



सत्यमेव जयते



राजस्थान विधिक राज्य एवं अधीनस्थ सेवा नियम, 1981

(दिनांक 31.10.2022 तक संशोधित)

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

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

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

No. F. 1 (25) DOP/(A-II)/73

Dated 20 July,1981

NOTIFICATION

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Rajasthan hereby makes the following rules regulating the recruitment to posts in, and the conditions of Service of persons appointed to the Rajasthan Legal ¹“(State and Subordinate)” Service, namely :-

**THE RAJASTHAN LEGAL¹“(STATE AND
SUBORDINATE)”SERVICE RULES, 1981**

PART-I-GENERAL

1. Short title and commencement.- (1) These Rules may be called the Rajasthan Legal ¹“(State and Subordinate)”Service Rules, 1981.

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

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

²(a) “**Appointing Authority**” in respect of State Service or post means the Government and in respect of Subordinate Service or post means the Secretary to the Government, Law Department.

(b) “**Commission**” means the Rajasthan Public Service Commission;

(c) “**Committee**” means a Committee constituted under rule 28;

(d) “**Direct Recruitment**” means recruitment made in according to the procedure prescribed in Part IV of these Rules;

(e) “**Government**” and “**State**” mean respectively the Government of Rajasthan and the State of Rajasthan;

³(f) “**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to a post in the service on the basis of regular selection under the provisions of these Rules or the Rules or order superseded by these Rules.

⁴(g) “**Service**” means the Rajasthan Legal State ⁵“Service” and Subordinate Service as the case may be.

¹ Substituted for *“(State and Subordinate)” vide Notification No. F. 1(25)DOP/A-II/73-Pt.II.Dated: 27.08.1987

* Inserted vide Notification No. F. 1(25)DOP/A-II/73-II.Dated:27.07.1985

² Substituted for "Appointing Authority" means the Government of Rajasthan; vide Notification No. F. 1(25)DOP/A-II/73-II.Dated:27.07.1985

³ Substituted for "(f) Member of the Service" means a person appointed in substantive capacity to a post in the Service under the provisions of these Rules or the Rules of orders supersede by these Rules, and includes a person placed on probation” vide Notification No. F. 7(1)DOP/A-II/1996 dated 10.10.2002

⁴ Substituted for "(g) Service” means the Rajasthan Legal Service. vide Notification No. F. 1(25)DOP/A-II/73-II. Dated:27.07.1985

⁵ Inserted vide Notification No. F. 1(25)DOP/A-II/73-Pt.II. Dated: 27.08.1987

(h) "**Schedule**" means a Schedule appended to these rules;-

(i) "**Substantive Appointment**" means an appointment made under the provisions of these rules to a substantive vacancy after due selection by any of the methods of recruitment prescribed under these rules and includes an appointment on probation or as a probationer followed by confirmation on the completion of the probationary period;

Note:- Due selection by any methods of recruitment prescribed under Rules¹ "shall" include recruitment either on initial constitution of Service or in accordance with the provisions of any rules promulgated under proviso to Article 309 of the constitution of India, except an urgent temporary appointment;

²(j) "**Service**" or "**Experience**" "wherever prescribed in these rules as a condition for promotion from one Service to another or within the service from one category to another or to senior post(s), in the case of a person holding a lower post(s) eligible for promotion to higher post(s) shall include the period for which the person has continuously worked on such lower post(s) after regular selection in accordance with Rules promulgated under the proviso to Article 309 of the Constitution of India;

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

³(k) "**Year**" means the financial year.

3. Interpretation.- Unless the context otherwise requires the Rajasthan General clauses Act, 1955(Rajasthan Act No. VIII 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 the Service shall be as specified in column 2 of Schedule-I;

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

Provided that government, may –

¹ Substituted for "will" vide Notification No. F. 1(6)DOP/A-II/82.Dated:22.02.1986

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

Note: Absence during service e.g. training, minimum 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" vide Notification No. F. 6(2)DOP/A-II/71.Date: 29.08.1982.

³ Added vide Notification No. F.7(2)DOP/A-II/81 Dated 21.12.1981 w.e.f. 01.04.1981

(a) create any post, permanent or temporary, from time to time, as may be found necessary and may abolish any such posts in the like manner without thereby entitling any person to any compensation; and

(b) leave unfilled or hold in abeyance or abolish any post, permanent or temporary, from time to time, without thereby entitling any person to any compensation.

¹**5. Constitution of the service.**-The service shall consist of :-

(1) (a) all persons holding substantively the posts specified in Schedule-I on the date of commencement of the these rules;

(b) all persons recruited to the posts included in the Service before the commencement of these rules; and

(c) all persons appointed in accordance with the Rajasthan Secretariat Service Rules, 1954, and working on any post included in Schedule-I, except urgent temporary appointment:

Provided that the persons recruited in accordance with the provisions of Rajasthan Secretariat Ministerial service Rules, 1954, shall have to give an option for the service within a period of 60 days from the date of publication of this notification in the Official Gazette and in case of their failure to do so within the specified period it shall be deemed that they have opted for the Service.

(2) All persons recruited to the Service in accordance with the provisions of these rules and the Rajasthan Legal Subordinate Service Rules, 1976 except urgent temporary basis under rule 30.”

PART-III- RECRUITMENT

6. Methods of Recruitment.- (1) Recruitment to the posts in service after the commencement of these rules shall be made by the following methods in the proportion as indication in Column 3 of Schedule-I:-

(a) by direct recruitment in accordance with the procedure prescribed in Part IV of these rules, and

(b) by promotion in-accordance with the procedure prescribed in part V of these rules:

Provided that-

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

¹ Substituted for “5. Constitution of the service:- The service shall consist of :-

(a) all persons holding substantively the posts specified in Schedule-I on the date of commencement of the these rules;

(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 provisions of these rules and in accordance with the Rajasthan Secretariat Service Rules, 1954 and Rajasthan Legal Subordinate Service Rules, 1976, except urgent temporary appointment under rules 30.” vide Notification No. F. 1(25)DOP/A-II/73 Dated 30.06.1983

(ii) 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 on States of Ajmer, Bombay and Madhya Bharat to suitable posts in Schedule-I in accordance with the directions governing the integration of their services;

(iii) that if the Appointing Authority is satisfied in consultation with the commission that no suitable person is available for promotion to the posts of Deputy Legal Remembrancer/Assistant Legal Draftsman/ Assistant Legal Remembrancer, these posts may be filled in temporarily till the members of this Service becomes eligible for promotion, from amongst the Members of other services viz. the Rajasthan Judicial Service or the Rajasthan Higher Judicial Services; and

(iv) the persons not covered by rule 5, who were appointed to posts included in schedule-I in ad-hoc /officiating/temporary basis continuously for a period not less than 1 year on 1-1-1979 and were working as such on the date these rules come into force shall be screened by a Committee referred to in rule 28 for adjudging their suitability on the posts held provided they possess the requisite qualification prescribed in the rules either for direct recruitment or promotion such persons were selected for ad-hoc/officiating/temporary appointment. This provision shall be subject to the following conditions viz:-

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

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

Note:-The provision of screening under proviso (iii) has been intended to the first step and after exhausting the vacancies required for screened person irrespective of direct recruitment and promotion quota shall be applied.

¹(v) the persons who have been continuously holding the post of Legal Assistant on ad-hoc/officiating/urgent temporary basis since 30-7-85 or earlier and are still working in such capacity on the date this amendment comes into force, shall be screened by a Committee ²“Legal Remembrancer and Secretary to the Government, Law Department, Deputy Secretary to Government in the Department of Personnel and Deputy Secretary to the Government in the Department of Law & Legal Affairs as Member-Secretary” for adjudging their suitability on the posts held, provided they possess the requisite qualifications prescribed in the rule for direct recruitment. The seniority inter-se of these persons shall be determined by the Committee on the basis of the length of continuous service on the post of Legal Assistant in capacity.

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

³(3) “Notwithstanding anything contained in the rules, the Appointing Authority may appointed physically handicapped person on post earmarked in accordance with the provisions of the Rajasthan Employment of Physically Handicapped Rules, 1976. Such appointment shall be treated as regular appointment.

All the handicapped persons appointed up to the period 31.3.83 on the post earmarked and not within the purview of the Commission shall be made regular by Appointing Authority on their work being found satisfactory.”

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

@“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

¹ Added vide Notification No. F. 1(1)DOP/A-II/91.Dated:15.04.1991

² Substituted for “Referred to in rule 28” vide Notification No. F. 1(1)DOP/A-II/91.Dated: 22.08.1992

³ Added vide Notification No. F. 3(6)DOP/A-II/80.Dated: 07.12.1989

⁴ Inserted vide Notification No. F. 7(2)DOP/A-II/81, dated 13.11.1996

@ Substituted for #“6A.Compassionate Appointment of Dependents of the Deceased/Permanently incapacitated Armed Force Service Personnel/Para-Military Personnel.- (1) Notwithstanding anything contained in these rules the Appointing Authority may fill the vacancies of the –

fulfillment of the educational qualifications and other service conditions prescribed under these rules with the concurrence

- (i) posts up to 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 "on or after 01-04-1999" in any defence operations including counter insurgency operation and operation against terrorists;
- (ii) posts up to pay scale number 11 to be filled in by direct recruitment by appointing on compassionate ground, one of the dependents of a member of Armed Forces/Para Military Forces belonging to the State who dies "on or after 01-04-1999" in any defence operation including counter-insurgency operation and operation against terrorists;
- (iii) post up to pay scale number 9A to be filled in by direct recruitment by appointing on compassionate ground, one of the dependent of member of Armed Forces belonging to the state, who died or was permanently incapacitated in war or any defence operations including counter insurgency operations and operations against terrorists during the period from 01-01-1971 to 31-03-1999.

