



# नेहरु युवा केन्द्र संगठन NEHRU YUVA KENDRA SANGATHAN

स्वायत्तशासी संस्था  
युवा कार्यक्रम एवं खेल मंत्रालय  
भारत सरकार

*an Autonomous Body under the  
Ministry of Youth Affairs & Sports  
Government of India*



Ref. No. NYKS/Cadre Review/2013-14

Date: 15<sup>th</sup> May, 2013

## Circular for inviting suggestion from all categories of employee as proposed cadre re-structuring - reg.

Through several meetings and discussion at different level, proposed cadre structure is circulated inviting suggestion from all categories of employees. Proposed structure is categorised in:

- Officers cadre or Administrative cadre which comprises of DG, ED, Directors, Zonal Directors/Joint Directors, Deputy Directors and District Youth Coordinator/Assistant Director and their total number is 712.
- Second category is of **field level support staff** that will take care of office work and provide Assistant to YC/DD/ZD. Their cadre starts from Programme Assistant (earlier ACT) to Programme Supervisor and next to Office Superintendent. Their total number is 740. They can further be promoted to District Youth Coordinator/Assistant Director subject to qualifying eligibility and availability of vacancy and
- third category is of Clerical Staff who are mostly posted in HQ along with MTS who falls in line of LDC for further career progression. They have been designated as Office Assistant, Administrative Assistant and Assistant. On the above, provisions of Section Officer/Personal Secretary to DG/ED/VC and Assistant Director (Official Language) have been made. Their total number is 771.

Section Officer/Personal Secretary to DG/ED/VC and Assistant Director (Official Language) will be at par Office Superintendent and they can be posted vice versa at HQ and in the Zonal Offices.

Posts of 50 Drivers are in isolation those who will be posted at HQ and Zonal Offices. If they qualify for higher post in Clerical Cadre, they may get chance for promotion.

Excellence of this cadre restructuring is that it has been proposed within total sanctioned strength of 2273 posts with ample of opportunity for all categories of employee for career progression which will lead the organisation towards achievement of its GOAL.

Present text of proposal is mainly in 3 parts:

- 3 Tier set up which spells about number of offices at different level, merging and creation of posts, place of postings is 11 pages document including **Annexure - I**.

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2. **Annexure - II** is diagrammatic representation of posting at HQ, Zonal Offices and Kendra Office.
3. **Annexure - III** is 12 pages list of Nodal Districts to be headed by Deputy Director within a State and number of Districts covered under that particular nodal district for Monitoring and Supervision. Thus, 82 Districts across the country have been designated as Nodal Districts. In most of the cases these are divisional HQ envisaged to collaborate with divisional level Administration of the state.

Once a Cadre Restructuring is approved, it will require changes in RR which is being looked into and follow. There will be adequate representation of promote officers at entry level of DYC Cadre.

All concern are requested to give their suggestions on every point wherever they feel, within 7 days of issuance of this letter to Nand Kumar Singh, Deputy Director & Convener, CRC on his e-mail [ddnpyad.nk@gmail.com](mailto:ddnpyad.nk@gmail.com).

s/d  
**Dr. Prabhakant**  
**Executive Director**

To

The President, All India Nehru Yuva Kendra Sangathan (NYKs) Officers Association

The president, All India Nehru Yuva Kendra Accountant Association

The President, All India Nehru Yuva Kendra Sangathan Welfare Association

Sh. Ajay Sharma, Section Officer- CDN, NYKS (Representing officers of Group -D', NYKS)