

The Rajasthan Panchayati Raj Prabodhak Service Rules, 2008

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SCHEDULE

The Rajasthan Panchayati Raj Prabodhak Service Rules, 2008

G.S.R. 21.- In exercise of the powers conferred by sec. 102 read with Sec. 89 of the Rajasthan Panchayati Raj Act, 1994 (Act No. 13 of 1994) and all other powers enabling it in this behalf, the State Government of Rajasthan hereby makes the following rules, namely -

Part-I

GENERAL

1. **Short title and commencement.** - (1) These rules may be called the Rajasthan Panchayati Raj Prabodhak Service Rules, 2008,
 - 2 They shall come into force at once,
2. **Definitions.** - In these rules unless the context otherwise requires, -
 - (a) "Appointing Authority" means the Additional Chief Executive Office-cum-District Education Officer (Elementary Education) of concerned district or Authority to whom powers in this behalf may be delegated by the Government by a special or general order and subject to such conditions as it may deem fit;
 - (b) "Committee" means, with reference to direct recruitment District Establishment Committee and with reference to promotion, committee constituted under Rule 28;]
 - (c) "Direct recruitment" means recruitment made in accordance with Part IV of these rules;
 - (d) "Government" means the Government of Rajasthan;
 - (e) "State" means the State of Rajasthan;
 - (f) "Member of Service" means a person appointed to a post in the service on the basis of regular selection under the provisions of these rules;
 - (g) "Promotion Committee" means a committee constituted under Rule 28 in reference to promotion;
 - (h) "Service" means the Rajasthan Panchayat Raj Prabodhak Service;

- (i) "Schedule" means the schedule appended to these rules;
- (j) "Substantive Appointment" means an appointment made under the provisions of these rules to a substantive post after due selection by any of the method of recruitment prescribed under these rules and includes an appointment on probation or as a probationer followed by confirmation on the completion of the probationary period;
- (k) "Teaching Experience" for the purpose of direct recruitment, means the teaching experience gained in any Government School/Government Educational Projects viz, Lok Jumbish Pariyojana/Serva Shiksha Abhiyan/District Primary Education Programme/ Rajiv Gandhi Pathshala/Shiksha karmi Board and listed Madarsa under the Madarsa Board.

Note - For the purpose of computing teaching experience period spent in training, leave, deputation and summer vacation etc, shall also be counted.]

- (l) "Service " or "Experience" wherever prescribed in these rules as a condition for promotion from one Service to another or within the Service from one category to another or to senior posts, in the case of a person holding a lower post eligible for promotion to higher post shall include the period for which the person has continuously worked on such lower post after regular selection in accordance with rules promulgated;

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

- (m) "Year" means financial year.
- (n) "Zila Parishad" means the institution of self Government established under the Rajasthan Panchayati Raj Act, 1994, for rural areas at the district level.]

3. Interpretation. - Unless the context otherwise requires, the Rajasthan General Clauses Act, 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. - (1) The service shall consist of the posts specified in column 2 of the schedule.

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

Provided that the Government may -

- (a) Create any post, permanent or temporary, from time to time as may be found necessary, and
- (b) Leave unfilled or hold in abeyance or abolish any post, permanent or temporary, from time to time, without thereby entitling any person to any compensation or creating any compulsion to recruit against any post.

5. **Constitution of the Service.** - The service shall consist of persons recruited to the service in accordance with the provisions of these rules.

Part III

METHODS OF RECRUITMENT

6. **Methods of Recruitment.** - Recruitment to the service after the commencement of the rules shall be made by the following methods
 - (a) by direct recruitment in accordance with Part IV of these rules,
 - (b) by promotion in accordance with part V of these rules.
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) In filling the vacancies so reserved the eligible candidates who are members of the Scheduled Castes and Scheduled Tribes shall be considered for appointment in the order in which their names appear in the list prepared for direct recruitment by the Committee and in the case of promotion by the Promotion Committee, irrespective of their relative rank as compared with other candidates.
 - (3) Appointment shall be made strictly in accordance with the roasters prescribed separately for direct recruitment and promotion.
 - (4) In the event of non-availability of the eligible and suitable candidates amongst the Scheduled Castes or Scheduled Tribes, as the case may be for direct recruitment, in a particular year, the vacancy so reserved for them shall be carried forward to the

subsequent three recruitment years. After the expiry of three recruitment years such carried forward vacancies shall be filled in accordance with the normal procedure:

