

अण्डमान तथा निकोबार प्रशासन  
ANDAMAN & NICOBAR ADMINISTRATION  
स्माज कल्याण निदेशालय  
DIRECTORATE OF SOCIAL WELFARE  
गोल घर, पोर्टब्लेयर  
GOALGHAR, PORT BLAIR  
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**NOTIFICATION**

Port Blair, dated May, 2023

No. A-12/6/2022-SW-SW\_AN In exercise of the powers conferred by the provision to Article 309 of the Constitution of India, read with the Government of India, Ministry of Home Affairs Notification No. U14039/2/83-ANL dated 21<sup>st</sup> February 1985, the Lieutenant Governor (Administrator), Andaman & Nicobar Islands hereby makes the following rules regulating the method of recruitment to the post of Deputy Director, ICDS in the Directorate of Social Welfare, Andaman and Nicobar Administration, namely:-

**1. Short title and commencement:-**

(i) These rules may be called the A & N Administration (Deputy Director, ICDS in the Directorate of Social Welfare) Recruitment Rules, 2023.

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

**2. Number of Post, Classification and Scale of Pay:-** The number of posts, their classification and the scale of pay attached thereto, shall be as specified in para 2 to 4 of the Schedule annexed to these rules.

**3. Method of recruitment, age limit, qualification etc:-** The method of recruitment, age limit, qualification and other matters connected therewith shall be as specified in para 5 to 15 of the said schedule.

**4. Disqualifications:-**

No persons,

- i. Who have entered into or contracted a marriage with a person having a spouse living or
- ii. Who having spouse living has entered into or contracted a marriage with any person shall be eligible for appointment to any of 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 Lieutenant Governor (Administrator), Andaman and Nicobar Islands is of the opinion that it is necessary or expedient to do so, he may, by order, 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.

**6. Saving:-** Nothing in these rules shall affect reservation, relaxation of age limit and other concession required to be provided for the Scheduled Castes, the Schedule Tribes and other Specific categories of persons in accordance with the order issued from time by the Central Government in this regard.

Lieutenant Governor  
Andaman & Nicobar Islands

Assistant Director (Admn.)

Copy to:

1. The Secretary to the Govt. of India, Ministry of Women & Child Development, New Delhi.
2. The Under Secretary, UPSC, Dholpur House, Shahjahan Road, New Delhi.
3. The Manager, Govt. Press, Port Blair with a request that the above Notification and the schedule of Recruitment Rules may kindly be published in the Andaman & Nicobar Gazette both in English and Hindi, and 20 copies of the Gazette Notification may kindly be forwarded to this office.
4. The Hindi Officer, A & N Administration, Port Blair with a request to furnish the Hindi version of the above Notification along with copy of the English version to the Manager, Govt. Press, Port Blair under intimation to this office.
5. The Deputy Secretary (Law), A & N Administration, Port Blair.
6. The Assistant Secretary (Perf), A & N Administration, Port Blair.
7. PA to Secretary (SW), A & N Administration, Port Blair.
8. Spare copies - 10.

Assistant Director (Admn.)

Schedule-I

**DRAFT RECRUITMENT RULES FOR THE POST OF DEPUTY DIRECTOR (ICDS) IN  
DEPARTMENT OF DIRECTORATE OF SOCIAL WELFARE, A & N ADMINISTRATION**

1.	Name of Post	DEPUTY DIRECTOR (ICDS)
2.	No. of Post	01 (ONE)* 2023 (Subject to variation depending on work load)
3.	Classification	General Central Service Group 'A' Gazetted (Non-Ministerial)
4.	Pay Band/ Grade Pay/ Pay Scale	Level-09 Rs.53100-168700
5.	Whether Selection post or Non Selection post	Selection
6.	Age limit for direct recruits	Not Applicable
7.	Educational and other qualifications required for direct recruits	Not Applicable
8.	Whether age and Educational qualifications prescribed for direct recruits will apply in the case of Promotees	Not Applicable
9.	Period of probation, if any	Not Applicable
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	Composite method [Deputation (ISTC) /Promotion]
11.	In case of recruitment by promotion/ deputation/ absorption, grade from which promotion/ deputation/ absorption to be made	<p>Composite method [Deputation (ISTC) /Promotion]</p> <p>Officers of the Central/State Government/UTs/ Autonomous/Statutory Body/PSUs/University/Recognized Research Institute.</p> <p>(i) Holding analogous post on a regular basis in the parent cadre or department.</p> <p style="text-align: center;">OR</p> <p>(ii) With 2 years regular service in the grade rendered after appointment thereto on a regular basis in the pay in Level-8 (Rs.47600-151100) in the pay matrix or equivalent in the parent</p>



cadre/department.

AND

(iii) Possessing the following Educational Qualification and Experience

**Essential**

1. Master's Degree in Social Work/Sociology/Social Science from a recognized institution/University
2. 5 Years experience in Administration and establishment matters.

**Desirable:**

Three years experience in the field of Social Sector, especially women and children, disadvantaged and vulnerable groups etc.

