

The Haryana State Agricultural Marketing Board Service Rules, 2008

HARYANA

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Rule

THE-HARYANA-STATE-AGRICULTURAL-MARKETING-BOARD-SERVICE-RULES-2008

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The Haryana State Agricultural Marketing Board Service Rules, 2008 Published vide Haryana Government, Agriculture Department, Notification No. 2349-Agri.S(1)-2008/279., dated the 4th January, 2008.No. 2349-Agri.S(1)-2008/279. - In exercise of the powers conferred by sub-section (1) read with clauses (xxviii), (xxxix) and (xxx) of sub-section (2) of Section 43 of the Punjab Agricultural Product Markets Act, 1961 (Punjab Act 23 of 1961), the Governor of Haryana hereby makes the following rules regulating the recruitment and conditions of service of persons appointed to the Haryana State Agricultural Marketing Board Service, namely :-

Part I – General

1. Short title and application.

(1) These rules may be called the Haryana State Agricultural Marketing Board Service Rules, 2008.(2) They shall apply to all the employees in the Service of the Board except those governed by specific agreements :Provided that in the case of Government servants on deputation, they shall apply to the extent specified in the terms and conditions of their deputation.

2. Definitions.

(1) In these rules, unless the context otherwise requires, -(a) "Act" means the Punjab Agricultural Produce Markets Act, 1961 (Punjab Act 23 of 1961);(b) "Administrative Committee" means an Administrative Committee [Chief Administrator and Secretary] [Substituted for the words

'Managing Director and Chief General Manager' by Haryana Notification No. 1199-A.S.-1-09-9143 dated 23.6.2009.] constituted by the Board consisting of Chairman, of the Board;(c)"Administrative Officer" means the Administrative Officer of the Haryana State Agricultural Marketing Board;(d)"Appendix" means an Appendix to these rules;(e)"appointing authority" means the appointing authority of the Board as specified under Rule 6 to these rules;(f)"Chairman" means the Chairman of the Board;(g)"Commission" means the Haryana Public Service Commission or Haryana Staff Selection Commission, as the case may be, constituted by the Government;(h)"direct recruitment" means an appointment made otherwise than by promotion from within the Service or by transfer or deputation of an official already in the Service of the Government of India or any State Government;(i)"Education Board" means the Board of School Education, Haryana, established under the provisions of the Haryana Board of School Education Act, 1969 (Act 11 of 1969), or any other Education Board established by law in any of the State of India;(j)"Government" means the Haryana Government in the Administrative Department;(k)[* * *] [Caluse (k) omitted by Haryana Notification No. 1199- A.S.-1-09-9143 dated 23.6.2009. omitted caluse read as 'Managing Director' means the Managing Director of the Board.](l)"non-technical post" means a post which does not require technical qualifications;(m)"recognised university" means -(i)any university incorporated by law in India; or(ii)any other university which is declared by the Government to be a recognised university for the purpose of these rules;(n)"[Secretary]" [Substituted for the words 'Chief General Manager' by Haryana Notification No. 1199-A.S.-1-09-9143 dated 23.6.2009.] means the [Secretary] [Substituted for the words 'Chief General Manager' by Haryana Notification No. 1199-A.S.-1-09-9143 dated 23.6.2009.] of the Board;(o)"Service" means the Haryana State Agricultural Marketing Board Service; and(p)"technical post" means a post which requires technical qualifications;(2)"Words and expressions" used but not defined in these rules, shall have the same meaning respectively assigned to them in the Punjab Agricultural Produce Markets Act, 1961 (Punjab Act 23 of 1961), and the Punjab Civil Service Rules, Volume I and II, as applicable to the State of Haryana.Part-II Recruitment to Service

3. Number and character of posts.

- The Service shall comprise the posts shown in Appendix A to these rules :Provided that nothing in these rules shall affect the inherent right of the Board to add or to reduce the number of such posts or to create new posts with different designations either permanently or temporarily.

