

RAJASTHAN HOUSING BOARD

RAJASTHAN HOUSING BOARD EMPLOYEES (RECRUITMENT AND PROMOTION) REGULATIONS, 2010

No. F.1(1) Karmik/Rec. & Prom./Regulations/2010/105

Dated : 07.01.2011

NOTIFICATION

In exercise of the powers conferred by clause (c) of sub-section (1) of Section 53 of the Rajasthan Housing Board Act, 1970 (Act No. 4 of 1970), and in pursuance of RHB Board meeting's resolution No. 211.8 dated 29-7-2010, the Rajasthan Housing Board makes the following Regulations, with the previous sanction of the State Government vide its letter No. F. 10(12) UDH/2010 dated 5-1-2011, regarding conditions of recruitment and promotion of persons appointed to the service of the Board, namely:-

THE RAJASTHAN HOUSING BOARD EMPLOYEES (RECRUITMENT AND PROMOTION) REGULATIONS, 2010.

PART-I GENERAL

1. Short title and commencement.- (1) These Regulations may be called the Rajasthan Housing Board Employees (Recruitment and Promotions) Regulations, 2010.

(2) They shall come into force with immediate effect.

2. Extent of Application.- These Regulations shall apply to all employees of the Board, except following categories of employees:-

- (a) Work-charged employees;
- (b) Persons on deputation from Government of India, any State Government or any statutory Board or Corporation or any Local Authority etc. who will be governed by the terms and conditions of deputation;
- (c) Persons appointed on contract who will be governed by the terms of the contract;
- (d) Any class of employees or any individual employee serving in connection with the affairs of the Board, who may be specifically exempted by the Board from the application of these Regulations.

3. Definitions:-In these Regulations, unless the context otherwise requires:-

- (a) "Act" means the Rajasthan Housing Board Act, 1970 (Act No. 4 of 1970);
- (b) "Appointing Authority" means the Chairman or any other authority, who has been declared as appointing authority for the particular category of posts under these Regulations;

- (c) "Committee" means a committee constituted under these Regulations;
- (d) "Direct Recruitment" means recruitment made according to the procedure prescribed in Part-IV of these Regulations otherwise than by promotion or transfer or deputation;
- (e) "Member of the Service" means a person appointed to a post in the Service on the basis of regular selection under the provisions of these Regulations;
- (h) "Schedule" means the Schedule appended to these Regulations;
- (i) "Service" or "Experience" wherever prescribed in these Regulations as a condition for promotion from one category to another or to senior posts, in 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 these Regulations;

Note:- Absence during Service e.g. training, leave and deputation etc., which are treated as "duty" under the provisions of the Rajasthan Housing Board Employees Service Regulations, 1970, shall also be counted as service for computing experience or service required for promotion;

- (j) " Service" means the Rajasthan Housing Board Service;
- (k) "Substantive Appointment" means an appointment made under the provisions of these Regulations to a substantive vacancy after due selection by any of the methods of recruitment prescribed under these Regulations and includes an appointment on probation or as a probationer trainee followed by confirmation on the completion of the probation period;

Note:- Due Selection by any of the methods of recruitment prescribed under these Regulations shall include recruitment either on initial constitution of Service or in accordance with the provisions of any Regulations promulgated under section 53 of the Act, except an urgent temporary appointment; and

- (l) "Year" means the financial year.

4. Interpretation.- Unless the context otherwise requires, the Rajasthan Housing Board Act, 1970 (Act No. 4 of 1970), shall apply for the interpretation of these Regulations as it applies for the same meaning as defined in the Act.

PART-II

CADRE

5. Composition and strength of the Service.- (1) The nature of posts included in each category of the Service shall be as specified in column 2 of Schedule attached to these Regulations.

(2) The strength of the posts in the Service shall be such as may be determined by the Board, from time to time:

Provided that the Board may:-

- (a) create any post, permanent or temporary, from time to time, as may be considered necessary subject to conditions mentioned in section 14 of the Act, and
- (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.

6. Constitution of the Service.-The Service shall consist of:-

- (a) All persons holding substantively the post/posts specified in the Schedule, on the date of commencement of these Regulations;
- (b) All persons recruited to the post/posts included in the Service before the commencement of these Regulations; and
- (c) All persons recruited by any of the methods laid down in Regulation 7 of these Regulations.

PART-III RECRUITMENT

7. Methods of Recruitment.- (1) Recruitment to the posts in the Service after the commencement of these Regulations shall be made by the Following methods in proportion as indicated in Column 3 of the Schedule:-

- (a) By direct recruitment in accordance with the procedure laid down in Part IV of these Regulations;
- (b) by promotion in accordance with the procedure laid down in Part V of these Regulations;
- (c) by employing officers and officials on deputation from Central or State Government or any State Public Sector Undertaking/Bodies;
- (d) by contract; and

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

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

Provided further that where suitable candidates are not available either by direct recruitment or by promotion, the Board may take suitable officers/officials on deputation.

(3) Helpers/sweepers, irregularly appointed on duly sanctioned posts and completed ten years service on 10-04-2006, without intervention of any court or tribunal, and continuously working as such on the date of commencement of these Regulations, shall be screened by a Committee referred to in Regulation 35.

Provided that they were eligible for appointment, as per Regulations on the date of their initial irregular appointment and vacancy is available at the time of screening. The Appointing Authority shall issue the appointment order of the person who is adjudged suitable by the screening committee and appointment shall be effective from the date of issue of such appointment order.

(4) Notwithstanding anything contained in these Regulations, the recruitment, appointment, promotion, seniority and confirmation etc. of a person who joins the Army/Air Force/Navy during an Emergency/ Short Service Commission shall be regulated by such orders and instructions as may be issued by the Government, from time to time.

