

HARYANA GOVERNMENT
TRANSPORT DEPARTMENT

Notification

The 27th March, 1992

No. G.S.R.24/Const./Art.309/92.-In exercise of the powers conferred by the proviso to article 309 of the Constitution of India and all other powers enabling him in this behalf, the Governor of Haryana hereby makes the following rules regulating the recruitment and conditions of service of persons appointed to the Haryana Transport Department (Group A) Service, namely:-

PART I – GENERAL

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| 1. These rules may be called the Haryana Transport Department (Group A) Service Rules, 1992. | Short title. |
| 2. In these rules, unless the context otherwise requires,- | |
| (a) "Commission" means the Haryana Public Service Commission; | Definitions. |
| (b) "direct recruitment" means an appointment made otherwise than by promotion from within the Service or by transfer of an officer already in the service of the Government of India or any State Government; | |
| (c) "Government" means the Haryana Government in the Administrative Department; | |
| (d) "Head Office" means the office of the Transport Commissioner; | |
| (e) "recognised university" means- | |
| (i) any university incorporated by law in India; or | |
| (ii) In the case of degree, diploma, or certificate obtained as a result of any examination held before the 15 th 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; | |
| (f) "Service" means the Haryana Transport Department (Group A) Service | |

PART II – RECRUITMENT TO SERVICE

3. The Service shall comprise the posts shown in Appendix A of these rules :

Number and character of posts.

Provided that nothing in these rules shall affect the inherent

right of the 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. (1) No person shall be appointed to any post in the Service, unless he is,-

- (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 day of January, 1962, with the intention of permanently settling in India; or
- (e) a person of India 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 Tangayika 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) and (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 Commission 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 relative who are well acquainted with him in his private life and are unconnected with his university, college, school or institution.

5. No person shall be appointed to any post in the Service by direct recruitment who is less than twenty-one years or more than thirty-five years of age, on or before the last day of the month preceding the last date of submission of application to the Commission or any other recruiting authority.

6. Appointment to any post in the Service shall be made by the Government.

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 to these rules in the case of direct recruitment and those specified in column 4 of the aforesaid

Nationality, domicile and character of candidates appointed to Service.

Age.

Appointing authority.

Appendix in the case of appointment other than by direct recruitment :

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 Commission or any other recruiting authority in case sufficient number of candidates belonging to Scheduled Castes, Backward Classes, Ex-Servicemen 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.

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 a 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 other grounds for so doing, exempt any person from the operation of this rule.

9. (1) Recruitment to the Service shall be made:-

(a) in the case of Senior Mechanical Engineer,-

(i) by promotion from amongst Joint State Transport Controller (Technical) Deputy Transport Controller (Technical) or Flying Squad Office (Technical) ; or

(ii) by Direct appointment ; or

(iii) by transfer or deputation of an officer already in the service of any State Government or the Government of India :

(b) in the case of District Attorney,-

by transfer from Prosecution Department Haryana ;

(c) in the case of Joint State Transport Controller (Administration),-

(i) by promotion from amongst General Manager, Flying Squad Officer (Technical as well as Traffic), Deputy Transport Controller (Technical, Traffic, Stores, Planning & Development and Personnel) or Secretary, Regional Transport Authority : or

(ii) by transfer from Haryana Civil Service (Executive Branch) Cadre;

Disqualification.

Method of recruitment.

(d) in the case of Joint State Transport Controller (Commercial),-

- (i) by promotion from amongst Deputy Transport Controller (Planning and Development), Deputy Transport Controller (Traffic), Flying Squad Officer (Traffic) or General Manager who has been promoted from non-technical side ; or
- (ii) by transfer from Haryana Civil Service (Executive Branch) Cadre ;

(e) in the case of Joint State Transport Controller (Technical),-

- (i) by promotion from amongst Deputy Transport Controller (Technical), Deputy Transport Controller (Stores), Flying Squad Officer (Technical) or General Manager who has been promoted from technical side ; or
- (ii) by transfer or deputation of an officer already in the service of any State Government or the Government of India ;

