



**THE RAJASTHAN CO-OPERATIVE SERVICE
RULES, 1954**

APPOINTMENTS DEPARTMENT

NOTIFICATION

Jaipur, December 29, 1954

No. F. 21 (7) Appts. (C)/54. - In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, His Highness the Rajpramukh of Rajasthan makes the following rules, regulating recruitment to posts in and conditions of service of persons appointed to the Rajasthan Cooperative Service.

THE RAJASTHAN COOPERATIVE SERVICE RULES, 1954

PART-I General

1. Short title and commencement. - These Rules may be called the Rajasthan Cooperative Service Rules, 1954, and shall come into force at once.

2. Supersession of existing rules and orders :- All existing rules and orders in relation to matter covered by these Rules are hereby superseded, but any action taken by or in pursuance of such existing rules and orders shall be deemed to have been taken under these Rules.

3. Status of the Service :- The Rajasthan Cooperative Service is a State Service.

4. Definitions :- In these Rules unless there is anything repugnant in the subject or context :-

(a) "Commission" means the Rajasthan Public Service Commission;

(b) "Direct recruitment" means recruitment otherwise than by promotion as prescribed in rule 7;

+ (c) "Government" and "State" means respectively, the Government of Rajasthan and the State of Rajasthan;

(d) "Member of the Service" means a person appointed substantively to a post in the Service under the provisions of these rules or the rules or orders superseded by rule 2;

(e) "Registrar" means the Registrar, Cooperative Societies, Rajasthan; and

(f) "Service" means the Rajasthan Co-operative Service;

+ Substituted for rule 4(c) "Government" and 'State' mean respectively, the Government and the State of Rajasthan.

vide Notification No. F. 7(10) DOP (A-II)/74, dt. 10-2-75.

**** (g) "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 the completion of the probationary period;**

Note :- Due selection by any method of recruitment prescribed under these Rules will include recruitment either on initial Constitution of Service or in accordance with the provisions of any Rules promulgated under proviso to Article 309 of the Constitution of India, except an urgent temporary appointment.

f(h) "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 Rules promulgated under proviso to Article 309 of the Constitution of India.

Note :- Absence during Service e.g. training, leave and deputation etc. which are treated as "duty" under the Rajasthan Service Rules, 1951 shall also be counted as service for computing experience or service required for promotion."

+ (i) "Year" means financial year."

****** Inserted vide Notification No. F. 7(3) DOP (A-II)/73 dt. 5-7-74.

f Clause (h) of rule 4 substituted for :

ff (h) "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 person holding such posts in substantive capacity shall include the period for which the person has continuously worked on such post after regular recruitment in accordance with the Rules promulgated under proviso to Article 309 and shall also include the experience gained by officiating, temporary or ad hoc appointment, if such appointment is in the regular line of promotion and was not of stop-gap fortuitous nature or invalid under any law and does not involve supersession of any senior official, except when such supersession of prescribed academic and other qualifications, unfitness or non selection by merit or the default of the senior official concerned, * or when such ad hoc or urgent temporary appointment was in accordance with seniority-cum-merit.

Note :- Absences during service e.g., training and deputation which are treated as "duty" under the R.S.R., shall also be counted as service for computing minimum experience or service required for promotion.

vide Notification No. F. 6(2) DOP/A-II/71 dated 29-8-82.

ff Inserted vide Notification No. F. 6(2) Appts. (A-II) 71-I dt. 9-10-75 effective from 27-3-73.

***** Inserted vide Notification No. F. 6(2) Appts. (A-II) 71, dt. 13-7-76 w.e.f. 1-10-75.

+ Clause (i) of rule 4 added vide Notification No. F. 7(2) DOP/A-II/81 dated 21-12-1981 w.e.f. 1-4-81.

@ 5. Interpretation.- Unless the context otherwise requires, the Rajasthan General Clauses Act, 1955 (Act VIII of 1955), shall apply for the interpretation of these Rules as it applies for the interpretation of a Rajasthan Act.

PART II - Cadre

% 6. Composition and Strength of the Service :-

f(a) The nature of posts included in the Service shall be as specified below :-

- (i) Additional Registrar,
- (ii) Joint Registrar
- (iii) Deputy Registrar
- (iv) Assistant Registrar (including one Extension Officer, one PA to Registrar and one Education Officer)"

(b) The strength of posts in each grade shall be such as may be determined by Government from time to time provided that Government may :-

- (i) create any post, permanent or temporary, from time to time as may be found necessary; and
- (ii) leave unfilled or hold in abeyance or abolish any post, permanent or temporary, from time to time without there by entitling any person to any compensation.

@ Substituted for "Unless the context otherwise requires, the General Clauses Act, 1897 (Central Act No. X of 1897) shall apply for the interpretation of these Rules as applies for the interpretation of a Central Act". vide Notification No. F. 21(7) Appts. (c)/54, dated 1st February, 1958.

% Substituted for Rule 6 :

6. Strength of the Service.- The strength of the Service is as specified below :

Designation	Number	
Dy. Registrars	4	2 Permanent
Asstt. Registrars (including one Extension Officer, One P.A. to Registrar and Education Officer)	22	2 Temporary : - 10 Permanent - 12 Temporary.

Provided that Government may leave unfilled, hold in abeyance or abolish any vacant post without thereby entitling any person to compensation or may create additional permanent or temporary posts in the Service, from time to time, as may be found necessary." vide Appts. (A-II) Deptt. Notification No. F. 21(7) Appts. (c)/54, dated 2nd July, 1962.

f Clause (a) of rule 6 substituted for : "(a) The nature of post included in the Service shall be as specified below :

- Joint Registrar
- Deputy Registrars
- Assistant Registrars (including one Extension Officer, one P.A. to Registrar and one Education Officer)."

vide Notification No. F. 1(17) DOP/A-II/84 dated 5-11-1984.

PART III-Recruitment

7. Sources of recruitment.- Recruitment to the Service, after the commencement of these Rules, shall be made to the post of Assistant Registrars by promotion from the Rajasthan Subordinate Cooperative Service (Class I) and by selection through the agency of the Commission in proportion of 50:50 :

£ Provided that vacancies shall be reserved for candidates who are non-gazetted employees in accordance with sub-rule (2) of rule 4 of the Rajasthan State and Subordinate Services (Direct Recruitment by Combined Competitive Examinations) Rules, 1962.

@@7A.- Notwithstanding anything contained in the recruitment, appointment, promotion, seniority and confirmation etc. of a person who joins the Army/Air Force/Navy during an Emergency shall be regulated by such orders and instructions as may be issued by 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.

The above amendment shall be deemed to have come into force with effect from 29-10-1963.

***8. Reservation of vacancies for the Scheduled Castes and the Scheduled Tribes.** - (1) Reservation of vacancies for the Scheduled Castes and 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.

(2) The vacancies so reserved for promotion shall be filled in by + "Seniority-cum-merit and merit."

£ Inserted vide Notification No. F. 5(6) DOP (A-II)/73, dated 29-12-1973.

@@ Inserted vide Notification No. F. 21(12) Appts. (c)/55 Pt. II, dated 29-8-1973.

* Substituted for Rule 8:

"8. Reservation of vacancies for Scheduled Castes and Scheduled Tribes :- Reservation of vacancies for Scheduled Castes and Scheduled Tribes shall be in accordance with the orders of Government for such reservation in force at the time of recruitment.

Note 1. A copy of such orders in force at the commencement of these Rules is given in the Schedule to these Rules.

Note 2. Reservation shall be calculated on the basis of total vacancies. Adjustment of fractions shall be made over a period of five years. Promotion shall be irrespective of caste considerations, vide Notification No. F. 7(4) DOP/(A-II)/73 dated 3-10-1973.

+ Substituted for the expression # "Merit alone". vide Notification No. F. 7(4) DOP/A-II/73 dated 29-1-1981.

Substituted for the words, "Merit-cum-Seniority" vide Notification No. F. 7(6) DOP (A-II)/75/III dated 31-10-1975.

(3) In filling the vacancies so reserved the eligible candidates who are members of the Scheduled Castes and the Scheduled Tribes shall be considered for appointment in the order in which their names appeared in the list prepared for direct recruitment by the Commission, for posts falling in its purview, and by the Appointing Authority in other cases, and the Departmental Promotion Committee or the Appointing Authority, as the case may be in the case of promotees, irrespective of their relative rank as compared with other candidates.

% (4) Appointments shall be made strictly in accordance with the rosters prescribed separately for direct recruitment and promotion. In the event non-availability of the eligible and suitable candidates amongst Scheduled Castes and Scheduled Tribes, as the case may be, in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure, and an equivalent number of additional vacancies which remain so unfilled shall be carried forward to the subsequent three recruitment years in total, and thereafter such reservation would lapse :

Provided that there shall be no carry forward of the vacancies in posts or class/category/group of posts in any cadre of Service to which promotions are made on the basis of merit [@] alone, under these Rules.

§ "8A. Reservation of vacancies for Other Backward Classes :- Reservation of vacancies for Other Backward Classes shall be in accordance with the orders of the Govt. for such reservation in force at the time of direct recruitment. In the event of non-availability of eligible and suitable candidates amongst Other Backward Classes in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure."

£ 9. "Determination of vacancies : (1) (a) subject to the provisions of these Rules, the Appointing Authority shall determine on 1st April every year, the actual number of vacancies occurring during the financial year.

% Substituted for sub-rule (4) :

(4) "In the event of non-availability of a sufficient number of eligible and suitable candidates amongst the Scheduled Castes and the Scheduled Tribes in a particular year, vacancies shall not be carried forward and shall be filled in accordance with the normal procedure."

vide Notification No. F. 7(10) DOP (A-II)/74, dated 10-2-75.

@ Deleted the words "both merit and seniority-cum-merit and not by seniority cum" vide Notification No. F. 7(6) DOP(A-II)/75/III dated 31-10-1975, effective from the date of publication in the Rajasthan Gazette.

§ Added vide Notification No. F.7(2) DOP/A-II/93 dated 24-5-1994 w.e.f. 28-9-1993.

£ Rule 9 substituted for :

9. "Determination of Vacancies :- (1) (a) Subject to the provisions of these Rules, the Appointing Authority shall determine every year the number of existing vacancies and those anticipated during the following twelve months and the number of persons likely to be appointed to the Service by each method. The next determination of vacancies shall be done just before the expiry of twelve months of the last determination of vacancies.

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+ **10. Nationality.**- A candidate for appointment to the Service must be :-

- (a) a citizen of India, or
- (b) a Subject of Nepal, or
- (c) a Subject of Bhutan, or
- (d) a Tibetan refugee who came over to India before the 1st January, 1962 with the intention of permanently settling in India, or
- (e) a person of Indian origin who has migrated from Pakistan, Burma, Shri Lanka, and East African Countries of Kenya, Uganda and the United Republic of Tanzania (formerly Tanganyika and Zanzibar) *"Zambia, Malawi, Zaire 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.

A candidate in whose case a certificate of eligibility is necessary may be admitted to an examination or interview conducted by the Commission or other recruiting authority and he may also provisionally be appointed subject to the necessary certificate being given to him by the Government.

****10 -A. @ "Conditions of eligibility of persons migrated from other countries to India."** Notwithstanding anything contained in these

+ Substituted for rule "10. Nationality :- A candidate for appointment to the Service must be :

- (a) a citizen of India, or
- (b) a subject of Sikkim, or
- (c) a subject of Nepal, or
- (d) a subject of Bhutan, or
- (e) a Tibetan refugee who came over to India before the 1st January, 1962 with the intention of permanently settling in India, or
- (f) a person of Indian origin who has migrated from Pakistan, Burma, Ceylon and East African Countries of Kenya, Uganda and the United Republic of Tanzania (formerly Tanganyika and Zanzibar) with the intention of permanently settling in India:

Provided that a candidate belonging to categories (c), (d), (e) and (f) shall be a person in whose favour a certificate of eligibility has been given by the Government of India and if he belongs to category (f) the certificate of eligibility will be issued for a period of one year, after which such a candidate will be retained in Service subject to his having acquired Indian Citizenship.

A candidate in whose case a certificate of eligibility is necessary may be admitted to an Examination or interview conducted by the Commission or other recruiting authority as the case may be, and he may also provisionally be appointed subject to the necessary certificate being given to him by the Government." vide Notification No. F. 7(4) DOP (A-II)/76 dated 7-9-1976.

* Inserted vide Notification No. F. 7(4) DOP (A-II)/76 dated 4-6-1977.

** Added vide Notification No. F. 7(5) DOP/A-II/76, dated 20-6-77.

@ Heading of rule 10 A. added vide Notification No. F. 2(4) DOP/A- II/79 dated 22-11-1984.

Rules provision 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 State Government from time to time and the same shall be regulated *mutatis mutandis* according to the instructions issued on the subject by the Government of India.

@ 11. Age- A candidate for direct recruitment to the Service must have attained the age of 24 years and must not have attained the age of 35 years on the date of application:

Provided that :-

(i) the upper age-limit shall be 40 years in case of candidates belonging to Scheduled Castes or Scheduled Tribes.

(ii) the upper age limit for the reservists, namely the defence service personnel transferred to the reserve, shall be 50 years.

(iii) in the case of women candidates the upper age limit shall be raised by five years.

(iv) the upper age limit shall be 35 years for the following:

(a) persons who have been employees of the Co-operative Department for a continuous period of at least 3 years.

(b) persons who are certified by an officer not below the rank of Asstt. Registrar to have been wholtime employee of Co-operative Institutions for a continuous period of at least 3 years.

@ Substituted for Rule 11.- A candidate for direct recruitment to the Service must have attained the age of 24 years and must not have attained the age of 35 years on the date of application :

Provided that :

(i) the upper age limit for Jagirdars including Jagirdars' sons who did not have any sub-Jagir for their subsistence shall be forty years. This relaxation will remain in force for a period ending 1st January, 1964.

(ii) the maximum age limit shall be 40 years in the case of candidates belonging to Scheduled Castes or Tribes.

(iii) the upper age limit for the reservists, namely the Defence Service personnel transferred to the reserve, shall be 50 years.

Note :- In the case of women candidates the upper age limit shall be raised by five years.

(iv) that the upper age limit for the political sufferers shall be 40 years till the 31st Dec. 1964.

Explanation :- the expression "Political sufferer" for the purposes of this rule shall have the meaning assigned to it under clause (111) of rule 2 of the Rajasthan Political Sufferers Aid Rules, 1959, published in part IV (c) of Rajasthan Gazette dated 18th June, 1959.

(v) that the upper age limit mentioned above shall be relaxable by a period equal to the service rendered in the N.C.C. 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." vide Notification No. F. 18(185) Coop/72, dated 18-6-1973.

%(v) Notwithstanding anything contained contrary in these Rules in the case of persons serving in connection with the affairs of the State in substantive capacity, the upper age limit shall be 40 years for direct recruitment to posts filled in by competitive examinations or in case of posts filled in through the Commission by interview. This relaxation shall not apply to urgent temporary appointments.

f(vi) that the upper age-limit mentioned above shall not apply in the case of an ex-prisoner who had served under the Government on a substantive basis on any post before his conviction and was eligible for appointment under the Rules.

f(vii) that in the case 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 provided he was not overage before his conviction and was eligible for appointment under the Rules.

x(viii) that the Released Emergency Commissioned Officers and Short Service Commissioned Officers after release from the Army shall be deemed to be within the age-limit even though they have crossed the age-limit when they appear before the Commission had they been eligible as such at the time of their joining the Commission in the Army.

+ (ix) "that there shall be no age limit in the case of widows and divorcee women.

Explanation:-That in the case of widow, she will have to furnish a certificate of death of her husband from the Competent Authority and in case of divorcee she will have to furnish the proof of divorcee'.

%%12. **Academic and technical qualifications.-**A candidate for direct recruitment to the Service must possess:-

% Inserted vide Notification No. F. 7(8) DOP (A-II)/74, dated 31-12-74 (w.e.f. 28-10-74.)

£ Inserted vide Notification No. F. 5(6) DOP (A-II)/74, dated 18-4-75 w.e.f. 28-8-61.

x Inserted vide Notification No. F. 7(2) DOP (A-II)/75, dated 20-9-75.

+ Proviso (ix) added vide Notification No. F. 7(2) DOP/A-II/84 dated 18-12-1987.

%% Substituted for "12. **Academic and technical qualifications** : A candidate for direct recruitment to the Service must possess :-

(1) A Bachelor's degree of University established by Law in India with Economics, Commerce or Agriculture as one of the subjects or a degree of a foreign University recognised as equivalent thereof by the Commission or a diploma in Co-operative;

(2) at least two years administration experience. Provided that the candidates belonging to Scheduled Castes or Scheduled Tribes need not possess this experience,

(3) A working knowledge of Hindi written in Devnagri script and of Rajasthani dialects.

Note :- Government have decided to recognise the Dipolma in Rural Service awarded by the National Council of Rural Higher Education as equivalent to the first degree of a recognised University for purposes of appointment to Services and posts under the Government for a period of five years only in the first instance. with effect from 2nd June, 1959.

vide Notification No. F 18(185) Coop/72, dated 18.6.1973.

(1) a Bachelor's degree of a University recognised by Law in India or a degree of a foreign University recognised as equivalent thereof by the Commission or a recognised Diploma in Cooperation.

+ (2) "Working knowledge of Hindi written in Devnagri script and knowledge of Rajasthani Culture."

13. Character.-The character of a candidate for direct recruitment to the Service must be such as to qualify him for employment in the Service. He must, unless he is already serving in a substantive capacity in connection with the affairs the State, produce a certificate of good character from the Principal Academic Officer of the University or College, in which he 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 College or University and not related to him.

Note 1.-A conviction by a court of law need not of itself involve the refusal of a certificate of good character. The circumstances of the conviction should be taken into account and if they involve no moral turpitude or association with crimes of violence or with a movement which has as its object the overthrow by violent means of Government as by law established, the mere conviction need not be regarded as a disqualification.

@ **Note 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 grounds 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. Those convicted of offences involving moral turpitude shall be required to produce a certificate from the Superintendent, After-Care-Home endorsed by the Inspector General of Prisons to the effect that they are suitable for employment as they have proved to be completely reformed by their disciplined life while in prisons and by their subsequent good conduct in an After-Care-Home.

+ Sub-rule (2) of Rule 12 substituted for :

(2) a working knowledge of Hindi written in Devnagri script and of Rajasthani dialects. vide Notification No. F. 5(1) DOP/A-II/77 pt-I dated 30-1-1984.

@ Inserted vide Notification No. 1(4) Appts./A-II/60, dated 28-6-1961.

***14. Physical Fitness.**-A candidate for direct recruitment to the Service, must be in good mental or bodily health and free from any mental or physical defect likely to interfere with the efficient performance of his duties as a member of Service and if selected must produce a certificate to that effect from a Medical Authority notified by the Government for the purpose. The Appointing Authority may dispense with production of such certificate in the case of candidate promoted in the regular line of promotion, or who is already serving in connection with the affairs of the State if he has already been medically examined for the previous appointment and the essential standards of medical examination of the two posts held by him are to be comparable for efficient performance of duties of the new post and his age has not reduced his efficiency for the purpose.

%14 A.-Employment of irregular or improper means.-A candidate who is or has been declared by the Commission/Appointing Authority guilty of impersonation or of submitting fabricated documents, which have been tampered with or of making statements, which are incorrect or false or of suppressing material information or using or attempting to use unfair means in the examination or interview or otherwise resorting to any other irregular or improper means for obtaining admission to the examination or appearance at any interview, shall, in addition to rendering himself liable to criminal prosecution, be debarred either permanently or for a specified period.-

(a) by the Commission/Appointing Authority from admission to any examination or appearance at any interview held by the Commission/Appointing Authority for selection of candidates; and

(b) by the Government from employment under the Government.

15. Qualifying service for promotion to the Service.-No person shall be recruited to the Service by promotion unless he has been serving in the Rajasthan Subordinate Co-operative Service (Class I) for at least five years on the 1st day of January of the year in which the selection is made.

Explanation.-Service on a corresponding post in the Cooperative Department of a Covenanting State of Rajasthan shall count as service in the Rajasthan Subordinate Cooperative Service (Class I).

* Substituted for rule 14.

14. "Physical Fitness :-" A candidate for recruitment to the Service must be in good mental and bodily health and free from any physical defects likely to interfere with the efficient performance of his duties as a member of the Service; and if selected, must produce a certificate to that effect from a medical authority prescribed by Government for the purpose." vide Notification F. 7(2) DOP(A)/II/74, dated 5-7-74.

% Added vide Notification No. F. 1(33) Appts. (A-II)/63, dated 26-8-1965.

16. 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 candidature by other means may disqualify him for recruitment.

PART IV-

Procedure For Direct Recruitment

17. Inviting of applications.- Applications for recruitment to the Service shall be invited by the Commission by advertising the vacancies to be so filled in the Rajasthan Gazette or in such other manner as they may deem fit:

*Provided that while selecting candidates for the vacancies so advertised, the Commission may, (i) if intimation of additional requirement is sent to the Commission before the selection and (ii) if suitable persons are available, keep on their reserve list more candidates whose number shall not exceed 50% of the advertised vacancies.

@ The names of such candidates may, on requisition, be recommended in the order of merit to the Appointing Authority within six months from the date on which the original list is forwarded to the Appointing Authority.

£ **18. Form of Application.**-The application shall be made in the form prescribed by the Commission and obtainable from the Secretary to the Commission on payment of such fee as the Commission may from time to time, prescribe.

% **19. Application fee.**-A candidate for direct recruitment to a post in the Service must pay to the Commission such fees as are fixed by them.

* Inserted vide Notification No. F. 3(12) Appts. (D)/59, dated 22-6-1960.

@ Substituted for

"The names of such candidates may be recommended on requisition to the Appointing Authorities within six months from the date of interviews." vide Notification No/ F. 1(27) Appts. (A-II)/69, dated 13-12-1973.

£ Substituted for rule 18-

"**18. Form of application** :- The applications shall be made in the form prescribed by the Commission and obtainable from the Secretary to the Commission on payment of such fee as the Commission may, from time to time, prescribe. vide Notification No. F. 7(2) DOP(A-I)/73, dated 5-11-1973.

% Substituted for "**19. Application fee.**- A candidate for direct recruitment to the Service must pay to the Commission in such manner as may be prescribed by the Commission, an application fee of Rs. 5/- or Rs. 8/- if he is a member of a Scheduled Caste or Scheduled Tribe." vide Notification No. F. 1(2) Appts. (D)/60, dated 21-6-1962.

ANNEXURE

	For Competitive Examinations	For interviews
1. State Services	Rs. 50.00	Rs. 20.00
2. Subordinate Services carrying pay scales not lower than Rs. 110-225	Rs. 30.00	Rs. 10.00
3. Ministerial Services carrying pay scales lower than Rs. 110-225	Rs. 20.00	Rs. 5.00

In the case of candidates belonging to Scheduled Castes/Scheduled Tribes, the fee shall be one-fourth in all cases.

Form of application shall be obtainable from the Commission free of charge.

20. Scrutiny of applications.-The Commission shall scrutinize the applications received by them and require as many candidates qualified for appointment under these Rules as seem to them desirable to appear before them for interview.

21. Recommendations of the Commission.-The Commission shall prepare a list of the candidates whom they consider suitable for appointment to the Service arranged in order of preference and forward the same to Government:

@ Provided that the Commission, may to the extent of 50% of the advertised vacancies keep names of suitable candidates on the reserve list. The names of such candidates may, on requisition, be recommended in the order of merit to the Government within six months from the date on which the original list is forwarded by the Commission to the Government.

+ **21-A. Disqualification for appointment.**- (1) No male candidate who has more than one wife living shall be eligible for appointment to the Service unless Government after being satisfied that there are special grounds for doing so, exempt any candidate from the operation of this rule.

(2) No female candidate who is married to a person having already a wife living shall be eligible for appointment to the Service unless Government after being satisfied that there are special grounds for doing so, exempt any female candidate from the operation of this Rule.

@@ Added vide Notification No. F. 1(27) Appts. (A-II)/69, dated 25-10-71.

+ Inserted vide Notification No. F. 7(3) DOP(A-II)/76, dated 21-5-1976.

@@ (3) Deleted.

* (4) No married candidate shall be eligible for appointment to the Service if he/she had at the time of his/her 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.)

22. Selection by Government.-Subject to the provisions of rule 8 # and 8A" Government shall select the candidates who stand highest in order of merit in the list prepared by the Commission under rule 21; provided that it is satisfied after such enquiry as may be considered necessary that such candidates are suitable in all respects for appointment to the Service.

PART V-

Procedure For Recruitment By Promotion.

23. Criteria for promotion.-(1) Purposes of recruitment to the Service by promotion, a selection strictly on @ (seniority-cum-merit) shall be made from among all the persons, eligible for such promotion under the provisions of these Rules + (on the first day of the Month of April of the year of selection).

% (2) Deleted.

\$Explanation.-In case direct recruitment to post has been made earlier than regular selection by promotion in a particular year, such of

@@ Deleted Sub-rule (3) "No candidate male or female who has more than three children shall be eligible for appointment to the Service unless one of the spouses has undergone sterilization or in the case of female candidate, she is above 45 years of age:

Provided that any married candidate, male or female, who had no child for the last 10 years shall be exempted from the operation of this sub-rule.

Explanation :- (i) For the purpose of this sub-rule a child shall include an adopted child or step-child; and

(ii) For claiming exemption under the proviso to this sub-rule, the candidate shall have to produce a certificate either from a Registered Medical Practitioner or swear an affidavit to the effect that the age of his or her youngest child is not less than 10 years." vide Notification No. F. 7(3) DOP (A-II)/76, dated 15-2-77.

* Inserted vide Notification No. F. 15(9) DOP (A-II)/74 dated 5.1.77.

Inserted vide Notification No. F.7(2) DOP/A-II/93 dated 24-5-1994 w.e.f. 28-9-1993.

@ Inserted vide Notification No. F. 1(6) Appts./D/60, dated 31-8-1960.

+ Inserted vide Notification No. F. 1(4) DOP (A-II)/73, dated 13-6-1974.

% Deleted "(2) In selecting the candidates for promotion regard shall be had to their

(a) Technical qualifications and knowledge;

(b) Tact, energy and intelligence;

(c) Integrity; and

(d) Previous record of Service."

vide Notification No. F. 1(6) Appts. (D)/60, dated 13/14-12-1965.

\$ Added vide Notification No. F. 7(1) DOP (A-II)/75 dated 20-9-1975. Effective from the date of publication in the Rajasthan Gazette.

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.

@23A. No officer shall be considered for promotion unless he is substantively appointed and confirmed on the next lower post. If no officer substantive in next lower post is eligible for promotion, officers who have been appointed on such post on officiating basis after selection in accordance with one of the methods of recruitment or under any Service Rules promulgated under proviso to Article 309 of the Constitution of India, may be considered for promotion on officiating basis only in the order of seniority in which they would have been, had they been substantive on the said lower post.

24. Procedure for selection.-(1) As soon as it decided that a certain number of vacancies in the Service will be filled by promotion, the Registrar shall prepare a list of all the members of the Rajasthan Subordinate Cooperative Service (Class II) who are eligible for promotion to the Service under the provisions of these Rules and shall forward it together with the confidential rolls and personal files of the persons included in the list to the Secretary to Government in the Cooperative Department.

+ (2) A Committee consisting of the Chairman of the Commission or a member nominated by him as Chairman, the Secretary to Government in the Cooperative Department, @ or the Special Secretary concerned nominated by him, the Special Secretary in the Department of Personnel or his representative not below the rank of Dy. Secretary and the Registrar, Cooperative Societies, Rajasthan as Member-Secretary to the Committee shall consider the cases of all the persons included in the list, interviewing such of them as they may deem necessary and shall select a number of candidates twice the number of vacancies likely to be filled by promotion. The names of the candidates so selected shall be arranged in a list in order of preference:

@ Added vide Notification No. F. 7(1) DOP (A-II)/74, dated 5-7-74.

+ Substituted for :

"A Committee consisting of the Chairman of the Commission or a member nominated by him, as Chairman, the Secretary to Government in the Cooperative Department, the Special Secretary to Government in Appointments Department and the Registrar (with the Dy. Secretary to Government in the Cooperative Department as non-Member Secretary to the Committee) shall consider the cases of all the persons included in the list, interviewing such of them as they may deem necessary and shall select a number of candidates twice the number of vacancies likely to be filled by promotion. The names of the candidates so selected shall be arranged in a list in order of preference." vide Notification No. F. 21(7) Appts. (c)/54 Pt. I, dated 8-1-1964.

@ Inserted vide Notification No. F. 7(9) Appts. (A-II)/74, dated 18-10-74.

*Provided that if the post of the Registrar, Cooperative Societies is held by the Secretary to the Government, Cooperative Department, the Committee shall consist of-

- (i) Chairman, Rajasthan Public Service Commission or a member nominated by him. Chairman
- (ii) Secretary to the Government Cooperative Department and Ex-officio Registrar, Cooperative Societies. Member-Secretary.
- (iii) Special Secretary to the Government Appointments Department or his nominee not below the rank of Dy. Secretary. Member

% "Provided that in case any Member, or Member-Secretary, as the case may be, constituting the Committee has not been appointed to the post concerned, the officer holding charge of the post for the time being shall be the Member or Member-Secretary, as the case may be, of the Committee."

(3) The list prepared by the Committee shall be forwarded by Government to the Commission together with the confidential rolls and personal files of the candidates included in the list and the Commission shall be requested to advise of their suitability for promotion. The Commission shall consider the cases of the persons included in the list in the same order in which they have been placed and shall, subject to their suitability approve as many of them as the number of vacancies likely to be filled by promotion.

(4) The Commission shall arrange the names of the candidates approved by them in a list in the same order in which they were placed in the list forwarded to them and shall forward it to Government, who shall make appointments in the same order.

@ 5(a) The Committee shall also prepare a separate list containing names of persons who may be considered suitable to fill vacancies which are likely to occur till the next meeting of the Committee on a temporary or officiating basis and the list so prepared shall be reviewed and revised every year and shall remain in force until it is so reviewed or revised.

(b) The names of the candidates selected as suitable shall be arranged in the order of seniority.

(c) The procedure prescribed in the preceding rules for selection to the post shall, so far as may be, be followed in preparing the above mentioned lists.

* Added vide Notification No.F. 18(83) Coop/73, dated 2-8-76 w.e.f. 21-2-1976."

