

Draft Recruitment Rules

(As approved in the meeting dated 20-01-2009 & modified upto June, 2010)

DELHI JUDICIAL ACADEMY

DELHI JUDICIAL ACADEMY

(Appointment, Conditions of Service and Conduct) Rules, 2008

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Delhi Judicial Academy
(Appointment, Conditions of Service and Conduct) Rules, 2008

The Delhi Judicial Academy, a society registered under the Societies Registration Act, 1860, in exercise of the powers conferred by Rule 15 of Delhi Judicial Academy Rules and Regulations, hereby makes the following rules regulating the appointment, conditions of service and conduct of persons serving on the establishment of the said Academy:-

RULES

Part I – General

1. SHORT TITLE AND COMMENCEMENT

- (1) These Rules may be called the “Delhi Judicial Academy (Appointment, Conditions of Service and Conduct) Rules, 2008
- (2) They shall apply to all the officers and employees of the Academy and shall come into force at once/from-----

2. DEFINITION

In these Rules unless there is anything repugnant in the subject or context:

- (a) ‘Academy’ means the Delhi Judicial Academy.
- (b) ‘Chairman’ means the Chairman of the Delhi Judicial Academy.
- (c) ‘Deputation’ means the temporary loan by an outside Authority of the services of one of its officers or employees to the Society.

An outside Authority lending the services of one of its officers or employees to the Society shall be called the ‘Lending Authority’.
- (d) ‘Director’ means the Director of the Delhi Judicial Academy.
- (e) ‘Disciplinary Authority’ in relation to the imposition of a penalty on an employee of the society means the authority competent under these rules to impose on him that penalty.
- (f) ‘Employee’ means a person serving the Academy in any post specified in the Schedule-I.

- (g) 'Faculty' includes employees engaged in research, teaching, training and consultancy and those engaged in comparable work designated so by the Academy.
- (h) 'Governing Council' means the Governing Council of the Society.
- (i) 'Government' means the Government of the National Capital Territory of Delhi.
- (j) 'High Court' means the High Court of Delhi.
- (k) 'Patron-in-Chief' means the Patron-in-Chief of the Society and the Governing Council of the Society.
- (l) 'Post' means a post specified in Group 'A', Group 'B', Group 'C' & Group 'D' in Schedule-I as amended from time to time.
- (m) 'Prescribed' means prescribed by these Rules.
- (n) 'Schedule' means the schedule appended to these Rules.
- (o) 'Search Committee' in relation to a post means a committee set up by the Patron-in-Chief.
- (p) 'Society' means the Delhi Judicial Academy.

Part II – Strength, Appointment and Conditions of Service

3. ESTABLISHMENT STRENGTH

- (1) The Establishment of the Academy shall consist of the posts shown in Schedule-I to these Rules, which may be amended by the Patron-in-Chief from time to time.
- (2) The persons appointed against the posts on the establishment of the Academy shall be entitled to pay and allowances in the pay band and grade pay indicated in ***Schedule – I***, which shall stand amended as and when the pay band and grade pay is revised for the corresponding civil posts in the Govt. of NCT of Delhi.

4.* CONDITIONS OF ELIGIBILITY FOR APPOINTMENT

A person shall be eligible for appointment on the establishment of the Delhi Judicial Academy who:-

- (1) (a) is a citizen of India;
- (b) is medically fit;
- (c) is of good moral character;
- (d) possesses the prescribed education qualification from a recognized University; and
- (e) is not below 18 years of age and over 27 years of age on the first day of January of the year in which the process of recruitment is initiated.

Provided that the upper age limit for the post of Assistant Librarian-cum-Information Officer would be 35 years for General category candidates, 38 years for candidates belonging to Other Backward Classes and 40 years for candidates belonging to Schedule Caste/Schedule Tribe categories.

** Provided that the upper age limit for the post of Senior Stenographer / Stenographer would be 32 years for General category candidates, 35 years for candidates belonging to Other Backward Classes and 37 years for candidates belonging to Schedule Caste/Schedule Tribe categories.

