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CHANDIGARH, FRIDAY, OCTOBER 20, 2000 No.42] (ASVINA 28, 1922 SAKA)

LEGISLATIVE SUPPLEMENT

Part I

Acts

Pages

·· 615--653

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Part II

Nil

Ordinances

Nil

Part III

Delegated Legislation

1. Notification No. G.S.R. 88/ Const./Art.309/2000, dated the 28th September, 2000, containing the Punjab Transport Department (Non-Commercial Wing) Class III Service Rules, 2000.

2. Notification No. G.S.R. 89/ P.A.IV/47/S.2/2000, dated the 3rd October, 2000, containingthe East Punjab Salaries (Provision for. Salaries (Provision for, Furnished House to Ministers) Ruels, 2000

NIL

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Part IV Correction Slips, Republica-tions and Replacements THE SECOND

Price : Rs. 2.70 Paise (cvii)

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GOVERNMENT OF PUNJAB

gene <u>a</u>re DEPARTMENT OF TRANSPORT (TRANSPORT II BRANCH)

Notification ÷., .,, The 28th September, 2000

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No.G.S.R. 88/Const./Art.309/2000.--In exercise of the powers² conferred by the proviso to article 309 of the Constitution of India, and all other powers enabling him's in this behalf, the Governor of Punjab is pleased to make the following rules regulating the recruitment, and conditions of service of the persons appointed to the Punjab Transport (Wing) Class III Department 🖓 🐨 (Non-Commercial 🖉 Service, namely :--

RULES C.

1. Short title, commencement and application.--(1) These rules may be called the Punjab Transport Department (Non-Commercial Wing) Class III Service **!*** いかり離れた Rules, 2000. Ť.

. . (2) They shall come into force on and with effect from the date of their publication in the . . official Gazette. zette.

(3) They shall apply to the posts specified in . Appendix 'A' to these rules.

2. Definitions.--(1) In these rules, unless the context otherwise requires, -- "

(a) "Appendix" means an Appendix appended to rottonerg these rules and of assimilations

aceres (b) "Commissioner" means the State Transport stand all Commissioner, Punjab ; dpin to a state

(c) "Government" means the Government of the AI (1) States of Punjab in the Department of alsarge Transportmand collected to create all end Vo (djawService" Limeansat the Punjab Transport Department (Non-Commercial Wing) - Class (Inegga) IHI Service ; most concerns the concerns

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(2) The expressions used in these rules, not defined, shall have the respective meanings assigned to these expressions in the Punjab Civil Services (General and Common Conditions of Service) Rules, 1994.

3. Number and character of posts.--The Service shall comprise the posts specified in Appendix 'A':

Provided that nothing in these rules shall effect the inherent right of the Government to add to or reduce the number of such posts or to create new

posts with different designations and scales of pay, whether permanently or temporarily.

4. Appointing Authority .-- All Appointments to the Service shall be made by the Commissioner.

5. Qualifications and method of appointment.--(1) All appointments to the Service shall be made in the manner specified in Appendix 'B':

Provided that if no suitable candidate _ **is** available for appointment by promotion or by direct appointment as the case may be, then appointment to the Service shall be made by transfer of a person, unless otherwise provided in these rules, holding similar or identical post under the State Government or Government of India.

(2) No person shall be appointed to a post in the Service unless he possesses the qualifications and experience as specified for such a post in Appendix 'B'. × * *

(3) Appointment to the Service by promotion shall be made on seniority-cum-merit but no person shall have any right to claim promotion on the basis of seniority alone. 1.14 1 1.

6. Discipline, punishment and appeals.--(1) In the matter of discipline, punishment and appeals, the members of the Service shall be governed by the Punjab Civil Services (Punishment and Appeal) Rules, 1970, as amended from time to time.

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(2) The authority empowered to impose penalities as specified in rules 5 of the Punjab Civil Services (Punishment and Appeal) Rules, 1970 and the appellate authority thereunder in respect of the members of the Service shall respectively be the Commissioner and the Government.

7. Applications of the Punjab Civil Services (General and Common Conditions of Service) Rules, 1994.--(1) In respect of the matters, which are not specifically provided in these rules, the members of the Service shall be governed by the Punjab Civil Services (General and Common Conditions of Service Rules, 1994, as amended from time to time.

(2) The Punjab Civil Services (General and Common Conditions of Service) Rules, 1994 as in force at present are annexed as Appendix 'C'.

8. Repeal and saving .-- The Punjab Transport Department (State Service Class III) Rules, 1963, are hereby repealed;

Provided that any action taken or any thing done under the rules so repealed, shall be deemed to have been taken or done under the corresponding provisions of these rules.

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1 618 PUNJAB GOVT GAZ , OCT. D20, 2000 (ASVN 28, 1922 SAKA) ಕಾರ್ಯಕ್ಷಣ್ಯ ಸಂಕ APPENDIX Number of Posts the Date Tenolesin not Ser ial Designation of Perma-Tempo Totallia Scale of pay Number Post in nent rary of montant (in rupees) and in the series of th 10 2 Ling and selen engen al toplyong whether a 1, Law Officerations emil mol hebring 7000-220-8100-275-10300-340-10980. Assistant District 18:10 18:006400-200-7000-220-Transport Officer 41 900000 10 98100-275-10300-340-Personal Assis-3 1 6400-200-7000-220-8100-275-10300-340-, I , tant 10640 Super intendent 2 Grade II 6 6400-200-7000-220 8100-275-10300-340-10640. 5 Section Officer • : 16 6400-200-7000-220- -16 8100-275-10300-340-10640. . H 1 6 Senior Assis-8 14 tant/Senior 22 5800-200-7000-220-Assistant Accounts) 8100-275-9200. Senfor Scale Stenographer 5800-200-7000-220-8100-275-9200. 8 Draftsman 5800-200-7000-220-8100-275-9200. Junior Auditor 9 2 5800-200-7000-220-2 8100-275-9200. 10 Hotor Vehicle 8 10 Inspector. 18 5480-160-5800-200-7000-220-8100-275-8925. Statistica] 11 1 Assistant • • 1 5000-160-5800-200-7000-220-8100. **#**1 as meneral sectors and the ers Lerminau

