



सत्यमेव जयते



राजस्थान सहकारिता सेवा नियम, 1954

(दिनांक 30.09.2022 तक संशोधित)

राजस्थान सरकार
कार्मिक (क-2) विभाग
(सेवा नियम अद्यतन प्रकोष्ठ)
शासन सचिवालय, जयपुर

[<https://dop.rajasthan.gov.in>]

**GOVERNMENT OF RAJASTHAN
APPOINTMENTS DEPARTMENT**

No. F. 21 (7) Apptts. (C)/54

Jaipur, December 29, 1954

NOTIFICATION

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 person 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of existing rules and orders.- All existing rules and orders in relation to matter covered by these Rules are hereby superseded, but any action taken by or in pursuance of such existing rules and orders shall be deemed to have been taken under these rules.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 to a post in the service on the basis of regular selection under the provisions of these rules or the rules or order superseded by these rules;"
- (e) "Registrar" means the Registrar, Cooperative Societies, Rajasthan; and
- (f) "Service" means the Rajasthan Co-operative Service;
- ^{*}(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;

⁺ Substituted for "Government" and 'State' mean respectively, the Government and the State of Rajasthan." vide Notification No. F. 7(10) DOP (A-II)/74, dated 10-02-1975.

[%] Substituted for "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;" vide Notification No. F. 7(1) DOP/A-II/96 Jaipur dated 10-10-2002

^{*} Inserted vide Notification No. F. 7(3) DOP (A-II)/73 dated 5-07-1974.

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 an 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;

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.

@ **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.

£ Substituted for ^“(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 of prescribed academic and other qualifications, unfitness or non-selection by merit or the default of the senior officials concerned, #“or when such ad hoc or urgent temporary appointment was in accordance with seniority-cum-merit.”

Note :- Absence 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 29-08-1982.

^ Inserted vide Notification No. F. 6(2) Appts. (A-II) 71-I dt 9-10-1975 w.e.f. 27-03-1973

Inserted vide Notification No. F. 6(2) Appts. (A-II) 71 dt 13-07-1976 w.e.f. 1-10-1975

+ Added vide Notification No. F. 7(2) DOP/A-II/81 dated 21-12-1981 w.e.f. 1-04-1981.

@ 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 1.02.1958.

PART II – CADRE

%6. Composition and Strength of the Service.- (a) The nature of posts included in the Service shall be as specified below :-

- (i) Additional Registrar (Senior Scale)
- (ii) Additional Registrar
- (iii) Joint Registrar
- (iv) Deputy Registrar
- (v) Assistant Registrar (including one Extension Officer, one PA to Registrar and one Education Officer)
- (vi) Senior Publicity Officer :

Provided that the post of the Senior Publicity Officer shall be deemed to be abolished on the date on which the officer, who is promoted for the first time after commencement of the Rajasthan Co-operative Service (Amendment) Rules, 2013, retires.

(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 [@] "6. Strength of service.-

[£](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." vide Notification No.F.1(17)DOP/A-II/84 dated 04-10-2013

[@] Substituted for "6. Strength of the Service.- The strength of the Service is as specified below:

Designation	Number	
Dy. Registrars	4	2 Temporary 2 Permanent
Asstt. Registrars (including one Extension Officer, One P.A. to Registrar and Education Officer)	22	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 Notification No. F. 21(7) Appts.(c)/54, dated 02.07.1962.

[£] 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 05-11-1984

PART III - Recruitment

&7. Sources of recruitment.- (1) Recruitment to the post (s) in the service shall be made by the following methods in proportions as mentioned below, namely:-

S. No.	Name of post	Source of recruitment with percentage	Post from which promotion is to be made	Experience for promotion
1	2	3	4	5
1.	Additional Registrar (Senior Scale)	100 % by promotion	Additional Registrar	25 years' service in all as a member of the service.
2.	Additional Registrar	100 % by promotion	Joint Registrar	3 years' experience on the post mentioned in column 4 and 18 years' service in all as a member of the service
3.	Joint Registrar	100 % by promotion	Deputy Registrar	5 years' experience on the post mentioned in column 4
4.	Deputy Registrar	100 % by promotion	Assistant Registrar and equivalent	5 years' experience on the post mentioned in column 4
5.	Assistant Registrar/Extension officer/ P.A. to Registrar /Education officer	50 % by promotion and 50% by direct recruitment by Combined Competitive Examination conducted by the Commission in accordance with the Rajasthan State and Subordinate Services (Direct Recruitment by Combined Competitive Examination) Rules, 1999	Inspector Grade-I	5 years' experience on the post mentioned in column 4
6.	Senior Publicity Officer	100 % by promotion	Publicity Officer	5 years' experience on the post mentioned in column 4

£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 Examination) Rules, 1999.

& Substituted for “ 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.” vide Notification No. F. 1(17) DOP/(A-II)/84 dated 04-10-2013

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

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

^β7A.- 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 provisions of the Rajasthan Scheduled Castes, Scheduled Tribes, Backward Classes, Special Backward Classes and Economically Backward Classes (Reservation of Seats in Educational Institutions in the State and of Appointments and Posts in Services under the State) Act, 2008” 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 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.

