

May kindly peruse paras 112/N to 114/N. The FD, on examination of the draft of the Rajasthan State Sports Council Service Rules, 2006, has made certain suggestions/observation enumerated at aforesaid paras. The suggestions/observations have been considered elaborately and para wise comments are as under:-

<u>Para No.</u>	<u>Comments/Agreement</u>
112 (i)	No formal recruitment rules exist in the council. Recruitment through direct appointment or by promotion have been made after the approval of General body of the council/standing committee/state Govt. Recruitment norms, pay scales, qualification etc. were got approved from the A.D., time to time. A statement showing nomenclature, strength, qualification, experience, etc has been placed at flag A'. Copies of the minutes of meetings of the General Body/Standing committee/approval of AD (as much as available) are placed at flags B.
(ii)	Proposed qualification for posts except to that of Coaches, are similar to that of the existing staff.
(iii)	Definition of the "appointing authority" has been modified so as to appointing authority in case of posts carrying scale No. 6 or below, may not be below the rank of the secretary of the council.
(iv)	Rule 4(2) has been modified and expression, "with the prior approval of the State Govt. in the Finance Deptt." has been inserted, as per suggestion of the F.D.
(v)	The proposed provision is similar to the provisions of other service rules of the State. After commencement of the RAPASR Act i.e. May, 1999, appointments in the council have been made after obtaining due approval of the AD/FD. All previous appointments also bear approval of AD/FD.
(vi)	In rule 6, in proviso (ii) to sub-rule (i), word "contract" has been deleted and the provision has been recasted; and item (b), (c), para (iii) and note making provisions for contractual appointments have been deleted.
(vii)	The provision is similar to that of the latest provision of other service rules. At mark 'B', the word "outside" has been substituted by word "of", and now the provision is in order. Para below the description is irrelevant and has been deleted.
Rule 10 Age (vi)	This provision is at par with the other provisions contained in the service rules of the State Govt.
(vii)	Deleted as suggested by F.D.
(ix)	It is considered view of the council that the outstanding and experienced sports persons should be given chance to serve the council.
Rule 16, Rule 22, Rule 26, Rule 27, Rule 29	All the provision contained in the proposed concerning rules are similar to that of the corresponding provisions of other service rules of the State Govt. and therefore no change is required.
Rules 31 (4)	As rule 6 (iii) has been deleted, this is also being deleted.
Rule 31-proviso	This whole rule has been modified as per latest amendment made by the state Govt. in various service rules.

Rule 32 and 33	These provisions are similar to the existing corresponding provision of the other service rules of the State Govt.
Rule 35	Sub-rule (2) of rule 35 provides for non-application of the rule to the employees appointed on or after 1.1.2004.
Rule 36	Amended suitably, as per suggestion of F.D.
Rule 38 (1)	Details of pay scales of each post may be seen at flag 'C'.
Rule 38 (3)	The sub-rule already refers only the orders and instruction of the State Govt.
Rule 39	Deleted, as the similar rule from versions service rules has been deleted by the State Govt.
Rule 40	As the Council, with the approval of the State Govt., adopted the Rajasthan Civil services (pension) Rules and the General provident fund Rules, these are applicable to the employees of the council.
Rule 44 (Proviso)	The provision relates to savings and save only such actions which have been taken in accordance with the repealed rules etc.
Schedule for posts to be filled in by deputation	This schedule has been detached.
Schedule part I (i)	Provisions of the rule are substantive; there is no need to repeat them in schedule.
(ii)	It is a considered view of the council to provide for out of turn promotion to the coaches of extra zeal and having devotion to duty.
(iii)	The para in question under rule 7 has been deleted, hence now no description persists.
(iv)	It is confirmed that pay scale of each post consisting in the schedule is approved by the F.D.
Part II (i)	The functions of council are manifold. It have to deal with establishment matter of a large number of employees, other administration and financial matter. Therefore, it considers necessary to have some officer of this rank and pay scale to have administrative control over the staff and to enable the council to discharge its functions smoothly.
(ii)	Entry with regards to the stadium supervisor has been deleted from this part.
(iv)	Qualification of the L.D.C. is similar to the qualification prescribed by the Govt.
(v)	
<u>Group B</u>	
Accounts Staff	The nature of work, and bye-laws governing accounting system in the council is different from other Govt. Depts. Persons taken on deputation are transferred after certain period and work of the council suffer in absence of experience holder. It is considered view of the council that accounts work of council should be done by its own staff.
Group D Part III	
113.	Rules governing probation have been modified as per latest amendment made by the state Govt. in concerning rules.
114.	Information may be seen at page. Two copies of the amended draft rules are placed below. If approved, the file may be sent to F.D. for consideration and approval of the aforesaid rules.

A Set of the Rules to regulate the recruitment conditions of service and for matters connected therewith of the Rajasthan State Sports Council.

In exercise of the powers conferred by Article 4 read with Article 9 (iii) (a) of the Articles of Association of the Rajasthan State Sports Council, the council hereby makes the following rules regulating the recruitment to post (s) in, and the conditions of service of persons appointed to the Rajasthan State Sports Council Service: namely: -

## **The Rajasthan State Sports Council Service**

### **Rules, 2006**

#### **PART – I**

#### **GENERAL**

1. **Short Title, Application And Commencement:**

- (1) These rules shall be called 'The Rajasthan State Sports Council Service Rules, 2006.
- (2) Extent of application : Unless otherwise expressly provided, these Rules shall apply to all the employees of the Rajasthan State Sports Council, except –
  - (i) President, Vice President, Treasurer, Official and Ex-officio and nominated members of the Council,
  - (ii) Persons on deputation from the Government of Rajasthan, Government of India, any other State Governments, any other Statutory Body or Corporation,
  - (iii) Persons employed on contractual basis, part-time or on casual basis.
- (3) The shall come into force with immediate effect.

2. **Definitions** : In these rules unless the context otherwise requires –

- (a) 'Administrative Department' means Department of Sports & Youth Affairs of the State.
- (b) 'Appointing Authority' means the President of the Council in the case of posts carrying the pay scale No. 7 or above or any other officer not below the rank of the secretary of the Council, to whom powers may have been delegated by the president and in the case of posts carrying scale No. 6 or below Secretary of the Council.
- (c) 'Committee' means a Committee constituted under Rule 25
- (d) 'Council' means a Council constituted under the Memorandum and Articles of Association of the Rajasthan State Sports Council registered under the Rajasthan Societies' Registration Act, 1958 (Registration certification No. – 93/1969-70).
- (e) 'Direct Recruitment' means recruitment made in accordance with the procedure prescribed in Part IV of these Rules.
- (f) 'Employee' means a person appointed to any post (s) in the service in connection with the affairs of the Council to work on a regular pay scale after regular appointment as prescribed hereinafter in these rules.
- (g) "Government' and 'State' means respectively the Government of Rajasthan and the State of Rajasthan.
- (h) 'Member of Service' means a person appointed to a post in the service in connection with the affairs of the Council to work on a regular pay scale after regular appointment as prescribed hereinafter in these rules.
- (i) 'President' means the President of the Council.
- (j) 'Selection Board' means of Board constituted under rule 20.
- (k) 'Service' or 'Experience' wherever prescribed in these rules as a condition for promotion from one service to another or within the Service from one category to another or to senior posts, in

the case of a person holding a lower post eligible for promotion to higher post shall include the period for which the person has continuously worked on such lower post after regular selection in accordance with the provisions of these rules.

