



ऊर्जा दक्षता ब्यूरो
(भारत सरकार, विद्युत मंत्रालय)
BUREAU OF ENERGY EFFICIENCY
(Government of India, Ministry of Power)



No. ADMN-16/3/2023-BEE

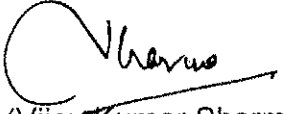
August 29, 2023

OFFICE MEMORANDUM

In accordance with the instructions issued by the DoP&T vide OM No. AB. 14017/48/2010-Estt.(RR) dated 31.12.2010, the Recruitment Rules (RRs) should be reviewed once in 5 years with a view to effecting such changes as are considered necessary to bring them in conformity with the changed position, including additions to or reductions in the strength of the lower and higher level posts. In compliance with these instructions, a proposal to amend the existing recruitment rules which were framed in the year 2017 for various posts in BEE is contemplated in the wake of restructuring of manpower in BEE. A draft of Recruitment Rules for all the existing posts in BEE is being uploaded on the BEE's website.

2. All the officers/staff (technical and non-technical) and other stakeholders in BEE are requested to offer their comments/suggestions, if any, in regard to the draft RR's by 30.09.2023.

This has the approval of DG, BEE.


(Vijay Kumar Sharma)
Manager (HR)

To,

All the Officers & Staff

Copy to :

- i. EA to DG, BEE
- ii. PS to Secretary, BEE
- iii. IT Expert for uploading on website

स्वहित एवं राष्ट्रहित में ऊर्जा बचाएँ Save Energy for Benefit of self and Nation

Proposed Amendment in Schedule attached to RRs for Director

Existing Provision	Proposed Amendment
<p>(a) In Column (4) The words "Level-13 (Rs.118500 – 214100)"</p>	<p>"Level-13 (Rs.123100 – 215900)"</p>
<p>(b) In Column (5) The word "Selection"</p>	<p>"Not applicable"</p>
<p>(c) In column (7) The words "Central Govt." in the note below essential qualifications</p>	<p>"Competent Authority"</p>
<p>(d) In column (10) The words "By promotion failing which by deputation including short-term contract or direct recruitment".</p>	<p>"By promotion failing which by deputation including short-term contract"</p>
<p>(e) In column (11) Note-3 The period of deputation or short term contract normally shall not exceed five years and on satisfactory completion not less than three years, the officer shall be eligible to be considered for absorption in the Bureau.</p>	<p>The period of deputation or short term contract normally shall be three years which may be extended up to five years at the discretion of the Competent Authority.</p>
<p>(f) In Col. 12 The Departmental Selection Committee (for considering appointment) consisting of -</p> <p>(1) Director General, Bureau of Energy EfficiencyChairperson;</p> <p>(2) Joint Secretary (Energy Conservation), Ministry of PowerMember;</p> <p>(3) Vice Chancellor, The Energy and Resources Institute University, New DelhiMember.</p>	<p>The Departmental Selection Committee (for considering appointment) consisting of –</p> <p>(1) Joint Secretary Level Officer In-charge of Energy Conservation, Ministry of PowerChairperson;</p> <p>(2) Deputy Director General (Technical / Finance), Bureau of Energy EfficiencyMember;</p> <p>(3) Joint Secretary Level Officer in the Ministry of New and Renewable EnergyMember</p> <p>(4) Joint Secretary Level Officer belonging to SC/ST category to be nominated by the Ministry of PowerMember</p>

