

NOTICE

This is to inform that there is a proposal to amend the existing APEDA (Recruitment) Regulations 2022.

Accordingly, the draft APEDA (Recruitment) Amendment Regulations 2022 are hosted on the APEDA website (under the heading "General Info" and selecting "Recruitments/Appointment").

A copy of the draft APEDA (Recruitment) Amendment Regulations 2022 is attached herewith.

Comments, if any, may be furnished to the undersigned within 15 days from hosting of these APEDA (Recruitment) Amendment Regulations 2022 on APEDA's website by email.

CC : C&I Division - for hosting on website.

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महाप्रबंधक

S.S. Nayyar

General Manager

**AGRICULTURAL AND PROCESSED FOOD PRODUCTS EXPORT DEVELOPMENT AUTHORITY (APEDA)
NOTIFICATION**

New Delhi, the October, 2022

F. No. APEDA/PAD/2017-18/000044 ---- In exercise of powers conferred under Section 33 read with sub section 3 of section 7 of the Agricultural and Processed Food Products Export Development Authority Act, 1985 (2 of 1986), the Agricultural and Processed Food Products Export Development Authority, with the previous sanction of the Central Government, hereby amend the Agricultural and Processed Food Products Export Development Authority (Recruitment) Regulations-2022 in the following manner namely:-

1. (i) These regulations may be called the Agricultural and Processed Food Products Export Development Authority (Recruitment) Amendment Regulations 2022.

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

2. In Agricultural and Processed Food Products Export Development Authority (Recruitment) Regulations, 2022, the Schedule attached therewith shall be replaced with the following Schedule:-

Schedule

| Sl. No. | Name of Post | No. of Post | Classification | Pay Level in the Pay Matrix | Whether Selection Post or Non-selection Post | Age Limit for Direct Recruitment | Educational and other qualifications required for direct recruitment |
|---------|-----------------|--|----------------|--------------------------------|--|----------------------------------|--|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 1 | Director | 1* (2022) *subject to variation dependent on workload | Group A | Level 13 (Rs. 123100 - 215900) | Selection Post | Not Applicable | Not Applicable |

| | | | | |
|--|-----------------------------|---|--|---|
| Whether age and educational qualifications prescribed for direct recruits will apply in case of Promotees / Deputation | Period of Probation, if any | Method of Recruitment : Whether by Promotion or Direct Recruitment or by Deputation/ Transfer and percentage of the vacancies to be filled by various methods | In case of Recruitment by Deputation/Promotion, grades/posts from which Deputation/Promotion to be made | If Departmental Promotion Committee/Selection Committee exists what is its composition |
| 9 | 10 | 11 | 12 | 13 |
| Not Applicable | Not Applicable | 100% by Deputation | <u>Deputation:</u> General Manager/Secretary of APEDA with five years regular service in the post; Officer of Organized Group 'A' Services of the Central Government holding analogous posts on regular basis or with five years regular service in the Pay Level 12 | <u>Selection Committee:</u> 1. Additional/Joint Secretary, Department of Commerce, Ministry of Commerce and Industry Looking after EP(Agri) Division as Chairman of the Committee 2. Chairman, APEDA 3. Two Members of the Authority 4. An Officer of appropriate level of Central Govt. from SC/ST/MC. |

| Sl. No. | Name of Post | No. of Post | Classification | Pay Level in the Pay Matrix | Whether Selection Post or Non-selection Post | Age Limit for Direct Recruitment | Educational and other qualifications required for direct recruitment |
|---------|------------------------|--|----------------|-------------------------------|--|----------------------------------|--|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 2 | General Manager | 4* (2022) *subject to variation dependent on workload | Group A | Level 12 (Rs. 78800 - 209200) | Selection Post | Not Applicable | Not Applicable |

| Whether age and educational qualifications prescribed for direct recruits will apply in case of Promotees/ Deputation | Period of Probation, if any | Method of Recruitment: Whether by Promotion or Direct Recruitment or by Deputation/ Transfer and percentage of the vacancies to be filled by various methods | In case of Recruitment by Deputation/Promotion, grades/posts from which Deputation/Promotion to be made | If Departmental Promotion Committee/Selection Committee exists what is its composition |
|---|-----------------------------|--|---|--|
| 9 | 10 | 11 | 12 | 13 |
| Not Applicable | Not Applicable | By Promotion | Promotion: Deputy General Manager with 5 years regular service in the post | <u>Departmental Promotion Committee:</u> 1.Chairman as Chairman of the Committee 2.Two Members of the Authority 3.Director, Department of Commerce, Ministry of Commerce and Industry 4.Director, APEDA 5.An Officer of appropriate level of Central Govt. from SC/ST/MC. |

