

(To be published in the Gazette of India, Extra ordinary, Part-II, Section-3, Sub-Section (i))

Government of India
Ministry of Home Affairs
(Narcotics Control Bureau)

NOTIFICATION

New Delhi, Dated, the 2026.

G.S.R. _____.— In exercise of the powers conferred by the proviso to article 309 of the Constitution and in supersession of the Ministry of Home Affairs (Narcotics Control Bureau), Senior Private Secretary (Group 'B', posts), Recruitment Rules, 2018, except as respects things done or omitted to be done before such supersession, the President hereby makes the following rules regulating the method of recruitment to the Group 'B' post in the Narcotics Control Bureau under the Ministry of Home Affairs, namely:-

1 Short title and commencement. — (1) These rules may be called the Recruitment of Ministry of Home Affairs (Narcotics Control Bureau), Senior Private Secretary (Group 'B', posts) Recruitment (Amendment) Rules, 2026.

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

2. Number of posts, classification and Level in the Pay Matrix.—The number of the said post, its classification and Level in the Pay Matrix attached thereto, shall be as specified in columns (2) to (4) of the Schedule annexed to these rules.

3. Method of recruitment, age limit and other qualifications, etc.— Method of recruitment to the said post, age- limit, qualifications and other matters relating thereto, shall be as specified in columns (5) to (13) of the aforesaid Schedule.

4. 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 any person,

shall be eligible for appointment to the said post:

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

5. Power to relax.— Where the Central Government is of the opinion that it is necessary or expedient to do so, it may, by order, for reasons to be recorded in writing, and in consultation with the Union Public Service Commission, relax any of the provisions of these rules with respect to any class or category of persons.

6. Saving. — Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for the Scheduled Castes, the Schedule Tribes, Other Backward Classes, 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.

SCHEDULE

Name of the post.	Number of posts.	Classification.	Level in the Pay Matrix	Whether selection or non-selection post.	Age limit for Direct Recruits.
(1)	(2)	(3)	(4)	(5)	(6)
Senior Private Secretary	03* * Subject to variation dependent on work load	General Central Services Group 'B' Gazetted Ministerial.	Level-08 (Rs. 47600 - 151100)/-	Selection	Not Applicable

Educational and other qualifications required for direct recruits.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.	Period of probation, if any.	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods.
(7)	(8)	(9)	(10)
Not Applicable	Not Applicable	No Applicable	By promotion failing which by deputation.

In case of recruitment by promotion/deputation/absorption grades from which promotion/deputation/absorption to be made.	If a Departmental Promotion Committee exists, what is its composition.	Circumstances in which the Union Public Service Commission to be consulted in making recruitment.
(11)	(12)	(13)
<p>Promotion: Private Secretary in the Narcotics Control Bureau in the level-07 (Rs 44900-142400)/- with two years of regular service in the Grade and having successfully completed 02 weeks mandatory training related to the work of the post to be conducted by NCB.</p> <p>Note: Where juniors who have completed their qualifying or eligibility service are being considered for Promotion, their seniors would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service, or two years whichever is less and have successfully completed their probation period for promotion to the next Higher</p>	<p>Departmental promotion committee for considering promotion consisting of :-</p> <ol style="list-style-type: none"> 1. Deputy Director General, Narcotics Control Bureau, NCB- Chairperson 2. Addl. Director/ Dy. Director, Narcotics Control Bureau- Member 3. Deputy Secretary Ministry of Home Affairs- Member 	<p>Consultation with UPSC not necessary</p>

<p>Grade along with their juniors who have already completed such qualifying or eligibility service.</p> <p>Deputation:</p> <p>Officers under the Central Government:-</p> <ol style="list-style-type: none">i. holding analogous posts on regular basis; <p>OR</p> <ol style="list-style-type: none">ii. with two years service in the Private Secretary in the level-07 (Rs 44900-142400)/- in the parent department. <p>Note: The departmental officers in the feeder category who are in direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>(Period of deputation including period of deputation in another Ex-cadre Post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications).</p>		
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(Signature _____)
Joint Secretary to the Government of India
IS-II, Division, MHA
Phone No. 011-23438050

Note:- The principal rules were published vide notification number G.S.R. 91, dated the 7th May, 2008 in the Gazette of India, Part-II, Section 3, Sub-section (i) dated 10.05.2008 and was subsequently amended vide notification number G.S.R. 645(E), dated 22nd August, 2012 and further amended vide notification number G.S.R. 478(E) dated 17.05.2018.

