



सत्यमेव जयते



राजस्थान नगर नियोजन अधीनस्थ सेवा नियम, 1974

(दिनांक 30.11.2022 तक संशोधित)

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

[\[https://dop.rajasthan.gov.in\]](https://dop.rajasthan.gov.in)

**GOVERNMENT OF RAJASTHAN
DEPARTMENT OF PERSONNEL
(A-Group-II)**

No. F. 1 (19)Aptts./A-II/70

Dated : 22.07.1974

NOTIFICATION

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Rajasthan hereby makes the following Rules regulating the recruitment to posts in and the conditions of Service of persons appointed to the Rajasthan Town Planning Subordinate Service, namely:-

The Rajasthan Town Planning Subordinate Service Rules, 1974

**PART-I
GENERAL**

1. Short title and commencement.- (1) These rules may be called the Rajasthan Town Planning Subordinate Service Rules, 1974.

(2) They shall come into force at once.

* **1A. Application.-** These rules shall not apply to the posts governed by the Rajasthan Scheduled Areas Subordinate, Ministerial and Class-IV Service (Recruitment and other Service Conditions) Rules, 2014, except as provided in those rules.

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

- (a) "Appointing Authority" means the Chief Town Planner and Architectural Adviser, Rajasthan and includes in relation to any post in the service; such other officer or Authority who may, with the approval of the Government, be specially empowered by the Chief Town Planner and Architectural Adviser to exercise the powers and functions of the Appointing Authority;
- (b) "Chief Town Planner" means the Chief Town Planner and Architectural Adviser, Rajasthan;
- (c) "Commission" means the Rajasthan Public Service Commission;
- (d) "Committee" means the Committee referred to in rule 24;
- (e) "Direct Recruitment" means recruitment made according to the procedure prescribed in Part IV of these rules;
- †(f) "Government and State" mean respectively, the Government of Rajasthan and the State of Rajasthan;

* Inserted vide Notification No. F. 7(1)DOP/A-II/2014, dated 04.03.2014

† Substituted for "(f) 'Government and State' means respectively the Government and the State of Rajasthan" vide Notification No. F. 7(10)DOP/A-II/74 dated 10.02.1975.

- ^{*}(g) "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to a post in the service on the basis of regular selection under the provisions of these rules or the rules or order superseded by these rules;"
- (h) "Schedule" means a Schedule appended to these rules;
- (i) "Service" means the Rajasthan Town Planning Subordinate Service;
- (j) "Substantive Appointment" means an appointment made under the provisions of these rules to a substantive vacancy after due selection by any of the methods of recruitment prescribed under these rules and includes an appointment on probation or as a probationer followed by confirmation on the completion of the probationary period;

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

- [†](k) "Service" or "Experience" wherever prescribed in these rules as a condition for promotion from one Service to another or within the Service from one category to another or to senior posts, in the case of a person holding a lower post eligible for promotion to higher post shall include the period for which the person has continuously worked on such lower post after regular selection in accordance with Rules promulgated under proviso to Article 309 of the Constitution of India; and

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

- [‡](l) "Year" means the financial year.

3. Interpretation.- Unless the context otherwise requires, the Rajasthan General Clauses Act, 1955, (Rajasthan Act No. 8 of 1955) shall apply for the interpretation of these rules as it applies for the interpretation of a Rajasthan Act.

^{*} Substituted for "(g) "Member of the Service" means a person appointed in a substantive capacity to a post in the service under the provisions of these Rules or under the Rules or orders repealed by rule 37 and includes a probationer" vide Notification No. 7(1)DOP/A-II/1996 dated 10.10.2002

[†] Substituted for ¹“(j) 'Service' or 'Experience' wherever prescribed in these rules as a condition for promotion from one Service to another or within the Service from one category to another or to Senior Posts in the case of person holding such posts in substantive capacity shall include the period for which the person has continuously worked on such post after regular recruitment in accordance with the Rules promulgated under proviso to Article 309 and shall also include the experience gained by officiating, temporary or ad-hoc appointment, if such appointment is in the regular line of promotion and was not of stop-gap or fortuitous nature or invalid under any law and does not involve supersession of any senior official, except when such supersession was either due to want of prescribed academic and other qualifications, unfitness or non selection by merit or the default of the senior official concerned ²” or when such ad-hoc or urgent temporary appointment was in accordance with seniority-cum merit.

Note: Absences during services 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 of service required for promotion.” vide Notification No. F. 6(2)DOP/A-II/71 dated 29.08.1982.

¹ Inserted vide Notification No. F.6 (2)DOP (A-II)/71, I dated 9.10.1975 (Effective from 27.03.1973)

² Inserted vide Notification No. F.6(2)Appts/A-II/71, dated 13-7-1976 (Effective from 1.10.1975)

[‡] Added vide Notification No. F.7(2)DOP/A-II/81, dated 21.12.1981 (w.e.f. 1.4.1981)

PART-II

CADRE

4. Composition and Strength of the Service.- (1) The Service shall consist of three groups. The right of promotion shall be confined to each group and no member shall be transferred from one group to another group.

(2) The nature of posts included in each group of the Service shall be as specified in column 2 of the Schedule.

(3) The strength of posts in each group of the Service shall be such as may be determined by the Government, from time to time;

Provided that-

- (a) the Government may create any post, permanent or temporary, from time to time, as may be found necessary, and may abolish any such post in the like manner without thereby entitling any person to any compensation;
- (b) the Appointing Authority may leave unfilled or hold in abeyance or allow to lapse any post, permanent or temporary from time to time, without thereby entitling any person to any compensation.

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

- (a) all persons holding substantively the post specified in the Schedule,
- (b) all persons recruited to the Service before the commencement of these rules; and
- (c) all persons recruited to the Service in accordance with the provisions of these rules.

PART-III

RECRUITMENT

6. Method of Recruitment.- (1) Recruitment to the Service after the commencement of these rules shall be made by the following methods in the proportion as indicated in Column 3 of the Schedule:-

- (a) by direct recruitment according to the procedure prescribed in Part IV of these rules; and
- (b) by promotion according to the procedure prescribed in Part V of these rules:

Provided that-

- (i) if the Appointing Authority is satisfied in consultation with the Commission, where necessary, that suitable persons are not available for appointment by either method of recruitment in a particular year, appointment by the other method in relaxation of the prescribed proportion, may be made in the same manner as specified in these rules;

- (ii) nothing in these rules shall preclude the Appointing Authority from Appointing Officers who were immediately before 1-1-1956 in the employment of pre-reorganisation States of Ajmer, Bombay and Madhya Bharat to suitable posts in the Schedule in accordance with the **“direction”* governing the integration of their services; and
- (iii) the persons †(Deleted) who were appointed to the posts included in the Schedule in an *ad-hoc/officiating/temporary* basis continuously in the relevant group, for a period not less than one year on 1-1-1973 and were working as such on the date these rules come into force shall be screened by a Committee referred to in rule 24, for adjudging their suitability on the posts held provided that they possess the qualifications prescribed in the rules either for direct recruitment or promotion or the prescribed qualifications on the basis of which the persons were selected for *ad hoc/officiating/temporary* appointment:

Provided that a person appointed on *ad hoc* basis shall not be entitled to screening for a post higher than to which he was initially appointed, if a person senior to him on lower post who fulfilled qualifications prescribed for the post was either not given such *ad hoc* appointment or is not entitled to screening under this rule. Seniority for this purpose shall be determined according to length of continuous service to a post:

Provided further that the Committee appointed under these rules for adjudging suitability by screening either as an exception of general methods of recruitment or as initial Constitution of Service, may *ex-gratia* recommend, if any of the employees with more than three years of service on a post for which he is to be screened is not adjudged suitable and if thereafter has no right to be appointed on a lower post, for such lower post being offered to him by absorption and thereupon such an employee under the provisions of the Rajasthan Civil Services (Absorption of Surplus Personnel) Rules, 1969 and such employee may be absorbed on the lower post on recommendations of the Committee subject to such conditions as may be laid down by it.

‡1(A) Recruitment to the service by the aforesaid method shall be made in such 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.

* Substituted "rules" vide Notification No. F.7(4)DOP/A-II/75, dated 27.05.1975

† Deleted "not recovered by rule 5" vide Notification No. F. 1(19)Appts./A-II/70, dated 07.08.1979 (w.e.f. 22.07.1974)

‡ Inserted vide Notification No. F. 7(2)DOP/A-II/81, dated the 13.11.1996

(2) Notwithstanding anything contained in these rules, the recruitment, appointment, promotion, seniority and confirmation etc. of a person who joins the Army/Air-Force/Navy during an Emergency shall be regulated by such orders and instructions as may be issued by the Government from time to time provided that these are regulated *mutatis mutandis* according to the instructions issued on the subject by the Government of India.

^{*}(3) Notwithstanding anything contained in these rules the persons, irregularly appointed on duly sanctioned posts and completed ten years' service on 10-04-2006, without intervention of any court or tribunal, and continuously working as such on the date of commencement of these amendment rules, shall be screened by a committee consisting of-

(a) in case of posts falling within the purview of the Commission:-

- (i) Chairman of Commission or a member nominated by him;
- (ii) Pr. Secretary/Secretary to the Government, Department of Personnel;
- (iii) Pr. Secretary/Secretary to the Government, Finance Department or his nominee not below the rank of Deputy Secretary; and
- (iv) Pr. Secretary/Secretary to the Government of the concerned department:

(b) In case of the posts outside the purview of the Commission:-

- (i) Pr. Secretary/Secretary to the Government, Department of Personnel;
- (ii) Pr. Secretary/Secretary to the Government, Finance Department or his nominee not below the rank of Deputy Secretary;
- (iii) Pr. Secretary/Secretary to the Government, of the concerned department:

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

^{*} Added vide Notification No. F. 5(2)DOP/A-II/2008 pt-I dated: 08.07.2009

***6A. Compassionate Appointment of Dependents of the Deceased/ Permanently Incapacitated Armed Forces Service Personnel/Para-Military Personnel.-** (1) Notwithstanding anything contained in these rules, the Appointing Authority may fill the vacancies of the-

- (i) posts upto pay scale number 9A to be filled in by direct recruitment by appointing on compassionate ground one of the dependants of a member of Armed Forces/Para Military Forces belonging to the State who becomes permanently incapacitated [†]"on or after 01.04.1999" in any defence operations including counter insurgency operations and operations against terrorists;

* Substituted for ¹6A. Compassionate Appointment of Dependents of the Deceased/Permanently incapacitated Armed Forces Service Personnel/Para-Military Personnel:- (1) Notwithstanding anything contained in these rules the Appointing Authority may fill the vacancies of the post of Lower Division Clerk, Class IV Employee and post in Subordinate Service up to Scale No. 9 to be filled in by direct recruitment by appointing on compassionate ground one of the dependents of a member of Armed Forces/Para-Military Forces belonging to the State who dies or becomes permanently incapacitated in action on or after commencement of this provision, in operations at the International Border or at the Line of actual Control/Line of Control.

