

PART III

HARYANA GOVERNMENT

FINANCE DEPARTMENT

Notification

The 12th November, 1981

No. G.S.R.116/Coast./Art. 309/81.—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 Finance, Treasuries and Accounts Department (Group B) Service, namely:—

PART I—GENERAL

These rules may be called the Haryana Finance, Treasuries and Accounts Department (Group B) Service, Rules, 1981. Short title.

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

Definitions.

- (a) "Commission" means the Haryana Public Service Commission ;
- (b) "Government" means the Haryana Government in the Administrative Department ;
- (c) "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
- (d) "Service" means the Haryana Finance, Treasuries and Accounts Department (Group B) Service.

PART II—RECRUITMENT TO SERVICE

3. The Service shall comprise the posts shown in Appendix-A to these rules and the members of the Service shall draw pay in the scales of pay character of posts. Number and character of posts.

Provided that nothing in these rules shall affect the inherent right of the Government to make additions to, or reduction in, the number of such posts or to create new posts with different designations and scales of pay, either permanently or temporarily.

Appointing
Authority.

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

Qualifica-
tions.

5. No person shall be appointed to the Service, unless he is in possession of qualifications and experience specified in column 3 of Appendix B to these rules.

Disqualifi-
cations.

6. 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.

7. (1) Recruitment to the Service shall be made,—

(a) in the case of Administrative Officers,—

- (i) by promotion from amongst Treasury Officers; or
- (ii) by promotion from amongst Superintendents of Treasuries and Accounts Department; or
- (iii) by transfer or on deputation of a person already in the service of the Government of India or of a State Government in case no suitable officer is available from sources at (i) and (ii) above; and

(b) in the case of Superintendents,—

- (i) by promotion from amongst Deputy Superintendents or Assistants of Treasuries and Accounts Department; or
- (ii) by transfer or on deputation of a person already in service of Government of India or of a State Government in case no suitable person is available from the Treasuries and Accounts Department.

(2) Appointment to the Service by promotion shall be made on seniority-cum-merit basis. But seniority alone shall not give anyone the right of appointment.

Probation.

8. (1) Persons appointed to any post in the Service shall remain on probation for a period of one year.

Provided that—

- (a) Any period after such appointment spent on deputation on a corresponding or a higher post, shall count towards the period of probation.

- (b) any period of work in equivalent or higher rank, prior to appointment to the Service may, in the case of an appointment by transfer, at the discretion of the appointing authority, be allowed to count towards the period of probation fixed under 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,—

- (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) 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.

9. Seniority interests of members of the Service shall be determined by the length of continuous service on any post in the Service : **Seniority**

Provided that where there are different cadres in the service, the seniority shall be determined separately for each cadre ; *

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

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

- (b) 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
- (c) 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
serve.

10. (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 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 Government, an international organisation, an autonomous body not controlled by the Government or private body:

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

Pay, leaves,
pension or
other
matters.

11. 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.

12. (1) In matters relating to discipline, penalties and appeals, members of the Service shall be governed by the Punjab Civil Services (Punishment and Appeal) Rules, 1952, as amended from time to time:

Provided that the nature of penalties which may be imposed, the authority empowered to impose such penalties and appellate authority shall be 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 of these rules.

(2) The authority competent to pass an order under clause (c) or clause (d) of sub-rule (1) of rule 10 of the Punjab Civil Services (Punishment and Appeal) Rules, 1952, and the appellate authority shall also be as specified in Appendix-D to these rules.

13. Every member of the Service shall get himself vaccinated and re-vaccinated if and when the Government so directs by a special or general order.
14. 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.
15. 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.
16. 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.
17. Nothing contained in these rules shall effect reservations and other concessions required to be provided for Scheduled Caste and other Backward Classes in accordance with the orders issued by the State Government in this regard from time to time, under clause (4) of article 16 of the Constitution of India.
18. The Haryana Finance Department Treasuries and Accounts Branch Service (State Service Class II) Rules, 1966, are hereby repealed:
- Repeal and savings.
- Provided that any order made or action taken under the rules so repealed shall be deemed to have been made or taken under the corresponding provisions of these rules.

APPENDIX A

(See rule 3)

Designation of post	Number of Posts			Scale of pay	
	Permanent	Temporary	Total		
	1	2	3	4	5
Administrative Officer	1			1	Rs. 1,070-50-1,500-60-1,800 Plus Rs. 75 as special pay
Superintendent		1		1	Rs. 1,000-50-1,500

APPENDIX B

(See rule 5)

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
✓ Superintendents		Two years service as Deputy Superintendent and five years service as Assistant in the Treasuries and Accounts Department
Administrative Officers		(i) Three years service as Treasury Officer in the Treasury and Accounts Department ; or (ii) Three years service as Superintendent in the Treasury and Accounts Department.

APPENDIX C

[(See rule 12 (1))]

Designation of posts	Appointing Authority	Nature of penalty	Authority empowered to impose penalty	Appellate Authority	Second and final appellate authority, if any
1	2	3	4	5	6
Administrative officer and Superintendent	Government	(a) Warning with a copy on personal file ; (b) censure ; (c) withholding of increments or promotion, including stoppage at an efficiency bar ; (d) recovery from pay of the whole or part of any pecuniary loss caused to the Government by negligence or breach of order ; (e) reduction to a lower post or time scale or to a lower stage in a time scale ; (f) removal from the service which does not disqualify from future employment ; and (g) dismissal from the service which does ordinarily disqualify from future employment.	Director Treasuries and Accounts Finance Secretary	Finance Secretary	Government

APPENDIX D

[(See rule 12(2))]

Designation of posts	Nature of order	Authority empowered to make the orders	Appellate authority
1	2	3	4
Administrative Officer and Superintendent	(i) Reducing or withholding the amount of ordinary/additional pension admissible under the rules governing pension ; (ii) Terminating the appointment of a member of the Service otherwise than on his attaining the age fixed for superannuation.	Finance Secretary	Government

T.K. BANERJI,
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Finance Department.