



DEPARTMENT OF DELHI ARCHIVES
GOVERNMENT OF NCT OF DELHI
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F. No. DA/26/2025-Administration-DELHI ARCHIVES/ 187432

Dated 23/10/26

The Department is in process of the amendment in the Recruitment Rules to the post of Deputy Director (Archives) in Department of Delhi Archives, Government of NCT of Delhi under consultation with Services Department. The following draft RRs has been framed:

Col. No.	Title	Revised provisions proposed
1	2	3
1.	Name of post	Deputy Director (Archives)
2.	Number of post	01* (2026) *Subject to variation dependent on workload
3.	Classification	General Central Service Group "A" Gazetted, Non-Ministerial
4.	Pay Level in the Pay Matrix	Level-11 (Rs. 67700-208700) in the Pay Matrix.
5.	Whether Selection/ Non-Selection Post	Selection
6.	Age Limit for direct recruits	Not Applicable
7.	Educational and other Qualification required for Direct Recruits	Not Applicable
8.	Whether age and Educational Qualification prescribed for direct recruits will apply in the case of promotes	Not applicable
9.	Period of probation, if any	Two years for promotees.
10.	Method of Recruitment whether by direct recruitment or by promotion or by Deputation/absorption & percentage of the vacancies to be filled by various methods.	By Promotion failing which by Deputation (ISTC).
11.	In case of Recruitment by Promotion/deputation/absorption grades from which Promotion/ deputation/absorption.to be made	Promotion : Archivist in Level-7 (Rs. 44900-142400) with nine years regular service in the Level. Note : Where Juniors who have completed their qualifying/ eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/ eligibility service by more than half of such qualifying/ eligibility service or two years, whichever is less

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		and successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying / eligibility service. Deputation (ISTC) : Officers from the Central Government/State Governments/Union Territory Administrations /Public Sector Undertakings / Statutory or Autonomous Bodies/Recognized Universities/Recognized Research Institutes: (a)(i) holding analogous posts on regular basis in the parent cadre/department; or (ii) with five years service in the grade rendered after appointment thereto on a regular basis in posts in Level-10 in the Pay Matrix or equivalent in the parent cadre/department; or (iii) with seven years regular service in the grade rendered after appointment thereto on a regular basis in posts in Level-9 in the Pay Matrix or equivalent in the parent cadre/department; or (iv) with eight years regular service in the grade rendered after appointment thereto on a regular basis in posts in Level-8 in the Pay Matrix or equivalent in the parent cadre/department; or (v) with nine years regular service in the grade rendered after appointment thereto on a regular basis in posts in Level-7 in the Pay Matrix or equivalent in the parent cadre/department; or AND (b) possessing the following educational qualifications and experience: Essential : 1. Master's Degree in History with a paper in Modern Indian History from a recognized University. 2. Diploma in Archives and Record Management from a recognized University or Institute. 3. Five years experience in maintenance and management of record in an Archival Institution/Organization. Note : 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 ordinarily 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.
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12.	If a Departmental Promotion Committee exists, what is its composition	Group-A Departmental Promotion Committee 1. Chairman/Member,U.P.S.C - Chairman 2. Chief Secretary, Delhi - Member 3. Administrative Secretary of the Department of Delhi Archives, Government of National Capital Territory of Delhi - Member 4. Spl. Secretary/ Additional Secretary (Services), Government of National Capital Territory of Delhi - Member
13.	Circumstances under which UPSC is to be consulted in making recruitment	Consultation with the Union Public Service Commission is necessary on each occasion.

All the stakeholders are requested to submit their comments/suggestion within one (01) month of uploading of the draft RRs on the website of the Department.

**Digitally signed by
Geetika Singh
Date: 23-10-2026
12:06:10**

**(Geetika Singh)
Head of Office (Archives)**