**Note: 1** Absence during service e.g. training, leave and deputation etc. which are treated as 'Duty' by the Council shall also be counted as 'service' for computing experience or service required for promotion.

(l) 'Substantive Appointment' means an appointment made under the provisions of these rules to a substantive vacancy after due selection by any of the methods of recruitment prescribed under these rules and includes an appointment on probation or as a probationer followed by confirmation on completion of the probationary period :

**Note 2 :** Due selection by any method of recruitment prescribed under these rules shall include recruitment either on initial constitution of service or in accordance with the provisions of these rules except an urgent temporary appointment.

(m) 'Schedule' means the schedule appended to these rules.

(n) 'Service' means the Rajasthan State Sports Council Service.

(o) 'Secretary' means the Secretary of the 'Council'

(p) 'Standing Committee' means the Committee constituted by the State to exercise and perform the powers and functions as laid down in Article 9 of Articles of Association of the Council.

(q) 'Year' means the financial year beginning from 1<sup>st</sup> April and ending on 31<sup>st</sup> March.

### **3. Interpretation :**

Unless the context otherwise requires the Rajasthan General Clauses Act, 1955 (Rajasthan Act No. VIII of 1955), shall apply for interpretation of these rules as it applies for the interpretation of any Rajasthan Act.

## **PART – II**

### **CADRE**

4. **Composition and strength of the Service:**

- (1) The nature of post (s) included in each category of the service shall be as prescribed in column No. 2 of the Schedule.
- (2) The strength of posts in the service shall be such as may be determined by the Council from time to time, provided that the Council may : -
  - (a) With the prior approved of the State Government in the finance Department, create any post, permanent or temporary, from time to time, as may be found necessary:
  - (b) Leave unfilled or holds in abeyance or abolishes or allows to lapse any post (s) permanent or temporary, from time to time without thereby entitling any persons to any compensation.

5. **Constitution of the Service :**

The service shall consist of:

- (a) All persons holding substantively the posts specified in the Schedule.
- (b) All persons recruited to the posts (s) included in the service before commencement of these Rules; and
- (c) All persons recruited to the service in accordance with the provisions contained in these rules, except an urgent temporary appointment.

## **PART – III**

### **RECRUITMENT**

#### **6. Methods of Recruitment:**

(1) Recruitment to the post (s) in the service after commencement of these rules shall be made by the following methods of recruitment in the proportion as indicated in column No. 3 and 4 of the schedule: -

(a) By direct recruitment in accordance with the procedure laid down in Part – IV of these Rules.

(b) By promotion in accordance with the procedure laid down in Part –V of these Rules.

#### **Provided that: -**

(i) If the appointing authority is satisfied that suitable persons are not available for appointment by either method of recruitment in a particular year, appointment by the other method, in relaxation of the prescribed proportion may be made in the same manner as specified in these rules.

(ii) If the appointing authority is satisfied that suitable persons are not available for appointment by both the methods of recruitment in a particular year, temporary appointment in relaxation of the rules may be made with the prior approval of the Government, by deputation from the Government/Central Government or Government Undertakings or from any other Institution recognized by the Government/Central Government for a period not more than one year.

(2) Recruitment to the service by the aforesaid method shall be made in such a manner that the persons appointed to the service by each method do not at any time exceed the percentage laid down in the Rules/Schedule of the total cadre strength as sanctioned for each category from time to time.

(3) Notwithstanding anything contained in these Rules the recruitment, appointment, seniority and confirmation etc. of a person who joins the Army/Navy/Air Force during an Emergency shall be regulated by such orders and instructions as may be issued by the Government from time to time, provided that these are regulated mutatis mutandis according to the instructions issued on the subject by the Government of India  
Provided also that recruitment of appointment on any post shall be made only with prior approval of the State Govt.

**7. (1) Reservation of Vacancies for the Schedule Castes/Scheduled**

**Tribes: -**

- (i) Reservation of vacancies for the Scheduled Castes & the Scheduled Tribes shall be in accordance with the orders of the Government for such reservation in force, at the time of recruitment i.e. by direct recruitment and by promotion.
- (ii) The vacancies so reserved for promotion shall be filled in by seniority – cum-merit and merit.
- (iii) In filling the vacancies so reserved the eligible candidates who are members of the scheduled Castes and Scheduled Tribes shall be considered for appointment in the order in which their names appear in the list prepared for direct recruitment by the Selection Board and by the Committee or the Appointing Authority, as the case may be, in the case of promotions, irrespective of their relative rank as compared with other candidates.
- (iv) Appointment shall be made strictly in accordance with the rosters prescribed separately for direct recruitment and promotion. In the event of non-availability of the eligible and suitable candidates amongst the Scheduled Castes and the Schedule Tribes, as the case may be, in a particular year, the vacancies so reserved for them shall be carried forward until the suitable Scheduled Castes and the Scheduled Tribes a candidates(s), as the case may be, are



available. In any circumstances no vacancy reserved for Scheduled castes and the Scheduled Tribes candidates shall be filled by promotion as well as by Direct Recruitment from General category candidates. However, in exceptional cases where in the public interest the Appointing Authority feels that it is necessary to fill up the vacant reserved post (s) by promotion from the General category candidates on urgent temporary basis, the Appointing Authority may make a reference to the Administrative Department and after obtaining prior approval of the Administrative Department, they may fill up such post (s) by promoting the General category candidates (s) on urgent temporary basis clearly stating in the promotion order that the General category candidates (s) who are being promoted on urgent temporary basis against the vacant post reserved for Scheduled Castes or the Scheduled Tribes candidates, as the case may be, shall have to vacate the post as and when the candidate (s) of that category become available.

**Provided** - That there shall be no carry forward of the vacancies in posts or class/category/group of posts in any cadre or service to which promotion is made on the basis of merit alone under these rules.

**(2) Reservation of vacancies for Other Backward Classes: -**

Reservation of vacancies for the Other Backward classes and Special other Backward Classes shall be in accordance with the orders of the Government for such reservation in force at the time of direct recruitment. In the event of non availability of the eligible and suitable candidates amongst Other Backward Classes in a particular year, the vacancies so reserved for then shall be filled up by the General category candidates.

**(3) Reservation of vacancies for Women candidates :-**

Reservation of vacancies for the women candidates shall be 30%, category wise, in direct recruitment. In the event of non-availability of the eligible and suitable women candidates in a particular year, the vacancies so reserved for them shall be filled up by the male candidates belonging to the same category and such vacancies shall not be carried forward to the subsequent year and reservation shall be treated as horizontal reservation i.e. the reservation of woman candidates shall be adjusted proportionately in the respective category to which the woman candidates belong.

