

Type Test  
and Incre-  
ments of  
Clerks.

12. (1) Every person appointed to the post of Clerk in the Service shall, within a period of one year from the date of his appointment as such, pass the type test in Hindi at a speed of twenty-five words per minute or type test in English at a speed of thirty words per minute :

Provided that the Government may exempt any Clerk from passing the type test or may extend the period within which he shall pass the test.

(2) The increments of a Clerk shall be regulated as under :—

- (i) if he passes the type test within the period prescribed under sub-rule (1), he shall be entitled to get one increment from the date following the last day on which the type test is passed. However, he shall be entitled to get the second increment after the completion of two years service ;
- (ii) in case he is allowed extension in the period within which the type test is required to be passed, his next increment(s) for the period subsequent to that within which the test was to be passed, shall be released only from the date following the day on which the type test was passed ;
- (iii) if he fails to pass the type test and is subsequently exempted by the Government from passing the type test, his increments for the period subsequent to that within which the test was to be passed, shall be released from the date he is given such exemption ;
- (iv) further increments will normally be eligible on the dates on which they would have become otherwise due.

Liability to  
serve.

13. (1) A member of the Service shall be liable to serve at any place, whether within or outside the State of Haryana, on being ordered 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 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.

Pay, leave,  
pension and  
other  
matters.

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