

**MUNICIPAL CORPORATION OF DELHI**  
**CENTRAL ESTABLISHMENT DEPARTMENT,**  
22<sup>nd</sup> FLOOR, E-1 BLOCK, DR. S.P.M. CIVIC CENTRE  
JAWAHARLAL NEHRU MARG, NEW DELHI-110002

No. AO/CED/MCD /RR/2024/ 226

Dated: 15.04.2024

**Circular**

**Subject: Amendment/Revision of Recruitment Rules of Category 'A' & 'B' Posts in Law Department in MCD.**

The drafts of Recruitment Rules (Amendment/Framing) of the following posts of "Law Department" have been prepared.

**Category 'A' Posts**

- (i) Chief Law Officer (Amendment)
- (ii) Law Officer (Framing)
- (iii) Deputy Law Officer (Amendment)

**Category 'B' Posts**

- (iv) Assistant Law Officer (Amendment)
- (v) Junior Law Officer (Amendment)

As per extant instructions issued by the DoP&T vide OM No. AB-14017/61/2008. Estt. (RR) dated 13.10.2015 the draft/proposed Amendment/Revision in the RRs for the above said posts are uploaded on the MCD Website <https://mcdonline.nic.in> for 30 days for obtaining comments from the stake-holders/concerned officers/officials (if any).

This issues with the approval of Competent Authority.

  
**Administrative Officer (Estt.)-III**  
VIJAY PANDEY  
Administrative Officer/CED

**Copy to:-**

1. Addl. Commissioner (Law), MCD
2. DA (CED) to upload on MCD Website.
3. DLO/Admn. to disseminate these drafts to all stakeholders.
4. Guard File/Office Copy.

**Copy for information to:-**

1. Secretary to Commissioner for kind information of Commissioner, MCD.

## Annexure-III

1.(a)	Name of the Post	CHIEF LAW OFFICER
1. (b)	Name of the Ministry/Deptt.	Municipal Corporation of Delhi
2.	Reference No. in which Commission's advice on Recruitment Rules was conveyed	
3.	Date of notification of the original rules and subsequent amendments (copy of the original rules & subsequent amendments should be enclosed, duly flagged and reference	Notification No.F.9/18/83-LSG dated 27/9/1983

Column No. of the Schedule	Provision in the approved/existing rules (Notification No.F.9/18/83-LSG dated 27/9/1983	Revised Provisions Proposed	Reasons for the revision proposed
1.	Name of post Law Officer	Chief Law Officer	Nomenclature changed from "Law Officer" to "Chief Law Officer" vide Corporation Decision No.4825/GW/Corpn. dated 11/9/1995
2.	Number of post 1*(1982) *subject to variation dependent on workload.	1 * (2022) *subject to variation dependent on workload.	No change
3.	Classification Category 'A'	Category 'A'	No change
4.	Scale of pay/ Level in Pay Matrix Rs.2000-125-2250	Level-13A; in the Pay Matrix (Rs.131100-216600)	As per 7 <sup>th</sup> CPC.
5.	Whether Selection posts or non-selection post Not applicable	Not applicable	No change
6.	Age limit for direct recruits. Not applicable	Not applicable	No change

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7.	Educational and other qualifications required for direct recruits.	Not applicable	Not applicable	No change
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.	Not applicable	Not applicable	No Change
9.	Period of probation, if any.	Not applicable	Not applicable	No change
10.	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.	By transfer on deputation (including short term contract/transfer)	By transfer on deputation (including short term contract)	No change
11.	In case of recruitment by promotion/ deputation /absorption grades from which promotion/deputation / absorption to be made.	<p>By transfer on deputation (including short term contract/transfer):-</p> <p>Officers dealing with legal affairs under the Central/State Govt./Public Under taking/Semi Govt. Autonomous or Statutory Organisation.</p> <p>(a) (i) holding analogous post; Or (ii) with 5 yrs service in posts in the pay scale of Rs.1500-2000 or equivalent; and (b) Possessing degree in Law of a recognized university or equivalent and preferably having experience of dealing with Municipal Laws. (Period of deputation/contract including period of deputation in another ex-cadre post held immediately preceding this appointment shall not exceed 5 years).</p>	<p><b>By transfer on Deputation (including short term contract)</b></p> <p>Officers dealing with legal affairs under the Central/State Governmen Public Undertakings/Semi-Government Autonomous or Statutory Organisation :-</p> <p>(a) (i) Holding analogous post on regular basis in the parent cadre/department; or (ii) With 06 years' regular service in Level-12 in the Pay Matrix(Rs.78800-209200) in the parent cadre/ department; and (b) Must possess Bachelor's Degree in Law from a recognized University.</p> <p><b>Note:</b> The period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other</p>	As per DoPT Guidelines

