

GOVERNMENT OF RAJASTHAN

**THE RAJASTHAN
TOWN PLANNING SERVICE
RULES, 1966**

(Including amendments upto 31st December, 2015)

DISCLAIMER:- Complete caution and care has been taken to prepare an updated version of the above rules as per Office Record and Department of Personnel, Government of Rajasthan's website. The process of authentication of the amended version is still pending. In case of any discrepancy, missing part or typing error; the information provided by Department of Personnel, Government of Rajasthan will be treated as final and authentic.

[First Published in the Rajasthan Extraordinary
Rajpatra Part IV C, dated 31- 8- 1966]

**GOVERNMENT OF RAJASTHAN
APPOINTMENTS A-II DEPARTMENT**

NOTIFICATION

No. F. 1 (16) Appts. (A-II)/ 64. - In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Rajasthan makes the following rules regulating the recruitment to posts in, and the conditions of Service of persons appointed to the Rajasthan Town Planning Service.

The Rajasthan Town Planning Service Rules, 1966.

PART-I : GENERAL

- 1. Short title and commencement:-** (i) These rules may be called the Rajasthan Town Planning Service Rules, 1966.
(ii) They shall come into force at once.
- 2. Definition:-** In these rules, unless the context otherwise requires:
 - (a) “Appointing Authority” means the Government of Rajasthan;
 - (b) “Chief Town Planner [†](Deleted)” means the Chief Town Planner [†](Deleted), Rajasthan;
 - (c) “Commission” means the Rajasthan Public Service Commission;
 - (d) “Direct recruitment” means recruitment made otherwise than by promotion as prescribed in rule 6;
 - [†](e) “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to a post in the service on the basis of regular selection under the provisions of these rules or the rules or order superseded by these rules.
 - (f) “Schedule” means a Schedule appended to these rules, and

⁺ Deleted the “(& Architectural Advisor)” vide Notification No. F.1(16) DOP/A-II/84, dated 30.10.84

[†] Substituted for - (e) “Member of the Service” means a person appointed in a substantive capacity to a post in the Service under the provisions of these rules or the rules or orders superseded by these rules, and include a person placed on probation; Vide Notification No F.7(1)/DOP/A-II/D/96 Dated 10.10.2002.

(g) "Service" means the Rajasthan Town Planning Service.

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

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

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

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."

‡(j) "Year" means the financial year.

3. Interpretation:- Unless the context otherwise requires, the Rajasthan General Clauses Act, 1955 (Rajasthan Act VIII of 1955) shall apply for the interpretation of these rules as it applies for the interpretation of a Rajasthan Act.

@ Inserted vide Notification No. F. 7 (3) DOP(A-II)/73, dated, 5-7-1974.

% Substituted clause (i) of rule 2 for:- (i) "Service" or Experience" wherever prescribed in these rules as a condition for promotion from one service to another or within the service from one category to another or to senior posts or post in the case of person holding such posts in substantive capacity shall include the period for which the person has continuously worked on such post after regular recruitment in accordance with the rules promulgated under proviso to Article 309 and shall also include the experience gained by officiating, temporary or adhoc appointment, if such appointment is in the regular line of promotion and was not of stop-gap or fortuitous nature or invalid under any law and does not involve supersession of any senior official, except when such supersession was either due to want of prescribed academic and other qualifications, unfitness or non-selection by merit or the default of the senior official concerned.

Note:- Absence during service e.g. training and deputation which are treated as "duty" under the Rajasthan Service Rules, shall also be counted as service for computing minimum experience or service required for promotion. or when such adhoc or urgent temporary appointment was in accordance with seniority cum merit.

Vide notification no. F.6(2)DOP/A-II/71 dated 29-8-1982

‡ Added Rule 2(j) vide Notification No F.7(2)/DOP/A-II/81 Dated 21.12.1981 w.e.f. 1.4.1981.

PART-II : CADRE

4. **Composition and Strength of the Service:-** (1) The nature of posts included in each category of the Service shall be as specified in Column 2 of the Schedule.
- (2) The Strength of posts in each category shall be such as may be determined by Government from time to time, provided that Government may-
- (a) Create any post, permanent or temporary, from time to time, as may be found necessary, and
 - (b) Leave unfilled or hold in abeyance or abolish or allowed to lapse any post, permanent or temporary, from time to time, without thereby entitling any persons to any compensation.
5. **Initial Constitution of the Service:-** The Service shall consist of-
- (a) All persons holding substantively the posts specified in the Schedule.
 - (b) All person recruited to the Service before the commencement of these Rules, and
 - (c) All persons recruited to the service in accordance with the provisions of these Rules

PART-III : RECRUITMENT

6. **Methods of Recruitment:-** [‡](1) Recruitment to the Service after the commencement of these Rules shall be made by the following methods.-
- (a) direct recruitment in accordance with the Part IV of these Rules; and
 - (b) promotion in accordance with part V of these Rules -

Provided:-

1. that if Government is satisfied in consultation with the Commission, that suitable persons are not available, for appointment by either method of recruitment in a particular year, appointment by the other method in relaxation of the prescribed proportion may be made in the same manner as specified in these Rules.

⁺2. notwithstanding anything contained in the Rules or Schedule, the persons possessing the qualifications of post Graduate Degree/Diploma in Town and

[‡] Existing Rule 6 numbered as Sub rule (1) and sub rule (2) Added vide Notification No. F.7 (2) DOP/A-II/81 dated 13.11.1996.

⁺ Proviso below Rule 6(1) numbered proviso 1 and proviso 2 added vide Notification No. F.1(16)DOP/A-II/84 dated 27.1.1995.

Country Planning (one and half year course) who were appointed to the post of Assistant Town Planner on an adhoc/officiating/urgent temporary basis and have been working in such capacity since April, 1987 or afterwards and still working on the date of coming into force of this amendment, shall be appointed on regular basis after Screening by the Commission and are found suitable by the Commission against the vacancy of the year for which they are so found suitable.

¶¶ 6(2) 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.

+6(a) Notwithstanding anything contained in the recruitment, appointment, promotion, Seniority and confirmation etc. of a person who joins the Army/Air force/Navy during an Emergency shall be regulated by such orders and instructions as may be issued by the Government from time to time provided that these are regulated *mutatis mutandis* according to the instructions issued on the subject by the Government of India.

%7. Reservation of vacancies for the Scheduled Castes and the Scheduled Tribes:-

(1) Reservation of vacancies for the Scheduled Castes and the Scheduled Tribes shall be in accordance with §{the provisions of the Rajasthan Scheduled Castes, Scheduled Tribes, Backward Classes, Special Backward Classes and Economically Backward Classes (Reservation of Seats in Educational Institutions in the State and of Appointments and Posts in Services under the State) Act, 2008} at the time of recruitment i.e. by direct recruitment and by promotion.

(2) The vacancies so reserved for promotion shall be filled in by @ “Seniority-cum-merit and merit”.

¶¶ Existing Rule 6 numbered as sub rule (1) and sub rule (2) added vide Notification No. F. 7(2) DOP/A-II/81 dated 13.11.1996.

+ Inserted vide Notification No. F.21(12)Appts (c) /55-pt. II dated 29.8.1973 (effective from 29.10.1963 or from the date the relevant Rule come into force).

% Substituted for:- 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 orders of the Government for such reservation in force at the time of Recruitment.

(2) In filling the vacancies so reserved, the 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 irrespective of their relative rank as compared with other candidates.

(3) In the event of non- availability of a sufficient number of candidates amongst the scheduled castes and the scheduled tribes in a particular year, vacancies need not be kept reserved and shall be filled in accordance with the normal procedure.

Note:- The reservation shall be calculated on the basis of total vacancies. Promotions shall be made irrespective of consideration of caste or tribe. Vide Notification No. F.4(7) DOP(A-II/73), dated 3.10.73.

§ Substituted for:- “orders of the Government for such reservation in force” vide Notification No.F.7(8) DOP/A-II/2008, dt.28.8.2009

@ Substituted for:- “Merit alone” vide Notification No. F. 7 (4) DOP/A-II/73 dated 29.1.81 .

