

GOVERNMENT OF RAJASTHAN  
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS  
(Department of Personnel-A-Group-II)

No.F.2(1)DOP/(A-II)/75

Jaipur Dated the 3rd March, 1978

NOTIFICATION

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Rajasthan hereby makes the following Rules regulating recruitment to posts in, and the conditions of service of persons appointed to the Rajasthan Sanskrit Education Subordinate Service, namely:-

THE RAJASTHAN SANSKRIT EDUCATION SUBORDINATE SERVICE  
RULES, 1978

PART-I

GENERAL

1-Short title and commencement:- (1) These Rules may be called the Rajasthan Sanskrit Education Subordinate Service Rules, 1978.

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

2-Definitions:- In these rules unless the context otherwise requires-

- (a) "Appointing Authority" means the Director of Sanskrit Education Department, Rajasthan and includes in relation to any post in the Service, such other officer or authority who may, with the approval of the Government, be specially empowered by the Director to exercise the powers and functions of the Appointing Authority;
- (b) "Commission" means the Rajasthan Public Service Commission;
- (c) "Committee" means the Departmental Promotion Committee referred to in rule 24;
- (d) "Director" means the Director, Sanskrit Education Department;
- (e) "Direct Recruitment" means recruitment made according to the procedure prescribed in Part -IV of these rules;
- (f) "Government" and "State" mean respectively, the Government of Rajasthan and the State of Rajasthan;
- (g) "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appointed in a substantive capacity to a post in the Service under the provisions of these rules or the rules or orders superseded by rule 37 and includes a probationer;
- (h) "Schedule" means the Schedule appended to these rules;

राजस्थान सरकार  
कार्मिक एवं प्रशासनिक सुधार विभाग  
कार्मिक (क-2)

क्रमांक एफ 2(1)कार्मिक/क-2/75

दिनांक 3 मार्च 1978

निदेशक,  
राजकीय केन्द्रीय मुद्रणालय  
राजस्थान, जयपुर।

राजस्थान संस्कृत अधिनस्थ सेवा नियम, 1978 की अधिसूचना समसंख्यक  
दिनसंक 3-3-78 की प्रति राजस्थान राजपत्र (विशेषांक), भाग 4(ग) एस0आर02  
दिनांक 4-3-1978 में प्रकाशित किये जाने हेतु सलग्न कर प्रेषित की जा रही है।

कृपया अधीक्षक, राजकीय केन्द्रीय मुद्रणालय, जयपुर को प्राधिकृत पत्र जारी  
करने की व्यवस्था करावे।

(ओम दत्त शर्मा)  
सहायक शासन सचिव

प्रतिलिपि: -

- 1) अधीक्षक, राजकीय केन्द्रीय मुद्रणालय, जयपुर, दो दिनांक 4-3-78 के राजस्थान राजपत्र  
(विशेषांक) भाग 4(ग) में प्रकाशित किये जाने हेतु प्रेषित है। कृपया अधिसूचना  
से संबंधित राजपत्र को तीन प्रतियां इस विभाग को शीघ्र उपलब्ध कराने की व्यवस्था  
करावे।
- 2) शासन सहायक सचिव, मंत्रिमण्डल सचिवालय को मंत्रिमण्डल की उप समिति की आज्ञा  
संख्या 3 /78 दिनांक 7 नोवम्बर 1978 के क्रम में।
- 3) शासन सहायक सचिव, प्रशासनिक सुधार (ग्रुप-7) विभाग को 9 अतिरिक्त प्रतियों  
सहित।
- 4) विधि (संहिताकरण) विधि पुस्तकालय को दो अतिरिक्त प्रतियों सहित।
- 5) आयुक्त शिक्षा विभाग/शासन उप सचिव, शिक्षा (संस्कृत शिक्षा) विभाग
- 6) निदेशक, संस्कृत शिक्षा विभाग राजस्थान जयपुर।
- 7) महालेखाकार, राजस्थान जयपुर
- 8) विधि रचना संगठन सचिवालय को प्रेषित का लेख है कि वे कृपया नियमों के  
हिन्दी अनुवाद की दो प्रतियां इस विभाग को प्रेषित करें।