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| `• | Electrician (Technician Grade II) | · 1 | 1 | 2 | 4550-150-5000-160- 5800-200-7000-220- 7220 | •. |
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| | Tyreman (Technician Grade II) | . • | ١ | 1 | 4550-150-5000-160- 5800-200-7000-220- 7220. | |
| I | Welder (Technician Grade II) | •• | · 1 | 1 | 4550-150-5000-160- 5800-200-7000-220- 7220. | |
| | Junior Scale Stenographer | 1 | | 1 | 4400-150-5000-160- 5800-200-7000. | |
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| 27 | Stenotypist | 14 | 10 | 24 | 3330-110-3660-120- 4260-140-4400-150- 5000-160-5800-200- 6200- |
| .28 | Staff Car Driver (Hinister Car section) | 21 | 13 | 34 | 3330-110-3660-120- 4260-140-4400-150- 5000-160-5800-200- 6200- |
| 29 | Staff [°] Car Driver | 1 | 3 | 4 | 3330-110-3660-120- 4260-140-4400-150- 5000-160-5800-200- 6200. |
| 30 | Clerk | 33 | 68 | 101 | 3120-100-3220-110- 3660-120-4260-140- 4400-150-5000-160- 5160. |
| 31 | Constable Driver | 10 | 8 | 18 | 3120-100-3220-110- 3660-120-4260-140- 4400-150-5000-160- 5160. |
| 32 | Junior Technician | 2 | 11 | 13 | 3120-100-3220-110- 3660-120-4260-140- 4400-150-5000-160- 5160. |
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| | | | | | APPENDIX 'B | j e . | | 1 0 |
| • | | | . , | | (See rule 5) | , , | | 622 |
| - S | sr. | Designation of | Perc | entage for | appointment by | | | |
| | | the post | Promotion | | | Method, quality | appointment by S the | |
| - | | · | rromotion | Direct | Transfer | Promotion | Direct appointment | ਿੰਦ |
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| | 1 | Daw Officer | • | | From amongst the | | in the second se | |
| | | | • • 、 | | Assistant District Attornies working | | | GOVT |
| | | | . • | | in the Directorate of Prosecution and | | | /T G |
| | 2 | Assistant | Twenty | 71 mln h | Litigation, Punjab | | | 8 AZ |
| | - | District | per cent | ∃ighty per cent | | From amongst the Senior Assistants/ | Should be a Graduate of a recognised university for | 192 |
| | | Transport Officer | | | | Senior Assistants (Accounts), Junior | institution and should have qualified a test was per | NO |
| | | | | | | Auditors and | syllabus specified in | SAT. |
| | | | | | • | Draftsmen who have an experience | Appendix 'D' to be held by the Board. | (A) |
| | | | | | · · | of working on any | | · · · · |
| | | | | | | one of these posts for a minimum | | 2000 |
| | | | | | | period of five years | | . Ō |
| | 3 | Personal | Hundred | | | From amongst the | 200 m 200 m | ~ |
| | | Assistant | per cent | | | Senior Scale Steno- | ter als al sin t ter estate ter estate ter estate ter estate ter estate | |
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| | | | | • | · · | | | - |
| | | • | | | | an experience of working as such for a minimum period, of five years | Terrer Alter and | |
| | | Superinten- dent Grade II | Eighty per cent | Twenty per cent | | From amongst the Senior Assistants/ Senior Assistants | (1) Should be a Graduate from a recognised uni- versity or institution; | |
| | | Deaftanan - 19 | n - San Anna Anna Anna Anna Anna | share, Ar tottaan | | (Accounts), who have an experience of working as such | (ii) Should have an ex- perience of working as | PUNJAB |
| | n en de la companya d | | | | | on either of these posts for a minimum period of five years | Senior Assistant in any department of the Punjab Government for a mini- | ASVN |
| | 5 | Section Officer | | · . | From amongst the Section Officers | | mum period of five years. | GAZ. 28, 1 |
| - - | | | 1 1 | • • • | working in the Department of Finance (Treasury and Accounts), | | | , OCT. 20 922 SAKA) |
| | e e | Senior Assistant/ Senior Assistant (Accounts) | Seventy- five per cent | Twenty- Iive per cent | Punjab. | From amongst the Junior Assistants who have an ex- perience of working | (i) Should be a Graduate from a recognised university or institu- tion; and | 20, 2000 (A) |
| | ••••• | · · · · · · · · · · · · | - | | | as such for a minimum period of five years | (ii) Should have an experience of working as Senior Assistant for a minimum period of five years under a State | |
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| | | 2 | 3 | 4 | 5 | | 6 | | 7 | 624 | <i>.</i> |
| | 7 | Senior Scale | Eighty | Twenty | · | | From amongst the | Orgai | nment or under a State Government isation. d be a Graduate or | 3 | |
| | | Stenographer | per cent | per cent | | | Junior Scale Steno- graphers who have an experience of working as such for a minimum period of one year and who qualify test in Stenography to be held by the appoint- ing authority at | Secon media Matri gnise instit equiv (ii) Shoul in s held | d Class Inter- te or first class culate of a reco- d university or ution or its alent; and d qualify a test tenography to be by the Board at. | PUNJAB GOVT GA (ASVN 28, | · |
| | 8 | Draftsman | ~~ | Hundred per cent | | · | such speed as may be specified by the Punjab Government in this behalf from time to time | such specif Gover from Source Estim (1) .Should of . a | speed, as may be fied by the Punjab nment in this behalf time to time: upper (fuer) of the goular - vasistant for sub be a Matriculate recognised uni- | 2.7 OCT 7 20, 1922 (SAKA) | |
| | · | | | | | , | دین بر روین بر | (11) Should in C (Draft in Dra cal) | y or institution ; i possess diploma ivil Engineering sman) or diploma aftsman (Mechani- from a recognised rsity or institut- and | 2000 | |
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| | and an anti- | t | 2 | | S. |
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| New Constitution of the second s | 9 Junior Twenty- Sevent | | | (ill) Should have an ex- perience of working as Draftsman for a minimum period of two years under a State Govern- ment or under a Semi State Government Organisa- tional Decision | PU |
| | 9 Junior Twenty- Sevent Auditor five five percent percer | | From amongst the Junior Assistants who possess degree of Bachelor of Commerce from a recognised uni- versity or institu- tion and who have an experience of working as such for a minimum period of five years | Should possess a degree of Bachelor of Commerce with First Division or a degree of Master of Commerce with Second Division from a re- cognised university or institution. | PUNJAB GOVT GAZ., OCT. (ASVN 28, 1922 SAK) |
| • | 10 Motor Vehicle Hundre Inspector per cer | | | (1) Should have passed Senior Secondary Part- II Examination from a recognised university or institution; (ii) Should have,- (a) a diploma in Automobile Engineering (Three | r. 20, 2000 AKA) |
| · · · · · · · · · · · · · · · · · · · | · · · · · · · · · · · · · · · · · · · | | | Year's Course), from a recognised university or institution; or | 625 |