(3) In filling the vacancies reserved the eligible candidates who are members of the Scheduled Casts and the Scheduled Tribes shall be considered for appointment in the order in which their names appear in the list prepared for direct recruitment by the Commission, for posts falling in its purview, and by the Appointing Authority in other cases, and the Departmental Promotion Committee or the Appointing Authority, as the case may be, in the case of promotee, irrespective of their relative rank as compared with other candidates.

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

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

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

⁺⁺ Substituted for :

“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 Candidate 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 the Scheduled Castes and the Scheduled Tribes candidates shall be filled by the 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 (Substituted by Notification no. F.7(4)DOP/A-II/02 Dt. 10.10.2002).

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."

vide Notification No.F.7(1)DOP/A-II/2008 dated 17.01.2013

per the post based roster and vacancies on the reserved posts available in the roster may be filled in from amongst the persons belonging to the Scheduled Castes or Scheduled Tribes, as the case may be, for which such vacancy is available in subsequent years.

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

Provided that there shall be no carry forward of the vacancies in posts or class/category/group of posts in any cadre of Service to which promotions are made on the basis of merit alone, under these rules.

£7-A Reservation of vacancies of Backward Classes, Special Backward Classes and Economically Backward Classes:- Reservation of vacancies of Backward Classes, Special Backward Classes and Economically Backward Classes shall be in accordance with the provisions of the Rajasthan Scheduled Castes, Scheduled Tribes, Backward Classes, Special Backward Classes and Economically Backward Classes (Reservation of Seats in Educational Institutions in the State and of Appointments and Posts in Services under the State) Act, 2008 at the time of direct recruitment. In the event of non-availability of eligible and suitable candidates amongst Backward Classes, Special Backward Classes and Economically Backward Classes in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure.

[£] Substituted:- **“Reservation of vacancies for other Backward Classes:-** Reservation of vacancies for other Backward Classes shall be in accordance with the orders of the Government, 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 28.8.09.

¶7-B **Reservation of vacancies for Women: - Reservation of vacancies for women candidates shall be 30% category wise in the direct recruitment, out of which one third shall be for widows and divorced women candidates in the ratio of 80:20. In the event of non-availability of eligible and suitable candidates, either in widow or in divorcee, in a particular year, the vacancies, may first be filled by interchange, i.e. vacancies reserved for widows to the divorcees or vice versa. In the event of non availability of sufficient widow and divorcee candidates, the unfilled vacancies, shall be filled by other women of the same category and in the event of non availability of eligible and suitable women candidates, the vacancies so reserved for them shall be filled up by male candidates of the category for which vacancy is reserved. The vacancy so reserved for women candidates shall not be carried forward to the subsequent year. The reservation for women including widows and divorcee women shall be treated as horizontal reservation, within the category, i.e. even the women selected in general merit of the category shall first be adjusted against the women quota.

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

¶ Substituted for:-

“Reservation of vacancies for woman candidates:- Reservation of vacancies for women candidates shall be 30% category wise in direct recruitment out of which 5% shall be for widow candidates. In the event of non-availability of the eligible and suitable widow candidates in a particular year, the vacancies so reserved for widow candidates shall be filled by other women candidates and in the event of non-availability of eligible and suitable women candidates, the vacancies so reserved for them shall be filled up by male candidates and such vacancies shall not be carried forward to the subsequent year and the reservation shall be treated as horizontal reservation i.e. the reservation of women candidates shall be adjusted proportionately in the respective category to which the women candidates belong.”
vide Notification No.F. 7(2)DOP /A-II/ 88/Pt.I Dated 24.01.2011.

**** Substitute for - "Reservation of vacancies for Women:** - Reservation of vacancies for Women candidates shall be 30% category wise in direct recruitment out of which 8% shall be for widows and 2% for divorced women candidates. In the event of non-availability of eligible and suitable widows and divorced women candidates in a particular year, the vacancies so reserved for widow and divorced women candidates shall be filled by other women candidates and in the event of non-availability of eligible and suitable women candidates, the vacancies so reserved for them shall be filled up by male candidates and such vacancies shall not be carried forward to the subsequent year and the reservation shall be treated as horizontal reservation i.e. the reservation of women candidates shall be adjusted proportionately in the respective category to which the women candidates belong.

Explanation: - In the case of widow, she will have to furnish a certificate of death of her husband from the competent Authority and in case of divorcee she will have to furnish the proof of divorce." vide notification no. F.7(2)DOP/A-II/88 Pt.-I Dt. 22.12.2015 (with immediate effect).

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

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

<u>Class of Service</u>	<u>Description</u>
Subordinate Service	Has represented India in Asian Games, Asian Championships, Common Wealth Games, World Championships, World University Games, World School Games, SAARC Games or Olympic Games where he (in an individual team) or his team (in a team event) has obtained 1 st , 2 nd , 3 rd position.

@8. Nationality:- A candidate for appointment to the Service must be:-
(a) a citizen of India, or

†† Inserted vide Notification No. F.5(31)DOP/A-II/84, dt.23.9.97

@ Substituted for rule :-

8. Nationality:- A candidate for appointment to the Service must be:-

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

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

A candidate in whose case a certificate of eligibility is necessary may be admitted to an Examination or interview conducted by the Commission or other recruiting authority as the case may be and he may also provisionally be appointed subject to the necessary certificate being given to him by the Government” vide Notification No.F.7(4)DOP/A-II/ 76 dated 7.9.1976.

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

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

~~††~~Deleted.

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

@9. Determination of vacancies:- (1) (a) Subject to the provisions of these rules, the Appointing Authority shall determine on 1st April every year, the actual number of vacancies occurring during the financial year.

⁺ Inserted vide Notification No. F. 7(4) DOP/A-II/76, dated 4.6.1977.

~~††~~ Substituted for "Government of India"

And deleted: "A candidate in whose case a certificate of eligibility is necessary may be admitted to an examination or interview conducted by the Commission or other recruiting authority and he may also provisionally be appointed subject to the necessary certificate being given to him by the Government."

vide Notification No. F.7(2)DOP/A-II/2002, dated 17.2.2003

§§ Added vide Notification No. F.7(5) DOP/A-II/76 dated 20.6.1977.

@ 9. Substituted for Rule 9:-

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 number of persons likely to be appointed to the Service by each method. The next determination of vacancies shall be done just before the expiry of twelve months of the last determination of vacancies.

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

(b) Where a post is to be filled in by a single method as prescribed in the rule or Schedule, the vacancies so determined shall be filled in by that method.

(c) Where a post is to be filled in by more than one method as prescribed in the rules or Schedule, the apportionment of vacancies, determined under clause (a) above, to each such method shall be done maintaining the prescribed proportion for the over-all number of posts already filled in. If any fraction of vacancies is left over, after apportionment of the vacancies in the manner prescribed above, the same shall be apportioned to the quota of various methods prescribed in a continuous cyclic order giving precedence to the promotion quota.

(2) The Appointing Authority shall also determine the vacancies of earlier years yearwise which were required to be filled in by promotion, if such vacancies were not determined and filled earlier in the year in which they were required to be filled in.

+10. Age:- (1) A Candidate for direct recruitment to the junior post enumerated in the Schedule must have attained the age of 20 years and must not have attained the age of +35 years on the first day of January next following the last date fixed for receipt of applications.

(2) A candidate for direct recruitment to Senior posts must have attained the age of 20 years and must not have attained the age of 45 years, 40 years and 30 years for the posts of Chief Town Planner ^{***}(Deleted), Senior Town Planner and Deputy Town Planner respectively on the 1st day of January next following the last date fixed for the receipt of applications:

Provided –

^{†††}(i) that the upper age limit mentioned above shall relaxed:

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

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

vide Notification No.F.7(2)DOP/A-II/81, dt. 21.12.81 w.e.f. 1.4.81

⁺ Substituted for words “25 years” vide Notification No. F.9(50)Appts(A-II)/63 dated 29.8.1968.