Subject to fulfillment 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:-

²“(i) that the upper age limit shall be relaxed up to 45 years in case a dependent of a member of Armed Forces who died or was permanently incapacitated during the period from 01-01-1971 to 31-03-1999, applies for appointment with-in one year of the commencement of these amendment rules.”

(ii) If the Armed Forces/Para Military personnel who are permanently incapacitated are capable of and desirous of obtaining employment for themselves under the State Government, employment shall be given to them.

(iii) If the widow or the children of the Armed Forces/Para military personnel who are killed or permanently incapacitated are not 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 Organization/Corporation owned or controlled wholly or partially by the Central/any State Government at the time of death of the Armed Forces/Para Military Personnel.

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

(4) Such dependent shall address an application for the purpose to the Zila Sanik 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 incapacitate 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.

³“If the vacant post is not available under the jurisdiction of the Divisional Commissioner, then the application shall be referred by the Divisional Commissioner to Government in the Department of Personnel for providing appointment.”

² Substituted for “(i) the dependents of a member of Armed Forces/Para Military Forces belonging to the State shall be considered for appointment to the lowest post of the service (up to pay scale number 9A in case of permanently incapacitated personnel of Armed Forces/Para Military Forces and up to pay scale No. 11 in case he dies) at which direct recruitment is made, according to the qualification possessed by the dependent.” vide Notification No. F. 5(3)DOP/A-II/94.Dated: 10.06.2008

³ Added vide Notification No. F. 5(3)DOP/A-II/94.Dated: 10.06.2008

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

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

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

Explanation :- for purpose of this rule :-

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

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

(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

Substituted for *(6A) Compassionate Appointment of Dependents of the Deceased/Permanently incapacitated Armed force Service Personnel/Para-Military Personnel:- (1) Notwithstanding anything contained in these rules the Appointing Authority may fill the vacancies of the post of Lower Division Clerk Class-IV Employee and post in Subordinate Service up to Scale No. 9 to be filled in by direct recruitment by appointing on compassionate ground one of the dependents of a member of Armed Forces/Para Military Forces belonging to the State who dies or becomes permanently incapacitated in action on or after commencement of this provision, in operations at the International Border or at the Line of Control. Provided that in so far as appointment in subordinate service is concerned the dependents shall be considered for appointment to the lowest post upscale No. 9 at which direct recruitment is made according to the qualification 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 of place of death with death certificate issued by the Authority competent to declared him a battle casualty or becoming permanently incapacitated;
4. Name, date of birth, educational qualifications of the applicant and his/her relation with the deceased (with certificates)

Explanation:- For purposes of this rule:-

- (a) 'Armed Force' means the Army, Navy and Air Force of the Union.
- (b) 'Dependent' shall mean spouse/son/adopted son, unmarried daughter/unmarried adopted daughter who were wholly dependent on the deceased/permanently incapacitated defence service personnel/Para-military personnel.

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;

- (ii) 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
- (iii) 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 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 incapacitated 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.

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

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

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

Note: 2- Assessment of permanent impairment would be in accordance with the Manual for Doctors to Evaluate Permanent Physical Impairment (DGHS-WHO AIIMS, New Delhi 1981) and certified by the Army Authorities and countersigned by Assistant Director, Medical Service IIQ 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 Medical College in Rajasthan." vide Notification No. F. 5(3) DOP/A-II/94. Dated: 1.10.2002 w.e.f. 01.04.1999

* Added vide Notification No. F. 5(3)DOP/A-II/94. Date: 07.02.2000

- (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.

(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:

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

(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.

(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 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 qualifications of the applicant and his/her relation with the deceased/permanently incapacitated personnel (Battle Casualty/Operational Casualty /Physical Casualty).

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 incapacitation; 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 brother or 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.
- (v) **“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.”

¹6B. 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 up to 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) he dependent must be a bonafide resident of the State of Rajasthan; and
- (ii) the dependent fulfills academic and other qualifications and other conditions prescribed under these rules for respective post:

Provided that the procedural requirement for selection such as,-

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

Provided further that the widow appointed under the provisions of these rules shall be exempted from having computer qualification and passing the typing test on computer. Provided also that the person with benchmark disability appointed under the provisions of this rule shall be exempted from passing the typing test on computer.

(2) Appointment shall not be given to such dependent, if any one of the dependents of such deceased or declared as dead after missing is already employed on regular basis under the Central/any State Government or Statutory Board/Organization/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.

¹ Added vide Notification No. F. 3(9)DOP/A-II/13.Dated: 08.08.2022

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

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

- (i) spouse; or
- (ii) (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 the ¹“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 its direct recruitment by the Commission, and the Committee or the Appointing Authority, as the case may be in the case of promotees, irrespective of their relative rank as compared with the other candidates.

¹ Substituted for “orders of the Government for such reservation in force” vide Notification No. F. 7(8)DOP/A-II/2008.Dated: 28.08.2009

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

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

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

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

(4B) In the event of non-availability of the eligible and suitable candidates for promotion amongst the Scheduled Castes and the Scheduled Tribes, as the case may be, in a particular year, the vacancies so reserved for them shall be carried forwarded until the suitable Scheduled Castes and the Scheduled Tribes candidate(s), as the case may be, are available, In any circumstances no vacancy reserved for Scheduled Castes and the Scheduled Tribes candidates shall be filled by promotion from General category candidates. In exceptional cases, where in the public interest the Appointing Authority feels that it is necessary to fill up the vacant reserved post (s) by promotion from the General category candidates on urgent temporary basis, the Appointing Authority may make a reference to the Department of Personnel and after obtaining prior approval of the Department of Personnel, they may fill up such post(s) by promoting the General category candidate(s) on urgent temporary basis clearly stating in the promotion order that the General category candidate(s) who are being promoted on urgent temporary basis against the vacant post reserved for

¹ Substituted for *“(4) Appointment shall be made strictly in accordance with the rosters prescribed separately for direct recruitment and promotion. In the event of non-availability of the eligible and suitable candidates amongst the Scheduled Castes and the Scheduled Tribes, as the case may be, in a particular year, the vacancies so reserved for them shall be carried forward until the suitable scheduled castes and the Scheduled Tribes candidate(s), as the case may be, are available. In any circumstances no vacancy reserved for Scheduled Castes and the Schedules Tribes candidates shall be filled by promotion as well as by direct recruitment from General category candidates. However, in exceptional cases where in the public interest the Appointing Authority feels that it is necessary to fill up the vacant reserved post(s) by promotion from the General category candidates on urgent temporary basis, the Appointing Authority may make a reference to the department of personnel and after obtaining prior approval of the department of personnel, they may fill up such post(s) by promoting the general category candidate(s) on urgent temporary basis clearly stating in the promotion order that the general category candidate(s) who are being promoted on urgent temporary basis against the vacant post reserved for Scheduled Castes or the Scheduled Tribes candidates, as the case may be, shall have to vacate the post as and when the candidate(s) of that category become available.” vide Notification No. F.7(1)DOP/A-II./2008.Dated: 17.01.2013

* Substituted for "(4) Appointments shall be made strictly in accordance with the rosters prescribed separately for direct recruitment and promotion. In the event of non-availability of the eligible and suitable candidates amongst Scheduled Castes and Scheduled Tribes, as the case may be, in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure, and an equivalent number of additional vacancies shall be reserved in the subsequent year. Such of the vacancies which remain so unfilled shall be carried forward to the subsequent three recruitment years in total, and thereafter such reservation would lapse. Provided that there shall be no carry forward of the vacancies in posts or class/category/group of the posts in any cadre of Service to which promotions are made on the basis of a merit alone, under these Rules." vide Notification No. F. 7(4)DOP/A-II/2002 Dated 10.10.2002.

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”

¹7A. Reservation of Vacancies of Backward Classes, Special Backward Classes and Economically Backward Classes.- Reservation of vacancies of Backward Classes, Special Backward Classes and Economically Backward Classes shall be in accordance with the provisions of the Rajasthan Scheduled Castes, Scheduled Tribes, Backward Classes, Special Backward Classes and Economically Backward Classes (Reservation of Seats in Educational Institutions in the State and of Appointments and Posts in Service under the State) Act, 2008 at the time of direct recruitment. In the event of non-availability of eligible and suitable candidate amongst Backward Classes, Special Backward Classes and Economically Backward Classes in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure.

²7B. Reservation of vacancies for women:-Reservation of vacancies for women.-Reservation of vacancies for women candidates shall be 30% category wise in the direct recruitment, out of which one third shall be for widows and divorced women candidates in the ratio of 80:20. In the event of non-availability of eligible and suitable candidates, either in widow or in divorcee, in a particular year, the vacancies may first be filled by interchange, i.e. vacancies reserved for widows to the divorcees or vice versa. In the event of non-availability of sufficient widow and divorcee candidates, the unfilled vacancies, shall be filled by other women of the

¹ Substituted for *¹“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

* Inserted vide Notification No. F. 7(2)DOP/A-II/93. Date: 24.05.1994. w.e.f. 28.09.1993.

