Institute Geomagnetism

Name of the post	Number of posts	Classification	Level in Pay Matrix (7 th CPC)	Whether selection post or non-selection post	Age limit for direct recruits	Educational and other qualification required for direct recruits
1	2	3	4	5	6	7
Senior Administrative Assistant	9* (2025) *Subject to variation dependent on workload	Group-‘C’	Level 4 (Rs. 25500 – 81100)	Selection	Between 18 to 30 years (The upper age-limit is relaxable for regular IIG employees upto 40 years in accordance with the instructions or orders issued by the Central Government) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India.	Essential: (a) Degree of a recognised University / Institute or equivalent. (b) Typing speed of 35 words per minute in English or 30 words per minute in Hindi, on computer. (35 wpm /30 wpm correspond to 10500 kdph/9000 kdph on an average of five key depressions for each word) (c) Two years experience in administrative work in offices under Central / State Government /Union Territories/Public Sector Undertaking /Autonomous body / Universities / reputed organization. Desirable: (a) Working Knowledge of Computer using MS Office suite or similar Software for office work. (b) Working Knowledge of accounting software i.e. tally etc. Note: The qualification(s) regarding experience is relaxable at the discretion of the Competent Authority in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection the Competent Authority is of the opinion that sufficient number of candidates from those communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.

Shiv

B

20/11/20

Ad

Sharma

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	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 Union Public Services Commission to be consulted in making recruits
8	9	10	11	12	13
Not Applicable	2 Years for Direct Recruits.	66 2/3 % by Direct Recruitment 33 1/3 % by promotion, failing which by Direct Recruitment.	Promotion: Junior Administrative Assistant with at least five years regular service in the grade, through Limited Departmental Competitive Examination as per schedule III.	Departmental Confirmation Committee (DCC) For probation clearance and confirmation of direct recruits. And Departmental Promotion Committee (DPC) for considering promotion. Registrar – Chairperson Superintendent – Member External Expert - Member	Not Applicable

File In

B

(Signature)

Acc

(Signature)

SCHEDULE

Recruitment Rules for the Post of - Junior Administrative Assistant- Indian Institute Geomagnetism

Name of the post	Number of posts	Classification	Level in Pay Matrix (7 th CPC)	Whether selection post or non-selection post	Age limit for direct recruits	Educational and other qualification required for direct recruits
1	2	3	4	5	6	7
Junior Administrative Assistant	3 * (2025) *Subject to variation dependent on workload	Group-'C'	Level 2 (Rs.19900 – 63200)	Non-Selection	Between 18 and 27 years (The upper age-limit is relaxable for regular IIG employees upto 40 years in accordance with the instructions or orders issued by the Central Government) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India.	Essential: (a) Higher Secondary Certificate / 12 th class or equivalent pass from recognised board or University. (b) Typing speed of 35 words per minute in English or 30 words per minute in Hindi, on computer. (35 wpm/30 wpm correspond to 10500 kdph/9000kdph on an average of five key depressions for each word) Desirable: (a) Working Knowledge of Computer using MS Office suite or similar Software for office work. (b) Working Knowledge of accounting software i.e. tally etc.

Handwritten signatures and initials in blue ink:
 Shankar, B, [Signature], Ashu, [Signature]

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 and percentage of vacancies to be filled by various methods	In case of recruitment by promotion/ deputation - / grades from which promotion/ deputation to be made	If a departmental promotion committee exists, what is its composition	Circumstances in which Union Public Services Commission to be consulted in making recruits
8	9	10	11	12	13
Not Applicable	2 Years for Direct recruits.	i) 66 2/3 % by Direct Recruitment. ii) 33 1/3 % by Promotion.	Promotion: MTS / Driver having three years regular service in the grade, through Limited Departmental Competitive Examination as per schedule III.	Departmental Confirmation Committee (DCC). For probation clearance and confirmation of Direct recruits. And Departmental Promotion Committee (DPC) for considering promotion. Registrar – Chairperson Superintendent – Member External Expert - Member	Not Applicable







SCHEDULE

Recruitment Rules for the Post of - Driver- Indian Institute Geomagnetism

Name of the post	Number of posts	Classification	Level in Pay Matrix (7 th CPC)	Whether selection post or non-selection post	Age limit for direct recruits	Educational and other qualification required for direct recruits
1	2	3	4	5	6	7
Driver	4* (2025) *Subject to variation dependent on workload	Group-'C'	Level 2 (Rs.19900 – 63200)	Not Applicable	Between 18 and 27 years (The upper age-limit is relaxable for regular IIG employees upto 40 years in accordance with the instructions or orders issued by the Central Government) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India.	Essential: (a) 10 th class / Matriculation or equivalent pass from recognized board (b) Possession of valid driving license for motor cars (c) Experience of driving a motor car for atleast three years (d) Knowledge of motor mechanism (The candidate should be able to remove minor defects in vehicle) Desirable (a) Three years service as Home Guard /Civil Volunteers (b) Experience in driving in hard/hilly terrains (c) Working knowledge of Hindi and English Note: The qualification(s) regarding experience is relaxable at the discretion of the Competent Authority in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection the Competent Authority is of the opinion that sufficient number of candidates from those communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.

