



# राष्ट्रीय आयुर्वेद संस्थान

मानद विश्वविद्यालय (डी-नोवो)  
(आयुष मंत्रालय, भारत सरकार)

## NATIONAL INSTITUTE OF AYURVEDA

Deemed to be University (De-novo)  
(Ministry of AYUSH, Govt. of India)



No.F.10-53/2023-NIA/CC / 218-29

Dated: 6-4-2023

The Chairman & Members of  
Board of Management of  
National Institute of Ayurveda  
Deemed to be University

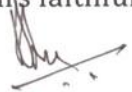
**Subject: Minutes of the 4<sup>th</sup> Meeting of Board of Management held on 27-3-23- Reg.**

Respected Sir/Madam,

Kindly find attached herewith the Minutes of the 4<sup>th</sup> Meeting of Board of Management of NIA deemed to be University held on 27-3-2023 through Hybrid Mode, duly approved by Chairman, Board of Management, for your kind information and perusal. Comments, if any, may kindly be sent to the Institute at the earliest possible.

Thanking you,

Yours faithfully,

  
(PROF. A. R. MURTHY)  
REGISTRAR I/C

Copy to:

1. PPS to Secretary for kind information of Secretary, Ministry of Ayush
2. Dr. MA Qasmi, Adviser(Unani), Ministry of Ayush
3. Director, Ministry of Ayush
4. Under Secretary(Ayurveda), Ministry of Ayush
5. Section Officer(NI), Ministry of Ayush

Copy to:

1. Pro-Vice-Chancellor
2. Registrar I/C
3. Jt. Registrar(Academic) I/c
4. Jt. Director(Admn.)
5. Deputy Director(Admn.)
6. PA to Vice-Chancellor



# NATIONAL INSTITUTE OF AYURVEDA DEEMED TO BE UNIVERSITY

## Minutes of the 4<sup>th</sup> Meeting of Board of Management held on 27-3-2023 by Hybrid Mode

### PRESENT

1.	Prof. Sanjeev Sharma, Vice-Chancellor	Chairman
2.	Shri PK Pathak, Special Secretary, Ministry of Ayush	Member
3.	Prof. Smt. Mita Kotecha, Pro-Vice Chancellor I/C	Member
4.	Prof. P. Hemantha Kumar, Professor & Dean(PG Studies), NIA	Member
5.	Prof. Chhaju Ram Yadav, Professor, Dean(Research), NIA	Member
6.	Prof. Anup Thakar, Director, ITRA, Jamnagar	Member
7.	Prof. C.V. Jayadevan, Principal Vaidyaratnam PS Varier Ayurved College, Kottakkal	Member
8.	Prof. Shri Krishna Khandal, Retd. Professor of NIA	Member
9.	Prof. R.K. Joshi, Professor, NIA	Member
10.	Dr. Sudipta Kumar Rath, Associate Professor, NIA	Member
11.	Dr. Ranjit Puranik, MD & CEO, Shree Dhootpapershwar Ltd., Mumbai	Member
12.	Shri N.N. Kutty, Retd. Deputy Director(Admn.) of NIA	Member
13.	Prof. A. Rama Murthy, Professor & Registrar I/C, NIA	Member-Secy.

Dr. Manohar Pareek, Member could not attend the Meeting.

Dr. Narinder Singh, Jt. Registrar(Academic) welcomed Chairman, Members and all participants in the Meeting. The Agenda Items were taken up for discussions and consideration.

<b>Agenda Item No. BOM. 4.1</b>	<b>To confirm Minutes of the 3<sup>rd</sup> (Urgent) Meeting of Board of Management held on 12-9-2022 by Hybrid Mode</b>
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Board of Management confirmed the Minutes of the 3<sup>rd</sup> (Urgent) Meeting held on 12-9-2022 by Hybrid Mode.

<b>Agenda Item No. BOM. 4.2</b>	<b>To report Action Taken on the Minutes of the 3<sup>rd</sup> Meeting of Board of Management held on 12-9-2022</b>
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Board of Management noted the Action Taken on the Minutes of its 3<sup>rd</sup> Meeting held on 12-9-2022.

<b>Agenda Item No. BOM. 4.3</b>	<b>To consider and approve Recruitment Rules for 7 Categories of Regular Posts Created for NIA, Panchkula.</b>
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The Board of Management noted that BOM is the Competent Authority for framing RRs for various Posts as per Rule 4.4.42 and 54(xi) of the MoA and Rules & Regulations of NIA Deemed to be University and as pointed out by Ministry of Ayush, vide Letter No.L.12011/17/2021-AS Dated 21-9-2023. Board of Management held detailed discussions on the Recruitment Rules to be framed for the 7 Categories of the Regular Posts created and sanctioned for NIA at Panchkula. After detailed discussion, it was decided that the RRs may be re-drafted taking into considerations the points discussed and may be attached with the Minutes, to be circulated, for perusal of Members. The RRs so drafted are attached at Annexure-A. If case of any amendment/comments suggested by any Member, the RRs may be

<b>Agenda Item No. BOM. 4.4</b>	<b>To consider and approve Change of Nomenclature, Pay Scales and Recruitment Rules of Ministerial Posts of LDC, UDC, Office Assistant and Office Superintendent at par with DoPT Designations.</b>
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After detailed discussions and considerations, the Board of management approved the following with regard to Change of Nomenclature, Pay Scale and Recruitment Rules for the 4 Categories of Ministerial Posts in NIA.