² Substituted for ⁰“7B. Reservation of vacancies for woman candidates:- Reservation of vacancies for woman 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 the 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 the other women candidates, the vacancies so reserved for them shall be filled up by male candidates and such vacancies shall not be carried forward to the subsequent year and the reservation shall be treated as horizontal reservation i.e. the reservation I.e. the reservation of woman candidates shall be adjusted proportionately in the respective category to which the woman 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

⁰ Substituted for @¹“7B. Reservation of vacancies for woman candidates:- Reservation of vacancies for woman candidates shall be 30% category wise, in direct recruitment out of which 5% shall be for widow candidates. In the event of non-availability of the eligible and suitable woman candidates in a particular year, the vacancies so reserved for widow candidates shall be filled by the other woman candidates, the vacancies so reserved for them shall be filled up by male subsequent year and the reservation shall be treated as horizontal reservation i.e. the reservation I.e. the reservation of woman candidates shall be adjusted proportionately in the respective category to which the woman candidates belong.” vide Notification No. F. 7(2)DOP/A-II/88/Pt.-I. Dated: 24.01.2011

@ Substituted for #¹“7B. Reservation of Vacancies for women candidates:- Reservation of vacancies for woman candidates shall be \$¹“30%” category wise, in direct recruitment. In the event of non-availability of the eligible and suitable woman candidates in a particular year, the vacancies so reserved for them shall be filled [!]“up by male candidates” to the subsequent year and the reservation shall be treated as horizontal reservation i.e. the reservation of woman candidates shall be adjusted proportionately in the respective category to which the woman candidates belong.” vide Notification No. F. 7(2) DOP/A-II/88/Pt.I. Dated:21.09.07

[!] Substituted for “in accordance with the normal procedure” vide Notification No. F. 7(2)DOP/A-II/88.Dated: 7.06.1999. w.e.f 1.04.1999

^{\$} Substituted for 20% vide Notification No. F. 7(2)DOP/A-II/88.Dated: 7.06.1999. w.e.f 1.04.1999

[#] Inserted vide Notification No. F. 7(2)DOP/A-II/88.Dated: 22.01.1997

same category and in the event of non-availability of eligible and suitable women candidates, the vacancies so reserved for them shall be filled up by male candidates of the category for which vacancy is reserved. The vacancy so reserved for women candidates shall not be carried forward to the subsequent year. The reservation for women including widows and divorcee women shall be treated as horizontal reservation, within the category, i.e. even the women selected in general merit of the category shall first be adjusted against the women quota.

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

17C. Reservation of vacancies for outstanding sports persons.- Reservation of vacancies for outstanding sports persons shall be 2% of the total vacancies outside the purview of the commission in that year earmarked for direct recruitment. In the event of non-availability of the eligible and suitable sports persons 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.

2“Explanation : “Outstanding sportspersons” shall mean sportspersons who are bonafide resident of the State of Rajasthan, and,-

¹ Substituted for ^S“Reservation of vacancies for outstanding sportspersons:- Reservation of vacancies for outstanding sportspersons shall be 2% of the total vacancies outside the purview of 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 subsequent year. The reservation for sportspersons shall be treated as horizontal reservation and it shall be adjusted in the respective category to which the sportspersons belong.

Explanation:- ‘outstanding sportspersons’ shall mean and include the sportspersons belonging to the state who have participated individually or in team in the Sports and Games recognized by the International Olympic Committee and Indian Olympic Association or , International Championships in Badminton, Tennis, Chess and Cricket recognized 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.	Subordinate	Has represented India in Asian Games, Asian Championships, Commonwealth 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”
2.	Ministerial	

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

^S Inserted vide Notification No. F. 5(31)DOP/A-II/84.Date: 23.03.1997

² 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 Gaines, recognized by the Indian Olympic Association or concerned recognized National Sports Federation;

or

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

(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

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 the 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.”

¹7D. Reservation of vacancies for Economically Weaker Sections.-

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

Explanation: For the purpose of this rule 'Economically Weaker Sections' shall be the persons who are bonafide resident of Rajasthan and not covered under the existing scheme of reservations for the Scheduled Castes, the Scheduled Tribes, the Backward Classes, the More Backward Classes and whose family has gross annual income below rupees 8.00 lakh. Family for this will include the person who seeks benefit of reservation, his/her purpose parents and siblings below the age of 18 years as also his/her spouse and children 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 i.e. 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 setting in India, or
- (e) a person of Indian origin who has migrated from Pakistan, Burma, Ceylon and East African Countries Of Kenya Uganda, The United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia with the intention of permanently settling in India:

Provided that a candidate belonging to categories (b), (c), (d) and (e) shall be a person in whose favour certificate of eligibility has been given by the ²“Government in the Department of Home Affairs and Justice after proper verification.”

[£]Deleted.

¹ Substituted for ^{*}“7D. Reservation of vacancies for Economically Weaker Sections.- Reservation of vacancies for Economically Weaker Sections shall be 10% in direct recruitment in addition to the existing reservation. In the event of non- availability of eligible and suitable candidate amongst Economically Weaker Sections in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure.

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

- (i) 5 acres of Agricultural Land and above;
- (ii) Residential flat of 1000 sq. ft. and above;
- (iii) Residential plot of 100 sq. yards and above in notified municipalities; or
- (iv) Residential plot of 200 sq. yards and above in areas other than the notified municipalities.” vide Notification No. F. 7(1)DOP/A-II/2019.Dated: 20.10.2019.

^{*} Added vide Notification No. F. 7(1)DOP/A-II/2019.Date: 19.02.2019

² Substituted for “Government of India” vide Notification No. F. 7(2)DOP/A-II/2002.Dated: 17.02.2003.

[£] Deleted “A candidate in whose case a certificate of eligibility is necessary may 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 of India.” vide Notification No. F. 7(2)DOP/A-II/2002.Dated: 17.02.2003.

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

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

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

(2) The Appointing Authority shall determine every year the number of existing vacancies and those anticipated in next twelve months which are to be filled by promotion of persons already in the service.

(3) The Appointing Authority shall also determine the corresponding vacancies of earlier year, if any, year-wise which were required to be filled in by promotion, if such vacancies were not determined and filled earlier in the year in which they were required to be filled in accordance with sub-rule (2).

11. Age.- A candidates for direct recruitment to the posts enumerated in the Schedule –I must have attained the age of 21 year must not have attained the age of ²“40 years” on the first day of January next following the last date fixed for receipt of applications:

Provided:-

³(1) the upper age limit mentioned above shall be relaxed by,-

¹ Inserted vide Notification No. F. 2(4)DOP/A-II/79.Dated: 22.11.1984

² Substituted for &“35years” vide Notification No. F. 7(2)DOP/A-II/84 Pt.dated 06.03.2018.

& Substituted for \$“33years” vide Notification No. F. 7(2)DOP/A-II/84 Pt. dated 25.06.2004 w.e.f. 24.05.2004

\$ 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 “30 years” vide Notification No. F. 7(2)DOP/A-II/84 dated 25.02.1985 w.e.f. 28.09.1984.

³ Substituted for % “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 Scheduled Tribes;

(b) by 5 years in the case of + “women candidates belonging to general category and Economically backward classes and Economically Weaker Sections” ; and

(c) by 10 years in the case of women candidates belonging to the 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 # “women candidates belonging to general category and Economically backward classes.” vide Notification No. F. 7(1)DOP/A-II/2019. Dated:19.02.2019

@ Substituted for “Other Backward Classes” vide Notification No. F. 7(8)DOP/A-II/2008.Dated: 28.08.2009.

Substituted for “women candidates belonging to General category” vide Notification No. F. 7(8)DOP/A-II/2008. Dated:28.08.2009

% Substituted for “that the upper age-limit mentioned above, shall be relaxed by 5 years in the case of women candidates and the candidates belonging to the Scheduled Castes or Scheduled Tribes;” vide Notification No. F. 7(2)DOP/A-II/84/Pt. Dated. 30.04.2001.

- (a) 5 years in the case of male candidates belonging to the Scheduled Castes, Scheduled Tribes, Backward Classes, More Backward Classes and Economically Weaker Sections;
- (b) 5 years in the case of woman candidates belonging to General Category; and
- (c) 10 years in case of woman candidates belonging to the Scheduled Castes, Scheduled Tribes, Backward Classes, More Backward Classes and Economically Weaker Sections.

(2) that the upper age-limit mentioned above shall not apply in the case of an Ex-prisoner who had served under the government in a substantive basis on any post before conviction and was eligible for appointment under the rules ;

(3) that the upper age-limit mentioned above shall be relax able by a period equal to the term of imprisonment served in the case of an ex-prisoner who was not overage before his conviction and was eligible for appointment under the rules;

(4) that the persons appointed temporarily to a post in the Service shall be deemed to be within the age-limit had they been within the age-limit when they were initially appointed even though they may have crossed the age-limit when they appear finally before the commission and shall be allowed up to two chances had they been eligible as such at the time of their initial appointment;

(5) that the upper age-limit mentioned above shall be relaxed by a period equal to Service rendered in the N.C.C. in the case of Cadet Instructors and if the resultant age does not exceed the prescribed maximum age-limit by more than three years, they shall be deemed to be within the prescribed age-limit;

(6) Notwithstanding anything contrary a contained in these Rules in the case of persons serving in connection with the affairs of the state in substantive capacity, the upper age limit shall be 40 years for direct recruitment to posts filled in by competitive examinations or in case of posts filled in through the commission by interview.