Provided that if recruitment is not held in any recruitment year, such recruitment year shall not be counted for the purpose of this sub-rule.:

Provided further that filling up of the vacancies in accordance with the normal procedure under this sub-rule shall not affect the reservation of posts as per the post based roster and vacancies on the reserved posts available in the roster may be filled in from amongst the persons belonging to the Scheduled Castes and the Scheduled Tribes, as the case may be, for which such vacancy is available in subsequent years.

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

- 8. Reservation of vacancies for the Backward Classes, Special Backward Classes and Economically Backward Classes** - Reservation of vacancies for the Backward Classes, Special Backward Classes and Economically Backward Classes shall be in accordance with the provision of law in force at the time of direct recruitment. In the event of non-availability of eligible and suitable candidate amongst Backward Classes, Special Backward Classes and Economically Backward Classes in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure.]

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

Explanation - In the case of widow, she will have to furnish a certificate of death of her husband from the Competent Authority and in case of divorces she will have to furnish the proof of divorced.]

9A. Reservation of vacancies for outstanding sports persons. - Reservation of vacancies or outstanding sports persons shall be 2% of the total vacancies in that year earmarked for direct recruitment. In the event of non-availability of the eligible and suitable sports persons in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure and such vacancies shall not be carried forward to the subsequent year. The reservation for sports persons shall be treated as horizontal reservation and it shall be adjusted in the respective category to which the sports persons belong.

Explanation. - 'Outstanding sportspersons' shall mean and include the sports persons belonging to the State, who, -

(i) represented Indian Team in Individual or in Team event in any International Tournament of any Sports and Games, recognized by the Indian Olympic Association or recognized National Sport Federation;

or

(ii) represented Indian Team in Individual or in Team event in any International Tournament of any Sports and Games, recognized by the Indian School Sport Federation or concerned recognized National School Games Federation;

or

- (iii) Medal Winner in the Individual or in the Team event in any National Tournament of any Sports and Games, recognized by the Indian Olympic Association or concerned recognized National Sports Federation;

or

- (iv) Medal Winner in the All Inter University Tournament in Individual event or in Team event in the any Sports and Games, recognized by Indian Universities Association.]

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

(2) The vacancies so determined shall be filled in by the method prescribed in the rules.

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

11. Nationality. - A candidate for appointment to the service must be:

(a) a citizen of India, or

(b) a citizen of Nepal, or

(c) a subject of Bhutan, or

(d) a Tibetan refugee who came over to Indian before the 1st January, 1962 with the intention of permanently setting in India, or

(e) a person of Indian origin who has migrated from Pakistan, Burma, Shri Lanka and East African countries of Kenya, Uganda and the United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire and Ethopoia with the intention of permanently setting in India -

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

12. Conditions of eligibility of persons migrated from other countries to India. - Notwithstanding anything contained in these rules provisions regarding eligibility for recruitment to the Service with regard to nationality, age limit and fee or other concession to a person, who may migrate from other countries to India with the intentions 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.