| Sl. No. | Name of Post | No. of Post | Classification | Pay Level in the Pay Matrix | Whether Selection Post or Non-selection Post | Age Limit for Direct Recruitment | Educational and other qualifications required for direct recruitment |
|---------|--------------|-------------|----------------|-------------------------------|--|----------------------------------|--|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 3 | Secretary | 1 (2022) | Group A | Level 12 (Rs. 78800 - 209200) | Selection Post | Not Applicable | Not Applicable |

| Whether age and educational qualifications prescribed for direct recruits will apply in case of Promotees/ Deputation | Period of Probation, if any | Method of Recruitment: Whether by Promotion or by Direct Recruitment or by Deputation/ Transfer and percentage of the vacancies to be filled by various methods | In case of Recruitment by Deputation/Promotion, grades/posts from which Deputation/Promotion to be made | If Departmental Promotion Committee/Selection Committee exists what is its composition |
|---|-----------------------------|---|---|--|
| 9 | 10 | 11 | 12 | 13 |
| Not Applicable | Not Applicable | 100% by Deputation/Promotion | <p><u>Deputation:</u> Deputy General Manager of APEDA with five years regular service in the post;</p> <p>Officer of Organized Group 'A' Services of the Central Government holding analogous posts on regular basis or with five years regular service in Pay Level 11</p> | <p><u>Selection Committee:</u> 1.Chairman as Chairman of the Committee 2.Two members of the Authority 3.Director, Department of Commerce, Ministry of Commerce and Industry 4.Director,APEDA 5.An Officer of appropriate level of Central Govt. from SC/ST/MC.</p> |

| Sl. No. | Name of Post | No. of Post | Classification | Pay Level in the Pay Matrix | Whether Selection Post or Non-selection Post | Age Limit for Direct Recruitment | Educational and other qualifications required for direct recruitment |
|---------|-------------------------------|---|----------------|-------------------------------|--|----------------------------------|--|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 4 | Deputy General Manager | 11* (2022) *subject to variation dependent on workload | Group A | Level 11 (Rs. 67700 - 208700) | Selection Post | Not Applicable | Not Applicable |

| Whether age and educational qualifications prescribed for direct recruits will apply in case of Promotees/ Deputation | Period of Probation, if any | Method of Recruitment: Whether by Promotion or by Direct Recruitment or by Deputation/ Transfer and percentage of the vacancies to be filled by various methods | In case of Recruitment by Deputation/Promotion, grades/posts from which Deputation/Promotion to be made | If Departmental Promotion Committee/Selection Committee exists what is its composition |
|---|-----------------------------|---|---|--|
| 9 | 10 | 11 | 12 | 13 |
| Not Applicable | Not Applicable | 100% By Promotion | <u>Promotion:</u> Assistant General Manager with 5 years regular service in the post | <u>Departmental Promotion Committee:</u> 1.Chairman as Chairman of the Committee 2.Two members of the Authority 3.Director/Deputy Secretary, Department of Commerce, Ministry of Commerce and |

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|---------|----------------------------------|---|----------------|-------------------------------|--|----------------------------------|--|
| | | | | | | | Industry 4. Director, APEDA 5. An Officer of appropriate level of Central Govt. from SC/ST/MC. |
| Sl. No. | Name of Post | No. of Post | Classification | Pay Level in the Pay Matrix | Whether Selection Post or Non-selection Post | Age Limit for Direct Recruitment | Educational and other qualifications required for direct recruitment |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 5 | Assistant General Manager | 24* (2022) *subject to variation dependent on workload | Group A | Level 10 (Rs. 56100 - 177500) | Selection Post | Not exceeding 35 years | Essential: (i) Bachelor Degree in Agriculture/Horticulture/Veterinary/ Food Processing/Foreign Trade/Plantation/Management Degree in the above fields e.g. Agriculture Management (ii) Five years experience in the above fields post acquiring the above educational qualification Desirable: Master Degree / Doctorate in the above specializations; publication of papers in international journals in the above fields |