  
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			organisation or department shall ordinarily not exceed 05 years. The maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the closing date of receipt of applications.	
12.	If a Departmental Promotion Committee exists, what is its composition?	Category 'A' DPC (for considering confirmation):- Commissioner, MCD - Chairman Addl. Comr, I/c of Estt. - Member Dy. Commissioner, I/c of Law Deptt.- Member Note:- The proceedings of the DPC relating to confirmation shall be sent to the UPSC for approval. If, however, these are not approved by the Commission a fresh meeting of the DPC to be presided over by the Chairman or a Member of the UPSC shall be held.	Not applicable	As per DOPT Guidelines
13.	Circumstances in which Union Public Commission to be consulted in making Recruitment.	Consultation with UPSC necessary while selecting an officer for appointment on transfer and amending/ relaxing any of the provision of these regulations	Consultation with the UPSC is not necessary	Change as per DOPT Guidelines

Name, address and telephone number of the Ministry's representatives with whom whose proposals may be discussed if necessary, for clarification/ early decision.	Naresh Kumar Meena, Dy. Law Officer, Municipal Corporation of Delhi, 17 <sup>th</sup> Floor, SPM Civic Centre, JL Nehru Marg, New Delhi-110002 Ph: 011-23226701 / 9717788732
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Dy. Law Officer(HQ)

**ANNEXURE II**

1 (a)	Name of the posts	<b>Law Officer</b>
(b)	Name of the Ministry/Department	Municipal Corporation of Delhi
(c)	Number of posts	Total 3*(2022) *Subject to variation dependent on workload
(d)	Scale of pay	Level-12; in the Pay Matrix (Rs.78800-209200)
(e)	Class and service to which the posts belong	Category 'A'
(f)	Ministerial or non-Ministerial of F.R.9 (17)	Non-Ministerial
2	Appointing Authority	Commissioner/Municipal Corporation of Delhi
3	Duties of the post in detail	Attached
4	Describe briefly the method(s) adopted for filling the posts hitherto.	(i) 66.7% - by Promotion failing which by deputation (ii) 33.3% - by deputation
5	Methods of recruitment proposed.	<p><b>Promotion:</b> Deputy Law Officer/Municipal Prosecutor in the Level-11; in the Pay Matrix (Rs.67700-208700) with 05 years regular service in the Level.</p> <p><b>Note-</b> Where juniors who have completed their qualifying/ eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service by more than half of such qualifying/eligibility service or two years whichever is less, and have successfully completed their probation period for promotion to the next higher grade alongwith their juniors who have already completed such qualifying/eligibility service.</p> <p><b>Deputation (including short term contract)/absorption:</b> Officers of Central/ State Government/UTs/ Public Sector Undertakings/ Local Bodies/ Autonomous Bodies/ Universities:-</p> <p>(a) (i) Holding analogous post on regular basis in the parent cadre/department; or (ii) With 05 years' service in the grade rendered after appointment thereto on regular basis in Level-11; in the Pay Matrix (Rs.67700-208700) in the parent cadre/ department; and</p> <p>(b) Possessing Bachelor's Degree in Law from a recognized University.</p> <p><b>Note-2:</b> The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationist shall not be</p>

