



# यूजेवीएन लिमिटेड

(उत्तराखण्ड सरकार का उपक्रम)

## UJVNL LIMITED

(A Govt. of Uttarakhand Enterprise)

अधिशारी निदेशक(मा0सं0), "उज्जवल" महारानी बाग, जी0एम0एस0 रोड, देहरादून -248006 (उत्तराखण्ड)  
Executive Director (HR), Ujjwal, Maharani Bagh, G.M.S Road, Dehradun -248006 (Uttarakhand)

CIN No.U40101UR2001SGC025866

ISO 9001:2015, 14001:2015, 45001:2018 Certified

**विषय: यूजेवीएन लिमिटेड में "सूचना प्रौद्योगिकी संवर्ग" की ड्राफ्ट सेवा विनियमावतियों के सम्बन्ध में।**

समस्त महाप्रबन्धक,

यूजेवीएन लिमिटेड।

कृपया उपरोक्त विषयक अवगत कराना है कि यूजेवीएन लिमिटेड के पत्र संख्या सी: 1639, दिनांक 13-08-2019 द्वारा सूचना प्रौद्योगिकी संवर्ग सहित कतिपय ड्राफ्ट सेवा विनियमावतियों निगम की वेबसाइट पर अपलोड की गई थी।

इस सम्बन्ध में आंशिक संशोधनोपरान्त "सूचना प्रौद्योगिकी संवर्ग" की निम्नलिखित नई ड्राफ्ट सेवा विनियमावतियों की प्रतियाँ इस आशय से संलग्न कर प्रेषित की जा रही हैं कि प्रश्नगत विनियमावतियों के परिप्रेक्ष्य में पुनः यदि कोई टिप्पणी/सुझाव हों तो कृपया अपनी टिप्पणी/सुझाव को दिनांक 31-10-2023 तक मानव संसाधन विभाग को उपलब्ध कराने का कष्ट करें:-

1. UJVNL Engineers (IT) Service Regulation -2023
2. UJVNL Junior Engineers (IT) Service Regulation -2023

उक्त ड्राफ्ट विनियमावतियों निगम की वेबसाइट पर भी अपलोड की जा रही हैं तथा आपसे अनुरोध है कि कृपया अधीनस्थ सभी कार्मिकों को भी तदनुसार सूचित करवाने का कष्ट करें।

**संलग्नक: यथोपरि।**

(राजेन्द्र सिंह)  
अधिशारी निदेशक(मा0सं0)

प्रतिलिपि उक्त सन्दर्भित संलग्नकों सहित निम्नलिखित को सूचनार्थ एवं तदनुसार आवश्यक कार्यवाही हेतु प्रेषित :-

- 1- प्रबन्ध निदेशक, यूजेवीएन लिमिटेड, उज्जवल, देहरादून।
- 2- निदेशक(परिचालन)/ (परियोजनाये)/ (वित्त), यूजेवीएन लिमिटेड, देहरादून।
- 3- समस्त अधिशारी निदेशक, यूजेवीएन लिमिटेड।
- 4- समस्त उपमहाप्रबन्धक, यूजेवीएन लिमिटेड।
- 5- उपमहाप्रबन्धक(आई0टी0)/ अधिशारी अभियन्ता(ई0एण्ड0एम0- I) (आई0टी0), यूजेवीएन लिमिटेड, देहरादून को उपरोक्त ड्राफ्ट सेवा विनियमावतियों तत्काल निगम की वेबसाइट पर अपलोड करने हेतु।
- 6- कम्पनी सचिव, वरिष्ठ विधि अधिकारी(उ0म0प्र0 स्तर), यूजेवीएन लिमिटेड, उज्जवल, देहरादून।
- 7- समस्त अधिशारी अभियन्ता, यूजेवीएन लिमिटेड, देहरादून।

# **UJVN Limited**

## **Engineers (Information Technology) Service Regulations-2023**

In exercise of the powers conferred by Article-49 read with Article-50 Sub Article (16) & (19) of Articles of Association of UJVN Limited, read with section 10 of the Companies Act 2013 the Board of Directors of UJVN Limited hereby make the following Regulations with prior approval of State Govt. under Article 68 of 'Articles of Association' regulating recruitment and conditions of service of Engineers (Information Technology).

