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MINISTRY OF DEFENCE  
 Notification  
 New Delhi, the 4th May 1989

S.R.O. 13-(E) In exercise of the powers conferred by the proviso of 309 of the Constitution, and in super session of the Indian Ordnance Factories (Recruitment and Conditions of Service of Class III Personnel) Rules 1956 notified as SRO 4 of 4-1-1956 as amended from time to time, except as respect things done or omitted to be done before such suppression the President hereby makes the following Rules fregulating the method of recruitment to the posts belonging to the supervisory and Non-Gazatted cadre covering Supervisors to Foreman in Ordnance and Ordnance Equipment Factories and other offices and establishments under the Ordnance Factories Organisation.

I.

1. Short Title and commencement

(1) The Rules may be called **INDIAN ORDNANCE FACTORIES GROUP C SUPERVISORY AND NON-GAZETTED CADRE (RECRUITMENT AND CONDITIONS OF SERVICE) RULES - 1989.**

(2) They shall come into force on the date of their publication in the official Gazette.

2. Application: These Rules shall apply to the posts specified in column 1 of the Schedule annexed to these rules.

3. Number, Classification and scale of pay.

The number of the said posts, their classification and the scales of pay attached thereto are indicated in columns. 2,3,and 4 respectively of the said schedule.

II. Officers belonging to the Supervisory and Non Gazetted cadre in the Ordnance and Ordnance Equipment Factories belong to the following categories :-

1. Technical:

- (a) Mechanical
- (b) Electrical
- (c) Civil
- (d) Design
- (e) Metallurgical
- (f) Chemical
- (g) Clothing
- (h) Leather

2. Non-Technical and Stores (Including Personnel Management, Security, Fire Brigade, Material Management and Costing).

4. Method of appointment, age limit, qualification etc : - The method of appointment to the said posts, age limit, qualifications and other matters connected therewith shall be as specified in columns 5 to 14 of the aforesaid schedule.

5. Disqualification: -

No person: -

(a) who has entered into or contracted a marriage with a person having a spouse living or

(b) who having a spouse living, has entered into or contracted a marriage with a person, shall be eligible for appointment to any of the said posts:

Provided that the Central Government may, if satisfied that the marriage is permissible under the Personal Law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of these Rules.

6. Power to relax: -

Where the Central Government is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing relax any of the provisions of these rules with respect to any class or category of persons or posts.

7. Saving:

Nothing in these Rules shall after reservations relaxation of age limit and other concessions required to be provided for the Schedule Caste, Scheduled Tribes Ex-servicemen and other special categories of persons in accordance with the Orders issued by the Central Government from time to time in this regard.

[M of D I.D No. 43(1)/88/III/D (Fy-II)]

**SRO FOR SUPERVISORY & NON-GAZETTED CADRE IN ORDNANCE FACTORIES.  
MINISTRY OF DEFENCE, DEPARTMENT OF DEFENCE PRODUCTION**

Name of posts	No. of posts	Classifications	Scale of pay	Whether selection OR non-selection posts	Whether benefit of added years of service admissible under rule 30 of CCS Pension Rules 1972	Age limit for Direct recruitment
1	2	3	4	5	6	7
Foreman (Tech)	1986	Civilian in Defence Services Group ◆C◆ non-gazetted	Rs 2375-75-3200-EB-100-3500	Selection	Not-applicable	Up to 30 years

Name of posts	Educational and other qualifications required for direct recruitment
1	8
Foreman (Tech)	<p>1. For Direct Recruits: Degree in Engg./ Technology or equivalent or M.Sc. in Physics/Chemistry or equivalent.</p> <p>2. For Departmental Competitive Examination only Rank in departmental Competitive examination as indicated below: -</p> <p>(a) A General paper in Engineering ◆ 100 Marks</p> <p>(b) Special paper in any One of the following subject: 100 Marks</p> <ol style="list-style-type: none"> <li>1. Mechanical Engg.</li> <li>2. Electrical Engg.</li> <li>3. Civil Engg.</li> <li>4. Metallurgical Engg.</li> <li>5. Chemical Engg.</li> <li>6. Clothing Technology</li> <li>7. Leather Technology</li> <li>8. Design</li> </ol> <p>(c) Advanced Management Paper - 100 Marks</p> <p>(d) General Knowledge and Current Affairs - 50 Marks</p> <p>(e) Assessment on the basis of Confidential report - 50 Marks</p> <p>(f) Interview, viva ◆voce - 100 Marks</p> <p align="right">Total - 500 Marks</p> <p>The minimum pass marks in each of the aforesaid examination shall be 50% for General Candidates and 45% for SC/ST Candidates. A Candidate may opt for General paper of any category. The</p>

maximum number of chances which could be awaited by a candidate shall be restricted to three in all and no age limit will apply.

