



राजस्थान वाणिज्यिक कर अधीनस्थ सेवा (सामान्य शाखा) नियम, 1975

(दिनांक 31.05.2023 तक संशोधित)

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

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

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

F. 1(2)Appts. (A-II)/61.

Jaipur, July 21, 1975

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 recruitment to posts in and conditions of Service of persons appointed to the Rajasthan Commercial Taxes Subordinate Service (General Branch), namely :-

**THE RAJASTHAN COMMERCIAL TAXES
SUBORDINATE SERVICE (General Branch)
Rules, 1975**

PART-I General

1. Short title and commencement.- These rules may be called the Rajasthan Commercial Taxes Subordinate Service (General Branch) Rules, 1975.

(ii) They shall come into force from the date of publication in the Rajasthan Rajpatra.

***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 Commissioner, Commercial Taxes, 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 Commissioner to exercise the powers and functions of the Appointing Authority;

+(aa) "Board" means Rajasthan Subordinate and Ministerial Service Selection Board.

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

(c) "Commissioner" means the Commissioner, Commercial Taxes Department Rajasthan;

(d) "Committee" means the Committee referred to in rule 24;

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

+ Inserted vide Notification No. F. 2(2)DOP/A-II/78 dated 13.01.2017.

- (e) "Direct recruitment" means recruitment made according to the procedure prescribed in Part IV of these rules;
- (f) "Government" and "State" means respectively the Government of Rajasthan and the State of Rajasthan;
- §(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to a post in the service on the basis of regular selection under the provisions of these rules or the rules or order superseded by these rules."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 Schedule appended to these rules;
- (i) "Service" means the Rajasthan Commercial Taxes Subordinate Service (General Branch); and
- (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 method of recruitment prescribed under these rules" will include recruitment either on initial constitution of Service or in accordance with the provisions of any rules promulgated under proviso to Article 309 of the Constitution of India, except 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.

§ 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 the rules or orders repealed by the rule 37 and includes a probationer;" vide Notification No. F. 7(1) DOP/A-II/96 dated 10-10-2002.

@ Substituted for #“(k) ‘Service or ‘Experience’ wherever prescribed in these rules as a condition from one service to another or within the Service from one category to another or to Senior Posts in the case of persons holding such posts in a 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 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 qualification, unfitness or non-selection by merit or the default of the senior official concerned, *“(or when such ad-hoc or urgent temporary appointment was in accordance with seniority-cum-merit.”

Note:- Absences during service e.g., training and deputation etc. which are treated as “duty” under the R.S.R., shall also be counted as service for computing minimum experience or service required for promotion." vide Notification No. F. 6(2)DOP/A-II/71 dated 29.08.1982.

Inserted vide Notification No. F. 6(2)Appts.(A-II)/71-I dated 09.10.1975. Effective from 27.03.1973.

* Inserted vide Notification No. F. 6(2)Appts.(A-II)/71, dated 13.07.1976. Effective from 01.10.1975.

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.

⁺(1) "year" means financial year. w.e.f. 01-04-1981

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.

PART-II

Cadre

4. Composition and strength of the Service.- (1) The nature of posts included in each category of the Service shall be as specified in Column 2 of Schedule I.

(2) the strength of posts in each category 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 abolish 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 who were recruited to the post included in the Service in accordance with the Rajasthan Subordinate Services (Recruitment and other conditions) Rules, 1960 and are holding substantively the posts specified in the Schedule I;
- (b) all persons recruited to the posts included in the Service before the commencement of these rules; and
- (c) all persons recruited to the Service in accordance with the provisions of these rules except those appointed under rule 26.

***Explanation:-** For the purpose of this rule Service as Junior Commercial Taxes Officer shall include service as Commercial Taxes Inspector, Sales Taxes Inspector or Inspector, Excise and Taxation.

⁺ Added vide Notification No. F. 7(2)DOP/A-II/81 dated 21.12.1981 w.e.f. 01.04.1981.

^{*} Substituted for "Explanation : For the purpose of this rule Service as Commercial Taxes Inspector shall include service as Sales Taxes Inspector or Inspector Excise and Taxation." vide Notification No. F. 2(2)/DOP/A-II/78, dated 01.12.2010

PART - III

Recruitment

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

(a) by direct recruitment in accordance with Part IV of these rules;

Provided that 12.5% of the posts of ^h"Junior Commercial Taxes Officer" to be filled in by direct recruitment shall be reserved for being filled in from amongst the Ministerial Staff of the Commercial Taxes Department holding a post in the cadre substantively, subject to their being found otherwise eligible for such recruitment under the rules. [#]"In the event of non-availability of eligible and suitable candidate amongst the ministerial staff in a particular year, the vacancies, so reserved for them, shall be filled in accordance with the normal procedure."

⁰Provided that two posts of ^h"Junior Commercial Taxes Officer" shall be reserved for being filled in by promotion from amongst Jamadars of the Commercial Taxes Department subject to their fulfilling qualification equivalent to [@]"Higher Secondary or Senior Higher Secondary" Examination and if they have put in not less than 10 years' service as Jamadar on the first day of April in which selection is made and that there shall be no further promotion till this reserved quota is filled up.

(b) by promotion in accordance with Part V of these rules;

Provided that:-

(1)if the Appointing Authority is satisfied in consultation with the Commission where necessary that suitable persons are not available for appointment by either methods 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 the rules;

^h Substituted for "Inspector Grade II" vide Notification No. F. 2(2)/DOP/A-II/78, dated 01.12.2010

[#] Substituted for "The reservation shall be carried forward only to the next succeeding year." vide Notification No. F. 7(1)DOP/A-II/2016 dated 23-01-2020.

⁰ Added vide Notification No. F. 11(2)FD/GR.IV/74 dated 20.05.1976.

[@] Substituted for "Higher Secondary" vide Notification No. F. 7(1)DOP/A-II/88 dated 18.08.1989.

- (2) nothing in these rules shall preclude the Appointing Authority from appointing officers who were immediately before 1-11-1956 in the employment of pre-reorganization of State of Ajmer, Bombay and Madhya Bharat to suitable posts specified in the Schedule I in accordance with the directions governing the integration of their Services.
- (3) the persons who were appointed to the posts included in the Schedule I, in an **adhoc**, officiating or temporary basis otherwise than in accordance with any rule promulgated under proviso to Article 309 of the Constitution of India continuously for a period of not less than six months on [@]"1-5-1974" 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 qualification on the basis of which the persons were selected for **adhoc**/officiating/temporary appointment.

Provided that a person appointed on **adhoc** 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 **adhoc** appointment or is not entitled to screening under this rule. Seniority for this purpose shall be determined according to length of continuous Service in a Grade.

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 **exgratia** 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 Service (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.

***Explanation:-** For the purpose of this rule service as Junior Commercial Taxes Officer shall include service as Commercial Taxes Inspector, Sales Taxes Inspector or Inspector, Excise and Taxation.

[@] Substituted for "01.01.1971" vide Notification No. F. 2(2)/DOP/A-II/78 dated 12.03.1980.

* Substituted for "Explanation: For the purpose of this rule Service as Commercial Taxes Inspector shall include service as Sales Taxes Inspector or Inspector Excise and Taxation" vide Notification No. F. 2(2)/DOP/A-II/78, dated 01.12.2010.

[@](2) Recruitment to the service by the aforesaid method shall be made in such a manner that the person 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.

[#](3) Notwithstanding anything contained in these rules the persons, irregularly appointed on duty 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 failing 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 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; and
- (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 date of issue of such appointment order.”

%6A. Compassionate appointment of dependents of the deceased/ permanently incapacitated personnel of Armed Forces, Central Armed Police Forces (CAPF) and Indian Coast Guard:- (1) Notwithstanding anything contained in these rules, the Appointing Authority may fill the vacancies, subject to fulfillment of the educational qualifications and other service conditions prescribed under these rules with the concurrence of

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

[#] Inserted vide Notification No. F. 5(2)DOP/A-II/2008pt-I dated 08.07.2009.

[%] Substituted for ⁺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 –

Department of Personnel and the Rajasthan Public Service Commission, if the post falls within the purview of the Commission, of the, –

- (a) posts up to level in pay matrix L-10 to be filled in by direct recruitment by appointing on compassionate ground to one of the dependents of a member of Armed Forces who was or is a bonafide resident of the State and died/dies or became/becomes permanently incapacitated on or after 01.01.1972, in any defence operations including counter insurgency/ counter terrorism operations and declared Battle Casualty by the Ministry of Defence, Government of India;
- (b) posts up to level in pay matrix L-10 to be filled in by direct recruitment by appointing on compassionate ground to one of the dependents of a member of Armed Forces who was or is a bonafide resident of the State and died/dies or became/becomes permanently incapacitated in any incident on or after 01.04.1999 and declared Physical Casualty by the Competent Authority of respective Headquarters of the Armed Forces; and
- (c) posts upto level in pay matrix L-10 to be filled in by direct recruitment by appointing on compassionate ground to one of the dependents of a member of Central Armed Police Forces (CAPF) and Indian Coast Guard who was or is a bonafide resident of the State and died/dies or became/becomes permanently incapacitated on or after 01.04.1999 in any defence operations including counter insurgency/ counter terrorism operations and declared Operational Casualty by the Ministry of Home/ Defence, Government of India:

Provided that,-

- (a) the permanently personnel of Armed Forces, Central Armed Police Forces (CAPF) and Indian Coast Guard who are capable of and desirous of obtaining employment for themselves under the State Government then the employment shall be given to them.
- (b) the widow/widower or the dependent of deceased or permanently incapacitated personnel of the Armed Forces, Central Armed Police Forces (CAPF) and Indian Coast Guard are not in a position to take up employment immediately, employment will be given to them on acquiring of eligibility.

