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[First published in the Rajasthan Rajprac, Ordinary, Part IV C, Dated 11-12-69]

**GOVERNMENT OF RAJASTHAN**

**APPOINTMENTS (A-II) DEPARTMENT**

**NOTIFICATION**

Jaipur, November 27, 1969.

No. F. 1 (18) Appts. A-II/67.—In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of the State of Rajasthan hereby makes the following rules regulating the recruitment by absorption of surplus personnel to the civil services and posts in connection with the affairs of the State and their conditions of service, namely:—


1. **Short title and commencement.**—(1) These rules may be called the Rajasthan Civil Services (Absorption of Surplus Personnel) Rules, 1969.

   (2) They shall be deemed to have come into force with effect from 1st January, 1954.

2. **Scope and Applicability.**—Notwithstanding anything contained in any service rules or orders for the time being in force regulating the recruitment and conditions of service of persons appointed to the various services or posts in connection with the affairs of the State, surplus personnel shall be eligible for recruitment and appointment by absorption to such service or posts in accordance with these rules subject to the availability of vacant posts:

   @ Provided that—

   (i) nothing contained in these rules shall apply to posts encadred in the All India Services, the Rajasthan Higher Judicial Service, the Rajasthan Judicial Service, the Rajasthan Secretariat Service, the Rajasthan Administrative Service, the Rajasthan Police Service, the Rajasthan Accounts Service and the Rajasthan Tehsildar Service.

   © Substituted for “Provided that nothing contained in these rules shall apply to posts encadred in the All India Services, the Rajasthan Higher Judicial Service, the Rajasthan Judicial Service, the Rajasthan Secretariat Service, the Rajasthan Administrative Service, the Rajasthan Police Service, the Rajasthan Accounts Service and the Rajasthan Tehsildar Service,” vide Notification No. F. 1 (18) Appts. A-II/67 dated 27-11-1969.
(ii) nothing contained in these rules shall apply to the persons holding posts of Statisticians in the Directorate of Economics and Industrial Survey prior to the abolition of that department and subsequently absorbed as Statistical Assistants in the Directorate of Economics and Statistics on their having been rendered surplus and thereafter being adjudged suitable for appointment to the service under rule 24 of the Rajasthan Statistical Subordinate Services Rules, 1971.

3. Definitions.—In these rules, unless the context otherwise requires:

(a) “Ad hoc appointment” means temporary appointment made without selection of the candidate by any of the method of recruitment provided under the relevant service rules, or any orders of Government where no service Rules exist and otherwise than on the recommendations of the Commission if the post is in its purview.

(b) “Appointing Authority” means the appointing Authority as defined by the Service rule of the State applicable to a particular post and where not so defined, as defined or constituted by the Rajasthan Civil Services (Classification, Control and Appeal) Rules, 1958;

(c) “Committee” means the Absorption Committee Constituted by the Government under rule 5 of these rules;

(d) “Commission” means the Rajasthan Public Service Commission;

(e) “Departmental Examination” means the departmental examination held under the provisions of the Rajasthan Civil Services (Departmental Examination) Rules, 1959;

(f) “Equated post” means a post declared by the Committee as equated to the post held by the surplus personnel immediately before his being declared surplus;

(g) “Equivalent post” means a post carrying an identical time scale of pay and involving similar nature of duties and responsibilities;

(h) “Government and State” mean respectively, the Government of Rajasthan and the State of Rajasthan;

(i) “New post” means a post on which surplus employee is appointed by absorption under these rules;

(j) “Previous post” means a post held in permanent, officiating, temporary or ad hoc capacity by a surplus employee on the date of his being declared surplus;

(k) “Regularly appointed” means persons appointed on the recommendations of the Commission if the posts are in its purview and the persons appointed in accordance with the procedure laid down for recruitment to the post or service, as the case may be, but does not include any ad hoc or urgent temporary appointment or officiating appointment which is subject to review and revision by the Departmental Promotion Committee;

(l) “Schedule” means schedule appended to these rules;

(m) “Temporary appointment” means a temporary appointment made either against a temporary or permanent post other than an ad hoc appointment.

(n) “Vacant post” means a post under the Government not held substantively by a Government Servant.

@ Added and shall always be deemed to have been added vide Notification No. F. I (18) Appts. (A-II)/67 dated 7-1-1976.

% Substituted for (h) “Government” and “State” mean respectively the Government and

@ Inserted vide Notification No. F. 7 (7) DOP/A-II/73, dated 29-6-1974.
appointment to be substantive, officiating, temporary or ad hoc on such post or posts as indicated below:

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<td>held by him on</td>
<td>held by him on</td>
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<td>the date declared</td>
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1. Permanent Substantive

2. Temporary Ad hoc

3. Permanent lower Substantive but officiating on higher post from which declared surplus.

4. Temporary Ad hoc

5. Permanent lower Substantive on permanent lower post which ceased to exist but officiating on along with higher post.

6. Temporary Ad hoc (e) Substantive on permanent post if the post is clearly vacant. If the post is not clearly vacant or if lien there on is held by another person, the Government on being moved by the appointing authority shall create a supernumerary post for providing lien thereon to the absorbed employee.

7. Permanent lower Substantive but officiating on higher post from which declared surplus.

8. Temporary Ad hoc (b) Substantive on permanent post.

9. Permanent lower Substantive on permanent lower post which ceased to exist but officiating on along with higher post.

10. Temporary Ad hoc (c) Substantive on permanent post if the post is clearly vacant. If the post is not clearly vacant or if lien there on is held by another person, the Government on being moved by the appointing authority shall create a supernumerary post for providing lien thereon to the absorbed employee.

11. Temporary Ad hoc (d) Substantive on permanent post.

12. Temporary Ad hoc (e) Substantive on permanent post if the post is clearly vacant. If the post is not clearly vacant or if lien there on is held by another person, the Government on being moved by the appointing authority shall create a supernumerary post for providing lien thereon to the absorbed employee.

13. Temporary Ad hoc (f) Substantive on permanent post.

14. Temporary Ad hoc (g) Substantive on permanent post if the post is clearly vacant. If the post is not clearly vacant or if lien there on is held by another person, the Government on being moved by the appointing authority shall create a supernumerary post for providing lien thereon to the absorbed employee.

15. Temporary Ad hoc (h) Substantive on permanent post.

16. Temporary Ad hoc (i) Substantive on permanent post if the post is clearly vacant. If the post is not clearly vacant or if lien there on is held by another person, the Government on being moved by the appointing authority shall create a supernumerary post for providing lien thereon to the absorbed employee.

17. Temporary Ad hoc (j) Substantive on permanent post.

18. Temporary Ad hoc (k) Substantive on permanent post if the post is clearly vacant. If the post is not clearly vacant or if lien there on is held by another person, the Government on being moved by the appointing authority shall create a supernumerary post for providing lien thereon to the absorbed employee.
(3) In respect of the period from 1st January, 1954 to the date of publication of these Rules, the various circulars of the Appointments and General Administration Departments of the Government mentioned in the Schedule, and applied during the said period for the appointment by absorption of surplus employees, shall apply in relation to them as if they form part of these rules and such appointments shall be substantive, officiating, temporary or adhoc as indicated in the table given below sub-rule (1) hereof.