### **PART – I GENERAL**

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|---|---|
| <b>1. Short title and Commencement:</b>   | <ul style="list-style-type: none"><li>(i) These Regulations may be called, the UJVN Limited Engineers (Information Technology) Service Regulations-2023.</li><li>(ii) These shall come into force with immediate effect.</li><li>(iii) The Uttar Pradesh State Electricity Board Service of Engineers Regulations, 1970 (as amended from time to time) in force before the commencement of these Regulations on this subject are hereby repealed.</li></ul>   |
| <b>2. Applicability:</b>  | <ul style="list-style-type: none"><li>(i) These Regulations shall apply to the cadre of Engineers (Information Technology) of the UJVN Limited which comprises of Engineers appointed directly or through promotion and shall also include those Engineers who have been transferred from U.P. Jal Vidyut Nigam Limited (Transferred employees of UPSEB to UPJVNL and original employees of UPJVNL) and have been absorbed in the service of UJVN Ltd. in pursuance to Uttar Pradesh Re-organization Act, 2000, UP Electricity Reforms Act 1999 and UP Electricity Reforms Transfer Scheme 2000 &amp; 2001.</li><li>(ii) The cadre comprises of the posts of Dy. General Manager (Information Technology), Executive Engineer (Information Technology) and Assistant Engineer (Information Technology) only and no other posts.</li></ul> |
| <b>3. i. Effect of Regulations on Transferred employees of UPSEB to UPJVNL and original employees of UPJVNL, who were absorbed in UJVN Ltd.</b> | The service conditions of transferred employees of UPSEB to UPJVNL and original employees of UPJVNL. Who were absorbed in UJVN Limited. Shall not be varied less favorably by these regulations in any case.  |
| <b>ii. Effect of Regulations on currently working employees appointed directly or through promotion after formation of Nigam:</b>               | The service conditions of currently working employees appointed directly or through promotion in accordance with Uttar Pradesh State Electricity Board Services of Engineers Regulations, 1970 (as amended from time to time) after formation of Nigam shall not be varied less favorably by these regulations in any case.   |



#### 4. Definitions:

In these Regulations, unless the context otherwise requires:-

- (i) **'Act'** means the Electricity Act 2003 (Act No. LIV of 1948);
- (ii) **'Appointment'** means appointment in the cadre by direct recruitment or by selection through departmental promotion deputation or merger after deputation or transfer of service, except those made or done in pursuance to Uttar Pradesh Re-organization Act, 2000, UP Electricity Reforms Act 1999 and UP Electricity Reforms Transfer Scheme 2000 & 2001 or except those appointments made or done through merger prior to enforcement of these regulations, would not be a source of appointment in the cadre and would not be governed by these regulations;
- (iii) **'Appointing Authority'** means the authorities defined in clause 7;
- (iv) **'Assistant Engineer (Information Technology)'** means candidate appointed by direct recruitment or by way of promotion under this regulation;
- (v) **'Board'** means the Board of Directors of the Nigam;
- (vi) **'Cadre'** means the unit or class of posts of service of Engineers (Information Technology);
- (vii) **'Chairman'** means Chairman of the Board of Directors of the Nigam;
- (viii) **'Citizen of India'** means a person who is deemed to be a citizen of India under Part II of the Constitution of India;
- (ix) **'Constitution'** means Constitution of India;
- (x) **'Degree'** means a Degree in Engineering of a University/Deemed University established by a Central or State Act or any other Institution recognized for this purpose by the UGC or AICTE;
- (xi) **'Departmental Promotion Committee D.P.C.'** means a Committee specified in Clause 21(ii);
- (xii) **'Direct Recruitment'** means recruitment made against a post in the cadre of the service under clause 19 of these regulations;
- (xiii) **'Director'** for the purposes of these regulations means whole time Director and Managing Director;
- (xiv) **'Director (HR)'** means the Director appointed or nominated either in substantive or officiating capacity by the Govt. of Uttarakhand to look after the matters relating to Human Resources Management & such other matters as may be assigned by the Chairman/Managing Director or Board from time to time;
- (xv) **'Disciplinary Authority'** means Disciplinary Authority as defined in Uttar Pradesh Discipline and Appeal Rules 1999 as applicable to UJVN Ltd. and amended or modified from time to time;
- (xvi) **'Dy. General Manager (Information Technology)'** means a Dy. General Manager who is appointed through promotion by the Appointing Authority;
- (xvii) **'Executive Engineer (Information Technology)'** means the Executive Engineer who is appointed through promotion by the Appointing Authority;
- (xviii) **'Government'** means Government of Uttarakhand;



- (xix) **'Internal Candidate'** means a candidate who is eligible for recruitment to the post of Assistant Engineer (Information Technology) and working in UJVN Ltd;
- (xx) **'Managing Director'** means the Managing Director appointed or nominated either in substantive or officiating capacity by the Govt. of Uttarakhand;
- (xxi) **'Member of the service'** means a person appointed in a substantive capacity to a post in the cadre of the service only through the Mode of Appointment prescribed under the provisions of these regulations in force prior to the commencement of these regulations;
- (xxii) **'Nigam'** means UJVN Limited (earlier known as Uttaranchal Jal Vidhyut Nigam Ltd. thereafter Uttarakhand Jal Vidhyut Nigam Ltd.) formed by Government of Uttarakhand vide its office memorandum No.79/7-3-30/2000 Dated 12-01-2001 and incorporated under relevant provisions of Companies Act-1956 with its statutory modifications/amendments etc. vide incorporation certificate Dated 12-02-2001;
- (xxiii) **'Select List'** means the list of candidates prepared in accordance with these Regulations;
- (xxiv) **'Selection Committee'** means a Committee specified in Clause-18;
- (xxv) **'Service'** means service rendered under the Nigam on the basis of a regular selection held by the Nigam so far;
- (xxvi) **'Year of Recruitment'** means the year starting from 1<sup>st</sup> of July to 30<sup>th</sup> June of next calendar year;



