

Health Education officer  
 Sub-Editor  
 Wome Welfare officer  
 Draftsman  
 Photographers  
 Projectorist-Contract

## HARYANA GOVERNMENT

## HEALTH DEPARTMENT

## Notification

The 23rd June, 1989

No. G.S.II.57/Cust. Act. 109/89, in exercise of the powers conferred by the provisions of article 309 of the Constitution of India the Governor of Haryana hereby makes the following rules regulating the recruitment and conditions of service of persons appointed to the Haryana Health Directorate, Technical and Miscellaneous (Group-C) Services namely :-

## Part I-General

Short title. 1. These rules may be called the Haryana Health Directorate, Technical and Miscellaneous (Group-C) Service Rules, 1989.

Definition. 2. In these rules, unless the context otherwise requires—

(a) "Board" means the Subordinate Services Selection Board, Haryana.

(b) "Direct recruitment" means an appointment made otherwise than by promotion from within the service or by transfer of an official already in the service of the Government of India or any State Government.

(c) "Director" means the Director of Health Services, Haryana.

(d) "Government" means the Haryana Government in the Administrative Department.

(e) "Service" means the Haryana Health Directorate, Technical and Miscellaneous (Group-C) Service.

(f) Recognised University means :-

(i) any university incorporated by law in India; or

(ii) in the case of a degree, diploma, or certificate obtained as a result of examination held before the 15th August, 1947, the Punjab, Sind or Dacca University; or

(iii) any other University which is declared by the Government to be a recognised University for the purpose of these rules.

## Part II-Recruitment to Service

Number and  
 Character of  
 post.

3. The Service shall comprise the posts shown in Appendix 'A' to these rules, provided that nothing in these rules shall affect the inherent right of Government to make additions to, or reductions in, the number of such posts or to create new posts with different designations and scales of pay, either permanently or temporarily.

4. (i) No person shall be appointed to any post in the service, unless he is—

Nationality  
domicil and  
character of  
candidate  
appointed to  
the Service.

- (a) a citizen of India, or
- (b) a subject of Nepal, or
- (c) a subject of Bhutan, or
- (d) a Tibetan refugee who came over to India before the 1st January, 1962, with the intention of permanently settling in India;
- (e) a person of Indian origin, who has migrated from Pakistan, Burma, Sri Lanka or any of the East African countries of Kenya, Uganda, 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 person belonging to any of the categories (b) (c), (d) or (e) shall be a person in whose favour a certificate of eligibility has been issued by the Government.

(2) A person in whose case a certificate of eligibility is necessary may be admitted to an examination or interview conducted by the Board or any other recruiting authority, but the offer of appointment may be given only after the necessary eligibility certificate has been issued to him by the Government.

(3) No person shall be appointed to any post in the Service by direct recruitment, unless he produces a certificate of Character from the principal academic officer of the University, College, School or Institution last attended, if any, and similar certificate from two other responsible persons, not being his relatives, who are well acquainted with him in his private life and are unconnected with his university, College and School or Institution.

5. No person shall be appointed to any post in the service by direct recruitment who is less than seventeen years and more than thirty years of age on the last date of submission of applications to the Board.

Age.

6. Appointments to the posts in the Service shall be made by the

Appointing  
authority.

7. No person shall be appointed to any post in the Service, unless he is in possession of qualifications and experience specified in Column 3 of Appendix B to these rules in the case of direct recruitment and in Column 4 of the above said Appendix in the case of appointment other than by direct recruitment.

Qualifica-  
tions.

Provided that in the case of direct recruitment, the qualifications regarding experience shall be relaxable to the extent of 50% at the discretion of the Board or any other recruiting authority in case sufficient number of candidates belonging to Scheduled Castes, backward classes, ex-service-men and physically handicapped candidates, possessing the requisite experience are not available to fill up the vacancies reserved for them, after recording reasons for so doing in writing.

Disquali-  
fications.

## 8. No person,—

- (a) who has entered into or contracted a marriage with a person having a spouse living, or
- (b) who having a spouse living, has entered into or contracted marriage with any person, shall be eligible for appointment to any post in the Service:

“Provided that the Government may if satisfied, that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are no other grounds for so doing exempt any person from the operation of this rule.