¹Deleted.

(7) that the released Emergency Commissioned Officers and Short Service Commissioned officers after released from the army shall be deemed to be within the age limit even though they have crossed 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.

²(8) 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 certificate of death of her husband from the Competent Authority and in case of divorcee she will have to furnish the proof of divorcee.

¹ Deleted "This relaxation shall not apply to urgent temporary appointment" vide Notification No. F. 7(8)DOP/A-II/74.Dated: 26.06.1997

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

¹(9) 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.

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

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

⁴(12) the person who was within the age limit on 31.12.2020 shall be deemed to be within the age limit up to 31.12.2024.

12. Academic and Technical Qualifications and Experience:- A candidate for direct recruitment to the post enumerated in the Schedule –I shall possess:-

(i) the qualifications and experience given in column of the Schedule-I; and

⁵(ii) Working knowledge of Hindi Written in Devnagari Script and knowledge of Rajasthani culture.

⁶“Provided that the person who has appeared or is appearing in the final year examination of the course which is the requisite educational qualification for the post as mentioned in the rules or schedule for direct recruitment, shall be eligible to apply for the post but he/she shall have to submit proof of having acquired the requisite educational qualification to the appropriate selection agency:-

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

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

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

² Added vide Notification No. F. 7(2)DOP/A-II/93Pt. Dated: 25.05.2000.

³ Added vide Notification No. F. 7(6)DOP/A-II/2008.Dated: 23.09.2008.

⁴ Added vide Notification No. F. 7(2)DOP/A-II/84Pt. Dated: 23.09.2022.

⁵ Substituted for “Working knowledge of Hindi written in Devnagari Script and one of the Rajasthani dialects” vide Notification No. F. 5(1)DOP/A-II/77Pt. Date: 30.01.1984

⁶ Added vide Notification No. F. 8(7)DOP/A-2/97 Dated:17.09.1999.

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 the 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 offence 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.

¹“(3)” Those convicted of offences involving moral turpitude shall be required to produce a certificate from the Superintendent. After Care Home or there is no such Home in a particular district from the Superintendent of Police of that district endorsed by the Inspector General of Prisons, to the effect that they are suitable for employment as they have proved to have been completely reformed by their disciplined life while in prison and by their subsequent good conduct in an ‘After Care Home’.

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

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

(a) by the Commission from admission to any examination or appearance at any interview held by the Commission for selection of candidate;

(b) by the Government from employment under the Government.

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

¹ Numbered “(3)” vide Notification No. F. 1(6)DOP/A-II/82.Dated:22.02.1986

PART – IV
PROCEDURE FOR DIRECT RECRUITMENT

¹17. Frequency of Direct Recruitment.-Direct recruitment to the post specified in the Schedule shall be held at least once a year unless the government decides that a direct recruitment for any of these posts shall not be held in any particular year.

18. Authority for conducting the examination and syllabus.- An examination of direct recruitment to the Service shall be conducted by the Commission in accordance with the syllabus prescribed in schedule-II:

Provided that the syllabus may be revised by the Government, from time to time as it may deem fit in consultation with the Commission.

19. Inviting of applications.- Applications for direct recruitment to the post in the Service shall be invited by the Commission by advertising the vacancies to be filled in the Official Gazette or in such other manner, as may be deemed ²“fit.”

³“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 fix by the state Government from time to time during the period of probation and scale of pay of the post as shown elsewhere in the advertisement shall be allowed only from the date of successful completion of period of probation mentioned in the respective Recruitment Rules:”

⁴20. Admission to the Examination:- (1) The applications which are found to be incomplete and have not been filled in accordance with the instructions issued by the Commission shall be rejected by them at the initial stage. The Commission shall permit rest of those candidates to appear in the examination provisionally to whom they consider it proper to grant the certificate of admission. No. candidate

¹ Substituted for “17. Frequency of examination.- A competitive examination for direct recruitment to the service shall be held every year unless the Government in consultation with the Commission decide not to hold the examination in any particular year.” vide Notification No. F. 7(6)DOP/A-II/2008.Dated: 23.09.2008.

² Substituted for “fit:” vide Notification No. F. 7(2)DOP/A-II/2005.Dated: 20.01.2006.

³ Added vide Notification No. F. 7(2)DOP/A-II/2005.Dated: 20.01.2006.

⁴ Substituted for “(1) No candidate shall be admitted to any of the examination unless he holds a certificate of admission to that examination granted by the commission. Before granting such a certificate, the commission shall satisfy themselves that the application has been made strictly in accordance with the provisions of these rules:

Provided that the commission may at their discretion allow any bona fide mistake made in filling of the prescribed form or presentation of the application to be rectified or any certificate or certificates not furnished with the application to be furnished in ten days before the commencement of the examination.”

*“(1A) (i) The applications received after the last date and without requisite fee will be rejected at the initial stage. The commission shall permit rest of the candidates to appear in the examination provisionally, Before appearing at the examination, it should be ensured by the candidates himself/herself that he/she fulfills the condition in regard to the age, educational qualifications, number of chances, if any, etc. as provided in the Rules, being allowed to take the examination shall not entitle the candidate to presumption of eligibility. The Commission shall scrutinize on the applications of such candidates only as qualify in the written examination and shall call only the eligible candidates to viva-voce.

(ii) The decision of the Commission as to the eligibility and consequent admission to viva-voce shall be final.

(iii) No candidate shall be admitted to an examination unless he holds a certificate of admission to that examination granted by the Examination Authority.”

(2) The decision of the Commission as to the eligibility or otherwise of a candidate for admission to the examination shall be final.” vide Notification No. F. 7(5)DOP/A-II/83.Dated: 21.07.1988.

* Added vide Notification No. F. 7(5)DOP/A-II/83. Dated: 24-01-1986.

shall be admitted to an examination unless he holds a certificate of admission to that examination granted by the Commission. Before appearing at the examination, it should be ensured by the candidate himself/herself that he/she fulfills the condition in regard to age, educational qualifications, experience, number of chances, if any, etc. as provided in the Rules, Being allowed to take the examination shall not entitle the candidate to presumption of eligibility.

The Commission shall scrutinize later on the applications of such candidates only as qualify in the written examination and shall call only the eligible candidates to viva-voce, if any.

(2) The decision of the Commission as to the admission of candidate to an examination, eligibility and consequent admission to viva-voce, if any, shall be final.

21. Form of application.- The application shall be made in the form approved by the Commission and obtainable from the Secretary to the Commission on payment of such fee as the Commission may from time to time, fix.

22. Examination fee.- (1) A candidate for direct recruitment to a post in the service must pay the fee fixed by the Commission in such manner as may be indicated by them.

¹“(2) No claim for the refund of the examination fee shall be entertained nor the fee shall be held in reserve for any other examination except when the advertisement is cancelled by the Commission because of withdrawal of requisition by the Requisitioning Authority or for any other reason in which case the amount shall be refunded.

Provided that no claim for the refund or fee shall be entertained after a period of one month from the date of issue of the letter of refund by the Commission to the candidate.”

23. Viva-voce:- Candidates who obtain such minimum qualifying marks in the written examination as may be fixed by the Commission in their discretion shall be summoned by them for an interview for a personality test which shall carry ²“25” marks. The commission may in its discretion award grace marks up to one in each paper and up to three in the aggregate. The Commission may fix minimum qualifying marks in the written examination for the Scheduled Castes and Scheduled Tribes candidates lower than what is prescribed for other candidates. ³“deleted” The marks so awarded shall be added to the marks obtained in the written test by each candidate.

The Scheduled Castes and the Scheduled Tribes candidates shall be paid both ways actual railway fare of the lowest class by passenger train beyond 80 kilometers-in accordance with the order of the Government to appear at the Viva-Voce test. Other candidates shall appear in the Viva-Voce test at their own expense.

¹ Substituted for “(2) No claim for the refund of the examination fee shall be entertained nor the fee shall be held in reserve for any other examination except when a candidate is not admitted to the examination by the Commission in which case the amount shall be deducted by Rs. 5/- before the refund made.” vide Notification No. F. 5(25)DOP/A-II/80. Dated: 08.04.1993.

² Substituted for “20” vide Notification No. F. 1(6)DOP/A-II/82. Dated: 25.07.2002

* Substituted for “150” vide Notification No. F. 5(25)DOP/A-II/80. Dated: 23.02.1985

³ Deleted “The minimum qualifying marks in Viva-Voce shall be 35% for candidates other than those belonging to the Scheduled Castes and the Scheduled Tribes it shall be 25%.” vide Notification No. F. 1(1)DOP/A-II/91. Date: 13.02.2001.