(ओम दत्त शर्मा)  
सहायक शासन सचिव

प्रतिलिपियां निम्न को भी :-

- 1) सचिव, राजस्थान लोक सेवा आयोग, अजमेर (25 प्रतियां सहित)
- 2) सचिव, राजस्थान लोक आयुक्त सचिवालय जयपुर
- 3) सचिव राजस्थान विधान सभा जयपुर को 20 प्रतियां सहित
- 4) पंजीयक राजस्थान उच्च न्यायालय जोधपुर/जयपुर
- 5) पंजीयक राजस्थान सिविल सर्विसेज अपीलेंट प्रिन्सिपल जयपुर 3 प्रतियां सहित
- 6) प्राधिकृत सरकारी प्रतिनिधि राजस्थान सिविल सर्विसेज अपीलेंट ट्रिब्यूनल जयपुर

(ओम दत्त शर्मा)  
सहायक शासन सचिव

- 1) निम्न सचिव मुख्य मंत्रि 3 अतिरिक्त प्रतियों सहित/सचिव मुख्य मंत्री को 3 अतिरिक्त  
प्रतियां सहित क्रमांक 138/ मुख्य मंत्री कार्यालय लेख एवं कोष प्रकीर्ण 3  
अतिरिक्त प्रतियां सहित
- 2) निम्न सचिव शासन विशिष्ट सचिव/ शासन उप सचिव, कार्मिक (क-2)
- 3) निम्न सचिव

(i) "Service" means the Rajasthan Sanskrit Education Subordinate Service;

(j) "Substantive Appointment" means an appointment made under the provisions of these rules to a substantive vacancy after due selection by any of the method 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 method of recruitment prescribed under these rules" will include recruitment either on initial constitution of service or in accordance with the provisions of any Rules promulgated under proviso to Article 309 of the Constitution of India, except an urgent temporary appointment; and

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

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

3- Interpretation:- Unless the context otherwise requires, the Rajasthan General Clauses Act, 1956 (Rajasthan Act No. VIII of 1955) shall apply for the interpretation of these rules as it applies for the interpretation of a Rajasthan Act.

#### P A R T - II - C A D R E

4- Composition and strength of the Service:- (1) The nature of posts included in the Service shall be as specified in Column 2 of the Schedule.

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

Provided that-

(2) the Government may create any post, permanent or temporary from time to time, as may be found necessary and may abolish or allow to lapse

-3-

any such post in the like manner without thereby entitling any person to any compensation;

(2) the Appointing Authority may leave unfilled or hold in abeyance any post permanent or temporary, from time to time, without thereby entitling any person to any compensation.

5. Constitution of the Service:—The Service shall consist of —

(a) all persons holding substantively the posts specified in the Schedule;

(b) all persons recruited to the Service before the commencement of these Rules, provided recruitment was made in accordance with the provisions of the Rules or Orders for the time being in force; and

(c) all persons recruited to the Service in accordance with the provisions of these Rules, except those appointed under rule 26.

### P A R T - III - RECRUITMENT

6- Methods of Recruitment:—(1) Subject to the provisions hereinafter contained in these rules, recruitment or appointment to posts in the Service shall be made by the following methods in the proportion as indicated in Column 3 of the Schedule:—

(a) by direct recruitment in accordance with Part IV of these rules; and

(b) by promotion in accordance with Part V of these rules:

Provided that—

(i) if the Appointing Authority is satisfied in consultation with the Commission where necessary that suitable persons are not available for appointment by either method of recruitment in the proportion so indicated 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;

(ii) nothing in these rules shall preclude the Appointing Authority from appointing officers who were immediately before 1.11.1956, in the employment of pre-reorganisation of State of Ajmer, Bombay and Madhya Bharat to suitable posts in the Schedule in accordance with the directions governing the integration of their services;

(iii) the persons not covered by rule 5, who were appointed to posts included in the Schedule in ad-hoc/officiating/urgent temporary basis continuously for a period not less than six months on 31.12.1976 and were working as such or on higher posts or would have been on the date these rules came into force, shall be deemed to be persons referred to in rule 5, provided a Committee referred to in rule 5, after considering their suitability and whether they possess the qualifications

prescribed in the rules either for direct recruitment or for promotion or the prescribed qualifications on the basis of which the persons were selected for ad-hoc/officiating/urgent temporary appointment, this provision shall be subject to the following conditions, viz:-

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

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

NOTE:- The provision of screening under proviso (iii) above shall be treated to be the first step for recruitment and after exhausting the vacancies required for the screened persons, irrespective of direct recruitment and promotion quota shall be applied.