Method  
of recruit-  
ment.

## 9. Recruitment to the Service shall be made,—

## (a) in the case of Health Education Officer,

- (i) by direct recruitment; or
- (ii) by transfer or deputation of an officer/official already in the Service of the Government of India or any State Government.

## (b) in the case of sub-editor—

- (i) by direct recruitment; or
- (ii) by transfer or deputation of an officer/official already in the Service of the Government of India or any State Government.

## (c) in the case of Women Welfare Officer—

- (i) by direct recruitment; or
- (ii) by transfer or deputation of an officer/official already in the Service of the Government of India or any State Government.

## (d) in the case of Artist—

- (i) by direct recruitment; or
- (ii) by transfer or deputation of an officer/official already in the Service of the Government of India or any State Government.

## (e) in the case of Research Assistant—

- (i) by direct recruitment; or
- (ii) by transfer or deputation of an official/Officer already in the Service of the Government of India or any State Government.

(f) in the case of Draftsman—

(i) by direct recruitment, or

(ii) by transfer or deputation of an officer/official already in the Service of the Government of India or any State Government.

(g) in case of Home Science Assistant—

(i) by direct recruitment ; or

(ii) by transfer or deputation of an officer/official already in the Service of the Government of India or any State Government.

(h) in the case of Teacher—

(i) by direct recruitment; or

(ii) by transfer or deputation of an officer/official already in the Service of the Government of India or any State Government.

(i) in the case of Librarian—

(i) by direct recruitment; or

(ii) by transfer or deputation of an officer/official already in the Service of the Government of India or any State Government.

(j) in the case of projectionist-cum-Mechanic—

(i) by direct recruitment, or

(ii) by transfer or deputation of an official/officer already in the Service of the Government of India or any State Government.

(k) in the case of photographer—

(i) by direct recruitment, or

(ii) by transfer or deputation of an officer/official already in the Service of the Government of India or any State Government.

(l) in the case of Craftman-cum-carpenter—

(i) by direct recruitment or

(ii) by transfer or deputation of an officer/official already in the Service of the Government of India or any State Government.

10. (f) Person appointed to any post in the Service shall remain on Probation for a period of two years, if appointed by direct recruitment or one year, if appointed otherwise; provided that—

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- (a) any period, after such appointment, spent on deputation on a corresponding or a higher post shall count towards the period of probation;
  - (b) any period of work in equivalent or higher rank, prior to appointment to any post in the Service may, in the case of an appointment by transfer at the discretion of the appointing authority, be allowed to count towards the period of probation fixed under this rule; and
  - (c) any period of officiating appointment shall be reckoned as period spent on probation, but no person who has so officiated shall, on the completion of the prescribed period of probation be entitled to be confirmed unless he is appointed against a permanent vacancy.
- (2) If, in the opinion of the appointing authority, the work or conduct of a person during the period of probation is not satisfactory, it may—
- (a) If such person is appointed by direct recruitment, dispense with his Services, and
  - (b) if such person is appointed otherwise than by direct recruitment—
    - (i) revert him to his former post; or
    - (ii) deal with him in such other manner as the terms and conditions of the previous appointment permit.
- (3) On the completion of the period of probation of a person, the appointing authority may—
- (a) if his work and conduct has, in its opinion been satisfactory,
    - (i) confirm such person from the date of his appointment, if appointed against a permanent vacancy, or
    - (ii) Confirm such person from the date from which a permanent vacancy occurs, if appointed against a temporary vacancy; or
    - (iii) declare that he has completed his probation satisfactorily, if, there is no permanent vacancy; or
  - (b) if his work or conduct has, in its opinion, been not satisfactory.
    - (i) dispense with his services, if appointed by direct recruitment, if appointed otherwise, revert him to his former post or deal with him in such other manner, as the terms and conditions of his previous appointment permit; or
    - (ii) extend his period of probation and thereafter pass such orders, as it could have passed on the expiry of the first period of probation provided that the total period of probation including extension, if any, shall not exceed three years.

11. Seniority.—The seniority *inter se* of members of the Service shall be determined by the length of continuous service on any post in the Service provided that where there are different cadres in the Service, the seniority shall be determined separately for each cadre:

Seniority.

