

MINISTRY OF CONSUMER AFFAIRS, FOOD AND PUBLIC DISTRIBUTION
(DEPARTMENT OF FOOD AND PUBLIC DISTRIBUTION)
(WAREHOUSING DEVELOPMENT AND REGULATORY AUTHORITY)

NOTIFICATION

New Delhi, the 14 July, 2016

G.S.R. 694(E).— In exercise of the powers conferred by section 33 read with clause (g) of sub-section (2) of 51 of the Warehousing (Development and Regulation) Act, 2007(37 of 2007), the Warehousing Development and Regulatory Authority, with the previous approval of the Central Government and in consultation with the Warehousing Advisory Committee, hereby makes the following regulations, namely :-

Chapter-I

Preliminary

- 1. Short title and commencement-** (1) These regulations may be called the Warehousing Development and Regulatory Authority (Conditions of service of the Officers and other Employees) Regulations, 2016.
 (2) They shall come into force on the date of their publication in the Official Gazette.
- 2. Application –** These regulations shall apply to every whole time officer and other employee of the Authority:
 Provided that these regulations shall not apply to persons employed temporarily, (other than probationers), or on contract basis, except otherwise specifically provided.
- 3. Definitions-** (1) In these regulations, unless the context otherwise requires,
 - (a) “Act” means the Warehousing (Development and Regulation) Act, 2007 (37 of 2007);
 - (b) “Authority” means Warehousing Development and Regulatory Authority;
 - (c) “Appointing Authority” means any Authority declared as such by the Authority;
 - (d) “Cadre” means the group of posts in the officers grade and employees grade specified in Schedule – I and IV;
 - (e) “Employee” means Group ‘B’ and Group ‘C’ staff specified in Schedule-IV;
 - (f) “Officer” means Group ‘A’ and Group ‘B’ officers specified in Schedule-I;
 - (g) “Pay” means the amount drawn by an officer and other employee as-
 - (i) pay which had been sanctioned for a post held by him substantively or in an officiating capacity, or to which he is entitled by reason of his position in a cadre;
 - (ii) "special pay and personal pay";
 - (iii) "any other emoluments which may be specially classified" as pay by the Authority;
 - (h) “Personal pay” means an additional pay granted to an officer and other employee-
 - (i) to save him from a loss of substantive pay in respect of a permanent post due to a revision of pay or to any reduction of such substantive pay otherwise than as a disciplinary measure; or
 - (ii) in exceptional circumstances, on other personal considerations;
 - (i) “Schedule” means schedules annexed to these regulations;
 - (j) “Selection Committee” means any Committee declared as such by the Authority;
 - (k) “Service” includes the period during which an officer and other employee is on duty as well as on leave duly authorised by the competent authority, but does not include any period during which an officer and other employee is absent from duty without permission or overstays his leave, unless specifically permitted or condoned by the Competent Authority;
 - (l) “Special pay” means an addition, in the nature of pay, to the emoluments of a post or of an officer and other employee granted at the discretion of the Authority in consideration of a specific addition to the work or responsibility;
 - (m) “Substantive pay” means the pay to which an officer and other employee is entitled on account of a post to which he has been appointed substantively or by reasons of his substantive position in a cadre.
- (2) The words and expressions used herein and not defined in these regulations but defined in the Act or Rules made thereunder, shall have the same meanings respectively assigned to them in the Act or the Rules.