4. Nationality, domicile and character of candidates appointed to Service.

(1)No person shall be appointed to the Service, unless he is -(a)a citizen of India; or(b)a subject of Nepal; or(c)a subject of Bhutan; or(d)a Tibetan refugee who came over to India before the 1st January, 1962, with the intention of permanently settling in India; or(e)a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka (formerly Ceylon) or any of the East African countries of Kenya, Uganda, the United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire and Ethiopia with the intention of permanently settling in India :Provided that a person belonging to any of the categories, (b), (c), (d) or (e) shall be a person in whose favour a certificate of eligibility has been issued by the Government.(2)A person, in whose case a certificate of eligibility is necessary may be admitted to an examination or interview conducted by the

recruiting authority on his furnishing proof that he has applied for the certificate and they may also provisionally be appointed subject to the necessary certificate being issued to him by the Government.(3)No person shall be appointed to the Service by direct recruitment unless he produces -(a)a certificate of character from the principal academic officer of a university, college, school or institution last attended, if any, and similar certificates from two other responsible persons, not being his relatives, who are well acquainted with him in his private life and are unconnected with his university, college, school or institution and;(b)a medical certificate of physical fitness as required under Rule 3.1 of the Punjab Civil Services Rules, Volume I, Part I.

5. Age.

- No person shall be appointed to the Service by direct recruitment who is less than seventeen years of age or more than forty years of age on the last date of receipt of applications :Provided that the lower and the upper age limit shall be such as may be fixed by the Government from time to time :Provided further that in the case of candidates belonging to the Scheduled Castes, Scheduled Tribes, Backward Classes, other Backward Classes, Ex-servicemen and Physically Handicapped, the upper age limit shall be such as may be fixed by the Government from time to time.Provided further that in the case of candidates already in the Service of the Board, there will be 5 years relaxation over and above the maximum upper age limit as specified above and as may be fixed by the Board from time to time.

6. Appointing authority.

- Appointments to the posts specified in column 2 of the table given below, in the Service shall be made by the authorities mentioned against each in column 3 of the said table :-[Table] [Table substituted by Haryana Notification No. 1199-A.S.-1-09-9143 dated 23.6.2009.]

Sr. No.	Designation of Post	Appointing authority
1	2	3
1	Controller Finance and Accounts	Administrative Committee
2	Engineer-In-Chief	
3	Chief Engineer	
4	Chief Marketing Enforcement Officer	
5	Marketing Development Officer	
6	Superintending Engineer (Civil, Vigilance & QualityControl (Civil))	
7	Superintending Engineer (Electrical)	
8	Superintending Engineer (Public Health)	
9	Deputy General Manager (Marketing and Export Division)	
10	Deputy General Manager (Market Research, Post HarvestingManagement and Training of Farmers and Boards personnel)	

11	Deputy General Manager (Quality Control)	
12	Architect	
13	Administrative Officer	
14	Zonal Marketing Enforcement Officer	
15	Executive Engineer (Civil, Quality Control)	
16	Executive Engineer (Electrical)	
17	Executive Engineer (Public Health)	
18	Project Manager	
19	Assistant Project Manager (Civil)	Chief Administrator
20	Assistant Project Manager (Electrical)	
21	Assistant Project Manager (Refrigeration)	
22	Assistant Agriculture Project Manager (Horticulture)	
23	Assistant Agriculture Project Manager (Food Processing)	
24	Assistant Architect	
25	Senior Accounts Officer	
26	District Marketing Enforcement Officer	
27	Sub-Divisional Engineer (Civil, Electrical, Public Health, Mechanical, Quality Control)	
28	Sub-Divisional Engineer (Landscaping)	
29	Secretary-cum-Executive Officer	
30	Assistant General Manager (Marketing and Export Division)	
31	Librarian	
32	Architectural Assistant	
33	Private Secretary	
34	Accounts Officer	
35	Superintendent	
36	Assistant Accounts Officer/ Section Officer	
37	Divisional Accountant	
38	Senior Draftsman (Architect)	
39	Commercial Accountant	
40	Circle Head Draftsman	
41	Junior Draftsman (Architecture)	
42	Personal Assistant	
43	Deputy Superintendent	
44	Assistant Secretary	
45	Agri-business Manager	