[%] Added vide Notification No. F.7(2) DOP/(A-II)/81 dated 13-11-1996

^β Inserted vide Notification No.F.21(12) Appts./(C)/55 pt.II dated 29-08-1973

* 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 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 “orders of the Government for such reservation in force” vide Notification No. F. 7(8) DOP/(A-II)/2008 dated 28-08-2009

⁺ Substituted for [#]“Merit alone” vide Notification No. F. 7(4) DOP/A-II/73 dated 29-01-1981.

[#] Substituted for “Merit-cum-Seniority” vide Notification No. F. 7(6)DOP(A-II)/75/III dated 31.10.1975.

§(4) Appointments shall be made strictly in accordance with the rosters prescribed separately for direct recruitment and promotion.

(4A) In the event on non- availability of the eligible and suitable candidates amongst the Scheduled Castes or Scheduled Tribes, as the case may be, for direct recruitment, in a particular year, the vacancies so reserved for them shall be carried forward to the subsequent three recruitment years. After the expiry of three recruitment years, such carried forward vacancies shall be filled in accordance with the normal procedure.

Provided that if recruitment is not held in any recruitment year, such recruitment year shall not be counted for the purpose of this sub-rule:

Provided further that filling up of the vacancies in accordance with the normal procedure under this sub-rule shall not affect the reservation of posts as per the post based roster and vacancies on the reserved posts available in the roster may be filled in from amongst the persons belonging to the Scheduled Castes or Scheduled Tribes, as the case may be, for which such vacancy is available in subsequent years.

(4B) In the event of non-availability of the eligible and suitable candidates for promotion 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 forwarded until the suitable Scheduled Castes and the Scheduled Tribes candidates(s), as the case may be, are available. In any circumstances no reserved for Scheduled Castes and the Scheduled Tribes candidates shall be filled by promotion from General category candidates. 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

§ Substituted for ^“Appointment shall be made strictly in accordance with the rosters prescribed separately for direct recruitment and promotion. In the event of non-availability of the eligible and suitable candidates amongst the Scheduled Castes and the 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 Scheduled Tribes candidates(s), as the case may be, are available. In any circumstance no vacancy reserved for Scheduled Castes and the Scheduled Tribes candidates shall be filled by promotion as well as by direct recruitment from General category candidates. However, in exceptional cases where in the public interest the Appointing Authority feels that it is necessary to fill- up the vacant reserved post(s) by promotion from the General category candidates on urgent temporary basis, the Appointing Authority may make a reference to the Department of Personnel and after obtaining prior approval of the Department of Personnel, they may fill up such post(s) by promoting the General category candidates(s) on urgent temporary basis clearly stating in the promotion order that the General category 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 candidates(s) of that category become available.” vide Notification No. F. 7(1) DOP/A-II/2008, dated 17.01.2013

^% Substituted for “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” vide Notification No.F.7(4)DOP/A-II/2002 dated 10-10-2002

% Substituted for "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 10-02-1975.

@ Deleted ‘merit’ and ‘Seniority-cum-merit’ and not by ‘Seniority-cum” vide Notification No. F. 7(6)DOP (A-II)/A-75/III dated 31-10-1975.

temporary basis, the Appointing Authority may make a reference to the Department of personnel and after obtaining prior approval of the Department of Personnel, 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 of Service to which promotions are made on the basis of merit alone, under these rule.”

β8(A) Reservation of vacancies of Backward Classes, Special Backward Classes and Economically Backward Classes.- Reservation of vacancies of Backward Classes, Special Backward Classes and Economically Backward Classes shall be in accordance with the provisions of the Rajasthan Scheduled Castes, Scheduled Tribes, Backward classes, Special Backward Classes and Economically Backward Classes (Reservation of Seats in Educational Institutions in the State and of Appointments and Posts in Services under the State) Act, 2008 at the time of direct recruitment. In the event of non-availability of eligible and suitable candidate amongst Backward Classes, Special Backward Classes and Economically Backward Classes in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure."

%8(B) Reservation of vacancies for women.- Reservation of vacancies for women candidates shall be 30% category wise in direct recruitment, out of which one third shall be for widows and divorced women candidates in the ratio of 80:20. In the event of non-availability of eligible and suitable candidates, either in widow or in divorcee, in a particular year, the vacancies may first be filled by interchange i.e. vacancies reserved for widows to the divorcees or vice versa. In the event of non-availability of sufficient widow and divorcee candidates, the unfilled vacancies, shall be filled by other women of the same category 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 of the category for which vacancy is reserved. The vacancy so reserved for women candidates shall not be carried forward to the subsequent year. The reservation for women including widows and divorcee women shall be treated as horizontal reservation, within the category, i.e. even the women selected in general merit of the category shall first be adjusted against the women quota.

β Substituted for \$"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." vide Notification No. F. 7(8) DOP/A-II/2008 dated 28.08.2009.

\$ Added vide Notification No. F. 7(2) DOP/A-II/93 dated 24.05.1994 w.e.f. 28.09.1993.

%@ Substituted for "Reservation of vacancies for women candidates shall be 30% category wise in direct recruitment out of which 8% shall be for widows and 2% for divorced women candidates. In the event of non-availability of eligible and suitable widows and divorced women candidates in a particular year, the vacancies so reserved for widow and divorced women 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 women candidates shall be adjusted proportionately in the respective category to which the women candidates belong.
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 to proof of divorce." vide Notification No. F. 7(2)DOP/A-II/88/Pt-I 22.12.2015

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 to proof of divorce.

