

# **Irrigation Department, Uttaranchal Service of Revenue Subordinate Cadre (Group 'B' and 'C') Rules, 2003**

UTTARAKHAND

India

## **Irrigation Department, Uttaranchal Service of Revenue Subordinate Cadre (Group 'B' and 'C') Rules, 2003**

### **Rule**

### **IRRIGATION-DEPARTMENT-UTTARANCHAL-SERVICE-OF-REVENUE-OF 2003**

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Irrigation Department, Uttaranchal Service of Revenue Subordinate Cadre (Group 'B' and 'C') Rules, 2003Published vide Notification No. 263/9-1-Sin/2003, dated 31st May, 2003In exercise of the powers conferred by the provision to Article 309 of the Constitution and in supersession of all existing rules and orders on the subject, the Governor is pleased to make the following rules regulating recruitment and conditions of service of persons appointed to the Irrigation Department Uttaranchal Service of Revenue Subordinate Cadre :

## **Part I – General**

### **1. Short title and commencement.**

(1)These rules may be called the Irrigation Department, Uttaranchal Service of Revenue Subordinate Cadre (Group 'B' and 'C') Rules, 2003.(2)They shall come into force at once.

### **2. Status of the Service.**

- The Irrigation Department Uttaranchal Service of Revenue Subordinate Cadre is a State Service comprising Group "B" and "C" posts.

### **3. Definitions.**

- In these rules, unless there is anything repugnant in the subject or context,-(a)"Appointing Authority" means an officer duly authorised by the Competent Authority to make such an appointment;(b)"Citizen of India" means a person who is or is deemed to be a citizen of India under Part II of the Constitution;(c)"Committee" means such a Selection Committee formed by the Competent Authority;(d)"Constitution" means the Constitution of India;(e)"Government" means the State Government of Uttaranchal;(f)"Governor" means the Governor of Uttaranchal;(g)"Member of the Service" means a person substantively appointed under these rules or the rules or orders in force prior to the commencement of these rules to a post in the respective cadre of the Service;(h)"Service" means the Uttaranchal Service of Revenue Cadre (Irrigation Department);(i)"Substantive appointment" means an appointment, not being an ad hoc appointment on a post in the cadre of the Service, made after selection in accordance with the rules and, if there were no rules in accordance with the procedure prescribed for the time being by executive instructions issued by the Government;(j)"Year of recruitment" means a period of twelve months commencing from the first day of July of a calendar year;(k)"Circle" means the Office of Superintending Engineer of Irrigation Department; and(l)"Division" means office of the Executive Engineer of Irrigation Department.

## **Part II – Cadre**

### **4. Cadre of the Service.**

(1)The strength of the Service in each cadre and number of posts of various categories therein shall be such as may be determined by the Government from time to time as given in Appendix "A" :But, the Governor may leave unfilled or may hold in abeyance any vacant post, without thereby entitling any person to compensation.

## **Part III – Recruitment**

### **5. Source of recruitment.**

- Recruitment to the various posts of the Service shall be made as follows :A. Seenchpal/Tube-well Operator/Revenue clerk. - The post of Seenchpal/Tube well operator/Revenue clerk shall be filled in by direct recruitments by selection through a Committee by inviting the application forms from such candidates whose names are enrolled in various offices of Employment Exchange in Uttaranchal.B. Seenchpryekshak. - The recruitment to the Service shall be made by promotion subject to the rejection of unfit, amongst the seenchpal/Tube-well operator in the office of canal and tube-well operators in the office of tube-well who have completed 8 years of Service.C. Zileadar. - The recruitment to the Service shall be made by promotion, subject to rejection of unfit, amongst the Seenchpryekshak who, on the first day of the year in which selection is made, have completed 7 years of Service and have qualified the departmental examination.D. Deputy Revenue Officer. - The recruitment to the Service shall be made by promotion, subject to rejection of unfit, amongst

Zileedars who, on the first day of the year in which selection is made, have completed 6 years of Service and have also passed canal law examination. E. Head Revenue clerk. - The recruitment to the Service, shall be made by promotion subject to rejection unfit, amongst the Revenue clerk, who have completed 8 years of Service.