## PART – II CADRE

- 5. Strength of service:** The strength of the service of Engineers (Information Technology) and of each cadre of posts therein shall be such as may be determined by the Nigam from time to time with the specific prior approval by the State Government. At present the numbers of posts (both permanent and temporary) sanctioned by the Govt. of Uttarakhand in this Cadre are as given in Annexure-1 which is a part of these Regulations.

**Provided that -**

- (a) Any post in the cadres of the service may be kept vacant by the Appointing Authority or kept in abeyance by the authority competent to sanction the creation of posts in the cadres of the service, without thereby entitling any person to compensation or other redress, and.
- (b) The Board may create, from time to time, such additional permanent or temporary posts as may be found necessary.
- 6. Classification of Cadres & Pay Scale:**
- (i) The scale of pay admissible to persons appointed to the various cadres of posts in the Nigam whether in a substantive or officiating capacity or as a temporary measure shall be such as may be determined by the Government from time to time.
- (ii) The cadre and scales of pay at the time of commencement of these Regulations are as follows:-

Sl. No.	Name of post	Pay Scale as per Sixth Pay Commission		Scale of Seventh Pay w.e.f. 01-01-2016
		Pay Band	Grade Pay	
1.	Dy. General Manager (Information Technology)	Rs 37400 – 67000	Rs. 8900	131100-216600 (L-14)
2.	Executive Engineer (Information Technology)	Rs 15600 – 39100	Rs. 6600	67700-208700 (L-12)
3.	Assistant Engineer (Information Technology)	Rs 15600 – 39100	Rs. 5400	56100-177500 (L-11)

- 7. Appointing Authority:** For the post of Assistant Engineer to DGM (Information Technology) Chairman-cum-Managing Director (If he is whole - time Director otherwise Managing Director. (as the case may be)





**PART –III  
RECRUITMENT**

- 8. Sources of Recruitment:** The source of recruitment to the various categories of posts shall be as follows:

Sr. No.	Name of Post	Source of Recruitment	Percentage
8.1	Dy. General Manager (Information Technology)	<p>By promotion from Executive Engineer (Information Technology) who have put in a minimum of 6 years service on that post and overall 15 years service on the post of Assistant Engineer (Information Technology) and the higher posts as on 1<sup>st</sup> July of the selection year &amp; having minimum 65% overall ACR ratings. Promotion shall be made on the basis of "Merit-cum-Seniority".</p> <p>For promotion from the post of Executive Engineer to Dy. General Manager B.Tech degree is essential (Except in the case of employees appointed prior to enforcement of these regulations). As and when required, lateral entry is enabled which may be invoked for which independent service rules shall be framed and get approved from the competent authority.</p>	100%
8.2	Executive Engineer (Information Technology)	<p>By promotion from confirmed Assistant Engineers (Information Technology) who have put in at least 7 years service as Assistant Engineer (Information Technology) as on 1<sup>st</sup> day of July of the selection year. Promotion shall be made on the basis of seniority subject to rejection of unfit.</p> <p>For promotion to the post of Executive Engineer, a Diploma (Polytechnic Three Years) in relevant field is essential. (Except in the case of employees appointed prior to enforcement of these regulations).</p>	100%



8.3	Assistant Engineer (Information Technology) (Probationer)	(i) By direct recruitment.  (ii) By promotion from amongst members of Junior Engineers who are confirmed on the post and have rendered at least 10 years of service as on 1 <sup>st</sup> July of the selection year. Promotion shall be made on the basis of seniority subject to rejection of unfit.	50.00%  50.00%
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9. **Reservation:**

Reservation for the candidates belonging to Scheduled Castes, Scheduled Tribes and other categories shall be in accordance with the orders of the Government of Uttarakhand in force at the time of recruitment.

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## PART –IV QUALIFICATION

### 10. Nationality:

A candidate for direct recruitment must be –

- (a) A citizen of India, or
- (b) A Tibetan refugee who came over to India before January 1, 1962, with the intention of permanently settling in India, or
- (c) A person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka and East African Countries of Kenya, Uganda, and the United Republic of Tanzania (formerly Tanganyika and Zanzibar) with the intention of permanently settling in India.

Provided that a candidate belonging to Category (b) or (c) above must be a person in whose favor a certificate of eligibility has been issued by the State Government;

Provided further that a candidate belonging to category (b) will also be required to obtain a certificate of eligibility granted by the Deputy Inspector General of Police, Intelligence Branch, Uttarakhand;

Provided also that if a candidate belongs to category (c) above no certificate of eligibility will be issued for a period of more than one year and such candidate can be retained in service after a period of one year only if he/she has acquired Indian Citizenship.

