

**CHANDIGARH ADMINISTRATION
AGRICULTURAL CENSUS DEPARTMENT
NOTIFICATION**

The _____, 2019.

No. _____ In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India and all powers enabling him in this behalf, the Administrator, Union Territory, Chandigarh is pleased to make the following rules for regulating the appointment and conditions of service of the (Group-A) officials in the Agricultural Census Department, Union Territory, Chandigarh :-

1. Short Title, Commencement and Application:

- i) These rules may be called the Chandigarh, Union Territory, Agricultural Census Service (Group-A) Rules, 2019.
- ii) They shall come into force on the date of their publication in the official Gazette.
- iii) These rules shall apply to recruitment of persons to the post(s) specified in column-1 of the schedule annexed to these rules.

2. Definitions:

In these rules unless the context otherwise requires-

- i) 'Annexure' means an annexure appended to these rules;
- ii) 'Department' means Agricultural Census, U.T. Chandigarh
- iii) 'Secretary' means Secretary Agriculture, Chandigarh Administration.
- iv) 'Direct Appointment' means an appointment made otherwise than by promotion or by transfer of a person already in the Service of the Chandigarh Administration or of the Government of India or of a State Government;
- v) 'Government' means Administrator of the Union Territory, Chandigarh.
- vi) 'Recognized University' or 'Institute' means:

Any University or Institute incorporated by law in India;

Or

Any other University or Institute which is recognized by the Central Government, State Government or Union Territories for the purposes of these rules.

- vii) 'Service' means the UT, Chandigarh Agricultural Census (Group B) Service.

3. Number of post, classification and scale of pay:

The Number of post, its classification and the scale of pay attached thereto shall be as specified in column 2, 3 & 4 of said schedule or as amended from time to time.

4. Nationality, Domicile and Character of candidates appointed to service:

- i) No candidate shall be appointed to the service unless he is a citizen of India.
- ii) No person shall be recruited to the Service by direct appointment unless, he produces-
 - a) A certificate of character from the Principal Academic Officer of the Educational Institute last attended and similar certificates from two responsible persons not being his relatives, who are well acquainted with him in his private life and are unconnected to Educational Institutes attended.
 - b) An affidavit to the effect that he has never convicted for any criminal offence and that he was never dismissed or removed from service of any State Government, Government of India or any Public Sector Undertaking.
 - c) His character and antecedents are found to be satisfactory by the District Magistrate concerned.

5. Age, Method of Recruitment, Qualification, etc.:

The age limit, method of recruitment, the, qualification and other matters concerned therewith shall be as specified in column 5 to 14 of said schedule;

- i) The age for the posts shall be as specified as in the said schedule or as amended from time to time.
- ii) No person shall be recruited to the service by direct appointment, if he is less than eighteen years of age or is more than thirty seven years of age on the first day of January of the year next preceding the last day of submission of applications fixed by the appointing authority, or unless he is within such range of minimum and maximum age limits as may be specified by the Chandigarh Administration from time to time. Provided that the upper age limit may be relaxed in case of a person already in employment of Chandigarh Administration, State Government or Central Government and such limit shall be such as may be fixed by the Chandigarh Administration from time to time.
- iii) Provided further that in case of candidates belonging to the Scheduled Castes and other Backward Classes or Ex-Serviceman, the upper age limit shall be such as may be fixed by the Chandigarh Administration from time to time.

6. Physical Fitness:

No person recruited to the Service by direct appointment shall be allowed to join the Service unless he, within the period to be specified by the appointing authority has appeared for medical examination before the concerned Civil Surgeon or the Chief Medical Officer /Principal Medical Officer as the case may be and has been declared by the Civil Surgeon or the Chief Medical Officer as the case may be to be physically fit for the duties which he will have to perform as member of the service and the report of the Civil Surgeon or Chief Medical Officer/Principal Medical Officer shall be final.