8. Determination of vacancies.-(1) Subject to the provisions of these Regulations, the Appointing Authority shall determine on 1st April every year, the actual number of vacancies during the financial year.

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

(3) Where a post is to be filled in by more than one method as prescribed in the Regulations or Schedule, the apportionment of vacancies, determined under sub-Regulation (1) above, to each such method shall be done maintaining the prescribed proportion for the over-all number of posts in the cadre-strength. The same shall be apportioned to the quota of various methods prescribed in continuous cyclic order giving precedence to the promotion quota.

(4) The Appointing Authority shall also determine the vacancies of earlier years, year-wise which were required to be filled in by promotion, if such vacancies were not determined and filled earlier in the year in which they were required to be filled in.

9. Compassionate Appointment of Dependents of the Deceased/Permanently incapacitated Armed Forces Service Personnel/Para-Military Personnel.-Notwithstanding anything contained in these Regulations, appointment on compassionate ground one of the dependents of a member of Armed Forces/Para Military Forces belonging to the State who dies or becomes permanently incapacitated in any defence operations including counter insurgency operations and operations against terrorists shall be regulated by such rules, orders and instructions as may be issued by the Government, from time to time.

10. Compassionate Appointment of wards of the Deceased employees of the RHB-Notwithstanding anything contained in these Regulations the Appointing Authority may fill the vacancies by appointing the wards of the Deceased employees of the Rajasthan Housing Board as per provisions

contained in the Rajasthan Compassionate Appointment Dependents of Deceased Government Servants Rules, 1996, as amended from time to time.

11. Reservation of vacancies for the Scheduled Castes and the Scheduled Tribes.-(1) Reservation 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 or 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, shall be considered for appointment in the order in which their names appear in the list prepared for direct recruitment by the Selection Committee or by the Appointing Authority, as the case may be, 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) Appointment shall be made strictly in accordance with the roster prescribed by the Government separately for direct recruitment and promotion. In the event of non-availability of the eligible and suitable candidates, amongst the Scheduled Castes and the Scheduled Tribes, as the case may be, in a particular year, the vacancies so reserved for them shall be carried forward until the suitable Scheduled Castes and the Scheduled Tribes candidate(s), as the case may be, are available. In any circumstances no vacancy reserved for Scheduled Castes and the Scheduled Tribes candidates shall be filled in by promotion as well as by direct recruitment from General Category candidates. However, in exceptional cases where in the public interest the Appointing Authority feels that it is necessary to fill up the vacant reserved post(s) by promotion From the General category candidates on urgent temporary basis, the Appointing Authority may make a reference to the Board and after obtaining prior approval of the Board, they may fill up such post(s) by promoting the General Category candidate(s) on urgent temporary basis clearly stating in the promotion order that the general category candidate(s) who are being promoted on urgent temporary basis against the vacant post reserved for Scheduled Castes or the Scheduled Tribes candidates, as the case may be, shall have to vacate the post as and when the candidate(s) of that category become available:

Provided that there shall be no carry forward of the vacancies in posts or class/category/group of posts in any cadre or service to which promotions are made on the basis of "Merit alone" under these Regulations.

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

13. Reservation of vacancies for women candidates.-Reservation for women candidates shall be in accordance with the orders of the Government for such reservation in force at the time of

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

14. Reservation of vacancies for Outstanding Sports persons.-Reservation for outstanding sportspersons shall be regulated by such rules, orders and instructions, as may be issued by the Government, from time to time.

15. Reservation for Physically Handicapped persons.-Reservation for Physically Handicapped persons shall be in accordance with the rules and orders of the Government for such reservation in force at the time of direct recruitment.

16. Reservation for Ex-Servicemen.-Reservation for Ex-Servicemen shall be in accordance with the rules and orders of the Government for such reservation in force at the time of direct recruitment.

17. Reservation for Board Employees.-3% of the available vacancies in the Board Services, to be filled in by direct recruitment, shall be reserved for employees of the Rajasthan Housing Board and such vacancies shall not be carried forward to the subsequent year. The reservation for Board Employees shall be treated a horizontal reservation and it shall be adjusted in the respective category to which the Board Employees belong.

18. Nationality.-A candidate for appointment to the Service must be a citizen of India.

19. Age.-A candidate for direct recruitment to a post enumerated in the Schedule must have attained the age of 18 years and must not have attained the age of 35 years on the 1st day of January next following the last date fixed for receipt of applications:

Provided that;-

- (i) the upper age limit mentioned above shall be relaxed by 5 years in case of woman candidates belonging to General Category and the male candidates belonging to the Scheduled Castes, Scheduled Tribes and the Other Backward Classes.
- (ii) the upper age limit mentioned above shall be relaxed by 10 years in the case of women candidates belonging to the Scheduled Castes, Scheduled Tribes and the Other Backward Classes.
- (iii) the upper age limit for the reservist, namely the defence personnel transferred to the reserve and the ex-service personnel shall be 50 years.

* Substituted vide Rajasthan House Board Employees (Recruitment & Promotion) (First Amendment) Regulation, 2011 w.e.f. 30-03-2011.

(iv) the upper age limit for persons serving in connection with the affairs of the State, Panchayat Samities and Zila Parishads and in the State Public Sector Undertakings/ Corporations including Boards in substantive capacity shall be 40 years.

(v) there shall be no age limit in the case of widows and divorcee women.

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

(vi) the upper age limit mentioned above shall be relaxed by 10 years in the case of women candidates belonging to the Scheduled Castes, Scheduled Tribes and the Other Backward Classes.

(vii) 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 Selection Committee had they been eligible as such at the time of their joining the Commission in the Army.