1. The Board of Management approved to change the Nomenclature of the Posts of LDC and UDC to Junior Secretariat Assistant and Senior Secretariat Assistant, respectively along with Amendment in the respective Recruitment Rules, as attached herewith in Annexure-B.
2. The Board of Management approved Upgradation of the Pay Scales of the Posts of Office Assistant and Office Superintendent and Change in the Nomenclature of these Posts as Assistant Section Officer and Section Officer, respectively, along with Recruitment Rules for these upgraded Posts, as attached herewith in Annexure-C.

<b>Existing Nomenclature, Pay Scale, Group &amp; No. of Posts in NIA</b>	<b>Approved by Board of Management for Change as:</b>
L D C Pay Level-2 Grade Pay Rs. 1900 in PB-1 Group-C 20 Posts	Junior Secretariat Assistance Pay Level-2 Grade Pay Rs. 1900 in PB-1 Group-C 20 Posts
U D C Pay Level-4 Grade Pay Rs. 2400 in PB-1 Group-C 19 Posts	Sr. Secretariat Assistant Pay Level-4 Grade Pay Rs. 2400 in PB-1 Group-C 19 Posts
Office Assistant Pay Level-5 Grade Pay Rs. 2800 in PB-1 Group-C 3 Posts	Assistant Section Officer Pay Level-6 Grade Pay Rs. 4200 in PB-2 Group-B 3 Posts
Office Superintendent Pay Level-6 Grade Pay Rs. 4200 in PB-2 Group-B 2 Posts	Section Officer Pay Level-7 Grade Pay Rs. 4600 in PB-2 Group-B 2 Posts

The details as called for by the Ministry may be submitted to the Ministry for consideration and concurrence of Department of Expenditure, as directed.

<b>Agenda Item No. BOM. 4.5</b>	<b>To consider an Amendment in the Recruitment Rules for the Post of Assistant Matron</b>
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Board of Management approved the amendments proposed in the Recruitment Rules for the Post of Assistant Matron. The Approved RRs are attached at Annexure-D and these may be notified.

<b>Agenda Item No. BOM. 4.6</b>	<b>To ratify Appointments, Promotions and Confirmations made to Regular Posts, DACP and MACP Promotions and Upgradations with the Recommendations of Selection Committees and DPCs.</b>
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The Board of Management ratified the Appointments to various Regular Vacant Posts, Regular Promotions, DACP Promotions and Confirmations made by Vice-Chancellor, as below, on the recommendations of the respective Selection Committees and DPCs held

**BY DIRECT RECRUITMENT/DEPUTATION**

Date of Meeting of Selection Committee	Chaired By	Posts Considered	Candidates Recommended for the Post
10-6-2022	Vice-Chancellor	Jr. Medical Lab. Technologist	Kum. Rekha
		Library Assistant	Sri Sunil Kumar
		M T S	11 Candidates
23-6-2022	Spl. Secretary(Ayush)	Professor(Rog Nidan)	Dr. Balkrishan Sevatkar
		Professor(Swasth Vritt)	Dr. Smt. Durgavati Devi
		Professor(Ras Shastra)	Dr. Anumap
		Vaidya(Medical Officer)	Dr. Smt. Meemansa
		Panchakarma Vaidya	Dr. Smt. Anusree D
15-2-2023	Vice-Chancellor	M T S	16 Candidates
		Jr. Medical Lab. Technologist	Kum. Sunita
		Pharmacist	Kum. Suman Yadav
		Nursing Officer	Sri Nirmal Kumar Jangid
13-3-2023	Spl. Secretary(Ayush)	Professor(Agad Tantra)	Dr. Sharad Maroti Porte
		Professor(Kaumar Bhrritya)	Dr. Smt. Nisha Kumari Ojha
		Professor(Shalakyta Tantra)	Dr. Gulab Chand Pamnani
		Assistant Prof.(Rog Nidan)	Dr. Deshmukh Nareshrao
		Deputy Director(Admn.)	Sri CS Sharma
		Administrative Officer	Sri Naresh Kumar Gupta
		Medical Lab. Technologist	Kum. Rekha

**BY REGULAR PROMOTIONS & CONFIRMATIONS**

Date of Meeting of DPC	Chaired By	Posts Considered	Candidates Recommended
7-10-2022	Vice-Chancellor	Confirmation of Assistant Librarian, Pharmacist, LDC-4, MTS-23.	
		U D C	Sri Raju Lal Mehra
		L D C	Sri Radhey Shyam Swami
			Sri Geendra Singh Panwar
			Sri Gokul Ram Choudhary
Sri Jagmohan Balm			
13-3-2023	Special Secrerary(Ayush)	Assistant Matron	Sri Naresh Kumar Sharma Sri Sambhu Lal Sharma