^{***} Deleted vide Notification No. F.1(16)DOP/A-II/84, dated 30.10.84.

^{†††} Substituted for-
that the upper age limit mentioned above shall be relaxed by 5 years in the case of women candidates and candidates belonging to the scheduled castes or the scheduled tribes;
vide Notification No.F.7(2)DOP/A-II/84, dt.30.4.2001

- (a). by 5 years in the case of male candidates belonging to the Scheduled Castes and the Scheduled Tribes;
- (b). by 5 years in the case of †††women candidates belonging to general category and Economically backward Classes; 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;

£(ii) that upper age limit mentioned in sub rules (1) and (2) above shall not apply in the case of an ex-prisoner who had served under the Government on substantive basis on any post before his conviction and was eligible for appointment under the rules.

(iii) that the upper age-limit mentioned in sub rules (1) and (2) 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 over-age before his conviction and was eligible for appointment under the Rules, and

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

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

†††(vi) Notwithstanding anything contained contrary in these rules in 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 Examination or in case of posts filled in through the

††† Substituted for - women candidates belonging to general category vide Notification No. F.7(8)DOP/A-II/2008, dated 28.08.09.

§§§ Substituted for – Other backward classes vide Notification no. F.7(8)DOP/A-II/2008, dated 28.08.09.

£ Substituted for-
that the upper age limit mentioned in sub rules (1) and (2) above shall be relaxable by a period equal to the term of imprisonment served in the case of an ex-prisoner who was not over-age before his conviction and was eligible for appointment under the Rules;
Vide Notification No. F. 1(20) DOP/A-II/81 dated 26.12.81.

@ Inserted vide Notification No. F.1(39)DOP/A-II/73, dt. 25.12.1974.

**** Added vide Notification No.F.1(10)Appts.(A-II)/66, dt.11.4.1967 and corrigendum of even number dated 15.12.1971.

†††† Inserted vide Notification No. F.7(8)DOP/A-II/74, dated 31.12.1974 effecitve from 28.10.1974.

Commission by interview. This relaxation shall not apply to urgent temporary appointment;

†††(vii) 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.

°(viii) “that there shall be no age limit in the case of widows and divorcee women.

Explanation:- that in the case of widow, she will have to furnish a certificate of death of her husband from the Competent Authority and in case of divorce she will have to furnish the proof of divorces”

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

***** (x) 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/Corporations in substantive capacity shall be 40 years.

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

11. Academic and Technical qualifications and experience:- A candidate for direct recruitment to the post enumerated in the Schedule shall possess.

(i) the qualifications given in Column 4 of the Schedule in addition to such experience as is required, and

(ii) @ (Working knowledge of Hindi written in Devnagri Script and knowledge of Rajasthani Culture.)

Provided that the person who has appeared or is appearing in the final year examination of the course which is the requisite educational qualification

†††† Inserted vide Notification No.F.7(2)DOP/A-II/75, dt.20.9.1975.

° Added vide Notification No. F. 7 (2) DOP/A-II/84 dated 18.12.87.

+ Added vide Notification No. F. 7(2) DOP/A-II/84 dated 13.11.96.

†††† Substituted for:- Other backward classes vide Notification no. F.7(8)DOP/A-II/2008 Dt. 28.08.09.

***** Added vide Notification No. F. 7(1) DOP/A-II/78 dated 30.11.98.

+ Added vide Notification No. F. 7(6)DOP/A-II/08 dated 23.9.08

@ Substituted for:-

“Working knowledge of Hindi written in Devnagri Script and one of the Rajasthani dialects.” vide Notification No. F.5(1)DOP/A-II/77 Pt.-I dated 30.1.1984.

Added vide Notification No.F.8(7)DOP/A-II/97, dt.17.9.99

for the post as mentioned in the rules or schedule for direct recruitment, shall be eligible to apply for the post but he/she shall have to submit proof of having acquired the requisite educational qualification to the appropriate selection agency:-

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

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

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

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

(3) Those convicted of offences involving moral turpitude shall be required to produce a certificate from the Superintendent, After-Care Home, endorsed by the Inspector General of Prisons, to the effect that they are suitable for employment as they have proved to be completely reformed by their disciplined life while in prison and by their subsequent good conduct in an After-Care Home.

@13. Physical fitness:- A candidate for direct recruitment to the Service, must be in good mental or bodily health and free from any mental or physical defect likely

@ Substituted for Rule 13:-

13. Physical fitness:- A candidate for direct recruitment to the Service, must be in good mental and bodily health and free from any mental or physical defect likely to interfere with the efficient performance of his duties as a member of the service and if selected must produce a certificate to that effect from a Medical Authority notified by the Government for the purpose. Vide Notification No. F. 7(2) DOP/A-II/74 dated 5.7.1974.

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 promoted in the regular line of promotion, or who is already serving in connection with the affairs of the State if he has already been medically examined for the previous appointment and the essential standards of medical examination of the two posts held by him are to be comparable for efficient performance of duties of the new post and his age has not reduced his efficiency for the purpose.

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

(a) by the Commission for admission to any Examination or appearance at any interview held by the Commission for selection of candidates, and

(b) by Government from employment under Government.

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

PART-IV : PROCEDURE FOR DIRECT RECRUITMENT

- 16. Inviting of Applications:-** Applications for direct recruitment to posts in the Service shall be invited by the Commission by advertising the vacancies to be filled, in the Official Gazette and in such other manner, as may be deemed fit.

*The advertisement shall contain a clause that a candidate who accepts the assignment on the post being offered to him/her shall be paid monthly fixed remuneration at the rate fixed by the State Government from time to time during the period of probation and the scale of pay of the post as shown else-where in the Advertisement shall be allowed only from the date of successful completion of the period of probation mentioned in the respective Recruitment Rules:

Provided that while selecting candidates for the vacancies so advertised by the Commission may, if intimation of additional requirement not exceeding 50% of the advertised vacancies is received by them, before the selection, also select suitable persons to meet such additional requirement.

* Added Vide Notification No. F. 7(2) DOP/A-II/2005, dated 20.1.2006.

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

%17. Form of Application:- The application shall be made in the form prescribed by the Commission and obtainable from the Secretary to the Commission on payment of such fee as the Commission may from time to time, prescribe.

18. Application fee:- A candidate for direct recruitment to a post in the Service must pay the fees fixed by the Commission in such manner as may be indicated by them.

19. Scrutiny of Application:- The Commission shall scrutinize the applications received by them and require as many candidates, qualified for appointment under these rules, as seem to them desirable to appear before them for interview.

Provided that the decision of the Commission as to the eligibility or otherwise of a candidate, shall be final.

20. Recommendations of the Commission:- The Commission shall prepare a list of the candidates whom they consider suitable for appointment to the post concerned, arranged in the order of merit and forward the same to Government:

Provided that the Commission may, to the extent of 50% of the advertised vacancies, keep names of suitable candidates on the reserve list. The names of such candidates may, on requisition, be recommended in the order of merit to Government within 6 months from the date on which the original list is forwarded by the Commission to Government.

21. Disqualifications 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 living shall be eligible for appointment to the Service unless Government after being satisfied that there are special grounds for doing so, exempt any female candidate from the operation of this rule.

^x(3) (Deleted).

⁺ Added vide Notification No. F. 7(6) DOP/A-II/08 dated 23.9.08.

[%] Substituted for :- 17. Form of Application:- The applications 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. vide Notification No. F. 7(2) DOP/A-II/73 dated 5.11.1973

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

%(4) No married candidate shall be eligible for appointment to the Service if he/she has at the time of his/her marriage accepted any dowry.

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

(5) (†††† Added, Substituted) # 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 while counting the total number of children of a candidate, the child born from earlier delivery and having disability shall not be counted.

†††† Provided also that any candidate who preformed remarriage which is not against any law and before such remarriage he is not disqualified for appointment under this sub-rule, he shall not be disqualified if any child is born out of single delivery from such remarriage.

