G.S.R..................... In exercise of the powers conferred by the proviso to article 309 of the Constitution and in supersession of the Ministry of Culture, Department of Culture, Data Processing Assistant Recruitment Rules 1975, 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 posts Data Processing Assistant in the Anthropological Survey of India, namely:

1. Short title and commencement:
   (i) These rules may be called the Anthropological Survey of India Data Processing Assistant, Group – B (Gazetted) (Non - Ministerial) posts Recruitment Rules, 2017.
   (ii) They shall come into force on the date of their publication in the Official Gazette.

2. Application – These rules shall apply to the posts specified in column 1 of the Schedule annexed to these rules.

3. Number of posts, classification and scale of pay – The number of the said posts, their classification and the scale of pay attached thereto shall be as specified in columns 2 to 4 of the said Schedule.

4. Method of recruitment, age limit, qualifications, etc. – The method of recruitment, age limit, qualifications and other matters relating to the said posts shall be specified in column 5 to 13 of the said Schedule.

5. Disqualification – No person:
   (a) who has entered into or contracted a marriage with a person having 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.

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

7. Saving – Nothing in these rules 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.

SCHEDULE

<table>
<thead>
<tr>
<th>Name of Post</th>
<th>No. of Post</th>
<th>Classification</th>
<th>LEVEL in the PAY MATRIX</th>
<th>Whether selection or Non-Selection Post</th>
<th>Age limit for direct recruits</th>
</tr>
</thead>
</table>

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 Pangi Sub Division of Chamba district of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep).

Educational & other qualifications required for Direct Recruits

<table>
<thead>
<tr>
<th>Whether Age &amp; Educational Qualifications prescribed for Direct Recruits will apply in the case of promotees</th>
<th>Period of probation, if any</th>
<th>Method of recruitment whereby by Direct Recruitment or by Promotion or by Deputation / Absorption &amp; percentage of the vacancies to be filled by various methods</th>
<th>In case of recruitment by promotion/ Deputation/ Absorption grades from which Promotion/ Deputation/ Absorption to be made</th>
<th>If a Departmental Promotion Committee exists what is its composition</th>
<th>Circumstances in which Union Public Service Commission to be consulted in making recruitment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Master’s Degree in Computer Applications / Information Technology / Computer Science of a recognized University / Institute.</td>
<td>2 years (For direct recruits)</td>
<td>By promotion failing which by transfer on deputation and failing both by direct recruitment.</td>
<td>Promotion: Data Entry Operator, Grade – A in LEVEL – 04 (25500 – 81100) in the PAY MATRIX with 10 years’ service in the grade.</td>
<td>Deputation: Officers under the Central/State Govt./ Recognized Research Institutes / Universities / Semi – Government, Statutory/Public Sector Undertakings or Autonomous organizations: - (a) (i) holding analogous post on regular basis (ii) with six years’ service in LEVEL – 05 (29200 – 92800) in the PAY MATRIX or ten years’ service in LEVEL – 04 (25500 – 81100) in the PAY MATRIX with similar educational qualifications as in direct recruitment.</td>
<td>Group – B DPC (for considering cases of promotion)</td>
</tr>
</tbody>
</table>

Composition:
1. Joint Secretary, Ministry of Culture, New Delhi
2. Director / Deputy Secretary, Ministry of Culture, New Delhi
3. Director/Head of the Department Anthropological Survey of India, Group – B DCC (for considering cases of confirmation)

Chairman
Member
Member
Chairman
Member
Member

Not Applicable.
Notification

G.S.R.………………. In exercise of the powers conferred by the proviso to article 309 of the Constitution and in supersession of the Ministry of Culture, Department of Culture, Data Entry Operator Recruitment Rules 1975, 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 posts of Data Entry Operator in the Anthropological Survey of India, namely:

1. Short title and commencement:
   (i) These rules may be called the Anthropological Survey of India, Data Entry Operator, Group – C (Non-Gazetted) (Non-Ministerial) posts Recruitment Rules, 2017.
   (ii) They shall come into force on the date of their publication in the Official Gazette.

2. Application – These rules shall apply to the posts specified in column 1 of the Schedule annexed to these rules.

3. Number of posts, classification and scale of pay – The number of the said posts, their classification and the scale of pay attached thereto shall be as specified in columns 2 to 4 of the said Schedule.

4. Method of recruitment, age limit, qualifications, etc. – The method of recruitment, age limit, qualifications and other matters relating to the said posts shall be specified in column 5 to 13 of the said Schedule.

5. Disqualification – No person:
   (a) Who has entered into or contracted a marriage with a person having 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:

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

7. Saving – Nothing in these rules 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.

SCHEDULE

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<tr>
<th>Name of Post</th>
<th>No. of Post</th>
<th>Classification</th>
<th>LEVEL in the PAY MATRIX</th>
<th>Whether selection or Non-Selection Post</th>
<th>Age limit for direct recruits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Data Entry Operator Grade – A</td>
<td>04 * (2017)</td>
<td>General Central Service, (Group – C (Non-Gazetted) (Non-Ministerial)</td>
<td>LEVEL – 04 (25500 – 81100) in the PAY MATRIX</td>
<td>Not applicable.</td>
<td>18 to 27 years.</td>
</tr>
</tbody>
</table>

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Educational & other qualification required for Direct Recruits

<table>
<thead>
<tr>
<th>Whether Age &amp; Educational Qualification prescribed for Direct Recruits will apply in the case of promotees</th>
<th>Period of probation, if any</th>
<th>Method of recruitment whether by Direct Recruit or by Promotion or by Deputation / Absorption &amp; % of the vacancies to be filled by various methods</th>
<th>In case of recruitment by promotion/ Deputation / Absorption grades from which Promotion/ Deputation/ Absorption to be made</th>
<th>If a DPC exists what is its composition</th>
<th>Circumstances in which UPSC to be consulted in making recruitment</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2 years.</td>
<td>Direct recruitment. <strong>Note:</strong> Vacancies caused by the incumbent being away on deputation or long leave or study leave or under other circumstances for duration of one year or more may be filled on deputation from the officials of the Central Government holding analogous posts on regular basis and possessing the qualification prescribed for direct recruits under column 7.</td>
<td>Not applicable.</td>
<td>Group – C DCC (for confirmation) Composition : 1. Director/Head of the Department ... Chairman Anthropological Survey of India, 2. Under Secretary, ... Member Department of Culture, New Delhi. 3. Senior Administrative Officer / ... Member Head of Office, Anthropological Survey of India</td>
<td>Not applicable.</td>
</tr>
</tbody>
</table>

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**Note:** Qualification is relaxable at the discretion of the Staff Selection Commission/Competent Authority for reasons to be recorded in writing, in case of candidates otherwise well qualified.