- 46 Head Draftsman (Civil/Electrical)
- 47 Junior Engineer, Civil/Electrical/Mechanical/PublicHealth/Quality Control
- 48 Junior Engineer (Landscaping
- 49 Electronics Data Processing Assistant
- 50 Kanungo
- 51 Assistant Draftsman (Architect)
- 52 Senior Scale Stenographer
- 53 Assistant
- 54 Accountant (Market Committees)
- 55 Draftsman Auto Cad
- 56 Assistant Draftsman (Civil, Quality Control, Public Health,Electrical, Mechanical)
- 57 Mandi Supervisor-cum-Fee Collector
- 58 Accounts Clerk/Sub-Divisional Clerk
- 59 Auditor
- 60 Assistant Fire Sub-Officer
- 61 Plumber
- 62 Electrician
- 63 Motor Mechanic
- 64 Junior Scale Stenographer
- 65 Driver Operator
- 66 Leading Fireman
- 67 Driver
- 68 Patwari
- 69 Computer Operator-cum-Clerk
- 70 Clerk
- 71 Duplicating Machine Operator
- 72 Bus Conductor
- 73 Restorer
- 74 Steno-typist
- 75 Fireman
- 76 Auction Recorder
- 77 Tubewell Operator
- 78 Daftri
- 79 Jamadar
- 80 Road Roller Cleaner

Secretary".

- 81 Mali
- 82 Ferro Khalasi
- 83 Sweeper
- 84 Peon-cum-Chowkidar
- 85 Truck Cleaner

7. Qualifications.

- No person shall be appointed to any post in the Service, unless he is in possession of qualifications and experience specified in column 3 of Appendix B to these rules in the case of direct recruitment and those specified in column 4 of the aforesaid Appendix in the case of appointment other than by direct recruitment: Provided that in case of direct recruitment of reserved categories of employees, the condition regarding experience shall be relaxable to the extent of 50% at the discretion of the appointing authority in case sufficient number of candidates belonging to Scheduled Castes, Backward Classes, other Backward Classes, Ex-servicemen and Physically Handicapped categories, possessing the requisite experience are not available to fill up the vacancies reserved for them, after recording reasons for so doing in writing.

8. Disqualifications.

(1) 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; (2) No person shall be appointed to the Service who has been dismissed from the Service of the Government of India or any State Government or a local authority or corporation.

9. Source of recruitment.

- All direct recruitments to posts carrying an initial pay of three thousand and fifty rupees per mensem or not more than eight thousand rupees per mensem shall be made through the Haryana Staff Selection Commission.

10. Method of recruitment.

- Recruitment to the Service shall be made in the manner as specified in Appendix B to these rules.

11. Procedure of promotion.

- Promotion in respect of posts shall be made on the basis of seniority-cum-merit and seniority alone shall not confer any right to such promotions.

12. Probation.

(1) Persons appointed to any post in the Service shall remain on probation for a period of two years, if appointed by direct recruitment and one year, if appointed otherwise : 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 to the Service 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, -(a) if such person is appointed by direct appointment, dispense with his services; and (b) if such person is appointed otherwise than by direct recruitment -(i) revert him to his former post; or (ii) deal with him in such other manner as the terms and conditions of his previous appointment permit. (3) On the completion of the period of probation of a person, the appointing authority may -(a) if his work and 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) dispense with his services, if appointed by direct recruitment, or if appointed otherwise 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 orders, 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.

13. Seniority.

- Seniority inter se of the members of the Service shall be determined by the length of their continuous service on any post in the Service : 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 members appointed by direct recruitment, the order of merit determined by the appointing authority mentioned in these rules shall not be disturbed in fixing the seniority : 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 direct recruitment shall be senior to a member appointed by promotion or by transfer; (b) a member appointed by promotion shall be senior to a member appointed by transfer; (c) 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 (d) 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 in 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, an older member shall be senior to a younger member. Note. -

Seniority of members of the Service appointed on purely provisional basis or on daily wages/contractual persons shall be determined as and when they are regularly appointed in view of the date of such regular appointment.

14. Liability to serve.

- A member of the Service shall be liable to serve at any place, whether within or out of the State of Haryana, on being ordered so to do by the appointing authority or by an officer authorised by him in this behalf.

15. Pay, leave, pension, provident fund and other matters.

(1) In respect of pay, leave, pension, provident fund and all other matters not expressly provided for in these rules, the members of the Service shall be governed by the Punjab Civil Service Rules and such other rules and regulations as may have been or thereafter be made by the Government and adopted by the Board. (2) In respect of pension, provident fund and gratuity, the members of the Service shall be governed by the Haryana State Agricultural Marketing Board and Market Committees Employees Pension, Provident Fund and Gratuity Rules, 1989.