Provided that in so far as appointment in subordinate service is concerned the dependents shall be considered for appointment to the lowest post, up to scale No. 9, at which direct recruitment is made, according to the qualifications possessed by the dependent.

(2) Such dependent shall address an application for the purpose to the Zila Sainik Kalayan Adhikaari in the case of Armed Force and the officer commanding the Para- Military Unit for Para-Military Forces duly verified by the Head of the Unit where the deceased/permanently incapacitated member of the Armed Forces/Para-Military Forces was serving at the time of death/becoming permanently incapacitated. The application shall be considered in relaxation of the normal recruitment rules subject to the condition that the dependent fulfills the academic qualification and experience, except for appointment to Class-IV for which educational qualification shall be relaxed, and age limit prescribed for the post and is also otherwise qualified for Government Service.

(3) The application of such dependent shall be forwarded to the District Collector concerned for suitable appointment according to the qualifications possessed by the department. In the event of non-availability of vacancy in the District concerned the application shall be sent to the Divisional Commissioner who shall arrange appointment in any District under his jurisdiction.

(4) The application shall contain the following information:-

1. Name and designation of the deceased/permanently incapacitated Armed Force/Para-Military Force Personnel;
2. Unit in which he/she was working prior to death/becoming permanently incapacitated;
3. The date and place of death with death certificate issued by the Authority competent to declare him a battle casualty or becoming permanently incapacitated;
4. Name, date of birth, educational qualifications of the applicant and his/her relation with the deceased (with certificate).

Explanation:- For purposes of this rule.-

(a) 'Armed force' means the Army, Navy and Air Force of the Union.

(b) 'Dependent' shall mean spouse/son/adopted son/ unmarried daughter/ unmarried adopted daughter who were wholly dependent on the deceased/permanently incapacitated defence service personnel/para-military personnel.

Note: 1- Adopted son/daughter means legally adopted son/daughter by the deceased/permanently incapacitated person during his/her life.

(c) Para-Military Forces means the Border Security Force, Central Reserve Police Force, Indo-Tibetan Border Police and any other Para-Military Force, as may be notified by Central and State Government, from time to time.

(d) Permanently incapacitated means a person who has suffered more than 80% permanent physical impairment or more than 75% permanent neurological impairment in operations rendering him/her unfit for any kind of employment in future.

Note: 2- Assessment of permanent impairment would be in accordance with the Manual of Doctors to Evaluate Permanent Physical Impairment (DGHS-WHO-AHMA, New Delhi 1981) and certified by the Army Authorities and countersigned by Assistant Director, Medical Services HQ 61 (1) Sub area Jaipur or certified by a Medical Board consisting of Head of Department of Orthopedics, Head of Department of Physical Medicine & Rehabilitation and Head of Department of Forensic Science of a Medical College in Rajasthan." vide Notification No. F. 5(3)DOP/A-II/94, dated 1.10.2002 w.e.f. 01.04.1999.

¹ Added vide Notification No. F. 5(3)DOP/A-II/94, dated 07.02.2000.

[†] Inserted vide Notification No. F. 5(3)DOP/A-II/94, dated 10.06.2008.

- (ii) posts upto pay scale number 11 to be filled in by direct recruitment by appointing on compassionate ground, one of the dependents of a member of Armed Forces/Para Military Forces belonging to the State who dies * "on or after 01.04.1999" in any defence operations including counter-insurgency operations and operations against terrorists;

subject to fulfilment of the educational qualifications and other service conditions prescribed under the relevant Service Rules and with the concurrence of Department of Personnel and the Rajasthan Public Service Commission if the post falls within the purview of the Commission:

- * (iii) post upto pay scale number 9A to be filled in by direct recruitment by appointing on compassionate ground, one of the dependant of a member of Armed Forces belonging to the State, who died or was permanently incapacitated in war or any defence operations including counter insurgency operations and operations against terrorists during the period from 01-01-1971 to 31-03-1999.

Provided that:-

- † (i) that the upper age limit shall be relaxed upto 45 years in case a dependent of a member of Armed Forces who died or was permanently incapacitated during the period from 01.01.1971 to 31.03.1999, applies for appointment within one year of the commencement of these amendment rules.
- (ii) if the Armed Forces/Para Military Personnel who are permanently incapacitated are capable of and desirous of obtaining employment for themselves under the State Government, employment shall be given to them.
- (iii) if the widow or the children of the Armed Forces/Para Military Personnel who are killed or permanently incapacitated are not in a position to take up employment immediately, employment will be given to them on acquiring of eligibility for appointment.

(2) Appointment shall be given to a dependent of Armed Forces/Para Military Personnel only if any one of them has not got appointment on any post under the provisions of concerned Service Rules prevailing in the Government of India.

(3) Appointment shall not be given to such dependent if any of the other dependents of the Armed Forces/Para Military Personnel is already employed on regular basis under the Central/any State Government of Statutory Board/Organisation/ Corporation owned or controlled wholly or partially by the Central/ any State Government at the time of death of the Armed Forces/Para Military Personnel.

Provided that this condition shall not apply where the widow seeks employment for herself.

* Inserted vide Notification No. F. 5(3)DOP/A-II/94, dated 10.06.2008.

† Substituted for "(i) the dependents of a member of Armed Forces/Para Military Forces belonging to the State shall be considered for appointment to the lowest post of the service (upto pay scale number 9-A in case of permanently incapacitated personnel of Armed Forces/Para Military Forces and upto pay scale No. 11 in case he dies) at which direct recruitment is made, according to the qualification possessed by the dependent." vide Notification No. F. 5(3)DOP/A-II/94, dated 10.06.2008

(4) Such dependent shall address an application for the purpose to the Zila Sainik Kalyan Adhikari in the case of Armed Forces and the Officer Commanding the Para-Military Unit for Para Military Forces duly verified by the Head of the Unit where the deceased/permanently incapacitated member of the Armed Forces/Para Military Forces was serving at the time of death/becoming permanently incapacitated. The application shall be considered in relaxation of the normal recruitment rules subject to the condition that the dependant fulfils the academic qualifications and experience, except for appointment to Class-IV for which educational qualification shall be relaxed, and age limit prescribed for the post and is also otherwise qualified for Government Service.

(5) The application of such dependent shall be forwarded to the District Collector concerned for suitable appointment according to the qualifications possessed by the dependant. In the event of non-availability of vacancy in the District concerned, the application shall be sent to the Divisional Commissioner who shall arrange appointment in any district under his jurisdiction.

*If vacant post is not available under the jurisdiction of the Divisional Commissioner, then the application shall be referred by the Divisional Commissioner to the Government in the Department of Personnel for providing appointment.

(6) The application shall contain the following information:-

- (i) Name and designation of the deceased/permanently incapacitated Armed Force/Para Military Force Personnel;
- (ii) Unit in which he/she was working prior to death/becoming permanently incapacitated;
- (iii) Date and place of death with death certificate issued by the Authority competent to declare him a battle casualty or becoming permanently incapacitated;
- (iv) Name, date of birth, educational qualification of the applicant and his/ her relation with the deceased (with certificates).

Explanation:- For purpose of this rule:-

- (a) "Armed Force" means the Army, Navy and Air Force of the Union.
- (b) "Dependent" means spouse of the deceased/permanently incapacitated person, son/adopted son, unmarried daughter/unmarried adopted daughter who were wholly dependent on the deceased/permanently incapacitated Armed Forces Service Personnel/Para Military Personnel;

Note:- Adopted son/daughter means legally adopted son/daughter by the deceased/permanently incapacitated person during his/her life.

- (c) "Para-Military Forces" means the Border Security Force, Central Reserve Police Force, Indo Tibetan Border Police and any other Para-Military Force, as may be notified by Central and State Government, from time to time;
- (d) "Permanently incapacitated" means a person who is covered under the definition of the term "person with disabilities" as provided in the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 (Act No.1 of 1996).

* Inserted vide Notification No. F. 5(3)DOP/A-II/94, dated 10.06.2008.

46B. Compassionate appointment of dependents of the deceased persons, who died or declared dead after missing in Uttarakhand Tragedy-2013.- (1) Notwithstanding anything contained in these rules the Appointing Authority may fill the vacancies of the post upto level in pay matrix L-9 to be filled in by direct recruitment by appointing on compassionate ground to one of the dependents of a person who was bonafide resident of the State of Rajasthan and died in the Uttarakhand tragedy-2013 or declared dead after missing in such tragedy of 2013, subject to the condition that,-

- (i) the dependent must be a bonafide resident of the State of Rajasthan; and
- (ii) the dependent fulfills academic and other qualifications and other conditions prescribed under these rules for respective post:

Provided that the procedural requirement for selection such as,-

- (a) Computer qualification shall not be insisted upon at the time of appointment. The dependent shall have to possess any of the computer qualification as prescribed in the relevant rules within the period of probation, failing which his/her probation shall be deemed to be extended, unless the appointing authority terminates his/her services finding the performance wholly unsatisfactory;
- (b) Training or departmental examination or typing on computer shall not be insisted upon at the time of appointment. The dependents shall however, be required to clear such training or departmental examination or typing test on computer in any one language, either in English or in Hindi, within a period of three years, unless the period is relaxed by Department of Personnel, for entitlement for confirmation, failing which his/her appointment shall be liable to be terminated. No annual grade increments shall be allowed until he/she acquires such qualification. On acquiring such qualification, annual grade increments shall be allowed notionally from the date of appointment but no arrears shall be paid.

Provided further that the widow appointed under the provisions of these rules shall be exempted from having computer qualification and passing the typing test on computer.

Provided also that the person with benchmark disability appointed under the provisions of this rule shall be exempted from passing the typing test on computer.

(2) Appointment shall not be given to such dependent, if any one of the dependents of such deceased or declared as dead after missing is already employed on regular basis under the Central/any State Government or Statutory Board/Organisation/Corporation owned or controlled wholly or partially by the Central/any State Government at the time of death of the deceased or declaration of death of missing person:

⁴ Added vide Notification No. F. 3(1)DOP/A-II/2013 dated 08.08.2022.

Provided that this condition shall not apply where the widow seeks employment for herself.

Provided further that in case, the number of persons who died or declared dead after missing are more than one of any family, only one dependent shall be considered for appointment on compassionate ground.

(3) Such dependent shall submit an application for appointment to the District Collector concerned. The District Collector shall forward the application with his recommendations to the Disaster Management, Relief & Civil Defence Department for verification. After the verification of death or declaration of death of such deceased, the application of such dependent shall be forwarded to the District Collector concerned for suitable appointment. In the event of non-availability of vacancy in the district concerned, the application shall be sent to the Divisional Commissioner who will arrange appointment in any District under his jurisdiction. If vacant post is not available under the jurisdiction of the Divisional Commissioner, the application shall be referred by the Divisional Commissioner to the Department of Personnel (A-II) for providing appointment.