Provided that the upper age limit for the post of Assistant would be 32 years for General category candidates, 35 years for candidates belonging to Other Backward Classes and 37 years for candidates belonging to Schedule Caste/Schedule Tribe categories.

** deleted

Provided that the upper age limit for the post UDC would be 32 years for General category candidates, 35 years for candidates belonging to Other Backward Classes and 37 years for candidates belonging to Schedule Caste/Schedule Tribe categories.

- (2) possesses the prescribed educational and other qualifications required for appointment to various categories of the posts as specified in schedule – II or as may be specified from time to time by a general or special order by the Patron-in-Chief

* *Modified as per approval received from the High Court of Delhi vide letter no. 181/G-2/Gaz./DHC/2010 dated 23.01.2010.*

** *Modified/Deleted consequent upon revision of pay band + grade pay of the post of Stenographer at par with that of the post of Senior Stenographer.*

5. APPOINTING AUTHORITIES

- (1) The Director shall make appointments to the posts specified in Group 'C' (Non-gazetted) and Group 'D' (Non-gazetted) in Schedule-I.
- (2) All appointments, other than those mentioned in the rule above, to the posts specified in Schedule-I shall be made by the Patron-in-Chief.

6. METHODS OF RECRUITMENT

Except for appointment on officiating, temporary or ad-hoc basis, the recruitment to a post or class of posts may be made by one or more of the following methods:

- (a) Appointment to the faculty may be made either on deputation or on contract basis.
- (b) Appointment to all other posts shall be as indicated in Schedule-II.

Explanation:-

- (i) Appointment on contract basis may be renewed after the expiry of term of contract for the period that may be considered appropriate by the appointing authority.
- (ii) Appointment on contract basis may be terminated before the expiry of the specified period in the sole discretion of the appointing authority after giving a notice of one week.
- (iii) A person appointed to a post in one category would be liable to be transferred to a post of equal status in any other category.

7. PROBATION

- (1) Every person appointed to a post by promotion or by direct recruitment other than those appointed on contract, ad-hoc, officiating or temporary basis shall be on probation for a period of one year.
- (2) The period of probation may be extended by the appointing authority only once by another term of one year.
- (3) Where a person on probation is found unsuitable for holding that post or has not completed his period of probation satisfactorily, the appointing authority may:
 - (a) in the case of a person appointed by promotion, revert him to the post held by him immediately before such promotion;
 - (b) in the case of a person appointed by direct recruitment, terminate his services.
- (4) Every person appointed on probation to a permanent post, whether by promotion or by direct recruitment, on satisfactorily completing his period of probation, be eligible for substantive appointment to that post.

8. SENIORITY

- (1) Inter-se seniority of the persons appointed against the same post shall ordinarily be regulated by the length of service against that post.
- (2) Inter-se seniority of persons appointed against the same post on the same date through the same selection process shall be regulated by the order of merit in the select list.
- (3) Disputes, if any, regarding seniority shall be determined by the appointing authority whose decision thereon shall be final.

9. CONDITIONS OF SERVICE OF JUDICIAL OFFICERS ON DEPUTATION

The Director, Additional Director and the Joint Director on deputation from Delhi Higher Judicial Service and Delhi Judicial Service shall be governed by the Rules applicable to the respective services of which they are members at the relevant point of time.

10. POWER TO RELAX RULES

The Patron-in-Chief may, by order, dispense with or relax the requirement of any rule to such an extent and subject to such conditions as he may consider necessary in any particular case.

Part III – Conduct, Control and Discipline

11. GENERAL CONDUCT

All employees other than judicial officers appointed on deputation, shall be governed by Central Civil Services (Conduct) Rules, 1964 and Central Civil Services (Classification, Control and Appeal) Rules, 1965.