% Added vide Notification No. F. 7(5) DOP/A-II/78 dated 21-12-78 w.e.f. 7-3-78.

@ Added vide Notification No. F. 18(83) Coop./73, dated 2-1-1974 effective from 1-12-1973.

PART V-A

Procedure For Special Selection

% 24.A- Screening by Selection Committee.-(1) Notwithstanding anything contained in these Rules, or the Rajasthan State and Subordinate Service (Direct Recruitment by Combined Competitive Examination) Rules, 1962, persons, excepting those already appointed as Asstt. Registrars following the procedure laid down in rule 24 of these Rules, holding a post in the Service continuously for a period of one year as on the 31st July, 1962, and having on that date the qualifications prescribed either for direct recruitment or promotion, shall be screened by a Selection Committee consisting of-

(i) Chairman, Rajasthan Public Service Commission or a member nominated by him as Chairman.

(ii) Secretary to Government, Cooperative Department:

@ Provided that if the post of Registrar, Cooperative Societies is held by the Secretary to the Government, Cooperative Department the Selection Committee shall consist of-

(i) Chairman, Rajasthan Public Service Commission or a member nominated by him

Chairman

(ii) Secretary to the Government, Cooperative Department and Ex-officio Registrar, Cooperative Societies.

Member-Secretary

(iii) Special Secretary to the Government, Appointment Department or his nominee not below the rank of Deputy Secretary and

Member

(iv) Registrar, Cooperative Societies, Rajasthan.

(2) The Committee will consider all eligible candidates and may hold a written and/or viva voce test. The Committee shall select such of them as are found suitable for appointment to the Service and prepare a list thereof in the order of merit.

(3) The list of the selected candidates so prepared by the Committee shall be forwarded to the Government which shall forward it to the Commission together with the confidential rolls and personal files of the candidates included in the list and the Commission shall be requested to advise on their suitability for appointment. The Commission shall consider the cases of persons included in the list and approve as many of them as may be found suitable for appointment as Assistant Registrars.

% Added vide Notification No. F. 23(b) (106) S.C-A./59, dated 19-6-1965.

@ Added vide Notification No. F. 18(83) Coop./73, dated 2-8-1976, effective from 21-2-1976.

(4) (a) The *inter se* seniority of persons so selected shall be determined by the Government on *ad hoc* basis on the advice of the Committee taking into consideration their qualifications, experience and other relevant factors.

(b) Notwithstanding anything contained to the contrary in these Rules, the *inter-laced* Seniority in the Service of the persons so selected shall be determined by the Government on *ad hoc* basis on the advice of the Committee.

Explanation.(1) For the purpose of this Rule, experience in the Rajasthan Subordinate Cooperative Service (Class I) or on any post included in the Rajasthan Cooperative Service will be deemed as qualifying service.

(2) For the purpose of filling posts under this Rule the provision of Rule 7 shall not apply.

+ 24-B. Revised Criteria, Eligibility and Procedure for Promotion to Junior, Senior and other posts encadred in the Service :- (1) As

@ Substituted for sub-rule (4) - "The *inter se* seniority of persons so selected shall be determined by the Government on *ad hoc* basis on the advice of the Committee taking into consideration their qualification, experience and other relevant factors". vide Notification No. F. 23 (b) (106) SCA/59, dated 3/6-6-1969.

+ Substituted for Rule 24-B :- **Revised Criteria, Eligibility and Procedure for Promotion to Junior, Senior and other posts encadred in the Service.**- (1) Selection for promotion in the regular line of promotion from the post not included in the Service to the lowest post or category of post in the Service shall be made strictly on the basis of merit.

(2) Subject to the provisions of sub-rule (4), selection for promotion from the lowest post or category of post in the Service to the next higher post or category of post in the Service and for all posts up to Scale No. 11, sanctioned under the Rajasthan Civil Services (New Pay Scales) Rules, 1969 or equivalent scales as may be declared by the Government from time to time, shall be made solely on the basis of seniority-cum-merit from amongst the persons who have passed the qualifying examination, if any, prescribed under these Rules, and have put in at least five years' service, unless a different period is prescribed elsewhere in these Rules, on the first day of the month of April of the year of selection on the post or category of post from which selection is to be made:

Provided that in the event of non-availability of the persons with the requisite period of Service of five years, the Committee may consider the persons having less than the prescribed period of service, if they fulfil the qualifications and other conditions for promotion prescribed elsewhere in these Rules, and are found otherwise suitable for promotion on the basis of seniority-cum-merit.

Provided further that in respect of posts included in the State Service in which the method of recruitment to the lowest post provides for appointment by promotion, and where such posts are required to be filled on the basis of seniority-cum-merit under this sub-rule; the Committee may select for promotion such persons of outstanding merit available within the zone of consideration, who may not be selected on the basis of seniority-cum-merit, to the extent of one-fourth of the number of vacancies to be filled in by promotion and if the number of vacancies exceeds one but is less than four, the Committee may select one person on the basis of merit alone and if the vacancies are more than four and the calculation of the number of vacancies to be filled by merit alone according to the aforesaid basis results in a fraction, the Committee may select one more person against a fraction of half or more. On being so selected, for the purpose of determination of seniority, such persons shall be deemed to have been selected on the basis of seniority-cum-merit.

(3) Selection for promotion to all other higher posts or higher categories of posts in the Service shall be made on the basis of merit alone.

(4) Selection for promotion to the highest post or highest category of post in the Service shall always be made on the basis of merit alone.

(5) The persons having been selected and appointed by promotion to a post or category of post on the basis of merit, shall be eligible for promotion to the next higher post or category of post, which is to be filled in by merit, only when they have put in after regular selection at least five years' service, unless a higher period of service is prescribed elsewhere in these Rules, on the first day on the month of April of the year of selection on the post or category of post from which selection is to be made :

Provided that the condition of five years' service shall not be applicable to a person, if any person junior to him is eligible for consideration for promotion on the basis of merit :

Provided further that in the event of non-availability of persons, equal to the number of vacancies to be filled in, eligible for promotion in the category of posts next lower from which promotion is made, the Committee may consider the persons having less than five years service if they are found otherwise suitable for promotion on the basis of merit alone.

Explanation.- If any doubt arises about the categorisation of the post as the lowest, next higher or highest post in the Service, the matter shall be referred to the Government in the Department of Personnel and Administrative Reforms whose decision thereon shall be final.

(6) The zone of eligibility for promotion shall be five times the number of vacancies to be filled in on the basis of seniority- cum-merit or merit as the case may be :

Provided that in case of non-availability of sufficient number of suitable persons for selection on the basis of merit, the Committee may at its discretion consider persons of outstanding merit outside the zone of eligibility but falling within six times the number of vacancies to be filled in on the basis of merit.

(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 concerned under these Rules, interviewing such of them as it may deem necessary and shall prepare a list containing names of the suitable persons equal to the number of existing vacancies and the vacancies anticipated to occur during the next twelve months after the determination of vacancies. The Committee shall also prepare a separate list containing names of persons equal to 50% of the persons selected in the aforesaid list or select one more person if the number of vacancies is one only, who may be considered suitable to fill temporary or permanent vacancies, which may occur till the next meeting of the Committee, on a temporary or officiating basis and the list so prepared shall be reviewed and revised every year and shall remain in force until it is so reviewed or revised. The lists so prepared on the basis of merit shall be arranged in order of preference and the list prepared on the basis of seniority-cum-merit shall be arranged in order of seniority on the category of post from which selection has been made. Such lists shall be sent to the concerned Appointing Authority together with the Annual Confidential Rolls and Personal Files of all the candidates included in them as also of those not selected, if any.

Explanation :- The list of preference shall classify the officers in order as 'outstanding', 'very good' and 'good' on the basis of merit. In each class the officers shall maintain their *inter-se* seniority of the next below grade.

(9) Where consultation with the Commission is necessary, the lists prepared by the Committee shall be forwarded to the Commission by the Appointing Authority along

soon as the Appointing Authority determines the number of vacancies under rules regarding determination of vacancies of these Rules and decides that a certain number of posts are required to be filled in by promotion, it shall, subject to provisions of sub-rule (9), 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 to the class of posts concerned.

+“(2) A person shall be eligible for promotion subject to his possessing minimum qualifications and experience as prescribed in these Rules, on the first day of the month of April of the year of selection”.

with the Personal Files and Annual Confidential Rolls of all the persons whose names have been considered by the Committee.

(10) The Commission shall consider the lists prepared by the Committee along with other relevant documents received from the Appointing Authority, and unless any change is considered necessary, shall approve the lists. In case the Commission consider it necessary to make any change in the list received from the Appointing Authority, it shall inform the Appointing Authority of the changes proposed by it. After taking into account the comments of the Commission, if any, the Appointing Authority may approve the lists finally with such modifications, as may, in its opinion, be just and proper and when the Appointing Authority is an authority subordinate to the Government, the list approved by the Commission should be disturbed only with the approval of the Government.

(11) Appointment shall be made by the Appointing Authority taking persons out of the lists finally approved under the preceding sub-rule (10) in the order in which they have been placed in the lists, till such lists are exhausted or reviewed and revised, as the case may be.

(11-A) Government may issue instructions for provisionally dealing with promotions, appointments or other ancillary matters in an equitable and fair manner of persons or 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 such suspension or pendency of such enquiry or proceedings.

(12) The provisions of this rule shall have effect notwithstanding anything to the contrary contained in any provision of these Rules. vide Notification No. F.7 (10) DOP/(A-II)/77, dated 7-3-1978. come into force from the date of publication in the Rajasthan Rajpatra.

+ Sub-rule (2) substituted for :-

(2) The persons enumerated in column 5 or the relevant column regarding "post from which promotion is to be made" as the case may be, of the relevant schedule shall be eligible for promotion to posts specified against them in column 2 thereof to the extent indicated in column 3 subject to their possessing minimum qualifications and experience on the first day of the month of April of the year of selection as specified in Column 6 or in the relevant Column regarding "minimum qualification and experience for promotion", as the case may be.

vide Notification No. 1(17) DOP/A--II/84 dated 5-11-1984.

§ "(3) No person shall be considered for first promotion in the Service unless he is substantively appointed and confirmed on the lowest post in the Service. After first promotion in the Service, for subsequent promotions to higher posts in the Service, a person shall be eligible if he has been appointed to such post from which promotion is to be made after selection in accordance with one of the methods of recruitment under any Service Rules promulgated under proviso to Article 309 of the Constitution of India."

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.

+ "Provided that for first promotion in the Service if number of persons substantively appointed and confirmed on the lowest post, equal to the number of vacancies, are not available then persons who have been appointed to the lowest post in the Service after selection in accordance with one of the methods of recruitment prescribed under these Rules, shall also be eligible if they fulfil other conditions of eligibility."

(4) Selection for promotion in the regular line of promotion from the post/posts not included in Service to the lowest post or category of post in the Service shall be made strictly on the basis of merit and on the basis of seniority-cum-merit in the proportion of 50:50.

Provided that if the Committee is satisfied that suitable persons are not available for selection by promotion strictly on the basis of merit in a particular year, selection by promotion on the basis of seniority-cum-merit may be made in the same manner as specified in these Rules.

(5) Subject to the provisions of sub-rule (7), selection for promotion from the lowest post or category of post in the State Service to the next higher post or category of post in the State Service and for all posts in the Subordinate Service and in the Ministerial Services shall be made strictly on the basis of seniority-cum-merit from amongst the persons who have passed the qualifying examination, if any, prescribed under these Rules, and have put in at least five years' service, unless a different

§ Substituted for :- "(3) No person shall be considered for promotion unless he is substantively appointed and confirmed. If no person substantive in the next lower post is eligible for promotion, persons who have been appointed on such posts on officiating basis after selection in accordance with one of the methods of recruitment or under any Service Rules promulgated under proviso to Article 309 of the Constitution of India, may be considered for promotion on officiating basis only in the order of seniority in which they would have, had they been substantive on the said lower post."

vide Notification No. F. 7 (8) DOP/A-II/78, dated 20-7-1979.

+ Added vide Notification No. F. 7 (8) DOP/A-II/79 dated 13-5-1980.

period is prescribed elsewhere in these Rules, on the first day of the month of April of the year of selection on the post or category of post from which selection is to be made :

Provided that in the event of non-availability of the persons with the requisite period of service of five years, the Committee may consider the persons having less than the prescribed period of service, if they fulfil the qualifications and other conditions for promotion prescribed elsewhere in these Rules, and are found otherwise suitable for promotion on the basis of seniority-cum-merit.

(6) Selection for promotion to all other higher post/posts in the State Service shall be made on the basis of merit and on the basis of seniority-cum-merit in the proportion of 50:50.

Provided that if the Committee is satisfied that suitable persons are not available for selection by promotion strictly on the basis of merit in a particular year, selection by promotion on the basis of seniority-cum-merit may be made in the same manner as specified in these Rules.

+ "Explanation : If in a Service, in any category of post, number of posts available for promotion is an odd number then for purpose of determining the vacancies for selection by promotion on the basis of seniority-cum-merit and merit in the proportion of 50:50, the following cyclic order shall be followed :

The first vacancy by seniority-cum-merit;

The subsequent vacancy by merit;

The cycle to be repeated."

@(7) Selection for promotion to the highest posts or highest categories of posts in the State Service shall always be made on the basis of merit alone.

Provided that -

(a) in a Service %[x x x x x] where there are only two scales e.g. junior scale or senior scale and there is only one promotion then promotions shall be made on the basis of seniority-cum merit alone;

(b) in a Service %[x x x x x] where there are three scales e.g. junior scale, senior scale and selection scale and there are two promotions then promotion shall be as under :-

(i) first promotion on the basis of seniority-cum merit;

(ii) second promotion on the basis of seniority-cum-merit and merit in the proportion of 50:50.

(c) in Services %[xxxxx] where there are more than two promotions

+ Added vide Notification No. F. 7(10) DOP/A-II/77 dated 17-8-78 w.e.f. 12.5.1978.

@ Substituted for sub-rule "(7) - Selection for promotion to the highest post or highest categories of post in the State Service shall always be made on the basis of merit alone." vide Notification No. F. 7(10) DOP/(A-II)/77, dated 12-5-1968.

% Deleted the expression "or Groups or Section thereunder" vide Notification No. F. 1 (17) DOP/A-II/84 dated 5-11-1984.

then first promotion shall be made on the basis of seniority-cum-merit alone and promotions to subsequent higher posts shall be made on the basis of seniority-cum-merit and merit in the proportion of 50 : 50 except to the highest post.

+ "Provided further that if the Committee is satisfied that suitable persons are not available for selection by promotion to highest post/posts strictly on the basis of merit in a particular year, selection by promotion to highest post/posts on the basis of seniority-cum-merit may be made in the same manner as specified in these Rules."

@(8) Deleted.

Explanation :- If any doubt arises about the categorisation of the post as the lowest, next higher or highest post in the Service, the matter shall be referred to the Government in the Department of Personnel and Administrative Reforms whose decision thereon shall be final.

+ + (9) "The Zone of consideration of persons eligible for promotion shall be as under :-

+ Added vide Notification No. F. 7 (10) DOP/A-II/77 dated 31-3-1980.

@ Sub-rule (8) deleted :- (8) The persons having been selected and appointed by promotion to a post or category of post on the basis of merit, shall be eligible for promotion to the next higher post or category of post, which is to be filled in by merit, only when they have put in after regular selection, at least five years' service, unless a higher period of service is prescribed elsewhere in these Rules, on the first day of the month of April of the year of selection on the post or category of post from which selection is to be made :

Provided that the condition of five years' service shall not be applicable to a person if any person junior to him is eligible for consideration for promotion on the basis of merit:

Provided further that in the event of non-availability of persons, equal to the number of vacancies to be filled in, eligible for promotion in the category of posts next lower from which promotion is made, the Committee may consider the persons having less than five years' service if they are found otherwise suitable for promotion on the basis of merit alone.

vide Notification No.F. 7(6) DOP/A-II/75, dated 15-7-1992.

+ + Sub-rule (9) substituted for :-

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

£(i) "The zone of eligibility for promotion shall be five times the number of vacancies to be filled in on the basis of seniority-cum-merit or merit or by both, as the case may be."

(ii) For the highest post in service :

(a) if promotion is from one category of post eligible persons upto five in number shall be considered for promotion;

(b) if promotion is from different categories of 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;

(c) if promotion is from different 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 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 so forth. The zone of consideration for eligibility in this case shall be limited to five senior-most eligible persons in all.

vide Notification No. F. 7 (1) DOP/A-II/81, dated 6-7-1983 %w.e.f. 1-4-1984.

‰ Added vide Notification No.F. 7(1) DOP/A-II/81, dated 10-5-1984.

(i) Number of Vacancies	Number of eligible persons to be considered.
(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 to higher post 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 to five 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 the highest post in a State Service :-

(a) if promotion is from one category of post, eligible persons upto five in number shall be considered for promotion;

(b) if promotion is from different categories of the post in the same pay scale, eligible persons up to two in number from each category of post in the same pay scale shall be considered for promotion;

(c) if promotion is from different 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 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 persons in all."

contd...

£ Clause (i) of sub-rule (9) of Rule 24-B subtd. for :-

(i) Number of Vacancies.	Number of eligible persons to be considered.
(a) 1 to 5 vacancies	4 times of the number of vacancies.
(b) 6 to 10 vacancies	3 times, but at least 20 eligible persons to be considered.
(c) Above 10 vacancies	2 times, but atleast 30 eligible persons to be considered.

vide Notification No. F. 7 (1) DOP/A-II/81, dated 29-1-81.

(10) 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.

+ "(11) (a) The Committee shall consider the cases of all the senior most persons who are eligible and qualified for promotion to the class of posts concerned under these Rules and shall prepare a list containing names of the persons found suitable on the basis of seniority-cum-merit and/ 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 rule relating to "Determination of vacancies" of 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 on the category of posts from which selection is made.

(b) The Committee shall also prepare a separate list on the basis of seniority-cum-merit and/or on the basis of merit, as the case may be, as per the criteria for promotion laid down in the rules, containing names of persons equal to the number of persons selected in the list prepared under (a) above to fill temporary or permanent vacancies, which may occur subsequently. The list so prepared on the basis of seniority-cum-merit and/or on the basis of merit shall be arranged in the order of the seniority in the category of posts from which selection shall be made. Such a list shall be reviewed and revised by the Departmental Promotion Committee that meets in the subsequent year and that such list shall remain in force till the end of the last day of the next year or till the Departmental Promotion Committee meets, whichever is earlier.

+ Sub rule (11) subtd for :-

"(11) The Committee shall consider the cases of all the senior most persons who are eligible and qualified for promotion to the class of posts concerned under these Rules, % "interviewing such of them as they may deem necessary" and shall prepare a list containing names of the suitable persons equal to the number of existing vacancies and the vacancies anticipated to occur during the next twelve months after the determination of vacancies. The Committee shall also prepare a separate list containing the names of persons equal to 50% of the persons selected in the aforesaid list or select one more person if the number of vacancies is one only, who may be considered suitable to fill temporary or permanent vacancies, which may occur till the next meeting of the Committee, on a temporary or officiating basis and the list so prepared shall be reviewed and revised every year and shall remain in force until it is so reviewed and revised. The lists so prepared on the basis of merit and on the basis of seniority-cum-merit shall be arranged in the order of seniority on the category of post from which selection is to be made. Such lists shall be sent to the concerned Appointing Authority together with the Annual Confidential Rolls and Personal Files of all the candidates included in them as also those not selected, if any. "vide Notification No. F. 7 (2) DOP/A-II/81, dated 19-2-1982 w.e.f. 1-4-1981.

% Inserted vide Notification No. F. 11 (1) DOP/A-II/77, dated 20-3-80.

(c) such lists shall be sent to the Appointing Authority together with 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 in at least five out of the 7 years' preceding the year for which D.P.C. is held."

% "(11-A) If in any subsequent year, after promulgation of these Rules, vacancies relating to any earlier year are determined under sub-rule (2) of rule relating to determination of vacancies which were required to be filled by promotion, the Departmental Promotion 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 the meeting of the Departmental Promotion Committee is held and such promotions shall be governed by the criteria and procedure for promotion as was applicable in the particular

+ Substituted for :-

@ **Explanation :** For purpose of selection for promotion on the basis of merit, officers with "Outstanding" or consistently "very good" record shall only be selected and their names arranged in the order of seniority." vide Notification No. F. 7 (10) DOP/A-II/77 dated 30-11-1991

@ Substituted for :-

Explanation :- For the purpose of selection on the basis of merit, the list of officers graded as 'Outstanding' and 'Very Good' shall be classified in the First category in the order of seniority, the officers graded as 'Good' shall be classified in the Second category in the order of seniority and the officers graded as 'Average' and 'Not Selected' shall be classified in the Third category. The officers graded and classified in the second category list shall be placed below the officers graded and classified in the first category list and such officers shall be appointed from this category only if the officers graded and classified in the first category list is exhausted otherwise they shall not be appointed to the Service by promotion. The officers graded and classified in the third category list shall be considered for appointment by promotion.

vide Notification No. F. 7(10) DOP/A-II/77 dated 11-4-79.

% Sub rule (11-A) subtd. for :-

£ "(11-A) If in any subsequent year, after promulgation of these Rules, vacancies relating to any earlier year are determined under sub-rule (3) of rule mentioned in column 3 of the Schedule which are required to be filled by promotion, the Departmental Promotion 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 the meeting of the Departmental Promotion Committee is held and such promotions shall be governed by the rules in force at the time, the meeting of the Departmental Promotion Committee is held. The person who has been so promoted shall not be entitled to claim any arrears of pay or re-fixation of his pay or to count his service/experience for promotion to higher post for any period during which he has not actually performed the duties of the post to which he has been promoted." vide Notification No. F. 5 (3) DOP/A-II/77. dated 18-8-1982.

£ Added sub-rule (11-A) vide Notification No. F. 5 (3) DOP/A-II/71. dated 6-10-1979.

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 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 to him."

§ "(11-B) The Government or the Appointing Authority may order for the review of the proceedings of the D.P.C. 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 D.P.C. or for any other sufficient reasons e.g. change in seniority, wrong determination of vacancies, judgement/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 on him is set aside or reduced. The concurrence of the Department of Personnel and the Commission (where Commission is associated) shall always be obtained before holding the meeting of the review D.P.C."

(12) Where consultation with the Commission is necessary, the lists prepared by the Committee shall be forwarded to the Commission by the Appointing Authority alongwith the Personal Files and Annual Confidential Rolls of all the persons whose names have been considered by the Committee.

(13) The Commission shall consider the lists prepared by the Committee alongwith other relevant documents received from the Appointing Authority and, unless any change is considered necessary, shall approve the lists. In case the Commission consider it necessary to make any change in the lists received from the Appointing Authority, it shall inform the Appointing Authority of the changes proposed by it. After taking into account the comments of the Commission, if any, the Appointing Authority may approve the lists finally with such modifications, as may in its opinion, be just and proper and when the Appointing Authority is an authority subordinate to the Government, the lists approved by the Commission shall be disturbed only with the approval of the Government.

(14) Appointments shall be made by the Appointing Authority taking persons out of the lists finally approved under the preceding sub-rule (13) in the order in which they have been placed in the lists, till such lists are exhausted or reviewed and revised, as the case may be.

(15) The Government may issue instructions for provisionally dealing with 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 such suspension or pendency of such enquiry or proceedings.

(16) The provisions of this rule shall have effect notwithstanding anything to the contrary contained in any provision of these Rules.

+ 24 BB- **Restriction of promotion of persons foregoing promotion :-** 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 Departmental Promotion Committee, foregoes such an appointment, he shall be considered against for appointment by promotion only after a period of one year (both on the basis of urgent temporary appointment or on regular basis, on the recommendations of the Departmental Promotion Committee)."

PART VI-

Appointment, Probation And Confirmation

25. Appointments to the Service.- Appointments to the Service shall be made by Government on occurrence of substantive vacancies in the cadre of the Service in the manner prescribed by rule 22, 24(4) or 24(A) as required.

£26. Substantive Appointments to Senior Posts.- Appointments (including in an officiating/temporary capacity to senior posts shall be

+ Added vide Notification No.F. 15(16) DOP/A-II/80 dated 30-12-1981.

£ Substituted for 26-§ "Substantive appointments to senior posts.- Substantive appointments to the post of Joint Registrar and Deputy Registrar shall be made by Government on occurrence of substantive vacancy from within the Service of the member of the Service on the basis of seniority-cum-merit:

Provided that if none of the members of the Service are considered suitable by the Government for appointment to the post of Joint Registrar or Dy. Registrar, an officer of the I.A.S. or senior Scale of R.A.S. in case of Joint Registrar and an officer of R.A.S. in case of a Dy. Registrar, shall be temporarily appointed as Joint Registrar or Dy. Registrar as the case may be, for a period not exceeding two years."

vide Notification No.F. 1(4) Appts/A-II/62, datd 22-11-1962.

§ Substituted for Rule 26.- **Substantive appointments to Senior Posts-** "Substantive appointments to the Post of Deputy Registrar shall be made by Government on occurrence of substantive vacancy from within Service, with due regard to the seniority and suitability of the members of the Service:

Provided that if none of the members of the Service is considered by the Government to be suitable for appointment to the post of Deputy Registrar, an officer of the Rajasthan Administrative Service shall be temporarily appointed Deputy Registrar for a period not exceeding two years." vide Notification No.F. 21 (7) Appts./C)54, dated 2-7-1962.

made by the Government from amongst members of the Service + "in accordance with the selection having been made" on the basis of seniority-cum-merit % "and merit in accordance with rules 24 & 24B" on the recommendations of a Committee which shall consist of the following officers:-

- (1) Chairman, Rajasthan Public Service Commission or a member nominated by him. - Chairman.
- (2) Special Secretary to Govt. In @ "Deptt. of Personnel" or his nominee not below the rank of Dy. Secretary. - Member.
- (3) Secretary to Govt. in Co-operative Deptt. - Member
- (4) Registrar, Co-operative Societies, Rajasthan. - Member-Secretary.

++ Provided that if the post of the Registrar, Co-operative Societies is held by the Secretary to the Government, Co-operative Department, the Committee shall consist of:-

- (1) Chairman, Rajasthan Public Service Commission or a member nominated by him. - Chairman
- (2) Secretary to the Government, Co-operative Department and Ex-officio Registrar Co-operative Societies. - Member-Secretary.
- (3) Special Secretary to the Government Appointment Department or his nominee not below the rank of Dy. Secretary. - Member.

The Committee shall consider the cases of the persons eligible for promotion by examining their Confidential Rolls and Personal Files, interviewing such of them as they deem necessary and shall select a number of candidates equal to the number of vacancies, likely to be filled by promotion:

Provided-

(i) that if none of the members of the Service are considered by the Government to be suitable for appointment to the post of Deputy Registrar, an Officer of the Rajasthan Administrative Service may be *(Deleted) appointed Deputy Registrar f(Deleted).

+ Inserted vide Notification No.F. 7(6) DOP/A-II/74, dated 15-10-74. w.e.f. 15-1-73.

% Inserted vide Notification No. F. 1(6) Appts.(D)/59/Pt.-III (B), dated 31-5-1966. Effective from 26-8-1966.

@ Substituted for the words "Appointments Department" vide Notification No.F. 1(13)/DP/A-II/72-I, dated 3-1-1973. Effective from 17-7-1972.

++ Inserted vide Notification No.F. 18(83) Co-op./73, dated 2-8-1976. w.e.f. 21-2-1976.

* Deleted the word "temporarily" vide Notification No.F. 21(7)a A/C/54, dated 7-8-1964.

f Deleted the words "for a period not exceeding two years" vide Notification No.F. 21(7)/A/C/54, dated 7-8-1964.

(ii) that Government may fill a vacancy in the senior grade temporarily by appointing thereto for a period not exceeding six months in an officiating capacity any member of the Service who is eligible for such appointment under these Rules.

%Note:-This amendment shall be deemed to have come into force w.e.f. 29-12-54.

+ "Provided that in case any Member or Member-Secretary, as the case may be, constituting the Committee has not been appointed to the post concerned, the officer holding charge of the post for the time being shall be the Member or Member-Secretary, as the case may be, of the Committee."

***26A.** Notwithstanding anything contained in rule-"26", the Released Emergency Commissioned Officers or Short Service Commissioned Officers who have been appointed to the Service in accordance with the Rajasthan Civil Services (Recruitment of Released Emergency Commissioned Officers and Short Service Commissioned Officers) Rules, 1968 and who have to put in the requisite period of service or experience as required in these Rules for appointment by promotion to higher posts shall be considered for promotion for such higher posts if:-

- (i) they have successfully completed the period of probation; and
- (ii) the total service reckoned from the deemed date of their appointment is not less than the period of service required for promotion to higher posts.

Note:- Deemed date of appointment in relation to a released Emergency Commissioned Officer or a Short Service Commissioned Officer shall be the date of his appointment in the Army as an Emergency Commissioned Officer or a Short Service Commissioned Officer.

@27. Urgent Temporary Appointment.-(1) A vacancy in the Service which cannot be filled in immediately either by direct recruitment

% Added vide Notification No.F. 21(7) A/C/54, dated 31-8-1965.

+ Added vide Notification No.F. 7(5) DOP/A-II/78, dated 21-12-78, w.e.f. 7-3-78.

***** Inserted vide Notification No.F. 15(29) DOP/A-II/75, dated 13-10-1976.

\$ Substituted for the expression "specified in column 3 of the Schedule" vide Notification No.F. 1(11) DOP/A--II/84, dated 5-11-1984.

@ Substituted for Rule "27. **Emergent temporary appointments.**" "A vacancy in the Service in any grade may be filled temporarily by Government by appointing thereto in an officiating capacity an official eligible for promotion to the grade concerned under the provisions of these Rules: Provided that no such appointment to a post of Assistant Registrar shall be continued beyond a period of one year without referring it to the Commission for their concurrence and shall be terminated immediately on their refusal to concur", vide Notification No.F. 1(10) DOP/A-II/72, dated 16-2-1973.

or by promotion under the rules may be filled in by the Government or by the + "Authority competent to make appointment" as the case may be by appointing in an officiating capacity thereto an officer 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 provision of these Rules;

Provided that such an appointment will not be continued beyond a period of one year without referring the case to the Commission for concurrence, where, such concurrence is necessary and shall be terminated immediately on its refusal to concur:

Provided further that in respect of a Service or a post in a Service for which both the methods of recruitment have been prescribed, the Government * "or the Authority competent to make appointment" as the case may be, shall not fill the temporary vacancy by appointing a person eligible for direct recruitment unless no suitable person eligible for promotion is available.