**BY DACP & MACP PROMOTIONS OF TEACHERS AND TECHNICAL OFFICERS**

Date of Meeting of DPC	Chaired By	Candidates Recommended	Promotion & Upgradation as:
7-10-2022	Special Secrerary(Ayush)	Dr. Hari Mohan Lal Meena	Professor
		Dr. Kum. B. Pushpalatha	Professor
		Dr. Prabhakar Vardhan	Associate Professor
		Dr. Amol S Kadu	Asstt. Prof. (Senior Scale)
		Dr. Smt. Krutika S	Asstt. Prof. (Senior Scale)
		Dr. Bharat Kumar	Asstt. Prof. (Senior Scale)
		Dr. Abhishek Upadhyay	Asstt. Prof. (Senior Scale)
		Dr. Kum. Rashmi Mutha	Asstt. Prof. (Senior Scale)
		Dr. Smt. Kshipra Rajoria	Asstt. Prof. (Senior Scale)
		Dr. Smt. Sonu	Asstt. Prof. (Senior Scale)
		Dr. Kum. Sakitha KS	Asstt. Prof. (Senior Scale)
		Dr. Smt. Preei Gavali	Asstt. Prof. (Senior Scale)
		Dr. Kum. Manorma Singh	Asstt. Prof. (Senior Scale)
Dr. Vishwanath	Vaidya (MO)		

2-12-2022	Joint Director(Admn),NIA	Sri Satish Chand Trivedi	Librarian
13-3-2023	Special Secretary(Ayush)	Dr. Udai Raj Saroj	Professor
		Dr. Chhaju Ram Yadav	Professor
		Dr. Sunil Kumar Yadav	Professor
		Dr. Vikash Bhatnagar	Professor
		Dr. Rajendra Sharma	Professor
		Dr. Sanjay Kumar	Professor
		Dr. Asit Kumar Panja	Professor
		Dr. Ashok Kumar	Professor

<b>Agenda Item No. BOM. 4.7</b>	<b>To note the Minutes of the 5<sup>th</sup> and 6<sup>th</sup> Meetings of Finance Committee.</b>
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Board of Management noted the Minutes of the 5<sup>th</sup> and 6<sup>th</sup> Meetings of Finance Committee held on 10-6-2022 and 14-3-2023, respectively.

<b>Agenda Item No. BOM. 4.8</b>	<b>To consider and approve, in principle, to adopt a Recruitment Policy for selecting best talents for senior level Teaching, Technical and Administrative Posts.</b>
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The Board of Management approved, in principle, to adopt a 3-Tier Recruitment Policy for Selection of the best talents for Teaching, Technical and Administrative Posts and decided that Vice-Chancellor may formulate and design the Policy for the same and should be pre-disclosed for each Recruitment.

<b>Agenda Item No. BOM. 4.9</b>	<b>To approve Vice-Chancellor or a Professor nominated by him to function as Medical Superintendent.</b>
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This Item was withdrawn as it is a routine administrative matter and such matters can be decided by Vice-Chancellor himself.

<b>Agenda Item No. BOM. 4.10</b>	<b>To consider and approve Delegation of Powers pertaining to Administrative and Service Matters to Vice-Chancellor.</b>
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As the administrative powers are already mentioned in Memorandum of Association and Rules & Regulations and the Schedule of powers should be prepared accordingly. Hence, this agenda was withdrawn.

Meeting ended with a Vote of Thanks to the Chair.

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## NATIONAL INSTITUTE OF AYURVEDA

### Recruitment Rules for the Regular Post of Assistant Professor for NIA, Panchkula

1	Name of the Post	<b>ASSISTANT PROFESSOR</b>	
2	No. of Posts	16 for the present	
3	Classification	Group-A	
4	Pay Band & Grade Pay/ Pay Scale	Pay Level-11 (Rs. 67,700-2,08,700) + NPA Pre-Revised Grade Pay of Rs. 6600 in PB-3)	
5	Whether Selection Post or Non-Selection Post	Selection	
6	Age Limit for Direct Recruits	Not exceeding 40 Years as on the Closing Date for Receipt of Applications (Relaxable upto 5 Years for Candidates belonging to SC, ST and Govt./Autonomous Body employees and 3 Years for OBC Candidates in accordance with Orders issued by Govt. of India from time to time). However, the Upper Age Limit is not applicable in case of Regular Employees of NIA, Jaipur and NIA, Panchkula.	
7	Educational and other Qualifications prescribed for Direct Recruitment	<u>Essential Qualifications</u> <ol style="list-style-type: none"> <li>MD/MS Degree in Ayurveda in the Subject concerned recognised and included in IMCC Act 1970/NCISM Act 2020.</li> <li>3 Years Teaching Experience OR 3 Years Research Experience in Research Council/R&amp;D Division of a reputed Organisation or reputed Pharmaceutical Companies/Clinical Experience (e.g. as Clinical Registrar, Demonstrator, Clinical Work in Govt. or other recognised organisations, Medical Officer, House Physician, RMO, House Surgeon, Specialist etc.)/Senior Research Fellow/Senior Resident/3 Years Regular Ph.D., all after obtaining the MD/MS Degree.</li> </ol> <u>Desirable</u> <ol style="list-style-type: none"> <li>Minimum 2 Research Publications in Indexed/UGC Care Listed.</li> <li>Working Knowledge in Computer (MS Office, Internet Explorer, etc).</li> </ol>	
8	Whether Age and Educational Qualifications prescribed for Direct Recruits will apply in case of Promotees	Not Applicable	
9	Period of Probation, if any	2 Years	
10	Method of Recruitment whether by Direct Recruitment or by Promotion/Deputation Absorption and Percentage of Vacancies to be filled by various Methods	100% By Direct Recruitment	
11	In case of Recruitment by Promotion/ Deputation/Absorption, Grades from which Promotion/ Deputation/ Absorption to be made	Not Applicable	
12	If a Selection Committee Departmental Promotion Committee exists, what is its Composition	1	Vice-Chancellor or his Nominee not below the Rank of Professor Chairman
		2	An Officer not below the Rank of Jt. Secretary of the Ministry of Ayush Member
		3	A Serving or Retired Subject Expert to be nominated by Vice-Chancellor Member
		4	An Officer to represent Reservation Policy to be nominated by Vice-Chancellor Member
13	Circumstances in which	Not Applicable	