Handwritten signatures and initials in blue ink:
 1. A signature that appears to be "Srinivas"
 2. The letter "B"
 3. A circular stamp or signature
 4. The initials "AA"
 5. A signature that appears to be "Srinivas"

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	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 Union Public Services Commission to be consulted in making recruits
8	9	10	11	12	13
Not Applicable	2 Years	Direct Recruitment	Not Applicable	Departmental Confirmation Committee (DCC). (For probation clearance and confirmation of Direct recruits). Registrar – Chairperson Superintendent – Member External Expert – Member	Not Applicable

frank

R

(Signature)

Asr

sg

SCHEDULE

Recruitment Rules for the Post of - Multi Tasking Staff-- Indian Institute Geomagnetism

Name of the post	Number of posts	Classification	Level in Pay Matrix (7 th CPC)	Whether selection post or non-selection post	Age limit for direct recruits	Educational and other qualification required for direct recruits
1	2	3	4	5	6	7
Multi-Tasking Staff	11* (2025) *Subject to variation dependent on workload	Group-'C'	Level 1 (Rs. 18000 – 56900)	Not Applicable	Between 18 and 25 years Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India.	Essential 10 th class plus ITI (Secretarial Practice / Computer operation / Information Technology / Autocad Program / Assistant Civil Engineering / Technician Electronics / AC Technician) or equivalent pass from recognized Board / Institution. OR Higher Secondary Certificate/12 th class or equivalent pass from recognized Board / Institution

Arav

B

Arav

Arav

Arav

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	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 Union Public Services Commission to be consulted in making recruits
8	9	10	11	12	13
Not applicable	2 Years	Direct recruitment	Not Applicable	Departmental Confirmation Committee (DCC). For probation clearance and confirmation of Direct recruits. Registrar – Chairperson Superintendent – Member External Member – Member	Not Applicable

fierk

B

Chymin

Asd

Sgaw

F.NO. :- IGI/RR/2025-26/2101(c)

Indian Institute of Geomagnetism

Date: 10 MAR 2026

1. Short title and commencement:

- (i) These rules may be called Indian Institute of Geomagnetism Technical Cadre Recruitment Rules and Assessment Promotion Norms Rules 2025.
- (ii) They shall be come into force on the date of acceptance / approval by Governing Council (GC), Indian Institute of Geomagnetism.

2. Number of post, classification and Level in the pay matrix:- The number of the said post , its classification and Level in the pay matrix shall be as specified in columns (2) to (4) of the schedule hereto annexed.

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

(b) The promotion on selection basis shall also be governed by the criterion as given in Schedule-II annexed to these rules.

(c) If required, the specializations/areas as mentioned in column 7 may be modified suitably by the competent authority of the Institute based on the functional requirements.

(d) The incumbents possessing the minimum qualifying service on particular post as per the DoPT OM F.No. AB-14017/4/2021 – Estt.(RR) dt: 20/09/2022 shall be assessed by DPC for placement in higher level with same designation.

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, 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, for reasons to be recorded in writing, and in consultation with Competent Authority, 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, Other Backward Classes, PwDs and other special category of persons in accordance with the orders issued by the Central Government from time to time in this regard.









1

1. 6/11

2. 6/11

3. 6/11

Proposed / Revised Recruitment rules for Technical Posts of Indian Institute Geomagnetism

SCHEDULE

Recruitment rules for the Technical cadre post - Technical Officer - Indian Institute Geomagnetism

Name of the post	Number of post	Classification	Level in Pay Matrix (7 th CPC)	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
Technical Officer	2* (2025) *Subject to variation dependent on workload	Group-'A'	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 recruits or by promotion or by deputation and percentage of vacancies to be filled by various methods	In case of recruits by promotion/ deputation / grades from which promotion/ deputation to be made	If a departmental promotion committee exists what is its composition	Circumstances in which Union Public Services Commission to be consulted in making recruits
8	9	10	11	12	13
Not Applicable	Not applicable	Promotion failing which by Deputation.	<p>Promotion:</p> <p>Senior Technical Superintendent with at least five years regular service in the grade</p> <p>Deputation</p> <p>Officers under the Central Govt. / State Govt. / Union Territories/ Public Sector Undertaking/ Autonomous Body/ Central / State University.</p> <p>1. (a) Holding analogous post on a regular basis in the parent cadre or department;</p> <p style="text-align: center;">or</p> <p>(b) With five years regular service rendered after appointment to the post on regular basis in pay level 10 or equivalent in the parent cadre or department.</p> <p>2. Possessing qualification and experience as mentioned below:</p>	<p>Departmental Promotion Committee (DPC) for considering promotion.</p> <p>1. Professor F – Chairperson</p> <p>2. Professor E – Member</p> <p>3. External member (Subject Expert)</p>	Not Applicable

Shank

By [Signature]

Acc

[Signature]

			<p>(Instrumentation / Magnetic Observatories / Laboratory) (a) B. E / B. Tech in Computer Science / Information Technology / Computer Engineering / Instrumentation / Electronics Engineering / Data Science / Artificial Intelligence (AI) / Machine Learning (ML) / Cyber Security / Cloud Computing / Block Chain Technology / Information Security / Robotics / VLSI Design from All India Council of Technical Education approved college / Institute / University.</p> <p>or</p> <p>Master Degree in Physics / Physical Sciences / Applied Physics / Geophysics / Geology / Electronics / Instrumentation / Computer science / Information Technology / Computer Application from a recognized University / Institution with at least 55% marks or an equivalent grade in a point scale wherever grading system is followed by the University / Institution.</p> <p>Note 1: Age not exceeding fifty six years as on the closing date of receipt of the application.</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 organization / department of the Central Government shall ordinarily not exceed three years.		
--	--	--	--	--	--

Sparks

R *(S)* *Sen* *Syru*

SCHEDULE

Recruitment rules for the Technical cadre post – Senior Technical Superintendent - Indian Institute Geomagnetism