(f) in the case of Chief Accounts Officer,-

by transfer from Finance Department, Haryana ;

(g) in the case of Deputy Transport Controller (Technical) and Flying Squad Officer (Technical),-

- (i) by promotion from amongst Works Manager or Service Engineer ; or
- (ii) by transfer or deputation of an officer already in the service of any State Government or the Government of India ;

(h) In the case of Deputy Transport Controller (Personnel),-

- (i) by promotion from amongst Establishment Officer or Extra Assistant Transport Controller or Superintendent in Head Office ; or
- (ii) by transfer or deputation of an officer already in the service of any State Government or the Government of India ;

(i) in the case of Deputy Transport Controller (Stores),-

- (i) by promotion from amongst Stores Purchase Officers : or
- (ii) by transfer or deputation of an officer already in the service of any State Government or the Government of India ;

(j) in the case of Deputy Transport Controller (Planning and

Development),-

- (i) by promotion from amongst Statistical Officer ; or
- (ii) by transfer or deputation of an officer already in the service of any State Government or the Government of India ;
- (k) in the case of Deputy Transport Controller (Traffic) and Flying Squad Officer (Traffic),-
 - (i) by promotion from amongst Traffic Manager ; or
 - (ii) by transfer from Haryana Civil Service (Executive Branch) Cadre ;
- (l) in the case of General Manager and Secretary, Regional Transport Authority,-
 - (i) by promotion from amongst Works Manager, Service Engineer, Stores Purchase Officer or Traffic Manager ;
 - (ii) by transfer from Haryana Civil Service (Executive Branch) Cadre.

(2) All promotions unless otherwise provided, shall be made on Seniority-cum-Merit basis and seniority alone shall not confer any right to such promotions.

10. (1) Persons appointed to any post in the Service shall remain on probation, for a period of two years, if appointed by direct recruitment and one year, if appointed otherwise :

Probation

Provided that,-

- (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 or 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 or conduct has, in its opinion, been satisfactory,-

(i) confirm such person from the date of his appointment, if appointment 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 service, 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 previous appointment permit ; or

(ii) extend his period of probation and thereafter pass such order, 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, inter se of the members of the Service shall be determined by the length of continuous service on any post in the Service :

Seniority

Provided that where there are different cadres in the Service, the seniority shall be determined separately for each cadre :

Provided further that in the case of members appointed by direct recruitment, the order of merit determined by the Commission or any other recruiting authority, 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) a member appointed by direct recruitment shall be senior to a member appointed by promotion or by transfer ;

(b) a member appointed by promotion shall be senior to a member appointed by transfer ;

(c) in the case of members appointed by promotion or by transfer, seniority shall be determined according to the seniority of such members in the appointments from which

- (d) they were promoted or transferred ; and 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 member shall be senior to the younger member.

12. (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 serve.

- (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 Government, a municipal corporation or a local authority or university within the State of Haryana ;
 - (ii) the Central Government or a company, an association or body of individuals, whether incorporated or not which is wholly or substantially owned or controlled by the State Government ; or
 - (iii) any other State Government, an international organization 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 organization or body referred to in clause (ii) or clause (iii) except with his consent.

13. In respect of pay, leave, pension and all other matters, not expressly provided for in these 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 matters.

14. (1) In matters relating to discipline, penalties and appeals, members of the Service shall be governed by the Haryana 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, 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 Appeals) Rules, 1987, and appellate authority shall be as specified in Appendix D to these rules.

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

Vaccination

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.

Oath of allegiance.

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 person.

Power of relaxation.

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.

Special provision.

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 class or category of persons in accordance with the orders issued by the State Government in this regard, from time to time :

Reservations.