| Whether age and educational qualifications prescribed for direct recruits will apply in case of Promotees/ Deputation | Period of Probation, if any | Method of Recruitment: Whether by Promotion or by Direct Recruitment or by Deputation/ Transfer and percentage of the vacancies to be filled by various methods | In case of Recruitment by Deputation/Promotion, grades/posts from which Deputation/Promotion to be made | If Departmental Promotion Committee/Selection Committee exists what is its composition |
|---|--|---|---|--|
| 9 | 10 | 11 | 12 | 13 |
| For Promotion: No; For Deputation: Yes | Three years for promotees ; Three years for Direct Recruits | 50% by Promotion through Departmental Examination and 50% by Direct Recruitment | <p><u>Promotion through Departmental Examination:</u> Officers holding the post of Manager with 5 years regular service in the post OR with 10 years combined regular service in the posts of Manager and Assistant Manager OR Officers holding the post of Assistant Manager with 10 years regular service in the post</p> <p>Note: 1. Officers holding the post of Manager on the date of notification of these amendment regulations, with 3 years regular service in the post; OR with 8 years combined regular service in the posts of Manager and Assistant Manager OR officers holding the post of Assistant Manager on the date of notification of these amendment regulations, with 8 years regular service in the post are eligible for appearing in the departmental examination.</p> | Not Applicable |

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| | | | 2. Regulations/Rules/Orders prescribing procedure for holding Departmental Examination and constitution of Selection Committee shall be issued separately. | |
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| Sl. No. | Name of Post | No. of Post | Classification | Pay Level in the Pay Matrix | Whether Selection Post or Non-selection Post | Age Limit for Direct Recruitment | Educational and other qualifications required for direct recruitment |
|---------|----------------|--|----------------|------------------------------|--|----------------------------------|--|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 6 | Manager | 2* (2022) *subject to variation dependent on workload | Group B | Level 7 (Rs. 44900 - 142400) | Selection Post | Not Applicable | Not Applicable |

| Whether age and educational qualifications prescribed for direct recruits will apply in case of Promotees/ Deputation | Period of Probation, if any | Method of Recruitment: Whether by promotion or by Direct Recruitment or by Deputation/ Transfer and percentage of the vacancies to be filled by various methods | In case of Recruitment by Deputation/Promotion, grades/posts from which Deputation/Promotion to be made | If Departmental Promotion Committee/Selection Committee exists what is its composition |
|---|-----------------------------|---|---|--|
| 9 | 10 | 11 | 12 | 13 |
| Not Applicable | Not | By Promotion | Promotion: | 1.Chairman as Chairman of |

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|--|------------|--|--|---|
| | Applicable | | Assistant Managers with five years regular service in the post | <p>the Committee</p> <p>2. Director/Deputy Secretary, Department of Commerce, Ministry of Commerce and Industry</p> <p>3. Director, APEDA</p> <p>4. Secretary/GM in-charge of P&A</p> <p>5. An Officer of appropriate level of Central Govt. from SC/ST/MC.</p> |
|--|------------|--|--|---|

| Sl. No. | Name of Post | No. of Post | Classification | Pay Level in the Pay Matrix | Whether Selection Post or Non-selection Post | Age Limit for Direct Recruitment | Educational and other qualifications required for direct recruitment |
|---------|--------------------------|---|----------------|------------------------------|--|----------------------------------|---|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 7 | Assistant Manager | 39* (2022) *subject to variation dependent on workload | Group B | Level 6 (Rs. 35400 - 112400) | Selection Post | Not exceeding 30 years | <p><u>For Direct Recruitment Essential:</u></p> <p>Bachelor Degree in Agriculture/ Horticulture/ Veterinary / Food Processing / Foreign Trade/ Plantation/ Management Degree in the above fields e.g. Agriculture Management</p> <p><u>Desirable:</u> Master Degree in the above specializations, publication of papers in international journals in the above fields</p> |