Name of the post	Number of post	Classification	Level in Pay Matrix (7 th CPC)	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
<p>Senior Technical Superintendent*</p> <p>(Observatory / Laboratories / Data processing/ Computer / Instrumentation / Library* / Civil**)</p>	<p>7* (2025)</p> <p>*Subject to variation dependent on workload</p> <p>*Library - Strength not to exceed three against the total strength in the technical cadre including posts up to Senior Technical Superintendent.</p> <p>**Civil - Strength not to exceed two</p>	<p>Group-'A'</p>	<p>Level- 10 (Rs. 56100 - 177500)</p>	<p>Selection</p>	<p>40 years</p> <p>(Relaxable for regular IIG employees upto 5 years in accordance with the instructions or orders issued by the Central Government)</p> <p>Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India.</p>	<p>Essential: Senior Technical Superintendent (Instrumentation / Magnetic Observatories / Laboratory)</p> <p>1.</p> <p>(a) B. E / B. Tech in Instrumentation / Electronics Engineering / Data Science / Artificial Intelligence (AI) / Machine Learning (ML)/ Cyber Security / Cloud Computing / Block Chain Technology / Information Security /Robotics / VLSI Design from All India Council of Technical Education approved college / Institute / University.</p> <p>or</p> <p>Master Degree in Physics / Physical Sciences / Applied Physics / Geophysics / Geology / Electronics / Instrumentation / Computer science from a recognized University with at least 55% marks or an equivalent grade in a point scale wherever grading system is followed by the University.</p> <p>(b) At least five years experience out of which three years should be in pay level 7 and above in relevant field from a research laboratory / office under Central / State Govt. / Union Territories / Public Sector Undertaking / Autonomous Body / Universities.</p> <p style="text-align: center;">OR</p> <p>2.</p>

Aravind

R

Aravind

Aravind

Syams

against the total strength in the technical cadre including posts up to Senior Technical Superintendent.

- (a) Bachelor's degree in Instrumentation / Physics / Physical Sciences / Applied Physics / Geophysics as one of the major subject from a recognised University,
- (b) At least seven years experience out of which three years should be in pay level 7 and above in relevant field from a research laboratory / office under Central / State Govt. / Union Territories / Public Sector Undertaking / Autonomous Body / Universities.

Desirable:

- (a) Proficiency in Microsoft Office suite.
- (b) Handling laboratory (Testing and measurement) equipment.
- (c) Able to operate observatory instruments.

Essential:

Senior Technical Superintendent (Computer)

- (a) B. E / B. Tech in Computer Science / Information Technology / Computer Engineering / Data Science / Artificial Intelligence (AI) / Machine Learning (ML) / Cyber Security / Cloud Computing / Block Chain Technology / Information Security / Robotics / VLSI Design from All India Council of Technical Education approved college / Institute / University or Masters in Computer Application or M.Sc in Computer Science / Information Technology from a recognised University / Institution.
- (b) At least five years experience out of which three years should be in pay level 7 and above in relevant field from a research laboratory / offices under Central / State Govt. / Union Territories / Public Sector Undertaking / Autonomous Body / Universities.

Desirable:

- (a) Industry certification like Cisco Certified Network Associate (CCNA) / Red Hat Certified Architect (RHCA) / Azure Administrator Associate or equivalent.

Handwritten signatures and initials in blue ink are present below the table columns.

					<p>(b) Experience in systems administration (Windows and Linux) and virtualization, networks management, system troubleshooting and users support.</p> <p><u>For Library Center:</u></p> <p><u>Essential:</u></p> <p>(a) Master's Degree in Library Science/ Information Science/ documentation science or an equivalent professional degree with at least 55% marks (or an equivalent grade in a point scale wherever the grading system is followed) from a recognised University with knowledge of computerization of library.</p> <p>(b) At least five years' professional experience out of which three years should be in pay level 7 and above in a library under Central / State Govt./ Union Territories/ Public Sector Undertaking/ Autonomous Body/ Universities / Institution.</p> <p>(c) Diploma in Computer Application from a recognized University or Institute.</p> <p><u>Desirable:</u></p> <p>(a) Experience in using library software and library automation.</p> <p>(b) Proficiency in Computer, Microsoft Office, Library software, KOHA, OSS, etc.</p> <p>(c) Experience in working computerized environment.</p> <p>Note: The qualification(s) regarding experience is relaxable at the discretion of the Competent Authority in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection the Competent Authority is of the opinion that sufficient number of candidates from those communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.</p>
--	--	--	--	--	---

Handwritten signature

Handwritten signature

Handwritten signature

Handwritten signature

Handwritten signature

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 recruits or by promotion or by deputation and percentage of vacancies to be filled by various methods	In case of recruits by promotion/ deputation / grades from which promotion/ deputation to be made	If a departmental promotion committee exists what is its composition	Circumstances in which Union Public Services Commission to be consulted in making recruits
8	9	10	11	12	13
Not Applicable	1 Year	30 % Direct Recruitment. 70% Promotion failing which by Deputation.	<p>Promotion:</p> <p>Technical Superintendent with five years regular service in the grade, through Limited Departmental Competitive Examination as per schedule II.</p> <p>Deputation:</p> <p>Officers under the Central / State Govt./ Union Territories/ Public Sector Undertaking/ Autonomous Body/ Central / State University.</p> <p>1. (a) Officers holding analogous post on a regular basis in the parent cadre or department;</p> <p style="text-align: center;">or</p> <p>(b) With two / four / five years regular service rendered after appointment to the post on regular basis in pay level 9 / 8 / 7 respectively or equivalent in the parent cadre or department.</p>	<p>Departmental Confirmation Committee (DCC) For probation clearance and also for confirmation of direct recruits</p> <p>Departmental Promotion Committee (DPC) for considering promotion.</p> <p>Professor F – Chairperson</p> <p>Registrar – Member</p> <p>External member (Subject Expert)</p>	Not Applicable

Asstt

B

(Signature)

Asst

(Signature)