(4) Surplus Personnel who were absorbed on lower posts or on equated posts may be re-absorbed on equivalent posts or on the same posts from which they were declared surplus, provided they have not been confirmed on such posts, if the Absorption Committee is satisfied that hardship had been caused to them by their absorption on the lower posts or on equated posts due to non-availability of vacancies at the time of their first absorption.

8. Age.—Notwithstanding anything contained in the Rajasthan Service Rules, 1951 or any other service rule for the time being in force, a surplus employee, if he was within the age limits prescribed by any rule applicable to the post to which he was initially recruited or appointed on the date of such recruitment or appointment shall also be deemed to be within the age limits prescribed by rules for the time being in force in relation to the post on which he is absorbed under these rules, on the date of his recruitment or appointment by absorption on such post.

9. Reduction in recruitment and Promotion quota on allotment.—Where a service rule, for the time being in force provides for filling up vacant post by direct recruitment or promotion or both, including selection and special selection, the total number of vacant posts available for such filling up shall be determined after reducing the number of vacant posts filled in by appointment under these rules as a result of allotment by the Committee.

10. Qualifications.—In the case of surplus Personnel appointed under these rules as a result of allotment by the Committee:

(1) for posts falling within the purview of the Appointing Authority, the qualifications, academic, technical or with regard to the length of service and experience prescribed under the relevant service rules or Government orders for the time being in force shall be deemed to have been relaxed,

(2) for posts falling within the purview of the Commission, except permanent employees and temporary employees recruited on the recommendation of the Commission, the cases of those surplus employees who were absorbed on or after 1st January, 1954 but before the publication of these rules and who do not fulfil the academic, technical

and other qualifications prescribed therefor shall be referred to the Commission for Concurrence to the relaxation of prescribed qualifications within six months from the date of publication of these rules.

11. Procedure for adjudging suitability and substantive appointment of surplus employees in certain cases.—(1) In the cases of surplus employees absorbed during the period from 1st January, 1954 to the date of publication of these Rules under sub-rule (3) of rule 7, where the posts on which they were absorbed, fall within the purview of the Commission on the date of publication of these Rules, the suitability of such surplus employees shall be adjudged by the Commission in the following manner:

(a) the suitability of surplus employees appointed on any posts after having been duly selected by the Commission for such posts but who had been officiating or working temporarily on adhoc basis on higher posts or service continuously for more than 3 years, shall be adjudged by the Commission for the higher posts from which they were declared surplus, and

(b) the suitability of surplus employees, whose appointment was not through the agency of the Commission, shall be adjudged by the Commission for a post which is equivalent to the posts on which they were initially appointed though they may be working on the date of their being declared surplus on other equated or equivalent posts or on a higher posts on an officiating, adhoc or temporary capacity irrespective of their length of service.

(2) In the case of surplus employees absorbed under sub-rule (1) or absorbed under sub-rule (3) of rule 7 where the posts on which they were absorbed fall outside the purview of the Commission, the suitability of such surplus employees shall be adjudged by a Screening Committee consisting of the Appointing Authority and the Member-Secretary of the Committee or his nominee not below the rank of Assistant Secretary in the following manner:

(a) the suitability of surplus employees appointed on any posts after having been duly selected by the appointing authority for such posts but who had been officiating or working temporarily on adhoc basis on higher posts continuously for more than 3 years, shall be adjudged by the Screening Committee on the higher posts from which they were declared surplus; and

(b) the suitability of surplus employees, whose appointment was not in a regular manner shall be adjudged by the Screening Committee for a post which is equivalent to the post on which they were initially appointed though they may be working on the date of their being declared surplus on other equated or equivalent posts or on a higher
post in an officiating, adhoc or temporary capacity irrespective of their length of service:

Provided that it shall not be necessary to apply the provisions of sub-rule (1) and (2) to those surplus employees who before publication of these Rules but subsequent to their absorption were recruited on selection by the Commission on the post on which they were absorbed or have been otherwise adjudged suitable by the Commission or an ad hoc committee on such posts under the provisions of relevant Service Rules.

(3) In the case of surplus employees absorbed under sub-rule (3) of rule 7 where the posts on which they were absorbed fall within the purview of the Commission on the date of publication of these rules and in the case of surplus employees absorbed either under sub-rule (1) or under sub-rule (3) of rule 7, where the post on which they were absorbed fall within the purview of the Appointing Authority, if on the date of being declared surplus they held adhoc appointment for 3 years or more on the post from which they are declared surplus or equivalent posts, appointment to the new posts, shall be in an adhoc capacity as provided for in category (a) specified in the table given in sub-rule (1) of Rule 7 and their suitability shall be adjudged by the Commission or the Appointing Authority, as the case may be, for such new posts.

(4) In the case of surplus employees absorbed either under sub-rule (1) or under sub-rule (3) of rule 7 where on the date of being declared surplus, they held adhoc appointments for less than 3 years on the post from which they are declared surplus or equivalent posts, appointment to the new posts shall be only in an adhoc capacity as provided in category (a) specified in the table given in sub-rule (1) of rule 7 and they shall have to seek regular direct recruitment along with open market candidates in the normal course and in accordance with the provisions of the relevant service rules.

(5) It will not be necessary to adjudge the suitability of those permanent or temporary surplus employees who were initially appointed on previous posts either on the recommendation of the commission or in a regular manner by the appointing authority and who are subsequently appointed to new posts.

(6) The surplus employees appointed by absorption to new posts whose suitability is adjudged under sub-rules (1) to (3) or is not necessary to be adjudged under sub-rule (5) shall be deemed to have been regularly appointed to such posts from the date of their appointment by absorption.

(7) The surplus employees appointed by absorption to new posts in the department and who are not adjudged suitable after screening as provided in these Rules, shall be considered for adjudging their suitability for appointment to the next lower post in the department. Such an employee shall also be given option to accept the lower post or to seek retirement on compensation Gratuity/Pension as admissible under rule 215 of the Rajasthan Service Rules.

12. Departmental Examination and training.—An adhoc temporary surplus employee covered by sub-rule (3) or sub-rule (5) of rule 11 on appointment to a new post shall have to undergo training and to pass the departmental examination, if required to be undergone or passed under the rule applicable to such posts, within the period prescribed therein in the same manner as provided for a direct recruit. This period shall commence from the date of taking charge of the new post or the date of publication of these rules, whichever is later.

Provided that if any such training or departmental examination was held in the department after his appointment by absorption but before the publication of these rules and he was not allowed to undergo such training or to appear in such examination on account of ineligibility on the ground of being a surplus employee, he shall not be required to undergo such training or to pass such examination.

13. Recruitment Examination.—(1) Temporary employees covered by sub-rule (4) of rule 11 and who are absorbed as Upper Division Clerks, shall be given two chances for passing the recruitment examination prescribed, if any, on terms and conditions as laid down by the Government:

Provided that the employees whose previous posts was not that of Upper Division Clerk, shall not be required to take the chance until completion of one year from the date of taking charge on the new posts of Upper Division Clerks.

(2) In case of their failure to pass the examination under sub-rule (1) in two chances, their service shall be liable to be terminated forthwith by giving one month’s notice.

