

Record of Discussion of meeting held on 07.02.2022 and 14.02.2022 at Committee Room, Office of the Dean (Academic), AIIMS, New Delhi to discuss the proposals submitted by stakeholders/Associations/Union for Cadre Review of various cadres by Internal Cadre Review Committee under the chairpersonship of Dean (Academic) at AIIMS, New Delhi.

The meetings of Internal Cadre Review Committee were held on 07.02.2022 at 11:30 AM and 14.02.2022 at 10:00 AM in the Committee Room, Office of Dean (Acad.) to discuss the proposals submitted by stakeholders/Associations/Union for Cadre Review of various cadres at AIIMS, New Delhi. The composition of the committee is as under:-

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|----|--|--------------------|
| 1. | Dr. Neena Khanna
Dean (Academic) | : Chairperson |
| 2. | Dr. D.K. Sharma
Medical Superintendent | : Member |
| 3. | Sh. Neeraj Kumar Sharma
Sr. Financial Advisor | : Member |
| 4. | Dr. R. Gopinath
Deputy Secretary | : Member |
| 5. | Dr. Sanjay Kumar Arya
Prof. In-Charge, Recruitment Cell | : Member |
| 6. | Sh. Deo Nath Sah
Chief Administrative Officer | : Member |
| 7. | Sh. B.S. Gill
Sr. Administrative Officer | : Member Secretary |

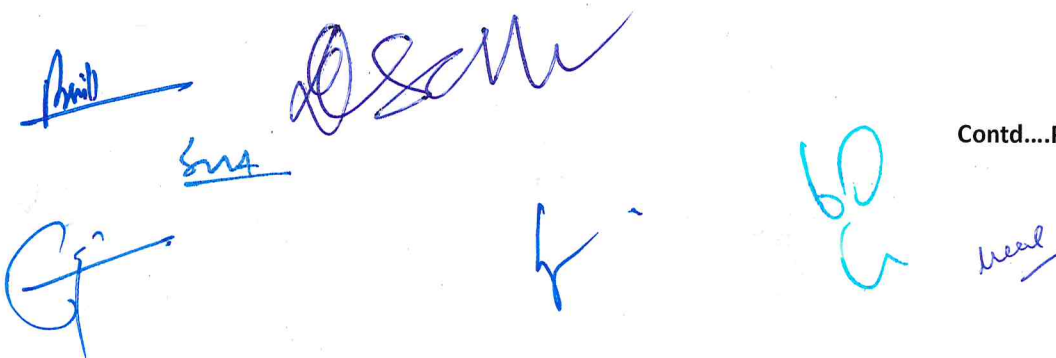
MEETING HELD ON 07.02.2022

All the above were present in the meeting.

The proposals for Cadre Review of the following cadres were discussed during the meeting held on 07.02.2022:-

- Cadre Library
- Secretarial Cadre
- Administrative Cadre

The committee was apprised that a discussion was held in the earlier meetings of Internal Committee for Cadre Review Committee and the committee made suggestion in respect of the above mentioned cadres for further discussion in its next meetings.



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After detailed discussion and deliberation, the following are the decisions on the issue:-

1. Cadre Library:-

The committee discussed and made following recommendations :

S. No.	Name of Posts	Mode of Recruitment	Pay Scales 6 th / 7 th	Existing strength	Proposed Nomenclature	Proposed mode of rct.	Proposed Strength	Pay Scales 6 th /7 th
1	Library Guard	100% Direct	5200-20200+Grade Pay of Rs. 1900/-	3	The existing strength of the post of Library Guard should be merged with at appropriate level in the Security Cadre. However, one post (out of three) presently held by incumbent will be merged at the appropriate level in Security Cadre as and when the same is vacated.			
2	Library Attendant Grade II	66 2/3% by Direct	5200-20200+Grade Pay of Rs. 2000/-	6	Library Attendant Grade II	100 % by Direct Rect.	7	No Change
		33 1/3% by Promotion		3				
3	Library Attendant Grade I	100% by promotion	5200-20200+Grade Pay of Rs. 2400/-	3	Library Attendant Grade I	No Change	3	No Change.
4	Librarian Grade III	100% by Direct	9300-34800+Grade Pay of Rs. 4200/-	5	Library and Information Assistant	No Change	9	9300-34800+Grade Pay of Rs. 4200/-
5	Librarian Grade II	100% by Promotion	9300-34800+Grade Pay of Rs. 4200/-	3	Assistant Library and Information Officer	No Change	6	9300-34800+Grade Pay of Rs. 4600/-
6	Librarian Grade I	100% by Promotion	9300-34800+Grade Pay of Rs. 4600/-	4	Library and Information Officer	No Change	4	15600-39100+Grade Pay of Rs.6600/-
7	Librarian Selection Grade	100% by Promotion	15600-39100+Grade Pay of Rs. 6600/-	1	Senior Library and Information Officer	No Change	2	15600-39100+Grade Pay of Rs.7600/-
8	Chief Librarian	100% by Promotion	15600-39100+Grade Pay of Rs. 8700/-	1	Principal Library and Information Officer	No Change	1	15600-39100+Grade Pay of Rs.8700/-
			TOTAL	29			32	