**(4) Reservation of vacancies for Outstanding Sports Persons:-**

Reservation of vacancies for Outstanding Sport Persons shall be 2% of the total vacancies of the posts enumerated in part – I and the group E of part – II of the Schedule in that year ear marked for direct recruitment. In the event of non availability of the eligible and suitable sports persons in a particular year the vacancies so reserved for them shall be filled up by the non sports persons and such vacancies shall not be carried forward to the subsequent year. The reservation for sports persons shall be treated as horizontal reservation and it shall be adjusted in the respective category to which the sports persons belong.

**Explanation:-**

“Outstanding Spots Persons” shall mean and include the sports persons belonging to the state who have participated individually or in team, in the sports and games recognized by the International Olympic Committee and Indian Olympic Association, or in International Championships in Badminton, Tennis, Chess and Cricket recognized by their respective National Level Association, Federation or Board with the following descriptions for each class of the service. :-

**Description: -**

Has represented India in Asian Games, Asian Championships, Common Wealth Games, World Championships, World University games, World School Games, SAARC Games or Olympic Games where the person (in an individual event) or the team in a team event) has obtained 1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup> position.

**8. Nationality :**

A candidate for appointment to the Service must be : -

- i. A citizen of India, or –
- ii. a subject of Nepal, or –
- iii. a subject of Bhutan, or –
- iv. a Tibetan refugee who came over to India before 1<sup>st</sup> January, 1962 with the intention of permanently settling in India, or –
- v. a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka and East African Countries of Kenya, Uganda and the United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zira and Ethiopia with the intention of permanently settling in India :

**Provided that: -** A candidate belonging to categories (b), (c), (d) and (e) shall be a person in whose favour a certificate of eligibility has been issued by the Government of India.

Notwithstanding anything contained in these rules, provisions regarding eligibility for recruitment to the Service with regard to nationality, age limit and fee or other concessions to a person who may migrate from other countries to India with the intention of permanently settling in India shall be regulated by such orders or instructions as may be issued by the Government from time to time and the same shall be regulated mutatis-mutandis according to the instructions issued on the subject by Government of India.

9. **Determination of vacancies:-**

- (1) Subject to the provisions of these rules, the appointing Authority shall determine as on 1<sup>st</sup> April every year, the actual number of vacancies occurring during the year.
- (2) Where a post is to be filled in by a single method as prescribed in the schedule, the vacancies so determined shall be filled in by that method.
- (3) Where a post is to be filled in by more than one method as prescribed in the schedule, the apportionment of vacancies determined under clause (a) above to each such method shall be done maintaining the prescribed proportion for the overall number of posts already filled in. If any fraction of vacancies is left over after apportionment of the vacancies in the manner prescribed above, the same shall be apportioned to the quota of various methods prescribed in a continuous cyclic order giving precedence to the promotion quota.
- (4) The appointing authority shall determine the vacancies of earlier years, year wise which were required to be filled in by promotion, if such vacancies were not determined and filled earlier in the year in which they were required to be filled in.

**10. Age:** A candidate for direct recruitment to the post (s) in the service must have attained the age of 18 years and must not have attained the age of 35 years on the 1<sup>st</sup> day of January next following the last date fixed for receipt of applications.

**Provided that: -**

- (i) The upper age limit mentioned above shall be relaxed by 5 years in the case of male candidates belonging to the Scheduled Castes, Scheduled Tribes, Other Backward Classes and Women candidates belonging to general category.
- (ii) The upper age limit mentioned above shall not apply in the case of an ex-prisoner who had served under the Government or Council on a

substantive basis on any post before conviction and was eligible for appointment under these rules;

- (iii) In the cases of other ex-prisoner, the upper age limit mentioned above shall be relaxed by a period equal to the term of imprisonment served by him/her provided he/she was not overage before his/her conviction and was eligible for appointment under these rules;
- (iv) The upper age limit mentioned above shall be relaxed by a period equal to the service rendered in the NCC in the case of Cadet Instructors and if the resultant age does not exceed the prescribed maximum age limit by more than three years, they shall be deemed to be within the prescribed age limit;
- (v) The upper age limit for persons serving in connection with the affairs of the Council or State, Panchyat Samities and Zila parishads of the State and in the State Public Sector Undertakings/Corporations in substantive capacity shall be 40 years;
- (vi) There shall be no upper age limit in the case of widows and divorced women.

**Explanation:-** In the case of widow, she will have to furnish a certificate of death of her husband from the competent authority and in the case of divorcee, she will have to furnish the proof of divorce.

- (vii) The upper age limit mentioned above shall be relaxed by 10 years in the case of woman candidates belonging to the Scheduled Castes, Scheduled Tribes and the other Backward Classes and the coaches appointed on a contract basis by the Council in the year 1998<sup>1</sup>.
- (viii) The upper age limit mentioned above shall be relaxed by 10 years in the case of posts mentioned in part – I of the Schedule.
- (ix) There shall be no upper age limit for the coaches, appointed on a contractual basis by the council in the year 1998, who had been qualified and within the age limit at the time of their initial appointment on contractual basis as prescribed then for recruitment on the said posts under these rules.<sup>2</sup>

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**11. Academic and technical qualification and experience:-**

A candidate for direct recruitment to the posts enumerated in the Schedule shall possess: -

- (1) The qualifications and experience as presented in column no. 5 of the Schedule and;
- (2) Working knowledge of Hindi written in Devanagari Script and knowledge of Rajasthani Culture, provided that the person who has appeared or is appearing in the final year examination of the course which is the requisite educational qualification for the post as mentioned in the Rules or Schedule for direct recruitment, shall be eligible to apply for the post but he/she shall have to submit proof of having acquired the requisite educational qualification to the appropriate selection agency : -
  - (i) Before appearing in the main examination where selection is made through two stages of written examination and interview.
  - (ii) Before appearing in interview where selection is made through written examination and interview.
  - (iii) Before appearing in the written examination or interview where selection is made through only written examination or only interview as the case may be.

**12. Character:-**

The character of a candidate for direct recruitment to the service must be such as to qualify him/her for employment in the service. He/she must produce a certificate of good character from the Principal/Academic Officer of the University or College or School in which he/she was last educated and two such certificates, written not more than six months prior to the date of application, from two responsible persons not connected with his/her college or University or School and not related to him/her.

**Note: (1)** A conviction by a Court of law need not in itself involve the refusal of a certificate of good character. The circumstances of the

conviction should be taken into account the if they involve no moral turpitude or association with crimes or violence or with a movement which has as its object the overthrow by violent means of the Council as by law established, the mere conviction need not be regarded as disqualification.

- (2) Ex-prisoners who by their disciplined life while in prison and by their subsequent good conduct, have proved to be completely reformed, should not be discriminated against, on ground of the previous conviction for purposes of employment in the service. Those who are convicted of offences not involving moral turpitude shall be deemed to have been completely reformed on the production of a report to that effect from the Superintendent, After care Home or if there are no such Homes in a particular District, from the Superintendent of Police of that District.
- (3) Those convicted of offences involving moral turpitude shall be required to produce a certificate from the Superintendent, 'After Care Home', or if there is no such home in a particular district, from the Superintendent of Police endorsed by the Inspector General of Prisons to the effect that they are suitable for employment as they have proved to have been completely reformed by their disciplined life while in prison and by their subsequent good conduct in an 'After Care Home'.