-
- (i) posts upto pay scale number 9A 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 becomes permanently incapacitated in any defense operations including counter insurgency operations and operations against terrorists;

(2) Appointment shall not be given to such dependent or any of the other dependents of the Armed Forces, Central Armed Police Forces (CAPF) and Indian Coast Guard, if any one of the dependents is already employed on regular basis under the Central Government, any State Government or Statutory Board/Organization/Corporation owned or controlled wholly or partially by the Central or any State Government at the time of death of personnel or permanent incapacitation of personnel of Armed Forces, Central Armed Police Force (CAPF) and Indian Coast Guard:

(3) Permanently incapacitated personnel/such dependent shall submit an application for the appointment to Zila Sainik Kalyan Adhikari and the Zila Sainik Kalyan Adhikari shall process with concerned Record Office/ Designated Office/Service Headquarters of the personnel of Armed Forces, Central Armed Police Forces (CAPF) and Indian Coast Guard for verification. The application shall be considered in relaxation of the normal recruitment rules subject to the condition that respective Service HQ/Records Office/ Designated office duly verifies and the applicant fulfills the academic qualifications, experience and age limit prescribed for a particular post and also otherwise qualified for the Government Service.

Provided that this condition shall not apply where the incapacitated person or widow/widower seeks employment for himself/herself.

(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 in any defense operations including counter-insurgency 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;

Provided that:-

- (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 9A 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 qualifications possessed by the dependent.
- (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 or 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.

(4) Such dependents 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 dependent fulfills 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 dependent. 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.

Explanation:- For purpose of this rule:-

- (a) 'Armed force' means the Army, Navy and Air Force of the Union.
- (b) 'Dependent' shall mean 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 Forces Service 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 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)." vide Notification No. F. 5(1)DOP/A-II/18 Pt. dated 07.12.2022.

(4) After fulfilling conditions mentioned in sub-rule (3) above, the application of such dependent/permanently incapacitated personnel shall be forwarded to the District Collector concerned for suitable appointment according to the qualifications possessed by the permanently incapacitated personnel/dependent. 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 of districts 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 Department of Personnel (A-II) for providing appointment.

(5) The application shall contain the following information, namely:-

- (a) Name and designation of the deceased/permanently incapacitated personnel of Armed Forces, Central Armed Police Forces (CAPF) and Indian Coast Guard;
- (b) Unit in which he/she was serving prior to death/becoming permanently incapacitated;
- (c) Date and place of death with death certificate issued by the Authority competent to declare him/her a Battle Casualty/Operational Casualty/Physical Casualty;
- (d) Certificate of permanent incapacitation (Disability Certificate); and
- (e) Name, date of birth, educational qualification of the applicant and his/her relation with the deceased/permanently incapacitated personnel (Battle Casualty/Operational Casualty/ Physical Casualty).

⁺ Substituted for [£]"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 post of Lower Division Clerk. Class-IV Employee and post in Subordinate Services 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 Kalyan Adhikari 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 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.

(3)The application of such dependent shall be forwarded to the District Collector concerned for suitable appointment according to the qualifications possessed by the dependent. 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 certificate issued by the Authority competent to declare him a battle casualty or becoming permanently incapacitated;
4. 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' 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.

Explanation: For the purpose of this rule,-

- (i) '**Armed Forces**' means the Army, Navy and Air Force of the Indian Union.
- (ii) "**Central Armed Police Forces (CAPF)**" means Border Security Force, Central Reserve Police Force, Indo-Tibetan Border Police, Central Industrial Security Force, National Security Guard, Assam Rifles, Sashastra Seema Bal, as may be notified by Central or State Government, from time to time.
- (iii) "**Indian coast Guard**" means the force to ensure the security of Indian Coastal regions and are working under the Ministry of Defence, government of India.
- (iv) "**Dependent**" means,-
 - (a) Spouse, or
 - (b) Son/son adopted by the deceased/permanently incapacitated personnel of Armed Forces, Central Armed Police Forces (CAPF), Indian Coast Guard before the time of his/her death/permanent incapacitated; or
 - (c) Unmarried daughter/unmarried adopted daughter, widowed daughter/divorced daughter who is wholly dependent on deceased/permanent incapacitated personnel of Armed Forces, Central Armed Police Forces (CAPF), Indian Coast Guard before his/her death/permanent incapacitation, or
 - (d) Married daughter, if no other dependents of the deceased/permanently incapacitated personnel of Armed Forces, Central Armed Police Forces (CAPF) and Indian Coast Guard mentioned in clause (b) and (c) above is available, or
 - (e) Mother, father, unmarried sister in case of unmarried deceased/permanent incapacitated personnel of Armed Forces, Central Armed Police Forces (CAPF) and Indian Coast Guard.

Note: "**Adopted son/daughter**" means legally adopted son/ daughter under the Hindu Adoption and Maintenance Act, 1956. For dependents belonging to other than Hindu religion, case will be referred to Department of Personnel (A-II) for necessary clarification.

'Permanently incapacitated' means a soldier/person having minimum 40% disability and who has been declared permanently incapacitated by the respective Approving and Confirming Medical Authority of Army, Indian Navy, Indian Air Force, Central Armed Police Forces (CAPF) or Indian Coast Guard, as the case may be.

Note:-2 Assessment of permanent impairment would be in accordance with the Manual for Doctors to Evaluate Permanent Physical Impairment (DGHS-WHO-AHMS, 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 01-10-2002

£ Added vide Notification No. F. 5(3)DOP/A-II/94 dated 07-02-2000 w.e.f. 01.04.1999.

@ 6B. 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 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 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.

@ Added vide Notification No. F. 3(6)DOP/A-II/2013 dated 08-08-2022.

(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:

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 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 of 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 ^β“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 Appointing Authority in other cases, and the Departmental Promotion Committee or the Appointing Authority, as the case may be, in the case of promotees, irrespective of their relative rank as compared with other candidates.

[¥]“(4) Appointment 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:

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

^{\$} Substituted for [@]“merit alone” vide Notification No. F. 7(4)DOP/A-II/73 dated 29.01.1981.

[@] Substituted for ‘Merit-cum-seniority’ vide Notification No. F. 7(6)DOP/A-II/74, 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 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 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 Departmental 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 and 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) 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 Scheduled Castes and the 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 the post or class/category/group of posts in any cadre of Service to which promotions are made on the basis of * “deleted” merit alone, under these rules.” vide Notification No. F. 7(4)DOP/A-II/2002, dated 10-10-2002.

^{*} Deleted “both ‘Merit and Seniority-cum-merit’ and not by seniority cum” vide Notification No. F. 7(6)DOP/A-II/75-III dated 31-10-1975.

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 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 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.”

#7A. Reservation of vacancies for Backward Classes, Special Backward Classes and Economically Backward Classes.- Reservation of vacancies for 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 ^{\$}7A. Reservation of vacancies for other Backward Classes:- Reservation of vacancies for other Backward Classes shall be in accordance with the orders of the Govt. for such reservation in force at the time of direct recruitment. In the event of non-availability of eligible and suitable candidates amongst Other Backward Classes in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure." vide Notification No. F.7(8)DOP/A-II/2008, dated 28-08-2009.

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

§7B. Reservation of vacancies for women.- Reservation of vacancies for women candidates shall be 30% category wise in direct recruitment, out of which one third shall be for widows and divorced women candidates in 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 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 [£]"7B. 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 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.

[£] Substituted for [@]"7B. Reservation of vacancies for woman candidates:- Reservation of vacancies for women candidate 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 by male candidates and such vacancies shall not be carried forward to the subsequent year and the reservation shall be treated as horizontal reservation i.e. the reservation of women candidates shall be adjusted proportionately in the respective category to which the women candidates belong." vide Notification No. F.7(2)DOP/A-II/88/Pt.-I dated 24-01-2011.

[@] Substituted for ^{*}"7B. Reservation of vacancies for women candidates.- Reservation of vacancies for women candidates shall be ⁺"30%" category wise in direct recruitment. In the event of non-availability of the eligible and suitable women candidates in a particular year, the vacancies so reserved for them shall be filled ^β"up by male candidate" 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 21-09-2007.

⁺ Substituted for "20%" vide notification No. F. 7(2)DOP/A-II/88 dated 07-06-99 w.e.f. 01-04-1999.

^β Substituted for "in accordance with the normal procedure" vide Notification No. F. 7(2)DOP/A-II/88 dated 07-06-99 w.e.f. 01-04-1999.

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

***7C. Reservation of vacancies for outstanding Sports persons.-** 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 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,-

Table

S.No	International Sports Body	Name of the Tournament/ Championship
1	2	3
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

* Substituted for ^{\$}7C. Reservation of vacancies for Outstanding Sports-persons:- 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 recognised by the International Olympic Committee and Indian Olympic Association or , in International Championships in Badminton, Tennis, Chess and Cricket recognised by their respective National Level Association, Federation or Board; with the following description for each class of the Civil Services:-

S.No.	Class of Service	Description
1.	Subordiante	Has represented India Asia 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 1 st , 2 nd or 3 rd position.” vide Notification No. F. 5(31)DOP/A-II/84 dated 15-03-2013.
2.	Ministerial	

^{\$} Added vide Notification No. F. 5(31)DOP/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 the Indian Olympic Association or concerned recognized National Sports Federation; Or
(iv) Medal Winner in the All India University Tournament in individual event or in Team event in any Sports and Games, recognized by the Indian Universities Association;” vide notification No. F. 5(31)DOP/A-II/84 dated 21-11-2019.

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."

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

Reservation of vacancies for Economically Weaker Section 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.

⁺ Substituted for @7D. Reservation of vacancies for Economically Weaker Sections:- Reservation of vacancies for Economically Weaker Section 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 reservations, 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

@ Inserted vide Notification No. F. 6(1)DOP/A-II/2019 dated 19-02-2019.