7. Period of Probation:

The period of probation shall be as specified in column 10 of said schedule;

- i) Any period, after such appointment spent on deputation on a corresponding to a higher post shall count towards the period of probation
 - ii) In the case of appointment by transfer, any period of work in equivalent or higher rank, prior to appointment to the Service may in the discretion of the appointing authority be allowed to count towards the period of the probation
 - iii) Any period of officiating appointment to the Service shall be reckoned as period spent on probation, but no person who has so officiated shall, on the completion of the prescribed period of probation, be entitled to be confirmed unless he is appointed against a permanent vacancy
 - iv) Any period of leave not exceeding six months during or at the end of probation shall be counted towards the period of probation.
- (2) If in the opinion of the appointing authority the work or conduct of a person during the period of probation is not satisfactory it may -
- i) If such person is recruited by direct appointment dispense with his services or revert him to a post on which he held lien prior to his appointment to the Service by direct appointment, and
 - ii) If such person is recruited otherwise -
revert to his former post ;
or
deal with him in such other manner as the terms and conditions of his previous appointment permit.

- 3) On the completion of the period of probation of a person the appointing authority may- if his work and conduct has in its opinion been satisfactory -
 - i) Confirm such person from the date of his appointment if appointed against a permanent vacancy; or
 - ii) Confirm such person from the date from which a permanent vacancy occurs if appointed against a temporary vacancy; or
 - iii) Declare that he has completed his probation satisfactorily if there is no permanent vacancy; or
- 4) If his work or conduct has not been in its opinion satisfactory or if he has failed to pass the prescribed departmental examination, if any, it may dispense with his services, if appointed by direct appointment or if appointed otherwise revert him to his former post, or deal with him in such other manner as the terms and conditions of his previous appointment may permit.

8. Disqualification:

- i) No person who has more than one wife living or who having a spouse living, marries in any case in which such marriage is void by reason of its taking place during the life time of such spouse, shall be eligible for the appointment to the said post and
- ii) No woman whose marriage is void by reason of her husband having a wife living at the time of such marriage or who has married a person, who has a wife living at a time of such marriage shall be eligible for the appointment to the said post.

Provided that the Administrator, Union Territory, Chandigarh may if satisfied that there are special grounds for so ordering, exempt any person from the operation of this rule.

9. Departmental Examination:

Every member of the service recruited by direct appointment shall pass such departmental examination in such papers comprising such syllabus and of such standard as may be specified by the Department from the time to time.

10. Seniority of member of service:

The seniority inter se of the members of the service in each cadre shall be determined by the length of continuous service on a post in that cadre of the Service;

Provided that in the case of members appointed by direct appointment who join within the period specified in the order of appointment or within such period as may be extended from time to time by the appointing authority subject to a maximum of four months from the date of order of appointment, the seniority based on the order of merit determined by the recruiting authority shall not be disturbed:

Provided further that in case a candidate is permitted to join the service after the expiry of the said period of four months in consultation with the recruiting authority his seniority shall determined from the date he joins the Service:

Provided further that in case a candidate of the next selection has joined the Service before the candidate referred to in the preceding proviso joins the candidate so referred shall be placed below all the candidates of the next selection who joins within the time specified in the first proviso -

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

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

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

11. Liability of Serve:

A member of the Service shall be liable to serve at any place whether within or out of the Chandigarh Administration on being ordered to do so by the appointing authority.

12. Leave, Pay and Other matters etc.:

- 1) In respect of pay leave and other matters not expressly provided for in these rules the members of the service shall be governed by the Punjab Civil Service Rules, as applicable to the employees of the Chandigarh Administration from time to time.
- 2) In respect of Provident Fund and Gratuity, the members of the service shall be governed by the Chandigarh Administration Employees Provident Fund and Gratuity Rules and Employees Pension, Provident Fund and Gratuity Rules as amended from time to time. In case of any ambiguity, the Administration will take the final decision in these matters which shall be final

13. Pay of Members of Service:

The members of the Service shall be entitled to such scales of pay as may be authorised by the Chandigarh Administration for the different category of posts or its equivalent.

14. Discipline, Penalties and Appeals:

In the matters of discipline, punishment and appeal the members of the service shall be governed by the provisions of the Punjab Civil Service (Punishment and Appeal) Rules, 1970. The authority empowered to impose penalties as specified in rule 5 of the Punjab Civil Service (Punishment and Appeal) Rules, 1970 and the appellate authority there under in respect of members of the Service shall be as specified in Annexure 'B'.

15. Periodic Medical check-up:

- i) Every member of the service shall be liable to undergo periodical medical examination and preventive or curative treatment as he may be required to undergo.
- ii) Every member of the Service shall be liable at any stage of his service when directed by the appointing authority, to undergo medical examination by the concerned Civil Surgeon or the Chief Medical Officer/Principal Medical Officer or any other authority specified by the appointing authority, as the case may be and his

contribution in service shall be subject to the fitness certificate given by the Civil Surgeon or the Chief Medical Officer to the satisfaction of the appointing authority.