Explanation: For the purpose of this rule Dependent means,-

- (i) spouse; or
- (ii) son including son legally adopted by the person died or declared dead after missing during his/her life time; or
- (iii) unmarried/widowed/divorced daughter including legally adopted daughter by the person died or declared dead after missing during his/her life time; or
- (iv) married daughter, if no other dependent mentioned in clause (ii) and (iii) above is available; or
- (v) mother, father, unmarried brother or unmarried sister in case unmarried person died or declared dead after missing,

who was wholly dependent on the person died or declared dead after missing at the time of his/her death.

(4) Notwithstanding anything contained in this rule persons who were appointed in pursuance of relief package dated 29-07-2013 issued by the Disaster Management and Relief Department shall be deemed to be appointed under the provisions of this rule from the date of commencement of the Rajasthan Various Service (Vth Amendment) Rules, 2022, if they are otherwise eligible for appointment under this rule.

7. 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 appear in the list prepared for Direct Recruitment by the Commission, for posts falling in its purview, and by the Committee or the Appointing Authority, as the case may be, in the case of promotees, irrespective of their relative rank as compared with other candidates.

[‡](4) Appointments shall be made strictly in accordance with the roster prescribed separately for direct recruitment and promotion.

(4A) In the event of 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:

* Substituted for “order of the Government for such reservation in force” vide Notification No. F.7 (8) DOP (A-II)/ 2008 dated 28.08.2009.

[†] Substituted for ¹“Merit alone” vide Notification No. F. 7(4)DOP/A-II/73 dated 29.01.1981.

¹ Substituted for “Merit-cum-seniority” vide Notification No. F.7 (6) DOP (A-II)/75 III dated 31.10.1975.

[‡] Substituted for [#]“(4) 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 the Scheduled Tribes candidate(s), as the case may be, are available. In any circumstances no vacancy reserved for scheduled castes and the scheduled tribes candidates shall be filled 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 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.” vide Notification No. F. 7(1)DOP/A-II/2008 dated 17.01.2013.

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

Provided that there shall be no carry forward of the vacancies in posts or class/category/group of the posts in any cadre of Service to which promotions are made on the basis of a [@]“merit alone”, under these Rules.” vide Notification No. F. 7(4)DOP/A-II/2002 Dated 10.10.2002.

^{\$} Substituted for “(4) In the event of non-availability of a sufficient number of eligible and suitable candidates amongst the Schedule Casts and the Schedule Tribes in a particular year, vacancies shall not be carried forward and shall be filled in accordance with the normal procedure.” vide Notification No. F. 7(4) DOP/A-II/73 dated 10.02.1975.

[@] Deleted “both merit” and “Seniority-cum-Merit” and “not by Seniority-cum”; vide Notification No. 7(6)DOP/ A-II/75 III dated 30.10.1975.

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 candidate(s), as the case may be, are available. In any circumstances no vacancy reserved for Scheduled Castes and the Scheduled Tribes candidates shall be filled 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 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 rules.

***7-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 candidates 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.

* Substituted for [^]“7(a) Reservation of vacancies for Other Backward Classes:- Reservation of vacancies for Other Backward Classes shall be in accordance with the order of the Govt. for such reservation in force at the time of direct recruitment. In the event of non-availability of eligible and suitable candidates amongst Other Backward Classes in a particular year, the vacancy 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 effect from 28.09.1993.

***7-B. Reservation of vacancies for women.-** Reservation of vacancies for women candidates shall be 30% category wise in the 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.

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

* Substituted for ¹"Reservation of vacancies for Women: - 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 the proof of divorce." vide Notification No. F. 7(2)DOP/A-II/88 Pt.-I Dated 22.12.2015.

¹ Substituted for ²"Reservation of vacancies for woman 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.

² Substituted for ³"Reservation of vacancies for women candidates:- Reservation of vacancies for woman 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 candidate shall be adjusted proportionately in the respective category to which the woman candidate belong.” vide Notification No. F. 7(2)DOP/A-II/88/Pt.-I dated 21.09.2007

³ Added vide Notification No. F. 7(2)DOP/A-II/88 dated 22.01.1997

@ Substituted for “20%” vide Notification No. F. 7(2)DOP/A-II/88 dated 07.06.1999.

\$ Substituted for “in accordance with the normal procedure” vide Notification No. F. 7(2)DOP/A-II/88 dated 07.06.1999.

***7-C. Reservation of vacancies for outstanding sports persons.-**

Reservation of vacancies for outstanding sports persons shall be 2% of the total vacancies outside the purview of the commission in that year earmarked for direct recruitment. In the event of non-availability of the eligible and suitable sportspersons in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure and such vacancies shall not be carried forward to the subsequent year. The reservation for sportspersons shall be treated as horizontal reservation and it shall be adjusted in the respective category to which the sportspersons belong.

† EXPLANATION: “Outstanding sportspersons” shall mean sportspersons who are bona fide resident of the State of Rajasthan, and,-

- (i) represented Indian team in individual or in team event in any international tournament/championship of any sports and games mentioned in column number 3 of table given below organized by the international sports body mentioned in column number 2 of the said table,-

* Substituted for @“Reservation of vacancies for outstanding Sportspersons:- Reservation of vacancies for Outstanding Sportspersons shall be 2% of the total vacancies outside the purview of the Commission in that year earmarked for direct recruitment. In the event of non-availability of the eligible and suitable Sportspersons in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure and such vacancies shall not be carried forward to the subsequent year. The reservation for Sportspersons shall be treated as horizontal reservation and it shall be adjusted in the respective category to which the Sportspersons belong.

Explanation:-'Outstanding Sportspersons' shall mean and include the Sportspersons belonging to the State who have participated individually or in team in the Sports and Games recognized by the International Olympic Committee and Indian Olympic Association or, in International Championships in Badminton, Tennis, Chess and Cricket recognized by their respective National Level Association, Federation or Board, with the following descriptions for each class of the Civil Services:-

S.No.	Class of Service	Description
1.	Subordinate	Has represented India in Asian Games, Asian Championship, Common Wealth Games, World Championships, World University Games, World School Games, SAARC Games or Olympic games where he (in an individual item) or his team (in a team event) has obtained Ist, 2nd or 3rd position.”
2.	Ministerial	

vide Notification No. F. 5(31) DOP/A-II/84 dated 15.03.2013

@ Added vide Notification No. F.5(3)Karmik/A-II/84 Dated 23.09.1997

† Substituted for “EXPLANATION:- "Outstanding sportspersons" shall mean and include the sportspersons belonging to the State, who,-

- (i) represented Indian Team in Individual or in Team event in any International Tournament of any sports and games, recognized by the Indian Olympic Association or concerned recognized National Sports Federation;

Or

- (ii) represented Indian Team in Individual or in Team event in any International Tournament of any Sports and Games recognized by the Indian School Sport Federation or concerned recognized National School Games Federation;

Or

- (iii) Medal winner in the Individual or in Team event in any National Tournament of any Sports and Games, recognized by Indian Olympic Association or concerned recognized National Sports Federation;

Or

- (iv) Medal Winner in the All India Inter University Tournament in Individual event or in Team event in the any Sports and Games, recognized by Indian Universities Association.” vide Notification No. F. 5(31) DOP/A-II/84 dated: 21.11.2019.

Table

S.No.	International Sports Body	Name of the Tournament/ Championship
1.	International Olympic Committee [IOC]	Olympic Games (Summer)
2.	Olympic Council of Asia [OCA]	Asian Games
3.	South Asian Olympic Council [SAOC]	South Asian Games; commonly known as SAF games
4.	Commonwealth Games Federation [CGF]	Commonwealth Games
5.	International Sports Federation affiliated to IOC	World Cup/World Championship
6.	Asian Sports Federation affiliated to OCA	Asian Championship
7.	International School Sports Federation [ISSF]	International School Games/ Championship
8.	Asian School Sports Federation [ASSF]	Asian School Games/ Championship

or

- (ii) medal winner in the individual or in team event in any School National Games of any Sports and Games organized by the School Games Federation of India;

or

- (iii) medal winner in the individual or in team event in any National Tournament/Championship of any sports and games organized by the Indian Olympic Association or its affiliated National Sports Federation [N.S.F.];

or

- (iv) medal winner in the all India inter university in individual event or in team event in any sports and games, organized by the association of Indian universities;

or

- (v) represented Rajasthan in individual or in a team event in national games/national para games or national championship/ Para National Championship of any sports and games, organized by the Indian Olympic Association/Para Olympic Committee of India or its affiliated National Sports Federation.

***7-D Reservation of vacancies for Economically Weaker Sections.-**

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 bonafide 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 &"7D. Reservation of vacancies for Economically Weaker Sections: - 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 bonafide 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 lac. 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 Sections', 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

***8. 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, East African countries of Kenya, Uganda, the United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India:

Provided that a candidate belonging to categories (b), (c), (d) and (e) shall be a person in whose favour a certificate of eligibility has been issued by the ‡"Government in the Department of Home Affairs and Justice after proper verification".

§ (Deleted).

* Substituted for ¹8. "Nationality :- A candidate for appointment to be 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) & (f) shall be 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 07.09.1976.

¹ Substituted for "8. Nationality :- Subject to the provisions contained in these Rules, a candidate for appointment to the Service must be :-

- (a) a citizen of India, or
- (b) a subject of Sikkim, or
- (c) a person of Indian origin who has migrated from Pakistan with the intention of permanently settling in India, and who holds in his favour a certificate of eligibility issued by the Government of India, or
- (d) a subject of Nepal or a Tibetan who came over to India before the 1st day of January, 1962 with the intention of permanently settling in India, and who holds a certificate of eligibility in his favour issued by the Government of India.

Explanation:- (i) In the case of a candidate belonging to the category referred to in clause (c), the certificate of eligibility will be deemed to be valid only for a period of one year from the date of his appointment beyond which he can be retained in Service only if he has before the expiry of said period become a citizen of India.

(ii) A candidate in whose case a certificate of eligibility is necessary under clause (c) or clause (d) may be admitted to an interview held by the Commission or the Appointing Authority and he may also provisionally be appointed subject to necessary eligibility certificate being obtained by him from the Government of India within a specified period." vide Notification No. F. 1(20)Appts.(A-II)/67, dated 13.12.1974.

† Substituted for "(e) a person of India, origin who has migrated from Pakistan, Burma, Shri Lanka and East African Countries of Kenya, Uganda and the United Republic of Tanzania (formerly Tanganyika and Zanzibar [%](Zambia, Malawi, Zaire and Ethiopia) with the intention of permanently settling in India." vide Notification No. F. 7(5)DOP/A-II/76, dated 23.10.1978.

