

**MINISTRY OF ELECTRONICS AND INFORMATION TECHNOLOGY
CONTROLLER OF CERTIFYING AUTHORITIES
NEW DELHI**

SCHUDLE OF RECRUITMENT RULES - GROUP 'A' S&T OFFICERS

Name of the Post	Number of Posts	Classification	Scale of Pay	Whether Selection or Non-Selection	Age Limit for Direct Recruits	Educational and Other Qualifications required for Direct Recruits	Whether age and Educational Qualifications prescribed for Direct Recruits will apply in the case of Promotions	Period of probation, if any
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1) Deputy Controller (Investigation)	01* (2022) (subject to variation dependent on workload)	Equivalent to Group 'A' Post in Central Government	Level-14 in the Pay Matrix (Rs. 144200-218200) of 7 th CPC	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable

Method of Recruitment whether by Direct Recruitment or by Promotion or by Deputation / Transfer (Absorption) and Percentage of posts 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 the composition thereof	Circumstances in which Union Public Service Commission to be consulted in making Recruitment.
(10)	(11)	(12)	(13)

<p>By Deputation (including short-term contract) / Absorption</p>	<p>Deputation (including short-term contract) or Absorption;</p> <p>Officers from Central Government or State Government or Universities or Recognized Research Institutions or Semi Government, Statutory or Autonomous Organization confirming the following conditions: -</p> <p>(A) (i) Holding analogous post on regular basis in the parent cadre or Department; or (ii) With two years of service in the grade rendered after appointment thereto on a regular basis in the Level-13A (₹ 1,31,100-2,16,600) of the pay matrix (7th CPC) or equivalent in the parent cadre or Department; or (iii) With five years of service in the grade rendered after appointment thereto on a regular basis in the Level-13 (₹ 1,23,100-2,15,900) of the pay matrix (7th CPC) or equivalent in the parent cadre or Department;</p> <p>AND</p> <p>(B) Essential Qualification: Bachelor Degree in Engineering or Bachelor Degree in Technology or Department of Electronics and Accreditation of Computer Courses B- level or Associate Member of Institute of Engineers or Graduate Institute of Electronics and Telecommunication Engineers or Master Degree in Science (MSc) or Master in Computer Application or Master Degree in Engineering or Technology (ME or M-Tech) or Ph. D in the field as mentioned below:</p> <p>Field (single or in combination): Electronics, Electronics and Communication, Computer Sciences, Communication, Computer and Networking Security, Computer Application, Software System, Information Technology, Information Systems, Information Technology Management, Informatics, Computer Management, Cyber Law.</p> <p>AND</p> <p>(C) Experience: 20 Years in the field of Information Technology with following skill sets and minimum 2 years of experience in incident handling/ computer forensics/ audit & investigations / testing & evaluation of ICT infra.</p> <ul style="list-style-type: none"> • In-depth knowledge of computer forensics, incident handling, and audit/ investigations methodologies under PKI framework. • Strong understanding of legal and regulatory frameworks of IT Act, 2000. • Demonstrated ability to manage investigations of cyber fraud, handle sensitive information, and maintain confidentiality. • Strong analytical and problem-solving skills in the domain of Information Security. • Certified professional in the relevant field, such as Information Security, computer forensics, Investigation & Auditing of Information Systems. <p>Desirable Qualification: Post Graduate Diploma in Cyber Law/Cyber Security/ Cyber Forensics</p> <p>Note:</p> <p>(i)The above experience shall be applicable in respect of candidates having Bachelor in Engineering or Bachelor in Technology or Department of Electronics and Accreditation of Computer Courses B Level or Associate</p>	<p>The Composition of Departmental Promotion Committee / Selection Committee:</p> <p>(i) Secretary : Chairperson Ministry of Electronics & Information Technology</p> <p>(ii) Controller of Certifying Authorities, : Member Office of CCA</p> <p>(iii) An officer from Outside MeitY not below the level of Additional Secretary to the Govt. of India : Member</p> <p>Screening Committee: The screening committee shall consist of any two members out of the above Selection Committee to be nominated by Appointing Authority.</p>	<p>Not applicable</p>
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	<p>Member of Institute of Engineers or Graduate Institute of Electronics and Telecommunication Engineers or Master Degree in Science or Master in Computer Application qualifications, and for candidates having Master Degree in Engineering or Master Degree in Technology of the above fields, two years relaxation in above specified over all experience shall be applicable and for candidates having Ph.D. Qualification will be given 5 years relaxation in above specified over all experience shall be applicable.</p> <p>(ii) The period of deputation, including the period of deputation (including short-term contract) in another ex-cadre post held immediately preceding this appointment in same or some other Organization or Department of the Central Government, shall ordinarily not exceed five years, which may be extended further with the approval of the Central Government.</p> <p>(iii) The officer, who initially joins on deputation, may be permanently absorbed in the post/grade subject to his/her satisfactory work performance & willingness. Such an “absorption” can be effected only in the case of officers who are on deputation from Central/State Government.</p> <p>(iv) The maximum age limit for appointment by absorption/deputation (including short-term contract) shall be not exceeding 58 (Fifty-Eight) years as on the closing date of receipt of applications.</p> <p>For Ex-Serviceman: The Armed Forces personnel due to retire or who are to be transferred to reserve within a period of one year and having the requisite qualifications and experiences prescribed shall also be considered. Such persons would be given deputation terms upto the date on which they are due for release from the armed Forces; thereafter they may be continued on re-employment.</p>		
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Name of the Post	Number of Posts	Classification	Scale of Pay	Whether Selection or Non-Selection	Age Limit for Direct Recruits	Educational and Other Qualifications required for Direct Recruits	Whether age and Educational Qualifications prescribed for Direct Recruits will apply in the case of Promotions	Period of probation, if any
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
2) Assistant Controller (Investigation)	01* (2022) (subject to variation dependent on workload)	Equivalent to Group 'A' Post in Central Government	Level-13A in the Pay Matrix (Rs. 131100-216600) of 7 th CPC	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable

Method of Recruitment whether by Direct Recruitment or by Promotion or by Deputation / Transfer (Absorption) and Percentage of posts 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 the composition thereof	Circumstances in which Union Public Service Commission to be consulted in making Recruitment.
(10)	(11)	(12)	(13)
By Deputation (including short-term contract) / Absorption	<p>Deputation (including short-term contract) or Absorption;</p> <p>Officers from Central Government or State Government or Universities or Recognized Research Institutions or Semi Government, Statutory or Autonomous Organization confirming the following conditions: -</p> <p>(A) (i) Holding analogous post on regular basis in the parent cadre or Department; or (ii) With two years of service in the grade rendered after appointment thereto on a regular basis in the Level-13 (₹ 1,23,100-2,15,900) of the pay matrix (7th CPC) or equivalent in the parent cadre or Department; or (iii) With seven years of service in the grade rendered after appointment thereto on a regular basis in the Level-12 (₹ 78,800-2,09,200) of the pay matrix (7th CPC) or equivalent in the parent cadre or Department;</p> <p>AND</p> <p>(B) Essential Qualification: Bachelor Degree in Engineering or Bachelor Degree in Technology or Department of Electronics and Accreditation of Computer Courses B- level or Associate Member of Institute of Engineers or Graduate Institute of Electronics and Telecommunication Engineers or Master Degree in Science (MSc) or Master in Computer Application or Master Degree in Engineering or Technology (ME or M-Tech) or Ph. D in the field as mentioned below:</p> <p>Field (single or in combination): Electronics, Electronics and Communication, Computer Sciences, Communication, Computer and Networking Security, Computer Application, Software System, Information Technology, Information Systems, Information Technology Management, Informatics, Computer Management, Cyber Law.</p> <p>AND</p> <p>(C) Experience: 18 Years in the field of Information Technology with following skill sets and minimum 2 years of experience in incident handling/ computer forensics/ audit & investigations / testing & evaluation of ICT infra.</p> <ul style="list-style-type: none"> • Familiarity with computer forensics tools, incident handling procedures, and audit/investigative techniques under PKI framework. • Working knowledge of relevant laws, regulations, and standards related to electronic transactions and cybersecurity. • Working knowledge on tools & techniques of Ethical Hacking. • Strong analytical and problem-solving skills in the domain of Information Security. 	<p>The Composition of Departmental Promotion Committee / Selection Committee:</p> <p>(i) Controller of Certifying Authorities, : Chairperson Office of CCA</p> <p>(ii) An officer from MeitY or its organization not below the level of Joint Secretary to the Govt. of India : Member</p> <p>(iii) An officer from Outside MeitY not below the level of Joint Secretary to the Govt. of India : Member</p> <p>Screening Committee: The screening committee shall consist of any two members out of the above Selection Committee to be nominated by Appointing Authority.</p>	Not applicable

- Certified professional in the relevant field, such as Information Security, computer forensics, Investigation & Auditing of Information Systems.

Desirable Qualification: Post Graduate Diploma in Cyber Law/Cyber Security/ Cyber Forensics

Note:

(i) The above experience shall be applicable in respect of candidates having Bachelor in Engineering or Bachelor in Technology or Department of Electronics and Accreditation of Computer Courses B Level or Associate Member of Institute of Engineers or Graduate Institute of Electronics and Telecommunication Engineers or Master Degree in Science or Master in Computer Application qualifications, and for candidates having Master Degree in Engineering or Master Degree in Technology of the above fields, two years relaxation in above specified over all experience shall be applicable and for candidates having Ph.D. Qualification will be given 5 years relaxation in above specified over all experience shall be applicable.

(ii) The period of deputation, including the period of deputation (including short-term contract) in another ex-cadre post held immediately preceding this appointment in same or some other Organization or Department of the Central Government, shall ordinarily not exceed five years, which may be extended further with the approval of the Central Government.

(iii) The officer, who initially joins on deputation, may be permanently absorbed in the post/grade subject to his/her satisfactory work performance & willingness. Such an "absorption" can be effected only in the case of officers who are on deputation from Central/State Government.

(iv) The maximum age limit for appointment by absorption/deputation (including short-term contract) shall be not exceeding 56 (Fifty-Six) years as on the closing date of receipt of applications.

For Ex-Serviceman:

The Armed Forces personnel due to retire or who are to be transferred to reserve within a period of one year and having the requisite qualifications and experiences prescribed shall also be considered. Such persons would be given deputation terms upto the date on which they are due for release from the armed Forces; thereafter they may be continued on re-employment.