

File No. **A.11012/01/2024-N/DGHS**
Government of India
Ministry of Health and Family Welfare
Directorate General of Health Services

22, Shamnath Marg, Delhi-110054
Dated: 11th May, 2026

Public Notice on draft Recruitment Rules to the post of Lower Division Clerk, Group-'C', Non-Gazetted in Level-02 at Lady Reading Health School.

In compliance of DoPT Officer Memorandum No. AB-14017/61/2008-Estt.(RR) dated.13.10.2015, the amendment of draft recruitment rules for the post of Lower Division Clerk, Level - 2, Group-'C', Non-Gazetted is annexed for inviting the comments of stakeholders. The objections/suggestions on the said draft recruitment rules may do so in writing, within a period of 30 days from the date of publication on the draft recruitment rules to Deputy Director (Nursing), Room No.406, PG Hostel, NCDC, Dte.GHS, 22, Shamnath Marg, Delhi-110054 and the soft copy may be sent to So-nursingdghs@gov.in.



11/5/26

(Pamposh Pokhriyal)
Deputy Director (Nursing)

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

GOVERNMENT OF INDIA
MINISTRY OF HEALTH AND FAMILY WELFARE
NOTIFICATION

New Delhi, the, 2026.

G.S.R....- In exercise of the powers conferred by the proviso to article 309 of the Constitution and in supersession of the Lady Reading Health School, Delhi, Recruitment Rules, 1962, in so far as they relate to the post of Lower Division Clerk, except as respects things done or omitted to be done before such supersession, the President hereby makes the following rules regulating the method of recruitment to the post of Lower Division Clerk in the Lady Reading Health School, Delhi, Ministry of Health and Family Welfare, namely:-

1. Short title and commencement. - (1) These rules may be called the Ministry of Health and Family Welfare, Lady Reading Health School, Delhi, Lower Division Clerk (Group 'C' Post) Recruitment Rules, 2026.

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

2. Number of post, classification and level in pay matrix. - The number of the said post, its classification and level in the pay matrix attached thereto shall be as specified in columns (2) to (4) of the Schedule annexed to these rules.

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

4. Disqualification. - No person,-

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

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

shall be eligible for appointment to the said post:

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

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

6. Saving. - Nothing in these rules shall affect reservation, relaxation of age-limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, other backward classes, ex-servicemen and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

SCHEDULE

Name of post.	Number of post.	Classification.	Level in pay matrix.	Whether selection post or non-selection post.	Age-limit for direct recruits.
(1)	(2)	(3)	(4)	(5)	(6)
Lower Division Clerk.	04* (2026) *Subject to variation dependent on workload.	General Central Services, Group 'C', Non-Gazetted, Ministerial.	Level - 2 in the pay matrix (Rs. 19900-63200).	Non-selection.	Between 18 and 27 years of age. (Relaxable for the departmental candidates up to forty years in accordance with the instructions or orders issued by the Central Government). Note: The crucial date for determining the age-limit shall be as advertised by the Staff Selection Commission.

Educational and other qualifications required for direct recruits.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.	Period of probation, if any.
(7)	(8)	(9)
<p>(i) 12th class pass or equivalent from a recognised Board; and</p> <p>(ii) a typing speed of thirty words per minutes in English or twenty-five words per minutes in Hindi on manual typewriter; or</p> <p>(iii) a typing speed of thirty-five words per minutes in English or thirty words per minutes in Hindi on computer(thirty-five word per minutes and thirty word per minutes correspond to 10500 key depressions per hour or 9000 key depressions per hour on an average of five key depressions for each word).</p> <p>Note 1: The qualifications are relaxable at the discretion of the Staff Selection Commission or competent authority, for reasons to be recorded in writing, in the case of candidates otherwise well qualifies.</p> <p>Note 2: The qualifications regarding experience are relaxable at the discretion of the Staff Selection Commission or competent authority, for reasons to be recorded in writing, in the case of candidates belonging to the Scheduled Castes or the Schedules Tribes, if at any stage of selection, the Staff Selection Commission or competent authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.</p>	Yes, to the extent indicated under column (11).	Two years for direct recruits. Note: There shall be a mandatory induction training of at least two weeks duration for direct recruits for successful completion of probation as prescribed by the Central Government.

Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods.	In case of recruitment by promotion or Deputation/ absorption, grades from which promotion or deputation/ absorption to be made.
(10)	(11)
(i) Eighty-five per cent. by direct recruitment through Staff Selection Commission; (ii) ten per cent by promotion on the basis of departmental qualifying examination; (iii) five per cent. by promotion on the basis of Seniority-cum-fitness.	<p>Promotion:</p> <p>(i) Ten per cent. of the vacancies shall be filled from amongst the Group 'C' staff in level-1 in the pay matrix (Rs. 18000-56900) and who possess 12th class pass from a recognised Board and have rendered three years regular service in the grade, on the basis of departmental qualifying examination.</p> <p>Note 1: The maximum age-limit for eligibility for examination is up to the age forty-five years in case of general candidates and upto fifty years in the case of candidates belonging to the Scheduled Castes and the Scheduled Tribes.</p> <p>Note 2: If more of such employees than the number of vacancies available under clause (i) qualifies at the examination, such excess number of employees shall be considered for filling the vacancies arising in the subsequent years so that the employees qualifying at an earlier examination are considered before those who qualify at a later examination.</p> <p>(ii) Five per cent. of the vacancies shall be filled on Seniority-cum fitness basis from Group 'C' employees who have completed three years regular service in the posts in level-1 in the pay matrix (Rs. 18000-56900).</p> <p>Note : Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whoever 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.</p>

If a Departmental Promotion Committee exists, what is its composition.	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
(12)	(13)
Departmental Promotion Committee (for considering promotion) consisting of :- 1. Director (Nursing), Directorate General of Health Services, Ministry of Health and Family Welfare - Chairperson; 2. Deputy Director (Nursing), Directorate General of Health Services, Ministry of Health and Family Welfare - Member; 3. Nursing Advisor, Directorate General of Health Services, Ministry of Health and Family Welfare - Member; 4. Principal Nursing Officer or Incharge, Lady Reading Health School, Delhi - Member.	Not applicable.

Departmental Confirmation Committee (for considering confirmation) consisting of :-

1. Director (Nursing), Directorate General of Health Services, Ministry of Health and Family Welfare - Chairperson;
2. Deputy Director (Nursing), Directorate General of Health Services, Ministry of Health and Family Welfare - Member;
3. Nursing Advisor, Directorate General of Health Services, Ministry of Health and Family Welfare - Member;
4. Principal Nursing Officer or Incharge, Lady Reading Health School, Delhi - Member.

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