[%] 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 17.02.2003.

§ 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.

***8A. #“Conditions of Eligibility of persons migrated from other Countries to India”.-** Notwithstanding anything contained in these rules provisions regarding eligibility for recruitment to the Service with regard to Nationality, age-limit and fee or other concessions to a person who may migrate from other Countries to India with the intention of permanently settling in India shall be regulated by such orders or instructions as may be issued by the State Government from time to time and the same shall be regulated *mutatis mutandis* according to the instructions issued on the subject by the Government of India.

†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 overall number of posts already filled in. If any fraction of vacancies is left over, after apportionment of the vacancies in the manner prescribed above, the same shall be apportioned to the quota of various methods prescribed in a continuous cyclic order giving precedence to the promotion quota.

* Inserted vide Notification No. F. 7(5)DOP(A-II)/76 dated 20.06.1977.

Heading inserted vide Notification No. F. 2(4) DOP/A-II/79 dated 22.11.1984.

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

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

(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, 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 accordance with sub-rule(2).” vide Notification No. F. 7(2)DOP/A-II/81 dated, the 21.12.1981 (w.e.f. 01.04.1981).

¹ 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 06.10.1979.

(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.

10. Age.- A candidate for direct recruitment to a post enumerated in the Schedule must have attained the age of 18 years and must not have attained the age of *40 years on the first day of January next following the last date fixed for receipt of application:

Provided:-

†(i) that the upper age-limit mentioned above shall be relaxed by:-

- (a) 5 years in the case of male candidates belonging to the Scheduled Castes, the Scheduled Tribes, Backward Classes, More Backward Classes and Economically Weaker Sections;
 - (b) 5 years in the case of woman candidates belonging to General Category; and
 - (c) 10 years in the case of woman candidates belonging to the Scheduled Castes, Scheduled Tribes, Backward Classes, More Backward Classes and Economically Weaker Sections.
- (ii) 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 conviction and was eligible for appointment under the rules;
- (iii) that the upper age-limit mentioned above shall be relaxed by a period equal to the term of imprisonment served in the case of an ex-prisoner who was not overage before his conviction and was eligible for appointment under the rules;
- (iv) that the persons appointed temporarily ‡"to a post in the service" shall be deemed to be within the age-limit, had they been within the age-limit, when they were initially appointed even though they have crossed the age-limit, when they appear finally before the Commission or the Appointing Authority and shall be allowed up to two chances had they been eligible as such at the time of their initial appointment;

* Substituted for "35 years" vide Notification No. F.7(2)DOP/A-II/84 Pt., dated 06.03.2018.

† Substituted for %"(i) that the upper age-limit mentioned above shall be relaxed:-

- (a) by 5 years in the case of male candidates belonging to the Scheduled Castes and the Scheduled Tribes,
- (b) by 5 years in the case of ¹woman candidates belonging to General Category, Economically Backward Classes and Economically Weaker Sections",
- (c) by 10 years in the case of woman candidates belonging to Scheduled Castes, Scheduled Tribes and the ²"Backward Classes and Special Backward Classes." vide Notification No. F. 7(1)DOP/ A-II/2019 dated 16.04.2021.

¹ Substituted for &"woman candidates belonging to general category and Economically Backward Classes" vide Notification No. F. 7(1)DOP/A-II/2019 Dated 19.02.2019

& Substituted for "women candidates belonging to General category" vide Notification No. F.7(8) DOP/A-II/2008 dated 28.08.2009

² Substituted for "Other Backward Classes" vide Notification No. F. 7(8)DOP/A-II/2008, dated 28.08.2009.

% Substituted "that the upper age limit mentioned above shall be relaxed by 5 years in the case of women candidates and candidates belonging to the scheduled castes or the scheduled tribes" vide Notification No. F.7(2)DOP/A-II/84/pt. Dated 30.04.2001

‡ Inserted vide Notification No. F. 1(39)DOP(A-II)/73 dated 25.12.1974.

- (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;
- (vi) that for recruitment to posts not within the purview of the Commission, the upper age-limit for persons who were retrenched from the State Government Service for want of vacancy or due to abolition of posts mentioned at S. No. 1, 2, 3, and 8 in the Schedule shall be 40 years and for posts mentioned at S. No. 4, 5, 6 and 7 in the Schedule shall be 35 years, if they were within the maximum age-limit prescribed under these rules, when they were initially appointed to the post from which they were first retrenched provided that normal prescribed channels of recruitment are duly observed and all requirements relating to qualifications, character, medical fitness etc. are fulfilled and they were not retrenched on account of complaint or delinquency and they produce a certificate of having rendered good services from the last Appointing Authority;
- * (vii) that the upper age-limit mentioned above shall be relaxed up to 45 years for the persons repatriated from Burma and Ceylon on or after 1-3-1963 and East African countries of Kenya, Tanganyika, Uganda and Zanzibar with a further relaxation up to 5 years in the case of persons belonging to the Scheduled Castes or the Scheduled Tribes.
- † (viii) that there shall be no age-limit in the case of persons repatriated from East African Countries of Kenya, Tanganyika, Uganda and Zanzibar;
- ‡ (ix) notwithstanding anything contained contrary in these Rules in the case of persons serving in connection with the affairs of the State in substantive capacity, the upper age-limit shall be 40 years for direct recruitment to posts filled in by competitive examinations or in case of posts filled in through the Commission by interview. This relaxation shall not apply to urgent temporary appointment;
- § (x) that the Released Emergency Commissioned Officers and Short Service Commissioned Officers after released from the Army shall be deemed to be within the age-limit even though they have crossed 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;

* Substituted for ¹"that the upper age-limit mentioned above shall be relaxed upto 45 years for the persons repatriated from Burma, Ceylon on or after 1-3-1963 and 1-11-1964 and East African Countries of Kenya, Tanganyika Uganda and Zanzibar with a further relaxation upto 5 years in the case of persons belonging to the Scheduled castes and the Scheduled Tribes." vide Notification No. F.1(20)Appts(A-II)/67 dated 20.09.1975 & Corrigendum of even No. dated 17.12.1976 (effective upto 28.02.1977)

¹ Inserted vide Notification No. F. 1(20)DOP/A-II/67, dated 13.12.1974 (effective upto 28.02.1975)

† Inserted vide Notification No. F. 1(20)Appts(A-II)/67 dated 03.12.1974

‡ Inserted vide Notification No. F. 7(8)DOP A-II/74 dated 31.12.1974 & Corrigendum dated 25.07.1975 (effective from 28.10.1974)

§ Inserted vide Notification No. F. 7(2)DOP(A-II)/75 dated 20.09.1975.

* (xi) that there shall be no age-limit in case of persons repatriated from Pakistan during the 1971 Indo-Pak war.

† (xii) 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 divorce she will have to furnish the proof of divorce.

‡ (xiii) that where the upper age limit to post/posts is prescribed as 33 years or less less in the Rules or Schedule, as the case may be, it shall be relaxed by 2 years in the case of candidates belonging to the # "Backward Classes and Special Backward Classes".

§ (xiv) Deleted.

θ (xv) 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".

\$ (xvi) if a candidate would have been entitled in respect of his/her age for direct recruitment in any year in which no such recruitment was held, he/she shall be deemed to be eligible in the next following recruitment, if he/she is not overage by more than 3 years.

£ (xvi) 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. 15(25)DOP/A-II/79 dated 19.02.1980.

† Inserted vide Notification No. F.7(2)DOP/A-II/84 dated 18.12.1987

‡ Added vide Notification No. F. 7(2) DOP/A-II/84 dated 13.11.1996.

Substituted for "Other backward classes" vide Notification No. F. 7(8)DOP/A-II/2008 Dated 28.08.2009.

§ Deleted ¹that the upper age-limit for persons serving in connection with the affairs of the Panchayat Samitis and Zila Parishads in the State Public Sector Undertakings/Corporations in substantive capacity shall be 40 years." vide Notification No. F. 7(2)DOP/A-II/93 Dated 25.05.2000

¹ Added vide Notification No. F.7(1)DOP/A-II/78 Dated 30.11.1998

θ Added vide Notification No. F. 7(1)DOP/A-II/78 Dated 30.11.1998

\$ Inserted vide Notification No. F. 7(6)DOP/A-II/2008 dated 23.09.2008

£ Added vide Notification No. F. 7(2)DOP/A-II/84 pt., dated 23.09.2022.

11. Academic and Technical qualifications and experience.- A candidate for direct recruitment to the post enumerated in the Schedule shall in addition to such experience as is required, possess:-

- (i) the qualifications given in Column 4 of the Schedule, and
- * (ii) working knowledge of Hindi written in Devnagri Script and knowledge of Rajasthani culture.

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

- (i) before appearing in the main examination, where selection is made through two stages of written examination and interview;
- (ii) before appearing in interview where selection is made through written examination and interview;
- (iii) before appearing in the written examination or interview where selection is made through only written examination or only interview, as the case may be.

12. Character.- (1) The character of a candidate for direct recruitment to the Service, must be such as will qualify him for employment in the Service. He must produce a certificate of good character from the Principal/Academic Officer of the University or College or School 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 or School and not related to him.

Explanation.- In the case of conviction of a candidate for an offense by a Court of Law, the circumstances of the conviction shall be taken into account, and :-

- (a) if they involve no moral turpitude and the candidate produces a report from the Superintendent, After Care Home or if there is no such Home in a particular district, from the Superintendent of Police of that district to the effect that while in prison and by his subsequent conduct he has proved to be completely reformed;
- (b) if they involve moral turpitude, he produces a certificate from the Superintendent, After Care Home endorsed by the Inspector General of Prisons to the effect that he has proved to be completely reformed by disciplined life while in prison and by his subsequent good conduct in an After Care Home and is suitable for employment, the mere conviction shall not be regarded as disqualification.

* Substituted for "working knowledge of Hindi written in Devnagri Script and any one of the Rajasthani dialects." vide Notification No. F. 5(1)DOP/A-II/77/pt-I dated 30.01.1984.

† Added vide Notification No. F. 8(7)DOP/A-II/97 Dated 17.09.1999.

(2) If a candidate was convicted for a criminal offense by a Court of Law and if the circumstances of the conviction reveal association of such candidate with crimes of violence or with a movement which had as its object to overthrow by violent means the Government as by law established the conviction shall operate as disqualification for recruitment.

13. Physical Fitness.- A candidate for direct recruitment to the Service, must be in good mental and bodily health and free from any mental or physical defect likely to interfere with the efficient performance of his 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 a candidate promoted in the regular line of promotion, or who is already serving in connection with the affairs of the State if he has already been medically examined for the previous appointment and the essential standards of medical examination of the two posts held by him are to be comparable for efficient performance of duties of the new post and his age has not reduced his efficiency for the purpose.