16. Conduct, discipline, penalties and appeals.

(1) In matters relating to conduct, disciplines, penalties and appeals, the members of the Service shall be governed by the Government Employees (Conduct) Rules, 1966 and Haryana Civil Services (Punishment and Appeal) Rules, 1987, as amended from time to time : Provided that the nature of penalties which may be imposed, the authority empowered to impose such penalties and the appellate authority, shall subject to the provisions of any law or rules made under sub-section (2) of Section 43 of the Punjab Agricultural Produce Markets Act, 1961 (Punjab Act 23 of 1961), be such as specified in Appendix C to these rules. (2) The authority competent to pass an order under clauses (c) or (d) of sub-rule (1) of Rule 9 of the Haryana Civil Services (Punishment and Appeal) Rules, 1987, and the appellate authority shall be as specified in Appendix D to these rules.

17. Vaccination.

- Every member of Service, shall get himself vaccinated or revaccinated as and when the Government directs by a special or general order.

18. Oath of allegiance.

- Every member of 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.

19. Reservation.

- Nothing contained in these rules shall affect reservations and other concessions required to be provided for Scheduled Castes, Backward Classes, other Backward Classes, Ex-servicemen, Physically Handicapped Persons or any other class or category of persons in accordance with the orders issued by the State Government in this regard, from time to time :Provided that total percentage of reservations so made shall not exceed fifty per cent, at any stage.

20. Special provisions.

- 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.

21. Change of cadre.

- Appointing authority shall have the discretionary powers to change the cadre of a member of Service provided that the option to change the cadre can be exercised only once in the whole service by a member.

22. Resignation from service.

- If a member of the service wants to resign from Service he shall give one month's notice in writing to the appointing authority. If the member fails to give such notice of a month or a shorter period, the appointing authority shall be entitled to recover one month's salary with usual allowance or salary with usual allowances to the extent of such remaining period of one month, as the case may be, in lieu of notice.

23. Power of relaxation.

- Where the Board is of the opinion that it is necessary or expedient so to do, 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 with the approval of the [Government] [Substituted for the words 'Board' by Haryana Notification No. 1199-A.S.-1- 09-9143 dated 23.6.2009.].

24. Repeal and saving.

- The Haryana State Agricultural Marketing Board Service Rules, 1974, are hereby repealed :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] [Appendix-A substituted by Haryana Notification No. 1199-A.S.-1-09-9143 dated 23.6.2009.](see rule 3)

Sr. Designation of Post
No.

Number of posts

Scale of
pay (in

			rupees) Pay Band		
			Pay Scales		G
1	2	3	4		
			Own pay scale in case of deputation		
1	Controller Finance and Accounts	1	15600-39100	PB-3	7
2	Engineer-In-Chief	1	37400-67000	PB-4	13
3	Chief Engineer	2	37400-67000	PB-4	13
4	Chief Marketing Enforcement Officer	1	15600-39100	PB-3	8
5	Marketing Development Officer	1	15600-39100	PB-3	7
6	Superintending Engineer [Civil, Vigilance and Quality Control(Civil)]	Civil=7 Vigilance & Quality Control (C)=01	15600-39100	PB-3	7
7	Superintending Engineer (Electrical)	1	15600-39100	PB-3	7
8	Superintending Engineer (Public Health)	1	15600-39100	PB-3	7
9	Deputy General Manager (Marketing and Export Division)	2	15600- 39100	PB-3	6
	Deputy General Manager (Market Research, Post				
10	HarvestingManagement and Training of Farmers and Boards personnel)	1	15600- 39100	PB-3	6
11	Deputy General Manager (Quality Control)	1	15600-39100	PB-3	6
12	Architect	1	15600-39100	PB-3	6
13	Administrative Officer	2	15600-39100	PB-3	6
14	Zonal Marketing Enforcement Officer	4	15600-39100	PB-3	6
15	Executive Engineer (Civil, Quality Control)	Civil=23 Quality Control (C)=1 Mechanical=1(Diminishing)	15600-39100	PB-3	6
16	Executive Engineer (Electrical)	3	15600-39100	PB-3	6
17	Executive Engineer (Public Health)	2	15600-39100	PB-3	6
18	Project Manager	1	15600-39100	PB-3	6
19	Assistant Project Manager (Civil)	1	9300-34800	PB-2	5