## **6. Reservation.**

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

## **Part IV – Qualifications**

### **7. Nationality.**

- A candidate for direct recruitment to a post in the Service must be-(a)A citizen of India; or(b)A Tibetan refugee who came over to India before the 1st January, 1962 with the intention of permanently settling in India; or(c)A person of Indian origin has migrated from Pakistan, Burma, Sri Lanka or any of the East African countries of Kenya, Uganda and the United Republic of Tanzania (formerly Tanganyika and Zanzibar) with the intention of permanently settling in India :Provided that a candidate belonging to category (b) or (c) above must be a person in whose favours a certificate of eligibility has been issued by the State Government:Provided further that candidate belonging to category (b) will also be required to obtain a certificate of eligibility granted by the Deputy Inspector General of Police, Intelligence Branch, Uttaranchal:Provided also that if a candidate belongs to category (c) above, no certificate of eligibility will be issued for a period of more than one year and the retention of such a candidate in Service be join a period of one year, shall be subject to his acquiring Indian citizenship. Note. - A candidate in whose case a certificate of eligibility is necessary but the same has neither been issued not refused, may be admitted to an examination or interview and he may also be provisionally appointed, subject to the necessary certificate being obtained by him or issued in his favour.

### **8. Academic qualification.**

- A candidate for direct recruitment to the post of Seenchpal/Tube-well operator must possess a minimum academic qualification of Intermediate or 10+2 or equivalent.

### **9. Preferential qualification.**

- A candidate who has served in the Territorial Army for a minimum period of two years, or obtained a "B" Certificate of National Cadet Corps shall, other things being equal, be given preference to the matter of direct recruitment.

## **10. Age.**

- A candidate for direct recruitment must have attained the age of 18 years, and must not have attained the age of more than 35 years on the first day of July of the calendar year in which vacancies for direct recruitment are advertised by the Department: Provided that the upper age limit in the case of candidates belonging to the Scheduled Castes, Scheduled Tribes and such other categories as may be notified by the Government from time to time shall be greater by such number of years as may be specified.

## **11. Character.**

- The character of a candidate for direct recruitment to a post in the Service must be such as to render him suitable in all respects for employment in Government service. Note. - Persons dismissed by the Union Government or a State Government or by a Local Authority or a Corporation or Body owned or controlled by the Union Government or State Government shall be ineligible for appointment to any post in the Service. Persons convicted of an offence involving moral turpitude shall also be ineligible.

## **12. Marital status.**

- A male candidate who has more than one wife living or a female candidate who has married a man already having a wife living shall not be eligible for appointment to a post in the Service : Provided that the Government may, if satisfied that there exist special grounds for doing so, exempt any person from the operation for the rule.

## **13. Physical fitness.**

- No candidate shall be appointed to a post in the Service unless he be in good mental and bodily health and free from any physical defect likely to interfere with the efficient performance of his duties. Before a candidate is finally approved for appointment he shall be required to pass an examination by Medical Board : Provided that a Medical Certificate of fitness shall not be required from a candidate recruited by promotion.

# **Part V – Procedure for Recruitment**

## **14. Date of determination of vacancies.**

- The Appointing Authority shall determine the number of vacancies to be filled during the course of the year as also the number of vacancies to be reserved for candidates belonging to Scheduled Castes/ Scheduled Tribes and other categories under Rule 6.

## 15. Procedure for Direct Recruitment.

- Seenchpal/Tube-well Operator/Revenue Clerk. - (1) In order to fill the vacancies of this Service, Head of the Department shall constitute a Selection Committee as follows, including a member of Scheduled Caste/Tribe :

(i)	Executive Engineer of canals	...	Member
(ii)	Executive Engineer of Tube-well	...	Member
(iii)	Deputy Revenue Officer	...	Member

(Senior Executive Engineer Will be Chairman of the Committee).

