

F.NO.08(41)/WCD/ADMN/RR/W.O/P.O/2020-21 CD NO.- 000658501  
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT

F.8(41)/WCD/Admn/RR/W.O/PO/2020-21/1270

Date: 4/8/23

**Public Notice on draft Recruitment Rules for the post of 'Welfare Officer/Probation Officer' in Department of Women and Child Development, GNCTD**

In compliance with Services Department's Circular No. F.2(1)/RRs/2021/S-IV/676-680 dated: 06.04.2021, draft Recruitment Rules (Framing) for the post of '**Welfare Officer/Probation Officer**' in Department of Women and Child Development, GNCTD are annexed.

The stakeholders, if interested in making any objections/comments or suggestions on the draft Recruitment Rules may do so in writing, within a period of 30 days from the date of publication of draft Recruitment Rules to Section Officer (Admn.), First Floor, Maharana Pratap ISBT Complex, Kashmere Gate, Delhi-110006 or at email address: [supdtadmnwcd@gmail.com](mailto:supdtadmnwcd@gmail.com)

*(Signature)*  
3/8/23

DY. DIRECTOR (ADMN.),

DWCD, GNCTD

Tel. No. 011-23862652

Place:

Date:

1. (IT Cell)

(TO BE PUBLISHED IN PART-IV OF DELHI GAZETTE EXTRAORDINARY)  
GOVERNMENT OF THE NATIONAL CAPITAL TERRITORY OF DELHI  
DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT  
NOTIFICATION

F.8(41)/WCD/Admn/R.R./W.O/P.O/20-21/1270

Dated the 04/8/2023

F. No.08(41)/WCD/Admn/RR/W.O/P.O/2020-21 : - In exercise of the powers conferred by the proviso to article 309 of the Constitution read with the Government of India, Ministry of Home Affairs, notification number F-27/59-Him. (i), dated the 13<sup>th</sup> July, 1959, the Lt. Governor of the National Capital Territory of Delhi hereby makes rules regulating the method of recruitment to the post of 'Welfare Officer/Probation Officer' in the Department of Women and Child Development, Government of National Capital Territory of Delhi as following, namely: -

**1. Short title and commencement:** - (i) These rules may be called the 'Department of Women and Child Development, Welfare Officer/Probation Officer, Recruitment Rules, 2023'.

(ii) They shall come into force from the date of their publication in the Delhi Gazette.

**2. Number of Posts, Classification and level in the pay matrix:** - The number of the said posts, their 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 to the said posts, age limit, qualification and other matters connected therewith, 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 a person, shall be eligible for appointment to the said post:

Provided that the 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. Powers to relax:** - Where the Government is of the opinion that it is necessary or expedient so to do, it may, by an 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 reservations, relaxation of age limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes and other special categories of persons in accordance with the order issued by the Central Government from time to time in this regard.

### SCHEDULE

Name of the post.	Number of posts.	Classification.	Level in the pay matrix.	Whether selection or non-selection post.	Age limit for direct recruits.	Educational and other qualification required for direct recruits.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of promotees.
1	2	3	4	5	6	7	8
<b>Welfare Officer/ Probation Officer</b>	108 *(2023)  Subject to variation dependent on workload  70 posts are reserved only for females.	General Central Service, Group- 'B' Non-Gazetted, Non-Ministerial,	Level – 6 in the Pay Matrix (Rs. 35400-112400/- )	<b>Selection</b>	Not exceeding 30 years.  (Relaxable for Government Servants upto 5 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 DSSSB/Competent Authority.	Essential:  i) Master's degree in Social Work or Master's of Art (Sociology) or Post Graduate Degree in Criminology from a recognized University/ Institute.  Note 1: Qualifications are relaxable at the discretion of the Competent Authority, for reasons to be recorded in writing, in the case of candidates otherwise well qualified.	Age: No  Educational Qualification: No