&8(C) “Reservation of vacancies for Economically Weaker Section.- Reservation of vacancies for Economically Weaker Sections shall be 10% in direct recruitment in addition to the existing reservation. In the event of non-availability of eligible and suitable candidate amongst Economically Weaker Sections in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure.

Explanation: For the purpose of this rule '**Economically Weaker Sections**' shall be the persons who are bonafied resident of Rajasthan and not covered under the existing scheme of reservations for the Scheduled Castes, the Scheduled Tribes, the Backward Classes the More Backward Classes and whose family has gross annual income below rupees 8.00 lakh. Family for this purpose will include the person who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years. The income shall include income from all sources i.e. salary, agriculture, business, profession etc. and it will be income for the financial year prior to the year of application.

@ Substituted for €8(B). Reservation of vacancies for women candidates.- Reservation of vacancies for women candidates shall be 30 % category wise in direct recruitment out of which 5% shall be for widow candidates. 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 women candidates shall be adjusted proportionately in the respective category to which the women candidates belong.” vide Notification No. F. 7(2) DOP/A-II/88/Pt.-I dated 24-01-2011.

€ Substituted for ^Reservation of vacancies for women candidates.- Reservation of vacancies for women candidates shall be *30 % “category wise, in direct recruitment. In the event of non-availability of the eligible and suitable woman candidates in a particular year, 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 proportionately in the respective category to which the woman candidates belong.” vide Notification No. F. 7(2) DOP/A-II/88/Pt.I dated 21-09-2007.

+ Substituted for “20%” vide Notification No. F. 7(2)DOP/A-II/88 dated 07.06.1999. (w.e.f. 01.04.1999)

* Substituted for “in accordance with the normal procedure” vide Notification No. F. 7(2)DOP/A-II/88 dated 07.06.1999. (w.e.f. 01.04.1999)

^ Added vide Notification No. F. 7(2) DOP/A-II/88 Jaipur dated 22-01-1997

&# Substituted for “Reservation of vacancies for Economically Weaker Sections shall be 10 % in direct recruitment in addition to the existing reservation. In the event of non-availability of eligible and suitable candidate amongst Economically Weaker Sections in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure.

Explanation: For the purpose of this rule '**Economically Weaker Sections**' shall be the persons who are bonafied resident of Rajasthan and not covered under the existing scheme of reservations for the Scheduled the Scheduled Tribes, the Backward Classes, the More Backward Classes and whose family has gross annual income below rupees 8.00 lakh. Family for this purpose will include the person who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years. The income shall include income from all sources i.e. salary. Agriculture, business, profession etc. and it will be income for the financial year prior to the year of application. Also persons whose family owns or possesses any of the following assets shall be excluded from being identified as, 'Economically Weaker Section', irrespective of the family income:-

- (i) 5 acres of Agricultural Land and above;
- (ii) Residential flat of 1000 sq. ft. and above;
- (iii) Residential plot of 100 sq. yards and above in notified municipalities; or
- (iv) Residential plot of 200 sq. yards and above in areas other than the notified municipalities."

vide Notification No. F. 7(1) DOP/A-II/2019 dated 20-10-2019

Added vide Notification No. F. 7(1) DOP/A-II/2019 dated 19-02-2019

§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.

(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, 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.

‡ 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.

(b) In calculation 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 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. 01-04-1981)

® 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 12 months of the last termination 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 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 "Determination of vacancies.- Subject to the provisions of these Rules Government shall determine from time to time the number of vacancies in the Service anticipated during a particular period of recruitment and the number of persons likely to be recruited by each method." vide Notification No. F. 7(1) DOP (A-II)/73, dated 16-10-1973.

⁺**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) ^θ "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 in the Department of Home Affairs and Justice after proper verification"

^ΩDeleted.

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

⁺ Substituted for "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 7-09-1976.

^θ Inserted vide Notification No. F. 7(4)DOP(A-II)/76 dated 04-06-1977.

[%] Substituted for "Government of India" vide Notification No. F. 7(2)DOP/A-II/2002, dated 17.2.2003

^Ω Deleted "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." vide Notification No. F. 7(2) DOP/A-II/2002, dated 17.02.2003.

^{*} Added vide Notification No. F. 7(5)DOP/A-II/76, dated 20-06-1977.

[@] Added Heading vide Notification No. F. 2(4) DOP/A-II/79 dated 22-11-1984.

&11. Age- A candidate for direct recruitment to the Service must have attained the age of 21 years and must not have attained the age of [¥]"40 years" on the date of application:

Provided that:-

- * (i) " The upper age limit mentioned above shall be relaxed by,-
- (a) 5 years in the case of male candidates belonging to the Scheduled Castes, Scheduled Tribes, Backward Classes, More Backward Classes and Economically Weaker Section;
 - (b) 5 years in the case of woman candidates belonging to General Category;
 - (c) 10 years in the case of woman candidates belonging to the Scheduled Castes, Schedules Tribes, Backward Classes, More Backward Classes and Economically Weaker Section."
- (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 [¥]"40 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 whole time employee of Co-operative Institutions for a continuous period of at least 3 years.

[&] Substituted for "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 year4s. 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 31-12-1964.
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 18-06-1959.
- (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 18-06-1973.

[¥] Substitute for "35 years" vide Notification No. F. 7(8)DOP/A-II/84 pt. dated 06.03.2018.

