

F. No. A 51011/7/2018-Ad.V
Ministry of Home Affairs
Office of the Registrar General, India
Ad-V Section, 2 A Man Singh Road, New Delhi-110011

Dated: 11/05/2026

WEB CIRCULAR

As per DoPT's OM No.AB-14017/61/2008-Estt.(RR) dated 13.10.2015, before referring any proposal for framing/amendment in the Recruitment Rules of any post in Ministries/Departments and their subordinate and attached office, the proposed amendments/revision in the Recruitment Rules are required to be put up on the website of respective Ministries/Departments for 30 days for inviting comments from the stakeholders.

2. In this regard, draft RRs of Proof Reader is enclosed herewith to put up the same on the website of this office for 30 days for inviting comments from the Stakeholders.

3. Comments/suggestions on the proposed revision/amendment in RRs of aforesaid post may be forwarded to the undersigned within the stipulated period.

**Digitally signed by
Katyayani Kulkarni
Date: 11-05-2026
17:29:41**

(Katyayani Kulkarni)

Under Secretary to the Government of India

To

1. IT Section, ORGI, National Data Center, 8th Floor, Delhi IT Park, Shastri Park, Delhi - 110053.

Copy to:

1. Printing Division, ORGI, 2A Man Singh Road, New Delhi-110011- for comments on provisions of RRs.

Government of India
Ministry of Home Affairs
(Office of the Registrar General, India)

Notification

New Delhi, the2026

G.S.R .- In exercise of the powers conferred by the proviso to article 309 of the Constitution, and in supersession of the Office of the Registrar General, India and the offices of the Directors of Census Operations in the States and the Union Territories [Proof Reader] Recruitment Rules, 2020 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 post of Proof Reader in the Office of the Registrar General, India, and the Offices of the Directorate of Census Operations in the States and the Union Territories, namely:-

1. Short title and commencement.-(1) These rules may be called the Office of Registrar General, India and the Offices of the Directorate of Census Operations in the States and the Union territories (Proof Reader) Recruitment Rules, 2026.

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

2. Number of posts, classification and level in the pay matrix.- The number of the post, its 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 qualifications, etc.- The method of recruitment, age-limit, qualifications and other matters relating thereto, shall be as specified in columns (5) to (13) of the said Schedule.

4. Disqualifications.- 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 persons,

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, 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 reservations, relaxation of age-limit, and other concession required to be provided for the members of the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, 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 post.	Classification.	Level in the pay matrix.	Whether selection or non-selection post.
(1)	(2)	(3)	(4)	(5)
Proof Reader.	21* (2026) *Subject to variation depended on the work load.	General Central Service, Group 'C,' Non-Gazetted, Non-Ministerial.	Level-5 (Rs.29200-92300)	Not applicable.

Age-limit for direct recruits.	Educational and other qualifications required for direct recruits.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.
(6)	(7)	(8)
<p>Not exceeding 27 years</p> <p>(relaxable for Government Servants upto forty years' in accordance with the instructions or orders issued by the Central Government).</p> <p>Note: The crucial date for determining the age-limit shall be as advertised by the SSC.</p>	<p>Essential:</p> <p>Degree from a recognised university or equivalent.</p> <p>Desirable:</p> <p>(i) Two years experience of Proof reading and technical marking from Central Government or State Governments or Union territories Administrations or Public Sector Undertakings or recognised research institutions or universities or semi Government or autonomous bodies or statutory organisations.</p> <p>(ii) Proficiency in desk top publishing technology.</p> <p>Note: Qualifications are relaxable at the discretion of the SSC / Competent Authority in the case of candidates otherwise well qualified.</p>	Not applicable.

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 / deputation / absorption, grades from which promotion / deputation / absorption to be made.
(9)	(10)	(11)
Two years. Note: The direct recruits are required to successfully complete mandatory induction training of two weeks in the relevant field organised by Office of the Registrar General India, which is pre-requisite for completion of probation.	By direct recruitment. 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 basis from officers of Central Government or State Government or Union territory Administration,- (a) (i) holding analogous posts on regular basis in the parent cadre or department; or (ii) with five years' service in the grade rendered after appointment thereto on a regular basis in posts in level- 4 (Rs.25500-81100) in the pay matrix or equivalent in the parent cadre or department; and (b) possessing the educational qualifications and experience prescribed for direct recruitment under column (7).	Not applicable.

If a Departmental Promotion Committee exists, what is its composition?	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
(12)	(13)
1. Group 'C' Departmental Confirmation Committee [for the office of the Registrar General, India (for considering confirmation)] consisting of: (i). Deputy Director of Census Operations, Office of the Registrar General India or Under Secretary (Administration), Office of the Registrar General India - Chairperson;	Not applicable.

<p>(ii). Assistant Director (Administration), Office of the Registrar General India or Assistant Director of Census Operations (Technical), Office of the Registrar General India - Member;</p> <p>(iii). A Group 'A' officer of another Central Government office - Member.</p> <p>2. Group 'C' Departmental Confirmation Committee [for the respective Census Directors of Census Operations in States or Union territories (for considering confirmation)] consisting of:-</p> <p>(i). Joint Director of Census Operations or Deputy Director of Census Operations. - Chairperson;</p> <p>(ii). Assistant Director of Census Operations or Assistant Director of Census Operations (Technical) - Member;</p> <p>(iii). A Group 'A' officer of another Central Government office - Member.</p>	
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(S. N. Sharma)
Director