Proposed Amendment in Schedule attached to RRs for Joint Director

Existing Provision	Proposed Amendment
<p>(a) In Column (7) The words "Central Govt." in the note below essential qualifications</p>	<p>"Competent Authority"</p>
<p>(b) In column (10) The words "By direct recruitment or deputation (including short-term contract) or absorption".</p>	<p>(i) 50% by Direct Recruitment</p> <p>(ii) 50% by promotion failing which by deputation (including short-term contract).</p>
<p>(c) In column (11) There is no provision for Promotion.</p>	<p>The following words may be added "Promotion: Officers in the Grade of Deputy Director (Technical) in the Bureau with five years' service in Level-11 (Rs.67700-208700) of Pay Matrix (pre-revised grade pay of Rs.6600) rendered after appointment thereto on a regular basis.</p> <p>Note:- Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whichever is less and have successfully completed probation period for promotion to the higher grade along with their juniors who have already completed such qualifying or eligibility service."</p>
<p>(d) In column (11) Note-3 The period of deputation or short term contract normally shall not exceed five years and on satisfactory completion not less than three years, the officer shall be eligible to be considered for absorption in the Bureau.</p>	<p>The period of deputation or short term contract normally shall be three years which may be extended up to five years at the discretion of the Competent Authority.</p>
<p>(e) In Col. 12 The Departmental Selection Committee (for considering appointment) consisting of -</p> <p>(1) Director General, Bureau of Energy EfficiencyChairperson;</p>	<p>The Departmental Selection Committee (for considering appointment) consisting of -</p> <p>(1) Joint Secretary Level Officer In-charge of Energy Conservation, Ministry of Power</p>

<p>(2) Joint Secretary (Energy Conservation), Ministry of PowerMember;</p> <p>(3) Vice Chancellor, The Energy and Resources Institute University, New DelhiMember.</p>	<p>.....Chairperson;</p> <p>(2) Deputy Director General (Technical / Finance), Bureau of Energy EfficiencyMember;</p> <p>(3) Director Level Officer in the Ministry of New and Renewable EnergyMember</p> <p>(4) Director Level Officer belonging to SC/ST category to be nominated by Ministry of PowerMember</p>
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Proposed Amendment in Schedule attached to RRs for Public Relation or Media Manager

Existing Provision	Proposed Amendment
<p>(a) In Column (7) The words "Central Govt." in the note below essential qualifications</p>	"Competent Authority"
<p>(b) In Column (10) By deputation (including short term contract) or absorption or direct recruitment.</p>	By Deputation including short term contract.
<p>(c) In column (11) Note-3 The period of deputation or short term contract normally shall not exceed five years and on satisfactory completion not less than three years, the officer shall be eligible to be considered for absorption in the Bureau.</p>	The period of deputation or short term contract normally shall be three years which may be extended up to five years at the discretion of the Competent Authority.
<p>(d) In Col. 12 The Departmental Selection Committee (for considering appointment) consisting of -</p> <p>(1) Director General, Bureau of Energy EfficiencyChairperson;</p> <p>(2) Director (Energy Conservation), Ministry of PowerMember;</p> <p>(3) Director, Press Information BureauMember.</p> <p>(4) Secretary, Bureau of Energy Efficiency.....Member</p>	<p>The Departmental Selection Committee (for considering appointment) consisting of –</p> <p>(1) Deputy Director General (Technical / Finance), Bureau of Energy Efficiency.....Chairperson;</p> <p>(2) Director / Deputy Secretary (Energy Conservation), Ministry of PowerMember;</p> <p>(3) Director, Press Information BureauMember</p> <p>(4) Secretary, Bureau of Energy Efficiency.....Member</p> <p>(5) Director / Deputy Secretary Level Officer belonging to SC/ST category to be nominated by Director General, Bureau of Energy EfficiencyMember</p>

Proposed Amendment in Schedule attached to RRs for Senior Private Secretary

Existing Provision	Proposed Amendment
<p>(a) In Column (7) The words "Central Govt." in the note below essential qualifications</p>	<p>"Competent Authority"</p>
<p>(b) In Column (10) By promotion failing which by deputation including short term contract or direct recruitment.</p>	<p>By promotion failing which by deputation including short term contract</p>
<p>(c) In column (11) Note-3 The period of deputation or short term contract normally shall not exceed five years and on satisfactory completion not less than three years, the officer shall be eligible to be considered for absorption in the Bureau.</p>	<p>The period of deputation or short term contract normally shall be three years which may be extended up to five years at the discretion of the Competent Authority.</p>
<p>(d) In Col. 12 The Departmental Selection Committee (for considering appointment) consisting of -</p> <p>(1) Director General, Bureau of Energy EfficiencyChairperson;</p> <p>(2) Director (Energy Conservation), Ministry of PowerMember;</p> <p>(3) Secretary, Bureau of Energy Efficiency.....Member</p>	<p>The Departmental Selection Committee (for considering appointment) consisting of -</p> <p>(1) Deputy Director General (Technical / Finance), Bureau of Energy Efficiency.....Chairperson;</p> <p>(2) Director / Deputy Secretary (Energy Conservation), Ministry of PowerMember;</p> <p>(3) Secretary, Bureau of Energy Efficiency..... Member</p> <p>(4) Director/Deputy Secretary Level Officer belonging to SC/ST category to be nominated by Director General, Bureau of Energy EfficiencyMember</p>