* Substituted for "The upper age-limit shall be 40 years in case of candidates belonging to Scheduled Castes or Scheduled Tribes." vide Notification No. F. 7(1) DOP/A-II/2019 dated 16-04-2021.

- [%](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.[#](Deleted)
- [£](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.
- [£](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.
- [@](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.
- ^{\$}(x) The upper age limit mentioned above shall be relaxed by 5 years in the case of candidates belonging to the *[“]Backward Classes and Special Backward Classes.[”]
- [<](xi) the person who was within the age limit on 31.12.2020 shall be deemed to be within the age limit up to 31.12.2024.

[%] Inserted vide Notification No. F. 7(8) DOP (A-II)/74, dated 31-12-1974 (w.e.f. 28-10-1974.)

[#] Deleted “This relaxation shall not apply to urgent temporary appointments” vide Notification No. F. 7(8) DOP (A-II)/74, dated 26-06-1997

[£] Inserted vide Notification No. F. 5(6) DOP (A-II)/74, dated 18-04-1975 (w.e.f. 28-08-1961)

[@] Inserted vide Notification No. F. 7(2) DOP(A-II)/75, dated 20-09-1975.

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

^{\$} Inserted vide Notification No. F. 7(2) DOP(A-II)/93 pt. dated 25-05-2000.

^{*} Substituted for “Other Backward Classes” vide Notification No. F. 7(8) DOP/ A-II/2008 dated 28-08-2009.

[<] Added vide Notification No. F. 7(2) DOP/A-II/84 pt., dated 23-09-2022.

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

- (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.

% 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 recognize 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.

\$ 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 30-01-1984.

@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.

***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.

%14A. 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.

@ Inserted vide Notification No. F. 1(4)Appts./A-II/60,dated 28-06-1961.

* Substituted for "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 selected must produce 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 05-07-1974.

% Added vide Notification No. F. 1(33) Appts.(A-II)/63 Dated 26-08-1965.

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 of January of the year in which the selection is made.

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

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.” ^β“The advertisement shall contain a clause that a candidate who accepts the assignment on the post being offered to him/her shall be paid monthly fixed remuneration at the rate fixed by the State Government from time to time during the period of probation and the scale of pay of the post as shown else-where in the Advertisement shall be allowed only from the date of successful completion of the period of probation mentioned in the respective Recruitment Rules:”

*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.

§ Substituted for “fit:” vide Notification No. F. 7(2) DOP/A-II/2005 Jaipur, dated 20-01-2006.

β Added vide Notification No. F. 7(2) DOP/A-II/2005 Jaipur, dated 20-01-2006.

* Inserted vide Notification No. F. 3(12) Appts.(D)/59, dated 22-06-1960.

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

£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 shall pay to the commission such fee as are fixed by them from time to time in such manner as may be indicated by them.

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.

£ Substituted for “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. vide Notification No. F. 7(2)DOP(A-I)/73,dated 05-11-1973.

&% Substituted for “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.

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 not lower than Rs. 110-225	Rs. 520.00	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.” vide Notification No. F. 7(4)/ DOP/A-II/83 Jaipur dated 18-04-2002.

% 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 Scheduled Caste or Scheduled Tribe.” vide Notification No. F. 1(2) Appts. (D)/60 dated 21-06-1962.

@ Added vide Notification No. F. 1(27) Appts. (A-II)/69, dated 25-10-1971.

⁺**21-A. Disqualification for appointment.-** (1) No male candidate who has more than one wife living shall be eligible for appointment to the Services 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.

[@](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.)

^β(5) No candidate shall be eligible for appointment to the service who has more than two children on or after 01-06-2002.

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/she has on 1st June, 2002, does not increase.

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

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

[@] Deleted "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 15-02-1977.

^{*} Inserted vide Notification No. F. 15(9) DOP (A-II)/74, dated 05-01-1977.

^β Substituted for [%]"No candidate shall be eligible for appointment to the service who has more than two children on or after 01-06-2002.

Provided that where a candidate has only one child from earlier delivery but more than one child are born out of a single subsequent delivery, the children so born shall be deemed to be one entity while counting the total number of children." vide Notification No. F. 7(1)DOP/A-II/95 dated 08.04.2003 (w.e.f.20.06.2001)

[%] Added vide Notification No. F. 7(1) DOP/A-II/95 dated 20.06.2001.

¥ Provided also that while counting the total number of children of a candidate, the child born from earlier delivery and having disability shall not be counted.

& Provided also that any candidate who performed remarriage which is not against any law and before such remarriage he is not disqualified for appointment under this sub-rule, he shall not be disqualified if any child is born out of single delivery from such remarriage.

22. Selection by Government.- Subject to the provisions of rule @“8, 8A & 8B” 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) Purpose 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 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.

¥ Added vide Notification No. F. 7(1) DOP/A-II/95/Pt.-II dated 24-02-2011.

& Added vide Notification No. F. 7(1) DOP/A-II/95/Pt.-II dated 20-11-2015 (w.e.f.1.04.2015)

@ Substituted for #“8 and 8A” vide Notification No. F. 7(2) DOP(A-II)/88 Jaipur dated 22-01-1997.

Substituted for “8” vide Notification No. F. 7(2) DOP(A-II)/93 dated 24-5-1994 (w.e.f. 28-09-1993.)