(2) Notwithstanding anything contained in these rules, recruitment, 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 orders of the Government for such reservation in force 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 merit alone.

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

(4) Appointments shall be made strictly in accordance with the rosters prescribed separately for direct recruitment and promotion. In the event of non-availability of the eligible and suitable candidates amongst the Scheduled Castes and the Scheduled Tribes, as the case may be, in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure and an equivalent number of additional vacancies shall be reserved in the subsequent year. Such of the vacancies which remain so unfilled shall be carried forward to the subsequent three recruitment years in total, and thereafter such reservation would lapse:

Provided that there shall be no carry forward of the vacancies in the 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.

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

- (a) a citizen of India, or
- (b) a subject of Nepal, or
- (c) a subject of Bhutan, or
- (d) a Tibetan refugee who came over to India before the 1st January, 1962 with the intention of permanently settling in India, or
- (e) a person of Indian origin who has migrated from Pakistan, Burma, Ceylon and East African Countries of Kenya, Uganda and 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 given by the Government of India.

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.

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

10- Determination of vacancies:—(1) Subject to the provisions of these rules, the Appointing Authority shall determine each year the number of vacancies anticipated during the following twelve months and the number of persons likely to be recruited by each method. Such vacancies shall be determined again before the expiry of 12 months of the

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

11- Age:- A candidate for direct recruitment to a post enumerated in Column 2 of the Schedule, must have attained the age of 18 years and must not have attained the age mentioned in Column 7 of the Schedule against each post:

Provided-

(i) that the age-limit prescribed above shall not be applicable in the case of members of the service who may apply for direct recruitment to higher post in the service;

(ii) that the upper age-limit mentioned above shall be relaxed by five years in the case of Women candidates and candidates belonging to the Scheduled Castes and the Scheduled Tribes;

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

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

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

(vi) 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;

(vii) that there shall be no age-limit in the case of persons repatriated from East African Countries of Kenya, Tanganyika, Uganda and Zanzibar;

(viii) notwithstanding anything contained contrary in these Rules in the case of persons serving in connection with the affairs of the State in substantive capacity, the upper age-limit shall be 40 years for direct recruitment to posts filled in by competitive examinations or in case of posts filled in through the Commission by interview. This relaxation shall not apply to urgent temporary appointment;

Contd....7

(ix) that for recruitment to the post not within the purview of the Commission the upper age-limit for persons who were retrenched from the State Government Service for want of vacancy or due to abolition of post shall be 35 years if they were within the age-limit prescribed under these rules, when they were initially appointed to the post from which they were first retrenched provided that normal prescribed channels of recruitment relating to qualifications, character, medical fitness etc. are fulfilled and they were not retrenched on account of complaint or delinquency and they produce a certificate of having rendered good services from the last Appointing Authority;

(x) that the Released Emergency Commissioned Officers and Short Service Commissioned Officers after release 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.

12- Academic and Technical Qualification and Experience:-

A candidate for direct recruitment to the posts enumerated in the Schedule shall in addition to such experience as is required, possess;

i) the qualifications given in Column 4 of the Schedule; and

ii) working knowledge of Hindi written in Devnagri Script and any one of the Rajasthani dialects.

13- Character:- The character of a candidate for direct recruitment must be such as to 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 or School in which he was last educated and two such certificates written not more than six months prior to the date of application from two responsible persons not connected with his School or College or University 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 to 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 the 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.

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

**14-Physical Fitness:-** A candidate for direct recruitment to the Service, must be in good mental and bodily health and free from any mental and physical defect likely to interfere with the efficient performance of his duties as a member of service and if selected, must produce a certificate to that effect from a Medical Authority notified by the Government for the purpose. The Appointing Authority may dispense with production of such certificate in the case of candidate who is already serving in connection with the affairs of the State if he has already been medically examined for the previous appointment and the essential standard of Medical Examination of the two posts held by him are held to be comparable for efficient performance of duties of the new post and his age has not reduced his efficiency for the purpose.