13. Age. - A candidate for direct recruitment to a post enumerated in the Schedule must have attained the age of 23 years and must not have attained the age of 35 years on the first days of January 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 male candidates belonging to the Scheduled Castes, Scheduled Tribes and the Other Backward Classes,
- (ii) that the upper age limit mentioned above shall be relaxed by 5 years in case women candidates belonging to General Category,
- (iii) That the upper age limit mentioned above shall be relaxed by 10 years in the case of woman candidate belonging to the Scheduled Caste, Scheduled Tribes and the Other Backward Classes,
- (iv) that the upper age limit mentioned above shall be 50 years in the case of Ex-service personnel and the reservists, namely the Defence Service Personnel who were transferred to the reserve,
- (v) that the person serving under the educational project in the State viz Rajiv Gandhi Pathshala/Shiksha Karmi Board/Lok Jumbish Pariyojana/Sarva Shiksha Abhiyan/District Primary Education Programme [listed Madars under the Madarsa Board]¹ shall be deemed to be within age limit, had they been within the age limit when they were initially engaged even though they may have crossed the age limit at the time of direct recruitment,
- (vi) that the upper age limit mentioned above shall be relaxed by a period equal to the service rendered in the NCC in the case of Cadet Instructions and if the resultant age does not exceed the prescribed maximum age limit by more than three years, they shall be deemed to be within the prescribed age limit,
- (vii) that the Released Emergency Commissioned Officers and Short Service Commissioned Officers after release from the Army shall be deemed to be within the age limit even though they have crossed the age limit when they appear before the committee had they been eligible as such at the time of their joining the Commission in the Army,
- (viii) that there shall be no upper age limit in the case of widows and divorced women.

14. Academic and Professional Qualifications. - A candidate for direct recruitment to the posts specified in the Schedule shall, in addition to such experience as is required shall possess -

- (i) the qualification given in column 6 of the schedule, and]
- (ii) working knowledge of Hindi written in Devnagri Scripts and knowledge of Rajasthani culture.

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

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

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

16. Physical Fitness. - A candidate for direct recruitment to the Service, must be in good mental or bodily health and free from any mental or physical defect likely to interfere with the efficient performance of his duties as a member of service and if selected must produce a certificate to that effect from a Medical Authority notified by the Government for the

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

- 17. Disqualifications for appointment.** - (1) No male candidate, who has more than one 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 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).

- (4) No candidate shall be eligible for appointment to the service who has more than two children on or after 1-6-2002;

Provided that the candidate having more than two children shall not be deemed to be disqualified for appointment so long as the number of children he/she has on 1-6-2002 does not increase;

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

Provided also that the provisions of this sub-rule shall not be applicable to the appointment of a widow to be made under the Rajasthan Compassionate Appointment of Dependents of Deceased Government Servant Rules, 1996.

- 18. Employment by irregular or improper means.** - A candidate, who is or has been declared by the Government or Committee guilty of impersonation or of submitting fabricated documents which have been tampered with or of making statements which are incorrect or false or of suppressing material information or of using or attempting to use unfair means in the examination or interview or otherwise resorting to any other irregular or improper means for obtaining admission to the examination or appearing at any interview may, in addition to rendering himself liable to criminal prosecution -
- (a) by the Government or Committee as the case may be from admission to any examination or appearance at any interview held by the Government or Committee for selection of candidates, and
 - (b) by the Government from employment under the Government.
- be debarred either permanently or for specified period -
- 19. Canvassing.** - No recommendation for direct 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/her candidature by any means, may disqualify him/her for recruitment.

Part IV

PROCEDURE FOR DIRECT RECRUITMENT

- 20. Direct recruitment** - Direct recruitment to the post of Prabodhak shall be made by the District Establishment Committee of the Zila Parishad concerned.]
- 21. Inviting of application.** - Application for direct recruitment to posts in the Service shall be invited by the Member-Secretary of the Committee by advertising the vacancies to be filled, in the official Gazette or in such other manner, as may be deemed fit by the Government. The advertisement shall contain a clause that a candidate who accepts the assignment on the post being offered to him/her shall be paid monthly fixed remuneration at the rate fixed by the State Government from time to time during the period of probation and the scale of pay as shown else-where in the advertisement shall be allowed only from the date of successful completion of the period of probation mentioned in these rules:

Provided that while selecting candidates for the vacancies so advertised, the Committee may, if they receive intimation of additional requirement not exceeding 50% of the advertised 'vacancies, before the selection, also select suitable persons to meet such additional requirement.