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| | | • | | (b) a diploma in Mechani- | |
| | | | | cal Engineering (Three | |
| | | | | Year's Course) award- ed by the State Board | |
| | | | | of Technical Education ; | · |
| · . | | | | OF HEAL | PU |
| | | | | (c) any gualification in | PUNJAB |
| | | | • | either of the discip- lines mentioned in (a) | A |
| Section and a | (, · · · · · | | | and (b) above, 'dec- | Â |
| | | | | lared equivalent by | GOVT G |
| | | | | the Central Government or the Punjab Govern- | L N |
| | | | | ment. | 280 |
| | | | | (iii) Should . have an ex | AZ |
| · · · | | | | perience of working for a minimum period of one | 192 |
| | , | | а. В. | year in a reputed auto- | 220 |
| | | | • | mobile workshop, which | 2 S |
| | | | - | Light Motor Vehicles, | A |
| 1 | in a second de la companya de la com La companya de la comp | | · · · | Heavy Goods Vehicles, | 少20 小KA) |
| • • | | | | and Heavy Passengers | 0 00 Z I 🖞 (|
| | | | | Motor Vehicles" fitted with petrol and diesel | |
| | | | | engine; , and , uf (, titkey) of | 8 |
| | | | | (iv) Should hold a driving | |
| | | , | | licence authorising him | |
| | | 1 | | to drive Motor cycle, | |
| | | | | Heavy' Goods' Véhicles, and Heavy' Passenger | 1 |
| | _ | | | Motor Vehicles: | Į |
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| | 1 | , <u></u> | undred er cent | <u></u> | | From amongst the Junior Field In- vestigators who have an experience of working as such for a minimum period of five years. | | PUN |
| · · | 1 | e licae | undred er cent | | | From amongst the Mechanics (Tech- nician Grade II) who have an experience of working as such for a minimum period of fiver years. | $\begin{array}{c} \left\{ p_{1},p_{2},\dots,p_{n}\right\} = \left\{ p_{1},\dots,p_{n}\right\} = \left\{$ | PUNJAB GOVT GAZ., (ASVN 28, 19 |
| • | in the second | (Technician f | live f | wenty- lve er cent | | From amongst the Mechanic (Tech-""" nician Grade 111) who have an experience of working as such for a minimum period of five years. | (i) Should be a Matriculate of a recognised university or institution; (ii) Should possess three years National Trade Certificate or National Apprenticeship Certifi- cate from a recognised university or institution; | ., OCT. 20, 2000 1922 SAKA) |
| 1 | | · · · · · · · · · · · · · · · · · · · | | | | | and, (111) Should possess at least seven years experience as Technician Grade IV and Technician Grade | 627 |
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| | | | | | | | III in the Trade concern- ed out of which at least three year's experience | | ۰. |
| r | | | - | | | | snould be as Technician! Grade III under a State | D.d. | |
| | 14 | | • | | | , t | Semi State // Government | PUNJAB (| |
| | 14 | Electrician (Technician Grade II) | Seventy- five per cent | Twenty- five | | From amonyst the Junior Technicians | (1) Should be a Matriculate | l' n | |
| | | ·, | per cent | per cent | 2 | (attached with Electrician Tech- | of a recognised university or institution; (ii) Should possess three | GOVT G ASVN 28 | |
| | . * | | | • · | | nician Grade,II) who have an ex- perience of work- | (11) Should possess three years National Trade Certificate or National | | |
| | | 1 | | | • • | ing as such for a minimum period | Apprenticeship Certifi- cate from a recognised | 2 | |
| | - | | | | | of five years. | tion; and | SA KI | |
| | | | | | | | (111) Should possess at least seven years experience as Technician Grade IV | 20, A) | |
| | | | | | | | and lechnician Grade.III in the Trade concerned | 2000 | |
| | | | : | | | | out of which at least three years experience should be as Technician | | |
| | | | 1 | | \$ | | Grade III under a State Government or a Semi | | |
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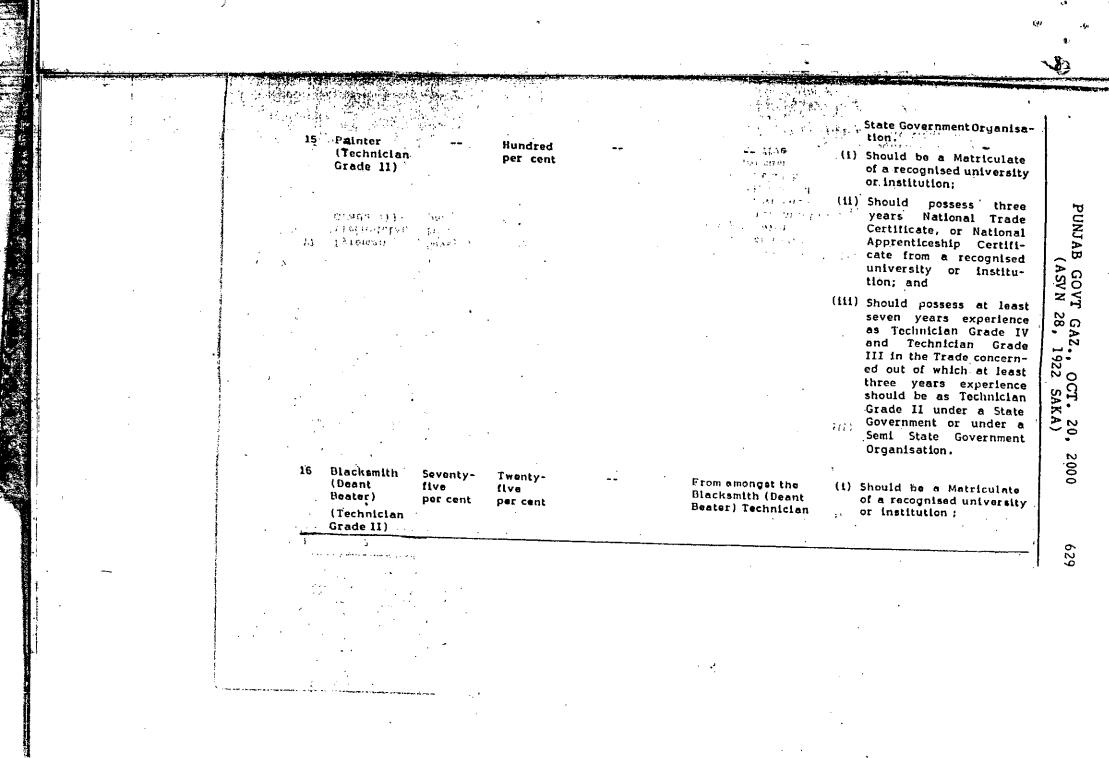
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| · · | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 630 |
| | | | · · | • . | | an experience of working as such for a minimum period of five years. | (11) Should possess three years National Trade Certificate or National Apprenticeship Certificate from a recognised university or institution; and (111) Should possess at least seven years experience as Technician Grade IV and Technician Grade IV and Technician Grade III in the Trade concerned out of which at, least three years experience should be as Technician Grade III under a State Government or Semi State Government Organisation. | PUNJAB GOVT GAZ., OCT. 20, (ASVN 28, 1922 SAKA) |
| | 17 | Tyreman (Technician Grade II) | Seventy~ flve per cent | Twenty- flve per cent | | From amongst the Junior Techniclan attached with Tyreman (Technician Grade II) who have an experience of working as such for a minimum period of five years. | (i) Should be a Matriculate of a recognised university or institution;) (ii) Should possess at least three years National Trade Certificate or National Apprenticeship Certificate from a re- cognised university or institution; and | 20, 2000 1) |

