



भारतीय राजमार्ग अभियन्ता अकादमी
(सड़क परिवहन एवं राजमार्ग मंत्रालय, भारत सरकार)
Indian Academy of Highway Engineers

(Ministry of Road Transport and Highways, Govt. of India)
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All communications to this office
should be addressed to the Director
by designation and not by name

IAHE/Admin/19/RRs-IAHE Post/2015-16/04

Dated 6th November 2015

Office Order

In exercise of the powers conferred by the Rules of the Highway Training Institute (now IAHE) of the Memorandum of Association of Highway Training Institute (now IAHE), the Governing Body (GB) of the Indian Academy of Highway Engineers (IAHE) hereby makes the following rules regulating the method of Recruitment to the posts of Personal Secretary (Group-B) in the Indian Academy of Highway Engineers (IAHE), namely :-

1. **Short title and commencement-** (1) These rules may be called the “Addendum to Indian Academy of Highway Engineers (Group ‘B’ posts), Recruitment Rules, 2015”.

(2) They shall come into force on the date of issue of this Office Order.

2. After the post of Assistant Manager (IT), post of Personal Secretary (Group-B) shall be inserted in the schedule annexed to the “Indian Academy of Highway Engineers (Group ‘B’ posts), Recruitment Rules, 2015” issued vide Office Order no IAHE/Admin/19/RRs-IAHE Post/2015-16/02 dated 19th October, 2015. Details of Number of posts, classification and Pay band and Grade pay or scales of pay, Method of recruitment, age limit, and other qualification etc, for the post of Personal Secretary (Group-B) in the Indian Academy of Highway Engineers (IAHE) are as per enclosed schedule.

3. All other details as contained in the Original Office Order pertaining to “Indian Academy of Highway Engineers (Group ‘B’ posts), Recruitment Rules, 2015” notified vide this office order no IAHE/Admin/19/RRs-IAHE Post/2015-16/02 dated 19th October, 2015 shall remain the same

M. Riten Kumar Singh

(M.Riten Kumar Singh)
Joint Director

Enclosure: Schedule

Copy To,

1. All members of the Governing Body of IAHE.
2. PS to the President of the Society (Hon’ble Minister, RT&H).
3. PPS to the Chairman of Governing Body of IAHE (Secretary, RT&H)
4. Director IAHE
5. All Group B Officers of IAHE
6. Office Record

SCHEDULE

Name of post	Number of post	Classification	Pay Band and Grade Pay/ Pay Scale	Selection or Non-Selection	Age Limit for direct recruits	Education and other qualification required
(1) Personal Secretary	(2) 02 (Two)	(3) Group 'B'	(4) Rs. 9300-34800 + Rs. 4800 Grade Pay	(5) Not applicable	(6) Not applicable	(7) Not applicable

R. Krishna

Whether age prescribed for direct recruits will apply in the case of promotees	(8)	Period of probation	Method of recruitment	Grade from which recruitment by promotion/ deputation/ absorption/ contract/Outsourcing is to be made	If a DPC exists, what is the composition	Circumstances in which UPSC to be consulted in making recruitment
Not applicable	(9) Two years (in case of Promotion)**	(10) By Promotion failing which on Deputation	(11) (i) By Promotion :- From amongst the Staff working in feeder grade (i.e. Rs. 5200-20200+ Rs. 2400 Grade Pay) for a period of 16 years on regular basis in the Institute and fulfilling the educational qualification & essential experience prescribed in column 7 of RRs of Steno Grade 'D'. (ii) By Deputation :- By deputation from (a) Candidates holding analogous posts carrying similar pay scale (PB-2, Rs. 9300-34800 + Rs. 4800 Grade pay) scale in CDA pattern in the Central / State Government or equivalent scale on IDA pattern in Central / State Public Sector Undertaking on regular basis or from amongst the Staff working in the pay scale (PB-2, Rs. 9300-34800 + Rs. 4200 Grade Pay) for a period of 6 years on regular basis (b) Fulfilling the educational qualification & experience prescribed in column 7.	(12) (i) Director, IAHE : Chairman (ii) Chief Engineer, M/o RT&H Nominated by M/o RT&H : Member (iii) Joint Director, IAHE : Member	(13) Not applicable	

Note: ** Two years Probation Period for promoted candidates till the present Bye Laws of IAHE are amended.

Richman