Provided further that in the case of members appointed by direct recruitment order of merit determined by the Board, shall not be disturbed in fixing the seniority:

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

(a) in the case of members appointed by transfer from different cadres, their seniority shall be determined according to the seniority of such members in the appointments from which they were transferred, and

(b) In the case of members appointed by transfer from different cadres, their seniority shall be determined according to pay, preference being given to a member, who was drawing a higher rate of pay in his previous appointment; and if the rates of pay drawn are also the same, then by the length of their service in the appointments and if the length of such service is also the same, the older members shall be senior to the younger member.

(1) A member of the Service shall be liable to serve at any place, whether within or outside the State of Haryana, on being ordered so to do by the appointing authority.

Liability to service.

(2) A member of service may also be deputed to serve under,—

(i) a company, an association or a body of individuals whether incorporated or not, which is wholly or substantially owned or controlled by the State of Haryana.

(ii) the Central Government or a company, an association or a body of individuals whether incorporated or not, which is wholly or substantially owned or controlled by the Central Government an international Organisation, an autonomous body not controlled by the Government or a Private body;

Provided that no member of the Service shall be deputed to serve the Central or any other State Government or any organisation or body referred to in clause (ii) or (iii) except with his consent.

13. In respect of pay, leave, pension and all other matters, not expressly provided for in the rules the members of the service shall be governed by such rules and regulations, as may have been or may hereafter be adopted or made by the competent authority under the Constitution of India or under any law for the time being in force made by the State legislature.

Pay, leave, pension and other matter.

14. (i) In the matter relating to discipline, penalties and appeals, members of the Services shall be governed by the 11r. Civil Services (Punishment and Appeal) Rules, 1987, as amended from time to time:

Discipline penalties and appeals.

Provided that the nature of penalties which may be imposed by the authority empowered to impose such penalties and appellate authority shall, subject to the provisions of any law or rules made under article 309 of the Constitution of India, be such as are specified in Appendix 'C' to these rules.

(2) The authority competent to pass an order under clause (c) or clause (d) of sub-rule (1) of rule 9 of the Haryana Civil Services (Punishment and Appeal) Rules, 1987 and the appellate authority shall be as specified in Appendix 'D' to these rules.

15. Every member of the Service, shall get himself vaccinated and revaccinated, if and when the Government so directs by a special or general order.

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

17. Where the Government is of the opinion that it is necessary or expedient to do so, it may, by order for reasons to be recorded in writing relax any of the provisions of these rules with respect to any class or category of persons.

18. Notwithstanding anything contained in these rules, the appointing authority may impose special terms and conditions in the order of appointment if it is deemed expedient to do so:

19. Nothing contained in these rules shall affect reservations and other concessions required to be provided for Scheduled Castes, backward classes, ex-servicemen, physically handicapped persons or any other classes or category of persons in accordance with the order issued by the State Government in this regard from time to time:

Provided that the total percentage of reservations so made shall not exceed fifty per cent at any time.

20. Any rules applicable to the service and corresponding to any of these rules which is in force immediately before the commencement of these rules is hereby repealed:

Provided that any order made or action taken under the rule so repealed shall be deemed to have been made or taken under the corresponding provisions of these rules.

Vaccination.

Oath of  
allegiance.Power of  
relaxa-  
tionSpecial  
provision.

Reservation.

Repeal and  
savings.

11. Seniority.—The seniority *inter se* of members of the Service shall be determined by the length of continuous service on any post in the Service provided that where there are different cadres in the Service, the seniority shall be determined separately for each cadre:

Seniority.

Provided further that in the case of members appointed by direct recruitment order of merit determined by the Board, shall not be disturbed in fixing the seniority:

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

(a) in the case of members appointed by transfer from different cadres their seniority shall be determined according to the seniority of such members in the appointments from which they were transferred, and

(b) In the case of members appointed by transfer from different cadres, their seniority shall be determined according to pay, preference being given to a member, who was drawing a higher rate of pay in his previous appointment; and if the rates of pay drawn are also the same, then by the length of their service in the appointments and if the length of such service is also the same, the older members shall be senior to the younger member.

(1) A member of the Service shall be liable to serve at any place, whether within or outside the State of Haryana, on being ordered so to do by the appointing authority.