			<p>2. Possessing the qualifications prescribed for direct recruitment under Col. 7.</p> <p>Note 1: Age not exceeding fifty six years as on the closing date of receipt of the application.</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 organization / department of the Central Government shall ordinarily not exceed three years.</p>	
--	--	--	---	--

Arora

R

Arora

A

Arora

SCHEDULE

Recruitment rules for the Technical cadre post – Technical Superintendent - Indian Institute Geomagnetism

Name of the post	Number of post	Classification	Level in Pay Matrix (7 th CPC)	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
Technical Superintendent* (Observatory / Laboratories / Data processing/ Computer / Instrumentation / Library* / Civil**)	18* (2025) *Subject to variation dependent on workload *Library - Strength not to exceed three against the total strength in the technical cadre including posts up to Senior Technical Superintendent. **Civil - Strength not to exceed	Group-'B'	Level -7 (Rs. 44900 – 142400)	Selection	35 years (Relaxable for regular IIG employees upto 5 years in accordance with the instructions or orders issued by the Central Government) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications	Essential: Technical Superintendent (Observatory / Laboratories / Instrumentation) 1. (a) B. E / B. Tech in Instrumentation / Electronics Engineering / Data Science / Artificial Intelligence (AI) / Machine Learning (ML)/ Cyber Security / Cloud Computing / Block Chain Technology / Information Security /Robotics / VLSI Design from All India Council of Technical Education approved college / Institute / University. or Master Degree in Physics / Physical Sciences / Applied Physics / Geophysics / Geology / Electronics / Instrumentation / Computer science from a recognized University with at least 55% marks or an equivalent grade in a point scale wherever grading system is followed by the University. (b) At least three years experience in relevant field from a research laboratory / office under Central / State Govt. / Union Territories / Public Sector Undertaking / Autonomous Body / Universities. <p style="text-align: center;">OR</p>

Handwritten signatures and initials in blue ink are present below the table.

	two against the total strength in the technical cadre including posts up to Senior Technical Superintendent				from candidates in India.	<p>2.</p> <p>(a) Bachelor's degree in Instrumentation / Physics / Physical Sciences / Applied Physics / Geophysics as one of the major subject from a recognised University,</p> <p>(b) At least five years experience in relevant field from a research laboratory / office under Central / State Govt. / Union Territories / Public Sector Undertaking / Autonomous Body / Universities.</p> <p><u>Desirable:</u></p> <p>(a) Proficiency in Microsoft Office suite.</p> <p>(b) Handling laboratory (Testing and measurement) equipment.</p> <p>(c) Able to operate observatory instruments.</p> <p><u>Essential:</u></p> <p>Technical Superintendent (Computer)</p> <p>(a) B. E / B. Tech in Computer Science / Information Technology / Computer Engineering / Data Science / Artificial Intelligence (AI) / Machine Learning (ML)/ Cyber Security / Cloud Computing / Block Chain Technology / Information Security /Robotics / VLSI Design from All India Council of Technical Education approved college / Institute / University or Masters in Computer Application or M.Sc in Computer Science / Information Technology from a recognised University / Institution.</p> <p>(b) At least three years' experience of working in the relevant field from a research laboratory / offices under the Central / State Govt. / Union Territories / Public Sector Undertaking / Autonomous Body / Universities.</p>
--	---	--	--	--	---------------------------	---

fields

RS

Chand

Ac

gym

					<p><u>Desirable:</u></p> <p>(a) Industry certification like Cisco Certified Network Associate (CCNA) / Red Hat Certified Architect (RHCA) / Azure Administrator Associate or equivalent.</p> <p>(b) Experience in systems administration (Windows and Linux) and virtualization, networks management, system troubleshooting and users support.</p> <p><u>Technical Superintendent (Civil)</u></p> <p>(a) B. E / B. Tech in Civil Engineering from a recognized University / Institution.</p> <p>(b) At least three years' experience of working in the relevant field from an offices under the Central / State Govt. / Union Territories / Public Sector Undertaking / Autonomous Body / Universities.</p> <p><u>Desirable</u></p> <p>(a) Experience in Preparation of estimate, Detailed Project Report (DPR) as per CPWD manual etc.</p> <p>(b) Computers & Working knowledge in CAD software</p> <p>(c) Knowledge of tendering, contract, CPWD, DSR Schedule, Government norms and procedures for civil works, Bill processing / M Book, MEP etc.</p> <p>Note: The qualification(s) regarding experience is relaxable at the discretion of the Competent Authority in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection the Competent Authority is of the opinion that sufficient number of candidates from those communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.</p>
--	--	--	--	--	---

Shivk

B

20/11

Asu

Sygn

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 recruits or by promotion or by deputation and percentage of vacancies to be filled by various methods	In case of recruits by promotion/ deputation / grades from which promotion/ deputation to be made	If a departmental promotion committee exists what is its composition	Circumstances in which Union Public Services Commission to be consulted in making recruits
8	9	10	11	12	13
Not Applicable	2 Years for direct recruits	50 % Direct Recruitment. 50% Promotion failing which by Deputation.	<p>Promotion: Senior Technical Assistant with three years regular service in the grade, through Limited Departmental Competitive Examination as per schedule II.</p> <p>Deputation: Officers under the Central / State Govt./ Union Territories/ Public Sector Undertaking/ Autonomous Body/ Central / State University.</p> <p>(a) Holding analogous post on a regular basis in the parent cadre or department;</p> <p style="text-align: center;">or</p> <p>(b) With five years regular service rendered after appointment to the post on regular basis in pay level 6 or equivalent in the parent cadre or department. And 2. Possessing the qualifications prescribed for direct recruitment under Col. 7.</p>	<p>Departmental Confirmation Committee (DCC) For probation clearance and also for confirmation of direct recruits</p> <p>Departmental Promotion Committee (DPC) for considering promotion. Professor E – Chairperson Registrar – Member External Expert Member</p>	Not Applicable

fiest

B

Shyam

Ar

Syama

			<p>Note 1: Age not exceeding fifty six years as on the closing date of receipt of the application.</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 organization / department of the Central Government shall ordinarily not exceed three years.</p>		
--	--	--	---	--	--

fiarh

B

20/11/11

Am

Syano

SCHEDULE

Recruitment rules for the Technical cadre post – Senior Technical Assistant - Indian Institute Geomagnetism