(2) For direct recruitment, the Chairman of the Committee shall invite the applications, by publishing the advertisement in the newspapers, from such candidates whose names are enrolled in the office of District Employment Exchange of Uttaranchal. (3) The Committee shall select the suitable candidates and prepare a list of such candidates and produce to the Superintending Engineer (Karmic). Superintending Engineer then shall appoint the candidates in various divisions as unpaid apprentice for a period of six months (one crop) and during the period of apprenticeship the candidate shall have to qualify a written test conducted by the Committee formed in sub-clause (1) above, regarding their duties and functions as specified in Appendix "B". (4) The Committee shall prepare a list of the names of qualifying candidates according to date of birth, keeping below the names who are already on list, with the details in the following order : A- Name B- Father's Name C- Date of Birth D- Academic Qualification E- Permanent Address F- Other Details, if any (5) The number of candidates in the list shall not be more than 20% of the sanctioned post. (6) The names of such candidates shall be deleted from this list who shall forego to join the duties on the officiating post without assigning any proper reason or shall complete 35 years of age without working of officiating post against vacancy. (7) The Head of the Department shall recruit the candidates in the order of merit from such list prepared in sub-clause (6) above, to the vacant substantive post.

## 16. Procedure for recruitment by promotion.

- A. Seenchpryvekshak. - (1) The recruitment to the Service, as the case may be, by promotion of Seenchpal/ Tube-well Operators, subject to reject unfit, shall be done by a Committee by merit on the basis of past records, integrity, personality, intelligence and initiative of, as the case may be, the Seenchpal/Tube-well Operators. The Committee shall be constituted by Head of the Department as follows including a member of Scheduled Caste/Tribe-

(i) Superintending Engineer (Karmic) ... Chairman

(ii) Executive Engineer ... Organizer

(iii) Deputy Revenue Officer ... Member

(2) The Committee shall prepare a list of candidates suitable for promotion in order of their seniority. The number of candidates shall be equal to the vacant post. (3) The recruitment shall be made by the candidate of the list prepared in sub-clause (2) above by the Appointing Authority. B. Zildar. - (1) For the recruitment to the Service by promotion amongst Seenchparyvekshak a Committee shall be constituted by the Head of the Department as follows including a member of Scheduled Caste/Tribe.-

(i) Superintending Engineer (Karmic) ... Chairman

(ii) Executive Engineer ... Organizer

(iii) Deputy Revenue Officer ... Member

(2) Committee will conduct a written test in the subjects specified in Appendix (B) and prepare a list by merit and demerit according to seniority of the qualifying candidates, subject to reject unfit, by considering character rolls or any other such documents which are necessary. (3) The Chairman of the Committee shall produce such list to the Head of the Department. (4) The Head of Department shall then recruit by seniority to the vacant posts, the candidates of the list prepared under sub-clause (2) above. Note. - Such Seenchparyvekshak who have any of the academic qualifications specified in Appendix "C" shall be exempted from this written test. C. Deputy Revenue Officer. - (1) The Superintending Engineer (Karmic) shall prepare a list of all eligible Zildars, in order of seniority and shall record therein his remarks against each candidate with regard to his suitability for promotion. Reasons shall also be given for not considering a candidates suitable for promotion. He shall also prepare another list in order of merit of candidate whom he considers suitable for promotion. He shall then submit both the lists to the Departmental Promotion Committee consisting of Irrigation Secretary Chairman, Head of the Department, Member and Chief Engineer concerned Member along with the character rolls in personal file if any of the candidates. (2) The Committee shall select strictly on merit from the lists of candidates submitted by Superintending Engineer (Karmic), a number of candidates equal to the number of vacancies and will arrange their names in a list in order of seniority. The Committee will also select from the remaining candidates a number which shall not be less than half and not more than the total number of candidates in the first list and will arrange their names in a supplementary list in order of preference. (3) In selecting the candidates under sub-clauses (1) and (2) regard shall be had to candidates for-(i) Personality, character, intelligence and initiative; (ii) Tact and energy; (iii) Integrity; and (iv) Previous record of Service. (4) The two lists prepared under sub-clause (2) shall then be forwarded to Uttaranchal Public Service Commission along with the character rolls personal file if any of the candidates named in the lists. The Commission shall be requested to advice on the suitability for promotion of the candidates named in the main list. If the Commission are of the opinion that any candidate in that list is not suitable for promotion, they shall consider the names in the supplementary list in the order in which they are placed in that list and shall advice on, the suitability of so many of the candidates in the supplementary list as may be necessary to replace the candidates not approved in the first list. Along with the main and the supplementary lists of the candidates nominated for the promotion, the Commission shall invariably be supplied with the character rolls and personal file if any of all those candidates who are passed over, in order to enable the Commission to advice whether any suitable candidate has been left out without adequate justification. (5) The names of candidates whom the