* Inserted vide Notification No. F. 1(6)Appts./D/60, dated 31-08-1960.

+ Inserted vide Notification No. F. 1(4) DOP (A-II)/73, dated 13-06-1974.

% Deleted “In selecting the candidates for promotion regard shall be to their :-

(a) Technical qualifications and knowledge;

(b) Tact, energy and intelligence;

(c) Integrity; and

(d) Previous record to 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 20-09-1975.

#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 have been appointed on such post on officiating basis after selection in accordance with one of the method 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 I) 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:

*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-

Added vide Notification No. F. 7(1) DOP(A-II)/74, dated 05-07-1974.

§ 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)/54Pt.I. dated 08-01-1964

@ Inserted vide Notification No. F. 7(9)Appts.(A-II)/74 dated 18-10-1974.

* Added vide Notification No. F. 18(83)Coop/73 dated 02-08-1976 w.e.f. 21-02-1976.

- | | | |
|-------|---|-------------------|
| (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. 7(5) DOP/A-II/78 dated 21-12-1978 w.e.f. 07-03-1978.

@ Added vide Notification No. F. 18(83)Coop./73 dated 02-01-1974 w.e.f. 1-12-1973

PART V-A
PROCEDURE FOR SPECIAL SELECTION

%24A. 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 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 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.

% Added vide Notification No. F. 23(b) (106) S.C-A/59, dated 19-06-1965

@ Added vide Notification No. F. 18(83)Coop/73 dated 2-08-1976, w.e.f. 21-02-1976

(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.

¥(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.

¥ Substituted for "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, and other relevant factors." vide Notification No. F. 23 (b)(106) SCA/59, dated 3/6.06.1969

§24B. Criteria, Eligibility and Procedure for Promotion.- (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 filled in by promotion, it shall subject to provisions of sub-rule (6), prepare a correct and complete list of the senior-most persons who are eligible and qualified under these Rules for promotion on the basis of seniority cum merit or on the basis of merit to the class of posts concerned.

§ Substituted for +“24-B. 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 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.

α 1(A) No person shall be considered for promotion for five recruitment years from the dates on which his promotion become due, if he/she has more than two children on or after 01-06-2002.

Provided that the person having more than two children shall not be deemed to be disqualified for promotion so long as the number of children he/she has on 1st June, 2002, does not increase.

Provided further that where a government servant 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."

* (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".

§ (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.

θ "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 form amongst the persons who have passed the qualifying examination, if any, prescribed under these Rules, and have put in at least five year' 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 form which selection is to be made:

α Added vide Notification No. F. 7(1)DOP/A-II/95 dated 20.06.2001

* Substituted for "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. F. 1(17) DOP/A-II/84 dated 5.11.1984.

§ 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 20-07-1979.

θ Added vide Notification No. F. 7(8)DOP/A-II/79,dated 13-05-1980

(2) The persons enumerated in the relevant column regarding post from which promotion is to be made, of 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 the relevant column regarding minimum qualification and experience for promotion.

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 else-where in these Rules, and are found otherwise suitable for promotion on the basis of seniority-cum-merit.

¹ Deleted proviso

(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 these Rules.

² 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 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.

³ (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 &[deleted] 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 along;
- (b) In a service &[deleted] 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 a service &[deleted] where there are more than two promotions 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.

⁴ "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."

^a (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.

¹ Deleted "Provided that relaxation in the prescribed period of service or experience under this rule 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 department promotion committee." vide Notification No. F. 7(3) DOP/A-II/95, dated 18.02.1998

² Added vide Notification No. F. 7(10) DOP/A-II/77, dated 17-8-78 w.e.f. 12-5-1978.

³ Substituted for "(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 12-5-1978.

& Deleted "or Groups or Section there under" vide Notification No. F. 7(8) DOP/A-II/84, dated 5-11-1984

⁴ Added vide Notification No. F. 7(10) DOP/A-II/77, dated 31-3-1980

^a 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 year 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 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 n 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 15-07-1992.

(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 rules.

[€] (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 vacancy | Eight eligible persons. |
| | (c) for three vacancies | Ten eligible persons |
| | (d) for four or more vacancies. | Three time 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 ⁰“seven” times the number of vacancies and the candidates belonging to the Scheduled Castes or the Scheduled Tribes, as the case may be (and not any other) coming within the extended zone of consideration shall also be considered against the vacancies reserved for them.
- (iv) For the highest post in a State Service:-
- (a) if promotion is from one category of post, eligible persons upto five 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."

(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.

[€] 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 time 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 form 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 person 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.

[£] Substituted for-

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

Notification No. F. 7(1) DOP/A-II/81, dated 29-01-1981

⁰ Substituted for “five” vide Notification No. F. 7(1) DOP/A-II/81, dated 07-04-2003

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.

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- & (11)(a) The Committee shall consider the cases of all the senior most persons who are eligible and qualified and 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.
- (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.
- & 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 anticipate 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 seniority-cum-merit shall be arranged in the order of seniority on the 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 19.02.1982 w.e.f. 1.04.1981
- * 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."
- % Inserted vide Notification No. F. 11(1) DOP/A-II/77, dated 20.03.1980
- * 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 30-11-1997
- @ Substituted for "Explanation : For 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 '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 11-04-1979

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

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

θ (11B) 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 reason 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 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 along with 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 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 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.” vide Notification No. F. 7(5) DOP(A-II)/ 2002 dated 23.07.2003

β Substituted for “(11A) 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 too count his service experience of promotion to higher post for any period during which he has not actually 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 18.08.1982.

