

**GOVERNMENT OF RAJASTHAN  
DEPARTMENT OF PERSONNEL  
(A-Gr.-II)**

No. F. 7(2) DOP/A -II/2006 Pt. I

Jaipur, dated: 14-3-2016

**NOTIFICATION**

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Rajasthan hereby makes the following rules further to amend the Rajasthan Secretariat Ministerial Service Rules, 1970, namely:-

**1. Short title and commencement.-** (1) These rules may be called the Rajasthan Secretariat Ministerial Service (...Amendment) Rules, 2016.

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

**2. Amendment of rule 22.-**In rule 22 of the Rajasthan Secretariat Ministerial Service Rules, 1970, herein after referred to as the said rules,-

- (i) in the existing sub- rule (1), after the existing expression "The Commission shall prepare" and before the existing expression "merit list of the candidates", the expression "category wise" shall be inserted;
- (ii) the existing (ii) proviso to sub-rule (1) shall be deleted;
- (iii) the existing (iv) proviso to sub-rule (1) shall be deleted;
- (iv) In the existing first proviso to clause (1) of sub-rule (2), for the existing expression "a minimum of 36% marks in each of the paper of the Phase-II ", the expression "a minimum of 36% marks in the paper opted in Phase-II" shall be substituted; and
- (v) the existing second proviso to clause (1) of sub-rule (2) shall be deleted.

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**3. Amendment of Schedule-I.-** In Schedule-I appended to the said rules,-

(i) under the heading Group A,-

(a) the existing entries in column number 4, against serial number 4, shall be substituted by the following, namely :-

"A. Senior Secondary from a recognized Board or its equivalent examination,

and

B. "O" or Higher Level Certificate Course conducted by DOEACC under control of the Department of Electronics, Government of India.

or

Certificate course on Computer concept by NIELIT, New Delhi

or

Computer Operator & Programming Assistant (COPA)/Data Preparation and Computer Software (DPCS) certificate organised under National/State Council or Vocational Training Scheme:

or

Degree/Diploma/Certificate in Computer Science/Computer Application from a University established by law in India or from an institution recognised by the Government.

or

Senior Secondary Certificate from a recognized Board of Secondary Education in the Country, with computer Science/ Computer Application as one of the subjects.

or

Diploma in Computer Science & Engineering from a polytechnic institution recognised by the Government.

or

Rajasthan State Certificate Course in Information Technology (RSCIT) conducted by Vardhaman Mahaveer Open University, Kota under control of Rajasthan Knowledge Corporation Limited."

(b) the existing entries in column number 6, against serial number 4, shall be substituted by the following, namely :-

"A. Senior Secondary from a recognized Board or its equivalent examination,

and

B. "O" or Higher Level Certificate Course conducted by DOEACC under control of the Department of Electronics, Government of India.

or

Certificate course on Computer concept by NIELIT, New Delhi

or

Computer Operator & Programming Assistant (COPA)/Data Preparation and Computer Software (DPCS) certificate organised under National/State Council or Vocational Training Scheme.

or

Degree/Diploma/Certificate in Computer Science/Computer Application from a University established by law in India or from an institution recognised by the Government.

or

Senior Secondary Certificate from a recognized Board of Secondary Education in the Country, with computer Science/ Computer Application as one of the subjects.

or

Diploma in Computer Science & Engineering from a polytechnic institution recognised by the Government.

or

Rajasthan State Certificate Course in Information Technology (RSCIT) conducted by Vardhaman Mahaveer Open University, Kota under control of Rajasthan Knowledge Corporation Limited."

and

C. Five years' experience on the post mentioned in column number 5."

(ii) under heading Group-C, the existing entries in column number 4; against serial number 3, shall be substituted by the following, namely :-

"A. Senior Secondary from a recognized Board or its equivalent examination,

and

B. "O" or Higher Level Certificate Course conducted by DOEACC under control of the Department of Electronics, Government of India.

or

Certificate course on Computer concept by NIELIT, New Delhi

or

Computer Operator & Programming Assistant (COPA)/Data Preparation and Computer Software (DPCS) certificate organised under National/State Council or Vocational Training Scheme.

or

Degree/Diploma/Certificate in Computer Science/Computer Application from a University established by law in India or from an institution recognised by the Government.

or

Senior Secondary Certificate from a recognized Board of Secondary Education in the Country, with computer Science/ Computer Application as one of the subjects.

or

Diploma in Computer Science & Engineering from a polytechnic institution recognised by the Government.

or

Rajasthan State Certificate Course in Information Technology (RSCIT) conducted by Vardhaman Mahaveer Open University, Kota under control of Rajasthan Knowledge Corporation Limited."

**4. Amendment of Schedule-II.-** In Schedule II appended to the said rules,-

(i) the existing Part-II shall be substituted by the following, namely:-

**"Part-II**

**SCHEME AND SYLLABUS OF THE COMPETITIVE EXAMINATION FOR THE POST OF STENOGRAPHER**

**Scheme of examination:** The Competitive Examination shall include the following papers and each paper shall carry the number of marks as shown against it, namely :-

**Phase-I :**

S.No.	PAPER	DURATION	MARKS
1.	General Knowledge, Everyday Science and General Knowledge of Rajasthan.	3 Hours	100
2.	General Hindi and English	3 Hours	100

**Phase-II:** The candidates may opt any one of the following two papers :-


S.No.	PAPER	DURATION OF EXAMINATION	MARKS
1.	English Shorthand Test  (The test shall consist of dictation of 100 words per minute)	10 Minutes	100
	Transcription and typing of dictated passage in English on computer.	60 Minutes	

2.	Hindi Shorthand Test  (The test shall consist of dictation of 100 words per minute)	10 Minutes	100
	Transcription and typing of dictated passage in Hindi on computer.	70 Minutes	

**Explanation:**

1. The standard of the papers will be that of the Secondary Examination of the Board of Secondary Education, Rajasthan. The Syllabus and scope of each paper for the examination will be as prescribed by the Commission from time to time and will be intimated to the candidates within the stipulated time in the manner as the Commission deems fit.
  2. The Competitive Examination will be held in two phases- Phase-I & Phase-II. All the papers of Phase-I will be of objective type.
  3. All candidates who secure minimum of 40% marks in each paper of Phase-I examination and obtain such percentage aggregate marks as may be fixed by the recruiting agency in order to restrict the numbers to an optimum level, may be admitted in the Phase-II.
  4. The marks obtained by a candidate in the Phase-I and Phase-II of the examination will be counted for determining their final order of merit.
  5. It will be necessary for a candidate to do typing work on the computer and he will bring his own computer pen and pencil for the test."
- (ii) in the existing Explanation (5) of Part IV, for the existing expression "40 % marks in Phase-I", the expression "40 % marks in each of the paper of Phase-I" shall be substituted.

By Order and in the name of the Governor,

  
(O. P. Gupta)

Joint Secretary to the Government

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