Chapter-II**Salary and Allowances of the Officers of the Authority**

4. The salary and allowance of the Officers of the Authority and the number of such officers shall be as specified in Schedule-I.
5. **Constitution of Officers cadre** - (1) The Officers cadre shall consists of
- any person who immediately before the constitution of this cadre was holding any post of an officer as listed in **Schedule-I**, on deputation or on adhoc appointment basis, and is regularised.
 - any person appointed to a post under **regulations 7**.
- (2) Any person appointed under **clause (a) of sub-regulation (1)** shall on such appointment be deemed to be a Member of the cadre in the appropriate grade applicable to him from the date of his initial appointment with the Authority.
- (3) On the commencement of these regulations the posts in the Officers' cadre shall be as specified in Schedule-I.
- (4) The pay, on appointment in Warehousing Development and Regulatory Authority under the provisions above, shall normally be fixed at the minimum of the scale and the Authority may, however, fix it at a higher point in the scale keeping in view the seniority, pay already being drawn and suitability of the candidate.
6. **Initial Constitution of the Officers cadre-** All persons appointed on regular basis and holding the post as specified in Schedule-I on the date of commencement of the Warehousing Development and Regulatory Authority (Conditions of Service of the Officers and Other Employees) Regulations, 2016 shall be deemed to have been appointed under these regulations and the services rendered by him in the said post before the said commencement shall be taken into account as regular service for deciding the eligibility for promotion and the like to the next higher grade.
7. **Method of Recruitment-** (1) After initial formation of the Officers cadre, if any vacancy arises in any of the grades specified in Schedule-I of sub-regulation (3) of regulation 5 or if a new post is created in any of the grades, the same shall be filled up in the manner specified in Schedule-II.
- (2) Selection in each case under sub-regulation (1) of regulation 7 shall be on the recommendation of the Selection Committee as specified in Schedule III.
8. **Procedure for direct recruitment** - The selection of candidate for appointment to various posts which are to be filled up by direct recruitment shall be made in the following manner, namely:-
- the vacancies which are to be filled up shall be advertised at least in two leading national dailies and the Employment News.
 - applications which are not received by the last date mentioned in the advertisement or which are from candidates who do not satisfy the conditions laid down shall not be entertained.
 - from the remaining applications, the Selection Committee shall shortlist the candidates who are to be called for an interview or written test or both, as the authority considers fit, provided that the Appointing Authority may choose to call all candidates for interview or written test or both and, no interview shall be held for Group 'B' posts and instructions issued by Department of Personal and Training to this effect shall be followed.
 - final selection of the candidate(s) shall be made by the Appointing Authority on the basis of combined evaluation of the candidate's performance in interview or written test or both, as the case may be and his qualification or job experience.
 - the Appointing Authority, in its discretion, may maintain a panel of names of suitable candidates who may be offered employment against future vacancies in the concerned posts and any such panel of names, if prepared and maintained, shall remain valid for a period not exceeding twelve months from the date of its approval.
9. **Saving clause** - Nothing in these regulations shall affect reservations, relaxation of age-limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, Ex-servicemen and other special categories of persons, in accordance with the orders issued by the Central Government from time to time in this regard.
10. **Qualifications and age limit** - Minimum qualifications and age limit for appointment to cadre by direct recruitment shall be as specified in Schedule-II.
11. **Procedure for Promotion-** (1) Appointment by promotion shall be made from the lower grade as specified in Schedule-II.

(2) The relative seniority of members of the cadre appointed to any grade at the time of initial formation of the cadre shall be fixed by the Authority and unless decided otherwise on account of special reasons be governed by their relative seniority obtaining on the date of commencement of these regulations.

(3) All officers included in the initial formation of the cadre in any grade shall rank senior to all officers appointed to that grade subsequently unless an officer is appointed to a grade giving him specially a certain seniority in that grade.

(4) The seniority of an officer not covered by the above provisions shall be determined by the Appointing Authority.

12. Medical Examination - No candidate who, after such medical examination as the Authority may prescribe, is not found to be in good mental or bodily health and free from any mental or physical defect likely to interfere with the discharge of the duties of the service shall be appointed to the post and the fact that a candidate has been physically examined shall not mean or imply that he shall be considered for appointment.

Chapter-III

Salary and allowances of the employees of the Authority

13. The salary and allowance of the employees of the Authority and the number of such employees shall be as specified in Schedule-IV.

14. Constitution of Staff Cadre- (1) The Staff cadre shall consist of

- (a) any person who immediately before the constitution of this cadre was holding any post as staff as listed in Schedule-IV on deputation or on ad-hoc appointment basis, and is regularised.
- (b) any person appointed to a post under regulation 16.

(2) Any person appointed under clause (a) of sub regulation (1) above shall on such appointment be deemed to be a Member of the cadre in the appropriate grade applicable to him from the date of his initial appointment with the Authority.

(3) On the commencement of these regulations the posts in the staff cadre shall be as specified in Schedule-IV.

(4) The pay, on appointment in Warehousing Development and Regulatory Authority under the provisions above, shall normally be fixed at the minimum of the scale and the Authority may, however, fix it at a higher point in the scale keeping in view the seniority, pay already being drawn and suitability of the candidate.

15. Initial Constitution of the Staff cadre- All persons appointed on regular basis and holding the post as specified in Schedule-IV on the date of commencement of the Warehousing Development and Regulatory Authority (Conditions of Service of the Officers and Other Employees) Regulations, 2016 shall be deemed to have been appointed under these regulations and the services rendered by him in the said post before the said commencement shall be taken into account as regular service for deciding the eligibility for promotion and the like to the next higher grade.

16. Methods of Recruitment – (1) After initial formation of the staff cadre, if any vacancy arises in any of the grades specified in regulation 14 of Chapter-III or if a new post is created in any of the grade, the same shall be filled up in the manner specified in Schedule-V.