%(2) In the event of non-availability of suitable persons, fulfilling the requirements of eligibility for promotion, Government may, notwithstanding the condition of eligibility for promotion required under sub-rule (1) above, lay down general instructions for grant of permission to fill the vacancies on urgent temporary basis subject to such conditions and restrictions regarding pay and other allowances as it may direct. Such appointments shall however, be subject to concurrence of the Commission as required under the said sub-rule.

£28. Seniority .- "Seniority of persons appointed to the lowest post of the Service or lowest categories of posts in each of the Groups/Sections of the Service, as the case may be, shall be determined from the date of confirmation of such persons to the said post but in respect of persons appointed by promotion to other higher posts in the Service or other higher categories of posts in each of the Groups/Sections in the Service, as the case may be, shall be determined from the date of their regular selection to such posts."

+ Substituted for the words "Appointing Authority" vide Notification No.F. 1(10) DOP/A-II/72, dated 12-9-1973.

* Substituted for the words "Appointing Authority" vide Notification No.F. 1(10) DOP/A-II/72, dated 12-9-1973.

% Inserted vide Notification No.F. 7(7) DOP/A-II/75, dated 31-10-1975, Effective from 29-12-1954.

£ Rule 28 substituted for:-

@ 28. Seniority in the Service shall be determined in each category of the Service by the year of substantive appointment.

vide Notification No.F.7(8) DOP/A-II/78, dated 20-7-1979.

@ Substituted "28. Seniority.-Seniority in the Service shall be determined by the date of the order of appointment to the Service" vide Notification No.F. 7(6) DOP/A-II/73, dated 15-6-74.

Provided-

(i) + + "that the seniority **inter se** of the persons appointed to the Service before the commencement of the rules, and/or in the process of integration of the Services of the pre-Reorganisation State of Rajasthan or the services of the New State of Rajasthan established by the State Reorganisation Act, shall be determined, modified or altered by Government on an **ad hoc** basis";

(ii) that if two or more persons are appointed to the Service £ "in the same year" a person appointed by promotion shall be senior to a person appointed by direct recruitment;

(iii) that the seniority **inter se** of persons appointed to the Service on the basis of one and the same selection, except those who do not join the Service, when a vacancy is offered to them shall follow the order in which they have been placed in the list prepared by the Commission under rule 21; and

+ (iv) that the persons selected and appointed as a result of a selection, which is not subject to review and revision, shall rank senior to the persons who are selected and appointed as a result of subsequent selection.

Seniority **inter-se** of persons selected on the basis of seniority-cum-merit and on the basis of merit in the same selection shall be the same as in the next below grade.

@ (v) Notwithstanding the provision contained in rule 25 regarding occurrence of substantive vacancies, the seniority of a person selected under rule 24-A and appointed to the Service shall be determined from a date not earlier than the 31st July, 1962 or the date calculated representing one half of the period from the date of continuous officiation on the post of Assistant Registrar whichever is later, subject to the restriction that members of the Rajasthan Subordinate Co-operative Service (Class- I) so appointed shall rank en-block junior to those appointed by selection under Rule 22 and 24 in the same year or earlier years.

+ + Substituted for "that the seniority **inter se** of persons appointed to the Service before the commencement of these Rules shall be such as may be fixed by Government." vide Notification No.F. 21(7) Appts. (C)/54, dated 1-2-1958.

£ Substituted for the words "during the same period of 12 months". vide Notification No.F. 15(b) (117) Co-operative (Cell-I)/60, dated 19-1-1967.

+ Substituted for proviso (iv) "that the persons selected and appointed as a result of a selection which is not subject to review and revision, shall rank senior to the persons who are selected, and appointed as a result of subsequent selection. Seniority **inter-se** of persons selected on the basis of seniority-cum-merit shall be the same as in the next below grade, except in case of continued officiation on higher posts when it shall be in accordance with the length of continued officiation, provided that such officiation was not **ad-hoc** or fortuitous." vide Notification No. F. 7. (10) DOP (A-II) 77, dated 17-6-1978.

@ Inserted vide Notification No. F. 17 (20) Copt/68, pt. dated 20-4-74.

(vi) Deleted.

@29. Period of probation :- %“(1) All persons appointed to the Service by direct recruitment against a substantive vacancy shall be placed on probation for a period of two years and those appointed to the Service by Promotion/Special Selection against a substantive vacancy shall be placed on probation for a period of one year.”

Provided that

(i) such of them as have previous to their appointment by promotion/*“special selection” or by direct recruitment against a substantive vacancy, officiated temporarily on the post which is followed by regular selection may be permitted by the Appointing Authority to count such officiating or temporary service towards the period of probation. This shall, however, not amount to involve supersession of any senior person or disturb the order of their preference in respective quota or reservation in recruitment;

(ii) any period after such appointment during which 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 (i) each probationer may be required to pass such Departmental Examination and to undergo such training as the Government may, from time to time, specify.

£ Deleted proviso (vi) “that the seniority *inter se* of persons selected as a result of one and the same selection and appointed on the basis of merit alone shall be in the same order in which their names appear in the select list, irrespective of the period of continuous officiation.” vide Notification No.F. 7 (A-II)/77, dated 17-6-78.

@ Substituted for rule 29.

“29. Probation :- (1) All persons appointed to the Service by direct recruitment or promotion shall be on probation and the period of such probation shall be two years in the case of direct recruitment and one year in the case of promotion :

Provided that such of them as have previous to such appointment officiated or temporarily worked on a post encadred in the service, may be permitted by the Government to count such officiating or temporary service towards the period of probation up to a maximum of six months.

(2) During the period of probation each probationer shall be required to pass such departmental examination and to undergo such training as Government may, from time to time, prescribe.”

vide Notification No. F. 1 (35) Karmik KA-II/74 dated 4-5-1977. Effective from the date of publication in the Gazette.

% Substituted for sub-rule (1) of Rule 29 :- (1) Every person appointed against a substantive vacancy in the Service by direct recruitment shall be placed on probation for a period of two years and those appointed by promotion/*“special selection to” any post against such a vacancy shall be on probation for a period of one year :

vide Notification No. F. 1 (35) DOP/A-II/74 dated 9-4-1979.

* Inserted vide Notification No. F. 1 (35) Karmik/A-II/74 dated 3-8-1977.

Explanation :- In case of a person who dies or is due to retire on attaining the age of superannuation, the period of probation shall be reduced so as to end one day earlier on the date immediately preceding the date of his death or retirement from Government Service. The condition of passing the Departmental Examination in the rule regarding confirmation shall be deemed to have been waived in case of death or retirement.

%29(A) Confirmation in certain cases :- (1) Notwithstanding anything to the contrary contained in the preceding rule, a person appointed

% Substituted for rule 29(A) :- + 29. (A).- Notwithstanding anything contained in the rule if no order of confirmation is issued by the Appointing Authority within a period of six months, an employee appointed on temporary or officiating basis who has, after the date of his regular recruitment by either method of recruitment completed a period of two years' service, or less in the case of those appointed by promotion where the period of probation prescribed is less, on the post or a higher post under the same Appointing Authority or would have so worked but for his deputation or training, shall on the occurrence of permanent vacancies be entitled to be treated as confirmed if the same conditions as are prescribed under the Rules for the Confirmation of a probationer are fulfilled subject to the quota prescribed under the Rules and in accordance with his seniority:

Provided that if the employee has failed to give satisfaction or has not fulfilled any of the conditions prescribed for confirmation, such as passing of Departmental Examination, training or promotion cadre course etc., the aforesaid period may be extended as prescribed for the probation or under the Rajasthan Civil Services Departmental Examination Rules, 1959 and any other rules, or by one year, whichever is longer. If the employee still fails to fulfil the prescribed conditions or fails to give satisfaction he will be liable to be discharged from such post in the same manner as a probationer or reverted to his substantive or lower posts, if any, to which he may be entitled:

Provided further that no person shall be debarred from confirmation after the said period of service if no reasons to the contrary about the satisfactory performance of his work are communicated to him within the said period.

(b) The reasons for not confirming an employee referred to in second proviso to clause (a) shall, in the case of a non-gazetted employee, be also immediately recorded by the Appointing Authority in his Service Book and C.R. file and in the case of Gazetted Officer communicated to the Accountant General, Rajasthan and in his Confidential Report File. A written acknowledgement shall be kept on record in all these cases.

Explanation :

(i) Regular recruitment for the purpose of this rule shall mean appointment after either of the methods of recruitment or on initial constitution of Service in accordance with any of the Service Rules promulgated under proviso to Article 309 of the Constitution of India or for posts for which no Service Rules exist, if the posts are within the purview of Rajasthan Public Service Commission recruitment in consultation with them but it shall not include an urgent temporary appointment, ad hoc appointment or officiating promotion against temporary or lien vacancies which are liable to review and revision from year to year. In case where the Service Rules specifically permit appointment by transfer, such appointment shall be treated regular recruitment if the appointment to the post from which the official was transferred was after regular recruitment. Persons who have been made eligible for substantive appointment to a post under the rules shall be treated as having been regularly recruited.

contd....

to a post in the Service temporarily or on officiating basis who, after regular recruitment by any one of the methods of recruitment prescribed under these Rules, has not been confirmed, within a period of six months on completion of a period of two years' service in case he is appointed by direct recruitment or within a period of one year's service in case he is appointed by promotion, shall be entitled to be treated as confirmed in accordance with his seniority, if :-

(i) he has worked on the post or higher post under the same Appointing Authority or would have so worked but for his deputation or training;

(ii) he fulfills conditions as are prescribed under rule relating to Confirmation subject to the quota prescribed under these Rules; and

(iii) permanent vacancy is available in the department.

(2) if an employee referred to in sub-rule (1) above, fails to fulfil the conditions mentioned in the said sub-rule, the period mentioned in sub-rule (1) above, may be extended as prescribed for a probationer under the Rajasthan Civil Services (Departmental Examination) Rules, 1959 and any other rules or by one year, whichever is longer. If the employee still fails to fulfil the conditions mentioned in sub-rule (1) above, he will be liable to be discharged or terminated from such post in the same manner as a probationer or reverted to his substantive or lower post, if any, to which he may be entitled.

(3) The employee referred to in sub-rule (1) above, shall not be debarred from confirmation after the said period of service if no reasons to the contrary about the satisfactory performance of his work communicated to him within the said period of service.

(4) The reasons for not confirming of any employee referred to in sub-rule (1) above shall be recorded by the Appointing Authority in his Service Book and Annual Performance Appraisal Report.

contd....

(ii) Persons who hold lien in another cadre shall be eligible to be confirmed under this rule and they will be eligible to exercise an option whether they do not elect to be confirmed on the expiry of two years of their temporary appointment under this rule. In the absence of any option to the contrary, they shall be deemed to have exercised option in favour of confirmation under this rule and their lien on the previous post shall cease :

vide Notification No. F. 2(4) DOP/A-II/79 dated 22/11/84.

+ Substituted for -29 A. - Notwithstanding anything contained in rule 29, a person who has been regularly recruited against a temporary post and has put in two years service after such regular recruitment shall not be placed on probation on conversion of such post into permanent one but he shall be confirmed only after he has fulfilled the conditions of confirmation as laid down in the rule." vide Notification No. F. 7 (7) D.O.P. (A-II)/74 dated 28.12.1974.

Explanation :- (1) Regular recruitment for the purpose of this rule shall mean :-

(a) appointment by either method of recruitment or on initial constitution of Service in accordance with the Rules made under the proviso to Article 309 of the Constitution of India;

(b) appointment to the posts for which no Service Rules exist, if the posts are within the purview of the Commission, recruitment in consultation with them;

(c) appointment by transfer after regular recruitment where the Service Rules specifically permit;

(d) persons who have been made eligible for substantive appointment to a post under the rules shall be treated as having been regularly recruited;

Provided that it shall not include urgent temporary appointment or officiating promotion which is subject to review and revision.

(ii) Persons who hold lien on another cadre shall be eligible to be confirmed under this rule and they will be eligible to exercise an option whether they do not elect to be confirmed on the expiry of two years of their temporary appointment under this rule. In the absence of any option to the contrary they shall be deemed to have exercised option in favour of confirmation under this rule and their lien on the previous post shall cease."

%%30. 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 a 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 to the post held substantively by him immediately preceding his appointment, provided he holds a lien thereon or in other cases may discharge or terminate him from 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

%% Substituted for Rule 30 :-

"30. Unsatisfactory progress during probation :- (1) If it appears to Government at any time during or at the end of the period of probation, that a member of the Service has not made sufficient use of his opportunities or that he has failed to give satisfaction, Government may revert him to the post held substantively by him immediately preceding his appointment to the Service, provided he holds a lien thereon, or in other cases may remove him from Service.

Provided that Government may extend the period of probation of any member of the Service by a specified period not exceeding one year.

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

vide Notification No. F. (35) Karmik/Ka-II/74 dated 4-5-1977.

Service by a specified period not exceeding two years in case of person appointed to a post in the Service by direct recruitment and one year in the case of person appointed by promotion/*"special selection" to such post;

Provided further that the Appointing Authority may, if it so thinks fit in case of persons belonging to the Scheduled Castes or Scheduled Tribes as the case may be, extend the period of probation by a period not exceeding one year at a time and a total extension not exceeding three years.

(2) Notwithstanding anything contained in the above proviso, during the period of probation, if a probationer is placed under suspension, or disciplinary proceedings are contemplated or started against him, the period of his probation may be extended till such period 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.

31. Confirmation :- A probationer shall be confirmed in his appointment at the end of the period of his probation if :-

(a) he has passed the prescribed departmental examination, if any, completely; and

(b) Government are satisfied that his integrity is unquestionable and that he is otherwise fit for confirmation.

% **31.A.** Notwithstanding anything contained in rule 31, a probationer shall be confirmed in his appointment at the end of his period of probation even if the prescribed Departmental Examination/training/proficiency test in Hindi, if any, are not held during the period of probation laid down in the rules provided-

(i) he is otherwise fit for confirmation and (ii) the period of probation expires on or before the date of publication of this amendment in the Rajasthan Rajpatra.

PART VII -Pay

@32. Pay during probation – The initial pay of a person appointed by direct recruitment to a post in the Service/Cadre shall be the minimum of scale of pay of the post;

Provided that the pay of a person already serving in connection with the affairs of the State shall be fixed in accordance with the provisions of the Rajasthan Service Rules, 1951.

* Inserted vide Notification No. F. 1 (35) Karmik/Ka-II/74 dated 3-8-77.

% Inserted vide Notification No. F. 1(12) Appt./ (A-II) Pt.V, dated 17-10-1970.

@ Substituted for Rule "32. Scale of Pay."(1) The Scale of monthly pay shall be admissible to member of the Service in accordance with the rules mentioned in rule 35 below." vide Notification No.F. 1(15) Appts. (A-II)/67, dated 6-2-1969.

£33. "Increment during probation :- A probationer shall draw increment, in the scale of Pay admissible to him in accordance with the provisions of the Rajasthan Service Rules, 1951."

34. Criteria for crossing efficiency bar :- No member of the Service shall be allowed to cross the efficiency bar unless in the opinion of Government he has worked satisfactorily and his integrity is unquestionable.

PART VIII

Other Provisions

35 Regulation of leave, allowances, pension etc. :- Except as provided in these Rules the pay, allowances, pensions, leave and other conditions of the members of Service shall be regulated by :-

(1) The Rajasthan Travelling Allowance Rules, 1971;
 (2) The Rajasthan Civil Services (Unification of Pay Scales) Rules, 1950;

(3) The Rajasthan Civil Service (Classification, Control and Appeal) Rules, 1958;

(4) The Rajasthan Service Rules, 1951;

* (5) The Rajasthan Civil Service (Rationalisation of Pay Scales) Rules, 1956;

and any other rules made by the appropriate authority under the proviso to article 309 of the Constitution of India and for the time being in force.

+ **36. "Power to relax rules :-** In exceptional cases where the administrative Department of the Government is satisfied that operation of the rules relating to age or regarding requirement of experience for recruitment causes undue hardship in any particular case or where the Government is of the opinion that it is necessary or expedient to relax any of the provisions of these Rules with respect to age or experience of any person, it may with the concurrence of the Department of Personnel and Administrative Reforms and in consultation with the Commission by orders dispense with or relax the relevant provisions of these Rules to such extent and subject to such conditions as it may

£ Substituted for rule 33-

"33. Increments during probation.- A probationer shall draw increment in scale of pay admissible to him during the period of probation as they accrue, provided that if the period of probation is extended on account of failure to give satisfaction, such extension shall not count for increment unless the authority granting the extension directs otherwise" vide Notification No.F. 3(11) Appts. (A-II)/58. Pt. IV dated 16-10-1973.

* Added vide Government Notification No.F. 21(7) Appts. (C)/54. dated the 1st February, 1958.

+ Added vide Notification No.F. 11(2) DOP/A-II/75, dated 27-12-1978

consider necessary for dealing with the case in a just and equitable manner, provided that such relaxation shall not be less favourable than the provisions already contained in these Rules. Such cases of relaxation shall be referred to the Rajasthan Public Service Commission by the + "Administrative Department concerned.

SCHEDULE

Order regarding representation of Scheduled Castes and Scheduled Tribes in Public Service (vide Order No.F. 25(42) G.A.(A)/51, dated 19th September, 1951) (See rule 8)

In accordance with the provisions of Article 335 of the Constitution of India, the Government of Rajasthan have been pleased to direct that

(1) there shall be a general reservation of $12\frac{1}{2}\%$ of the vacancies for members of the Scheduled Castes and Scheduled Tribes in making appointments to the services and posts which are filled by direct recruitment.

(2) The same percentage of recruitment may be followed in respect of the members of the Scheduled Castes and Scheduled Tribes till the ultimate percentage of reservation fixed by the Government is reached.

(3) In the event of non-availability of a sufficient number of candidates against Scheduled Castes and Scheduled Tribes in a particular year, vacancies need not be kept reserved and should be filled in accordance with the normal procedure, but the deficiency of the previous year may be made good in the subsequent year if candidates are available. In case candidates are not available in the second year, vacancies reserved will be filled by other candidates and the reservation on account of the deficiency shall not be carried forward for more than one year.

(4) Minimum qualification prescribed for any post will not be lowered with a view to accommodating any candidate belonging to the Scheduled Castes and Scheduled Tribes.

(5) The maximum age limit prescribed for direct recruitment in various services and posts may be extended by three years in the case of candidates belonging to the Scheduled Castes and Scheduled Tribes.

+ Substituted for the expression: "Department of Personnel and Administrative Reforms, (Department of Personnel A-Group-II)" vide Notification No.F. 11(2) DOP/A-II/75, dated 18-8-82.

**THE RAJASTHAN SUBORDINATE CO-OPERATIVE
SERVICE (CLASS-I) RULES, 1955**

[First published in the Rajasthan Rajpatra dated the
18th February, 1956 Part IV-C]

**GOVERNMENT OF RAJASTHAN
APPOINTMENTS DEPARTMENT**

Notification

Jaipur, September 14, 1955

No. F.10 (2) Appts. (A)/55 : In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, His Highness, the Rajpramukh of Rajasthan makes the following rules, regulating recruitment to posts in, and conditions of service of persons appointed to the Rajasthan Subordinate Co-operative Service (Class I).

**THE RAJASTHAN SUBORDINATE CO-OPERATIVE SERVICE
(CLASS I) RULES, 1955**

PART I-General.

1. Short title and commencement - These Rules may be called the Rajasthan Subordinate Co-operative Service (Class I) Rules, 1955 and shall come into force at once.

2. Supersession of existing rules and orders - All existing rules and orders in relation to matters covered by these Rules are hereby superseded, but any action taken by or in pursuance of such existing rules and orders shall be deemed to have been taken under these Rules.

3. Status of the Service - The Rajasthan Subordinate Co-operative Service (Class I) is a Subordinate Service.

4. Definitions - In these Rules unless there is anything repugnant in the subject or context -

(a) 'Commission' means the Rajasthan Public Service Commission;

(b) 'Direct recruitment' means recruitment by the method prescribed by rule 7(i);

@ (bb) 'Equivalent post' means post involving duties of a similar nature to that of a post in the Service and carrying identical time scale of pay;

+ (c) 'Government and State' mean respectively, the Government of Rajasthan and the State of Rajasthan;

(d) 'Member of the Service' means a person appointed substantively to a post in the Service under the provisions of these Rules or the rules or orders superseded by rule 2;

@ Added vide Notification No.F. 1(11) Appts. (A-II)/62, dated 4- 10-1962.

+ Substituted vide Notification No.F. 7(10) DOP/A-II/74, dated 10- 2-75 for 'Government' means the Government of Rajasthan.

(e) 'Registrar' means the Registrar, Co-operative Societies, Rajasthan;

(f) 'Schedule' means a schedule to these Rules;

(g) 'Service' means the Rajasthan Subordinate Co-operative Service (Class I);

@ (h) '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 the completion of the probationary period;

Note :- Due selection by any methods of recruitment prescribed under these Rules will include recruitment either on initial constitution of Service or in accordance with the provisions of any Rules promulgated under proviso to Article 309 of the Constitution of India, except urgent temporary appointment.

** (i) '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 Rules promulgated under proviso to Article 309 of the Constitution of India; and

Note :- Absence during service e.g. training, leave and deputation etc. which are treated as 'duty' under the Rajasthan Service Rules, 1951 shall also be counted as service for computing experience or service required for promotion.

@ Inserted vide Notification No.F. 7(3) DOP/A-II/73, dated 5-7-74.

** Clause (i) substituted for:-

+ (i) '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 person holding such posts in substantive capacity shall include the period for which the person has continuously worked on such post after regular recruitment in accordance with the Rules promulgated under proviso to Article 309 and shall also include the experience gained by officiating, temporary or *ad hoc* appointment, if such appointment is in the regular line of promotion and was not of stop-gap or fortuitous nature or invalid under any law and does not involve supersession of any senior or official, except when such supersession was either due to want of prescribed academic and other qualifications, unfitness or non-selection by merit or the default of the senior official concerned ** "or when such *ad hoc* or urgent temporary appointment was in accordance with seniority- cum-merit".

Note:- Absences during service e.g. training and deputation which are treated as "duty" under the R.S.R. shall also be counted as service for computing minimum experience or service required for promotion.

vide Notification No.F. 6(2) DOP/A-II/71, dated 29-8- 82.

+ Clause (i) inserted vide Notification No.F. 6(2) Appts./A-II/71- I, dated 9-10-75. (Effective from 27-3-73).

* Inserted vide Notification No.F. 6(2) DOP/A-II/71, dated 13-7-1976. (Effective from 1-10-75.)

@ (j) 'Year' means the financial year.

+ 5. **Interpretation** - Unless the context otherwise requires the Rajasthan General Clauses Act (Rajasthan Act VIII of 1955) shall apply as it applies for the interpretation of a Rajasthan Act.

PART II-Cadre

#6. **Composition and strength of the Service-** (1) The posts included in the Service shall be as specified below :

- | | |
|--------------------------------|-------------|
| (i) Inspector Grade-I | (Executive) |
| (ii) Inspector Grade-II | (Executive) |
| (iii) Inspector Grade-I | (Audit) |
| (iv) Inspector Grade-II | (Audit) |
| (v) Publicity Officer | |
| (vi) Asstt. Publicity Officer. | |

(2) The strength of posts in each grade/category shall be such as may be determined by the Government from time to time.

Provided that the Government may :

(a) create any post, permanent or temporary from time to time, as may be found necessary;

(b) leave unfilled or hold in abeyance or abolish any post, permanent or temporary from time to time without thereby entitling any person to any compensation:

@ Added vide Notification No.F. 7(2) DOP/A-II/81, dated 21-12- 1981. w.e.f.1-4-1981.

+ Substituted for Interpretation :- "Unless the context otherwise requires, the General Clauses Act, 1897, (Central Act No. 10 of 1897) shall apply for the interpretation of these Rules as it applies for the interpretation of a General Act." vide Notification No.F. 10(2) Appts. (c)/57, dated 18-3-1958.

Rule 6 substituted for

6. **Strength of the Service:-** The strength of the Service and of each class of posts therein is as specified below:-

Designation	Number
Inspectors Grade I	10
Inspectors Grade II (Exe.)	14
Inspectors Grade II (Audit)	30
Inspectors Grade II	36
	90

Provided that the Registrar may leave unfilled or Government may hold in abeyance or abolish any vacant post without thereby entitling any person to compensation or may create additional permanent or temporary posts in the Service, from time to time, as may be found necessary:

Provided further that with the promotion of a member of the Service, from Grade-III to Grade II, or on his ceasing to be a member of the Service, the post held by him in Grade III shall automatically be transferred from that Grade to Grade II.

vide Co-operative Deptt. Notification No.F. 23(b)(8) SCA/59, dated 5-4-1977 effective from the date of publication in the Rajasthan Rajpatra.

Provided further that on the promotion of a member of Service from Grade III to Grade II or on his ceasing to be a member of the Service, the posts held by him in Grade III shall automatically be transferred from that Grade to Grade II.

PART III-Recruitment

7. Sources of recruitment- Recruitment to the Service shall be made to the posts of Inspectors Grade II-

(i) by a competitive examination;

Provided:-

* (1) that till the 1st day of April, 1959, Government may with the concurrence of the Public Service Commission, dispense with the requirement of Competitive Examination and request the Public Service Commission to select candidates by means of interview only or from among the candidates who are declared successful at the Naib Tehsildars Examination held by the Commission under the Rajasthan Tehsildar Service Rules but are surplus to the requirements of the Revenue Department.

(2) that the candidates recruited in accordance with proviso (1) shall be deemed to have been appointed by direct recruitment for purposes of all other rules.

(ii) by promotion from the Rajasthan Subordinate Co-operative Service (Class II).

@ (iii) by transfer of persons holding substantively an equivalent post when such a post is abolished.

£ (iv) Recruitment to the post of Asstt. Publicity Officer shall be made by the Registrar in accordance with rule 28(A).

+ (3) that the persons who have continuously held the posts of Inspectors Gr. II in an ad hoc or urgent temporary basis for a period of not less than 5 years as on 1.1.1985 and still holding the post on the date of publication of the amendment in the Rajasthan Gazette shall be screened by a Committee consisting of the Registrar, the Dy. Secretary to the Govt., Cooperative Department, the Dy. Secretary to Govt., Department of Personnel, and the Deputy Registrar (Adm.) for adjudging their suitability for the post held by them and be appointed to the said posts on regular basis in the Service, if they possess the qualification prescribed in the rules for direct recruitment. The inter se seniority of these persons shall be determined by the Screening Committee on the basis of length of Service and the seniority of the Inspectors so screened

* Added vide Notification No.F. 3(25) Appts.(C)/55, dated 13-5-1959.

@ Added vide Notification No.F. 1(11) Appts. (A-II)/62, dated 4-10-1962.

£ Inserted vide Notification No.F. 23 (b)(8) SCA/59, dated 5-4-1977, effective from the date of publication in the Rajasthan Rajpatra.

+ Proviso (3) to rule 7 added vide Notification No.F.2(9) DOP/A- II/79, dated 22-7-1991.

will be assigned below the persons appointed to the post of Cooperative Inspector, Gr.II by direct recruitment through the Commission in the year, 1988."

% 7-A. (1) Notwithstanding anything contained in Rule 7, regarding method of recruitment/source of recruitment, $12\frac{1}{2}\%$ of the posts to be filled in by direct recruitment to the post of Inspector Grade II/(Audit/Executive) shall be reserved for being filled in from amongst the Ministerial staff holding a post in the cadre substantively of the department concerned, subject to their being found otherwise eligible for such recruitment under the relevant rules.

(2) The said reservation shall be carried forward only to the next succeeding year.

£7-B. Notwithstanding anything contained in the recruitment, appointment, promotion, seniority and confirmation etc. of a person who joins the Army/Air Force/Navy 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.

@ 8. **Reservation of vacancies for the Scheduled Castes and the Scheduled Tribes:-** (1) Reservation of vacancies for the Scheduled Castes and 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.

(2) The vacancies so reserved for promotion shall be filled in by + [Seniority-cum-merit and merit.]

(3) In filling the vacancies so reserved the eligible candidates who are members of the Scheduled Castes and the Scheduled Tribes

% Inserted vide Notification No.F. 1(22) Appts. (A-II)/70, dated 28-4-1973.

£ Rule 7 B. Inserted vide Notification No.F. 21 (12) Appts./C/55- Pt. II, dated 29-8-1973 and Corrigendum of even number dated 28-3-1974. (Effective from 29-10-1963).

@ Substituted vide Notification No.F. 7(4) DOP/A-II/73, dated 3-10-1973:-

8. Reservation of vacancies for Scheduled Castes and Scheduled Tribes.- Reservation of vacancies for Scheduled Castes and Scheduled Tribes shall be in accordance with the orders of Government for such reservation in force at the time of recruitment.

££ Note 1 :- Deleted;

Note 2 :- Reservation shall be calculated on the basis of total vacancies. Adjustment of fractions shall be made over a period of five years. Promotion shall be irrespective of caste considerations.

££ Note 1 of Rule 8 Deleted vide Notification No.F. 3(26) Appts./D/59, dated 8-1-60 "A copy of such orders in force at the commencement of these Rules is given in Schedule I."

+ Substituted for the words "Merit cum seniority" in sub rule 2 of Rule 8, vide Notification No.F. 7(6) DOP/A- II/75, dated 31-10-75 (w.e.f. the date of publication in the Gazette) and further the words "Merit alone" substituted vide Notification No.F. 7(4) DOP/A-II/73, dated 29-1-1981.

shall be considered for appointment in the order in which their names appear in the list prepared for Direct Recruitment by the Commission, for posts falling in its purview, and by the Appointing Authority in other cases, and the Departmental Promotion Committee or the Appointing Authority, as the case may be, in the case of promotees, irrespective of their relative rank as compared with other candidates.

£(4) Appointments 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 Scheduled Castes and Scheduled Tribes, as the case may be, in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure and an equivalent number of additional vacancies shall be reserved in the subsequent year. Such of the vacancies which remain so unfilled shall be carried forward to the subsequent three recruitment years in total and thereafter such reservation would lapse :

Provided that there shall be no carry forward of the vacancies in posts or class/category/group of posts in any cadre of Service to which promotions are made on the basis of + (Deleted) merit alone, under these Rules.