# NATIONAL INSTITUTE OF AYURVEDA

## Recruitment Rules for the Regular Post of Medical Officer for NIA, Panchkula

1	Name of the Post	<b>MEDICAL OFFICER</b>		
2	No. of Posts	2 for the present		
3	Classification	Group-A		
4	Pay Band & Grade Pay/ Pay Scale	Pay Level-10 (Rs. 56,100-1,77,500) + NPA Pre-Revised Grade Pay Rs. 5400 in PB-3)		
5	Whether Selection Post or Non-Selection Post	Selection		
6	Age Limit for Direct Recruits	Not exceeding 40 Years as on the Closing Date for Receipt of Applications (Relaxable upto 5 Years for Candidates belonging to SC, ST and Govt./Autonomous Body employees and 3 Years for OBC Candidates in accordance with Orders issued by Govt. of India from time to time). However the Upper Age Limit is not applicable in case of Regular Employees of NIA, Jaipur and NIA, Panchkula.		
7	Educational and other Qualifications prescribed for Direct Recruitment	MD/MS Degree in Ayurveda in any Discipline recognised and included in IMCC Act 1970/NCISM Act 2020.		
8	Whether Age and Educational Qualifications prescribed for Direct Recruits will apply in case of Promotees	Not Applicable		
9	Period of Probation, if any	2 Years		
10	Method of Recruitment whether by Direct Recruitment or by Promotion/Deputation Absorption and Percentage of Vacancies to be filled by various Methods	100% By Direct Recruitment		
11	In case of Recruitment by Promotion/ Deputation/Absorption, Grades from which Promotion/ Deputation/ Absorption to be made	Not Applicable		
12	If a Selection Committee Departmental Promotion Committee exists, what is its Composition	1	Vice-Chancellor or his Nominee not below the Rank of Professor	Chairman
		2	An Officer not below the Rank of Dy. Secretary of the Ministry of Ayush	Member
		3	A Serving or Retired Subject Expert to be nominated by Vice-Chancellor	Member
		4	An Officer to represent Reservation Policy to be nominated by Vice-Chancellor	Member
13	Circumstances in which UPSC is to be consulted in making Recruitment	Not Applicable		

# NATIONAL INSTITUTE OF AYURVEDA

## Recruitment Rules for the Regular Post of Matron for NIA, Panchkula

1	Name of the Post	<b>MATRON</b>	
2	No. of Posts	1	
3	Classification	Group-B	
4	Pay Band & Grade Pay/ Pay Scale	Pay Level-9 (Rs. 53,100-1,67,800) Pre-Revised Grade Pay Rs. 5400 in PB-2)	
5	Whether Selection Post or Non-Selection Post	Not Applicable	
6	Age Limit for Direct Recruits	Not Applicable	
7	Educational and other Qualifications prescribed for Direct Recruitment	Not Applicable	
8	Whether Age and Educational Qualifications prescribed for Direct Recruits will apply in case of Promotees	No	
9	Period of Probation, if any	Not Applicable	
10	Method of Recruitment whether by Direct Recruitment or by Promotion/Deputation Absorption and Percentage of Vacancies to be filled by various Methods	By Promotion failing which by Deputation	
11	In case of Recruitment by Promotion/ Deputation/Absorption, Grades from which Promotion/ Deputation/ Absorption to be made	<p><u>For Promotion:</u> 3 Years Service on the Post of Assistant Matron in Pay Level-7(Grade Pay Rs. 4600).</p> <p><u>For Deputation:</u> 2 Years Service on the Post of Assistant Matron or an equivalent Post in Pay Level-7 (Grade Pay Rs. 4600) in a State or Central Govt. Hospital.</p> <p>The Maximum Age Limit for Deputation shall not exceed 56 Years as on the Closing Date of Applications.</p>	
12	If a Selection Committee Departmental Promotion Committee exists, what is its Composition	1	Medical Superintendent Chairman
		2	An Officer not below the Rank of Under Secretary of the Ministry of Ayush Member
		3	A Serving or Retired Professor to be nominated by Vice-Chancellor Member
		4	An Officer to represent Reservation Policy to be nominated by Vice-Chancellor Member
13	Circumstances in which UPSC is to be consulted in making Recruitment	Not Applicable	