(2) Selection in each case under sub-regulation (1) shall be on the recommendation of the Selection Committee as specified in Schedule III.

17. Procedure for direct recruitment- Selection of candidate for appointment to various posts which are to be filled up by direct recruitment shall be made in the following manner, namely:-

- (a) The vacancies which are to be filled up shall be advertised atleast in two leading national dailies and the Employment News.
- (b) Applications which are not received by the last date mentioned in the advertisement or which are from candidates who do not satisfy the conditions laid down shall not be entertained.
- (c) From the remaining applications, the Selection Committee shall shortlist the candidates who are to be called for written test, provided that the Appointing Authority may choose to call all candidates for written test and no interview shall be held for Group 'B' and 'C' posts and instructions issued by Department of Personal and Training to this effect shall be followed.
- (d) Final selection of the candidate(s) shall be made by the Appointing Authority on the basis of combined evaluation of the candidate's performance in the written test and his qualifications or job experience.
- (e) The Appointing Authority, in its discretion, may maintain a panel of names of suitable candidates who may be offered employment against future vacancies in the concerned post and any such panel of names, if prepared and maintained, shall remain valid for a period not exceeding twelve months from the date of its approval.

18. Saving clause- Nothing in these regulations shall affect reservations, relaxation of age-limit and other concessions required to be provided for Scheduled Castes, the Scheduled Tribes, Ex-servicemen and other special categories of persons, in accordance with the orders issued by the Central Government from time to time in this regard.

19. Qualifications and age limit- Minimum qualifications and age limit for appointment to cadre by direct recruitment shall be as specified in Schedule-V.

20. Procedure for Promotion- (1) Appointment by promotion shall be made from the lower grade as specified in Schedule-V.

(2) The relative seniority of members of the cadre appointed to any grade at the time of initial formation of the cadre shall be fixed by the Authority and unless decided otherwise on account of special reasons be governed by their relative seniority obtaining on the date of commencement of these regulations.

(3) All staff included in the initial formation of the cadre in any grade shall rank senior to all staff appointed to that grade subsequently unless the staff is appointed to a grade giving him specially a certain seniority in that grade.

(4) The seniority of the staff not covered by the above provisions shall be determined by the Appointing Authority.

21. Medical Examination- No candidate who, after such medical examination as the Authority may prescribe, is not found to be in good mental or bodily health and free from any mental or physical defect likely to interfere with the discharge of the duties of the service shall be appointed to the post and the fact that a candidate has been physically examined shall not mean or imply that he shall be considered for appointment.

Chapter - IV

Miscellaneous

22. Probation- There shall be a probation period of two years for candidates appointed through direct recruitment process and a fresh recruit shall be confirmed only after he has completed the period of probation and during the period his services and conduct has been found by the Authority to be satisfactory and in the event that the service and conduct of any employee are not found to be satisfactory, during the probation period, the probation period may be extended at the discretion of the Authority to provide the employee an opportunity to improve and if the service and conduct of any employee are not found to be satisfactory at the end of the probation period or extended probation period, his services may be terminated.

23. Liability for service in or outside India- An officer or staff member appointed to the cadre shall be liable to serve anywhere in India or outside India.

24. Upgradation or Downgradation- Considering that promotional avenues in the small cadre of Warehousing Development and Regulatory Authority may be limited, the Authority may consider grant of next higher grade to the officer or staff member while he continues to hold a particular post and responsibility and similarly at any given time an officer belonging to a higher grade in the cadre may in the exigency of service continue to hold a post and discharge responsibilities relating to a post in the immediately lower grade.

25. Pay fixation- The pay of an officer or staff member in a particular grade shall be fixed by the Authority.

26. Nationality- A candidate must be a citizen of India or he must belong to such categories of persons as may from time to time be notified by the Government.

27. Disqualification(s)- 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 marriage with any person, shall be eligible for appointment to any post under the Authority,

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

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

29. Interpretation- If any queries relating to implementation of these regulations arise, they shall be decided by the Authority.

30. Removal of difficulties- The Authority may from time to time issue such general or specific directions as may be necessary to remove difficulties in the operation of any of the provisions of these regulations.

31. Conditions of service- (1) The conditions of service of the Officers and employees of the Authority in the matter of joining time, joining time pay, leave, leave travel concession, age of superannuation, increment payable etc. and other conditions of service including CCS (conduct) Rules 1964, CCS (CCA) Rules 1965 shall be regulated in accordance with such rules and regulations as are applicable to the Officers and employees of the similar grade in Central Government.

