

Class-II

PUNJAB GOVERNMENT PLANNING DEPARTMENT

Notification

The 21 April , 1976

No G.S.R.43/Const./Art.309/76-In exercise of the powers conferred by the proviso to article 309 of the Constitution of India, the Governor of Punjab is pleased to make the following rules regulating the recruitment, and conditions of service of persons appointed to Punjab State Planning Board (State Service Class-II), namely:-

PART-I –GENERAL

1. Short title, commencement and application.-(1) These rules may be called the Punjab State Planning Board (State Service Class-II) Rules, 1976.

(2) They shall come into force at once.

(3) They shall apply to all the posts specified in Appendix-“A”

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

(a) “Appendix” means an Appendix of these rules ;

(b) “Commission” means the Punjab Public Service Commission ;

(c) “direct appointment” means an appointment made otherwise than by promotion or by transfer of any person already in the service of the Government of India or of a State Government;

(d) “Government” means the Government of the State of Punjab in the Planning Department ;

(e) “recognised university” means :-

(i) any university incorporated by law in the territory of India ; or

(ii) in the case of a degree or diploma obtained as a result of an examination held before the 15 August, 1947, the Punjab, Sind or Dacca University ; or

(i) any other university which is recognised by the State Government for the purpose of these rules;

(f) “Service” means Punjab State Planning Board (State Service Class-II) ;

- (g) Words and expressions used in these rules but not defined shall have the meaning assigned to them in the Punjab General Clauses Act 1898.

PART-II RECRUITMENT

3. Number and character of Posts :- The Service shall comprise the posts shown in Appendix “A”

Provided that nothing in these rules shall affect the inherent right of Government to add to or reduce the number of such posts or to create new post with different designation and scales of pay, whether permanently or temporarily.

4. Nationality, domicile and character of candidates appointed to the service.-

(1) No candidate shall be appointed to the Service unless he is :-

- (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 1st January, 1962 with the intention of permanently settling in India ; or
- (e) a person of Indian origin who has migrated from Pakistan, Burma, Ceylon , and East African Countries of Kenya , Uganda and United Republic of Tanzania(formerly Tanganyika and Zanzibar) with the intention of permanently settling in India:

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

(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 other recruiting authority of the Government and he may also provisionally be appointed subject to the necessary certificate being given him by the Government of India .

(3) No person shall be recruited to the Service by direct appointment, unless he produces certificate of good character from the principal academic officer of the University, College, School or Institution last attended , if any , and similar certificates from the responsible persons ; not being his relatives, who are well acquainted with him in his private life and are unconnected with his University, College, School or Institution

5. 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:

Provided that the Government may, if satisfied that such marriage 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 such person from the operation of this rule.

6. Age:- No person shall be recruited to the Service by direct appointment if –

- (i) in the case of appointment as Deputy Director or Senior Research Officer, he is less than 30 years or more than 40 years of age and
 - (ii) in the case of appointment as Research Officer, he is less than 22 years or more than 35 years of age :
- on the date of such appointment or unless he is within such range of minimum and maximum age as may be specifically fixed by the Government from time to time:

Provided that the condition of upper age limit may be relaxed up to 45 years in the case of person already in employment of the Punjab Government, or other State Government or the Government of India :

Provided further that the appointing authority may, for reasons to be recorded in writing relax the age limit for a category or class of persons :

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.

Provided further that in the case of Demobilized Armed Forces Personnel, the upper age limit shall be such as has been prescribed in the Demobilized Armed Forces Personnel (Reservation of vacancies in the Punjab State Non-Technical Services) Rules, 1968, as amended from time to time.

7. Qualifications and experience:- No person shall be recruited to a post in the Service by direct appointment or by transfer unless he possesses the qualification and experience prescribed for that post in Appendix 'B' and also possesses knowledge of Punjabi language up to Matriculation or its equivalent standard.

8. Appointing Authority :- The appointment to a post in the Service shall be made by Government .

9. Method of appointment :- Recruitment to the post in the service shall be made in the following manner , namely :-

- (1) Repealed vide rule-20 of Punjab State Planning Board (Class-I) Service Rules, 1988.
- (2) Repealed vide rule-20 of Punjab State Planning Board (Class-I) Service Rules, 1988.
- (3) In the case of Research Officer:-
 - (i) 25 percent of the posts by direct appointment ;
 - (ii) 75 percent of the posts by promotion from amongst Technical Assistant who have an experience of working as such for a minimum period of three years ;
 - (iii) by transfer of an official already in the service of a State Government or Central Government if a suitable candidate is not available by the aforementioned two methods.