**13. Physical fitness:-**

- (a) A candidate for direct recruitment to the service, must be in good mental and bodily health and free from any mental or physical defect likely to interfere with the efficient performance of his/her duties as a member of the service and if selected must produce a certificate to this effect from a Medical Authority notified by the Council for the purpose. The Appointing Authority may dispense with production of such certificate in the case of a candidate who is already serving in

connection with the affairs of the council if he/she has already been medically examined for the previous appointment and the essential standards of medical examination of the two posts held by him/her are held to be comparable for efficient performance of duties of the new post and his/her age has not reduced his/her efficiency for the purpose.

- (b) For coaches, Physical Test prescribed in Annexure 'B' shall be held twice a year to which they have to pass failing which they shall be made to face reversion/removal from service or any other action that may be deemed fit by the Appointing Authority.

**14. Employment of irregular or improper means:-**

A candidate who is or has been declared by the Council/Appointing Authority to be guilty of impersonation or of submitting fabricated documents(s) which have been tempered with or of making statements which are incorrect or false or suppressing material information or of using or attempting to use unfair means in the examination or interview or otherwise resorting to any other irregular or improper means whatsoever for obtaining admission to the examination or appearance at any interview, shall in addition to rendering himself/herself liable to criminal prosecution, be debarred either permanently or for a specified period by the Appointing Authority from admission to any examination or appearance at any interview held by the Selection Board/Appointing Authority for selection of the candidates and from employment under the Council.

**15. Canvassing: -**

No recommendation for recruitment either written or oral other than that required under the rules, shall be taken into consideration. Any attempt on the part of a candidate to enlist support directly or indirectly for his/her candidature by any means may disqualify him/her for recruitment.



## **PART- IV**

### **PROCEDURE FOR DIRECT RECRUITMENT**

#### **16. Inviting of Application:**

Applications for direct recruitment to the posts in the service shall be invited by the Secretary by advertising the vacancies to be filled in one or more daily newspapers of repute or in such other manner as may be deemed fit.

The advertisement shall contain a clause that a candidate who accepts the assignment on the post being offered to him/her shall be paid monthly fixed remuneration at the rate fixed by the State Government from time to time during the period of probation and the scale of pay of the post as shown elsewhere in the advertisement shall be allowed only from the date of successful completion of the period of probation mentioned in these rules:

**Provided that** While selection candidates for the vacancies so advertised, the Selection Board or the Appointing Authority, as the case may be, may select additional persons not exceeding 50% of the advertised vacancies, to meet the additional requirement in that particular year if it is received before selection.

#### **17. Form of Application:**

The Application shall be made in the form prescribed by the Council and obtainable from the Secretary on payment of such fee as the Council may prescribe from time to time.

#### **18. Application fee :**

A candidate for direct recruitment to a post in the service must pay such fees (non refundable) as are fixed by the Council from time to time in such manner as may be indicated by them.

**19. Scrutiny of Application :**

The Secretary shall scrutinize the applications received by his and require as many candidates eligible for appointment under these rules as seem to him desirable to appear before the Selection Board for interview,

**Provided that:** The decision of the Secretary as to the eligibility or otherwise of a candidate shall be final after holding requisite test under these Rules.

**20. Composition of Selection Board :**

There shall be a Selection Board comprising of : -

(a)	President	Chairman
(b)	Secretary to the Government in the Administrative Department or his nominee not below the rank of Deputy Secretary to the Government.	Member
(c)	Sports Expert – Arjuna Awardee/Dronacharya Awardee – to be nominated by the President.	Member
(d)	Secretary	Member – Secretary
(e)	Arjuna Awardee International Player (Women) Finance Expert Legal Expert	Nominated By GOR Member <sup>1</sup>

**21. Personality and Viva – Voce test:**

The Selection Board shall conduct interview and practical demonstration and physical fitness of candidates and shall record their recommendations as to personality and suitability to post concerned.<sup>2</sup>

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2. Inserted by GOR vide letter i- 1¼9½[ksy@2002 fnukad 09-11-2011

**22. Recommendations:**

The Selection Board shall prepare a list of the candidates, whom they consider suitable for appointment to the post concerned arranged in order of merit and forward the same to the Appointing Authority.

Provided that the Selection Board may to the extent of 50% of the advertised vacancies, keep names of suitable candidates on the reserve list. The Selection Board may, on requisition, recommend name(s) of such candidates having regard to the category to which the additional vacancy belongs, in order of merit to the Appointing Authority within 6 months from the date on which the original list is forwarded by the Selection Board to the Appointing Authority.

**23. Disqualifications for appointment :**

(1) No. male or female candidate who has more than one wife/husband living shall be eligible for appointment to the service unless the Appointing Authority after being satisfied that there are special grounds permissible under the personal law for doing so, exempts any such candidate from the operation of this rule.

(2) No married candidate shall be eligible for appointment to the service if he had at the time of his marriage accepted any dowry.

**Explanation:** For the purpose of this rule “Dowry” has the same meaning as in the Dowry Prohibition Act, 1961 (Central Act 28 of 1961).

(3) No candidate shall be eligible for appointment to the service who has more than two children on or after 1.06.2002,

Provided that the candidate having more than two children shall not be deemed to be disqualified for appointment as long as the number of children he/she has on 31<sup>st</sup> May 2002, does not increase.

Provided further that where a candidate has only one child from earlier delivery but more than one child are born out of a single

subsequent delivery, the children so born shall be deemed to be one entity while counting the total number of children.

**24. Selection by the Appointing Authority :**

Subject to the provisions of rule 7, the Appointing Authority shall select candidates in the order of merit in which the names appear in the list prepared by the Selection Board under rule 22,

## **PART – V**

### **PRODECURE FOR RECRUITMENT BY PROMOTION**

**25. Constitution of the Committee :**

Constitution of the Departmental promotion Committee shall be as under : -

**(1) For the post(s) in pay scale no. 7 or above:**

(a)	President	Chairman
(b)	Secretary to the Government in the Administrative Department or his nominee not below the rank of Deputy Secretary to the Government.	Member
(c)	Sports Expert – Arjuna Awardee/Dronacharya Awardee – to be nominated by the President in case of promotion of sports wing personnel.	Member
(d)	Secretary	Member – Secretary

**(2) For the posts in Pay Scale no. 6 or below:-**

(a)	Secretary	Chairman
(b)	Dy. Secretary to the Government in the Administrative Department.	Member
(c)	Administrative officer	Member Secretary

**26. Criteria, Eligibility and Procedure for Promotion :-**

- (1) As soon as the Appointing Authority determines the number of vacancies under rule (9) and decides that certain number of posts are required to be filled in by promotion, it shall subject to the provisions of sub rule (6), prepare a correct and complete list of the senior most persons who are eligible and qualified under these rules for promotion on the basis of seniority-cum-merit or on the basis of merit, as the case may be, to the class of post concerned.
- (2) The person(s) enumerated in column no. 6 of the schedule shall be eligible for promotion to posts specified against them in column 2 there of to the extent indicated in column 4 subject to their possessing minimum qualification and experience on the first day of the month of April of the year of selection as specified in column no. 7.
- (3) No person shall be considered for first promotion in the service unless he/she is regularly selected on the post from which promotion is to be made in accordance with one of the methods of recruitment prescribed under the provisions of these rules.