14. Regulation of pay, increment, leave etc.—The pay, increment, allowance and leave etc. of surplus employees during the period they remain surplus and on absorption shall be regulated by the provisions of the Rajasthan Service Rules and other relevant rules and orders issued from time to time.

15. Seniority.—(1) The seniority of a surplus employee appointed substantively to a permanent post in the service or cadre in which he is absorbed shall be determined by the appointing authority concerned by placing him below the junior-most permanent employee of the new service or department who has a longer period of continuous substantive service on the post compared to the continuous substantive service of the surplus employee on equivalent or higher post. The seniority of a surplus employee who is absorbed...
Rule 15 (Contd.).

on a higher posts on officiating basis shall be determined only in respect of his permanent post:

@ [Provided that the seniority of the surplus employee whose length of continuous service in substantive or officiating capacity or in both such capacities is less than the length of continuous service in substantive or officiating capacity in or in both such capacities of the junior most permanent employee of the service or cadre of the New department in which such surplus employee has been absorbed, shall be determined by placing the surplus employee immediately below the said junior most permanent employee in the service or cadre or the department in which the surplus employee has been absorbed.]

× [Provided further that inter-se seniority of the surplus employees absorbed in a department/service/cadre or unit under an Appointing Authority and the employees of the service/cadre of the new department, for promotion to higher post in the service or cadre in which he has been absorbed shall be determined according to the date of continued officiation in a class or category of post concerned or an equivalent or higher post provided such officiation was not of the fortuitous nature or ad hoc or an urgent temporary appointment, notwithstanding their year substantive appointment or date of confirmation or the length of continuous substantive service in the different cadre post or service.]

% Explanation (Deleted)

(2) The seniority of a surplus employee appointed to a new post in a temporary or ad hoc capacity shall, pending his appointment on a substantive basis, be determined in the following manner:

(a) In the case of a surplus employee appointed temporarily to a new post his seniority among the temporary employees holding same posts in the service or cadre in which he is absorbed shall be determined by placing him immediately below the temporary employee of the new service or cadre who has rendered a longer period of continuous temporary service compared to the continuous temporary service of the surplus employee on same equivalent or higher post.

(b) In the case of surplus employee appointed on ad hoc basis in a new post his seniority among the ad hoc employee holding same posts in the service or cadre in which he is absorbed shall be determined by placing him immediately below the ad hoc employee of the new service or cadre, who has rendered a longer period of continuous service on an ad hoc basis compared to the continuous ad hoc service of the surplus employee on same equivalent or higher post.

Provided that all substantive employee in a cadre or service including substantive surplus employees absorbed therein, shall rank senior to temporary employees appointed or absorbed under these rules in such cadre or service and all such temporary employees shall rank senior to all ad hoc employees appointed or absorbed under these rules or otherwise.

× [Provided further that the seniority of the employee on a post in a cadre or service, including surplus employees absorbed therein and who were substantive on such posts on or before 11th December, 1969, shall be determined according to the provisions of the relevant Service Rules.]

(3) The seniority inter se of employees declared surplus from a service or cadre shall on their appointment to new posts in another service or cadre shall be the same as it existed in the former service or cadre.

16. Probation, confirmation and other conditions of service.—(1) Save as otherwise provided by these rules and subject to the provisions contained in sub-rules (2), (3) and (4), a surplus employee on appointment by absorption to a new post shall be governed by the Rajasthan Service Rules, 1951 and other relevant service rules made by the Governor under the proviso to Article 309 of the Constitution of India and for the time being in force in all matters relating to probation, confirmation and other conditions of service:

(2) It will not be necessary to place on probation or to confirm a permanent surplus employee on his appointment by absorption to a new post.

(3) Surplus employees covered by sub-rule (1), (2) and (3) of rule 11 and temporary surplus employees covered by sub-rule (5) of the said rule shall be confirmed on their new posts from the date of availability of vacant posts in order of their seniority as determined under rule 15 on their suitability being adjudged, if so required by the said sub-rules without being placed on probation.

(4) Whereunder any service rules, any specific period of experience is required for promotion from the new post to a higher post, but the post, on which the surplus employee was working prior to his absorption is different from such new post, credit of the extent of one half of the period during which the surplus employee worked in an equivalent or higher post prior to his being absorbed shall be given while reckoning such experience.

17. Removal of doubts.—If any doubt arises relating to application, interpretation and scope of these rules it shall be referred to the Government in the Appointments Department whose decision thereon shall be final.

× Added vide D.O.P. Notification No. F. 5 (10) DOP/A-II/81, dated 3-6-85.
% Deleted “Explanation”—"Regularly appointed" means appointed in accordance with the Procedure laid down for recruitment to the post or Service as the case may be," vide Notification No. F. I (18) Appts (A-I) 67 dated 7-1-1976. Effective from 10-7-1975.

× Inserted and shall always be deemed to have been inserted vide Notification No. F. I (20) Appts (A-I) 72 dated 11-5-1974.
18. Option for termination of benefits.—No surplus employee shall
have the right to claim appointment by absorption to a particular post or in a
particular department, service or cadre and the decision of the Committee in
this behalf shall be final. A surplus employee, who is not willing to be ap-
pointed to the post to which he has been absorbed, may, within 30 days of the
receipt of the absorption order, ask for termination of his services by the Gov-
ernment in accordance with the provisions of the Rajasthan Service Rules 1951.
If no such request is made and he also does not join the new post on which he
has been absorbed, he shall be liable to be treated as absent from duty and
further shall not be entitled to receive any pay & allowance from the date he
is treated as absent from duty.

19. Power to relax rules :—In exceptional cases where the Adminis-
trative Department of the Government is satisfied that operation of the rules
relating to age or regarding requirement of experience for recruitment causes
undue hardship in any particular case or where the Government is of the opinion
that it is necessary or expedient to relax any of the provisions of these rules
with respect to age or experience of any persons, it may with the concurrence of
the Department of Personnel and Administrative Reforms and in consultation
with the Commission by orders dispense with or relax the relevant provi-
sions of these rules to such extent and subject to such conditions as it may
consider necessary for dealing with the case in a just and equitable manner,
provided that such relaxation shall not be less favourable than the provisions
already contained in these rules. Such cases of relaxation shall be referred to
the Rajasthan Public Service Commission by the %[Administrative Depart-
ment concerned ]

By Order of the Governor,
Sd/- P.K.B. Kurup,
Special Secretary to the Government.

SCHEDULE
(See Rule 7 (3)

1. Circular order No. F. 1 (6) GA/C/60 dated 23rd March, 1960
issued by the General Administration (A) Department, Government of Rajasthan
as at pages 13 to 15.

2. Circular No. F. 1 (9)/GA/C/61, dated 27th March, 1961 issued
by the General Administration (C) Department, Government of Rajasthan as
at pages 15 to 18.

issued by the General Administration (C) Department, Government of Rajas-
than as at pages 19 to 24.

4. Circular order No. F. 5 (2) Appts. (C)/66 dated 4th February, 1956,
issued by the Appointments (C) Department, Government of Rajasthan as at
pages 22 to 26.

5. Circular order No. F. 1 (33) GA/C/66 dated 23rd July, 1966,
issued by the General Administration (C) Department, Government of Rajas-
than as at pages 26 to 32.

