

HARYANA GOVERNMENT
FOOD AND SUPPLIES DEPARTMENT

Notification

The 18th May, 1998

No. G. S. R. 3/Const. Art /309/98.- In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Haryana hereby- makes the following rules regarding the recruitment and conditions of service of persons appointed to the Haryana Food and Supplies Department (Group-B) Service, namely :-

Part-I General

Short title.

1. These rules may be called the Haryana Food and Supplies Department (Group B) Service Rules, 1998.

Definitions.

2. In these rules, unless the context otherwise requires-
 - (a) "Commission" means the Haryana Public Service Commission;
 - (b) "Director" means Director, Food and Supplies, Haryana;
 - (c) "direct recruitment" means an appointment made and otherwise than by promotion from within the service or by transfer of an officer already in service of the Government of India or any State Government;
 - (d) "Government" means Haryana Government in Administrative Department;
 - (e) "institution" means,-
 - I. any institution incorporated by law in Haryana State; or
 - II. any other institution recognised by State Government for the purpose of these rules;
 - (f) "recognized 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 an examination held before 15th August, 1947, the Punjab, Sind or Dacca University ; or
 - (iii) any other university which is declared by Government to be recognised university for the purpose of these rules;
 - (g) "Service" means the Haryana Food and Supplies Department (Group- B) service.

PART II (Recruitment in Service)

Number and Character of Posts

3. The Service shall comprise the posts shown in Appendix A to these rules; Provided that nothing in these rules shall effect 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 scale of pay, either permanently or temporarily.

Nationality domicile and Character of Candidates appointed to service

4. (1) No person shall be appointed to any post in Service, unless he is,-
 - (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 first January, 1962, with the intention of permanently setting in India; or
- (e) a person of India origin who had migrated from Pakistan, Burma, Sri Lanka or any of the east African countries or Kenya, Uganda, the United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zare and Ethopia with the intention of permanently setting in India:

Provided that a person belonging to any of 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 Commission 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 service by direct recruitment unless he produces a certificate of character from the Principal academic officer of the university, college, school or the 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 un-connected with him in his private life and are un-connected with his university, college, school or institution.

Age

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 submission of application to the Commission. In the case of members of the Scheduled Casts, Scheduled Tribes and other reserve categories, maximum age limit for appointment to the service will be such as may be prescribed by the Haryana Government from time to time.

Appointing Authority

6. Appointment to the posts in the service shall be made by the Government.

Qualification

7. No person shall be appointed to any post in the service unless he is in possession qualifications and experience specified in column 3 of Appendix B to these rules in the case of direct recruitment and those specified in column 4 of the aforesaid appendix in the case of person appointed other than by direct recruitment:

Provided that in case of direct recruitment, the qualification regarding experience shall be relaxable to the extent of 50% at the discretion of the Commission in case sufficient number of candidates belonging to Scheduled castes, Scheduled Tribes, backward classes, other backward classes, ex-servicemen and physically handicapped categories, possessing the requisite experience are not available to fill up the vacancies reserved for them after recording reasons for so doing in writing.

Disqualifications

8. (1) 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 not be eligible for appointment to any post in the service.

Provided that the Government may, if satisfied that such marriage 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.

Method of recruitment

9. (1) Recruitment to the Service shall be made,--
- (a) in case of District Food and Supplies Controller,-
(i) 67% by promotion from amongst District Food and Supplies Officers, Superintendent (Head-quarter) or Superintendent (field) as per roster in the manner as provided in Appendix E; and
(ii) 33% by direct recruitment ; or
(iii) by transfer of any officer already in the service of the State Government or Government of India ;
- (b) in case of the District Food and Supplies Officers,--
(i) 67% by promotion from amongst Assistant Food and Supplies Officers ;
and
(ii) 33% by direct recruitment ; or
(iii) by transfer or deputation of an officer already in service of the State Government or Government of India ;
- (c) in case of Superintendent Headquarters, --
(i) by promotion from amongst the Deputy Superintendents ; or
(ii) by transfer or deputation of an officer already in service of the State Government or Government of India ;
- (d) in case of Superintendent (Field),--
(i) by promotion from amongst Assistants/Accountants: or
(ii) by transfer or deputation of an officer already service of the State Government or Government of India.
- (e) in case of Deputy Controller Food and Accounts:-
(i) by promotion of an Accounts Officer or Assistant Controller Food and Accounts, or
(ii) by transfer or deputation of an official already in the service of State Government or the Government of India.
- (f) in case of Assistant Controller Food Account,-
(i) by promotion of Senior Auditor, Accountant Junior Auditors, or

(ii) by transfer or deputation of any officer already in the service of Government of India or of a State Government.

