

GOVERNMENT OF RAJASTHAN  
DEPARTMENT OF PERSONNEL & ADMINISTRATIVE  
REFORMS

*(Administrative Reforms Gr. VII)*



**THE RAJASTHAN MOTOR GARAGE SUBORDINATE  
SERVICE RULES, 1979.**

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**DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS**  
(Department of Personnel-A-Gr.II)

**NOTIFICATION**

Jaipur, February 28, 1979.

G.S.R. 84.—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 the recruitment to posts in, and the conditions of service of persons appointed to the Rajasthan Motor Garage Subordinate Service, namely:—

**THE RAJASTHAN MOTOR GARAGE SUBORDINATE SERVICE  
RULES, 1979**

**PART—I**

**General**

1. *Short title and commencement.*—(1) These Rules may be called the Rajasthan Motor Garage Subordinate Service Rules, 1979.

(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 Deputy Secretary to Government, General Administration Department, Rajasthan, Jaipur and includes in relation to any post in the Service, such other Officer or Authority who may, with the approval of the Government be specifically empowered by the Deputy Secretary to exercise the powers and functions of the Appointing Authority;

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

(c) “Committee” means the Committee referred to in rule 24;

(d) “Deputy Secretary” means the Deputy Secretary to the Government in the General Administration Department,

- (e) "Direct Recruitment" means recruitment made in accordance with 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appointed in a substantive capacity to a post in the Service under the provisions of these rules or the rules or orders superseded by these rules and includes a probationer,
- (h) "Schedule" means a Schedule appended to these rules,
- (i) "Service" means the Rajasthan Motor Garage Subordinate Service,
- (j) "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 person holding such posts in substantive capacity shall include the period for which the person has continuously worked on such posts after regular recruitment in accordance with the rules promulgated under proviso to Article 309 and shall also include the experience gained by officiating, temporary or adhoc appointment, if such appointment is in the regular line of promotion and was not of stop-gap or fortuitous nature or invalid under any law and does not involve supersession of any senior official, except when such supersession was either due to want of prescribed academic and other qualifications, unfitness or non-selection by merit or the default of the senior official concerned or when such adhoc/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, and

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

NOTE:—"Due Selection by any of the methods 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.

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

## PART—II

## Cadre

4. *Composition and strength of the Service.*—The nature of posts included in the Service shall be as specified in Column 2 of the Schedule.

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

Provided that:—

- (i) The Government, may create any post, permanent or temporary, from time to time, as may be found necessary and may abolish any post in the like manner without thereby entitling any person to any compensation,
- (ii) the Appointing Authority may leave unfilled or held in abeyance or allow to lapse any such 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;
- (c) all persons recruited to the Service in accordance with the provision of these rules except appointed under rule 26.

## PART—III

## Recruitment

6. *Methods of Recruitment.*—(1) Recruitment to the posts in the Service after the commencements of these rules shall be made by the following methods in the proportion indicated in Column 3 of the Schedule—

- (a) by direct recruitment in accordance with Part IV of these rules;
- (b) by promotion in accordance with Part V of these rules. The posts as specified in Column 2 against S.No.3, 4&5 shall be filled in by promotion from amongst the persons of the Class IV service of Motor Garage as specified in column 5 of the Schedule subject to the condition that they possess the experience prescribed in Column 6.

Provided:—

- (1) that 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 or in the proportion so indicated in a particular year, appointment by the other method in relaxation of the prescribed promotion, may be made in the same manner as specified in these rules

- (2) that nothing in these rules shall preclude the Appointing Authority from appointing officers who were immediately before 1-11-56 in the employment of Pre-Re-organisation State of Ajmer, Bombay and Madhya Bharat to suitable posts specified in the Schedule in accordance with the directions governing the integration of their services; and
- (3) that the persons who were appointed to the posts included in the Schedule in an ad hoc/officiating/ temporary basis before 1st January, 1978 and must have completed six months service on the date these rules come into force shall be screened by a Committee referred to in rule 24 for adjudging their suitability on the posts held provided that they possess the qualifications prescribed in the Rules either for direct recruitment or promotion or the prescribed qualifications on the basis of which the persons were selected for ad hoc/officiating/temporary appointment.