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

20. The Punjab Transport Department (State Service Class-I) Rules, 1963 and any rules corresponding to any of these rules which are in force immediately before the commencement of these rules, are hereby repealed:

Repeal and savings

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

APPENDIX A

(See rule 3)

Serial No.	Designation of posts	Number of posts			Scale of pay
		Permanent	Temporary	Total	
1	2	3	4	5	6
1.	Senior Mechanical Engineer	"	1	1	3700-125-4,700-150-5,000
2.	District Attorney	"	1	1	3,000-100-3,500-125-5,000 + 300 Special Pay.
3.	Joint State Transport Controller (Administration)	1	"	1	3,000-100-3,500-125-4,500
4.	Joint State Transport Controller (Commercial)	"	1	1	3,000-100-3,500-125-4,500
5.	Joint State Transport Controller (Technical)	"	1	1	3,000-100-3,500-125-4,500
6.	Chief Accounts Officer	"	1	1	3,000-100-3,500-125-4,500
7.	Deputy Transport Controller (Technical)	"	2	2	2,200-75-2,800-EB-100-4,000
8.	Deputy Transport Controller (Traffic)	"	1	1	2,200-75-2,800-EB-100-4,000
9.	Deputy Transport Controller (Stores)	"	1	1	2,200-75-2,800-EB-100-4,000
10.	Deputy Transport Controller (Planning and Development)	1	"	1	2,200-75-2,800-EB-100-4,000
11.	Deputy Transport Controller (Personnel)	"	1	1	2,200-75-2,800-EB-100-4,000
12.	Flying Squad Officer (Technical)	"	2	2	2,200-75-2,800-EB-100-4,000
13.	Flying Squad Officer (Traffic)	"	2	2	2,200-75-2,800-EB-100-4,000
14.	General Manager	2	16	18	2,200-75-2,800-EB-100-4,000
15.	Secretary, Regional Transport Authority	3	3	6	2,200-75-2,800-EB-100-4,000

Note.- If any post mentioned at serial number 3, 4, 8, 13, 14 and 15 is held by a member of Haryana Civil Service (Executive Branch) Cadre, he will be given the same scale as is admissible to him in his cadre.

APPENDIX B

(See rule 7)

Sr. No.	Designation of posts	Academic qualifications and experience, if any, for direct recruitment	Academic qualifications and experience, if any, for appointment other than by direct recruitment
1	2	3	4
1.	Senior Mechanical Engineer	Degree in Mechanical or Automobile Engineering with twelve years experience in repair and maintenance of light transport vehicles and management of workshop. Preference will be given to Master of Engineering in Mechanical or Automobile	Degree in Mechanical or Automobile Engineering with three years experience as Joint State Transport Controller (Technical) or eight years experience as Deputy Transport Controller (Technical) or Flying Squad Officer (Technical).
2.	District Attorney
3.	Joint State Transport Controller (Administration)	..	Five years experience as General Manager, Flying Squad Officer (Technical as well as Traffic), Deputy Transport Controller (Technical, Traffic, Stores, Planning and Development and Personnel) or Secretary, Regional Transport Authority.
4.	Joint State Transport Controller (Commercial)	..	Five years experience as Deputy Transport Controller (Planning and Development), Deputy Transport Controller (Traffic), Flying Squad Officer (Traffic) or General Manager who has been promoted from non-technical side.
5.	Joint State Transport Controller (Technical)	..	Diploma in Automobile or Mechanical Engineering with five years experience as Deputy Transport Controller (Technical), Deputy Transport Controller (Stores), Flying Squad Officer (Technical) or General Manager who has been promoted from Technical side.
6.	Chief Accounts Officer

7.	Deputy Transport Controller (Technical)	..	Diploma in Automobile or Mechanical Engineering with five years experience as Works Manager or Service Engineer.
8.	Deputy Transport Controller (Traffic)	..	Graduate with five years experience as Traffic Manager.
9.	Deputy Transport Controller (Stores)	..	Diploma in Automobile or Mechanical Engineering with five years experience as Stores Purchase Officer.
10.	Deputy Transport Controller (Planning and Development)	..	Five years experience as Statistical Officer.
11.	Deputy Transport Controller (Personnel)	..	Graduate with five years experience as Establishment Officer or Extra Assistant Transport Controller; or 10 years experience as Superintendent Head Office.
12.	Flying Squad Officer (Technical)	..	Diploma in Automobile or Mechanical Engineering with five years experience as Works Manager or Service Engineer.
13.	Flying Squad Officer (Traffic)	..	Graduate with five years experience as Traffic Manager.
14.	General Manager	..	Diploma in Automobile or Mechanical Engineering with five years experience as Works Manager, Service Engineer, Stores Purchase Officer; or Graduate with five years experience as Traffic Manager.
15.	Secretary, Regional Transport Authority	..	Diploma in Automobile or Mechanical Engineering with five years experience as Works Manager, Service Engineer, Stores Purchase Officer; or Graduate with five years experience as Traffic Manager.