(g) in case of Deputy Controller Legal Metrology:

(i) by promotion from amongst Assistant Controller Legal Metrology or

(ii) by transfer or deputation of an officer already in the service of Government of India or of a State Government.

(h) in case of Assistant Controller Legal Metrology:

(i) by promotion from amongst the Inspector Legal Metrology or

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

(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.

Training

10. Members of Services appointed directly to the post of District Food and Supplies Controller and District Food and Supplies Officer shall have to undergo a departmental training for one year. Training shall consist of procurement and storage of foodgrains, Public Distribution System, Enforcement of various licensing Orders, Food Corporation of India Schemes, Training at Headquarter regarding Provincial Reserve Manual Provincial Reserve Account Manual and Haryana Institute of Public Administration Training etc.

Probation

11. (1) Persons appointed to any post in the service shall remain on probation for a period of two years including the period of training, if appointed by direct recruitment and for a period of one year, if appointed by promotion or otherwise.

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 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 these rules: and

(c) any period of officiating appointment shall be reckoned as a 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 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 then any 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 appointed against a permanent vacancy or

(ii) Confirm such person from the date from which a permanent vacancy occur 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 and if appointed other wise revert him to his former post or deal with him in such other manner as the term 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.

Seniority

12. Seniority, inter se of member 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 services 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 appointing authority as the case may be, 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 promotions or by transfer seniority shall be determined according to the seniority of such members in the appointments from which they were promoted or transferred and

(d) in the case of members appointed by transfer from different cadres their seniority shall be determined according to pay preference being given to 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.

Liability to Serve:

13. (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 to do so by the appointing authority.

(2) A member of the service may also be deputed for service as 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 company an association or a body of individuals whether incorporated or not which is wholly or substantially owned or controlled by the Central 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 Services shall be deputed to serve the Central or any other State Government or any organization or body referred to in clauses (ii) or (iii) except with his consent.

-Pay, leave, Pension and other matters:-

14. In respect of pay, leave, pension and all other matters not expressly provided for in these rules, the member 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.

Discipline, penalties and appeals:-

15. 1) In matters relating to discipline, penalties and appeals members of the service shall be governed by the Haryana Civil Services (Punishment and Appeals) Rules 1987 as amended from time to time:

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

2) The authority competent to pass an order under clause (c) and (d) of Sub Rule 1 or Rule 10 of the Haryana Civil Services (Punishment and Appeals) Rules, 1987 and the appellate authority shall also be as specified in Appendix I.

Vaccinations:-

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

Oath of Allegiance:

- 17 Where 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.

Power of Relaxations:

- 18 Where the Government is of the opinion that it is necessary to expedient to do so, it may be order for reason to be recorded in writing relax any of the provisions or and individual as the case be.

Special Provisions:-

19. Not withstanding 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.

Reservations:-

20. Nothing contained in these rules shall effect reservation and other concession required to be provided for Scheduled Casts, Backward Classes, Ex-Serviceman, physically handicapped person 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 under clause (b) or article 16 of the Constitution of India. Provided that the total percentage of reservation so made shall not exceed 50% at any time

Repeal and Savings

- 16 The Punjab State Food and Supplies Service Class II Rules 1966 in their application to the State of Haryana are hereby repealed :
Provided that any order made or action taken under the ruled so repealed shall be deemed to have been made or taken under the corresponding provision of these rules.

Appendix A
(See rule 3 or 13)

Sr. No	Designation of the Posts	Temporary	Permanent	Total posts	Scale of pay
1	2	3	4	5	6
1	District Food and Supplies Controller	5	14	19	2200-75-2800-EB-100-4000
2	District Food and Supplies Officer	5	14	19	2000-60-2300-EB-75-3200
3	Superintendent (Hqrs)	...	4	4	2000-60-2300-75-2900-EB-100-3500
4	Superintendent	8	11	19	2000-60-2300-75-2900-EB-