(2) The Officers and employees of the Authority on deputation to the Authority who are Government employees and have been allotted residential accommodation under General Pool shall be eligible to retain the facility of Government residential accommodation in terms of Ministry of Urban Development and Poverty Alleviation, Directorate of Estates, OM No.12035/14/92-Pol.II dated 11th October, 2000, as amended from time to time; and in case Government residential accommodation has not been allotted or availed, the deputationists as well as the other Officers and staff shall be eligible for House Rent Allowance at par with the House Rent Allowance drawn by other Central Government Officers and employees drawing equivalent pay.

(3) Travelling and daily allowances applicable to Officers and employees on domestic tour shall be the same as those applicable to the Officers and employees of the similar grade in Central Government.

(4) The Officers and employees of the Authority shall be entitled to medical facilities as specified in Schedule –VI.

(5) The Officers and employees of the authority, appointed on deputation, shall continue to be governed by Provident Fund Scheme or New Pension System as are applicable to them in their parent Ministry or Department or Organisation.

The Authority shall recover contribution towards the scheme or New Pension System, as applicable, from such Officers and employees and remit the amount along with matching contribution, if any, immediately to the lending Ministry or Department or Organisation.

Any loss of interest on account of the late remittance shall be borne by the Authority.

(6) The Officers and employees of the Authority other than those on deputation shall be entitled to the Group Insurance scheme to be formulated by the Authority in consultation with the Central Government;

Provided that the Officers and employees of the Authority appointed on deputation shall continue to be governed by the Group Insurance Schemes as applicable to them in their parent Ministry or Department or Organisation.

The Authority shall recover contribution towards the Insurance Schemes from such Officers and employees, and remit the amount immediately to the lending Ministry or Department or Organisation.

Any loss of interest on account of late remittance shall be borne by the Authority.

(7) The Officers and employees of the Authority who are on deputation shall be eligible for pension and retirement benefits, if any, as are available to them in their parent Ministry or Department or Organisation.

32. Official visits abroad- (1) Official visits abroad by Officer of the Authority shall be undertaken with the prior approval of the Chairperson of the Authority or any other Member or Officer of the Authority authorised by the Chairperson.

(2) Instructions issued by Government of India including Ministry of Finance and Department of Personnel and Training, as amended from time to time, shall be applicable.

33. Deputation allowance - The persons selected on deputation shall be given an option to either opt for the pay scale and other service benefits of the borrowing organisation or to retain their own pay scales and get deputation allowance, as per the existing instructions of the Government of India on the subject.

34. Residuary Provision(s) – (1) The guidelines or instructions issued by Department of Personnel and Training from time to time on matters in these regulations shall be followed.

(2) All allowances and other benefits, including children education allowance with respect to which no express provision has been made in these regulations, which are applicable to the Central Government employees, shall also apply to the Officers and employees of the Authority.

(3) Matters relating to the terms and conditions of service of the Officers and employees of the Authority not covered in these regulations shall be referred by the Authority to the Central Government for its decision.

Schedule-I**Officers Cadre**

Sl. No.	Name of Post	No. of Post(s)	Classification	Pay Band with Grade Pay
1	Joint Secretary	01	Group 'A'	Pay Band-4 Rs.37400 -67000 + Grade Pay Rs.10000/-
2	Director (Administration and Finance)	01	Group 'A'	Pay Band -4 Rs.37400 -67000 + Grade Pay Rs.8700/-
3	Director (Technical)	01	Group 'A'	Pay Band -4 Rs.37400-67000 + Grade Pay Rs.8700/-
4	Under Secretary (Administration and Finance)	01	Group 'A'	Pay Band -3 Rs.15600-39100 + Grade Pay Rs.6600/-
5	Under Secretary (Technical)	01	Group 'A'	Pay Band -3 Rs.15600-39100 + Grade Pay Rs.6600/-
6	Deputy Director (Legal)	01	Group 'A'	Pay Band -3 Rs.15600-39100 + Grade Pay Rs.6600/-
7	Deputy Director (Marketing and Credit)	01	Group 'A'	Pay Band -3 Rs.15600-39100 + Grade Pay Rs.6600/-
8	Principal Private Secretary	01	Group 'A'	Pay Band -3 Rs.15600-39100 + Grade Pay Rs.6600/-
9	Section Officer (Administration and Finance)	01	Group 'B'	Pay Band -2 Rs.9300-34800 + Grade Pay Rs.4600/-
10	Section Officer (Technical)	01	Group 'B'	Pay Band -2 Rs.9300-34800 + Grade Pay Rs.4600/-