ORDER
No.F.1(6) GA/A/60

Dated the 23rd March, 1960.

According to Government order No. F. 1. (6) GA/A/60 dated the 1st
March, 1960, 5% cut has been enforced on the total Ministerial Staff under the
Heads of Departments from the 15th of March, 1960. From the replies received
from various departments it transpires that some of the Departments have taken
this matter very lightly and the instructions have not yet been implemented
by them in the hope that cut will be exempted by the Government. It is,
therefore, again reiterated for the information of all concerned that the five
percent cut ordered to be made is compulsory for all the departments of the
State and if any representation etc. is proposed to be made for the detention
of any such staff the department concerned should approach the committee
constituted for the purpose through their Administrative Departments only
after they have first carried out the orders of the Government. It has also been
observed that some of the departments have not correctly followed the instruc-
tions conveyed in the Government. Orders from the list of the surplus
staff sent by a few departments. It is evident that they have not strictly kept
the principle of the seniority in view while sorting out the names of the surplus
hands and in a large number of cases the surplus hands so declared are not
the junior most persons in a particular cadre of the Ministerial Staff of the
department as a whole but the declaration of surplus staff so done is only office-
wise. Similarly the cut is ordered to be restricted only to the lowest cadre
but it has equally to cover cadre of the Ministerial staff. In order therefore to

* DOP(A-II) Notification No. F. 1 (2)DOP/A-II/75, dated 27-12-1978,
\% Substituted vide D.O.P. Notification No. F. 1(2)DOP/A-II/75, dated 18-8-1982 for expression
"Department of Personnel and Administrative Reforms. (Department of Personnel-A"

make the position clear the following further instructions are issued in clarification of this department order referred to above.

1. The cut is not restricted to Lower Division Clerks only and Upper Division Clerks and other cadres of the Ministerial Staff are also to be covered by it. The distribution of the cut is to be done in all cadres of the Ministerial Staff in proportion to their respective strength subject of course to the fact that one post in a particular cadre will be cut only if there are twenty or more posts in that cadre in a department as a whole throughout the State.

(i) For this purpose the whole of the Secretariat will be regarded as a one unit.

(ii) Ministerial Staff in the Collectorate/Courts subordinate to the Collectors and Tehsils shall be taken as one unit.

(iii) The entire statewise organisation of a particular department shall be taken as one unit.

2. Only those who are junior most in their particular cadre of Ministerial Staff should be declared surplus. Further that if one or more posts of U.D.C.s are so required to be declared surplus incumbents as are still officiating shall be reverted to their next lower cadre. Only in case all the incumbents in a particular cadre are permanent, junior most amongst them will be declared surplus and placed at the disposal of General Administration Department or Commission for absorption as such.

3. All surplus staff will be paid their full emoluments on the basis of certificates issued by the department concerned about the last pay etc., drawn by them on the 15th March, 1980 and these emoluments will be continued to be paid to them till the date of their absorption against the further vacancies in any department of the State.

4. All the persons declared surplus at Jaipur proper be directed to report themselves for duty to Deputy Secretary, General Administration Department (A) and those at the places to the divisional Commissioners concerned.

5. Cadrewise lists of employees declared surplus by the various department will be maintained in the General Administration Department as well as in the office of each divisional Commissioner in the following proforma and the necessary particulars required for maintaining the lists will be furnished by the departments concerned.

**CADRE**:

1. S. No.
2. Name.
3. Designation.
4. Total Service rendered.
5. Post allotted for absorption.
7. Departments to which allotted for absorption.
8. Date of allotment.

6. Cadrewise lists of vacancies may also be maintained in the following proforma.

**CADRE**:

1. S. No.
2. Name of Department.
3. Designation of the post.
4. Permanent or Temporary, if temporary, its duration.
5. Special Pay or allowances, if any, attached to the post.
6. Place where Post exists.
7. Name of person posted with his Serial No. and page No. in the surplus list.
8. Date of posting.

7. As soon as vacancy is intimated by a department the General Administration Department or the Commission should fill it up immediately.

8. The past services of a person declared surplus on subsequent absorption shall count towards his inter-se seniority in that particular department.

9. Those Heads of Department who have not kept the above instructions in view while declaring the surplus hands should now immediately send revised lists of the surplus employees in the light of the above in the supersession of the previous lists. Those incumbents who have been declared surplus formerly but do not appear in the revised lists will be sent back to the department concerned for reabsorption. The implication of this would be that those employees will be paid out of the ad-hoc grants placed at the disposal of the G.A.P. and Commissioner for the period they remain with them and will be paid by the Department concerned from the date of their re-absorption in those departments.

10. The Heads of Departments should communicate all the existing vacancies immediately as also those which occur later in their departments to the Deputy Secretary (G.A.D.) or Commissioner, as the case may be.

**CIRCULAR**

No. F. 1(13)/9/GA/C/61

Dated 27-3-1961

With a view to effect economy in expenditure on the administration, Government have decided as follows:
1. A number of posts will stand abolished specifically with effect from 1st June, 1961. The posts which are to be abolished shall be indicated by the Finance Department to the concerned Administrative Department who shall, thereupon issue formal orders for the abolution of such posts. Finance Department will also send a copy of their recommendations for the abolition of the posts to the General Administration Department (C).

2. The strength of peons (i.e. Class IV staff other than technical staff designated under Class IV) shall stand reduced by 20% of the total sanctioned strength as on 1st March, 1961, with effect from 1st June, 1961. Finance Department will issue orders to the Treasury Officers that the salary bills of the Establishments of the various departments on and after 1st July, 1961, are passed only after a certificate has been given by the Drawing Officers that 20% reduction in the sanctioned strength as on 1-3-61 had been made with effect from 1-6-61 and that the pay bills had been prepared accordingly. The Heads of departments, while enforcing this reduction shall decide and indicate to their administrative departments and General administration Department (C) as to which categories of peons have been brought under reduction. Heads of departments should preferably decide on reduction of peons attached with certain categories of subordinate staff.

3. Lists of posts to be retrenched, other than those of Class IV, shall be sent to the concerned heads of Departments very shortly. Heads of Departments will, thereafter, have the following 4 statements prepared and have the same sent to the General Administration Department (C) by 7 April, 1961. All these statements shall be in the following proforma:—

(i) Designation of the post retrenched, if any.
(ii) Number of such post.
(iii) Pay scale of the posts retrenched.
(iv) Designation of posts of existing vacancies in the equivalent cadres, excluding new post created on 1-4-61 or thereafter.
(v) Number of such posts in which vacancies exist.
(vi) Pay scale of posts in which vacancies exist.
(vii) Designation of new posts to be created after 1-4-61 in corresponding cadres.
(viii) Number of such posts.
(ix) Pay scale of such posts.

4. Statement "A" shall be in respect of Gazetted posts in the proforma mentioned above.

5. Statement "B" shall be in respect of subordinate posts in the proforma mentioned above.

6. Statement "C" shall be in respect of ministerial staff in the proforma mentioned above.

7. Statement "D" shall be in respect of Class IV staff in the proforma mentioned above.

Copies of the Statements ‘C’ and ‘D’ shall also be sent to the Collector of the district concerned except in case of Jaipur City. These statements shall be sent by all Heads of Departments irrespective of the fact whether any retrenchment has been made in respect of any post in any particular department or not. In the latter case, the Heads of Departments have to furnish all the particulars of the vacancies in existing posts and particulars of any posts that are to be created in cadre corresponding to the cadres of posts being abolished.