20	Assistant Project Manager (Electrical)	1	9300-34800	PB-2	5
21	Assistant Project Manager (Refrigeration)	1	9300-34800	PB-2	5
22	Assistant Agriculture Project Manager (Horticulture)	1	9300-34800	PB- 2	5
23	Assistant Agriculture Project Manager (Food Processing)	1	9300- 34800	PB-2	5
24	Assistant Architect	1	15600-39100	PB-3	5
25	Senior Accounts Officer	2	15,600-39,100	PB-3	6
26	District Marketing Enforcement Officer	13	15,600-39,100	PB-3	5
27	Sub-Divisional Engineer	Civil-81 Electrical=9 Public Health=6 Mechanical=4 QualityControl (C)=3	15,600-39,100	PB-3	5
28	Sub-Divisional Engineer (Landscaping)	1	15,600-39,100	PB-3	5
29	Secretary-cum-Executive Officer	106	9300-34800	PB-2	4
30	Assistant General Manager (Marketing and ExportDivision)	1	9300- 34800	PB-2	4
31	Librarian	1	9300-34800	PB-2	4
32	Architectural Assistant	1	9300-34800	PB-2	4
33	Private Secretary	3	9300-34800	PB-2	4
34	Accounts Officer	6	9300-34800	PB-2	5
35	Superintendent	12	9300-34800	PB-2	4
36	Assistant Accounts Officer/Section Officer	8	9300-34800	PB-2	4
37	Divisional Accountant	28	9300-34800 On deputation from A.G. in their own pay scales	PB-2	4
38	Senior Draftsman (Architect)	2	9300-34800	PB-2	4
39	Commercial Accountant	3	9300-34800	PB-2	4
40	Circle Head Draftsman	9	9300-34800	PB-2	4
41	Junior Draftsman (Architecture)	4	9300-34800	PB-2	3
42	Personal Assistant	6	9300-34800	PB-2	3
43	Deputy Superintendent	32	9300-34800	PB-2	3
44	Assistant Secretary	156	9300-34800	PB-2	3
45	Agri-business Manager	21	9300-34800	PB-2	3

46	Head Draftsman (Civil/Electrical)	Civil=20 Electrical =01	9300-34800	PB-2	3
47	Junior Engineer, Civil/Electrical/Mechanical/Public Health/Quality Control	Civil=256 Quality Control(C)=03 Electrical=18 Mechanical=9 Public Health=18	9300-34800 G-II	PB-2	5
48	Junior Engineer (Landscaping)	1	9300-34800 G-I 9300-34800 G-II	PB-2	3
49	Electronics Data Processing Assistant	4	9300-34800	PB-2	3
50	Kanungo	1	9300-34800	PB-2	3
51	Assistant Draftsman (Architect)	2	9300-34800	PB-2	3
52	Senior Scale Stenographer	14	9300-34800	PB-2	3
53	Assistant	59	9300-34800	PB-2	3
54	Accountant (Market Committees)	129	9300-34800	PB-2	3
55	Draftsman Auto Cad	4	9300-34800	PB-2	3
56	Assistant Draftsman (Civil, Quality Control, Public Health, Electrical, Mechanical)	Civil=47 Quality Control (C)=2 Public Health(C)=2 Electrical=2 Mechanical=2	9300-34800	PB-2	3
57	Mandi Supervisor-cum-Fee Collector	455	9300-34800	PB-2	3
58	Accounts Clerk/Sub-Divisional Clerk	110	9300-34800	PB-2	3
59	Auditor	2	9300-34800	PB-2	3
60	Assistant Fire Sub -Officer	18	9300-34800	PB-2	3
61	Plumber	25	5200-20200	PB-1	2 d h 1, o 2 d h R o
62	Electrician	23	5200-20200	PB-1	2 d h R o
63	Motor Mechanic	1	5200-20200	PB-1	2
64	Junior Scale Stenographer	11	5200-20200	PB-1	2
65	Driver Operator	12	5200-20200	PB-1	2
66	Leading Fireman	13	5200-20200	PB-1	2
67	Driver		5200-20200	PB-1	2