22. Form of Application. - The application shall be made in the form prescribed by the Government and obtainable from the office of concerned District Education Officer (Elementary Education) on payment of such fee, if any, as may be fixed by the Government.

23. Application Fee. - A candidate for direct recruitment to a post in the Service shall pay to the [Zila Parishal concerned]¹ such fees as may be fixed by the Government from time to time, in such manner as may be indicated by it.

24. Scrutiny of applications - The District Establishment Committee concerned shall scrutinize the applications received and prepare merit on the basis of such weightage as may be specified by the State Government for the marks secured in the Teacher Eligibility Test (TET) marks obtained in the minimum qualifying academic and professional examination specified in column 6 of the Schedule and such marks having regard to the length of Teaching Experience exceeding one year acquired by the persons working, other than those working through placement agency, in any Government School/Government Educational Projects viz. Lok Jumbish Pariyojana/Serva Shiksha Abhiyan/District Primary Education Programme/Rajiv Gandhi Pathshala/Shiksha karmi Board and listed Madarsa under the Madarsa Board.

Explanation - Wherever percentage of the marks cannot be ascertained due to grade awarded to the candidate in the particular examination, the median of the grade awarded to the candidate in such examination shall be basis for the preparation of the merit list.]

25. Recommendation of the Committee. - The Committee shall prepare a list of the candidates whom, they consider suitable for appointment to the posts concerned, arranged in the order of merit and forward the same to the Appointing Authority;

Provided that the Committee may to the extent of 50% of the advertised vacancies, keep names of suitable candidates on the reserve list. The names of such candidates may, on requisition, be recommended in the order of merit to the Appointing Authority within 6 months from the date on which the Committee forwards the original list to the Appointing Authority.

26. Selection by Appointing Authority. - Subject to the provisions of Rules 7, 8, 9 and 10, the Appointing Authority shall select candidates who stand highest in the order of merit in the list prepared by the ¹[Committee under Rule 25] :

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

Part V

PROCEDURE FOR RECRUITMENT BY PROMOTION

- 27. Criteria for selection.** - The persons enumerated in column 4 of the Schedule, shall be eligible, on the basis of seniority-cum-merit for promotion to posts specified in column 2 subject to their possessing the minimum qualifications and experience on the first day of the month of April of the year of selection specified in column 5.
- 28. Constitution of the Promotion Committee.** - Recruitment by promotion under these rules shall be made by the promotion committee at district level consisting of the following, namely :-
- | | |
|--------------------------------------------------------------------------------------------------------------------|--------------------|
| 1. Zila Parmukh | - Chairman |
| 2. Chief Executive Officer | - Member |
| 3. District Education Officer (Elementary Education) | - Member Secretary |
| 4. Addl. District Education Officer/ Addl. District Education Officer cum Senior Deputy District Education Officer | - Member |
- 29. Criteria, Eligibility and procedure for Promotion.** - (1) As soon as the Appointing Authority determines the number of vacancies under rule regarding determination of vacancies of these rules and decided that a certain number of posts are required to be filled in by promotion, it shall subject to provisions of sub-rule (6), prepare a correct and complete list of the senior most persons who are eligible and qualified under these rules for promotion.
- (2) The persons enumerated in the relevant column regarding post from which promotion is to be made 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 the relevant column regarding qualifications and experience for promotion.

- (3) No person shall be considered for promotion in the service unless he is regularly selected on the post from which promotions to be made in accordance with one of the methods of recruitment prescribed under the provisions of these rules.
- (4) No person shall be considered for promotion for five recruitment years from the date on which his promotion becomes due, if he/she more than two children on or after 1st June, 2002:

Provided that -

- (i) the person having more than two children shall not be deemed to be disqualified for promotion so long as the number of children he/she has on 1st June, 2002 does not increase;
- (ii) where a Government servant has only one child from the earlier delivery but more than one child are born out of a single subsequent delivery, the children so born shall be deemed to be one entity while counting the total number of children.
- (5) Selection for promotion on the post included in the service shall be made on the basis of seniority-cum-merit,
- (6) The zone of consideration of persons eligible for promotion shall be as under :-