## NATIONAL INSTITUTE OF AYURVEDA

### Recruitment Rules for the Regular Post of Administrative Officer for NIA, Panchkula

1	Name of the Post	<b>ADMINISTRATIVE OFFICER</b>													
2	No. of Posts	1													
3	Classification	Group-B													
4	Pay Band & Grade Pay/ Pay Scale	Pay Level-8 (Rs. 47,600-1,51,100) Pre-Revised Grade Pay Rs. 4800 in PB-2)													
5	Whether Selection Post or Non-Selection Post	Not Applicable													
6	Age Limit for Direct Recruits	Not Applicable													
7	Educational and Other Qualifications prescribed for Direct Recruitment will apply in case of Promotees	Not Applicable													
8	Whether Age and Educational Qualifications prescribed for Direct Recruits will apply in case of Promotees	No													
9	Period of Probation, if any	Not Applicable													
10	Method of Recruitment whether by Direct Recruitment or by Promotion/Deputation Absorption and Percentage of Vacancies to be filled by various Methods	By Promotion failing which by Deputation													
11	In case of Recruitment by Promotion/ Deputation/Absorption, Grades from which Promotion/ Deputation/ Absorption to be made	<p><u>For Promotion:</u></p> <table border="1" style="width: 100%;"> <tr> <td>1</td> <td>Store Officer/Section Officer in Pay Level-7 (GP Rs. 4600) with 2 Years Regular Service on the Post.</td> </tr> <tr> <td>2</td> <td>Office Superintendent/Assistant Section Officer/Personal Assistant in Pay Level-6 (GP Rs. 4200) with 6 Years Regular Service on the Post.</td> </tr> </table> <p><u>For Deputation:</u> Officers of Central Govt./State Govt. or UTs/Govt. Undertakings/Autonomous Bodies holding analogous Post with Administrative Experience OR Office Superintendent/Assistant Section Officer with 5 Years Regular Service and Section Officer with 2 Years Regular Service on the Post.</p> <p>The Maximum Age Limit for Deputation shall not exceed 56 Years as on the Closing Date of Applications.</p>		1	Store Officer/Section Officer in Pay Level-7 (GP Rs. 4600) with 2 Years Regular Service on the Post.	2	Office Superintendent/Assistant Section Officer/Personal Assistant in Pay Level-6 (GP Rs. 4200) with 6 Years Regular Service on the Post.								
1	Store Officer/Section Officer in Pay Level-7 (GP Rs. 4600) with 2 Years Regular Service on the Post.														
2	Office Superintendent/Assistant Section Officer/Personal Assistant in Pay Level-6 (GP Rs. 4200) with 6 Years Regular Service on the Post.														
12	If a Selection Committee Departmental Promotion Committee exists, what is its Composition	<table border="1" style="width: 100%;"> <tr> <td>1</td> <td>Registrar</td> <td>Chairman</td> </tr> <tr> <td>2</td> <td>An Officer not below the Rank of Under Secretary of the Ministry of Ayush</td> <td>Member</td> </tr> <tr> <td>3</td> <td>Joint Director(Admn.)</td> <td>Member</td> </tr> <tr> <td>4</td> <td>An Officer to represent Reservation Policy to be nominated by Vice-Chancellor</td> <td>Member</td> </tr> </table>	1	Registrar	Chairman	2	An Officer not below the Rank of Under Secretary of the Ministry of Ayush	Member	3	Joint Director(Admn.)	Member	4	An Officer to represent Reservation Policy to be nominated by Vice-Chancellor	Member	
1	Registrar	Chairman													
2	An Officer not below the Rank of Under Secretary of the Ministry of Ayush	Member													
3	Joint Director(Admn.)	Member													
4	An Officer to represent Reservation Policy to be nominated by Vice-Chancellor	Member													
13	Circumstances in which UPSC is to be consulted	Not Applicable													

# NATIONAL INSTITUTE OF AYURVEDA

## Recruitment Rules for the Regular Post of Nursing Officer for NIA, Panchkula

1.	Name of the Post	<b>NURSING OFFICER</b>	
2.	No. of Posts	01	
3.	Classification	Group-B	
4.	Pay Band and Grade Pay/Pay Scale	Level-7 Rs.44,900-1,42,400 GP Rs.4600	
5.	Whether Selection Post or Non-Selection Post	Not Applicable	
6.	Age limit for Direct Recruits	Not exceeding 30 Years as on the Closing Date for Receipt of Applications (Relaxable upto 5 Years for Candidates belonging to SC, ST and Govt./Autonomous Body employees and 3 Years for OBC Candidates in accordance with Orders issued by Govt. of India from time to time). However the Upper Age Limit is not applicable in case of Regular Employees of NIA, Jaipur and NIA, Panchkula.	
7.	Educational and other Qualifications required for Direct Recruits	<p>A. (i) B.Sc (Hons.) in Nursing/B.Sc. Nursing from an Indian Nursing Council recognized institute or university. OR Post basic B.Sc., Nursing from an Indian Nursing Council recognized institute or University. (ii) Registered as Nurse or Nurse &amp; Midwife with state/Indian Nursing Council OR</p> <p>B. (i) B.Sc. Nursing (AYUSH) from an AYUSH recognized Institute/University (ii) Registered in the respective state/Indian AYUSH Nursing council. OR</p> <p>C. (i) Diploma in General Nursing Midwifery from an Indian Nursing Council recognized Institute/Board or Council. (ii) Registered as Nurse or Nurse &amp; Midwife in state/Indian Nursing Council. (iii) Two-year experience in Minimum 25 bedded Hospital after acquiring the educational qualification mentioned above. OR</p> <p>D. (i) Diploma in Nursing &amp; Pharmacy of AYUSH and registered in the respective state/Indian AYUSH Nursing council. (ii) Two years' experience in minimum 25 bedded Hospital after acquiring the educational qualification mentioned above.</p>	
8.	Whether Age and Educational Qualifications prescribed for Direct Recruits will apply in case of Promotees	Not Applicable	
9.	Period of Probation, if any	2 Years for Direct Recruitment only	
10.	Method of recruitment whether by Direct Recruitment or by Promotion/ Deputation/ Absorption and Percentage of Vacancies to be filled by various methods	By Direct Recruitment	
11.	In case of Recruitment by Promotion/ Deputation/ Absorption, Grades from which Promotion/ Deputation/ Absorption to be made	Not Applicable	
12.	If a Selection Committee/ Departmental Promotion Committee exists, what is its Composition	<p>1. Medical Superintendent, NIA Chairman</p> <p>2. An Officer not below the Rank of Under Secretary of Ministry of AYUSH Member</p> <p>3. A Professor of NIA to be nominated by VC Member</p> <p>4. An Officer to represent the Reservation Policy to be nominated by Vice-Chancellor Member</p>	