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.

- §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, Sri Lanka and East African Countries of Kenya, Uganda and the United Republic of Tanzania (formerly Tanganyika and Zanzibar) @“Zambia, Malawi, Zaire and Ethiopia”, with the intention of permanently settling in India:

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

β“deleted”

[§] Substituted for Rule 8. Nationality.-Subject to the other provisions contained in these Rules, a candidate for appointment to the Service must be:

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

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

A candidate in whose case 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(4) DOP (A-II)/76, dated 07.09.1976.

[@] 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.

^β 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. ⁰“Conditions of Eligibility of persons migrated from other Countries to India”.- Notwithstanding anything contained in these rules provision regarding eligibility for recruitment to the service with regard to Nationality, age-limit and fee or other concessions to a person who may migrate from other countries to India with the intention of permanently settling in India shall be regulated by such orders or instructions as may be issued by the State Government from time to time and the same shall be regulated mutatis mutandis according to the instructions issued in 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.

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

⁰ Added Heading vide Notification No. F. 2(4)DOP/A-II/79 dated 22.11.1984

[@] Substituted for [§]9. Determination of vacancies:- (1) (a) Subject to the provisions of these rules, the Appointing Authority shall determine each year the number of 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 existing vacancies and those anticipated in next twelve months which are to be filled by promotion of persons already in the Service.

(3) The Appointing Authority shall also determine the corresponding vacancies of earlier years, if any, 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 21.12.1981 w.e.f. 01.04.1981

[§] Substituted for “9. Determination of Vacancies (1) Subject to the provisions of these rules, the Appointing Authority shall determine each year the number 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 last determination of such vacancies.

(2) In calculating the actual number to be filled by each method on the basis of the percentage prescribed in column 3 of the Schedule I appended with these Rules, the Appointing Authority shall adopt an appropriate cyclic order to correspond with the proportion laid down in these Service rules by giving precedence to promotion quota over direct recruitment 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 year, 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 the post specified in the Schedule I 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 applications:

Provided –

- &(i) the upper age limit mentioned above shall be relaxed by :-
- (a) 5 years in the case of male candidates belonging to the Scheduled Castes, Scheduled Tribes, Backward Classes, More Backward Classes and Economically Weaker Section;
 - (b) 5 years in the case of woman candidates belonging to General Category; 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 person appointed temporarily 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/Appointing Authority and shall be allowed up to two chances had they been eligible as such at the time of their initial appointment;
- (iii) that the upper age limit mentioned above shall be 50 years in the case of Ex-Service personnel and the reservists namely the defense service personnel who were transferred to the Reserve;
- (iv) that the upper age limit mentioned above shall not apply in the case of Ex-prisoner who had served under the Government on a substantive basis on any post before his conviction; and was eligible for appointment under the rules;

[£] Substituted for ^β“35 years” vide Notification No. F. 7(2) DOP/A-II/84-pt dated 06.03.2018.

^β Substituted for ^θ“33 years” vide Notification No. F. 7(2) DOP/A-II/84-pt dated 25.06.2004 w.e.f. 24.05.2004.

^θ Substituted for [@]“31 years” vide Notification No. F. 7(2) DOP/A-II/84 dated 20.03.1990 w.e.f. 25.01.1990

[@] Substituted for “28 years” vide Notification No. F. 7(2) DOP/A-II/84 dated 25.02.1985 w.e.f. 28.09.1984.

[&] 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 or the Scheduled Tribes;

(b) by 5 years in the case of [¥]“woman candidates belonging to General Category, Economically Backward classes and Economically Weaker Sections”; and

(c) by 5 years in the case of woman candidates belonging to Scheduled Castes, Scheduled Tribes and the [#](Backward Classes and Special Backward Classes).” vide Notification No. F. 7(1)DOP/A-II/2019 dated 16-04-2021.

^{*} Substituted for “(i) that the upper age-limit mentioned above shall be relaxed by 5 years in the case of women candidates and candidates belonging to Scheduled Castes or Scheduled Tribes;” vide Notification No. F. 7(2)DOP/A-II/84/pt., dated 30-04-2001.

[¥] Substituted for ¹“woman candidates belonging to general category and Economically Backward classes” vide Notification No. F. 7(1)DOP/A-II/2019., dated 19-02-2019.

¹ Substituted for “woman candidates belonging to general category” vide Notification No. F. 7(8)DOP/A-II/2008., dated 28-08-2009.

[#] Substituted for “Other Backward Classes” vide Notification No. F. 7(8)DOP/A-II/2008., dated 28-08-2009.

- (v) that the upper age limit mentioned above shall be relaxable by a period equal to the term of imprisonment served in the case of Ex-prisoner who was not over age before his conviction and was eligible for appointment under the rules;
- (vi) that the upper age-limit mentioned above shall be relaxable by a period equal to the service rendered in the N.C.C. in the case of cadet Instructors and if the resultant age does not exceed the prescribed maximum age-limit by more than 3 years, they shall be deemed to be within the prescribed age-limit;
- (vii) that the upper age limit mentioned above in the case of substantive Ministerial Employees of the Department for category of posts reserved for them under rule 6 shall be 40 years;
- (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) 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. 2 in the schedule shall be 35 years if they were within the age-limit prescribed under these Rules, when they were initially appointed to the posts 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;
- (x) notwithstanding anything contained contrary in these rules in the case of persons serving in connection with affairs of the State in substantive capacity, the upper age limit shall be 40 years for direct recruitment to posts filled in by competitive examinations or in case of posts filled in through the Commission by interview. [#]“Deleted”
- ^β(xi) that upper age limit mentioned above shall be relaxed upto 45 years for the person repatriated from Burma and Ceylon on or after 01-03-1963 and East African countries of Kenya, Tanganyika, Uganda and Zanzibar with a further relaxation upto 5 years in the case of persons belonging to the Scheduled Castes or the Scheduled Tribes.

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

^β Inserted vide Notification No. F. 1(20)Appts./A-II/67, dated 20.09.1975. Effective upto 28.02.1977

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

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

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

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

⁰(xv) that the upper age limit for persons serving in connection with the affairs of the Panchayat Samitis and Zila Parishads and in the State Public Sector Undertakings Corporation in substantive capacity shall be 40 years.

\$(xvi) the upper age limit mentioned above shall be relaxed by 5 years in the case of candidates belonging to the Other Backward Classes.

&(xvii) the person who was within the age limit on 31.12.2020 shall be deemed to be within the age limit upto 31-12-2024.

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

(i) The qualification given in Column 4 of the Scheduled I, and

4(ii) Working knowledge of Hindi written in Devanagari 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 :-

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

+ Added vide Notification No. F. 15(25)DOP/A-II/80 dated 19.02.1980.

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

⁰ Added vide Notification No. F. 7(1)DOP/A-II/78, dated 30-11-1998.

\$(Added vide Notification No. F. 7(2)DOP/A-II/93 Pt., dated 25-05-2000.

& Added vide Notification No. F. 7(2)DOP/A-II/84 Pt., dated 23-09-2022.

4 Substituted for "(ii) working knowledge of Hindi written in Devanagari Script and 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.

- (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.- The character of a candidate for direct recruitment must be such as to qualify him for employment in the Service He must produce a certificate of good character from the Principal Academic Officer of the University or College in which he was last educated and two such certificates not more than six months prior to the date of application from two responsible persons not connected with his College or University and not related to him.

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

- (2) Ex-prisoners who by their disciplined life while in prison and by their subsequent good conduct have proved to be completely reformed should not be discriminated against on grounds of the previous conviction for purposes of employment in the Service. Those who are convicted of offences not involving moral turpitude shall be deemed to have been completely reformed on the production of a report to that effect from the Superintendent, 'After Care Home' or if there are no such Homes in a particular district, from the Superintendent of Police of that District. Those convicted of offences involving moral turpitude shall be required to produce a certificate from Superintendent, After Care Home or if there are no such Homes in a particular district from the Superintendent of Police of that districts, endorsed by the Inspector General of Prisons to the effect that they are suitable for employment as they have proved to be completely reformed by their disciplined life while in prison and by their subsequent good conduct in an After Care Home.

13. Physical Fitness.- A Candidate for direct recruitment to the Service, must be in good mental and bodily health and free from any mental and physical defect likely to interfere with the efficient performance of his duties as 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 of 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 document 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 otherwise resorting to any other irregular or improper means for obtaining admission to the examination, 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 appearance at any examination for selection of candidates, and
- (b) by the Government from employment under the Government.

15. Canvassing.- No recommendation for recruitment either written or 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.- Application 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 ^β"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 advertised, the Commission or the Appointing Authority, as the case may be, 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.

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 office of the Commission on payment of such fee as the Commission, may, from time to time, fix:

⁺ Substituted for "invited by the commission" vide Notification No. F.2(2)/DOP/A-II/78, dated 01.12.2010

^β 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.

[#] Substituted for "commission" vide Notification No. F. 2(2)/DOP/A-II/78, dated 01.12.2010

[@] Provided that the persons repatriated from Burma and Ceylon on or after 01-03-1963 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.

18. Application fee.- A candidate for direct recruitment to a post in the Service must pay the fees ⁰"fixed by the Commission or the Appointing Authority, as the case may be" in such manner as may be indicated by them.

[@] Provided that the persons repatriated from Burma and Ceylon on or after 01-03-1963 and from East African countries of Kenya, Tanganyika, Uganda, and Zanzibar shall be exempted from payment of the application fee, examination fee as prescribed by the Commission or the Appointing Authority, as the case may be, subject to the condition that the Commission or the Appointing Authority, as the case may be, is satisfied that such persons are not in a position to pay such fee.