(i)	Number of vacancies	Number of eligible persons to be considered
	(a) for one vacancy	five eligible persons
	(b) for two vacancies	eight eligible persons
	(c) for three vacancies	ten eligible persons
	(d) for four or more vacancies	- three times the number of vacancies

- (ii) where, the number of eligible persons for promotion to higher post is less than number specified above, all the persons so eligible shall be considered.
- (iii) where, adequate number of the candidates belonging to the Scheduled Castes or the Scheduled Tribes, as the case may be, are not available within the zone of consideration specified above, the zone of consideration may be extended up to seven times the number of vacancies and the candidates belonging to the Scheduled Castes or the Scheduled Tribes, as the case may be (and not any other) coming within the extended zone of consideration shall also be considered against the vacancies reserved for them.

- (7) Except as otherwise expressly provided in this rule, the conditions of eligibility for promotion, constitution of the promotion Committee and procedure for selection shall be the same as prescribed elsewhere in these rules.
- (8) The Promotion Committee shall consider the cases of all the senior most persons who are eligible and qualified for promotion to the class of post concerned under these rule4s and shall prepare a list containing names of the persons found suitable for promotion equal to the number of vacancies determined under these rules. The list so prepared shall be arranged in the order of seniority of the category of post from which selection is made.
- (9) The Promotion Committee may also prepare a list on the basis of seniority-cum-merit containing names of persons not exceeding the number of persons selected in the list prepared under sub-rule (8) above to fill temporary or permanent vacancies, which may occur subsequently. The list so prepared shall be arranged in the order of the seniority in their category of post from which selection shall be made. Such a list shall be reviewed and revised by the Promotion Committee that meets in the subsequent year and that such list shall remain in force till the end of the last day of the year for which the meeting of the Promotion Committee is held.
- (10) Lists prepared under sub-rule (8) and (9) shall be sent to the Appointing Authority together with Annual Confidential Reports/Annual Performance Appraisal Reports and other Service Records of all the candidates include in the List as also of those not selected, if any.
- (11) If in any subsequent year, after promulgation of these rules vacancies relating to any earlier year are determined under these rules which were required to be filled in by promotion, the Promotion Committee shall consider the cases of all such persons who would have been eligible in the year to which the vacancies relate irrespective of the year in which the meeting of the Promotion Committee is held and such promotions shall be governed by the criteria and procedure for promotion as was applicable in the particular year to which the vacancies relate and the service/experience of an incumbent who has been so promoted, for promotion to higher post, for any period during which he has not actually performed the duties of the post, to which he would have been promoted, shall be counted. The pay of a person who has been so promoted

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

- (12) The Government or the Appointing Authority may order for the review of the proceedings of the Promotion Committee held earlier on account of some mistake or error apparent on the face of record, or on account of a factual error substantially affecting the decision of the Promotion Committee or for any other sufficient reason e.g. change in seniority, wrong determination of vacancies, judgment/direction of any court or tribunal, or where adverse entries in the confidential reports of any individual are expunged or toned down or a punishment inflicted on him is set aside or reduced. The concurrence of the Government shall always be obtained before holding the meeting of the Review Promotion Committee.
- (13) The list prepared by the Promotion Committee shall be forwarded to the Appointing Authority along with the personal files and Annual Confidential Rolls, Annual Performance Appraisal Reports of all the persons whose names have considered by the Promotion Committee.
- (14) The Appointing Authority shall consider the lists prepared by the Promotion Committee along with other relevant documents received from the Promotion Committee and unless any change is considered necessary, shall approve the lists. In case the Promotion Committee considers it necessary to make any change in the lists received from the Appointing Authority, it shall inform the Appointing Authority of the changes proposed by it. After taking into account the comments of the Promotion Committee, if any, the Appointing Authority may approve the lists finally with such modifications, as may, in it's opinion, be just and proper when the Appointing Authority is an authority subordinate to the Government, the lists approved by the Committee shall be disturbed only with approval of the Government.
- (15) Appointments shall be made by the Appointing Authority taking persons out of the lists finally approved under the preceding sub-rule (14) in the order in which they have been placed in the list, till such lists are exhausted or reviewed and revised or remained in force, as the case may be.
- (16) The Government may issue instructions for provisionally dealing with the promotions, appointments or other ancillary matters in an equitable and fair manner in case of person who may be under suspension, or against whom departmental proceeding is

under progress, at the time promotions are considered to a post to which they are eligible or would have been eligible but for such suspension or pendency of such enquiry or proceedings.