8. Concerned Heads of Departments will furnish particulars of the staff working on the posts to be retrenched in the following proforma:—

(i) S. No.
(ii) Designation of the post retrenched or to be retrenched.
(iii) Pay scale of the post.
(iv) Name of the employee with father’s name.
(v) Age of the employee on 1-4-61.
(vi) Educational qualification.
(vii) Date of appointment in the retrenched post.
(viii) Nature of appointment—Substantive or Temporary.
(ix) Whether concurrence of P. S. C. is necessary.
(x) Whether P. S. C. has concurred or not.
(xi) Whether substantive appointment held on any other post.
(xii) Designation of such post with pay scale.
(xiii) Particulars of appointment prior to the appointment on the retrenched post, if any.

Separate statements shall be sent in respect of Gazetted officer, Subordinate officer, Ministerial staff, and Class IV staff. Copies of Statements in respect of Ministerial Staff and class IV staff shall be sent to the Collectors concerned also, except in case of Jaipur City.

9. Government have decided that employees selected by P. S. C. and others who have put in more than six months service on 1-4-61 shall be guaranteed absorption. They shall be entitled to receive their pay while they are surplus until their absorption, but in such cases pay while they remain...
surplus shall not be given for more than 3 months. Other temporary employees with less than six months service will also be considered for absorption if vacancies still exist. This temporary staff, however, will not be entitled to any pay during the period it remains surplus and shall get only notice pay.

10. All Collectors will be responsible for the absorption of the ministerial and class IV employees in their respective districts excepting for Jaipur City. Ministerial and class IV employees of Jaipur City and all other categories of employees shall be absorbed by the General Administration Department.

11. In the General Administration Department (C) absorption shall be undertaken by a committee consisting of the following:—

- (1) Finance Minister — Chairman
- (2) Special Secretary Apptt. — Member
- (3) Election Secretary — Member Secretary

12. This Committee and the Collectors in their respective districts shall have final powers to absorb surplus employees on an equated or any other post in any department. The concerned Appointing Authorities shall immediately issue appointment orders on receipt of such allotment under intimation to the General Administration (C) Department and where Collector has allotted a person, to the Collector concerned also.

13. No fresh recruitment in any department shall be made until the retrenched persons are absorbed, except of those persons who are recruited through the P. S. C. as a result of competitive examination. The Government in the Finance Department have already issued instructions to the Treasury Officers not pass the bills of person appointed after 15th February, 1961. The Drawing Officers, will, therefore, append a certificate on salary bills of their respective departments that no new person has been employed during the preceding month. Such certificate will not be necessary in respect of posts for which the essential qualifications are technical skill, or technical experience. Similarly, unless a non-availability certificate has been obtained from the General Administration Department, no fresh promotions shall be made in non-technical cadres.

14. Collectors will send monthly progress reports regarding absorption of surplus staff to General Administration (C) Department starting from 1-5-61 till the absorption has been completed in that district.

15. Since the work has to be completed as early as possible, all authorities at the various level are requested to pay their personal attention to the decision and directions indicated above and to take prompt action for issue of necessary orders and supply of necessary information.

ORDER

No. F. 1 (31) 1/GA/C/62

Jaipur, Dated the 12th June, 1962.

As a result of economy measure Government employees of various categories will be rendered surplus or have already been rendered surplus during the current financial year. Government have decided to absorb employees selected by the Rajasthan Public Service Commission and employees who have put in service of more than six months on 1-4-62, employees who have put in service of less than six months on 1-4-1962, will also be considered for absorption, if any vacancies still exist; but these persons will not be entitled to any pay during the period they remain surplus and they will get only notice pay.

(2) With a view to absorb the surplus personnel the following shall be the Absorbing Authorities:—

(a) Absorption committee consisting of the following shall be in overall charge of absorption all over the State. This Committee shall also absorb surplus persons in the State services or subordinate services all over the State and the ministerial and class IV employees rendered surplus in Jaipur city itself.

1. Finance Minister Chairman
2. Special Secretary, Apptts. Deptt. Member
8. Secretary, Election Department Member Secretary

(b) All Collectors will be responsible for the absorption of the Ministerial and Class IV employees in their respective districts except for Jaipur city.

3. The absorption Committee and Collectors shall have full and final powers to absorb a surplus employee on an equated or any other in any department irrespective of the qualifications prescribed for recruitment to such posts. The concerned apppoining authorities shall immediately issue appointment orders in receipt of such absorption orders under intimation to the Absorbing Authority. The appointing Authority and the Appointment Department shall also take necessary action to enable the absorbed persons to secure their proper place in the Department.

4. After issue of appointment orders, if any, persons senior to the absorbed persons are available in the next lower cadre than the temporary persons can be reverted. Permanent persons, however, shall not be reverted and seniority alone will be fixed in accordance with the rules.

5. Posts to which fresh recruitment has been banned will not be
of persons accept where the promotion has been done in consultation with the Rajasthan Public Service Commission.

6. One copy of the order abolishing the various posts in any department will be sent immediately to the Secretary, Absorption Committee, by the Administrative Department.

7. On the basis of the order abolishing post, the names of the persons rendered surplus will be immediately intimated to the Absorption Committee or the Collectors concerned as the case may be. Clear one months time shall be allowed to the Absorbing Authority before rendering a person surplus. Intimation to the Absorbing Authorities will be sent in respect of the staff being rendered surplus in the following proforma:

1. Serial Number.
2. Designation of the post retrenched.
3. Pay scale of the post retrenched.
4. Name of the employee with father’s name occupying the post.
5. Age of the employee on 1-4-1962.
7. Date of appointment in the retrenched post.
8. Nature of appointment whether substantive or temporary.
9. Whether concurrence of the Public Service Commission is necessary to fill the post.
10. Whether P. S. C. has concurred to the appointment of a person or not.
11. Whether substantive appointment held on any other post.
12. Designation of such post with pay scale.
13. Particulars of appointments prior to the appointment to the retrenched post, if any.

8. Separate statements shall be sent in respect of gazetted officers, subordinate service officers, ministerial staff and class IV staff.

9. Employees selected by the Public Service Commission or with more than six months service as on 1-4-1962, shall get their salary for the period they remain surplus as follows:

(a) Under order of Deputy Secretary, General Administration Department ‘B’ by all employees to be absorbed by the Absorption Committee.

(b) Collectors concerned in respect of the staff, they are committed to absorb. Accounts will be rendered every month to Deputy Secretary G. A. D. ‘B’.

(c) Expenditure will be chargeable to Budget head 19 G. A. D. E.

District.

(a) District Establishment - Pay & Allowances of the surplus staff.

10. Collectors will send monthly progress reports regarding absorption of surplus staff to the Absorption Committee starting from 1-7-1962 till the absorption has been completed in the District.

11. Since the absorption has to be completed as early as possible, all authorities at the various levels are requested to pay personal attention to the decisions and directions contained above and to take prompt action for issue of necessary orders and supply of necessary information.