Proposed Amendment in Schedule attached to RRs for Finance & Accounts Officer

Existing Provision	Proposed Amendment
<p>(a) In Column (7) The words "Central Govt." in the note below essential qualifications</p>	"Competent Authority"
<p>(b) In Column (10) By promotion failing which by deputation including short term contract or direct recruitment.</p>	By promotion failing which by deputation including short term contract.
<p>(c) In column (11)</p>	<p>(To be added) Note-3 - The period of deputation or short term contract normally shall be three years which may be extended up to five years at the discretion of the Competent Authority.</p>
<p>(d) In Col. 12 The Departmental Selection Committee (for considering appointment) consisting of -</p> <p>(1) Secretary, Bureau of Energy EfficiencyChairperson;</p> <p>(2) Director/Deputy Secretary (Finance), Ministry of PowerMember;</p> <p>(3) Under Secretary (Energy Conservation), Ministry of PowerMember;</p>	<p>The Departmental Selection Committee (for considering appointment) consisting of –</p> <p>(1) Secretary, Bureau of Energy Efficiency.....Chairperson;</p> <p>(2) Director/Deputy Secretary (Finance), Ministry of PowerMember;</p> <p>(3) Under Secretary (Energy Conservation), Ministry of PowerMember;</p> <p>(4) Deputy Secretary / Under Secretary Level Officer belonging to SC/ST category to be nominated by Director General, Bureau of Energy EfficiencyMember</p>

Proposed Amendment in in Schedule attached to RRs for Private Secretary

Existing Provision	Proposed Amendment
<p>(a) In Column (7) The words "Central Govt." in the note below essential qualifications</p>	"Competent Authority""
<p>(b) In Column (10) By promotion failing which by deputation including short term contract or direct recruitment.</p>	By promotion failing which by deputation including short term contract.
<p>(c) In column (11) Note-3 is proposed to be added in the Deputation/Short-term Contract.</p>	<p>Note-3 - The period of deputation or short term contract normally shall be three years which may be extended up to five years at the discretion of the Competent Authority.</p>
<p>(d) In Col. 12 The Departmental Selection Committee (for considering appointment) consisting of -</p> <p>(1) Secretary, Bureau of Energy EfficiencyChairperson;</p> <p>(2) Director/Deputy Secretary (Energy Conservation), Ministry of PowerMember;</p> <p>(3) Energy Economist, Bureau of Energy Efficiency.....Member</p>	<p>The Departmental Selection Committee (for considering appointment) consisting of –</p> <p>(1) Secretary, Bureau of Energy Efficiency.....Chairperson;</p> <p>(2) Director/Deputy Secretary (Energy Conservation), Ministry of Power.....Member;</p> <p>(3) Director, Bureau of Energy Efficiency.....Member</p> <p>(4) Joint Director Level Officer belonging to SC/ST category to be nominated by Director General, Bureau of Energy EfficiencyMember</p>

Proposed Amendment in in Schedule attached to RRs for Accountant

Existing Provision	Proposed Amendment
<p>(a) In column (5) the words "Not Applicable"</p>	<p>"Selection"</p>
<p>(b) In column 7 (iii) The words "having five years experience in cash and accounts or budget work in Government Departments or in Academic Institutions or Industrial organizations"</p>	<p>"having three years post qualification experience in cash and accounts or budget work in Government Departments / PSUs/ Academic Institutions / Industrial Organizations / Commercial Establishments"</p>
<p>(c) In column 7 The words "Central Govt." in the Note at the end of Essential qualifications.</p>	<p>"Competent Authority"</p>
<p>(d) In column 7 The words " Desirable - (i) Must have knowledge of Central Government accounting procedure such as procedural details for budget, drawing and disbursement, receipts and payment, statutory recoveries, funds, their accounting and financial control, preparation and finalization of annual accounts; and (ii) having sound knowledge of commercial accounts"</p>	<p>Desirable qualification proposed to be completely done away with.</p>
<p>(e) In column (10) the words "By direct recruitment or deputation (including short-term contract) or absorption"</p>	<p>By Direct recruitment on the basis of Written Examination.</p> <p>Note: Vacancies caused by the existing incumbent being away on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled up on deputation including short term contract.</p>
<p>(f) In column (11) Note-3 The period of deputation or short-term contract normally shall not exceed five years and on satisfactory completion not less than three years, the officer shall be eligible to be considered for absorption in the Bureau.</p>	<p>The period of deputation or short-term contract normally shall be three years which may be extended up to five years at the discretion of the Competent Authority. On satisfactory completion of not less than three years, the</p>