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| 18. | Welder (Technician Grade II) | Seventy- five fi per cent | Twenty five per cent | | From amongst the (i) Junior Technician attached with Welder (Technician (ii) Grade II) and who have an experience of working as such for a minimum period of five years. | (iii) Should possess at least seven years experience as Technician Grade IV and Technician Grade III in the Trade' concerned out of which at least three years experience should be as Technician Grade III under a State Government or Semi State Government or Semi State Government Organisation. Should be a Matriculate of a recognised university or institution; Should possess three years National Trade Certificates or National Apprenticeship Certificate from a recognised university or institution; and Should possess at least seven years experience as Technician Grade IV and Technician Grade IV and Technician Grade III in the trade concerned out of | PUNJAB GOVT GAZ., OCT. 20, 2000 (ASVN 28, 1922 SAKA) |
| | | | | | | which at least three years experience should be as Technician Grade III under a State Government or a semi State Government Organi- sation. | 63 0 |

632 5 6 7 L 2 3 From amongst the 19 Junior Scale Hundred Stenographer per cent Stenotypists who have an experience of working as such PUNJAB GOVT (ASVN for a minimum period of one year and who qualify test in Stenography to be held by the appointing authority at such speed as may be specified 28 G by the Punjab Government from AZ. time to time. ., OCT. 20, 1922 SAKA) From amongst the 20 Junior -Hundred Clerks who have an Assistant per cent experience of working as such for a minimum period of five years. From amongst the Should be a Graduate of a 21 Junior Field Eighty Twenty 2000 recognised university Investigator per cent per cent Clerks who have an or experience of working institution with Mathematics as such for a minimum or Statistics or Commerce or period of five years. Economics as one of the subject. From amongst the 22. Supervisor Hundred staff car drivers per 'cent (Minister Car

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| | | | | | | Section) who have an experience of working as such for a minimum period of five years. | | |
| | 23 | Mechanic (Technician Grade III) | Seventy- five per cent | Twenty- five per cent | • | From amongst the Junior Technicians attached with Machanic (Techni- cian Grade III) who have an ex- perience of working as such for minimum period of five years. | (i) Should be a Matriculate of a recognised university or institution; (ii) Should possess three years National Trade Certificate or National Apprenticeship Certificate from a recognised uni- versity or institution; and | PUNJAB GOVT ((ASVN 2 |
| | | *** ** | | | | | (iii) Should possess at least five years experience as Junior Technician and Technician Grade IV under a State Government or a semi State Government Organisation. | GAZ., OCT. 20 28, 1922 SAKA) |
| • . | 24 | Blacksmith (Deant Beater) (Technician Grade III) | Seventy- five per cent | Twenty- five per cent | | From amongst the Junior Technicians attached with Blacksmiths (Deant Beater) (Technician | (i) Should be a Matriculate of a recognised university or institution; (ii) Should possess three | 20, 2000 |
| | | - | | | | Grade III) who have an experience of working as such for a minimum period of five years. | years National Trade Certificate or National Apprenticeship Certificate from a recognised uni- | .63 |

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e de cuerte -2 3 4 5 6 634 7 (111) Should possess at least five year's experience as Junior Techni cian br: Technician Grade IV PUNJA under a State Government or a semi State Government Organisation. 25 Upholstrer Seventy- Twenty-Ξ. (Technician five From amongst Junior (1) Should be a Matriculate of \sim five GOVT ASVN Technicians attached Grade III) per cent per cent a recognised university or with Upholstrers institution; (Technician Grade-III) who have an (11) Should possess three 28 G experience of working year's National Trade Certificate or National as such for a > Ň minimum period of Apprenticeship Certificate - H - E from a recognised unifive years. 9versity or institution; and NO V (111) Should possess at least St CI five year's experience as > ۲. Junior Technician or AN Technician Grade IV under 0 a State Government or under a semi State Govern-2000 ment Organisation. 26 Fitter Seventy- Twenty-(Technician From amongst the five (1) Should be Matriculate of five Grade III) Junior Technicians per cent per cent a recognised university or attached with Fitters institution; (Technician Grade-(11) Should possess three year's III), who have an National Trade Certificate