22. Selection by Government:- Subject to the provisions of rule 7 §§§§§(and 7A), Government shall select candidates who stand highest in the order of merit in the list prepared by Commission under rule 20:

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

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

(ii) For claiming exemption under the proviso to this sub-rule, the candidate shall have to produce a certificate either from a Registered Medical Practitioner or swear an affidavit to the effect that the age of his or her youngest child is not less than 10 years.”

Vide Notification No. F.7(3) DOP/A-II/76, dated 15.2.1977.

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

†††† Added:- Rule 21 (5) –
No candidate shall be eligible for appointment to the service who has more than two children on or after 1.6.2002.

Provided that where a candidate has only one child from earlier delivery but more than one child are born out of a single subsequent delivery, the children so born shall be deemed to be one entity while counting the total number of children.

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

and substituted vide # Notification No. F.7(1) DOP/A-II/95 dated 8.4.03 (wef 20.6.2001).

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

†††† new proviso added vide notification no. F.7(1)DOP/A-II/95 Pt.-II Dt. 20.11.2015 (wef 01.04.2015).

§§§§§ Inserted vide Notification No. F.7(2)DOP/A-II/93, dated 24.5.94 (w.e.f. 28.9.93)

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

PART-V : PROCEDURE FOR RECRUITMENT BY PROMOTION

- 23. Eligibility and Criteria for Selection:-** The persons enumerated in Column 5 of the Schedule shall be eligible, on the basis of seniority-cum-merit and merit for promotion to such posts as are specified in column 2 to the extent indicated in Col. 3 subject to their possessing minimum experience @ (on the first day of the month of April of the year of selection as specified in column 6).

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

- + **23A.** No officer shall be considered for promotion unless he is substantively appointed and confirmed on the next lower post. If no officer substantive in next lower post is eligible for promotion officers who have been appointed on such post on officiating basis after selection in accordance with one of the methods of recruitment or under any Service Rules promulgated under proviso to Article 309 of the Constitution of India, may be considered for promotion on officiating basis only in the order of seniority in which they would have been, had they been substantive on the said lower post.

- 24. Procedure for Selection:-** (1) As soon as it is decided that a certain number of posts shall be filled by promotion, the Chief Town Planner ***** (Deleted) shall prepare a correct and complete list containing names not exceeding five times the number of vacancies, out of the senior most persons who are qualified under the Rules for promotion to the class of posts concerned. He shall forward this list along with their confidential rolls and personal files to the Secretary to Government in the Local Self Government Department.

(2) (a) A Committee consisting of the Chairman of the Commission or when the Chairman is unable to attend, any other member thereof nominated by him, the Secretary to Government in the Local Self Government Department ††††† (or the Special Secretary concerned nominated by him) and the Special Secretary to

@ Inserted vide Notification No. F. 1(4) DOP/A-II/73, dated 13.6.1974.

% Added vide Notification No. F. 7(1) DOP/A-II/75, dated 20.9.1975 (effective from the date of Publication in the Rajasthan Gazette).

+ Inserted vide Notification No. F 7 (1) DOP /A-II /73 dated 05-7-1974.

***** Deleted for "and Architectural adviser" vide Notification No. F. 1(16) DOP/A-II/84 dated 30.10.84.

††††† Inserted vide Notification No. F. 7(9) DOP/A-II/74, dated 15.10.1974.

Government in the ^{**}(Department of Personnel) or his representative not below the rank of Deputy Secretary and the Chief Town planner ^{*}(Deleted) as Member-Secretary shall consider the cases of all persons included in the list, interviewing such of them as they may deem necessary and shall prepare a list containing names of suitable candidates up to twice the number of such posts as are indicated in sub-rule (1).

£ Provided that any member of the Service who is a candidate for consideration before the Departmental Promotion Committee shall not be the member of the Committee and the Secretary to Government in the Local Self Government Department shall act as Member-Secretary.

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

(b) The Chairman or the member of the Commission shall preside at all meetings of the Committee at which he is present.

(3) The Committee shall prepare a separate list containing names of persons who may be selected to fill officiating vacancies already existing or are likely to occur till the next meeting of the committee:-

(a) The list so prepared shall be reviewed and revised every year.

(b) The list shall ordinarily be in force until it is reviewed or revised in accordance with clause (a) of sub-rule (3).

(4) The names of the candidates selected as suitable shall be arranged in the order of seniority.

(5) The lists prepared by the Committee shall be sent to Government together with the Confidential Rolls and personal files of the candidates included in them as also of those superseded if any

(6) Where consultation with the Commission is necessary, the lists prepared in accordance with sub rules (2) and (3) shall be forwarded to the Commission by Government along with (a) confidential rolls and Personal files of all officers whose names are included in the lists, and (b) the confidential rolls and the personal files of all officers who are proposed to be superseded by the recommendations made by the Committee.

(7) The Commission shall consider the lists prepared by the Committee along with the other documents received from Government, and unless they consider any changes necessary, shall approve the lists and if the Commission consider it necessary to make any change in the lists received from Government, the

** Substituted for "Appointment Deptt" Vide Notification No. F. 1(13) DOP/A-II/ 72-1, dated 3.1.1973 (Effective from 17.7.72.)

£ Deleted and added for:-(1) In the case of Promotion to the post of Chief Town Planner(the Chief Town planner) shall not be the member of the Committee and the list shall be prepared by the Secretary to Government in the Local Self Government Department.
Vide Notification No. F.1(16)DOP/A-II/84 dated 29.6.89.

+ Added vide Notification No. F. 7(5) DOP/A-II/78 dated. 21.12.1978, effective from 7-03-1978.

Commission shall inform Government of the changes proposed and after taking into account the comments, if any, of the Commission. Government may approve the lists finally with such modifications, as may in his opinion, be just and proper.

(+)25 . Criteria, Eligibility and Procedure for Promotion:-

(+)25 Substituted for:-

“Revised Criteria, Eligibility and Procedure for Promotion to Junior, Senior, and other posts encadred in the Service:- (1) As soon as the Appointing Authority determines the number of vacancies under rule regarding determination of vacancies of these rules and decides that a certain number of posts are required to be filled in by promotion, it shall, subject to provisions of sub-rule (9), prepare a correct and complete list of the senior most persons who are eligible and qualified under these rules for promotion on the basis of seniority-cum-merit or on the basis of merit to the class of posts concerned.

+ (1A) Added “No person shall be considered for promotion for five recruitment years from the date on which his promotion becomes due, if he/she has more than two children on or after 1st June, 2002.

Provided that the person having more than two children shall not be deemed to be disqualified for promotion so long as the number of children he/she has on 1st June, 2002, does not increase. Provided further that where a Government Servant has only one child from earlier delivery but more than one child are born out of a single subsequent delivery, the children so born shall be deemed to be one entity while counting the total number of children.”

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

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

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

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

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

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

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

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

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

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

^x deleted vide Notification No. 7(3) DOP/A-II/95 dated 18-2-98.

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

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

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

The first vacancy by seniority-cum-merit;

The subsequent vacancy by merit;

The cycle to be repeated.

° Added vide DOP Notification No. F. 7(10) DOP/A-II/77, dated 17.8.1978, effective from 12.5.1978)

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

Provided that :-

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

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

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

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

(c) in Services or Groups or Sections thereunder, where there are more than two promotions then first promotion shall be made on the basis of seniority-cum-merit alone and promotions to subsequent higher posts shall be made on the basis of seniority-cum-merit and merit in the proportion of 50:50 except to the highest post.

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

° Added vide Notification No. F. 7(10)DOP/A-II/77 dated 31.3.80.

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

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

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

Explanation:- If any doubt arises about the categorization of the post as the lowest, next higher or highest post in the service, the matter shall be referred to the Government in the Department of Personnel and Administrative Reforms, whose decision thereon shall be final.

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

(i)	<u>Number of Vacancies</u>	<u>Number of eligible persons to be considered</u>
(a)	for one vacancy	Five eligible persons.
(b)	for two vacancies	Eight eligible persons.
(c)	for three vacancies	Ten eligible persons.
(d)	for four or more vacancies.	Three time the number of vacancies.