12. CODE OF CONDUCT FOR THE FACULTY OF THE ACADEMY

Without prejudice to the generality of the provision contained in Rule 11, the members of the faculty of the academy shall also abide by such code of conduct, as may be prescribed from time to time by the Patron-in-Chief in addition to the following:

- (1) It is the responsibility of every member of the faculty to advance and diffuse knowledge through teaching, training, research and consultancy or other professional activities, and to undertake the academic and administrative tasks related to these ends.
- (2) Every faculty member is required to undertake teaching, training, research and consultancy and to conduct such seminars, conference, discussions, supervision, invigilation and such other task or duty as may be assigned to him from time to time.

- (3) A faculty member shall not accept a continuing paid engagement outside the Academy. However, a faculty member may accept engagements of visiting faculty, paid or honorary, outside the Academy with prior approval of the Patron-in-Chief.

13. CONTRAVENTION OF THE RULES

- (1) An employee of the Academy contravening the provisions of any of the rules in this part shall render himself liable to disciplinary action in accordance with Part III of these rules.
- (2) Notwithstanding anything stated in these rules, the Patron-in-Chief shall be within his powers to take any disciplinary action against an employee suo-moto or direct the concerned disciplinary authority to take action against such an employee.
- (3) The Director shall have the power to take disciplinary action against the employees of Group 'C' (Non-gazetted) and Group 'D' (Non-gazetted) in Schedule-I.

14. CONTROL

All persons appointed to different posts shall be subject to the superintendence and control of the Chairman and the Director subject to overall superintendence and control of the Patron-in-Chief.

15. DISCIPLINARY AUTHORITIES

The appointing authority shall be the disciplinary authority vis-à-vis the employees of the Academy.

16. APPEALS

- (1) No appeal shall lie against an order passed by the Patron-in-Chief.
- (2) An appeal shall lie to the Chairman from an order passed by the Director imposing any penalty specified in the rules referred to in rule 13.

17. POWERS OF PATRON-IN-CHIEF

Nothing in the rules in this part shall be construed to limit or abridge the power of the Patron-in-Chief to deal with the case of any employee of the Academy in such manner as may appear to him to be just and reasonable.

Provided that where any rule is applicable to the case of an employee of the Academy, his case shall not be dealt with in a manner less favourable to him than that provided by the said rule.

Part IV – Miscellaneous

18. AUTHENTICATION

All orders and decisions of the ‘Governing Council’ shall be authenticated under the signature of the Director or by such other authority as may be specified by the ‘Governing Council’.

19. HOLIDAYS

The Academy shall observe such holidays as are observed by the District Courts in Delhi.

20. RESIDUARY POWERS

Nothing in these rules shall be deemed to affect the power of the Patron-in-Chief to make such orders, from time to time, as may be deemed fit in regard to all matters incidental or ancillary to these rules not specifically provided for herein or in regard to matters as have not been sufficiently provided for.

Provided that if any such order relates to salaries, allowances, leave or pension of employees of the Academy, the same shall be made on recommendation of the Governing Council.

21. INTERPRETATION

All questions relating to the interpretation of these rules shall be referred to the Patron-in-Chief, whose decision thereon shall be final.

22. REMOVAL OF DIFFICULTY

In respect of all such matters regarding the conditions of service of persons appointed to a post for which no provision or insufficient provision has been made in these Rules, the Rules and Orders or Instructions for the time being in force and applicable to employees of Govt. of NCT of Delhi holding corresponding civil posts shall apply to those matters subject to such modifications, variations or exceptions, if any, in the said Rules and Orders or Instructions, as the Patron-in-Chief may, from time to time, specify.