Name of the post	Number of post	Classification	Level in Pay Matrix (7 th CPC)	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
Senior Technical Assistant* (Observatory / Laboratories / Data processing/ Computer / Instrumentation / Library* / Civil**)	30* (2025) *Subject to variation dependent on workload *Library - Strength not to exceed three against the total strength in the technical cadre including posts up to Senior Technical Superintendent. **Civil - Strength	Group- 'B'	Level 6 (Rs. 35400 – 112400)	Not Applicable	30 years (Relaxable for regular IIG employees upto 5 years in accordance with the instructions or orders issued by the Central Government) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India.	Essential: Senior Technical Assistant (Observatory / Laboratories / Instrumentation / Data processing) 1. (a) B. E / B. Tech in Instrumentation / Electronics Engineering / Data Science / Artificial Intelligence (AI) / Machine Learning (ML)/ Cyber Security / Cloud Computing / Block Chain Technology / Information Security / Robotics / VLSI Design from All India Council of Technical Education approved college / Institute / University. or Master Degree in Physics / Physical Sciences / Applied Physics / Geophysics / Geology / Electronics / Instrumentation / Computer science from a recognized University with at least 55% marks or an equivalent grade in a point scale wherever grading system is followed by the University. (b) At least two years' experience of working in the relevant field in a research laboratory / Central / State Govt. / Union Territories / Public Sector Undertaking / Autonomous Body / Central / State University.

Handwritten signatures and initials in blue ink.

not to exceed two against the total strength in the technical cadre including posts up to Senior Technical Superintendent

OR

2.

- (a) Bachelor Degree from a recognized University in Physics/ Physical Sciences/Geology/ Electronics / Computer Science with at least 60% marks or an equivalent grade in a point scale wherever grading system is followed by the University.
- (b) At least three years' experience of working in the relevant field in a reputed research laboratory/ Central / State Govt. / Union Territories / Public Sector Undertaking / Autonomous Body / Central / State University.

Essential:

Senior Technical Assistant (Computer)

- (a) B. E / B. Tech in Computer Science / Information Technology / Computer Engineering / Data Science / Artificial Intelligence (AI) / Machine Learning (ML)/ Cyber Security / Cloud Computing / Block Chain Technology / Information Security /Robotics / VLSI Design from All India Council of Technical Education approved college / Institute / University or Masters in Computer Application or M.Sc in Computer Science / Information Technology from a recognised University / Institution.
- (b) At least two years' experience of working in the relevant field in a research laboratory/ Central / State Govt. / Union Territories / Public Sector Undertaking / Autonomous Body / Central / State University.

Desirable:

- (a) Industry certification like Cisco Certified Network Associate (CCNA) / Red Hat Certified Architect (RHCA) / Azure Administrator Associate or equivalent.

Handwritten signatures and initials in blue ink: "Shelk B", "P. M.", "A", and "G".

					<p>(b) Experience in systems administration (Windows and Linux) and virtualization, networks management, system troubleshooting and users support.</p> <p>Essential: Senior Technical Assistant (Library)</p> <p>(a) Bachelor degree from a recognized University in Library Science/ Information Science/ Documentation Science or an equivalent professional degree with at least 60 % marks or an equivalent grade in a point scale wherever grading system is followed by the University.</p> <p>(b) At least three years' experience of working in the relevant field in Central / State Govt. / Union Territories / Public Sector Undertaking / Autonomous Body / Central / State University.</p> <p>Desirable:</p> <p>(a) Experience in using library software and library automation. (b) Proficiency in Computer, Microsoft Office, Library software, KOHA, SOS etc. (c) Experience in working computerized environment.</p> <p>Note: The qualification(s) regarding experience is relaxable at the discretion of the Competent Authority in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection the Competent Authority is of the opinion that sufficient number of candidates from those communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.</p>
--	--	--	--	--	--

Pierla

B

(Signature)

A

(Signature)

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 recruits or by promotion or by deputation and percentage of vacancies to be filled by various methods	In case of recruits by promotion/ deputation / grades from which promotion/ deputation to be made	If a departmental promotion committee exists what is its composition	Circumstances in which Union Public Services Commission to be consulted in making recruits
8	9	10	11	12	13
Not Applicable	2 Years	60 % Direct Recruitment. 40% Promotion, failing, which by Deputation.	<p>Promotion: Technical Assistant with three years regular service in the grade, through Limited Departmental Competitive Examination as per schedule II.</p> <p>By Deputation: Officers under the Central / State Govt./ Union Territories/ Public Sector Undertaking/ Autonomous Body/ Central / State University.</p> <p>1. Holding analogous post on a regular basis in the parent cadre or department; or 2. With five years regular service rendered after appointment to the post on regular basis in pay level 5 or equivalent in the parent cadre or department</p> <p>And</p>	<p>Departmental Confirmation Committee (DCC) For probation clearance and also for confirmation of direct recruits</p> <p>Departmental Promotion Committee (DPC) for considering promotion. Associate Professor – Chairperson Registrar – Member Senior Technical Superintendent – Member</p>	Not Applicable