Schedule-II**Methods of Recruitment**

Sl. No.	Name of the post	Mode of recruitment	Qualification or experience	Age for direct recruitment
1	Joint Secretary	Central Staffing Scheme	Group 'A' officer of All India Services or Central Civil Services to be nominated by the Department of Personnel and Training under Central Staffing Scheme.	Not applicable
2	Director (Administration and Finance)	Central Staffing Scheme	Group 'A' officer of All India Services or Central Civil Services to be nominated by the Department of Personnel and Training under Central Staffing Scheme.	Not applicable
3.	Director (Technical)	Absorption or Promotion or Deputation or Direct recruitment	<p>For promotion: Appointment by promotion shall be made from the grade of Under Secretary (Technical) with minimum eight year of regular service in this grade.</p> <p>For deputation: (i) Officers of Central and State Government or Central and State Public Sector Undertakings or Central and State autonomous or statutory bodies holding analogous posts in the relevant field in the Pay Band-3 with Grade Pay of Rs. 8700/- or equivalent; or (ii) 05 years of experience in the relevant field in the Grade Pay of Rs.7600/-; or</p>	Not exceeding 50 years

Sl. No.	Name of the post	Mode of recruitment	Qualification or experience	Age for direct recruitment
			<p>(iii) 10 years of experience in relevant field in the Grade pay of Rs.6600/- or equivalent; and</p> <p>(iv) Possessing degree in any Biological Sciences (including Agriculture) from a Government recognised University.</p> <p>For direct recruitment: Possessing degree in any Biological Sciences (including Agriculture) from a Government recognised University and fifteen years of work experience as an officer or Manager or equivalent in warehousing sector including Cold chain infrastructure.</p>	
4.	Under Secretary (Administration and Finance)	Absorption or Promotion or Deputation or Direct recruitment	<p>For promotion : Section Officer (Administration and Finance) in Warehousing Development and Regulatory Authority with six year of regular service.</p> <p>For deputation: (i) Officers of Central and State Government or Central and State Public Sector Undertakings or Autonomous or Statutory bodies holding analogous posts on regular basis in the parent cadre or Department; or</p> <p>(ii) With five year service on regular basis in posts in Pay Band-3, Rs. 15600 - Rs. 39100 + Grade Pay of Rs. 5400/- or equivalent in the parent cadre or Department; and</p> <p>(iii) Possessing a degree from a Government recognised University or Institute.</p> <p>For direct recruitment: (i) Degree from a Government recognised University; and (ii) Six years of experience as an Officer in Administration or Finance or Accountancy or Budget or Vigilance or Management.</p>	Not exceeding 40 years
5.	Under Secretary (Technical)	Absorption or Promotion or Deputation or Direct recruitment	<p>For Promotion: Section Officer (Technical) in Warehousing Development and Regulatory Authority with six years of regular service.</p> <p>For deputation: (i) Officers of the Central or State Government or Central and State Public Sector Undertakings or Autonomous or Statutory bodies holding analogous posts on regular basis in the parent cadre or Department; or</p> <p>(ii) With five years of service on regular basis in posts in Pay Band-3, Rs.15600- Rs. 39100 + Grade Pay of Rs. 5400/- or equivalent in the Parent cadre or Department; and</p>	Not exceeding 40 years

Sl. No.	Name of the post	Mode of recruitment	Qualification or experience	Age for direct recruitment
			<p>(iii) Possessing degree in any Biological Sciences (including Agriculture) from a Government recognised University.</p> <p>For direct recruitment:</p> <p>(i) B.Sc. in any Biological Sciences (including Agriculture) from a Government recognised University; and</p> <p>(ii) Six years experience as an Officer or Manager or equivalent in warehousing sector or Post Harvest Management or Cold Chain infrastructure.</p>	
6.	Deputy Director (Legal)	Absorption or Deputation or Direct recruitment	<p>For deputation:</p> <p>(i) Officers of the Central or State Government or Central or State Public Sector Undertakings or Autonomous or Statutory bodies holding analogous posts on regular basis in the parent cadre or Department; or</p> <p>(ii) With five year service of on regular basis in posts in Pay Band-3, Rs. 15600- Rs. 39100 + Grade Pay of Rs. 5400/- or equivalent in the parent cadre or Department; and</p> <p>(iii) Possessing a degree in law from a Government recognised University or Institute.</p> <p>For direct recruitment:</p> <p>(i) Possessing degree in law from a recognised University; and</p> <p>(ii) Six years experience of having dealt with legal matters.</p>	Not exceeding 40 years
7.	Deputy Director (Marketing and Credit)	Absorption or Deputation or Direct recruitment	<p>For deputation:</p> <p>(i) Officers of the Central or State Government or Central or State Public Sector Undertakings or Autonomous or Statutory bodies holding analogous posts on regular basis in the parent cadre or Department; or</p> <p>(ii) With five years service on regular basis in posts in Pay Band-3, Rs. 15600 - 39100 + Grade Pay of Rs. 5400/- or equivalent in the parent cadre or Department; and</p> <p>(iii) Possessing educational qualification of full time MBA or two years Post Graduate Diploma in Management with specialisation in Marketing or Finance as major subject, from the Government recognised Institute or University; and</p> <p>(iv) Six Years experience in Marketing and Credit.</p>	Not exceeding 40 years