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

- (a) by the Commission or the Appointing Authority, as the case may be, from admission to any examination or appearance at any interview held by the Commission or the Appointing Authority for selection of candidates, and
- (b) by the Government from employment under the Government.

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

PART-IV PROCEDURE FOR DIRECT RECRUITMENT

16. Inviting of application.- Applications for direct recruitment to posts in the Service shall be invited by the Commission or the Appointing Authority, as the case may be, by advertising the vacancies to be filled in the Official Gazette or in such other manner, as may be deemed * “fit.” †"The advertisement shall contain a clause that a candidate who accepts the assignment on the post being offered to him/her shall be paid monthly fixed remuneration at the rate fixed by the State Government from time to time during the period of probation and the scale of pay of the post as shown 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, if intimation of additional requirement not exceeding 50% of the advertised vacancies, is received by them before selection, also select suitable persons to meet such additional requirement.

‡**16(A). Frequency of direct recruitment.-** Direct recruitment to the post specified in the Schedule shall be held at least once a year unless the Government decides that a direct recruitment for any of these posts shall not be held in any particular year.

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

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

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

† Added vide Notification No. F. 7(2)DOP/A-II/2005 dated: 20.01.2006.

‡ Added vide Notification No. No. F. 7(6)DOP/A-II/2008, dated 23.09.2008.

§ Substituted for ¹Provided that the persons repatriated from Burma, Ceylon on or after 1-3-1963 and 1-11-1964 and East African Countries of Kenya, Tanganyika, Uganda and Zanzibar shall be exempted from payment of the application fee prescribed by the Commission or the Appointing Authority, as the case may be, subject to the condition that the Commission or the Appointing Authority as the case may be, is satisfied that such persons are not in a position to pay such fee." vide Notification No. F. 1(20)Appts.(A-II)/67, dated 20.09.1975 (effective up to 29.02.1977).

¹ Added vide Notification No. F. 1(20)Appts.(A-II)/67, dated 13-12-1974 & corrigendum, dated 6-05-1975 (Effective up to 28.02.1975).

18. Application Fee.- A candidate for direct recruitment to a post in the Service must pay the fees fixed by the Commission or the Appointing Authority, as the case may be, in such manner as may be indicated by them/it:

* Provided that the persons repatriated from Burma and Ceylon on or after 1.3.1963 and from East African Countries of Kenya, Tanganyika, Uganda and Zanzibar shall be exempted from payment of Application fee or "Examination Fee" as the case may be, as prescribed by the Commission or the Appointing Authority, as the case may be, subject to the condition that the Commission or the Appointing Authority, as the case may be, is satisfied that such persons are not in a position to pay such fee.

† **19. Scrutiny of applications and examinations.-** (1) The applications received by the Commission, for the posts falling under the purview of the Commission, which are found to be incomplete shall be rejected by them. Before appearing in the examination, it should be ensured by the candidate himself/herself that he/she fulfils the conditions in regard to age, educational qualifications, experience, if any, etc. as provided in these rules. Being allowed to take the examination shall not entitle the candidate to presumption of eligibility. The candidates shall have to appear in the written examination. The Commission shall scrutinise later on the applications of such candidates only as qualify in the written examination.

(2) The Scheme and Syllabus of written examination shall be such as may be decided by the Commission, from time to time.

(3) The applications received by the Board or the Appointing Authority, as the case may be, for the posts not falling under the purview of the Commission, which are found to be incomplete shall be rejected by it. Before appearing in the examination, it should be ensured by the candidate himself/herself that he/she fulfils the conditions in regard to age, educational qualifications, experience, if any, etc. as provided in these rules. Being allowed to take the examination shall not entitle the candidate to presumption of eligibility. The candidates shall have to appear in the written examination. The Board or the Appointing Authority, as the case may be, shall scrutinise later on the applications of such candidates only as qualify in the written examination.

(4) The decision of the Commission/Board or the Appointing Authority, as the case may be, regarding the eligibility or otherwise of a candidate shall be final.

20. Recommendations of the Commission or Appointing Authority.- The Commission or the Appointing Authority, as the case may be, shall prepare a list of the candidates whom they/it consider suitable for appointment to the posts concerned, arranged in the order of merit. The Commission shall forward the list to the Appointing Authority:

* Substituted for ¹ "Provided that the persons repatriated from Burma and Ceylon on or after 1-3-1963 and 1-11-1964 and East African Countries of Kenya Tangayika, Uganda and Zanzibar shall be exempted from payment of examination fee as prescribed by the Commission condition or Appointing Authority, as the case may be, subject to the condition that the Commission or the Appointing Authority, as the case may be, is satisfied that such persons are not in a position to pay such fee." vide Notification No. F.1(20)Appts.(A-II)/67, dated 20.09.1975 (effective upto 29.02.1977)

¹ Added vide Notification No. F. 1(20)Appts.(A-II)/67, dated 13-12-1974 & corrigendum, dated 6-05-1975 (Effective up to 28-02-1975).

† Substituted for "Scrutiny of Applications.- The Commission or the Appointing Authority, as the case may be, shall scrutinize the applications received by them/it and require as many candidates qualified for appointment under these rules as seem to them/it desirable to appear before them/it for interview:

Provided that the decision of the Commission or the Appointing Authority, as the case may be, regarding the eligibility or otherwise of a candidate, shall be final." vide Notification No. F. 1(2)DOP/A-II/97 Pt. dated 23.05.2022.

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

21. Disqualifications for Appointment.- (1) No male candidate who has more than one wife living shall be eligible for appointment to the service unless the 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 the 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).

‡(5) No candidate shall be eligible for appointment to the service who has more than two children on or after 1.6.2002.

Provided that the candidate having more than two children shall not be deemed to be disqualified for appointment so long as the number of children he/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.

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

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

Explanation -

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

(ii) For claiming exemption under the proviso to this sub-rule the candidate shall have to produce a certificate either from a registered Medical Practitioner or swear an affidavit to the effect that the age of his or her youngest child is not less than 10 years." vide Notification No. F. 7(3)DOP/A-II/76 dated 15.02.1977.

† Inserted vide Notification No. F. 15(9) DOP/A-II/74, dated 15.01.1977.

‡ Substituted for %"No candidate shall be eligible for appointment to the service who has more than two children on or after 1.6.2002.

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

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 29.10.2005

% Substituted for #c" 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

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

Provided also that the provisions of this sub-rule shall not be applicable to the appointment of a widow to be made under the Rajasthan Compassionate Appointment of Dependants of Deceased Government Servants Rules, 1996.

[@]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 the Appointing Authority.- Subject to the provisions of rule 7, the Appointing Authority shall select candidates who stand highest in the order of merit in the list prepared under rule 20:

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

PART-V PROCEDURE FOR RECRUITMENT BY PROMOTION

23. Criteria for appointment by promotion.- (1) ^{*}“Selection” for higher posts other than the posts of (i) Junior Draftsman and (ii) Tracer shall be made ^θ“deleted” strictly on the basis of merit and on the basis of Seniority-cum-merit in proportion of 1:2. Appointment to the posts of (i) Junior Draftsman and (ii) Tracer by promotion shall be made solely on the basis of seniority-cum merit:

Provided that if the [£]“Departmental Promotion Committee” is satisfied that suitable persons are not available for ^{*}“Selection” by promotion strictly on the basis of merit in a particular year, appointment by promotion on the basis of seniority-cum-merit may be made in the same manner as specified in these rules.

(2) The persons enumerated in column 5 of the 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.

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

[@] 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.

^{*} Substituted for "Appointment" vide Notification No. F. 7(6)DOP/A-II/74, dated 15.10.1974

^θ Deleted "by Selection" vide Notification No. F. 7(6)DOP/A-II/74, dated 15.10.1974

[£] Substituted for "Appointing Authority" vide Notification No. F. 7(6)DOP/A-II/74, dated 15.10.1974

[†] Inserted vide Notification No. F. 7(1) DOP (A-II)/75 dated 20.09.1975.

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

24. Procedure for appointment by promotion.- (1) As soon as the Appointing Authority determines the number of vacancies under rule 9 and decides that certain number of posts are required to be filled by promotion, it shall prepare a correct and complete list containing names upto ^{*}"five" times the number of vacancies out of the senior most persons who are eligible and qualified under these rules for promotion on the basis of seniority-cum-merit or on the basis of merit to the class of posts concerned.

(2) For purpose of first promotion within the service against the merit quota only such of the persons shall be eligible for promotion who have put in at least six years' service on the first day of the month of April of the year of selection after regular selection on the post from which promotion is to be made.

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

(3) For posts falling within the purview of the Commission, a Committee consisting of the Chairman of the Commission or a Member thereof nominated by him, as Chairman, Deputy Secretary to the Government in the Department of Personnel and the Deputy Secretary to the Government in the Town Planning Department and the Chief Town Planner as Member-Secretary and for the posts falling within the purview of the Appointing Authority a Committee consisting of the Chief Town Planner, as Chairman, the Deputy Secretary to the Government in the Department of Personnel and the Deputy Secretary to the Government in the Town Planning Department as Members, and the Senior Town Planner as the Member-Secretary nominated by the Chief Town Planner, shall consider the cases of all persons included in the list referred to in sub-rule (1), interviewing such of them as it may deem necessary and shall prepare separate lists containing names of suitable candidates to be promoted on the basis of seniority-cum-merit and merit respectively up to one and a half times the number of posts to be filled in on the respective basis:

[‡]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.

* Substituted for "ten" vide Notification No. F.7(3)DOP/A-II/75, dated 05.04.1975

[†] Inserted vide Notification No. F. 7(3)DOP/A-II/75, dated 05.04.1975

[‡] Added vide Notification No. F. 7(5)DOP(A-II)/78 dated the 21.12.1978 (Effective from 07.03.1978).

(4) The names of the candidates selected on the basis of merit and seniority-cum-merit shall be arranged in the respective lists in the order of their seniority.

(5) The two lists, prepared by the Committee shall be sent by it to the Appointing Authority.

(6) Where consultation with the Commission is necessary, the list prepared in accordance with sub-rule (3) shall be forwarded to the Commission by the Appointing Authority along with the Confidential Rolls and Personal Files of all officials whose names are indicated in the lists along with Confidential Rolls and Personal Files of all officials who are proposed to be superseded by the concerned Committee.

(7) The Commission shall consider the list prepared by the committee along with other documents received from the Appointing Authority and unless it considers it necessary to make any change in the lists received from the Appointing Authority shall send the lists duly approved to the Appointing Authority along with the changes, if any, proposed and the Appointing Authority, after taking into account the comments of the Commission, if any, may approve the lists finally with such modification as may in his opinion be just and proper and when the Appointing Authority is some authority below the Government, the list approved by the Commission should be disturbed only with the approval of the Government.