§ "8A. Reservation of vacancies for Other Backward Classes :- Reservation of vacancies for Other Backward Classes shall be in accordance with the orders of the Govt. for such reservation in force at the time of direct recruitment. In the event of non-availability of eligible and suitable candidates amongst Other Backward Classes in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure."

@ 9. Determination of vacancies.- (1) (a) Subject to the provisions of these Rules, the Appointing Authority shall determine on 1st April every year, the actual number of vacancies occurring during the financial year.

£ Rule 8(4) substituted for -

8(4). In the event of non-availability of a sufficient number of eligible and suitable candidates amongst the Scheduled Castes and the Scheduled Tribes in a particular year, vacancies shall not be carried forward and shall be filled in accordance with the normal procedure. vide Notification No.F. 7(10) DOP/A-II/74, dated 10-2-1975.

+ Deleted the words "both 'merit' and 'seniority-cum-merit' and not by seniority cum" vide Notification No.F. 7(6) DOP/A-II/75, dated 31-10-75 (effective from the date of publication in Gazette).

§ Added vide Notification No. F.7(2) DOP/A-II/93 dated 24-5-1994 w.e.f. 28-9-1993.

@ Rule 9 substituted for :-

+ "Determination of vacancies:-(1) (a) Subject to the provisions of these Rules, the Appointing Authority shall determine every year the number of existing vacancies and those anticipated during the following twelve months and the number of persons likely to be appointed to the Service by each method. The next determination of vacancies shall be done just before the expiry of twelve months of the last determination of vacancies.

(b) In calculating the actual number of vacancies to be filled in by each method on the basis of percentage prescribed in the Schedule, the Appointing Authority shall adopt an appropriate continuous cyclic order to correspond with the proportion laid down in the Schedule by giving precedence to promotion quota.

contd.....

(b) Where a post is to be filled in by a single method as prescribed in the rule or Schedule, the vacancies so determined shall be filled in by that method.

(c) Where a post is to be filled in by more than one method as prescribed in the rules or Schedule, the apportionment of vacancies, determined under clause (a) above, to each such method shall be done maintaining the prescribed proportion for the over all 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.

(2) The Appointing Authority shall also determine the vacancies of earlier years, yearwise 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.

Contd....

(2) The Appointing Authority shall determine every year the number of existing vacancies and those anticipated in next twelve months which are to be filled by promotion of persons already in the Service.

(3) The Appointing Authority shall also determine the corresponding vacancies of earlier year, if any, yearwise 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 accordance with sub-rule (2)"

vide Notification No.F. 7(2) DOP/A-II/81, dated 21-12-1981 w.e.f. 1-4-1981.

+ Substituted for:-

9. Determination of vacancies:-(1) Subject to the provisions of these Rules, the Appointing Authority shall determine each year, the number of vacancies anticipated during the following twelve months and the number of persons likely to be recruited by each method. Such vacancies shall be determined again before the expiry of twelve months of the last determination of such vacancies.

(2) In calculating the actual number to be filled by each method, on the basis of the percentage prescribed in column 3 of the schedule, appended with relevant Service Rules, each Appointing Authority shall adopt an appropriate cyclic order to correspond with the proportion laid down in each of the Service Rules and by giving precedence to promotion quota over direct recruitment quota e.g. where the appointment by direct recruitment and promotion is in the percentage of 75 and 25, respectively, the cycle shall run as follows:-

1. By promotion,
2. By direct recruitment.
3. By direct recruitment.
4. By direct recruitment.
5. By promotion.
6. By direct recruitment.
7. By direct recruitment.
8. By direct recruitment.
9. By promotion, and so on.

vide Notification No.F. 5(3) DOP/A-II/77, dated 6-10-79.

@ 10. "Nationality". A candidate for appointment to the Service must be:-

@ Substituted for:

£ 10. "Nationality".- A candidate for appointment to the Service must be:-

- (a) a citizen of India, or (b) a subject of Sikkim, or
(c) a subject of Nepal, or (d) a subject of Bhutan, or

(e) a Tibetan refugee who came over to India before the 1st January, 1962 with the intention of permanently settling in India, or,

(f) a person of Indian origin who has migrated from Pakistan, Burma, Ceylon and East African Countries of Kenya, Uganda and the United Republic of Tanzania (formerly, Tanganyika and Zanzibar) with the intention of permanently settling in India.

Provided that a candidate belonging to categories (c), (d), (e) and (f) shall be a person in whose favour a certificate of eligibility has been given by the Government of India and if he belongs to category (f) the certificate of eligibility will be issued for a period of one year, after which such a candidate will be retained in service subject to his having acquired Indian citizenship.

A candidate in whose case a certificate of eligibility is necessary may be admitted to an examination or interview conducted by the Commission or other recruiting authority as the case may be, and he may also provisionally be appointed subject to the necessary certificate being given to him by the Government. "vide Notification No.F 7(4)DOP/A-II/76, dated 7-9-1976.

£ Substituted for :-

\$ "10. Nationality".- A candidate for appointment to the Service must be :

(a) a citizen of India, or (b) a subject of Sikkim, or (c) a subject of the State of Pondicherry, or (d) a person of Indian origin who has migrated from Pakistan with the intention of permanently settling in India:

Provided:-(1) that, subject to the issue of a certificate of eligibility in his favour, a subject of Nepal, or a Tibetan who came over to India before the 1st January, 1962, with the intention of permanently settling in India may also be appointed to any State post;

(2) that a candidate belonging to category (c) or (d) above must be a person in whose favour a certificate of eligibility had been given by the Government of India, and if he belongs to category (d), the certificate of eligibility will be valid only for a period of one year from the date of his appointment beyond which he can be retained in service only if he has become a citizen of India.

A candidate in whose case a certificate of eligibility is necessary, may be admitted to an examination or interview conducted by the Rajasthan Public Service Commission or other recruiting authority and he may also provisionally be appointed subject to necessary certificate being given to him by the Government of India. "vide Notification No.F. 1(20) Appts/A- II/67, dated 13-12-74.

\$ Rule 10 Substituted for

"10. "Nationality".-A candidate for appointment to the Service must be.-

(a) a citizen of India, or (b) a subject of Sikkim, or (c) a subject of Nepal or of a Portuguese or former French possession in India, or (d) a person of Indian origin who has migrated from Pakistan with the intention of permanently settling in India :

Provided that if he belongs to category (c) or (d), he must be a person in whose favour a certificate of eligibility has been given by the Government of India :

Provided further that if he belongs to category (d) the certificate of eligibility will be valid only for a period of one year from the date of his appointment beyond which he can be retained in Service only if he becomes a citizen of India.

A candidate in whose case a certificate of eligibility is necessary may be admitted to an examination or interview conducted by the Rajasthan Public Service Commission or other recruiting authority and he may also provisionally be appointed subject to the necessary certificate being given to him by the Government of India, beyond which he can be retained in service only if he has become a citizen of India.

vide Notification No. F. 3 (6) Appts/59 dated 29.12.65.

- (a) a citizen of India, or
- (b) a subject of Nepal, or
- (c) a subject of Bhutan, or
- (d) a Tibetan refugee who came over to India before the 1st January, 1962 with the intention of permanently settling in India, or

* (e) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, East African Countries of Kenya, Uganda, the United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam 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.

A candidate in whose case a certificate of eligibility is necessary may be admitted to an examination or interview conducted by the Commission or other recruiting authority and he may also provisionally be appointed subject to the necessary certificate being given to him by the Government.

@ 10-A £ "Condition of eligibility of persons migrated from other Countries to 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 State Government from time to time and the same shall be regulated *mutatis mutandis* accordig to the instructions issued on the subject by the Government of India.

11. Age.- A candidate for direct recruitment must have attained the age of 20 years and must not have attained the age of % "33 years"

* Rule 10(e) -Substituted for

"10 (e) 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, Zaire and Ethiopia) with the intention of permanently settling in India. "vide Circular No.F. 7(5) DOP/A-II/76, dated 23-10-1978.

+ Inserted vide Notification No.F. 7(4) DOP/A-II/76, dated 4-6-1977.

@ Rule 10A. added vide Notification No.F. 7(5) DOP/A-II/76, dated 20-6-1977.

£ Heading of Rule 10A added vide Notification No.F. 2(4) DOP/A- II/79, dated 22-11-84.

% Substituted for the words "\$31 years" vide Notification No.F. 7(2) DOP/A-II/84, dated 20-3-90, w.e.f. 25-1-90.

\$ Substituted for the words #"28 years" vide Notification No.F. 7(2) DOP/A-II/84, dated 25-2-85, w.e.f. 28-9-84.

Substituted for the figures & words "23 years" vide Notification No.F. 1(25) Appts./A-II/69, dated 3-6-1970.

on the first day of January next following the date of ££ [application]:

Provided:-

(1) that if a candidate would have been entitled in respect of his age to appear at the examination in any year in which no such examination was held, he shall be deemed to be entitled in respect of his age to appear at the next following examination;

(2) that in respect of the first examination to be held under the provisions of these Rules, the upper age limit shall be 28 years except in the case of a person employed in connection with the affairs of the State of Rajasthan, who held in a substantive capacity, a permanent post in one of the Covenanted States or had a lien on such a post or would have held a lien, if it had not been suspended for whom the upper age-limit shall be 33 years; and

(3) that in all of the above cases, the upper age limit for a candidate of Scheduled Caste or of a Scheduled Tribe shall be deemed to have been raised further by 5 years;

++ (4) that the upper age-limit for jagirdars including Jagirdars' sons who did not have any sub-Jagir for their subsistence shall be 40 years;

** (5) provided that the upper age-limit for the reservists, namely the Defence Service Personnel transferred to the reserve, shall be 50 years;

Note:-(1) This relaxation will remain in force for a period ending 1st January, 1962.

%% (2) In the case of women candidates the upper age-limit shall be raised by *(ten years).

@ (6) that the upper age-limit for the political sufferers shall be 40 years till the 31st December, 1964;

Explanation:-The expression "political sufferer" for the purpose of this rule shall have the meaning assigned to it under clause (iii) of rule 2 of the Rajasthan Political Sufferers Aid Rules, 1959, published in Part IV (C) of the Rajasthan Gazette, dated 18th June, 1959.

££ Substituted for the words "Commencement of the examination." vide Notification No.F. 3(26) Appts./D/59, dated 8-1-1960,

++ Added vide Notification No.F. 3(9) Appts./D/59, dated 5-8-1959.

** Added vide Notification No.F. 3(9) Appts./C/58, dated 27-8-1962.

%% Added vide Notification No.F. 1(12) Appts. (D)/60, dated 16-11-1960.

* Substituted for the figures & words "5 years" vide Notification No.F. 11(10) Coop/62, dated 17-7-1956.

@ Added vide Notification No.F. 6(16) Appts.(A-II)/62 dated 31-5-1963.

@ (7) that the upper age limit mentioned above shall be relaxable by a period equal to the Service rendered in the N.C.C. 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;

** (8) Provided that the upper age-limit in the case of Ministerial and Class IV Employees of the Department for category of posts reserved for them under these Rules shall be 40 years;

ı (9) that for recruitment to the post not within the purview of the Commission, the upper age-limit for persons who were retrenched from the State Government Service for want of a vacancy or due to abolition of post shall be 35 years if they were within the age-limit prescribed under these Rules, when they were initially appointed to the post from which they were first retrenched provided that normal prescribed channels of recruitment relating to qualifications, character, medical fitness etc. are fulfilled and they were not retrenched on account of complaint or delinquency and they produce a certificate of having rendered good services from the last Appointing Authority;

+ + (10) that the upper age-limit mentioned above shall be relaxed upto 45 years for the persons repatriated from Burma and Ceylon on or after 1-3-1963 and East African Countries of Kenya, Tanganyika, Uganda and Zanzibar with a further relaxation upto 5 years in the case of persons belonging to the Scheduled Castes or the Schedule Tribes;

+ (11) that there shall be no age-limit in the case of persons repatriated from East African countries of Kenya, Tanganyika, Uganda and Zanzibar;

% (12) notwithstanding anything contained contrary in these Rules, in the case of persons serving in connection with the affairs of the State in substantive capacity, the upper age limit shall be 40 years for direct recruitment to posts filled in by competitive examinations or in case of

@ Added vide Notification No.F. 1(10) Appts. (A-II)/66, dated 11-4-1967 and Corrigendum of even number dated 15-12-1971.

** Inserted vide Notification No.F. 1(22) Appts. (A-II)/70, dated 28-4-1973 & Corrigendum of even No. dated 11-4-74.

ı Inserted vide Notification No.F. 5(2) DOP/A-II/73, dated 21-12-73.

+ + Inserted vide Notification No.F. 1(20) DOP/A-II/67, dated 13-12-74 (Effective upto 28-2-75) and Corrigendum dated 6-5-75 and substituted for-

(10) That the upper age-limit mentioned above shall be relaxed up to 45 years for the persons repatriated from Burma, Ceylon on or after 1-3-1963 and 1-11-1964 and East African Countries of Kenya, Tanganyika, Uganda and Zanzibar with a further relaxation upto 5 years in the case of persons belonging to the Scheduled Castes and the Scheduled Tribes. vide Notification No.F. 1(20) DOP/A-II/67, dated 20-9-75 (Effective upto 28-2-77).

+ Inserted vide Notification No.F. 1(20) Appts./A-II/67, dated 13-12-74 and corrigendum dated 6-5-75.

% Inserted vide Notification No.F. 7(8) DOP/A-II/74, dated 31-12-74 (effective from 28-10-74) and corrigendum dated 25-7-75.

posts filled in through the Commission by interview. This relaxation shall not apply to urgent temporary appointments;

++ (13) that the upper age-limit mentioned above shall not apply in the case of an ex-prisoner who had served under the Government on a substantive basis on any post before his conviction and was eligible for appointment under the Rules;

++ (14) that in the case 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 provided he was not overage before his conviction and was eligible for appointment under the Rules;

*(15) that the Released Emergency Commissioned Officers and Short Service Commissioned Officers after release from the Army shall be deemed to be within the age-limit even though they have crossed the age-limit when they appear before the Commission had they been eligible as such at the time of their joining the Commission in the Army;

££ (16) that there shall be no age-limit in case of persons repatriated from Pakistan during the 1971 Indo-Pak-War.

%% (17) "that there shall be no age limit in the case of widows and divorcee women.

Explanation:- That in the case of widow, she will have to furnish a certificate of death of her husband from the Competent Authority and in case of divorcee she will have to furnish the proof of divorcee."

12. Academic qualifications.-(1) A candidate for direct recruitment to the Service + "excluding the posts of Asstt. Publicity Officer & Publicity Officer" must hold a degree in Arts, Science, Agriculture or Commerce of the Rajasthan University or of a University recognised by the £ "Government in consultation with the Commission" for the purpose ** "or possess Hindi or Sanskrit qualifications recognised by the Government, in consultation with the Commission as equivalent to the aforesaid degree".

%Note :- Government have decided to recognise the Diploma in Rural Service awarded by the National Council of Rural Higher Education,

++ Proviso (13) and (14) added vide Notification No.F. 5(6) DOP/A- II/74, dated 18-4-75 issued on 11-6-75.

* Inserted vide Notification No.F. 7(2) DOP/A-II/75, dated 20-9-75.

££ Added vide Notification No.F. 15(25) DOP/A-II/79, dated 19-2-80.

%% Added vide Notification No.F. 7(2) DOP/A-II/84, dated 18-12-87.

+ Inserted vide Notification No.F. 23(b) (8) SCA/59, dated 5-4-77. Effective from the date of Publication in the Rajasthan Rajpatra.

£ Substituted for the word "Commission."

vide Notification No.F. 1(5) Appts. (A-II)/63, dated 22-11-1963

** Added vide Notification No.F. 3(12) AC/Intg/57, dated 8-6-1958.

% Added vide Notification No.F. 3 (46) Appts.(D)/59, dated 15-2- 1960.

as equivalent to the first degree of a recognised University for purposes of appointment to Services and posts under the Government for a period of five years only, in the first instance with effect from 2nd June, 1959.

+ (2) A candidate for direct recruitment to the post of Asstt. Publicity Officer must hold a Degree in Arts with Hindi Literature in 2nd Division from a University established by law in India or Hindi or Sanskrit qualification recognised by the Government as equivalent thereto and must have either at least 5 years' experience in journalism in a newspaper office of repute or in a Public Relations Department of any State Government or Central Government.

OR

Diploma in Journalism/Cooperation. Preference will be given to persons having post-graduate degree in Hindi or English or Diploma in Co-operation.

13. Character.- The character of a candidate for direct recruitment must be such as to qualify him for employment in the Service. He must produce a certificate of good character from the Principal, Academic Officer of the University or College in which he 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 College or University and not related to him.

Note 1.- A conviction by a court of law need not of itself involve the refusal of a certificate of good character. The circumstances of the conviction should be taken into account and if they involve no moral turpitude or association with crimes of violence or with a movement which has as its object the overthrow by violent means of Government as by law established, the mere conviction need not be regarded as a disqualification.

xx 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 grounds 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. Those convicted of offences involving moral turpitude shall be required to produce a certificate from the Superintendent, After-Care Home endorsed by the

+ Inserted vide Notification No.F. 23 (b) (8) SCA/59, dated 5-4-77. Effective from the date of publication in the Rajasthan Rajpatra.

xx Inserted vide Notification No.F. 1(4) Appts. (A-II)/60, dated 28-6-1961.

Inspector General of Prisons to the effect that they are suitable for employment as they have proved to be completely reformed by their disciplined life while in prison and by their subsequent good conduct, in an After-Care Home.

@ 14. Physical fitness.- A candidate for direct recruitment to the Service, must be in good mental or bodily health and free from any mental or physical defect likely to interfere with the efficient performance of his duties as a member of Service and if selected must produce a certificate to that effect from a Medical Authority notified by the Government for the purpose. The Appointing Authority may dispense with production of such certificate in the case of candidate promoted in the regular line of promotion, or who is already serving in connection with the affairs of the State if he has already been medically examined for the previous appointment and the essential standards of medical examination of the two posts held by him are to be comparable for efficient performance of duties of the new post and his age has not reduced his efficiency for the purpose.

+ 14-A. Employment of irregular or improper means.- A candidate who is or has been declared by the Commission/Appointing Authority guilty of impersonation or of submitting fabricated documents which are incorrect or false or of suppressing material information or using or attempting to use unfair means in the examination or interview or otherwise resorting to any other irregular or improper means for obtaining admission to the examination or appearance at any interview, shall, in addition to rendering himself liable to criminal prosecution, be debarred either permanently or for a specified period :

(a) by the Commission/Appointing Authority from admission to any examination or appearance at any interview held by the Commission/Appointing Authority for selection of candidates; and

(b) by the Government from employment under the Government.

15. Qualifying Service etc. for promotion to the Service.-(1) No person shall be recruited to the Service, including the post of Asstt.

@ Rule 14 substituted for-

"14. **Physical fitness.**-A candidate for direct recruitment to the Service must be in good mental and bodily health and free from any physical defects likely to interfere with the efficient performance of his duties as a member of the Service, and must produce, if selected, for appointment, a certificate to that effect from a Medical Authority prescribed by Governments for the purpose." vide Notification No.F. 7(2) DOP/A- II/74, dated 5-7-1974.

+ Rule 14-A. added vide Notification No.F. 1(33) Appts./A-II/63, dated 26-8-1965.

f Rule 15 substituted for-

15. Qualifying service etc. for promotion to the Service.-No person shall be recruited to the Service by promotion unless he has been serving in the Rajasthan Subordinate Co-operative Service (Class II) for at least five years on the 1st day of "April" of the year in which the selection is made and has successfully completed the course of training prescribed for Assistant Inspectors.

contd....

Publicity Officer and Publicity Officer, by promotion unless he has been serving in the Rajasthan Subordinate Co-operative Service (Class-II) for at least 5 years on the last day of January of the year in which the selection is made and has successfully completed the course of training prescribed for Asstt. Inspectors^g.

Explanation:-Service on a corresponding post in the Cooperative Department of an erst-while State of Rajasthan shall count as service in the Rajasthan Subordinate Cooperative Service Class-II.

(2) No person shall be appointed to the post of Publicity Officer by promotion unless he has 5 years' experience as Asstt. Publicity Officer.

16. 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 candidature by other means may disqualify him for recruitment.

PART IV-

Procedure For Direct Recruitment

17. Frequency of examinations.- A competitive examination for recruitment to the Service @ "excluding the post of Asstt. Publicity Officer and Publicity Officer" shall be held every year unless Government, in consultation with the Commission, decide not to hold the examination in any particular year.

18. Authority for conducting the examination and Syllabus.- (1) The examination shall be conducted by the Commission in accordance with the syllabus prescribed in Schedule -II:

Provided that the syllabus may be revised by Government from time to time as it may deem fit in consultation with the Commission.

(2) Subject to the provisions of sub-rule (1) the Commission may in consultation with Government, hold a combined examination for direct recruitment to the Service £ "excluding the post of Asstt. Publicity Officer and Publicity Officer" and to any other service or services.

Contd...

Explanation.- Service on a corresponding post in the Co-operative Department of a Covenanted State of Rajasthan shall count as service in the Rajasthan Subordinate Cooperative Service (Class II). vide Notification No.F. 23 (b) (8) SCA/59, dated 5-4-1977. Effective from the date of publication in the Rajasthan Rajpatra.

* Substituted for the word "January" vide Corrigendum No.F. 1(4) DOP/A-II, 3, dated 29-12-75.

@ Inserted vide Notification No.F. 23 (b) (8) SCA/59, dated 5-4-77. Effective from the date of publication in the Rajasthan Rajpatra.

£ Inserted vide Notification No.F. 23(b)(8)/SCA/59, dated 5-4-77. Effective from the date of publication in the Rajasthan Rajpatra.

19. Inviting of applications.- (1) On a requisition for direct recruitment to the Service having ²"excluding the post of Asstt. Publicity Officer and Publicity Officer" been made by the Registrar to the Commission, the Commission shall call for applications for permission to sit at the examination by publishing a notice to that effect in the Rajasthan Gazette or in such other manner as they may deem fit:

£ Provided that while selecting candidates for the vacancies so advertised, the Commission may, (i) if intimation of additional requirement is sent to the Commission before the selection and (ii) if suitable persons are available, keep on their reserve list more candidates whose number shall not exceed 50% of the advertised vacancies.

@ The names of such candidates may, on requisition, be recommended in the order of merit to the Appointing Authority within six months from the date on which the original list is forwarded to the Appointing Authority.

(2) Subject to the provisions of these Rules, the Commission may issue, alongwith the notice or in such other manner as they may deem fit, such instructions for the guidance of the candidates as they may deem necessary, giving information among other on the following details:-

(i) Number of vacancies to be filled by direct recruitment, indicating the number of vacancies reserved for candidates of Scheduled Castes and Scheduled Tribes;

(ii) Date of submission of applications for permission and method of submission;

(iii) Qualifications required of candidates and the method by which these qualifications shall be established;

(iv) Date and place of examination;

(v) Syllabus of the examination.

+ **20. Form of Application.-**The application shall be made in the form approved by the Commission or the Appointing Authority as the case may be, and obtainable from the Secretary to the Commission or from the office of the Appointing Authority, as the case may be, on payment of such fee as the Commission or the Appointing Authority may, from time to time, fix:

* Inserted vide Notification No. F. 23 (b)(8)/SC A/59, dated 5-4-77 effective from the date of publication in the Rajasthan Rajpatra.

£ Added vide Notification No.F. 3(12) Appts. (D)/59, dated 22-6-1960.

@ Substituted for-"The names of such candidates may be recommended on requisition of the appointing authorities within six months from the date of Interview." vide Notification No.F. 1(27) Appts./A-II/69, dated 3-12-73.

+ Rule 20 substituted for:-

"20. Form of application.-The applications shall be made on the form prescribed by the Commission and obtainable from the Secretary to the Commission on payment of such fee as the Commission may from time to time, prescribe. vide Notification No.F. 7(2) DOP/A-II/73, dated 5-11-1973.

Provided that the persons repatriated from Burma and Ceylon on or after 1-3-1963 and from East African Countries of Kenya, Tanganyika, Uganda and Zanzibar shall be exempted from payment of cost of Application form prescribed by the Commission or the Appointing Authority, as the case may be, subject to the condition that the Commission or the Appointing Authority, as the case may be, is satisfied that such persons are not in a position to pay such fee.

21. Admission to the examination.-(1) No candidate shall be admitted to the examination unless he holds a certificate of admission granted by the Commission. Before granting such certificate the Commission shall satisfy themselves in each case that the application has been made strictly in accordance with the provisions of these Rules;

Provided that the Commission may at their discretion allow a bonafied mistake made in the filling of the prescribed form of presentation of the application to be furnished in good time before the commencement of the examination.

(2) The decision of the Commission as to the eligibility or otherwise of a candidate for admission to the examination shall be final.

22. Examination fee. - @ (1) A candidate for direct recruitment to a post in the Service must pay to the Commission such fee as are fixed by them.

ANNEXURE

	For Competitive Examinations	For Interviews
1. State Services	Rs. 50.00	Rs. 20.00
2. Subordinate Services carrying Pay Scale not lower than Rs. 110-225.	Rs. 30.00	Rs. 10.00
3. Ministerial Services carrying Pay Scale, lower than Rs. 110-225.	Rs. 20.00	Rs. 5.00

Proviso to Rule 20 inserted vide Notification No.F. 1(20)DOP/A- II/67, dated 13-12-74 and Corrigendum, dated 6-5-75. effective upto 28-2-75 and substituted for

Provided that the persons repatriated from Burma, Ceylon on or after 1-3-63 and 1-11-1964 and East African countries of Kenya, Tanganyika, Uganda and Zanzibar shall be exempted from payment of the application fee prescribed by the Commission or the Appointing Authority as the case may be, subject to the condition that the Commission or the Appointing Authority as the case may be, is satisfied that such persons are not in a position to pay such fee. vide Notification No.F. 1(20) DOP/A-II/67, dated 20-9-75, effective upto 28-2-77 :

@ Rule 22 (1) substituted for

22 (1) Examination fee - A candidate for direct recruitment to the Service must pay to the Commission in such manner as may be prescribed, a fee of Rs. 30/- or Rs. 15/- if he is a member of a Scheduled Caste or Scheduled Tribe. vide Notification No. F 1 (2) Appts. (D)/60 dated 21-6-62.

In the case of candidates belonging to Scheduled Castes/Scheduled Tribes, the fee shall be one-fourth in all cases. Form of application shall be obtainable from the Commission free of charge:

§"Provided that the persons repatriated from Burma and Ceylon on or after 1-3-1963 and from East African countries of Kenya, Tanganyika, Uganda and Zanzibar shall be exempted from payment of Application fee or "Examination fee" as the case may be, as prescribed by the Commission or the Appointing Authority, as the case may be, subject to the condition that the Commission or the Appointing Authority, as the case may be, is satisfied that such persons are not in a position to pay such fee.

(2) In case, the examination is being held under Rule 18(2), a candidate wishing to be considered for any service or services besides the Service shall pay to the Commission such additional fee or fees as the Commission may require, after consultation with Government, instead of paying the full examination fee in respect of each such service separately.

(3) No claim for the refund of the examination fee shall be entertained nor the fee shall be held in reserve for any other examination by the Commission. In the latter case a deduction of Rs.5/- shall be made before the refund is paid.

23. Personality and Viva Voce Examinations.-After the marks obtained by the candidates in the written test have been received, the Commission shall call for interview such of them as have obtained an aggregate of 45% or over of the total marks for the written test with a minimum of $33\frac{1}{2}\%$ marks in each subject and shall award marks to each candidate, interviewed by them. In interviewing the candidates besides awarding marks in respect of character, personality, address and physique, marks shall also be awarded for the candidates' proficiency in the Rajasthani dialects and his knowledge of Rajasthani Social Customs. The marks so awarded shall be added to the marks obtained in the written test by such candidate, respectively.

§ Proviso to Rule 22 inserted vide Notification No. F. 1(2) DOP/A- II/67, dated 13-12-74 (Effective upto 28-2-75) and substituted for

Provided that the person repatriated from Burma, Ceylon on or after 1-3-1963 and 1-11-1964 and East African Countries of Kenya, Tanganyika, Uganda and Zanzibar shall be exempted from payment of examination fee as prescribed by the Commission or the Appointing Authority, as the case may be, subject to the condition that the Commission or the Appointing Authority, as the case may be, is satisfied that such persons are not in position to pay such fee. vide Notification No.F. 1(2) DOP/A-II/67, dated 20-9-75 (Effective upto 28-2-77).

Recommendations of the Commission.- The Commission shall prepare a list of the candidates recommended by them for direct recruitment in order of their proficiency as disclosed by their aggregate marks. If two or more of such candidates obtain equal marks in the aggregate, the Commission shall arrange them in order of merit on the basis of their general suitability for the Service.

% The Commission may award grace marks upto one in any one or more of the compulsory papers and upto 3 in the aggregate to enable a candidate to qualify at the Examination who might otherwise have not qualified in the said examination:

Provided that the Commission shall not recommend any candidate who has failed to obtain a minimum of 50% marks *(Deleted) in the aggregate.

**Provided that for the posts which are to be filled through Combined Competitive Examination under the Rajasthan State and Subordinate Service (Direct Recruitment by Combined Competitive Examinations) Rules, 1962, the Commission may, on requisition, recommend, in the order of merit, further names in addition to the advertised vacancies against additional vacancies intimated to them by the government or the Appointing Authority, as the case may be, before the final result of the Combined Competitive Examination is declared by the Commission.

@ 24-A. "Disqualification for appointment.-(1) No male candidate who has more than one wife living shall be eligible for appointment to the Service unless Government after being satisfied that there are special grounds for doing so, exempt any candidate from the operation of this rule.

(2) No female candidate who is married to a person having already a wife living shall be eligible for appointment to the Service unless Government after being satisfied that there are special grounds for doing so, exempt any female candidate from the operation of this rule.

% Added vide Notification No.F. 1(15) Apptt./A-II/61, dated 19-5-62.

* Deleted the words "in the personality and viva voce examination and a minimum of 50%" vide Notification No.F. 3(26) Apptt./D/59, dated 8-1-1960.

** Inserted vide Notification No.F.1(27) Apptt./A-II/69, dated 25-10-1971 and substituted for-

Provided that the Commission, may to the extent of 50% of the advertised vacancies keep names of suitable candidates on the reserve list. The names of such candidates may, on requisition, be recommended in the order of merit to the Government within six months from the date on which the original list is forwarded by the Commission to the Government. vide Notification No.F. 5(7) DOP/A-II/76, dated 24-12-76 (w.e.f. 1-1-76).