Provided further that if a candidate would have been entitled in respect of his age for direct recruitment in any year in which no such recruitment was held, he shall be deemed to be eligible in the next following recruitment, if he is not over-age by more than 3 years.*

20. Academic and Technical Qualifications and Experience.-A candidate for recruitment, i.e. by direct recruitment or by promotion, to the posts specified in the Schedule shall possess:-

(i) the qualification and experience as laid down in column 4 and 6 of the Schedule appended to these Regulations, and

(ii) working knowledge of Hindi written in Devnagari Script and knowledge of Rajasthani culture:

Provided that the person who has appeared or is appearing in the final year examination of the course which is the requisite educational qualification for the post as mentioned in the Regulations or Schedule for direct recruitment, shall be eligible to apply for the post but he shall have to submit proof of having acquired the requisite educational qualification to the appropriate selection agency:-

(a) before appearing in the main examination, where selection is made through two stages of written examination and interview;

(b) before appearing in examination where selection is made through written examination and interview;

(c) before appearing in the written examination or interview, where selection is made through only written examination or only interview, as the case may be.

21. Character.- The character of a candidate for direct recruitment to the Service must be such as will qualify him for employment in the Service. He must produce a certificate of good character

* Inserted vide Rajasthan House Board Employees (Recruitment & Promotion) (First Amendment) Regulations, 2011 w.e.f. 30-03-2011.

from the Principal Academic Officer of the University or School/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 School/College or University and not related to him.

22. Physical Fitness.-A candidate for direct recruitment to the Service, must be in good mental and bodily health and free from any mental and physical defect likely to interfere with the efficient performance of his duties as a member of the Service and if selected, must produce a certificate of medical fitness to that effect from a Medical Authority notified by the Board for the purpose. The Appointing Authority may dispense with production of such certificate in the case of candidate who is already serving in connection with the affairs of the Board 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 held to be comparable for efficient performance of duties of the new post and his age has not reduced his efficiency for the purpose.

23. Employment of irregular or improper means.-A candidate who is or has been declared by the Government/Rajasthan Public Service Commission/Selection Authority/Board/ 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 may, in addition to rendering himself liable to criminal prosecution, be debarred either permanently or for a specified period by the Selection Agency/ Appointing Authority from admission to any examination or appearance at any interview held by the Agency/Appointing Authority for selection of candidates; from employment under the Rajasthan Housing Board.

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

PART-IV PROCEDURE FOR DIRECT RECRUITMENT

25. Frequency of Competitive Examinations.- The direct recruitment can be made through Competitive examination or oral examination or by both. A competitive examination for recruitment to Board Service, wherever prescribed, shall be held- as and when considered necessary by the Board.

26. Authority for conducting the examination and the syllabus. - The Secretary or any other officer authorised by the Board shall be the authority as Selection Agency for prescribing the syllabus and conducting the competitive examination.

Provided that the Board may authorise any agency of repute, to be termed as “Examining Agency” for conducting the written examination.

27. Inviting of Applications.-On requisition having been received from the Appointing Authority for specified posts to be filled by direct recruitment, the applications shall be invited by the Selection Agency/Examining Agency authorized by the Board, by advertising the vacancies to be filled in, in such manner as may be deemed fit. The advertisement shall contain a clause that a candidate who accepts the assignment on the post being offered to him shall be paid monthly fixed remuneration at the rate fixed by the Board from time to time during the period of probation and the scale of pay of the post as shown elsewhere in the advertisement shall be allowed only from the date of successful completion of the period of probation mentioned in these Regulations, Along with the notice for inviting such applications or in such manner as the Selection Agency/Examining Agency may deem fit such instructions giving information inter alia on the following may also be issued by the appointing authority for the guidance of the candidates:

- (a) the number of vacancies to be filled in by direct recruitment indicating the number of vacancies reserved for candidates of S.C. and S.T., O.B.C. and others;
- (b) the number of vacancies can be decreased or increased as per requirement of the Rajasthan Housing Board.
- (c) last date of submission of applications and method of submission;
- (d) qualifications required for candidates and methods by which these qualifications shall be established;
- (e) date and place of examination; and
- (f) syllabus of the examination.

28. Form of Application.- The application shall be made in the form approved by the Secretary and obtainable from the Secretary to the Board or the Selection Agency/ Examining Agency, as the case may be, on payment of such fee, if any, as the Board may, from time to time fix.

29. Examination Fee.-(1) A candidate for direct recruitment to a post in the Service shall pay to the Board such fee as is fixed from time to time in such manner as may be indicated.

(2) No claim for the refund of the examination Fee shall be entertained nor the Fee shall be held in reserve for any other examination unless the candidate is not admitted to the examination by the Board and in the later case, a deduction of Rs. 50 shall be made From the amount before the refund is made.

30. Scrutiny of Applications.-The Selection Agency/ Examining Agency, as the case may be, shall scrutinize the applications received by them and require as many candidates qualified for appointment under these Regulations as seem to them desirable to appear for examination and for interview:

Provided that the Selection Agency/ Examining Agency, as the case may be, may at their discretion, allow any bonafide mistakes made in the filling of the prescribed Forms or presentation of the application to be furnished or any certificate or certificates furnished with the application to be furnished in good time before the commencement of the examination:

Provided further that the decision of the Selection Agency regarding the eligibility or otherwise of a candidate shall be Final.

31. Personality and Viva-voce examination.-(1) Unless the appointing authority decides otherwise, the number of candidates to be called for interview may not exceed 05 (Five) times the number of posts to be filled. In order to enable the appointing authority to select the persons who may be called for interview, the marks obtained in the written test, if conducted, shall be the basis for the same.

(2) Candidates who are selected for interview in accordance with the sub-Regulation (1) shall appear before the Selection Committee appointed by the Chairman, Rajasthan Housing Board For the purpose.