	(Field)				100-3500
5	Deputy Controller Food Accounts	..	1	1	2000-60-2300-75-2900-EB-100-3500
6	Assistant Controller Food Accounts	1	3	4	2000-60-2300-75-2900-EB-100-3500
7	Deputy Controller Legal Metrology	1	...	1	2000-60-2300--EB-75-3200
8	Assistant Controller legal Metrology	..	3	3	1600-50-2300-EB-60-2660

APPENDIX-B
(See rule-7)

Sr.No.	Name of the post	Academic qualifications and experience for direct recruitment	Qualification and Experience for other than direct recruitment
1	2	3	4
1	District Food and Supplies Controller	(i) Degree of recognized University or its equivalent. (ii) Knowledge of Hindi up to Matric.	By Promotion Two years experience as District Food and Supplies Officer Superintendent (Headquarter or Superintendent (Field)) By Transfer or Deputation (a) Five years experience as an Executive Officer in a Commercial Organisation or State Government or Semi Government Office and (b) Knowledge of Hindi up to Matric Standard.
2	District Food and Supplies Officer	(i) Degree of recognized University or its equivalent.	By Promotion

		(ii) Knowledge of Hindi up to Matric.	<p>Two years experience as Assistant Food and Supplies Officer.</p> <p>By Transfer or Deputation</p> <p>(a) Three years experience as an Executives Officer in a Commercial Organisation or State Government or Semi Government Office and</p> <p>(b) Knowledge of Hindi up to Matric Standard.</p>
3	Superintendent (Headquarter)		<p>By Promotion</p> <p>Two years experience as Deputy Superintendent (Headquarter)</p> <p>By Transfer or Deputation</p> <p>(a) Three years experience as Deputy Superintendent (Headquarter)</p> <p>(b) Knowledge of Hindi up to Matric Standard.</p>
4	Superintendent (Field)		<p>By Promotion</p> <p>five years experience as Assistant /Accountant of field/offices.</p> <p>By Transfer or Deputation</p> <p>(a) Five years experience as Assistant /Accountant</p> <p>(b) Knowledge of Hindi up to Matric Standard.</p>

5	Deputy Controller Food Accounts		<p>By Promotion Two years experience as Accountant Officer or Assistant Controller Food Accounts</p> <p>By Transfer or Deputation (a) At least two years experience as Accountant Officer or Assistant Controller Food Accounts (b) Knowledge of Hindi up to Matric Standard.</p>
6	Assistant Controller Food Accounts		<p>By Promotion Three years experience as Senior Auditor (S.A.S) or five years experience as Accountant/Junior Auditor..</p> <p>By Transfer or Deputation (a) Three years experience as Senior Auditor (S.A.S) or five years experience as Accountant/Junior Auditor. (b) Knowledge of Hindi up to Matric Standard.</p>
7	Deputy Controller Legal Metrology		<p>By Promotion Three years experience as Assistant Controller Legal Metrology.</p> <p>By Transfer or Deputation (a) Three years experience as Assistant Controller</p>

			Legal Metrology. (b) Knowledge of Hindi up to Matric Standard.
8	Assistant Controller Legal Metrology		By Promotion Ten years experience as Inspector Legal Metrology By Transfer or Deputation (a) Ten years experience as Inspector Legal Metrology and (b) Knowledge of Hindi up to Matric Standard.

APPENDIX-C
(See rule 15(1))

Sr. No.	Designation of Officer	Appointing authority	Nature of penalty	Authority empowered To impose penalty	Appeal authority
1	2	3	4	5	6
1	District Food And Supplies Controller	Government	Minor Penalties (i) Warning with a copy in the personal file	DFS	Government
2	District Food and Supplies Officer	Government	(Character roll) (ii) Censure:		
3	Superintendent (Headquarter)	Government	(iii) Withholding of promotion;		
4	Superintendent (field)	Government	(iv) Recovery from the pay of the whole or part of an pecuniary loss caused-		5
6	Deputy Controller Food Account Assistant Controller Food Account	Government	by negligence of beach of orders to the Central, Government or a State		

7	Deputy Controller Legal Metrology	Government	Government or to a company and association or a
8	Assistant Controller Legal Metrology	Government	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 with out cumulative effects.

Major Penalties

- (vi) withholding of increments of pay with cumulative effect.
- (vii) 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 employee will earn increment of pay during the period of such period the reduction will or will not have the effect of postponing the further increments of his pay.
- (viii) 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

Government

or without further directions regarding conditions or restoration to the grade of post or service from which the Government employee was reduced and his seniority and pay on such restoration to that grade post or service.

