THE INDIAN ADMINISTRATIVE SERVICE (APPOINTMENT BY SELECTION) REGULATIONS, 2013

1. Short title and commencement:-

(i) These regulations may be called the Indian Administrative Service (Appointment by Selection) Regulations, 1997.

(ii) They shall come into force on the first day of January 1998.

2. Definitions:

(i) In these regulations unless the context otherwise requires:

a) '**Examination**' means the 'examination' as defined in regulation 7;

b) "Committee" means the Committee as constituted under regulation 5 of the Indian Administrative Service (Appointment by Promotion) Regulations 1955;

c) '**Board**' means the Board as constituted under regulation 6 of the Indian Administrative Service (Appointment by Promotion) Regulations 1955;

d) "Promotion Regulations" means the Indian Administrative Service (Appointment by Promotion) Regulations 1955;

e) "recruitment rules" means the Indian Administrative Service (Recruitment) Rules 1954; and

f) words and expressions used herein and not defined but defined in the Indian Administrative Service (Recruitment) Rules 1954 and Indian Administrative Service (Appointment by Promotion) Regulations 1955 shall have the meanings respectively assigned to them in those Rules and Regulations.

3. Determination of vacancies to be filled:

The Central Government shall, in consultation with the State Government concerned, determine the number of vacancies for which recruitment may be made under these regulations each year. The number of vacancies shall not exceed the number of substantive vacancies, as on the first day of January of the year, in which the meeting of the Committee to make the selection is held.

4. State Government to send proposals for Selection:

(1) The State Government shall constitute a Screening Committee under the chairmanship of the Chief Secretary to consider the case of a person not belonging to the State Civil Service but serving in connection with the affairs of the State who,

i) is of outstanding merit and ability; and

ii) holds a Gazetted post in a substantive capacity; and

iii) has completed not less than 8 years of continuous service under the State Government on the first day of January of the year in which his case is being considered in any post which has been declared equivalent to the post of Deputy Collector in the State Civil Service and propose the person for selection into the IAS alongwith a copy of the minutes of the screening committee meeting which shall form a part of the proposal to be sent to the Commission. The number of persons proposed for selection shall not exceed five times the number of vacancies proposed to be filled during the year:

Provided that the State Government shall not consider the case of a person who has attained the age of 54 years on the first day of January of the year in which the decision is taken to propose the names for selection.

Provided also that the State Government shall not consider the case of a person who, having been included in an earlier Select List, has not been appointed by the Central Government in accordance with the provisions of regulation 9 of these regulations.

5). Preparation of a list of suitable officers.

Every year on the basis of the method as enumerated in regulation 6, the Commission shall finalize the names of the persons, not exceeding the number of vacancies to be filled under regulation 3, for appointment to the service. The suitability of a person for appointment to the service shall be

determined by common written examination (550 marks), scrutiny of service records (250 marks) and interview (200 marks):-

Provided that no selection shall be made and no list for the year in question shall be prepared, when

(a) there are no substantive vacancies as on the first day of January of the year in the posts available for recruitment of persons under sub-rule (2) to rule 8 read with proviso to sub-rule (1) to rule 9 of the recruitment rules; or

(b) the Central Government in consultation with the State Government decides that no recruitment shall be made during the year to the substantive vacancies as on the first day of January of the year in the posts available for recruitment under sub-rule (2) to rule 8 read with proviso to sub-rule (1) to rule 9 of the recruitment rules; or

(c) the Commission, either on its own or on a proposal made by the Central Government or the State Government, considers that it is not practicable to conduct the selection during the year, in the facts and circumstances of each case.

Explanation: In case of Joint Cadres, a separate Select List shall be prepared in respect of each constituent having a State Civil Service.

6. METHOD TO MAKE SELECTION: -

The selection shall be made through a three-stage process carrying a maximum of 1000 marks as follows:- (a) a common **written examination** having maximum 550 marks (**55%** weightage) as mentioned in regulation 7. (b) **Assessment of service records** by a Committee set up in accordance with regulation (5) of IAS (Appointment by Promotion) Regulations. 1955 having maximum 250 marks (**25%** weightage). and (d) **Interview** by a Board set up in accordance with regulation (6) of IAS (Appointment by Promotion) Regulations. 1955 having maximum 200 marks (**20%** weightage).

A number of officers upto **2.5** times the number of substantive vacancies shall be shortlisted for assessment of service records and interview on the basis of marks obtained in the written examination.

7. COMMON WRITTEN EXAMINATION:-

There shall be a common written examination having maximum **550 marks** for all the eligible officers in the zone of consideration [as specified in regulation 4] conducted by the Commission and such examination shall consist of the following papers:

(a) Paper I:

Part A- Aptitude Test (100 marks)
Part B- General Studies (100 marks)

(b) Paper II:

Part A: State Specific questions (40 marks)
Part B: Service specific questions (160 marks)

Both Paper I and Paper II will have objective type questions.

(c) Paper III:
Essay (150 marks)

The detailed syllabi of the examination shall be laid down by the Commission separately.

Venue for the common written examination and detailed calendar for the selection process including written examination, Assessment of service records and interview shall be announced every year by the Commission.

On the basis of the total marks obtained as aforesaid, the officers shall be shortlisted for assessment of service records and interview. Assessment of service records and interview will be done as per Reg. 5 & 6 of the IAS (Appointment by Promotion) Regulations.

8. Appointment to the service from the Select List.

(1) Appointment of persons who are included in the Select List, and are willing to be appointed to the service, shall be made by the Central Government, within a period of sixty days, in the order in which the names of such persons appear in the Select List;

Provided that the appointment of persons who are included in the Select List shall be made in accordance with the agreement arrived at under clause (b) of sub-rule (3) of rule 8 of the recruitment rules in the order in which the names of such persons appear in the relevant parts of the Select List;

Provided also that in case a Select List officer has expressed his unwillingness for appointment to the service, he shall have no claim for appointment to the service from that Select List unless he informs the Central Government through the State Government before the end of the year in which the selection is made or within sixty days of the date of the letter conveying his expression of unwillingness to be appointed to the service whichever is later, revoking his earlier expression of unwillingness for appointment to the service.

9. Power of the Central Government not to appoint in certain cases.

Notwithstanding anything contained in these regulations, the Central Government may not appoint any person whose name appears in the Select List, if it is of the opinion that it is necessary or expedient so to do in the public interest.

Provided that no such decision shall be taken by the Central Government without consulting the Union Public Service Commission and without recording the reasons therefore.