Sl. No.	Name of the post	Mode of recruitment	Qualification or experience	Age for direct recruitment
			<p>For direct recruitment:</p> <p>(i) Possessing educational qualification of full time MBA or two years Post Graduate Diploma in Management with specialisation in Marketing or Finance as major subject, from the Government recognised Institute or University; and</p> <p>(ii) Six years experience in Marketing or Credit.</p>	
8.	Principal Private Secretary	Absorption or Promotion or Deputation or Direct recruitment	<p>For promotion:</p> <p>(i) Private Secretary in Warehousing Development and Regulatory Authority with ten years of regular service.</p> <p>For deputation:</p> <p>(i) Officers of Central and State Governments or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies holding analogous posts; or</p> <p>(ii) Officials in Central or State Government or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies with five years of regular service in Stenography line with Grade pay of Rs. 5400/- in Pay Band -2; and</p> <p>(iii) Proficiency in Computer operations is essential and possessing stenography speed of a minimum of 80 words per minute and a minimum typing speed of 35 words per minute in English or 30 words per minute in Hindi.</p> <p>For direct recruitment:</p> <p>(i) Degree from a Government recognised University; and</p> <p>(ii) Six year regular service as Stenographer in Central or State Government or Public Sector Undertakings or Autonomous, statutory organisation or reputed private company; and</p> <p>(iii) Proficiency in Computer operations is essential and possessing stenography speed of a minimum of 80 words per minute and a minimum typing speed of 35 words per minute in English or 30 words per minute in Hindi</p>	Not exceeding 40 years
9.	Section Officer (Administration & Finance)	Absorption or Promotion or Deputation or Direct recruitment	<p>For promotion :</p> <p>Assistant or Accountant or in Warehousing Development and Regulatory Authority with six years of regular service.</p> <p>For deputation:</p> <p>(i) Officers of Central and State Governments or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies holding analogous posts; or</p>	Not exceeding 30 years

Sl. No.	Name of the post	Mode of recruitment	Qualification or experience	Age for direct recruitment
			<p>(ii) Officers in Central or State Government or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies with six years of regular service in the Pay Band-2 with Grade pay of Rs. 4200/; or</p> <p>(iii) Two year of regular service with Grade Pay of Rs. 4600/- or equivalent in the parent cadre with at least three years experience in Administration or Finance or Vigilance or Budget; and</p> <p>(iv) Possessing degree from a Government recognised University; and</p> <p>(v) Proficiency in computer operations and typing.</p> <p>For direct recruitment:</p> <p>(i) Degree from a Government recognised University; and</p> <p>(ii) Five years experience in Administration or Finance or Accountancy or Budget or Vigilance or Management; and</p> <p>(iii) Proficiency in computer operations and typing.</p>	
10.	Section Officer (Technical)	Absorption or Promotion or Deputation or Direct recruitment	<p>For promotion:</p> <p>Investigator or Field Officer in Warehousing Development and Regulatory Authority with ten years of regular service.</p> <p>For deputation:</p> <p>(i) Officers of Central and State Governments or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies holding analogous posts; or</p> <p>(ii) Officers in Central or State Government or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies with six years of regular service in the Pay Band-2 with Grade pay of Rs. 4200/; or</p> <p>(iii) Two years of regular service with Grade Pay of Rs. 4600/- or equivalent in the parent cadre: and</p> <p>(iv) Possessing degree in any Biological Sciences (including Agriculture) from a recognised University; and</p> <p>(v) Proficiency in computer operations and typing.</p>	Not exceeding 30 years

Sl. No.	Name of the post	Mode of recruitment	Qualification or experience	Age for direct recruitment
			For direct recruitment: (i) B.Sc. in any Biological Sciences (including Agriculture) from a Government Recognised University; and (ii) Five years experience as an Assistant or equivalent in Warehousing sector or Post Harvest Management or Cold Chain infrastructure; and (iii) Proficiency in computer operations and typing.	

Note-I

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

Note-II

The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Note-III

Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or Department of the Central Government, shall ordinarily not exceed three years or the age of superannuation whichever is earlier.

Note-IV

The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of application.