Car-cum- Jeep=130 Tractor Driver= 42
Truck Driver= 20 RoadRoller
Driver=46 Bus Driver=01

68	Patwari	1	5200-20200	PB-1	1
69	Computer Operator-cum-Clerk	21	5200-20200	PB-1	1
70	Clerk	1	5200-20200	PB-1	1
71	Duplicating Machine Operator	1	5200-20200	PB-1	1
72	Bus Conductor	1	5200-20200	PB-1	1
73	Restorer	203	5200-20200	PB-1	1
74	Steno-typist	29	5200-20200	PB-1	1
75	Fireman	46	5200-20200	PB-1	1
76	Auction Recorder	984	5200-20200	PB-1	1
77	Tubewell Operator	9	5200-20200	PB-1	1
78	Dafti	2	4440-7440	-IS	1
79	Jamadar	2	4440-7440	-IS	1
80	Road Roller Cleaner	1	4440-7440	-IS	1
81	Mali	3	4440-7440	-IS	1
82	Ferro Khalasi	5	4440-7440	-IS	1
83	Sweeper	20	4440-7440	-IS	1
84	Peon-cum-Chowkidar	283	4440-7440	-IS	1
85	Truck Cleaner	4	4440-7440	-IS	1

[Appendix B] [Appendix-B substituted by Haryana Notification No. 1199-A.S.-1-09-9143 dated 23.6.2009.](See rules 7 and 10)

Sr. No.	Designation of Post	Academic qualifications and experience, if any, for direct recruitment	Academic qualification if any, for appointments direct recruitment
1	2	3	4
1	Controller Finance and Accounts	-	(i) An Officer of Indian Accounts Service of the Deputy Accountant General; or (ii) Senior Accounts Officer having years experience having Service (S.A.S)/Master Business Administration (Finance)/Chartered Accountant/I.C.W.A.
2	Engineer-In-Chief	-	

			Three years experience Engineer
3	Chief Engineer	-	Three years experience Superintending Engineer
4	Chief Marketing Enforcement Officer	Graduate of recognized University and has at least ten years experience of development activities	At least seven Years' experience working in the Board as Development Officer; or experience of working of equivalent or higher post in Government or State Government Board/Corporations/Statutory and registered Co-operatives discharging public functions in Agricultural activities, or holding of Central Government is not less
5	Marketing Development Officer	-	Three years experience Marketing Enforcement

6	Superintending Engineer (Civil)	-	Seven years experience Engineer in respective Engineering
7	Superintending Engineer (Electrical)	-	Seven years experience Engineer in respective Engineering
8	Superintending Engineer (Public Health)	-	Seven years experience Engineer in respective Engineering

9	Deputy General Manager (Marketing and Export Division)	<p>(i) Should be graduate Ist division with MBA Marketing from a recognized University. Preference will be given to B.Sc Agriculture and MBA with specialization in agriculture marketing of agribusiness or equivalent;</p> <p>(ii) Specialization of post Harvesting Management; and</p> <p>(iii) Hindi/Sanskrit upto martic</p>	<p>(i) Should be graduate with MBA Marketing from a recognized University Preference will be given to B.Sc Agriculture and MBA with specialization in agriculture marketing or agribusiness ;</p> <p>(ii) Specialization of Post Harvesting Management; and</p> <p>(iii) Hindi/Sanskrit upto</p>
10	Deputy General Manager (Market Research, Post Harvesting Management and Training of Farmers and Boards personnel)	<p>(i) Should be MSc. (Agriculture) of a recognized University;</p> <p>(ii) Hindi/ Sanskrit upto Martic.</p>	
11	Deputy General Manager (Quality Control)	<p>(i) Should be MSc. Or Ph.D in Horticulture/Vegetable Science/Food Science and Technology with specialization in Post Harvest Technology.</p> <p>Technical competency :-</p> <p>Value addition, testing and certificate procedure (i.e Organic/Eurogap/Codex/HACCP) for fruits and vegetables and designing and planning of pack house including grading and sorting lines;</p> <p>(ii) Minimum three years hands-on experience in reputed firms/institution and industry; and</p> <p>(iii) Hindi/Sanskrit upto Matric.</p>	-