| Whether age and educational qualifications prescribed for direct recruits will apply in case of Promotees/ Deputation | Period of Probation , if any | Method of Recruitment: Whether by promotion or by Direct Recruitment or by Deputation/ Transfer and percentage of the vacancies to be filled by various methods | In case of Recruitment by Deputation/Promotion, grades/posts from which Deputation/Promotion to be made | If Departmental Promotion Committee/Selection Committee exists what is its composition |
|---|---|---|---|--|
| 9 | 10 | 11 | 12 | 13 |
| For Promotion: No; For Deputation: Yes | Three years for promotees; Three years for Direct Recruits | (i) 25% by promotion and (ii) 75% by direct recruitment | <u>Promotion:</u> Executive (EDP) with 6 years regular service in the post; Assistant Executive with 10 years regular service in the post; Cash Executive (Cashier) with 10 years regular service in the post. | 1.Chairman as Chairman of the Committee 2. Director/Deputy Secretary, Department of Commerce, Ministry of Commerce and Industry 3. Director, APEDA 4. Secretary/GM in-charge of P&A 5. An Officer of appropriate level of Central Govt. from SC/ST/MC. |

| Sl. No. | Name of Post | No. of Post | Classification | Pay Level in the Pay Matrix | Whether Selection Post or Non-selection Post | Age Limit for Direct Recruitment | Educational and other qualifications required for direct recruitment |
|---------|--------------------------------|--|----------------|------------------------------|--|----------------------------------|--|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 8 | Junior Hindi Translator | 1* (2022) *subject to variation dependent on workload | Group B | Level 6 (Rs. 35400 - 112400) | Not Applicable | 30 years | (i) Master's degree of a recognized University in Hindi with English as a compulsory or elective subject or as the medium of examination at the degree level OR Master's degree of a recognized University in English with Hindi as a compulsory or elective subject or as the medium of examination at the degree level OR Master's degree of a recognized University in any subject other than Hindi or English, with Hindi medium and English as a compulsory or elective subject or as the medium of a examination at the degree level; OR Master's degree of a recognized University in any subject other than Hindi or English, with English medium and Hindi as a compulsory or elective subject or as the medium of a examination at the degree level; OR Master's Degree of a recognized University in any subject other than Hindi or English, with Hindi and English as compulsory or elective subjects or either of the two as a medium of examination and the other as a compulsory or elective subject at degree level; AND |

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|--|--|--|--|--|--|--|---|
| | | | | | | | (ii) Recognized Diploma or Certificate course in translation from Hindi to English & vice versa or two years' experience of translation work from Hindi to English and vice versa in Central or State Government office, including Government of India Undertaking. |
|--|--|--|--|--|--|--|---|

| Whether age and educational qualifications prescribed for direct recruits will apply in case of Promotees | Period of Probation, if any | Method of Recruitment: Whether by Direct Recruitment or by Deputation/ Transfer and percentage of the vacancies to be filled by various methods | In case of Recruitment by Deputation/Promotion, grades/posts from which Deputation/Promotion to be made | If Departmental Promotion Committee/Selection Committee exists what is its composition |
|---|-----------------------------|---|---|--|
| 9 | 10 | 11 | 12 | 13 |
| Not Applicable | Three years | Direct recruitment Note Vacancies caused by the incumbent being away on deputation or long illness or study leave or under other circumstances for duration of one year or more may be filled on deputation basis from officers of Central Government:- (a) holding analogous posts on regular basis in the parent cadre/department; and (b) Possessing the qualifications and experience prescribed for direct recruits under col.8. | Not Applicable | Not Applicable |

| Sl. No. | Name of Post | No. of Post | Classification | Pay Level in the Pay Matrix | Whether Selection Post or Non-selection Post | Age Limit for Direct Recruitment | Educational and other qualifications required for direct recruitment |
|---------|----------------------------|-------------|----------------|-----------------------------|--|----------------------------------|--|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | Assistant Executive | 13 (2022) | Group C | 4 (Rs. 25500 - 81100) | Non - Selection | Not Applicable | Not Applicable |

| Whether age and educational qualifications prescribed for direct recruits will apply in case of Promotees / Deputation | Period of Probation, if any | Method of Recruitment: Whether by promotion or by Direct Recruitment or by Deputation/ Transfer and percentage of the vacancies to be filled by various methods | In case of Recruitment by Deputation/Promotion, grades/posts from which Deputation/Promotion to be made | If Departmental Promotion Committee/Selection Committee exists what is its composition |
|--|-----------------------------|---|---|---|
| 9 | 10 | 11 | 12 | 13 |
| Not Applicable | Not Applicable | By Promotion | Junior Assistant Executive with eight years' regular service in the post | 1. Director as Chairperson 2. Secretary, APEDA 3. Group A officer in charge of Personnel & Administration 4 An officer equivalent to Group A officer of the Central Govt. from reserved category SC/ST/MC. |