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

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

Part VI

APPOINTMENT, PROBATION AND CONFIRMATION

31. Urgent Temporary Appointment. - (1) A vacancy in the Service which can not be filled in immediately by direct recruitment or by promotion under the rules may be filled by the authority competent to make appointment, 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 Government for concurrence, and shall be terminated immediately on its refusal to concur.

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

shall however be subject to concurrence of the Promotion Committee as required under the said sub-rule.

32. Seniority. - Seniority of persons appointed to the post encadred in the service shall be determined form the date of appointment on the post after regular selection in accordance with the provisions of these rules. Appointment on adhoc or urgent temporary basis shall not be deemed to be appointment after regular selection.

33. Period of Probation. - (1) A person entering the service by direct recruitment against a clear vacancy shall be placed as Probationer-trainee for a period of 2 years:

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

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

34. Confirmation in certain cases. - (1) Notwithstanding anything to the contrary contained in the preceding rule, a person appointed to a post in the service temporarily or on officiating basis, who after regular recruitment by any one of the methods or recruitment prescribed under these rules has not been confirmed, within a period of six months on completion of a period of two years service in case he is appointed by direct recruitment shall be entitled to be treated as confirmed in accordance with his seniority if -

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

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

probationer or reverted to his substantive or lower post, if any, to which he may be entitled.

- (3) The employee referred to in sub-rule (1) above, shall not be debarred from confirmation after said period of service if no reasons to the contrary about the satisfactory performance of his work are communicated to him within said period of service.
- (4) The reasons for not confirming of any employee referred in sub-rule (1) above shall be recorded by the Appointing Authority in his service book and Annual Performance Appraisal Report.

35. 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 terminate him from service:

Provided that -

- (i) The Appointing Authority may, if it so thinks fit in any case or class of cases, extend the period of probation of any member of service by a specified period not exceeding two years in case of persons appointed to a post in the Service by direct recruitment and one year in the case of persons appointed by promotion, to such post.
 - (ii) The Appointing Authority may, if it so thinks fit in case of persons belonging to 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 provision during the period of probation, if a probationer is placed under suspension, or disciplinary proceedings are contemplated or started against him, the period of his probation may be extended till such period the Appointing Authority thinks fit in the circumstances.
 - (3) A probationer reverted or discharged from service during or at the end of the period of probation under sub-rule (1) shall not be entitled to any compensation.

- 36. Confirmation.** - (1) A probationer shall be confirmed in his appointment at the end of his period of probation if -
- (a) he has passed the departmental examination, if any,
 - (b) he has passed departmental test of proficiency in Hindi; and
 - (c) the Government is satisfied that his integrity is unquestionable and that he is otherwise fit for confirmation.
- (2) Notwithstanding anything contained in sub-rule (1) a probationer shall be confirmed in his appointment at the end of his period of probation, if the prescribed Departmental Examination/Training/proficiency test in Hindi, if any, are not held during the period of probation, laid down in the rules, if he is otherwise fit for confirmation.

