

No. A-42013/4/2025-ADMINISTRATION  
Government of India/ भारत सरकार  
Ministry of Food Processing Industries/ खाद्य प्रसंस्करण उद्योग मंत्रालय

Panchsheel Bhawan/पंचशील भवन,  
August Kranti Marg/अगस्त क्रांति मार्ग,  
New Delhi/नई दिल्ली-110049

Dated/दिनांक: 01.04.2025

**CIRCULAR**

**Subject:** Comments on the Draft Recruitment Rules of Multi Tasking Staff in Ministry of Food Processing Industries –reg

This ministry proposes to amend the Recruitment Rules (RR) of Multi Tasking Staff. The draft RRs have been prepared and attached.

2. Accordingly, all stakeholders may submit their comments on the RRs latest by 01.05.2025 to the undersigned through email only.

*B.D. Panwar*

(B.D. Panwar)

Under Secretary to the Government of India

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To,

All Stakeholders through MoFPI's website

Copy to:

1. IT Division, MoFPI - with a request to upload the circular on Ministry's website.

## DRAFT MULTI TASKING STAFF RECRUITMENT RULES (V.1)

**[TO BE PUBLISHED IN THE GAZETTE OF INDIA, PART II, SECTION 3, SUB-SECTIONS(i)]**  
**GOVERNMENT OF INDIA**  
**MINISTRY OF FOOD PROCESSING INDUSTRIES**

**NOTIFICATION**

**G.S.R.** - In exercise of the powers conferred by the proviso to article 309 of the Constitution, the President hereby makes the following rules regulating the method of recruitment to the post of Multi Tasking Staff (Group 'C') in the Ministry of Food Processing Industries, namely: -

**1. Short title and commencement.** - (1) These rules may be called the Ministry of Food Processing Industries, Multi Tasking Staff (Group 'C' Post) Recruitment Rules, 2025.

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

**2. Number of Posts, classification and scales pay** - The number of the said posts, their classification and the scales of pay attached there to, shall be as specified in columns 2 to 4 of the Schedule annexed to these rules.

**3. Method of recruitment, age limits, qualification etc.**- The method of recruitment, age limit, qualification and other matters relating to the said posts shall be specified in columns 5 to 13 of the said 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 any of 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 doing so, 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 so to do, it may, by order and 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 Scheduled 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 post.	Number of post.	Classification.	Pay Level in pay matrix.	Whether selection post or non-selection	Age-limit for direct recruits.

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(1)	(2)	(3)	(4)	post. (5)	(6)
Multi Tasking Staff.	20*(2025). Subject to variation dependent on workload.	General Central Service, Group 'C', Non-Gazetted, Non-Ministerial.	Level-1 in the pay matrix (Rs.18000-56900).	Not applicable.	Between 18 and 25 years of age <b>Note.</b> - The crucial date for determining the age-limit shall be the closing date for receipt of applications from candidates and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, and the Union territories of Ladakh, Andaman and Nicobar Islands, and Lakshadweep.

(7)	(8)	(9)	(10)
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.
Matriculation or equivalent pass from a recognized Board	Not applicable.	Two years	By direct recruitment

(11)	(12)	(13)
In case of recruitment by promotion or by deputation/absorption, grades from which promotion or deputation/absorption to be made.	If a Departmental Promotion Committee, exists what is its composition.	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
Not Applicable	Group 'C' Departmental Confirmation Committee for considering confirmation cases;-  Chairman - Under Secretary (incharge of Admin) Members- Two officers not below the rank of Section Officers Note: one member of	Not applicable.

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Departmental Promotion Committee should belong to SC/ST
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[No. A-42013/4/2025-ADMINISTRATION]  
(Minhaj Alam)  
Additional Secretary to the Government of India.

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