Note- 1.The posts at Serial number 3, 4, 8, 13, 14 and 15, when filled in by officers of the Haryana Civil Service (Executive Branch) Cadre, the qualifications and experience mentioned in column 4 above, will not be applicable.

2. As the posts mentioned at serial number 2 and 6 are required to be filled in by transfer from Prosecution and Finance Department respectively, so the qualifications and experience for these posts have not been shown.

APPENDIX C

[See rule 14(1)]

Serial No.	Designation of post	Appointing authority	Nature of Penalty	Authority empowered to impose penalty	Appellate authority
1	2	3	4	5	6
1.	Senior Mechanical Engineer	Government	(1) Minor Penalties- (i) Warning with a copy in personal file (Character roll) (ii) Censure; (iii) Withholding of promotion; (iv) 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 owned or controlled by the Government or to a local authority or University set up by an Act of Parliament or of the Legislature of a State; and (v) Withholding of increments of Pay; (2) Major penalties – (vi) reduction to a lower stage in the time-scale of pay for a specified period, with further	Government	-
2.	District Attorney				
3.	Joint State Transport Controller (Administration)				
4.	Joint State Transport Controller (Commercial)				
5.	Joint State Transport Controller (Technical)				
6.	Chief Accounts Officer				
7.	Deputy Transport Controller (Technical)				
8.	Deputy Transport Controller (Traffic)				
9.	Deputy Transport Controller (Stores)				
10.	Deputy Transport Controller (Planning and Development)				
11.	Deputy Transport Controller (Personnel)				
12.	Flying Squad Officer (Technical)				
13.	Flying Squad Officer (Traffic)				
14.	General Manager				

15.	Secretary, Regional Transport Authority		<p>directions as to whether or not the Government employee will earn increments of pay during the period of such reduction and whether on the expiry of such period, the reduction will or will not have the effect of postponing the future increments of his pay;</p> <p>(vii) reduction to a lower scale of pay, grade, post or service which shall ordinarily be a bar to the promotion of the Government employee to the time-scale of pay, grade, post or service from which he was reduced, with or without further directions regarding conditions of restoration to the grade or post or service from which the Government employee was reduced and his seniority and pay on such restoration to that grade, post or service;</p> <p>(viii) compulsory retirement;</p> <p>(ix) removal from service which shall not be a disqualification for future employment under the Government;</p> <p>(x) Dismissal from service which shall ordinarily be a disqualification for future employment under the Government;</p>		
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APPENDIX 'D'

[See Rule 14(2)]

Serial No.	Designation of post	Nature of order	Authority empowered to made the order	Appellate Authority
1	2	3	4	5
1.	Senior Mechanical Engineer	(i) reducing or with holding the amount of ordinary or additional pension admissible under the rules governing pension (ii) terminating the appointment otherwise than on his attaining the age fixed for superannuation.	Government	-
2.	District Attorney			
3.	Joint State Transport Controller (Administration)			
4.	Joint State Transport Controller (Commercial)			
5.	Joint State Transport Controller (Technical)			
6.	Chief Accounts Officer			
7.	Deputy Transport Controller (Technical)			
8.	Deputy Transport Controller (Traffic)			
9.	Deputy Transport Controller (Stores)			
10.	Deputy Transport Controller (Planning and Development)			
11.	Deputy Transport Controller (Personnel)			
12.	Flying Squad Officer (Technical)			
13.	Flying Squad Officer (Traffic)			
14.	General Manager			
15.	Secretary, Regional Transport Authority			

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 Secretary to Government, Haryana,
 Transport Department.