## NATIONAL INSTITUTE OF AYURVEDA

### Recruitment Rules for the Regular Post of Accountant for NIA, Panchkula

1	Name of the Post	<b>ACCOUNTANT</b>	
2	No. of Posts	1	
3	Classification	Group-B	
4	Pay Band & Grade Pay/ Pay Scale	Pay Level-6 (Rs. 35,400-1,12,400) Pre-Revised Grade Pay Rs. 4200 in PB-2)	
5	Whether Selection Post or Non-Selection Post	Not Applicable	
6	Age Limit for Direct Recruits	Not exceeding 40 Years as on the Closing Date for Receipt of Applications (Relaxable upto 5 Years for Candidates belonging to SC, ST and Govt./Autonomous Body employees and 3 Years for OBC Candidates in accordance with Orders issued by Govt. of India from time to time). However the Upper Age Limit is not applicable in case of Regular Employees of NIA, Jaipur and NIA, Panchkula.	
7	Educational and Other Qualifications prescribed for Direct Recruitment will apply in case of Promotees	1. B.Com. from a recognised University 2. 3 Years Experience in Accounts in Govt./Semi-Govt./Autonomous Organization.	
8	Whether Age and Educational Qualifications prescribed for Direct Recruits will apply in case of Promotees	Not Applicable	
9	Period of Probation, if any	2 Years for Direct Recruits	
10	Method of Recruitment whether by Direct Recruitment or by Promotion/Deputation Absorption and Percentage of Vacancies to be filled by various Methods	Direct Recruitment	
11	In case of Recruitment by Promotion/ Deputation/Absorption, Grades from which Promotion/Deputation/ Absorption to be made	Not Applicable	
12	If a Selection Committee Departmental Promotion Committee exists, what is its Composition	1	Registrar Chairman
		2	An Officer not below the Rank of Under Secretary of the Ministry of Ayush Member
		3	Deputy Director(Admn.) Member
		4	An Officer to represent Reservation Policy to be nominated by Vice-Chancellor Member
13	Circumstances in which UPSC is to be consulted in making Recruitment	Not Applicable	

# NATIONAL INSTITUTE OF AYURVEDA

## Recruitment Rules for the Regular Post of Pharmacist (Ayurveda) for NIA Panchkula

1.	Name of the Post	<b>PHARMACIST (AYURVEDA)</b>		
2.	No. of Posts	01		
3.	Classification	Group-C		
4.	Pay Band and Grade Pay/Pay Scale	Pay Level-5 Rs.29,200-92,300 (Grade Pay Rs. 2800 in PB-1)		
5.	Whether Selection Post or Non-Selection Post	Not Applicable		
6.	Age limit for Direct Recruits	Not exceeding 40 Years as on the Closing Date for Receipt of Applications (Relaxable upto 5 Years for Candidates belonging to SC, ST and Govt./Autonomous Body employees and 3 Years for OBC Candidates in accordance with Orders issued by Govt. of India from time to time). However the Upper Age Limit is not applicable in case of Regular Employees of NIA, Jaipur and NIA, Panchkula.		
7.	Educational and other Qualifications required for Direct Recruits	1	10+2 Pass from a State/Central Board of Education	
		2	Regular 3 Years Diploma in Ayush Nursing & Pharmacy from a recognized University.  OR D. Pharma(Ayurveda)/B. Pharma (Ayurveda) from a recognized University.	
8.	Whether Age and Educational Qualifications prescribed for Direct Recruits will apply in case of Promotees	Not Applicable		
9.	Period of Probation, if any	2 Years for Direct Recruits		
10.	Method of recruitment whether by Direct Recruitment or by Promotion/ Deputation/ Absorption and Percentage of Vacancies to be filled by various methods	By Direct Recruitment		
11.	In case of Recruitment by Promotion/ Deputation/ Absorption, Grades from which Promotion/Deputation/ Absorption to be made	Not Applicable		
12.	If a Selection Committee/ Departmental Promotion Committee exists, what is its Composition	1	Medical Superintendent	Chairman
		2	An Officer not below the level of Under Secretary of Ministry of Ayush	Member
		3	A Professor of Rasa Shastra or Dravya Guna of NIA to be nominated by Vice-Chancellor	Member
		4	An Officer to represent Reservation Policy to be nominated by Vice-Chancellor	Member
13.	Circumstances in which UPSC to be consulted in making Recruitment.	Not Applicable.		