24. Recommendations of the Commission.- The commission shall prepare a list of the candidates whom they consider suitable for appointment to the posts concerned, arranged in the order of merit. The Commission shall forward the list to the Appointing Authority:

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

25. Re-totaling of Marks.- (1) The Commission may order re-totaling of the marks obtained by a candidate during such period as may be decided by the Commission in their discretion on payment of such fee as may be fixed by the Commission from time to time but evaluation of the answer paper shall be not be re-examined.

(2) The Commission may take steps to rectify such mistakes as are detected on re totaling of the marks in pursuance of the provisions of sub-rule (1).

(3) If as a result of such rectification, the Commission discovers that the candidate becomes eligible for selection, such fact shall be immediately and in any case not later than 40 days from the announcement of the result reported to the Government and to that extent the recommendation of the Commission made under rule 24 shall stand protanto modified.

26. Disqualification for Appointment.- (1) No male candidate who has more than one wife living shall be eligible for appointment to the Service unless Government after being satisfied that there are special grounds for doing so, exempt any candidate from the operation of this rule.

(2) No female candidate who is married to a person having already a wife 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 form the operation of this rule.

(3) No married candidate shall be eligible for appointment to the service if he/she had at the time of his/her marriage accepted any dowry.

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

¹ Substituted for "25. Re-checking of Marks: (1) The Commission may order scrutiny, re-checking and re-totaling of the marks obtained by a candidate on payment of fee of *"Rs.5/- per paper" within twenty days of the announcement of the results"

(2) The Commission may take steps ⁰"of" rectify such mistakes as are detected on scrutiny, re-checking and re-totaling of the marks in pursuance of the provision of sub-rule (1) vide Notification No. F. 7(5) DOP/A-II/91, Date-20.01.1993

* Substituted for "Rs.5/-" vide Notification No. F. 5(25)DOP/A-II/80. Dated: 30.05.1985.

⁰ Substituted for "to" vide Notification No. F. 1(5)DOP/A-II/82. Dated: 18.08.1989.

¹“(4)) 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.

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

²Provided 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.

³Provided 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.

27. Selection by the Appointing Authority.- Subject to the provisions of rules ⁴“7,7A & 7B” the Appointing Authority shall select candidates who stand highest in the order of merit in the list prepared under rule 24:

Provided that the inclusion of a candidates’ 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.

¹ 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 [#]“No Candidate shall be eligible for appointment to the service who has more than two children on or after 1.06.2002. Provided that where a candidate has only one child from earlier delivery but more than one child are born out of a single subsequent delivery, the children so born shall be deemed to be one entity while counting the total number of children.” vide Notification No. F. 7(1) DOP/A-II/95. Dated: 08.04.2003. w.e.f.20.06.2001

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

² Added vide Notification No. F. 7(1)DOP/A-II/95/Pt.-II. Dated: 24.02.2011

³ Added vide Notification No. F. 7(1)DOP/A-II/95/Pt.-II. Dated: 20.11.2015. w.e.f 1.04.2015

⁴ Substituted for “7, *(and 7A)” vide Notification No. F. 7(2)DOP/A-II/88. Dated:22.01-1997.

* Inserted vide Notification No. F. 7(2)DOP/A-II/93. Date: 24.05.1994. w.e.f. 28.09.1993.

PART V

PROCEDURE FOR APPOINTMENT BY PROMOTION

1“28. Criteria, Eligibility and Procedure for Promotion.- (1) As soon as the Appointing Authority determines the number of vacancies under rule regarding

¹ Substituted for “28. Criteria, Eligibility and Procedure for Promotion:- (1) As soon as the Appointing Authority determines the number of vacancies under rule 10 and decides that a certain number of posts are required to be filled in by promotion, it shall, subject to provisions of sub-rule (8), 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 consideration for promotion for 5 recruitment years form 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 not 1st June, 2002 does not increase.

Provide further that where a Government Servant has only one child from the earlier delivery but more than on 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.”

^Ψ Added vide Notification No. F. 7(1)DOP/A-II/95.Dated : 20.06.2001.

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

(3) No person shall be considered for first promotion in the Service unless he is substantively appointed and confirmed on the lowest post in the Service. After first promotion in the Service, for subsequent promotion 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 prescribed.

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.

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

Provided that if the Committee is satisfied that suitable person 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.

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

[∞] Added vide Notification No. F. 7(3)DOP/A-II/95.Dated: 18.02.1998

(5) Subject to the provision 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 shall be made strictly on the

determination of vacancies of these rules and decides that a certain number of posts are required to be filled in by promotion, it shall subject to provisions of sub-rule (6),

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 selections to be made.

Provide 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.

(6) Selection for promotion in all other higher posts or higher categories of posts in the State service shall be made on the basis of merit and on the basis of seniority-cum-merit in the proportion of 50:50

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

Explanation:- If in a service, in any category of post, number of posts available for promotion is an odd number then for purpose of determining the vacancies for selection by promotion on the basis of seniority-cum-merit and merit in the proportion of 50:50, the following cyclic order shall be followed:

The first vacancy by seniority-cum-merit;

The subsequent vacancy by merit;

The cycle to be continued

(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 the service or groups or section thereunder, where there are only two scales e.g. junior scale or senior scale and there is only one promotion then promotion shall be made on the basis of seniority-cum-merit alone.

(b) In the service or groups or sections thereunder, where there are three scales e.g. junior scale, senior scale and selection scale and there are two promotions then promotion shall be as under:

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

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

(c) In the Service or Groups or Sections thereunder, where there are more than two promotion then first promotion shall be made on the basis of seniority-cum-merit alone and promotion 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:

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 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.

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.

(8) "The Zone of consideration of persons eligible for promotion shall be as under:-

(i) <u>Number of Vacancies:</u>	<u>Number of eligible persons to be considered.</u>
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(a) for one vacancy	Five eligible persons.
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(b) for two vacancies	Eight eligible persons.
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(c) for three vacancies	Ten eligible persons
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(d) for four or more vacancies	Three times the number of vacancies.
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(ii) Where, the number of eligible persons for promotion to higher post is less than the number of 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 five times the number of vacancies and the candidates belonging to the scheduled castes or the scheduled Tribes, as the within the extended zone of consideration shall also be considered against the vacancies reserved for them.

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

(a) If promotion is from one category of post, eligible persons up to five.

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

(c) If promotion is from different categories of posts carrying different pay scales, eligible persons in the higher pay scale shall be considered for promotion first and if no suitable persons is available for promotion on the basis of merit in the higher pay scale then only the eligible persons of other categories of posts in lower pay scales shall be considered for promotion and as on and so forth.

The zone of consideration for eligibility in this case shall be limited to five senior most eligible persons in all."

(9) 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

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.

(10)(a) A committee consisting of the Chairman of the Commission or a member thereof nominated by him as Chairman, the Secretary to Govt. in the Department of Personnel or his representative not below the rank of the Dy. Secretary to the Government in the Department of Personnel as member and the Legal Remembrancer-Cum – Secretary to the Government in the Law & Legal Affairs Department as Member Secretary 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 rules 10. 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 be 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 Report/Annual Performance Appraisal Reports and other service Record of all the candidates included in the lists as also of these not selected, if any.

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

(10-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 10 which are required to be filled by promotion, the Departmental Promotion Committee shall consider the case of all such persons who would have been eligible in the year to which the vacancies relate irrespective of the year in which the meeting of the Departmental Promotion Committee is held and such promotions shall be governed by the criteria and procedure for promotion 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 of 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.

(10-B) The Government or the Appointing Authority may order for the review of the proceedings of the D.P.C. held earlier on account of some mistake or error apparent on the face of record, or on account of a factual error substantially affecting the decision of the D.P.C. or for any other sufficient reasons e.g. change in seniority wrong determination of vacancies, judgment/direction of any court or Tribunal, or where adverse entries in the Confidential Reports of an individual are expunged or toned down or a punishment inflicted on him is set aside or reduced. The concurrence of the Department of Personnel and the Commission (Where Commission is associated) shall always be obtained before holding the meeting of the review D.P.C.

(11) 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.

(12) 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 be approve the lists. In case the commission consider it necessary to make any change in the lists received from the Appointing Authority of the changes proposed by it. After taking into account the comments of the commission, if any the Appoint Authority may approve the lists finally with such modification, 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.

(13) Appointments shall be made by the Appointing Authority taking persons out of the lists finally approved under the preceding sub-rule (12) in the order in which they have been placed in the lists, till such lists are exhausted or reviewed and revised, as the case may be.

(14) The Government may issue instructions for provisionally dealing with promotions, appointments or other ancillary matters in an equitable and far 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 has been eligible but for such suspension of pendency of such enquiry or proceedings." vide Notification No. F. 7(5) DOP/A-II/2002.Dated:23.07.2003

⊗ Substituted for "28. Criteria, Eligibility and Procedure for Promotion.- (1) As soon as the Appointing Authority Determines the number of vacancies under rules, 10 and decides that a certain number of posts are required to be filled in by promotion, it shall, subject to provisions of sub rules (8), 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.

(2) The persons enumerated in the relevant column regarding post from which promotion is to be made, of the relevant Schedule shall possessing minimum

(2) The persons enumerated in Column 5 of the Schedule shall be eligible for promotion to posts specified against them in column 2 thereof to the extent indicated in column 3 subject to their possessing minimum qualifications and experience on the first day of the month of April of the year of selection as specified in Column 6.