Period of probation, if any.	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/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made.	If a Departmental Promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
9	10	11	12	13
<p>2 (Two) Years for direct recruits and promotees</p> <p><b>Note:</b> Successful mandatory Induction Training of at least two weeks for direct recruits as part of probation in the field of duties and responsibilities of the post</p>	<p>i) 15% by Promotion failing which by Deputation including short-term contract, ii) 85% by Direct Recruitment.</p>	<p><u>Promotion:</u> (i) House Father/House Mother/Matron in Scale of Pay of Rs.25500-81100/- in Level-4 (as per 7<sup>th</sup> CPC Pay Matrix) with 10 years' regular service in the respective grades and possessing the educational qualification prescribed for the post.</p> <p><b>Note 1:</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</p>	<p><u>Group 'B' DPC/DCC</u>(For considering Promotion and conformation):</p> <ol style="list-style-type: none"> <li>1. Pr. Secretary/Secretary(TTE) GNCTD – Chairman</li> <li>2. Administrative Secretary, DWCD, GNCT of Delhi – Member</li> <li>3. Special/Addl. Secretary (Health &amp; Family Welfare), GNCTD – Member</li> <li>4. Director, DWCD, GNCTD- Member</li> </ol> <p>Note: Senior most member of the Departmental conformation committee/ Departmental Promotion Committee shall act as chairperson in case the notified Chairperson of the committee happens to be junior to another member of the Committee.</p>	<p>Consultation with the UPSC is necessary</p>

<p>from Union Territory Civil Services/ National Institute of Public Cooperation and child Development.</p>		<p>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 along with their juniors who have already completed such qualifying/eligibility service.</p>		
		<p><b><u>Deputation (including short term contract):</u></b>  Officers under Central Govt. /State Govt./Union Territory Administrations/ Public Sector Undertaking/ Universities/ Recognized Research Institutions/ Semi Govt. or Autonomous Bodies/ Statutory Organization's:  (A)(i) Holding analogous post on regular basis in the parent cadre/Department:  OR  (ii) With six (06) years service in the grade rendered after appointment thereto on a regular basis in Scale of Pay of Rs.29200-92300/- in Level-5 (as per 7<sup>th</sup> CPC Pay Matrix)  OR equivalent in the parent</p>		

		<p>cadre or department;</p> <p>(iii) With ten (10) years service in the Grade rendered after appointment thereto on a regular basis in posts in Scale of Pay of Rs.25500-81100/- in Level-4 (as per 7<sup>th</sup> CPC Pay Matrix) or equivalent in the parent cadre or Department; and</p> <p>(B) Possessing the following educational qualifications and experience:</p> <p>I) Master's degree in Social Work or Master's of Art (Sociology) or Post Graduate Degree in Criminology from a recognized University/Institute.</p> <p>II) Two years practical experience in the field of Social Work in any Government Department/Recognized Voluntary Organization in a regular paid capacity; and</p> <p>III) Pass in Hindi as a subject of Secondary level.</p> <p>Note 1: The Departmental officers who are in direct line of promotion will not be</p>		
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		<p>eligible for consideration for appointment on deputation. Similarly, Deputationists shall not be eligible for consideration for appointment by Promotion. (Period of deputation (ISTC) including period of deputation (ISTC) in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ Department of the Central Govt. shall ordinarily not exceed 3 years. The maximum age-limit for appointment by deputation (ISTC) shall be not exceeding 56 years, as on the closing date of receipt of applications.)</p> <p>Note 2: For the purpose of appointment on deputation basis, 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> CPC recommendation has been extended) shall be deemed to be service rendered in the corresponding Grade Pay/Pay Scale extended based on the</p>		
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		recommendations of the Pay Commission except where there has been merger of more than one pre-revised scales of pay into one grade with a common Grade Pay/Pay Scale, and where this benefit will extend only for the post(s) for which that Grade Pay/Pay Scale is the normal replacement grade without any up-gradation.		
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**By Order and in the Name of  
Lt. Governor of the National Capital Territory of Delhi,**

**(Signature)  
(Krishan Kumar, Special Secretary-cum-Director, DWCD)**