Name of posts	Whether age, educational qualifications and trade test prescribed for Direct recruits will apply in the case of promotion	Period of probation, if any	Method of recruitment whether by direct recruitment OR by departmental transfers & % of vacancy to be filled by various methods.
1	9	10	11
Foreman (Tech)	Not applicable	2 years for Direct recruitment only	25% by promotion on the basis of limited departmental competitive examination for each category conducted by OFB from among persons in all Categories of Chargeman Grade.I and equivalent or above failing which by direct recruitment. 75% by promotion form panel prepared by relevant DPC for each category after adjustment of surplus and transfer. In any category or supervisor cum operator (such as a new category of CNC Machine or computer operator) on failure of recruitment by promotion, by transfer failing which by direct recruitment.

Name of posts	In case of recruitment by promotion /deputation /transfer grades from which promotion /deputation /transfer to be made	If DPC exists what is its composition	Circumstance is which UPSC is to be consulted to making recruitments.
1	12	13	14
Foreman (Tech)	By Promotion: Promotion: From Asstt. Forman (T) in the pay scale of Rs.2000-3200 with 3 years regular service in the grade in respective category. By Transfer:- On passing trade test.	DPC composed of DDG/OF Board and two officers of level of Jt.GM of equivalent level one of whom representing SC/ST.	Not Applicable

Name of posts	No. of posts	Classifications	Scale of pay	Whether selection OR non-selection posts	Whether benefit of added years of service admissible under rule 30 of CCS Pension Rules 1972	Age limit for Direct recruitment
1	2	3	4	5	6	7
Asstt. Foreman (Tech)	2500*	Civilian Defence Services Gorup ❖❖C❖ Non Gazetted	200-60-EB-75-3200	Selection	Not applicable	Up to 30 years
Foreman (Non-Tech/Store holder)	500*	-do-	200-60-2300-EB-75-3200	Selection	Not applicable	-do-

\* provisional

Name of posts	Educational and other qualifications required for direct recruitment
1	8

Asstt. Foreman (Tech)	Degree in Engg. /Technology or equivalent in relevant field or MSc in Physical or Chemistry equivalent.
Forman (Non-Tech/ Store holder)	Post Graduate Degree in any subject /post graduate Diploma in Management studies from recognized institute

Name of posts	Whether age, educational qualifications and trade test prescribed for Direct recruits will apply in the case of promotion	Period of probation, if any	Method of recruitment whether by direct recruitment OR by departmental transfers & % of vacancy to be filled by various methods.
1	9	10	11
Asstt. Foreman (Tech)	No	2 years for direct recruit only	By promotion from panel prepared by relevant DPC for each category after adjustment of surpluses and transfer. In any category of supervisor cum operator (such as a new category of CNC Machine or computer operator) on failure of recruitment by promotion, by transfer failing which by direct recruitment.
Foreman (Non-Tech/ Store holder)	No	-do-	-do-

Name of posts	In case of recruitment by promotion /deputation /transfer grades from which promotion /deputation /transfer to be made	If DPC exists what is its composition	Circumstance is which UPSC is to be consulted to making recruitments.
1	12	13	14
Asstt. Foreman (Tech)	By Promotion Promotion from chageman Gd. I or equivalent with 3 years of regular service in the grade in respective category. By Transfer. On passing trade test.	DPC consists of DDG. O.F.Board as Chairman and two officers of the level of Jt. GM or equivalent level, one of whom representing SC/ST.	Not applicable
Foreman (Non-Tech/ Store holder)	By promotion Promotion from chageman Gd. I or equivalent with 3 years of regular service in the grade or offices Superintendent Grade I with three years regular service in the grade. By transfer. On passing trade test.	- do -	Not applicable