*Note - A candidate in whose case a certificate of eligibility is necessary but the same has neither been issued nor refused may be admitted to an interview and may also be provisionally appointed subject to the necessary certificate being obtained by him or issued in his/her favor.*

Provided further that provisions of these Rules/Regulations/Bye-Laws shall not be in derogation of and shall be subservient to provisions of Citizenship Act-1955 (with all amendments) and rules, regulations and orders made or issued there under.

### 11. Age:

A candidate for direct recruitment must have attained the age of 21 years and must not have attained the age of 42 years (or as amended by the State Govt. from time to time) as on 1<sup>st</sup> day of January if the advertisement for direct recruitment is published between 1<sup>st</sup> January to 30<sup>th</sup> June and on 1<sup>st</sup> day of July if advertisement is published between 1<sup>st</sup> July to 31<sup>st</sup> December of the year.

Age for the purpose of these regulations shall be computed from the date of birth. The evidence for the date of birth will be High School certificate or equivalent examination passed before entering the service.

Provided that the upper age-limit in the case of external candidates (not working in UJVN Limited) belonging to the Scheduled Castes, Scheduled Tribes and such other categories shall be relaxed for such number of years which are in accordance with order of Government of Uttarakhand in this regard.

Provided further that the upper age limit for the Internal candidates (working in UJVN Limited) of each category would be relaxed by 3 years from the upper age limit prescribed for external candidates in each category.

### 12. Academic Qualification:

- (i) Applicant should have obtained a B.E. / B.Tech. Degree in Information Technology Engineering / Computer Science Engineering from a recognized institution/University/Deemed University established by a Central or State Act or any other Institution recognized for this purpose by the UGC.





- (ii) The above qualifications should be from a Recognized Institution/University/Deemed University established by a Central/State Act or any other Institution recognized for this purpose by the UGC or AICTE.
- (iii) All candidates must have secured minimum pass marks or above or equivalent grade in the relevant discipline of above Qualifications.
- (iv) Candidate should also have knowledge of reading, writing and speaking Hindi language.

**13. Relaxation for ex-servicemen and certain other categories:**

Relaxation, if any, from any maximum age-limit, educational qualifications or in any other procedural requirements of recruitment in favor of the Ex-servicemen, disabled military personnel, dependents of military personnel martyred in action, sportsmen & any other category shall be in accordance with the general Regulations or orders of the Uttarakhand Government in this behalf in force at the time of recruitment.

**14. Character:**

The character of a candidate for direct recruitment to the service must be such as to render him suitable in all respects for employment under the Board. He must produce certificate of good character from:

- (i) The Proctor or the Principal Officer of the University or College, as the case may be, in which he was last education.
- (ii) Two responsible persons (not being relations) who are well acquainted with him in his private life and are unconnected with his University, College or School.

Provided that the appointing authority may make further inquiries regarding the character and antecedents of a candidate in such manner and from such authorities as may be considered necessary according to his satisfaction.

Provided further that the character of a candidate for direct recruitment must be such as to render him suitable in all respects for employment under the Nigam. Persons dismissed by the State Government or the Union Government or by a local authority or a corporation or a Body owned or controlled by the Union Government or a State Government shall be ineligible for appointment to any post in the Nigam. Persons convicted for any offence involving moral turpitude or serious offences shall also be ineligible for appointment.

**15. Marital Status:**

A male candidate who has more than one wife living or who has married a woman already having a living husband or a female candidate, who has more than one husband living or married a man already having a wife living, shall not be eligible for appointment in the Nigam.

Provided that, if the State Government is satisfied that:

- (1) It is permissible in the Personal Law applicable to one such person and
- (2) There are special reasons for doing so;

Then it may exempt such person from applicability of this rule.

**16. Physical Fitness:**

No person shall be appointed by direct recruitment as a member of the Service unless he is in good mental and bodily health and free





from any physical defect likely to interfere with the efficient performance of his/her duties.

A candidate found suitable for appointment on the result of competitive examination for direct recruitment shall be required to produce a certificate of fitness from a State Medical Board.

Provided that internal candidates would not be required to produce certificate of fitness.

Provided further that there would be no bar on giving appointment, as per rules and procedures to disabled persons on the identified posts in accordance with section 33 and identified categories in accordance with section 34 of 'The Right of Persons with Disabilities Act, 2016'.