  
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		eligible for consideration for appointment by promotion. (Period of deputation/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 to exceed 04 years. The maximum age limit for appointment by deputation shall be, not exceeding 56 years, as on the closing date of receipt of applications.
6	If promotion is proposed as a method of recruitment	Yes
(a)	Designation and number of the posts proposed to be included in the field of promotion.	Deputy Law Officer/Municipal Prosecutor in the Level-11; in the Pay Matrix (Rs.67700-208700) with 05 years of regular service in the grade.
(b)	Number of years of qualifying service proposed to be fixed before persons in the field become eligible for promotion (As per extant GOI instructions)	05 years regular service
(c)	Percentage of vacancies in the grade proposed to be filled by promotion.	66.7%
(d)	Have Recruitment Rules been framed for the post proposed in the field of promotion? If framed in consultation with the Commission, please quote Commission's reference No. If consultation with the Commission was not required please attach a copy of rules framed. A copy of the rules should be sent DOPT along with the proposal.	Yes. RRs for the post of Deputy Law Officer/Municipal Prosecutor have been notified vide Notification No. F.19 (1)/2003/UD/3923 dt. 27/2/2003
(e)	If Recruitment Rules were not framed for the posts in the field of promotion;	Not Applicable.
	(i) Please indicate briefly the method of recruitment actually adopted for filling the posts. Please also state the percentage of vacancies filled by each of the methods.	Not Applicable.
	(ii) Please state briefly the educational qualifications possessed by the persons in the field of promotion.	Not Applicable.
	(iii) In case the feeder posts are filled by promotion, the	Not Applicable.

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	Recruitment Rules for the still lower posts including the lowest post to which direct recruitment is one of the methods of recruitment may be furnished.	
(f)	(i) Is the promotion to be made on selection or non selection basis?	Selection
	(ii) Reasons for the proposal (i) above.	As per DoP&T Instructions
(g)	If a DPC exists, what is its composition	<b>Category 'A' DPC (for considering promotion) :</b> 1. Chairman/Member of UPSC- Chairperson 2. Commissioner, MCD. - Member 3. Addl. Commissioner (Estt.) - Member
	Indicate if the feeder posts are having promotion channels other than the one under consideration.	No
7	If promotion is not proposed as a method, please state why it is not considered desirable/possible/necessary	Not Applicable.
8	If direct recruitment is proposed as a method of recruitment please state	Not Applicable.
(a)	The percentage of vacancies proposed to be filled by direct recruitment.	Not Applicable.
(b)	Indicate if there are any promotional avenues for the direct recruits?	Not Applicable.
(c) (i)	Age for direct recruits (As per extant GOI instructions)	Not Applicable.
(ii)	Is age relaxation for Government servants?	Not Applicable.
(d)	Educational and other qualifications required for direct recruits. (it may please be noted that the essential qualifications prescribed are relaxable at Commission's discretion in case of candidates otherwise well qualified Essential/ Desirable	Not Applicable.
(e)	Whether essential qualification to be prescribed are in	Not Applicable.

  
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	accordance with any Act(s)? If so please quote the relevant Act(s) under which it is necessary and also supply relevant extracts from the Act(s)	
(f)	Has the post been advertised by the Commission in the past? If so, please quote Commission's reference No.	Not Applicable.
9.	If direct recruitment is not proposed as a method, please state why it is not considered desirable/possible /necessary.	Not applicable
10. (i)	If promotion and direct recruitment are both proposed as methods of recruitment, will the educational qualifications proposed for direct recruits apply in case of promotion?	Not Applicable.
(ii)	If not, to what extent are the educational qualifications proposed to be relaxed in case of promotions.	Not Applicable.
11. (a)	Is deputation/absorption proposed as a method of recruitment? If so, please state the reasons for the proposal. Please state clearly whether deputation or absorption or both are proposed.	Not Applicable.
(b)	The percentage of vacancies proposed to be filled by this method.	Not Applicable.
(c)	The period to which deputation will be limited.	Not Applicable.
(d)	The names of the posts of grades or services etc. from which deputation/ absorption is proposed	Not Applicable.
12 (a)	If any of the methods proposed fails, by what methods are such vacancies proposed to be filled.	Not Applicable.

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(b)	Whether the Recruitment Rules relate to a post which has been upgraded from Group 'C' to Group 'B' or Group 'B' to Group 'A' or within the same group? If so, whether the necessary provisions for initial constitution has been proposed.	Not Applicable.
(c)	Whether the Recruitment Rules relate to a post which is proposed to be downgraded? If so, whether necessary safeguards have been suggested in respect of the existing incumbents of that post?	Not Applicable.
13. (a)	Special circumstances, if any, other than those covered by the rules, in which the Commission may be required to be consulted.	Not Applicable.
(b)	Whether the Department of Personnel and Training have concurred in the proposal?	Not Applicable.
14.	If these proposals are being sent in response to any reference from the Commission, please quote Commission's reference No.	Not Applicable.
15.	Name, address and telephone number of the Ministry's representatives with whom whose proposals may be discussed if necessary, for clarification/ early decision.	Naresh Kumar Meena, Dy. Law Officer, Municipal Corporation of Delhi, 17 <sup>th</sup> Floor, SPM Civic Centre, JL Nehru Marg, New Delhi-110002 Ph: 9717788732