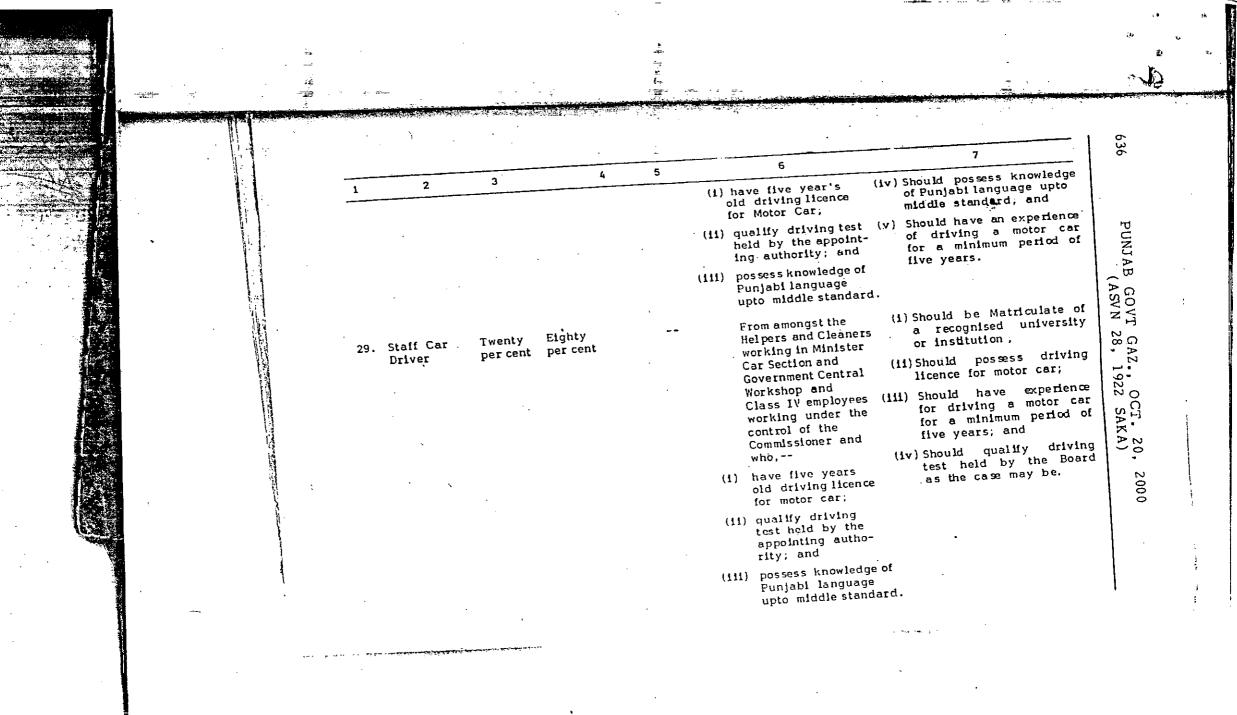
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| | | | | experience of workin as such for a minimu period of five years. | m or National Apprentice ship Certificate 'from recognised university o institution, and (iii) Should as | |
| | 27 Stenoty _F | lst Twenty I percent p | Eighty per cent | By selection from amongst the Clerks | Technician Grade IV under a State Government or a semi State Government Organisation. | PUNJA |
| : | | | | perience of working as such for a minimum period of one year and who qualify to test in Stenography to be held by the appointing and | Secondary Part II or Second Class Matriculate of a recognised university or institution; and (ii) Should qualify in a competitive test in Stence | B GOVT GAZ. (ASVN 28, 1 |
| | 28 Staff Car Driver (Minister Car Section | | ghty Cent | as may be speci- fied by the Punjab Government from time to time. From amongst, Helpers (and Cleaners working | Board at such speed as may be specified by the Punjab Government from time to time. | , OCT. 20, 922 SAKA) |
| | | | | Workshop and Class III (1 | of a recognised university or institution; 11) Should possess driving licence for motor car; 12) Should qualify driving test held by the Board; | 2000 |
| | | | | | -, the Board; | 635 |
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| | | 30 | Clerk | Fifteen per cent | Eighty- five per cent | | under the control of the Commissioner who are matriculates and who have ar | pa Pa a j | ould be a Matric second division or sæd Senior Secor rt II examination recognised universi | has ndary | | |
| | | | | | | • | experience of working as such for a minimum (period of five years and qualify such test in typewriting at such speed as may be specified | b) Sho Pur be suc spe | ould qualify a ten ojabi typewriting held by the Boar th speed as may cified by the b | st in to rd at be | PUNJAB | |
| | 3 | 1 | Constable Driver | | - | From amongst the | by the Punjab Government from time to time. | Gov tin | ernment from Hm | ie to | GOVT ASVN | |
| ; | | | STIVEL | | | Constable Drivers working under the control of Director General | τ . | | | | GAZ | |
| • • • | 3 | 2 | Junior Technician ⁻ | Twenty- five Per cent | Seventy- five per cent | of Police, Punjab. | From amongst the (i) Helpers and Cleaners who are Matriculates from | | uld be Matriculat cognised universi itution; and | e of ty or | ., ОСТ. 20, 1922 SA KA) | |
| . ` | | | | | | | a recognised university or (11) institution with a knowledge of trade concerned and who have an experience of working as | or N Cert Conc reco | ild pssess three ye onal Trade Certifi ational Apprentice ificate in the Tr erned from gnised university ltution. | .cate ship rade | 2000 | |
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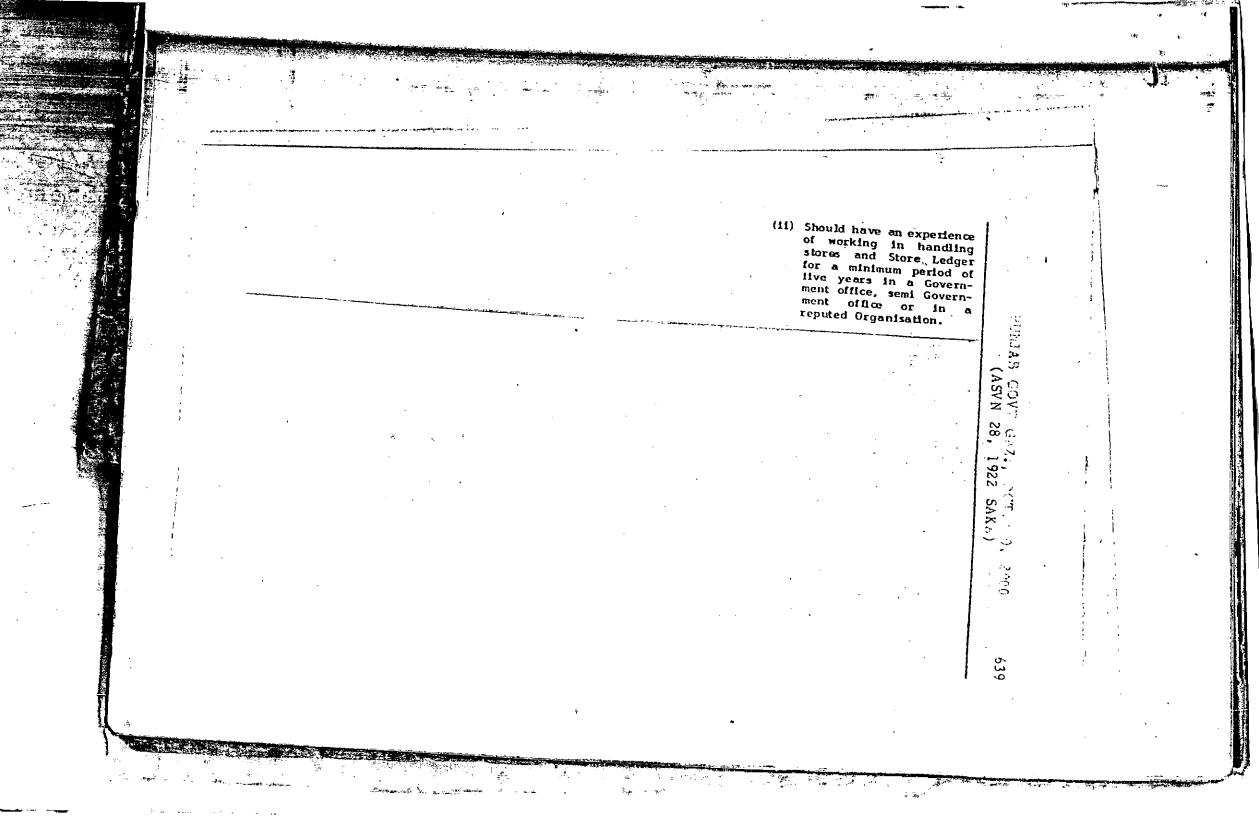
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638 2 3 4 5 1 . 6 7 such for a minimum period of five years. 33 Store Hundred From amongst the Keeper per cent Store Attendents PUNJAB (Assistant Store Keepers) who have an experience of working (ASVN as such for a minimum period of five years. GAZ., 00 28, 1922 34 Restorer Hundred From amongst Class-IV employees working Per Cent under the control of the Commissioner)CT. 20, SAKA) who have an experience of working as such for a minimum period of five years. 2000 Store 35 llundred (1) Should be a Matriculate Attendent per cent in Second Division or (Assistant have passed Senior Store Secondary Part II exami-Keeper) nation from the recognized university or institution; and ----