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**PART –V**  
**PROCEDURE FOR RECRUITMENT**

- 17. Recruitment:** Selection for recruitment under these Regulations shall be made as and when necessary in these the vacancy exists or likely to exist against the sanctioned posts. Reservation rules/roster introduced by Government of Uttarakhand will be followed for recruitment.
- 18. Interview Board for Direct Recruitment:** Interview Board for Direct recruitment shall be constituted by the approval of appointing authority comprising of:-
- (i) Chairman-Cum-Managing Director/Managing Director (as the case may be) (officiating or substantively appointed)-Chairman.
  - (ii) Director-HR (officiating or substantively appointed)-Member.
  - (iii) One of the whole time Directors of Technical wings (officiating or substantively appointed) - Member.
  - (iv) An officer representing SC/ST categories not below the level of General Manager (officiating or substantively appointed), or any other officer of equal status if the appointing authority or any other member of Interview Board does not belong to SC/ST category- Member.
  - (v) One subject expert from any reputed institution/university/organization may be nominated by the Managing Director as deemed necessary- Member.
- 19. Procedure for Selection through direct recruitment:** Selection on the post of Assistant Engineer (Information Technology) shall only be on the basis of combined merit of written examination and Interview in the following manner:-
- (1) The candidates shall be appointed as Assistant Engineer against the vacant posts/likely vacant posts of Assistant Engineer (Information Technology) earmarked for direct recruitment.
  - (2) The appointing authority shall determine the number of vacancies to be filled during the selection year as also the number of the vacancies to be reserved for the candidates belonging to the Scheduled Castes, Scheduled Tribes and other categories.
  - (3) Direct recruitment to the post of Assistant Engineer (Information Technology) shall be made through an open written competitive examination followed by interview. Out of the total marks fixed for written examination 88% and interview 12% marks shall be kept for interview.
  - (4) For this purpose, the appointing authority shall issue an advertisement in two local daily Hindi newspapers, two national newspapers (one in Hindi and one in English) and Nigam's website inviting applications from the eligible candidates.
  - (5) The date(s) and place(s) of written examination shall be decided by external examining body, which has been entrusted by UJVN Limited to hold written examination. If the written examination is held by UJVN Limited then date(s) and place(s) of written examination shall be decided by the examination committee of UJVN Limited after approval of appointing authority. Interview shall be held on such date/dates and at such place/places as may be decided by the appointing authority.



- (6) Written examination shall be of objective type. Question paper will have two parts Part I & II. Part-I shall consist of questions of general knowledge, analytical ability, reasoning and quantitative aptitude etc. Part-II shall consist of questions on related Engineering subjects of B.Tech. Level. All questions will be objective type multiple choice with four alternative answers, out of which only one will be correct/best answer. Each correct answer will be awarded one mark. There will be  $\frac{1}{4}$  minus marking for each wrong answer. Question papers will be bilingual i.e. in Hindi and English.
- (7) The minimum qualifying percentage of marks in the written examination shall be 45% for Unreserved category & OBC and 35% for Scheduled Caste/Scheduled Tribes categories candidates.
- (8) Merit list of the candidates qualifying in the competitive written examination shall be prepared by arranging the qualifying candidates in the descending order of marks obtained in the written exam.
- (9) Candidates having equal marks in written examination shall be arranged in such a manner that candidate older in age shall be placed at higher position in the merit list.
- (10) It shall be the duty of the external examining body entrusted by UJVN Limited to ensure that hard copy of marks obtained by the candidates in written examination shall be kept in sealed envelope or soft copy of marks obtained by candidates shall be encrypted as the case may be. The code of encryption of soft copy or hard copy of marks obtained by the candidates in written examination shall not be disclosed in any case to any person before the combined merit list on the basis of marks in written examination and interview is prepared and result is declared. In case of any violation of non-disclosure, criminal proceedings under Indian Penal Code, Information Technology Act and other relevant statutory provisions shall be instituted by UJVN Limited.

Provided that the above restriction of non-disclosure would not be applicable to only those officers of UJVN Limited who are authorized by the Appointing Authority of UJVN Limited and employees of competent authority of external examining body, respectively to prepare the list of marks in written examination.

(11) Interview & Final Merit List

- (i) As far as possible, candidates shall be called for interview in 1:3 ratios for each category of posts on the basis of merit list of the written examination. However, in case of tie (equal marks) with the last candidate, all such candidates would be called for interview.

**Illustration-** If there are ten vacancies and thirty candidates are called for interview, thirtieth candidate being X, and there are candidates A, B, C, etc. having equal marks with those of X then A, B, C, etc. and all such candidates would be called for interview.

- (ii) In assessing the merit and general suitability of the candidates, the interview Board shall not only take into consideration the qualifications and experience prescribed for the post but shall also have regard for the personality



(20% weightage), behavior (20% weightage), aptitude (20% weightage), communication skill (20% weightage) and knowledge of the subject (20% weightage). Marks shall be awarded by the Chairman and each member of the Interview Board separately according to the weightage. These marks shall be consolidated and average would be drawn for the preparation of merit list of the interview.