19. Scrutiny of Application.- The [#]"Commission or the Appointing Authority, as the case may be", shall scrutinize the applications received by them and require as many candidates qualified for appointment under these rules as seem to them desirable to appear in the examination:

Provided that decision of the [#]"Commission or the Appointing Authority, as the case may be" regarding the eligibility or otherwise of a candidate shall be final.

^β20. Recommendations.- The Commission or the Appointing Authority, as the case may be, shall prepare a list of candidates whom they consider for appointment to the posts concerned, arrange in the order of merit:

Provided that the Commission or the Appointing Authority, as the case may be, may, on requisition, recommend, in the order of merit, further names, in addition to the advertised vacancies against additional vacancies intimated to them before the declaration of the final result by the Commission or the Appointing Authority, as the case may be.

[@] Inserted vide Notification No. F. 1(20)Appts.(a-II)/67, dated 20.09.1975. Effective upto 28.02.1977.

⁰ Substituted for "fixed by the commission" vide Notification No. F. 2(2)/DOP/A-II/78, dated 01.12.2010

[#] Substituted for "commission" vide Notification No. F. 2(2)/DOP/A-II/78, dated 01.12.2010

^β Substituted for "20. Recommendations of the Commission.- The Commission shall prepare a list of candidates when they consider suitable for appointment to the posts concerned, arrange in the order of merit:

[£] Provided that for the posts which are to be filled through combined competitive examination under the Rajasthan State and Sub-ordinate Services (Direct Recruitment by Competitive Examination) Rules, 1962, the Commission may, on requisition, recommend, in order of merit, further names, in addition to the advertised vacancies against additional vacancies intimated to them by the Government or the Appointing Authority, as the case may be, before the final result of the Combined Competitive Examination is declared by the Commission." vide Notification No. F. 2(2)/DOP/A-II/78, dated 01.12.2010

[£] Substituted for "Provided that the Commission, may to the extent of 50% of the advertised vacancies, keep names of suitable candidates on the reserved list. The Commission shall forward the list to the Appointing Authority, if require, within six months from the date on which the original list is forwarded to the Appointing Authority." vide Notification No. F. 5(7)/DOP/A-II/76, dated 24.12.1976 w.e.f. 1.01.1976

21. Disqualification 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 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.

^βProvided that,-

(i) 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, 2022 does not increase.

[@] 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 05.01.1977.

[£] Substituted for [%]“(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.” vide Notification No. F. 7(1)DOP/A-II/95 dated 29.10.2005

[%] Substituted for ^{*“}(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 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.

^{*} Inserted vide Notification No. F. 7(1)DOP/A-II/95, dated 20.06.2001.

^β Substituted for “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.

Provided also that the provision of this sub-rule shall not be applicable to the appointment of a widow to be made under the Rajasthan Compassionate Appointment of Dependents of Deceased Government Servant Rule, 1996.

^θ 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.” vide Notification No F.7(1)DOP/A-II/95/Pt., dated 16-03-2023.

^θ Inserted vide Notification No. F. 7(1)DOP/A-II/95/Pt.-II, dated 24-02-2011.

[#] Inserted vide Notification No. F. No. 7(1)DOP/A-II/95 Pt.-II dated 20.11.2015 w.e.f. dated 20.11.2015.

- (ii) 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.
- (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 candidate who performed remarriage which is not against any law and before such the 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.
- (v) the provisions of this sub-rule not be applicable to the appointment of a widow and divorcee women."

§21A. Recruitment by the Board.- Notwithstanding anything contained in this chapter if recruitment of any post included in the service is assigned to the Board by the State Government under the Rajasthan Subordinate and Ministerial Services Selection Board Rules, 2014 the Board shall invite the applications and select the candidates.

22. Selection by the Appointing Authority.- Subject to the provisions of rule ^δ"7, 7A and 7B" the Appointing Authority shall select candidates who stand highest in the order of merit in the list prepared [£]"deleted" 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 Selection by Promotion.- (1) Selection to the post required to be filled in by promotion as mentioned in Column 2 of the Schedule I shall be made by selection on the basis of merit and seniority cum-merit in proportion of 1:2:

Provided that if the Appointing Authority is satisfied that suitable persons are not available for appointment 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 I shall be eligible for promotion to post 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.

[§] Inserted vide Notification No. F. 2(2)/DOP/A-II/78 dated 13.01.2017

^δ Substituted for "7, *(and 7A)" vide Notification No. F. 7(2)/DOP/A-II/88 dated 22-1-1997.

^{*} Inserted vide Notification No. F. 7(2)/DOP(A-II)/93, dated 24.05.1994 w.e.f. 28.09.1993.

[£] Deleted "by Commission" vide Notification No. F. 2(2)/DOP/A-II/78, dated 01.12.2010.

***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.

(3) No person shall be considered for promotion unless he is substantively appointed and confirmed on the next lower post. If no person substantive in next lower post is eligible for promotion, persons 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 a certain numbers of posts are required to be filled by promotion, It shall prepare a correct and complete list containing names up to five times the number of vacancies out of the senior most persons who are qualified under the rules for promotion on the basis of seniority-cum-merit or on the basis of merit and who have passed the qualifying examination wherever necessary for promotion to the class of posts concerned.

@(2) Deleted

(3) A Committee consisting of the Commissioner as Chairman, the Deputy Secretary to the Government, In charge Commercial Taxes Department, the Deputy Secretary to the Government in the Department of Personnel and Deputy Commissioner (Administration), Commercial Taxes, Head Quarters, who shall also be Member Secretary shall consider the cases of all persons included in the list referred to in sub-rule (1) interviewing such of them as they 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.

* Inserted vide Notification No. F. 7(1)DOP(A-II)/75, dated 20.09.1975.

@ Deleted "(2) For the 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 6 years' service on the first day of the month of April of the year of selection on the post from which promotion is to be made:

Provided that 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." vide Notification No. F. 7(6)DOP(A-II)/75, dated 30.04.1976.

⁺ Added vide Notification No. F. 7(5)DOP/A-II/78 dated 21.12.1978. w.e.f. 07.03.1997

(4) the Committee shall prepare a separate list containing names of persons who may be selected on the basis of seniority-cum-merit to fill officiating vacancies already existing or likely to occur till the next meeting of the Committee.

(a) the list so prepared shall be revised and reviewed every year;

(b) the list shall ordinarily be in force until it is reviewed or revised in accordance with clause (a) of sub-rule (4)

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

(6) The lists prepared by the Committee shall be sent to the Appointing Authority.

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

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

(9) For purpose of determining the actual 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.

^x24A. 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 provisions of sub-rule (6), prepare a correct and complete list of the senior most persons who are eligible and qualified under these rules for promotion on the basis of seniority cum merit or on the basis of merit of the class of posts concerned.

^x Substituted for ^я24A. 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.

[§](1A) No person shall be considered for promotion for 5 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 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”

[§] Added vide Notification No. F. 7(1)DOP/A-II/95 dated 20-06-2001 and vide corrigendum dated 21.11.2015.

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

(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.

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

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

@ Added vide Notification No. F. 7(8)DOP/A-II/78 dated 13 May, 1980

& 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 July, 1979

(4) Selection for promotion in the regular line of promotion from the post/posts not included in Service to the lowest post 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:

⁰Delete proviso.

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

¹ Added vide Notification F. 7(3)DOP/A-2/95 Dated 18.02.1998.

(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 promotion strictly on the basis of merit in a particular year, selection by promotion on the basis of seniority-cum-merit may be made in the same manner as specified these rules.

⁴Explanation:- 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.

⁰Delete "Provided that in the event of non-availability of the persons with the requisite period of service of five years, the Committee may consider the persons having less than the prescribed period of service, if they fulfill the qualification 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 F. 7(3)DOP/A-II/95 Dated 18.02.1998.

⁴ Added vide Notification F. 7(10)DOP/A-2/77 Dated 17.08.1978

³(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 to scales e.g. junior scale or senior scale and there is only one promotion then promotion shall be made on the basis of senior cum merit alone;

(b) In a Service or Groups or Sections thereunder, where there three scales e.g. junior scale, senior scale and selection scale and there are two promotion 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 post shall be made on the basis of seniority cum merit and merit in the proportion of 50:50 except to the highest post:

(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.

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.

^z 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.

^z Added vide Notification F. 7(10)DOP/A-2/77 Dated 31.03.1980

³ Substituted for “(7) Selection for promotion to the highest post or highest categories of posts in the State Services shall always be made on the basis of merit alone.” vide Notification F. 7(10)DOP/A-2/77 Dated 12.05.1978.

^π (8) Deleted

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.

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

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

Provided further that in the event of non-availability of persons, equal to the number of vacancies to be filled in, eligible for promotion in the category of posts next lower from which promotion is made, the Committee may consider the persons having less than five years' service if they are found otherwise suitable for promotion on the basis of merit alone.” vide Notification No. F.7(6)DOP/A-II/75,dated 15.07.1992

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

(i) Number of Vacancies - Number of eligible persons to be considered.

- | | |
|--------------------------------|--------------------------------------|
| (a) for one vacancy | Five eligible persons. |
| (b) for two vacancies | Eight eligible persons. |
| (c) for three vacancies | Ten eligible persons. |
| (d) for four or more vacancies | Three times the number of vacancies. |

(ii) Where, the number of eligible persons for promotion to higher post is less than the number specified above, all the persons so eligible shall be considered.

