

# **Chhattisgarh Municipal Corporation (Appointment and Conditions of Service of Officers and Servants) Rules, 2007**

CHHATTISGARH

India

## **Chhattisgarh Municipal Corporation (Appointment and Conditions of Service of Officers and Servants) Rules, 2007**

### **Rule**

### **CHHATTISGARH-MUNICIPAL-CORPORATION-APPOINTMENT-AND-CO of 2007**

- Published on 24 January 2008
- Commenced on 24 January 2008
- [This is the version of this document from 24 January 2008.]
- [Note: The original publication document is not available and this content could not be verified.]

Chhattisgarh Municipal Corporation (Appointment and Conditions of Service of Officers and Servants) Rules, 2007Published vide Notification No. F-4-49/2006/18, dated 24.1.2008Last Updated 17th September, 2019Notification No. F-4-49/2006/18 dated the 24th January, 2008. - In exercise of the powers conferred by Section 433 read with sub-section (1) of Section 58 of the Chhattisgarh Municipal Corporation Act, 1956 (No. 23 of 1956), the State Government hereby make the following rules regulating the set up, strength, recruitment, appointment, scales of pay, allowance and other conditions of service of the officers and servants of the Municipal Corporation of Chhattisgarh, namely :-

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

(1)These rules may be called the Chhattisgarh Municipal Corporation (Appointment and Conditions of Service of Officers and Servants) Rules, 2007.(2)It shall come into force from the date of its publication in the official Gazette.

### **2. Definitions.**

- In these rules unless the context otherwise requires. -(a)"Act" means the Chhattisgarh Municipal Corporation Act. 1956 (No. 23 of 1956).(b)"Appointing Authority" means the Mayor-in-Council or the Commissioner as the case may be, specified by the State Government by an order under proviso

(i) of sub-section (1) of Section 58 of the Act;(c)"Corporation" means any Corporation constituted under section 7 of the Act;(d)"Mayor-in-Council" means the Mayor-in-Council constituted under Section 37 of the Act and includes the Administrator of the city appointed by the State Government under sub-section (1) of Section 423 of the Act;(e)"Section" means section of the said Act [Chhattisgarh Municipal Corporation Act, 1956;](f)"Schedule" means schedule appended to these rules;(g)"Committee" means a committee constituted by the Mayor-in-Council for selection of the candidates;(h)"Commission" means Chhattisgarh Public Service Commission;(i)"Government" means the Government of Chhattisgarh;(j)"Governor" means the Governor of Chhattisgarh;(k)"Scheduled Caste" means the scheduled caste as specified in relation to this State under article 341 of the Constitution of India;(l)"Scheduled tribe" means the scheduled tribe as specified in relation to this State under article 342 of the Constitution of India;(m)"Other Backwards Classes" means the other Backwards classes of the citizen as specified in the notification No. F-8-5 Twenty five-4-84, dated 26-12-1984 of the Chhattisgarh Government, General administration department reservation cell and amended by the State Government from time to time;(n)"Section" means section of the Chhattisgarh Municipal Corporation Act. 1956 (No. 23 of 1956);(o)"State" means State of Chhattisgarh;(p)The words and expressions used but not defined in these Rules, shall carry the same meaning as have been assigned to them in the Chhattisgarh Municipal Corporation Act. 1956 (No. 23 of 1956).

### **3. Classification Scale of Pay, etc.**

(1)The posts included in the service shall be such as specified in Schedule I.(2)The Classification of the posts included in the Service, its number and scales of pay attached thereto shall be determined by the appointing authority subject to the orders issued by the State Government from time to time :Provided that the assessment of the number of posts shall be made in consultation with the Municipal Corporation.

### **4. Methods of recruitment.**

(1)The posts included in the service shall be filled by direct recruitment, promotion or deputation subject to the restrictions contained in columns (3), (4) and (5) of Schedule I:Provided that in special circumstances, on the proposal of the appointing authority, the State Government may, by order, amend the entries of Schedule I in the case of any Corporation.(2)Notwithstanding anything contained in these rules, there shall be one post of Private Secretary for Mayor in every Municipal Corporation, who shall be appointed by the appointing authority on contract, Deputation or by transfer with the consent of Mayor or as he deems appropriate. In case of appointment on contract basis qualification of Private Secretary will be Company Secretary, Chartered Accountant or equivalent to Specialisation in Management. Municipal Corporation shall determine other conditions of contract appointment with prior approval of the Government.