Direct

B

20/11/11

Ja

8/11/11

			<p>Possessing the qualifications prescribed for direct recruitments</p> <p>Note 1: Age not exceeding fifty six years as on the closing date of receipt of the application.</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 organization / department of the Central Government shall ordinarily not exceed three years.</p>	
--	--	--	---	--

Page 1

B

2/3/11

A

sgm

SCHEDULE

Recruitment rules for the Technical cadre post – Technical Assistant - Indian Institute Geomagnetism

Name of the post	Number of post	Classification	Level in Pay Matrix (7 th CPC)	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
<p>Technical Assistant</p> <p>(Observatory / Laboratories / Data processing / Computer / Instrumentation / Library* / Civil**)</p>	<p>22* (2025)</p> <p>*Subject to variation dependent on workload</p> <p>*Library - Strength not to exceed three against the total strength in the technical cadre including posts up to Senior Technical Superintendent.</p> <p>**Civil - Strength not to exceed two against the total strength in</p>	Group-‘C’	Level 5 (Rs. 29200 – 92300)	Not applicable	<p>Between 18 years and 27 years.</p> <p>(The upper age-limit is relaxable for regular IIG employees upto 40 years in accordance with the instructions or orders issued by the Central Government)</p> <p>Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India.</p>	<p>Essential:</p> <p>Technical Assistant (Observatory / Laboratories / Instrumentation / Data processing)</p> <p>(a) B. E / B. Tech in Electronics / Instrumentation / Data Science / Artificial Intelligence (AI) / Machine Learning (ML)/ Cyber Security / Cloud Computing / Block Chain Technology / Information Security /Robotics / VLSI Design from a recognized University / Institution.</p> <p>or</p> <p>(b) Bachelor Degree from a recognized University in Physics/ Physical Sciences/Geology/ Electronics with at least 55% marks or an equivalent grade in a point scale wherever grading system is followed by the University.</p> <p>or</p> <p>(c) 3-year Diploma (after 12th class pass) approved by All India Council of Technical Education / Recognized University / Institute with at least 60% marks in Electronics / Instrumentation Engineering.</p> <p>Desirable:</p> <p>(a) Experience in maintenance of Electronics / Instrumentation labs.</p> <p>Technical Assistant (Computer)</p> <p>(a) B. E / B. Tech in Computer Science / Information Technology / Computer Engineering / Electronics / Data Science / Artificial Intelligence (AI) / Machine Learning (ML)/ Cyber Security / Cloud Computing / Block Chain Technology / Information Security /Robotics / VLSI</p>

Handwritten signatures and initials in blue ink.

	the technical cadre including posts up to Senior Technical Superintendent					<p>Design / Masters in Computer Application / Computer Science / Information Technology from a recognized University / Institution.</p> <p>or</p> <p>(b) Bachelor Degree from a recognized University in Computer Science / Information Technology / Electronics / Computer Application with at least 55% marks or an equivalent grade in a point scale wherever grading system is followed by the University.</p> <p>or</p> <p>(c) 3-year Diploma (after 12th class pass) approved by All India Council of Technical Education / Recognized University / Institute with at least 60% marks in Computer Science / Information Technology / Electronics Engineering .</p> <p><u>Desirable:</u></p> <p>(a) Experience in IT administration, maintenance of computers and basic networking.</p> <p><u>Technical Assistant (Civil)</u></p> <p>(c) B. E / B. Tech in Civil Engineering from a recognized University / Institution.</p> <p>Or</p> <p>(d) 3-year Diploma (after 12th class pass) approved by All India Council of Technical Education / Recognized University / Institute with 60% marks in Civil Engineering.</p> <p><u>Desirable</u></p> <p>(d) Experience in Preparation of estimate, Detailed Project Report (DPR) as per CPWD manual etc.</p> <p>(e) Computers & Working knowledge in CAD software</p> <p>(f) Knowledge of tendering, contract, CPWD, DSR Schedule, Government norms and procedures for civil works, Bill processing / M Book, MEP etc.</p>
--	---	--	--	--	--	---

forwards By  A 

						<p><u>Technical Assistant (Library)</u></p> <p>(a) Bachelor degree from a recognized University in Library Science (B. Lib.) / Information Science/ Documentation Science or an equivalent professional degree with at least 55% marks or an equivalent grade in a point scale wherever grading system is followed by the University.</p> <p><u>Desirable:</u></p> <p>(a) Experience in using library software and library automation.</p> <p>(b) Experience in working computerized environment.</p>
--	--	--	--	--	--	---

Agarwal

B

2021

A

Agarwal

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 recruits or by promotion or by deputation and percentage of vacancies to be filled by various methods	In case of recruits by promotion/ deputation / grades from which promotion/ deputation to be made	If a departmental promotion committee exists what is its composition	Circumstances in which Union Public Services Commission to be consulted in making recruits
8	9	10	11	12	13
Not Applicable	2 Years	90 % Direct Recruitment. 10% Promotion	Promotion: Technician with seven years of regular service in the grade, through Limited Departmental Competitive Examination as per schedule II.	Departmental Confirmation Committee (DCC). (For probation clearance and also for confirmation of Direct recruits). Associate Professor – Chairperson Registrar – Member Senior Technical Superintendent – Member	Not Applicable

frieck

B

(Signature)

(Signature)

(Signature)

SCHEDULE

Recruitment rules for the Technical cadre post – Technician - Indian Institute Geomagnetism

Name of the post	Number of post	Classification	Level in Pay Matrix (7 th CPC)	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
Technician	05* (2025) *Subject to variation dependent on workload	Group-‘C’	Level 2 (Rs. 19900 – 63200)	Not applicable	Between 18 years and 27 years. (The upper age-limit is relaxable for regular IIG employees upto 40 years in accordance with the instructions or orders issued by the Central Government) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India.	Essential: (1) HSC / 12 th Pass with Science subject from recognized board. Or 10 th + ITI in Electrician/ Computer Operator and Programming Assistant (COPA)/ CNC Machine Technician/ Computer Hardware/ AC Technician