**Explanation:-** In case direct recruitment to a post has been made earlier than regular selection by promotion in a particular year such of the persons who are or were eligible for appointment to that post by both the methods of recruitment and have been appointed by direct recruitment first, shall also be considered for promotion.

- (4) No person shall be considered for promotion for five recruitment year from the date on which his/her promotion becomes due, if he/she more than two children on or after 1<sup>st</sup> June, 2002.

**Provided that: -**

- (i) The persons having more than two children shall not be deemed to be disqualified for promotion so long as the number of children he/she has on 31<sup>st</sup> May, 2002 does not increase.

(ii) Where a person has only one child from the earlier delivery but more than one child are born out of a single subsequent delivery, the children so born shall be deemed to be one entity while counting the total number of children.

(5) Selection for promotion to a post included in the service shall be made on the basis of seniority – cum merit, Provided that promotion to the highest post appearing at Serial No. 1 of part – I of the schedule shall be made on the basis of merit alone, it is being the post of not below third promotion.

**Provided further that: –**

The coach grade I, II or III may be considered for out of turn promotion, if they prepare at least 10 trainees/players up to the level of national medalist or has prepared one international level player out of total players to whom they imported training in their respective game in a span of three years and such players are represented in national team in meets/test matches as an individual team are in his/her team (in a team events).

Provided further that if the committee is satisfied that suitable persons are not available for selection by promotion to the highest post strictly on the basis or merit in a particular year, selection by promotion to the highest post on the bases of seniority – cum – merit may be made in the same manner as specified in theses rules.

(6) The zone of consideration of persons eligible for promotion shall be as under:-

<b><u>Number of Vacancies</u></b>	<b><u>Number of eligible persons to be considered</u></b>
a) For one vacancy	Five eligible persons
b) For two vacancies	Eight eligible persons
c) For three vacancies	Ten eligible persons
d) For four or more vacancies	Three times the number of vacancies

- (ii) Where, the number of eligible persons for promotion in the regular line of promotion is less than the number specified above, all the persons so eligible shall be considered.
- (iii) Where, adequate number of the candidates belonging to the Scheduled Castes or the Scheduled Tribes, as the case may be, are not available within the zone of consideration specified above the zone of consideration may be extended upto seven times the number of vacancies and the candidates belonging to the Scheduled Castes or the Scheduled Tribes, as the case may be, (and not any other) coming within the extended zone of consideration shall also be considered against the vacancies reserved for them.
- (iv) For any post in the service: -**
  - (a) If promotion is from more than one categories or posts in the same pay scale, eligible persons upto two in number from each category of posts in the same pay scale shall be considered for promotion;
  - (b) If promotion is from more than one categories of posts carrying different pay scales, eligible persons in the higher pay scale shall be considered for promotion first and if no suitable person is available for promotion on the basis of merit or seniority-cum-merit, as the case may be, in the higher pay scale then only the eligible persons of other categories of posts in lower pay scales shall be considered for promotion and so on and so forth. The zone of consideration for eligibility in this case shall be limited to five senior most eligible person in all.
- (7) Except as otherwise expressly provided in this rule, the conditions of eligibility for promotion, constitution of the committee and procedure for selection shall be the same as prescribed elsewhere in these rules.
- (8) The Committee shall consider the cases of all the senior most persons who are eligible and qualified for promotion to the class of post(s)



concerned under these rules and shall prepare a list containing names of the persons found suitable on the basis of seniority-cum-merit or on the basis of merit, as the case may be, as per the criteria for promotion laid down in these rules, equal to the number of vacancies determined under these rules. The list so prepared on the basis of seniority-cum-merit and/or on the basis of merit, as the case may be, shall be arranged in the order of seniority of the category of post(s) from which selection is made.

(9) The committee may also prepare a list on the basis of seniority-cum-merit or on the basis of merit, as the case may be, as per the criteria for promotion laid down in these rules, containing names of persons not exceeding the number of persons selected in the list prepared under sub rule (8) above to fill temporary or permanent vacancies which may occur subsequently. The list so prepared on the basis of seniority-cum-merit or on the basis of merit shall be arranged in the order of seniority in the category of posts from which selection shall be made. Such a list shall be reviewed and revised by the Committee, that meets in the subsequent year and that such list shall remain in force till the end of the last day of the year for which the meeting of the Committee is held.

(10) Lists prepared under sub rule(8) and (9) shall be sent to the Appointing Authority together with the Annual Confidential Reports/Annual Performance Appraisal Reports and other Service Records of all the candidates included in the lists as also of those not selected, if any.

***Explanation: For the purpose of selection for promotion on the basis of merit, no person shall be selected if he does not have “Outstanding” or “Very good” record of at least four of seven year preceding the year for which the meeting of the committee is held.***

- (11) If in any subsequent year, after promulgation of these rules, vacancies relating to any earlier year are determined under these rules which were required to be filled in by promotion, the committee shall consider the cases of all such persons who would have been eligible in the year to which the vacancies relate irrespective of the year in which meeting of the Committee is held and such promotion shall be governed by the criteria and procedure for promotion as was applicable in the particular year to which the vacancies relate and the Service/Experience of an incumbent who has been so promoted, for promotion to higher post for any period during which he has not actually performed the duties of the post to which he would have been promoted, shall be counted. The pay of such a person who has been so promoted shall be re-fixed at the pay which he would have derived at the time of his promotion, but no arrears of pay shall be allowed.
- (12) The Council or the Appointing Authority may order for the review of the proceedings of the committee held earlier on account of some mistake or error apparent on the face of record, or on account of a factual error substantially affecting the decision of the Committee or for any other sufficient reasons e.g. change in seniority, wrong determination of vacancies, judgment/direction of any Court or Tribunal or where adverse entries in the confidential reports of an individual are expunged or toned down or a punishment inflicted is set aside or reduced. The concurrence of the Administrative Department shall always be obtained before holding the meeting or the review committee and lists prepared under this sub rule shall be sent to the Appointing Authority as in case of sub rule (10).
- (13) Appointments shall be made by the Appointing Authority taking persons out of the lists finally approved under the preceding sub-rules in the order in which they have been placed in the lists, till

such lists are exhausted or reviewed and revised or remain in force, as the case may be.

- (14) The council shall take under consideration the instructions issued by the Government for provisionally dealing with the promotions, appointments or other ancillary matters in an equitable and fair manner of persons who may be under suspension, or against whom departmental proceeding is under progress at the time promotions are considered to a post to which they are eligible or would have been eligible but for suspension or pendency of such enquiry or proceedings.
- (15) The provisions of this rule shall have effect notwithstanding anything to the contrary contained in any other provision of these rules.