### **5. Conditions of eligibility for direct recruitment.**

- In order to be eligible for direct recruitment a candidate must satisfy the following conditions, namely :-(1)Age. - In case of direct recruitment, the minimum and maximum age limit of candidate

and the relaxation of upper age limit shall be the same as fixed by the State Government for the government service-(2)Educational Qualification. - The minimum educational qualifications required for direct recruitment shall be as specified in column (3) of Schedule II. Other qualification shall be such as may be made applicable to the Government service by the State Government from time to time.(3)Reservation. - (a) There shall be reserved posts for the persons belonging to the Scheduled Castes, Scheduled Tribes and Other Backward Classes at the stage of the direct recruitment in accordance with the provisions contained in the Chhattisgarh. Public Service Commission (Reservation for Scheduled Castes/Scheduled Tribes and Other Backward Classes) Act. 1994 (No. 21 of 1994).(b)30% posts shall be reserved for woman candidates, in accordance with the provisions of the Chhattisgarh Civil Services (Special Provision for Appointment of Women) Rules, 1997.(c)In filling the vacancies so reserved candidates who are members of the Scheduled Castes, Scheduled Tribes and Other Backward Classes shall be considered for appointment in the order in which their names appear in the list referred to in Rule 12 irrespective of their relative rank with other candidates.(d)Candidates belonging to the Scheduled Castes, Scheduled Tribes and Other Backward Classes declared by the Committee to be suitable for appointment to the service with due regard to the maintenance of efficiency of administration may be appointed to the vacancies reserved for the candidates of the Scheduled Castes, Scheduled Tribes and Other Backward Classes.(e)Posts shall be reserved for handicapped candidates as per-direction of the General Administration Department.(f)In such cases, where experience of some period has been prescribed as an essential condition for the posts to be filled in by direct recruitment and it is found in the opinion of the Commission that there is possibility, that the candidates belonging to the Scheduled Castes, Scheduled Tribes and Other Backward Classes may not be available in sufficient number, the Commissioner or Competent Authority may relax the condition of experience to the candidates of Scheduled Castes, Scheduled Tribes and Other Backward Classes.

## **6. Disqualifications.**

- There shall be following disqualifications of his appointment. -(a)Any attempt on the part of a candidate to obtain support for candidature by any means(b)Dismissed from services of the State Government or any local body disqualifying from future appointment.(c)Convicted of an offence involving moral turpitude or convicted of an offence under the Prevention of Untouchability Act.

## **7. Decision about qualification or disqualification.**

- The decision of the appointing authority about the qualification or disqualification of a candidate shall be final.

## **8. Procedure for direct recruitment.**

(1)When a post meant for direct recruitment falls vacant and the appointing authority is of the opinion that the vacant post is to be filled in the interest of the Corporation, then the Commissioner shall intimate the local Employment Exchange the pay scale, qualifications eligibility and other conditions prescribed for the post and call a list of eligible candidates. An advertisement in at least two local Newspapers shall also be published inviting applications in the prescribed form within a

prescribed time limit.(2)On receiving the applications the Commissioner shall scrutinize the applications and prepare a list of eligible candidates including the list of candidates received from the Employment Exchange.(3)The appointing authority shall decide whether the selection of candidates shall be made by competitive examination or by oral interview or by both.(4)The selection of candidates shall be made by the Committee as specified in Schedule IV.(5)The Selection Committee shall prepare a select list of candidates on the basis of the marks obtained in the competitive examination or oral interview or both as the case may be and such list shall contain twice the number of vacant posts. This select list shall be submitted to the appointing authority.(6)After approval of the select list by the appointing authority, it shall be published and such list shall be valid for a period of one year from the date of its publication for appointment in the Corporation.(7)The appointing authority shall appoint candidates in the order in which their names appear in the select list.(8)The inclusion of a candidate's name in the list, confers no right of appointment unless the appointing authority is satisfied after such inquiry, as it may consider necessary that the candidate is suitable in all respects for appointment to the service.

### **8A. Preference in the appointment to the post of Sweeper.**

- Any one member of the family of such sweeper who is retired after completion of superannuation age shall be appointed on the post of sweeper on preference basis, if he is not otherwise disqualified for the appointment to the post of Sweeper, as per rules.

### **9. Probation.**

(1)Any person appointed by direct recruitment in any post shall be placed on probation for a period of two years.(2)The appointing authority may, for sufficient reasons, extend the period of probation by a total period not exceeding one year.(3)A probationer shall undergo such training and pass such departmental examinations during the period of his probation as may be determined by the State Government by a general or special order from time to time.(4)If at any time during the period of probation or at the end of probation it is found that the probationer has not fully availed the opportunity afforded to him or has failed to gain the standard expected of him or has otherwise found unsuitable for the post held by him he may be dismissed without holding any departmental enquiry.(5)A person who has been removed from service during the period of probation or at the end of probation shall not be entitled for any compensation from the Corporation or the State Government.