32. Recommendations of the Selection Committee.-(1) The Selection Committee referred to in Regulation 31 (2) shall adjudge the suitability of the candidates for appointment to the posts and shall prepare a list of the candidates whom, they consider suitable for appointment to the posts concerned, arranged in the order of merit and forward the same to the Appointing Authority. If two or more of such candidates obtain equal marks in the aggregate, the Committee shall arrange their names in the order of merit on the basis of their general suitability for the service:

Provided that the Selection Agency 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 Appointing Authority within 6 months from the date on which the original list is forwarded to the Appointing Authority.

Provided further that the candidate(s) belonging to the other Backward Classes/ Scheduled Castes/Scheduled Tribes, who get placement in the merit list as a result of special concession given to them in terms of "age" and "fees" or such other concession granted by the Government shall be counted against the reserved vacancies determined for the candidates belonging to the Other Backward Classes/Scheduled Castes/Scheduled Tribes irrespective of the marks obtained by them.

(2) The Committee, while giving weightage to the preference for the posts in the different services expressed by a candidate in his application, may recommend him for appointment to any post in any such service for which it considers him suitable.

33. Disqualification for appointment.—(1) No male or female candidate, who has more than one wife/husband living, shall be eligible for appointment to the Service unless the Board, after being satisfied that there are special grounds for doing so, exempt any candidate from the operation of this Regulation.

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

Explanation : For the purpose of this Regulation, 'dowry' has the same meaning as in the Dowry Prohibition Act, 1961 (Central Act, 28 of 1961).

(3) No candidate shall be eligible for appointment to the service who has more than two children on or after 1-6-2002:

Provided that the candidate having more than two children shall not be deemed to be disqualified for appointment so long as the number of children he has on 1st June, 2002, does not increase:

Provided further that a candidate has only one child from earlier delivery but more than one child born out of a single subsequent delivery, the children so born shall be deemed to be one entity while counting the total number of children.

34. Selection by the Appointing Authority.- Subject to the provisions of Regulations 11 to 17, the Appointing Authority, shall select candidates who stand highest in the order of merit in the list prepared by the Committee under Regulation 32:

Provided that 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

35. Constitution of the Promotion Committee.- Recruitment by promotion under these Regulations shall be made by the promotion committee. For promotion to the posts categorized as Board Services, the Promotion Committee will be constituted as follows:-

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|---|------------------|
| 1. Chairman, Rajasthan Housing Board | Chairman |
| 2. Principal Secretary/Secretary, Urban Development and Housing, Rajasthan or his nominee not below the rank of Deputy Secretary, Urban Development and Housing | Member |
| 3. Housing Commissioner | Member |
| 4. Secretary, Rajasthan Housing Board | Member-Secretary |

For promotion to the posts other than Board Services, the Promotion Committee will be constituted as follows:-

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|---|------------------|
| 1. Housing Commissioner, Rajasthan Housing Board | Chairman |
| 2. Deputy Secretary, Urban Development and Housing, Rajasthan | Member |
| 3. Secretary, Rajasthan Housing Board | Member Secretary |

Provided that in case Chairman or 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 Chairman or Member or Member-Secretary, as the case may be, of the Committee.

36. Criteria, Eligibility and Procedure for Promotion.-(1) As soon as the Appointing Authority determines the number of vacancies under Regulation regarding determination of vacancies of these

Regulations and decides that a certain number of posts are required to be filled in by promotion, it shall subject to the provisions of sub-regulation (6), prepare a correct and complete list of the senior most persons who are eligible and qualified under these Regulations for promotion on the basis of seniority cum merit or on the basis of merit to the category of posts concerned.

(2) The persons enumerated in the relevant column regarding post from which promotion is to be made, of the Schedule shall be eligible for promotion to posts specified against them in column 2 there of 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 relevant column regarding minimum qualification and experience for promotion.

(3) No person shall be considered for first promotion in the service unless he is regularly selected on the post from which promotion is to be made in accordance with one of the methods of recruitment prescribed under the provisions of these Regulations.

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

(4) No person shall be considered for promotion for five recruitment years from the date on which his promotion becomes due, if he has more than two children on or after 1st June, 2002:

Provided that, -

- (i) the persons having more than two children shall not be deemed to be disqualified for promotion so long as the number of children he has on 1st June, 2002 does not increase.
- (ii) where an employee of the Board has only one child from the earlier delivery but more than one child are born out of a single subsequent delivery, the children so born shall be deemed to be one entity while counting the total number of children.

(5) Selection for promotion on the post included in the service shall be made on the basis of seniority-cum-merit:

Provided that promotions on the highest post in the Board service, if it is at least third promotion, shall be made on the basis of merit alone:

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

(6) 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 seven times the number of vacancies and the candidates belonging to the Scheduled Castes or the Scheduled Tribes, as the case may be, (and not any other) coming within the extended zone of consideration shall also be considered against the vacancies reserved for them.

(7) Except as otherwise expressly provided in this Regulation, the conditions of eligibility for promotion, constitution of the committee and procedure for selection shall be the same as prescribed elsewhere in these Regulations.

(8) The Committee shall consider the cases of all the senior most persons who are eligible and qualified for promotion to the class of post(s) concerned under these Regulations and shall prepare a list containing names of the persons found suitable on the basis of seniority-cum-merit or on the basis of merit, as the case may be, as per the criteria for promotion laid down 'in these Regulations equal to the number of vacancies determined under these Regulations. The list so prepared on the basis of seniority - cum - merit and / or on the basis of merit, as the case may be, shall be arranged in the order of seniority of the category of post(s) from which selection is made.

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

(10) Lists prepared under sub-regulation (8) and (9) 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 of at least four out of seven years preceding the year for which the meeting of the Committee is held.

(11) If in any subsequent year, after promulgation of these Regulations vacancies relating to any earlier year are determined under these Regulations which were required to be filled in by promotion, the Committee shall consider the cases of all such persons who would have been eligible in the year to which the vacancies relate irrespective of the year in which the meeting of the Committee is held and such promotion shall be governed by the criteria and procedure for promotion as was applicable in the particular year to which the vacancies relate and the service / experience of an incumbent who has been so promoted, for promotion to higher post for any period during which he has not actually performed the duties of the post to which he would have been promoted, shall be counted. The pay of 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.