12. Order of this Department No. F. 1 (13)/9/GA/C/61, dated 27-3-1961 is hereby cancelled. All pending matters however, or all problems arising in pursuance of this order shall be dealt with by the Absorbing Authorities mentioned above.

13. This order issues with the concurrence of the Finance Department conveyed vide their I.D. No. 1983/PA/F. S/62, dated 1-6-1962.

CIRCULAR

No. F. 5 (2) Appts. (C)/56

Jaipur, the 4th Feb 1966.

It has been reported that inspite of all the efforts that have been made, it has not been possible so far to absorb all the surplus hands of the Customs and the Civil Supplies Department. The question of absorbing those employees of these departments who have been retained on a temporary basis to complete the work relating to the winding up of the departments, has also not been tackled. Besides, some employees working in the offices under the Custodian of Evacuee Property may be declared surplus in the near future and some of them may have their claims for absorption in other departments and offices. While all these items of work have to be completed, Government do not consider it desirable to continue indefinitely the restrictions which have been placed on the integration work on account of the anxiety to absorb the surpluses. Instructions have, therefore, been issued vide this department Circular of even number and date for the early completion of the integration work. Some safeguards have, however, been provided to protect the interests of those who have been or may be declared surplus. One of the safeguards is the reservation of percent of the non-gazetted posts for such employees. This reservation will, however, be effective only upto the 1st of April, 1956 and it is, therefore, necessary that the cases of all those who have been or may be declared surplus within a space of two years, should be considered, and they
Orders

should be allotted to the other departments and offices with due regard to their qualifications and claims for absorption. To finalise this work, Government have been pleased to appoint a Committee composed as follows:

1. Shri K. N. Bhargava I. A. & A. S. Additional Secretary, Finance (Convener)
2. Shri Ram Singh, I.A.S., Dy. Secretary to Govt., Finance Deptt. (Member)
3. Shri G. K. Banot, I. A. S., Dy. Secretary to Govt. Commercies & Industries Department. (Member)

The Committee should obtain the data regarding those posts which have not been filled on a permanent basis a course of integration, and allot all those employees of the Civil Supplies and Customs departments who have been or who may be declared surplus, of the temporary departments and offices now in existence, only the offices under the Custodian of Evacuee Property are likely to be abolished within two years and so the claims of the employees of these offices should also be considered for absorption. The allocations made by the Committee will be binding on the heads of the departments and offices.

The Committee should complete its work by the 15th March, 1956.

ORDER

No. F. 1 (33) GA/C/66

Dated, Jaipur the 23rd July, 1966.

Subject.—Absorption of surplus employees and Termination of service of temporary persons not entitled to absorption.

As a result of economy measures Government employees of various categories will be rendered surplus during the current financial year. Government have decided to absorb employees selected by the R. P. S. C. and employees who have put in service of more than one year on 1-10-65. Services of employees who have put in less than one year’s service on 1-10-65 will be terminated after notice required under the Rules.

2. During the period of notice of termination of service or after actual termination of service, a person with less than one year’s service on 1-10-65 will not have any right to the absorbed on a vacant post which may exist or on a vacancy which may arise after termination of service. He may, however, be considered for, and offered appointment on an existing vacancy or a future vacancy, in accordance with rules regulating the filling up the vacancy, even if such post carries pay scale different from or lower than the pay scale attached to the post for which he was rendered surplus. If such offer of appointment is accepted, he will be appointed to such post by no protection will be given to pay and scale, admissible, to him on the post, from which he

3. Absorption Committees :- With a view to absorb the surplus personnel the following shall be the absorbing authorities.

(a) Absorption Committee of the following shall be in overall charge of absorption all over the State. This Committee shall order the absorption of surplus persons in the State Services or Subordinate Services all over the State and Ministerial and Class IV Employees rendered surplus in Jaipur City itself.

1. Finance Minister Chairman
2. Financial Commissioner Member
3. Special Secretary (Appts.) Member
@[4. Special Secretary G.A.D. (Cabinet) Member Secretary]

(b) All Collectors will be responsible for the absorption of the Ministerial and Class IV employees in their respective districts except Jaipur City.

4. The Absorption Committee shall have full and final powers to order absorption of a surplus employee on an equated or any other post in any department. Absorption can be made in vacancies arising either against direct recruitment quota or promotion quota, and even against selection grade posts, but ordinarily selection grade posts will be utilised for absorption only if the surplus employee had been declared surplus from an equivalent post with similar nature of duties or from a higher post than in which he is absorbed. The concerned appointing authority shall immediately issue appointment orders on receipt of such absorption orders under intimation to Absorption Authority. On receipt of absorption orders the Appointing Authority should not raise any objections to or delay in placing the absorbed employees on duty on the scale of qualifications, if in any case the Absorption Committee considers it necessary to relax the qualification the Appointing Authority and the Appointments (A) Department shall take necessary action simultaneously to secure amendment in the service rules, if any, to enable the securing of proper place in the department by the surplus employees. The appointing authority should not also raise any objections on the scale of additional qualification not prescribed under rules as minimum qualification (e.g. typing experience required for L.D.C.) but should adjust the employee in the department and if necessary, require the absorbed employee to complete a particular training or acquire a particular proficiency within a limited time.

5. Reversions.—If on absorption of a surplus person who was officiating or temporary on his old post, it is found that there are permanent persons

© Substituted vide GAD order No. F. 1 (44) GA/ 3/78, dated 9-6-1979, for—"4 Deputy Secretary (Cabinet) Member Secretary".
available in the same department/office in next lower grade who are officiating longer than the absorbed person, then the absorbed person should be reverted to the next lower post. Government intend to give credit of past service to the surplus employees on absorption in the new department but till dated instructions and rules in this respect are issued, no surplus employee should be reverted or his services terminated on grounds of shorter length of service in the new department except as stated above. Their seniority should tentatively be examined by placing them just below the junior most employee of the department who has an equal length of service in the same grade.

6. Ban on new appointments.—All vacant posts technical or non-technical to which fresh recruitment has been banned will not be filled by transfer of an employee from another department or by promotion of an employee within the department, except where the appointment by transfer/promotion has been effected on the advice of the Rajasthan Public Service Commission in response to requisition sent prior to 1-10-65. The absorbed surplus employees on the Ministerial and Class IV cadres will not ordinarily be transferred to a district other than the one in which he had been absorbed or his home district.

7. Information regarding posts abolished and personnel rendered surplus.—Whenever an order abolishing the posts in any department is issued, a copy will be sent immediately to the Member-Secretary, Absorption Committee by the Administrative Department. Separate statements should be sent in respect of gazetted officer, subordinate service officers, ministerial staff and Class IV Staff.