### **10. Promotion.**

(1)Subject to the provisions of Rule 4, the Committee specified in Schedule IV shall select candidates for departmental promotion on the posts as shown in column (2) of Schedule III.(2)When a post is to be filled by promotion fall vacant and in the opinion of the appointing authority the filling up the vacant post is necessary in the interest of the Corporation, then the Commissioner, shall prepare the seniority list of Officers/Employees shown in column (3) of Schedule III, their character rolls, the details of award/punishment given to such Officers/ Employees and submit before the Committee specified in Schedule IV.(3)Subject to the provisions of sub-rule (4), the Committee shall consider

the cases of all persons, who on the 1st January of the year has completed such number of years of service (whether officiating or substantive) as specified in column (4) of Scheduled III on the posts specified in column (3) of Schedule III from which promotion is to be made and are within the zone of consideration in accordance with the provisions of sub-rule (4): Provided that no junior person shall be given preference over his senior merely on the ground of having completed prescribed number of years service. (4)(a) The selection of candidates eligible for promotion shall be made on the basis of merit-cum-seniority in respect of class I officers and seniority subject to fitness in respect of Class II, III and IV Officers/Employees. (b) The reservation for the posts of Scheduled Castes, Scheduled Tribes and Other Backward Classes and zone of consideration shall be in accordance with the provisions of rules made or instructions issued in this behalf by the State Government from time to time for the Government Servants. (5) The Committee shall prepare a list of such person who fulfil the conditions prescribed in sub-rule (3) and to whom the committee considers to be suitable for promotion to the service. The list shall be sufficient to cover the anticipated vacancies on account of retirement and promotion during the course of one year from the date of preparation of select list. (6) The names of persons included in the list shall be arranged in order of seniority on the post as specified in column (3) of Schedule III. (7) The Committee shall submit the select list to the appointing authority within one week from the date of meeting of the Commission. (8) Appointment by promotion shall be made by the appointing authority in the order in which their names appear in the select list: Provided that if the appointing authority is not agreed with any name in the list then such name may be removed from the list after giving sufficient and clear reasons in writing.

## **11. Seniority.**

- The seniority of an employee working in any post under the Corporation shall be determined with reference to the date of his continuous service on the post provided that if two or more employees have joined the post on the same date their inter-se-seniority shall be determined on the basis of rules made or instructions issued by the State Government in this behalf for Government servants. Such probationary employee, who has not been regularized after completion of the probationary period for any reason, shall be placed in the seniority list below those probationary employees who have been regularized earlier.

## **12. Superannuation Age.**

- The superannuation age of employees of the Corporation is as under-

- (a) For Class IV employees 62 years (revision proposed)
- (b) For Shiksha Karmis 62 years
- (c) For Other servants 60 years

### **13. Other conditions of Service.**

(1)The Corporation shall be competent to prescribe the method/procedure under which decision is to be taken in respect of medical treatment. General Provident fund and Pension. The other conditions of service which have not been provided in these rules or any other rules made under the Act shall be deemed to be the same which are applicable to government servants on the same post from time to time. Notwithstanding anything contained in sub-rule (1), the following rules as amended from time to time applicable to the government servants shall be applicable to the employees of the Corporation, namely :-(a)Chhattisgarh Fundamental Rules Volumes I and II.(b)Chhattisgarh Travelling Allowances Rules.(c)Chhattisgarh Civil Services (Leave) Rules, 1977.(d)Chhattisgarh Civil Service (Conduct) Rules, 1965.(e)Chhattisgarh Civil Services (Classification, Control and Appeal) Rules, 1966.

### **14. Transfer.**

- Subject to the provisions of Section 58 of the said Act. the State Government may transfer any officer or employee of the Corporation from one Corporation to another provided that such officer or employee who is in any corporation for more than 5 years (to be revised) shall necessarily be transferred by the State Government.

### **15. Interpretation.**

- If any question arises relating to the interpretation of these rules it shall be referred to the State Government whose decision thereon shall be final.

### **16. Relaxation.**

- Nothing in these rules shall be construed to limit or abridge the power of the appointing authority to deal with the case of any person to whom these rules apply in such manner as may appear to him to be just and equitable. Provided that before such action is taken the previous sanction of the State Government is necessary.

### **17. Repeal and Saving.**

- All Rules corresponding to these rules and in force immediately before the commencement of these rules are hereby repealed in respect of matters covered by these rules :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.