Part VII

PAY

- 37. Pay during probation.** - A probationer trainee appointed to the service by direct recruitment shall be paid monthly fixed remuneration during the period of probation at such rates as may be fixed by the Government from time to time.
- 37A. Fixation of initial pay of Prabodhak having experience of beyond 5 years** - A Prabodhak appointed as probationer trainee of fixed remuneration, on successful completion of period of probation, shall be granted one increment or every additional three years of continuous teaching experience gained before his appointment, beyond the required minimum 5 years continuous teaching experience without any break in any recognized educational institution/educational project.]
- 38. Regulations of pay, leave, allowances, contributory pension etc.** - Except as provided in these rules, the pay, allowances, contributory pension, leave and other conditions of service of the member of the Service, shall be regulated by -
- (i) The Rajasthan Service Rules, 1951, as amended from time to time.
 - (ii) The Rajasthan Civil Services (Classification, Control and Appeal) Rules, 1958, as amended from time to time,
 - (iii) The Rajasthan Travelling Allowance Rules, 1971, as amended from time to time
 - (iv) The Rajasthan Civil Services (Revised Pay Scales) Rules, 1998, as amended from time to time,

(v) The Rajasthan Civil Services (Contributory Pension) Rules, as amended from time to time,

(vi) The Rajasthan Civil Services (Conduct) Rules, 1971, as amended from time to time.

39. Removal of doubts. - If any doubt arises relating to the application and scope of these rules, it shall be referred to the Government whose decision thereon shall be final.

40. Power to relax rules. - In exceptional cases where the Appointing Authority 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 Appointing Authority 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 person, it may with the concurrence of the Government, by order 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:

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

S. No.	Name of Post	Method of Recruitment with percentage	Post from which promotion is to be made	Qualification and Experience for Promotion	Qualification and Expenditure for Direct Recruitment
1	2	3	4	5	6
1	Sr. Prabodhak (5000-8000) (1) Samanya Shiksha	100% Promotion	by Prabodhak (Samanya Shiksha)	Bachelor of Elementary Education (B.El.Ed.) or Graduation with Bachelor of Education (B.Ed.) or its equivalent and must have 9 years experience on the post mentioned in column No. 4.	
	(2) Shareerik Shiksha	100% Promotion	by		
2.	Prabodhak (1) Samanya Shiksha (a) Level-I for Classes I to v	100% direct recruitment	by -	-	(a) Senior Secondary (or its equivalent) with at least 50% marks and 2-years Diploma in Elementary Education (BSTC); or Senior Secondary (or its equivalent) with at least 45% marks and 2-years Diploma in Elementary Education (BSTC) in accordance with the NCTE (Recognition Norms and Procedure), Regulations, 2002;

(b) Level-II for
Classes VI to
VIII

(2) Shareerik 100% direct by
Shiksha recruitment

or
Senior Secondary (or its equivalent)
with at least 50% marks and 4-years
Bachelor of Elementary Education
(B.El.Ed.);

or
Senior Secondary (or its equivalent)
with at least 50% marks and 2-years
Diploma in Education (Special
Education);

or
(b) Pass in the Teacher Eligibility Test
(TET), to be conducted by the
appropriate Government in accordance
with the Guidelines framed by the
NCTE for the purpose.

(a) Graduation and 2-years Diploma in
Elementary Education;

or
Graduation with at least 50% marks
and 1-year Bachelor in Education
(B.Ed.);

or
Graduation with at least 45% marks
and 1-year Bachelor in Education
(B.Ed.) in accordance with the NCTE
(Recognition Norms and Procedure)
Regulations issued from time to time in
this regard;

or
Senior Secondary (or its equivalent)
with at least 50% marks and 4-years
B.A./B.Sc. Ed. Or B.A.Ed. /B.Sc.Ed.;

or
Graduation with at least 50% marks
and 1-year B.Ed. (Special Education)
and

(b) Pass in the Teacher Eligibility Test
(TET), to be conducted by the
appropriate Government in accordance
with the Guidelines framed by the
NCTE for the purpose.

(a) Senior Secondary School certificate
or Intermediate or its equivalent and
Certificate in Physical Education
(C.P.Ed) of a duration of not less than
two years or its equivalent

or
(b) Senior Secondary School Certificate
or its equivalent with "Bachelor of
Physical Education (B.P.Ed.) or
Certificate in Physical Education
(C.P.Ed.) or Diploma in Physical
Education (D.P.Ed.) recognized by the
National Council for Teacher Education,
from time to time.]