Schedule III**Composition of the Selection Committee or Departmental promotion Committee (DPC)**

Sl. No.	Category of Post	Selection Committee
1.	Group 'A'	I. Member of the authority to be nominated by the Chairperson, Warehousing Development and Regulatory Authority. II. Joint Secretary, Warehousing Development and Regulatory Authority. III. One Director
2.	Group 'B' & 'C'	I. Joint Secretary, Warehousing Development and Regulatory Authority II. Director (Administration and Finance) III. Director (Technical)

In Selection Committee where representative of SC or ST or Minority community is required, the Chairperson, Warehousing Development and Regulatory Authority shall nominate a suitable Member on the Committee and for Technical posts, the Chairperson, Warehousing Development and Regulatory Authority may nominate an expert Member from the relevant field.

The Selection Committee shall put up their recommendation to the Chairperson, Warehousing Development and Regulatory Authority of who shall take a final decision in this regard.

Schedule-IV**Staff Cadre**

Sl. No.	Name of Post	No. of Post *	Classification	Pay Band with Grade Pay
1.	Assistant	01	Group 'B' Non Gazetted	Pay Band-2 Rs.9300-34800 + Grade Pay Rs.4200/-
2.	Accountant	01	Group 'B' Non Gazetted	Pay Band -2 Rs.9300-34800 + Grade Pay Rs.4200/-
3.	Private Secretary	02	Group 'B' Non Gazetted	Pay Band -2 Rs.9300-34800 + Grade Pay Rs.4200/-
4.	Investigator or Field Officer	03	Group 'C'	Pay Band -1 Rs.5200-20200 + Grade Pay Rs.2800/-
5.	Personal Assistant or Steno	01	Group 'C'	Pay Band -1 Rs.5200-20200 + Grade Pay Rs.2400/-
6.	Driver	01	Group 'C'	Pay Band -1 Rs.5200-20200 + Grade Pay Rs.1900/-
7.	Multitasking Staff	02	Group 'C'	Pay Band -1 Rs.5200-20200 + Grade Pay Rs.1800/-

* Subject to variation dependent on work load.

Schedule-V**Methods of Recruitment**

Sl. No.	Name of the post	Mode of recruitment	Qualification or experience	Age limit for direct recruit
1.	Assistant	Absorption or Deputation or Direct recruitment	<p>For deputation:</p> <p>(i) Officers of Central and State Governments or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies holding analogous posts; or</p> <p>(ii) Officers in Central or State Government or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies with six years of regular service in the Pay Band-2 with Grade pay of Rs. 2400/-; or equivalent in the parent cadre with at least three years experience in Administration or Finance or Vigilance or Budget; and</p> <p>(iii) Possessing degree from a Government recognised University; and</p> <p>(iv) Proficiency in computer operations and typing.</p> <p>For direct recruitment:</p> <p>(i) Degree from a Government Recognized University with two years of work experience in a Government service or a reputed private company; and</p> <p>(ii) Proficiency in computer operations and typing.</p>	Not exceeding 30 years

Sl. No.	Name of the post	Mode of recruitment	Qualification or experience	Age limit for direct recruit
2.	Accountant	Absorption or Deputation or Direct recruitment	<p>For deputation:</p> <p>(i) Officers of Central and State Governments or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies holding analogous posts; or</p> <p>(ii) Officers in Central or State Government or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies with six years of regular service in the Pay Band-2 with Grade pay of Rs. 2400/-; or equivalent in the parent cadre with at least three years experience in Administration or Finance or Vigilance or Budget; and</p> <p>(iii) Possessing degree from a Government recognised University; and</p> <p>(iv) Proficiency in computer operations and typing.</p> <p>Desirable: Having undergone training in Cash and Accounts in the Institute of Secretariat Training and Management or equivalent.</p> <p>For direct recruitment:</p> <p>(i) Degree from a Government Recognised University; and</p> <p>(ii) One year experience of accounts in a Government office or three years experience of handling accounts in a reputed private organisation; and</p> <p>(iii) Proficiency in computer operations and typing.</p>	Not exceeding 30 years
3.	Private Secretary	Absorption or Promotion or Deputation or Direct recruitment	<p>For promotion:</p> <p>Personal Assistant or Steno in Warehousing Development and Regulatory Authority with ten year of service.</p> <p>For deputation:</p> <p>(i) Officers of Central or State Governments or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies holding analogous posts; or</p>	Not exceeding 30 years