12	Architect	<p>(i) Degree in Architecture from recognized University or equivalent diploma in Architecture from Indian Institute of Architects duly recognized and registered by the Council of Architecture and having at least five years experience of reputed institution/firm; and</p> <p>(ii) Hindi/Sanskrit up to Matric standard.</p>	<p>At least seven years experience as Assistant Architect and or equivalent Diploma of a recognized University.</p>
13	Administrative Officer	-	<p>Graduate from a recognized university with three years experience as Superintendent/Private Secretary.</p>
14	Zonal Marketing Enforcement Officer	-	<p>Three years experience as Marketing Enforcement Officer.</p>
15	Executive Engineer (Civil/Quality Control)	-	<p>(i) Six years experience as Sub-Divisional Engineer (Civil/Quality Control);</p> <p>(ii) Bachelor of Engineering (Civil)/Bachelor of Technology (Civil) or equivalent from a recognized university; and</p> <p>(iii) Has passed the departmental examination as prescribed.</p>

16	Executive Engineer (Electrical)	-	(i) Six years experience as Divisional Engineer (Electrical); and (ii) Bachelor of Engineering in respective branch of engineering or equivalent from a recognized university; and (iii) Has passed the departmental examination as prescribed.
17	Executive Engineer (Public Health)	-	(i) Six years experience as Divisional Engineer (Public Health); and (ii) Bachelor of Engineering in respective branch of engineering or equivalent from a recognized university; and (iii) Has passed the departmental examination as prescribed.
18	Project Manager	(i) Ist Class Bachelor of Engineering/Bachelor of Technology with Master of Business Administration in Marketing/Agribusiness from a recognized University/Deemed University;	Five years experience as Project Manager (Civil, Refrigeration, Horticulture Processing) possessing Bachelor of Engineering in respective branch of Technology with Master of Business Administration in Marketing/Agribusiness from a recognized University/Deemed University;

(ii) Three years experience in Agricultural based institutions of GOI/State Government or Statutory Body or Large and Medium Industry having annual turnover of 10 crores;

(iii) Hindi/Sanskrit upto Matric standard; and

(iv) Knowledge of computer.

19 Assistant Project Manager (Civil)

(i) Ist Class Bachelor of Engineering/Bachelor of Technology in Civil Engineering with Master of Business Administration in Marketing/Agri-business from a recognized University/Deemed University;

Five years experience as Engineer (Civil) possessing qualification in Engineering/Bachelor of Civil Engineering with Business Administration /Agri-business from a recognized University/Deemed University;

(ii) Hindi/Sanskrit upto Matric standard ; and

(iii) Knowledge of computer

20	Assistant Project Manager (Electrical)	<p>(i) Ist Class Bachelor of Engineering of Bachelor or Technology in Electrical or Electronics & Communication Engineering with Master of Business Administration in Marketing/Agribusiness from a recognized University/Deemed University;</p> <p>(ii) Hindi/Sanskrit upto Matric standard; and</p> <p>(iii) Knowledge of computer.</p>	<p>Five years experience as Engineer (Electrical) or equivalent qualification of bachelor or bachelor of Technology or Electronics & Communication Engineering or Master of Business Administration in Marketing/Agribusiness from a recognized University/Deemed University.</p>
21	Assistant Project Manager (Refrigeration)	<p>(i) Ist Class Bachelor of Engineering/Bachelor of Technology in Mechanical Engineering from a recognized University/Deemed University;</p>	<p>Five years experience as Engineer (Mechanical) or equivalent qualification of Bachelor of Engineering/Bachelor of Mechanical Engineering or Master of Business Administration in Marketing from a recognized University/Deemed University.</p>

(ii) Two years experience in Large and Medium industry having annual turnover of 10 crores or PGD in refrigeration & Air Conditioning;

(iii) Hindi/Sanskrit upto Matric standard; and

(iv) Knowledge of computer.