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SCHEDULE – I (SEE RULE – 3)

Number of permanent posts in the Delhi Judicial Academy

S.No.	Designation of Post	Number of Post(s)	*** Pay Band + Grade Pay in (Rs.) <i>(Revised)</i>
1.	Chairman / Chairperson	1	** As per Rule 17(4) of Rules and Regulations of the Delhi Judicial Academy.
<u>GROUP 'A' (GAZETTED)</u>			
2.	Director	1	HAG Band: Rs. 67,000/- (annual increment @ 3%) – 79,000/-
3.	Addl. Director	1	37400-67000+10000
4.	Joint Director*	1	15600-39100+7600
5.	Chief Administrative Officer	1	15600-39100+7600
6.	Superintendent	1	15600-39100+6600
7.	Private Secretary	2	15600-39100+6600
8.	Research Assistant	1	15600-39100+5400
9.	Programmer	1	9300-34800+5400
<u>GROUP 'B' (NON-GAZETTED)</u>			
10.	Accounts Officer	1	9300-34800+5400
11.	Assistant Librarian-cum-Information Officer	1	9300-34800+4600
12.	Senior Stenographer	3	9300-34800+4200
13.	Assistant	4	9300-34800+4200
<u>GROUP 'C' (NON-GAZETTED)</u>			
14.	Stenographer	2	9300-34800+4200
15.	UDC	2	5200-20200+2400
16.	LDC	6	5200-20200+1900
17.	Library Clerk	2	5200-20200+1900
18.	Xerox Operator	1	5200-20200+1900
19.	Staff Car Driver	4	5200-20200+1900
20.	Bus/HT Vehicle Driver	2	5200-20200+1900
21.	Dispatch Rider	1	5200-20200+1900
22.	Peon	8	4400-7440+1300
23.	Library Binder	1	4400-7440+1300
	TOTAL	48	

* Subject to sanction of the post by the Govt. of NCT of Delhi.

** Amended as per Judicial Education and Training Programme Committee decision dated 10.02.2009.

***Revised Pay Band + Grade Pay as per recommendations of the Sixth Pay Commission.

SCHEDULE – II (SEE RULE – 4)

S. No.	<u>Category of Post</u>	<u>Essential Qualification & Eligibility conditions</u>	<u>Method(s) of Recruitment</u>
1.	Chairman (Selection Post)	A sitting or former judge of the High Court below 70 years of age OR A distinguished academician below 70 years of age with teaching experience not less than 30 years and experience as Professor of Law not less than 10 years	By direct recruitment on recommendation of the search committee constituted by the Patron-in-Chief for this purpose
2.	Director (Selection post)	A member of Delhi Higher Judicial Service from the Selection Grade OR A distinguished academician with teaching experience not less than 20 years and experience as Professor of Law not less than 5 years	By selection on merits on deputation. OR By direct recruitment on temporary basis on recommendation of the search committee constituted by the Patron-in-Chief for this purpose
3.	Addl. Director (Selection Post)	A member of Delhi Higher Judicial Service.	By selection on merit on deputation
4.	Joint Director (Selection Post)	A member of Delhi Judicial Service with 7 years experience	By selection on merit on deputation
5.	Chief Administrative Officer (Selection Post)	Post Graduate degree with 55% marks and Post-Graduate Diploma in Management/Personnel Management & Industrial Relations with 05 years experience in Central/State Government Department/Autonomous Bodies/Educational Institutions / Universities etc. OR Graduate with 60% marks and Post Graduate Diploma in Management/Personnel Management & Industrial Relations with 08 years experience in Central/State Government Department/Autonomous Bodies/Educational Institutions / Universities etc. OR Graduate with 60% marks (Law graduate to be preferred) with 10 years experience in Central/State Government Department/	By direct recruitment on permanent or temporary basis through a written test and interview. OR By direct recruitment on contract basis on the basis of recommendation by the Patron-in-Chief. OR By selection on merit on deputation