^{*}(7-A) The names of the persons included in the two lists finally approved by the Appointing Authority shall be rearranged in a list in order of seniority.

[†](8) Appointment shall be made by the appointing authority taking persons out of the list finally approved under the preceding sub-rule (7) in the order in which they have been placed in the list till such list is exhausted.

(9) In determining the number of vacancies to be filled in on either basis, the following cyclic order shall be followed:-

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

^{*} Inserted vide Notification No. F. 7(6)Karmik/ka-II/74, dated 15.10.1974

[†] Substituted for "8. Appointment shall be made by the Appointing Authority taking persons out of the lists finally approved under the preceding sub-rule (7) in the order in which they have been placed to the lists" vide Notification No. F. 7(6)Karmik/ka-II/74, dated 15.10.1974 (w.e.f. 22.07.1974)

***24-A. 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 the provision 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 §: "Revised Criteria, Eligibility and Procedure for Promotion to Junior, Senior, and other posts encadred in the Service:- (1) As soon as the Appointing Authority determines the number of vacancies under rule regarding determination of vacancies of these rules and decides that a certain number of posts are required to be 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.

¹ (1A) No person shall be considered for promotion for five 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.

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 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) 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 qualification 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.

² (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.

^Ω 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 Provided that for first promotion in the Service, the 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 fulfill other conditions of eligibility.

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

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

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

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

⁴ Deleted proviso

¹ Added vide Notification No. F. 7(1)DOP/A-II/95, dated 20.6.2001

² Substituted for "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.

^Ω Added vide Notification No. F.7 (5) DOP/A-II/78 dated 21.12.1978

³ Added vide Notification No. F. 7(9)DOP/A-II/79, dated 13.5.1980

⁴ Deleted "Provided that in the event of non-availability of the persons with the requisite period of service of five years, the Committee may consider the persons having less than the prescribed period of service, if they fulfil the qualifications and other conditions for promotion prescribed elsewhere in these rules, and are found otherwise suitable for promotion on the basis of seniority-cum-merit." vide Notification No. 7(3) DOP/A-II/95 dated 18.02.1998.

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

(6) Selection for Promotion to all other higher posts or higher categories of posts in the State Service shall be made on the basis of merit and on the basis 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 Explanation:- If in a Service, in any category of post, number of posts available for promotion is an odd number then for purpose of determining the vacancies for selection by promotion on the basis of seniority-cum-merit and merit in the proportion of 50:50, the following cyclic order shall be followed :

- The first vacancy by seniority-cum-merit;
- The subsequent vacancy by merit;
- The cycle to be repeated.

(7) Selection for promotion to the highest post/posts in the State Service shall always be made on the basis of merit alone :

Provided that :-

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

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

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

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

(c) in Services or Groups or Sections thereunder, 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.

⁶ Provided further that if the Committee is satisfied that suitable persons are not available for selection by promotion to highest post/posts strictly on the basis of merit in a particular year, selection by promotion to highest post/posts on the basis of seniority-cum-merit may be made in the same manner as specified in these rules.”

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

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

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

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.

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

(i)	Number of Vacancies	Number of eligible persons to be considered
(a)	for one vacancy	Five eligible persons.
(b)	for two vacancies	Eight eligible persons.
(c)	for three vacancies	Ten eligible persons.
(d)	for four or more vacancies.	Three 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 persons so eligible shall be considered.

(iii) where, adequate number of the candidates belonging to the Schedule Castes or the Scheduled Tribes, as the case may be, are not available within the zone of consideration specified above, the zone of consideration may be extended to [#]“seven” times the number of vacancies and the candidates belonging to the Scheduled Castes or the Scheduled Tribes, as the case may be, (and not any other) coming within the extended zone of consideration shall also be considered against the vacancies reserved for them.

(iv) For the highest post in a State Service:-

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

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

(c) if promotion is from different category 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.

⁵ Added vide Notification No. F. 7(10) DOP/A-II/77, dated 17.08.1978, effective from 12.05.1978

⁶ Added vide Notification No. F. 7(10)DOP/A-II/77 dated 31.03.1980.

[#] Substituted for “five” vide Notification No. f. 7(1) DOP/A-II/81 dated 07.04.2003.

⁷ Substituted for “(9) The zone of consideration of persons eligible for promotion shall be as under:-

(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.

⁸ (i) The zone of eligibility for promotion shall be five times the number of vacancy to be filled on the basis of seniority-cum-merit or merit or by both, as the case may be.

(ii) For the highest post in [£]State Service;

- (a) if the promotion is from one category of post, eligible persons upto five in number shall be considered for promotion;
- (b) if promotion is from different categories of posts in the same pay scale, eligible persons upto two in number from each category of posts in the same pay scale shall be considered for promotion;
- (c) if promotion is from different categories of posts carrying different pay scales, eligible persons in the higher pay scale shall be considered for promotion first and if no suitable person is available for promotion on the basis of merit in the higher pay scale when only the eligible persons of other categories of posts in lower pay scale 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 06.07.1983 and with effect from 01.04.1984 vide even Notification dated 10.05.1984

(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.

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

(b) The Committee shall also prepare a separate list on the basis of seniority-cum-merit and/or on the basis of merit, as the case may be, as per the criteria for promotion laid down in the rules, containing names of persons equal to the number of persons selected in the list prepared under (a) above to fill temporary or permanent vacancies, which may occur subsequently. The list so prepared on the basis of seniority-cum-merit and/or on the basis of merit shall be arranged in the order of the seniority in the category of posts from which selection shall be made. Such a list shall be reviewed and revised by the Departmental Promotion Committee that meets in the subsequent year ⁹ and that such list shall remain in force till the end of the last day of the year for which the meeting of the Departmental Promotion Committee is held".

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

Explanation: For the purpose of selection for promotion on the basis of merit, no person shall be selected if he does not have "Outstanding" or "Very Good" record in at least five out of the 7 years preceding the year for which Departmental Promotion Committee is held.

⁸ Clause (i) of rule 9 was substituted for:-

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

vide Notification No. F. 7(1) DOP/A-II/81 dated 29.01.1981.

[£] Inserted vide Notification No. F. 7(10)DOP/A-II/77 Dated 26.09.1978

⁹ Substituted for "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." vide Notification No. F. 7 (10) DOP/A-II/77 dated 28.04.1999.

⁴ Substituted for "(11) A Committee consisting of the Chairman of the Commission or a Member thereof nominated by him as Chairman, Home Commissioner and Secretary to the Government in the Department of Personnel and Administrative Reforms or his representative not below the rank of the Deputy Secretary to the Government, Secretary to the Government in the Law Department or his representative not below the rank of the Deputy Secretary to the Government and the Director, Prosecution as Member-Secretary shall consider the case of all the senior-most persons who are eligible and qualified for promotion to the class of posts concerned under these rules, [#]"interviewing such of them as they may deem necessary" and shall prepare a list containing names of the suitable persons equal to the number of existing vacancies and the vacancies anticipated to occur during the next twelve months after the determination of vacancies. The Committee shall also prepare a separate list containing the names of persons equal to 50% of the persons selected in the aforesaid list or select one more persons if the number of vacancies is one only, who may be considered suitable to fill temporary or permanent vacancies, which may occur till the next meeting of the Committee, on a temporary or officiating basis and the list so prepared shall be reviewed and revised every year and shall remain in force until it is so reviewed and revised. The lists so prepared on the basis of merit and on the basis of seniority-cum-merit shall be arranged in the order of seniority on the category of post from which selection is to be made. Such lists shall be sent to the concerned Appointing Authority together with the Annual Confidential Rolls and Personal Files of all the candidates included in them as also those not-selected, if any." vide Notification No. F. 7(2)DOP/A-II/81 dated, 19.02.1982 (w.e.f. 1.04.1981)

[#] Inserted vide Notification No. F. 11(1)DOP/A-II/77 dated 20.03.1980.

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

(4) No person shall be considered for promotion for * "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.

¹⁰ (11-A) If in any subsequent year, after promulgation of these rules, vacancies relating to any earlier year are determined under sub-rule (2) of rule relating to determination of vacancies, which were required to be filled by promotion, the Departmental Promotion Committee shall consider the cases of all such persons who would have been eligible in the year to which the vacancies relate irrespective of the year in which the meeting of the Departmental Promotion Committee is held and such 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.

¹¹ (11-B) The Government or the Appointing Authority may order for the review of the proceedings of the Departmental Promotion 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 Departmental Promotion Committee or for any other sufficient reasons e.g. change in seniority, wrong determination of vacancies, judgment/ direction of any Court or Tribunal, or where adverse entries in the Confidential Reports of an individual are expunged or toned down or a punishment inflicted on him is set aside or reduced. The concurrence of the 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 considers 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/02 dated 23.07.2003

¹⁰ 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 case of all such persons who would have been eligible in the year to which the vacancies relate irrespective of the year in which the meeting of the Departmental promotion Committee is held and such promotions shall be governed by the rules in force at the time, the meeting of the Departmental promotion Committee is held. The person who has been so promoted shall not be entitled to claim any arrears of pay or re-fixation of his pay or to count his service/experience for promotion to higher post for any period during which he has not actually performed the duties of the post to which he has been promoted." vide Notification No. F. 5(3)DOP/A-II/77 dated, 18.08.1982.

¹¹ Added vide Notification No. F. 7(1)DOP/A-II/86 Dated 14.06.1988.

* Substituted for "Five recruitment years" vide Notification F. 7(1)DOP/A-II/95 Pt.-II dated 19.09.2017.

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.

§ Substituted for 24. 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, be made solely on the basis of seniority-cum-merit from amongst the persons who have passed the qualifying examination, if any, prescribed under these Rules, and have put in at least five years' service, unless a different period is prescribed elsewhere in these rules, on the first day of the month of April of the year of selection on the post or category of post from which selection is to be made.

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

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

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

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

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

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

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

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

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

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

(8) The Committee shall consider the cases of all the senior most persons who are eligible and qualified for promotion to the class of posts 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 and 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 and not selected, if any.

& Inserted vide Notification No.F.7(6)DOP/A-II/76, dated 11.06.1976.

(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.

(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.

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 considers 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.

(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 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 who may be under suspension, or against whom departmental proceedings is under progress, at the time promotions are considered to post to which they are eligible but for such Suspension or pendency of such enquiry or proceedings.

% Inserted vide Notification No. F. 10(1)Karmik/Ka-II/75-I dated 05.03.1976 (wef 01.11.1975)

(12) The provisions of this rule shall effect notwithstanding anything to the contrary contained in any provisions of the rules." vide Notification No. F. 7(10)DOP(A-II)77 dated 07.03.1978

>> Added vide Notification No. F. 7(6)DOP/A-II/75-I dated 31.10.1975.