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APPENDIX 'C'

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(See rule 7) GOVERNMENT OF PUNJAB

DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE

REFORMS (PERSONNEL POLICIES I BRANCH)

Notification

The 4th May, 1994

No. G.S.R.33/Const/Art.309/94.--In exercise of the powers conferred by the proviso to article 309 of the Constitution of India, and all other powers enabling in this behalf, the Governor of Punjab is pleased to make the following rules regulating the recruitment and general and common conditions of services of persons appointed to Class I, Class Ii and Class III services in connection with the affairs of the State of Punjab, namely :--

1. Short title, commencement and application.-- (1) These rules may be called the Punjab Civil Services (General and Common Conditions of Service) Rules, 1994.

(2) They shall come into force at once.

(3) They shall apply to all the post in Class I. Class II and Class III services in connection with the affairs of the State of Punjab.

2. Definitions.--In these rules unless the context otherwise requies.--

 (a) "appointing authority" means an appointing authority specified as such in the Service Rules made under article 309 of the Constitution of India in respect of any service or post in connection with the affairs of the State of Punjab.

 (b) "Board" means the Subordinaté Service Selection Board, Punjab or any other authority constituted to perform its functions;

| PUNJAB GOVT GAZ., OCT. 20, | 2000 | |
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- (c) "Commission" means the Punjab Service Commission ; Public
- (d) "direct appointment" means an appointment made otherwise than by promotion or by transfer of a person already in the service of Government of India or of a State Government ;
- (e) "Government" means the Government of the State of Punjab in the Department of Personnel and Administrative Reforms ;
- (f) "recognised university or institution" means .--
 - (i) any university or institution incorporated by law in any of the State of India ; or
 - (ii) any other university or institution which is declared by the Government to be a recognised university or institution for the purposes of these rules ;
- (g) "Service" means any Class I service, Class II service or Class III service constituted in connection with the affairs of the State of Punjab ;
- (h) "Service Rules" means the service rules made under article 309 of the Constitution of India regulating the recruitment and conditions of service other than general and common conditions of service of persons appointed to any service or post in connection with the affairs of the State of Punjab. • • * (

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3.Nationality, domicile and character of persons winted to the Service.--(1) No person shall be Anted to the Service unless he is, --

(a) a Citizen of India ; cr

(b) a Citizen of Nepal ; or 11.

(c) a Subject of Bhutan ; pr

- (d) a Tibetan refugee who came over to India before the 1st day of January, 1962 with the intention of permanently settling in India ; or
- (e) a person of Indian origin migrated from Pakistan, Burma, Sri Lanka has and East African Countries of Kenya. Uganda and United Republic of Tanzania (formerly -Tanganyika Zambia, Zanzibar) and Malawi, Zaire, Ethopia Vietnam with the intention of permanently and settling in India:

Provided that a person belonging to any of the categories (b), (c), (d) and (e) shall be a person ir whose favour a certificate of eligibility has been given by the Government of Punjab in the Department of Home Affairs and Justice.

(2) A person in whose case a certificate of eligibility is necessary may be admitted to an examination or interview conducted by the Commission or the Board, as the case may be, on his furnishing proof that he has applied for the certificate but he shall not be appointed to the Service unless the necessary certificate is given to him by the Government of Punjab in the Department of Home Affairs and Justice

(3) No person shall be recruited to the Service by direct appointment unless he produces,---

(aja certificate of character from principal academic officer of the university, the college, school or institution last attended, if any, end similar certificates from two responsible persons not being relatives, who are well acquainted his him in his private life and are unconnected with his university, college, school or institution ; and

(b) an affiduvit to the effect that he was never convicted for any criminal offence involving moral turpitude and that he was never dismissed or removed from service of any State Covernment or of Government of India or of any Public Sector Undertaking.

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4. Disqualifications. -- No person--(a) who has entered into or contracted a marriage with a person having a spouse living, or

(b) who, having a spouse living, has entered into or contracted a marriage with any person,

shall be eligible for appointment to the Service :

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Provided that the Government, if sastisfied that such marraige is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

5. Age.--(1) No person shall be recruited to this Service by direct appointment if he is less than eighteen years or is more than thirty years of age in the case of non-technical posts and thirty three years in the case of technical posts on the 1st day of January of the year immediately preceding the last date fixed for submission of applications by the Commission or the Board, as the case may be, or unless he is within such range of minimum and maximum age-limits as may be specifically fixed by the Government from time to time:

Provided that where different lower and upper age limits have been specifically prescribed for posts in the Service Rules, these limits shall be made applicable for appointment to such posts :

Provided further that the upper age-limit may be relaxed up to forty-five years in the case of persons already in the employment of the Punjab Government, other State Government, or the Government of India :

Provided further that in the case of candidates belonging to Scheduled Castes and other Backward Classes, the upper age-limit shall be such as may be fixed by the Government from time to time.