| Sl. No. | Name of Post | No. of Post | Classification | Pay Level in the Pay Matrix | Whether Selection Post or Non-selection Post | Age Limit for Direct Recruitment | Educational and other qualifications required for direct recruitment |
|---------|-----------------------|-------------|----------------|-----------------------------|--|----------------------------------|--|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 10 | Cash Executive | 1 (2022) | Group C | 4 (Rs. 25500 - 81100) | Non - Selection | Not Applicable | Not Applicable |

| Whether age and educational qualifications prescribed for direct recruits will apply in case of Promotees / Deputation | Period of Probation, if any | Method of Recruitment: Whether by promotion or by Direct Recruitment or by Deputation/ Transfer and percentage of the vacancies to be filled by various methods | In case of Recruitment by Deputation/Promotion, grades/posts from which Deputation/Promotion to be made | If Departmental Promotion Committee/Selection Committee exists what is its composition |
|--|-----------------------------|---|---|---|
| 9 | 10 | 11 | 12 | 13 |
| Not Applicable | Not Applicable | By Promotion | Junior Assistant Executive with eight years' regular service in the post | <ol style="list-style-type: none"> 1. Director as Chairperson 2. Secretary, APEDA 3. Group A officer in charge of Personnel Administration 4 An officer equivalent to Group A officer of the Central Govt. from reserved category SC/ST/MC. |

General Note 1: Where promotion has been prescribed as method of recruitment/one of the methods of recruitment other than the method of 'By Deputation/Promotion', the following condition shall apply in respect of grades/posts from which promotion is to be made:

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, and have successfully completed probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/ eligibility service.

General Note 2: Where promotions to a grade/post are made from more than one grade/post under these regulations, a combined eligibility list of the eligible officers from various feeder grades shall be prepared in accordance with the instructions/orders issued by DOPT, Government of India.

General Note 3: Where Deputation/Promotion has been prescribed as method of recruitment/one of the methods of recruitment, the following conditions shall apply to grades from which Deputation/Promotion is to be made:

- (1) The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly officer on deputation shall not be eligible for consideration for appointment by promotion.
- (2) In case of appointment of departmental officers in the feeder category, the post/vacancy will be deemed to have been filled by promotion.
- (3) The initial period of deputation shall be three years extendable on year to year basis. The maximum continuous period of deputation shall be five years. The period of deputation including the 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/State Government/Statutory/Autonomous Body(s) shall ordinarily not exceed five years.
- (4) The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of applications

General Note 4: Where Age Limit has been prescribed for Direct Recruitment, the following condition shall apply:

In the case of requirement of submission of applications by post (including speed post) /courier, the crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Jammu,

Kashmir, Ladakh, Lahaul & Spiti District and Pangri Sub Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Islands of Lakshadweep)

General Note 5: Where Direct Recruitment has been prescribed as the method of recruitment/one of the methods of recruitment, the following provisions shall apply in regard to Educational and other qualifications required for direct recruitment:

- (1) Qualifications are relaxable at the discretion of the Competent Authority in the case of candidates otherwise well qualified.
- (2) The qualification(s) regarding experience is/are relaxable at the discretion of the Competent Authority in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection, the Competent Authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.

General Note 6: In the case of direct recruitment, the crucial date for determining the age limit, educational and other qualifications prescribed for direct recruitment shall be the closing date for receipt of applications from candidates

General Note 7: The Competent Authority reserves the right to fill the post(s) earmarked for promotion by deputation by prescribing appropriate educational qualifications and experience as may be required under the rules/orders issued by DOPT, Government of India for such deputation, in case of non-availability of officers in the feeder grade/post with requisite length of service (eligibility service) prescribed for promotion to the said post(s). The position of officers on such deputation shall be reviewed on year to year basis so as to consider officers having completed or who would complete, on the ensuing crucial date of promotion, the requisite length of service (eligibility service) in the feeder grade/post. The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly officer on deputation shall not be eligible for consideration for appointment by promotion.

Dr. M. Angamuthu
Chairman, APEDA

Footnote:- The Principal Regulations were published by notification No. APEDA/PAD/2017-18/000044 dated 13th June 2022.