		Autonomous Bodies/ Educational Institutions/ Universities etc. OR *** Graduate with 5 years service in the pay band of Rs. 15600-39100+6600 (Grade Pay) in Central/State Government's Department/ Autonomous Bodies/ Educational Institutions /Universities etc.	
6.	Superintendent (Promotion / Selection post)	*** Graduate with 8 years service in the pay band of 9300-34800+4800 (Grade Pay) on the establishment of Delhi Judicial Academy OR *** Graduate with 8 years service in the pay band of Rs. 9300-34800+4800 (Grade Pay) in Central/State Government Department/ Autonomous Bodies /Educational Institutions /Universities etc.	By promotion on the basis of seniority-cum-merit from the seniority list of eligible candidates on the establishment of Delhi Judicial Academy. OR By selection on merit on deputation OR **** By direct recruitment on contract basis on the basis of recommendation by the Patron-in-Chief
7.	Private Secretary (Promotion / Selection Post)	Graduate with 8 years service in the post of Senior Stenographer on the establishment of the Delhi Judicial Academy. OR Graduate with Computer Knowledge with Shorthand speed of 120 w.p.m. with 8 years experience. OR ***Graduate with 8 years service in the pay band of Rs. 9300-34800+4200 (Grade Pay) in Central/State Government Department/ Autonomous Bodies/ Educational Institutions/Universities, etc. and possessing the speed of not less than 120 words per minute in English Shorthand and typing speed of 45 words per minute on computer with proficiency in computer.	By promotion on the basis of seniority-cum-merit from the seniority list of eligible candidates on the establishment of Delhi Judicial Academy. OR By direct recruitment on permanent or temporary basis through a written test and interview. OR By direct recruitment on contract basis on the basis of the recommendation by the Patron-in-Chief. OR By selection on merit on deputation

***Revised Pay Band + Grade Pay as per recommendations of the Sixth Pay Commission.

**** Added as per decision of Hon'ble Judicial Education & Training Programme Committee dated 02.12.2009.

8.	Research Assistant (Selection Post)	<p>Doctorate in Law with good academic/ research record.</p> <p style="text-align: center;">OR</p> <p>LL.M with good academic/research record.</p> <p style="text-align: center;">OR</p> <p>Officers of Central Government, State Governments or Universities or Recognized Research Institutes :-</p> <p>(a) working in Legal Department/Research;</p> <p style="text-align: center;">OR</p> <p>*** (b) serving in regular legal/research service in the pay band of Rs. 9300- 34800+5400 (Grade Pay) or above.</p> <p>Age Limit: not exceeding 40 years. Note: <i>Educational Qualification and eligibility criteria may be relaxed in case of exceptionally outstanding and deserving candidates by the Patron-in-Chief.</i></p>	<p>By direct recruitment on permanent or temporary basis through a written test and interview.</p> <p style="text-align: center;">OR</p> <p>By selection on merit on deputation</p> <p style="text-align: center;">OR</p> <p>By direct recruitment on contract basis on the basis of recommendation by the Patron-in-Chief.</p>
9.	Programmer (Selection Post)	<p>B.E. (Computer Engineering/IT)/MCA with at least 60% marks and 3 years experience of management of Computer Network System (LAN and WAN having TCP/IP skills), web servers, library servers, maintenance of hardware & software devices, Digital Library and website design, knowledge of Windows and Linux Platform, ability to implement network security, firewall, routers, etc.</p> <p>Age Limit : not exceeding 30 years</p>	<p>By direct recruitment on permanent or temporary basis through a written test and interview</p> <p style="text-align: center;">OR</p> <p>By selection on merit on deputation</p> <p style="text-align: center;">OR</p> <p>By direct recruitment on contract basis on the basis of recommendation by the Patron-in-Chief.</p>