8. On the basis of the order abolishing the posts, the names of the persons rendered surplus will be immediately intimated to the Absorption Committee/Collectors as the case may be. Employees should be declared surplus strictly in reverse order of seniority, i.e. the junior most must be declared surplus first. Clear one month's notice shall be allowed to the Absorption Committee before rendering a person surplus. Intimation to the absorbing authority will be sent in the proforma (Annexure A) together with the certificate in the attached proforma so that there may not be any irregularity while declaring the persons surplus by the Heads of Department. Occasionally particulars of the surplus employees are not received in time and as such it is stressed that the particulars may be sent well in advance before the persons are actually declared surplus and relieved of their duties. In case their service records are not available with the Heads of Departments those should be provisionally prepared on the basis of particulars to be supplied by the employee himself.

so the Heads of Departments should try to adjust surplus employees in similar posts in the department for which they are qualified and in order to achieve this object they should revert or discharge employees in other similar post in the department, who may be junior in service. Such department absorption should, however, be got confirmed by the absorbing authority to ensure that junior or unqualified employees are not unduly retained in the department.

10. Retention of Schedule Castes and Tribes Employees.—The Heads of Department while declaring the person surplus should ensure that employees belonging to S.C./S.T. are not declared surplus if they had been appointed on the recommendations of the special recruitment Board set up for the selection of the candidates from such classes against the posts reserved for their quota in the various departments.

11. Payment of Salaries to surplus personnel.—Employees selected by the R.P.S.C. or with more than one year service as on 1-10-65 shall get salary for the period they remain surplus as follows:—

(a) Under order of Member-Secretary, Absorption Committee by all employees to the absorbed by the Absorption Committee.

(b) Collectors concerned in respect of the staff, they are competent to absorb. Accounts will be rendered by them every month to Dy. Secretary (G. A. D.-B).

(c) Expenditure will be chargeable to Budget Head 19-G. A. D.-E-Distt. (A) Distt. Establishment-Pay and allowances of surplus staff.

12. Progress Report.—Collectors will send monthly progress report regarding absorption of surplus staff to the Absorption Committee starting from 1-4-66 till the absorption has been completed in the districts.

13. Since the absorption has to be completed as early as possible all authorities at the various levels are requested to pay personal attention to the decisions and directions contained above and to take prompt action for issue of necessary orders and supply of necessary information.

14. This order issues with the concurrence of F. D. (Rules) and Appointments (A) Department conveyed vide their Reference No 12513/PA/SSA/65 dated 27-12-1966 and No. 4661/PA/FC/66, date 25-4-1966.
PROFORMA FOR FURNISHING PARTICULARS OF SURPLUS EMPLOYEES

1. Serial Number.
2. Designation of the post retrenched.
3. Pay Scale of the post retrenched.
4. Name of the employee with father's name occupying the post.
5. Age of the employee on 1-10-65.
7. Date of appointment in the retrenched post.
8. Nature of appointments, whether substantive or temporary.
9. Whether concurrence of the Public Service Commission is necessary to fill the post.
10. Whether P. S. C. has concurred to the appointment of persons or not.
11. Whether appointment has been made in accordance with service rules.
12. Whether substantive appointment held on any other post.
13. Designation of such post with pay scale.
14. Particulars of appointments prior to the appointment to the retrenched post, if any.

Signature of Heads of Department.

FORM FOR DECLARING AN EMPLOYEE SURPLUS TO THE RECRUITMENT OF A DEPARTMENT

Consequent on the abolition of posts vide Government of Rajasthan department Letter No. dated Shri/the following employee/employees/is/ are/declared surplus from this department with effect from. It is certified that the employees declared surplus is/are junior-most in cadre and does not/ do not belong to S.C./S.T. It is further certified that all efforts have been made to absorb him/them departmentally but no suitable posts were available for his/their absorption.

If he/she is/are willing to be absorbed on such posts and on such conditions as may be decided by the Absorption Committee he/she may report to the G.A.D. (C) failing it will be presumed that he/she is/are not interested to be absorbed and this may be taken as notice for termination of service.

No joining time except actual journey period will be available for journey in connection with his absorption.

Signature of Appointing Authority

ORDER


Sub:—Absorption of surplus of surplus employees and termination of services of Adhoc/Temporary persons not entitled to absorption—Fixing crucial date.

In pursuance of Rule 3 (1) of the Rajasthan Civil Services (Absorption of surplus personnel) Rules, 1969 the question of revision of the crucial date was under consideration. Government have now decided in continuation of the earlier instructions on the subject that Temporary employees appointed on or before January 1 of the calendar year, immediately preceding the year in which decision is taken to retrace the Government employees, will be eligible for being declared surplus.

2. Temporary employees appointed after such crucial date are not to be kept in employment except for those:
   1. recruited through R.P.S.C if posts are within the purview of R.P.S.C.
   2. recruited through competitive examination held by the R.P.S.C. e.g. L.D. Cs of 1976 P.S.C test etc.
   3. employees belonging to S.C./schedule Tribes.
   4. employees who are ex-service man.

Signature of Heads of Department.

Added vide GAD Order No. F. 1(14) GA/III/78 dated 31-7-1982.
6. Employees appointed under the provisions of the Rajasthan Recruitment of Dependents of Government servants Dying while in Service Rules, 1975] The employees of the following categories are not to be continued in employment or retained on higher posts respectively even if they have been in continuous service from Jan. 1 of the calendar year immediately preceding the year in which decision was taken to declare the surplus employee or earlier:

1. Unqualified persons appointed/promoted on adhoc basis i.e. whose appointment/promotion were not regular in accordance with the provisions of the relevant rules e.g. LDCs who either failed in R.P.S.C. examination or did not qualify this examination.

2. Qualified persons promoted on adhoc basis on abolition of posts, who can be reverted to lower posts.

4. Whenever an order abolishing the posts in any deptt. is issued or a decision to discontinue that posts is taken on or on cessation of posts a copy may be sent immediately to Member Secretary Absorption Committee by the Admin. Deptt./Head of Department.

5. On the basis of the order abolishing the posts, all the Heads of Departments will explore the possibility of departmental absorption first. In doing so, the Heads of Departments should try to adjust surplus employees in similar posts in the Department for which they are qualified and in order to achieve this object they should revert or discharge employees in other similar posts in the Deptt., who may be junior in service. Such departmental absorption should however be got confirmed by the absorbing authority to ensure that junior or unqualified employees are not unduly retained in the Department.

6. On the basis of the order abolishing the posts, the names of persons rendered surplus will be immediately intimated to the Absorption Committee as the case may be employees should be declared surplus strictly in reverse order of the seniority i.e. the junior must should be declared surplus first. Before persons are declared surplus, the Heads of Departments have to record a certificate that persons being declared surplus is Junior most in the cadre of the Deptt. as a whole and not unit wise etc. and certificate of Head of Department only will be considered as authentic.

7. Clear one months notice shall be allowed to the Absorption Committee before persons are actually declared surplus.

8. The Heads of Department will issue an order declaring an individual/individuals as surplus in the performa (Annexure 'A') Particulars of service of surplus employees (in triplicate) may be sent well in advance to the G.A.D./Collector as the case may be along with inter-se seniority of the surplus persons declared surplus may be sent well in advance for further necessary action. In case such certificates and service particulars are not received well in advance the surplus employees will not be accepted and for which the Heads of concerned will be responsible.

ORDER
No. F. 1 (14)/GA/III/78
Jaipur, the 14-9-1983.
Sub:—Absorption of surplus personnel-delegation of powers.