*Naresh Kumar Meena*

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## Annexure-III

1(a)	Name of the Post	DEPUTY LAW OFFICER / MUNICIPAL PROSECUTOR
1(b)	Name of the Ministry/Department	Municipal Corporation of Delhi
2	Reference No. in which Commission's advice on Recruitment Rules was conveyed	
3	Date of notification of the original rules and subsequent amendments (copy of the original rules and subsequent amendments should be enclosed, duly flagged and reference)	Notification No.F.19(1)/2003/UD/3923 dt. 27/2/2003)

Column No. of the Schedule	Provision in the approved/existing rules (Notification No.F.19(1)/2003/UD/3923 dt. 27/2/2003)	Revised provisions proposed	Reasons for the revision proposed
1	Name of post	Dy. Law Officer/Municipal Prosecutor	No change
2	Number of post	10*(2001) *Subject to variation dependent on workload	6* (2022) *Subject to variation dependent on workload
3	Classification	Category 'A'	No change
4	Scale of pay/ Level in Pay Matrix	Rs. 10000-325-15200	As per recommendations of 7 <sup>th</sup> CPC
5	Whether Selection posts or non-selection post	Selection-cum-seniority	Change as per DOP&T Instructions
6	Age limit for direct recruits.	Not exceeding 40 years  <b>Note 1.</b> Relaxable for Government Servants and employees of MCD upto 5 years in accordance with the instructions or orders issued by the Central Government. <b>Note-2.</b> The crucial date for determining the age-limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahul and Spiti District and	Not applicable

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		Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands or Lakshadweep).		
7	Educational and other qualifications required for direct recruits.	Essential: (i) Degree in Law from a recognized University or equivalent; (ii) 5 yrs. professional experience as Advocate.  <b>Note 1.</b> Qualifications are relaxable at the discretion the UPSC in case of candidates otherwise well qualified.  <b>Note 2.</b> The qualification(s) regarding experience is relaxable at the discretion of the UPSC in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection the UPSC 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 posts reserved for them.	Not applicable	Change as per administrative set up
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.	No..	No	No Change
9	Period of probation, if any.	One year for direct recruits & promotees.	02 years	Change as per DoPT Guidelines
10	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.	Promotion failing which by deputation failing both by direct recruitment/ absorption and percentage of the posts to be filled by various methods.	By Promotion failing which by deputation	Change as per DoPT Guidelines
11	In case of recruitment by promotion/ deputation /absorption grades from which promotion/deputation / absorption to be made.	<b>Promotion:</b> Assistant Law Officer/Labour Counsel with 08 years regular service in the grade. <b>Note-</b> Where juniors who have completed their qualifying/eligibility service are being considered for	<b>Promotion:</b> Assistant Law Officer in the Level-9; in the Pay Matrix (Rs.53100-167800) with 07 years regular service in the Level.	Change as per 7 <sup>th</sup> CPC

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

**Deputation:** Officers of the Central/State Government/Union Territories:

- (a) (i) holding analogous posts on regular basis in the parent cadre/ department: or  
(ii) with 5 years service in the grade rendered after appointment thereto on regular basis in the pay scale of Rs.8000-13500 or equivalent in the parent cadre/department, or  
(iii) with 8 yrs service in the grade rendered after appointment thereto on regular basis in the scale of pay of Rs.6500-10500 or equivalent in the parent cadre/ department and

(b) Possessing the qualifications and experience prescribed for direct rectts. under Col. 8 (The departmental officers in the feeder Group who are the direct line of promotion will not be eligible for consideration for appointment on deputation. Similar deputationist shall not be eligible for consideration for appointment by promotion. Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same some other organization/department of the Central Govt. shall not ordinarily exceed 3 years. The maximum age limit for appointment by deputation shall be not exceeding 56 yrs as on the closing date of receipt of applications).

**Deputation:** Officers of the Central/State Government/Union Territories:

- (a) (i) holding analogous post on regular basis in the parent cadre/ department:  
or  
(ii) with 07 years regular service in Level- the Pay Matrix (Rs.53100-167800) in parent cadre/department; or  
(iii) with 12 years regular service in the Level-8; in the Pay Matrix (Rs.47600-151100) in the parent cadre/department; and  
(b) and must possess Bachelor's Degree Law from a recognized University.

