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Government of India  
MINISTRY OF ENVIRONMENT, FOREST AND CLIMATE CHANGE

**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 notification numbers GSR 41, dated the 22<sup>nd</sup> January, 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 the recruitment to the Group ‘C’ posts of Upper Division Clerk in the Group ‘C’ Posts under the Regional Offices, Ministry of Environment, Forest and Climate Change namely:-

1. **Short title and commencement-** (1) These rules may be called Regional Offices, Ministry of Environment, Forest and Climate Change (Upper Division Clerk, Group-‘C’) Recruitment Rules, 2026.  
(2) They shall come into force on the date of their publication in the Official Gazette.
2. **Number of post, classification and Level in pay matrix-** The number of posts, its classification and **Level in the pay Matrix** attached thereto, shall be as specified in column (2) to (4) of the Schedule annexed to these rules.
3. **Method of recruitment, age limit and qualifications, etc.-** Method of recruitment, age- limit, qualifications and other matters relating thereto, shall be as specified in columns (5) to (13) of the aforesaid Schedule.
4. **Disqualification-** Any 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 so to do it may, by order, and for reasons to be recorded in writing and in consultation with the Union Public Service Commission relax any of the provisions of these with respect to any class or category of persons.
6. **Saving-** Nothing in these rules shall affect reservation, relaxation in age- limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes, the Other Backwards Classes, the Ex-servicemen, the Economically Weaker Section and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

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**RECRUITMENT RULES FOR THE POST OF 'UPPER DIVISION CLERK' IN REGIONAL OFFICE, MINISTRY OF ENVIRONMENT, FOREST & CLIMATE CHANGE.**

**SCHEDULE**

Name of Post	Number of post	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)
Upper Division Clerk	*15 (2025) *Subject to variation dependent on workload in Regional Offices located at: * Bangalore-2 * Bhubaneswar-2 * Bhopal-2 * Chandigarh-1 * Chennai-1 * Dehradun-1 * Lucknow-2 * Nagpur-1 * Ranchi-1 * Shillong-2	General Central Service Group 'C', non-Gazetted, Ministerial	Level-4, (₹25,500-₹81,100/-)	Non-selection	Not applicable	Not applicable
<b>Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees</b>	<b>Period of probation, if any</b>	<b>Method of recruitment: whether by direct recruitment or by promotion or by deputation or absorption and percentage of the vacancies to be filled by various methods</b>	<b>In case of recruitment by promotion or deputation or absorption grades from which promotion or deputation or absorption to be made</b>	<b>If a Departmental Promotion Committee exists, what is its composition</b>	<b>Circumstances in which Union Public Service Commission is to be consulted in making recruitment</b>	
(8)	(9)	(10)	(11)	(12)	(13)	
Not applicable	Not applicable	Promotion failing which by deputation	<b>Promotion:</b> Lower Division Clerk in level-2, (₹19,900-₹63,200/-) in the Pay Matrix with eight years of service in the grade rendered after appointment thereto on regular basis in the respective Regional Office. <b>Deputation:</b> Officers of the Central Government or State Governments or Union territories or Public Sector Undertakings or Universities or Recognised Research Institutions or Statutory or Autonomous Organizations, -  (i) holding analogous posts on regular basis; or  (ii) with eight years regular service in the grade of Lower Division Clerk or equivalent.	Group 'C' Departmental Promotion Committee, For Confirmation: -  1. Director or Deputy Secretary (Administration), Ministry of Environment, Forest and Climate Change - Chairman,  2. Deputy Inspector General of Forests or Assistant Inspector General of Forests or Head of the Office of concerned Regional Office - Member  3. Director or Deputy Secretary or Deputy Inspector General of Forests or Assistant Inspector General of Forests, RoHQ, Ministry	Not applicable	

			<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 organisation or department of the Central Government shall ordinarily not exceed five 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 applications.</p> <p><b>Note 4:</b> Where juniors who have completed their qualifying/eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service by more than half of such qualifying/eligibility service or two years, whichever is less, and have successfully completed probation period for promotion to the next higher grade along with their juniors who have completed such qualifying/eligibility service.</p>	<p>of Environment, Forest and Climate Change - Member,</p> <p>4. An officer belonging to Scheduled Caste or Scheduled Tribe - Member,</p> <p>5. An officer belonging to Minority Community-Member.</p>	
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**FORM TO BE FILLED BY THE MINISTRY/DEPARTMENT WHILE FORWARDING  
PROPOSALS TO THE DEPARTMENT OF PERSONNEL & TRAINING AND THE UNION  
PUBLIC SERVICE COMMISSION FOR AMENDMENT OF APPROVED RECRUITMENT  
RULES.**