Liability to service.

(2) A member of service may also be deputed to serve under,—

(i) a company, an association or a body of individuals whether incorporated or not, which is wholly or substantially owned or controlled by the State of Haryana.

(ii) the Central Government or a company, an association or a body of individuals whether incorporated or not, which is wholly or substantially owned or controlled by the Central Government an international Organisation, an autonomous body not controlled by the Government or a Private body;

Provided that no member of the Service shall be deputed to serve the Central or any other State Government or any organisation or body referred to in clause (i) or (ii) except with his consent.

13. In respect of pay, leave, pension and all other matters, not expressly provided for in the rules the members of the service shall be governed by such rules and regulations, as may have been or may hereafter be adopted or made by the competent authority under the Constitution of India or under any law for the time being in force made by the State legislature.

Pay, leave, pension and other matter.

14. (i) In the matter relating to discipline, penalties and appeals, members of the Services shall be governed by the Hr. Civil Services (Punishment and Appeal) Rules, 1987, as amended from time to time:

Discipline penalties and appeals.



## APPENDIX B

(See Rule 7)

Serial No.	Designation of post	Academic Qualifications and experience, if any, for direct recruitment	Academic Qualifications and experience, if any, for appointment other than by direct recruitment
1	Health Education Officer	(i) Graduate from a recognised University. (ii) Degree or Diploma equivalent to degree in Health Education. (iii) At least three year's experience in Health and Extension Education/ Nutrition Education/Family Welfare Education. (iv) Knowledge of Hindi upto Matric standard.	(i) Graduate from a recognised University. (ii) Degree or Diploma equivalent to degree in Health Education. (iii) At least three years experience in Health and Extension Education/ Nutrition Education/Family Welfare Education. (iv) Knowledge of Hindi upto Matric standard.
2	Sub-Editor	(i) Graduate from recognised University. (ii) Degree or Diploma equivalent to degree in Journalism from a recognised University or institution. (iii) 3 year experience in active Journalism. (iv) Knowledge of Hindi upto Matric Standard.	(i) Graduate from a recognised University. (ii) Degree or Diploma equivalent to degree in Journalism from a recognised University or institution. (iii) 3 years experience in active Journalism. (iv) Knowledge of Hindi upto Matric standard.

APPENDIX A  
(See rule 3)

Serial Number	Designation of post	Number of posts		Total	Scale of pay
		Permanent	Temporary		
1	2	3	4	5	6
1	Health Education Officer	1	—	1	Rs. 1,640-60-2,600-EB-75-2,900
2	Sub-Editor	1	—	1	Rs. 1,400-40-1,600-50-2,300-EB-50-2,600
3	Women Welfare Officer	1	—	1	Rs. 1,400-40-1,600-50-2,300-EB-60-2,600
4	Artist	1	—	1	Rs. 1,400-40-1,600-50-2,300-EB-60-2,600
5	Research Assistant	1	—	1	Rs. 1,400-40-1,600-50-2,300-EB-60-2,600
6	Draftsman	1	—	1	Rs. 1,400-40-1,600-50-2,300-EB-60-2,600
7	Home Science Assistant	1	—	1	Rs. 1,200-30-1,500-EB-40-2,040
8	Teacher	1	—	1	Rs. 1,200-30-1,500-EB-40-2,040
9	Librarian	1	—	1	Rs. 950-20-1,150-EB-25-1,500
10	Projectionist-cum-Mechanic	1	—	1	Rs. 950-20-1,150-EB-25-1,500
11	Photographer	1	—	1	Rs. 950-20-1,150-EB-25-1,500
12	Craftsman-cum-Carpenter	1	—	1	Rs. 950-20-1,150-EB-25-1,500