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[See Rule 3 and 4]Classification in the Service, Pay and Posts incorporated in the service.

| S. No. | Name of the post included in service                       | Scale of pay | Method of Recruitment (in Percentage) |              |               |
|--------|--|--------------|---------------------------------------|--------------|---------------|
|        |  |              | By direct recruitment                 | By promotion | By deputation |
| (1)    | (2)  | (3)          | (4)                                   | (5)          | (6)           |
| 1.     | Commissioner   | -            | -                                     | -            | Deputation    |
| 2.     | Addl. Commissioner   | -            | -                                     | -            | Deputation    |
| 3.     | Dy. Commissioner   | 10000-15200  | 50%                                   | 50%          |               |
| 4.     | Legal Officer  | 8000-13500   | 100%                                  | -            | -             |
| 5.     | Nigam Sachiv   | 8000-13500   | 50%                                   | 50%          | -             |
| 6.     | Personal Secretary   | 5000-8000    | 50%                                   | 50%          |               |
| 7.     | Office Superintendent                                      | 5500-9000    | -                                     | 100%         |               |
| 8.     | Public Relation Officer                                    | 8000-13500   | 100%                                  | -            | -             |
| 9.     | Asstt. office Supdt./ Asstt. Gr. 1                         | 4500-7000    | -                                     | 100%         | -             |
| 10.    | Asstt. Gr. 2/ Accountant                                   | 4000-6000    | 50%                                   | 50%          | -             |
| 11.    | Asstt. Gr. 3/Cashier/ Data Entry Operator                  | 3050-4590    | 50%                                   | 50%          | -             |
| 12.    | Computer Programmer  | 5000-10500   | 100%                                  | -            | -             |
| 13.    | Stenographer Gr. 2   | 5500-9000    | -                                     | 100%         | -             |
| 14.    | Stenographer Gr. 3   | 4500-7000    | 100%                                  | -            | -             |
| 15.    | Accounts Officer   | 8000-13500   | -                                     | 50%          | 50%           |
| 16.    | Asstt. Accounts Officer                                    | 5500-9000    | 50%                                   | 50%          | -             |
| 17.    | Revenue Officer  | 8000-13500   | -                                     | 50%          | 50%           |
| 18.    | Estate Officer f   | 8000-13500   | -                                     | 50%          | 50%           |
| 19.    | Asst. Revenue Officer/ Property Tax Officer                | 5000-8000    | -                                     | 100%         | -             |
| 20.    | Revenue Inspector  | 4500-7000    | 50%                                   | 50%          | -             |
| 21.    | Revenue Sub-Inspector                                      | 3500-5200    | 50%                                   | 50%          | -             |
| 22.    | Asst. Revenue Inspector                                    | 3050-4590    | 50%                                   | 50%          | -             |
| 23.    | Chief Engineer   | 16400-20000  | -                                     | 50%          | 50%           |
| 24.    | Superintending Eng.  | 12000-16500  | -                                     | 50%          | 50%           |
| 25.    | Town Planner   | 10000-15200  | -                                     | -            | 100%          |
| 26.    | Executive Engineer (Water works Mechanical and Electrical) | 10000-15200  | -                                     | 50%          | 50%           |
| 27.    | Executive Engineer (Civil)                                 | 10000-15200  | -                                     | 50%          | 50%           |