(2) In the case of ex-servicemen, the upper age-limit shall be such as has been prescribed in the Punjab Recruitment of Ex-servicemen Rules, 1982, as amended from time to time.

(3) In the case of appointment on compassionate grounds on priority basis, the upper age-limit shall be such as may be specifically fixed by the Government from time to time.

6. Qualifications etc.--Subject to the provisions of the these rules, the number and character of posts, method of recruitment and educational qualifications and experience for appointment to a post or posts in a Service and the departmental examination. if any, shall be such as may be specified in the Service Rules made for that Service.

7. Probation.--(1) A person appointed to any post in the Service shall remain on probation for a period of two years, if recruited by directed appointment and one year if appointed otherwise :

Provided that --

- (a) any period, after such appointment spent on deputation on a corresponding or a higher post shall count towards the period of probation;
- (b) in the case of an appointment by transfer, any period of work on an equivalent or higher rank, prior to appointment to the Service, may in the discretion of the appointing authority be allowed to count towards the period of probation ;
- (c) any period of officiating appointment to the Service shall be reckoned as period spent on probation ; and
- (d) any kind of leave not exceeding six months during or at the end of period of probation shall be counted towards the period of probation.

(2) If, in the opinion of the appointing authority, the work or conduct of a person during the period of probation is not satisfactory or if he has failed to pass the departmental examination, if any prescribed in Service Rules within a period not exceeding two and a half years from the date of appointment, it may,--

(a) if such person is recruited by direct appointment, dispense with his services, or

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revert him to a post on which he held lien prior to his appointment to the Service by direct appointment ; and the -

(b) if such person is appointed otherwise :--

- (i) revert him to his former post ; or
- (ii) deal with him in such other manner as the terms and conditions of the previous appointment permit.

(3) the completion of the On probation of a person, the appointing authority may:-of

- (a) if his work and counduct has in opinion been satisfactory ; its
 - (i) confirm such person, from the date of his appointment or from the date he completes his period of probation satisfactorily if he is not already confirmed ; or
- (ii) declare that he has probation satisfactorily, if completed his already confirmed ; or he is
- (b) if his work or conduct has not been in its cpinion, satisfactory or if he has failed to pass the Departmental examination, if any specified in the Service Rules,--
 - (i) dispense with his services, if appointed by direct appointment or if appointed otherwise revert him to his former post, or deal with him in such other manner as the terms and conditions of his previous appointment may permit ; or
 - (ii) extend his period of probation and thereafter pass such order as it could have passed on the expiry of the period of probation as specified in Sub-rule(1) :

Provided that the total period of probation including extension, if any, shall not exceed three years.

8. Seniority .-- The seniority inter se of persons appointed to posts in each cadre of a Service shall

be determined by the length of continuous service on such post in that cadre of the Service :

Provided that in the case of persons recruited by direct appointment who join within the period specified in the order of appointment or within such period as may be extended from time to time by the appointing authority subject to a maximum of four months from the date of order of appointment, the order of merit determined by the Commission or the Board, as the case may be, shall not be disturbed:

Provided further that in case a person is permitted to join the post after the expiry of the said period of four months in consultation with the Commission or the Board, as the case may be, his seniority shall be determined from the date he joins the post :

Provided further that in case any person of the next selection has joined a post in the cadre of the concerned Service before the person referred to in the preceding proviso joins, the person so referred shall be placed below ril the persons of the next selection who join within the time specified in the fort proviso :

Provided further that in the case of two or more persons appointed on the same date, their seniority shall be determined as follows :--

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- (a) a person appointed by direct appointment shall be senior to a person appointed otherwise;
- (b) a person appointed by promotion shall be senior to a person appointed by transfer ;
- (c) in the case of persons appointed by promotion or transfer, the seniority shall be determined according to the seniority of such person in the appointments from which they were promoted or transferred ; and
- (d) in the case of persons appointed by transfer from different cadres, their seniority shall be détermined according to pay, preference being given to a person who was drawing a higher rate of pay in his previous appointment, and if the

rates or pay drawn are also the same, then by their length of service in these appointments and if the length of service is also the same, an elder person shall be senior to a younger person.

Note.--Seniority of persons appointed on purely provisional basis or on ad hoc basis shall be determined as and when they are regularly appointed keeping in view the dates of such regular appointment.

9. Liability of members of service to transfer.--A member of a Service may be transferred to any post whether included in any other service or not, on the same terms and conditions as are specified in rule 3.17 of the Punjab Civil Service Rules, Volume I, Part I.

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10. Liability to serve.--A member of a Service shall be liable to serve at any place, whether within or out of the State of Punjab, on being ordered so to do by the appointing authority.

11. Leave, pension and other matters, -- In respect of pay, leave, pension and all other matters not expressly provided for in these rules, a member of a Service shall be governed by such rules and regulations as may have been or may hereafter be adopted or made by the competent authority.

12. Discipline, penalties and appeals.--(1) In the matter of discipline, punishment and appeals, a member of a Service shall be governed by the Punjab Civil Services (Punishment and Appeal) Rules, 1970 as amended from time to time.

(2) The authority empowered to impose penalties specified in rule 5 of the Punjab Civil Services (Punishment and Appeal) Rules, 1970 and the appellate authority thereunder in respect of the Government employee shall be such as may be specified in the Service Rules.

13. Liability for vaccination and re-vaccination.--Every member of Service shall get himself

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vaccinated or re-vaccinated when Punjab Government so directs by a special or general order.

14. **Oath of allegiance.--**Every member of a Service, unless he has already done so, shall be required to take oath of allegiance to India and to the Constitution of India as by law established.

15. Minimum Educational and other qualification for appointment to the post of Clerk.--No person shall be appointed by direct appointment to a post of Clerk under the Punjab Government unless he,--

- (a) is Matriculate in Second Division or has passed Senior Secondary Part-II examination from a recognised university or institution; and
- (b) qualifies a test in Punjabi type-writing to be conducted by the board or by the appointing authority at the speed thirty words per minute. of

16. Minimum educational and other qualifications for appointment to the post of Steno-typist, Grade-II or Junior Scale Stenographer, Grade-II.--No person shall be appointed by direct appointment to a post of a Steno typist, Grade-II, or a Junior Scale Government, unless he,-under the Punjab

> (a) is Matriculate in Second Division or has passed Senior Secondary Part-II examination from a recognised university or institution ; and

(b) qualifies a test in Punjabi stenography to be held by the Board or by the appointing authority at a speed to be specified by the Government from time to

17. Knowledge of Punjabi Language.--No person shall be appointed to any post in any Service by direct appointment unless he possesses knowledge of Punjabi Lanuyage of Matriculation standard or its

Provided that where a person is appointed on compassionate grounds on priority basis under the instructions issued in this behalf by the Government, the person so appointed will have to acquire knowledge of Punjabi language of Matriculation standard or will have to qualify a test conducted by the Language Wing of the Department of Education of the Punjab Government within six months from the date of his appointment':

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Provided further that where educational qualifications for a post in any service are lower than Matriculation then knowledge of Panjabi language shall be lowered accordingly.