(iii) Where, adequate number of the candidates belonging to the Scheduled Castes or the Scheduled Tribes, as the cases may be, are not available within the zone of consideration specified above, the zone of consideration may be extended to ^x“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:-

- If promotion is from one category of post, eligible persons up to five in number shall be considered for promotion;
- If promotion is from different categories of the post in the same pay scale, eligible persons up to the in number from each category of posts in the same pay scale shall be considered for promotion;
- If promotion is from different categories of posts carrying different pay scales, eligible persons in the higher pay scale shall be for promotion first considered and if no suitable persons is available for promotion on the basis of merit in the higher pay scale than only the eligible persons of other categories of posts in lower pay scales shall be considered for promotion and so on and so forth. The zone of consideration for eligibility in this case shall be limited to five senior-most eligible persons in all.

^x Substituted for "five" vide Notification No. F. 7(1)DOP/A-II/81 dated 07.04.2003

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

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 a Service;

- if the promotion is from one category of post, eligible persons upto five in number shall be consider for promotion,
- if promotion is from different categories of posts in a same pay scale, eligible person upto two in number from each category of posts in the same pay scale shall be consider for promotion;
- if promotion is from different category of posts carrying different pay scale, eligible person in the higher pay scale shall be consider 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 scale shall be consider for promotion and so and on so forth. The zone of consideration for eligibility in the case shall be limited to five senior most eligible persons in all.” vide Notification No. F. 7(1)DOP/A-II/81, dated the 6th July, 1983 and effect from 1.04.1984 vide even No. Notification dated 10.05.1984

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.

^B(4) The person who had not been considered for promotion upto the year 2019-2020 because he/she had more than two children on or after 1st June 2002 shall be considered for promotion from the date on which his/her promotion was due and on such promotion his/her pay shall be refixed at the pay which he/she would have drawn but no arrear shall be paid and if any person who has more than two children on or after 1st June, 2002 and his promotion becomes due in the year 2020-2021 or thereafter shall be considered for promotion from the date on which his/her promotion becomes due and his/her pay shall be fixed for the promotional post, but he/she shall be entitled for annual increment notionally for three subsequent years and after such three years he/she shall be allowed actual benefits of increments, however no arrears shall be paid for such notional increments. There shall be no consequential effect on subsequent promotions of the person promoted as per provisions of this sub-rule. The person already promoted shall not be reverted due to implementation of this sub-rule:"

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.

^B Substituted "No person shall be considered for promotion for ⁶"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." vide Notification No. F. 7(1)DOP/A-II/95/Pt., dated 16.03.2023

⁶ Substituted for "Five recruitment years" vide Notification F. 7(1)DOP/A-II/95 Pt.-II dated 19.09.2017
continue.....

(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.

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

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

(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." vide Notification No.F.7(2)DOP/A-II/81 dated, the 19th Feb., 1982 (w.e.f. 1.04.1981)

⁹ Explanation:- For the purpose of selection for promotion on the basis of merit, officers with "Outstanding" or consistently 'Very-Good' record shall only be selected and their names arranged in the order of seniority."

⁵ Substituted for "(11) The Committee 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. 01-04-1981

⁹ Substituted for ^Y"Explanation:- For purpose of selection for promotion on the basis of merit, officers with "Outstanding" or consistently "Very Good" record shall only be selected and their names arranged in the order of seniority." vide Notification No. F. 7(10)DOP/A-II/77 dated 30-11-1991

^Y Substituted for "Explanation:- For the purpose of selection on the basis of merit the list of officers graded as 'Outstanding' and 'Very-Good' shall be classified in the First category in the order of seniority, the officers graded as 'Good' shall be classified in the Second category in the order of seniority and the officers graded as 'Average' and Not-Selected' Shall be classified in the Third category. The officers graded and classified in the Second category list shall be placed below the officers graded and classified in the first category list and such officers shall be appointed from this category only if the officers graded and classified in the first category list is exhausted otherwise they shall not be appointed to the Service by promotion. The Officers graded and classified in the third category list shall not be considered for appointment by promotion." vide Notification No. F. 7(10)DOP/A-II/77 dated 11.04.1979

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

- (ii) 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.
- ^{\$}(iii) while counting the total number of children of a candidate, the child born from earlier delivery and having disability shall not be counted.
- ²(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.

^{\$} Substituted for ^b“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)

^b Added vide Notification No. F. 7(1)DOP/A-11/95/Pt.-II dated 24.02.2011

² 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.

[%] Added vide Notification No. 7(1)DOP/A-II/95 Pt. II, dated 20.11.2015

-Continued-

[&](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 committee is held and such promotions shall be governed by the criteria and procedure for promotion as was applicable in the particular year to which the vacancies relate, and the service/experience of an incumbent who has been so promoted, for promotion to higher post for any period during which he has not actually performed the duties of the post to which he would have been promoted, shall be counted. The pay of a person who has been so promoted shall be re-fixed at the pay which he would have derived at the time of his promotion but no arrears of pay shall be allowed to him.

[&]Substituted for ⁰“(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 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. w.e.f. 1.04.1981

⁰ Added vide Notification No. F. 5(3)DOP/A-II/77 dated 6.10.1979

⁷(11B) the Government or the Appointing Authority may order for review of the proceeding of the D.P.C. held earlier on account of some mistake or error apparent on the basis of record, on account of a factual error subsequently effecting the decision of the D.P.C. or for any other sufficient reason e.g. change the seniority wrong determination or vacancies, judgment/direction of any court or tribunal, or were adverse entries in the confidential reports of an individual are expunged or toned down or a punishment in 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 obtain before holding the meeting of the review D.P.C.

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

(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 of 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.

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

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

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

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

- | | |
|--------------------------------|---|
| (i) Number of vacancies | Number of eligible persons to be considered |
| (a) for one vacancy | five eligible persons |
| (b) for two vacancies | eight eligible persons |
| (c) for three vacancies | ten eligible persons |
| (d) for four or more vacancies | three times the number of vacancies |

(ii) where, the number of eligible persons for promotion to higher post is less than the number specified above, all the persons so eligible shall be considered.

(iii) where, adequate number of the candidates belonging to the Scheduled Castes or the Scheduled Tribes, as the case may be, are not available within the zone of consideration specified above, the zone of consideration may be extended up to seven times the number of vacancies and the candidates belonging to the Schedules Casts or the Schedules Tribes, as the case may (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 pay scale, eligible persons upto two in number from each category of posts in the same pay scale shall be considered for promotion;

(16) The provisions of this rule shall have effect notwithstanding anything to the contrary contained in any provision of these rules." vide Notification No. F. 7(5)DOP/A-II/2002 dated 23.07.2003

я Substituted for ⁸24A. 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 Service in which the methods of recruitment to the lowest post provides for appointment by promotion, and where posts are required to be filled on the basis of seniority-cum-merit. The sub-rules are committee may select for promotion such persons of out. standing merit available within the zone of consideration, who may not be selection the basis of seniority-cum-merit, to the extent of one month 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 purposes 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.

- (b) If promotion is from more than one categories of posts carrying different pay scales, eligible persons in the higher pay scale shall be considered for promotion first and if no suitable person is available for promotion on the basis of merit or seniority cum merit, as the case may be, in the higher pay scale than only the eligible persons of other categories of posts in lower pay scales shall be considered for promotion and so on and so forth. The zone of consideration for eligibility in this case shall be limited to five senior most eligible persons in all.

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

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

(4) Selection for promotion to the highest post or highest category of post in the Service shall always to 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.

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 department of personnel and the Commission (where Commission is associated) shall always be obtained before holding the meeting of the review committee.

(13) Where consultation with the Commission is necessary the lists prepared by the committee shall be forwarded to the Commission by the Appointing Authority along-with the personal files and annual confidential rolls/annual performance appraisal reports of all the persons whose names have been considered by the Committee.

(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 name 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 not selected, if any.

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

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

(10) The Commission shall consider the lists prepared by the Committee along with other relevant documents received from the Appointing Authority, and, unless any change is considered necessary, shall approve the lists. In case the Commission 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) 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 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 on promotion of persons foregoing promotions.- In case a person on his appointment by promotion to the next higher post either on the basis of urgent temporary appointment or on regular basis on the recommendation of the Departmental Promotion Committee, foregoes such an appointment through his written request and if the concern 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 to recruitment years for which the Departmental Promotion Committee is head 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.

(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.

^γ(11A) 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 or would have been eligible but for such Suspension or pendency of such enquiry or proceedings.

(12) The provisions of this rule shall effect notwithstanding anything to the contrary contained in any provision of these rules.” vide Notification No. F. 7(10)DOP(A-II)77 dated 7-03-1978.

^δ Added vide Notification No. F. 7(6)DOP(A-II)/75-I dated 31-10-1975.

^γ Inserted vide Notification No. F. 10(1)Karmik/Ka-II/75-I dated 05.03.1976 (w.e.f. 01.11.1975)

[#] Substituted for %“24-AA. Restriction on promotion of persons foregoing promotions :- In case a person on his appointment by promotion to the next higher post either on the basis of urgent temporary appointment or on regular basis on the recommendations of the Departmental Promotion Committee, foregoes such an appointment, he shall be considered again for appointment by promotion only after a period of two year (both on the basis of urgent temporary appointment or on regular basis, on the recommendations of the Departmental Promotion Committee)” vide Notification No. 7(1)DOP/A-II/1998 Jaipur, dated 05.08.1998.

[%] Added vide Notification No. F.15(16)DOP/A-II/80, dated 30.11.1981

[£]**24-B.-** Notwithstanding anything contained in these rules, a person belonging to the Scheduled Caste or the Scheduled Tribe promoted to higher post in the Service may be posted by the Appointing Authority in a District or Zone or Range or Division, other than his Home District or Zone or Range or Division.