A person appointed on ad hoc basis shall not be entitled to screening under proviso (3) above 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 ad hoc appointment or is not entitled to screening under this rule. Seniority for this purpose if not determined earlier shall be determined according to length of continuous service to a post.

The Committee referred to in proviso (3) above for adjudging suitability by screening may ex-gratia recommend, if any of the employee 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 a lower post 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 Screening provision has been intended to be first step for recruitment and after exhausting the vacancies required for screened persons irrespective of direct recruitment and promotion quota, the direct recruitment/ promotion quota shall be applied.

(2) Notwithstanding anything contained in these rules, recruitment appointment, promotion, seniority and confirmation etc. of a person who joins the Army/Air Force/Navy during an emergency shall be regulated by such orders and instructions as may be issued by the Government, from time to time, provided that they are regulated mutatis mutandis according to the directions 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 post falling in its purview, and by the Appointing Authority in other cases, and the Committee or the Appointing Authority, as the case may be, in the case of promotees, irrespective of their relative rank as compared with other candidates;
- (4) Appointment shall be made strictly in accordance with the rosters prescribed separately for direct recruitment and promotion. In the event of non-availability of the eligible and suitable 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, 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 to the vacancies in the post 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,
- (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 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 subjects 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 twelve months of the last determination of such vacancies.

(2) In calculating the actual number to be filled by each method on the basis of the percentage prescribed in Column 3 of the Schedule, the Appointing Authority shall adopt an appropriate cyclic order to correspond with the proportion laid down in Column 3 of the Schedule by giving precedence to promotion quota over direct recruitment quota.

11. *Age.*—A candidate for direct recruitment to a post enumerated in the Schedule must have attained the age of 18 years and must not have attained the age of 28 years on the first day of January next following the last date fixed for receipt of applications:

Provided:—

(i) that the upper age-limit mentioned above shall be relaxed by 5 years in the case of Women candidates and candidates belonging to the Scheduled Castes or the Scheduled Tribes;

(ii) 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;

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

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

(v) that the Cadet Instructors shall be allowed to deduct from their actual age, the period of service rendered by them in the N.C.C. and if the resultant age does not exceed the maximum age-limit prescribed above by more than three years, they shall be deemed to be within the prescribed age-limit;

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

- (vii) 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 a vacancy or due to abolition of post shall be 40 years in case of Engineering Graduates or Diploma Holders and 35 years in case of others 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;
- (viii) notwithstanding anything contrary contained 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 examination or in case of posts filled in through the Commission by interview. This relaxation shall not apply to urgent temporary appointment;
- (ix) 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 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 qualifications and experience.*—A candidate for direct recruitment to the post specified 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 one of the Rajasthani Dialects.

13. *Character.*—The character of candidate for direct recruitment to the Service, must be such as will qualify him for employment in the Service. He must produce a certificate of good character from the Principal Academic Officer of the University or College 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 University or College or School 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 not be taken into account and if they involve no moral turpitude or association with crimes of violence or with a movement which has its objects 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 their previous conviction for purpose of employment in the Service. Those who are convicted of offences not involving moral turpitude or violence 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 are no such Homes in a particular district from the Superintendent of Police of the 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 promoted in the regular line of promotion or who is already serving in connection with the affairs of the State if he has already been medically examined for the previous appointment and the essential standards of medical examination of the two posts held by him are 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 of irregular or improper means.*—A candidate who is or has been declared by the Commission or the Appointing Authority, as the case may be, 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 or attempting to use unfair means in the examination or interview or otherwise resorting to any other irregular or improper means for obtaining admission to the examination or interview may in addition to rendering himself liable to criminal prosecution, be debarred either permanently or for a specified period:—

- (a) by the Commission or the Appointing Authority, as the case may be, 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 disqualify him for recruitment.