18. Debarring for consideration for promotion of a Government employee who refuses to accept promotion.--In the event of refusal to accept promotion by a member of a Service he shall be debarred by the appointing authority from consideration from promotion for all the consecutive chances which may occur in future within a period of two years from the date of such refusal to accept promotion :

Provided that in a case where the appointing authority is satisfied that a member of a service has refused to accept promotion under the circumstances beyond his control, it may exampt such a member for reasons to be recorded therefor in writing from the operation of this rule.

19. Power to relax.--Where the Government is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons:

Provided that the provisions relating to educational qualifications and experience, if any, shall not be relaxed.

20. Overriding effect.--The provisions of these rules shall have effect nothwithstanding anything to

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the contrary contained in any rules for the time being in force for regulating the recruitment and conditions of service for appointment to public service and posts in connection with the affairs of the state.

21. Interpretation .-- If any question arises as to the interpretation of these rules, the Government shall decide the same.

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APPENDIX 'D'

(Serial number 2 of Appendix 'B')

Rules relating to the subjects and standard of the competitive examination of candidates for the post of Assistant District Transport Officer--

- 1. A candidate shall answer the papers in Punjabi or English.
- No candidate shall be eligible to appear in the viva-voce test unless he obtains 50 per cent marks in the aggregate of all subjects :
- Provided that if any examination a sufficient number of candidates do not obtain 50 per cent marks in the aggregate. the Commission/Board may at their discretion lower this percentage to not below 45 per cent.
- 3. No candidate shall be considered to have qualified in the examination unless he obtains at least 50 per cent marks in the aggregate in all subjects including vivavoce except in the case of any examination for which this percentage has been lowered to not less than 45 per cent by the Commission/Board under the proviso to rule 2 in which case the qualifying percentage shall be determined by the Commission/ Board.
- 4. The subjects and maximum marks fixed for each subject shall be as shown in the statement below :--

Martin California - Colifornia

| Sr. No. | Subject | Maximum Marks |
|------------|---|------------------|
| | Punjabi | 75 |
| 2. | English | 75 |
| 3. | Motor Vehicles Act, 1988, Central Motor Vehicles | 100 |

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| | 552 N | (ASVN 28, 1922 SI | AKA) | |
| | Sr. No. | Subject | Maximum Marks | , _ |
| | | Rules, 1989, Punjab Motor Vehicles Rules, 1989 | | |
| | 4. | General Knowledge | 50 | |
| 1. | 5. | Viva-Voce | 50 | _ |
| | | Total : | 350 | |

DETAILED SYLLABUS

suitable.

1. Punjabi Question to test the candidates capacity to understand and write good Punjabi. The paper will comprise precise writing, expansion tests in vocabulary and any other form of composition that may be

> Ouestion to test the candidate's capacity to understand and write good English. The paper will comprise precise writing, expansion tests in vocabulary and any other form of composition that may be suitable.

An essay to be written on one of the several specified subjects.

3. Motor Vehicles Act/Rules

4. General Knowledge

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2. English

This paper is intended to test the candidate's knowledge of Motor Vehicles Act, 1988, Central Motor Vehicles Rules, 1989 and Punjab Motor Vehicles, Rules, 1989. This paper is intended to test the

This paper is intended to test the candidate's knowledge of current events and of such matters of every day observation and experience in their scientific aspect as may be expected of an educated person who has not made a special study of any scientific

subject. The paper will also include questions of historical, geographical and economic importance, with special reference to the Punjab.

The viva voce will be to test the personal qualities of the candidate. This test will be in matters of general interest and is intended to test the candidate's alertness, intelligence and general outlook. Consideration will also be paid to the bearing and physique of the candidate.

TEJINDER KAUR,

Principal, Secretary to Government of Punjab, Department of Transport.

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5. Viva Voce

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| GOVERNMENT |
| DEPARTMENT OF GENERAL ADMINISTRATION (CABINET AFFAIRS BRANCH) |
| |
| (CABINET AFFAIRS BRANCH) |
| Notification |
| The 3rd O-4 |
| The 3rd October, 2000 No.G.S.R.89/P.A.IV/47/S. 2/2000In exercise of Powers conferred by sub-section (2)' of Spati- |
| POWDRO |
| he East Punjab Ministers' Salaries Act, 1947 (Act ake the following rules |
| VI of 1947), the Governor of Punjab is pleased |
| ake the Governor Act, 1947 (Act |
| the following rules and of Punjab is pleased |
| ake the following rules, namely : |
| |
| may be called the East Punjab Salaries ision for furnished house to Ministers) |
| ision for furnished house to Ministers) Rules, |
| nouse to Ministers) Dalaries |
| Rules |
| 121 701 0 |
| with effect from 31st December, 1999. |
| and alst December 1900 come into |
| Definite |
| 2. DefinitionsIn these rules unless there is ing repugnant in the subject or contexts, |
| regulation the subject on a there is |
| (a) 'Act' |
| Salarian the East During |
| (a) 'Act' means the East Punjab Ministers' Salaries Act, 1947 (Punjab Act VI of (b) 'Fortune |
| a dinjab Act VI of |
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| wholly dopents residing with |
| children parents residing with him and wholly dependant upon the Minister |
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| of General Administration of the Depart |
| Branch); and |
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| Secretary to Government means the Chief |
| Secretary to Government of Punjab. |
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| alongwith his family members shall be |
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| te charges of which shall be borne by the hly allowance |
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| rnment or in lieu of such a house shall be hly allowance not exceeding Rupers the |
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| hly allowance not exceeding Rupees thirty |
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thousand as may be sanctioned by the Sanctioning Authority :

Provided that in the case of a Minister who has his own house within a radius from the headquarter as may be specified by the State Government from time to time, he shall be paid such monthly allowance not exceeding rupees thirty thousand as may be assessed by the Department of Public Works.

R.S. MANN,

Chief Secretary to Government, Punjab,