**Note-1:** Where juniors who have completed their qualifying/eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service by more than half of such qualifying/eligibility service or two years whichever is less, and have successfully completed their probation period for promotion to the next higher level along with their juniors who have already completed such qualifying/eligibility service

**Note-2:** The departmental officers in the feeder Group who are in the direct line of promotion will not be eligible for Consideration for appointment on deputation. Similarly, deputationist shall not be eligible for consideration for appointment by Promotion. Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this

*A. Kumar*  
Dy. Law Officer/ DDO  
Municipal Corporation of Delhi

			appointment in the same or some other organization/department of the Central Govt. shall not ordinarily exceed 3 years. The maximum age limit for appointment by deputation shall be not exceeding 56 yrs as on the closing date of receipt of applications).	
12	If a Departmental Promotion Committee exists, what is its composition?	<p>Group 'A' DPC (for considering promotion):-</p> <ol style="list-style-type: none"> <li>1. Chairman/Member, UPSC - Chairman</li> <li>2. Addl. Cmr. Incharge of Estt - Member</li> <li>3. Chief Law Officer, MCD - Member</li> </ol> <p>Group 'A' DPC (for confirmation):-</p> <ol style="list-style-type: none"> <li>1. Addl. Cmr. Incharge of Estt - Chairman</li> <li>2. Addl. Cmr. Incharge of Deptt. concerned - Member</li> <li>3. Chief Law Officer - Member</li> <li>4. Director (P) - Member</li> </ol>	<p><b>Category/Group 'A' DPC – for considering promotion</b></p> <ol style="list-style-type: none"> <li>1. Chairman/Member of UPSC – Chairman</li> <li>2. Commissioner, MCD – Member</li> <li>3. Addl. Commissioner (Estt), MCD – Member</li> </ol>	As per DOPT Guidelines
13	Circumstances in which Union Public Commission to be consulted in making Recruitment.	Consultation with Commission necessary on each occasion	Consultation with the UPSC is necessary in promotion	No Change

Name, addresses and telephone numbers of the Ministry's representatives with whom these proposals may be discussed, if necessary, for clarification/early decision

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Municipal Corporation of Delhi,  
17<sup>th</sup> Floor, SPM Civic Centre,  
JL Nehru Marg, New Delhi-110002  
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Dy. Law Officer(HQ)

1(a)	Name of the Post	ASSISTANT LAW OFFICER
1(b)	Name of the Ministry/Department	Municipal Corporation of Delhi
2	Reference No. in which Commission's advice on Recruitment Rules was conveyed	
3	Date of notification of the original rules and subsequent amendments (copy of the original rules and subsequent amendments should be enclosed, duly flagged and reference)	Notification No. F.19/1/2001/UD/ 6700 dt. 8/5/2002

Column No. of the Schedule	Provision in the approved/existing rules (Notification No. F.19/1/2001/UD/ 6700 dt. 8/5/2002)	Revised provisions proposed	Reasons for the revision proposed	
1	Name of post	Asstt. Law Officer/Labour Counsel	Assistant Law Officer	Posts of Labour Counsel and Asstt. Law Officer were merged vide Corporation Resolution No.280 dated 25/10/1999
2	Number of post	30 *(2000) *Subject to variation dependent on workload	20*(2022) *Subject to variation dependent on workload	As per Schedule of Establishment 2022-2023
3	Classification	Category 'B'	Category 'B'	No change
4	Scale of pay/ Level in Pay Matrix	Rs. 6500-200-10500	Level-9 ; Pay Matrix (Rs.53100-167800)	As per Corporation Resolution No.290 dated 8/12/2014
5	Whether Selection posts or non-selection post	Selection-cum-seniority	Selection	Change as per DOPT Guidelines
6	Age limit for direct recruits.	Not exceeding 35 years.  Note 1 – Relaxable for Govt servants and employees of Municipal Corporation of Delhi upto 5 years in accordance with the instructions or orders issued by the Central Government. Note 2 – The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the	Not exceeding 35 years.  “( Relaxable for Government servants and employees of Municipal Corporation of Delhi up to 05 years in accordance with the instructions or orders issued by the Central Government).  Note 2 – The crucial date for determining the age limit shall be the closing date for receipt of	No Change

		closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti District and Pangti Sub-Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep)	applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti District and Pangti Sub-Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Islands)	
7	Educational and other qualifications required for direct recruits.	<p>Essential:</p> <p>(i) Degree in Law from a recognized University or equivalent;</p> <p>(ii) 2 yrs. professional experience as Advocate.</p> <p>Note 1. Qualifications are relaxable at the discretion of the UPSC in case of candidates otherwise well qualified.</p> <p>Note 2. The qualification(s) regarding experience is/are relaxable at the discretion of the UPSC in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection the UPSC 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 posts reserved for them.</p>	<p>Essential:-</p> <p>(i) Bachelor's Degree in Law from a recognized University</p> <p>(ii) 02 years professional experience as Advocate.</p>	As per functional requirement
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.	No	No	No Change
9	Period of probation, if any.	2 years for direct recruits.	02 Years for direct recruit	No Change
10	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.	50% Promotion 50% Direct Recruitment	(i) 33.3% by Promotion failing which by deputation (ii) 66.7% by Direct recruitment.	Change as per DOPT Guidelines
11	In case of recruitment by promotion/ deputation /absorption grades from which promotion/deputation / absorption	<p>Promotion: Junior Law Officer with 3 years regular service in the grade.</p> <p>Note- Where juniors who have completed</p>	<p><b>Promotion;</b> Junior Law Officer in Level-8' in the Pay Matrix (Rs. 53100-167800) with 02 years regular service in the Level.</p>	As per DOPT Guidelines

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Municipal Corporation of Delhi

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

**Note-1:** Where juniors who have completed qualifying/eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service by more than half of such qualifying/eligibility service or two years whichever is less, and have successfully completed their probation period for promotion to the next higher grade alongwith their juniors who have already completed such qualifying/eligibility service

**Deputation:** Officers of the Central/State Government/Union Territories:

(a) (i) holding analogous posts on regular basis in the parent cadre/ department; or

(ii) with 02 years' service in the level rendered after appointment thereto on regular basis in Level-8; in the Pay Matrix (Rs.53100-167800) in the parent cadre/ department; and

(b) must have Bachelor's Degree in Law from a recognized University

**Note-2:** The departmental officers in the feeble category who are in the direct line of promotion shall be eligible for consideration for appointment by deputation. Similarly, deputationist shall not be eligible for consideration for appointment by promotion. (Period of deputation/period of deputation in another ex-cadre post held immediately preceding this appointment in same or some other organization/department of Central Government shall ordinarily not to exceed 02 years. The maximum age limit for appointment by deputation shall be, not exceeding 56 years, as on the closing date of receipt of applications.

*Abhinav*  
Dy. Law Officer/ DDO  
Municipal Corporation of Delhi



<p>Departmental Promotion Committee exists, what is its composition?</p>	<p>Category 'B' DPC (for considering promotion):-  1. Dy. Cmr.-Incharge of Establishment - Chairman  2. Dy. Cmr. in-charge of Deptt. concerned - Member  3. Head of Department concerned- Member  4. Director (P)- Member</p> <p>Category 'B' DPC for confirmation:-  1. Dy. Cmr.-Incharge of Establishment - Chairman  2. Dy. Cmr. -Incharge of Deptt. - Member  3. Head of Deptt. concerned - Member  4. Director (P) - Member</p>	<p>Category/Group 'B' DPC (For considering Promotion)  1. Addl. Commissioner ( Law) - Chairman  2. Chief Law Officer - Member  3. Director Personnel - Member</p> <p>Category/Group 'B' DPC (For considering Confirmation)  1. Addl. Commissioner (Law) . - Chairman  2. Chief Law Officer - Member  3. Director Personnel - Member</p>	<p>As per Circular No SO-II/AO-II/CED/MCD/2022/564 dated 01/07/2022</p>
<p>13 Circumstances in which Union Public Commission to be consulted in making Recruitment.</p>	<p>Consultation with Commission necessary while making amendments.</p>	<p>Consultation with the UPSC is not necessary</p>	<p>Change as per DoPT Guidelines</p>

Name, addresses and telephone numbers of the Ministry's representatives with whom these proposals may be discussed, if necessary, for clarification/early decision

Naresh Kumar Meena, Dy. Law Officer,  
Municipal Corporation of Delhi,  
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JL Nehru Marg, New Delhi-110002 Ph: 9717788732

  
Dy. Law Officer(HQ)


