

**[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. \_\_\_\_\_ (E).— 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), Stenographer Gr-I (Group 'B', posts), Recruitment Rules, 2021, 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 Ministry of Home Affairs, Narcotics Control Bureau, Stenographer Grade-I (Group 'B') post, 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 posts, their 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.**—The 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 that 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 reservation, relaxation of age-limit and other concessions required to be provided for the Scheduled Castes, the Schedule Tribes, the Other Backward Classes, the Ex-servicemen and other 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)
Stenographer Grade - I	<b>32* (2026)</b> * Subject to variation dependent on workload.	General Central Services Group 'B', Non-Gazetted, Ministerial	level-06 (Rs.35400-112400)	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)
(a) Graduate Degree from a recognized University; and (b) Possessing computer proficiency. Skill Test: (i) Stenography speed: 10 minutes @ 100 words per minute; (ii) Transcription: 40 minutes (English), 55 minutes (Hindi) on computer.	Not applicable.	Two years	<b>60% by Promotion failing which by Deputation 40% by Deputation/ Absorption failing which by Direct Recruitment.</b>

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)
<b>Promotion:—</b> Stenographers Grade II with ten years regular service in level-04 (Rs 25500-81100) of pay matrix and having completed three weeks mandatory training for which training program to be prepared and imparted by the NCB or at another institute approved by NCB.	1. Group 'B' Departmental Promotion Committee(for considering promotion) consisting of :  (1) Deputy Director General, NCB-	Not applicable

<p><b>Note-1:-</b> Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior shall 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 02 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><b>Deputation:</b> Officers holding the post of Stenographer under the Central Government :- (i) holding analogous post on a regular basis in the parent cadre or department; or (ii) with six years regular service in level-05 (Rs 29200- 92300) of the pay matrix or equivalent. (iii) with ten years regular service in level-04 (Rs 25500-81100) of the pay matrix or equivalent.</p> <p><b>Note-1:-</b> 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, the deputationists shall not be eligible for consideration for appointment by promotion.</p> <p><b>Note-2:-</b> 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 or department of the Central Government shall ordinarily not exceed three years.</p> <p><b>Note-3:-</b> The maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the closing date of receipt of application.</p>	<p style="text-align: right;"><b>Chairperson</b></p> <p>(2) Addl. Director/ Dy. Director, NCB-</p> <p style="text-align: right;"><b>Member</b></p> <p>(3) Deputy Secretary/ Director(S), Ministry of Home Affairs-</p> <p style="text-align: right;"><b>Member</b></p> <p><b>2. Group 'B'</b> Departmental Confirmation Committee (for considering confirmation) consisting of :</p> <p>(1) Deputy Director General, NCB</p> <p style="text-align: right;"><b>Chairperson</b></p> <p>(2) Addl. Director/ Dy. Director, NCB</p> <p style="text-align: right;"><b>Member</b></p> <p>(3) Deputy Secretary/ Director(S), Ministry of Home Affairs-</p> <p style="text-align: right;"><b>Member</b></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. 290, dated the 17<sup>th</sup> June, 1992 in the Gazette of India, Part-II, Section 3, Sub-section (i) dated 20.06.1992 and was subsequently amended vide notification number G.S.R. 141 , dated the 12<sup>th</sup> July, 2007 and further amended vide notification number G.S.R. 23(E) dated 05.01.2021.

**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 : **Stenographer Grade I**  
 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 principal rules were published vide notification number G.S.R. 290, dated the 17th June, 1992 in the Gazette of India, and was subsequently amended vide notification number G.S.R. 141, dated the 12th July, 2007 and further amended vide notification number G.S.R. 23(E) dated 05.01.2021.

Col. No.	Provisions in the approved rules	Revised provisions proposed	Reason for the revision proposed
1	Stenographer Grade-I	Stenographer Grade-I	No Change
2	16 * (2021) *(Subject to variation dependent on workload)	<b>32 * (2026)</b> *(Subject to variation dependent on workload)	<b>02 posts sanctioned by MHA vide OM dated 13.11.2024 and 14 posts sanctioned by MHA vide OM dated 26.11.2025</b>
3	General Central Services, Group 'B', Non-Gazetted Ministerial	General Central Services, Group 'B', Non-Gazetted Ministerial	No Change
4	Level-6 (Rs.35400-112400)	Level-6 (Rs.35400-112400)	No Change
5	Selection	Selection	No change
6	Not applicable	Not applicable	No change
7	Not applicable	<b>(a) Graduate Degree from a recognized University; and (b) Possessing computer proficiency. Skill Test: (i) Stenography speed: 10 minutes @ 100 words per minute; (ii) Transcription: 40 minutes (English), 55 minutes (Hindi) on computer.</b>	<b>Inclusion of DR under Method of Recruitment</b>
8	Not applicable	Not applicable	No change
9	Two years	Two years	No change
10	(i) 50 percent by Promotion failing which by deputation; (ii) 50 percent by deputation.	<b>60% by Promotion failing which by Deputation 40% by Deputation/ Absorption failing which by Direct Recruitment</b>	<b>Promotion quota increased for providing better avenues of promotion</b>