**27. Restriction on promotion of persons foregoing promotions: -**

In case a person on his appointment by promotion to the next higher post either on the basis of urgent temporary appointment or on regular basis on the recommendation of the Committee, foregoes such an appointment through his written request and if the Appointing Authority accepts his/her request, the person concerned shall be debarred for consideration for promotion (both on the basis of urgent, temporary appointment or on regular-basis) for the subsequent two recruitment year for which the committee is held. To ensure compliance as such, the name of such person who foregoes promotion shall not be included in the seniority-cum-eligibility list to be placed before the Committee for the subsequent two recruitment years.

## **PART – VI**

### **APPOINTMENT PROBATION AND CONFIRMATION**

#### **28. Appointment to the Service : -**

Appointments to the posts in the service by direct recruitment or by promotion, as the case may be, shall be made by the Appointing Authority on occurrence of substantive vacancies from the candidates selected under rule 24 and from the persons selected under rule 26 respectively in order of merit/preference.

#### **29. Urgent Temporary Appointments : -**

A vacancy in the service which can not be filled in immediately either by direct recruitment or by promotion under these rules may be filled in by the Appointing Authority, by appointing in an officiating capacity thereto an employee eligible for appointment to the post by promotion or by appointing temporarily thereto a person eligible for direct recruitment to the service, where such direct recruitment has been provided under the provisions of these rules, with the approval of the Administrative Department, provided that such an appointment will not be continued beyond a period of one year without referring the case to the Selection Board or the Committee as the case may be.

#### **30. Transfers : -**

Persons appointed to any post/category of post(s) encadred in the service can be transferred in the public interest by the Secretary whenever and wherever considered necessary having regard to the suitability.

#### **31. Seniority: -**

Seniority of persons appointed to the post encadred in the service shall be determined from the date of appointment on the post after regular selection in accordance with the provisions of these rules. Appointment on adhoc or urgent temporary basis shall not be deemed to be the appointment after regular selection,

**Provided that : -**

- (1) If two or more persons are appointed to the service in the same category and in the same year a person appointed by promotion shall be senior to person appointed by direct recruitment.
- (2) The seniority inter-se of persons appointed to a post(s) and joined the service in a particular category by direct recruitment on the basis of one and the same selection, shall follow the order in which they have been placed in the list prepared by the Appointing Authority or any other officer authorized in this behalf.
- (3) The seniority inter-se of persons appointed to posts in a particular category by promotion shall follow the order in which they have been placed in the list prepared by the Committee under sub-rule(8) or order sub-rule (12) of rule 26, as the case may be.

**32. Period of Probation : -**

- (1) A person entering the service by direct recruitment against a clear vacancy shall be placed as probationer-trainee for a period of two years.

Provide that any period after such appointment during with a person has been on deputation on a corresponding or higher post shall count towards the period of probation.

- (2) During the period of probation specified in sub-rule (1), each probationer trainee may be required to pass such departmental examination and to undergo such training as the Council may, from time to time, specify.

**33. Unsatisfactory progress during probation : -**

- (1) If it appears to the Appointing Authority at any time during or at the end of the period of probation that the member of the service has not made sufficient use of his opportunities or that he has failed to give satisfaction, the Appointing Authority may revert him/her to the post held substantively by him/her immediately preceding his/her

appointment provided he/she holds a lien thereon or in other case may discharge or terminate him/her from the service,

Provided that the Appointing authority may, if it so thinks fit in any case or class of cases, extend the period of probation of any member of service by a specified period not exceeding two years in the case of a person appointed to a post in the service by direct recruitment and one year in the case of a person appointed by promotion to such post.

(2) Notwithstanding anything contained in sub-rule (1) during the period of probation, if a probationer is placed under suspension or disciplinary proceedings are contemplated or started against such a probationer, the period of probation may be extended till such period as the Appointing Authority thinks fit in the circumstances.

(3) A probationer reverted or discharged from service during or at the end of the period of probation under sub-rule (1) shall not be entitled to any compensation.

#### **34. Confirmation :-**

A probationer shall be confirmed in the appointment at the end of the period of probation, if ;

a) He/she has passed the Departmental Examination and has successfully undergone such training as the Appointing Authority may specify from time to time or exemption has been granted to him/her by the Appointing Authority.

b) The Appointing Authority is satisfied that his/her integrity is unquestionable and that he/she is otherwise fit for confirmation.

#### **35. Medical facility/Concession and reimbursement: -**

(1) Provisions regarding reimbursement of amount incurred by the employees on treatment of themselves/their family members, medicines or any medical investigations/test as prescribed by the Authorised by Medical Attendant shall be such as prescribed in Rajasthan Civil Services (Medical Attendance) Rules, 1970.

(2) Nothing contained in this rule shall apply to the employees appointed to the service of the Council on or after 1.1.2004. However, they will be governed under the Notifications, orders and instructions issued by the Government from time to time and decision taken by the Council through a resolution passed by it.

**36. Pension: -**

- (1) Pension and gratuity to the employees appointed up to 31.12.2003 shall be admissible as per provisions of the Rajasthan Civil Services (Pension) Rules, 1996 as adopted by the Council for the purpose or any other rules promulgated by the government from time to time as are applicable to the government servants.
- (2) For this purpose the council shall create a fund in the P.D. Account.
- (3) Persons appointed on 01.01.2004 or onwards shall not be entitle for pension/gratuity. However, they will be governed under notification, orders and instructions issued by the Government from time to time regarding contributory pension scheme.

**37. Procedure for Departmental enquiries, Appeal, Conduct and Discipline : -**

Provisions of the Rajasthan Civil Services (Classification Control and Appeal) Rules, 1958 as emended from time to time shall be applicable to the employees of the Council.

Following shall be the Disciplinary Authorities prescribed for the purpose: -

S.No.	Service Category	Disciplinary Authority
1.	For the posts carrying scale No. 7 and above	President
2.	For the posts carrying scale No. 6 and below	Secretary to the Council

The President may delegate his powers to the Secretary in cases where action may be required to be taken under provisions of Rule 13 & 17 to the extent deemed necessary.

Following shall be the Appellate Authorities prescribed to carry out the obligations under this rule.

S.No.	Disciplinary Authority	Appellate Authority	Review and revision Authority
1.	President	Standing Committee	General Body
2.	Secretary	President	Standing Committee



## **PART – IX**

### **PAY AND OTHER ALLOWANCES**

**38. Pay during probation: -**

A probationer trainee appointed to the service by direct recruitment shall be paid monthly fixed remuneration during the period of probation at such rates as may be fixed by the council from time to time with the approval of the state Government.

**39.** (1) The Scale of monthly pay of person appointed to a post in the service shall be such as may be admissible the staff of similar categories in the Government Departments.

(2) Dearness Allowance, H.R.A., C.C.A. and Halting Allowance shall be admissible to the employees which shall such as be not less than those prescribed by the Government for the Staff of similar categories in the Government Departments.