Provided that:-

- (i) for purpose of promotion to higher post, for the persons belonging to Scheduled Caste/Scheduled Tribe, subject to provisions contained in rule relating to 'Seniority' the inter-se-seniority on lower post shall be determined at State level; in case a person belonging to Scheduled Caste/Scheduled Tribe is promoted on higher post and posted by the Appointing Authority against a vacancy available in District or Zone or Range or Division, other than the Home District or Zone or Range or Division, he shall be eligible for transfer to his Home District or Zone or Range or Division, only when he has served for a period of not less than five years in the District or Zone or Range or Division, in which he has been posted on promotion to higher post;
- (ii) in case a person belonging to Scheduled Caste/Scheduled Tribe. does not want his promotion in another District or Zone or Range or Division, in that event a chance shall be extended for promotion to higher post by the Appointing Authority to the next junior persons;
- (iii) in case if in a District or Zone or Range or Division, the persons belonging to the Scheduled Castes/Scheduled Tribes, are not available for promotion to higher post against reserved vacancies, in that event such reserved vacancies shall be filled in from amongst the persons belonging to the Scheduled Castes or the Scheduled Tribes, available in another District or Zone or Range or Division.

PART VI

Appointment, Probation and Confirmation

25. Appointment to Service.- Appointment to the posts in Service by direct recruitment or by promotion, as the case may be, shall be made by the Appointing Authority on occurrence of vacancies from the candidates selected under rule 22 in the order of merit and from the persons selected under rule 24 of these rules and persons adjudged suitable under proviso (3) to rule 6 of these rules.

26. Urgent temporary Appointment.- 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 or 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:

[£] Added vide Notification No. F. 7(2)DOP/A-II/80, dated 30.08.1983

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 or the authority competent to make appointments, shall not, save with the specific permission of the Government in the Commercial Taxes 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.

27. 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 adhoc 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 the rules, and/or in process of integration of the Services of the pre-reorganization of States of Rajasthan or the Services of the new State of Rajasthan established by the State Re-organization Act, 1956, shall be determined, modified or altered by the Appointing Authority on an **adhoc** basis;
- [#](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 and on the basis of merit in the same selection shall be the same as in the next below grade;

[@] Inserted vide Notification No. F. 7(7)DOP(A-II)/75, dated 31.10.1975. w.e.f. 21.08.1975.

[%] Substituted for *[%]“Seniority of persons appointed to the lowest post of the Service or lowest categories of posts in each of the Group/Sections of the Service, as the case may be, shall be determined from the date of confirmation of such persons to the said post but in respect of persons appointed by promotion to other higher posts in the Service or other higher Categories of posts in each of the Group/Sections in the service, as the case may be, shall be determined from the date of their regular selection to such posts.” vide Notification No. F. 7(1)DOP/A-II/96, dated 10-10-2002.

* Substituted for ^{\$}“Seniority:- “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.

^{\$} Substituted for “Seniority:- Seniority in each category of the Service shall be determined by the year of substantive appointment to a post in the particular category;” 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 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(6)DOP(A-II)/75, dated 17.06.1978.

- (3) that the seniority **inter-se** of the persons adjudged suitable under proviso (3) of rule 6 and their interlaced seniority with persons covered by rule 5 shall be determined by the Appointing Authority on the recommendations of the Committee referred to in rule 24 and in accordance with principles to be approved by the Government in consultation with the Commission respectively;
- (4) that the seniority **inter-se** of persons appointed to posts by direct recruitment on the basis of one and the same selection, except those who do not join Service when a vacancy 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 they have been placed in the list prepared under rule 20;
- (5) that the seniority **inter-se** of persons appointed to posts by promotion shall follow the order in which their names have been placed in the list prepared under rule 24;
- * (6) Deleted
- (7) that subject to the provisions of the rules, seniority of persons who were recruited on temporary posts which were continued for a period of more than two years and who are substantively appointed subsequently on such post becoming permanent, shall be determined on the basis as if such posts had become permanent during the same year in which they were temporarily appointed and as if they were appointed substantively in that year provided that such persons shall rank junior to those who were initially appointed against a permanent vacancy in that 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.

* Deleted “(6) that the persons appointed in the same class, category or grade of posts during the same year, the persons appointed on the basis of seniority-cum-merit shall rank senior to those appointed on the basis of merit;” vide Notification No. F. 7(6)DOP(A-II)/75-III, dated 31.10.1975.

£ Deleted “(8) 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.

% Deleted ^θ“(9) That if a candidate belonging to the Scheduled Caste/Scheduled Tribe is promoted to an immediate higher post/grade against a reserved vacancy earlier than his senior general/O.B.C. candidate who is promoted later to the said immediate higher post/grade, the general/O.B.C. candidate will regain his seniority over such earlier promoted candidate of the Scheduled Caste/Scheduled Tribe in the immediate higher post/grade.” vide Notification No. F. 7(1)DOP/A-II/2002 dated 28.12.2002.

^θ Added vide Notification No. F. 7(1) DOP/A-II/96, dated 01-04-1997.

Withdrawn “¹(Notification 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 ¹“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/2008, dated 25-04-2008.

¹ Inserted vide Notification No. F. 7(1) DOP/A-II/2002, dated 28-12-2002.

@ Inserted vide Notification No. F. 5(2)DOP/A-II/2008pt-I dated 08-07-2009

* (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.

28. 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.

* Added vide Notification No. F. 7(3) DOP/A-II/2008, dated 11-09-2011 w.e.f. 1-04-1997.

⁰ Substituted for [£]“28. Period of probation.- ^{\$}(1) All persons appointed to the Service by direct recruitment against a substantive vacancy shall be placed on probation for a period of two years and those appointed to the Service by promotion/special selection against a substantive vacancy shall be placed on probation for a period of one year.”

Provided that:-

(i) such of them as have, previous to their appointment by promotion ¹“/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 Department 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 retire on attaining the age of superannuation the period of probation shall be reduced so as to end one day earlier on the date immediately preceding the date of his death or retirement from Government Service. The condition of passing the Departmental Examination in the Rule regarding confirmation shall be deemed to have been waived in case of death or retirement.” vide Notification No. 7(2)DOP/a-II/2005 dated 20.01.2006.

[£] Substituted for “28. Probation.– (1) All persons appointed to the Service by direct recruitment against a substantive vacancy shall be 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 upto a maximum of six months:

Provided further that any period, after such appointment during which a person has been on deputation on a corresponding on 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 the Government Service. The condition of passing the Departmental Examinations in rule regarding confirmation shall be deemed to have been waived in case of death or retirement.” vide Notification No.F.1(35)Karmik/Ka-II/74, dated 4.05.1977.

^{\$} Substituted for “(1) Every person appointed against a substantive vacancy in the Service by direct recruitment shall be placed on probation for a period of two years and those appointed by promotion ¹“/Special selection” to any post against such a vacancy shall be on probation for a period of one year.” vide Notification No. F. 1(35)DOP(A-II)/74, dated 9.04.1979.

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

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

(2) During the period of probation specified in sub-rule (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."

^θ(3) Deleted.

^β28-A. 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:

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.

[¥]29 Confirmation in certain cases.- *(1) Notwithstanding anything to the contrary contained in the preceding rule, a person appointed to a post in the service

^θ Deleted [#]“(3) The period spent as probationer trainee shall not be counted for experience and eligibility for promotion.” vide Notification No. 7(2)DOP/A-II/2005 dated 26-04-2011 w.e.f. 20-01-2006.

[#] Added vide Notification No. F. 7(2)DOP/A-II/2005 dated 13-6-2008 w.e.f. 20-01-2006.

^β Inserted vide Notification No. F. 7(2)DOP/A-II/2005 dated 13-06-2008 w.e.f. 20.01.2006.

[¥] Substituted for “29. (a) Notwithstanding anything contained in rule 28, 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 in less, on the post or a higher post under the same Appointing Authority or would have so worked but for his deputation or training, shall on the occurrence of permanent vacancies be entitled to be treated as confirmed if the same conditions as are prescribed under the Rules for the confirmation of a probationer are fulfilled subject to the quota prescribed under the Rules and in accordance with his seniority:

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

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

(b) The reasons for not confirming an employee referred to in the second proviso to clause (a) shall, in the case of a non-Gazetted employee, be also immediately recorded by the Appointing Authority in his Service Book and Confidential Report 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 exist, if the posts are within the purview of Rajasthan Public Service Commission recruitment in consultation with them but it shall not include an urgent temporary appointment, ad-hoc appointment or officiating promotion against temporary or lien vacancies which are liable to review and revision from year to year. In case where the Service Rules specifically permit appointment by transfer such appointment shall be treated regular recruitment if the appointment to the post on which the official was transferred was after regular recruitment. Persons who have been made eligible for substantive appointment to a post under the rules shall be treated as having been regularly recruited.

(ii) Persons who hold lien in another cadre shall be eligible to be confirmed under this rule and they will be eligible to exercise an option whether they do not elect to be confirmed on the expiry of two years of their temporary appointment under this rule. In the absence of any option to the contrary, they shall be deemed to have exercised option in favor of confirmation under this rule and their lien on the previous post shall cease.” vide Notification No. F. 2(4)DOP(A-II)/79, dated 22.11.1984

* Substituted for "(1) Notwithstanding anything to the contrary contained in the preceding rule a person appointed to a post in the Service temporarily or on officiating basis who, after regular recruitment by any one of the methods of recruitment prescribed under these Rules, has not been confirmed, within a period of six months on completion of a period of two years’ service in case he is appointed by direct recruitment or within a period of one year’s service in case he is appointed by promotion, shall be entitled to be treated as confirmed in accordance with his seniority, if;

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

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

(iii) permanent vacancy is available in the department.” vide Notification No. F. 7(1)DOP/A-II/2020 dated 04-02-2022.