@ Rule 24-(A) inserted vide Notification No.F. 7(3) DOP/A-II/76, dated 21-5-76.

£ (3) Deleted.

@ (4) No married candidate shall be eligible for appointment to the Service if he/she had at the time of his/her 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).

25. Selection by Registrar.- Subject to the provision of rule 8 " and 8A." the Registrar shall select the candidates who stand highest in order of merit in the list prepared by the Commission under rule 24 provided that he is satisfied, after such enquiry as may be considered necessary, that such candidates are suitable in all respects for appointment to the Service.

££ **25-A. Procedure for Direct recruitment to the post of Asstt. Publicity Officer.-**

(1) Application for direct recruitment to the post of Asstt. Publicity Officer shall be invited by the Registrar by advertising the vacancies, in the Official Gazette, or in such other manner, as he thinks fit.

(2) The application shall be made in the form approved by the Registrar and obtainable from the office of the Registrar, on payment of such fee as the Registrar, may from time to time, fix.

(3) The Registrar shall scrutinize the applications received by him and require the candidates, whom he finds eligible for appointment under these Rules, to appear before the Committee for interview and for test in such manner as the Committee may deem fit;

Provided that the decision of the Registrar regarding the eligibility or otherwise of a candidate shall be final.

(4) The Committee shall prepare a list of the candidates equal to twice the number of posts advertised, whom it considers suitable for appointment and arrange them in order of merit:

£ Rule 24-A(3) deleted.

(3) No candidate male or female who has more than three children shall be eligible for appointment to the Service unless one of the spouses has undergone sterilization or in the case of a female candidate, she is above 45 years of age.

Provided that any married candidate, male or female, who had no child for the last 10 years, shall be exempted from the operation of this sub-rule.

Explanation.-(i) For the purpose of this sub-rule, a child shall include an adopted child or a step-child; and

(ii) For claiming exemption under the proviso to this sub-rule, the candidate shall have to produce a certificate either from a Registered Medical Practitioner or swear an affidavit to the effect that the age of his or her youngest child is not less than 10 years. vide Notification No.F 7(3) DOP/A-II/76, dated 15-2-77.

@ Rule 24-A (4) inserted vide Notification No.F. 15(9) DOP/A-II/74, dated 5-1-77.

\$ Inserted vide Notification No. f.7(2) DOP/A-II/93 dated 24-5-1994 w.e.f. 28-9-1993.

££ Rule 25-A. inserted vide Notification No.F. 23 (b)(8) SCA/59, dated 5-4-77 (effective from the date of publication in the Raj. Rajpatra)

Provided that the Committee may, to the extent of 50% of the advertised vacancies, keep names of suitable candidates on the reserve list and may on requisition, recommend the names of such candidates in the order of merit to the Registrar within six months from the date on which the original list is forwarded by the Committee to the Registrar.

(5) Subject to the provisions of rules, the Registrar shall select the candidates who stand highest in order of merit in the list prepared by the Committee under sub-rule (4) of rule 25 (A) :

Provided that the inclusion of a candidate's name in the list confers no right to appointment unless the Appointing Authority is satisfied after such enquiry as may be considered necessary that such candidate is suitable in all other respects for appointment to the post concerned.

PART V-

Procedure For Recruitment By Promotion

26. Criterion for selection.- (1) For purposes of recruitment by promotion to the Service, a selection strictly on + + "Seniority- cum-merit" shall be made from among all the members of the Rajasthan Subordinate Co-operative Service (Class II) eligible for such promotion under the provision of these Rules * "on the first day of the month of April of year of selection."

+ (2) Deleted.

@ **Explanation:-**In case direct recruitment to a post has been made earlier than regular selection for 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.

£26-A . No officer shall be considered for promotion unless he is substantively appointed and confirmed on the next lower post. If no officer substantive in next lower post is eligible for promotion, officers who have been appointed on such post on officiating basis after selection in accordance with one of the methods of recruitment or under any

+ + Inserted vide Notification No.F. 3(26) Apptt./D/59, dated 8-1-60 and F. 1(6) Apptt./D/60, dated 31-8-60.

* Inserted vide Notification No.F. 1(4) DOP/A-II/73, dated 13-6-74.

+ Deleted Rule 26(2) - In selecting the candidates for promotion regards shall be had to their (a) Technical qualifications and knowledge (b) Tact, energy and Intelligence (c) Integrity and (d) previous record of service. vide Notification No.F. 1(6) Apptts./D/60, dated 13/14-12-1965-

@ Inserted vide Notification No.F. 7(1) Karmik/ka-II/75, dated 20- 9-75, w.e.f. the date of publication in the Rajasthan Rajpatra.

£ Rule 26-A inserted vide Notification No.F. 7(1) DOP/A-II/74, dated 5-7-1974.

Service Rules promulgated under proviso to Article 309 of the Constitution of India may be considered for promotion on officiating basis only in the order of seniority in which they would have been had they been substantive on the said lower post.

27. Procedure for selection.-(1) Wherever it is decided that a number of vacancies of Inspectors Gr.II are to be filled by promotion, the Registrar shall on the basis of recommendations received from time to time, from the officers subordinate to him or otherwise on the basis of annual confidential report and other service records prepare a list of suitable candidates for promotion to the class of posts concerned in order of @ "seniority". The number of candidates included in the list shall be, subject to the availability of suitable candidates, twice the number of vacancies likely to be filled by promotion.

(2) The list prepared under sub-rule (1), shall be forwarded by the Registrar to the Commission together with the confidential rolls and other service records of the candidates included in the list + + "as also of persons superseded if any," and the Commission shall be requested to advise on their suitability for promotion. The Commission shall consider the cases of the persons included in the list in the order, in which they have been placed and shall, subject to their suitability, approve as many of them as the number of vacancies likely to be filled by promotion.

(3) The names of candidates approved by the Commission shall be communicated to the Registrar, who shall arrange them in order of their seniority as members of the Rajasthan Subordinate Co-operative Service (Class II) and shall make appointments in the same order.

@@27-A. Revised Criteria, Eligibility and Procedure for promotion to Junior, Senior and other posts encadred in the Service:-

(1) As soon as the Appointing Authority determines the number of vacancies under rule regarding determination of vacancies of these Rules and decides that a certain number of posts are required to be

@ Substituted for the word 'preference' vide Notification No.F. 3(26) Apptt./D/59, dated 8-1-1960.

+ + Inserted vide Notification No. F. 3 (26) Appts.D/59 dated 8-1-1960.

@@ Substituted for Rule 27-A :-**Revised Criteria, Eligibility and Procedure for Promotion to Junior, Senior and other posts encadred in the Service.**- (1) Selection for promotion in the regular line of promotion from the post not included in the Service to the lowest post or category of post in the Service shall be made strictly on the basis of merit.

(2) Subject to the provisions of sub-rule (4), selection for promotion from the lowest post or category of post in the Service to the next higher post or category of post in the Service and for all posts up to Scale No. 11, sanctioned under the Rajasthan Civil Services (New Pay Scales) Rules, 1969 or equivalent scales as may be

declared by the Government from time to time, shall be made solely on the basis of seniority-cum-merit from amongst the persons who have passed the qualifying examination, if any, prescribed under these Rules, and have put in at least five years' service, unless a different period is prescribed elsewhere in these Rules, on the first day of the month of April of the year of selection on the post or category of post from which selection is to be made:

Provided that in the event of non-availability of the persons with the requisite period of Service of five years, the Committee may consider the persons having less than the prescribed period of service, if they fulfil the qualifications and other conditions for promotion prescribed elsewhere in these Rules, and are found otherwise suitable for promotion on the basis of seniority-cum-merit.

Provided further that in respect of posts included in the State Services in which the method of recruitment to the lowest post provides for appointment by promotion, and where such posts are required to be filled on the basis of seniority-cum-merit under this sub-rule, the Committee may select for promotion such persons of outstanding merit available within the zone of consideration, who may not be selected on the basis of seniority-cum-merit, to the extent of one-fourth of the number of vacancies to be filled in by promotion and if the number of vacancies exceeds one but is less than four, the Committee may select one person on the basis of merit alone and if the vacancies are more than four and the calculation of the number of vacancies to be filled by merit alone according to the aforesaid basis results in a fraction, the Committee may select one more person against a fraction of half or more. On being so selected, for the purpose of determination of seniority, such persons shall be deemed to have been selected on the basis of seniority-cum-merit.

(3) Selection for promotion to all other higher posts or higher categories of posts in the Service shall be made on the basis of merit alone.

(4) Selection for promotion to the highest post or highest category of post in the Service shall always be made on the basis of merit alone.

(5) The persons having been selected and appointed by promotion to a post or category of post on the basis of merit, shall be eligible for promotion to the next higher post or category of post, which is to be filled in by merit, only when they have put in after regular selection at least five years' service, unless a higher period of service is prescribed elsewhere in these Rules, on the first day on the month of April of the year of selection on the post or category of post from which selection is to be made :

Provided that the condition of five years' service shall not be applicable to a person, if any Person junior to him is eligible for consideration for promotion on the basis of merit :

Provided further that in the event of non-availability of persons, equal to the number of vacancies to be filled in, eligible for promotion in the category of posts next lower from which promotion is made, the Committee may consider the persons having less than five years' service if they are found otherwise suitable for promotion on the basis of merit alone.

Explanation.- If any doubt arises about the categorisation of the post as the lowest, next higher or highest post in the Service, the matter shall be referred to the Government in the Department of Personnel and Administrative Reforms whose decision thereon shall be final.

(6) The zone of eligibility for promotion shall be five times the number of vacancies to be filled in on the basis of seniority-cum-merit or merit as the case may be :

Provided that in case of non-availability of sufficient number of suitable persons for selection on the basis of merit, the Committee may at its discretion consider persons of outstanding merit outside the zone of eligibility but falling within six times the number of vacancies to be filled in on the basis of merit.

(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 concerned under these Rules,

filled in by promotion, it shall, subject to provisions of sub-rule (9), 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 to the class of posts concerned.

interviewing such of them as it may deem necessary and shall prepare a list containing names of the suitable persons equal to the number of existing vacancies and the vacancies anticipated to occur during the next twelve months after the determination of vacancies. The Committee shall also prepare a separate list containing names of persons "equal to 50% of the persons selected in the aforesaid list or select one more person if the number of vacancies is one only", who may be considered suitable to fill temporary or permanent vacancies, which may occur till the next meeting of the Committee, on a temporary or officiating basis and the list so prepared shall be reviewed and revised every year and shall remain in force until it is so reviewed or revised. The lists so prepared on the basis of merit shall be arranged in order of preference and the list prepared on the basis of seniority-cum-merit shall be arranged in order of seniority on the category of post from which selection has been made. Such lists shall be sent to the concerned Appointing Authority together with the Annual Confidential Rolls and Personal Files of all the candidates included in them as also of those not selected, if any.

Explanation :- The list of preference shall classify the officers in order as 'outstanding', 'very good' and 'good' on the basis of merit. In each class the officers shall maintain their **inter-se** seniority of the next below grade.

§ Inserted vide Notification No. F. 10(1) Karmik/K-II/75-II, dated 5-3-76 (w.e.f. 1-11-75).

(9) Where consultation with the Commission is necessary, the lists prepared by the Committee shall be forwarded to the Commission by the Appointing Authority along with the Personal Files and Annual Confidential Rolls of all the persons whose names have been considered by the Committee.

(10) The Commission shall consider the lists prepared by the Committee along with other relevant documents received from the Appointing Authority, and unless any change is considered necessary, shall approve the lists. In case the Commission consider it necessary to make any change in the list received from the Appointing Authority, it shall inform the Appointing Authority of the changes proposed by it. After taking into account the comments of the Commission, if any, the Appointing Authority may approve the lists finally with such modifications, as may, in its opinion, be just and proper and when the Appointing Authority is an authority subordinate to the Government, the list approved by the Commission should be disturbed only with the approval of the Government.

(11) Appointment shall be made by the Appointing Authority taking persons out of the lists finally approved under the preceding sub-rule (10) in the order in which they have been placed in the lists, till such lists are exhausted or reviewed and revised, as the case may be.

+ (11-A) Government may issue instructions for provisionally dealing with promotions, appointments or other ancillary matters in an equitable and fair manner of persons or 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 such suspension or pendency of such enquiry or proceedings.

+ Inserted vide Notification No. F. 10 (1) Karmik/Ka-II/75-I, dated 5-3-1976 (w.e.f. 1-11-1975)

(12) The provisions of this rule shall have effect notwithstanding anything to the contrary contained in any provision of these Rules. vide Notification No. F. 7(10) DOP/A-II/77 dated 7-3-78 w.e.f. the date of publication in Rajasthan Rajpatra.

contd....

f(2) The persons mentioned in the relevant rule shall be eligible for

£ Sub-rule (2) of Rule 27-A substituted for -

(2) The persons enumerated in Column 5 of the relevant Column regarding "post from which promotion is to be made" as the case may be, of the relevant Schedule shall be eligible for promotion to posts specified against them in column 2 thereof to the extent indicated in column 3 subject to their possessing minimum qualifications and experience on the first day of the month of April of the year of selection as specified in column 6 or in the relevant column regarding "minimum qualification and experience for promotion", as the case may be, vide Notification No. F. 2 (17) DOP/A-II/81 dated 1-8-1981. (Contd...on Page 29)

Contd....

\$\$ Inserted vide Notification No. F. 1 (6) Apptt/D60 dated 13/14 12-1965 and substituted for :-

27-A. Promotion by selection on basis of merit :-

% (1) ££"Selection for" higher posts other than the posts of Inspectors, Grade-I, (Audit/Executive) shall be made *(deleted) strictly on the basis of merit and on the basis of seniority-cum-merit in proportion of 1 :2. Appointment to the post of Inspector, Gr. II (Audit/Executive) by promotion shall hereafter be made solely on the basis of seniority-cum-merit :

Provided that if the + "Departmental Promotion Committee" is satisfied that suitable persons are not available for @ "selection" by promotion strictly on basis of merit in a particular year, appointment by promotion on the basis of seniority-cum-merit may be made in the same manner as specified in these Rules. vide Notification No. F7 (6) DOP/A-II/75- I dated 31-10-1975.

% Rule (27-A) (1) substituted for-

"Appointment by promotion to posts in the Service shall be made by selection strictly on the basis of merit and on the basis of seniority-cum-merit in proportion of 1:2." vide Notification No. F. 1 (22) Appts (A-II)/70 dated 25-9-1972.

££ Substituted for the words "Appointment to" vide Notification No. F. 7 (6) DOP/A-II/74 dated 15-10-1974. (Effective from 15-1-1973).

* Deleted the words "by selection" vide Notification No. F. 7 (6) DOP/A-II/74, dated 15-10-1974. (Effective from 15-1-1973).

+ Substituted for the words "Appointing Authority" vide Notification No. F. 7 (6) D.O.P.A-II/74, dated 15-10-1974. (Effective from 15-1-1973).

@ Substituted for the word "Appointment" vide Notification No. F. 7 (6) DOP/A-II/74 dated 15-10-1974. (Effective form 15-1-1973).

(2) Selection strictly on the basis of merit shall be made from amongst persons who are otherwise eligible for promotion under these Rules, the number of eligible candidates to be considered for the purpose shall be # "five" times the total number of vacancies to be filled in on the basis of merit and seniority- cum-merit provided such number is available; where the number of eligible candidates exceeds # "five" times the number of vacancies, the requisite number of senior most persons shall be considered for the purpose :-

Substituted the word "ten" vide Notification No. F. (3) Karmik/Ka-II/75, dated 5-4-1975.

\$ "Provided that for the first promotion within the Service against the merit quota only such of the persons shall, unless a longer period is prescribed elsewhere in these Rules, be eligible who have put in not less than six years' service on the first day of the month of April of the year of selection on the post from which promotion is to be made".

\$ Inserted vide Notification No. F. 1 (6) Appts/D/60-pt. II dated 26-8-1966 and substituted for -

(Provided that for the first promotion in the same cadre (from a lower grade to a higher grade) against merit quota, only such of the persons shall, unless a higher period is prescribed elsewhere in these Rules, be eligible, who have put in not less than six years' service in the lower grade of the cadre." vide Notification No. F. 1 (4) DOP/A- II/73 dated 13-6-1974 :

promotion to higher post to the extent indicated in the relevant rule, subject to their possessing minimum qualification and experience on the first day of the April of the year of selection as specified in the relevant rule.

§ "(3) No person shall be considered for first promotion in the Service unless he is substantively appointed and confirmed on the lowest post in the Service. After first promotion in the Service, for subsequent promotions to higher posts in the Service, a person shall be eligible if he has been appointed to such post from which promotion is to be made after selection in accordance with one of the methods of recruitment under any Service Rules promulgated under proviso to Article 309 of the Constitution of India."

+ "Provided that for first promotion in the Service if number of persons substantively appointed and confirmed on the lowest post, equal to the number of vacancies, are not available then persons who have been appointed to the lowest post in the Service after selection in accordance with one of the methods of recruitment prescribed under these Rules, shall also be eligible if they fulfil other conditions of eligibility."

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) Selection for promotion in the regular line of promotion from the post/posts not included in Service to the lowest post or category of post in the Service shall be made strictly on the basis of merit and on the basis of seniority-cum-merit in the proportion of 50:50.

Provided that if the Committee is satisfied that suitable persons are not available for selection by promotion strictly on the basis of merit in a particular year, selection by promotion on the basis of seniority-cum-merit may be made in the same manner as specified in these Rules.

(5) Subject to the provisions of sub-rule (7), selection for promotion from the lowest post or category of post in the State Service to the

§ Substituted for :- "(3) No person shall be considered for promotion unless he is substantively appointed and confirmed. If no person substantive in the next lower post is eligible for promotion, persons who have been appointed on such posts on officiating basis after selection in accordance with one of the methods of recruitment or under any Service Rules promulgated under proviso to Article 309 of the Constitution of India, may be considered for promotion on officiating basis only in the order of seniority in which they would have, had they been substantive on the said lower post."

vide Notification No. F. 7 (8) DOP/A-II/79, dated 20-7-1979.

+ Proviso added vide Notification No. F. 7 (8) DOP/A-II/78, dated 13-5-1980.

next higher post or category of post in the State Service and for all posts in the Subordinate Service and in the Ministerial Services shall be made strictly on the basis of seniority-cum-merit from amongst the persons who have passed the qualifying examination, if any, prescribed under these Rules, and have put in at least five years' service, unless a different period is prescribed elsewhere in these Rules, on the first day of the month of April of the year of selection on the post or category of post from which selection is to be made :

Provided that in the event of non-availability of the persons with the requisite period of Service of five years, the Committee may consider the persons having less than the prescribed period of service, if they fulfil the qualifications and other conditions for promotion prescribed elsewhere in these Rules, and are found otherwise suitable for promotion on the basis of seniority-cum-merit.

(6) Selection for promotion to all other higher posts or higher categories of posts in the State Service shall be made on the basis of merit and on the basis on seniority-cum-merit in the proportion of 50:50.

Provided that if the Committee is satisfied that suitable persons are not available for selection by promotion strictly on the basis of merit in a particular year, selection by promotion on the basis of seniority-cum-merit may be made in the same manner as specified in these Rules.

(7) Selection for promotion to the highest posts or highest categories of posts in the State Service shall always be made on the basis of merit alone.

@(8) Deleted.

Explanation :- If any doubt arises about the categorisation of the post as the lowest, next higher or highest post in the Service, the matter shall be referred to the Government in the Department of Personnel and Administrative Reforms whose decision thereon shall be final.

@ Sub-rule (8) deleted :- "(8) The persons having been selected and appointed by promotion to a post or category of post on the basis of merit, shall be eligible for promotion to the next higher post or category of post, which is to be filled in by merit, only when they have put in after regular selection, at least five years' service, unless a higher period of service is prescribed elsewhere in these Rules, on the first day of the month of April of the year of selection on the post or category of post from which selection is to be made :

Provided that the condition of five years' service shall not be applicable to a person if any person junior to him is eligible for consideration for promotion on the basis of merit :

Provided further that in the event of non-availability of persons, equal to the number of vacancies to be filled in, eligible for promotion in the category of posts next lower from which promotion is made, the Committee may consider the persons having less than five years' service if they are found otherwise suitable for promotion on the basis of merit alone.

vide Notification No.F. 7(6) DOP/A-II/75, dated 15-7-1992.

+ + (9) "The Zone of consideration of persons eligible for promotion shall be as under :-

(i) Number of Vacancies	Number of eligible persons to be considered.
(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 to higher post 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 to five 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 the highest post in a State Service :-

(a) if promotion is from one category of post, eligible persons upto five in number shall be considered for promotion;

(b) if promotion is from different categories of the post in the same pay scale, eligible persons up to two in number from each category of posts in the same pay scale shall be considered for promotion;

+ + Sub-rule (9) substituted for :-

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

(i) "The zone of eligibility for promotion shall be five times the number of vacancies to be filled in on the basis of seniority-cum-merit or merit or by both, as the case may be."

(ii) For the highest post in a "State" service :

(a) if promotion is from one categories of post eligible persons upto five in number shall be considered for promotion;

(b) if promotion is from different categories of 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;

(c) if promotion is from different 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 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 so forth. The zone of consideration for eligibility in this case shall be limited to five senior-most eligible persons in all."

vide Notification No. F. 7 (1) DOP/A-II/81, dated 6-7-1983 S.w.e.f. 1-4-1984.

§ Inserted vide Notification No.F. 7(1) DOP/A-II/81, dated 10-5-84.

+ Inserted vide corrigendum No. F. 7(1)DOP/A-II/77, dated 26-9-77.

Contd...

Contd....

£ Substituted sub-rule 9 (i) of Rule 27-A for :-

(i) Number of Vacancies.	Number of eligible persons to be considered.
(a) 1 to 5 vacancies	4 times of the number of vacancies.
(b) 6 to 10 vacancies	3 times, but at least 20 eligible persons to be considered.
(c) Above 10 vacancies	2 times, but atleast 30 eligible persons to be considered.

vide Notification No. F. 7 (1) DOP/A-II/81, dated 29-1-81.

Contd. from page 25.

££ "Provided further that the persons, who were promoted after regular selection by the Departmental Promotion Committee, on a category of post on the basis of merit, shall be eligible for subsequent promotion to the next higher category of post on the basis of merit only when they have put in at least six years' service on the post to which they were last so promoted on the basis of merit".

££ Inserted vide Notification No. F. 7 (3) Karmik (ka-II)/75, dated 5-4-1975.

(3) Except as otherwise expressly provided in this rule, the procedure prescribed for selection to the post on the basis of seniority-cum-merit shall so far as may be, be followed in making selection strictly on the basis of merit.

(4) The Committee shall prepare a separate list of candidates selected by it on the basis of merit and shall arrange their names in order of preference.

(5) Where consultation with the Commission is necessary, the % "lists" prepared by the Committee shall be forwarded to the Commission by the Appointing Authority along with the personal files and confidential rolls of all persons whose names have been considered by the Committee.

% Substituted for the word "list" vide Notification No. F. 7 (6) DOP/A-II/74, dated 15-10-1974. w.e.f. 15-1-73.

(6) The Commission shall consider the lists prepared by the Committee alongwith other documents received from the Appointing authority and, unless any change is considered necessary, shall approve the lists and if the Commission consider it necessary to make any change in the lists received from the Appointing Authority, the Commission shall inform the Appointing Authority of the changes proposed and the Appointing Authority after taking in to account the comments, if any, may approve the lists finally with such modifications as may, in his opinion, be just and proper.

% (6A) The names of the persons included in the two lists finally approved by the Appointing Authority shall be re-arranged in a list in order of seniority.

% Inserted vide Notification No. F. 7 (6) DOP/A-II/74, dated 15-10-1974 (w.e.f. 15-1-1973).

(7) Appointment shall be made by the Appointing Authority taking persons out of the list finally approved under the preceding sub-rule in the order in which they have been placed in the list @ "till such list is exhausted".

@ Added vide Notification No. F. 7 (6) DOP/A-II/74, dated 15-10-1974, w.e.f. 15-1-1973.

(8) Among persons appointed in the same class, category or grade of posts + "as a result of one and the same selection," persons appointed on the basis of seniority-cum-merit; the seniority *inter se* of persons appointed in the same class, category or grade of posts by promotion strictly on merit shall, without regard to the order of preference, be determined as if such persons had been appointed by promotion on the seniority-cum-merit.

+ Substituted for the words "During the same year" vide Notification No. F. 7 (6) Karmik/Ka-2/74 dated 15-10-74. (Effective from 15-1-73).

(9) The provisions of this rule shall have effect notwithstanding anything to the contrary contained in any other provisions of these Rules.

Explanation :- For the purpose of determining the number of vacancies to be filled on either basis under sub-rule (1), the following cyclic order shall be followed + (Deleted).

+ Deleted the words "from year to year" vide Notification No. F. 1 (6) Apptts/D/60-pt-II, dated 26-8-1966.

(c) If promotion is from different categories of posts carrying different pay scales, eligible persons in the higher pay scales shall be considered for promotion first and if no suitable person is available for promotion on the basis of merit 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 persons in all."

(10) 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.

+ "(11) (a) The Committee shall consider the cases of all the senior most persons who are eligible and qualified for promotion to the class of posts concerned under these Rules and shall prepare a list containing names of the persons found suitable on the basis of seniority-cum-merit and/ 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 rule relating to "Determination of vacancies" of these Rules. The list so prepared on the basis of seniority-cum-

f The first by merit,
The next two by seniority-cum-merit,
The next one by merit,
The next by seniority-cum-merit,
The cycle to be repeated.

f Substituted for :-
The first by merit
The next by seniority-cum-merit,
The next one by merit
The next one by seniority-cum-merit,
The cycle to be repeated.

vide Notification No. F. 1 (6) Appts/D/60-pt-II, dated 26-8-1966

+ Substituted for :-

"(11) The Committee shall consider the cases of all the senior most persons who are eligible and qualified for promotion to the class of posts concerned under these Rules, % interviewing such of them as they may deem necessary" and shall prepare a list containing names of the suitable persons equal to the number of existing vacancies and the vacancies anticipated to occur during the next twelve months after the determination of vacancies. The Committee shall also prepare a separate list containing the names of persons equal to 50% of the persons selected in the aforesaid list or select one more person if the number of vacancies is one only, who may be considered suitable to fill temporary or permanent vacancies, which may occur till the next meeting of the Committee, on a temporary or officiating basis and the list so prepared shall be reviewed and revised every year and shall remain in force until it is so reviewed and revised. The lists so prepared on the basis of merit and on the basis of seniority-cum-merit shall be arranged in the order of seniority on the category of post from which selection is to be made. Such lists shall be sent to the concerned Appointing Authority together with the Annual Confidential Rolls and Personal Files of all the candidates included in them as also those not selected, if any. vide Notification No. F. 7(2) DOP/A-II/81 dated 19-2-1982 w.e.f. 1-4-1981.

% Inserted vide Notification No. F. 11 (1) DOP/A-II/77, dated 20-3-80.

merit and/or on the basis of merit, as the case may be, shall be arranged in the order of seniority on the category of posts from which selection is made.

(b) The Committee shall also prepare a separate list on the basis of seniority-cum-merit and/or on the basis of merit, as the case may be, as per the criteria for promotion laid down in the rules, containing names of persons equal to the number of persons selected in the list prepared under (a) above to fill temporary or permanent vacancies, which may occur subsequently. The list so prepared on the basis of seniority-cum-merit and/or on the basis of merit shall be arranged in the order of the seniority in the category of posts from which selection shall be made. Such a list shall be reviewed and revised by the Departmental Promotion Committee that meets in the subsequent year and that such list shall remain in force till the end of the last day of the next year or till the Departmental Promotion Committee meets, whichever is earlier.

(c) such lists shall be sent to the Appointing Authority together with 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 on the basis of merit, the list of officers graded as 'Outstanding' and 'Very Good' shall be classified in the First category in the order of seniority, the officers graded as 'Good' shall be classified in the Second category in the order of seniority and the officers graded as 'Average' and "Not Selected" shall be classified in the Third category. The officers graded and classified in the second category list shall be placed below the officers graded and classified in the first category list and such officers shall be appointed from this category only if the officers graded and classified in the first category list is exhausted otherwise they shall not be appointed to the Service by promotion. The officers graded and classified in the third category list shall be considered for appointment by promotion.

% "(11-A) If in any subsequent year, after promulgation of these Rules, vacancies relating to any earlier year are determined under sub-

% Substituted for:-

@ "(11-A) If in any subsequent year, after promulgation of these Rules, vacancies relating to any earlier year are determined under sub-rule (3) of rule mentioned in column 3 of the Schedule which are required to be filled by promotion, the Departmental Promotion 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 the meeting of the Departmental Promotion Committee is held and such promotions shall be governed by the rules in force at the time, the meeting of the Departmental Promotion Committee is held. The person who has been so promoted shall not be entitled to claim any arrears of pay or re-fixation of his pay or to count his service/experience for promotion to higher post for any period during which he has not actually performed the duties of the post to which he has been promoted." vide Notification No. F. 5 (3) DC P/A-II/77, dated 18-8-1982.

@ Added vide Notification No. F. 5 (3) DOP/A-II/77, dated 6-10-79.

rule (2) of rule relating to determination of vacancies which were required to be filled by promotion, the Departmental Promotion Committee shall consider the cases of all such Permanent vacancies, which may occur subsequently. The list so prepared on the basis of seniority-cum-merit and/ or on the basis of merit shall be arranged in the order of the seniority in the category of posts from which selection shall be made. Such a list shall be reviewed and revised by the Departmental Promotion Committee that meets in the subsequent year and that such list shall remain in force till the end of the last day of the next year or till the Departmental Promotion Committee meets, whichever is earlier.

(c) Such lists shall be sent to the Appointing Authority together with Annual Confidential Report/Annual Performance Appraisal Reports and other Service Record of all the candidates included in the lists as also of those not selected, if any.

§ "(11-B) The Government or the Appointing Authority may order for the review of the proceedings of the D.P.C. 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 D.P.C. or for any other sufficient reasons e.g. change in seniority, wrong determination of vacancies, judgement/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 on him is set aside or reduced. The concurrence of the Department of Personnel and the Commission (where Commission is associated) shall always be obtained before holding the meeting of the review D.P.C."

(12) Where consultation with the Commission is necessary, the lists prepared by the Committee shall be forwarded to the Commission by the Appointing Authority alongwith the Personal Files and Annual Confidential Rolls of all the persons whose names have been considered by the Committee.

