

# **Bihar Secondary Education Office Employees Appointment and Service Condition Rules, 2010**

BIHAR

India

## **Bihar Secondary Education Office Employees Appointment and Service Condition Rules, 2010**

### **Rule**

### **BIHAR-SECONDARY-EDUCATION-OFFICE-EMPLOYEES-APPOINTMENT of 2010**

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Bihar Secondary Education Office Employees Appointment and Service Condition Rules, 2010 Published vide Notification No. Ma.Shi./Astha 'Ka'-03/07-3800, dated 30.08.2010 Last Updated 6th February, 2020 No.-Ma.Shi./Astha 'Ka'-03/07-3800. - In exercise of power conferred under proviso to Article 309 of the Indian Constitution, the Governor of Bihar is pleased to make the following Rules for appointment, promotion and service conditions in respect of the employees of the office of Bihar Secondary Education Office under Sub-Section (5) of Section 4 of the Bihar Non-Government (Taking over of Management & Control) Act, 1981: -Chapter - 1 General

### **1. Short Title, commencement and extent.**

(1) These rules shall be called the Bihar Secondary Education Office Employees Appointment and Service Condition Rules, 2010. (2) These Rules shall come into force at once. (3) Its extent shall be limited to all such employees appointed through the dissolved Bihar Secondary Education Board and are under the control of the Director (Secondary Education) and who have been appointed or shall be appointed by the Director (Secondary Education) after the constitution of the Secondary Education Office.

### **2.**

In these Rules, unless there is anything repugnant in the subject or context. -(a) "State Government" means the Government of Bihar; (b) "Year" means calendar year; (c) "Cadre" means the cadre of the employees of the Bihar Secondary Education Office, described in Rule 4 of these

Rules;(d)"Appointing Authority" means the Director (Secondary Education), Bihar;(e)"Head of the Department" means the Director (Secondary Education), Bihar;(f)"Bihar Secondary Education Board" means the Bihar Secondary Education Board established under the provisions of the Bihar Secondary Education Board Act, 1976 and dissolved Bihar Secondary Education Board;(g)"Bihar Secondary Education Office" means the converted office in the form of Bihar Secondary Education Office of the Bihar Secondary Education Board dissolved under the provisions of the Bihar Non-Government Secondary Schools (Taking over of Management and Control) Act 1981.Chapter - 2 Constitution of Cadre

### **3.**

"Bihar Secondary Education Office Cadre" shall be constituted for all the posts of Class-III and Class-IV employees of the Bihar Secondary Education Office under the control of the Director (Secondary Education), from the date of commencement of these Rules.Chapter - 3 Appointment and Promotion

### **4.**

(1)Posts of the basic grade of Class-III shall be filled up through direct recruitment and higher posts through promotions on the basis of seniority. Direct recruitment, promotion and other service conditions shall be as per schedule-1.(2)The appointment on the post of Class-IV, promotion and other service conditions shall be as per schedule -1.

### **5. Reservation.**

- The reservation policy of the State Government and compliance of roster shall be necessary in the direct recruitment and promotion.Chapter - 4 Seniority

### **6.**

Seniority shall be in order of preference of the selection list, but the seniority of previously appointed employees shall be determined from their date of joining in this office. Seniority shall be determined as per the procedure and general principle determined by General Administration Department.

### **7.**

Such employees, who are transferred from other cadres and working in the Bihar Secondary Education Office against the sanctioned posts and if voluntary written consent has been given by them to remain in the Bihar Secondary Education Office, then their seniority shall be admissible from the date of their joining in this office.Chapter - 5 Miscellaneous

## 8.

(1) Such other matters, for which no provision has been made in these Rules, shall be controlled by relevant provisions made in the Bihar Service Code or other relevant rules/directions, which are applicable to other government employees. (2) The State Government can make modifications in these Rules as deem necessary.

## 9. Repeal and Savings.

(1) Any rules framed or any order issued by the dissolved Bihar Secondary Education Board or by the State Government before the commencement of these Rules shall stand repealed after commencement of these rules. (2) Notwithstanding such repeals, anything done or any action taken in exercise of the powers under the Bihar Non-Government Secondary Schools (Taking over of Management & Control) Act, 1981 shall be deemed to have been done or taken in exercise of the powers of these Rules, as if these Rules were in force on the date on which such thing was done or action was taken.

## Schedule 1

(See Rule-4)

Sl. No.	Cadre/Name of Post	No. of Posts	Pay Scale	Name of the Commission, on the basis of whose recommendation the appointments are to be made	Minimum and Maximum age limit for direct recruitment	Minimum qualification for direct recruitment	Appointing Authority
1	2	3	4	5	6	7	8
01	Auditor	02	5000- 8000 (Unrevised) 9300- 34800 (revised)	Bihar Staff Selection Commission	Minimum 21 years and Maximum shall be same as determined by the State Government (General Admn. Department), time to time	Bachelor degree in Commerce, or Science- Math	Director (Secondary Education)
9	10	11	12	13	14	15	16
Probation Period	Training	Departmental Examination and Syllabus	Departmental Promotion Committee	Promotional Post	No. of Posts	Scale	Tenure

02 years	Order shall be issued separately	Order shall be issued separately	Order shall be issued separately	Audit Officer/ Budget-cum- Accounts Officer	02	6500-10500 (Unrevised) 9300-34800 (revised)	Same as determined by the State Government (General Admn. Department), time to time
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(See Rule-4)