(12) The Board may order for the review of the proceedings of the Committee held earlier on account of some mistake or error apparent on the face of record, or on account of some mistake substantially affecting the decision of the Committee or for any other sufficient reasons e.g. change in seniority, wrong determination of vacancies, judgment / direction of any Court or Tribunal, or where adverse entries in the Confidential Reports of an individual are expunged or toned down or a punishment inflicted on him is set aside or reduced. The concurrence of the Board or Chairman, as the case may be, shall always be obtained before holding the meeting of the review Committee.

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

(14) The Board 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 proceedings 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.

37. Restriction of Promotion of Persons foregoing promotions.- In case a person on his appointment by promotion to the next higher post, foregoes such an appointment through his written request, and if the concerned Appointing Authority accepts his request the person concerned shall be debarred from consideration for promotion for subsequent two recruitment years for which the Committee is held and the name of such person who foregoes promotion shall not be included in the seniority-cum-eligibility list to be placed before the Committee for subsequent two recruitment years.

PART-VI
APPOINTMENT, PROMOTION AND CONFIRMATION

38. Appointment to the Service.- Appointment to post / posts in the service by direct recruitment as probationer trainee on fixed remuneration or by promotion, as the case may be, shall be made by the Appointing Authority on occurrence of vacancies from the candidates selected under Regulation 32 in the order of merit and by promotion from the persons selected under Regulation 36.

39. Seniority.-Seniority of persons appointed to the post encadere in the Service shall be determined from the date of appointment on the post after regular selection in accordance with the provisions of these Regulations. Appointment on adhoc or urgent temporary basis shall not be deemed to be appointment after regular selection.

Provided:-

- (i) that the inter-se seniority of persons appointed to a post in a particular category by direct recruitment on the basis of one and the same selection except those who do not join service when a post is offered to them, within a period of six weeks from the date of issue of order or longer, if extended by the Appointing Authority, shall follow the order in which their names have been placed in the list prepared under Regulation 32.
- (ii) that if two or more persons are appointed to the Service during the same year a person appointed by promotion shall rank senior to a person appointed by direct recruitment.
- (iii) 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.
- (iv) that 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) that the inter-se seniority of the persons screened under sub-regulation (3) of Regulation 7 shall be determined on the basis of continuous length of working as irregularly appointment on the post. These persons shall rank junior to the persons appointed regularly before such appointment after screening.

40. Period of Probation.-(1) A person entering the service by Direct recruitment against a clear vacancy shall be placed as Probationer-trainee for a period of 2 years :

Provided that 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-Regulation (1), each Probationer- trainee may be required to pass such Departmental Examination and to undergo such training as the Board may, from time to time specify.

41. Confirmation in certain cases.-(1) Notwithstanding anything to the contrary contained in the preceding Regulation, a person appointed to a post in the service temporarily or on officiating basis, who after regular recruitment by anyone of the methods of recruitment prescribed under these

Regulations, has not been confirmed, within a period of six months after satisfactory completion of the period or probation of two year's service in case he is appointed by direct recruitment as a probationer trainee or with in 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 fulfils conditions as are prescribed under Regulation relating to Confirmation subject to the quota prescribed under these Regulations; and
- (iii) Vacancy is available in the Board.

(2) If an employee referred to in sub regulation (1) above fails to fulfill the conditions mentioned in the said sub-regulation, the period mentioned in sub regulation (1) above, may be extended, as prescribed for a probationer trainee under these Regulations by one year. If the employee still fails to fulfill the conditions mentioned in sub-regulation (1) above, he shall be liable to be discharged or terminated from such post in the same manner as a probationer trainee or reverted to his substantive or lower post, if any, to which he may be entitled.

(3) The employee referred to in sub regulation (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 not confirming of any employee referred to in sub Regulation (1) above shall be recorded by the Appointing Authority in his Service Book and Annual Performance Appraisal Report.

Explanation

- (i) Regular recruitment for the purpose of this Regulation shall mean:
 - (a) appointment by either method of recruitment or on initial constitution of service in accordance with these Regulations;
 - (b) persons who have been made eligible for substantive appointment to a post under these Regulations 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 or in any other institutions shall be eligible to be confirmed under this Regulation and they will be eligible to exercise an option whether they do not opt to be confirmed on the expiry of two years of their temporary appointment under this Regulation. In the absence of any option to the contrary they shall be deemed to have exercised option in favour of confirmation under this Regulation and their lien on the previous post shall cease.

42. 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 one year.

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

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

43. Confirmation.-A person placed on probation, under Regulation 41 shall be confirmed in his appointment at the end of his period of probation, if-

- (a) he has passed the Departmental Examination and has successfully undergone such training, as is referred to in sub-regulation (2) of Regulation 40;
- (b) he has passed a Departmental Test of proficiency in Hindi; and
- (c) the Appointing Authority is satisfied that his integrity is unquestionable and that he is otherwise fit for confirmation.

PART VII PAY

44. Scale of pay.-The scale of monthly pay of a person appointed to a post in the service shall be such as may be admissible under the Rules/Regulations referred to in Regulation 46 or as may be sanctioned by the Board from time to time.

45. Pay during probation.-A probationer trainee appointed to the service by direct recruitment, shall be paid monthly fixed remuneration during the period of probation at such rates as may be fixed by the Board from time to time.