ANNEXURE - III

Form to be filled by the Ministry/Department while forwarding proposals to the Department of Personnel and Training and The Union Public Service Commission for amendment of approved Recruitment Rules.

- 1 a) Name of the Post : Senior Private Secretary
b) Name of the Ministry/Department : Narcotics Control Bureau, Ministry of Home Affairs
- 2 Reference No. in which Commission's advice on Recruitment Rules was conveyed : Not applicable
- 3 Date of notification of the original rules and subsequent amendments (copy of the original rules & subsequent amendments should be enclosed, duly flagged and reference: : The original rules were published vide notification number G.S.R 91 dated 07.05.2008 and was subsequently amended vide notification number G.S.R. 645(E) dated 22.08.2012 and further amended vide G.S.R. 478(E) dated 17.05.2018

Col. No.	Provisions in the approved rules	Revised provisions proposed	Reason for the revision proposed
1	Senior Private Secretary	Senior Private Secretary	No change
2	01* (2018) * Subject to variation dependent on work load	03* (2026) * Subject to variation dependent on work load	02 Posts created vide MHA OM I-12012/14/2024-NCB-II dated 26.11.2025
3	General Central Services Group 'B' Gazetted Ministerial.	General Central Services Group 'B' Gazetted Ministerial.	No change
4	Level-08 (Rs. 47600/-151100)	Level-08 (Rs. 47600/-151100)	No Change
5	Selection	Selection	No change
6	Not Applicable	Not Applicable	No change
7	Not Applicable	Not Applicable	No change
8	Not Applicable	Not Applicable	No change
9	No Applicable	No Applicable	No change
10	By promotion failing which by deputation.	By promotion failing which by deputation.	No change
11	Promotion: Private Secretary in the Narcotics Control Bureau in the level-07 (Rs 44900-142400)/- with two years of regular service in the Grade. Note: Where juniors who have completed their qualifying or eligibility service are being considered for Promotion, their seniors would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service, or	Promotion: Private Secretary in the Narcotics Control Bureau in the level-07 (Rs 44900-142400)/- with two years of regular service in the Grade and having successfully completed 02 weeks mandatory training related to the work of the post to be conducted by NCB. Note: Where juniors who have completed their qualifying or eligibility service are being considered for Promotion, their seniors would also be considered	As per MHA Guidelines dated 31.12.2010 para 3.11.3

	<p>two years whichever is less and have successfully completed their probation period for promotion to the next Higher Grade along with their juniors who have already completed such qualifying or eligibility service.</p> <p>Deputation:</p> <p>Officers under the Central Government:-</p> <p>i. holding analogous posts on regular basis; OR</p> <p>ii. with two years service in the Private Secretary in the level-07 (Rs 44900-142400)/- in the parent department.</p> <p>Note: The departmental officers in the feeder category who are in direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>(Period of deputation including period of deputation in another Ex-cadre Post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.)</p>	<p>provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service, or two years whichever is less and have successfully completed their probation period for promotion to the next Higher Grade along with their juniors who have already completed such qualifying or eligibility service.</p> <p>Deputation:</p> <p>Officers under the Central Government:-</p> <p>i. holding analogous posts on regular basis; OR</p> <p>ii. with two years service in the Private Secretary in the level-07 (Rs 44900-142400)/- in the parent department.</p> <p>Note: The departmental officers in the feeder category who are in direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>(Period of deputation including period of deputation in another Ex-cadre Post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications).</p>	
12	<p>Departmental promotion committee for considering promotion consisting of :-</p> <p>1. Deputy Director General, Narcotics Control Bureau (Hqrs.)- Chairman</p>	<p>Departmental promotion committee for considering promotion consisting of :-</p> <p>1. Deputy Director General, Narcotics Control Bureau - Chairperson</p>	--

	2. Deputy Director (Admn.), Narcotics Control Bureau- Member 3. Deputy Secretary Ministry of Home Affairs- Member	2. Addl. Director/ Deputy Director, Narcotics Control Bureau- Member 3. Deputy Secretary Ministry of Home Affairs- Member	
13	Consultation with UPSC necessary	Consultation with UPSC not necessary	Due to the post being in Group 'B', consultation not required

Name, address and telephone number of the Ministry's representative with whom these proposals may be discussed, if necessary for clarification/early decision.

Name : Rahul Mathur, Asstt. Director (Pers/Estt)

Address : Narcotics Control Bureau, 2nd Floor, August Kranti Bhawan, Bhikaji Cama Place, New Delhi.

Telephone No. : 20867425

Place : New Delhi

Date : _____

(Rahul Mathur)
Asstt. Director (Pers/Estt)