(13) The Commission shall consider the lists prepared by the Committee alongwith other relevant documents received from the Appointing Authority and, unless any change is considered necessary, shall approve the lists. In case the Commission consider it necessary to make any change in the lists received from the Appointing Authority, it shall inform the Appointing Authority of the changes proposed by it. After taking into account the comments of the Commission, if any, the Appointing Authority may approve the lists finally with such modifications, as may in its opinion, be just and proper and when the Appointing Authority is an authority subordinate to the Government, the lists approved by the Commission shall be disturbed only with the approval of the Government.

(14) Appointments shall be made by the Appointing Authority taking persons out of the lists finally approved under the preceding sub-rule (13) in the order in which they have been placed in the lists, till such lists are exhausted or reviewed and revised, as the case may be.

(15) The Government may issue instructions for provisionally dealing with 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 such suspension or pendency of such enquiry or proceedings.

(16) The provisions of this rule shall have effect notwithstanding anything to the contrary contained in any provision of these Rules.

% 27-AA. "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 recommendations of the Departmental Promotion Committee, forgoes such an appointment, he shall be considered again for appointment by promotion only after a period of one year (both on the basis of urgent temporary appointment or on regular basis, on the recommendations of the Departmental Promotion Committee)."

£ 27 B - Notwithstanding anything contained in these Rules, a person belonging to the Scheduled Caste or the Scheduled Tribe promoted to higher post in the Service may be posted by the Appointing Authority in a District or Zone or Range or Division, other than his Home District or Zone or Range or Division.

Provided that :-

(i) for purpose of promotion to higher post, for the persons belonging to Scheduled Caste/Scheduled Tribe, subject to provisions contained in rule relating to 'Seniority' the ~~inter-~~ seniority on lower post shall be determined at State level :

(ii) in case a person belonging to Scheduled Caste/Scheduled Tribe is promoted on higher post and posted by the Appointing Authority against a vacancy available in District or Zone or Range or Division, other than the Home District or Zone or Range or Division, he shall be eligible for transfer to his Home District or Zone or Range or Division, only when he has served for a period of not less than five years in the District or Zone or Range or Division, in which he has been posted on promotion to higher post ;

(iii) in case a person belonging to Scheduled Caste/Scheduled Tribe, does not want his promotion in another District or Zone or Range or Division, in that event a chance shall be extended for promotion to higher post by the Appointing Authority to the next junior persons ;

% Added vide Notification No. F. 15(16) DOP/A-II/80 dated 30-11- 1981.

£ Added vide Notification No. F. 7(2) DOP/A-II/80 dated 30-8-1983.

(iv) in case if in a District or Zone or Range or Division, the persons belonging to the Scheduled Castes/Scheduled Tribes, are not available for promotion to higher post against reserved vacancies, in that event such reserved vacancies shall be filled in from amongst the persons belonging to the Scheduled Castes or the Scheduled Tribes, available in another District or Zone or Range or Division."

PART VI.-

Appointments, Probation And Confirmation

28. Appointments to the Service.-Appointments to the Service, as Inspectors Gr.II shall be made by the Registrar, on occurrence of substantive vacancies, by selection of candidates in the manner prescribed in rule 25 from the list prepared by the Commission under rule 24 or by promotion of candidates from the list prepared under rule 27(3) + "and appointment of Asst. Publicity Officer" shall be made by the Registrar on the occurrence of substantive vacancies by selection of candidates in the manner prescribed under rule 25 from the list prepared under rule 25A(4):

Provided that the following cyclic order shall be followed in making appointments-

- (a) First appointment by direct recruitment.
- (b) The next two by promotion.
- (c) The next one by direct recruitment.
- (d) The next one by promotion.
- (e) The cycle to be repeated.

% 29 (1) Substantive appointments to Senior posts.- Subject to the directions of the Government, if any, substantive appointments to the posts of Inspectors Grade-I, shall be made by the Registrar, on the basis of seniority-cum-merit in accordance with rule 27- A:-

- (i) by promotion of Inspectors Grade II;
- (ii) by promotion of Village Level Workers (Selection Grade):

+ Inserted vide Notification No.F. 23(b) (8) SCA/59, dated 5-4-77. (Effective from the date of publication in the Rajasthan Gazette.

% Substituted for-

29. (1) Substantive appointments to senior posts.-Subject to the approval of and the directions of Government, if any, substantive appointments to the posts of Inspectors, Gr.I shall be made by the Registrar by promotion of Inspectors Gr. II %%"and substantive appointment to the post of Publicity Officer shall be made by promotion of Assistant Publicity Officer" + + "on the basis of seniority-cum-merit" + "and merit in accordance with rule 27 and 27A". vide Notification No.F. 2(17) DOP/A-II/81, dated 1-8-1981.

%% Inserted vide Notification No.F. 23(b) (8) SCA/59, dated 5-4-77.

+ + Substituted for the words "with due regard to their seniority and suitability". vide Notification No.F. 1(7) Appts/D/60, dated 31-8-60.

+ Added vide Notification No.F. 1(6) Appts./D/59, Pt.III-B, dated 31-5-1968. (Effective from 26-8-1966).

Provided that the number of posts of Inspectors Grade-I to be filled by promotion of Village Level Workers (Selection Grade) at any time shall not exceed 10% of the posts of Cooperative Extension Officers.

(2) The Registrar may likewise promote members of the Service from Gr.III to Gr.II, from time to time.

++ **29-A.**- Notwithstanding anything contained in rule 29, the Released Emergency Commissioned Officers or Short Service Commissioned Officers who have been appointed to the Service in accordance with the Rajasthan Civil Service (Recruitment of Released Emergency Commissioned Officers and Short Service Commissioned Officers) Rules, 1968 and who have not put in the requisite period of service or experience as required in these Rules for appointment by promotion to higher posts shall be considered for promotion for such higher posts if:-

(i) they have successfully completed the period of probation; and

(ii) the total service reckoned from the deemed date of their appointment is not less than the period of Service required for promotion to higher posts.

Note:-"Deemed date of appointment" in relation to a Released Emergency Commissioned Officer or a Short Service Commissioned Officer shall be the date of his appointment in the army as an Emergency Commissioned Officer or a Short Service Commissioned Officer.

% **30. Urgent Temporary Appointment.**-(1) A vacancy in the Service which cannot be filled in immediately either by direct recruitment or by promotion under the rules may be filled in by the Government or by the ***"Authority competent to make appointments" as the case may be, by appointing in an officiating capacity thereto an officer 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:

Provided that such an appointment will not be continued beyond a period of one year without referring the case to the Commission for concurrence, where such concurrence is necessary, and shall be terminated immediately on its refusal to concur:

Provided further that in respect of a Service or a post in a Service for which both the methods of recruitment have been prescribed, the Government + "or the** (Authority competent to make appointments), as the case may

+ +. Inserted vide Notification No.F. 15(29) DOP/A-II/75, dated 13-10-1976.

% Rule 30 Substituted for "30. **Emergent temporary appointment.**- A vacancy in the Service may be filled by the Registrar temporarily by appointing thereto in an officiating capacity an official eligible for promotion to the class of posts concerned under the provisions of these Rules; Provided that no such appointment to a post of Inspector Gr.II shall be continued beyond a period of one year without referring it to the Commission for their concurrence and shall be terminated immediately on the refusal of the Commission to concur." vide Notification No.F 1(10) DOP/A-II/72, dated 16-2-1973

+ Added vide Corrigendum No.F. 1(10) DOP/A-II/72, dated 17-3-1973 (Second Proviso effective from 19-2-1973).

** Substituted vide Corrigendum No.F. 1(10) DOP/A-II/72, dated 12-9-73, for the words "Appointing Authority".

be" shall not fill the temporary vacancy by appointing a person eligible for direct recruitment unless no suitable person eligible for promotion is available.

+ (2) In the event of non-availability of suitable persons, fulfilling the requirements of eligibility for promotion, Government may, notwithstanding the condition of eligibility for promotion required under sub-rule (1) above, lay down general instructions for grant of permission to fill the vacancies on urgent temporary basis subject to such conditions and restrictions regarding pay and other allowances as it may direct. Such appointments shall however, be subject to concurrence of the Commission as required under the said sub-rule.

\$ 31. Seniority.-Seniority of persons appointed to the lowest post of the Service or lowest categories of posts in each of the Groups/Sections of the Service, as the case may be, shall be determined from the date of confirmation of such persons to the said post but in respect of persons appointed by promotion to other higher posts in the Service or other higher categories of posts in each of the Groups/Sections in the Service, as the case may be, shall be determined from the date of their regular selection to such posts:

Provided-

#(i) that the seniority *inter se* of members of the Service appointed before the commencement of these Rules shall be such as has already been determined or may after the commencement of these Rules be determined, amended or modified, by the Registrar in accordance with Rules or Orders already in force or *ad hoc.*, subject to the direction of Government, if any.

*(ii) that the persons selected and appointed as a result of selection,

+ Sub-rule (2) of rule 30 inserted vide Notification No.F. 7(7) DOP/A-II/75, dated 31-10-75. (Effective from 14-9-55).

\$ Rule 31 except provisos substituted for-

@ 31. Seniority in the Service shall be determined in each category of the Service by the year of substantive appointment. vide Notification No.F. 7(8) DOP/A-II/78, dated 20-7-79.

@ Rule 31 except provisos substituted for-

31. Seniority.- Seniority in each Grade of the Service shall be determined by the year of the order of substantive appointment to a post in that Grade. vide Notification No.F. 7(6) DOP/A-II/73, dated 15-11-76.

Proviso (i) to Rule 31 substituted for-

(i) That the seniority *inter se* of the members of the Service, appointed to posts in a particular Grade before the commencement of these Rules, shall be such as may be fixed by the Registrar, subject to the directions of Government, if any, vide Notification No.F. 10(2) Appts. (1) (A) 55, dated 28-2-1958.

* Proviso (ii) to rule 31 substituted for-

@@ (ii) that the persons selected and appointed as a result of a selection which is not subject to review and revision, shall rank senior to the persons who are selected, and appointed as a result of subsequent selection. Seniority *inter se* of persons selected on the basis of seniority-cum-merit shall be the same as in the next below grade, except in case of continued officiation on higher posts when it shall be in accordance with the length of continued officiation, provided that such officiation was not *ad hoc* or fortuitous. vide Notification No.F. 7(10) DOP/A-II/77, dated 17-6-1978.

@@ Proviso (ii) to rule 31 Substituted for

Contd...

Which is not subject to review and revision, shall rank senior to the persons who are selected and appointed as a result of subsequent selection.

Seniority inter se of persons selected on the basis of seniority-cum-merit and on the basis of merit in the same selection shall be the same as in the next below grade.

(iii) that if two, or more persons are appointed by promotion to posts in Grade II under the same order or orders of the same date, their seniority inter se shall be the same as in Gr. III or in the Rajasthan Subordinate Co-operative Service (Class II), as the case may be, subject to the condition that £"on the course of the same year the person promoted from Grade III shall rank senior to a person promoted from the Rajasthan Subordinate Co-operative Service Class II."

(iv) that the seniority inter se of persons appointed to posts in Gr. II on the result of the one and the same examination, except those who do not join service when vacancy is offered to them, shall follow the order in which they have been placed in the list prepared by the Commission under Rule 24.

%(v) that the seniority inter se of persons appointed by transfer from an equivalent post shall be determined with reference to the date of substantive appointment to the equivalent post.

*(vi) Deleted.

x(vii) that the seniority-inter se of Inspector Grade I, shall be determined by the date of their regular appointment on the post of Inspector Grade-II.

Contd..

+ that the seniority inter se of persons appointed by promotion to a particular class of posts on the same date shall be the same as in the next below grade, except in cases of continued officiation on higher posts when it shall be in accordance with the length of such continued officiation; provided that such officiation was not ad hoc or fortuitous. vide Notification No.F. 7(6) DOP/A-II/75-II, dated 31-10-1975. Effective from the date of publication in the Raj. Rajpatra.

± Proviso (ii) to rule 31 substituted for "that if two or more persons are appointed to posts in Grade I under the same order or order of the same date, their seniority inter se shall be the same as in Grade II" vide Notification No.F. 1(26) Appts.(A-II)61, dated 12-11-1963, (w.e.f. 1-4-1963).

£ Added vide Notification No.F. 10(2) Appts./ (A)/55, dated 28-2-1959.

% Added vide Notification No. F.1(11) Appts. (A-II)/62 dated 4-10-1962.

* Proviso (vi) to rule 31 inserted vide Notification No. 7 (6) DOP (A-II) 75-II, dated 31-10-75. (Effective from the date of publication in Raj. Rajpatra) and deleted that the seniority inter se of persons selected as a result of one and the same selection and appointed on the basis of merit alone shall be in the same order in which their names appear in the select list, irrespective of the period of continuous officiation. vide Notification No. F7(10) DOP (A-II) 77, dated 17-6-78.

x Proviso (vii) added vide Notification No. F. 2(18) DOP/A-II/81, dated 5-8-1981.

+ 32. **Period of Probation.**- £(1) All persons appointed to the Service by direct recruitment against a substantive vacancy shall be placed on probation for a period of two years and those appointed to the Service by promotion/special selection against a substantive vacancy shall be placed on probation for a period of one year:

Provided that-

(i) Such of them as have, previous to their appointment by promotion */"special selection" or by direct recruitment against a substantive vacancy, officiated temporarily on the post which is followed by regular selection may be permitted by the Appointing Authority to count such officiating or temporary service towards the period of probation. This shall, however, not amount to involve supersession of any senior person or disturb the order of their preference in respective quota or reservation in recruitment;

(ii) any period after such appointment during which a person has been on deputation on a corresponding or higher post shall count towards the period of probation.

+ Rule 32 substituted for -

++ 32. **Probation** - (1) All persons appointed to the Service by direct recruitment or promotion shall be on probation, and the period of such probation shall be two years in the case of direct recruitment and one year in the case of promotion:

Provided that such of them as have previous to such appointment officiated or served temporarily on a post encadred in the Service, may be permitted by the Government to count such officiating or temporary service towards the period of probation upto a maximum of six months.

(2) During the period of probation, each probationer shall be required to pass such departmental examination and to undergo such training as Government may, from time to time, specify.

% "Explanation : In case of a person who dies or is due to retire on attaining the age of superannuation, the period of probation shall be reduced so as to end one day earlier on the date immediately preceding the date of his death or retirement from Government Service. The condition of passing the Departmental Examination in rule regarding confirmation shall be deemed to have been waived in case of death or retirement." vide Notification No. F. 1(35) Karmik/Ka-II/74, dated 4-5-1977,

% Inserted vide Notification No. F. 1(14) DOP/A-II/70, dated 4-9-74 Effective from 9-9-72.

++ Rule 32 substituted for-

32. **Probation** - (1) All members of the Service other than those promoted from Grade III, shall on appointment to posts in Grade-II be placed on probation. The period of probation shall be two years for those appointed by promotion. During the period of probation all members of the Service shall be required to pass such departmental examinations and to undergo such training as Government may, from time to time prescribe. vide Notification No. F. 1(28) Appts. (A- II)/61, dated 17-11-1962

£ 32(1) Except provisos substituted for-

32.(1) Every person appointed against a substantive vacancy in the Service by direct recruitment shall be placed on probation for a period of two years and those appointed by promotion \$/"Special Selection" to any post against such a vacancy shall be on probation for a period of one year. vide Notification No. F.1(35) DOP/A-II/74, dated 9-4-79.

\$ Inserted vide Notification No. F-1 (35) Karmik/ka-II/74, dt. 3-8-77.

* Inserted vide Notification No. F. 1(35) Karmik/ka-II/74, dt.3-8- 77.

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

Explanation:-In case of a person who dies or is due to retire on attaining the age of superannuation, the period of probation shall be reduced so as to end one day earlier on the date immediately preceding the date of his death or retirement from Government Service. The condition of passing the Departmental Examination in the rule regarding confirmation shall be deemed to have been waived in case of death or retirement.

@ 32-A. "Confirmation in certain cases.-(1) Notwithstanding anything to the contrary contained in the preceding rule, a person appointed to a post in the Service temporarily or on officiating basis who, after regular

@ Substituted Rule 32-A for :

+ 32-A (a) Notwithstanding anything contained in the rule if no order of confirmation is issued by the Appointing Authority within a period of six months, an employee appointed on temporary or officiating basis who has, after the date of his regular recruitment by either method of recruitment completed a period of two years' service, or less in the case of those appointed by promotion where the period of probation prescribed is less, on the post or a higher post under the same Appointing Authority or would have so worked but for his deputation or training, shall on the occurrence of permanent vacancies be entitled to be treated as confirmed if the same conditions as are prescribed under the Rules for the confirmation of a probationer are fulfilled subject to the quota prescribed under the Rules and in accordance with his seniority :

Provided that if the employee has failed to give satisfaction or has not fulfilled any of the conditions prescribed for confirmation, such as passing of Departmental Examination, training or promotion cadre course etc. the aforesaid period may be extended as prescribed for probation or under the Rajasthan Civil Services Departmental Examination Rules, 1959 and any other Rules, or by one year, whichever is longer. If the employee still fails to fulfil the prescribed conditions or fails to give satisfaction, he will be liable to be discharged from such post in the same manner as a probationer or reverted to his substantive or lower post, if any to which he may be entitled;

Provided further that no person shall be debarred from confirmation after the said period of service if no reasons to the contrary about the satisfactory performance of his work are communicated to him within the said period.

(b) The reason for not confirming an employee referred to in the second proviso to clause (a) shall in the case of a non gazetted employee, be also immediately, recorded by the Appointing Authority in his Service Book and C.R. file and in the case of Gazetted Officer communicated to the Accountant General, Rajasthan and in his Confidential Report File. A written acknowledgement shall be kept on record in all these cases.

Explanation :- (i) Regular recruitment for the purpose of this rule shall mean appointment after either of the methods of recruitment or on initial constitution of Service in accordance with any of the Service Rules promulgated under proviso to Article 309 of the Constitution of India or for posts for which no Service Rules exists if the posts are within the purview of Rajasthan Public Service Commission

recruitment by any one of the methods of recruitment prescribed under these Rules, has not been confirmed, within a period of six months on completion of a period of two years' service in case he is appointed by direct recruitment or within a period of one year's service in case he is appointed by promotion, shall be entitled to be treated as confirmed in accordance with his seniority, if:-

(i) he has worked on the post or higher post under the same Appointing Authority or would have so worked but for his deputation or training;

(ii) he fulfills conditions as are prescribed under rule relating to Confirmation subject to the quota prescribed under these rules; and

(iii) permanent vacancy is available in the department.

(2) If an employee referred to in sub-rule (1) above fails to fulfil the conditions mentioned in the said sub-rule, the period mentioned in sub-rule (1) above, may be extended as prescribed for a probationer under the Rajasthan Civil Services (Departmental Examinations) Rules, 1959 and any other rules or by one year, whichever is longer. If the

recruitment in consultation with them but it shall not include an urgent temporary appointment, ad hoc appointment or officiating promotion against temporary or lien vacancies which are liable to review and revision from year to year. In case where the Service Rules specifically permit appointment by transfer such appointment shall be treated regular recruitment if the appointment to the post from which the official was transferred was after regular recruitment. Persons who have been made eligible for substantive appointment to a post under the rule shall be treated as having been regularly recruited.

(ii) Persons who hold lien in another cadre shall be eligible to be confirmed under this rule and they will be eligible to exercise an option whether they do not elect to be confirmed on the expiry of two years of their temporary appointment under this rule. In the absence of any option to the contrary, they shall be deemed to have exercised option in favour of confirmation under this rule and their lien on the previous post shall cease.

vide Notification No. F.2(4) DOP/A-II/79 dated 22-11-1984.

+ Rule 32-A substituted for -

@@ Notwithstanding anything contained in the rule, specified in column 3 of the Schedule I, on a permanent vacancy being available a person who has been appointed on a post against a temporary vacancy after a regular selection, and has thereafter put in more than 2 years' service on such post or higher post shall be deemed to have completed the period of probation and shall be confirmed provided he fulfills other conditions of confirmation as laid down in these Rules. vide Notification No. F. 7(7)DOP/A- II/74, dated 28-12-74

@@ Rule 32-A Inserted vide Notification No. F.1(14) Appts./A-II/70, dated 16-9-1971 and substituted for -

Notwithstanding anything contained in Rule 32, a person who has been regularly recruited against a temporary post and has put in two years' service after such regular recruitment shall not be placed on probation on conversion of such post into a permanent one but he shall be confirmed only after he has fulfilled the conditions of confirmation as laid down in the rule. vide Notification No. F. 1(14) Appts./-II/70, dated 22-1-1974, issued on 6-2-74.

employee still fails to fulfil the conditions mentioned in sub-rule (1) above, he will be liable to be discharged or terminated from such post in the same manner as a probationer or reverted to his substantive or lower post, if any, to which he may be entitled.

(3) The employee referred to in sub-rule (1) above, shall not be debarred from confirmation after the said period of service if no reasons to the contrary about the satisfactory performance of his work are communicated to him within the said period of service.

(4) The reasons for the confirming of any employee referred to in sub-rule (1) above shall be recorded by the Appointing Authority in his Service Book and Annual Performance Appraisal Report.

Explanation.-(i) Regular recruitment for the purposes of this rule shall mean:-

(a) appointment by either method of recruitment or on initial constitution of Service in accordance with the Rules made under Constitution of India;

(b) appointment to the posts for which no Service Rules exists, if the posts are within the purview of the Commission, recruitment in consultation with them;

(c) appointment by transfer after regular recruitment where the Service Rules specifically permit;

(d) persons who have been made eligible for substantive appointment to a post under the rules shall be treated as having been regularly recruited;

Provided that it shall not include urgent temporary appointment or official promotion which is subject to review and revision.

(ii) Persons who hold lien on another cadre shall be eligible to be confirmed under this Rule and they will be eligible to exercise an option whether they do not elect to be confirmed on the expiry of two years of their temporary appointment under this Rule. In the absence of any option to the contrary, they shall be deemed to have exercised option in favour of confirmation under this rule and their lien on the previous post shall cease."

£ 33. Unsatisfactory progress during probation.-(1) If it appears to the Appointing Authority, at any time, during or at the end of the period

£ Rule 33 Substituted for -

"33. **Unsatisfactory progress during probation.**- (1) If it appears to the Registrar, at any time during or at the end of the period of probation, that a member of the Service has not made sufficient use of his opportunities or that he has failed to give satisfaction, the Registrar may revert him to the post held substantively by him immediately preceding his appointment to the Service, provided he holds a lien thereon or in other cases may remove him from service :

Provided that the Registrar may extend the period of probation of any member of the Service by a specified time not exceeding one year.

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

vide Notification No. F. 1(35) Karmik/KA- II/74, dated 4-5-1977.

of probation, that a 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 to the post held substantively by him immediately preceding his appointment, provided he holds a lien thereon or in other cases may discharge or terminate him from 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 case of person appointed to a post in the Service by direct recruitment and one year in the case of person appointed by promotion "*/special selection" to such post:

\$ Provided further that the Appointing Authority may, if it so thinks fit in case of persons belonging to the Scheduled Castes or Scheduled Tribes, as the case may be, extend the period of probation by a period not exceeding one year at a time and a total extension not exceeding three years.

(2) Notwithstanding anything contained in the above proviso, during the period of probation, if a probationer is placed under suspension, or disciplinary proceedings are contemplated or started against him, the period of his probation may be extended till such period 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 his appointment at the end of the period of his probation if:-

(a) he has passed the prescribed departmental examination, if any, completely;

@ (b) he has passed a departmental test of proficiency in Hindi; and

(c) the Registrar is satisfied that his integrity is unquestionable and that he is otherwise fit for confirmation.

£34-A. Notwithstanding anything contained in rule 34, a probationer shall be confirmed in his appointment at the end of his period of probation even if the prescribed Departmental Examination/training/proficiency test in Hindi, if any, are not held during the period of probation laid down in the rules provided :-

* Inserted vide Notification No. F. 1(35) Karmik/Ka-II/74, dt. 3-8-77.

\$ Added vide Notification No. F.7(6) DOP/A-II/77, dt. 26-10-77. w.e.f 1-1-73.

@ Added vide Notification No. F. 21(5) Appts. (A)54, dated 10-3-1960.

£ Inserted vide Notification No. F. 1(12) Appts. (A-II)/68, dated 17-10-1970.

- (i) he is otherwise fit for confirmation and the,
 (ii) period of probation expires on or before the date of publication of this amendment in the Rajasthan Rajpatra.

PART VII -Pay

% 35. Pay during probation.- The initial pay of a person appointed by direct recruitment to a post in the Service/Cadre shall be the minimum of the scale of pay of the post:

Provided that the pay of a person already serving in connection with the affairs of the State shall be fixed in accordance with the provisions of the Rajasthan Service Rules, 1951.

@ 36. Increment during probation.- A probationer shall draw increment in the scale of Pay admissible to him in accordance with the provisions of the Rajasthan Service Rules, 1951.

37. Criteria for crossing efficiency bar.- No member of the Service shall be allowed to cross an efficiency bar unless he has worked satisfactorily and his integrity is unquestionable.

PAT VIII -Other Provisions

38. Regulation of leave, allowances, pension etc.- Except as provided in these Rules, the pay, allowances, pensions, leave and other conditions of service of the members of the Service shall be regulated by:-

- (1) The Rajasthan Travelling Allowance Rules, 1971;
- (2) The Rajasthan Civil Services (Unification of Pay Scales) Rules, 1950;
- * (3) The Rajasthan Civil Services (Rationalisation of Pay Scales) Rules, 1956;
- (4) The Rajasthan Civil Services (Classification, Control and Appeal) Rules, 1958;
- (5) The Rajasthan Service Rules, 1951;

and any other Rules made by the appropriate authority under the proviso to Articles 309 of the Constitution of India for the time being in force.

% Substituted Rule 35 for - 35. Scale of Pay :- The scale of pay to the members of the Service shall be such as may be admissible according to the rules referred to in rule 38, or as may be sanctioned by Government from time to time. vide Notification No. F 1(15) Appts. A- (II)/67, dated 6-2-1969.

@ Substituted Rule 36 for-

Increments during probation - A probationer shall draw increment in the scale of pay admissible to him during the period of probation as they accrue, provided that if the period of probation is extended on account of failure to give satisfaction, such extension shall not count for increment unless the authority granting the extension directs otherwise. vide Notification No. F. 3(11) Appts./A- II/58, dt. 16-10-73

* Added vide Notification No. F. 10(2) Appts./A/55, dated 28-2-1958.

@ 39. Power to relax rules .-In exceptional cases where the Administrative Department of the Government is satisfied that operation of the rules relating to age or regarding requirement of experience for recruitment causes undue hardship in any particular case or where the Government is of the opinion that it is necessary or expedient to relax any of the provisions of these Rules with respect to age or experience of any person, it may with the concurrence of the Department of Personnel and Administrative Reforms and in consultation with the Commission by orders dispense with or relax the relevant provisions of these rules to such extent and subject to such conditions as it may consider necessary for dealing with the case in a just and equitable manner, provided that such relaxation shall not be less favourable than the provisions already contained in these Rules. Such cases of relaxation shall be referred to the Rajasthan Public Service Commission by the "Administrative Department concerned".

@ Added vide Notification No. F. 11(2) DOP/A-II/75, dated 27th December, 1978.

X Substituted words "Department of Personnel & Administrative Reforms (Department of Personnel-A Group-II)" vide Notification No. F. 11(2) DOP/A-II/75, dated 18-8-1982.

SCHEDULE - I

(See rule 8)

Order regarding Representation of Scheduled Castes and Scheduled Tribes in Public Service, (vide order No.F. 25(42) G.A./51, dated 19th September, 1951)

In accordance with the provision of Article 335 of the Constitution of India, the Government of Rajasthan have been pleased to direct that:-

(1) There shall be a general reservation of $12\frac{1}{2}\%$ of the vacancies for members of the Scheduled Castes and Scheduled Tribes in making appointments to the services and posts which are filled by direct recruitment.

(2) The same percentage of recruitment may be followed in respect of the members of the Scheduled Castes and Scheduled Tribes till the ultimate percentage of reservation fixed by the Government is reached.

(3) In the event of non-availability of a sufficient number of candidates against Scheduled Castes and Scheduled Tribes in a particular year, vacancies need not be kept reserved and should be filled in accordance with the normal procedure but the deficiency of the previous year may be made good in the subsequent year, if candidates are available. In case candidates are not available in the second year, vacancies reserved will be filled by other candidates and the reservation on account of the deficiency shall not be carried forward for more than one year.

(4) Minimum qualification prescribed for any post will not be lowered with a view to accommodating any candidate belonging to the Scheduled Castes and Scheduled Tribes.

(5) The maximum age limit prescribed for direct recruitment in various services and posts may be extended by 5 years in the case of candidates belonging to the Scheduled Castes and Scheduled Tribes.

SCHEDULE - II

(See rule 18)

Syllabus and Rules for the Competitive Examination.

1. The competitive examination shall include the following subjects and each subject will carry the number of marks shown against it.

SECTION A.**To be taken by all candidates.**

Subject	Marks
1. English or Higher Hindi or Sanskrit	75
*2. (Deleted)	
3. General Knowledge	75
4. Arithmetic	75

@ Note :- Persons who do not take up Compulsory English shall have to appear at a separate qualifying written test in English of Matriculation standard and secure 50% marks thereat. Marks obtained in the test will not be added to the total marks obtained.

SECTION B.

Each candidate must take one of the following subjects:-

5. General Indian History	100
6. General Geography	100
7. Elementary Physics and Chemistry	100
8. Indian Economics and Civics	100
9. Sanskrit	100
%10. Business Method and Book-keeping	100

SECTION C.**11. Viva Voce****100**

Note:-1. The paper in the case of each of the subjects mentioned in Section A and B above shall be of 3 hours' duration.

2. The standard and scope of the examination in each subject shall be as follows:-

SECTION A (Compulsory)

**1.(a) English.- The paper will be set to test the candidate's proficiency in the language. Besides an essay to be written in English on one of specified subjects, it may include translation from Hindi into English, precis writing and use of idioms, etc.

* Deleted the words (No. 2 Hindi-75) vide Appts. (A) Deptt. Notification No. F. 21(5) Appts./C/54, dated 10-3-60.

@ Added vide Notification No. F. 3(18) AC/Intg./57, dated 8-9-1958.