- iii) In case any member of the service is not found fit to perform his duties , he shall be liable to be retired from service and shall be entitled to the same benefits as are admissible to employees of the Chandigarh Administration holding corresponding posts under the Punjab Civil Services Rules, Volume II on being retired on account of invalidity.

16. Vaccination and re-vaccination:

Every member of the Service shall get himself vaccinated or re-vaccinated when the appointing authority so directs by a general or special order.

17. Oath of allegiance:

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

18. Power to relax:

Where the appointing authority is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing and with the prior approval of the Administration, relax any of the provisions of these rules with respect to any class or category of persons provided that provisions relating to qualifications, and experience shall not be relaxed.

19. Interpretation:

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

20. Saving Clause:

Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for Scheduled Castes, Scheduled Tribes, Other Backward Classes, Ex-servicemen and other special categories of persons in accordance with the orders issued by Chandigarh Administration from time to time in this regard.

Further, notwithstanding anything contained in these rules appointments made to any post under a Board prior to the commencement of these rules shall be deemed to have validity been made under rules and shall not be questioned on any ground, whatsoever.

By order and on behalf of the
the Administrator, U.T. Chandigarh.

**SECRETARY AGRICULTURE,
UNION TERRITORY, CHANDIGARH.**

**Draft Recruitment Rules for the post of Assistant Director in the office of Agricultural
Census, UT Chandigarh.**

S. No.	Description	Proposed
1	Name of the Post	Assistant Director
2	No. of Posts	One (Subject to variation depending on the work load.)
3	Classification of the Post	General Central Services <u>Group 'A'</u> Non-Ministerial.
4	Scale of Pay	<u>Rs.10300-34800 + Grade Pay 5400.</u>
5	Whether Selection Post or Non-Selection Post.	N.A.
6	Whether benefit of added years of service is admissible under rule 30 of the CCS (Pension) rules, 1972.	N.A.
7	Age of Direct Recruitment	N.A.
8	Educational and other qualifications required for direct recruits.	
9	Whether age and Educational qualifications for direct recruits will apply in case of promotees.	N.A.
10	Period of probation, if any.	<u>One year.</u>
11	Method of recruitment. Whether by direct recruitment/ promotion/ deputation/ transfer and percentage of the vacancies to be filled by the various methods.	<u>By promotion failing which by deputation.</u>

12	In case of recruitment by promotion/ deputation/ transfer grades from which promotion/ deputation/ transfer is to be made.	<p><u>1.By promotion:</u></p> <p>(i) Master's degree (with atleast 50% marks) from a recognized University in Statistics or in Economics or Mathematics or Agricultural Economics or Commerce with statistics as one of the papers.</p> <p>(ii) Should possess Diploma/ Degree in Computer Science from any recognized Institution/University or possesses Certificate of ICT skill Course CCC+ 126 hrs.-200 hrs. from a Govt. recognized institute or DOEACC or NIELIT or should possess the ICT skill training certificate from Department of Technical Education Chandigarh Administration.</p> <p>(iii) An experience of working on the post of Statistical Assistant for minimum period of eight years or as Research Assistant for minimum period of three years.</p> <p><u>2.By Deputation:</u></p> <p>(a) Officers holding analogous post on regular basis in any Central/State Governments/ Union Territories/ Recognized Research Institutions/ Autonomous body or Statutory Organizations which deals with collection, compilation, interpretation and dissemination of statistical data on various socio-economic aspects of the economy.</p> <p>(b) Possessing the following educational qualification and experience:-</p> <p>i) Master's degree (with atleast 50% marks) from a recognized University in Statistics or in Economics or Mathematics or Agricultural Economics or Commerce with statistics as one of the papers.</p> <p>ii) Should possess Diploma/ Degree in Computer Science from any recognized Institution/University or possesses Certificate of ICT skill Course CCC+ 126 hrs.-200 hrs. from a Govt. recognized institute or DOEACC or NIELIT or</p> <p>Should possess the ICT skill training certificate from Department of Technical Education Chandigarh Administration.</p> <p>The employees who attain 55 years of age are exempted from the required qualification at (ii). (The period of deputation shall ordinarily not exceed three years).</p> <p>The maximum age limit for appointment on</p>