* Substituted for Ψ "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)

Ψ Proviso added vide Notification No. F.7(1)DOP/A-II/95/Pt.-II dated 24.02.2011

† Substituted for # "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.

Proviso added vide Notification No. F. 7(1)DOP/A-II/95/Pt.-II dated 20.11.2015.

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

- | | |
|--------------------------------|--|
| (i) <u>Number of Vacancies</u> | <u>Number of eligible persons to be considered</u> |
| (a) for one vacancy | five eligible persons |
| (b) for two vacancies | eight eligible persons |
| (c) for three vacancies | ten eligible persons |
| (d) for four or more vacancies | three 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 up to seven times the number of vacancies and candidates belonging to the Scheduled Castes or the Scheduled Tribes, as the case may be (and not any other) coming within the extended zone of consideration shall also be considered against the vacancies reserved for them.
- (iv) For any post in the Service:-
- (a) if promotion is from more than one categories of posts in the same pay scale, eligible persons up to two in number from each category of posts in the same pay scale shall be considered for promotion;
- (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 of 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 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 reasons e.g. change in seniority, wrong determination of vacancies, judgment/direction of any Court or Tribunal, or where adverse entries in the Confidential Reports of an individual are expunged or toned down or a punishment inflicted on him is set aside or reduced. The concurrence of the Departmental 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 considers 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.

(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-AA. Restriction of promotion of persons foregoing promotions.-** In case a person on his appointment by promotion to the next higher post either on the basis of urgent temporary appointment or on regular basis on the recommendation of the Departmental Promotion Committee, foregoes 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 of 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 foregoes promotion shall not be included in the seniority-cum-eligibility list to be placed before the Departmental Promotion Committee for subsequent two recruitment years.

* Substituted for ¹“Restriction of promotion of persons foregoing promotions:- In case a person on his appointment by promotion to the next higher post either on the basis of urgent temporary appointment or on regular basis on the recommendations of the Departmental Promotion Committee, forgoes such an appointment, he shall be considered again for appointment by promotion only after a period of one year (both on the basis of urgent temporary appointment or on regular basis, on the recommendations of the Departmental Promotion Committee” vide Notification No. F. 7(1)DOP/A-II/98, dated 05.08.1998.

¹ Added vide Notification No. F.15(16)DOP/A-II/80 dated, the 30.11.1981.

PART-VI
APPOINTMENT, PROBATION AND CONFIRMATION

25. Appointment to the Service.- Appointment to posts in the Service by direct recruitment or by promotion, as the case may be, shall be made by the Appointing Authority on occurrence of substantive vacancies from the candidates selected under rule 20 in the order of merit and from the persons selected under sub-rule (3) of rule 24 in accordance with these rules.

***25-A. Appointment of Screened Persons.-** Appointment to posts in the service shall be made by the Appointing Authority from amongst the persons adjudged suitable under rule 6 of these rules.

26. Urgent Temporary Appointment.- (1) A vacancy in the Service which cannot be filled in immediately either by direct recruitment or by promotion under the rules may be filled in by the Appointing Authority and the Authority competent to make appointments, as the case may be, by appointing in an officiating capacity thereto an officer eligible for appointment to the post by promotion or by appointing temporarily thereto a person eligible for direct recruitment to the Service, where such direct recruitment has been provided under the provisions of these rules:

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

Provided further that in respect of a post in the Service for which both the above methods of recruitment have been prescribed, the Appointing Authority shall not, save with the specific permission of the Government in the Town Planning Department, fill the temporary vacancy against the direct recruitment quota by a whole time appointment for a period exceeding three months, otherwise than out of persons eligible for direct recruitment and after a short-term advertisement.

[†](2) In the event of non-availability of suitable persons, fulfilling the requirements of eligibility for promotion, Government 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.

* Inserted vide Notification No. F. 7(1)DOP(A-II)/75 dated 23.09.1975.

[†] Inserted vide Notification No. F. 7(7)Karmik/Ka-II/75 dated 31.10.1975 (effective from the date of Service Rules come into force.)

***27. Period of Probation.-** (1) A person entering the Service by direct recruitment against a clear vacancy shall be placed as probationer trainee for a period of 2 years.

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

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

[†](3) Deleted.

‡27A. Pay during Probation.- A probationer trainee appointed to the Service by direct recruitment, shall be paid monthly fixed remuneration during the period of probation at such rates as may be fixed by the Government from time to time:

* Substituted for [§]27. Period of Probation:- ^β"(1) All persons appointed to the Service by direct recruitment against a substantive vacancy shall be placed on probation for a period of two years and those appointed to the Service by promotion/Special selection against a substantive vacancy shall be placed on probation for a period of one year."

Provided that-

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

(ii) any period after such appointment during which a person has been on deputation on a corresponding or higher post shall count towards the period of probation.

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

Explanation:- In case of a person who dies or is due to retire on attaining the age of superannuation the period of probation shall be reduced so as to end one day earlier on the date immediately preceding the date of his death or retirement from Government Service. The condition of passing the Departmental Examination in the rule regarding confirmation shall be deemed to have been waived in the case of death or retirement." vide Notification No. F. 7(2) DOP/A-II/2005 dated: 20.01.2006.

^β Substituted for "27(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 ^x(/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 the 09.04.1979

^x Inserted vide Notification No. F. 1(35)Karmik/Ka-II/74 dated 03.08.1977.

[§] Substituted for "27. Probation.- (1) A person 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 by promotion against such a vacancy shall be on probation for a period of one year.

Provided that such of them as have, previous to their appointment by promotion officiated temporarily on a post encadred in the Service, may be permitted by the Appointing Authority to count such officiating/ temporary service towards the period of probation up to a maximum of six months.

Provided further 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 (1) above, each probationer may be required to pass such departmental examination and to undergo such training as the Government may, from time to time, specify.

[%] Explanation:- In case of a person who dies or is due to retire on attaining the age of superannuation, the period of probation shall be reduced so as to end ¹(one day earlier) on the date immediately preceding the date of his death or retirement from Government Service. ¹(The condition of passing the Departmental Examination in the rule regarding confirmation shall be deemed to have been waived in the case of death or retirement.)" vide Notification No. F. 1(35)karmik (A-II)/74 dated 04.05.1977.

[%] Inserted vide Notification No. F. 1(14)DOP/A-II/70 dated 04.09.1974.

¹ Inserted vide Notification No. F. 1(14)Appts/A-2/70 dated 18.03.1975.

[†] Deleted ²(3) 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

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

[‡] Added vide Notification No. F. 7(2) DOP/A-II/2005 dated: 13.06.2008 (w.e.f. 20.01.2006)

Provided that an employee having been regularly selected as per 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.

@28. 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;

[@] Substituted for [#]“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 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, which-ever is longer. If the employee still fails to fulfill the prescribed conditions or fails to give satisfaction, he will be liable to be discharge 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 the second proviso to clause (a) shall, in the case of a non-gazetted employee, be also immediately recorded by the Appointing Authority in his Service Book and C.R. file and in the case of Gazetted Officer communicated to the Accountant General Rajasthan and in his Confidential Report file. A written acknowledgment shall be kept on record in all these cases.

Explanation :- (i) Regular recruitment for the purpose of this rule shall mean appointment after either of the methods of recruitment or on initial constitution of service in accordance with any of the Service Rules promulgated under proviso to Article 309 of the Constitution of India, or for posts for which no Service Rules exists, if the post 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 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) Person 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 exercise option in favour of confirmation under this rule and their lien on the previous post shall ceases.” vide Notification No. 7(4)DOP/A-II/1979 Dated 22.11.1984

[#] Substituted for "Persons regularly recruited against temporary vacancy not to be placed on probation.- Notwithstanding anything contained in rule 27, on a permanent vacancy being available a person who has been regularly recruited against a temporary vacancy and has put in more than 2 years' service after such regular recruitment shall be deemed to have completed the period of probation but he shall be confirmed only after he has fulfilled other conditions of confirmation laid down in the rules." vide Notification No. F. 7(7)DOP(A-II)/74, dated 28.12.1974

^{*} 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 years' service in case he is appointed by promotion, shall be entitled to be treated as confirmed in accordance with his seniority, if:-

- (i) he has worked on the post or higher post under the same Appointing Authority or would have so worked but for his deputation or training;
- (ii) he fulfils conditions as are prescribed under rule relating to confirmation subject to the quota prescribed under these rules; and
- (iii) permanent vacancy is available in the Department.” vide Notification No. F.7(1)DOP/A-II/2020 dated: 04.02.2022

- (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.”

(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 probation or under the Rajasthan Civil Services (Departmental Examinations) 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 work are communicated to him within the said period of service.

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

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 posts for which no Service Rules exist, if the posts are within the purview of the Commission, recruitment in consultation with them;
 - (c) appointment by transfer after regular recruitment where the Service Rules specifically permit;
 - (d) persons who have been made eligible for substantive appointment to a post under the rules shall be treated as having been regularly recruited;

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

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

***29. 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.

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

- (a) he has passed the departmental examination and has successfully undergone such training, as the Government may, from time to time specify;
- (b) he has passed a departmental test of proficiency in Hindi; and
- (c) the Appointing Authority is satisfied that his integrity is unquestionable and that he is otherwise fit for confirmation.

* Substituted for @“(1) If it appears to the Appointing Authority, at any time, during or at the end of the period of probation, that a member of the Service has not made sufficient use of his opportunities or that he has failed to give satisfaction, the Appointing Authority may revert him to the post held substantively by him immediately preceding his appointment, provided he holds a lien thereon or in other cases may discharge or terminate him from service:

Provided that the Appointing Authority may, if it so thinks fit in any case or class of cases, extend the period of probation of any member of Service by a specified period not exceeding two years in case of person appointed to a post in the Service by direct recruitment and one year in the case of person appointed by promotion #/(Special Selection) to such post.”

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

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

(3) A probationer reverted or discharged from service during or at the end of the period of probation under sub-rule (1) shall not be entitled to any compensation.” vide Notification No. F. 7(2) DOP/A-II/2005 Dated 13.06.2008.

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

Provided further that Appointing Authority 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 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. 1(35)Karmik/Ka-II/74 dated 04.05.1977.

Inserted vide Notification No. F. 1(35)Karmik/Ka-II/74 dated 03.08.1977.