Under sub-rule (2) of rule 7 of the Rajasthan Civil Services (Absorption of Surplus Personnel) Rules, 1969, the Committee consisting of the following members shall be final authority for absorption of surplus personnel of the State Services:

(i) 1. Finance Minister Chairman
2. Financial Commissioner and Secretary to Govt., Finance Department Member
3. Special Secretary to Govt., D. O. P. & A. R. (A I) Member
4. Special Secretary, G. A. D. Member Secretary

(ii) The Special Secretary G.A.D. & Member Secretary of the Committee shall be final authority for absorption of all surplus personnel of the Subordinate Services all over the State and Ministerial & Class IV employee rendered surplus in Jaipur City itself.

(iii) All Collectors are delegated powers of the Committee for the absorption of the surplus Ministerial and Class IV employees in their respective districts except Jaipur city.

2. The Committee for absorption of surplus personnel of State Services and Special Secretary G.A.D. and Member Secretary of the Committee for absorption of Surplus personnel of the Subordinate Services all over the State and Ministerial and Class IV employees may if it deems fit, for purposes of rule 7 declare a post or class of posts as equated to the post held by the surplus employee immediately before his being declared surplus keeping in view the nature of duties, qualifications and pay scales attached to such post or class of posts.

3. These powers may be deemed to have been delegated as above under sub-rule (2) of rule 7 and rule 8 from the date of publication of the Rajasthan Civil Services (Absorption of Surplus Personnel) Rules, 1969.

BY ORDER OF THE COMMITTEE (No. F. 1/69/GA/III/78)
अर्थ: भविष्य में अधिशेष कर्मचारीण हेतु यथा सिद्ध निर्देशों की पात्रता आवश्यक ।

(1) समस्त विधालों से निवेदन है कि उनके द्वारा किसी भी कर्मचारी को जब तक अधिशेष रूप में स्वीकार नहीं किया जाय, तब तक इस विधि के आधार पर।

(14) या प्र.78 मिनिस्टर 20.5.78 तथा 31.7.82 (प्रतिशत संमिश्र) के तहत निर्दिष्ट संसद भवनाणकतावर यथा कर्मचारी की अधिशेष करने के लिए पूर्व एक समुद्र का नोटिस, सेवा विधिवत (निर्दिष्ट ग्राहक प्रमुख मुख्य संसद का विन्यास संकल्प) पहुँचाने सुझाता है। अर्थात् पूर्व निर्देश के पृथक निर्देश कर यह भी तुलना करके कि कर्मचारी दो पदों से अधिशेष किया गया तो, उनका संसद भवन निर्देश पाए गए हैं। इस प्रकार संसद भवन से निवेदन शासक की उपस्थिति निरीक्षण अथवा प्राप्त निर्देश से यथा हैं। इस प्रकार संसद भवन एवं उनके द्वारा निरीक्षण अथवा प्राप्त निर्देश से यथा हैं। इस प्रकार संसद भवन से निवेदन शासक की उपस्थिति निरीक्षण अथवा प्राप्त निर्देश से यथा हैं। इस प्रकार संसद भवन से निवेदन शासक की उपस्थिति निरीक्षण अथवा प्राप्त निर्देश से यथा हैं। इस प्रकार संसद भवन से निवेदन शासक की उपस्थिति निरीक्षण अथवा प्राप्त निर्देश से यथा हैं। इस प्रकार संसद भवन से निवेदन शासक की उपस्थिति निरीक्षण अथवा प्राप्त निर्देश से यथा हैं। इस प्रकार संसद भवन से निवेदन शासक की उपस्थिति निरीक्षण अथवा प्राप्त निर्देश से यथा हैं।

(2) संसद भवन एवं आवश्यक कर्मचारी हेतु प्रति हैं——

(1) सदस्य सहित, अन्तर्जातिगत समिति एवं उपवर्तक समिति, सामाजिक प्रबंधन विधायक, राज्यपाल, ज़ोर्पुर।

(3) पदकार।

(4) राष्ट्रपति वही (बाई) कार्यालय।

अधिशेष कर्मचारियों का विवरण

1. कर्मचारी का नाम तथा पिता का नाम :
2. समाज किया गया पद :
3. समाज किया गया पद का वेतन तथा वेतनमात्र:
4. कर्मचारी की जमीन लिखवित:
5. अधिशेष अवधि में कर्मचारी के चर का पता जिस पर किसंगत वादेविद एवं अन्य आदेश जाना गया।
6. कर्मचारी की निजी लिखित विवरण
7. कर्मचारी की धार्मिक निर्णय
8. (क) मन्त्र मत करती है; (ख) अनुच्छेद तथा अवधि:
9. (क) यह कर्मचारी अन्य राज्य कर सकता है, यदि हैं तो उसके पास कोई उपकार का प्रमाण इस दस्तावेज में है।
10. राष्ट्र विभाग से संबंधित निर्देश का विवरण तथा पद :
(क) सीधी बताएँ:
(1) यदि पद राजस्थान लोक लेखा आयोग के अन्तर्गत है तो राजस्थान लोक लेखा आयोग की सिफारिश पर,
(2) यदि पद राजस्थान लोक लेखा आयोग के अन्तर्गत नहीं है तो मनोज्ञक का सम्बन्धित लेखा नियमों के अनुसार ही चीज़ीय
(ब) पदार्पण अथवा पद्धति बताएँ:
पदोन्नति या स्थर विभागीय पदोन्नति सम्भव की सिफारिश पर बताएँ जायः
(ग) एड्जेंसी है तो नियोजन कार्यवाह कार्य में कम अवधि के विस्तार कार्यालय,
कमचारी के लिए अत्याधिक विभागीय के हस्ताक्षर
नोट :-कालम नम्बर 11 की सभी परिणामों का कारण यह भी भरे जाएँ

ORDER
In supersession of this department’s order of even number dated the 14th September 1983, absorption Committee under rule 5 of the Rajasthan Civil Services (Absorption of Surplus Personnel) Rules 1969 is hereby constituted for absorption of surplus Personnel of State Services are under :—
1. Finance Minister Chairman
2. Financial Commissioner and Department to the Govt. Finance Department Member
3. Special Secretary to DOP & A.R. (A-I) Member
4. Dy. Secretary to Government G.A.D. upto 6.6.1979 and Special Secretary to Govt. G.A.D. from 7.6.1979 Member Secretary

2. Under sub-rule 6(A) and 7 (1A), the Member Secretary is hereby delegated powers of the Committee to declare a post or class of posts as equated to the post held by the surplus employee immediately before his being declared surplus keeping in view the nature of duties, qualifications and pay scale attached to such post or class of posts, belonging to subordinate service which are not within the purview of the Commission/Ministerial/Class IV Services. all over the State, and in respect of absorption of all surplus personnel of the subordinate services all over the State which are not within the purview of the Commission and absorption of all surplus personnel of the Ministerial and Class IV service declare surplus in Jaipur District.

3. Under Sub-rule (2) of rule 7 all Collectors are hereby delegated powers of the Committee for the absorption of the surplus ministerial and Class IV employees in their respective district except Jaipur District.

This order shall be deemed to have come into force from the date of publication of the Rajasthan Civil Services (Absorption of Surplus Personnel) Rules, 1969 in the Rajasthan Rajprat i.e. 11-12-69.
[Order No. F. 1 (14) GA/III/73 Pt-II dated 21st July, 1987]