## PART—IV

## 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 and/or in such other manner, as may be deemed fit:

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

20. *Scrutiny of applications.*—The Commission or the Appointing Authority, as the case may be, shall scrutinise the applications received by them/it and require as many candidates qualified for appointment under these rules as seem to them/it desirable to appear before them/it for interview and/or test:

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. *Recommendations 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 / it consider suitable for appointment to the posts concerned and arrange in the order of merit. The Commission shall forward the list to the Appointing Authority:

Provided that the Commission may to the extent of 50% of the finally intimated vacancies, keep names of suitable candidates on the reserve list. The names of such candidates may, on receipt of requisition within six months from the date on which the original list is forwarded by the Commission to the Appointing Authority in such manner as the Commission may decide, be recommended in order of merit to the Government for appointment against additional vacancies.

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

(2) No female candidate who is married to a person having already a wife living shall be eligible for appointment to the Service unless the

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 20:

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 candidates are suitable in all other respect for appointment to the post concerned.

#### PART—V

24. *Criteria, Eligibility and procedure for promotion.*—(1) As soon as the Appointing Authority determines the number of vacancies under rule 10 and decides that a certain number of posts are required to be filled by promotion, it shall, subject to provisions of sub-rule (5), prepare a correct and complete list containing names of the senior most persons who are qualified under these rules for promotion on the basis of seniority-cum-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 3 subject to their possessing minimum qualifications and experience on the first day of the month of April of the year of selection as specified in 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 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 in the order of seniority in which they would have been, 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 for all posts in the Service shall be made solely on the basis of seniority-cum-merit from amongst the persons who have put in at least five year's service, unless different period is prescribed in these rules and have passed trade test if any, prescribed in the Schedule, on the first day of the month of April of the year of selection on the post or category of post from which selection is to be made:

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

(5) The zone of consideration of persons eligible for promotion shall be as under:—

<i>Number of vacancies</i>	<i>Number of eligible persons to be considered</i>
(a) 1 to 5 vacancies	—4 times of the number of vacancies.
(b) 6 to 10 vacancies	—3 times, but at least 20 eligible persons to be considered.
(c) Above 10 vacancies	—2 times, but at least 30 eligible persons to be considered.

(6) For posts falling within the purview of the Commission, a Committee consisting of the Chairman of the Commission or a Member nominated by him as Chairman, the Special Secretary to the Government in the Department of Personnel and Administrative Reforms or his representative not below the rank of the Deputy Secretary, the Deputy Secretary to the Government in the General Administration Department and the Chief Superintendent, Motor Garage and for the post not falling within the purview of the Commission, a Committee consisting of the Deputy Secretary to the Government in the General Administration Department as Chairman, the Deputy Secretary to the Government in the Department of Personnel and Administrative Reforms, an Officer not below the rank of the Executive Engineer (Mechanical) or the State Health Transport Officer as may be nominated by the Government and the Chief Superintendent, Motor Garage shall consider the cases of all the senior-most persons who are eligible and qualified for promotion to the class of posts concerned under these rules, and shall prepare a list containing names of the 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 on the basis of seniority-cum-merit shall be arranged in the order of seniority on the category of posts from which selection is to be made. Such lists shall be sent to the Appointing Authority together with the Annual Confidential Rolls and Personnel Files of all the candidates included in them as also of those not selected, if any:

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

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

(8) The Commission shall consider the lists prepared by the Committee alongwith 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 lists received from the Appointing Authority, it shall inform the Appointing Authority of the change proposed by it. After taking into account the comments of the Commission, if any, the Appointing Authority may approve the lists finally with such modifications, as may, in its opinion be just and proper and when the Appointing Authority is an authority subordinate to the Government, the lists approved by the Commission shall be disturbed only with the approval of the Government.

(9) Appointments shall be made by the Appointing Authority taking persons out of the lists finally approved under the preceding sub-rule (8) in the order in which they have been placed in the lists, till, such lists are exhausted or reviewed and revised, as the case may be.

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

## PART—VI

### Appointments Probation and Confirmation

25. *Appointment to the Service.*—Appointment to 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 the order of merit and from the persons selected under rule 24 of these rules and persons adjudged suitable under proviso (iii) to rule 6.