(3) No person shall be considered for first promotion in the service unless he is substantively appointed and confirmed on the lowest post in the Service after first promotion in the Service for Subsequent promotions to higher post 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 lowest post, equal to the number of vacancies, are not available then persons who have been appointed to the lowest post in 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 for promotion in particular year such of the persons who are or were eligible for appointment to that post by both the methods of recruitment and have been appointed by direct recruitment first, shall also be considered for promotion.

(4) Subject to the provisions of sub-rule (6), selection for promotion from the posts of legal Assistant to the posts Head Legal Assistant in the Service shall be made strictly on the basis of seniority-cum-merit from amongst the persons who 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 Committee may consider the persons having less than the prescribed period of service, if he fulfil the qualifications and other conditions for promotion prescribed elsewhere in these rules, and are found otherwise suitable for promotion on the basis of seniority-cum-merit.

(5) Selection for promotion from the post of Head Legal Assistant to the posts of Assistant Legal Assistant Draftsman/Assistant Legal Remembrancer in the Service shall be made on the basis of merit and on the basis of seniority-cum-merit in the proportion of 50:50

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

Explanation:- If in the 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.

(6) Selection for promotion from the posts of Assistant Legal Draftsman/Assistant Legal Remembrancer to the posts of Deputy Legal Remembrancer in the Service shall always be made on the basis of merit alone.

^o(7) deleted

Explanation:- If any doubt arises about the categorization of the post in 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 Reform whose decision there on shall be final.

^o Deleted for "The persons having been selected and appointed by promotion to a post or category or category of posts on the basis of merit shall be eligible for promotion to the next higher post or category of posts, which is to be filled in by merit only when they have put in after regular selection, at last 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 posts 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 :

qualifications and experience on the first day of the month of the year of selection as specified in the relevant column regarding minimum qualification and experience for promotion.

Provided further that in the event of non-availability of persons equally 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.

Ⓢ(8) 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 five times the number of vacancies and the candidates belonging to the Scheduled Castes or the Scheduled Tribes, as the case may be (and not any other) coming within the extended zone of consideration shall also be considered against the vacancies reserved for them.

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

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

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

(c) If promotion is from different categories of posts carrying different pay scales, eligible persons in the higher pay scale shall be 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."

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

(ii) For the Highest post in the Service:-

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

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

if promotion is from different categories of posts carrying different pay scales, eligible persons in the higher pay scale shall be considered for promotion first and if no suitable person is available for promotion on the basis of merit in the higher pay scale then only the eligible persons of other categories or posts in lower pay scales shall be considered for promotion and so on so forth. The zone of consideration for eligibility in this case shall be limited to five senior-most eligible persons in all." vide Notification No. F. 7(1)DOP/A-II/81.Dated:06.07.1983

(9) A Committee consisting of the Chairman of the Commission or a Member there of nominated by him as Chairman, "the Special Secretary to the Government (II) in the Department of Personnel & Administrative Reforms and the Special Secretary to the Government(II) in the Department of Personnel & Administrative Reforms or his representative not below the rank of the Deputy Secretary to the Government in the Department of Personal and Administrative Reforms" 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 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 list 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 these not-selected, if any:

(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.

(4) No person shall be considered for promotion for #“three recruitment years” from the date on which his promotion becomes due, if he/she has more than two children on or after 1st June 2022.

Provided that in case any member or Member-Secretary, as the case may be, constituting the Committee has not been appointed to the posts concerned, the officers holding charge of the post for the time being shall be the Member or Member-Secretary, as the case may be, of the Committee.

*Explanation: For the purpose of selection for promotion on the basis of merit no person shall be selected if he does not have “Outstanding” or “Very Good” record in at least five out of the 7 years preceding the year for which D.P.C. is held.”

* Substituted for “Explanation: For purpose of selection for promotion on the basis of merit, officers with "Outstanding" or consistently "Very Good" record shall only be selected and their names arranged in the order of seniority.” vide Notification No. F. 7(10)DOP/A-II/77.Dated:30.11.91

Φ Substituted for “the Special Secretary to the Government in the Department of Personnel & Administrative Reforms or his representative not below the rank of the Deputy Secretary to the Government in the Department of Personal and Administrative Reforms and the Legal Remembrancer-cum-Secretary to the Government in the Law & Judicial Department” vide Notification No. F. (5)DOP/A-II/82.Dated: 02.05.1986.

(10) If in any subsequent year, after promulgation of these rules, vacancies relating to any earlier year are determined under sub-rule (3) of rule 10 which are required to be filled by promotion, the Departmental Promotion Committee shall consider the case of all such persons who would have been eligible in the year to which the vacancies relate irrespective of the year in which the meeting of the Departmental Promotion Committee is held and such promotions shall be governed by the rules in force at the time, the meeting of the Departmental Promotion Committee is held. The person who has been so promoted shall not be entitled to claim any arrears of pay or re-fixation of his pay or the count his service/experience for promotion to higher post for any period during which he has not actual performed the duties of the post to which he has been promotion.

(11) 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 Personnel Files and Annual Confidential Rolls of all the persons whose names have been considered by the Committee.

(12) The Commission shall consider the lists prepared by the committee along with other relevant documents received from the Appointing Authority and unless any change is considered necessary, shall approve the lists. In case the Commission consider it necessary to make any change in the lists received from the Appointing Authority. It shall inform the Appointing Authority of the Change proposed by it. After taking into account the comments of 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.

(13) Appointments shall be made by the Appointing Authority taking persons out of the lists finally approved under the preceding sub-rule (12) in the order in which they have been placed in the lists, till such lists are exhausted or reviewed and revised, as the case may be .

(14) 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 promotion 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.” vide Notification No. F. 1(5)DOP/A-II/82.Dated: 21.02.1994.

Substituted for “five recruitment years” vide Notification No. F. 7(1)DOP/A-II/95Pt.-III.dated: 19.09.2017.

Provided that,-

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

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

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

Provided further that is the Committee is satisfied that suitable persons are not available for selection by promotion to the highest posts(s) strictly on the basis of merit in a particular year, selection by promotion to the highest posts(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 of specified above, all the persons so eligible shall be considered.

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

¹ Substituted for +“Provided also that while counting the total number of children of a candidate, the child born from earlier delivery and having disability shall not be counted.” vide Notification No. F. 7(1) DOP/A-II/95/Pt.-III. Dated 03.07.2019 w.e.f. 01.06.2002.

+ Added vide Notification No. F. 7(1) DOP/A-II/95/Pt.-II. Dated: 24.02.2011

² Substituted for **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/95Pt.-II. Dated: 18.08.2020

* Added vide Notification No. F. 7(1)DOP/A-II/95/Pt.-II Dated: 20.11.2015.w.e.f 1.04.2015

(iv) For any post in the service :-

(a) If promotion is from more than one categories of posts in the same pay scale, eligible persons up to two in number from each category of posts in the same pay scale shall be considered for promotion;

(b) If promotion is from more than one categories of posts carrying different pay scales, eligible persons in the higher pay scale shall be considered for promotion first and if no suitable person is available for promotion on the basis of merit or seniority cum merit as the case may be, in the higher pay scale than only the eligible persons of other categories of posts in lower pay scales shall be considered for promotion and so on and so forth. The Zone of consideration 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 be 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 the 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 me the Committee that meets in the subsequent year and that such list shall remain in force till the end of the last day of the year for which the meeting of the Committee is held.

(10) Lists prepared under sub-rule (8) and (9) shall be sent to the Appointing Authority together with Annual Confidential Reports/Annual Performance Appraisal Reports and other Service Records of all the candidates included in the lists as also of those not selected, if any.

Explanation: For the purpose of selection for promotion on the basis of merit no person shall be selected if he does not have "Outstanding" or "Very Good" record in at least five 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 by promotion, the Committee shall consider the case of all such persons who would have been eligible in the year to which the vacancies relate irrespective of the year in which the meeting of the 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.

(14) The Commission shall consider the lists prepared by the Committee along with other relevant documents received from the Appointing Authority, and unless any change is considered necessary shall approve the lists. In case the Commission consider it necessary to make any change in the lists received from the Appointing Authority of the changes proposed by it. After taking into account the comments of the Commission, if any, the Appoint Authority may approve the lists finally with such modification, as may in its opinion be just and proper and when the Appointing Authority is an authority subordinate to the Government, the lists approved by the Commission shall be disturbed only with the approval of the Government.

(15) Appointments shall be made by the Appointing Authority taking persons out of the lists finally approved under the preceding sub-rule (14) in the order in which they have been placed in the lists, till such lists are exhausted or reviewed and revised or renamed in force, as the case may be.

(16) 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.

(17)The provisions of this rule shall have effect notwithstanding anything to the contrary contained in any provision of these Rules.”

¹28A. Restriction of promotion of persons foregoing promotion:- In case a person on his appointment by promotion to the next higher post either on the basis of urgent temporary appointment or on regular basis on the recommendation of the Departmental Promotion Committee, forgoes such an appointment through his written request and if the concerned Appointing Authority accepts his/her request, the person concerned shall be debarred from consideration for promotion (both on the basis or urgent, temporary appointment or on regular basis) for subsequent two recruitment years for which the Departmental Promotion Committee is held and the name of such person who forgoes promotion shall not be included in the seniority-cum-eligibility list to be placed before the Departmental Promotion Committee for subsequent two recruitment years.