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

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

[□] Substituted vide Notification No. f. 7(1) DOP/A-II/81 dated 7-4-03.

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

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

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

(c) if promotion is from different category of posts carrying different pay scales eligible persons in the higher pay scale shall be considered for promotion first and if no suitable person is available for promotion on the basis of merit in the higher pay scale, then only the eligible persons of other categories of posts in lower pay scales shall be considered for promotion and so on and so forth. The zone of consideration for eligibility in this case shall be limited to five senior most eligible persons in all.

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

(11) (a) The Committee shall consider the cases of all the senior most persons who are eligible and qualified for promotion to the class of posts concerned under these rules and shall prepare a

+ Substituted for “And that such list shall remain in force till the end of the last day of the next year or till the Departmental Promotion Committee meets, whichever is earlier.”
vide Notification No. F. 7 (10) DOP/A-II/77 dated 28-4-99.

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

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

(11-A) If in any subsequent year, after promulgation of these rules, vacancies relating to any earlier year are determined under sub-rule (2) of rule relating to determination of vacancies, which were required to be filled by promotion, the Departmental Promotion Committee shall consider the cases of all such persons who would have been eligible in the year to which the vacancies relate irrespective of the year in which the meeting of the Departmental Promotion Committee is held and such promotion shall be governed by the criteria and procedure for promotion as was applicable in the particular year to which the vacancies relate and the Service/experience of an incumbent who has been so promoted, for promotion to higher post for any period during which he has not actually performed the duties of the post to which he would have been promoted, shall be counted. The pay of a person who has been so promoted shall be re-fixed at the pay which he would have derived at the time of his promotion but no arrears of pay shall be allowed to him.

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

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

(13) The Commission shall consider the lists prepared by the Committee along-with other relevant documents received from the Appointing Authority and unless any change is considered necessary, shall approve the lists. In case the Commission considers it necessary to make any change in the lists received from the Appointing Authority, it shall inform the Appointing Authority of the changes proposed by it. After taking into account the comments of the Commission, if any, the Appointing Authority may approve the lists finally with such modifications, as may in its opinion, be just and proper and when the Appointing Authority is an

(1) As soon as the Appointing Authority determines the number of vacancies under rule regarding determination of vacancies of these rules and decides that a certain number of posts are required to be filled in by promotion, it shall subject to the provisions of sub-rule (6), prepare a correct and complete list of the senior most persons who are eligible and qualified under these rules for promotion on the basis of seniority cum merit or on the basis of merit 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 be eligible for promotion to posts specified against them in column 2 thereof to the extent indicated in column 3 subject to their possessing minimum qualifications and experience on the first day of the month of April of the year of selection as specified in the relevant column regarding minimum qualification and experience for promotion.

(3) No person shall be considered for first promotion in the service unless he is 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 five recruitment years from the date on which his promotion becomes due, if he/she has more than two children on or after 1st June, 2002.

Provided that:-

(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 be one entity while counting the total number of children.

(iii) *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.

(iv) #####Provided also that any person who preformed remarriage which is not against any law and before such remarriage he is not disqualified for Promotion under this sub-rule, he shall not be disqualified if any child is born out of single delivery from such remarriage.

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

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

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

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

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

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

- | | | |
|-----|--------------------------------|--|
| (i) | <u>Number of Vacancies</u> | <u>Number of eligible persons to
be considered</u> |
| | (a) for one vacancy | five eligible persons |
| | (b) for two vacancies | eight eligible persons |
| | (c) for three vacancies | ten eligible persons |
| | (d) for four or more vacancies | three times the number of
vacancies |
- (ii) where, the number of eligible persons for promotion to higher post is less than the number specified above, all the persons so eligible shall be considered.
- (iii) where, adequate number of the candidates belonging to the Scheduled Castes or the Scheduled Tribes, as the case may be, are not available within the zone of consideration specified above, the zone of consideration may be extended upto seven times the number of vacancies and the candidates belonging to the Scheduled Castes or the Scheduled Tribes, as the case may be (and not any other) coming within the extended zone of consideration shall also be considered against the vacancies reserved for them.
- (iv) For 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 also prepare a list on the basis of seniority-cum-merit or on the basis of merit, as the case may be, as per the criteria for promotion laid down in these rules, containing names of persons not exceeding the number of persons selected in the list prepared under sub-rule (8) above to fill temporary or permanent vacancies, which may occur subsequently. The list so prepared on the basis of seniority-cum-merit or on the basis of merit shall be arranged in the order of seniority in the category of posts from which selection shall be made. Such a list shall be reviewed and revised by the committee that meets in the subsequent year and that such list shall remain in force till the end of the last day of the year for which the meeting of the Committee is held.

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

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

(11) If in any subsequent year, after promulgation of these rules vacancies relating to any earlier year are determined under these rules which were required to be filled in by promotion, the Committee shall consider the cases of all such persons who would have been eligible in the year to which the vacancies relate irrespective of the year in which meeting of the Committee is held and such promotion shall be governed by the criteria and procedure for promotion as was applicable in the particular year to which the vacancies relate and the Service/Experience of an incumbent who has been so promoted, for promotion to higher post for any period during which he has not actually performed the duties of the post to which he would have been promoted, shall be counted. The pay of a person who has been so promoted shall be re-fixed at

the pay which he would have derived at the time of his promotion, but no arrears of pay shall be allowed to him.

(12) The Government or the Appointing Authority may order for the review of the proceedings of the Committee held earlier on account of some mistake or error apparent on the face of record, or on account of a factual error substantially affecting the decision of the Committee or for any other sufficient reasons e.g. change in seniority, wrong determination of vacancies, judgement/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 considers it necessary to make any change in the lists received from the Appointing Authority, it shall inform the Appointing Authority of the changes proposed by it. After taking into account the comments of the Commission, if any, the Appointing Authority may approve the lists finally with such modifications, as may in it's opinion, be just and proper and when the Appointing Authority is an authority subordinate to the Government, the lists approved by the Commission shall be disturbed only with the approval of the Government.

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

(16) The Government may issue instructions for provisionally dealing with the promotions, appointments or other ancillary matters in an equitable and fair manner of persons who may be under suspension, or against whom departmental proceedings is under progress, at the time promotions are considered to a post to which they are eligible or would have been eligible but for such suspension or pendency of such enquiry or proceedings.

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

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

PART-VI : APPOINTMENT, PROMOTION AND CONFIRMATION

26. Appointment to Junior and Senior Posts:- Appointment to Junior and Senior posts shall be made by Government out of the list prepared under rules 22, 24 and 25.

27. Urgent Temporary Appointment:- (1) A vacancy in the Service which can not be filled in immediately either by direct recruitment or by promotion under the rules may be filled in by the Government 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 there to a person eligible for direct recruitment to the Service, where such direct recruitment has been provided under the provisions of these rules :

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

§§§§§§ Added vide Notification No.F.7(1)DOP/A-II/98, dt.5.8.1998

x Substituted Rule 27: Temporary or officiating appointments:- (1) A temporary vacancy in a senior or junior post may be filled by Government by appointing there to in an officiating capacity an officer whose name is included the list prepared under sub rule (2) and (3) of rule 24.

(2) No appointment made under sub rule (1) above shall be continued beyond a period of six months without referring it to the Commission for their concurrence and shall be terminated immediately on their refusal to concur.

Vide Notification No. F.1(10) DOP/A-II/72, dated 16.2.1973.

@ Substituted for the words "Appointing Authority" vide Notification No. F. 1 (10) DOP/A-II/72 dated 12.9.1973.

******Provided further that in respect of the Service or a post in Service for which both the above methods of recruitment have been prescribed, the government or the Authority competent to make appointment, as the case may be, shall not, save with the specific permission of the Government in the Department of Personnel in the case of State Services and Government in the Administrative Department concerned in respect of other services, fill the temporary vacancy against the direct recruitment quota by a whole time appointment for a period exceeding three months, otherwise than out of persons eligible for direct recruitment and after a short-term advertisement.