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

θ Added vide Notification No. F. 7(1)DOP/A-II/86, dated 14-6-1988

+ Substituted for “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 year' 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 fulfill 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.

€ Substituted for “five recruitment years” vide Notification No. F. 7(1)DOP/A-II/95/Pt.-III dated 19-09-2017 w.e.f. 01.04.2017

Provided that, -

- (i) The persons having more than two children shall not be deemed to be disqualified for promotion so long as the number of children he/she has on 1st June 2002 does not increase.
- (ii) Where a Government servant 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.
- §(iii) While counting the total number of children of a candidate, the child born from earlier delivery and having disability shall not be counted.
- &(iv) Any person who performed remarriage which is not against any law and before such remarriage he is not disqualified for promotion under this sub-rule, he shall not be deemed to be disqualified with effect from 01.06.2002 if any child is born out of single delivery from such remarriage.

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 traction 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 year' 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 form 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 categorization 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.

§ Substituted for *"Provided also that while counting the total number of children of a candidate, the child born from earlier delivery and having disability shall not be counted." vide Notification No. F. 7(1)DOP/A-II/95/Pt.-III dated 03-07-2019 (w.e.f. 01.06.2002)

* Added vide Notification No. F. 7(1)DOP/A-II/95/Pt.-II dated 24-02-2011

& Substituted for ^θ"Provided also that any person who performed remarriage which is not against any law and before such remarriage he is not disqualified for promotion under this sub-rule, he shall not be disqualified if any child is born out of single delivery from such remarriage." vide Notification No.F.7(1)DOP/A-II/95/Pt.-II dated 18-08-2020

^θ Added vide Notification No. F. 7(1)DOP/A-II/95/Pt.-II dated 20-11-2015 (w.e.f. 01-04-2015)

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

Provided that promotion on the highest post in the state 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 rules.

(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 vacancy | Eight eligible persons. |
| (c) for three vacancies | Ten eligible persons |
| (d) for four or more vacancies. | Three time 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,

(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 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 7-03-1978.

- (iii) Where, adequate number of the candidates belonging to the Scheduled Castes or the Scheduled Tribes, as the case may be, are not available within the zone of consideration specified above, the zone of consideration may be extended upto seven times the number of vacancies and the candidates belonging to the Scheduled Castes or the Scheduled Tribes, as the case may be (and not any other) coming within the extended zone of consideration shall also be considered against the vacancies reserved for them.
- (iv) For any post in a State Service:
 - (a) if promotion is from more than one categories of posts in the same pay scale, eligible persons upto two in number from each category of post in the same pay scale shall be considered for promotion;
 - (b) if promotion is from more than one categories of posts carrying different pay scales, eligible persons in the higher pay scale shall be considered for promotion first and if no suitable person is available for promotion on the basis of merit or seniority cum merit, as the case may be in the higher pay scale than 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.

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

(8) The committee shall consider the cases of all the senior most persons who are eligible and qualified for promotion to the class of post(s) concerned under these rules and shall prepare a list containing names of the persons found suitable on the basis of seniority-cum-merit 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 these rules.

The list so prepared on the basis of seniority-cum-merit and/or on the basis of merit, as the case may be, shall be arranged in the order of seniority of the category of post(s) from which selection is made.

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

(10) Lists prepared under sub-rule (8) and (9) shall be sent to the Appointing Authority together with 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 rules vacancies relating to any earlier year are determined under these rules which were required to be filled in by promotion, the Committee shall consider the cases of all such persons who would have been eligible in the year to which the vacancies relate irrespective of the year in which meeting of the Committee is held and such promotion shall be governed by the criteria and procedure for promotion as was applicable in the particular year to which the vacancies relate and the Service/Experience of an incumbent who has been so promoted, for promotion to higher post for any period during which he has not actually performed the duties of the post to which he would have been promoted, shall be counted. The pay of 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 Government or the Appointing Authority may order for the review of the proceedings of the Committee held earlier on account of some mistake or error apparent on the face of record, or on account of a factual error substantially affecting the decision of the Committee or for any other sufficient reason 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 Department of personnel and the Commission (where Commission is associated) shall always be obtained before holding the meeting of the review committee.

(13) 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/Annual performance Appraisal Reports of all the persons whose names have been considered by the Committee.

(14) 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 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 it's 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.

(15) Appointments shall be made by the Appointing Authority taking persons out of the lists finally approved under the preceding sub rule (14) 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.

(16) The Government may issue instructions for provisionally dealing with the promotions, appointments or other ancillary matters in an equitable and fair manner of persons who may be under suspension, or against whom departmental 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.

(17) 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, forgoes such an appointment through his written request and if the concerned Appointing Authority accepts his/her request, the person concerned shall be debarred from consideration for promotion (both on the basis or urgent, temporary appointment or on regular basis) for subsequent two recruitment years for which the Departmental promotion Committee is held and the name of such person who forgoes promotion shall not be included in the seniority-cum-eligibility list to be placed before the Departmental Promotion Committee for subsequent two recruitment years.