Sl. No.	Cadre /Name of Post	No. of Posts	Pay Scale	Name of the Commission, on the basis of whose recommendation the appointments are to be made	Minimum and Maximum age limit for direct recruitment	Minimum qualification for direct recruitment	Appointing Authority	Probation Period
1	2	3	4	5	6	7	8	9
02	Lower Division Clerk	30	3050- 4590 (Unrevised) 5200- 20200 (revised)	Bihar Staff Selection Commission	Minimum 18 years and Maximum shall be same as determined by the State Government (General Admn. Department), time to time	Matric	Director (Secondary Education)	02 years
Training	Depart-mental Examination and Syllabus	Depart-mental Promotion Committee	Promotional Post	No. of Posts	Scale	Appointing Authority	Tenure	
10	11	12	13	14	15	16	17	
Order shall be issued separately	Order shall be issued separately	Order shall be issued separately	Upper Division Clerk / Head Clerk	30	5000-8000 (Unrevised) 9300-34800 (revised)	Director (Secondary Education)	Same as determined by the State Government (General Admn. Department), time to time	

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(See Rule-4)

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1	2	3	4	5	6	7	8	9	
03	Steno typist	09	4000-6000 (Unrevised) 5200-20200 (revised)	Bihar Staff Selection Commission	Minimum 18 years and Maximum shall be same as determined by the State Government (General Admn. Department),time to time	Matric, Knowledge of Shorthand writing and typing	Director (Secondary Education)	02 years	
Training		Departmental Examination and Syllabus		Departmental Promotion Committee	Promotional Post	No. of Posts	Scale	Appointing Authority	Remarks
10		11		12	13	14	15	16	17
Not applicable		Order shall be issued separately		Shall be constituted separately	Not applicable	-	-	Director (Secondary Education)	

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1	2	3	4	5	6	7	8	9
04	Driver	03	-	-	-	-	-	-

3050-4590  
(Unrevised)  
5200-  
20200  
(revised)

Director  
(Secondary  
Education)

Training	Departmental Examination and Syllabus	Departmental Promotion Committee	Promotional Post	No. of Posts	Scale	Appointing Authority	Remarks
10	11	12	13	14	15	16	17
-	-	-	-	-	-	Director (Secondary Education)	Rules of 2005 issued from the Personnel &Administrative Reforms Department (as modified from time to time)shall be applicable

## Schedule 1

(See Rule-4)

Sl. No.	Cadre /Name of Post	No. of Posts	Pay Scale	Name of the Commission, on the basis of whoserecommendation the appointments are to be made	Minimum and Maximum age limit for directrecruitment	Minimum qualification for direct recruitment	Appointing Authority	Probation Period
1	2	3	4	5	6	7	8	9
05	Daftari	02	2750-4400-(Unrevised) 5200-20200 (revised)	-	-	-	Director (Secondary Education)	--
Training		Departmental Examination and Syllabus	Departmental Promotion Committee	Promotional Post	No. of Posts	Scale	Appointing Authority	Remarks
10	11	12	13	14	15	16	17	
-	-	-	-	-	-	Director(Secondary Education)	For these posts the rules for Group-D	

issued by the  
General  
Admn.  
Department  
shall be  
applicable.

## Schedule 1

(See Rule-4)

Sl. No.	Cadre /Name of Post	No. of Posts	Pay Scale	Name of the Commission, on the basis of whose recommendation the appointments are to be made	Minimum and Maximum age limit for direct recruitment	Minimum qualification for direct recruitment	Appointing Authority	Probation Period
1	2	3	4	5	6	7	8	9
06	Peon	18	2550-3200-(Unrevised) 4440-7440 (revised)	-	-	-	Director (Secondary Education)	-
Training	Departmental Examination and Syllabus	Departmental Promotion Committee	Promotional Post	No. of Posts	Scale	Appointing Authority	Remarks	
10	11	12	13	14	15	16	17	
-	-	-	-	-	-	Director (Secondary Education)	For these posts, the rules for Group-D issued by the General Admn. Department shall be applicable.	

## Schedule 1

(See Rule-4)

Sl. No.	Cadre /Name of Post	No. of Posts	Pay Scale	Name of the Commission, on the basis of whose recommendation the	Minimum and Maximum age limit for direct recruitment	Minimum qualification for direct recruitment	Appointing Authority	Probation Period
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appointments are to be made								
1	2	3	4	5	6	7	8	9
					Minimum 18 years and Maximum shall be same as determined by the State Government (General Admn. Department), time to time			
07	Mali	01	2650-4000 (Unrevised) 4440-7440 (revised)	The order for constitution of Selection Committee shall be issued separately.		8th Pass, Knowledge of gardening	Director (Secondary Education)	2 years
Training	Examination and Syllabus	Departmental Promotion Committee	Departmental Promotion Committee	Promotional Post	No. of Posts	Scale	Appointing Authority	Remarks
10	11	12	13	14	15	16	17	
-	-	-	-	-	-	Director (Secondary Education)		

## Schedule 1

(See Rule-4)

Sl. No.	Cadre /Name of Post	No. of Posts	Pay Scale	Name of the Commission, on the basis of whose recommendation the appointments are to be made	Minimum and Maximum age limit for direct recruitment	Minimum qualification for direct recruitment	Appointing Authority	Probation Period
1	2	3	4	5	6	7	8	9
					Minimum 18 years and Maximum shall be same as determined by the State Government (General Admn. Department), time to time			
08	Sweeper	01	2550-3200 (Unrevised) 4440-7440 (revised)	The order for constitution of Selection Committee shall be issued separately.		8th Pass,	Director (Secondary Education)	-



Training	Departmental Examination and Syllabus	Departmental Promotion Committee	Promotional Post	No. of Posts	Scale	Appointing Authority	Remarks
10	11	12	13	14	15	16	17
-	-	-	-	-	-	Director (Secondary Education)	