Sl. No.	Name of the post	Mode of recruitment	Qualification or experience	Age limit for direct recruit
			<p>(ii) Officials in Central or State Government or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies with five years of regular service in the Pay Band-2 with Grade pay of Rs. 2400/-; and</p> <p>(iii) Proficiency in Computer operations is essential and possessing stenography speed of a minimum of 80 words per minute and a minimum typing speed of 35 words per minute in English or 30 words per minute in Hindi.</p> <p>For direct recruitment:</p> <p>(i) Degree from a Government Recognised University; and</p> <p>(ii) Five years service as Stenographer in Central or State Government or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies or private reputed organisation; and</p> <p>(iii) Proficiency in Computer operations is essential and possessing stenography speed of a minimum of 80 words per minute and a minimum typing speed of 35 words per minute in English or 30 words per minute in Hindi.</p>	
4.	Investigator or Field Officer	Absorption or Deputation or Direct recruitment	<p>For deputation:</p> <p>(i) Officers of Central or State Governments or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies holding analogous posts; or</p> <p>(ii) Two years of regular service in the Pay Band-1 with Grade pay of Rs. 2400/- or equivalent or above; and</p> <p>(iii) Possessing educational qualification of Intermediate or 10+2 passed from Science Stream from a recognised University or Board; and;</p> <p>(iv) Proficiency in Computer operations and typing.</p> <p>For direct recruitment:</p> <p>(i) Degree from a Government Recognised University; and</p> <p>(ii) Three years work experience in Warehousing sector or Post Harvest Management or Cold Chain infrastructure; and</p> <p>(iii) Proficiency in computer operations and typing.</p>	Between 18 and 25 years

Sl. No.	Name of the post	Mode of recruitment	Qualification or experience	Age limit for direct recruit
5.	Personal Assistant or Steno	Absorption or Deputation or Direct recruitment	<p>For deputation:</p> <p>(i) Officers of Central or State Governments or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies holding analogous posts in the Stenography Line; or</p> <p>(ii) Lower Division Clerks or equivalent officers knowing Short hand and with three years regular service in Officers of Central or State Governments or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies; and</p> <p>(iii) Proficiency in Computer operations is essential and possessing stenography speed of 80 words per minute and a minimum typing speed of 35 words per minute in English or 30 words per minute in Hindi.</p> <p>For direct recruitment:</p> <p>(i) Having passed Intermediate or 10+2 from any recognised Board; and</p> <p>(ii) Proficiency in Computer operations is essential and possessing stenography speed of 80 words per minute and a minimum typing speed of 35 words per minute in English or 30 words per minute in Hindi; and</p> <p>(iii) At least one year experience of working as Personal Assistant or Stenographer or Data Entry Operator in Central or State Governments or Central and State Public Sector Undertakings or Autonomous or Statutory Bodies or private reputed organisation.</p>	Between 18 and 25 years
6.	Driver	Absorption or Deputation or Direct recruitment	<p>For deputation:</p> <p>Persons holding analogous post in Central or State Governments or Autonomous Organisation or Statutory Bodies with three years experience of driving.</p> <p>For direct recruitment:</p> <p>Metric pass and should be able to read and driving license from recognised institution with three years experience.</p>	Between 18 and 25 years
7.	Multitasking Staff	Absorption or Deputation or Direct recruitment	<p>For deputation:</p> <p>Persons holding analogous post in Central or State Governments or Autonomous Organisation or Statutory Bodies.</p> <p>For direct recruitment:</p> <p>Metric Pass and should be able to read and write English.</p> <p>Desirable:</p> <p>Working knowledge of computers.</p>	Between 18 and 25 years

Note-I

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

Note-II

The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Note-III

Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or Department of the Central Government, shall ordinarily not exceed three years or the age of superannuation whichever is earlier.

Note-IV

The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of application.

Schedule –VI

MEDICAL FACILITES

1. Outdoor Medical expenses-

(i) The Officers and employees of the Authority shall be eligible to get medical reimbursement for self and declared members of family.

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

(ii) The reimbursement of outdoor medical expenses pertaining to the treatment during a particular calendar year shall be limited to the actual expenses or one month’s pay on 1st January of the relevant year (Basic pay + Dearness Allowance), whichever is less.

(iii) The release of increment or promotion during the year shall not affect the limit as on 1st January and for the officers joining during the year, the annual entitlement shall be restricted on pro-rata basis.

(iv) The claim should be supported by a registered Medical Practitioner or Doctor’s prescription and the original cash memos or bills for treatment by the Doctor and purchase of medicines.

(v) The outdoor treatment shall be taken from the Authorised Medical Attendants from the panel to be maintained by the Authority.

2. Indoor treatment-

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

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

(iii) Treatment at authorised hospitals may be taken on the advice of the Authorised Medical attendants except in emergency.

[F. No. WDRA/8/A&F/2011]

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