Name of posts	No. of posts	Classifications	Scale of pay	Whether selection OR non-	Whether benefit of added years of service admissible	Age limit for Direct recruitment
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				selection posts	under rule 30 of CCS Pension Rules 1972	
1	2	3	4	5	6	7
Chargeman grade I (Tech)	3400*	Civilian in Defence Service, Group C Non- Gazetted	1600-50-2300-EB-60-2660	Selection	Not application	Not less than 18 years and not more than 25 years
Chargeman Grade I (Non-Tech/Store)	500*	-do-	-do-	Selection	-do-	-do-

\* provisional

Name of posts	Educational and other qualifications required for direct recruitment
1	8
Chargeman grade.I (Tech)	Recognised 3 years Diploma or equivalent in Engg./ Technology/ D $\diamond$ man ship with 5 years experience in relevant technical field or B.Sc with Physics Chemistry and Maths with 5 years experience in relevant field where diploma for any category cannot be identified by OFB. In design category 6 years experience In relevant field will be necessary where recognized certificate/diploma course is of less than 3 years duration.
Chargeman Grade I (Non-Tech/Store)	A degree from a recognized University with 5 years experience in relevant fields.

Name of posts	Whether age, educational qualifications and trade test prescribed for Direct recruits will apply in the case of promotion	Period of probation, if any	Method of recruitment whether by direct recruitment OR by departmental transfers & % of vacancy to be filled by various methods.
1	9	10	11
Chargeman grade.I (Tech)	No	2 years for direct recruit only	By promotion form a panel prepared by relevant DPC for each category after adjustment of surplus and transfers. In any category of supervisor cum operator ( such as new category of CNC Machine or computer operator) on failure of recruitment by promotion, by transfer failing which by direct recruitment.
Chargeman Grade I (Non-Tech/Store)	No	-do-	- do -

Name of posts	In case of recruitment by promotion /deputation /transfer grades from which promotion /deputation /transfer to be made	If DPC exists what is its composition	Circumstance is which UPSC is to be consulted to making recruitments.

1	12	13	14
Chargeman grade.I (Tech)	By Promotion Promotion from charge man Gd. II or equivalent with 3 years of regular service in the grade in respective category. By Transfer. On passing trade test.	DPC consists of Addl. GM/Jt. GM as Chairman and two officers of level of Dy. GM level or equivalent, one of whom representing SC/ST	Not applicable
Chargeman Grade.I (Non-Tech/ Store)	By promotion Promotion from chargeman Gd. II or equivalent with 3 years of regular service in the grade of Personal Assistant with 3 years regular service in the grade. By transfer. On passing trade test.	- do -	Not applicable

Name of posts	No. of posts	Classifications	Scale of pay	Whether selection OR non-selection posts	Whether benefit of added years of service admissible under rule 30 of CCS Pension Rules 1972	Age limit for Direct recruitment
1	2	3	4	5	6	7
Chargeman Grade ◆II (Tech)	5500*	Civilian in Defence Service, Group ◆C◆ Non- Gazetted	1400-40-1800-EB-50-2300	Selection	Not applicable	Between 18 to 25 years
Chargeman Grade ◆II (Non Tech) and Store)	800*	-do-	-do-	-do-	-do-	-do-
Supervisor (Non-Tech) and Store)	1333*	Civilian in Defence Service (Non Industrial Group ◆C◆ Supervisor)	1200-30-1500-EB-40-2040	-do-	-do-	-do-

\* provisional

Name of posts	Educational and other qualifications required for direct recruitment
1	8
Chargeman Grade ◆II (Tech)	Recognised 3 years Diploma or equivalent in Engg. / Technology/D◆manship with 2 years experience in relevant technical field or B.Sc with Physics Chemistry and Math, where diploma for any category cannot be identified by OFB and with 2 years experience in the relevant field. In design category if recognized certificate in D◆manship Diploma course is less than 3 years duration experience in D◆manship to cover the balance period will be necessary.