(ix) Compulsory retirement.

(x) Removal from service which shall not be a disqualification for future employment under the Government.

(xi) Dismissal from service which shall ordinarily be a disqualification for future employment under the Government.

APPENDIX-D
(See rule 15(2))

Sr. No	Designation	Nature of order	Authority empowered to pass if any order	Appellate authority
1	District Food and Supplies Controller	(a) Reducing or with holding the amount of ordinary or additional Pension admissible under the rules governing pension.	Government	-----
2	District Food and Supplies Officer	(b) Terminating the appointment otherwise than on his attaining the Age fixed for superannuation		

- 3 Superintendent
(Headquarter)
 - 4 Superintendent
(field)
 - 5 Deputy Controller
Food Account
 - 6 Assistant Controller
Food Account
 - 7 Deputy Controller
Legal Metrology
 - 8 Assistant Controller
Legal Metrology
-

APPENDIX E
[See rule 9(1)]

The roster for appointment to the post of District Food and Supplies Controller by promotion will be as under;-

Sr No	Cadre from which the promotion is to be made
1	District Food and Supplies Officer
2	District Food and Supplies Officer
3	District Food and Supplies Officer
4	Superintendent (Field)
5	District Food and Supplies Officer
6	District Food and Supplies Officer
7	Superintendent (Headquarter)
8	District Food and Supplies Officer
9	District Food and Supplies Officer
10	Superintendent (Field)

This will be repeated for the further number of promotional posts.

Note:- Persons appointed directly on the post of District Food and Supplies Controller District Food and Supplies Officer shall have to undergo a departmental training for a period of one year such as procurement of foodgrains and storage, public Distribution System Enforcement of various licensing orders Food Corporation of India schemes Training at Headquarter regarding Provincial Reserve Manual Provincial Reserve Accounts Manual and Haryana Institution of Public Administration Training etc.

H.C. DISODIA,
Commissioner and Secretary to Government Haryana
Food and Supplies Department,

**HARYANA GOVERNMENT
FOOD AND SUPPLIES DEPARTMENT**

Notification

The 15th January, 2004

No. G.S.R.3/Const/Art,309/2004-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 further to amend the Haryana Food and Supplies Department (Group B) Service Rules 1998 namely:---

1. These rules may be called the Haryana Food and Supplies Department (Group B) Service (Amendment) Rules 2004.
2. In the Haryana Food and Supplies Department (Group B) Service Rules 1998 in rule 9, in sub-rule(1)
 - (A) In clause (a)—
 - (i) in sub-clause (i) for the figures “67”, the figures “50” shall be substituted.
 - (ii) in sub-clause (ii) for the figures “33”, the figures “50” shall be substituted.
 - (B) In clause (b)---
 - (i) in sub-clause (i) for the figures “67”, the figures “50” shall be substituted.
 - (ii) in sub-clause (ii) for the figures “33”, the figures “50” shall be substituted.

H.C DISODIA,
Financial Commissioner and Principal
Secretary to Government Haryana
Food and Supplies Department

(Authorised English Translation)

HARYANA GOVERNMENT
FOOD AND SUPPLIES DEPARTMENT

Notification

The 15th June, 1999

No. G.S.R. 62/Const. Art/309/99. In exercise of the powers conferred by the proviso to article 309 of the Constitution of India, the Governor of Haryana hereby makes the following rules further to amend the Haryana, Food and Supplies Department (Group B) Service Rules, 1998, namely:-

1. These rules may be called the Haryana Food and Supplies Department (Group B) Service (First Amendment) Rules 1999.

2. In the Haryana Food and Supplies Department (Group B) Service Rules, 1998 (hereinafter called the said rules), in rule 9, in sub-rule (1), in clause (c), in sub-clause (i) after the words "Deputy Superintendents" the words and "Personal Assistants" shall be inserted.

3. In the said rules in Appendix-B against Serial No. 3 under column 4, below heading " By Promotion" for the existing entry, the following entry shall be substituted, namely:-

- (i) Two years experience as Deputy Superintendent (Head Quarters) : or
- (ii) Personal Assistant having 18 years service as Senior Scale Stenographer or Assistant, out of which 2 years experience should be as Personal Assistant including one years experience as Assistant in case the Personal Assistant is promoted from the post of Senior Scale Stenographer.

H.C. DISODIA

Commissioner and Secretary to Government, Haryana
Food and Supplies Department