**15-Employment by irregular or improper means:-** A candidate who is or has been declared by the Appointing Authority guilty of impersonation or of submitting fabricated document or documents which have been tempered with or of making statements which are incorrect or false or of suppressing material information or of using of 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 Commission or the Appointing Authority, as the case may, from admission to any examination or appearance at any interview held by the Commission or the Appointing Authority, as the case may be, for selection of candidates;

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

**16-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.

P A R T - I V

PROCEDURE FOR DIRECT RECRUITMENT

- 17- Inviting of Applications:- Applications for direct recruitment to posts in the Service shall be invited by the Commission or the Appointing Authority, as the case may be, by advertising the vacancies to be filled in, in the official Gazette or in such other manner, as may be deemed, fit:

Provided that while selecting candidates for the vacancies so advertised, the Commission or the Appointing Authority, as the case may be, may, if intimation of additional requirement not exceeding 50% of the advertised vacancies, is received by them for selection, also select suitable person to meet such additional requirement.

- 18- Form of Application:- The application shall be made in the form approved by the Commission or the Appointing Authority as the case may be, and obtainable from the Secretary to the Commission or from the office of the Appointing Authority, as the case may be, on payment of such fee as the Commission or the Appointing Authority may from time to time, fix.

- 19- Application fee:- A candidate for direct recruitment to a post in the Service must pay the fee fixed by the Commission or the Appointing Authority, as the case may be, in such manner ~~as may be~~ as may be indicated by them.

- 20- Scrutiny of Application:- The Commission or the Appointing Authority, as the case may be, shall scrutinise 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 or the Appointing Authority, as the case may be, regarding the eligibility or otherwise of a candidate shall be final.

- 21- Recommendation of the Commission or the Appointing Authority:- The Commission or the Appointing Authority as the case may be, shall prepare a list of the candidates whom they consider suitable for appointment to the posts concerned, arranged in the order of merit. The Commission shall forward the list to the Appointing Authority:

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

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

(2) No female candidate who is married to a person having already a wife shall be eligible for appointment to the Service unless Government after being satisfied that there are special grounds for doing so, exempt any female candidate from the operation of this rule.

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

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

23-Selection by the Appointing Authority:- Subject to the provisions of rule 7, the Appointing Authority shall select candidates who stand highest in the order of merit in the list prepared under rule 21;

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

P A R T - V

PROCEDURE FOR APPOINTMENT BY PROMOTION

24-Criteria, Eligibility and Procedure for Promotion:-

(1) As soon as the Appointing Authority determines the number of vacancies under sub-rule (3) of rule 6 and rule 10 and decides that a certain number of posts are required to be filled by promotion, it shall prepare a correct and complete list containing names upto five times the number of vacancies out of the senior most persons who are 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 Column 5 of the Schedule shall be eligible for promotion to posts specified against them in Column 2 thereof to the extent indicated in Column 4 subject to their possessing minimum qualifications and experience on the first day of the month of April of the year of selection as specified in Column 6.

(3) No person shall be considered for promotion unless he is substantively appointed and confirmed. If no person substantive in the next lower post from which promotion is prescribed in these rules 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.

(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.)

(4) Selection for promotion from amongst the persons holding the posts mentioned in sub-rule (3) of rule 6 of these rules to the posts mentioned in Column 2 of the Schedule shall be made strictly on the basis of merit alone.

(5) Selection for promotion from the lowest post or category of post to the next higher post or category of post in the service and for all posts upto scale No. 11 sanctioned under the Rajasthan Civil Services (New Pay Scales) Ruler, 1969 or equivalent Scales as may be declared by the Government from time to time, shall be made solely 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 or post from which selection is to be made:

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

(6) Selection for promotion to all other higher posts or higher categories of posts in the Service shall be made on the basis of merit alone;

(7) Selection for promotion to the highest post or highest category of post in the Service shall always be made on the basis of merit alone;

(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 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 promotion is to be made;

Provided that in the event of non-availability

in, eligible for promotion in the category of posts next lower from which promotion has been made, the Committee may consider the persons having less than 5 years' service if they are found otherwise eligible and suitable for promotion on the basis of merit alone.