		deputation shall not be exceeding 56 years as on closing date of the receipt of applications.
13	If the Departmental Promotion Committee exists, what is its composition	<p><u>Proposed Group "A" DPC</u></p> <p>1. Secretary Agriculture: Chairman 2. Deputy Commissioner-cum-Agricultural Census Commissioner: Member 3. Agricultural Census Officer: Member 4. Director, Social Welfare Department, Chandigarh Administration: Member (Representative of SC/ Women) 5. Zila Sainik Welfare Officer: Member (Representative of Ex Servicemen)</p>
14	Circumstances in which UPSC is to be consulted in making recruitment.	N.A.

ANNEXURE-B

AUTHORITY EMPOWERED TO IMPOSE PENALTIES AS SPECIFIED IN RULE 6 OF THE PUNJAB CIVIL SERVICE (PUNISHMENT AND APPEAL) RULES, 1970 AND THE APPELLATE AUTHORITY THERE UNDER FOR GROUP "A" POSTS IN THE OFFICE OF AGRICULTURAL CENSUS, U.T., CHANDIGARH

(See Rule 15)

S.No	Designation of the post	Nature of penalty	Authority empowered to impose penalty	Appellate Authority
1	2	3	4	5
1	Assistant Director	<p>Minor Penalties</p> <p>(i) Censure;</p> <p>(ii) Withholding of his promotions;</p> <p>(iii) Recovery from his pay of the whole or part of any pecuniary loss caused by him to the department by negligence or breach of orders;</p> <p>(iv) Withholding of increments of pay;</p>	Deputy Commissioner-cum-Agricultural Census Commissioner	Secretary Agriculture
		<p>Major Penalties</p> <p>v) Reduction to a lower stage in the time scale of pay for a specified period with further directions as to whether or not the employee will earn increments of pay during the period of such reduction and whether on the expiry of such period, the reduction will or will not have the effect of postponing the future increments on his pay;</p> <p>(vi) Reduction to a lower time scale of pay grade, post or service which shall ordinarily be a bar to the promotion of the employee to the time scale of pay, grade post of service from which he was reduced with or without further directions regarding conditions of restoration to the grade or post or service from which the employee was reduced and his seniority and pay such restoration to that grade; post or service;</p> <p>(vii) Compulsory retirement</p> <p>(viii) Removal from service which shall not be a disqualification for future employment under the Board, Government, Semi-Government Departments;</p> <p>(ix) dismissal from service which shall ordinarily be a disqualification for future employment under the Board, Government, Semi-Government</p>	Deputy Commissioner-cum-Agricultural Census Commissioner	Secretary Agriculture

		Departments.		
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**CHANDIGARH ADMINISTRATION
AGRICULTURAL CENSUS DEPARTMENT
NOTIFICATION**

The _____, 2019.

No._____ In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India and all powers enabling him in this behalf, the Administrator, Union Territory, Chandigarh is pleased to make the following rules for regulating the appointment and conditions of service of the (Group-B) officials in the Agricultural Census Department, Union Territory, Chandigarh :-

1. Short Title, Commencement and Application:

- iv) These rules may be called the Chandigarh, Union Territory, Agricultural Census Service (Group-B) Rules, 2019.
- v) They shall come into force on the date of their publication in the official Gazette.
- vi) These rules shall apply to recruitment of persons to the post(s) specified in column-1 of the schedule annexed to these rules.

2. Definitions:

In these rules unless the context otherwise requires-

- i) 'Annexure' means an annexure appended to these rules;
- ii) 'Department' means Agricultural Census, U.T. Chandigarh
- iii) 'Secretary' means Secretary Agriculture, Chandigarh Administration.
- iv) 'Direct Appointment' means an appointment made otherwise than by promotion or by transfer of a person already in the Service of the Chandigarh Administration or of the Government of India or of a State Government;
- v) 'Government' means Administrator of the Union Territory, Chandigarh.
- vi) 'Recognized University' or 'Institute' means:

Any University or Institute incorporated by law in India;

Or

Any other University or Institute which is recognized by the Central Government, State Government or Union Territories for the purposes of these rules.

- vii) 'Service' means the UT, Chandigarh Agricultural Census (Group B) Service.