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

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

(2) If an employee referred to in sub-rule (1) above fails to fulfill the conditions mentioned in the said sub-rule, the period mentioned in sub-rule(1) above, may be extended as prescribed for a probationer 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 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 exists, if the posts are within the purview of the Commission, recruitment in consultation with them;
- (c) Appointment by transfer after regular recruitment where the Service Rules specifically permit;
- (d) Persons who have been made eligible for substantive appointment to a post under the rules shall be treated as having been regularly recruited;

Provided that it shall not include urgent temporary appointment or 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.

#30. Unsatisfactory progress during probation.- (1) If it appears to the appointing authority, at any time, during or at the end of the period of probation, that 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.

‡Provided further that the Appointing Authority may, if it so thinks fit in case of persons belonging to 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 period of probation under sub-rule (1) shall not be entitled to any compensation.

Substituted for §30. Unsatisfactory progress during probation.- (1) if it appears to the Appointing Authority at any time during or at the end of the period of probation, that a member of the Service has not made sufficient use of his opportunities or that he has failed to give satisfaction, the Appointing Authority may revert him to the post held substantively by him immediately preceding his appointment, provided he holds a lien 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 service by direct recruitment and one year in the case of person appointed by promotion */special selection" to such post." vide Notification No. F. 7(2)DOP/A-II/2005 dated 13-06-2008 w.e.f. 20-01-2006.

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

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

(2) A probationer reverted or discharged from the 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

‡ Inserted vide Notification No. F. 7(6)DOP(A-II)/77, dated 26.10.1977. w.e.f. 1.01.1973.

31. Confirmation.- (1) 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 is referred to in sub-rule (2) of rule 28,
- (b) he has passed the 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 .

(2) Persons adjudged suitable under proviso (3) of rule 6 shall be confirmed by the Appointing Authority on permanent vacancies as they occur in the order in their names appear in the list provided that no person shall be confirmed in his appointment before the expiry of two years period from the date of his initial ad hoc/officiating/temporary appointment.

PART-VII

Pay

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 rule referred to in rule 35 or as may be sanctioned by the Government from time to time.

⁰33. Deleted.

34. Criteria for crossing an 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. Regulation of pay leave, allowance, 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 (Rationalization 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) 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 Allowance Rules, 1971, as amended from time to time, and
8. Any other Rules prescribing general conditions of Service made by the appropriate authority under the proviso to Article 309 of the Constitution of India, and for the time being in force.

⁰ Deleted [£]33. Increments during probation.- A probationer shall draw increment in the scale of pay admissible to him in accordance with the provisions of the Rajasthan Service Rules, 1951." vide Notification No. F. 7(2)DOP/A-II/2005, dated 20-01-2006.

[£] Inserted vide Notification No. F. 7(6)DOP/A-II/77, dated 26.10.1977. w.e.f. 01.01.1973.

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

37. Repeal and Saving. - All rules and orders in relation to matters 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.

[¥]**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 favorable 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.”

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

^θProvided 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.

[%]Provided also that in case vacant post cannot be filled by promotion for want of prescribed experience on the lower post or experience of service or both, as the case may be, for the year 2023-24, a relaxation up to two years in experience of the lower post of experience of service or both, as the case may be, shall be given to fill vacant post. However where the experience prescribed for promotion is two years, relaxation shall be given for one year only. No one shall be promoted during the period of probation.

[¥] Added vide Notification No. F. 11(2)DOP/A-II/75, dated 27.12.1978.

* Substituted for “Department of Personnel and Administrative Reforms, (Department of Personnel-A-Group-II).” vide Notification No. F. 11(2)DOP/A-II/75, dated 18.08.1982.

[§] Added vide Notification No. F. 7(3)DOP/A-II/95 dated 18.02.1998.

^θ Inserted vide Notification No. F. 7(3)DOP/A-II/95 Pt., dated 18-07-2017.

[%] Added vide Notification No. F. 7(4)DOP/A-II/2023-04341 dated 15.05.2023.

#SCHEDULE-I

S. N o.	Name of the post	Sources of recruitment with percentage	Qualification for direct recruitment	Post from which promotion is to be made	Qualification and experience for promotion	Remarks
1	2	3	4	5	6	7
1.	Junior Commercial Taxes Officer	^β “(a) 12.50% by direct recruitment from amongst the ministerial staff of the Commercial Taxes Department through competitive examination; and (b) 87.50% by promotion.”	A Degree of any of the Universities incorporated by an Act of the Central or State Legislature in India or other Educational Institution established by an Act of Parliament or declared to be deemed as a University under section 3 of the University Grants Commission Act, 1956 or possess an equivalent qualification recognized by the Government in consultation with the Commission.	Tax Assistant	[£] “5 years’ experience on the post mentioned in column number 5.”	-

Substituted for “SCHEDULE-I

S.No.	Name of the post	Sources of recruitment with percent age	Qualification for direct recruitment	Post from which promotion is to be made	Qualification and experience for promotion	Remarks
1	2	3	4	5	6	7
1.	Commercial Taxes Inspector Grade I	100% by Promotion	Graduate in Science, Arts or Commerce from recognized University established by law in India or a qualification recognized by Government as equivalent thereto	Commercial Taxes Inspector Grade II	^θ 3 years’ experience on the post of Inspector grade II	Service as Commercial Taxes Inspector shall include services as Sales Inspector or Inspector, Excise and Taxation.
2.	Commercial Taxes Inspector Grade II	100% by direct recruitment out of which 12.50% of the post to be filled in by direct recruitment shall be reserved for being filled in from amongst Ministerial Staff of the department, holding a post in the cadre substantively.	Graduate in Science, Arts or Commerce from recognized University established by law in India or a qualification recognized by Government as equivalent thereto	-	-	-

vide Notification F.2(2)DOP/A-II/78 Dated 01.12.2010

^θ Substituted for "3 years' experience of Commercial Taxes Inspector, Grade II and must have passed the qualifying Examination prescribed in Schedule II" vide Notification No. F. 2(2)DOP/A-II/78 dated 04.09.1978

^β Substituted for *“(a) 62.5% by direct recruitment out of which 12.5% of the post to be filled in by direct recruitment shall be reserved for being filled in from amongst the ministerial staff of the department concerned; and (b) 37.5% by promotion.” vide Notification F.2(2)/DOP/A-II/78, dated 09.12.2022

* Substituted for [£]“(a) 87.5% by direct recruitment out of which 12.5% of the post to be filled in by direct recruitment shall be reserved for being filled in from amongst the ministerial staff of the department. (b) 12.5% by promotion.” vide Notification F.2(2)/DOP/A-II/78, dated 13.01.2017

[£] Substituted for "7 years' service on the posts mentioned in column no. 5" vide Notification F.2(2)/DOP/A-II/78, dated 13.01.2017

1	2	3	4	5	6	7
2.	Tax Assistant	100% by direct recruitment a. 80% by the Appointing Authority in accordance with Schedule-III b. 20% by selection from amongst ministerial staff of the commercial taxes department by way of departmental examination in accordance with Schedule-II	<p>^θ"Graduate or Higher degree in Computer Science/ Computer Engineering/Computer Application/ Computer Science & Engineering or Electronics or Electronics and communication or Information Technology or Equivalent of a University established by law in India.</p> <p>Or</p> <p>Post Polytechnic Diploma in Computer Applications or 3 years Diploma in Computer Science & Engineering/Computer Application / Information Technology or Equivalent from a Polytechnic Institution recognized by the Government.</p> <p>Or</p> <p>Graduate of a University established by law in India with Diploma in Computer Science/ Computer Application/ Information Technology or equivalent of a University established by law in India or of an Institution recognized by the Government.</p> <p>Or</p> <p>Graduate of a University established by law in India with "O" or Higher Level certificate course conducted by National Institute of Electronics and Information Technology (NIEIT) DOEACC under the control of Department of Electronics, Government of India.</p> <p>Or</p> <p>Graduate of a University established by law in India with Computer Operator & Programming Assistant (COPA)/Data Preparation and Computer Software (DPCS) Certificate Organized under National State Council of Vocational Training Scheme."</p>	-	-	-

^θ Substituted for ^{\$}"Graduate or higher degree in Computer Science/ Computer Engineering/Computer Application/ Computer Science & Engineering or Electronics or Electronics and communication or Information Technology or Equivalent of a University established by law in India. or Post Polytechnic Diploma in Computer Applications or 3 years Diploma in Computer Science and Engineering/Computer Application/Information Technology or Equivalent from Polytechnic Institution recognized by the Government and Speed of 15 words per minute typing in Hindi and 20 words per minute in English." vide Notification F.2(2)/DOP/A-II/78, dated 13.01.2017

^{\$} Substituted for "Graduate in Computer Application/ Computer Science from a University established by law in India or post Polytechnic Diploma in Computer Applications or 3 years Diploma in Computer Science and Engineering from Polytechnic College/ Institution established/ recognized by law in India." vide Notification No. F. 2(2)/DOP/A-II/78, dated 11.08.2014.

1b“ Deleted SCHEDULE – II”

#SCHEDULE – II

**SCHEME AND SYLLABUS FOR APPOINTMENT TO THE POST OF TAX ASSISTANT
FROM MINISTERIAL SERVICE (20 percent of the cadre strength) THROUGH A
LIMITED COMPETITIVE EXAMINATION**

Scheme

I. Eligibility - (i) Candidates of the ministerial services possessing the following qualification shall be eligible:-

- (a) Who is holding the post in the cadre substantively in the ministerial service.
 - (b) Who possess the minimum educational qualification of Graduation in any discipline from any University established by law in India.
- (ii) A candidate shall not be permitted to appear in the examination under this scheme for more than three times.

Added vide Notification No. F. 2(2)/DOP/A-II/78, dated 01.12.2010

1b Deleted “SCHEDULE –II
Syllabus

PAPER NO. I

Sales tax law and field work instruction	Time allowed	Marks
	3 Hours	100

- (a) Rajasthan Sales Tax Act & Rules.
- (b) Central Sales Tax Act & Rules.
- (c) Sales Tax (General Field Work) instruction.