<p>(f) In column (12) The words "The Departmental Selection Committee (for considering appointment) consisting of –</p> <p>(1) Secretary, Bureau of Energy Efficiency, Chairperson;</p> <p>(2) Director/Deputy Secretary (Energy Conservation) Ministry of Power,... Member;</p> <p>(3) Finance & Accounts Officer, Bureau of Energy Efficiency..... Member</p>	<p>officer shall be eligible to be considered for absorption in the Bureau.</p> <p>"The Departmental Selection Committee (for considering appointment) consisting of-</p> <p>(1) Secretary, Bureau of Energy Efficiency..... Chairperson;</p> <p>(2) Director/Deputy Secretary (Energy Conservation), Ministry of Power...Member,</p> <p>(3) Finance & Accounts Officer, Bureau of Energy Efficiency..... Member"</p> <p>(4) Deputy Secretary / Under Secretary Level Officer belonging to SC/ST category to be nominated by Director General, Bureau of Energy EfficiencyMember</p>
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Proposed Amendment in in Schedule attached to RRs for Stenographer

Existing Provision	Proposed Amendment
(a) In Column (5) The words "Not applicable".	Selection
(b) In column 7 (ii) The words "having speed in shorthand of eighty words per minutes"	"having speed in shorthand of eighty words per minute in English or Hindi"
(c) In column 7 (iii) The words "having speed in typewriting forty words per minute"	"having speed in typewriting of forty words per minute in English or thirty words per minute in Hindi"
(d) In column 7 The words "Central Govt." in the Note at the end of Essential qualifications.	"Competent Authority"
(e) In column 7 (vi)	To be added "Having two years post qualification experience as Stenographer in any organization".
(e) In column (10) The words "By direct recruitment or deputation (including short-term contract) or absorption"	"By Direct recruitment on the basis of Written Examination / Skill Test". Note: Vacancies caused by the existing incumbent being away on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled up on deputation including short term contract.
(f) In column (11) Note-3 The period of deputation or short term contract normally shall not exceed five years and on satisfactory completion not less than three years, the officer shall be eligible to be considered for absorption in the Bureau.	The period of deputation or short term contract normally shall be three years which may be extended up to five years at the discretion of the Competent Authority. On satisfactory completion of not less than three years, the officer shall be eligible to be considered for absorption in the Bureau.

<p>(g) In column (12)</p> <p>The words "The Departmental Selection Committee (for considering appointment) consisting of –</p> <p>(1) Secretary Bureau of Energy Efficiency, Chairperson; (2) Assistant Energy Economist, No. 1, Bureau of energy Efficiency, Member; and (3) Under Secretary (Energy Conservation), Ministry of Power Member"</p>	<p>"The Departmental Selection Committee (for considering appointment) consisting of-</p> <p>(1) Secretary Bureau of Energy Efficiency..... Chairperson; (2) Joint Director to be nominated by Director General, Bureau of energy Efficiency..... Member; (3) Under Secretary (Energy Conservation), Ministry of Power..... Member" (4) Deputy Secretary / Under Secretary Level Officer belonging to SC/ST category to be nominated by Director General, Bureau of Energy EfficiencyMember</p>
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Proposed Amendment in in Schedule attached to RRs for Driver

Existing Provision	Proposed Amendment
<p>(a) In column (11) Note-3 is proposed to be added in the Deputation/Short-term Contract.</p>	<p>Note - 3 - The period of deputation or short term contract normally shall be three years which may be extended up to five years at the discretion of the Competent Authority and on satisfactory completion of a period of five years, the officer shall be eligible to be considered for permanent absorption in the Bureau on the normal terms and conditions following the procedures prescribed by the Central Government.</p>