% Added vide Notification No. F. 7(6)DOP/(A-II)/77, dated 26.10.1977 (w.e.f. 01.01.1973)

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

Provided:-

- (1) that the seniority *inter se* of the persons appointed to the Service before the commencement of these rules and/or in the process of integration of the Service of the Pre-reorganisation States of Rajasthan or the Service of the new State of Rajasthan established by the States Re-organisation Act, 1956 shall be determined, modified or altered by the Appointing Authority, on an *ad hoc* basis;
- (2) that the seniority *inter se* of the persons adjudged suitable under proviso (iii) to rule 6 shall be determined by the Appointing Authority on the recommendation of the Committee referred to in rule 24;
- (3) that if two or more persons are appointed to a post in the same Group in the same year, a person appointed by promotion shall be senior to a person appointed by direct recruitment;
- (4) that the seniority *inter se* of persons appointed to a post in a particular Group by direct recruitment on the basis of one and the same selection except those who do not join Service when a post is offered to them, within a period of two months from the date of order of appointment unless extended by the Appointing Authority shall follow the order in which their names have been placed in the list prepared under rule 20;
- (5) that the seniority *inter se* of persons appointed to a post in a particular Group by promotion shall follow the order in which their names have been placed in the list prepared under rule 24;
- † (6) 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;

* Substituted for #“Seniority of persons appointed to the lowest post of the Service or lowest categories of posts in each of the Group/Section 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 Group/Section 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 ¹“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 20.07.1979

¹ Substituted for "Seniority - Seniority in each Group of the Service shall be determined by the year of substantive appointment to a post in a particular Group." vide Notification No. F. 7(6)DOP/A-II/73 dated 15.11.1976.

† Substituted for ²“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 17.06.1978.

² Substituted for "that the seniority *inter se* of persons appointed by promotion to a particular class of posts on the same date shall be the same as in the next below grade, except in cases of continuous officiation on higher posts when it shall be in accordance with the length of such continued officiation, provided that such officiation was not *ad-hoc* or fortuitous.” vide Notification No. F. 7(6)Karmik/Ka.II/75-II dated 31.10.1975.

(7) that the persons appointed on the basis of seniority-cum-merit shall rank senior to those appointed on the basis of merit in a particular year;

* (8) Deleted.

† (9) Deleted.

‡ (10) Withdrawn.

§ (11) the inter-se seniority of the persons screened under proviso added by these amendment rules in rule relating to method of recruitment, shall be determined according to the length of continuous service after their irregular appointment. These persons shall rank junior to the persons appointed regularly before the commencement of these amendment rules.

§ (12) 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. F.7(1)DOP/A-II/96 dated 1-4-1997 shall not be reverted.

Notification No. F. 7(1)DOP/A-II/96 dated 1-4-1997 shall be deemed to have been repealed w.e.f. 1-4-1997.

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

32. Scale of Pay.- The scale of monthly pay of a person appointed to a post in the service, shall be such as may be admissible under the rules referred to in rule 35 or as may be sanctioned by the Government, from time to time.

* Deleted & “that the seniority *inter-se* of persons selected as a result of one and the same selection and appointed on the basis of merit alone shall be in the same order in which their names appear in the select list, irrespective of the period of continuous officiation.” vide Notification No. F. 7(10)DOP/A-II/77, dated 17.6.1978.

& Inserted vide Notification No. F. 7(6)DOP/A-II/75-II dated 31.10.1975

† Deleted (w.e.f. 01.04.1997) ^θ “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/OBC candidate who is promoted later to the said immediate higher post/grade, the general/OBC candidate will regain his seniority over such earlier promoted candidate of the Schedule Caste/Schedule Tribe in the immediate higher post /grade.” vide Notification No. No. F. 7(1)DOP/A-II/2002 dated 28.12.2002.

^θ Inserted vide Notification No. F. 7(1)DOP/A-II/96 dated 01.04.1997

‡ Withdrawn “# (Notifications No. F. 7(1)DOP/A-II/2002 dated 28.12.2002) and ⁺ (F. 7(3)DOP/A-II/2008 dated 25.04.2008) from the date they were issued” vide Notification No. F. 7(3)DOP/A-II/2008 dated 11.09.2011.

⁺ Deleted # “Provided that a candidate who has got the benefit of proviso inserted vide Notification No. F.7(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/08 dated 25.04.2008 (w.e.f. 28.12.2002).

Inserted vide Notification No. F. 7(1)DOP/A-II/02 dated 28.12.2002.

§ Inserted vide Notification No. F. 5(2)DOP/A-II/2008 Pt.I, dated 08.07.2009

§ Inserted vide Notification No. F. 7(3)DOP/A-II/2008, dated 11.09.2011 (w.e.f. 01.04.1997).

*33. Deleted.

34. Criteria for Crossing Efficiency Bar.- No member of the service shall be allowed to cross an Efficiency Bar unless in the opinion of the Appointing Authority he has worked satisfactorily and his integrity is unquestionable.

35. Regulations of Leave, Allowances, Pension etc.- Except as provided in these rules, the pay, allowances, pension, leave and other conditions of service of the members of the Service shall be regulated by:-

1. The Rajasthan Civil Services (Unification of Pay Scales) Rules, 1950, as amended from time to time;
2. The Rajasthan Service Rules, 1951, as amended from time to time;
3. The Rajasthan Civil Services (Rationalisation of Pay Scales) Rules, 1956, as amended from time to time;
4. The Rajasthan Civil Services (Classification, Control and Appeal) Rules, 1958, as amended from time to time;
5. The Rajasthan Civil Services (Revised Pay Scales) Rules, 1961, as amended from time to time;
6. The Rajasthan Civil Services (New Pay Scales) Rules, 1969, as amended from time to time;
7. The Rajasthan Traveling Allowances Rules, 1971, as amended from time to time;
8. Any other rules prescribing general conditions of service made by the appropriate authority under the proviso to Article 309 of Constitution of India, and for the time being in force.

36. Removal of doubts.- If any doubt arises relating to the application and scope of these rules, it shall be referred to the Government in the Department of Personnel whose decision thereon shall be final.

37. Repeal and Savings.- All Rules and orders in relation to matter covered by these rules and in force immediately before the commencement of these rules are hereby repealed:

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

* Deleted "33. Increment during probation.- A probationer shall draw increments, in the scale of pay admissible to him during the period of probation 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

*** 38. Power to relax rules.-** In exceptional cases where the Administrative Department of the Government is satisfied that operation of the rules relating to age or regarding requirement of experience for recruitment causes undue hardship in any particular case or where the Government is of the opinion that it is necessary or expedient to relax any of the provisions of these rules with respect to age or experience of any persons, it may, with the concurrence of the Department of Personnel and Administrative Reforms and in consultation with the Commission by orders dispense with or relax the relevant provisions of these rules to such extent and subject to such conditions as it may consider necessary for dealing with the case in a just and equitable manner, provided that such relaxation shall not be less favourable than the provisions already contained in these rules. Such cases of relaxation shall be referred to the Rajasthan Public Service Commission by the \$"Administrative Department concerned".

⁰Provided 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 service or experience prescribed for promotion to any post before holding the meeting of the DPC.

^δProvided 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 Principal 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 No. F. 11(2)DOP(A-II)/75 dated the 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.

δ Added vide Notification No. F. 7(3)DOP/A-II/95 Pt. dated 18.07.2017.

SCHEDULE

S. No.	Name of the posts	Method of recruitment with percentage Direct/Promotion	Qualifications and experience for direct recruitment	Post from which promotion is to be made	Qualification and experience for promotion	Remarks
1.	2.	3.	4.	5.	6.	7.
GROUP-I						
1	Town Planning Assistant	50% 50%	(i) Intermediate in Architecture or Diploma in Architectural Assistantship (Three years' Course) from a recognised Institution with two years' experience as Draftsman in Town Planning/Architect's office. OR (ii) Polytechnic Diploma in Civil Draftsmanship with three years' experience as Draftsman in Town Planning/Architect's office. OR (iii) Draftsman Certificate (Civil) from National Council of Vocational Trade with 5 years' experience as Draftsman in Town Planning/Architect's office.	Senior Draftsman	Five years' experience as Senior Draftsman.	
2.	Senior Draftsman	25% 75%	(i) Intermediate in Architecture or Diploma in Architectural Assistantship (Three Years' Course) from a recognised institution. OR (ii) Polytechnic Diploma in Civil Draftsmanship with one year's experience as Draftsman in Town Planning/Architect's office. OR (iii) Draftsman Certificate (Civil) from National Council of Vocational Trade with three years' experience as Draftsman in Town Planning/Architect's office.	Junior Draftsman	Four years' experience as Junior Draftsman.	

S. No.	Name of the posts	Method of recruitment with percentage Direct/Promotion	Qualifications and experience for direct recruitment	Post from which promotion is to be made	Qualification and experience for promotion	Remarks
1.	2.	3.	4.	5.	6.	7.
3.	Junior Draftsman	50% 50%	(i) Polytechnic Diploma in Civil Draftsmanship. OR (ii) Draftsman Certificate (Civil) from National Council of Vocational Trade with two years' experience as Tracer in Town Planning/Architect's office.	Tracer	Secondary Examination passed and having 3 years' experience as Tracer.	
4.	Tracer	75% 25%	Draftsman Certificate (Civil) from National Council of Vocational Trade.	Ferroman	Secondary examination passed with drawing having three years' experience as Ferroman	
5.	Ferroman	100% -	Passed 8 th standard with one year's experience of handling Amonia printing machine.	--	--	
GROUP-II						
*6.	Research Assistant	75% 25%	(i) Master's Degree in Statistics/Economics with Statistics/Mathematics with Statistics/Geography/Sociology from a University established by law in India. (ii) Two years' practical experience involving Collection and Compilation of Statistical Data relating to Housing in Urban and Rural Area.	Investigator Grade-I	5 years' experience as Investigator Grade-I	

* Inserted vide Notification No. F. 8(60)TP/68, dated 10.07.1978 and S. No. 6, 7 and 8 re-numbered as S. No. 7, 8 and 9 respectively.

S. No.	Name of the posts	Method of recruitment with percentage Direct/Promotion	Qualifications and experience for direct recruitment	Post from which promotion is to be made	Qualification and experience for promotion	Remarks
1.	2.	3.	4.	5.	6.	7.
7.	Investigator Grade-I	50% 50%	(i) Master's Degree in Statistics. OR (ii) Master's Degree in Economics with Statistics. OR (iii) Master's Degree in Sociology/ Geography.	Investigator Grade-II	Three years' experience as Investigator Grade-II	
8.	Investigator Grade-II	100% -	Degree in Arts with Economics or Statistics or Mathematics or Sociology or Geography or Degree in Commerce with Economics.	--	--	
GROUP - III						
9.	* Junior Engineer	†100% by RPSC -	Polytechnic Diploma in Civil Engineering from a recognized Institution or equivalent.	--	--	--

By Order & in the Name of the Governor

Sd/-

V.B.L. MATHUR

Special Secretary to the Government

* designated for "Overseers Engineering Subordinates" vide Notification No. F. 8(36)/TP/69, dated 02.09.1975

† Substituted for "100%" vide Notification No. F. 2(2)DOP/A-II/80, dated 12.01.2006