|     |  |             |      |      |      |
|-----|--|-------------|------|------|------|
| 28. | Assistant Engineer (Civil Mech. and Elec.)   | 8000-13500  | -    | 50%  | 50%  |
| 29. | Sub-Engineer (Civil Mech. and Elec.)         | 5000-8000   | 100% | -    | 100% |
| 30. | Draftsman                                    | 5000-8000   | 50%  | 50%  | -    |
| 31. | Asstt. Draftsman                             | 4000-6000   | 50%  | 50%  | -    |
| 32. | Surveyor                                     | 4500-7000   | 100% | -    | -    |
| 33. | Patwari                                      | 3500-5200   | 100% | -    | -    |
| 34. | Time keeper/work Assistant                   | 3050-4590   | 100% | -    | -    |
| 35. | Tracer                                       | 3050-4590   | 100% | -    | -    |
| 36. | Mason  | 2550-3200   | 100% | -    | -    |
| 37. | Carpenter                                    | 2550-3200   | 100% | -    | -    |
| 38. | Horticulture Officer/<br>Horticulture Supdt. | 8000-13500  | 50%  | 50%  | -    |
| 39. | Horticulture Inspector                       | 5000-8000   | 100% | -    | -    |
| 40. | Fire fighting Supdt.                         | 5500-9000   | 50%  | 50%  | -    |
| 41. | Fire Officer Gr. I                           | 8000-13500  | -    | 50%  | 50%  |
| 42. | Fire officer Gr. 2                           | 5000-8000   | -    | 50%  | 50%  |
| 43. | Asstt. Fire Officer                          | 4500-6000   | 100% | -    | -    |
| 44. | Leading Fireman                              | 4000-6000   | -    | 100% | -    |
| 45. | AC Fireman Gr. 1                             | 3500-5200   | -    | 100% | -    |
| 46. | Fireman Gr. 2                                | 3050-4590   | 100% | -    | -    |
| 47. | Electrician/Wireman                          | 5000-8000   | 100% | -    | -    |
| 48. | Workshop Sudpt.                              | 5000-8000   | 50%  | 50%  | -    |
| 49. | Motor Mechanic Gr. 1                         | 4000-6000   | -    | 100% | -    |
| 50. | Motor Mechanic Gr. 2                         | 3050-4590   | 100% | -    | -    |
| 51. | Welder                                       | 2550-3200   | 100% | -    | -    |
| 52. | Cleaner                                      | 2550-3200   | 100% | -    | -    |
| 53. | Driver                                       | 3050-4590   | 50%  | 50%  | -    |
| 54. | Health Officer MBBS                          | 10000-15200 | -    | 50%  | 50%  |
| 55. | Health Officer Non-MBBS                      | 8000-13500  | -    | 100% | -    |
| 56. | Asstt. Health Officer                        | 8000-13500  | 100% | -    | -    |
| 57. | Medical Officer Ayurvedic                    | 8000-13500  | 100% | -    | -    |
| 58. | Hakim  | 8000-13500  | 100% | -    | -    |
| 59. | Medical Officer Homeopathy                   | 8000-13500  | 100% | -    | -    |
| 60. | Chief Sanitary Inspector                     | 6500-10000  | -    | 100% | -    |
| 61. | Sanitary Inspector                           | 4500-7000   | 50%  | 50%  | -    |
| 62. |  | 3050-4590   | 50%  | 50%  | -    |



**Sanitary Supervisor/Safai  
Daroga**

|     |                                     |            |      |      |   |
|-----|-------------------------------------|------------|------|------|---|
| 63. | Asstt. Statistical Officer          | 5500-9000  | 50%  | 50%  | - |
| 64. | Vaccinator                          | 3050-4590  | 100% | -    | - |
| 65. | Compounder                          | 3050-4590  | 100% | -    | - |
| 66. | Pump Attendant                      | 3050-4590  | 100% | -    | - |
| 67. | Plumber                             | 3050-4590  | 100% | -    | - |
| 68. | Fitter                              | 3050-4590  | 100% | -    | - |
| 69. | Lab-Technician                      | 3050-4590  | 100% | -    | - |
| 70. | Meter-Reader                        | 3050-4590  | 100% | -    | - |
| 71. | Field Attendant                     | 3050-4590  | 100% | -    | - |
| 72. | Pump Operator                       | 3050-4590  | 100% | -    | - |
| 73. | Valve man                           | 2550-3200  | 100% | -    | - |
| 74. | Daftari                             | 2610-3540  | -    | 100% | - |
| 75. | Peon                                | 2500-3200  | 100% | -    | - |
| 76. | Watchman                            | 2500-3200  | 100% | -    | - |
| 77. | Gardner                             | 2500-3200  | 100% | -    | - |
| 78. | Safai Karmchari                     | 2500-3200  | 100% | -    | - |
| 79. | Mazdoor                             | 2500-3200  | 100% | -    | - |
| 80. | Cook                                | 2500-3200  | 100% | -    | - |
| 81. | Principal                           | 8000-13500 | -    | 100% | - |
| 82. | Librarian                           | 4000-6000  | 100% | -    | - |
| 83. | Lecturer                            | 5500-9000  | -    | 100% | - |
| 84. | Upper Divn. Teacher/ Head<br>Master | 5000-8000  | 50%  | 50%  | - |
| 85. | Assistant Teacher                   | 4000-6000  | 100% | -    | - |
| 86. | Physical Teacher                    | 5000-8000  | 100% | -    | - |
| 87. | Industrial Teacher                  | 5000-8000  | 100% | -    | - |
| 88. | Primary school Teacher              | 4000-6000  | 100% | -    | - |
| 89. | Music Teacher                       | 4000-6000  | 100% | -    | - |
| 90. | Laboratory Assistant                | 3050-4590  | 100% | -    | - |

## II

[See Rule 5(2)]Qualification for Direct Recruitment

| S.<br>No. | Name of the Post | Educational Qualifications |
|-----------|------------------|----------------------------|
| (1)       | (2)              | (3)                        |