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

(9) The zone of eligibility for promotion shall be five times the number of vacancies to be filled in on the basis of seniority-cum-merit or merit, as the case may be;

Provided that in case of non-availability of sufficient number of suitable persons for selection on the basis of merit the Committee may at its discretion consider persons of outstanding merit outside the zone of eligibility, but falling within six times the number of vacancies to be filled in on the basis of merit.

(10) For the post falling within the purview of the Commission a Committee consisting of the Chairman of the Commission or a Member thereof nominated by him as Chairman, the Director, the Deputy Secretary to the Government in the Department of Personnel and Government in charge of the Sanskrit Education in the Education Department as Members and for the posts falling outside the purview of the Commission, a Committee consisting of the Director as Chairman, Deputy Secretary to the Government in the Department of Personnel and Administrative Reforms, Deputy Secretary to the Government in charge of the Sanskrit Education in the Education Department as Members and Deputy Assistant Director Sanskrit Education as Member Secretary shall consider the cases of all the senior most persons who are eligible and qualified for promotion to the class of posts concerned under these rules. Interviewing such of them as it may deem necessary and shall prepare a list containing names of suitable persons equal to the number of existing vacancies and the vacancies anticipated to occur during the next twelve months after the determination of vacancies. The Committee shall also prepare a separate list containing names of persons equal to 50% of the persons selected in the aforesaid list or select one more person if the number of vacancies is one only, who may be considered suitable to fill temporary or permanent vacancies, which may occur till the next meeting of the Committee on a temporary or officiating basis and the list so prepared shall be reviewed and revised every year and shall remain in force until it is so reviewed and revised. The lists so prepared.

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on the basis of merit shall be arranged in order of preference and the lists prepared on the basis of seniority-cum-merit shall be arranged in the order of seniority on the category of post from which selection is to be made. Such lists shall be sent to the Appointing Authority together with the Annual Confidential Roll and Personal Files of all the candidates included in them as also of those not selected, if any.

Explanation:- The list of preference shall classify the persons in order as 'Outstanding', 'Very Good' and 'Good' on the basis of merit. In each class the persons shall maintain their inter-se seniority of the next below grade.

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

(12) The Commission shall consider the lists prepared by the Committee along with other relevant documents received from the Appointing Authority, and unless any change is considered necessary, shall approve the lists. In case the Commission consider it necessary to make any change in the list 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 list finally with such modifications, as may in its opinion be just and proper, and when the Appointing Authority is an authority subordinate to the Government, the lists approved by the Commission shall be distributed only with the approval of the Government.

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

(14) Government may issue instructions for provisionally dealing with promotion, appointment or other ancillary matters in an equitable and fair manner of persons who may be under suspension or against whom departmental proceedings are 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.

P A R T - VI

APPOINTMENT, PROBATION AND SENIORITY.

25. Appointment to the Service :- Appointment to the posts in the Service by direct recruitment or by promotion, as the case may be, shall be made by the Appointing Authority on occurrence of substantive vacancies from the candidates selected under rule 23 in order of merit and from the persons selected under rule 23 in order of merit and from the persons selected under rule 24 in accordance with these rules and persons adjudged suitable under proviso (iii) to rule 6 of these rules.

26. 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 Appointing Authority or by the Authority competent to make appointments, as the case may be, by appointing in an officiating capacity thereto an officer eligible for appointment to the post by promotion or by appointing temporarily thereto a person eligible for direct recruitment to the Service, where such direct recruitment, has been provided under the provision 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 and shall be terminated immediately on its refusal to concur:

Provided further that in respect of a post in the Service for which both methods of recruitment have been proscribed, the appointing authority or the Authority competent to make appointment, as the case may be, shall not, save with the specific permission of the Government in the Administrative Department, fill in 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 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 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.

27. Appointment by transfer:- "Junior Scale Posts" in the Service may also be filled by transfer of persons holding an equivalent post in another Educational Service of the Government after regular recruitment subject to the following conditions:-

(i) they fulfil the conditions laid down in these rules for appointment to the post by direct recruitment;

(ii) the persons so appointed shall be considered as fresh and direct recruits to the Service and their seniority shall be determined on the basis of the year of such appointment to the Service.