***Revised pay band + grade pay as per recommendations of the Sixth Pay Commission.

10.	Accounts Officer (Promotion/Selection post)	<p>*** Graduate in Commerce with 5 years service in the pay band of Rs. 9300-34800+4200 (Grade Pay) on the establishment of the Delhi Judicial Academy</p> <p style="text-align: center;">OR</p> <p>Candidate who has ICWAI/CA/CS/CFA/MBA (Finance) from reputed Institute/University with good academic record.</p> <p style="text-align: center;">OR</p> <p>Post Graduate degree in Commerce with minimum of 3 years experience of maintenance and audit of accounts, etc. in Central/State Government Department/Autonomous Bodies/Educational Institutions/ Universities, etc.</p> <p style="text-align: center;">OR</p> <p>*** Graduate with Diploma in Subordinate Accounts Service (SAS) Part-I & Part-II with 5 years service in the pay band of Rs. 9300-34800+4200 (Grade Pay) in Central/State Government Departments/Autonomous Bodies/ Educational Institutions/Universities, etc.</p>	<p>By promotion on the basis of seniority-cum-merit from the seniority list of eligible candidates on the establishment of the Delhi Judicial Academy.</p> <p style="text-align: center;">OR</p> <p>By direct recruitment on permanent or temporary basis through a written test and interview.</p> <p style="text-align: center;">OR</p> <p>By direct recruitment on contract basis on the basis of recommendation by the Patron-in-Chief.</p> <p style="text-align: center;">OR</p> <p>By selection on merit on deputation</p>
11.	Assistant Librarian- cum-Information Officer (Selection Post)	<p>Post-Graduate degree in Library Science from a recognized University (Diploma holder in Information Science from a recognized University/reputed Institution to be preferred) with minimum experience of 2 years in a reputed library.</p> <p style="text-align: center;">OR</p> <p>Graduate with Diploma/Degree in Library Science from a recognized University (Diploma holder in Information Science from a recognized University/reputed Institution to be preferred) with minimum experience of 5 years in a reputed library.</p> <p style="text-align: center;">OR</p> <p>Officers of Central/State Government or Universities holding analogous Post.</p> <p>Desirable: <i>Knowledge of computer applications in a library.</i></p>	<p>By direct recruitment on permanent or temporary basis through a written test and interview.</p> <p style="text-align: center;">OR</p> <p>By selection on merit on deputation.</p> <p style="text-align: center;">OR</p> <p>By direct recruitment on contract basis on the basis of recommendation by the Patron-in-Chief.</p>

***Revised pay bands + grade pay as per recommendations of the Sixth Pay Commission.

12.	****Senior Stenographer / Stenographer (Promotion/Selection Post)	<p>**** Graduate with computer knowledge and Shorthand speed of 100 w.p.m. with 5 years service on the establishment of Delhi Judicial Academy.</p> <p style="text-align: center;">OR</p> <p>Graduate with Shorthand speed of 100 w.p.m. and typing speed of 40 w.p.m. having computer knowledge and good academic record with minimum experience of 3 years in the profession.</p> <p style="text-align: center;">OR</p> <p>Graduate with computer knowledge and Shorthand speed of 100 w.p.m. with minimum 5 years experience in Central/State Government Department/ Autonomous Bodies/Education Institutions /Universities etc.</p>	<p>**** By selection on merit from eligible employees on the establishment of the Delhi Judicial Academy through a written test and interview.</p> <p style="text-align: center;">OR</p> <p>By direct recruitment on permanent or temporary basis through a written test and interview.</p> <p style="text-align: center;">OR</p> <p>By direct recruitment on contract basis on the basis of recommendation by the Patron-in-Chief.</p> <p style="text-align: center;">OR</p> <p>By selection on merit on deputation</p>
13.	Assistant (Promotion/Selection post)	<p>*** Graduate with 5 years service in the pay band of Rs. 5200-20200+2400 (Grade Pay) on the establishment of the Delhi Judicial Academy.</p> <p style="text-align: center;">OR</p> <p>Graduate with 60% marks and good academic record having knowledge of computers</p> <p style="text-align: center;">OR</p> <p>Graduate with 5 years service in the pay band of Rs. 5200-20200+2400 (Grade Pay) in Central/State Government Department/ Autonomous Bodies/Educational Institutions/ Universities etc.</p> <p>Desirable: <i>Diploma in Office Automation</i></p>	<p>By promotion on the basis of seniority-cum-merit from the seniority list of eligible candidates on the establishment of Delhi Judicial Academy.</p> <p style="text-align: center;">OR</p> <p>By direct recruitment on permanent or temporary basis through a written test and interview.</p> <p style="text-align: center;">OR</p> <p>By direct recruitment on contract basis on the basis of recommendation by the Patron-in-Chief.</p> <p style="text-align: center;">OR</p> <p>By selection on merit on deputation.</p>
14.	**** deleted		

***Revised pay band + grade pay as per recommendations of the Sixth Pay Commission.

**** Modified/Deleted consequent upon revision of pay band + grade pay of the post of Stenographer at par with that of the post of Senior Stenographer.