Handwritten signatures and initials: *Aravind*, *B*, *(Signature)*, *Ashu*, *(Signature)*

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 recruits or by promotion or by deputation and percentage of vacancies to be filled by various methods	In case of recruits by promotion/ deputation / grades from which promotion/ deputation to be made	If a departmental promotion committee exists what is its composition	Circumstances in which Union Public Services Commission to be consulted in making recruits
8	9	10	11	12	13
Not Applicable	2 Years	Direct Recruitment	Not Applicable	Departmental Confirmation Committee (DCC). (For probation clearance and also for confirmation of Direct recruits) Associate Professor – Chairperson Registrar – Member Senior Technical Superintendent – Member	Not Applicable

fresh

B

(Signature)

Ashwini *(Signature)*



भारतीय भूचुंबकत्व संस्थान

INDIAN INSTITUTE OF GEOMAGNETISM

(विज्ञान एवं प्रौद्योगिकी विभाग, भारत सरकार के अंतर्गत एक स्वायत्त निकाय)

(AN AUTONOMOUS BODY UNDER THE DEPARTMENT OF SCIENCE AND TECHNOLOGY, GOVT. OF INDIA)

प्लॉट नं.5, सेक्टर-18, कलंबोली हाइवे/ PLOT NO.5, SECTOR-18, KALAMBOLI HIGHWAY,

न्यू पनवेल, नवी मुंबई / NEW PANVEL, NAVI MUMBAI – 410 218.

Schedule I

A. Level I Screening (Internal Screening Committee)

An internal screening committee shall be constituted by the competent authority for evaluation of annual work reports vis-a-vis the criteria for promotion/upgradation under the scheme. An external member shall be co-opted in the selection process. The Internal Screening Committee would report on the scientific content of work done by the Assistant Professor grade I to Professor G who meet the benchmark of 'Good' for Assistant professor Grade I and 'Very Good' for Associate Professor and above. The Internal Screening Committee would submit their recommendation in Part C of the Revised Annual Work Report (AWR) reporting format, along with comparable parameters for consideration in Level-2 Screening.

B. Level 2 Screening (Assessment Board/Departmental Peer Review Committee)

1) The assessment boards constituted by competent authority shall undertake Level-2 screening for assessment of academic and furnish their recommendation for promotion/upgradation from Assistant Professor Grade I upto Professor E. The assessment board would also have a majority of external members possessing expertise in the field. The assessment board would have the characteristic of independent peer group for the assessment of the scientific content of the work. Greater emphasis is to be placed on achievement as evaluated by an independent peer group rather than on seniority only. The assessment board shall document specifically through one page summary, the specific content of the work done.

2) The Departmental Peer Review Committee (DPRC) constituted by competent authority shall undertake level 2 screening for assessment of academic staff and furnish their recommendation for promotion/upgradation for Professor F and Professor G. The proposals involving relaxation/assessment in residency period in respect of exceptionally meritorious Scientists for consideration of promotion/upgradation from Assistant Professor Grade I up to Professor G shall also be considered by DPRC. The DPRC shall document specifically through one page summary, the specific content of the work done.

3) The Assessment Board/DPRC should specifically certify that the academic staff recommended met with all the criteria for promotion/upgradation under the Scheme.

4) Field experience in research and development and/or experience in implementation of such scientific projects is compulsory for promotion/upgradation of academic staff recruited to the posts. Field experience of at least two years and five years will be essential for promotion/upgradation to Professor F and Professor G grades respectively. The criteria for field experience for different scientific activities have been elaborated under Scientific Activities and Services in their respective field.

5) The assessment would be done twice in a year. Cases of those Scientists who have completed or will complete the minimum residency period as on the cut-off dates of assessment viz. 1st January or 1st July, as the case may be, and have earned or will earn number of annual ACRs/APARs equal to or more than the number of years of minimum residency period for the period preceding the cut off dates of assessment, shall be considered for assessment under the Scheme.

6) Candidates who do not qualify either in Level-I screening or Level-2 screening shall be re-assessed only after one year when they earn at least one more APAR and AWR.

Such re-assessment would again entail Level-I and Level-2 Screening and not commence from the stage where the Scientist failed to qualify.

7) The date of promotion/upgradation of Scientists recommended for promotion/upgradation to the next higher grade under the Scheme shall be the date on which the Competent Authority approves the promotion/upgradation. Officers on leave or on deputation outside the organization can be given promotion only with effect from the date they rejoin or return to the parent cadre.

8) There shall be no retrospective promotion/upgradation.

9) The assessment process under the Scheme for promotion/upgradation to the next grade would be conducted only thrice, and thereafter, the scientist would be covered under Modified ACP scheme (MACP) as approved for Central government civilian employees. The Scientist who has been granted any grade under MACP can be considered for next grade according to the eligibility and other provisions of the Scheme.

This is expected to provide an alternate channel for development for scientists and is expected to maintain the rigors of assessment required for assessment under the Scheme.

10. Scientists/ Technical experts doing only management administrative work in the institute should not be considered for under the Scheme, they should only be given benefit of upgradation under MACP.



The image shows five handwritten signatures in blue ink, arranged horizontally. From left to right: the first signature is 'R. Venkatesh', the second is 'R. S. D.', the third is 'S. M.', the fourth is 'A. S.', and the fifth is 'S. S. S.'. Each signature is written in a cursive style.