% Added vide Notification No. F. 21(15) Appointments (C)/54, dated 27-10-1958.

** Added vide Notification No. F. 3(18) AC/Intg./57, dated 8-6-1958.

*** (b) Higher Hindi.**-Candidates will be expected to know the standard works in Hindi though questions on books of lesser importance may also be set. They will also be expected to possess a knowledge of the History of Hindi Literature and such knowledge of General Social History as will enable them to understand literature. Answers to questions must be written in Hindi in Devanagri script.

***(c) Sanskrit.**- The paper will be set to test the candidate's proficiency in the language. It may include translation of passages from Sanskrit into Hindi, Para-Phrasing, Essay, etc. and shall be of the standard prescribed for graduation in the Rajputana University.

Note:- Papers in General Knowledge and Arithmetic may be answered in Hindi or English.

2. Hindi @ (Deleted)

3. General Knowledge.- A paper will be set to test general intelligence, power of observation and knowledge such as it to be expected of candidates who having had the usual grounding in subject taught in schools and colleges have pursued their collection either at a magazine, attending lectures and taking an intelligent interest in things round them such as radios, aeroplanes etc. The question will ordinarily be so set as to admit of brief answer and besides covering popular science will embrace knowledge of the social, political and economic events for the day.

4. Arithmetic.- The whole of Arithmetic (The use of Algebraic symbols and processes will be allowed).

Note.-Papers in General Knowledge and Arithmetic may be answered in Hindi or English.

SECTION B

(Optional)

5. General Indian History.-The minimum scope of knowledge will be that which an Intermediate College Student should have attained, who has acquired familiarity with the main aspects and the leading events of the different periods of the Indian History, and more particularly those relating to the period of Akbar's reign down to present day.

* Added vide Notification No. F. 3(18) Intg/57 dated 8-6-1958.

@ Deleted the words "The paper will be set to test the candidate's proficiency in the language, besides an essay to be written in Hindi in the Devnagri script on one of several specified subjects, it may include precis writing and use of idioms etc."

Answers to questions must be written in Hindi in Devnagri script, vide Appts. (D) Department Notification No. F. 21(5) Appts.(C)/54, dated 10-3-1960.

6. General Geography.-The minimum scope will be the same as in the case of General Indian History. The paper will include questions on Geography of the World, and questions of Physiography, one of the questions set will require the drawing of a map.

7. Elementary Physics and Chemistry.-A paper will be set on Elementary Physics and Elementary Chemistry, the minimum scope of knowledge being that which an Intermediate College Student would be expected to have attained.

8. Indian Economics and Civics.- The minimum scope of knowledge will be that which an Intermediate College Student should have attained. Questions on salient principles of Economics and Civics as applicable to Indian conditions may be asked.

* **9. Sanskrit.**- Candidates will be expected to show a general knowledge of History of Classical Sanskrit Literature with special reference to the principal classical authors and of the Prakrit used in plays. Passages may also be given for translation from Sanskrit into English and Vice Versa. Answers required to be written in Sanskrit must be written in Devanagri script.

% **10. Business Method and Book-keeping.**- The minimum scope of knowledge will be that which as Intermediate College Student should have attained.

Note.-An optional paper may be answered in Hindi or English.

SECTION (Viva Voce)

11. Viva Voce.- Consideration will be given to the candidate's personality, address, character and general suitability and suitable questions designed to throw light on these matters may be asked. Questions will also be asked to test the proficiency of candidates in Rajasthani dialects and social customs.

Note.-The Commission may issue instructions to the examiners to make deductions in the marks assigned to candidates on account of superficial knowledge or bad handwriting.

By order of

His Highness the Rajpramukh

B.G. Rao

Chief Secretary to Government of Rajasthan

* Added vide Notification No. F. 3(18) AC/Intg./57, dated 8-6-1959.

% Added vide Notification No. F. 21 (15) Appointments (c)/54, dated 27-10-1958

**THE RAJASTHAN SUBORDINATE CO-OPERATIVE
SERVICE (CLASS-II) RULES, 1955**

[First published in the Rajasthan Rajpatra dated the 18th
February, 1956 Part IV-C]

GOVERNMENT OF RAJASTHAN
APPOINTMENTS DEPARTMENT
NOTIFICATION

Jaipur, dated the 14th September, 1955

No. F.10 (2) Appts. (A)/55 :-In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, His Highness the Rajpramukh of Rajasthan makes the following rules regulating recruitment to posts in, and the conditions of service of persons appointed to the Rajasthan Subordinate Co-operative Service (Class II) :-

THE RAJASTHAN SUBORDINATE CO-OPERATIVE
SERVICE (Class II) RULES, 1955.

PART I-General

1. Short title and commencement.- These Rules may be called the Rajasthan Subordinate Co-operative Service (Class II) Rules, 1955 and shall come into force at once.

2. Supersession of existing Rules and Orders.- All existing rules and orders in relation to matters covered by these Rules are hereby superseded but any action taken by or in pursuance of such existing rules and orders shall be deemed to have been taken under these Rules.

3. Status of the Service.- The Rajasthan Subordinate Co-operative Service (Class II) is a Subordinate Service.

4. In these Rules, unless there is anything repugnant in the subject or context :-

[a] "Commission" means the Rajasthan Public Service Commission;

@(aa) Equivalent post means a post involving duties of a similar nature to that of a post in the Service and carrying identical time scale of pay;

% (b) "Government and State" mean respectively the Government of Rajasthan and the State of Rajasthan;

(c) "Member of the Service" means a person appointed substantively to a post in the Service under the provisions of these Rules or the rules or orders superseded by rule 2;

(d) "Registrar" means the Registrar, Co-operative Societies, Rajasthan;

(e) "Schedule" means a Schedule to these Rules; and

(f) "Service" means the Rajasthan Subordinate Co-operative Service (Class II).

@ Inserted vide Notification No.F. 1(11) Appts. (A-II)/62, dated 4-10-1962.

% Substituted for "Government" means the Government of Rajasthan. vide Notification No.F. 7(10) DOP/A-II/74, dated 10-2-75.

@ (g) "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 the completion of the probationary period.

Note:- "Due selection by any methods of recruitment prescribed under these Rules" will include recruitment either on initial Constitution of Service or in accordance with the provisions of any Rules promulgated under proviso to Article 309 of the Constitution of India, except urgent temporary appointment."

+ (h) "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 Rules promulgated under proviso to Article 309 of the Constitution of India.

Notes:- Absence during Service e.g. training, leave and deputation etc. which are treated as "duty" under the Rajasthan Service Rules, 1951 shall also be counted as service for computing experience or service required for promotion."

@ Inserted vide Notification No.F. 7(3) DOP/A-II/73, dated 5-7-74.

+ Substituted clause (h) of rule 4 for :-

x (h) "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 person holding such posts in substantive capacity shall include the period for which the person has continuously worked on such post after regular recruitment in accordance with the Rules promulgated under proviso to Article 309 and shall also include the experience gained by officiating, temporary or ad-hoc appointment, if such appointment is in the regular line of promotion and was not of stop-gap or fortuitous nature or invalid under any law and does not involve supersession of any senior official except when such supersession was either due to want of prescribed academic and other qualifications, unfitness or non selection by merit or the default of the senior official concerned. £ "or when such ad hoc or urgent temporary appointment was in accordance with seniority-cum-merit."

Note:- Absences during service e.g. training and deputation which are treated as "duty" under the R.S.R., shall also be counted as service for computing minimum experience or service required for promotion.

vide Notification No.F. 6(2) DOP/A-II/71, dated 29-8-82.

x Inserted vide Notification No.F. 6(2) Appts/A-II/71, dated 9- 10-75. (effective from 27-3-73).

£ Inserted vide Notification No.F. 6(2) Appts./A-II/71-I, dated 13- 7-76 (effective from 1st day of October, 1975.)

+ + (i) "Year" means financial year."

* 5. **Interpretation.**- Unless the context otherwise requires, the Rajasthan General Clauses Act, (Rajasthan Act VIII of 1955) shall apply as it applies for the interpretation of a Rajasthan Act.

PART II-Cadre

6. **Strength of the Service.**- The strength of the Service is as specified below :-

Designation	Number
Assistant Inspectors	130

Provided that the Registrar may leave unfilled or Government may hold in abeyance or abolish any vacant post without thereby entitling any person to compensation or Government may create additional permanent or temporary post in the Service, from time to time, as may be found necessary.

PART III-Recruitment

7. **Source of recruitment.**- Recruitment to the Service shall be made by a competitive examination % "or by transfer of persons holding substantively an equivalent post when such a post is abolished".

(1) that till the 1st day of April, 1959 (vide Notification of even number dated 13-5-59) Government may with the concurrence of the Public Service Commission dispense with the requirement of the competitive examination and request the Public Service Commission to select candidates by means of interview only;

(2) that candidates recruited in accordance with proviso (i) shall be deemed to have been appointed by direct recruitment for purposes of all other rules.

@ 7A. **Recruitment in the year 1961.**-(1) Notwithstanding anything contained in rule 7 recruitment to the Service during the year 1961 shall be made by selection by a Committee for each district (hereinafter called the Committee) which will consist of the following:-

(i) Collector	Chairman
(ii) The Pramukh of the Zila Parishad	Member
(iii) The Asstt. Registrar of District	Member Convenor

(2) The Registrar shall arrange to issue a short notice advertisement in the newspapers having circulation in the locality inviting applications

+ + Clause (i) of rule 4 added vide Notification No.F. 7(2) DOP/A-II/81. dated 21-12-1981 w.e.f. 1-4-1981.

* Substituted vide Notification No.F. 10(2) Appts. (C)/57, dated 18-3-58.

☞ Inserted vide Notification No.F. 1(II) Appts., (A-II)/62, dated 4-10-1962.

Ⓔ Inserted vide Notification No.F. 1(19) Appts./D/60, dated 28-4-1961.

for selection from the candidates possessing the qualifications and fulfilling other conditions regarding age etc. as laid down in these Rules.

(3) The Committee shall interview all the candidates who have applied for appointment to the Service and who are eligible under the rules and award marks to each candidate.

(4) The Committee shall then prepare a list of the candidates selected by it in the order of merit as disclosed by the marks obtained by them at the interview. If two or more of such candidates obtain equal marks in the interview, the Committee shall arrange them in the order of merit on the basis of their general suitability for the Service.

(5) The list so prepared by the Committee shall be sent to the Registrar, Co-operative Societies alongwith the applications.

(6) The Registrar shall, subject to the provisions of rule 8 and the number of vacancies allotted to each district, appoint to the Service candidates who stand highest in order of merit in the list prepared by the Committee, provided that he is satisfied after such enquiry as may be considered necessary, that such candidates are suitable in all respects for appointment to the Service.

(7) The Registrar shall then prepare a consolidated list of seniority of all the candidates selected for the Service in accordance with the marks obtained by them.

(8) The provisions of other rules shall so far as may be, apply to the members of the Service recruited under this rule as they apply to the members of the Service recruited by direct recruitment.

@ 7 B. (1) Notwithstanding anything contained in rule 7 regarding method of recruitment/source of recruitment, 12.5% of the posts to be filled in by direct recruitment to the post Assistant Inspector Co-operative shall be reserved for being filled in from amongst the ministerial staff holding a post in the cadre substantively of the department concerned, subject to their being found otherwise eligible for such recruitment under the relevant rules.

(2) The said reservation shall be carried forward only to the next succeeding year.

x 7C. Notwithstanding anything contained in the recruitment, appointment, promotion, seniority and confirmation etc. of a person who joins the Army/Air Force/Navy 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.

The above amendment shall be deemed to have come into force with effect from 29-10-1963.

@ Inserted vide Notification No.F. 1(22) DOP/A-II/70, dated 28-4-1973.

X Inserted vide Notification No.F. 21(12) Apppts.(C)/55.Pt. II, dated 29-8-1973.

* 7D. Notwithstanding anything contained in the rule specified in Column 3, a person holding substantively a post of (i) Village Level Worker, (ii) Lady Village Level Worker and (iii) Teacher, of Primary School under the Rajasthan Panchayat Samiti and Zila Parishad Service shall be eligible for promotion to posts of the next higher category, as may be determined by the Appointing Authority in the Service which are not in the purview of the Rajasthan Public Service Commission, provided he fulfils the conditions laid down in these Rules for appointment by promotion to these posts. The Service of the persons, so entitled for promotion, for the period of their holding such posts in the Rajasthan Panchayat Samiti and Zila Parishad Service shall be counted towards seniority for the purpose of promotion in the Service in accordance with the provisions of rule mentioned in proviso (iii) to rule 27.

+ "7E (a) Notwithstanding anything contained in rule 7, the persons who were appointed to the posts of Assistant Cooperative Inspectors in an ad hoc/officiating/temporary basis and have held such posts continuously for a period of at least six months on 1st April, 1974, shall be screened by a Committee consisting of the Registrar, the Deputy Secretary to the Government in the Co-operative Department and the Deputy Registrar (Administration) for adjudging their suitability for the posts held by them on 1st April, 1974 and be appointed to the said posts in the Service if they possess the requisite qualifications for the posts prescribed under the Rules either for direct recruitment or for promotion or the prescribed qualifications on the basis of which they were appointed on an ad hoc/officiating/temporary capacity.

(b) The Committee appointed under clause (a) above for adjudging suitability by screening either as an exemption of general methods of recruitment or as initial constitution of Service, may ex-gratia recommend, if any of the employees with more than three years' service is not adjudged suitable and if thereafter has no right to be appointed on a lower post, for such lower post being offered to him by absorption and thereupon such an employee shall be treated as surplus employee under the provisions of the Rajasthan Civil Services (Absorption of Surplus Personnel) Rules, 1969 and such employee may be absorbed on the lower post in the Co-operative Department on the recommendations of the Committee subject to such conditions as may be laid down by it."

* **8. Reservation of vacancies for the Scheduled Castes and the Scheduled Tribes:-**

(1) Reservation of vacancies for the Scheduled Castes and 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.

* Added vide Notification No.F. 10(1) Appts. (C)/57, Pt.-III, dated 24-10-1974.

+ Rule 7E added vide Notification No.F. 2(18) DOP/A-II/81, dated 7-8-1981.

* Substituted for "8. Reservation of vacancies for Scheduled Castes and Scheduled Tribes:- Reservation of vacancies for Scheduled Castes and Scheduled Tribes shall be in accordance with the orders of Government for such reservation in force at the time of recruitment.

Note:-A copy of such orders in force at the commencement of these Rules is given in Schedule I. vide Notification No.F. 7(4) DOP/A- II/73, dated 3-10-73.

(2) The vacancies so reserved for promotion shall be filled in by f(Seniority-cum-merit and merit.)"

(3) In filling the vacancies so reserved the eligible candidates who are members of the Scheduled Castes and the Scheduled Tribes shall be considered for appointment in the order in which their names appear in the list prepared for Direct Recruitment by the Appointing Authority in other cases, and the Departmental Promotion Committee or the Appointing Authority, as the case may be, in the case of promotees, irrespective of their relative rank as compared with other candidates.

+ (4) Appointments 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 Scheduled Castes and Scheduled Tribes; as the case may be, in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure and an equivalent number of additional vacancies shall be reserved in the subsequent year. Such of the vacancies which remain so unfilled shall be carried forward to the subsequent three recruitment years in total and thereafter such reservation would lapse;

Provided that there shall be no carry forward of the vacancies in posts or class/category/group of posts in any cadre of Service to which promotions are made on the basis of §§ "Deleted" merit alone, under these Rules.

§ "8A. Reservation of vacancies for Other Backward Classes :- Reservation of vacancies for Other Backward Classes shall be in accordance with the order of the Govt. for such reservation in force at the time of direct recruitment. In the event of non-availability of eligible and suitable candidates amongst Other Backward Classes in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure."

ion of vacancies.- (1) (a) Subject to the provisions of these Rules, the Appointing Authority shall determine on 1st April

f Substituted for the expression x"merit alone" vide Notification No.F. 7(4) DOP/A-II/73, dated 29-1-1981.

x Substituted for the words "merit-cum-seniority" vide Notification No.F. 7(6) Karmik/ka-II/75-III, dated 31-10-75.

+ Substituted for sub -rule (4). In the event of non-availability of a sufficient number of eligible and suitable candidates amongst the Scheduled Castes and the Scheduled Tribes in a particular year, vacancies shall not be carried forward and shall be filled in accordance with the normal procedure.

vide Notification No. F. 7(4) DOP/A-II/74, dated 10-2-1975.

§§ Deleted the words "both merit and seniority cum merit and by seniority cum. vide Notification No.F. 7(6) DOP/A-II/75, III dated 31-10-1975. Effective from the date of publication in the Gazette.

§ Added vide Notification No. F.7(2) DOP/A-II/93 dated 24-5-1994 w.e.f. 28-9-1993.

@ Rule 9 substituted for :- § 9. "Determination of vacancies:-(1) (a) Subject to the provisions of these Rules, the Appointing Authority shall determine every year, the number of existing vacancies and those anticipated during the following twelve months and the number of persons likely to be appointed to the Service by each method. The next determination of vacancies shall be done just before the expiry of twelve months of the last determination of vacancies.

Contd...

every year, the actual number of vacancies occurring during the financial year.

(b) Where a post is to be filled in by a single method as prescribed in the rules or Schedule, the vacancies so determined shall be filled in by that method.

(c) Where a post is to be filled in by more than one method as prescribed in the rules or 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.

Contd..

(b) In calculating the actual number of vacancies to be filled in by each method on the basis of percentage prescribed in the Schedule, the Appointing Authority shall adopt an appropriate continuous cyclic order to correspond with the proportion laid down in the Schedule by giving precedence to promotion quota.

(2) The Appointing Authority shall determine every year the number of existing vacancies and those anticipated in next twelve months which are to be filled by promotion of persons already in the Service.

(3) The Appointing Authority shall also determine the corresponding vacancies of earlier years, if any, yearwise 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 accordance with sub-rule (2)."

vide Notification No.F. 7(2) DOP/A-II/81, dated 21-12-1981, w.c.f. 1-4-1981.

§ Substituted for :-

@ (9) **Determination of vacancies**:- (1) Subject to the provisions of these Rules, the Appointing Authority shall determine each year the number of vacancies anticipated during the following twelve months and the number of persons likely to be recruited by each method. Such vacancies shall be determined again before the expiry of twelve months of the last-determination of such vacancies.

(2) In calculating the actual number to be filled by each method on the basis of the percentage prescribed in Column 3 of the Schedule, appended with relevant Service Rules, each Appointing Authority shall adopt an appropriate cycle order to correspond with the promotion laid down in each of the Service Rules and by giving precedence to promotion quota over direct recruitment quota e.g. where the appointment by direct recruitment and promotion is in the percentage of 75 and 25, respectively, the cycle shall run as follows :-

- | | |
|-----------------------------|---------------------------|
| 1. By Promotion. | 2. By direct recruitment. |
| 3. By direct recruitment. | 4. By direct recruitment. |
| 5. By promotion. | 6. By direct recruitment. |
| 7. By direct recruitment. | 8. By direct recruitment. |
| 9. By promotion, and so on. | |

vide Notification No.F. 5(3) DOP/A-II/77, dated 6-10-1979

@ Substituted for :-

"9. **Determination of vacancies**.-Subject to the provisions of these Rules and the directions of Government, if any, the Registrar shall determine at the commencement of every year, the number of vacancies anticipated during the following calendar year and the number of persons likely to be recruited." vide Notification No.F. 7(1) DOP/A-II/73, dated 16-10-73.

(2) The Appointing Authority shall also determine the vacancies of earlier years, yearwise 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. Nationality:-A candidate for appointment to the Service must be :-

- (a) a citizen of India, or
- (b) a subject of Nepal, or
- (c) a subject of Bhutan, or
- (d) a Tibetan refugee who came over to India before the 1st January, 1962 with the intention of permanently settling in India, or
- (e) a person of Indian origin who has migrated from Pakistan, Burma, Shri-Lanka and East African Countries of Kenya, Uganda and the United Republic of Tanzania (formerly Tanganyika and Zanzibar) + "Zambia, Malawi, Zaire 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.

A candidate in whose case a certificate of eligibility is necessary may be admitted to an examination or interview conducted by the Commission or other recruiting authority and he may also provisionally be appointed subject to the necessary certificate being given to him by the Government.

* Substituted for:-

10. "Nationality.-A candidate for appointment to the Service must be:-

- (a) a citizen of India, or
- (b) a subject of Sikkim, or
- (c) a subject of Nepal, or
- (d) a subject of Bhutan, or
- (e) a Tibetan refugee who came over to India before the 1st January, 1962 with the intention of permanently settling in India, or
- (f) a person of Indian origin who has migrated from Pakistan, Burma, Ceylon and East African Countries of Kenya, Uganda and the United Republic of Tanzania (formerly Tanganyika and Zanzibar) with the intention of permanently settling in India;

Provided that a candidate belonging to categories (c), (d), (e) and (f) shall be a person in whose favour a certificate of eligibility has been given by the Government of India and if he belongs to category (f) the certificate of eligibility will be issued for a period of one year, after which such a candidate will be retained in service subject to his having acquired Indian citizenship.

A candidate in whose case a certificate of eligibility is necessary may be admitted to an Examination or interview conducted by the Commission or other recruiting authority as the case may be, and he may also provisionally be appointed subject to the necessary certificate being given to him by the Government. "vide Notification No.F. 7(4) DOP/A-II/76, dated 7-9- 1976.

+ Inserted vide Notification No.F. 7(4) DOP/A-II/76, dated 4-6- 1977.

@ 10 A. + "Condition of eligibility of persons migrated from other Countries to 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 State Government from time to time and the same shall be regulated **mutatis mutandis** according to the instructions issued on the subject by the Government of India."

11. Age.- * "A candidate for direct recruitment must have attained the age of 20 years and must not have attained the age of % [33 years]" on the first day of January next following the date of commencement of the examination :

Provided:-

(i) that in the case of a person employed in connection with the affairs of the State of Rajasthan in a substantive capacity or in temporary capacity continuously for two years or over, the upper age limit shall be 25 years; and

(ii) that in all of the above cases, the upper age limit for a candidate of a Scheduled Caste or of a Scheduled Tribe shall be deemed to have been raised further by 5 years.

+ + (iii) that the upper age limit for Jagirdars including Jagirdars' sons who did not have any sub-Jagir for their subsistence shall be 40 years.

Note :- This relaxation will remain in force for a period ending x[1st January 1964.]

@@ (iv) that the upper age limit for the political sufferers shall be 40 years till the 31st December, 1964.

Explanation:- The expression "Political sufferer" for the purposes of this rule shall have the meaning assigned to it under clause (iii) of rule 2 of the Rajasthan Political Sufferer Aid Rules, 1959 published in Part IV (C) of Rajasthan Gazette, dated 18, June, 1959.

@ Added vide Notification No.F. 7(5) DOP/A-II/76, dated 20-6-1977.

+ Heading of 10 A. Inserted vide Notification No.F. 2(4) DOP/A-II/79, dated 22-11-84.

* Substituted for the words, "A candidate for direct recruitment must have attained the age of 18 years and must not have attained the age of 22 years" vide Notification No.F. 15(b) (117) CA/60, dated 9-2-1967.

% Substituted for words £"31 years" vide Notification No.F. 7(2) DOP/A-II/84, dated 20-3-90 w.e.f. 25-1-1990.

£ Substituted for words # "28 years" vide Notification No.F. 7(2) DOP/A-II/84, dated 25-2-85, w.e.f. 28-9-84.

Substituted for "25 years" vide Notification No.F. 1(25), Appts./A-II/70, dated 3-6-1970.

+ + Added vide Notification No.F. 3(9) Appts./D/59, dated 5-8-1959.

x Substituted vide Notification No.F. 3(9) Appts. (D)/59, dated 12-10-1962 for "31 December, 1961".

@@ Added vide Notification No. F. 1 (16) Appts. (A-II) 62 dt. 31-5-1963.

** (v) that the persons appointed temporary shall be deemed to be within the age limit, had they been within the age limit when they were initially appointed even though they have crossed the age limit when they appear finally before the Commission and shall be allowed upto two chances had they been eligible as such at the time of their initial appointment."

@ (vi) that the upper age limit mentioned above shall be relaxable by a period equal to the service rendered in the N.C.C. 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:

* (vii) Provided that the Upper age-limit in the case of Ministerial and Class IV Employees of the Department for category of post reserved for them under these Rules shall be 40 years;

+ + (viii) that in the case of staff of the State Co-operative Union, retrenched in consequence of the discontinuance of the member Education scheme with effect from 1-4-70 and absorption as a special case in Service, the upper age limit shall be 40 years on the appointment to the Service.

@ @ (ix) "that for recruitment to the post not within the purview of the Commission the upper age limit for persons who were retrenched from the State Government Service for want of vacancy or due to abolition of post shall be 35 years if they were within the age-limit prescribed under these Rules, when they were initially appointed to the post from which they were first retrenched provided that normal prescribed channels of recruitment relating to qualifications, character, medical fitness etc. are fulfilled and they were not retrenched on account of complaint or delinquency and they produce a certificate of having rendered good services from the last Appointing Authority."

££(x) "that the upper age-limit mentioned above shall be relaxed upto 45 years for the persons repatriated from Burma and Ceylon on or after 1-3-1963 and East African Countries of Kenya, Tanganyika,

** Added vide Notification No. F. 1 (26) Appts. (A-II) 62 dt. 18-9-1965.

@ Added vide Notification No. F. 1 (10) Appts. (A-II)/66 dated 11-4-1967 & corrigendum of even No. dated 15-12-1971.

* Inserted vide Notification No. 1 (22) Appts. (A-II), dated 28-4-1973.

+ + Inserted vide Notification No. F. 18 (49) Coop/73, dated 13-6-1973.

@ @ Inserted vide Notification No. F. 5 (2) DOP (A-II) 73 dated 21-12-73.

££ Substituted for :- "that the upper age-limit mentioned above shall be relaxed up to 45 years for the persons repatriated from Burma, Ceylon on or after 1-3-1963 and 1-11-1964 and East African Countries of Kenya, Tanganyika, Uganda and Zanzibar with a further relaxation up to 5 years in the case of persons belonging to the Scheduled Castes and the Scheduled Tribes." vide Notification No F. 1 (20) Appts A-II/67 dated 20-9-75/effective up to 28-2-77.

Uganda and Zanzibar with a further relaxation upto 5 years in the case of persons belonging to the Scheduled Castes or the Scheduled Tribes.

+ (xi) "That there shall be no age-limit in the case of persons repatriated from East African Countries of Kenya, Tanganyika, Uganda and Zanzibar."

% (xii) Notwithstanding anything contained contrary in these Rules in the case of persons serving in connection with the affairs of the State in substantive capacity, the upper age limit shall be 40 years for direct recruitment to posts filled in by competitive examinations or in case of posts filled in through the Commission by interview. This relaxation shall not apply to urgent temporary appointments."

%% (xiii) "that the upper age-limit mentioned above shall not apply in the case of an ex-prisoner who had served under the Government on a substantive basis on any post before his conviction and was eligible for appointment under the Rules;

x (xiv) that in the case 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 provided he was not overage before his conviction and was eligible for appointment under the Rules."

xx (xv) "that the Released Emergency Commissioned Officers and Short Commissioned Officers after released from the Army shall be deemed to be within the age-limit even though they have crossed the age-limit when they appear before the Commission had they been eligible as such at the time of their joining the Commission in the Army."

£ (xvi) that there shall be no age limit in case of persons repatriated from Pakistan during the 1971 Indo-Pak war.

+ + (xvii) "that there shall be no age limit in the case of widows and divorcee women.

Explanation:- That in the case of widow, she will have to furnish a certificate of death of her husband from the Competent Authority and in case of divorcee she will have to furnish the proof of divorcee."

12. Academic qualifications:- A candidate for direct recruitment to the Service must possess:-

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- + Inserted vide Notification No. F1 (20) Appts/ A-II/67 dated 12-12- 74.
 - % Inserted vide Notification No. F7 (8) DOP/A-II/74 dated 31-12-74 w.e.f. 28-10-74.
 - %% Inserted vide Notification No. F. 5 (6) DOP (A-II)74 dated 18-4- 75 w.e.f. 28-8-61.
 - x Inserted vide Notification No. 5 (6) DOP (A-II)74 dated 18-4-75 w.e.f. 28-8-61.
 - xx Inserted vide Notification No. F. 7(2) DOP (A-II)75 dated 20-9- 1975.
 - £ Added proviso (xvi) vide Notification No. F. 15 (2) DOP/A- II/79 dated 19-2-1980.
 - + + Proviso (xvii) added vide Notification No. F.7 (2) DOP/A-II/84 dated 18-12-87.

(i) a High School Examination Certificate of the Rajputana University or a Certificate of any other University or Board recognised as equivalent by the Commission for the purpose (+ or Hindi or Sanskrit qualification recognised by the Commission as equivalent to that of Matriculation); and

+ + (ii) "Working knowledge of Hindi Written in Devnagri script and knowledge of Rajasthani Culture.

%% **Note:-** Government have decided to recognise the Diploma in Rural Service awarded by the National Council of Rural Higher education, as equivalent to the first degree of a recognised University for purposes of appointment to Services and posts under the Government for a period of five years only in the first instance, with effect from 2nd June, 1959.

13. Character :- The character of a candidate for direct recruitment must be such as to qualify him for employee in the Service. He must produce a certificate of good character from the Principal Academic Officer of the University, School or College in which he was last educated and two such certificates written not more than six months prior to the date of applications from two responsible persons not connected with his School, College or University and not related to him.

Note :- (1) A conviction by a court of law need not of itself involve the refusal of a certificate of good character. The circumstances of the conviction should be taken into account and if they involve no moral turpitude or association with crimes of violence or with a movement which has as its object the overthrow by violent means of Government as by law established, the mere conviction need not be regarded as a disqualification.

@ (2) Ex-prisoner 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 grounds 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 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. Those convicted of offences involving moral

+ Added vide Notification No. F 3 (18) AC/Int/57, dated 8-6-1958.

+ + Substituted sub-rule (ii) of rule 12 for :-

(ii) A working knowledge of Hindi written in Devnagri Script % (if he does not possess HINDI qualifications referred to in clause (i) above) and of Rajasthani dialects. vide Notification No. F. 5 (1) DOP/A-II/77 Pt I dated 30.1.84.

% Added vide Notification No. F 3 (18)/AC/Int/57, dated 8-6-1958.

%% Inserted vide Notification No. F. 3 (46) Appts. (D)/60, dated 13-2-1960.