28. Period of Probation :- (1) Every person appointed against a substantive vacancy in the Service by direct recruitment shall be placed on probation for a period of two years and those appointed by promotion/special selection to any post against such a vacancy shall be 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/probation shall be reduced so as to end one day earlier on the date immediately preceding the date of his death or retirement from the 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.

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29. (a) Notwithstanding anything contained in rule 28 if no order of confirmation is issued by the Appointing Authority within a period of six months, an employee appointed on temporary or officiating basis who has, after the date of his regular recruitment by either method of recruitment completed a period of two years 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 Examinations, Training of Promotion Cadre Course etc. the aforesaid period may be extended as prescribed for a probationer or under the Rajasthan Civil Services (Departmental Examinations) Rules, 1959 and any other Rules, or by one year, whichever is longer. If the employee still fails to fulfil 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 an employee referred to in the second proviso to clause (a) shall, in the case of non-gazetted employee, be also immediately recorded by the Appointing Authority in his Service Book and Confidential Report File and in the case of Gazetted Officer communicated to the Accountant General, Rajasthan and in his Confidential Report File. A written acknowledgement shall be kept on record in all these cases.

Explanation:- (1) "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 post 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 lion vacancies which are liable to review and revision from year to year. In case where the Service Rules specifically permit appointment by transfer, ~~was also~~ regular recruitment if the appointment to the post on which the official was transferred was after regular recruitment. Persons who have been made eligible for substantive appointment to a post under rules shall be treated as having been

/such appointment shall be treated Cont.....17

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.

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 was failed to give satisfaction, the Appointing Authority may revert him to the post held substantively by him immediately preceding his appointment, provided he holds a lien thereon or in other cases may discharge or terminate him from service:

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

(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.

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 examinations, and has successfully undergone such training as the Government may from time to time, specify;

(b) he has passed a departmental test of proficiency in Hindi; and

(c) the Appointing Authority is satisfied that his integrity is unquestionable and that he is otherwise fit for confirmation.

32. Seniority:- Seniority of persons appointed in each Section of the Service shall be determined by the year of substantive appointment to a post in a particular section.

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 Pre-reorganisation State of Rajasthan or the Service of the New State of Rajasthan established by the States Re-organisation Act, 1956, shall be determined, modified or altered by the Appointing Authority on an adhoc basis.

(2) that the seniority inter-se of the persons adjudged suitable under proviso (iii) of rule 6 shall be determined on the recommendations of the

(3) that the persons screened under proviso (iii) to rule 6 shall rank junior to the persons who have been appointed regularly under the provision of the Rajasthan Sanskrit Education Subordinate Service Rules, 1966;

(4) that if two or more persons are appointed to a post in the same Group in the same year, a person appointed by promotion shall be senior to a person appointed by direct recruitment;

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(5) that the seniority inter-se of persons appointed to a post in a particular Group by direct recruitment on the basis of one and the same selection except those who do not join Service when a post is offered to them, within a period of two months from the date of issue of order or longer if extended by the Appointing Authority shall follow the order in which their names have been placed in the list prepared under rule 23;

(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;

(7) 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 adhoc or fortuitous;

(8) that in case a substantive employee of another Service or Group or from Panchayat Samiti and Zila Parishad Service is transferred or promoted to this Service in accordance with the provisions of these rules and it becomes necessary to determine the integrated seniority of two or more of such employees, who do not belong to the same Service cadre/group or Unit or under different Appointing Authorities and whose substantive appointments were made by different Appointing Authorities, their seniority shall be determined for initial appointment or promotion or confirmation under these rules to a cadre or group or section in these rules notwithstanding their year of substantive appointment in different cadre, according to the date of order of continuous officiating appointment in class or category of post concerned or on an equivalent post provided such officiation was not fortuitous or adhoc or an urgent temporary appointment and there was no default on the part of the employee to join the appointment when ordered. The above principle shall be subject to the condition that any pre-determined inter-se seniority within a Service or cadre or Circular or Unit shall not be disturbed.

The above principle shall be applied to such posts may be specified with the prior approval of Department of Personnel & Administrative Reforms and will be subjected to the condition that any pre-determined inter-se seniority between two or more persons except in case of default or supersession shall not be disturbed.