Commission consider to be suitable will be reported to the Head of Department who shall enter the names of the selected candidates in order of seniority as Zileedars below those names who already exist on the list. D. Head Revenue Clerk. - (1) The recruitment to the Service, as the case may be, by promotion of Revenue Clerk, subject to reject unfit, shall be done by a Committee by merit on the basis of past records, integrity, personality, intelligence and initiative. The Committee shall be constituted by Head of the Department as follows including a member of Scheduled Caste/Tribe-

(i) Superintending Engineer (Karmic) ... Chairman

(ii) Executive Engineer ... Organizer

(iii) Deputy Revenue Officer ... Member

(2) The Committee shall prepare a list of candidates suitable for promotion in order of their seniority. The number of candidates shall be equal to the vacant post. (3) The recruitment shall be made by the candidate of the list prepared in sub-clause (2) above by the Appointing Authority. Note. - If any member of the above Committee is not from Scheduled Caste/Tribe, then a member as nominated by the Appointing Authority shall be from Scheduled Caste/Tribe, who should not be below one rank.

## **17. Combined select list.**

- (i) If in any year of recruitment appointments are made both by direct recruitment and by promotion, a combined list shall be prepared by taking the names of candidates from the relevant lists in such manner that the prescribed percentage is maintained, the first name in the list being of the person appointed by promotion. The persons promoted from the feeding cadre having higher pay scale shall be senior to the persons promoted from feeding cadre having lower pay scale.

## **Part VI – Appointment, Probation, Confirmation and Seniority**

### **18. Appointment.**

(1) On the availability of vacancies for substantive post of Deputy Revenue Officer, the Chief Engineer shall appoint the candidates in order in which their names appear on list. All such appointments shall be notified in the Official Gazette. (2) Appointments to the other services shall be made as per Clauses 16(A) and (B) respectively.

### **19. Probation.**

(1) A person substantively appointed to a post in the Service shall be placed on probation for a period of one year. (2) The Appointing Authority may for reasons to be recorded, extend the period of probation in individual cases specifying the date up to which the extension is granted : Provided that, save in exceptional circumstances, the period of probation shall not be extended beyond one year and in no circumstances beyond two years. (3) If it appears to the Appointing Authority at any time during or at the end of the period of probation or extended period of probation, that a probationer has not made sufficient use of his opportunities or has otherwise not given satisfaction, he may be reverted to substantive post, if any, and if he is not holding a lien on any post, his services may be

dispensed with.(4)A probationer, who is revolved or whose services are dispensed with under sub-rule (3) above, shall not be entitled to any compensation.

## **20. Confirmation.**

- A probationer shall be confirmed in his appointment at the end of the period of probation or the extended period of probation if-(a)his work and conduct is reported to be satisfactory;(b)his integrity is certified; and(c)the Appointing Authority is satisfied that he is otherwise fit for confirmation.

## **21. Seniority.**

- The seniority of persons substantively appointed in any category of posts shall be determined in accordance with the Government Servant Seniority Rules, as amended from time to time.

## **Part VII – Pay etc.**

### **22. Scales of pay.**

(1)The scales of pay admissible to a person, appointed to a post in the cadre of the Service, shall be such as may be determined by the Government from time to time.(2)The scales of pay prevailing at the beginning of these rules are shown in Appendix "A".

### **23. Pay during probation.**

- Notwithstanding any provision in the Rules to the contrary, a person on probation, if he is not already in permanent Government Service, shall be allowed his first increment in the time scale when he has completed one year of satisfactory Service.Provided that, if the period of probation is extended on account of failure to give satisfaction, such extension shall not count for increment, unless the Appointing Authority directs otherwise.

## **Part VIII – Other Provisions**

### **24. Canvassing.**

- No recommendations, either written or oral, other than those required under the rules applicable to the post or Service will be taken into consideration. Any attempt on the part of a candidate to enlist support directly or indirectly for his candidature will disqualify him for appointment.