1. Dy. Commissioner M.B.A. and equivalent Degree in Urban Development.
2. Legal Officer Degree in Law from any recognized University. Preference will be given to persons having Post Graduate degree in Law and experience of working as Law Officer.
3. Public Relation Officer Degree from any recognized University and Degree or diploma in Journalism Preference will be given to persons having experience in the same category.
4. Assistant Gr. 2 Degree from any recognized University and Diploma in Computer Application.
5. Assistant Gr. 3/Cashier/  
Data Entry Operator Should pass Higher Secondary, Short hand and typewriting examination in Hindi and English and Diploma in Computer Application as well.
6. Computer Programmer Should possess M.Sc. or Post Graduate Diploma in Computer Science from recognized institute.
7. Stenographer Gr. 3 Should pass Higher Secondary and Short hand typewriting examination from any recognized Technical Education.
8. Revenue Inspector Should possess Post graduate Degree from recognized University. Preference will be given to candidates have completed L.S.G.D. course and possess Diploma in Computer Application.
9. Revenue Sub-Inspector Should possess Degree from any recognized University and Diploma in Computer Application.
10. Asstt. Revenue Inspector Degree from any recognized University and Diploma in Computer Application.
11. Assistant Engineer B.E. in Civil/Mechanical/Electrical Engineering from recognized University and Diploma in Auto CAD, CAM.
12. Sub-Engineer (Civil/  
Mechanical Electrical) Diploma in Civil/Mechanical/Electrical Engineering from recognized University and Diploma in Auto CAD, CAM.
13. Draftsman Diploma in Civil Craftsmanship from institution recognized by Chhattisgarh Government and Diploma in Auto CAD, CAM.
14. Asstt. Draftsman Should pass Higher Secondary and possess Diploma from Industrial Training Institute and Diploma in Auto CAD, CAM.
15. Surveyor Pass Higher Secondary from recognized institution and possess Diploma in Surveyor from I.T.I.
16. Patwari Pass Higher Secondary and possess certificate in Patwari from recognized institution.
17. Time Keeper/ Work  
Assistant Pass Higher Secondary and possess Diploma in tracer trade from I.T.I.
18. Tracer Pass Higher Secondary and possess Diploma in tracer trade from I.T.I.
19. Mason Pass Higher Secondary and possess Diploma in tracer trade from I.T.I.

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|--|---|
| 20. Carpenter                                    | Should pass 8th.  |
| 21. Horticulture Officer/<br>Horticulture Supdt. | Possess Degree in Horticulture from recognized Agriculture University. Preference will be given to candidates having experience in the field. |
| 22. Horticulture Inspector                       | Possess Degree in Horticulture from recognized Agriculture ! University.  |
| 23. Assistant Fire Officer                       | Possess Degree from Fire Fighting College.  |
| 24. Fireman Gr. 2                                | Pass Higher Secondary and possess certificate in Fire Fighting Training.  |
| 25. Electrician/Wireman                          | Pass High Secondary and possess certificate in Electrician from I.T.I.  |
| 26. Workshop Superintendent                      | Diploma in Mechanical Engineering from any Institution recognized by Chhattisgarh Government.   |
| 27. Motor Mechanic Gr. 2                         | Pass Higher Secondary and possess Certificate in Motor Mechanic from recognized I.T.I.  |
| 28. Welder                                       | Pass Higher Secondary and possess Certificate in Motor Mechanic from recognized I.T.I.  |
| 29. Driver                                       | Pass High School and possess Light and Heavy motor vehicle driving license issued by Chhattisgarh Government.                                 |
| 30. Cleaner                                      | Should pass 8th.  |
| 31. Assistant Health Officer                     | M.B.B.S. degree from recognized University.   |
| 32. Medical Officer (Ayurvedic)                  | B.A.M.S. degree from recognized University.   |
| 33. Hakim  | Degree in Unani Medicine from institution recognized by Chhattisgarh Government.  |
| 34. Medical Officer<br>(Homeopathy)              | Degree in Homeopathy Medicine form institution recognized by Chhattisgarh Government.   |
| 35. Sanitary Inspector                           | Possess B.Sc in Biology from recognized University and Diploma in Sanitary Inspector from recognized institution.                             |
| 36. Assistant Statistical Officer                | Degree in Commerce or Arts from recognized University and Diploma in Computer Application.  |
| 37. Sanitary Surveyor/Safai<br>Daroga            | Should pass Higher Secondary with Science Subjects.   |
| 38. Compounder                                   | Pass Higher Secondary and possess certificate in compounder training.   |
| 39. Pump Attendant                               | Pass Higher Secondary.  |
| 40. Plumber                                      | Pass Higher Secondary and possess certificate in plumber training from I.T.I.   |
| 41. Fitter                                       | Pass Higher Secondary and possess certificate in Fitter training from I.T.I.  |
| 42. Lab-Technician                               |   |