**Note 1:** Period of deputation including 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 ordinary not to exceed four 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.

**Note 2:** The Departmental Programme Officer (ICDS) in the Directorate of Social Welfare, Andaman and Nicobar Administration Level-7 (Rs.44900-142400) in the pay matrix with 03 years of regular service in the grade and having the Education Qualifications and Experience prescribed for considering appointment on deputation basis, is considered along with outsiders. If the departmental candidate is selected for appointment to the post, it shall be treated as having been filled on promotion.

12.	If a DPC exists, what is its composition?	Group 'A' DPC (for promotion)  1. UPSC Member - Chairman 2. Chief Secretary - Member 3. Secretary (SW) -Member 4. Secretary (Perl) - Co-opted member
13.	Circumstances in which UPC is to be consulted in making recruitment	Consultation with UPSC is necessary on every occasion

**Annexure - II**

Form to be filled by the Ministry/ Department while forwarding proposals to the Department of Personnel & Training and the Union of Public Service Commission for framing Recruitment Rules.

1.	a)	Name of the Post	:	Deputy Director (ICDS)
	b)	Name of the Ministry/ Department	:	Department of Social welfare

	c)	Number of Posts	: 01 (One)* 2023 (Subject to variation depending on work load)
	d)	Pay Band/ Grade Pay/ Pay Scale	: Level-09 Rs.53100-168700
	e)	Class and service to which the posts belong (of MAH Notification No. 20/16/60-Estt (A) date 13/03/1962)	: General Central Service Group 'A' Gazetted
	f)	Ministerial or non-Ministerial (of F.R. - 9(17))	: Non- Ministerial
2.		Appointing Authority	: Lt. Governor, A&N Islands
3.		Duties of the post in details	: Attached (annexed below)
4.		Describe briefly the method(s) adopted for filling the posts until now.	: DANICS officers are being looking after the charges of Deputy Director (ICDS) posted from A&N Administration
5.		Method(s) of recruitment proposed	: Composite method [Deputation(ISTC)/Promotion]
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	: Programme Officer (ICDS) 01 Post
	b)	Number of years of qualifying service proposed to be fixed before persons in the field become eligible for promotion (of MHA OM No.1/5/58-RPS dated 26/02/1958)	: The Departmental Programme Officer (ICDS) in the Directorate of Social Welfare, Andaman and Nicobar Administration, Level-7 (Rs.44900-142400) in the pay matrix with 03 years of regular service in the grade and having the educational qualifications and experience prescribed for considering appointment on deputation basis, is considered along with outsiders. If the departmental candidate is selected for appointment to the post, it shall be treated as having been filled on promotion.
	c)	Percentage of vacancies in the grade proposed to be filled by promotion	: 100% Promotion
	d)	Reasons for proposing the percentage in (c) above	: Only one post in feeder grade
	e)	Have recruitment rules been framed for the post proposed in the file 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 to DoP&T along with the proposal	: NA
	f)	If recruitment rules were not framed for the posts in the field of promotion	
	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.	: NA
	ii.	Please state briefly the educational qualifications possessed by the persons in the field of promotion	: <b>Essential</b> 1. Master's Degree in Social Work/Sociology/Social Science from a recognized institution/University



			2. 5 Years experience of Administration and Establishment matters.
			<b>Desirable:</b> Three years experience in the field of Social Sector, especially women and children, disadvantaged and vulnerable groups etc.
	iii.	In case the feeder posts are filled by promotion, the recruitment rules for the still lower posts (including the lower posts to which direct recruitment is one of the methods of recruitment) may be furnished	: Attached (Annexures below)
	g)	i. Is the promotion to be made selection or Non-selection basis	: Selection
		ii. Reasons for the proposal in (i) above	: The recruitment/promotion to which is to be made by selection based on merit and suitably assessed by Selection Committee/DPC
	h)	If a DPC exists, what is its composition	: Group 'A' DPC (for promotion & Confirmation) 1. UPSC Member : Chairman 2. Chief Secretary : Member 3. Secretary (SW) : Member 4. Secretary (Perl) : Co-opted Member
	i.	Indicate if the feeder post 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	: NA
8.		If direct recruitment is proposed as a method of recruitment (of MHA OM No. 2/45/55-RPS, dated 08/10/1955) please state:	
	a)	The percentage of vacancies proposed to be filled by direct recruitment	: NA
	b)	Indicate if there are any promotional avenues for the direct	: No.
	c)	i. Age for direct recruits (of MHA OM No.2/45/59-RPS, dated 08/10/1959	: NA
		ii. Is age relaxable for Government servants?	: NA
	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	: NA
<b>Essential</b>			
<b>Desirable</b>			
	e)	Whether essential qualification to be	:

		prescribed are in accordance with any Act(s) under which it is necessary and also supply relevant extracts from the Act(s)	NA
	f)	Has the post been advertised by the Commission in the past? If so, -please quote Commission's reference no.	No
9.		If direct recruitment is not proposed as a method, please state why it is not considered desirable/ possible/ necessary	NA
10.	i.	If promotion and direct recruitment are both proposed as methods of recruitment, will the educational qualification proposed for direct recruits apply in case of promotions?	Yes
	ii.	If not, to what extent are the educational qualifications proposed to be relaxed in case of promotions?	NA
11.	a)	Is deputation/ transfer proposed as a method of recruitment? If so, please state the reasons for the proposal. Please state clearly whether deputation or transfer or both are proposed	<b>Deputation:-</b> Officers under the Central/State Governments/Statutory Commissions/PSUs/Autonomous Bodies under the Central/State Govts/UTs. (i) Holding analogous posts on regular basis <b>(OR)</b> (ii) With 2 years regular service in the grade rendered after appointment thereto on a regular basis in the pay in Level-8 Rs. 47600-151100/-
	b)	The percentage of vacancies proposed to be filled by this method	100 % promotion
	c)	The period to which (deputation will be limited)	Short Term (as per requirement/rules)
	d)	The names of the posts of grades or services etc. from which deputation /transfer is proposed (of MHA OM No. 2/25/60-Estt(D) dated 19/8/1960	NA
12.	a)	If any of the methods is proposed fails, by what methods are such vacancies proposed to be filled	Composite method
	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 provision for initial constitution has been proposed.	NA
	c)	Whether the recruitment rules relate to a post which is proposed to the downgraded? If so, whether necessary safeguards have been suggested in respect of the existing incumbents of that post?	No
13.	a)	Special circumstance, if any, other than those covered by the rules, in which the commission may be required to be consulted.	For approval of RR from UPSC
	b)	Whether the Department of Personnel and Training have concurred in the proposal?	NA
	c)	Whether the Department of Pension and Public Grievances have concurred in for the grant of benefit of added years of service under the Pension Rules?	NA



14	If these proposals are being sent in response to any reference from the Commission, please quote Commission reference No.	1. UPSC letter No.3/30(8)/2016-RR dated 08.12.2016 2. UPSC letter No.3/30(9)/2016-RR dated 17.03.2017 3. UPSC letter No.3/30(8)/2016-RR dated 25.08.2017
15	Name, address and telephone numbers of the Ministry's representatives with whom whose proposals may be discussed if necessary, for clarification/ early decision.	The Director (Social Welfare) A&N Administration, Secretariat, Port Blair Phone No. 03192-233356 Fax No. 03192-233356

Date:

Place:

Signature of the Officer  
Sending the proposal  
Telephone No. 03192-233356

#### **Duties and responsibilities of the DD (ICDS):**

1. Assist the Director (SW) in effective implementation of the ICDS Programmes including planning, preparation and monitoring of budget estimates and revised estimates for all financial years.
2. Shall act as Head of the ICDS State cell and head of the ICDS Mission
3. Nodal Officer for schemes like Saksham Anganwadi, Poshan 2.0, PMMVY, Training programmes related to capacity building of man power.
4. Formulation of State Policy, Annual Action Plan and restructuring of ICDS scheme as per requirement / guidelines issued from time to time.
5. Monitoring and evaluation of all schemes under ICDS with special emphasis on the nutritional status of children age group 6months to 6 years, Pregnant and lactating mothers, adolescent girls in co-ordination with field staff.
6. Assist in implementation of remedial measures for correction of severely and moderate mal-nutrition among children and methods of improvement in coordination with field staff.
7. Review of periodical reports like MPRs, POSHAN tracker or any substitute report/ statistical data from field and by state technical teams and point out deficiencies in implementation of schemes and appraise the Director, SW.
8. Identifying the training requirements of the field staff and arranging to take action for conducting seminars/workshops/Training camps for ICDS functionaries to impart training.
9. Co-ordination with all line departments especially health, education and any other departments of the UT Admin as per the need of the scheme and coordination with various Governmental and Non-governmental Organizations (NGOs).
10. Selection and Posting of all supervisory staff in coordination with the Director, SW.
11. Issue of Financial sanctions to the subordinate officers in accordance with the powers delegated by the Director and procedure letdown vide Administrations order No. 253 dated 29.01.2009 under Rule 14 and Rule 13(3) and instruction from Government of India time to time.
12. In-charge of all correspondences relating to ICDS – viz., Supplementary Nutrition, Budget and Expenditure, Scrutiny of Bills of TS foods and TSTC.
13. In-charge for Audit paras pertaining to schemes related to ICDS and Nutrition.
14. Press clipping and replies to Parliamentary questions, official correspondences & miscellaneous correspondence.
15. Review and implementation of reports / recommendations issued by the Cabinets subcommittee, Women sub plan, ICDS or any other scheme covered under ICDS.
16. Undertake tours every month for supervision and monitoring of ICDS and other related schemes as instructed by the Director / Secretary.
17. Ensure for proper reimbursement of funds released from the Government of India and UT fund.
18. Purchase of Procurement material for the ICDS Projects as per the needs and norms laid down in this regard.

**Accountable to:** Secretary and Director, SW

**Jurisdiction:**

Extension to the entire Department at UT/ District/ ICDS level.

Extension to the entire Department wherever the ICDS Projects are being implemented.