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Serial No.	Designation of post	Academic Qualifications and experience, if any for direct recruitment	Academic Qualification and experience, if any for appointment other than by direct recruitment
3.	Women Welfare Officer	(i) Degree (B. Sc.) 2nd Class in Home Science from recognised University or institution. (ii) At least two years experience in Home Science work. (iii) Knowledge of Hindi upto Matric Standard. (i) Matric. (ii) 5 years Diploma in Commercial Art of a recognised institute or School of Art. (iii) Knowledge of Hindi upto Matric Standard. (iv) One year's experience as an artist in an advertising agency or Government Publicity Department or Health Department.	(i) Degree (B. Sc.) 2nd Class in Home Science from recognised University or institution. (ii) At least two years experience in Home Science Work. (iii) Knowledge of Hindi upto Matric Standard. (i) Matric. (ii) 5 years Diploma in Commercial Art of a recognised institute or School of Art. (iii) Knowledge of Hindi up to Matric standard. (iv) One year's experience as an artist in an advertising agency or Government publicity department or health department. (i) Graduate in any subject of social science, preferably sociology psychology, anthropology, or statistics.
4.	Artist	(i) Matric (ii) 5 years Diploma in Commercial Art of a recognised institute or School of Art. (iii) Knowledge of Hindi upto Matric Standard. (iv) One year's experience as an artist in an advertising agency or Government Publicity Department or Health Department.	(i) Matric. (ii) 5 years Diploma in Commercial Art of a recognised institute or School of Art. (iii) Knowledge of Hindi up to Matric standard. (iv) One year's experience as an artist in an advertising agency or Government publicity department or health department.
5.	Research Assistant	(i) Graduate in any subject of social science, preferably sociology; psychology/anthropology or statistics.	(i) Graduate in any subject of social science, preferably sociology psychology, anthropology, or statistics.

- (ii) One years field experience in any one of social science subject.
- (iii) Knowledge of Hindi up to Matric standard.
- (iv) Some health experience in research work or field investigation in any Government/reputed agency.

6. Draftsman

- (i) Matric of Higher Secondary.
- (ii) Diploma in Civil Engineering or certificate in civil draftmanship awarded by the State Board of Technical Education or from any other recognised Institution.

7. Home Science Assistant

- (i) Degree or diploma equivalent to degree in Home Science, preference will be given to the candidates holding degree in Home Science and to those who have atleast two years experience in the field of nutrition and home science work.
- (ii) Knowledge of Hindi up to Matric standard.

(iii) Knowledge of Hindi up to Matric standard.

(iii) Knowledge of Hindi up to Matric standard.

1	2	3
8.	Teacher	Biology or Zoology
		Biology or Zoology as one of the subjects.
		B.Sc. with Biology or Zoology as one of the subjects.
		B.A./B.Ed. from any recognised University.
		Knowledge of Hindi upto Matric Standard.
		Two years experience as teacher in any recognised Institution.
		Matric
		Certificate or diploma in library Science.
		Six months experience in a library of a college of any State.
		Knowledge of Hindi upto Matric standard.
		Matric
		Licence in 35 MM projector.
		Three years experience in running the 16MM and 35MM projector with knowledge of P. A. equipment and tape recorder, etc.
		Matric
		Licence in 35 MM projector.
		Three years experience in running the 16MM and 35MM projector with knowledge of P. A. equipment and tape recorder, etc.
9.	Librarian	Biology or Zoology
		Biology or Zoology as one of the subjects.
		B.Sc. with Biology or Zoology as one of the subjects.
		B.A./B.Ed. from any recognised University.
		Knowledge of Hindi upto Matric Standard.
		Two years experience as teacher in any recognised Institution.
		Matric
		Certificate or diploma in library Science.
		Six months experience in a library of a college of any State.
		Knowledge of Hindi upto Matric standard.
		Matric
		Licence in 35 MM projector.
		Three years experience in running the 16MM and 35MM projector with knowledge of P. A. equipment and tape recorder, etc.
		Matric
		Licence in 35 MM projector.
		Three years experience in running the 16MM and 35MM projector with knowledge of P. A. equipment and tape recorder, etc.
10.	Projectorist-Cum-Mechanic	Biology or Zoology
		Biology or Zoology as one of the subjects.
		B.Sc. with Biology or Zoology as one of the subjects.
		B.A./B.Ed. from any recognised University.
		Knowledge of Hindi upto Matric Standard.
		Two years experience as teacher in any recognised Institution.
		Matric
		Certificate or diploma in library Science.
		Six months experience in a library of a college of any State.
		Knowledge of Hindi upto Matric standard.
		Matric
		Licence in 35 MM projector.
		Three years experience in running the 16MM and 35MM projector with knowledge of P. A. equipment and tape recorder, etc.