22 Assistant Agriculture Project Manager (Horticulture)

(i) Ist Class Bachelor of Science in Agriculture (Hons) with Master of Business Administration in Marketing/Agribusiness or Master of Science in Agriculture with fifty per cent marks from a recognized University/Deemed University;

(ii) Hindi/Sanskrit upto Matric standard; and

Five years experience as an Engineer (Horticulture) or a qualification of Bachelor of Agriculture with Master of Administration in Marketing/Agribusiness or Master of Science in Agriculture with fifty per cent marks from a recognized University/Deemed University;

23	Assistant Agriculture Project Manager (Food Processing)	(iii) Knowledge of computer. (i) Ist Class Bachelor of Engineering/Bachelor of Technology in Food Processing/Food Technology or Master of Science in Food Processing/Food Technology with fifty per cent marks from a recognized University/Deemed University;	(i) Ist Class Bachelor of Engineering/Bachelor of Technology in Food Processing/Food Technology or Master of Science in Food Processing/Food Technology with fifty per cent marks from a recognized University/Deemed University;
			(ii) two years experience in the field in Government, GOI/State Government, and Medium Industry;
24	Assistant Architect	(iii) Hindi/ Sanskrit upto Matric standard; and (iv) Knowledge of computer (i) Degree in Architecture from a recognized University or equivalent diploma in Architecture from Indian Institute of Architects duly recognized and registered by the Council of Architects and having at least four years experience of reputed institution/firm. (ii) Working knowledge of architectural drawing on computer; and (iii) Hindi/Sanskrit upto Matric standard	(iii) Hindi/Sanskrit upto Matric standard; and (iv) Knowledge of computer Architectural Assistant with three years experience in case of diploma in Architecture from a recognized University or five years experience in case of those having the diploma in Architecture from a recognized Technical Education Board.
25	Senior Accounts Officer	-	Chartered Accountant/ICWA (ICWA) or Accounts Officer Accounts Service (S.A.S)

years experience.

26	District Marketing Enforcement Officer	<p>(i) Graduate with Ist division in any stream from a recognized University;</p> <p>(ii) Master of Business Administration in Marketing or Finance;</p> <p>(iii) Hindi/ Sanskrit upto Matric Standard; and</p> <p>(iv) Working knowledge of computer.</p>	Five years experience as Officer-cum-Secretary.
27	Sub Divisional Engineer (Civil, Electrical, Public Health, Mechanical, Quality Control)	<p>Bachelor of Engineering in Civil, Electrical/Electronics and Communication/Bachelor of Technology or its equivalent with Ist division from a recognized/deemed university in respective branch of Engineering and Hindi/Sanskrit up to Matric standard.</p>	Three years Diploma in Electrical/Electronics and Communication Engineering 10 years experience as Circle Head Draftsman/Draftsman/Assistant Draftsman

28	Sub-Divisional Engineer (Landscaping)	(i) Should be Bachelor of Architecture in Ist division from arecognized university (duly registered with the Council ofArchitecture). (ii) Should hold postgraduate degree in Landscape, Design orequivalent from a recognized Institute. (iii) Hindi/Sanskrit upto Matric.	Junior Engineer (Landscaping) with ten years experience.
29	Secretary-cum-Executive Officer	(i) Graduate with 55% marks with Master of Business inMarketing or Finance from a recognized University/Institu- tion; (ii) Hindi/Sanskrit up to Matric standard; and (iii) Basic knowledge of computer.	Five years experience as Secretary/Electronics Inspector Assistant.

30	Assistant General Manager (Marketing and Export Division)	<p>(i) Should be B.Sc (Hons.) Agriculture with Ist division/ M.SC. Agriculture in Agricultural Economic/Agronomy with 2nd division alongwith post graduate diploma in marketing from arecognized University. Preference will be given to specializationin agricultural marketing/Agribusiness or its equivalent.</p> <p>(ii) Specialization on Post Harvesting Management; and</p> <p>(iii) Hindi/Sanskrit upto Matric Standard.</p>	<p>(i) Should be B.Sc (Hons.) Agriculture with Ist division/M.Sc. Agriculture in Agricultural Economic/ Agronomy with 2nd division alongwith post graduate diploma in marketing from a recognized University. Preference will be given to specializationin agricultural marketing/Agribusiness or its equivalent</p> <p>(ii) Specialization on Post Harvesting Management; and</p> <p>(iii) Hindi/Sanskrit upto Matric Standard.</p>
31	Librarian	<p>(i) Post Graduate in Library Science/Information Science from a recognized University;</p> <p>(ii) