# HARYANA MINES AND GEOLOGY DEPARTMENT SERVICE RULES 1998 (GROUP-A)

## [Authorised English Translation]

#### HARYANA GOVERNMENT

#### MINES AND GEOLOGY DEPARTMENT

#### **Notification**

## The 16th January, 1998

No. G. S. R.13/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 regulating the recruitment and conditions of service of persons appointed to the Haryana Mines and Geology (Group A) Service, namely:—

#### PART I—GENERAL

1. These rules may be called the Haryana Mines and Geology (Group A) Service Rules, 1998.

Short title.

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

Definitions.

- (a) "Commission" means the Haryana Public Service Commission;
- (b) "direct recruitment" means an appointment made otherwise than by promotion from within the Service or by transfer of an official already in the service of the Government of India or any State Government;
- (c) "Government" means the Haryana Government in the Administrative Department:
- (d) "institution" means,—
  - (i) any institution established by law in force in the State of Haryana; or
  - (ii) any other institution recognised by the Government for the purpose of these rules;
- (e) "recognised university" means,—
  - (i) any university incorporated by law in India; or
  - (ii) in the case of a degree, diploma or certificate obtained as a result of an examination held before the 15th August, 1947, the Punjab, Sind or Dacca University; or
  - (iii) any other university which is declared by the Government to be a recognised university for the purpose of these rules; and

(f) "Service" means the Haryana Mines and Geology (Group A) Service.

# PART II—RECRUITMENT TO 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 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.

- Nationality, domicile and character of candidates appointed to Service.
- 4. (1) No person shall be appointed to any post in the Service, unless he is.—
  - (a) a citizon of India; or
  - (b) a subject of Nopal; or
  - (c) a subject of Bhutan; or
  - (d) a Tibetan refugee who came over to India before the 1st January, 1962, with the intention of permanently settling in India; or
  - (e) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka or any of the East African Countries of Kenya, Uganda, the United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire and Ethiopia with the intention of permanently settling in India:
    - Provided that a person belonging to any of the categories (b), (c), (d) or (e) shall be a person in whose favour a certificate of eligibility has been issued by the Government.
- (2) A person in whose case a certificate of eligibility is necessary may be admitted to an examination or interview conducted by the 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 certificates from two other responsible persons, not being his relatives, who are well acquainted with him in his private life and are unconnected with his university, college, school or Institution.

5. No person shall be appointed to any post in the Service by direct recruitment who is less than twenty-five years or more than fifty years of age, on or before the 1st day of October next preceding the last date of submission of application to the Commission.

Age.

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

Appelating Authority.

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

Qualifications.

Provided that in the case of direct recruitment, the qualifications regarding experience shall be relaxable to the extent of 50 per cent at the discretion of Commission or any other recruiting authority in case sufficient number of candidates belonging to Scheduled Castes, 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.

8. No person,—

Disqualifications.

- (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. Recruitment to the Service shall be made,—

Method of recruitment.

- (a) in the case of State Mining Engineer,—
  - (i) by promotion from amongst Mining Engineer; or
  - (ii) by direct recruitment; 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 State Geologist,—
  - (i) by promotion from amongst Senior Geologist; or

- (ii) by direct recruitment; or
- (iii) by transfer or deputation of an officer already in the service of any State Government or the Government of India;
- (c) in the case of Senior Geologist,—
  - (i) by promotion from amongst Junior Geologist; or
  - (ii) by direct recruitment; or
  - (iii) by transfer or deputation or an officer already in the service of any State Government or the Government of India;
- (d) in the case of Mining Engineer,—
  - (i) by promotion from amongst Assistant Mining Engineer; or
  - (ii) by direct recruitment; or
  - (iii) by transfer or deputation of an officer already in the service of any State Government or the Government of India:
- (e) in the case of Junior Geologist,—
  - (i) by promotion from amongst Assistant Geologist; or
  - (ii) by direct recruitment; or
  - (iii) 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 Chemist,—
    - (i) by promotion from amongst Assistant Chemist; or
    - (ii) by direct recruitment; or
    - (iii) by transfer or deputation of any officer already in the service of any State Government or the Government of India;
  - (g) in the case of Scientist (Photogeology),—
    - (i) by promotion from amongst Assistant Geologist; or
    - (ii) by direct recruitment; or
    - (iii) by transfer or deputation of an officer already in the service of any State Government or the Government of India;
- (2) All promotions shall be made by selection based on merit and taking into consideration seniority and seniority alone shall not confer any right to such promotions.

## HARYANA GOVT GAZ., FEB. 10, 1998 (MAGH 21, 1919 SAKA)

on probation for a period of two years, if appointed by direct recruitment and one year if appointed otherwise:

Probation.

# Provided that-

1

- (a) any period after such appointment spent on deputation on a corresponding or a higher post shall towards the period of probation; 5 AV
  - (b) any period of work in equivalent or higher rank prior to appointment to any post in the Service, may, in the case of an appointment by transfer at the discretion of the appointing authority, be allowed to count towards the period of probation fixed under this rule; and
- (c) any period of officiating appointment shall be reckoned as period spent on probation, but no person, who has so officiated shall, on the completion of the prescribed period of probation, be entitled to be confirmed, unless he is appointed against a permanent vacancy.
- (2) If, in the opinion of the appointing authority, the work or conduct of a person during the period of probation is not satisfactory, it may,—
  - (a) if such person is appointed by direct recruitment dispense with his Services; and
  - (b) if such person is appointed otherwise than by direct recruitment,—
    - (i) revert him to his former post; or
    - (ii) deal with him in such other manner as the terms and conditions of the previous appointment permit.
  - (3) On the completion of the period of probation of a person, the appointing authority may,—
    - (a) if his work 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 occurs, if appointed against a temporary vacancy;
      - (iii) declare that he has completed his probation satisfactorily, if there is no permanent vacancy; or
- (b) if his work or conduct has in its opinion, been not satisfactory.—
- (i) Dispense with his Services, if appointed by direct recruitment, if appointed otherwise, revert him to his former post if appointed otherwise, revert him to his former post or deal with him in such other manner as the terms and conditions of his previous appointment permit; or

(ii) extend his period of probation and thereafter pass such 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.

Senjority.

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:

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 a member appointed by the 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 soniority 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 a member appointed by promotion 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 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.

Liability to

- 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.
  - (2) A member of the 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 a body of individuals, whether incorporated or not, which is wholly or substantially owned or controlled by Central Government; or
- (iii) any other State Government, an international organisation, an autonomous body not controlled by the Government, or a private body:

Provided that no member of the Service shall be deputed to serve the Central or any other State Government or any organisation or body referred to in clause (ii) or 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 groverned 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 the rules.

- (2) The authority competent to pass an order under clause (c) or clause (d) of sub rule (1) of rule 9 of the Haryana Civil Services (Punishment and Appeal) Rules, 1987 and appeallate authority snall be as specified in Appendix D to these rules.
- 15. Every member of the Service shall get himself vaccinated or 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 an oath of allegiance of India and to the Constitution of India, as by law established.

Oath of allegiance.

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

Power of relaxation.

18. Notwithstanding any thing 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,

# (MAGH 21, 1919 SAKA)

Reservations.

366

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:

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

Repeal and savings,

20. The Haryana Industries Services (State Service Class 1) Rules, 1966, are hereby repealed:

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 Designation of posts	Number of posts			Scales of Pay	
No	Perma- nent	Tempo-	Total		
1 2	3	4	5	6	
State Mining Engineer	••	1	1	Rs. 4,100—125—4,850—150—5,300	
2 State Geologist	1		1	Rs. 4,100—125—4,850—150—5,300	
3 Senior Geologist	• •	1,	1	Rs. 3,700—125—4,700—150— 5,000	
Mining Engineer		1	1	Rs. 3,700—125—4,700—150—5,000	
5 Junior Geologist	2		2	Rs. 3,000—100—3,500—125—4,500	
5 Chemist	••	1	1	Rs. 2,200—75—2,800—EB— 100—4,000	
7 Scientist (Photogeology)	1	1	1	Rs. 2,200—75—2,800—EB— 100—4,000	

# APPENDIX B

(See rule 7)

	erial Designation of o. the posts	Academic qualifictions 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	State Mining Engineer	(a) Degree in Mining Engineering from a recognised University for diploma in Mining from Indian School of Mines Dhanbad or equivalent qualifications;	(i) Degree in Mining Engineer- ing from the recognised University or diploma in Mining from Indian School of Mines, Dhanbad or equi- valent qualifications; and
		(b) At least 10 years experience of dealing with minerale concession/exploration in responsible position.	e (ii) Five years experience as Mining Engineer.
2	State Geologist	(a) Master of Science in Geology from a recognised University/ diploma in Geology from Indian School of Mines, Dhanbad or equivalent qualifications.	(a) Master of Science in Geology five years experience as Senior Geologist;
		(b) 8 years expereince in the line of mineral investigation/mineral concession and out of which atleast 5 years experience in a Senior responsible position	
3	Senior Geologist	(a) M.Sc Geology from a recognised University, diploma in Geology from Indian School of Mines, Dhanbad or equivalent qualifications	(a) M.Sc. Geology.
		(b) 5 years expereince of dealing with minerals concession exploration in a responsible position.	Junior Geologist.
4	Mining Engineer	(a) Degree in Mining Engineer- ing from a recognised University or diploma in minig from Indian School	Five years experience as Assistant Mining Engineer

Institute of Remote Sonsing

Dehradun.

2 3 4 of Mines. Dhanbad or equivalent qualifications. (b) At least 5 years experience of dealing with minerals concession/exploration in responsible position. Junior Geologist (a) M.So. Goology from a Three years experience as recognised University/ Assistant Goologist. diploma in Goology from Indian School of Mines, Dhanbad or equivalent qualifications. 1 1 1 1 1 7 (b) 3 years expersince of dealing with mineral concession/exploration in a responsible position. (a) M.Sc. Chemisty in first Chemist M.Sc. Chamistry from a (i) division from a recognised University of recognised University or its equivalent qualificaequivalent qualifications. tions. والمراجع والم والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراج (ii) Five years experience at Assistant Chemist. (b) Atleast 5 years practical experience in the analysis 19.00 of minerals and ore samples in a responsible position. Scientist Pive years expersince as (a) M.Sc. or M. Tech. in Assistant Goologist in the (Photogoology) Geology with 10 years field of minral explorations experience in Mineral exploration and prospecting. and prospecting. (b) Diploma in interpreting of (ii) Training certificate in interpretation of aerial aerial photography from Indian Institute of Remote photography from Indian

... Sensing, Dehradun.

# APPENDIX C

# [See rule 14(1)]

Sr. No.	Designation of posts	Appoint- ing authority	Na	ature of Penalty	Authority empowered to impose penalty	Appellate authority
1	2	3 ,44 )		4	5	6
		, , , , , , , , , , , , , , , , , , ,	l.	MINOR PENALTIES		*
2 S 3 S 4 N 5 J 6 C 7 S	tate Mining Engineer  tate Geologist enior Geologis Ining Engineer unior Geologis Chemist cientist (Photogeology)		(iii)	warning with a copy in the personal file (character rolls); censure; withholding of promo recovery from pay of the whole or part of any pecuniary loss caused by negligence breach of orders, to the Central 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	or le or	
•			(v)	of the Legislature of a State; and withholding of incre- ments of pay without cumulative effect;	·	

2. MAJOR PENALTIES

(v-a) withholding of increments of pay with cumulative effect;

1 2 3 4 5 6

(vi) 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 increments of pay during the perio d of such reduction and whether on the expiry of such period, the reduction will or will not have the effect or postponing the future increments of his pay;

- (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 restorations to the grade post or service from which the employee was reduced and his seniority and pay on such restoration to that grade, post or service;
- (viii) Compulsory retirement;
- (ix) removal from service which shall not be a disqualification for future employment under the Government;
- (x) dismissal from service which shall ordinarily be a disqualification for future employment under the Government.

# HARYANA GOVT GAZ., FEB. 10, 1998 (MAGH 21, 1919 SAKA)

Ü		APPENDIX 'D' [See Rule 14(2)]		<u></u>
Si N		Nature of order	Authority empowered to make the order	Appellate authority
1	2	3	4	5
1 2	State Mining Engineer State Geologist	(i) reducing or withholding the amount of ordinary or additional pension admissible under the rules governing pension;	Government	
3	Senior Geologist  Mining Engineer	(ii) terminating the appointment other- wise than on his attaining the age fixed for superannuation.		
5	Junior Geologist	mod for superannuquen.		
6 7	Chemist Scientist		,	

# MEENAXI ANAND CHAUDHRY,

Commissioner and Secretary to Government, Haryana, Mines and Geology Department.

# HARYANA MINES AND GEOLOGY DEPARTMENT SERVICE RULES 1998 (GROUP-B)

## [Authorised English Translation]

#### HARYANA GOVERNMENT

#### MINES AND GEOLOGY DEPARTMENT

#### Notification

The 9th January, 1998

No. G. S. R.12/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 regulating the recruitment and conditions of service of persons appointed to the Haryana Mine: and Geology (Group B) Service, namely:—

## PART I-GENERAL

- 1. These rules may be called the Haryana Mines and Geology (Group B) Service Rules, 1998.
- Short title.
- 2. In these rules, unless the context otherwise requires,

Definitious.

- (a) "Commission" means the Haryana Public Service Commission;
- (b) "direct recruitment" means an appointment made otherwise than by promotion from within the Service or by transfer of an official already in the service of the Government of . India or any State Government;
- (c) "Director" means the Director of Mines and Goology, Haryana;
- (d) "Government" means the Haryana Government in the Administrative Department;
- (e) "institution" means,
  - (i) any institution established by law in force in the State of Haryana; or
  - (ii) any other institution recognised by the Government for the purpose of these rules;
  - (f) "recognised university" means;-
    - (t) any university incorporated by law in India; or
    - (ii) in the case of a degree, diploma or certificate obtained as a result of an examination held before the 15th August, 1947, the Punjab, Sind or Dacca University; or
  - (iii) any other university which is declared by the Government to be a recognised university for the purpose of these rules; and

(g) "Service" means the Haryana Mines and Geology (Group B) Service.

#### PART II-RECRUITMENT TO 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 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 temperarily.

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 tedia; or
  - (b) a subject of Nepal ; or
  - (c) a subject of Ehutan; 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
  - (c) a person of Indian origin who has migrated from Pakistan, Eurma, Sri Lanka or any of the East African Countries of Kenya, Uganda, the United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire and Ethiopia with the intention of permanently settling in India:

Provided that a person belonging to any of the categories (b), (c), (d) or (e) shall be a person in whose favour a certificate of eligibility has been issued by the Government.

- 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 relatives, 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 date of submission of application to the Commission or any other recruiting authority.

Ago,

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

Appointing Authority.

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

Qualifications.

Provided that in case of appointment of direct recruitment, the qualifications regarding experience shall be relaxable to the extent of 50 per cent 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 categories, 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,—

Disqualifications.

- (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. Recruitment to the Service shall be made,—

Method of recruitment.

- (a) in the case of Assistant Geologist,—
  - (i) 50% by promotion from amongst Technical Assistant; and
  - (ii) 50% by direct recruitment; or
  - (iii) by transfer or deputation of any officer/official already in the service of any State Government or the Government of India;
  - (b) in the case of Assistant Mining Engineer,—
- by promotion from amongst Mining Officers; or

- (ii) by transfer or deputation of an officer or official already in the service of any State Government or the Government of India;
- (c) in the case of Assistant Chemist,—
  - (i) by promotion from amongst Chemical Assistant; or
  - in the service of any State Government or the Government of India;

136

- (d) in the case of Driller,—
  - (i) by promotion from amongst Supervisor or Drilling Assistant;
  - (ii) by transfer or deputation of an officer/official already in the service of any State Government or the Government of India;
- (e) in the case of Map Officer,—
  - (i) by promotion from amongst Senior Draftsman and draftsman at Headquarters; or
  - (ii) by transfer or deputation or an officer/official already in the service of any State Government or the Government of India;
- (f) in the case of Superintendent,—
  - (i) by promotion from amongst Deputy Superintendent, Assistant, Legal Assistant or Senior Scale Stonographer; or
  - (ii) by transfer or deputation of an officer/official already in the service of any State Government or the Government of India;
- (g) in the case of Mining Officer,—
  - (i) 50% by promotion from amongst Mining Inspector; and
  - (ii) 50% by direct recruitment; or
  - (iii) by transfer or deputation of an officer/official already in the service of any State Government or the Government of India.
- (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.
- (3) As and when any vacancy occurs or is about to occur, the appointing authority shall determine the method by which the same shall be filled in.

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-

1.53

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

Provided that the total period of probation including extension, if any, shall not exceed three years.

Seniority.

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;

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 a member appointed by the direc 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 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 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.

Liability to

- 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.
  - (2) A member of the 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 a body of individuals, whether incorporated or not, which is wholly or substantially owned or controlled by Central Government; or
    - (iii) any other State Government, an international organisation, an autonomous body not controlled by the Government, or a private body:
      - Provided that no member of the Service shall be deputed to serve the Central or any other State Government or any organisation or body referred to in clause (ii) or 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 groverned 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 penaltics 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 Appeal) Rules, 1987 and appeallate authority shall be as specified in Appendix D to these rules.
- or 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 of India and to the constitution of India, as by law established.

Oath of allegiance.

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

Power of relaxation.

18. Notwithstanding any thing 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 reservation so made shall not exceed fifty percent at any time.

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

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 rulo 3]

Sort		ts N	umbor of	posts	Scale of pay
No.		Perma- nent	Tempo-	Total	
1	2	3	4	5	6
1	Assistant Geologist	3	3	6	Rs. 2200—75—2800—EB—100— 4000
2	Assistant Mining Engineer	1	2	3	Rs. 2200—75 —2800—EB—100— 4000
3	Assistant Chemist	1	-	1	Rs. 2000—60—2300—75—2900— EB—100—3500
4	Driller	1	Secret 1	1	Rs. 2000—60—2300—75—2900— EB—100—3500
5	Map Officer		1	1	Rs. 2000—60—2300—75—2900— EB—100—3500
6	Superintendent	1	electron)	1	Rs. 2000—60—2300—75—2900— EB—100—3500
7	Mining Officer	5	5	10	Rs. 1640—60—2600—EB—75— 2900

# [See rule 7]

Sr. No.	Designation of posts	Academic Qualifications and experience, if any for direct recruitment	Academic qualifications and experience, if any, for appoirment other than by direct recruitment
ī	2	3	4
1	Assistant Geologist	M.Sc. in Geology from a recognised University or Dip. from Indian School of Min Dhanbad, or equivalent qualifications with, 2 years peri ence of Geological ar Mineral Survey.	loma Technical Assistant nes, ex- nd
<sub>7</sub> 2	Assistant Mining Engineer		<ul> <li>(i) B.Sc. in Mining Engineering or (B.Sc.) with Geology or Diploma in Mining from a recognised Institute.</li> </ul>
			(ii) Having 5 years experience as Mining Officer.
3	Assistant Chemist		(i) B.Sc. Degree in Chemistry,
			- (ii) Five years experience as Chemical Assistant
4	Driller		Having 5 year experience as Supervisor or Drilling Assistant.
5	Map Officer		(i) Ten years experience as Senior Draftsman or Draftsman at Headquarters.  (ii) Must have knowledge of Categraphy and photogrammetry.
6	Suprintendent		(i) One year experience as Deputy Superintendent, or nine years expersioned as Assistant/Legal Assistant or Senior Scale Stenographer or both on the posts of Deputy Superintendent and Assistant, Legal Assistant or Senior Scale Stenographer.
<i>"</i>	Mining Officer	B. Sc. in Mining Engineer or Diploma in Mining Engineer needing from the Indian School of Mines, Dhanbad or M.S. Geology or equivalent quications.	ing) Five years experience as i Mining Inspector. hool o. in

# APPENDIX C

[See rule 14(1)]

Sr. Designation Appoint— Nature of Penalty Authority No. of posts ment empowered to impose	Appellate authority
penalty	<u> </u>
1 2 3 4 5	6
1. MINOR PENALTIES	·
1 Assistant Geologist Govern- (i) warning with a copy Director Coment in the Personal file	Government
2 Assistant Mining (character rolls); Engineer	O 1
(ii) censure;  3 Assistant Chomist  (iii) censure;	
(iii) withholding of promotion;  4 Driller	
5 Map Officer (iv) recovery from pay of the whole or part of	
6 Superintendent caused by negligence or breach of orders, to the	
7 Mining Officer Central Government or a State Government	
or to a Company and association or a body	$(x_1, \dots, x_n) \in \mathfrak{C}_{k}$
of individuals whether incorporated or not,	
which is wholly or sub- stantially owned or ] controlled by the	
	Jagott &
University set up by an Act of Parliament or	
of the Legislature of a State; and	
(v) withholding of incre- ments of pay without	
comulative offect;	11. 8
2. MAJOR PENALTIES	
(vi) withholding of incre- ments of pay with	
comulative effect;	/ppr- de-

1 2 3 4 5 6

(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 increments of pay during the of period 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 ;

(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 of 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 ;

- (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 14(2)]

Assistant Geologist (i) reducing or withholding the amount of ordinary or additional pension admissible under the rules Engineer governing pension;  Assistant Chemist (ii) terminating the appointment otherwise than on his attaining the age fixed for superannuation.  Map Officer  Superintendent  Mining Officer	Sr No	<u> </u>	N	ature of order	Authority empowered to make the order	Appellate Authority
amount of ordinary or additional pension admissible under the rules governing pension;  3 Assistant Chemist (ii) terminating the appointment otherwise than on his attaining the age fixed for superannuation.  5 Map Officer  6 Superintendent	1	2		3	4	5
Assistant Mining pension admissible under the rules governing pension;  Assistant Chemist (ii) terminating the appointment otherwise than on his attaining the age fixed for superannuation.  Map Officer  Superintendent	1	Assistant Goologist	(i)		Government	
wise than on his attaining the age fixed for superannuation.  Map Officer  Superintendent	2			pension admissible under the rules		
4 Driller fixed for superannuation.  5 Map Officer  6 Superintendent	3	Assistant Chemist	(i <b>i)</b>	terminating the appointment other-		
6 Superintendent	4	Driller				
•	5	Map Officer			1	
7 Mining Officer	6	Superintendent				
	7	Mining Officer				

# MEENAXI ANAND CHAUDHRY,

Commissioner and Secretary to Government, Haryana, Mines and Geology Department.

# HARYANA MINES AND GEOLOGY DEPARTMENT FIELD SERVICE RULES 1998 (GROUP-C)

# [Authorised English Translation]

#### HARYANA GOVERNMENT

#### MINES AND GEOLOGY DEPARTMENT

#### Notification

## The 27th March, 1998

Mo. GSR 147/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 regulating the recruitment. and conditions of service of persons appointed to Haryana Mines and Geology Department Field (Group C) service, namely:—

#### PART I-GENERAL

## Short title and Commencement:

- 1. (1) These rules may be called the Haryana Mines and Geology Department Field (Group C) Service Rules, 1998.
- (2) They shall come into force on the date of its publication in the official gazette.

#### Definitions:

- 2. In these rules, unless the context otherwise requires:—
  - (1) "Commission" means the Staff Selection Commission, Haryana;
  - (5) "direct recruitment" means an appointment made otherwise than by promotion from within the Service or by transfer of an official already in the service of the Government of India or any State Government;
  - (c) "Director" means the Director of Mines and Geology, Haryana;
- (d) Government means tre Haryana Government in the Administrative Department;
  - (e) "institution" means,—
    - (i) any institution established by law in force in the State of Haryana; or
    - (ii) Any other institution recognised by the Government for the purpose of these rules:
  - (f) "recognised University" means,—
    - (i) any university incorporated by law in India; or
    - (ii) in the case of a degree, diploma or certificate obtained as a result of an examination held before the 15th August, 1947, the Punjab, Sind or Dacca university; or
    - (iii) any other university which is declared by the Government to be a recognisd University for the purposes of these rules:
    - (g) "Service" means the Haryana Mines and Geology Department Field Group C Service.

# PART II—RECRUITMENT TO 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 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.

# Nationality, domicile and character of candidates appointed to Service:

- 4. (1) No person shall be appointed to any post in the 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 refugees who came over to India before the 1st January, 1962, with the intention of permanently settling in India; or
  - (e) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, or any other East African countries of Kenya, Uganda, the United Republic of Tenzania (formerly Tanganyka and Zanzibar), Zambia, Malawi, Zaire and Ethiopia with the intention of permanently settling in India:

Provided that a person belonging to any of the categories (b), (c), (d) or (e) shall be a person in whose favour a certificate of eligibility has been issued by the Government.

- (2) A person in whose case a certificate of eligibility is necessary may be admitted to an examination or interview conducted by the 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 the service by direct recruitment, unless he produces a certificate of character from the Principal academic officerof the University, College, School or institution past attended, if any, and similar certificate rom two other responsible persons not being his relatives who are well acquainted with him in his private life and are unconnected with his private, College, school or institution.

## Age !

5. No person shall be appointed to any post in the Service by direct recruitment who is less than 17 years or more than 35 years of age on the last date of submission of application to the Commission.

## Appointing Authority:

6. Appointment to the posts in the Service shall be made by the Director

#### **Onalifications:**

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

Provided that in the case of appointment by direct recruitment, the qualifications regarding experience shall be relaxable to the extent of 50 per cent of the discretion at the Commission in case sufficient number of candidates belonging to scheduled castes, backward Classes, other backward classes, ex-servicemen and physically handicapped category, possessing the requisite experience are not available to fill up the vacancies reserved for them, after recording reason for so doing in writing.

## Disqualifications:

- 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 or contracted a marriage with 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.

## Method of recruitment:

- 9.) (1) Recruitment to the Service shall be made—
  - (a) in the case of Mining Inspector,—
    - (i) 50% by promotion from amongst Mining Accountant; and
    - (ii) 50% by direct recruitment; or
    - (iii) by transfer or deputation of an official already in the service of any State
      Government or Government of India;

(b) In case of Mining Accountant,—

- (i) by promotion from amongst Mining Clerks or Steno-typist; or
- (ii) by transfer or deputation of an official already in the service of any State Government or Government of India;
- (2) In the case of Drivet,—
  - ) 20 per cent by promotion amongst Truck Cleaner; and Mining Guards; and

- (ii) 80% by direct recruitment; or
- (iii) by transfer or deputation of an official already in the service of any State Government of Government of India;

- (d) in case of Stono-typist,—
  - (i) 20% by promotion from amongst Mining Clerk; and
  - (ii) 80% by direct recruitment; or
  - (iii) by transfer or deputation of an official already in the service of any State Government or Government of India;
- (e) in case of Mining Clerks,—
  - (i) 20% by promotion from amongst Mining Guards; and
  - (ii) 80% by direct recruitment; or
  - (iii) by transfer or deputation of an official already in the Service of any State Government or Government of India;
- (2) Unless otherwise provided, when a vacancy occurs or is about to occur, the Director shall determine the method by which the same shall be filled in.
- (3) All promotions in the Service shall be made on conjority cum-fitness basis and soniority alone shall not confer any right to such promotions.

#### Probation:

10(1) Persons appointed to any post in the service shall remain enprobation for a period of two years, if appointed by direct recruitment and one years, if appointed 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 protation;
- (b) any period of work in equivalent or higher rank, prior to appointment to the Service may, in the case of an 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 this rule; and
- (c) any period of officiating appointment shall be reck oned as period spent on probation, but no person who has so officiated shall, on the completion of the prescribed period of probation, be ontitled 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 Errvices:
    - (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 appointed against a permanent vacancy; or
    - (ii) confirm such person from the date from which a permanent vacancy occurs if appointed against a temporary vacancy; or
    - (iii) declare that he has completed his probation satisfactorily, if there is no permanent vacancy; or
  - (b) if his work or conduct has in its opinion, been not satisfactory,—
    - (i) dispense with his service, if appointed by direct recruitment, revert him to his former post or deal with him in such other manner as the terms and conditions of previous appointment permit, if appointed otherwise; 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:

11. Seniority, inter se of members of the Service shall be determined by the length of continuous service on any post in the Service:

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

Provided further that in the case of members appointed by direct recruitment, the order of merit determined by the Commission, 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 a 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 member appointed by promotion or by transfer, seniority shall be determined according to the seniority of such members in the appropriate from violating 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 a member who was drawing 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 elder member shall be senior to the younger member.

## Liability to serve:

- 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.
  - (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 a body of individuals, whether incorporated or not which is wholly or substantially owned or controlled by the Central Government; or
    - (iii) an other State Government, an international organisation, an autonomous body not controlled by the Government or a private body;

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

# Pay, Leave, pension and other matters:

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 Constitution of India or under any law for the time being in force made by the State Legislature.

# Discipline Penalties and appeals;

14(1) In matters relating to discipline, penalties and appeals members of the Service shall be governed by the Haryana Civil Service (Punishment and Appeal) Rules, 1987, as amended from time to time:

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

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

# HARYANA GOVT GAZ., DEC. 29, 1998 (PAUS 8, 1920 SAKA)

#### Vaccination:

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.

# Cath of allegiance :

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

#### Power of relaxation:

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

# Special Provisions:

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.

#### Reservations:

19. Nothing contained in these rules thall effect reservations and other concessions required to be provided for Scheduled Caste, Backward Classes, other backward classes, Ex-servicemen, physically handicapped persons or any other class or category of a persons in accordance with the orders issued by the State Government in this regard, from time to time:

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

## Repeal and Savings:

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

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

# (PAUS 8, 1920 SAKA)

# APPENDIX A

(See Rule 13)

Serial	Designation of	Number of posts			Scale of pay
No.	posts	Per- manent	Tem- porary	Total	
1	2	3	4	\$	6
1	Mining Inspector	****	18	18	Rs. 1400—40—1600—50—2300— EB—60—2600
2	Mining Accountant	•	11	11	Rs. 1400—40— 1600—50—2300— ; EB—60—2600
3	Light Vehicle Driver	·	1	1	Rs. 1200—30—1560—EB—40—2040
4	Steno-typist		1	1	Rs. 950—20—1150—EB—25—1500 +-100 S.P.
5	Mining Clerk	5	5	10	Rs. 950-20-1150-EB-25-1500

#### APPENDIX B

(See Rule 7)

Serial Designation of Academic qualification and Academic qualification and No. the post experience, if any for appointment experience, if any for direct recruitment other than appointment by direct recruitment 1 2 3 Mining Inspector (i) B.Sc. with Geology or By promotion 5 years experience as Mining Diploma in Mining from Accountant. a recognised institute (ii) Knowledge of Hindi By transfer or deputation: 1 up to Matric standard. (i) B.Sc. with Geology or Diploma in Mining from a recognised Institute: (ii) 5 years experience as Mining Accountant; Knowledge of Hindi up to (iii) Matric Standard Mining Accountant By promotion: 5 years experience as Stenotypist or Mining Clerk. By transfer or deputation: (i) 5 years experience as Stenotypist or Clerk; Knowledge of Hindi up to (ii) Matrie standard. Matric or its equivalent; By promotion: (i) Driver (ii) Knowledge of Hindi 5 years experience as Truck. up to Matric standard; Cleaner or Mining Guard; (iii) Valid Driving Licence for Light Transport Light Transport; Vehicle; By transfer or deputation: (įv) 2 years experience of (i) Two years experience as Driver Driving a light transport (ii) Driving Licence of light vehicle. transport vehicle: Knowledge of Hindi up to Matric standard

3 2

Stono-typist

Matric or Higher Secondary By promotion: '(i) or equivalent or 10+2 (Vocational)

Two years experience as

Mining Clerks;

4

(ii) Knowledge of Hindi up to Matic standard;

(iii) Hindi shorthand at a speed of 64 words per minute and transcription thereof at a speed of 11 words per minute.

ii) Hindi shorthand at a speed of 64 words per minute and transcription thereof at a speed of 11 words minute.

5 Mining Clork

- `(i) Matric or Higher Secondary By promotion: or its equivalent
- (ii) Knowledge of Hindi up to Matric standard

(i) Matric or its equivalent examination;

Guard:

(ii) 5 years experience as Mining (iii) Shall have to pass Hindi or English typing at a speed of 25 or 30 words per minute respectively within one year of joining and he will be entitled for increment as after passing the test.

(iii) Have to pass departmental test in English and Hindi of Matric standard to be held by director. He will be entitled. after passing the type test within one year.

By transfer or deputation:

- (i) Working as Clerk;
- (ii) Knowledge of Hindi up to Matric standard;
- (iii) Pass Hindi or English tying at a speed of 25 or 30 words per minute respectively. He will be entitled for increment after passing the type test within one year

OR

OR

English shorthand at a

English shorthand at a speed

# APPENDIX C

		[See I	Rule	14(1)]		
Serial No.	Designation of post	Appointing authority	Natu	ire of penalty	Authority empowered to imposed penalty	Appellate authority
1	2	3		4	5	6
1	Mining Inspector	Director	(i) <b>V</b>	varning with a personal file (check);	copy in	Government
2	Mining Accountant			,,		
3	Driver		(ii)	Censure;		
4	Steno-typist		(iii)	with holding	of promotion	•
5	Mining Clerk		(iv) (v)	association of individuals wasted or not, substantially by the Governauthority or Act of parlia	t of any ss caused by r breach of Central or a State or to a comp r a body of which is who owned or con ment or to a University set ment or of th f a State; and	po- lly or strolled a local up by an e
			(')	without comu	ulative effect.	
				Major Penaltic		pp. 241.
				cumulative	of increment effect;	MILD
			(vi)	directions a or not the Go employee wil pay during the and whether period, the re not have the	e of pay for eriod, with fur as to whether overnment il earn increm	ents or uch reduction of such or will conding

1

2

3

4

6 -

5

(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, post or service, from which the Government employee was reduced and his seniority and pay on such prestoration to that grade, post or service;

#### (viii) Compulsory retirement;

- (ix) removal from service which shall not be a disqualification for future employment under the Government;
- (x) dismissal from service which shall ordinarily be a disqualification for future employment under the Government.

#### HARYANA GOVT GAZ., DEC. 29, 1998 (PAUS 8, 1920 SAKA)

4391

#### APPENDIX D

[See Rule 14(2)]

Serial No.	Designation of post	Nature of order	Authority empowered to pass order	Authority 1	Second and fir al appellate authority, if any
1	2	3	4	5	6
1 2 3	Mining Inspector (i Mining Accountant Driver	) reduction or withholding the amount of ordinary/ additional pension admis- sible under the rules Governing pension.	Director	Governmen	nt
<b>4 5</b>	Stenotypist Mining Clerk				

# MEENAXI ANAND CHAUDHRY,

Commissioner and Secretary to Government, Haryana, Mines and Geology Department,

# HARYANA MINES AND GEOLOGY DEPARTMENT HEAD QUARTER SERVICE RULES 1998 (GROUP-C)

# [Authorised English Translation]

### HARYANA GOVERNMENT

#### MINES AND GEOLOGY DEPARTMEN

#### **Notification**

The 27th March, 1993

No. G.S.R.146/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 regulating the recruitment and conditions of service of persons appointed to the Haryana Mines and Geology Department (Group C) Headquarters Service, namely:—

#### PART I—GENERAL

#### Short title and Commencement:

- 1. (1) These rules may be called the Haryana Mines and Goology Department, (Group C) Headquarters Rules, 1998.
- (2) They shall come into force on the date of its publication in the official Gazette.

#### Definitions.

- 2. In these rules, unless the context otherwise requires,-
  - (a) "Commission" means the Staff Selection Commission, Haryana ;
  - (b) "direct recruitment" means an appointment made otherswise than by promotion from within the Service or by transfer of an official already in the service of the Government of India or any State Government;
  - (c) "Director" means the Director of Mines and Geology, Haryana;
  - (d) "Government" means the Haryana Government in the Administrative Department;
  - (e) "institution" means,—
    - (i) any Institution established by law in force in the State of Haryana; or
    - (ii) any other institution recognised by the Government for the purpose of these rules;
  - (f) "recognised university" means .-
    - (i) any university incorporated by law in India; or
    - (ii) in the case of a degree, diploma or certificate obtained as a result of an examination held before the 15th August, 1947, the Punjab, Sind or Dacca University; or

- (iii) any other university which is declared by the Government to be a recognised university for the purposes of these rules;
- (g) "Service" means the 'Haryana Mines and Geology Department (Group C) Headquarters, Service.

# PART, II - RÉCRUITMENT TO 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 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.

# Nationality domicile and character of candidates appointed to Service:

- 4. (1) No person shall be appointed to any post in the service, unless he is :-
- (a) a citizen of India; or

171

- (b) a subject of Nepal; or
- (c) a subject of Bhutan; or
- (d) haj Tibetan refugees who came over to India before the 1st January, 1962, with the intention of permanently setting in India; or
- (e) a person of Indian or sin who has migrated from Pakistan, Eurma. Sri Lanka or any of the East African countries of Kenya, Uganda, the United Republic of Tanzania (formerly Tanganyika and Zanzibar). Zambia, Malawi, Zareana Ethiopia with the intention of permanently setting in India:
  - Provided that a person belonging to any to the categories (b), (c), (d) or (e) shall be a person in whose favour a certificate of eligibility has been issued by the Government.
- (2) A person in whose case a certificate of eligibility is necessary may be admitted to an examination or interviewe onducted 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 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.

## Age :

5. No person shall be appointed to any post in the Service by direct recruitment who is less than 17 years or more than 35 years of age, on the last date of submission of application to the Commission.

# Appointing authority:

6. Appointment to the posts in the Service shall be made by the Director.

# Qualifications:

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

Provided that n the case of appointment by direct recruitment, the qualifications 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, 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 reason for so doing in writing.

# Disqualifications:

- 8. No person,—
  - (a) who has entered into or contracted a marriage 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.

# Method of recruitment:

- 9. (1) Recruitment to the Service shall be made—
  - (I) in case of Deputy Superintendent,—
    - (i) by promotion from amongst Legal Assistants, Assistants or Senior Scale Stenographers,
    - (ii) by transfer or on deputation of an official already in the service of any State Government or the Government of India;

- (II) in case of Personal Assistant,—
  - (i) by promotion from amongst Senior Scale stenographers; or
  - (ii) by transfer or on deputation of an official already in the service of any State Government or the Government of India;
- (ILL) in case of Senior Surveyor,—
  - (i) by promotion amongst Surveyors; or
  - (ii) by transfer or on deputation of an official already in the service of any State Government or Government of India;
- (IV) in case of Senior Draftsman.—
  - (i) by promotion from amongst Draftsman; or
  - (ii) by transfer or on deputation of an official already in service of any State Government or Government of India:
- (Y) in case of Legal Assistant,—
  - (i) by promotion from amongst Assistants; or Senior Scale Stenographers; or
  - (ii) by transfer or on deputation of an official already in service of any State Government or Government of India;
- (VI) in case of Supervisor,—
  - (i) by promotion from amongst Mechanic, Compressor Operator or Pump Operators; or
  - (ii) by direct recruitment; or
  - (iii) by transfer or on deputation of an official already in the service in any State Government or Government of India:
- (VII) in case of Chemical Assistant,—
  - (i) 50 per cent by promotion from amongst Laboratory Assistants;
  - (ii) 50 per cent by direct recruitment; or
  - (iii) by transfer or deputation of an official already in the service of any State Government or the Government of India;
- (VIII) in case of Technical Assistant,—
  - (i) by direct recruitment; or
  - (ii) by transfer or deputation of an official already in the service of any State Government or Government of India;

## HARYANA GOVT GAZ., DEC. 22, 1998 (PAUS 1, 1920 SAKA)

- (IX) in case of Assistant, by promotion from amongst Junior Scale Stenographers, Steno-typists (ii) by transfer or deputation of an officials already in the service of any State Government or Government of India; in case of Senior Scale Stenographer,— 80 per cent by promotion from amongst Junior Scale Stenographers; 20 per cent by direct recruitment; or (ii) by transfer or deputation of an official already in the service of any State (iii) or Government of India; (XI) in case of Surveyor,— (i) by direct recruitment; or (ii) by transfer or deputation of an official already in service of any State Government or Government of India; (XII) in case of Draftsman,— 50 per cent by promotion from amongst tracer; and 50 per cent by direct recruitment; or by transfer or deputation of an official already in the service of any State Government or Government of India; KIII) in case of Drilling Assistant, by promotion from amongst Rigmans; or by transfer or deputation of an official already in service of any State Government or Government of India: diminishing (XIV) in case of Photo-Laboratory Technician,— (i) /50 per cent by promotion from amongst Section Cutter; and
- - (ii) 50 per cent by direct appointment; or
  - (iii) by transfer or deputation of an official already in the service of any State Government or Government of India;

lin case of Junior Scale Stenographer,—

- by promotion from amongst Steno-typists;
- by transfer or deputation or an official already in the service of any State Government of Government of India;

# Abel(XVI) in case of Mechanic,—

- (i) by direct (recruitment); or
- (ii) by transfer or deputation of an official already in the service of any State Government or Government of India:

(XVII) in case of Driver,—

- i) 20 per cent by promotion amongst Truck Cleaner and Mining Guard : and
- (ii) 80 per cent by direct recruitment; or v
- (iii) by transfer or deputation of an official already in the service of any State
  Government or Government of India;

(XVIII) in case of Heavy Truck Driver,-

- (i) 20 per cent by promotion amongst Truck Cleaner or Mining Guard;
- (ii) 80 per cent by direct recruitment; or
- (iii) by transfer or deputation of an official already in the service of any State Government or Government of India;

hall (XIX) in case of Tractor Driver,—

- (i) 20 per cent by promotion amongst Truck Cleaner or Mining Guard; and
- (ii) 80 per cent by direct recruitment; or
- (iii) by transfer or deputation of an official already in the service of any State Government or Government of India;

(XX) In case of Steno-typist,—

- (i) 20 per cent by promotion from amongst Clerks; and
- (ii) 80 per cent by direct recruitment, or
- (iii) by transfer or deputation of an official already in the serivce of any State Government or Government of India;

In case of Clerks,—

- (i) 20 per cent by promotion from amongst Peon. Sampler, Sweeper, Chowkidar Laboratory Attendants, Refiner, Fieldman, Technical bearer Truck, Cleaner; and
- (ii) 80 per cent by direct recruitment; or
- (iii) by transfer or deputation of an official already in the service of any State Government or Government of India;

in case of Tracer,—

(XXI)

- (i) by direct recruitment; or
- (ii) by transfer or on deputation of an official already in the service of an y State Government or Government of India;

Diminish (XXIII)

# in case of Compressor Operator.-

(i) by direct recruitment; or

(ii) by transfer or deputation of an official already in the service of any State Government or Government of India;

# (XXIV) in case of Rigman,

- (i) 50 per cent by promotion from amongst Technical Bearer; or
- (ii) 50 per cent by direct recruitment; or
- (iii) by transfer or deputation of an official already in the service of any State Government or Government of India;

# Sweller (XXV) in case of Laboratory Assistants,—

- (i) \ 50 per cent by promotion from amongst Laboratory Attendant; and
- (ii) [50 per cent by direct appointment; or
- (iii) by transfer or deputation of an official already in the service of any State Government or Government of India;

# in case of Section Cutter,—

Conde

- (i) by promotion from amongst Peons, Sampler, Sweeper, Refinder, Fieldman, Chowkidar, Laboratory Attendants, Technical Bearer, Truck Cleaner; and
- (ii) by transfer or deputation of an official already in the Service of any State Government or Government of India;

# (XXVII) in case of Pump Operator,—

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

# (XXVIII) in case of Carpentor,—

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

# (XXIX) in case of Gesteiner Operator (Machineman),-

- (i) by promotion amongst Peons, Sampler, Sweeper, Fieldman, Chowkidar, Laboratory Attendant, Technical Bearer, Truck Cleaner; or Refiner; or
- (ii) by transfer or deputation of an official already in the service of any State Government of Government of India;

# HARYANA GOVT GAZ., DEC. 22, 1998 (PAUS 1, 1920 SAKA)

- (2) Unless otherwise provided, when a vacancy occurs or is about to occur, the Director shall Determine the method by which the same shall be filled in.
- (3) All promotions in the service shall be made on seniority-cum-fitness and seniority alone shall not confer any right to such promotions.

### Probation:

. . .

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:

## 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 highest rank, prior to appointment to any post in the Service, may, in the case of an appointment by transfer, at the discretion of the appointing authority, be allowed to count towards the period of probation fixed under this rule; and
- (c) any period of officiating appointment shall be reckoned as period spend 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 of previous appointment permit.
  - (3) On the completion of the period of probation of an 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 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

# HARYANA GOVI GAZ., DFC. 22, 1998 (PAUS 1, 1920 SAKA)

manner as the terms and conditions of his 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 probations:

Provided that the total period of probation, including extension, if any, shall not exceed three years.

# Seniority:

11. Seniority, inter se of members of the Service shall be determined by the length of continuous service on any post in the Service:

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

Provided further that in the case of a member appointed by direct recruitment, the order of merit determined by the Commission 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 premotion shall be senior to a member appointed by transfer;
- (c) in the case of a member appointed by promotion 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 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 elder member shall be senior to the younger member.

# Liability to serve:

- 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.
  - (2) A member of the 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 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 organisation, an autonomous body not controlled by the Government or a private body:
  - Provided that no member of the Service shall be deputed to serve the Central or any other State Government or any organisation or body referred to in clauses (ii) or (iii) except with his consent.

# Pay, leave, pension and other matters:

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.

## Discipline, Penalties and appeals :

14. (1) In matters relating to discipline, penalties and appeals, a members of the Service shall be governed by the Haryana Civil Service (Punishment & Appeal) 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, 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 sub rule (1) of rule 9 of the Haryana Civil Services (Punishment and Appeal Rules, 1987, and appellate authorities shall be as specified in Appendix C to these rules.

#### Vaccination:

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

# Oath of allegiance.

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.

#### Power of relaxation:

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 a category of persons.

# Special Provision:

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

#### Reservations:

19. Nothing contained in these rules, shall affect reservations and other concessions required to be provided for Scheduled Castes, Backward Classes, other Backward Classes, lix-serviceman, 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:

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

# Legisl and Savings :

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

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 provision of these rules.

# HARYANA GOVT GAZ., DEC. 22, 1998 (PAUS 1, 1920 SAKA)

Sr. No	<del></del> -	umber of ponance Ten		Total	Scale of pay
1	2	3	4	5	6
1	Deputy Superintene	dent 1		1 R	s. 1640-60—2600—EB—·75—2900
2	Personal Assistant		1	1 Rs	s. 1640—60—2600—EB—75—2900
3	Senior Surveyor		1	1 Rs	i. 1640—60—2600—EB—75—2900
4	Senior Draftsman		1	1 R	ks. 1640—60—2600—EB—75—2900
5	Lagal Assistant	1	_	1 R	ks. 1600—50—2300 EB—60—2660
6	Supervisor		1	1 Rs	1600—50—2300—EB—60—2660
7	Chemical Assistant		2	2 Rs	s.1600—50—2300—EB—60— <b>2</b> 660
8	Technical Assistant	3	1	4 Rs	s. 1600—50—2300—EB—60—2660
9	Assistants	6	6	12 R	s.1400—40—1600—50—2300—EB— 60—2600
10	Senior Scale Stenographer	1	2	3 R.	s 1400—40—1600—50—2300— EE—60—2600
11	Surveyor	3		3 F	Rs. 1400—40—1600—50—2300— EB—60—2600
12	Draftsman	2		2 R	As. 1400—40—1600—50—2300— EB—60—2600
13	Drilling Assistant	4	_	4 R	EB-60-2600
14	Photo Laboratory Technician		1	_	s.1400—40—1600—50—2300— EB—60—2600
15	Junior Scale Stenographer	_	2	2 F	Rs. 1200—30—1560—EB—40—2040
16	Machanie	2	_	2 F	Rs. 1200—30—1560—EB—40—2040
17	Driver	6		6 ]	Rs. 1200—30—1560—EB—\$0—2040

1	2	3	4	5 6
18	Heavy Truck Driver	2	· · · · · · · · · · · · · · · · · · ·	2 Rs 1200—30—1560—EB—40—2040
19	Tractor Driver	1		1 Rs. 1200—30 - 1560 - EB—40—2040
20	Steno Typist	2	1	3 Rs. 950—20—1150—EB—25—1500
21	Clerks	2	7	9 Rs. 950-20-1150-EB-25-1500
22	Tracer	1	_	1 Rs. 950—20—1150—EB—25—1500
23	Compressor Operator		2	2 Rs. 950—20—1150—EB—25—1500
24	Rigman	. 8	<del>,</del>	8 Rs. 950—20—1150—EB—25—1500
25	Laboratory Assisant	3	1	4 Rs. 950—20—1150—EB—25—1500
26	Section Cutter	1		1 Rs. 950—20—1150—EB— <b>1500</b> /500
27	Pump Operator		i	1 Rs.950—20—1150—EB—25—1500
28	Carpentor	1	<del></del>	1 Rs. 950—20—1150—EB—25—1500
29	Gestainer Operator		.1	1 Rs. 950—20—1150—EB—25—1500

# APPENDIX B

(See rule 7)

		·				
Serial No.	Designation of posts	Academic qualificati and experiance, if an direct recruitment		Academic qualifications and experience if any, for appointment other than by direct recruitment.		
1	2	3	<del></del>	4		
1	Deputy Superinter	ıd <del>e</del> nt	<u> </u>	By promotion— 8 years experience as Legal Assistant; Assistant or Senior Scale Stenographer By transfer or deputation		
• .	<b>9</b> 4 *		(i)	8 years experience as Legal Assistant Assistant, Senior Scale Stenographer;		
			(ii)	Knowledge of Hindi upto Matric Standard.		
2	Personal Assistant	<del></del>		By promotion 5 years exprience as Senior Scale Stenographer.		
				By transfer or deputation		
			(i)	5 years experience as Senior Scale Stenographer		
			(ii)	Knowledge of Hindi upto Matric Standard		
3	Scnior Surveyor			By promotion		
·			(i)	Diploma in surveying from a recognised Institute;		
			\ (ii)	) 8 years experience as Surveyor;		
	•			By transfer or deputation		
			(i)	Diploma in surveying from a re- cognised Institute;		
			(ii)	8 years experience as Surveyor:		

(iii)

Knowledge of Hindi up o Matric.

1	2	<del></del>	3	•	4
4	Senior Draftsm	an			By promotion;
	•			(i) I	Diploma in Civil, Mechanical Drftsman-ship from recognised (nstitute;
				(ii)	8 years experience as L raftsman.
,					By transfer or deputation;
				(i)	Diploma in Civil, Mechanical Drafts- ship from recognised institute
				(ii)	8 year experience as Evaftsman;
				(iii)	Knowledge of Hindi upto Matric.
				В	y promotion
5	Legal Assistan	t (i)	law Gradute from any recognised	_	Law Graduate;
			University;	(ii)	Two years exprience as Assistant or Senior Scale Stenographer;
		(ii) kı	nowledge of Hindi	1	·
		•	upto Matric Standa		By transfer or deputation  Law Graduate;
				(ii)	Two years experience as Assistant or Senior Scale Stenographer
				(iii)	Knowledge of Hindi up to Matric Standard.
6	Supervisor	(i)	Diploma in Mechnical Enginee	ring ;	By promotion
	,	(ii)	knowledge of Hindi upto Matric standa	i	12 years experience as machnic or 15 years experience as Compressor operator or pump Operator
	·			(i)	By transfer or deputation Diploma in Mechanical Engineering;
				(ii)	knowledge of Hindi up o Matric Standard
7	Chemical	(A)	M.Sc. with in-		By promotion
	Assistant	·	organic chemistry t any recognised uni versity	from	2 years experience as Laboratory Assistant
		(B)	knowledge of Hind uplo Matric standa		By transfer or deputation
			or	(i)	B. Sc. with Chimistry of a recog-

or

nised University;

4 3 1 2 (i) B.Sc. with chemistry of a recognised University; (ii) 2 years exprience in a chemica (i) B.Sc. with chemistry labora ory as Laboralory Assis ant; of a recognis d (iii) knowlege of Hindi upto matric University; and standard. (ii) 2 years experence in a chemical Laboratory. 8 Technical By transfer or deputation (i) M.Sc. in Gerlogy Assistant (i) M.Sc. in Geology from recognised from recogni ed University; university (ii) knowledge of Hindi up to Matric (ii) knowledge of Hindi standard. upto Matric standard By promotion Assistant 5 years experience as Junior Scale Stenographer, Steno-typist or Clerk By transfer or deputation (i) 5 years experience as Junior Scale Storographer, Stono-typist or Clerk; (ii) knowledge of Hindi upto Matric Standard. 10 Senior Scale (i) Matric 1st division or By promotion (i) 3 year; experience as Junior Scale / Stenographer Hilger Secondary or Intermediate or 104-2 Stenographer; (ii) English shorthand at a speed of 100 (Vocational) 2nd words per minute and transcription division or Graduale thereof at a speed of 20 words per (for exservicemen minute; and Matric only); (ii) knowledge of Hindi (iii) Hindi shorthand at a speed of 30 words upto Matric standard per mirule transcription thereo; at a (iii) English Sho hand at speed o'15 words per minute. speed of 100 words. per minute and By transfer or deputation transcription hereof at a speed of 20 words (i) 3 years experience as Junior Scale per minute; and Stenographer; (ii) English shorthand at a speed of 100 (iv) Hindi shorth nd words per minute and transcription at a speed of 60 words thereof at a speed of 20 words per per minute trans minute; and cription thereof at a speed of 15 words per minute. (iii) Hindi shorthand at a speed of wordspor minute trascription thereof at Note: 4 per cent a speed of 15 words per minute; mistake will be

exempted

·1	2	3	4
<del></del>	<del></del>	(1	iv) k towledge of Hindi upto Matric Standard.
11	Su. veyor	(i) Knowledge of Hindi upto Mairic Standard;	1 otc: 4% mistakes will be exumpted.  (i) I nowledge of Hindi upto Matric ; andard;
		(ii) Diploma or National Trade Certificate in survey from a recognised Institute;	(ii) Diploma or National Trade Certificate in Survey from a recognised Institute;
		(iii) 2 years experience in Surveying work.	(iii) 2 years experience in surveying work
12	Draftsman	(i) Knowledge of Hindi upto Matric Standard;	L/ promotion—
		······································	(i) 5 years experience as tracer By transfer or deputation.
		(ii) 2 years course certificate in Draftsmanship (Civil) or (Mechanical)	(ii) 2 years course certificate in Draftsmanship (Civil or Mechanical) from an Institution;
		from a recognised Institution.	(iii) Knowledge of Hindi upto Matric Standard
13	Drilling Assis	tant —	By promotion— 5 years experience as Rigman By transfer or deputation
		,	(i) ITI certificate in Motor Mochanic Trade from an institution;
	a.		(ii) One year experience in Motor Mechanic or Automobile workshop or diesel engine etc;
			(iii) Knowledge of Hindi upto Matric Standard.
14	Photo Labora Technician	in interpretation of photo imageries:	• -
		(ii) Knowledge of Hind upto Matric standa	i (i) 5 years experience in interpretation
12			(ii) Knowledge of Hindi upto Matric standard.
	<del></del>		

<b></b> .		; 	پستین سب و اربین بندگیدات نیست بدخاند
1	. 2	3	4
		By promoti	on
15	Junior Scale Stenographer	typist; (ii) English shor 100 words po	thand at a speed of er minute and trans- reof at a speed of 20 inute; and
		(iii) Hindi short 80 words per cription the 15 words per	r minute and trans- reof at a speed of
		Note:—8% miss	takes will be exempted
		By transfer of	or deputation—
		typist; (ii) English show 100 words per cription ther	thand at a speed of er minute and trans- eof at a speed of 20
		words per n	
		(iii) Hindi shorth 80 words per cription ther 15 words pe	r numute and trans- reof at a speed of
		h —	takes will be exempted
		(iv) Knowlede o standard.	of Hindi upto matric
16	Mechanic	(i) ITI certificate in Motor (i) ITI certificate Mechanic trade from trade from a recognised institution:	ate in Motor Mechanic recognised Institution:
		(ii) One year experience in (ii) One year expendence or Mechanic or Automobile workshop or or diesel engine:	perience in Motor Automobile workshop ine:
			of Hindi upto Matric
		By promotic	n]
17	Driver		rience as truck Mining Guards;
**********		Driving licence : vehicle,	nce to drive a light or deputation

1-	2	3	•	4	,
					<del></del>
		(iii) knowledge of Hindi   (upto Matric standard	(i)	2 years experience of Driving all ight transport vehicle:	त्र त्र
-	ı		ii)	Light transport vehicle driving licence:	
	,	(	(iii)	knowledge of Hindi upto matric?	4 <u>8</u>
18 Heavy  Drive	Heavy truck	(i) Knowledge of Hindi upto	ı	By promotion—	લ્ટલ
	Diláci	matric standard:	(i)	5 years experience as truck cleaner or Mining Guard;	· <u>U</u>
	•	(ii) Driving licence to drive a heavy transport vehicle:			146
	-	(iii) 2 years experience of		By transfer or deputation—	
		driving a Heavy transport	(i)	Matric with Hindi:	
		(i	i)	Driving licence to drive a heavy	ا <b>بد</b> المعالمة المعالمة
		(ii	i)		
19	Tractor Driver	(i) Matric or its equivalent;		By promotion—	
<b>=</b>		(ii) Light transport vehicle (i) driving licence;	)	5 years experience as Truck Cleaner and Mining Guard;	·\$ <mark>}</mark>
	·	(iii) 2 years experience of (ii driving a light transport vehicle;	i)	Driving licence to drive a light vehicle.  By transfer or deputation—	, , ,
		• *	i)	Matric or its equivalent;	-
	•		)	Light tranport vehicle driving licence;	
	·	(iii	i)	2 years experience of driving a light transport vehicle.	
	•	(iv	<i>i</i> )	knowledge of Hindi up!o Matric	

3

4

2 20 Matric 1st division or By promotion— Steno-typist (i) (i) Two years experience as Clerks; Higher Secondary or Intermediate or 10+2 (ii) English shorthand at a speed of 80 words per minute and transcription (Vocational) 2nd division thereof at a speed of 15 words per or Graduate or equivalent (for ex-servicemen minute; and (jii) Hindi shorthand at a speed of 64 Matric only); words per minute and trans-(ii) Knowledge of Hindi cription thereof at a speed of 11 upto Matric standard. words per minute. Note: -8 % mistakes will be exempled. By transfer or deputation— English shorthand at a (iii) (i) working as Sectio-typist; speed of 80 words per English short Land at a speed, of 80 minu!c and transcrip- (ii) words per minute and transcription tion thereof at a thereof at a speed of 15 words per speed of 15 words per minuto; and minuse; and (iv) Hindi shorthand at a (iii) Hindi shorthand at a speed of 64 words per minute and transcription speed of 64 words per thereof at a speed of 11 words per minute and transcripminule; tion thereof at a speed of 11 words per minute (iv) knowledge of Hindi upto Matric siandard Note := 8% mistakes will be Note :- 8% mistakes will be exempted exemp!ed By promotion— (i) Graduate or equivalent 21 Clerks (i) 5 year experience as Peon, Sampler Matric 1st division, Sweeper, Chowkidar, Laboratory Hilger Secondary or Attendants, Refiner, Field, Techni-Intermediate or 10-1-2 cal Bearer, Truck Cleaner; (Vocational) second division or for exservicemen Matric only) (ii) shall have to pass departmental test in English and Hindi of Matric level to be held by the Director. By transfer or deputation— (ii) Knowledge of Hindi upto Matric standard; division or Higher (i) Matric lst (iii) shall have to pass Intermediate or Hindi or English Secondary or 10+2 (Vocational) second division typing test at a speed or Graduate or equivalent. of 25 or 30 words (For ex-servicement Matric per minute respectively within one only). year of joining and (ii) Knowledge of Hindi upto Matric he will be entitled standard ; for increment after passing the test only.

1 2	3	4
		(iii) Hindi or English typing at a speed of 25 or 30 words per minute respectively within one year of joining and he will be entitled for increment after passing the test only.
22 Tracer	<ul><li>(i) Matric with drewing as one of the subject;</li><li>(ii) Knowledge of Hindi upto Matric standard.</li></ul>	By transfer or deputation—  (i) Matric with drawing as one of the subject.  (ii) Knowledge of Hindi upto Matric standard.
23 Compressor Operator	(i) 2 years experience certificate in operation or maintenance of AIR Compressor from any firm or Company or society;	(i) 2 years experience certificate in operation or maintenance of AIR Compressor from any firm or Company or Society;
•.	(ii) Knowledge of Hindi upto Matric standard	(ii) Knowledge of Hindi upto Matric standard.
24 Rigman	<ul> <li>(i) Matric or its equivalent;</li> <li>(ii) 2 years experience of working on Diamond core drilling Rigs or Machines from any Firm or Company;</li> <li>(iii) knowledge of Hindi upto Matric standard.</li> </ul>	<ul> <li>(i) Matric or its equivalent;</li> <li>(ii) 2 years experience of working on Diamond core drilling Rigs or Machines from any firm or company or society;</li> <li>(iii) Knowledge of Hindi upto Matric</li> </ul>
25 Laboratory Assistant	Matric with Hindi and Science:	By promotion—  (i) Matric with Science.  (ii) 5 years experience as Laboratory Attendant.  By transfer or deputation—

(i) Matric with Science.

		(PAUS 1, 1920	DABA)
l	2	3	3
**************************************	<u> </u>	1	(ii) 5 years experience as Laboratory Attendant;
		•	(iii) Knowledge of Hindi upto Matrio standard.
26	Section Cutter		By promotion—
			5 years expereince as Peon, Sampler, Sweeper, Refiner, Fieldman, Chowkidar, Labora- tory Attendant, Technical Bearer, Truck Cleaner.
			By transfer or deputation—
			(i) Matric or its equivalent;
		-	(ii) 2 years experience of thin and polished section of different types of rocks orcs Mineral and other and Laboratory work;
			(iii) Knowledge of Hindi upto Matric standard.
27	Pump Operator	(i) Knowledge of Hindi upto Matric standar	(i) Knewledge of Hindi upto Matric d; standard;
<del></del> ;	• .	(ii) ITI; Diploma in the trade of Pump Operator.	(ii) ITI diploma in the trade of Pump Operator;
28	Carpentor	(i) Knowledge of Hindi upto Matric standard	
		(ii) ITI Diploma in the trade of carpentor;	(ii) ITI diploma in the trade of Carpenter:
-	neg -	(iii) Three years experience of Carpentory.	(iii) Three years expereince of carpentory.
29	Gestetner		By promotion—
	Operator (Machineman)		5 years expercince as Pcon, Sampler, Sweeper, Fieldman, Chowkidar, Labortory Attendant, Technical Bearer, Truck Cleanrer or Refiner.
			By transfer or deputation—
			(i) 5 years experience of any Class IV post;
·	:		(ii) Knowledge of handling photostat and Duplicating Machine.

# APPENDIX C

# Sce Rule 14 (1)

Serial No.	Dosignation of posts	Appointing Authority	Nature of penalty	Authority empowered to impose penalty	Appellate authority
1	2	3	4	5	6
			Minor Penalties :		
1	Doputy Superintendent	Director	(i) Warning with a copy or the personal file (Char tor roll);		Government
2	Porsonal Assistant		(ii) Consure;		
3	Senior Surveyor		(iii) withholding of promotion;	•	
4	Senior Draftsman		A resource and the second of		,
5	Legal Assistant		(iv) recovery from pay of the whole or part of any pecuniary loss		
6	Supervisor		caused by negligence of breach of orders, to	r	
7	Chemical Assistant		the Central Govern- ment or a State Gover	n-	
8	Technical Assistant		ment or to a company and association or a		
9	Assistants		body of individuals whether incorporated		ļ
01	Senior Scale-Steno- grapher		or not, which is wholly or substantially owned or controlled by the		
11	Surveyor		Government or to a		
12	Draftsman	•	local authority or univesity set up by an		
1 <b>3</b>	Drilling Assistant	•	Act of Parliament or of the Legislature of		
14	Photo Lab Tech- nician		a State; and (v) withholding of incre-		
15	Junior Scale		ments of pay without cumulative effect;		
	Stenographer		Major Penalties:		
16	Mochanic		(va) with holding of increment with cumulative effect;		· :

		(PA)	15 1, 1920 SARA)
1	2	3	4
17	Driver		() raduation to a lawar
18	Heavy Vehicle Driver	9	(vi) reduction to a lower stage in the time scale of pay for a specified
19	Tractor Drive	er	period with further direction as to whether
20	Steno typist		or not the Government employee will earn increments of pay during
21	Clorks		the period of such reduction and whether
22	Tracer		on the expiry of such period, the reduction
23	Compressor Operator		will or will not have the effect of postponing future increments
24	Rigman		of his pay;
25	Laboratory Assistant		(vii) Reduction to a lower scale of pay, grade, post or service which shall
26	Section Cutte	er	ordinarily be a bar to the promotion of the
27	Pump Operat	or	Government employee to the time scale of pay,
28	Carpenter		grade, post or service from which he was
29	Gesteiner Op (Machine		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 the grade, post or service;
			(viii) Compulsory retirement;
		,	(ix) removal from service which shall not be a disqualification for future employment under the Government;
<b>*********</b>	·	·	(x) dismissal from service which shall ordinarily be a disqualification for future employment under the Government.

# APPENDIX D

See Rule 14(2)

Seria No.	d Designation of posts	Nature of order	Authority empowered to make order	Appellat authority	Second and Final authority if any
1	2	3	4	5	6
1	Deputy Superintendent	(i) Reducing or withholding the amount of ordinary/ additional pension	Director	Government	Government
2	Personal Assisiant	admissible under the rule Government			
3	Senior Surveyor	pension;			
4	Senior Draftsman	(ii) terminating the appoint	-		
5	Legal Assistant	ment of a member of the service otherwise			
6	Supervisor	than on his attaining the age fixed, for			
.7	Chemical Assistan	superannuation. nt		,	
8	Technical Assistar	ut .			
. 9	Assistants	•			
10	Senior Scale Stenographer				•
11	Surveyor				
12	Draftsman				
13	Drilling Assistant	~			
14	Photo Lab Technic	ian			
15	Junior Scale Stonographer				
16	Machanic				
17	Driver				:

1	2	3	4	5	6
18	Heavy Truck Driver		بو - ليستندو لمؤسنو اسيساق الجاشات توبيها و الأستاق لمانساق مان		
19	Tractor Driver				
20	Steno-typist	•			
21	Clerks				
22	Tracer				·
23	Compresser Operator				
24	Rigman				
25	Laboratory Assistant				
26	Section Cutter				
27	Pump Operator				
<b>2</b> 8.	Carpenter 4				
29	Gesteiner Operator (Machineman)				

MEENAXI ANAND CHOUDRY,

Commissioner and Secretary to Government, Havyana, Mines and Geology Department.

# HARYANA MINES AND GEOLOGY DEPARTMENT SERVICE RULES 1998 (GROUP-D)

## [Authorised English Translation]

#### HARYANA GOVERNMENT

#### MINES AND GEOLOGY DEPARTMENT

#### Notification . . .

# The 16th January, 1998

No. G.S.R.14/Const/Art.333/93.—In exercise of the powers conformat by the proviso to article 309 of the Constitution of India, the Governor of Haryana hereby makes the following rules regulating the recruitment and conditions of service of persons appointed to the Haryana Mines and Geology Directorate State (Group D) Service, Rules, 1998, namely :-

#### Part I—General

Short title, and Commencement.

Definitions.

- 1. (1) These rules may be called the Haryana Mines and Geology Directorate State (Group D) Service Rules, 1998.
  - (2) They shall come into force at once.
  - 2. In these rules, unless the context otherwise requires:
  - (a) "Direct recruitment" means an appointment made otherwise than by promotion from within the service or by transfer of an official already in the service of the Government of India or any State Government;
  - (b) "Director" means the Director of Mines and Geology Haryana;
  - (c) "Government" means the Haryana Government in the Administrative Department:
  - (d) "Institution" means .—
    - (i) any institution castablished by law in force in the State of Haryana; or
    - (ii) any other institution recognised by the Government for the purpose of these rules;
  - (e) "Services" means the Haryana Mines and Goology Directorate State (Group D) Services.

#### Part II—Recruitment to Service

Number and Character of

计字符 复数错觉

1000

3. Service shall comprise the posts shown in Appendix 'A' to these rules:

Provided that nothing in these rules shall effect 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 de ignations 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) a citizen of India; or
- (b) a subject of Nepal; or
- (c) a subject of Bhutan; or
- (d) a Titetan refugee who came over to India before the 1st January, 1962, with the intention of permanently settling in India; or
- (e) a per son of Indian origin who has migrated from Pakistan, Burma, Sri Lanka or any of the East African countries of Kenya, Uganda, the United Republic of Tenzania (Formerly Tanganyika and Zanzibar, Zambie, Malawi, Zair and Ethopia with the intention of permanently settling in India:

Provided that a person belonging to any of the categories (b), (c), (d) or (c) 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 Director or any other recruiting authority, but the offer of apointment 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 School or Institution last attended, if any, and similar certificate from two other responsible persons, not being his relatives who are well acquainted with him in his private life and are unconnected with his School or Institution.
- 5. No person shall be appointed to any post in the Service by direct recruitment who is less than 16 years or more than 35 years of age on the last date of submission of application to the Director.

6. Appointments to any post in the Service shall be made by the Director.

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

Provided that in the case of appointment by direct recruitment, the qualifications regarding experience shall be releasible to the extent of 50% at the discretion of the recruiting authority in ease sufficient number of candidates belonging to Scheduled Castes, 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.

National ity,
domicile and
character of
candidates
appointed to
Service.

The state of the s

Age.

Appointing Authority.

Qualifications.

#### Disqualification.

#### 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.

# Method of recruitment.

- 9. (1) Recruitment to the Service shall be made,-
  - (a) in the case of Laboratory Attendant;
    - (i) by direct recruitment; or
    - (ii) by transfer or deputation of an official already in the service of any State Government or the Government of India:
  - (b) in the case of Technical Bearer;
    - (i) by direct recruitment; or
    - (ii) by transfer or deputation of an Officer already in the service of any State Government or the Government of India.
  - (c) in the case of Refiner,-
    - (i) by direct recruitment; or
    - (ii) by transfer or deputation of an official already in the service of any State Government or the Government of India:
  - (d) in the case of Sampler,—
    - (i) by direct recruitment; or
    - (ii) by transfer or deputation of an official already in the service of any State Government or the Government of India;
  - (e) in the case of Fieldman,-
    - (i) by direct recruitment; or
    - (ii) by transfer or deputation of an official already in the service of any State Government or the Government of India,
  - (f) in the case of Truck Cleaner,—
    - (i) by direct recruitment; or
    - (ii) by transfer or deputation of an official already in the service of any State Government or the Government of India;

- (g) in the case of Mining Guard,-
  - (i) by direct recruitment; or
  - (ii) by transfer or deputation of an official already in the service of any State Government or the Government of India;
- (h) in the case of Peon.
  - (i) by direct recruitment; or
  - (ii) by transfer or deputation of an official already in the service of any State Government or the Government of India.
- (i) In the case of Ghowkidar-cum-Watchman;
- . Viri (i) by direct recruitment; or
  - (ii) by transfer or deputation of an official already in the service of any state Government or the Government of India.
- (j) in the case of Sweeper;
  - (i) by direct recruitment; or
  - (ii) by transfer or deputation of an official already in the service of any State Government or the Government of India.
- (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 the appointment to any post in the Service, may, in the case of an appointment by transfer, at the discretion of the appointing authority, be allowed to count towards the period of probation fixed under this rule; and
- (c) any period of officiating appointment shall be reckoned as period spent on probation, but no person who has so officiated shall, on the completion of the prescribed period of probation be entitled to be confirmed, unless he is appointed against a permanent vacancy.
- (2) If, in the opinion of the appointing authority the work or conduct of a person during the period of probation is not satisfactory, it may.—
  - (a) If such person's appointed by the 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 appointed against a permanent vacancy; or
    - (ii) confirm such person from the date from which a permanent vacancy occurs, if appointed against a temporary vacancy;
    - (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.

Seniority.

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:

Provided that where there are different cadros a in the Service, the seniority shall be determined separately for each cadro:

Provided further that in the case of a member appointed by the direct recruitment, the order of merit determined by the Commission 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 a member appointed by promotion or by transfers, 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 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 Szevize hall be liable to serve at any place, whether within or out ide the State of Haryana, on being ordered so to do by the appointing authority.

13.

Liability to scrve.

- (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;  $(\varphi_{i},\varphi_{i}) = (\hat{\mathbf{f}}^{(i)}, \mathbf{f})$
- (ii) the Central Government or a company, an association of 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 organisation, an autonomous body not controlled by the Government or a private body:
- Provided that no member of the service shall be deputed to serve the Central or any other State Government or any organisation or body referred to in clause (ii) or clause (iii) except with his consont.
  - 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 re 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 Stato Logislaturo.

Pay, leave, Pension and other matters.

14. (1) In matters relating to discipline, penalties and 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 penalities 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 Appeal) Rules, 1987, and the appellate authority shall be as specified in Appendix D to these rules.

Vaccination.

15. 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 allegianco. 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 at by law citablished.

Power of relaxation.

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 calas or category of persons.

Special provisions.

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.

Reservations.

19. Nothing contained in these rules shall effect 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:

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

Repeal and Savings.

20. The Punjab State (Class IV) Service Rules, 1963, in their application to the State of Haryana are heroby repealed:

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)

Sr. No.	Dedemation of	Number	of Posts	nr <sub>ofo</sub>	1 Cools of man
	Designation of posts	Perma- nent	Tempo- rary	Tota	l Scale of pay
1	2	3	4	5	6
1	Laboratey Attendant	χ 3	• •	3	Rs. 950—20—1150—EB—25— 1500 (Matric) Rs. 775—12—955—EB—14— 1025 (Non-Matric).
. 2	Technical Bearer	文 1	1	2	Rs. 750—12—870—EB—14— 940
3	Refiner	× 3	••	3	Rs. 750—12—870—EB—14— 940
<b>6</b> 4	Sampler ->	1	• •	1	Rs. 750—12—870—EB—14— 940
5	Fieldman	1	• •	1	Rs. 750—12—870—EB—14— 940
× 6	Truck Cleaner	2	· ••	2	Rs. 750—12—870—EB—14—940
7	Mining Guard 🗸	30	25	55	Rs. 750—12—870—EB—14—950
8	Peon ~	7	2	9	Rs. 750—12—870—EB—14— 940
9	Chowkidar-cum- Watchman	2	••	2	Rs. 750—12—870—EB—14—940
10	Sweeper !	1	••	1	Rs. 750—12—870—EB—14— 940

# HARYANA GOVT GAZ., JAN. 10, 1998 (MAGH. 21, 1919 SAKA)

# 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	Laboratory Attendant	Middle pass with Hindi	Middle pass with Hindi
2	Technical Bearer	Middle pass with Hindi	Middle pass with Hindi
3	Refiner	Middle pass with Hindi and knowledge about extraction of saltpetre process	Middle pass with Hindi and knowledge about extraction of saltpetre process
4	Sampler	Middle pass with Hindi	Middle pass with Hindi
5	Fieldman	Middle pass with Hindi	Middle pass with Hindi
<u> </u>	Truck Clearner	Middle pass with Hindi	Middle pass with Hindi
7	Mining Guard	Middle pass with Hindi	Middle pass with Hindi
8	Peon	Middle pass with Hindi	Middle pass with Hindi
9	Chowkidar-oum- Watchman	Middle pass with Hindi	Middle pass with Hindi
10	Sweeper	Knowledge of Hindi	Knowledge of Hindi

## APPENDIX C

# [ See rule 14(I) ]

[ See rule 14(I) ]									
	Designation of posts	Appoint authority		Authority empowered to impose penalty	Appellate authority	Secord and final appel- late autho- rity, if any			
1	2	3	4	5	6	7			
	1. Minor Populties :								
1	Loboratory Attendant	Director	(i) warning with a copy in the personal file (Character roll);	Director	Financial Commissionand Secret				
2	Technical Bearer		(ii) censure;	•	to Government Hary	ı- /ana,			
3	Refiner		(iii) withholding of promot	tion;	Geology Departmen				
4	Sampler		(iv) recovery from pay of		Debarimer	Ţ <b>C</b>			
5	Fieldman		whole or part of any pecuniary loss cause	d					
6	Truck Clear	ıer	by negligence or a breach of orders to		•				
7	Mining Gua	ırd	the Central Govern- ment or a State						
8	Peon		Government or to a pany and Association	on					
9	Chowkidar- cum-Watchr		or a body of individu whether incorporated or not, which is who or substantially owne	l olly					
10	Sweeper		or controlled by the Government or to a authority or universise to up by an Act Parliament or of the Legislature of a State and  (v) withholding of increase of pay without cumbative effect;  2. Major Penalties 1	local local ity of of of ments					

(vi) withholding of increments.
of pay with cumulative effect;

1 2 3 4 5 6 7

- (vii) reduction to a lower stage in the time scale of pay for a specified period, with further directions to whether or not the Government employee will earn increments of pay during the period of such reduction whether on the expiry of such period. reduction will or will not have the effect of postponing the future 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 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 :
  - (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 14 (2)]

Sr. No		əf		Authority empowered o make he order	·	Second and final appellate authority, if any
1	2		3	4	5	6
1 2	Laboratory Attendant Technical Bearer	(i)	reduction or withholding the amount of ordinary or additional pension admissible under the rules governing pension;	Director	Financial Commissioner and Secretary to Government Haryana	Govern- ment
3	Rafiner	(ii)	terminating the appoint- ment, otherwise than on		Mines and Geology Department	
4	Sampler		his attaining the age fixed for superannuation			
<b>5</b>	Fioldman		•			
6	Truck Cleaner					
7	Mining Guard					
. 8	Peon					
9	Chokidar-cum- Watchman					
10	Sweeper					

MEENAXI ANAND CHAUDHRY,

Commissioner and Secretary to Government, Haryana, Mines and Geology Department.