PART - VI

APPOINTMENTS, PROBATION AND CONFIRMATION

29. Appointment to the Service.- Appointments to posts in the Service by direct recruitment or by promotion, as the case may be, shall be made by the ²“Appointing Authority” on occurrence of substantive vacancies from the candidates selected under rule 24 in order of merit and by promotion from the persons selected under rule 28 and persons adjudged suitable under proviso (iv) to rule 6.

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

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

Provided further that in respect of a post in the service for which both the methods of recruitment have been prescribed, the Appointing Authority or the Authority competent to make appointments, as the case may be, shall not save with the specific permission of the Government in the Department of Personnel, 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.

¹ Substituted for *²28A. Restriction of promotion of persons foregoing promotions:- In case a person, on his appointment by promotion to the next higher post either on the basis of urgent temporary appointment or on regular basis on the recommendations of the Departmental Promotion Committee, forgoes such an appointment, he shall be considered again for appointment by promotion only after a period of one year (both on the basis of urgent temporary appointment or on regular basis, on the recommendations of the Departmental Promotion Committee.” vide Notification No. F. 7(1)DOP/A-II/98.Dated: 05.08.1998.

* Added vide Notification No. F. 15(16)DOP/A-II/80,Date-30-11-1981

² Substituted for “Government” vide Notification No. F. 1(1)/DOP/A-II/91.Dated:19.04.1999

(2) In the event of non-availability of suitable persons, fulfilling the requirements of eligibility for promotion, Government may, notwithstanding the conditions 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 sub-rule (1).

31. Seniority:- ¹“Seniority of persons appointed to the post encadred in the service shall be determined from the date of appointment on the post after regular selection in accordance with the provisions of these rules. Appointment on ad hoc or urgent temporary basis shall not be deemed to be appointment after regular selection.”

Provided:-

(i) that the seniority inter-se of the persons appointment to the Service before the commencement of these rules and/or the service of the pre-reorganization of States of Rajasthan or the service of new State of Rajasthan established by the States Re-organization Act 1956 shall be determined modified or altered by the Appointing Authority on ad-hoc basis;

(ii) that the seniority inter-se of persons appoint to a post in a particular category by direct recruitment on the basis of one and the same selection except those who do no join service when a post is offered to them within a period of six weeks from the date of issue of order or a longer, if extended by the Appointing Authority shall follow the order in which their names have been placed in the list prepared under rule 24:

(iii) that the persons selected and appointed as a result of a selection, which is not subject to review and revision, shall rank senior to the persons who are selected and appointed as a result of subsequent selection.

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.

(iv) that the inter-se seniority of persons who have been adjudged suitable under proviso(iv) to rule 6 shall be determined on the recommendations of the committee referred to rule 28.

²(v) that the seniority of the persons screened under proviso to sub-rule (1) of rule 6 shall be fixed below all the persons appointed regularly by direct recruitment up to the date of amendment.

¹ Substituted for “31. Seniority of persons appointed to the lowest post of the Service or lowest categories of posts in each of the Group/Section of the Service, as the case may be, shall be determined from the date of confirmation of such persons to the said post but in respect of persons appointed by promotion to other higher posts in the service or other higher categories of post in each of the group/ Section in the service as the case may be other higher categories of posts in each of the group Section in the service as the case may be shall be determined from the date of their regular selection to such posts.” vide Notification No. F. 7(1)DOP/A-II/96. Date: 10.10.2002

² Added vide Notification No. F. 1(1)DOP/A-II/91.Dated:15.04.1991

¹(vi) “Deleted”

²(vii) “Deleted”

#(viii) “Withdrawn”

³(ix) Provided 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.

¹ Deleted [§] “That if 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.

[§] Added vide Notification No. F. 7(1)DOP/A-II/96. Date: 1.04.1997.

Withdrawn “@ (Notifications No. F. 7(1) DOP/A-II/2002 dated 28.12.2002) and ²(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.

² Deleted @ “Provided that a candidate who has got the benefit of proviso inserted vide Notification No. F.7(1)DOP/A-II/96 dated 01.04.1997 on promotion to an Immediate higher post shall not be reverted and his seniority shall remain unaffected. This proviso is subject to final decision of the Hon’ble Supreme Court of India in Writ Petition (Civil) No. 234/2002 All India Equality Forum v/s Union of India and Others.” vide Notification No. F. 7(3)DOP/A-II/2008. Dated: 25-04-2008. w.e.f. 28.12.2002..

@ Added vide Notification No. F. 7(1)DOP/A-II/2002 dated 28.12.2002

³ Added vide Notification No. F. 7(3)DOP/A-II/2008 dated 11.09.2011

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

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

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

²(3) “Deleted”

³32. 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.

¹ Substituted for “(1) All person appointed to the service by direct recruitment against a substantive vacancy shall be placed on Probation for a period of two years and those appointed to the service by promotion 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 or by direct recruitment again 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 suppression 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 trainee 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 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 Examinations in the rule regarding confirmation shall be deemed to have been waived in case of death /retirement.” vide Notification No. F. 7(2)DOP/A-II/2005. Dated: 20.01.2006

² Deleted @“(3) The period spent as probationer trainee shall not be counted for experience and eligibility for promotion.” vide Notification No. F. 7(2)DOP/A-II/2005.Dated: 26.04.2011. w.e.f. 20.01.2006

@ Added vide Notification No. F. 7(2)DOP/A-II/2005.Dated:13.06.2008.w.e.f. 20.01.2006

³ Added vide Notification No. F. 7(2)DOP/A-II/2005.Dated:13.06.2008.w.e.f. 20.01.2006

33. Confirmation in certain cases:- “(1) Notwithstanding anything to the contrary contained in the preceding rule, a person appointed to a post in the service by direct recruitment as a probationer trainee under these rules has not been confirmed within six months after satisfactory completion of probation for a period of two years shall be entitled to be treated as confirmed in accordance with his/her seniority if,-

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

(2) If an employee referred to in sub-rule (1) above, may be extended as prescribed for a probation or under the Rajasthan Civil Services (Departmental Examinations) Rules, 1959 and any other rules or by one year, which ever is longer. If the employee still fails to fulfill the conditions mentioned in sub-rule (1) above, he will be liable to be discharged or terminated from such post in the same manner as a probationer or reverted to his substantive or lower post, if any, to which he may be entitled.

¹ Substituted for “33. Confirmation in certain case:- (1) Notwithstanding anything contained in rule 32, 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 promotion prescribed is less on the post or a higher post under the same Appointing Authority or would have so worked but for his deputation or training shall on the concurrence 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 or 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 a probation or under the Rajasthan Civil Service (Department Examination) Rules, 1959 and any other rules, or by one year whichever is longer. If the employee still fails to fulfill the prescribed conditions or fails to give satisfaction, he will be liable to be discharge from such post in the same manner as probationer or reverted to his substantive or lower posts if any to which he may be entitled: Provided further that no person shall be debarred from confirmation after the said period of service if no reasons to the contrary about the satisfactory performance of his work are communicated to him within the said period.

(2) The reasons for not confirming an employee referred to in the second proviso to sub-rule (1) above shall in the case of non-gazette 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 of Rajasthan and in his Confidential Report file. A written acknowledgment shall be kept on record in all these case,

Explanation:- (i) "Regular recruitment" for the purpose of this rule shall mean appointment after either of the method of recruitment or on initial constitution of service in accordance with any of the Service Rules promulgated under proviso to Article 309 of the constitution of India or for posts for which no service rules exists, if the post are within the preview of Rajasthan Public Service Commission, recruitment in consultation with them but it shall not include an urgent temporary appointment/ad-hoc appointment or officiating promotion against temporary or lien vacancies which are liable to review and revision from year to year. In case where the Service Rules specifically permit, appointment by transfer such appointment shall be treated regular recruitment if the appointment to the post from which the official was transferred was after regular recruitment. Persons who have been made eligible for substantive appointment to a post under the rules shall be treated as having been regularly recruited.

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

⁴ Substituted for “(1) Notwithstanding anything to the contrary contained in the preceding rule a person appointed to a post in the Service temporally 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 of within a period of one years' service in case he is appointed by promotion, shall be entitled to be treated as confirmed in accordance with his seniority, if:-

- (i) He has worked on the post or higher post under the same Appointing Authority or would have so worked but for his deputation or training;
- (ii) He fulfills conditions as are prescribed under rules 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.

(3) The employee referred to in sub-rule (1) above, shall not be debarred from confirmation after the said period or service if no reasons to the contrary about the satisfactory performance of his work 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 appointments to a post under the rules shall be treated as having been regularly recruited;

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

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

134. Unsatisfactory progress during probation.- If it appears to the appointing authority, at any time, during or at the end of the period of probation, that services of a probationer-trainee are not found to be satisfactory, the appointing authority may revert him/her to the post on which he/she is regularly selected immediately preceding his/her appointment as probationer trainee or in other cases may discharged 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.

¹ Substituted for “34. 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 act made sufficient use of his opportunities or that he has failed to give satisfaction, the Appointing Authority may revert him to the post held substantively by him immediately preceding his appointment, provided he holds a lien thereon or in other cases may discharge or terminate him from service:

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

Provided further that the Appointing Authority may if it so thinks fit in case persons belonging to the scheduled castes or the scheduled tribes. as the case may be extent 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 sub-rule (1), during the period of probation, if a probationer is placed under suspension or disciplinary proceedings are contemplated or started against him, the period of his probation may be extended till such period the Appointing Authority thinks fit in the circumstances.