|     |  |   |
|-----|--|---|
|     |  | Pass Higher Secondary with science subjects and possess certificate in Lab-Technician training from recognized institution. |
| 43. | Meter-Reader                           | Pass Higher Secondary.  |
| 44. | Filter Attendant                       | Pass Higher Secondary.  |
| 45. | Pump Operator/Driver                   | Pass Higher Secondary and possess certificate in Electrician trade from I.T.I.  |
| 46. | Valveman                               | Pass Higher Secondary   |
| 47. | Peon                                   | Pass 8th.   |
| 48. | Chaukidar/Watchman                     | Pass 8th.   |
| 49. | Maal i/Gardner                         | Pass Higher Secondary and possess certificate in Gardening.   |
| 50. | Safai Kamgar                           | At least Pass 5th.  |
| 51. | Mazdoor                                | Should be Literate  |
| 52. | Cook                                   | Pass 8th and have 3 years experience in cooking.  |
| 53. | Librarian                              | Degree in Library Science from recognized University.   |
| 54. | Upper Division Teacher/<br>Head Master | Any Degree with B.Ed. qualification from any recognized University and Diploma in Computer Application.                     |
| 55. | Assistant                              | Teacher Higher Secondary with B.T.I. training and possess Diploma in Computer Application.                                  |
| 56. | Physical (Exercise)                    | Teacher Degree with Physical Training from recognized University  |
| 57. | Industrial Teacher                     | Degree with certificate in Crafts and Diploma in Computer Application.  |
| 58. | Primary School Teacher                 | Pass Higher Secondary with B.T.I.   |
| 59. | Music Teacher                          | Higher Secondary with Diploma in Music  |
| 60. | Lab-Assistant                          | Pass Higher Secondary with Science Subjects.  |

### III

[See Rule 10(1)] Eligibility for Promotions

| S. No. | Name of the post to which promotion is to be made | Name of the post from which promotion is to be made | Minimum years of service required on the post shown in column (3) for promotion to the post shown in column (2) |
|--------|---|---|---|
| (1)    | (2)   | (3)   | (4)   |
| 1.     | Dy. Commissioner                                  | Nigam Sachiv/Revenue Officer                        | 7 Years of experience.  |
| 2.     | Nigam Sachiv                                      | Office Superintendent/ Asst. Statistical Officer    | 7 Years of experience and possess 1 Degree  |

|     |  |  |  |
|-----|--|--|--|
|     |  |  | inComputer Application.  |
| 3.  | Personal Assistant                           | Asstt. Office Supdt./ Asstt. Gr. I             | 7 Years of experience and possess Degree inComputer Application.   |
| 4.  | Office Superintendent                        | Asstt. Office Supdt./ Asstt. Gr. I             | 7 Years of experience and should possess Degreein Computer 1 Application.                                  |
| 5.  | Asstt. Office Superintendent/Asstt. Gr. I    | Assistant Gr. 2/ Accountant                    | 7 Years of experience and possess Degree inComputer Application.   |
| 6.  | Assistant Gr. 2/Accountant                   | Assistant Gr. 3/ Cashier/ Data Entry Operator  | 7 Years of experience and possess Degree inComputer Application.   |
| 7.  | Assistant Gr. 3/Cashier/ Data Entry Operator | Daftari/Peon                                   | 7 Years of experience and possess Degree inComputer Application.   |
| 8.  | Stenographer Gr. 2                           | Stenographer Gr. 3                             | 7 Year experience.   |
| 9.  | Accounts Officer                             | Asstt. Accounts Officer                        | 7 Years of experience and have passed Accountstraining should have knowledge of Computer Accounts (Tally). |
| 10. | Asstt. Accounts Officer                      | Asstt. Gr. 2/ Accountant                       | 7 Years of experience, have passed Accountstraining and have knowledge of Computer Accounts (Tally).       |
| 11. | Revenue Officer                              | Assistant Revenue Officer/Estate Officer       | 7 Years of experience and Diploma in ComputerApplication.  |
| 12. | Estate Officer                               | Assistant Revenue Officer/Property Tax Officer | 7 Years of experience and Diploma in ComputerApplication.  |
| 13. | Assistant Revenue Officer/P. Tax Officer     | Revenue Inspector                              | 7 Years of experience and Diploma in ComputerApplication.  |
| 14. | Revenue Inspector                            | Revenue Sub-Inspector                          | 7 Years of experience and Diploma in ComputerApplication.  |
| 15. | Revenue Sub-Inspector                        |  |  |