(3) Bonus, encashment of leave including encase at the time of retirement/selection scale shall be admissible as per order and instructions issued by the Government from time to time.

**40. Regulation of pay, Leave, Allowances, Pension etc. : -**

Except as provided in these rules, the pay, allowances, pension, leave and other conditions of service of the members of the service shall be regulated in accordance with the provisions laid down in the Rules listed here under as adopted by the council : -

1. The Rajasthan Service Rules, 1951 as amended from time to time.
2. The Rajasthan Traveling Allowance Rules, 1971, as amended from time to time.
3. The Rajasthan Civil Services (Revised Pay Scale) Rules 1998.
4. The Rajasthan Civil Services (Pension) Rules, 1996, as amended from time to time.

5. The Rajasthan Civil Services (Classification, Control & Appeal) Rules, 1958, as amended from time to time.
6. The Rajasthan State Employees' General Provident Fund Rules, 1997, as amended from time to time.
7. The Rajasthan Civil Services (Conduct) Rules, 1971, as amended from time to time.
8. The Rajasthan Compassionate Appointment of Dependents of Deceased Government Servants Rules, 1996.
9. The Rajasthan Employment of the Persons with Disabilities Rules, 2000.
10. The Rajasthan Civil Services (Absorption of Ex-Service Men) Rules, 1988.
11. Any other rules prescribing general conditions of service made by the State for the time being in force.

## **PART – X**

### **MISCELLANEOUS**

**40. Removal of doubts: -**

If any doubt arises relation to the application and scope of these Rules, it shall be referred to the Government in the Administrative Department whose decision thereon shall be final.

**41. Power to relax rules: -**

In exceptional cases where the Council is satisfied that operation of the rules relating to age or regarding requirement of experience for recruitment causes undue hardship in any particular case it may relax any of the provisions of these rules with respect to age or experience of any person to such extent and subject to such conditions as it may consider necessary in a just and equitable manner with the approval of the Administrative Department.

**42. Delegation of Powers: -**

The council may confer any of its powers contained in these rules to the President or the Standing Committee, subject to limits and scope permitted by the Memorandum and Articles of Association of the Council. The powers so delegated to them shall be exercised subject to such conditions and limits as may be prescribed by Council.

**43. Repeal and savings: -**

All rules, orders and resolutions passed by the Council in relation to matters covered by these rules in force immediately before commencement of these Rules are hereby repealed.

Provided that any action taken under the rules, orders and resolutions so superseded shall be deemed to have been taken under the provisions of these rules.

**SCHEDULE**  
**PART – I**

S.No.	Name of Post Pay Scale and Scale No.	Method of Recruitment with percentage		Qualification and Experience for direct recruitment	Post from which promotion is to be made	Qualification and experience for promotion
		Direct	Promotion			
1	2	3	4	5	6	7
01.	Sports Officer 8000-275-13500 (13)	50%	50%	<p>1. Graduate of a University established by law in India.</p> <p>2. Participated as a player in Olympic/ World Cup/World Championship / Asian Games/ Asian Championship or any other Games declared equivalent thereto.</p> <p style="text-align: center;"><b>Or</b></p> <p>Diploma in coaching NIS (Regular)/ M.P.Ed of a University established by Law in India.</p>	Coach Grade – I	Five Years experience on the Post Mentioned in Col. No. 6.
02	Sports Manager <sup>1</sup> 15600-39100 GP-5400	100%		<p>1. BPed. or Diploma Regular in Coaching from NIS or National Medalist with Graduation</p> <p style="text-align: center;">-----</p> <p>Alongwith either of the following qualification</p> <p>1. MBA</p> <p>2. Master degree in Sports or Sports Science</p>		

1	2	3	4	5	6	7
03.	Coach Grade – I 6500-200-10500 (12)	50%	50%	1. Atleast Senior Secondary or equivalent qualification recognized by the Board of Education. 2. Diploma in coaching NIS (Regular) <b>Or</b> Participated as a player in Common Wealth Games/World University Games or any other Games declared equivalent thereto or higher.	Coach Grade – II	Five Years experience on the Post Mentioned in Col. No. 6.
04.	Coach Grade – II 5500-175-9000 (11)/Stadium Supervisor. 5500- 175-9000 (11)	50%	50%	1. Atleast Senior Secondary or equivalent qualification recognized by Board of Education. 2. Diploma in coaching NIS (Regular) <b>Or</b> Medalist of SAF Games/Asian Zonal Championship/Senior-Junior Asian Championship/Afro Asian Championship or any other Games declared equivalent thereto.	Coach Grade III	Five Years experience on the Post Mentioned in Col. No. 6.

05	Coach Grade – III <sup>2</sup> 9300-34800 GP-3200	100%	-	<p>Diploma in Coaching from NS NIS Patiala, SAI or From any other recognized Indian/Foreign University.</p> <p>Or</p> <p>Participation in Olympics/Asian Games/ World Championship with Certificate Course in Coaching.</p> <p>Or</p> <p>Senior National Medalist with Graduation.</p>		
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1. Inserted by GOR vide letter i- 1¼9½[ksy@2002 fnukad 09-11-2011
2. Amended by GOR vide letter i- 1¼9½[ksy@2002 fnukad 09-11-2011
3. Serial No. 3, 4 and 5 of table reserialed amended vide i- 1¼9½[ksy@2002 fnukad 09-11-2011

**Part – II**  
**(Subordinate & Ministerial Staff)**  
**(Group A)**

S.No.	Name of Post Pay Scale and Scale No.	Method of Recruitment with percentage		Qualification and Experience for direct recruitment	Post from which promotion is to be made	Qualification and experience for promotion	Remarks
		Direct	Promotion				
1	2	3	4	5	6	7	8
01.	Administrative Officer 6500-200-10500 (12)	-	100%	-	Office Superintendent	Five Years experience on the Post Mentioned in Col. No. 6.	In the event of non availability of eligible O.S. the Accountant having five year experience on the post may be considered for promotion on the post of Administrative Officer.
02.	Office Superintendent 5500-175-9000 (11)	-	100%	-	Office Assistant	Five Years experience on the Post Mentioned in Col. No. 6.	