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 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 :-

@ Substitute for *"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)." vide Notification No. F. 7(1) D.O.P.(A-II)/98 dated 05-08-1998

* Added vide Notification No. F. 15(16) D.O.P.(A-II)/80 dated 30-11-1981

£ Substituted for § "Substantive appointments to senior posts.- Substantive appointments to the post of Joint Registrar an deputy Registrar shall be made by Governments 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 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, dated 22.11.1962

§ Substituted for "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 02.07.1962.

⁺ Inserted vide Notification No. F. 7(6) DOP/A-II/74. dated 15-10-74 w.e.f. 15-01-1973

[%] Inserted vide Notification No. F. 1(6)Appts.(D)/59/Pt.-III(B), dated 31-5-1968. w.e.f. 26-8-1966.

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

⁰Provided 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 :-

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|--|--------------------|
| (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 candidate 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 [£](Deleted).
- (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. 29.12.1954

[@] Substituted for "Appointments Department" vide Notification No. F .1(13)DP/A-II/72 dated 3.01.1973 Effective from 17-07-1972.

⁰ Inserted vide Notification No. F. 18(83)Coop/73. Dated 2-8-1976 w.e.f. 21-2-1976.

^{*} Deleted "temporarily" vide Notification No. F. 21(7)A/C/54. Dated 7-08-1964.

[£] Deleted "for a period not exceeding two years" vide Notification No. F. 21(7)A/C/54 dated 7.08.1964.

[%] Added vide Notification No. F. 21(7) A/C/54. Dated 31.08.1965

⁺ 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 of 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 Or by promotion under the rules may be filled in by the Government or by the ^θ"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:

⁺ Added vide Notification No. F. 7(5)DOP/A-II/78, dated 21-12-1978. w.e.f. 7-03-1978

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

[§] Substituted for "specified in column 3 of the Schedule" vide Notification No. F. 1(11)DOP/A-II/84 dated 05.11.1984

[@] Substituted for "Emergent temporary appointment.- 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

^θ Substituted for "Appointing Authority" vide Notification No. F. 1(10) DOP/A-II/72, dated 12.09.1973

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

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;

* 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, w.e.f. 29-12-1954

¥ Substituted for £''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 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." vide Notification No. F. 7(1) DOP/A-II/96, dated 10-10-2002.

£ Substituted for @''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 for "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 15-6-1974.

⁺ 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. Date 1.02.1958.

£ Substitute for "during the same period of 12 months" vide Notification No. F. 15(b)(117) Co-operative (Cell-1)/60, dated 19.01.1967

(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.

*^(vi) Deleted.

#^(vii) Deleted.

^β^(viii) Withdrawn

⁺ Substituted proviso "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 20-04-1974

* 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(10)DOP/(A-II)/ 77. Dated 17.06.1978

Deleted & "That if a candidate belonging to the scheduled caste/scheduled Tribe is promoted to an immediate higher post/grade against a reserved vacancy earlier than his senior general/O.B.C. candidate who is promoted later to the said immediate higher post/grade, the general/O.B.C. candidate will regain his seniority over such earlier promoted candidate of the scheduled Caste/scheduled Tribe in the immediate higher post/grade." vide Notification No. F. 7(1)/DOP/A-II/2002 Jaipur., Dated 28-12-2002(w.e.f. 1.4.97)

& Added vide Notification No. F. 7(1)/DOP/A-II/96 Jaipur, Dated 01-04-1997

^β Withdrawn \$ "Notification No. F. 7(1)DOP/A-II/2002 dated 28-12-2002" and [¥] "Notification No. F. 7(3)DOP/A-II/2008 dated 25-04-2008" vide Notification No. F. 7(3)DOP/A-II/2008 dated 07-12-2011

[¥] (x) Deleted proviso \$ "Provided that a candidate who has got the benefit of proviso inserted vide Notification No. F7(1)DOP/A-II/96 dated 01.04.1997 on promotion to an immediate higher post shall not be reverted and his seniority shall remain unaffected. This proviso is subject to final decision of the Hon'ble Supreme Court of India in Writ Petition (Civil) No. 234/2002 All India Equality Forum V/s Union of India and Others." vide Notification No. F. 7(3)DOP/A-II/2008 dated 25.04.2008 (w.e.f. 28.12.2002)

\$ Inserted vide Notification No. F. 7(1)DOP/A-II/2002 dated 28.12.2002

^π Added vide Notification No. F. 7(3)DOP/A-II/2008 Dated 11/09/2011

⁰(ix) that reservation for Scheduled Castes and Scheduled Tribes employees, with consequential seniority, shall continue till the roster points are exhausted; and adequacy of promotion is achieved.

Once the roster points are complete the theory of replacement shall thereafter be exercised in promotion whenever vacancies earmarked for Scheduled Castes/Scheduled Tribes employees occur.

If on the application of these provisions the Scheduled Castes/Scheduled Tribes employees who had been promoted earlier and are found in excess of the adequacy level shall not be reverted and shall continue on ad-hoc basis, and also any employee who had been promoted in pursuance to Notification No.F7(1)DOP/A-II/96 dated 01-04-1997 shall not be reverted.

Explanation:- Adequate representation means 16% representation of the Scheduled Castes and 12% representation of the Scheduled Tribes in accordance with the roster point.

&29 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.

⁰ Added vide Notification No. F. 7(3)/DOP/A-II/2008. Dated 11-09-2011 (w.e.f 01-04-1997)

& Substituted for [@]“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 or probation.