46. Regulation of Pay, Leave, Allowances, Pension & other conditions of service.-Except as provided in these Regulations, the pay, allowances, pension, leave and other conditions of Service of a member of the service shall be regulated by:-

- (1) The Rajasthan Housing Board Employees Service Regulations, 1970, as amended from time to time;
- (2) The Rajasthan Housing Board Employees (Disciplinary Action & Appeal) Regulations, 1976, as amended From time to time;
- (3) The Rajasthan Housing Board Employees (Conduct) Regulations, 1976, as amended from time to time;

- (4) The Rajasthan Housing Board Dearness Allowances Regulations, 1970, as amended from time to-time;
- (5) The Rajasthan Housing Board Employees (Pension) Regulations, 1992, as amended from time to time;
- (6) Any other rules prescribing general conditions of service made by the appropriate authority of the State Government under the proviso to Article 309 of the Constitution of India and for the time being in force;
- (7) Any other Regulations prescribing general conditions of service made by the appropriate authority of the Board and for the time being in force.

47. Removal of Doubts.-If any doubt arises relating to the application, interpretation and scope of these Regulations, it shall be referred to the Board, whose decision thereon shall be final.

48. Application of Rajasthan Government's Rules.-To the extent any matter relating to the terms and conditions of service of an employee is not covered by these Regulations, and till such time as the Board frames the Regulations regulating such matters, the relevant provisions of the Rajasthan Government's Rules shall apply.

49. Repeal and Saving:-The Rajasthan Housing Board Employees conditions of Recruitment and Promotion Regulations 1976 and all other Regulations and orders in relation to matters covered by these Regulations and in force immediately before the commencement of these Regulations are hereby repealed:

Provided that any action taken under the Regulations and Orders so repealed shall be deemed to have been taken under the provisions of these Regulations:

50. Power to relax Regulations.-In exceptional cases where the Appointing Authority is satisfied that operation of the Regulations relating to age or regarding requirement of experience for recruitment causes undue hardship in any particular case or where the Board is of the opinion that it is necessary or expedient to relax any of the provisions of these Regulations with respect to age or experience of any person, it may with the concurrence of the Board by order dispense with or relax the relevant provisions of these Regulations 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 favorable than the provisions already contained in these Regulations.

Provided that relaxation in the prescribed period of service or experience under this Regulations shall only be granted to the extent of 1/3 period of the service or experience prescribed for promotion to any post before holding the meeting of the Departmental Promotion Committee.

By order

(JASSA RAM CHOUDHARY)
S E C R E T A R Y
RAJASTHAN HOUSING BOARD

Schedule

S. No.	Name of post	Method of Recruitment with percentage	Minimum Qualification & experience for direct recruitment	Post from which promotion is to be made	Minimum Qualification experience required for promotion	Remarks
1	2	3	4	5	6	7
SECTION-'A' GENERAL WING						
BOARD SERVICE						
1.	Chief Estate	Deputation from RAS Senior Scale		-	-	-
2.	Manager Director (Law)	Deputation from Rajasthan Legal Service (Joint L.R.)		-	-	-
3.	Deputy Secretary	Deputation from RAS Senior Scale		-	-	-
4.	Senior Personnel Manager	100% by Promotion		Personnel manager/ Assistant Secretary/Estate Manager	Graduate with 3 years experience on the posts mentioned in Column 5	-
4A*	Assistant Legal Remembrancer	100% by promotion		Head Legal Assistant	5 years experience on the post of Head legal Assistant	-
5	Estate Manager/ Personnel Manager/ Assistant Secretary	2 posts by deputation from RAS ordinary scale and the remaining posts by promotion		Assistant Housing Officer	Graduate with 3 years experience on the post mentioned in Column 5.	-
6.	Private Secretary	100% by promotion		Senior Personal Assistant	3 years experience on the post mentioned in Column 5.	

* Inserted vide Rajasthan House Board Employees (Recruitment & Promotion) (First Amendment) Regulations, 2011 w.e.f. 30-03-2011.

S. No.	Name of post	Method of Recruitment with percentage	Minimum Qualification & experience for direct recruitment	Post from which promotion is to be made	Minimum Qualification experience required for promotion	Remarks
1	2	3	4	5	6	7
7.	Analyst-cum-Programmer	100% by Promotion	Must hold a degree in Computer Science or Computer applications of a University established by Law in India or a degree of a foreign University or institution declared by Government as equivalent thereto with 5 years experience in computer field out of which at least 3 years practical experience in designing and developing computer application and programming in BAISC/ COBOL/ FORTRAN	Programmer	Degree in Computer Science or Computer applications with 5 years experience on the post mentioned in Column 5	—
8.	Public Relation Officer	Deputation from Public Relations Department.		—		
SUBORDINATE SERVICE						
1.	Land Acquisition Officer (Tehsildar)	Deputation from Rajasthan Tehsildar Service				
2.	Assistant Land Acquisition Officer	100% by Promotion		Land Inspector	5 years experience on the post mentioned in Column 5	

S. No.	Name of post	Method of Recruitment with percentage	Minimum Qualification & experience for direct recruitment	Post from which promotion is to be made	Minimum Qualification experience required for promotion	Remarks
1	2	3	4	5	6	7
3.	Land Inspector	50% by promotion/ 50% Deputation from Settlement Department, Government of Rajasthan		Surveyors	5 years experience on the post mentioned in Column 5	—
4.	Surveyor	Direct Recruitment/ Deputation from Revenue/Settlement Department Government of Rajasthan	As prescribed under Rajasthan Land Record Rules, for the post of Patwari	—	—	—
5.	Head Legal Assistant	100% by Promotion		Legal Assistant	5 years experience on the post mentioned in Column 5	—
6.	Legal Assistant	100% by Direct Recruitment	Must be a law Graduate from University established by law in India with at least 3 years experience of practice in a Court of Law.	—	—	—
7.	Pro-grammer	50% Direct Recruitment 50% Promotion	Must hold a degree in Computer Science or Computer applications of a University established by Law in India or a degree of a foreign University or institution declared by Government as equivalent thereto with 2 years experience in designing and developing computer application and programming in BASIC/ COBOL/ FORTRAN	Computer Operator (Assistant programmer)	Degree in Computer Science or Computer application with 5 years experience on the post mentioned in Column no. 5	