(Ratio of 25% and 75% i.e. direct appointment and promotion amended vide notification No. G.S.R. 76/Const./Art. 309/Amd.(1)/99, dated 15-10-1999 w.e.f. 15-10-1999.)

- (4) In the case of Section Officer :-

- (i) by promotion from amongst Assistant Section Officer having an experience of

working on that post for a minimum period of one year and Assistants who have an experience of working on that post for a minimum period of ten years and who possess educational qualifications specified against this post in Appendix "B" or

- (ii) by transfer of an official already in the service of a State Government or Central Government if a suitable candidate is not available by the aforementioned method.
- (5) In the case of Private Secretary :-
- (i) by promotion for amongst Personal Assistants and Senior Scale Stenographers who have an experience of working as Personal Assistants for a minimum period of one year or who have an experience of working on either or both the posts of Personal Assistant or Senior Scale Stenographer for a period of eight year and possess educational qualifications specified against this post in Appendix "B" ; or
 - (ii) by transfer of an official already in the service of a State Government or Central Government if a suitable candidate is not available by the aforementioned method.

Note-1:- The reservation for Scheduled Castes and Backward Classes and Demobilized Armed Forces, Personnel shall be duly kept in view in accordance with instructions issued by Government from time to time.

Note II :- The appointment by promotion shall be made by selection on seniority-cum-merit basis and no person shall be entitled to claim promotion as of right on the basis of seniority alone in accordance with the provisions of the Punjab Services (Appointment by Promotion) Rules, 1962 .

10. Probation of persons appointed to Service.- (I) Persons appointed to a post in the Service shall remain on probation for a period of two years, if recruited by direct appointment and one year if recruited 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 in equivalent or higher rank, prior to appointment to the service may, at the discretion of the appointing authority, be allowed to count towards the period of probation; and
- (c) any period of officiating appointment to the Service shall be reckoned as period spent on probation, but no person who has so officiated shall, on the completion of the prescribed period of probation, be entitled to be confirmed unless he is appointed against a permanent vacancy .

(2) If, in the opinion of the appointing authority, the work or conduct of a person during the period of probation is not satisfactory, it may

- (a) if such person is recruited by direct appointment, dispense with his services, or revert him to a post on which he held lien prior to his appointment to the Service by direct appointment; and
- (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 the previous appointment permit.
- (3) On the completion of the period of probation of a person, the appointing authority may:-

(a) if his work or conduct has, in its opinion, been satisfactory:-

- (i) confirm such person, from the date of his appointment against a permanent vacancy, or
- (ii) confirm such person from the date from which a permanent vacancy occurs if appointed against a temporary vacancy : or
- (iii) declare that he has completed his probation satisfactorily, if there is no permanent vacancy ; or

(b) If his work or conduct has not been, in its opinion, satisfactory -

- (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 permit ;
- (ii) extend his period of probation and thereafter pass such orders as it could have passed on the expiry of the first period of probation .

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

11. Seniority of members of Service:- The seniority inter-se of members of the service in each category shall be determined by the length of continuous service on a post in that category of the Service:-

Provided that in the case of members recruited by direct appointment, the order of merit determine by the commission, or other recruiting authority as the case may be, shall not be disturbed in fixing the seniority;

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

- (a) a member recruited by direct appointment shall be senior to a member recruited otherwise;
- (b) a member appointed by promotion shall be senior to a member appointed by transfer;
- (c) in the case of member appointed by promotion or transfer seniority shall be determined according to the seniority of such members in the appointment from which they were promoted or transferred ; and
- (d) in the case of members appointed by transfer from different cadres, their seniority shall be determined according to pay, preference being given to a member who was drawing a higher rate of pay in his previous appointment; and if the rates of pay drawn are also the same, then by their length of service in those appointments; and if the length of such service is also the same, an older member shall be senior to a younger member .

Note: Seniority of members appointed on purely provisional basis shall be determined as and when they are regularly appointed keeping in view the dates of such regular appointment.

12. Liability of members of Service to transfer.- A member of the service may be transferred by the Government 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 Services Rules, Volume-I, part-I.

13. 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 to do so by the appointing authority.

14. Leave, Pension and other matters.- In respect of pay, leave, pension and all other matters not expressly provided for in these rules, the member of the Service shall be governed by such rules and regulations as may have been or may hereafter be adopted or made by the competent authority under the Constitution of India or under any law for the time being in force made by State legislature and the rules made there under .

15. Discipline, penalties and appeals.- (I) In the matter of discipline, penalties and appeals, member of the 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 under the Punjab Civil Services (Punishment and Appeal) Rules, 1970 in respect of the members of the Service shall be the Government .