## 25. Regulation of other matters.

- In regard to the matters, not specifically covered by these rules or special orders, persons appointed to the Service shall be governed by the rules, regulations and orders, applicable generally to Government Servants serving in connection with the affairs of the State.

## 26. Relaxation from the conditions of Service.

- Where the State Government is satisfied that the operation of any rule regulating the conditions of Service of person appointed to the Service causes undue hardship in any particular case, it may in consultation with the Commission notwithstanding anything contained in the rules applicable to the case, by order dispensed with or relax the requirement of that rule, to such extent and subject to such conditions, as it may consider necessary for dealing with the case, in a just and equitable manner.

## 27. Savings.

- Nothing in these rules shall affect reservation and other concessions required to be provided for the candidates belonging to the Scheduled Castes, Scheduled Tribes and other special categories of persons in accordance with the orders of the Government issued from time to time in this regard. Appendix A

Sl. No.	Name of post	No. of Post	Pay Scale
1.	Scenchpal		3,050-4,590.
2.	Tube-well Operator		3,050-4,590.
3.	Revenue Clerk		3,050-4,590.
4.	Seenchpryvekshak		4,000-6,000.
5.	Head Revenue Clerk		4,000-6,000.
6.	Ziledar		4,500-7,000.
7.	Deputy Revenue Officer		6,500-10,500.

### Appendix B

Sl. No.	Name of post	Details of training	Subjects for written test	Time and Maximum Marks of the test	Time
1.	Seenchpal	Training regarding duties and functions of Seenchpal under an experienced Scenchpal of the Division.	1.	Sajra observing.	1. 2.30 Hours.
2.	Knowledge of maintenance of canals.	2.	Maximum Marks 100.		

3.	Knowledge of rules for recording of irrigation.				
4.	Knowledge of Revenue Forms.				
		Training regarding duties and functions of Tube-well			Time
2.	Tube-well Operator	Operator under an experienced Tube-well operator of the Division.	1.	Sajra Observing.	1. 2.30 Hours.
2.	Knowledge of Tube-well forms.	2.		Maximum Marks 100.	
3.	Knowledge of operation and maintenance of Tube-well machines.				
4.	Practice of artificial respiration.				
		Training regarding duties and functions of Revenue clerk under an experienced Seenchpal /Tube-well operator of the Division.			Time
3.	Revenue Clerk	Revenue clerk under an experienced Seenchpal /Tube-well operator of the Division.	1.	Sajra Observing.	1. 2.30 Hours.
2.	Knowledge of maintenance of canals.	2.		Maximum Marks 100.	
3.	Knowledge of rules for recording of irrigation.				
4.	Knowledge of Revenue Forms.				
5.	Knowledge of Tube-well Forms.				
4.	Ziledar		1.	Knowledge of Shri Moreland's book entitled "Agriculture of United Provinces"	1. 2.30 Hours.
2.	Knowledge of Chapter VII, Section 1, Paragraph 152-153 (Rules 1 to 53, 82 and 83) and Chapter VIII of the Manual of	2.		Maximum Marks 100.	

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Appendix C[See Rule (6) of Part III](A)List of recognized institutions for award of two years course in agriculture is as follows :

- 1. Government Agriculture College, Kanpur.**
- 2. Government Agriculture School, Bulandshahar.**
- 3. Government Agriculture School, Gorakhpur.**

(B)List of recognized institutions for award of Agriculture and Extension Diploma is as follows :

- 1. Government Agriculture School, Bulandshahar.**
- 2. Government Agriculture School, Gorakhpur.**
- 3. Government Agriculture School, Chirgaon, Jhansi.**
- 4. Agriculture School, Gurukul Kangri, Hardwar, Saharanpur.**
- 5. Agriculture School, Rajghat, Varanasi.**
- 6. Agriculture School Gat College), Muzaffarnagar.**
- 7. Agriculture School (Rajut Shiksha Shivar), Shaulana, Meerut.**
- 8. Munshi Nand Institute, Sarjini Nagar, Lucknow.**
- 9. Rural Agriculture Institute, Bisawan, Mathura.**
- 10. Agriculture School (Town Inter College), Ballia.**

(The recognition of this institute has been withdrawn with effect from July, 1963),