03.	Office Assistant 5000-150-8000 (10)	-	100%	-	Upper Division Clerk	Five Years experience on the Post Mentioned in Col. No. 6.	
04.	Upper Division Clerk 4000-100-6000 (09)	-	100%	-	Lower Division Clerk/Cashier Storekeeper	Five Years experience on the Post Mentioned in Col. No. 6.	
05.	Lower Division Clerk 3050-75-4590 (06)	85%	15%	1. Secondary passed form a recognized board. 2. Typing speed in Hindi 25 w.p.m. or English 30 w.p.m.	Jamdar/Class – IV Chowkidar/Orderly/ Guard/Games Boy	1.Secondary passed from recognized board. 2. Five Years experience on the Post Mentioned in Col. No. 6.	- Amongst the eligible category other than Zamadar Post for promotion to the post of LDC who has longer service in the Council shall be considered for promotion irrespective of higher pay scale sanctioned for the lower category of posts.
06.	Electrician – cum- Plumber 3050-75- 4590 (06)	100%	-	Certificate in the Electrician trade form I.T.I. or any other recognized Institution with the competency certificate from Chief Electrical Inspectorate in Electrical Supervisory.	-	-	



1	2	3	4	5	6	7	8
07.	Pump Attendant 2650-4000 (03)	100%	-	1. 8 <sup>th</sup> Passed from a recognized school. 2. 3 years working experience in any Recognized institution.			
08.	Games Boy 2610-3540 (02)	100%	-	1. 8 <sup>th</sup> passed from a re cognized school. 2. Knowledge of sport Articles. 3. Knowledge of Maintenance of playgrounds.  <b>Note: -</b> Preference will be given to players having a certificate from a recognized body.	-	-	

**(Group – B)**

01.	Senior personal Assistant 6500-200-10500 (12)	-	100%	-	Personal Assistant	Five Years experience on the Post Mentioned in Col. No. 6.
02.	Personal Assistant 5500-175-9000 (10)	-	100%	-	Stenographer	Five Years experience on the Post Mentioned in Col. No. 6.
03.	Stenographer 5000-150-8000 (10)	100%	-	1. Sr. Secondary passed from a recognized Board. 2. Speed in Shorthand in Hindi 80 word per Minute / English 100 word per Minute.	-	-

## Accounts Staff (Group – C)

S.No.	Name of Post Pay Scale and Scale No.	Method of Recruitment with percentage		Qualification and Experience for direct recruitment	Post from which promotion is to be made	Qualification and experience for promotion	Remarks
		Direct	Promotion				
1	2	3	4	5	6	7	8
01.	Accountant 5500-175-9000 (11)	50% by Deputation from DTA	50% by promotion	-	Junior Accountant	Five Years experience on the Post Mentioned in Col. No. 6.	- If no eligible candidate (Jr. Acctt.) is available for promotion then all the employees of the council who have rendered at least 12 years service in the council who fulfill the academic qualification shall be eligible for promotion by the competitive examination to be held by the Council as per syllabus prescribed by them. If Suitable person (s) are not made available by even competitive examination then the post (s) of promotion quota shall be filled in by deputation from D.T.A.
02.	Junior Accountant 5000-150-8000 (10)	50% by D.T.A.	50% through by departmental exam.	-	Upper Division Clerk/Lower Division Clerk	1. Graduate of University Established by law in India. 2. Five years experience on the post mentioned in Col. No. 6	If suitable people (s) are not made available by competitive examination then the post (s) earmarked for the examination. Departmental shall be filled in by deputation from D.T.A.

**Other Staff  
(Group – D)**

S.No.	Name of Post Pay Scale and Scale No.	Method of Recruitment with percentage		Qualification and Experience for direct recruitment	Post from which promotion is to be made	Qualification and experience for promotion
		Direct	Promotion			
1	2	3	4	5	6	7
01.	Library Assistant 4000-100-6000 (09)	100%	-	Graduate in Library Science from a University established by law in India.  <b>Or</b>  10 + 2 with diploma in Library Science from a recognized Institution.	Class IV Servants	Five years experience on the post mentioned in Col. No. 6
02.	Driver 3050-75-3550-80-4590	90%	10%	1. As per rules prescribed by the State Govt.	Class Servants	Five years experience on the post mentioned in Col. No. 6

## Class IV Staff (Group – E)

S.No.	Name of Post Pay Scale and Scale No.	Method of Recruitment with percentage		Qualification and Experience for direct recruitment	Post from which promotion is to be made	Qualification and experience for promotion
		Direct	Promotion			
1	2	3	4	5	6	7
1.	Jamadar 2610-3540 (02)	-	100%	-	Class IV/Sweeper / Chowkidar/ Orderly	Five years experience on the post mentioned in Col. No. 6
2.	Class IV/Sweeper / Chowkidar/ Orderly 2550-3200 (01)	100%	-	1. 5 <sup>th</sup> Passed from recognized school.	-	-

**Part – III  
(Hostel Staff)**

S.No.	Name of Post Pay Scale and Scale No.	Method of Recruitment with percentage		Qualification and Experience for direct recruitment	Post from which promotion is to be made	Qualification and experience for promotion	Remarks
		Direct	Promotion				
1	2	3	4	5	6	7	8
01.	Hostel Manager 6500-200-10500 (12)	50%	50%	<ol style="list-style-type: none"> <li>1. Graduate of University established by law in India. Relaxable in case of persons with Diploma in Hotel Management and Catering awarded by Govt. of India.</li> <li>2. 3 Years experience in Hotel or Circuit House or tourist bungalow / Catering establishment of repute</li> </ol>	Hostel Supervisor	5 Year experience on the post mentioned in Col. No. 6.	If no eligible person is available for promotion than post will be filled in Direct Recruitment.

1	2	3	4	5	6	7	8
02.	Hostel Supervisor 5500-175-9000 (11)	100%	-	<p>Graduate from a University established by Law in India, with 2 year practical experience in a Hostel / Circuit House / Tourist Bungalows / Catering establishment of repute.</p> <p style="text-align: center;"><b>Or</b></p> <p>Passed Higher Secondary Examination from any recognized Board or equivalent qualification recognized by the government and Diploma in Hotel Management and Catering Awarded by the Government of India or University Or any other organization recognized by the Government.</p>	-	-	
03.	Cook 3050-75-4590 (06)	50%	50%	Should be 8 <sup>th</sup> passed from a recognized School having experience of working as a cook in recognized hostel/ Restaurant or similar establishment for at least 5 years.	Kitchen Boy	5 Year experience on the post mentioned in Col. No. 6.	

1	2	3	4	5	6	7	8
04.	Kitchen Boy 2610-3540 (02)	100%	-	1. Should be 8 <sup>th</sup> passed from the recognized school having experience of working in recognized hostel or the Council or any autonomous body's hostel / R.T.D.C. Hostel or similar establishments for at least 1 year.	-	-	
05.	Guard / Security Guard 2650-4000 (03)	100%	-	1. Passed 8 <sup>th</sup> Class from the recognized School.  <b>Note:</b> - Preference shall be given to ex-serviceman.	-	-	



## SCHEDULE (Deputation Post from GOR)

S.No.	Name of Post Pay Scale and Scale No.	Method of Recruitment with percentage		Qualification and Experience for direct recruitment	Post from which promotion is to be made	Qualification and experience for promotion	Remarks
		Direct	Promotion				
1	2	3	4	5	6	7	8
01.	Accounts Officer (8000-275-13500) (13)	100%	-	-	-	-	On Deputation from Finance Department
02.	Assistant Engineer (8000-275-13500) (13)	100%	-	-	-	-	On Deputation from P.W.D.
03.	Public Relation Officer (16500-200-10500) (12)	100%	-	-	-	-	On Deputation from D.P.R.
04.	Computer Programmer (6500-200-10500) (12)	100%	-	-	-	-	On Deputation from DOIT