## Annexure-III

1(a)	Name of the Post	JUNIOR LAW OFFICER
1(b)	Name of the Ministry/Department	Municipal Corporation of Delhi
2	Reference No. in which Commission's advice on Recruitment Rules was conveyed	
3	Date of notification of the original rules and subsequent amendments (copy of the original rules and subsequent amendments should be enclosed, duly flagged and reference)	Notification No. F.9(13)/92-LSG/3666 dt.29/4/92

Column No. of the Schedule	Provision in the approved/existing rules (Notification No. F.9(13)/92-LSG/3666 dt.29/4/92)	Revised provisions proposed	Reasons for the revision proposed
1	Name of post Legal Assistant	Junior Law Officer	Nomenclature changed from "Legal Assistant" to "Junior Law Officer" under the orders of Competent Authority vide office order No.4102/L/92 dated 20/11/1992
2	Number of post 28*(1991) *Subject to variation depending on workload	23*(2022) *Subject to variation depending on workload	As per Schedule of Establishment - 2022-2023
3	Classification Category 'B'	Category 'B'	No change
4	Scale of pay/ Level in Pay Matrix Rs. 1640-60-2600-EB-75-2900	Level-8 ; Pay Matrix (Rs.47600-151100)	As per Corporation Resolution No.27 dated 22/7/2020.
5	Whether Selection posts or non-selection post Not applicable	Not applicable	No Change
6	Age limit for direct recruits. Not exceeding 30 years (Relaxable for Govt servants and employees of MCD upto 5 years in accordance with the instructions or orders issued by the Central Govt)	Not exceeding 30 years "(Relaxable for Government servants and employees of Municipal Corporation of Delhi up to 05 years in accordance with the instructions or orders issued by the Central Govt)".	No change

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		Note : The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti District and Pangl, Sub-Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep)	Note : The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti District and Pangl Sub-Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep)	
7	Educational and other qualifications required for direct recruits.	<b>Essential:</b> Degree in Law from a recognized University or equivalent; <b>Desirable:-</b> Working knowledge of Hindi. <b>Note:</b> Qualifications are relaxable at the discretion of the UPSC in case of candidates otherwise well qualified.	<b>Essential:-</b> (i) Bachelor's Degree in Law from a recognized University.  <b>Desirable:-</b> Having knowledge of Hindi.	As per functional requirement.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.	Not applicable	Not applicable	No Change
9	Period of probation, if any.	2 years	02 Years	No Change
10	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.	(i) 25% by transfer of officials on the basis of a limited departmental competitive examination failing which by direct recruitment; and  (ii) 75% by direct recruitment.	(i) 25% on the basis of a limited departmental competitive examination from among the Staff of Municipal Corporation of Delhi; and  (ii) 75% by direct recruitment.	No change
11	In case of recruitment by promotion/ deputation /absorption grades from which promotion/deputation / absorption to be made.	<b>Transfer :</b>  a) Staff of Municipal Corporation of Delhi :- (i) holding analogous post on regular basis or in the grade of Rs.1400-2300 on regular basis; or (ii) with 5 years regular service in the grade of Rs.1200-2040; and	<b>For a limited departmental competitive examination –</b> Staff of Municipal Corporation of Delhi with 05 year regular service in the their Level and Possessing a Bachelor's Degree in Law from a recognized University.	As per functional requirement and viability for eligible MCD staff.

  
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		b) possessing a degree in Law from a recognized University or equivalent		
12	If a Departmental Promotion Committee exists, what is its composition?	Category 'B' DPC (for considering promotion / confirmation: 1. Dy. Cm.- I/c of Law Deptt. ... Chairman 2. Law Officer ... Member 3. Director (P) ... Member	<b>Category/Group 'B' DCC (For Confirmation):</b> 1. Addl. Commissioner (Law): Chairperson 2. Chief Law Officer: Member 3. Director(P) : Member	As per Circular No.SO-II/AO-II/CED /MCD/2022/564 dated 01/07/2022
13	Circumstances in which Union Public Commission to be consulted in making Recruitment.	Consultation with the Commission not necessary. Consultation with the Commission necessary while amending/relaxing any of the rules provision.	Consultation with the UPSC is not necessary	Change as per DoP&T guidelines

Name, addresses and telephone numbers of the Ministry's representatives with whom these proposals may be discussed, if necessary, for clarification/early decision

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