26. *Urgent Temporary Appointment.*—(1) A vacancy in the Service which cannot be filled in immediately either by direct recruitment or by promotion under the rules may be filled in by the Appointing Authority or by the Authority competent to make appointment, 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 provisions of these rules:

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

Provided further that in respect of a post in the Service for which both the above methods of recruitment have been prescribed, 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 the temporary vacancies 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 required under sub-rule (1) above, lay down general instructions for grant of permission to fill the vacancies on an urgent temporary basis subject to such conditions and restrictions regarding pay and another allowances as it may direct.

27. *Seniority*.—Seniority in each category of the Service shall be determined by the year of substantive appointment to a post in a particular category:

Provided—

(1) that the seniority *inter se* of the persons appointed to the Service before the commencement of these rules and/or in the process of integration of the Service of the pre-reorganisation State of Rajasthan or the Services of the new State of Rajasthan established by the States Re-organisation Act, 1956, shall be determined, modified or altered by the Appointing Authority on adhoc-basis;

(2) that the seniority *inter se* of the persons adjudged suitable under proviso (iii) to rule 6 shall be determined by the Appointing Authority on the recommendations of the Committee referred to in rule 24;

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

(4) that the seniority *inter se* of persons appointed to a post in a particular category 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 order of appointment unless extended by the Appointing Authority shall follow the order in which their names have been placed in the list prepared under rule 23;

(5) that the persons selected and appointed as a result of a selection by promotion, which is not subject to review and revision, shall rank senior to the persons who are selected and appointed as a result of subsequent selection.

Seniority *inter se* of persons selected on the basis of seniority-cum-merit and on the basis of merit in the same selection shall be the same as in the next below grade.

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 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 or by direct recruitment against a substantive vacancy, officiated temporarily on the post which is followed by regular selection may be permitted by the Appointing Authority to count such officiating or temporary service towards the period of probation. This shall, however, not amount to involve supersession of any senior person or disturb the order of their preference in respective quota or reservation in recruitment;
- (ii) any period after such appointment during which a person has been on deputation on a corresponding or higher post shall count towards the period of probation.

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

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

29. (1) 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 service, or less in the case of those appointed by promotion, where the period of probation prescribed is less, on the post or a higher post under the same Appointing Authority or would have so worked but for his deputation or training, shall on the occurrence of permanent vacancies be entitled to be treated as confirmed if the same condition as are prescribed under the Rules for the Confirmation of a probationer are fulfilled subject to the quota prescribed under the Rules and in accordance with his seniority:

Provided that if the employee has failed to give satisfaction or has not fulfilled any of the conditions prescribed for confirmation, such as passing of Departmental Examination, Training or Promotion Cadre Course etc., the aforesaid period may be extended as prescribed for 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.

(2) The reasons for not confirming any employee referred to in the second proviso to sub-rule(1) 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.*—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 exists, if the posts are within the purview of the Rajasthan Public Service Commission, recruitment in consultation with them but it shall not include an urgent temporary appointment/ad hoc appointment or officiating promotion against temporary or lien vacancies which are liable to review and revision from year to year. In case where the Service Rules specifically permit appointment by transfer such appointment shall be treated 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 the rules shall be treated as having been regularly recruited.

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

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



(2) Notwithstanding anything contained in the above provisions, during the period of probation, if a probationer is placed under suspension, or disciplinary proceeding 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 or probation, if:—

- (a) he has passed the Departmental Examination 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 he is otherwise fit for confirmation.

#### PART-VII-PAY

32. *Scale of pay.*—The Scale of monthly pay of person appointed to a post in the Service, shall be such as may be admissible under the rules referred to in rule 35 or as may be sanctioned by the Government from time to time.

33. *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.

34. *Criteria for crossing an efficiency bar.*—No member of the Service shall be allowed to cross an efficiency bar unless in the opinion of the Appointing Authority he has worked satisfactorily and his integrity is unquestionable.

35. *Regulation of Pay, Dearness Allowances, Pension etc.*—Except as provided in these rules the pay, allowances pension and other conditions of service of the members of the Service shall be regulated by:—

- (1) The Rajasthan Civil Services (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 Travelling Allowances Rules, 1971, as amended from time to time;
- (8) The Rajasthan Civil Service (Revised New Pay Scales) Rules, 1976;
- (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 and scope of these rules, it shall be referred to in the Department of Personnel and Administrative Reforms whose decision thereon shall be final except as provided in rule 20.