S. No.	Name of post	Method of Recruitment with percentage	Minimum Qualification & experience for direct recruitment	Post from which promotion is to be made	Minimum Qualification experience required for promotion	Remarks
1	2	3	4	5	6	7
8.	Computer Operator (Assistant Programmer)	50% by Direct Recruitment/ 50% by promotion	Must hold a degree or diploma in Computer Science or Computer applications of a University established by Law in India or a degree or Diploma of a foreign University or institution declared by Government as equivalent thereto along with one year formal training of computer applications and 1 year experience in handling data entry machines and computer terminals.	Data Entry Operator	5 years experience on the post mentioned in Column 5	– –
9.	Data Entry Operator (Informatic Assistant)	100% by Direct Recruitment	Graduate from University established by law in India or a foreign/qualification recognized as equivalent thereto along with one year formal training of computer applications and speed of 8000 depression per hour on Data Entry Machine.			–
10.	Driver	90% by Direct Recruitment 10% by promotion	Holding a permanent driving licence. Should be literate & having knowledge of general maintenance of vehicle.	Helper	Holding a permanent driving licence Should be 8 th passed and having knowledge of general maintenance of vehicle	–
MINISTERIAL SERVICE						
1.	Asstt. Husing Officer	100% by promotion	– –	Office Superintendent	3 years experience on the post mentioned in Column 5	–
2.	Office Superintendent	100% by promotion		Assistant	5 years experience on the post mentioned in Column 5	
3.	Assistant	100% by promotion		Junior Assistant	5 years experience on the post mentioned in Column 5	

S. No.	Name of post	Method of Recruitment with percentage	Minimum Qualification & experience for direct recruitment	Post from which promotion is to be made	Minimum Qualification experience required for promotion	Remarks
1	2	3	4	5	6	7
4.	Junior Assistant	75% by Direct Recruitment 15% by promotion & upto 10% by conversion of post of Senior Supervisor (Munshi Grade-I)	Senior Secondary of a recognized Board with basic knowledge of computer operation.	Class IV service	Secondary of a recognized board with 5 years experience on the post mentioned in Column 5	–
5.	Senior Personal Assistant	100% by Promotion		Personal Asistant	5 years experience on the post mentioned in Column No. 5.	–
6.	Personal Asisstant	100% by Promotion		Stenographer	5 years experience on the post mentioned in Column No. 5.	–

S. No.	Name of post	Method of Recruitment with percentage	Minimum Qualification & experience for direct recruitment	Post from which promotion is to be made	Minimum Qualification experience required for promotion	Remarks
1	2	3	4	5	6	7
7.	Stenographer	100% by Direct Recruitment	(i) Bachelor's degree in any discipline from a recognized University (ii) Speed of English Stenography 100 w.p.m. and typing 50 w.p.m. or Hindi Stenography 80 w.p.m. and typing 40 w.p.m. on Computer Desirable : i. Degree/PG Diploma in Computer Applications/ Technology ii. Computer Proficiency and working knowledge of computer software(s) related with automation of office/ paperless working iii. Preference would be given to those candidates who have knowledge of Hindi and English Stenography and typing.			
CLASS IV SERVICE						
1.	Jamadar/ Daftri	100% by Promotion		Helper	5 years experience on the post mentioned in Column 5	
2.	Helper	100% by Direct Recruitment	Literate knowing cycling			
3.	Sweeper	100% by Direct Recruitment	Literate			
SECTION 'B' TECHNICAL WING						
BOARD SERVICE						
1.	Chief Engineer	100% by Promotion		Additional Chief Engineer		

S. No.	Name of post	Method of Recruitment with percentage	Minimum Qualification & experience for direct recruitment	Post from which promotion is to be made	Minimum Qualification experience required for promotion	Remarks
1	2	3	4	5	6	7
2.	Additonal Chief Engineer	100% by promotion		Deputy Housing Commissioner	3 years experience on the post mentioned in Column 5	–
3.	Deputy Housing Commissioner	100% by Promotion		Resident Engineer	Must hold a degree in Engineering in Civil of a University established by Law in India or a degree or diploma of a foreign University or institution declared by Govt. to be equivalent of a degree of a University established by law in India or AMIE (Civil) by passing the examination of Indian Institute of Engineering with 5 years experience on the post mentioned in Column No. 5.	
4.	Resident Engineer (Civil)	100% by Promotion (75% by Degree holder 25% by Diploma holder)		Project Engineer (Senior Civil)	1. Degree/AMIE holder with 5 years experience on the post mentioned in Column No. 5. 2. Diploma holder with 13 years experience on the post mentioned in Column No. 5.	–
5.	Resident Engineer (Electrical)	100% deputation from State Electricity Companies				–
6.	Resident Engineer (Public Health)	100% by deputation from Public Health Engineering Department				–

S. No.	Name of post	Method of Recruitment with percentage	Minimum Qualification & experience for direct recruitment	Post from which promotion is to be made	Minimum Qualification experience required for promotion	Remarks
1	2	3	4	5	6	7
7.	Project Engineer (Senior) (Civil)	Direct recruitment 100%	Must hold a degree in Civil Engineering or AMIE (Civil) by passing the examination of Indian Institute of Engineers in I Divisional and must have at least one years experience in design and construction of building.			
8.	Project Engineer (Senior) (Electrical)	100% deputation from State Electricity Companies				
8A*	Project Engineer (Sr.) (Electrical)	100% by promotion on one time basis from the post of Project Engineer (Jr.)		Project Engineer (Jr.) Electrical)	Post to be filled in by promotion on one time basis from amongst the existing Degree holder PE (Jr.) (Electrical) having 3 years experience/ Diploma holder PE (Jr.) (ERlectrical) having 7 years experience in the Board service	
9.	Project Engineer (Senior) (Public Health)	100% by deputation from Public Health Engineering Department.				