भारतीय भूचुंबकत्व संस्थान
INDIAN INSTITUTE OF GEOMAGNETISM
(विज्ञान एवं प्रौद्योगिकी विभाग, भारत सरकार के अंतर्गत एक स्वायत्त निकाय)
(AN AUTONOMOUS BODY UNDER THE DEPARTMENT OF SCIENCE AND TECHNOLOGY, GOVT.OF INDIA)
प्लॉट नं.5, सेक्टर-18, कलंबोली हाइवे/ PLOT NO.5, SECTOR-18, KALAMBOLI HIGHWAY,
न्यू पनवेल, नवी मुंबई / NEW PANVEL, NAVI MUMBAI – 410 218.

Schedule - II

The Internal candidates are eligible to apply against promotional posts through the Internal Circular on completion of the prescribed years of relevant experience in the immediate lower post as mentioned in the Schedule.

Educational Qualification:

The candidate must possess the educational qualifications prescribed in the Recruitment Rules for the post concerned for which the internal candidate is eligible to apply. Such qualifications should be acquired from a valid recognized Institution / University and as on the crucial date for determining eligibility to appear for the internal/departmental examination.

Successful Completion of Probation:

The employees who have successfully completed their probation and have been formally declared fit for confirmation in the feeder grade are eligible to appear in the internal/departmental examination. Employees whose probation has not been cleared or has been extended are not considered eligible unless specifically permitted under the applicable rules.

Vigilance Clearance / No Disciplinary Proceedings:

Eligibility to appear in the internal/departmental examination is subject to vigilance clearance, in accordance with extant vigilance instructions and departmental guidelines.

Criteria for Recruitment on Selection basis through Internal Circular (Promotion)

The candidates will be evaluated by a process of written test and shall be assessed as per the prevailing norms of evaluation of APARs, Personnel File and Experience etc. by a duly constituted Selection Committee as per the following steps:

SI. No.	Particulars	Marks	Minimum Qualifying Marks	Category
1.	Written Test	60 Marks	60%	Unreserved, EWS & OBC
			50%	SC & ST
2.	APARs	30 Marks	(Available ACRs/APARs of last three (3) years)	
3.	Experience	10 Marks	Completion of each year in the feeder grade, one (1) Mark	
Total		100 Marks		

The candidates will be assessed as per the selection process based on the performance and merit of the candidate as decided by the respective Assessment / Selection committee, mentioned above.

Scheme for Examination

The examination for each post shall depend on set of skills / syllabus as determined by the selection committee / competent authority.

Prerana

Roh

(Signature)

Ashu
(Signature)

(Signature)

(Signature)

(Signature)



भारतीय भूचुंबकत्व संस्थान

INDIAN INSTITUTE OF GEOMAGNETISM

(विज्ञान एवं प्रौद्योगिकी विभाग, भारत सरकार के अंतर्गत एक स्वायत्त निकाय)

(AN AUTONOMOUS BODY UNDER THE DEPARTMENT OF SCIENCE AND TECHNOLOGY, GOVT. OF INDIA)

प्लॉट नं.5, सेक्टर-18, कलंबोली हाइवे/ PLOT NO.5, SECTOR-18, KALAMBOLI HIGHWAY,
न्यू पनवेल, नवी मुंबई / NEW PANVEL, NAVI MUMBAI – 410 218.

Schedule III

The Internal candidates are eligible to apply against promotional posts through the Internal Circular on completion of the prescribed years of relevant experience in the immediate lower post as mentioned in the Schedule.

Educational Qualification:

The candidate must possess the educational qualifications prescribed in the Recruitment Rules for the post concerned for which the internal candidate is eligible to apply. Such qualifications should be acquired from a valid recognized Institution / University and as on the crucial date for determining eligibility to appear for the internal/departmental examination.

Successful Completion of Probation:

The employees who have successfully completed their probation and have been formally declared fit for confirmation in the feeder grade are eligible to appear in the internal/departmental examination. Employees whose probation has not been cleared or has been extended are not considered eligible unless specifically permitted under the applicable rules.

Vigilance Clearance / No Disciplinary Proceedings:

Eligibility to appear in the internal/departmental examination is subject to vigilance clearance, in accordance with extant vigilance instructions and departmental guidelines.

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

Criteria for Recruitment on Selection basis through Internal Circular (Promotion)

The candidates will be evaluated by a process of written test and shall be assessed as per the prevailing norms of evaluation of APARs, Personnel File and Experience etc. by a duly constituted Selection Committee as per the following steps:

SI. No.	Particulars	Marks	Minimum Qualifying Marks	Category
1.	Written Test	60 Marks	60%	Unreserved, EWS & OBC
			50%	SC & ST
2.	APARs	30 Marks	(Available ACRs/APARs of last three (3) years)	
3.	Experience	10 Marks	Completion of each years in the feeder grade, one (1) Mark	
Total		100 Marks		

The candidates will be assessed as per the selection process based on the performance and merit of the candidate as decided by the respective Assessment / Selection committee, mentioned above.

Syllabus for Examination

1. For the post of UDC, Junior Superintendent, Superintendent, Assistant Administrative Officer

FR & SR, CCS Leave Rules, CCS Conduct Rules, CCS CCA Rules, CCS Pension Rules, New Pension Scheme, Disciplinary & Vigilance, LTC Rules, TA/DA Rules and other Allowances, GPF Rules, HBA & Other Advances, Office Procedure, CSMOP 2022, Deputation, Foreign Service, Lien, Probation, Confirmation, General Financial Rules 2017 & 2022, Gem Rules, Delegation of Financial Power Rules, Retirement Benefits, Budgeting & Internal Audit, Pay Fixation, The Right to Information Act, 2005, The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act-2013, Income Tax Act with focus on Salary Income, Government Quarters etc.

2. For the posts of LDC, Stenographer Grade I, Senior Private Secretary, and Assistant Director (OL), the examination syllabus (For Written Test) will be decided by the concerned assessment/selection committee.