@ Inserted vide Notification No F. 1 (4) Appts/(A-II)/60 dated 28-6-1961.

turpitude shall be required to produce a certificate from the Superintendent, After-Care Home endorsed by the Inspector General of Prisons to the effect that they are suitable for employment as they have proved to be completely reformed by their disciplined life while in prisons and by their subsequent good conduct in an After-Care Home.

@ 14. Physical Fitness - A candidate for direct recruitment to the Service, must be in good mental or bodily health and free from any mental or physical defect likely to interfere with the efficient performance of his duties as a member of Service and if selected must produce a certificate to that effect from a Medical Authority notified by the Government for the purpose. The Appointing Authority may dispense with production of such certificate in the case of candidate promoted in the regular line of promotion or who is already serving in connection with the affairs of the State if he has already been medically examined for the previous appointment and the essential standards of medical examination of the posts held by him are to be comparable for efficient performance of duties of the new post and his age has not reduced his efficiency for the purpose.

% 14 A. Employment of irregular or improper means - A candidate who is or has been declared by the Commission/Appointing Authority guilty of impersonation or of submitting fabricated documents which have been tampered with or of making statements, which are incorrect or false or of suppressing material information or using or attempting to use unfair means in the examination or interview or otherwise resorting to any other irregular or improper means for obtaining admission to the examination or appearance at any interview, shall, in addition to rendering himself liable to criminal prosecution be debarred either permanently or for a specified period -

(a) by the Commission/Appointing Authority admission to any examination or appearance at any interview held by the Commission/Appointing Authority for selection of candidates; and

(b) by the Government from employment under the Government.

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

@ Substituted for Rule -"14. Physical Fitness- A candidate for direct recruitment to the Service must be in good mental and bodily health and free from any physical defect likely to interfere with the efficient performance of his duties as a member of the Service, and must produce, if selected for appointment, a certificate to that effect from a Medical Authority prescribed by Government for the purpose." vide Notification No.F. 7(2) DOP/A- II/74, dated 5-7-1974.

% Added vide Notification No.F. 1(33) Appts./A-II/63, dated 26-8- 1965.

PART-IV

Procedure for Recruitment

16. Frequency of examinations - A competitive examination for recruitment to the Service shall be held every year unless the Registrar, in consultation with Commission decided not to hold the examination in any particular year.

17. Authority for conducting the examination and syllabus - (1) The examination shall be conducted by the Commission in accordance with the syllabus prescribed in Schedule II.

Provided that the syllabus may be revised by Government from time to time as it may deem fit in consultation with the Commission.

(2) Subject to the provision of sub-rule (1) the Commission may, in consultation with Government, hold a combined examination for recruitment to the Service and to any other service or services.

18. Inviting of applications - (1) On a requisition for recruitment to the Service having been made by the Registrar to the Commission, the Commission shall call for applications for permission to sit at the examination by publishing a notice to that effect in the Rajasthan Gazette or in such other manner as they may deem fit :

@ Provided that while selecting candidates for the vacancies so advertised the Commission may (i) if intimation of additional requirement is sent to the Commission before the selection and (ii) if suitable persons are available, keep on their reserve list more candidates whose number shall not exceed 50% of the advertised vacancies.

% The names of such candidates may on requisition be recommended in the order of merit to the Appointing Authority within six months from the date on which the original list is forwarded to the Appointing Authority.

(2) Subject to the provisions of these Rules, Commission may issue alongwith the notice or in such other manner as they may deem fit, such instructions for the guidance of the candidates as they may deem necessary giving information among others on the following details :-

(i) Number of vacancies to be filled indicating the number of vacancies reserved for candidates of Scheduled Castes and Scheduled Tribes;

(ii) Date of submission of applications for permission and method of submission;

@ Added vide Notification No.F. 3(12) Appts.(D)/59, dated 22-6-1960.

% Substituted for "the names of such candidates may be recommended on requisition to the appointing authorities within six months from the date of interviews." vide Notification No.F. 1(27) Appts./A-II/69, dated 13-12-73.

(iii) Qualifications required of candidates and the methods by which these qualifications shall be established;

(iv) Date and place of examination;

(v) Syllabus of the examination.

* **19. Form of application :-** The application shall be made in the form approved by the Commission or the Appointing Authority as the case may be, and obtainable from the Secretary to the Commission or from the Office of the Appointing Authority, as the case may be, on payment of such fee as the Commission or the Appointing Authority may, from time to time, fix:

+ "Provided that the persons repatriated from Burma and Ceylon on or after 1-3-1963 and from East African Countries of Kenya, Tanganyika, Uganda and Zanzibar shall be exempted from payment of cost of application form prescribed by the Commission or the Appointing Authority, as the case may be, subject to the condition that the Commission or the Appointing Authority, as the case may be, is satisfied that such persons are not in a position to pay such fee."

20. Admission to the examination - (1) No candidate shall be admitted to the examination unless he holds a certificate of admission granted by the Commission. Before granting such certificate the Commission shall satisfy themselves in each case that the application has been made strictly in accordance with the provisions of these Rules;

Provided that the Commission may at their discretion allow any bonafide mistake made in the filling of the prescribed form or presentation of the application to be furnished in good time before the commencement of the examination.

(2) The decision of the Commission as to the eligibility or otherwise of a candidate for admission to the examination shall be final.

% **21. Examination fee -** A candidate for direct recruitment to a post in the Service must pay to the Commission such fees as are fixed by them.

* Substituted for - **19. Form of application.**-The application shall be made on the form prescribed by the Commission and obtainable from the Secretary to the Commission on payment of such fee as the Commission may from time to time, prescribe." vide Notification No.F. 7(2) DOP/A-II/73, dated 5-11-1973.

+ Substituted for: "Provided that the persons repatriated from Burma, Ceylon on or after 1-3-1963 and 1-11-1964 and East African countries of Kenya, Tanganyika, Uganda and Zanzibar shall be exempted from payment of examination fee as prescribed by the Commission or the Appointing Authority as the case may be subject to the condition that the Commission or the Appointing Authority, as the case may be, is satisfied that such persons are not in a position to pay such fee."

vide Notification No.F. 1(20) Apts/A-II/67, dated 20-9-75 (effective up to 28-2-77.)

% Substituted for - "**Examination fee.**- A candidate for recruitment to the Service must pay to the Commission, in such manner as may be prescribed by the Commission from time to time, an Examination fee of Rs. 15 or Rs. 7.50 if he is a member of a Scheduled Caste or a Scheduled Tribe." vide Notification No.F. 1(2) Apts/D/60, dated 21-6-1962.

ANNEXURE

	For competitive examination	For Interviews
1. State Services	50.00	Rs. 20.00
2. Subordinate Service carrying pay scales not lower than Rs. 110-225	30.00	Rs. 10.00
3. Ministerial Services carrying pay scale lower than Rs. 110-225	20.00	Rs. 5.00

In the case of candidates belonging to Scheduled Castes/Scheduled Tribes, the fee shall be one-fourth in all cases.

Form of application shall be obtainable from the Commission free of charge:

@ Provided that the persons repatriated from Burma and Ceylon on or after 1-3-1963 and from East African Countries of Kenya, Tanganyika, Uganda and Zanzibar shall be exempted from payment of Application fee or "Examination fee" as the case may be, as prescribed by the Commission or the Appointing Authority as the case may be, subject to the condition that the Commission or the Appointing Authority, as the case may be, is satisfied that such persons are not in a position to pay such fee.

(2) In case the examination is being held under rule 18 (2) a candidate wishing to be considered for any service or services besides the service shall pay to the Commission such additional fee or fees, as the Commission may require, after consultation with Government, instead of paying the full examination fee, in respect of each such service separately.

(3) No claim for the refund of the examination fee shall be entertained nor the fee shall be held in reserve for any other examination by the Commission: In the latter case, a deduction of Rs. 3/- shall be made before refund is made.

22. Personality and viva voce examination - After the marks obtained by the candidate in the written test have been received, the Commission shall call for interview such of them as have obtained an aggregate of 45% or over of the total marks for the written test with a minimum of 33.33% marks in each subject and shall award marks to

@ Substituted for :- "Provided that the persons repatriated from Burma, Ceylon on or after 1-3-1963 and 1-11-1964 and East African Countries of Kenya, Tanganyika, Uganda and Zanzibar shall be exempted from payment of examination fee as prescribed by the Commission or the Appointing Authority, as the case may be, subject to the condition that the Commission or the Appointing Authority, as the case may be, is satisfied that such persons are not in a position to pay such fee."

vide Notification No.F. 1(20) Appts. (A-II)/67, dated 20-9-1975 (effective up to 28-2-1977).

each candidate, interviewed by them. In interviewing the candidates besides awarding marks in respect of character, personality, address and physique, marks shall also be awarded for the candidates proficiency in Rajasthani dialects. The marks so awarded shall be added to the marks obtained in the written test by each candidate respectively.

23. Recommendations of the Commission - The Commission shall prepare a list of the candidates recommended by them for direct recruitment in order of their Proficiency as disposed by their aggregate marks. If two or more of such candidates obtain equal marks in the aggregate, the Commission shall arrange them in order of merit on the basis of their general suitability for the Service.

% The Commission may award grace marks upto-1 in any one or more of the compulsory papers and upto 3 in the aggregate to enable a candidate to qualify at the examination who might otherwise have not qualified in the said examination :

Provided that the Commission shall not recommend any candidate who has failed to obtain @ "a minimum of 50% in the aggregate".

** Provided that the Commission may to the extent of 50% of the advertised vacancies keep names of suitable candidates on the reserve list. The names of such candidates may, on requisition be recommended in the order of merit to the Government within six months from the date on which the original list is forwarded by the Commission to the Government.

@@ **23. (A) "Disqualification for appointment :** (1) No male candidate who has more than one wife living shall be eligible for appointment to the Service unless Government after being satisfied that there are special grounds for doing so, exempt any candidate from the operation of this rule.

(2) no female candidate who is married to a person having already a wife living shall be eligible after being satisfied that there are special grounds for doing so, exempt any female candidate from the operation of this rule.

(3) + Deleted.

% Added vide No.F. 1(15) Appts./A-II/61, dated 19-5-1962.

@ Substituted for the words "a minimum of 50% marks in the personality and viva voce examination and" vide Notification No.F. 21(5) Appts.(C)/54, dated 10-3-1960.

** Inserted vide Notification No.F. 1.(27) Appts. (A-II)/69, dated 25-10-1971.

@@ Inserted vide Notification No.F. 7(3) DOP/A-II/76, dated 21-5-76.

+ Deleted. "(3) No candidate male or female who had more than three children shall be eligible for appointment to the Service unless one of the spouses has undergone sterilisation or in the case of a female candidate, she is above 45 years of age :

Provided that any married candidate, male or female, who had no child for the last 10 years shall be exempted from the operation of this sub-rule.

Explanation :- (i) For the purpose of this sub-rule, a child shall include an adopted child or a step-child; and

(ii) for claiming exemption under the proviso to the sub-rule, the candidate shall have to produce a certificate either from a Registered Medical Practitioner or swear an affidavit to the effect that the age of his or her youngest child is not less than 10 years." vide Notification No.F. 7(3) DOP/A-II/77, dated 15-2-77.

* "(4). No married candidate shall be eligible for appointment to the Service if he/she has at the time of his/her 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.)

24. Selection by Registrar :- Subject to the provision of Rule 8 "and 8A", the Registrar shall select the candidates who stand highest in order of merit in the list prepared by the Commission under rule 23 provided that he is satisfied, after such enquiry as may be considered necessary, that such candidates are suitable in all respects for appointment to the Service.

PART V

Appointments, Probation and Confirmation

25. Appointments : Appointment to the Service shall be made by the Registrar, on occurrence of vacancies in the Service, in the manner prescribed in rule 24.

% 26. Urgent Temporary Appointment - (1) A vacancy in the Service which cannot be filled in immediately either by direct recruitment or by promotion under the rules may be filled in by the Government or by the Authority competent to make appointments as the case may be by appointing in an officiating capacity thereto an officer 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 :

Provided that such an appointment will not be continued beyond a period of one year without referring the case to the Commission for concurrence, where such concurrence is necessary, and shall be terminated immediately on its refusal to concur :

** "Provided further that in respect of the Service or a post in

* Inserted vide Notification No.F. 15(9) DOP/A-II/74, dated 5-1-77.

\$ Inserted vide Notification No. F.7(2) DOP/A-II/93 dated 24-5-1994 w.e.f. 28-9-1993.

% Substituted for Rule "26. ~~Emergent temporary appointment.~~ A vacancy in the Service may, upon the non-availability of any candidate in the list prepared by the Commission under rule 23 be filled by the Registrar, temporarily, by appointing thereto any suitable candidate eligible for appointment to the Service under the provisions of these rules, provided that no such appointment shall be continued beyond a period of one year without referring it to the Commission for their concurrence, and shall be terminated immediately on the refusal of the Commission to do so". vide Notification No.F. 1(10) DOP/A-II/72, dated 16-2-1973.

** Substituted for- "Provided further that in respect of a service or a post in a Service for which both the methods of recruitment have been prescribed, the Government for the Authority competent to make appointments, as the case may be] shall not fill the temporary vacancy by appointing a person eligible for direct recruitment unless no suitable person eligible for promotion is available." vide Notification No.F. 1(10) DOP/A-II/73, dated 28- 11-73.

Service for which both the above methods of recruitment have been prescribed, the Government or the authority competent to make appointment, as the case may be, shall not save with the specific permission of the Government in the Department of Personnel in the case of State Services and Government in the Administrative Department concerned in respect of other services fill the temporary vacancy against the direct recruitment quota by a whole time appointment for a period exceeding three months, otherwise than out of persons eligible for direct recruitment and after a short-term advertisement."

+ "(2) In the event of non-availability of suitable persons, fulfilling the requirements of eligibility for promotion, Government, notwithstanding the condition of eligibility for promotion required under sub-rule (1) above, lay down general instructions for grant of permission to fill the vacancies on urgent temporary basis subject to such conditions and restrictions regarding pay and other allowances as it may direct. Such appointments shall however, be subject to concurrence of the Commission as required under the said Sub-rule."

+ + **27. Seniority** .- Seniority in the Service shall be determined in each category of the Service by the year of substantive appointment :

Provided :-

@ (i) that the seniority *inter se* of members of the Service appointed before the commencement of these Rules, shall be such as has already been determined, or may after the commencement of these Rules, be determined, amended or modified, by the Registrar in accordance with rules or orders already in force or *ad hoc*, subject to the directions of Government, if any.

(ii) that the seniority *inter se* of persons appointed to the Service on the result of one and the same examination except those who do not join Service when a vacancy is offered to them shall follow the order in which they have been placed in the list prepared by the Commission under rule 23.

+ Inserted vide Notification No.F. 7(7) DOP/A-II/75, dated 31-10-75 (effective from 14-9-55).

+ + Substituted for.- "27. Seniority:- Seniority in the Service shall be determined by the date of the order of substantive appointment to the Service." vide Notification No.F. 7(6) DOP/A-II/73, dated 15-11-76.

@ Substituted for "(i) that the seniority *inter se* of the members of the Service appointed to posts in the Service before the commencement of these Rules shall be such as may be fixed by Registrar, subject to the direction of Government if any." vide Notification No.F. 10(2) Appointments (C)/57, dated 18-8-1958.

@ (iii) "that in case of substantive employees of different Services, Cadres or Groups or from Rajasthan Panchayat Samiti and Zila Parishad Service, whose appointment to such posts has been made by different Appointing Authorities and whose transfer to a Cadre or Group in this Service is specifically permissible in accordance with the provisions of these Rules, and he is so transferred and it becomes necessary to determine the integrated seniority of two or more of such employees, who do not belong to the same Service/Cadre/Circle or Unit under an Appointing Authority, their integrated seniority on initial appointment shall be determined for promotion or confirmation to a Cadre or Group under these Rules, notwithstanding their year of substantive appointment in the different cadre according to the date of continuous officiation in class or category of post concerned or an equivalent or higher post provided such officiation was not of the nature of fortituous or *ad hoc* or urgent temporary appointment and there was no default on the part of the employee to join the appointment when ordered.

The above principle shall be applied to such posts as may be specified with the prior approval of Department of Personnel (Rules) and will be subject to the condition that any pre-determined *inter se* seniority between two or more persons except in cases of default or supersession shall not be disturbed.

* **28 Period of probation :-** + (1) All persons appointed to the Service by direct recruitment against a substantive vacancy shall be

@ Substituted for "(iii) that the seniority *inter se* of persons appointed by transfer from an equivalent post shall be determined with reference to the date of substantive appointment to the equivalent post." vide Notification No.F. 1(19) Appnts./A-II/72, dated 11-9-1974.

* Substituted for "**28. Probation.**-(1) All persons appointed to the Service by direct recruitment or promotion shall be on probation and the period of such probation shall be two years in the case of direct recruitment and one year in the case of promotion :

Provided that such of them as have previous to such appointment officiated or served temporarily on a post encadred in the Service, may be permitted by the Government to count such officiating or temporary service towards the period of probation upto a maximum of six months.

(2) During the period of probation, each probationer shall be required to pass such Departmental Examination and to undergo such training as Government may, from time to time, specify."

vide Notification No.F. 1(35) Karmik/ka II/74, dated 4-5-77 (effective from the date of publication in the Gazette.)

+ Sub-rule (1) of Rule 28 substituted for:-

"(1) Every person appointed against a substantive vacancy in the Service by direct recruitment shall be placed on probation for a period of two years and those appointed by promotion /special selection to any post against such a vacancy shall be on probation for a period of one year :"

vide Notification No.F. 1(35) DOP/A-II/74, dated 9-4-1979.

placed on probation for a period of two years and those appointed to the Service by Promotion/Special Selection against a substantive vacancy shall be placed on probation for a period of one year."

Provided that-

(i) Such of them as have, previous to their appointment by promotion +/ "special selection" or by direct recruitment against a substantive vacancy, officiated temporarily on the post which is followed by regular selection may be permitted by the Appointing Authority to count such officiating or temporary service towards the period of probation. This shall, however not amount to involve supersession of any senior person or disturb the order of their preference in respective quota or reservation in recruitment.

(ii) any period after such appointment during which 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 may be required to pass such Departmental Examination and to undergo such training as the Government may, from time to time, specify.

Explanation-In case of a person who dies or is due to retire on attaining the age of superannuation, the period of probation shall be reduced so as to end one day earlier on the date immediately preceding the date of his death or retirement from Government Service. The condition of passing the Departmental Examination in the rule regarding confirmation shall be deemed to have been waived in case of death or retirement.

§ (a) Notwithstanding anything contained in the rule, if no order of confirmation is issued by the Appointing Authority within a period of six months, an employee appointed on temporary or officiating basis who has, after the date of his regular recruitment by either method of recruitment completed a period of two years' service, or less in the case of those appointed by promotion where the period of probation prescribed is less, on the post or a higher post under the same Appointing Authority or would have so worked but for his deputation or training, shall on the occurrence of permanent vacancies be entitled to be treated as confirmed if the same conditions as are prescribed under the rules for the confirmation of a probationer are fulfilled subject to the quota prescribed under the Rules and in accordance with his seniority:

+ Inserted vide Notification No. F. 1(35) Karmik/Ka-II/74, dated 3-8-77

§ Substituted for- "Notwithstanding anything contained in rule 28, a person who has been regularly recruited against a temporary post and has put in 10 years' Service after such regular recruitment shall not be placed on probation on conversion of such post into a permanent one but he shall be confirmed only after he has fulfilled the conditions of confirmation as laid down in the rule."

vide Notification No.F. 7(7) DOP/A-II/74, dated 28-12-74.

Provided that if the employee has failed to give satisfaction or has not fulfilled any of the conditions prescribed for confirmation, such as passing of Departmental Examination, training or promotion cadre course etc. the aforesaid period may be extended as prescribed for probation or under the Rajasthan Civil Services (Departmental Examination) Rules, 1959 and any other Rules, or by one year whichever is longer if the employee still fails to give satisfaction, he will be liable to be discharged from such post in the same manner as a probationer or reverted to his substantive or lower post, if any, to which he may be entitled :

Provided further that no person shall be debarred from confirmation after the said period of service if no reasons to the contrary about the satisfactory performance of his work are communicated to him within the said period.

(b) The reasons for not confirming an employee referred to in the second proviso to clause (a) shall in the case of a non-gazetted employee be also immediately, recorded (F.7(7) DOP/A-II/74, dated 28-12-74) by the Appointing Authority in his Service Book and C.R. file, and in the case of Gazetted Officer communicated to the Accountant General, Rajasthan and in his Confidential Report File. A written acknowledgement shall be kept on record in all these cases.

Explanation (i) Regular recruitment for the purpose of this rule shall mean appointment after either of the methods of recruitment or on initial constitution of Service in accordance with any of the Service Rules promulgated under proviso to Article 309 of the Constitution of India or for posts for which no Service Rules exist, if the posts are within the purview of Rajasthan Public Service Commission recruitment in consultation with them but it shall not include an urgent temporary appointment, **ad hoc** appointment or officiating promotion against temporary or lien vacancies which are liable to review, revision from year to year. In case where the Service Rules specifically permit appointment by transfer, such appointment shall be treated regular recruitment if the appointment to the post from which the official was transferred was after regular recruitment. Persons who have been made eligible for substantive appointment to a post under the rules shall be treated as having been regularly recruited.

(ii) Persons who hold lien in another cadre shall be eligible to be confirmed under this rule and they will be eligible to exercise an option whether they do not elect to be confirmed on the expiry of two years of their temporary appointment under this rule. In the absence of any option to the contrary, they shall be deemed to have exercised option in favour of confirmation under this rule and the option on the previous post shall cease.

@ 29 "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 a 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 to the post held substantively by him immediately preceding his appointment, provided he holds a lien thereon or in other cases may discharge or terminate him from 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 case of persons appointed to a post in the Service by direct recruitment and one year in the case of person appointed by promotion \$ "Special selection" to such post.

* "Provided further that the Appointing Authority may, if it so thinks fit in case of persons belonging to the Scheduled Castes or Scheduled Tribes, as the case may be, extend the period of probation by a period not exceeding one year at a time and total extension not exceeding three years."

(2) Notwithstanding anything contained in the above proviso, during the period of probation, if a probationer is placed under suspension, or disciplinary proceedings are contemplated or started against him, the period of his probation may be extended till such period 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.

30. Confirmation:- A probationer shall be confirmed in his appointment at the end of his period of probation if the Registrar is satisfied that his integrity is unquestionable and that he is otherwise fit for confirmation f "and further that he has also passed a departmental test of proficiency in Hindi."

@ Substituted for "29. Unsatisfactory progress during probation.- If it appears to the Registrar, at any time during or at the end of the period of probation, that a member of the Service has failed to give satisfaction, the Registrar may revert him to the post held by him immediately preceding his appointment on probation provided he holds a lien thereon, or in other cases may remove him from Service.

Provided that the Registrar may extend the period of probation of any member of the Service by specified time not exceeding one year." vide Notification No.F. 1(35) Karmik/Ka-II/74, dated 4-5-77 (effective from the date of publication in the Rajasthan Rajpatra)

\$ Inserted vide Notification No.F. 1(35) Karmik/ka-II/64, dated 3-8-77

* Added vide Notification No.F. 7(6) DOP/A-II/77, dated 26-10-77 (effective from 1-1-73)

£ Added vide Appointments (D) Department Notification No.F 21(5) Ap-pets.(C)/54, dated 10-3-1960

**** 30 A.** Notwithstanding anything contained in rule 30, a probationer shall be confirmed in his appointment at the end of his period of probation even if the prescribed Departmental Examination/training, proficiency test in Hindi, if any, are not held during the period of probation laid down in the rules provided:-

- (i) he is otherwise fit for confirmation, and
- (ii) the period of probation expires on or before the date of publication of this amendment in the Rajasthan Rajpatra.

PART VI-Pay

@ 31. Pay during probation.-The initial pay of a person appointed by direct recruitment to a post in the Service/Cadre shall be the minimum of the scale of pay of the post:

Provided that the pay of a person already serving in connection with the affairs of the State shall be fixed in accordance with the provisions of the Rajasthan Service Rules, 1951.

£ 32. Increment during probation.- A probationer shall draw increment, in the scale of pay admissible to him in accordance with the provisions of the Rajasthan Service Rules, 1951."

33. Criteria for crossing efficiency bar:- No member of the Service shall be allowed to cross the efficiency bar unless he has worked satisfactorily and his integrity is unquestionable.

PART VII-

Other Provisions.

34. Regulation of leave, allowances, pension etc.- Except as provided in these Rules the pay, allowances, pensions, leave and other conditions of service of the members of the Service shall be regulated by:-

- (1) The Rajasthan Travelling Allowance Rules, 1971,
- (2) The Rajasthan Civil Services (Unification of Pay Scales) Rules, 1950,

** Inserted vide Notification No.F. 1(12) Appts./A-II/68. P.V. dated 17-10-1970.

@ Substituted for Rule "31 Scale of Pay:- The scales of pay to the members of the Service shall be such as may be admissible, according to the rules referred to in rule 34 or as may be sanctioned by Government from time to time." vide Notification No.F. 1(15) A-II/67. dated 6-2-69 & Corrigendum of even No. dated 3/15-7-1970.

£ Substituted for "32. Increments during probation:-A probationer shall draw increments in the scale of pay admissible to him during the period of probation as they accrue. provided that if the period of probation is extended on account of failure to give satisfaction, such extension shall not count for increment unless the Registrar directs otherwise." vide Notification No.F. 3(II) Appts./A-II/56. Pt.-V. dated 16-10-1973.

%(3) The Rajasthan Civil Services (Rationalisation of Pay Scales) Rules, 1956,

(4) The Rajasthan Civil Services (Classification, Control and Appeal) Rules, 1958,

(5) The Rajasthan Service Rules, 1951,

and any other rules made by the appropriate authority under the proviso to Article 309 of the Constitution of India, for the time being in force.

@35. Power to relax rules:- In exceptional cases where the Administrative Department of the Government is satisfied that operation of the rules relating to age or regarding requirement of experience for recruitment causes undue hardship in any particular case or where the Government is of the opinion that it is necessary or expedient to relax any of the provisions of these Rules with respect to age or experience of any persons, it may with the concurrence of the Department of Personnel and Administrative Reforms and in consultation with the Commission by orders dispense with or relax the relevant provisions of these Rules to such extent and subject to such conditions as it may consider necessary for dealing with the case in a just and equitable manner, provided that such relaxation shall not be less favourable than the provisions already contained in these Rules. Such case of relaxation shall be referred to the Rajasthan Public Service Commission by the £ "Administrative Department concerned."

SCHEDULE I

(See rule 8)

Order regarding Representation of Scheduled Castes and Scheduled Tribes in Public Services (vide order No.F. 25 (42) G.A. (A)/51, dated 19th September, 1951).

In accordance with the provisions of Article 335 of the Constitution of India, the Government of Rajasthan have been pleased to direct that:-

(1) there shall be a general reservation of $12\frac{1}{2}$ % of the vacancies for members of the Scheduled Castes and Tribes in making appointments to the services and posts which are filled by direct recruitment.

(2) the same percentage of recruitment may be followed in respect of the members of the Scheduled Castes and Scheduled Tribes till the ultimate percentage of reservation fixed by the Government is reached.

% Added vide Notification No.F. 10(2) Appointments (C)/57, dated 18-3-1958.

@ Rule 35 added vide Notification No.F. 11(2) DOP/A-II/75, dated 27-12-1978.

£ Substituted for the expression "Department of Personnel and Administrative Reforms (Department of Personnel -A-Group-II).

vide Notification No.F. 11(2) DOP/A-II/75, dated 18/8/1982.

(3) In the event of non-availability of a sufficient number of candidates against Scheduled Castes and Scheduled Tribes in a particular year, vacancies need not be kept reserved and should be filled in accordance with the normal procedure, but the deficiency of the previous year may be made good in the subsequent year, if candidates are available. In case candidates are not available in the second year vacancies reserved will be filled by other candidates and the reservation on account of the deficiency shall not be carried forward for more than one year.

(4) Minimum qualification prescribed for any post will not be lowered with a view to accommodating any candidate belonging to the Scheduled Castes and Scheduled Tribes.

(5) The maximum age limit prescribed for direct recruitment in various services and posts may be extended by 5 years in the case of candidates belonging to the Scheduled Castes and Scheduled Tribes.

SCHEDULE II

(See rule 17)

Syllabus and Rules for the Competitive Examination

1. The competitive examination shall include the following subjects and each subject will carry the number of marks shown against it :-

Subject	Marks
*1 [Deleted]	*
2. General Knowledge	75
3. Arithmetic	75
4. Viva Voce	75

@ Note (1) The paper in each subject shall be of 2 hours' duration.

@ Note (2) Persons who are not matriculates shall have to appear at a separate qualifying written test in English of Matriculation standard and secure 50% mark thereat. Marks obtained in the test will not be added to the total marks.

The standard and scope of the examination in each subject shall be as follows:-

% 1. (Deleted.)

* Deleted 'I' Hindi-75, vide Notification No.F. 21(5) Appts/C/54, dated 10-3-1960.

@ Added Note No. (1) and (2) vide Notification Number F. 3(18) AC Intg./57, dated 8-6-1958.

% Deleted the words Hindi-The papers will be set to test the candidate's proficiency in the language. Besides an essay to be written in Hindi in the Devnagri script on one of several specified subjects, it may include precis writing and use of idioms etc." vide Notification No.F. 21(5) Appts. (C) 54, dated 10-3-1960.

2. General knowledge.- A paper will be set to test the General intelligence, power of observation and knowledge of the candidate to the question will ordinarily be so set as to admit of brief answers and may include questions on the Geography of Rajasthan.

3. Arithmetic.- The paper will be set within the course prescribed for the High School Examination of the Rajasthan University and will be generally of the same standard. Questions will be so set as to test the speed and accuracy of the candidates in making routine calculations.

4. Viva voce.- Consideration will be given to the candidate's personality, address, character and general suitability and suitable questions designed to throw light on these matters may be asked.

Questions will also be asked to test the proficiency of candidate in Rajasthani dialects.

@ Note (1) Papers in General knowledge and Arithmetic may be answered in Hindi or English.

% Note (2) The Commission may issue instructions to the examiners to make deductions in the marks assigned to candidates on account of bad handwriting.

By Order of
His Highness the Rajpramukh,
B.G. RAO
Chief Secretary to the Government of Rajasthan