⁺(2) In the event of the non-availability of suitable persons, fulfilling the requirements of eligibility for promotion, Government may, notwithstanding the condition of eligibility for promotion required under sub-rule (1) above, lay down general instructions for grant of permission to fill the vacancies on urgent temporary basis, subject to such conditions and restrictions regarding pay and other allowances as it may direct. Such appointments shall, however, be subject to concurrence of the Commission as required under the said sub-rule.

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

Provided—

- (1) that the seniority *inter-se* of the persons, appointed to the Service before the commencement of these rules and/or in the process of integration of the Service of the pre-reorganization State of Rajasthan or the Services of the new State of Rajasthan established by the States Re-organisation Act, 1956, shall be determined, modified or altered by Government on an *ad-hoc* basis.
- (2) that if two or more persons are appointed to posts in the same Category in the same year, a person appointed by promotion shall be senior to a person appointed by direct recruitment;
- (3) that the seniority *inter-se* of persons appointed to a particular category by direct recruitment on the basis of one and the same selection, except

****** Substituted for: “Provided further that in respect of a service or a post in a service for which both the methods of recruitment have been prescribed, the Government or the Authority competent to make appointments as the case may be shall not fill the temporary vacancy by appointing a person eligible for direct recruitment unless no suitable person eligible for promotion is available.”
Vide Notification No. F. 1(10) DOP/A-II/72 dated 28.11.1973.

⁺ Inserted vide notification No .F. 7(7) DOP (A-II) /75 dated 31-10-75 (effective from 31.8.1966)

***** Substituted for rule 28:- Seniority: Seniority in the Service shall be determined in each category of the Service by the year of substantive appointment.
vide Notification No. F.7(1)DOP/A-II/96, dated 10.10.2002

those who do not join service when a post is offered to them, shall follow the order in which they have been placed in the list prepared by the Commission under rule 20; and

(4) that the seniority *inter-se* of persons appointed to posts in a particular category by promotion shall follow the order in which they have been placed in the list prepared under rule 24;

^x(5) 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.

(6) [§] Deleted .

(7) [£] that if a candidate belonging to the Scheduled Caste/Scheduled Tribe is promoted to an immediate higher post/grade against a reserved vacancy earlier than his senior general/O.B.C. candidate who is promoted later to the said immediate higher post/grade, the general/O.B.C. candidate will regain his seniority over such earlier promoted candidate of the Scheduled Caste/Scheduled Tribe in the immediate higher post/grade.

(8) [#]Inserted; ^{*} Deleted ..

(9) [@]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.

^x Substituted for sub rule (5):-
that the persons selected and appointed as a result of a selection which is not subject to review and revision shall rank senior to the persons who are selected and appointed as a result of subsequent selection. Seniority *inter-se* of persons selected on the basis of seniority-cum-merit shall be the same as in the next below grade except in case of continued officiation on higher posts when it shall be in accordance with the length of continued officiation provided that such officiation was not *ad-hoc* or fortuitous.
vide Notification No. F. 7(10) DOP/A-II/77 dated 17.6.1978.

[§] Deleted sub rule (6)
“that the seniority *inter-se* of persons selected as a result of one and the same selection and appointed on the basis of merit alone shall be in the same order in which their names appear in the select, list irrespective of the period of continuous officiation.”
vide Notification No. F.7(10)DOP/A-II/77, dated 17.6.1978.

[£] Inserted vide Notification No. F. 7(1) DOP/A-II/96 dated 1.4.1997; Deleted vide Notification No. F.7(1)DOP/A-II/02 dated 28.12.2002; and reinforced w.e.f. 01.04.1997 vide Notification No. F.7(3)DOP/A-II/2008 dated 11.09.2011

[#] Inserted:
“Provided that a candidate who has got the benefit of proviso inserted vide Notification No. F.7(1)DOP/A-II/96, dated 1.4.1997 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(1)DOP/A-II/02 dated 28.12.2002, and
^{*} Deleted vide Notification No. F.7(3)DOP/A-II/08 dated 25.4.2008.

.. Notifications No.F.7(1)DOP/A-II/2002 dated 28.12.2002 and F.7(3)DOP/A-II/2008 dated 25.04.2008 withdrawn from the date they were issued vide Notification No. F.7(3)DOP/A-II/2008 dated 11.09.2011 and 07.12.2011

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 01-04-1997 shall not be reverted.

Notification no. F.7 (1)DOP/A-II/96 Dated 01-04-1997 shall be deemed to have been repealed w.e.f. 01-04-1997.

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

29. Period of Probation:-

@ (1) A person entering the Service by direct recruitment against a clear vacancy shall be placed as Probationer Trainee for a period of 2 years.

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

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

@ Substituted for :-
"29. Period of Probation:-(1) All persons appointed to the Service by direct recruitment against a substantive vacancy shall be placed on probation for a period of two years and those appointed to the Service by promotion/special selection against a substantive vacancy shall be placed on probation for a period of one year:

Provided that-

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

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

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

Explanation:- In case of a person who dies or is due to retire on attaining the age of superannuation, the period of probation shall be reduced so as to end one day earlier on the date immediately preceding the date of his death or retirement from Government service. The condition of passing the Departmental Examination in the rule regarding confirmation shall be deemed to have been waived in case of death or retirement."

vide Notification No.F.7(2)DOP/A-II/2005 dated 20.1.2006.

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

* (3) Deleted.

@@29-A. Confirmation in certain cases:- (1) Notwithstanding anything to the contrary contained in the preceding rule, a person appointed to a post in the

* Deleted:
"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)

@@ Substituted for:-

“29-A. (a) Notwithstanding anything contained in the rule, if no order of confirmation is issued by the Appointing Authority within a period of six months, an employee appointed on temporary or officiating basis who has, after date of his regular recruitment by either method of recruitment completed a period of two years’ service, or less in the case of those appointed by promotion where the period of probation prescribed is less, on the post or a higher post under the same Appointing Authority or would have so worked but for his deputation or training, shall on the occurrence of permanent vacancies be entitled to be treated as confirmed if the same conditions as are prescribed under the Rules for the confirmation of a probationer are fulfilled subject to the quota prescribed under the Rules and in accordance with his seniority:

Provided that if the employee has failed to give satisfaction or has not fulfilled any of the conditions prescribed for confirmation, such as passing of Departmental Examination, Training or Promotion Cadre course etc., the aforesaid period may be extended as prescribed for the probation or under the Rajasthan Civil Services (Departmental Examination) Rules, 1959 or 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 discharged from such post in the same manner as a probationer or reverted to his substantive or lower post, if any, to which he may be entitled:

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

(b) The reasons for not confirming any employee referred to in the second proviso to clause (a) shall, in the case of a non-gazetted employee, be also immediately recorded by the Appointing Authority in his Service Book and C.R. file and in the case of Gazetted officer communicated to the Accountant General Rajasthan and in his Confidential Report file. A written acknowledgment shall be kept on record in all these cases.

Explanation:- (i) “Regular recruitment for the purpose of this rule shall mean appointment after either of the methods of recruitment or on initial constitution of service in accordance with any of the service rules promulgated under proviso to Article 309 of the Constitution of India, or for posts for which no Service Rules exist, if the posts are within the purview of Rajasthan Public Service Commission recruitment in consultation with them but it shall not include an urgent temporary appointment/ad-hoc appointment or officiating promotion against temporary or lien vacancies which are liable to review and revision from year to year. In cases where the service rules specifically permit appointment by transfer such appointments 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 in another cadre shall be eligible to be confirmed under this rule and they will be eligible to exercise an option whether they do not elect to be confirmed on the expiry of two years of their temporary appointment under this rule. In the absence of any option

Service temporarily or on officiating basis who, after regular recruitment by any one of the methods of recruitment prescribed under these rules, has not been confirmed, within a period of six months on completion of a period of two years' service in case he is appointed by direct recruitment or within a period of one years' service in case he is appointed by promotion, shall be entitled to be treated as confirmed in accordance with his seniority, if:-

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.”

vide Notification no. F.2(4)DOP/A-II/79 dated 22-11-84.