* Inserted vide Rajasthan House Board Employees (Recruitment & Promotion) (First Amendment) Regulations, 2011 w.e.f. 30-03-2011.

S. No.	Name of post	Method of Recruitment with percentage	Minimum Qualification & experience for direct recruitment	Post from which promotion is to be made	Minimum Qualification experience required for promotion	Remarks
1	2	3	4	5	6	7
SUBORDINATE SERVICE						
1.	Proejct Engineer Junior (Public Health)	100% by deputation from Public Health Engineering Department	Must hold a degree in Civil Engineering of a University established by Law in India or diploma in Civil Engineering from a Board recognized by the Govt. or a degree or diploma of a foreign University or institution declared by Govt. to be equivalent of a degree/dipoloma equivalent of a degree/diploma of a University/ Borad in India			–
2.	Proejct Engineer Junior (Electrical)	100% by deputation from State Electricity Companies	Must hold a degree in Electrical Engineering of a University established by Law in India or diploma in Electrical Engineering from a Board recognized by the Govt. or a degree or diploma of a foreign University or institution declared by Govt. to be equivalent of a degree/dipoloma equivalent of a degree/diploma of a University/ Borad in India			–
SECTION 'C' ACCOUNTS WING						
BOARD SERVICE						
1.	Senior Accounts Officer	50% by promotion 50% by deputation from the State Government		Accounts Officer	3 years experience on the post mentioned in Column No. 5	–

S. No.	Name of post	Method of Recruitment with percentage	Minimum Qualification & experience for direct recruitment	Post from which promotion is to be made	Minimum Qualification experience required for promotion	Remarks
1	2	3	4	5	6	7
2.	Accounts Officer	100% by promotion		Assistant Accounts Officer	3 years experience on the post mentioned in Column No. 5.	-
SUBORDINATE SERVICE						
1.	Assistant Accounts Officer	100% by promotion		Accountant	3 years experience on the post mentioned in Column No. 5	
2.	Accountant	100% by promotion		Junior Accountant	5 years experience on the post mentioned in Column No. 5	-
3.	Junior Accountant	100% Direct Recruitment	B.Com and 2 years experience on similar post in Govt. Department/ Public/Private Sector undertaking of repute. Experience relaxable in case of M.Com. with at least Second Class. Preference will be given to the first Divisioners.			
SECTION 'D' TOWN PLANNING						
BOARD SERVICE						
1.	Additional Chief Town	Deputation from Town Planning Department				-
2.	Planner Deputy Town Planner	Deputation from Town Planning Department				

S. No.	Name of post	Method of Recruitment with percentage	Minimum Qualification & experience for direct recruitment	Post from which promotion is to be made	Minimum Qualification experience required for promotion	Remarks
1	2	3	4	5	6	7
3.	Assistant Town Planner/ Assistant Architect	One post reserved for deputation from Town Planning Department and the remaining posts by promotion.	Degree in Architecture of a University established by law in India or qualification recognized as equivalent there to by the Government Preference will be given to those who after obtaining degree in architecture possess Post Graduate Degree Diploma in Town/City/Regional Planning from a recognized Institution or qualification recognized as equivalent there to by the government. Or Degree in Civil Engineering of a University established by Law in India with Post Graduate Degree/ Diploma in Town/City/Regional Planning from a recognized Institution or qualification recognized as equivalent there to by the Government.	Town Planning Assistant/ Architectural Assistant	5 years experience on the post of Town Planning Assistant/ Architectural Assistant for those who hold Degree or Diploma Intermediate in Architecture/ Architectural Assistantship (3 years course) or equivalent from a recognized Institution. or 10 years experience on the post of Town Planning Assistant/ Architectural Assistant for others.	–
SUBORDINATE SERVICE						
1.	Town Planning Assistant/ Architectural Assistant	50% by Direct Recruitment 50% by promotion	Degree or diploma in Architecture of a University established by Law in India/ Architectural Assistantship (3 years course) or equivalent qualification from a recognized Institution and three years experience in Town Planning/ Architect's Office.	Senior Draftsman	5 years experience on the post mentioned in Column No. 5.	–

S. No.	Name of post	Method of Recruitment with percentage	Minimum Qualification & experience for direct recruitment	Post from which promotion is to be made	Minimum Qualification experience required for promotion	Remarks
1	2	3	4	5	6	7
2.	Senior Draftsman	25% by Direct Recruitment 75% by Promotion	(1) Degree or diploma in Architecture of a University established by Law in India/ Architectural Assistantship (3 years course) or equivalent qualification from a recognized Institution. Or (2) Polytechnic Diploma in Civil Draftsmanship with two years experience in Town Planning Architect's Office.	Draftsman	5 years experience on the post mentioned in Column No. 5	
3.	Draftsman	75% by Direct Recruitment 25% by Promotion	Polytechnic Diploma in Civil Draftsmanship or Certificate course in Civil Draftsmanship from National Council of Vocational Trade with one years experience in drawing office. Preference will be given to persons working in Govt. Department or Public Sector undertaking.	Tracer	5 years experience on the post mentioned in Column No. 5	
4.	Tracer	75% by Direct Recruitment 25% by Promotion	Draftsman certificate (Civil) from National Council of Vocational Trade.	Ferro-Printer/ Ferro-man	5 years experience on the post mentioned in Column No. 5 with drawing as one of the subject in Senior Secondary Exam.	
5.	Ferro-Printer/ Ferro-man	100% by Direct Recruitment	Passed 8th standard with one year's experience of handling Ammonia Printing.			