#### P A R T - V I I P A Y

33. Scale of pay:- The scale of monthly pay of a person appointed to a post in the Service, shall be such as may be admissible under the rules referred to in rule 25 or as may be specified

34. Increments during probation: - A probationer shall draw increments in the scale of pay admissible to him during the period of probation in accordance with the provisions of the Rajasthan Service Rules, 1951.

35. Regulation of pay, leave, allowances and pension etc.: - Except as provided in these rules, the pay, allowances, pension, leave and other conditions of service of the members of the Service shall be regulated by :-

- (1) The Rajasthan Civil Service (Unification of pay Scales) Rules, 1950, as amended from time to time;
- (2) The Rajasthan Service Rules, 1951 as amended from time to time.
- (3) The Rajasthan Civil Services (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 Scales) 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 (Revised New Pay Scales) Rules, 1976 as amended from time to time;
- (8) The Rajasthan Travelling, Allowances Rules, 1971, as amended from time to time;
- (9) 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, interpretation and scope of these rules, it shall be referred to Government in the Department of Personnel and Administrative Reforms, whose decision thereon shall be final.

37. Repeal and saving: - All rules and orders in relation to matters covered by these rules in force immediately before the commencement of these rules are hereby repealed; Provided that any action taken under rules and orders so superseded shall be deemed to have been taken under the provisions of these rules.

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By order and in the name of the  
Governor,

(Arun Kumar)  
Special Secretary to the Government.

SCHEDULE

S.No.	Name of the post.	Method of recruitment with percentage.	Minimum academic qualification and experience for direct recruitment.	Post or posts from which promotion is to be made.	Minimum Qualification and experience for promotion.	Maximum age-limit for direct recruitment.
1	Lecturer of Apharyaya/ Shastrī College.	50% by promotion of Rajasthan from time to time. and 50% by direct recruitment.	Head Master of Praveshika Vidyalyaya/ Rajasthan from time to time.	As laid down by the University of Rajasthan	As laid down by the University of Rajasthan	30 years.

GROUP 'A' SELECTION SCALE:

1.	Head Master Praveshika Vidyalyaya/senior Teacher.	50% by promotion of Rajasthan from time to time. and 50% by direct recruitment.	Sub. Dy. Inspector/ IInd Grade Teacher. Rajasthan.	As laid down by the Board of Secondary Education, Rajasthan.	As laid down by the Board of Secondary Education, Rajasthan.	30 years.
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GROUP 'B' SENIOR SCALE:

1.	Sub. Dy. Inspector/ IInd Grade Teacher.	50% by promotion of Rajasthan from time to time. and 50% by direct recruitment.	Trained Graduate or Shastrī or equivalent with examination with Degree or Diploma in Education or Shiksha Shastrī.	As laid down by the Board of Secondary Education, Rajasthan.	As laid down by the Board of Secondary Education, Rajasthan.	28 years.
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GROUP 'C' JUNIOR SCALE:

1.	Physical Training Instructor IInd Grade.	100% by promotion in Physical Education from a recognised institution.	Graduate with Degree/ Diploma in Physical Education from a recognised institution.	As laid down by the Board of Secondary Education, Rajasthan.	As laid down by the Board of Secondary Education, Rajasthan.	28 years.
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1	2	3	4	5	6	7
3-	Librarian IInd Grade.	100% by direct recruitment.	Graduate with Degree/Diploma in Library Science from a recognised institution.			
4-	Teacher in Arts IInd Grade.	100% by direct recruitment.	Graduate in Arts with Drawing as one of the Optional Subject or Diploma in Drawing or equivalent examination recognised by the Government.			28 years. 28 years.
5-	Teacher in Crafts IInd Grade.	100% by direct recruitment.	Graduates in Arts or Science with Degree/Diploma in Crafts or equivalent Technical Degree or Matriculation with certificate in Crafts Training plus 5 years Teaching experience of Crafts.			28 years.
6-	Teacher Grade III.	100% by direct recruitment.	Secondary/Praveshika or any equivalent qualification recognised by the Government with certificate or Training.			28 years.
7-	Physical Training Instructor IIIrd Grade.	100% by direct recruitment.	Secondary/Praveshika or equivalent qualification recognised by Government with certificate in Physical Education.			28 years.