|     |   |   |  |
|-----|---|---|--|
|     |   | Assistant Revenue Inspector<br>(Moharrir)                           | 7 Years of experience and<br>Diploma in<br>Computer Application.   |
| 16. | Assistant Revenue Inspector<br>(Moharrir)                     | Daftari/Peon  | 7 Years of experience and<br>should pass<br>Higher Secondary.  |
| 17. | Chief Engineer  | Superintending Engineer   | 5 Years of experience.   |
| 18. | Superintending  | Engineer Executive Engineer (water<br>works/Mechanical/ Electrical) | 5 Years of experience.   |
| 19. | Executive Engineer (water<br>works/<br>Mechanical/Electrical) | Assistant Engineer (water<br>works/Mechanical/Electrical)           | 5 Years of experience.   |
| 20. | Executive Engineer (civil)                                    | Assistant Engineer (Civil)  | 5 Years of experience.   |
| 21. | Assistant Engineer<br>(Civil/Mech./Elec.)                     | Sub-Engineer/ Draftsman   | 12 years of experience for<br>Diploma<br>in Civil/Mechanical/<br>Electrical and 8 years of<br>experience for<br>Degree holders.                  |
| 22. | Draftsman   | Assistant Draftsman   | 12 years of experience for<br>Draftsman (Civil) from<br>ITI and 8 years<br>experience for Diploma<br>in Civil Engg.<br>from Polytechnic college. |
| 23. | Assistant Draftsman   | Tracer  | 12 years of experience for<br>Draftsman (Civil) from<br>ITI and 8 years<br>experience for Diploma<br>in Civil Engg.<br>from Polytechnic college. |
| 24. | Horticulture Officer/<br>Horticulture Supdt.                  | Horticulture Inspector  | 7 Years of experience.   |
| 25. | Fire Officer Gr. I  | Fire Officer Gr. II   | 7 Years of experience.   |
| 26. | Fire Officer Gr. II   | Asstt. Fire Officer   | 7 Years of experience.   |
| 27. | Leading Fireman   | Fireman Gr. I   | 7 Years of experience.   |
| 28. | Fireman Gr. I   | Fireman Gr. II  | 7 Years of experience.   |
| 29. | Workshop Superintendent                                       | Motor Mechanic Gr. I  | 7 Years of experience.   |
| 30. | Motor Mechanic Gr. I  | Motor Mechanic Gr. ii   | 7 Years of experience.   |
| 31. | Driver  | Cleaner   | 7 Years of experience.   |
| 32. | Health Officer  | Asstt. Health Officer M.B.B.S.                                      | 12 years of experience.  |

|     |                                   |                                   |                         |
|-----|-----------------------------------|-----------------------------------|-------------------------|
| 33. | Health Officer Non MBBS           | Chief Sanitary Inspector          | 12 years of experience. |
| 34. | Chief Sanitary Inspector          | Sanitary Inspector                | 12 years of experience. |
| 35. | Sanitary Inspector                | Sanitary Supervisor/ Safai Daroga | 14 years of experience. |
| 36. | Sanitary Supervisor/ Safai Daroga | Daftari/Peon/Safai Kamnar         | 15 years of experience. |
| 37. | Daftari                           | Peon                              | 10 Years of experience. |
| 38. | Principal                         | Lecturer                          | 10 Years of experience. |
| 39. | Lecturer                          | Upper Divn. Teacher/ Head Master  | 10 years of experience. |
| 40. | Upper Divn. Teacher/ Head Master  | Assistant Teacher                 | 10 years of experience. |

### III

[See Rules 8 (4) and 10(1)]Committee for Director Recruitment and Promotions.

(I) For Posts under the jurisdiction of Mayor-in-Council

- |  |                               |
|--|-------------------------------|
| (1) Commissioner   | Chairman                      |
| (2) Concerned Head of Department   | Member                        |
| (3) An Officer not below the rank of Deputy Director nominated by the Director, Urban Administration and Development | Member                        |
| (4) An Officer nominated by the Commissioner   | Member/Secretary/<br>Convener |

(II) For posts under the jurisdiction of Commissioner

- |   |  |
|---|--|
| (1) Additional Commissioner or Deputy Commissioner                                    | Chairman                               |
| (2) Head of the Department of the concerned department where the post is to be filled | Member                                 |
| (3) Any other Head of Department who is nominated by the Commissioner                 | Member                                 |
| (4) Any Officer nominated by the Commissioner   | Member Convener<br>Secretary/ Convener |