Chargeman Grade $\diamond$ II (Non-Tech) and Store	A degree from a recognized university with 2 years experience in the relevant field.
Supervisor (Non-Tech) and Store	A Degree from a recognized university. Experience in the relevant field desirable

Name of posts	Whether age, education qualifications and trade test prescribed for Direct recruits will apply in the case of promotion	Period of probation, if any	Method of recruitment whether by direct recruitment OR by departmental transfers & % of vacancy to be filled by various methods.
1	9	10	11
Chargeman Grade $\diamond$ II (Tech)	No	2 years for direct recruitment only	66-2/3% direct recruitment after adjustment of surplus and transfers. 33-1/3% by promotion from panel prepared by relevant LPC for each category with transfers inters. In any category of supervisor cum operator (such as a new category of CNC Machine or computer operator) on failure of recruitment by promotion, by transfer failing which by direct recruitment.
Chargeman Grade $\diamond$ II (Non-Tech and Store)	No	-do-	66-2/3% by direct recruitment after adjustment of surplus and transfers 33-1/3% of vacancies by promotion from panel prepared by relevant DPC In any category of supervisor $\diamond$ cum-operator (such as a new category of CNC Machine or computer operator) on failure of recruitment by promotion, by transfer failing which by direct recruitment.
Supervisor (Non-Tech and Store)	No	-do-	By promotion from panel prepared by relevant DPC after adjustment of surplus and transfer. In any category of supervisor-cum-operator (such as a new category of CNC Machine or computer operator) on failure of recruitment by promotion by transfer failing which by direct recruitment

Name of posts	In case of recruitment by promotion /deputation /transfer grades from which promotion /deputation /transfer to be made	If DPC exists what is its composition	Circumstance is which UPSC is to be consulted to making recruitments.
1	12	13	14
Chargeman Grade $\diamond$ II (Tech)	By Promotion Promotion from Draughtsman or equivalent in scale of Rs.1200-2040 with 3 years service and promotion. HS Gd. I with 3 years of regular service failing which from HS Gd.II with 6 years regular service in respectively category.	DPC consists of Addl. GM/Jt. GM as Chairman and two officers of Dy. GM or equivalent level, one of	Not applicable

Chargeman Grade ❖II (Non-Tech and Store)	<p>By Transfer. On passing trade test.</p> <p>By transfer Inter-se of Draughtsman in scale of Rs.1400-2300 and Supervisor (Tech) or equivalent in scale of Rs. 1400-2300 in respective category</p> <p>By Promotion: Promotion form the grade of supervisor (Non-Tech)/Store/UDC or equivalent and Telephone Operator Gd. I with 3 years of regular service in the grade.</p> <p>By Transfer: On passing trade test.</p>	whom representing SC/ST Group.	Not applicable
Supervisor (Non-Tech and Store)	<p>By Transfer of supervisor ❖A❖ (Non-Tech/Store) including Security Assistant ❖A❖.</p> <p>Promotion from grades of security Asstt. ❖B❖ / Store Keeper/LDC or equivalent with 3 years of regular service in the grade and leading Hand Fire /Driver Fire Brigade with 3 years of regular service in grade having passed the:-</p> <p>(a) Senior Fire supervisor Course form Defence Instt. Of Fire Research. Min. of Defense, New Delhi or</p> <p>(b) Sub Officer❖s National Fire Service College, Nagpur; or</p> <p>(c) Station Officer❖s course/Asstt. Divisional Officer❖s /Divisional Officer❖s Course from National Fire Service College Nagpur or</p> <p>(d) BE Fire Engg. From Nagpur University or</p> <p>(e) Graduateship from Institute of Fire Engineers UK or Graduateship from Institute of Fire Engineers India.</p> <p>By passing; on passing trade test.</p>	- do -	Not applicable

**Note 1 :** The number of posts indicated in Col. 2 in above schedule are all subject to variation dependent on Workload

**Note 2 :** The age limits indicated under Col. 7 are all relaxable for Government Servants, up to 35 years in accordance with the instructions or orders issued by Government of India.

**Note 3 :** Wherever the words ❖adjustment of surplus❖ occur in Col 11 of this schedule it shall mean appointment in public interest by the Management of persons already holding posts in the same or identical or nearly equivalent scale of pay in any factory or office or anywhere in the Ordnance Factories Organisation whom it is necessary to adjust in the posts in the exigencies of service consequent on the persons or the posts held by them being found surplus by the management.