3. Number of post, classification and scale of pay:

The Number of post, its classification and the scale of pay attached thereto shall be as specified in column 2, 3 & 4 of said schedule or as amended from time to time.

4. Nationality, Domicile and Character of candidates appointed to service:

- i) No candidate shall be appointed to the service unless he is a citizen of India.
- ii) No person shall be recruited to the Service by direct appointment unless, he produces-
 - a) A certificate of character from the Principal Academic Officer of the Educational Institute last attended and similar certificates from two responsible persons not being his relatives, who are well acquainted with him in his private life and are unconnected to Educational Institutes attended.
 - b) An affidavit to the effect that he has never convicted for any criminal offence and that he was never dismissed or removed from service of any State Government, Government of India or any Public Sector Undertaking.
 - c) His character and antecedents are found to be satisfactory by the District Magistrate concerned.

5. Age, Method of Recruitment, Qualification, etc.:

The age limit, method of recruitment, the, qualification and other matters concerned therewith shall be as specified in column 5 to 14 of said schedule;

- i) The age for the posts shall be as specified as in the said schedule or as amended from time to time.
- ii) No person shall be recruited to the service by direct appointment, if he is less than eighteen years of age or is more than thirty seven years of age on the first day of January of the year next preceding the last day of submission of applications fixed by the appointing authority, or unless he is within such range of minimum and maximum age limits as may be specified by the Chandigarh Administration from time to time. Provided that the upper age limit may be relaxed in case of a person already in employment of Chandigarh Administration, State Government or Central Government and such limit shall be such as may be fixed by the Chandigarh Administration from time to time.
- iii) Provided further that in case of candidates belonging to the Scheduled Castes and other Backward Classes or Ex-Serviceman, the upper age limit shall be such as may be fixed by the Chandigarh Administration from time to time.

6. Physical Fitness:

No person recruited to the Service by direct appointment shall be allowed to join the Service unless he, within the period to be specified by the appointing authority has appeared for medical examination before the concerned Civil Surgeon or the Chief Medical Officer /Principal Medical Officer as the case may be and has been declared by the Civil Surgeon or the Chief Medical Officer as the case may be to be physically fit for the duties which he will have to perform as member of the service and the report of the Civil Surgeon or Chief Medical Officer/Principal Medical Officer shall be final.

7. Period of Probation:

The period of probation shall be as specified in column 10 of said schedule;

- i) Any period, after such appointment spent on deputation on a corresponding to a higher post shall count towards the period of probation
 - ii) In the case of appointment by transfer, any period of work in equivalent or higher rank, prior to appointment to the Service may in the discretion of the appointing authority be allowed to count towards the period of the probation
 - iii) Any period of officiating appointment to the Service shall be reckoned as period spent on probation, but no person who has so officiated shall, on the completion of the prescribed period of probation, be entitled to be confirmed unless he is appointed against a permanent vacancy
 - iv) Any period of leave not exceeding six months during or at the end of probation shall be counted towards the period of probation.
- (2) If in the opinion of the appointing authority the work or conduct of a person during the period of probation is not satisfactory it may -
- i) If such person is recruited by direct appointment dispense with his services or revert him to a post on which he held lien prior to his appointment to the Service by direct appointment, and
 - ii) If such person is recruited otherwise -
revert to his former post ;
or
deal with him in such other manner as the terms and conditions of his previous appointment permit.

- 3) On the completion of the period of probation of a person the appointing authority may- if his work and conduct has in its opinion been satisfactory -
 - i) Confirm such person from the date of his appointment if appointed against a permanent vacancy; or
 - ii) Confirm such person from the date from which a permanent vacancy occurs if appointed against a temporary vacancy; or
 - iii) Declare that he has completed his probation satisfactorily if there is no permanent vacancy; or
- 4) If his work or conduct has not been in its opinion satisfactory or if he has failed to pass the prescribed departmental examination, if any, it may dispense with his services, if appointed by direct appointment or if appointed otherwise revert him to his former post, or deal with him in such other manner as the terms and conditions of his previous appointment may permit.

8. Disqualification:

- i) No person who has more than one wife living or who having a spouse living, marries in any case in which such marriage is void by reason of its taking place during the life time of such spouse, shall be eligible for the appointment to the said post and
- ii) No woman whose marriage is void by reason of her husband having a wife living at the time of such marriage or who has married a person, who has a wife living at a time of such marriage shall be eligible for the appointment to the said post.