@ Substituted for:-

“29-A. (1) Notwithstanding anything contained in the rule, if no order of confirmation is issued by the Appointing Authority within a period of six months, an employee appointed on temporary or officiating basis who has, after date of his regular recruitment by either method of recruitment completed a period of two years' service, or less in the case of those appointed by promotion where the period of probation prescribed is less, on the post or a higher post under the same Appointing Authority or would have so worked but for his deputation or training, shall on the occurrence of permanent vacancies be entitled to be treated as confirmed if the same conditions as are prescribed under the Rules for the confirmation of a probationer are fulfilled subject to the quota prescribed under the Rules and in accordance with his seniority:

Provided that if the employee has failed to give satisfaction or has not fulfilled any of the conditions prescribed for confirmation, such as passing of Departmental Examination, Training or Promotion Cadre course etc., the aforesaid period may be extended as prescribed for the probation or under the Rajasthan Civil Services (Departmental Examination) Rules, 1959 or 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 discharged from such post in the same manner as a probationer or reverted to his substantive or lower post, if any, to which he may be entitled:

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

(2) The reasons for not confirming any employee referred to in the second proviso to clause (1) shall, in the case of a non-gazetted employee, be also immediately recorded by the Appointing Authority in his Service Book and C.R. file and in the case of Gazetted officer communicated to the Accountant General Rajasthan and in his Confidential Report file. A written acknowledgment shall be kept on record in all these cases.

Explanation:- (i) “Regular recruitment for the purpose of this rule shall mean appointment after either of the methods of recruitment or on initial constitution of service in accordance with any of the service rules promulgated under proviso to Article 309 of the Constitution of India, or for posts for which no Service Rules exist, if the posts are within the purview of Rajasthan Public Service Commission recruitment in consultation with them but it shall not include an urgent temporary appointment/ad-hoc appointment or officiating promotion against temporary or lien vacancies which are liable to review and revision from year to year. In cases where the service rules specifically permit appointment by transfer such appointments 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 in another cadre shall be eligible to be confirmed under this rule and they will be eligible to exercise an option whether they do not elect to be confirmed on the expiry of two years of their temporary appointment under this rule. In the absence of any option to the contrary, they shall be deemed to have exercised option in favour of confirmation under this rule and their lien on the previous post shall cease.”

vide Notification no. F.2(4)DOP/A-II/79 dated 22-11-84.

- (i) he has worked on the post or higher post under the same Appointing Authority or would have so worked but for his deputation or training;
- (ii) he fulfils conditions as are prescribed under rule relating to confirmation subject to the quota proscribed under these rules; and
- (iii) permanent vacancy is available in the Department.

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

(3) The employee referred to in sub-rule (1) above, shall not be debarred from confirmation after the said period of service if no reasons to the contrary about the satisfactory performance of his work are communicated to him within the said period of service.

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

Explanation:-

(i) Regular recruitment for the purpose of this rule shall mean:-

(a) appointment by either method of recruitment or on initial constitution of Service in accordance with the Rules made under the proviso to Article 309 of the Constitution of India.

(b) appointment to the posts for which no Service Rules exist, if the posts are within the purview of the Commission, recruitment in consultation with them;

(c) appointment by transfer after regular recruitment where the Service Rules specifically permit;

(d) persons who have been made eligible for substantive appointment to a post under the rules shall be treated as having been regularly recruited;

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

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

30. * 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

* Substituted for:-

services of a probationer-trainee are not found to be satisfactory, the Appointing Authority may revert him/her to the post on which he/she is regularly selected immediately preceding his/her appointment as probationer-trainee or in other cases may discharge or terminate him/her from Service. The Appointing Authority shall accord appropriate opportunity to the probationer-trainee before final orders are passed in this respect:

Provided that the Appointing Authority may, if it so thinks fit in any case or class of cases, extend the period of probation of any probationer-trainee by specified period not exceeding one year.

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

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

***31(A).**Notwithstanding anything contained in rule 31, a Probationer shall be confirmed in his appointment at the end of his period of probation even if the prescribed Departmental examination/ training, proficiency test in Hindi ,if any, are not held during the period of probation laid down in the rules, provided:-

“30. Unsatisfactory progress during probation:- (1) If it appears to the Appointing Authority, at any time, during or at the end of the period of probation, that a member of the service has not made sufficient use of his opportunities or that he has failed to give satisfaction, the Appointing Authority may revert him to the post hold 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 persons appointed to a post in the Service by direct recruitment and one year in the case of person appointed by promotion / special Selection to such post:

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

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

(3) A probationer reverted or discharged from Service during or at the end of the period of probation under sub-rule (1) shall not be entitled to any compensation.”

vide Notification No. F.7(2)DOP/A-II/2005, dated 13.6.2008 (w.e.f. 20.01.2006).

* Inserted vide Notification No F 1(12) Appts(A-II) /68 dated 17-10-1970.

- (i) he is otherwise fit for confirmation and the,
- (ii) Period of probation expires on or before the date of publication of this amendment in the Rajasthan Rajpatra.

PART-VII : PAY

%32. 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.

33. @ Deleted.

34. Criteria for crossing an efficiency Bar:- No member of the Service shall be allowed to cross an efficiency bar unless in the opinion of Government he has worked satisfactorily and his integrity is unquestionable.

35. Regulations of leave, allowance and pension etc.:- Except as provided in these rules, the pay, allowance, pension, leave and other conditions of Service of a 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;

[%] Substituted for:-
“32. Pay during probation:- The initial pay of a person appointed by direct recruitment to a post in the service/cadre shall be the minimum of the scale of pay of the post.”
vide Notification No. F.7(2)DOP/A-II/2005, dated 20.1.2006

⁺ Substituted for:- “Provided that the pay of a person already serving in connection with the affairs of the state shall be fixed in accordance with the provisions of the Rajasthan Service Rules, 1951.”
vide Notification No. F.7(2)DOP/A-II/2005 dated 13.6.2008 (w.e.f. 20.01.2006).

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

- (2) The Rajasthan Service Rules, 1951 as amended from time to time;
- (3) The Rajasthan Civil Services (Rationalisation of Pay Scales) Rules 1956 as amended from time to time;
- (4) The Rajasthan Civil Services (Classification, Control and Appeal) Rules, 1958 as amended from time to time;
- (5) The Rajasthan Civil Services (Revised Pay) Rules, 1961 as amended from time to time;
- (6) The Rajasthan Civil Services (New Pay Scales) Rules, 1969 as amended from time to time;
- (7) The Rajasthan Civil Services (Conduct) Rules, 1971 as amended from time to time;
- (8) The Rajasthan Traveling Allowance Rules, 1971 as amended from time to time;
- (9) The Rajasthan Civil Services (Pension) Rules, 1996 as amended from time to time;
- (10) The Rajasthan Civil Services (Revised Pay Scales) Rules, 1998 as amended from time to time;
- (11) The Rajasthan Civil Services (Revised Pay) Rules, 2008 as amended from time to time;
- (12) Any other rules prescribing general conditions of Service made by the appropriate authority under the proviso to Article 309 of the Constitution of India, and for the time being in force.

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

37. Repeal and Saving:- All Rules and Orders in relation to matters covered by these Rules and in force immediately before the commencement of these Rules are hereby repealed :

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

£38. Power to relax rules:- In exceptional cases where the Administrative Department of the Government is satisfied that operation of the rules relating to age or regarding requirement of experience for recruitment causes undue hardship in any particular case or where the Government is of the opinion that it is necessary or expedient to relax any of the provisions of these rules with respect to age or experience of any persons, it may with the concurrence of the

***** Substituted for "Appointments Department" vide notification No F.1 (13)DOP(A-II)/72-I dated 3-1-1973 (effective from 17.7.1972)

£ Added vide notification F.11 (2) DOP(A-II)75 dated 27-12-1978

Department of Personnel and Administrative Reforms and in consultation with the Commission by orders, dispense with or relax the relevant provisions of these rules to such extent and subject to such conditions as it may consider necessary for dealing with the case in a just and equitable manner, provided that such relaxation shall not be less favorable than the provisions already contained in these rules. Such cases of relaxation shall be referred to the Rajasthan Public Service Commission by the *(Administrative Department concerned).