**Note 4 :** Wherever the word ❖transfer❖ occurs in Col. 11 or 12 of this schedule it shall include transfer in public interest by the Management, of persons (already holding posts in the same or identical or nearly equivalent scale of pay) to posts in the same factory or office in the Ordnance Factories Organisation and



also transfer within the same factory or office at the request of the person concerned where agreed to by the Management. The transfers in public interest will include transfers from one grade, interse promotions from another grade, where posts in Col. 1 are to be filled in by transfer and by promotion from two different grades. The transfer in public interest will also include filling of posts by transfer of persons holding posts from which there is no-promotion to any other post or grade whether or not such posts are declared equivalent posts and such appointments by transfer may be made prior to filling of posts by promotion from other grades or by direct recruitment.

**Note 5 :** The term ♦deputation♦ shall mean deputation for specified period in accordance with orders of the Government enforce from time to time and in the exigencies of service, the Ordnance Factories Board or the General Manager of the Factory may in the public interest, take suitable persons from outside the Ordnance Factories Organisation on deputation in any of the posts specified in this schedule.

**Note 6 :** Wherever ♦trade test♦ is laid down in Col.2 of this Schedule such trade test shall be prescribed by the General Manager of the factory or the Ordnance Factories Board. The term ♦Trade test♦ will include written oral and practical examination and aptitude test and interview.

**Note 7 :** Wherever the words ♦panel prepared by relevant Departmental Promotion Committee occur in Col. 11 and recruitment is to be made by selection, the words shall mean preparation of panel purely on the basis of merit by reference to confidential reports and by reference to result of a trade test wherever such trade test is considered by the General Manager of the factory or Ordnance Factories Board to be desirable in the interest of selection.

**Note 8 :** Promotion indicated in Col. 12 of this schedule will normally be from feeders(s) grade indicated in Col. 12 But where two or more feeder grades are declared to be ♦allied grades♦ by the General Manager of the factory or Ordnance Factories Board, selection or promotion will be made from common sonority lost of eligible persons in the allied grades.

**Note 9 :** The words ♦equivalent posts♦ and its variants in these rules will mean any post in same or identical scale of pay as another post in the same or another category and which posts the Ordnance Factories Board or General Manager of factory may declare as equivalent posts and they will be considered to be interchangeable or stroke (/) appointments.

**Note 10 :** In relation to prescribed qualifications under Column 8 of this Schedule the question whether a qualification is equivalent to the prescribed qualification for any post shall be decided by the Ordnance Factories Board.

**Note 11 :** For the purpose of these rules the Ordnance Factories Board may authorize any member of the Board of an Additional Director General Ordnance Factories to exercise any or all of its powers on its behalf and it shall be deemed to have been exercised by the said Board.

**Note 12 :** In these rules the term ♦General Manager of the Factory♦ and its variations shall include Senior General Manager Additional General Manager and Director of Staff College and heads of other establishments declared by Ordnance Factories Board to be equivalent to General Manger of Factory

**Note 13 :** Whenever any age limit is laid down in Col. 7 of this schedule the crucial date for determining the age limits shall be the closing date for receipt of applications from candidates in India (other than from Andaman & Nicobar Islands and Lakshadeep) . In respect of posts the appointment to which are made through the Employment Exchanges the crucial date for determining the age limit, in each case, will be the last date up to which the Employment Exchanges are asked to submit the names.♦

**Note 14 :** Wherever any condition of minimum service is laid down in Col. 12 of this Schedule and a junior employee is considered for selection by virtue of his satisfying said minimum service condition all persons senior to him who have complete probation period shall also become eligible for consideration for selection notwithstanding that they may not satisfy the said minimum service condition.

**Note 15 :** In the exigencies of the service within the total number of posts in the scale of pay. The Ordnance Factories Board may add to the categories or sub-divide or merge any category mentioned in Rule 3(II) or add to and reduce number of posts in different category on same scale of pay from time to time on the basis of changes in functional requirement

**Note 16 :** Selection for promotion from the grades of Chageman grade.I and equivalent and from higher grades will be made on the basis of common all India seniority list of eligible persons in the relevant feeder grade(s) . The incumbents of posts in grade above chageman grade.I and equivalent shall be liable for service in any place in India. The incumbents in other posts are normally liable for service in the same factory or office in the Ordnance Factories Organisation but with out prejudice to the right of the management in the public interest, to transfer then to equivalent posts in any other factory of office in the Ordnance Factories Organisation.