Provided that the Administrator, Union Territory, Chandigarh may if satisfied that there are special grounds for so ordering, exempt any person from the operation of this rule.

9. Departmental Examination:

Every member of the service recruited by direct appointment shall pass such departmental examination in such papers comprising such syllabus and of such standard as may be specified by the Department from the time to time.

10. Seniority of member of service:

The seniority inter se of the members of the service in each cadre shall be determined by the length of continuous service on a post in that cadre of the Service;

Provided that in the case of members appointed by direct appointment who join within the period specified in the order of appointment or within such period as may be extended from time to time by the appointing authority subject to a maximum of four months from the date of order of appointment, the seniority based on the order of merit determined by the recruiting authority shall not be disturbed:

Provided further that in case a candidate is permitted to join the service after the expiry of the said period of four months in consultation with the recruiting authority his seniority shall determined from the date he joins the Service:

Provided further that in case a candidate of the next selection has joined the Service before the candidate referred to in the preceding proviso joins the candidate so referred shall be placed below all the candidates of the next selection who joins within the time specified in the first proviso -

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

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

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

11. Liability of Serve:

A member of the Service shall be liable to serve at any place whether within or out of the Chandigarh Administration on being ordered to do so by the appointing authority.

12. Leave, Pay and Other matters etc.:

- 1) In respect of pay leave and other matters not expressly provided for in these rules the members of the service shall be governed by the Punjab Civil Service Rules, as applicable to the employees of the Chandigarh Administration from time to time.
- 2) In respect of Provident Fund and Gratuity, the members of the service shall be governed by the Chandigarh Administration Employees Provident Fund and Gratuity Rules and Employees Pension, Provident Fund and Gratuity Rules as amended from time to time. In case of any ambiguity, the Administration will take the final decision in these matters which shall be final

13. Pay of Members of Service:

The members of the Service shall be entitled to such scales of pay as may be authorised by the Chandigarh Administration for the different category of posts or its equivalent.

14. Discipline, Penalties and Appeals:

In the matters of discipline, punishment and appeal the members of the service shall be governed by the provisions of the Punjab Civil Service (Punishment and Appeal) Rules, 1970. The authority empowered to impose penalties as specified in rule 5 of the Punjab Civil Service (Punishment and Appeal) Rules, 1970 and the appellate authority there under in respect of members of the Service shall be as specified in Annexure 'B'.

15. Periodic Medical check-up:

- i) Every member of the service shall be liable to undergo periodical medical examination and preventive or curative treatment as he may be required to undergo.
- ii) Every member of the Service shall be liable at any stage of his service when directed by the appointing authority, to undergo medical examination by the concerned Civil Surgeon or the Chief Medical Officer/Principal Medical Officer or any other authority specified by the appointing authority, as the case may be and his

contribution in service shall be subject to the fitness certificate given by the Civil Surgeon or the Chief Medical Officer to the satisfaction of the appointing authority.

- iii) In case any member of the service is not found fit to perform his duties, he shall be liable to be retired from service and shall be entitled to the same benefits as are admissible to employees of the Chandigarh Administration holding corresponding posts under the Punjab Civil Services Rules, Volume II on being retired on account of invalidity.

16. Vaccination and re-vaccination:

Every member of the Service shall get himself vaccinated or re-vaccinated when the appointing authority so directs by a general or special order.

17. Oath of allegiance:

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

18. Power to relax:

Where the appointing authority is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing and with the prior approval of the Administration, relax any of the provisions of these rules with respect to any class or category of persons provided that provisions relating to qualifications, and experience shall not be relaxed.

19. Interpretation:

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

20. Saving Clause:

Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for Scheduled Castes, Scheduled Tribes, Other Backward Classes, Ex-servicemen and other special categories of persons in accordance with the orders issued by Chandigarh Administration from time to time in this regard.

Further, notwithstanding anything contained in these rules appointments made to any post under a Board prior to the commencement of these rules shall be deemed to have validity been made under rules and shall not be questioned on any ground, whatsoever.

By order and on behalf of the
the Administrator, U.T. Chandigarh.

**SECRETARY AGRICULTURE,
UNION TERRITORY, CHANDIGARH.**

Draft Recruitment Rules for the post of Statistical Assistant in the office of Agricultural Census, UT Chandigarh.