			to NCB Cadre. DR is kept under failing which category to avoid vacancy in case of non availability of deputation candidates
11	<p><b>Promotion:—</b> Stenographers Grade II with ten years regular service in level-04 (Rs 25500-81100) of pay matrix and having completed three weeks mandatory training for which training program to be prepared and imparted by the NCB or at another institute approved by NCB.</p> <p><b>Note-1:-</b> Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior shall 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 02 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><b>Deputation:</b> Officers holding the post of Stenographer under the Central Government :- (i) holding analogous post on a regular basis in the parent cadre or department; or (ii) with six years regular service in level-05 (Rs 29200- 92300) of the pay matrix or equivalent. (iii) with ten years regular service in level-04 (Rs 25500-81100) of the pay matrix or equivalent.</p> <p><b>Note-1:-</b> The departmental officers in the feeder category who are in the direct line of promotion shall</p>	<p><b>Promotion:—</b> Stenographers Grade II with ten years regular service in level-04 (Rs 25500-81100) of pay matrix and having completed three weeks mandatory training for which training program to be prepared and imparted by the NCB or at another institute approved by NCB.</p> <p><b>Note-1:-</b> Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior shall 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 02 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><b>Deputation:</b> Officers holding the post of Stenographer under the Central Government :- (i) holding analogous post on a regular basis in the parent cadre or department; or (ii) with six years regular service in level-05 (Rs 29200- 92300) of the pay matrix or equivalent. (iii) with ten years regular service in level-04 (Rs 25500-81100) of the pay matrix or equivalent.</p> <p><b>Note-1:-</b> The departmental officers in the feeder category who are in the direct line of promotion shall</p>	No Change

	<p>not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.</p> <p><b>Note-2:-</b> 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 or department of the Central Government shall ordinarily not exceed three years.</p> <p><b>Note-3:-</b> The maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the closing date of receipt of application.</p>	<p>not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.</p> <p><b>Note-2:-</b> 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 or department of the Central Government shall ordinarily not exceed three years.</p> <p><b>Note-3:-</b> The maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the closing date of receipt of application.</p>	
12	<p>1. Group 'B' Departmental Promotion Committee(for considering promotion) consisting of :</p> <p>(1)Deputy Director General, (<b>Hqrs</b>) Narcotics Control Bureau- <b>Chairperson</b></p> <p>(2) Deputy Director (<b>Admin</b>), Narcotics Control Bureau - <b>Member</b></p> <p>(3) Deputy Secretary/ Director(S), Ministry of Home Affairs- <b>Member</b></p> <p>2. Group 'B' Departmental Confirmation Committee (for considering confirmation) consisting of :</p> <p>(1)Deputy Director General, (<b>Hqrs</b>) Narcotics Control Bureau- <b>Chairperson</b></p> <p>(2) Deputy Director (<b>Admin</b>), Narcotics Control Bureau - <b>Member</b></p> <p>(3) Deputy Secretary/ Director(S), Ministry of Home Affairs- <b>Member</b></p>	<p>1. Group 'B' Departmental Promotion Committee(for considering promotion) consisting of :</p> <p>(1)Deputy Director General, NCB- <b>Chairperson</b></p> <p>(2) Addl. Director/ Dy. Director, NCB- <b>Member</b></p> <p>(3) Deputy Secretary/ Director(S), Ministry of Home Affairs- <b>Member</b></p> <p>2. Group 'B' Departmental Confirmation Committee (for considering confirmation) consisting of :</p> <p>(1) Deputy Director General, NCB <b>Chairperson</b></p> <p>(2) Addl. Director/ Dy. Director, NCB <b>Member</b></p> <p>(3) Deputy Secretary/ Director(S), Ministry of Home Affairs- <b>Member</b></p>	--
13	Consultation with UPSC is not necessary	Consultation with UPSC is not necessary	No change

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

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