- (iii) The minimum qualifying percentage of marks in the interview shall be 40% for unreserved category & OBC and 30% for Scheduled Caste/Scheduled Tribes categories candidates.
- (iv) After the interviews have been completed by UJVN Limited, the marks of interview shall be handed-over to the examining body. The final merit list on the basis of combined merit of written examination and interview shall be prepared by the examining body. The result shall be declared by UJVN Limited on the basis of final merit list.

**20. Select List:**

- (i) On the basis of final merit list, a select list of candidates shall be prepared against the vacancies of each category as advertised.
- (ii) Waiting list up to 25% of advertised posts, but subject to minimum one candidate to be prepared in addition to above Select list.
- (iii) Select list shall hold good for one year from the date of declaration of results.
- (iv) Appointing authority may cancel or keep in abeyance the recruitment process at any stage, in extra ordinary circumstances like, Riots, War, Natural calamities, Outbreak of Pandemic, Directions of the State Govt./Central Govt., Directions or Orders of Courts of Law etc. with reasons to be recorded in writing.

**21. Selection by Promotion:**

**(i) Criteria of Promotion:**

<b>Name of Post</b>	<b>Eligibility for Promotion</b>
Dy. General Manager (Information Technology)	By promotion from Executive Engineers (Information Technology) who has put in a minimum of 6 years service on that post and overall 15 years' service on the post of Assistant Engineer or the higher posts as on 1 <sup>st</sup> July of the selection year & having minimum 65% overall ACR ratings. Promotion shall be done on the basis of "Merit cum Seniority".
Executive Engineer (Information Technology)	By Promotion from confirmed Assistant Engineers (Information Technology) who has put in a minimum of 7 years' service as an Assistant Engineer as on 1st July of the selection year based on seniority subject to rejection of unfit.





Assistant Engineer (Information Technology)	By Promotion from amongst members of Junior Engineers (Information Technology) who are confirmed on the post and have rendered at least 10 years of service as on 1 <sup>st</sup> July of the selection year based on seniority subject to rejection of unfit.
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**(ii) Procedure of Promotion:**

Promotions shall be made within the cadre from amongst eligible candidates through selection by the Departmental Promotion Committee (DPC) constituted as per the approval of the appointing authority consisting of the following members-

**(a) For the posts of Dy. General Manager (Information Technology) :**

- (1) Chairman/Chairman cum Managing Director
- (2) Managing Director (In case Chairman cum Managing Director is member of 'Interview Board' then Managing Director will not be a member of the Board)
- (3) Director-HR (Officiating or Substantially appointed)
- (4) Any one of the full time Directors of Technical functions. (Officiating or Substantially appointed)
- (5) An officer representing SC/ST categories not below the level of General Manager or any post equivalent if the appointing authority or any other member of DPC does not belong to SC/ST category.

**(b) For the posts of Assistant Engineer (Information technology) and other higher posts but below Deputy General Manager (Information Technology):**

- (1) Managing Director/Chairman cum Managing Director.
- (2) Director-HR (Officiating or Substantially appointed)
- (3) Any one of the full time Directors of Technical functions. (Officiating or Substantially appointed)
- (4) An officer representing SC/ST categories not below the level of General Manager if the appointing authority or any other member of DPC does not belong to SC/ST category.

Provided that at the time of convening the meeting of the selection committee for promotion, if the post of the concerned Director nominated to the committee is vacant or the Director is not present in the organization due to any reasons, the Managing Director can nominate any other Director of the Nigam or from any other Corporation/Nigam.



**PART-VI**  
**APPOINTMENT, PROBATION, CONFIRMATION & SENIORITY**

22. (i) **Appointment as Assistant Engineer (Information Technology):**
- (a) All appointments shall be made only against sanctioned posts in the cadre.
  - (b) The candidate shall be appointed as Assistant Engineer against the vacant posts / likely to be vacant posts of Assistant Engineer (Information Technology) earmarked for direct recruitment.
  - (c) The appointing authority shall make appointments from the select list of candidates in the order in which their names appear in the list.
  - (d) Assistant Engineer (Information Technology) will be required to pass a departmental test before confirmation.
  - (e) If an Assistant Engineer (Information Technology) fails to qualify the departmental test for confirmation as Assistant Engineer (Information technology), his/her period of probation may be extended and he / she may be given one more chance to pass the departmental test for confirmation as Assistant Engineer (Information Technology) subject to a maximum period of one year, where after the services of the Probationer shall be liable to be terminated/reverted forthwith without assigning any reasons.
  - (f) Candidate will lose his/her seniority if he/she fails to qualify in the first test or subsequent test.

**(ii) Submission of  
Certificates/ Declaration by  
Candidates:**

A directly recruited candidate shall be required to produce / submit the Certificates / Testimonials/Affidavits/Bond and declarations on the prescribed formats at the time of joining as given here under. In the absence of the same a candidate shall not be permitted to join.

