

[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-II (Group 'B', posts), Recruitment Rules, 2019, 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 'C' 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 _____ of Ministry of Home Affairs, Narcotics Control Bureau, **Stenographer Grade-II (Group 'C') 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 the 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 posts, 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 soto do, it may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

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 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 post or non selection post.	Age limit for direct recruits	Educational and other qualifications required for direct recruits
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Stenographer Grade-II	36*(2026) * Subject to variation dependent on workload.	General Central Services Group 'C', Non-Gazetted, Ministerial.	Level-04 in the pay matrix (Rs 25500-81100/-)	Not applicable	Between 18 to 27 years (Relaxable for Govt. Servants upto 40 years in accordance with instructions or orders issued by the Central Govt.) Note:- The crucial date for determining the age limit shall be as advertised by the Staff Selection Commission	(i) 12 th class pass or equivalent from a recognized Board or University. (ii) Skill Test Norms Dictation: 10 mts @ 80 w.p.m. Transcription: 50 mts. (Eng.), 65 mts. (Hindi) on Computer)

Whether age and educational qualifications prescribed for direct recruits will apply in the case 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	In case of recruitment by promotion or deputation/absorption grades from which promotion/deputation/absorption to be made.	If a Departmental Promotion Committee exists, what is its composition.	Circumstances in which Union Public Service Commission to be consulted in making recruitment.
(8)	(9)	(10)	(11)	(12)	(13)
Not applicable.	Two years	100% by Direct Recruitment through Staff Selection Commission. Note: Vacancies caused by the incumbent being away on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be	Not applicable	Group 'C' Departmental Confirmation Committee(for considering Confirmation) consisting of : (1)Additional Director/ Deputy Director , NCB- Chairman (2)Assistant Director, Narcotics Control	Not applicable

		filled on deputation from the officials of the Central Government holding analogous posts or regular basis and possessing the qualifications prescribed for direct recruits at Column (7)		Bureau- Member (3) An officer of the level of Under Secretary from any department other than Narcotics Control Bureau of the Ministry of Home Affairs- Member	
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(Signature : _____)
Joint Secretary to the Government
of India
IS-II Division, MHA
Telephone No.011-23438050

Note:- The principal rules were published vide notification number G.S.R. 290, dated the 17th June, 1992 in the Gazette of India, Part II, Section 3, Subsection (i) dated 20.06.1992 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. 932 dated 10th December, 2019.

FORM TO BE FILLED BY THE MINISTRY/DEPARTMENT WHILE FORWARDING PROPOSAL 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-II**
- (b) Name of the Ministry/Department : Ministry of Home Affairs , Narcotics Control Bureau
- 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 amendment should be enclosed duly flagged and reference : The original rules were notified vide G.S.R 290 dated 17.06.1992 and was subsequently amended vide notification number G.S.R. 141 dated 12.07.2007 and further amended vide notification number G.S.R. 932 dated 10.12.2019

Col. No.	Provisions in the approved rules	Revised provisions proposed	Reason for the revision proposed
(1)	Stenographer Grade-III	Stenographer Grade-II	No Change
(2)	15* (2019) * (Subject to variation dependent on workload)	36 * (2026) * (Subject to variation dependent on workload)	14 posts created vide MHA OM dated 22.07.2022, 03 Posts created vide MHA OM dated 13.11.2024 & 04 Posts created vide MHA OM dated 26.11.2025
(3)	General Central Services, Group 'C', Non-Gazetted Ministerial	General Central Services, Group 'C', Non-Gazetted Ministerial	No change
(4)	Level-04 in the pay matrix (Rs 25500-81100/-)	Level-04 in the pay matrix (Rs 25500-81100/-)	No Change
(5)	Not applicable	Not applicable	No Change
(6)	Between 18 to 27 years (Relaxable for Govt. Servants upto 40 years in accordance with instructions or orders issued by the Central Govt.) Note:- The crucial date for determining the age limit shall be as advertised by the Staff Selection Commission	Between 18 to 27 years (Relaxable for Govt. Servants upto 40 years in accordance with instructions or orders issued by the Central Govt.) Note:- The crucial date for determining the age limit shall be as advertised by the Staff Selection Commission	No Change
(7)	(i) 12 th class pass or equivalent from a recognized Board or University. (ii) Skill Test Norms Dictation: 10 mts @ 80 w.p.m. Transcription: 50 mts. (Eng.), 65 mts. (Hindi) on Computer)	(i) 12 th class pass or equivalent from a recognized Board or University. (ii) Skill Test Norms Dictation: 10 mts @ 80 w.p.m. Transcription: 50 mts. (Eng.), 65 mts. (Hindi) on Computer)	No Change
(8)	Not Applicable.	Not Applicable	No Change
(9)	Two years	Two years	No Change

(10)	100% by Direct Recruitment through Staff Selection Commission. Note: Vacancies caused by the incumbent being away on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled on deputation from the officials of the Central Government holding analogous posts or regular basis and possessing the qualifications prescribed for direct recruits at Column (7)	100% by Direct Recruitment through Staff Selection Commission. Note: Vacancies caused by the incumbent being away on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled on deputation from the officials of the Central Government holding analogous posts or regular basis and possessing the qualifications prescribed for direct recruits at Column (7)	No Change
(11)	Not applicable	Not applicable	No Change
(12)	Group 'C' Departmental Promotion Committee(for considering Confirmation) consisting of : (1) Deputy Director (Administration), Chairman (2) Assistant Director, Narcotics Control Bureau - Member (3) An officer of the level of Under Secretary from any department other than Narcotics Control Bureau of the MHA- Member	Group 'C' Departmental Confirmation Committee(for considering Confirmation) consisting of : (1) Additional Director/ Deputy Director , NCB- Chairman (2) Assistant Director, Narcotics Control Bureau- Member (3) An officer of the level of Under Secretary from any department other than Narcotics Control Bureau of the Ministry of Home Affairs- Member	--
(13)	Not applicable	Not applicable	No Change

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

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Place : New Delhi
Date:

(Rahul Mathur)
Assistant Director (Pers/Estt)