**NATIONAL INSTITUTE OF AYURVEDA  
DEEMED TO BE UNIVERSITY**

**Recruitment Rules for the Post of Junior Secretariat Assistant (JSA)  
in view of Change of Nomenclature of Existing Post of LDC  
(Approved by Board of Management in its 4<sup>th</sup> Meeting held on 27-3-2023)**

1.	Name of the Post	<b>JUNIOR SECRETARIAT ASSISTANT (JSA)</b>
2.	No. of Posts	20
3.	Classification	Group-C
4.	Pay Band and Grade Pay/Pay Scale	Pay Level-2 (Rs. 19900-63200) (Pre-Revised Grade Pay Rs. 1900 in PB-1)
5.	Whether Selection Post or Non-Selection Post	Non-Selection
6.	Age limit for Direct Recruits	Not Exceeding 27 Years as on the Closing Date for Receipt of Applications (Relaxable upto 5 Years for Candidates belonging to SC, ST and Govt./Autonomous Body employees and 3 Years for OBC Candidates in accordance with Orders issued by Govt. of India from time to time). However the Upper Age Limit is not applicable in case of Regular Employees of NIA, Jaipur.
7.	Educational and other Qualifications required for Direct Recruits	1. Pass in 12 <sup>th</sup> Standard from a Central/State Board of Education. 2. Typing speed of 35 Words Per Minute in English/30 Words Per Minute in Hindi Corresponding to 10500 KDPH/9000 KDPH respectively, on an average of 5 Key Depressions for each word on Computer. 3. Knowledge in Computer like MS Word, MS Excel, Power Point Presentations, Internet etc.
8.	Whether Age and Educational Qualifications prescribed for Direct Recruits will apply in case of Promotees	Not Applicable
9.	Period of Probation, if any	2 Years for Direct Recruits
10.	Method of recruitment whether by Direct Recruitment or by Promotion/ Deputation/ Absorption and Percentage of Vacancies to be filled by various methods	50% by Promotion and 50% by Direct Recruitment
11.	In case of Recruitment by Promotion/ Deputation/ Absorption, Grades from which Promotion/Deputation/ Absorption to be made	MTS having 10 <sup>th</sup> Standard Pass with 3 Years Regular Service with Typing speed of 35 Words Per Minute in English/30 Words Per Minute in Hindi Corresponding to 10500/9000 KDPH respectively, on an average of 5 Key Depressions for each word on Computer.
12.	If a Selection Committee/ Departmental Promotion Committee exists, what is its Composition	1. Registrar 2. An Officer from Ministry of AYUSH 3. Deputy Director(Admn.) 4. One Officer belonging to SC/ST to be nominated by VC Chairman Member Member Member
13.	Circumstances in which UPSC to be consulted in making Recruitment.	Not Applicable

**NATIONAL INSTITUTE OF AYURVEDA  
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**Recruitment Rules for the Post of Senior Secretariat Assistant (SSA)  
in view of Change of Nomenclature of Existing Post of UDC  
(Approved by Board of Management in its 4<sup>th</sup> Meeting held on 27-3-2023)**

1.	Name of the Post	<b>SENIOR SECRETARIAT ASSISTANT (SSA)</b>	
2.	No. of Posts	19	
3.	Classification	Group-C	
4.	Pay Band and Grade Pay/Pay Scale	Pay Level-4 (Rs. 25500-81100) (Pre-Revised Grade Pay Rs. 2400 in PB-1)	
5.	Whether Selection Post or Non-Selection Post	Non-Selection	
6.	Age limit for Direct Recruits	Not Applicable	
7.	Educational and other Qualifications required for Direct Recruits	Not Applicable	
8.	Whether Age and Educational Qualifications prescribed for Direct Recruits will apply in case of Promotees	Not Applicable	
9.	Period of Probation, if any	Not Applicable	
10.	Method of recruitment whether by Direct Recruitment or by Promotion/ Deputation/ Absorption and Percentage of Vacancies to be filled by various methods	100% by Promotion failing which by Limited Departmental Exam. among Junior Secretariat Assistants(JSA) with 5 Years Regular Service as JSA including the Service rendered on the erstwhile Post of LDC.	
11.	In case of Recruitment by Promotion/Deputation/ Absorption, Grades from which Promotion/ Deputation/ Absorption to be made	Junior Secretariat Assistant (JSA) with 8 Years Regular Service including the Service rendered on the erstwhile Post of LDC.	
12.	If a Selection Committee/ Departmental Promotion Committee exists, what is its Composition	1. Registrar 2. An Officer from Ministry of AYUSH 3. Deputy Director(Admn.) 4. One Officer belonging to SC/ST to be nominated by VC	Chairman Member Member Member
13.	Circumstances in which UPSC to be consulted in making Recruitment.	Not Applicable	



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**Recruitment Rules for the Post of Assistant Section Officer (ASO)  
in view of Change of Nomenclature of Existing Post of Office Assistant  
(Approved by Board of Management in its 4<sup>th</sup> Meeting held on 27-3-2023)**