- (a) Self attested photocopies of all the Academic/Technical/ Professional qualifications from High School onwards & experience certificate along with originals for verification. The originals shall be returned after verification;
- (b) Proof of date of birth;
- (c) Character Certificates;
- (d) A certificate of good character in original from the Proctor or the Principal / Academic officer of the College or University last attended or his/her last employer;
- (e) Certificate of good character in original from two responsible persons (not being relatives) who are well acquainted with him and are not connected with his University, College or School;
- (f) Provided that the appointing authority may make further inquiries regarding the character and antecedents of a candidate in such manner and from such authorities as may be considered necessary;
- (g) Relieving letter/order from the last employer if the candidate was employed in any Government or Semi Government/ Public Sector organization or Autonomous body or any other organization;
- (h) Certificate of medical fitness for service issued by the Chief Medical Officer SC/ST/OBC/FFD/Ex-Serviceman / Physically Handicap or any other certificate wherever applicable as per prevailing Regulations regarding reservations in the State of Uttarakhand;



- (i) Permanent resident/Original inhabitant of Uttarakhand State certificate wherever applicable;
- (j) A candidate selected against a substantive post has to execute a Service bond on a Non-Judicial Stamp Paper of Rs 100 at the time of joining together with a surety for Rs. 2,50,000/- (Rupees Two Lakh Fifty Thousand only) or such amount as may be specified by the Nigam from time to time, for serving the Nigam for at least three years from the date of initial appointment on the substantive post after Probation. In case the Probationer leaves the service of the Nigam before completion of three years service period from the date of initial appointment in substantive post, the Probationer and the surety will pay the amount of Bond money to the Nigam jointly as well as severally. The bond has to be verified before a Notary Public.

Or

The candidate can also get a Fixed Deposit of Rs. 2,50,000/- (Rupees Two Lakh Fifty Thousand only) made with any Nationalized Bank / Scheduled Commercial Bank for a period of four years from the date of start of Probation and pledge the same in favor of the Nigam / deposit the same with the Nigam in original. Along with the FDR, he will be required to submit an authorization letter in the name of the Nigam on a Non Judicial Stamp Paper of Rs 10/- authorizing the Nigam to encash the FDR if the Probationer leaves the service of the Nigam before the completion of three years service after the Probation.

**(iii) Declarations/Nomination forms/Affidavits:**

- (a) Declaration about the marital status & of not having more than one wife living /not married or vice-versa to a person already married.
- (b) Declaration of his/her relationship to any person employed in the Nigam.
- (c) Declaration of debt if any.
- (d) Declaration of all movable or immovable property including house property owned or acquired by him/her or member of his/her family dependent on him/her. Full and accurate details of such property be given by him/her.
- (e) Oath of Allegiance to the Nigam on a Stamp Paper duly verified by the Notary Public.
- (f) Declaration of not having any affiliation/association with any political party.
- (g) Declaration of being/not being employed with any Govt./Semi Govt./Public Sector Organization.
- (h) Declaration of family members and dependents.
- (i) Details for Character and antecedents verification. (four copies).
- (j) Affidavit about the correctness and authenticity of the certificates / testimonials & declarations produced / submitted by the candidates and declaration of not being insolvent on a stamp paper duly attested by the notary public.
- (k) Nomination for payment of gratuity as per The Payment of Gratuity Act, 1972.
- (l) Nomination under The Employees Provident Fund & Misc. Provisions Act, 1952 and The Employees Pension Scheme, 1995 as amended from time to time.



### 23. Training:

- (a) The Assistant Engineer (Information Technology) will be required to undergo training of one year after his appointment which would be in substantive capacity from the date of joining.
- (b) Assistant Engineer (Information Technology) will be required to pass a written test and viva-voce at the end of the training. The written test would carry weightage of 88% and viva-voce would carry the weightage of 12%.
- (c) The written test may be of 'Multiple Choice Question' (MCQ) type or 'Descriptive' type or a combination of both as decided by the 'Training Test & Evaluation Committee' (TTEC). Preparation of question papers, evaluation of answer books/sheets and viva-voce would be conducted by TTEC. List of qualified and unqualified candidates would be prepared by TTEC on the basis of total marks obtained in written test and viva-voce.
- (d) The composition of TTEC would be as follows:
  - i. General Manager (E&M) cadre – Chairman of the Committee.
  - ii. Deputy General Manager (IT) – Member of the Committee.
  - iii. Deputy General Manager (HR) – Member of committee.Secretarial support to the TTEC would be arranged by personnel working under the administrative control of the Chairman of Committee.
- (e) If an Assistant Engineer (Information Technology) fails to qualify the test at the end of training, his period of training shall be extended and he would be given two more chances to pass the test which would be held within the time period not exceeding one year after end of the training. If the Assistant Engineer (Information Technology) fails to qualify in two more chances his services shall be terminated forthwith.
- (f) Candidate will lose his seniority if he fails to qualify in the first test or subsequent test, however if he fails to qualify in the first test and subsequent two tests his services shall be terminated forthwith.
- (g) Schedule of Tests:
  - i. First Test: To be held within two months from end of the Training.
  - ii. Second Test: To be held for those candidates who failed to pass the first test, within four months from the first test.
  - iii. Third Test: To be held for those candidates who failed to pass the second test, within four months from the second test.