37. *Repeal and Saving.*—All rules and orders in relation to the matters covered by these rules and in force immediately before commencement of these rules are hereby repealed:

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

38. *Power to relax rules.*—In exceptional cases where the Administrative Department of the Government is satisfied that operation of the rule 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 provisions of these rules to such extent and subject to such conditions as it may consider necessary for dealing with the case in a just and equitable manner, provided that such relaxation shall not be less favourable than the provisions already contained in these rules. Such cases of relaxation shall be referred to the Rajasthan Public Service Commission by the Department of Personnel and Administrative Reforms, (Department of Personnel-A-Gr. II).

## SCHEDULE

S.No.	Name of the post	Method of recruitment with percentage	Qualifications and Experience for direct recruitment.	Posts from which promotion is to be made	Qualification & Experience required for promotion
1	2	3	4	5	6
1.	Divisional Superintendent Motor Garage (15) Rs.550-1010	50% by promotion 50% by direct recruitment	(i) Diploma in Automobile Engineering with 3 years experience  OR  (ii) Diploma in Mechanical Engineering with 5 years experience in Automobile line in supervisory capacity	Foreman/Mechanical Inspector	(i) 3 years experience who possess Diploma in Automobile/ Mechanical Engineering.  (ii) 7 years experience in case of those who do not possess Diploma in Automobile/ Mech. Engineering and who have passed Secondary or equivalent examination.
2.	Foreman/Mechanical Inspector (13) 470-830 (10) 440-770	50% by promotion 50% by direct recruitment	Diploma in Automobile Engineering  OR  Diploma in Mechanical	Mechanic Gr.I  Fitter Gr. I	(1) 5 years experience in case of those who possess I.T.I. certificate in Motor/ Diesel Mechanism.

Engineering with 2 years  
experience in Automobile  
line

(2) 10 years experience in  
case of those who do  
not possess I.T.I.  
certificate.

3. Mechanic Gr.I/  
Fitter Gr. I  
(8) 370-590

50% by promotion  
50% by direct  
recruitment

Secondary or equivalent  
examination passed with  
I.T.I. certificate in respec-  
tive trade with 3 years ex-  
perience in the trade of  
Automobile line

Mech.Gr.II/  
Fitter Gr. II/  
Driver

3 years experience in case  
of Mech. Gr.II/fitter  
Gr.II  
&  
5 years experience in case  
of driver with knowledge  
of Motor Mechanism to  
be judged through trade  
test.

4. Electrician  
(8) 370-590

50% by promotion  
50% by direct  
recruitment

Secondary or equivalent  
examination passed with  
I.T.I. certificate in trade  
with 3 years experience  
in the trade of Automobile  
line.

Batteryman/Helper  
of Electrical Unit

(1) 5 years experience in  
case of Batteryman, and  
(2) 6 years experience in  
case of helper of Elec-  
tric unit with know-  
ledge of electrical line  
to be judged through  
trade test.

5. Driver  
(7) 355-570

50% by promotion  
50% by direct  
recruitment

Educated upto VIII  
class with Heavy & light  
duty driving licence & 3

Mechanic II/Fit-  
ter Gr.II & em-  
ployee of class

Having Heavy & Light  
duty driving licence with  
2 years experience and

1	2	4	5	6	
		<p>years experience as a driver &amp; must also possess the following:—</p> <p>(i) Weight not more than 65 Kg.</p> <p>(ii) Sight 6×6 with or without glasses.</p> <p>(iii) Knowledge of Road side repairs &amp; efficiency in driving to be examined by Trade Test.</p>	IV service	knowledge of road side repairs & efficiency in driving to be examined through trade test.	
6.	Mechanic Gr.II/ Fitter-II (6) 295-500	50% by promotion 50% by direct recruitment	I.T.I. certificate in respective trade with 2 years experience in Automobile line	Helper	With 5 years experience as a Helper to Mechanic/Fitter having knowledge in respective automobile line to be judged through trade test.

[No.F.2(4)DOP/A.II/77.]

By Order and in the name of the Governor,

**अरुण कुमार,**

*Special Secretary to the Government.*

Government Central Press, Jaipur,