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	(iv) Ability to read and write Hindi.	(iv) Ability to read and write Hindi.
11. Photographer	<p>(i) Matric or any equivalent qualifications of a recognised University.</p> <p>(ii) Diploma in Commercial Art of a recognised institution or school of Arts.</p> <p>(iii) Certificate of having at least one year experience in photography technique.</p> <p>(iv) Knowledge of Hindi upto matric standard.</p>	<p>(i) Matric of any equivalent qualifications of a recognised University.</p> <p>(ii) Diploma in Commercial Art of a recognised institution or school of Arts.</p> <p>(iii) Certificate of having at least one year experience in photography technique.</p> <p>(iv) Knowledge of Hindi upto Matric standard.</p>
12. Craftsman-cum-Carpenter	<p>(i) Middle or higher qualifications.</p> <p>(ii) Diploma/Certificate in the training of carpentry from any recognised institution or School.</p> <p>(iii) Six months experience having worked as carpenter in some Institution of or firm.</p> <p>(iv) Knowledge of Hindi upto Middle.</p>	<p>(i) Middle or higher qualifications.</p> <p>(ii) Diploma/Certificate in the training of carpentry from any recognised institution or School.</p> <p>(iii) Six months experience having worked as carpenter in some institution of or firm.</p> <p>(iv) Knowledge of Hindi upto Middle.</p>

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APPENDIX C

[See Rule 14(1)]

Serial No.	Designation of posts	Appointing authority	Nature of penalty	Authority empowered to impose penalty	Appellate authority
1	Health Education Officer	Director	Minor Penalties	Director	Government
2	Sub-Editor	"	(a) Warning with a copy in the personal file (character roll);		
3	Women Welfare Officer	"	(b) Censure;		
4	Artist	"	(c) withholding of promotion;		
5	Research Assistant	"	(d) recovery from pay of the whole or part of any pecuniary loss caused by negligence or breach of orders, to the Central Government or a State Government or to a company and association or a body of individuals whether incorporated or not, which is wholly or substantially caused or attributed by		
6	Draftsman	"			
7	Home Science Assistant	"			
8	Teacher	"			

1	2	3	4	5
9	Education	Director	Government of Haryana to local authority set up by an Act of Parliament or of the Legislature of a State.	Director, Government of Haryana
10	Projectionist-cum-Mechanic	"	"	"
11	Photographer	"	(9) withholding of increments of pay.	"
12	Craftsman-cum-Carpenter	"	Minor Penalties	"
			(10) reduction to a lower stage in the time scale of pay for a specified period, with further directions as to whether or not the Government employees will earn increments of pay during the period of such reduction expiry of such period the reduction will or will not have the effect of postponing the future increments of his pay.	
			(11) reduction to a lower scale of pay grade, post or service which shall ordinarily be a bar to the promotion of the Government employees to the time scale of pay grade post or service from which he was	



(51)

	6	5	4	3	2	1
Director, Government						
<p>reduced with or without further directions regarding conditions of restoration to the grade or post or service from which the Government employees was reduced and his seniority and pay on such restoration to that grade, post or service;</p> <p>(h) compulsory retirement;</p> <p>(i) removal from service which shall not be a disqualification for future employment under the Government.</p> <p>(j) dismissal from service which shall ordinarily be a disqualification for future employment under the Government.</p>						

## APPENDIX D

[See rule 14(2)]

Serial No.	Designation of posts	Nature of orders	Authority empowered to impose penalty	Appellate authority
1	Health Education Officer	(i) Reducing or withholding the amount of ordinary or additional pension admissible under the rules governing pension. (ii) terminating the appointment otherwise than on attaining the age fixed for superannuation.	Director	Government
2	Sub-Editor			
3	Women Welfare Officer			
4	Artist			
5	Research Assistant			
6	Draftsman			
7	Home Science Assistant			
8	Teacher			

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1	2	3	4	5
9	Librarian		Director	Government
10	Projectionist-cum-Mechanic			
11	Photographer			
12	Craftsman-cum-Carpenter			
(Sd.) Commissioner and Secretary to Government, Haryana, Health Department.				