15.	Upper Division Clerk (UDC) (Promotion/Selection Post)	Graduate with 5 years service in the pay band of Rs. 5200-20200+1900 (Grade Pay) on the establishment of Delhi Judicial Academy. OR *** Graduate with 5 years service in the pay band of Rs. 5200-20200+1900 (Grade Pay) in Central/ State Government Department/ Autonomous Bodies / Educational Institutions/ Universities etc.	By promotion on the basis of seniority-cum-merit from the seniority list of eligible candidates on the establishment of Delhi Judicial Academy. OR By departmental recruitment from LDCs having minimum service of 5 years, through a written test and interview. OR By selection on merit on deputation.
16.	LDC (Selection Post)	Intermediate with typing speed of 35 w.p.m. and must have knowledge of computer. OR Officials of Central / State Government or Universities holding analogous post.	By direct recruitment on permanent or temporary basis through a written test and interview OR By direct recruitment on contract basis on the basis of recommendation by the Patron-in-Chief. OR By selection on merit on deputation.
17.	Library Clerk (Selection post)	Intermediate with Certificate course in Library Science from a recognized University/Institution. Must have knowledge of English. <i>Desirable: Experience of restoration of documents in a Library.</i>	By direct recruitment on permanent or temporary basis through a written test and interview. OR By direct recruitment on contract basis on the basis of recommendation by the Patron-in-Chief.
18.	Xerox Operator (Selection Post)	Matriculation or equivalent from a recognized Board with 1-year experience in handling the Xerox machine.	By direct recruitment on permanent or temporary basis through an interview OR By direct recruitment on contract basis on the basis of recommendation by the Patron-in-Chief.

*****Revised pay band + grade pay as per recommendations of the Sixth Pay Commission.**

19.	Staff Car Driver (Selection Post)	Matriculation or equivalent from a recognized board having valid driving licence for light motor vehicle with minimum 2 years unblemished driving experience.	By direct recruitment on permanent or temporary basis through an interview and on the basis of merit-cum-fitness subject to qualifying skill test by Government Motor Training School or by State Government authorized Institution. OR By direct recruitment on contract basis on the basis of recommendation by the Patron-in-Chief.
20.	Bus/HT Vehicle Driver (Selection Post)	Matriculation or equivalent from a recognized Board having valid commercial driving licence for heavy motor vehicle with minimum 2 years unblemished driving experience.	By direct recruitment on permanent or temporary basis through an interview and on the basis of merit-cum-fitness subject to qualifying skill test by Government Motor Training School or by State Government authorized Institution. OR By direct recruitment on contract basis on the basis of recommendation by the Patron-in-Chief.
21.	Dispatch Rider (Selection Post)	Matriculation or equivalent from a recognized Board having valid driving licence for motorcycle with at least 2 years unblemished driving experience.	By direct recruitment on permanent or temporary basis through an interview and on the basis of merit-cum-fitness subject to qualifying skill test by Government Motor Training School or by State Government authorized Institution. OR By direct recruitment on contract basis on the basis of recommendation by the

			Patron-in-Chief.
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22.	Peon (Selection Post)	Matriculation or equivalent from a recognized Board (Person having valid driving licence for light motor vehicle with unblemished driving experience would be preferred).	By direct recruitment on permanent, temporary or contract basis through an interview. OR By transfer or deputation of a person serving in the High Court or the District Courts in Delhi or the Government of NCT of Delhi.
23.	Library Binder (Selection Post)	Matriculation or equivalent from a recognized Board (Graduate would be preferred) with knowledge/experience of book binding.	By direct recruitment on permanent, temporary or contract basis through an interview.