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

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

+ Added vide Notification No. F. 7(3) DOP/A-II/95 dated 18.2.98.

^XSCHEDULE

S. No.	Name of the Post	Sources of Recruitment with percentage	Minimum qualifications and experience for direct recruitment	Post from which promotion is to be made	Minimum experience required for promotion	Remarks
1	2	3	4	5	6	7
1.	Chief Town Planner	100% by Promotion	-	Addl. Chief Town Planner.	3 Years experience on the post of Additional Chief Town Planner	1. In case Addl. Chief Town Planner is not available or not found suitable for promotion to the post of Chief Town Planner, then Senior Town Planner with 8 Years' experience on the post may be considered for promotion to the post of Chief Town Planner. 2. The entries at column 5 and 6 and the entries appearing against Sr .No. 2 below shall come into force w.e.f. 14.6.1979.

^X Complete Schedule Substituted vide notification no. F.1(16)DOP/A-II/84 Dated 30.10.84.
Copy of the old Schedule is available at Annexure A.

S. No.	Name of the Post	Sources of Recruitment with percentage	Minimum qualifications and experience for direct recruitment	Post from which promotion is to be made	Minimum experience required for promotion	Remarks
1	2	3	4	5	6	7
2.	Addl. Chief Town Planner	100% by Promotion	-	Senior Town Planner	5 Years' experience as Sr. Town Planner.	-
3.	Sr. Town Planner	100% by Promotion	-	1. Dy. Town Planner 2. Dy. Town Planner (Civic Survey) 3. Dy. Town Planner (Planning Research)	5 years' experience on any one of the posts mentioned in column 5.	1.Integrated seniority according to length of continued officiation after regular selection shall be determined for purposes of promotion to the post of Sr. Town Planner.
<u>TOWN PLANNING WING</u>						
1.	Deputy Town Planner	100% by Promotion	-	Assistant Town Planner	5 Years' experience as Assistant Town Planner.	-
2.	Assistant Town Planner	75% by direct recruitment, 25% by promotion	+Degree in Architecture of a university established by law in India or qualification	Town Planning Assistant/ Head Draftsman	2 Years experience on the post of Town Planning Assistant/ Head Draftsman.	

+ Substituted for :- 1. Degree in Architecture (5 years' full time course) of a University established by law in India or equivalent.

Or

Degree in Civil Engineering of a University established by law in India or equivalent.

2. Post Graduate Degree or Diploma (2 years' full time Course) in Town/City/Regional Planning of a recognized Institution or Associate of the Institute of Town Planners (India).

Vide Notification No. F. 1(16) DOP/A-II/84 Dated 28.4.2000

S. No.	Name of the Post	Sources of Recruitment with percentage	Minimum qualifications and experience for direct recruitment	Post from which promotion is to be made	Minimum experience required for promotion	Remarks
1	2	3	4	5	6	7
			<p>recognized as equivalent thereto by the Government. Preference will be given to those who after obtaining degree in Architecture possess Post Graduate Degree /Diploma in Town/ City/Regional Planning of a university established by law in India or its equivalent.</p> <p>Or</p> <p>Degree in Civil Engineering of a University established by law in India with Post Graduate Degree /Diploma in Town/ City/Regional Planning of a University established by law in India or its equivalent.</p>			

S. No.	Name of the Post	Sources of Recruitment with percentage	Minimum qualifications and experience for direct recruitment	Post from which promotion is to be made	Minimum experience required for promotion	Remarks
1	2	3	4	5	6	7
<u>GEOGRAPHIC PLANNING AND RESEARCH WING</u>						
1.	Deputy Town Planner (Planning Research) including Deputy Town Planner (Civic survey)	100% by Promotion	-	Assistant Town Planner (Planning Research)	5 Years' experience on the post of Assistant Town Planner (Planning Research).	-
2.	Assistant Town Planner (Planning Research)	75% by direct recruitment, 25% by Promotion	^x 1. Post Graduate Degree in Geography /Economics /Sociology of a university established by law in India AND 2. Post Graduate Degree/ Diploma in Town/ City/ Regional Planning of university established by law in India or qualification	Research Assistant	5 years' experience on the post of Research Assistant.	-

^x Substituted for:- 1. Post Graduate Degree in Geography/Economics/Sociology of a University established by law in India.
2. Post graduate Degree/Diploma (2 years' full time Course) in Town/City/Regional Planning of a recognised Institution or Associate of the Institute of Town Planners (India).

Vide Notification No. F. 1(16) DOP/A-II/84 dated 28.4.2000

S. No.	Name of the Post	Sources of Recruitment with percentage	Minimum qualifications and experience for direct recruitment	Post from which promotion is to be made	Minimum experience required for promotion	Remarks
1	2	3	4	5	6	7
			recognised as equivalent thereto by the Government.			
OTHER POSTS						
1.	Assistant Engineer	100% by promotion upto 31-3-80 & thereafter 50% by direct recruitment 50% by promotion	Bachelor of Engineering (Civil)	Overseer(Survey)	Bachelor of Engineering (Civil) or qualification declared equivalent by Government with 2 Years' experience as Overseer (Survey) and in diploma holder (Civil) from a recognised institution with 7 years' requisite experience as Overseer (Survey) OR Matriculate with 15 Years' experience as Overseer (Survey).	

ANNEXURE- A

SCHEDULE (OLD)

(This Schedule has been substituted vide Notification No. F.1(16)DOP/A-II/84 Dated 30.10.84)

S. No	Name of the Post	Sources of Recruitment with percentage	Minimum qualifications and experience for direct recruitment	Post or posts from which promotion is to be made	Minimum experience required for promotion
1	2	3	4	5	6
Senior Post					
1.	Chief Town Planner & Architectural Advisor	100% by Promotion	(a) Degree in Architecture or in Civil Engineering or qualification declared equivalent by Government from recognised University or Institution. (b) Degree or post graduate diploma in Town/City/ Regional Planning from recognised Indian or foreign University. (c) At least 5 years' experience in Town Planning on a post having similar duties to that of Senior Town Planner.	Senior Town Planner	3 Years' experience on the post of mentioned in col. 5
2.	Senior Town Planner	100% by Promotion	(a) Degree in Architecture or in Civil Engineering or qualification declared equivalent to by Government from a recognised University or Institution. (b) Degree or post graduate diploma in City/Town/ Regional Planning from recognised Indian or foreign Institute. (c) 3 Years practical experience in Town Planning, on a post having similar duties to that of Dy. Town Planner.	Deputy Town Planner	5 Years experience on the post of mentioned in col. 5

3.	Deputy Town Planner.	50% by direct recruitment and 50% by Promotion	(1) Degree in Architecture or in Civil Engineering or qualification declared equivalent by Government, and (2) Degree or Diploma in Town Planning from recognised Indian or Foreign University, or Associate of Institute of Town Planners (India). (3) 3 years' experience in Town Planning after qualifying.	Assistant Town Planner	Two Years experience as Asstt. Town Planner.
Junior Post					
4.	Assistant Town Planner including Tech. Asstt.	75% by direct recruitment & 25% by Promotion	(1) Degree in Architecture (5 years' full time course or equivalent) OR Degree in Civil Engineering (5 years integrated Course) (2) Post- Graduate Degree/ Diploma (2 years' full time course in Town/City /Regional Planning from recognised Institution)	Town Planning Assistant/ Head Draftsman	2 Years' experience on the post of Town Planning Assistant / Head Draftsman
5.	Assistant Engineer	100% by promotion up to 31-3-80 and there after 50% by direct recruitment and 50% by promotion	Bachelor of Engg. (Civil)	Overseer (Survey)	Bachelor of Engineering (Civil) or qualification declared equivalent by Government with 2 Years' experience as Overseer(Survey) & if Diploma Holder (Civil) from recognised institution with 7 Years' requisite experience as Overseer (Survey) OR Matriculate with 15 Years' experience as Overseer (Surrey)