1.	Name of the post	Upper Division Clerk		
2.	Name of Ministry/Department	Regional Office, Ministry of Environment, Forest & Climate Change		
3.	Reference No. in which commission's advice on recruitment rules was conveyed	Ministry of Environment, Forest & Climate Change, New Delhi Notification No..... dated .....		
<b>Sl. No.</b>	<b>Schedule</b>	<b>Provision in the approved/existing rules</b>	<b>Revised provisions proposed</b>	<b>Reasons for the revision proposed</b>
1.	<b>Name of the Post</b>	Upper Division Clerk	Upper Division Clerk	No Change
2.	<b>Number of posts</b>	15	15	No Change
3.	<b>Classification</b>	General Central Service Group 'C', non-Gazetted, Ministerial	General Central Service Group 'C', non-Gazetted, Ministerial	No Change
4.	<b>Level in the Pay Matrix</b>	Level-4, (₹25,500-₹81,100/-)	Level-4, (₹25,500-₹81,100/-)	No Change
5.	<b>Whether selection post or non-selection post</b>	Non-selection	Non-selection	No Change
6.	<b>Age limit for direct recruits</b>	Not applicable	Not applicable	No Change
7.	<b>Educational and other qualifications required for direct recruits</b>	Not applicable	Not applicable	No Change
8.	<b>Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees</b>	Not applicable	Not applicable	No Change
9.	<b>Period of probation, if any</b>	Not applicable	Not applicable	No Change
10.	<b>Method of recruitment: whether by direct recruitment or by promotion or by deputation or absorption and percentage of the vacancies to be filled by various methods</b>	Promotion failing which by deputation	Promotion failing which by deputation	No Change
11.	<b>In case of recruitment by promotion or deputation or absorption grades from which promotion or deputation or absorption to be made</b>	<b>Promotion:</b> Lower Division Clerk in level-2, (₹. 19900-63200/-) in the Pay Matrix with eight years of service in the grade rendered after appointment thereto on regular basis in the respective Regional Office. <b>Deputation:</b>	<b>Promotion:</b> Lower Division Clerk in level-2, (₹. 19900-63200/-) in the Pay Matrix with eight years of service in the grade rendered after appointment thereto on regular basis in the respective Regional Office. <b>Deputation:</b>	No Change

		<p>Officers of the Central Government or State Governments or Union territories or Public Sector Undertakings or Universities or Recognised Research Institutions or Statutory or Autonomous Organizations, -</p> <p>(i) holding analogous posts on regular basis; or</p> <p>(ii) with eight years regular service in the grade of Lower Division Clerk 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 organisation 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 applications.</p> <p><b>Note 4:</b> 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 probation period for promotion to the next higher grade along with their juniors who have</p>	<p>Officers of the Central Government or State Governments or Union territories or Public Sector Undertakings or Universities or Recognised Research Institutions or Statutory or Autonomous Organizations, -</p> <p>(i) holding analogous posts on regular basis; or</p> <p>(ii) with eight years regular service in the grade of Lower Division Clerk 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 organisation or department of the Central Government shall ordinarily not exceed <b>five</b> 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 applications.</p> <p><b>Note 4:</b> Where juniors who have completed their qualifying/eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service by more than half of such qualifying/eligibility service or two years, whichever is less, and have successfully completed probation period for promotion to the next higher grade along with their juniors</p>	<p>No Change</p> <p>No Change</p> <p>No Change</p> <p>No Change</p> <p>As per DoPT OM No. DOPT-1716267027220 dated 28.03.2024, Consolidated Guidelines on deputation/foreign service for Central Govt. Employees.</p> <p>No Change</p> <p>No Change</p>
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		completed such qualifying or eligibility service.	who have completed such qualifying/eligibility service.	
12.	<b>If a Departmental Promotion Committee exists, what is its composition</b>	<p>Group 'C' Departmental Promotion Committee, For Confirmation: -</p> <ol style="list-style-type: none"> <li>1. Director or Deputy Secretary (Administration), Ministry of Environment, Forest and Climate Change - Chairman,</li> <li>2. Deputy Conservator of Forests (Central) of concerned Regional Office - Member</li> <li>3. Director or Deputy Secretary (Regional Office Headquarters), Ministry of Environment, Forest and Climate Change - Member,</li> <li>4. An officer belonging to Scheduled Caste or Scheduled Tribe - Member,</li> <li>5. An officer belonging to Minority Community-Member.</li> </ol>	<p>Group 'C' Departmental Promotion Committee, For Confirmation: -</p> <ol style="list-style-type: none"> <li>1. Director or Deputy Secretary (Administration), Ministry of Environment, Forest and Climate Change - Chairman,</li> <li>2. <b>Deputy Inspector General of Forests or Assistant Inspector General of Forests or Head of the Office of concerned Regional Office - Member</b></li> <li>3. Director or Deputy Secretary or <b>Deputy Inspector General of Forests or Assistant Inspector General of Forests, RoHQ</b> Ministry of Environment, Forest and Climate Change - Member,</li> <li>4. An officer belonging to Scheduled Caste or Scheduled Tribe - Member,</li> <li>5. An officer belonging to Minority Community-Member.</li> </ol>	The Selection Committee has been proposed as per the existing nomenclature of the post.
13.	<b>Circumstances in which Union Public Service Commission is to be consulted in making recruitment</b>	Not applicable	Not applicable	No Change

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