- The Committee was of the view that the nomenclature and pay scale of the Library Cadre i.e. Librarian Gd.III to Chief Librarian would be in commensurate to the cadre structure of Library at Indian Council of Medical Research (ICMR), New Delhi. The Committee also opined that the veracity of the claim that ICMR Library is Level-V category may be verified before the recommendations are processed further for want of implementation.
- In addition, the Committee suggested that data related to daily footfall in the Library be obtained based on which their claim for increase in number of posts at various levels in the cadre could be justified.
- The vacant post of Library Guard should not be advertised considering the recommendation of the Committee regarding merger of the post of Library Guard into the security cadre at appropriate level.

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2. Secretarial Cadre:-

- i. The Cadre was discussed at length and observed that proposed nomenclature and the pay scales in the cadre is in line of Central Secretarial Stenography Services (CSSS) and the same was agreed to by the Committee.
- ii. However, the committee observed that proposed increase in the number of posts at each level (i.e. almost 5 times of existing strength) appears to be very high. The stakeholders of the cadre were asked to submit a revised proposal with justification for projection of increased number of posts, by taking into consideration, norms laid down for secretarial assistance at the Institute.
- iii. The Committee suggested that FAIIMS and Officer Association may be approached to provide for actual requirement of regular secretarial staff in view of the technological changes over the period of time.

3. Administrative Cadre:-

- i. The Committee discussed the proposal with the stakeholders and it was decided that a detailed justification regarding deployment of the increased strength from the level of the AAO to CAO may be worked out and incorporated in the proposal. The committee advised that the Association to work out and submit new proposal. In this, proportion of posts at the level of Assistant Administrative Officer, Administrative Officer, Senior Administrative Officer and Chief Administrative Officer may be kept at 14% of the total number of posts in the cadre.
- ii. The committee recommended that there is need to have provision of mandatory mid career training course in the prescribed recruitment rules for promotion at every level.

MEETING HELD ON 14.02.2022

All were present in the meeting except Dr. Sanjay Kumar Arya, Professor-In-Charge (Recruitment) due to preoccupied schedule.

During the meeting held on 14.02.2022, the Cadre Review proposal of ENT and Cadre of Perfusion were taken up and various aspects of these cadres were discussed in length. After detailed discussion, the Committee was of the opinion that before any final recommendations is made with respect to these cadres, an exercise may be carried out to the comparative analysis of the aspects like pay scales, recruitment rules and nomenclature of the different posts of all technical cadres in existence at AIIMS, New Delhi, so that uniformity could be adhered to while making recommendations in respect of all such technical cadres in existence.

Further, the Committee directed that specific inputs may be obtained from the concerned Head of the Department in respect of the Perfusion Cadre exclusively on the issues like increase in number of posts, induction of new post of Superintending Perfusionist in the cadre and utility/justification of enhancement of educational qualification to that of M.Sc. (Perfusion) instead of existing educational qualification i.e.B.Sc. with one year certificate course in the overall functioning.

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The Committee also desired that a list of all cadres/posts may be placed before the Committee so that classification of various cadres in existence into technical and non technical cadre/posts may be carried out.

The meeting ended with a vote of thanks to the Chair.



(Neeraj Kumar Sharma)
Sr. Financial Advisor



(Dr. D.K. Sharma)
Medical Superintendent



(Dr. R. Gopinath)
Deputy Secretary



(Dr. Sanjay Kumar Arya)
Professor-Incharge, Rectt. Cell



(D.N. Sah)
Chief Admn. Officer



(B.S. Gill)
Sr. Admn. Officer



(Dr. Neena Khanna)
Dean (Academic)