PAPER NO. II

Commercial Law and Commercial Accounts.	Time allowed	Marks
	3 Hours	100

- (a) Indian Sales of Goods Act.
- (b) Indian Contract Act-Chapters-I (Secs. 3, 5 and 8), II (Secs. 10, 11, 13 to 18, 22, to 25 and 27), IV (Secs. 37 to 40, 46 and 47), and X (Secs. 182 to 188, 211, 213 and 214)
- (c) Theory and Practice of Single and Double entry Book Keeping including the preparation of Trading and Profit and Loss Accounts and Balance Sheet.

(Books Recommended.- Double Entry Book-by J.R. Batliboi except Chapters XV, XVI, XX and XXIII)

Note:- This paper will be set to test the candidate’s knowledge of General Commercial Practice and Law

PAPER NO. III

Other Commercial Taxation Acts and Rules.	Time allowed	Marks
	3 Hours	100

- (a) The Rajasthan Entertainment & Advertisements Act, 1957 and Rules there under.
- (b) The Rajasthan Passengers & Goods Taxation Act, 1959 and Rules there under.
- (c) The Rajasthan Electricity (Duty) Act, 1963 and Rules there under.

PAPER NO. IV

Civil and Criminal Law	Time allowed	Marks
	3 Hours	100

- (a) Indian Penal Code-Chapter IX, X, XI Sections 191 to 193, 195 to 211 and 217 to 219.
- (b) Criminal Procedure Code.
Chapter VI-Sections 68 to 74 Chapter XVI -Sections 200.
Chapter VII-Sections 101 to 103 Chapter XX-Sections 247
Chapter XIV-Sections 154, 155, 160 to 165 and 172. Chapter XLVI -Sections 560.

- (c) Indian Evidence Act.
Chapter II-Sections 17 to 23, 27, 34 to 38 and 45 to 47. Chapter V-Sections 67 to 73, 74 to 78, 79, 81 and 90.
Chapter VII-Sections 101 to 103 and 106. Chapter IX-Sections 129, 131
Chapter X-Sections 159, 160 and 161.

- (d) Civil Procedure Code.
Sections 60 to 64 Order V, Order XIII-Rules 4 and 5,
Order XVI, Order-XXI-Rules relating to Sales and Attachment of movable property.

PAPER NO. V	Time allowed	Marks
	1-1/2 Hours	50

Finance, Accounts and Service Rules.

- (a) The Rajasthan General Financial & Accounts Rules-Chapters 1 to 11, 15, 17 (V) and 18 (I)
- (b) The Rajasthan Service Rules, 1951, III-Edition, Chapters I to X, XI (Sections I, II and III), XII and XV, Appendix I, XV.
- (c) The Rajasthan Civil Service (Classification, Control and Appeal) Rules, 1958.

PAPER NO. VI	Time allowed	Marks
	1-1/2 Hours	50

II. Selection - Appointment by selection shall be made in order of merit determined on the basis of marks obtained by the successful candidates in the examination conducted under this scheme.

III. Examination - The examination shall be conducted by such authority as may be appointed in this behalf by the Commissioner, Commercial Taxes Department.

Syllabus

The competitive examination shall include the following papers and each paper shall carry the number of marks shown against it.

PAPER NO. I	* <u>Time allowed</u> ,, 2 hours	<u>Max marks</u> 100	<u>Min. pass marks</u> 40
--------------------	-------------------------------------	-------------------------	------------------------------

Computer Applications:

1. Basic knowledge of MS Word and Excel
2. Internet and E-mail
3. RAJVISTA and Rajtax.gov.in
4. e-services of the department

PAPER NO. II	* <u>Time allowed</u> ,, 2 hours	<u>Max marks</u> 100	<u>Min. pass marks</u> 40
---------------------	-------------------------------------	-------------------------	------------------------------

The Rajasthan VAT Act and Central Sales Tax Act and Rules:

1. The Rajasthan Value Added Tax Act, 2003
2. The Central Sales Tax Act, 1956

As amended from time to time and the Rules, Notifications and orders made and issued thereunder.

PAPER NO. III	* <u>Time allowed</u> ,, 2 hours	<u>Max marks</u> 100	<u>Min. pass marks</u> 40
----------------------	-------------------------------------	-------------------------	------------------------------

Commercial Accounts and Computer Applications:

1. Theory and Practice of Single and Double Entry
2. Book Keeping including the preparation of Trading and Profit and loss Account and Balance Sheet
3. Practice in Tally

Note: All papers shall be answered either in Hindi or English, but no candidate shall be permitted to answer any one paper partly in Hindi and partly in English unless specifically allowed to do so.

Practical test.

- (a) Hindi
- (b) Mahajani

The test will be to judge the ability to read and understand Hindi as used in Commercial Accounts of the State.

PAPER NO. VII	Time allowed 3 Hours	Marks 100
---------------	-------------------------	--------------

Examination Note.

The candidate would be required to examine the accounts books and to make an examination note. He may be asked to ascertain the gross turnover, taxable turnover liable to tax at different rates.

Note:- (I) Answers should be in Hindi or in English

(II) A person holding a post mentioned in Col. 5 Schedule I may appear at the examination in any year according to his convenience.

(III) The examination shall be conducted by such authority as may be appointed in this behalf by the Government e.g. Registrar, Departmental Examination." vide Notification No. F. 2(2)/DOP/A-II/78, dated 4.09.1978.

* Substituted for time allowed ,,
3 hours vide Notification No. F. 2(2)/DOP/A-II/78, dated 13.01.2017.

#SCHEDULE – III

SCHEME AND SYLLABUS FOR APPOINTMENT TO THE POST OF TAX ASSISTANT THROUGH COMPETITIVE EXAMINATION BY THE APPOINTING AUTHORITY (against 80% of the cadre strength)

Scheme

I. Eligibility - (i) Candidates who possess the minimum educational qualification as specified in column number 4 of Schedule-I, shall be eligible.

(ii) A candidate shall not be permitted to appear in the examination under this scheme for more than three times.

§II. Examination - The examination shall be conducted by the Commission or Board as the case may be.

III. Scheme of Examination -The examination will be conducted in two stages.

Part I : Written Examination (200 marks)

Part II : Computer Proficiency Test (100 marks)

Candidates, equivalent to three times of the number of vacancies, shall be called for Computer Proficiency Test in order of merit on the basis of marks obtained by the candidates in the written Examination (Part I)

III. Selection - Selection shall be made in order of merit determined on the basis of aggregate marks obtained by the successful candidates in both parts i.e. Part I and Part II of the examination conducted under this scheme.

Syllabus

The competitive examination shall include the following papers and each paper shall carry the number of marks shown against it. Question in Paper I and Paper II will be of objective type, multiple choice.

PART I: Written Examination

PAPER I	*<u>“Time allowed”</u>	<u>Max marks</u>	<u>Min.p ass marks</u>
	2 hours	100	40

Added vide Notification No. F.2(2)/DOP/A-II/78, dated 01.12.2010

\$ Substituted for "II. Examination - The examination shall be conducted by the Appointing Authority." vide Notification F.2(2)/DOP/A-II/78, date 13.01.2017.

* Substituted for “time allowed” vide Notification F.2(2)/DOP/A-II/78, dated 13.01.2017.
3 hours

Part A - Language - Hindi and General English

Questions in this paper shall be designed to test the candidate's understanding and knowledge of Hindi and English language and will be based on error recognition, fill in the blanks (using verbs, preposition, articles etc.), vocabulary, spellings, grammar, sentence structure, synonyms, antonyms, phrases and idiomatic use of words etc.

Part B - General Awareness

Questions in this part shall be aimed to test the candidate's general awareness of the environment around him, knowledge of current events, everyday Science, history, general polity, Constitution of India, sports, geography and culture of Rajasthan and basic/fundamentals of computer etc.

PAPER II	*<u>Time allowed</u> „ 2 hours	<u>Max marks</u> 100	<u>Min.pass marks</u> 40
-----------------	---	---------------------------------------	---

ARITHMETIC and REASONING

This paper will include questions on problems relating to number systems, computation of whole numbers, decimals and fractions, fundamental arithmetical operations, percentages, ratio and proportion, averages, interest, profit and loss, discount, time and distance, use of tables and graphs, time and work and questions relating to mental aptitude and reasoning etc.

“PART II : COMPUTER PROFICIENCY TEST :

PAPER III	<u>Time allowed</u> 45 minutes	<u>Max. marks</u> 100	<u>Min.pass marks</u> 40
------------------	---	--	---

PART A- Speed in typing on computer:

1. Hindi Typing - 15 minutes
2. English Typing - 15 minutes

Speed of 20 words per minute typing in Hindi and English both.

PART B-Test of knowledge in MS EXCEL - 15 minutes”

By Order and in the name of the Governor

sd/-

(T. V. Ramnan)

Special Secretary to the Government.

* Substituted for “time allowed”, vide Notification No. F. 2(2)/DOP/A-II/78, dated 13.01.2017.

Substituted for "PART II : COMPUTER PROFICIENCY TEST :

PAPER III	<u>Time allowed</u>	<u>Max. marks</u>	<u>Min. pass marks</u>
	3 hours	100	40

PART A- Speed in typing on Computer-15 minutes
(Minimum- 8000 key depressions per hour)

The speed of 8000 key depressions per hour on Computer will be adjudged on the basis of the correct entry of all the key depressions in computer as per the given text passage and the duration of the said Test will be 15 (fifteen) minutes and printed passage of running text matter in English containing about 2000-2200 strokes/key-depressions would be given to each candidate who would enter the same in the computer" vide Notification F.2(2)/DOP/A-II/78, dated 13.01.2017.