(3) A probationer reverted or discharged from Service during or at the end of the period of probation under Sub-rule (1) shall not be entitled to any compensation.” vide Notification No. F. 7(2)DOP/A-II/2005.Dated: 13.06.2008. w.e.f. 20.01.2006

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.

35. Confirmation.- A person placed on probation under rule 32 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 32;
- (b) he has passed a departmental test of proficiency in Hindi, and
- (c) the Appointing Authority is satisfied that his integrity is unquestionable and that he is otherwise fit for confirmation.

PART – VII PAY

36. Scale of Pay.- The scale of monthly pay of a person appointed to a post in the Service, shall be such as may be admissible under the Rules referred to in rule 39 or as may be sanctioned by the Government from time to time.

¹37. Deleted

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

39. Regulations of Pay, Leave, Allowances, Pension etc.- Except as provided in these rules, the pay, allowances, pension leave and other conditions of Service of the member 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 Appeals) Rules, 1958, as amended from time to time;
5. The Rajasthan Civil Services (Revised Pay Scales) Rules, 1961, as amended from time to time;
6. The Rajasthan Travelling Allowances Rules, 1971, as amended from time to time;
7. The Rajasthan Civil Services (New pay Scales) Rules, 1969, as amended from time to time;
8. Any other rules prescribed general conditions of Service made by the appropriate authority under the proviso to Article 309 of the Constitution of India and for the time to be in force.

¹ Deleted “37. Increments during probation.- A probationer shall draw increments in the scale of pay admissible to him during the period of probation in accordance with the provisions of the Rajasthan Service Rules, 1951.” vide Notification No. F. 7(2)DOP/A-II/2005.Dated: 20.01.2006

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

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

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

42. 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 hard-ship if any particular case or where the Government is of the opinion that it is necessary or expedient to relax any of the provisions of these rules with respect to age or experience of any person, it may with the concurrence of the Department of Personnel and Administrative Reforms and in consultation with the Commission by orders dispense with or relax the relevant provisions of these rules to such extent and subject to such conditions as it may consider necessary for dealing with the case in a just and equitable manner, provided that such relaxation shall not be less favorable than the provisions already contained in these rules. Such cases of relaxation shall be referred to the Rajasthan Public Service Commission by the ¹“Administrative Department Concerned”.

²Provided 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.

³Provided 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.

¹ Substituted for “Department Personnel and Administrative Reforms Department of Personnel-A-Gr. II” vide Notification No. F. 11(2)DOP/A-II/75 Dated 18.08.1982.

² Added vide Notification No. F. 7(3)DOP/A-2/95 Dated 18.02.1998

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

¹ SCHEDULE-I

S. No.	Name of the Post	Method of recruitment	Qualification for direct recruitment	Post from which promotion is to be made	Experience for promotion	Remarks
1	2	3	4	5	6	7
POST IN THE STATE SERVICE						
#1.	Senior Joint Legal Remembrancer	100% by promotion	-	Joint Legal Remembrancer	28years' experience in all on the post included in the State and Subordinate Service"	-
2.	Joint Legal Remembrancer	100% by promotion	-	Deputy Legal Remembrancer	3years'experience on the post mentioned in Column 5 and 18 years' service in all, on the posts included in the service	-
3.	Deputy Legal Remembrancer	100% by promotion	-	Assistant Legal Remembrancer	3years' service on the post mentioned in Column 5.	-
4.	Assistant Legal Remembrancer	100% by promotion	-	Senior Legal Officer	5years service on the posts mentioned in Column 5.	-
5.	Senior Legal Officer	100% by promotion	-	Junior Legal Officer	5years service on the posts mentioned in Column 5.	-

Substituted for-

1	2	3	4	5	6	7
1.	Senior Joint Legal Remembrancer	100% by promotion	-	Joint Legal Remembrancer	25 years' experience in all on the post included in the State Service	-

vide Notification No. F. 1(1)DOP/A-II/91.Dated:18.02.2020

1	2	3	4	5	6	7
POST IN SUBORDINATE SERVICE						
6.	Junior Legal Officer	100% by Direct Recruitment	Must be Law Graduate from a University established by law in India or its equivalent with three years course of proficiency degree.	-	-	-

¹ Substituted for -

SCHEDULE-I

S. No.	Name of the Post	Method of recruitment	Qualification for direct recruitment	Post from which promotion is to be made	experience for promotion	Remarks
1.	2.	3.	4.	5.	6.	7.
^θ "Post in the State Service"						
¹ 1.	Senior Joint Legal Remembrancer	100% by promotion	-	Joint Legal Remembrancer	25 years' experience in all on the post included in the State Service"	-
^Ω 2.	Joint Legal Remembrancer	100% by promotion	-	Deputy Legal Remembrancer	5 years service on the post mentioned in Column 5."	-
3.	Deputy Legal Remembrancer	100% by promotion	-	Assistant Legal Draftsman/ Assistant Remembrancer	5 years service on the post mentioned in Column 5.	-
4.	Assistant Legal Draftsman/ Assistant Remembrancer	100% by promotion	-	³ Senior Legal Officer"	5 years service on the posts mentioned in Column 5.	-
5.	³ "Senior Legal Officer"	100% by promotion	-	⁴ Junior Legal Officer"	5 years service on the posts mentioned in Column 5.	-
⁵ "Post in Subordinate Service"						
6.	⁴ Junior Legal Officer"	100% by Direct Recruitment	Must be Law Graduate from a University established by law in India or its equivalent with three years course of proficiency degree.	-	-	-

vide Notification No. F. 1(1)DOP/A-II/91.Dated:23.05.2017. (w.e.f.01.04.2016)

^θ Inserted vide Notification No. F. 1(25)DOP/A-II/73-II.Dated:27.07.85

¹ Inserted vide Notification No. F. 1(1)DOP/A-2/91.Dated:15.03.2013

⁴ Insered vide Notification No. F.1(1)DOP/A-II/82.Dated:9.06.1983

^Ω Renumbered * "Serial No. 1, 2, 3, 4 and 5 as 2, 3, 4, 5 and 6 respectively" vide Notification No. F. 1(1)DOP/A-2/91.Dated:15.03.2013

* Renumbered "Serial No. 1, 2, 3 and 4 as 2, 3, 4 and 5 respectively" vide Notification No. F.1(1)DOP/A-II/82.Dated: 9.06.1983

³ Substituted for "Head Legal Assistant" vide Notification No. F. 1(1)DOP/A-II/82.Dated:23.10.2012

⁴ Substituted for "Legal Assistant" vide Notification No. F. 1(1)DOP/A-II/82.Dated:23.10.2012

⁵ Inserted vide Notification No. F. 1(25)DOP/A-II/73-II.Dated:27.07.1985

**¹“SCHEDULE-II
SYLLABUS FOR COMPETITIVE EXAMINATION FOR RECRUITMENT TO THE POST OF
²“ JUNIOR LEGAL OFFICER”**

The competitive examination shall include the following papers and each paper shall carry the number of marks as shown against each:-

Paper -I	- Constitution of India with special emphasis on Fundamental rights, Directive Principles and enforcement of rights through Writs, Functioning of High Courts and Supreme Court and Attorney General.	50
Paper-II	- Civil Procedure Code and Criminal Procedure Code. Provisions required to be referred generally in Government Offices will be given importance.	50
Paper-III	- Evidence Act, Limitation Act, Interpretation of Statutes, Drafting and Conveyancing.	50
Paper-IV	- Language :-	
	Part-A : General Hindi	25
	Part-B: General English	25

- Note:- (i) Each paper shall be of 3 hours duration.
(ii) Pass marks shall be 40% in each paper.
(iii) All papers except language paper unless specifically required shall be answered either in Hindi or in English, but no candidate shall be permitted to answer anyone paper partly in Hindi and partly in English unless specifically allowed to do so.
(iv) The Standard of the language paper will be that of Senior Secondary level.”

By Order and in the name of the Governor,

(Krishna Bhatnagar)
Special Secretary to the Government,

¹ Substituted for “SCHEDULE-II SYLLABUS FOR COMPETITIVE RECRUITMENT POST OF LEGAL ASSISTANT

They will be three papers in all as below:-

Paper -I - Constitution of India with special emphasis on Fundamental rights, Directive Principles and enforcement of rights through Writs, Functioning of High Courts and Supreme Court and Attorney General.

Paper-II - Civil Procedure Code and Criminal Procedure Code. Provisions required to be referred generally in government offices will be given importance.

Paper-III - Evidence Act, Limitation Act, Interpretation of Statutes, Drafting and Conveyancing.

Note:- (i) Each paper shall be of 50 marks and of 3 hours duration.

(ii) Pass marks shall be 40% in each paper.

(iii) All person unless specifically required shall be answer either in Hindi or English but no candidate shall be permitted to answer anyone paper partly in Hindi and partly in English.” vide Notification No. F. 1(6)DOP/A-II/82.Dated: 25.07.2002.

² Substituted for LEGAL ASSISTANT vide Notification No. F. 1(1)DOP/A-II/82.Dated:23.10.2012