S. No	Description	Proposed
1	Name of the Post	Statistical Assistant
2	No. of Posts	One (Subject to variation depending on the work load.)
3	Classification of the Post	General Central Services Group 'B' Non-Gazetted, Non-Ministerial.
4	Scale of Pay	Rs.10300-34800 +Grade Pay 4400.
5	Whether Selection Post or Non-Selection Post.	N.A.
6	Whether benefit of added years of service is admissible under rule 30 of the CCS (Pension) rules, 1972.	N.A.
7	Age of Direct Recruitment	Between 18 to 37 years (Relaxable for Departmental candidates upto the age of 40 years and upto 5 years for other Government servants in accordance with the instructions issued by the Chandigarh Administration from time to time.)
8	Educational and other qualifications required for direct recruits.	<u>Qualification:</u> a) Master's degree (with atleast 50% marks) from a recognized University in Statistics or in Economics or Mathematics or Agricultural Economics or Commerce with statistics as one of the papers. b) Should possess diploma/ degree in Computer Science from any recognized Institution/University or possesses Certificate of ICT skill Course CCC+ 126 hrs.-200 hrs. from a Govt. recognized institute or DOEACC or NIELIT.
9	Whether age and Educational qualifications for direct recruits will apply in case of promotees.	N.A.

10	Period of probation, if any.	Two years
11	Method of recruitment. Whether by direct recruitment/ promotion/ deputation/ transfer and percentage of the vacancies to be filled by the various methods.	By direct recruitment
12	In case of recruitment by promotion/ deputation/ transfer grades from which promotion/ deputation/ transfer is to be made.	N.A.
13	If the Departmental Promotion Committee exists, what is its composition	<p><u>Proposed Group-'B' D.P.C.:</u></p> <p>1. Deputy Commissioner-cum-Agricultural Census Commissioner: Chairman. 2. Agricultural Census Officer: Member 3. Assistant Director: Member 4. Director, Social Welfare Department, Chandigarh Administration: Member (Representative of SC/Women) 5. Zila Sainik Welfare Officer (Representative of Ex Servicemen)</p>
14	Circumstances in which UPSC is to be consulted in making recruitment.	N.A.

ANNEXURE-B

AUTHORITY EMPOWERED TO IMPOSE PENALTIES AS SPECIFIED IN RULE 6 OF THE PUNJAB CIVIL SERVICE (PUNISHMENT AND APPEAL) RULES, 1970 AND THE APPELLATE AUTHORITY THERE UNDER FOR GROUP "B" POSTS IN THE OFFICE OF AGRICULTURAL CENSUS, U.T., CHANDIGARH

(See Rule 15)

S.No	Designation of the post	Nature of penalty	Authority empowered impose penalty	Appellate Authority
1	2	3	4	5
1	STATISTICAL ASSISTANT	<p>Minor Penalties</p> <p>(i) Censure;</p> <p>(ii) Withholding of his promotions;</p> <p>(iii) Recovery from his pay of the whole or part of any pecuniary loss caused by him to the department by negligence or breach of orders;</p> <p>(iv) Withholding of increments of pay;</p>	Deputy Commissioner-cum-Agricultural Census Commissioner, U.T., Chandigarh.	Secretary Agriculture, Chandigarh Administration
		<p>Major Penalties</p> <p>v) Reduction to a lower stage in the time scale of pay for a specified period with further directions as to whether or not the employee will earn increments of pay during the period of such reduction and whether on the expiry of such period, the reduction will or will not have the effect of postponing the future increments on his pay;</p> <p>(vi) Reduction to a lower time scale of pay grade, post or service which shall ordinarily be a bar to the promotion of the employee to the time scale of pay, grade post of service from which he was reduced with or without further directions regarding conditions of restoration to the grade or post or service from which the</p>	Deputy Commissioner-cum-Agricultural Census Commissioner, U.T., Chandigarh.	Secretary Agriculture, Chandigarh Administration

		<p>employee was reduced and his seniority and pay such restoration to that grade; post or service;</p> <p>(vii) Compulsory retirement</p> <p>(viii) Removal from service which shall not be a disqualification for future employment under the Board, Government, Semi-Government Departments;</p> <p>(ix) dismissal from service which shall ordinarily be a disqualification for future employment under the Board, Government, Semi-Government Departments.</p>		
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