(2) During the period of probation specified in sub-rule (i) each probationer may be required to pass such Department Examination and to undergo such training as the Government may, from time to time, specify.

Explanation:- In case of 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.” vide Notification No. F.7(2)DOP/A-II/2005 dated 20-01-2006.

[@] Substituted for “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.

[%] 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 9.04.1979

^{*} Inserted vide Notification No. F. 1(35) Karmik KA-II/74 Dated 3-8-1977.

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-rule (i) each probationer trainee may be required to pass such Department Examination and to undergo such training as the Government may, from time to time, specify.”

&(3) Deleted

%²⁹(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 by direct recruitment as a probationer trainee under these rules has not been confirmed within six months after satisfactory completion of probation for a period of two years shall be entitled to be treated as confirmed in accordance with his/her seniority if,-

- (i) he/she has worked on the post or higher post under the same Appointing Authority or would have so worked but for his/her deputation or training;
- (ii) he/she fulfills conditions as are prescribed under rule relating to confirmation subject to the quota prescribed under these rules; and
- (iii) he has been appointed against a substantive vacancy.”

& Deleted *“(The period spent as probationer trainee shall not be counted for experience and eligibility for promotion.” vide Notification No. F. 7(2) DOP (A-II) 2005. Dated 26.04.2011 w.e.f. 20.01.2006

* Added vide Notification No. F. 7(2)DOP/A-II/2005 Dated 13.06.2008

% Substituted for ⁺“(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 fulfill 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 of 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.

(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

@ Substituted for “ (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 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 for training;
- (ii) he fulfils 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.” vide Notification F. No. 7(1) DOP/A-II/2020 Dated 04.02.2022.

(2) if an employee referred to in sub-rule (1) above, fails to fulfill the conditions mentioned in the said sub-rule, the period mentioned in sub-rule (1) above, may be extended as prescribed for a probationer 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 fulfill 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 are work communicate 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.

Explanation :-

- (i) 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 post 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.

⁺ Substituted for "29A.- 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)DOP(A-II)/74 Dated 28.12.1974

¶30. Unsatisfactory progress during probation.- If it appears to the appointing authority, at any time, during or at the end of the period of probation, that services of a probationer-trainee are not found to be satisfactory, the appointing authority may revert him/her to the post on which he/she is regularly selected immediately preceding his/her appointment as probationer trainee or in other cases may discharge or terminate him/her from service. The appointing authority shall accord appropriate opportunity to the probationer-trainee before final orders are passed in this respect:

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 probationer-trainee by a specified period not exceeding one year.”

31. Confirmation.- A probationer shall be confirmed in his appointment at the end 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 his is otherwise fit for confirmation.

¶ Substitute for ¶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 there on 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 an 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.” vide Notification No. F. 7(2) DOP/A-II/2005 Jaipur Dated 13-06-2008

¶ Substituted for Rule “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 his 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. 1(35) Karmik KA-II/74 Dated 4.05.1977.

* Inserted vide Notification No. F. 1(35) Karmik/ KA-II/74 dated 3.08.1977.

% 31A. 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.- ⁰“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 Government from time to time.”

[£]Provided that an employee having been regularly selected as provisions of recruitment rules in the Government service may be allowed emoluments in his/her own pay scale in the existing pay scale of the post during service as probationer trainee or fixed remuneration of the new post, whichever is advantageous to him/her.

\$ 33 Deleted.

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.

[%] Inserted vide Notification No. F. 1(12) Apptt./(A-II)Pt.V dated 17.10.1970.

[@] Substituted for "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) Apptts.(A-II)/67 Dated 6.02.1969.

⁰ Substituted for "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" vide Notification No. F.7(2)DOP/A-II/2005 dated 20.01.2006

[£] Substitute for "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." vide Notification No. F.7(2)DOP/A-II/2005 dated 13.06.2008

^{\$} Deleted * "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." vide Notification No. F. 7(2) DOP(A-II)/2005 Dated 20.01.2006.

^{*} Substituted for "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) Apptt. (A-II)/58.Pt.IV dated 16-10-1973.

**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 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.

⁰ Provided that relaxation in the prescribed period of service or experience under this rule 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 department promotion committee.

* Added vide Notification No. F. 21(7) Apptt./(C)/54 dated 1.02.1958

§ Added vide Notification No. F. 11(2) DOP(A-II)/75 Dated 27-12-1978

@ Substituted for "Department of Personnel and Administrative Reforms, (Department of Personnel A-Group-II)" vide Notification No. F. 11(2) DOP(A-II)/75 Dated 18-08-1982.

⁰ Added vide Notification No. F. 7(3) DOP/A-II/95, dated 18-02-1998

£ Provided further that where the prescribed period of experience for promotion to any post is less than 6 years, a committee headed by the Chief Secretary comprising of Principle Secretary Finance, Principal Secretary/Secretary Department of Personnel and Principal Secretary/Secretary of the Administrative Department, may consider the cases where forty five percent or more posts are vacant. The committee is empowered to suggest the quantum of relaxation in experience which may be granted in such cases to address the issue of large number of vacancies in promotional posts subject to condition that such relaxation in experience shall not be more than two years.

£ Added vide Notification No. F. 7(32) DOP/A-II/95/pt. Dated 18-07-2017

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 12½% 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 Scheduled Castes and Scheduled Tribes.