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GOVERNMENT OF INDIA  
MINISTRY OF DEFENCE

Notification

New Delhi, the 2019

**S.R.O.** ..... In exercise of the powers conferred by the proviso to article 309 of the Constitution and in supersession of the Army Ordnance Corps, Civilian Staff Officer (Stores) Group 'A' Post Recruitment Rules, 2017, in so far as they relate to the post of Civilian Staff Officer (Stores) except as respect things done or omitted to be done before such supersession, the President hereby makes the following rules regulating the method of recruitment to the posts of Civilian Staff Officer (Stores) in the Army Ordnance Corps, namely:-

**1. Short title and commencement.**- (1) These rules may be called the Army Ordnance Corps, Civilian Staff Officer (Stores) Group 'A' post, Recruitment Rules, 2019.

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

**2. Number of posts, classification, and level in the Pay Matrix.** – The number of the said post, 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 posts shall be as specified in columns (5) to (13) of the aforesaid 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 posts:

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 and in consultation with the Union Public Service Commission, relax any of the provisions of these rules with respect to any class or category of persons.

## Schedule

Name of post.	Number of post.	Classi- fication	Level in the Pay Matrix	Whether selection by merit or selection cum seniority or non-selection post.
(1)	(2)	(3)	(4)	(5)
Civilian Staff Officer (Stores)	17* (2019)  *Subject to variation dependent on workload.	General Central Service Group 'A' Gazetted Non-Ministerial.	Level 11 in the Pay Matrix (Rs 67,600-208700)	Selection.
Age limit for direct recruits	Educational and other qualification required for direct recruits	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	Period of Probation, if any	
(6)	(7)	(8)	(9)	
Not applicable	Not applicable	Not applicable	Two years	
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)			
By Promotion failing which by deputation/absorption	<p><b>Promotion:</b> Materials Manager in Level 8 in the pay matrix (Rs 47,600-1,51,100) having six years of regular service in the level.</p> <p><b>Note 1:</b> Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior 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 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.</p> <p><b>Note 2:</b> For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1.1.2016/the date from which the revised pay structure based on the 7<sup>th</sup> Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay/pay scale extended based on the recommendations of the pay commission.</p> <p><b>Note 3:</b> For existing incumbents holding the feeder post on regular basis on the date of notification, these rules will be applicable for Material Manager having six regular service in the</p>			

grade.

Deputation/Absorption

Officers under the Central Government:

- (A) (i) holding analogous posts on regular basis in the parent cadre/department; or
- (ii) with 5 years of service in the grade rendered after appointment thereto on a regular basis in the Pay Level-10 in the Pay Matrix or equivalent in the parent cadre/department;
- Or
- (iii) Having six years service in the grade rendered after appointment thereto on regular basis in the Pay Level-8 or equivalent in the parent cadre or department.
- (B) possessing the following educational qualifications and experience
- (i) Degree from a recognized University or equivalent;
- (ii) Five years experience in inventory management preferably of Defence installations, warehouse management, accounting and maintenance/ preservation of Govt. stores etc.

**Note 1:** 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.

**Note 2:** 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.

**Note 3:** The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of the receipt of applicants

**Note 4:** For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to the 1<sup>st</sup> Jan 2016 or the date from which the revised pay structure based on the 7<sup>th</sup> CPC recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale and where this benefit will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.

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Group 'A' Departmental Promotion Committee  
(for considering promotion):-

Consultation with Union Public Service  
Commission necessary for filling up of post.

1. Chairman or Member of Union Public Service Commission - Chairman
2. Director General Ordnance Service /  
Additional Director General Ordnance Service - Member
3. Joint Secretary (Army), Ministry of Defence - Member

**Group 'A' Departmental Confirmation Committee (for confirmation):-**

1. Director General of Ordnance Services - Chairman
2. Additional Director General of Ordnance Service - Member
3. Joint Secretary (Army) - Member

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(Biswajit Guha)  
Under Secretary to the Govt of India

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Authenticated

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Dy Dir OS (Pers)

Jul 2019

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Publish

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Under Secretary to the Govt of India

**DETAILED SANCTION STRENGTH, VACANCY POSITION AND METHOD OF RECRUITMENT OF  
VARIOUS POSTS OF STOREKEEPING CADRE OF ARMY ORDNANCE CORPS, MIN OF DEF**

**PRINCIPAL CIVILIAN STAFF OFFICER (STORES)**

Level- 13 in the Pay Matrix  
(Rs 1,18,500 – 2,14,100) Group 'A'  
Number of Posts-3 Posts

Method of Recruitment- 100% by promotion



**SENIOR CIVILIAN STAFF OFFICER (STORES)**

Level -12 in the Pay Matrix  
(Rs 78,800 – 2,09,200) Group 'A'  
Number of Posts— 7 Posts

Method of Recruitment- 100% by promotion



**CIVILIAN STAFF OFFICER (STORES)**

Level -11 in the Pay Matrix  
(Rs 67,700 to 2,08,700)– Group 'A'  
Number of Posts— 17 Posts

Method of Recruitment- 100% by promotion



**MATERIAL MANAGER**

Level-8 in the Pay Matrix  
(Rs 47,600 to 151,100)– Group 'B'  
Number of Posts— 139 Posts

Method of Recruitment- 100% by promotion



**SUPERINTENDENT (MATERIALS)**

Level-7 in the Pay Matrix  
(Rs 44,900 –1,42,400)– Group 'B'  
Number of Posts- 410 Posts

Method of Recruitment- 100% by promotion



**SENIOR MATERIAL ASSISTANT**

Level-6 in the Pay Matrix  
(Rs 35,400 – 1,12,400)– Group 'B'  
Number of Posts– 820 Posts

Method of Recruitment- 100% by promotion



**MATERIAL ASSISTANT**

Level-5 in the Pay Matrix  
(Rs 29,200 to 92,300)– Group 'C'  
Number of Posts -1064 Posts

Method of Recruitment- 90% by Direct Recruitment and 10%  
by promotion from feeder grade ie Junior Material Assistant



**JUNIOR MATERIAL ASSISTANT**

Level-2 in the Pay Matrix  
(Rs 19,900 – 63,200) – Group 'C'  
Number of Posts -269 Posts

Method of Recruitment- 100% by promotion from Group 'C'  
Post of Non-Industrial Personnel of Army Ordnance Corps