Candidate who fails to appear in the test(s) because of medical reasons expressly certified by State Medical Board to the effect that the candidate could not have appeared in test(s), shall be afforded three chances to appear in the test on the aforesaid terms after recovery from the medical condition.





**24. Probation:**

- (i) All candidates, on direct recruitment or on appointment against a substantive vacancy, shall be placed on probation for a period of Two year which may be extended further by the appointing authority for a period not exceeding one year. In case the performance of the candidate is not found satisfactory during extended probation period, his/her services can be dispensed with without assigning any reason whatsoever.
- (ii) Person whose services are dispensed with during or at the end of the period of probation or extended period of probation as above shall not be entitled to any compensation.

**25. Confirmation:**

A probationer shall be confirmed at the end of the period of probation or extended period of probation, as the case may be if his/her work and conduct have been found to be satisfactory, the appointing authority considers him fit for confirmation and his/her integrity is certified. The employee shall be considered on probation until the orders for his confirmation are issued in writing.

A promotee shall be confirmed as per the prevailing confirmation norms/policy/ regulation in the Nigam.

**26. Seniority:**

The seniority shall be determined from the date of initial appointment as per the Prevailing rules / Norms / Policy / Regulation in the Nigam regarding seniority.



**PART-VII  
PAY ETC**

**27. Pay & Allowances During Probation:**

- i. A person other than one already in the service of the Nigam, appointed to the service by direct recruitment shall during the probation period, receive the initial pay of the post against which he is appointed. He will also be entitled to Dearness Allowance & all other admissible allowances. The Employees who have been recruited after 14th January 2000 shall be covered by The Employees Provident Fund & Misc. Provisions Act, 1952 as amended and The Payment of Gratuity Act, 1972 as amended.
- ii. He/She will receive his/her next Annual increment on satisfactory completion of one year of his/her probation provided that if the period of probation is extended on account of failure to give satisfaction, such extended period shall not be counted for increment unless the Appointing Authority directs otherwise.
- iii. The pay during probation of person already in Nigam service shall be regulated by the relevant regulations as amended from time to time.

**PART-VIII  
OTHER PROVISIONS**

**28. Canvassing:**

No recommendation for recruitment, either written or oral other than that required under these regulations shall be taken into consideration, and any attempt on the part of the candidate to enlist support, directly or indirectly, for his/her candidature will render him/her liable for disqualification.

**29. Regulation of Pay, Allowances, Pension, etc.:**

Except as otherwise provided in these Regulations or as specially covenanted in any Service Agreement the pay, allowances, pension, leave and other conditions of service shall be regulated by such corresponding rules of the State Government applicable to similar category of officers and may have been adopted by the Board until promulgation of regulations in this behalf by the Board.

**30. Relaxation from conditions of service:**

The Government of Uttarakhand, may on its satisfaction that enforcement of these Bye-Laws / Rules is creating inappropriate difficulties in some special matters then notwithstanding anything contained in these Bye-Laws/Rules, it may relax by formal order the Provisions of these Bye-Laws/Rules to such extent and with such conditions which may be deemed necessary in the opinion of the Government for dealing with the matter in just and equitable manner. Provided that any relaxation can be made only by recommendations of the Board of Directors and approval of the Government of Uttarakhand on such recommendations.



31. **Saving:** Notwithstanding anything contained in these regulations: -  
The selection and appointments already made to the posts/cadres of the Service in accordance with UPSEB Engineers Service Regulations-1970 before the promulgation of these Regulations shall be deemed to have been made in accordance with these Regulations.
32. **Delegation of Powers:** The Nigam (Chairman and Managing Director/Chairman/Managing Director as the case may be) may whenever deemed expedient, delegate any of its powers to any officer or authority under these Regulations or the powers conferred on any officer or authority under these Rules to any other Officer or authority with prior approval of Government of Uttarakhand.
33. **Interpretations of Regulations:** In case of Divergence/Difference regarding interpretation of these Regulations, the matter will be referred to Government of Uttarakhand who's Interpretation/decision on that matter shall be final and binding.
34. **Power to Amend:** At any time, amendments may be made in these regulations on the recommendations of the Board of Directors of the Nigam and after approval of the Government of Uttarakhand to such extent and with such conditions as may be deemed necessary.



**Annexure-1**

**Staff Structure of Engineers (Information Technology) cadre:**

<b>Sr. No.</b>	<b>Designation</b>	<b>Permanent Sanctioned Post</b>	<b>Temporary Sanctioned Post</b>	<b>Total Sanctioned Post</b>
01-	Dy. General Manager (Information Technology)	01		
02-	Executive Engineer (Information Technology)	01		
03-	Assistant Engineer (Information Technology)	02		