(3) The appellate authority to hear an appeal against an order specified in rule 15 of the Punjab Civil Services (Punishment and Appeal) Rules, 1970 shall be the Government .

16. Liability for vaccination and re-vaccination.- Every member of a service shall get himself vaccinated or re-vaccinated when Government so directs by a special or general order.

17. Oath of allegiance.- Every member of the service, unless he has already done so, will be required to take oath of allegiance to India and to the Constitution of India as by law established.

18. Power to relax. - Where the Government is of 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 except for those pertaining to basic qualification and experience with respect to any class or category of persons:

19. Interpretation.- If any question arises as to the interpretation of the rules, the Chief Secretary shall decide the same.

Class-II
APPENDIX “A”
(See Rules 3)

Serial No.	Designation of the post	Number of Posts		Total	Scale of pay
		Permanent	Temporary		
1	2	3	4	5	6
1.	Deputy Director	-	3	3	Rs. 400-30-700/40-1100
2.	Senior Research Officer	-	3	3	Rs. 350-25-500/30-800/40-1000(with a start of Rs. 400)
3.	Research Officer	-	24	24*	Rs. 350-25-500/30-800
4.	Section Officer	-	1	1	Rs. 500-30-740/40-900
5.	Private Secretary	-	1	1	Rs. 500-30-700/40-900

* At present 21 posts

R.N.GUPTA
Secretary to Government Punjab,
Department of Planning

Remarks :- 1. The rules relating to the posts shown at Sr. No. 1 and 2 stand repealed vide rule-20 of the Punjab Sate Planning Board (Class-I) Service Rules, 1988.

2. Posts shown at Sr. No. 3,4 and 5 now fall in Group ‘A’, Therefore, these posts are shown in Group ‘A’ rules which are under preparation .

3. Now the services of Assistant Research Officer, Planning Officer and Personal Assistants, which fall in Group ‘B’ are governed by these rules till the Group ‘B’ Rules, which are under preparation, are finalized.

<p style="text-align: center;">Class-II APPENDIX “B” (See rule 7) Academic qualification</p>			
Sr.No	Designation of the Post	Academic qualification	Experience
1	2	3	4
1.	Repealed vide rule-20 of Punjab State Planning Board (Class-I) Service Rules, 1988		
2.	Repealed vide rule-20 of Punjab State Planning Board (Class-I) Service Rules, 1988		
3	Research Officer	<p>University. First or second Class Master’s Degree in Economics or Agricultural Economics with statistics as one of the papers from a recognized University.</p> <p>OR</p> <p>Master’s degree in Economics or Mathematics or Agricultural Economics or Commerce or Statistics with Statistics as one of the papers in the first four cases from a recognized University.</p>	<p>Atleast two years experience in Economic Planning or Development appraisal or Evaluation or Monitoring of Projects or Programmers of Development or Compilation or Research Work in applied Economics or Statistics or in designing and Supervising socio-economic surveys, in a State or Central Government Department or a recognized University, Research Institution or Public Undertaking.</p> <p>OR</p> <p>Atleast five years experience in the above mentioned fields.</p>
4.	Section Officer	First Class Matriculate or Second Class Intermediate(F.A) or a degree from a recognized University.	
5.	Private Secretary	First Class Matriculate or Second Class Intermediate(F.A) or Degree; from a recognized University.	

S.P.BAGLA
Commissioner for Planning and
Secretary to Government, Punjab,
Planning Department.

GOVERNMENT OF PUNJAB
DEPARTMENT OF PLANNING

Notification

The 15th October, 1999

No. G.S.R. 76/Const./Art. 309/Amd.(1)/99.-In the exercise of the powers conferred by the proviso to article 309 of the Constitution of India, and all other powers enabling him in this behalf, the Governor of Punjab is pleased to make the following rules further to amend the Punjab State Planning Board (State Service Class-II) Rules, 1976, namely :-

RULES

1. These rules may be called the Punjab State Planning Board (State Service Class-II) First Amendment Rules, 1999.

2. In the Punjab State Planning Board (State Service Class-II) Rules, 1976, in rule 9, in sub-rule 3,-

(i) in clause (i) for the figures and words “50 per cent”, the words “twenty five per cent” shall be substituted; and

(ii) In clause (ii), for figures and words “50 per cent of the posts by promotion from amongst Technical Assistant”, the words “Seventy Five Per cent of the posts by promotion from amongst the Assistant Research Officers” shall be substituted.

KUSUMJIT SIDHU

Secretary to government of Punjab,
Department of Planning.