1.	Name of the Post	<b>ASSISTANT SECTION OFFICER (ASO)</b>								
2.	No. of Posts	3								
3.	Classification	Group-B								
4.	Pay Band and Grade Pay/Pay Scale	Pay Level-6 (Rs. 35400-112400) (Pre-Revised Grade Pay Rs. 4200 in PB-2)								
5.	Whether Selection Post or Non-Selection Post	Non-Selection								
6.	Age limit for Direct Recruits	Not Applicable								
7.	Educational and other Qualifications required for Direct Recruits	Not Applicable								
8.	Whether Age and Educational Qualifications prescribed for Direct Recruits will apply in case of Promotees	Not Applicable								
9.	Period of Probation, if any	Not Applicable								
10.	Method of recruitment whether by Direct Recruitment or by Promotion/ Deputation/ Absorption and Percentage of Vacancies to be filled by various methods	100% by Promotion failing which by Limited Departmental Exam. among Senior Secretariat Assistants (SSA) with 5 Years Regular Service as SSA including the Service rendered on the erstwhile Post of UDC.								
11.	In case of Recruitment by Promotion/ Deputation/ Absorption, Grades from which Promotion/Deputation/ Absorption to be made	Senior Secretariat Assistant (SSA) with 10 Years Regular Service as SSA including the Service rendered on the erstwhile Post of UDC.								
12.	If a Selection Committee/ Departmental Promotion Committee exists, what is its Composition	<table style="width: 100%; border: none;"> <tr> <td style="width: 80%;">1. Registrar</td> <td style="width: 20%;">Chairman</td> </tr> <tr> <td>2. An Officer from Ministry of AYUSH</td> <td>Member</td> </tr> <tr> <td>3. Joint Director (Admn.)</td> <td>Member</td> </tr> <tr> <td>4. One Officer belonging to SC/ST to be nominated by VC</td> <td>Member</td> </tr> </table>	1. Registrar	Chairman	2. An Officer from Ministry of AYUSH	Member	3. Joint Director (Admn.)	Member	4. One Officer belonging to SC/ST to be nominated by VC	Member
1. Registrar	Chairman									
2. An Officer from Ministry of AYUSH	Member									
3. Joint Director (Admn.)	Member									
4. One Officer belonging to SC/ST to be nominated by VC	Member									
13.	Circumstances in which UPSC to be consulted in making Recruitment.	Not Applicable								

**NATIONAL INSTITUTE OF AYURVEDA  
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**Recruitment Rules for the Post of Section Officer (SO)  
in view of Change of Nomenclature of Existing Post of Office Superintendent  
(Approved by Board of Management in its 4<sup>th</sup> Meeting held on 27-3-2023)**

1.	Name of the Post	<b>SECTION OFFICER (SO)</b>	
2.	No. of Posts	2	
3.	Classification	Group-B	
4.	Pay Band and Grade Pay/Pay Scale	Pay Level-7 (Rs. 44900-142400) (Pre-Revised Grade Pay Rs. 4600 in PB-2)	
5.	Whether Selection Post or Non-Selection Post	Non-Selection	
6.	Age limit for Direct Recruits	Not Applicable	
7.	Educational and other Qualifications required for Direct Recruits	Not Applicable	
8.	Whether Age and Educational Qualifications prescribed for Direct Recruits will apply in case of Promotees	Not Applicable	
9.	Period of Probation, if any	Not Applicable	
10.	Method of recruitment whether by Direct Recruitment or by Promotion/ Deputation/ Absorption and Percentage of Vacancies to be filled by various methods	100% by Promotion failing which by Limited Departmental Exam. among Assistant Section Officers(ASO) having 3 Years Regular Service as ASO including the Service rendered on the erstwhile Post of Office Assistant.	
11.	In case of Recruitment by Promotion/ Deputation/ Absorption, Grades from which Promotion/Deputation/ Absorption to be made	Assistant Section Officer with 5 Years Regular Service as ASO including the Service rendered on the erstwhile Post of Office Assistant.	
12.	If a Selection Committee/ Departmental Promotion Committee exists, what is its Composition	1. Registrar 2. An Officer from Ministry of AYUSH 3. Joint Director(Admn.) 4. One Officer belonging to SC/ST to be nominated by VC	Chairman Member Member Member
13.	Circumstances in which UPSC to be consulted in making Recruitment.	Not Applicable	





# NATIONAL INSTITUTE OF AYURVEDA

## Recruitment Rules for the Post of Assistant Matron (Approved by Board of Management in its 4<sup>th</sup> Meeting held on 27-3-2023)

1.	Name of the Post	<b>ASSISTANT MATRON</b>
2.	No. of Posts	1
3.	Classification	Group-B
4.	Pay Band and Grade Pay/ Pay Scale	Pay Level-7 Rs. 44,900-1,42,400/- (Grade Pay Rs. 4600 in PB-2)
5.	Whether Selection Post or Non-Selection Post	- - -
6.	Age limit for Direct Recruits	Not Applicable
7.	Educational and other Qualifications required for Direct Recruits	Not Applicable
8.	Whether Age and Educational Qualifications prescribed for Direct Recruits will apply in case of Promotees	Not Applicable
9.	Period of Probation, if any	1 Year in case of Promotion of Pharmacists
10.	Method of recruitment whether by Direct Recruitment or by Promotion/ Deputation/ Absorption and Percentage of Vacancies to be filled by various methods	By Promotion
11.	In case of Recruitment by Promotion/ Deputation/ Absorption, Grades from which Promotion/Deputation/ Absorption to be made	<u>For Promotion:</u> 1. Nursing Officer in Pay Level-7 (GP Rs.4600) with 1 Year Regular Service on the Post after successful completion of the Probationary Period. 2. Pharmacist(Ayurved) with 8 Years of Regular Service as Pharmacist(Ayurveda) in Pay Level-5 GP Rs. 2800.
12.	If a Selection Committee/ Departmental Promotion Committee exists, what is its Composition	1. Medical Superintendent, NIA 2. An Officer not below the Rank of Under Secretary of Ministry of Ayush 3. A Professor of NIA to be nominated by VC 4. An Officer to represent Reservation Policy To be nominated by VC Chairman Member Member Member
13.	Circumstances in which UPSC to be consulted in making Recruitment.	Not Applicable.

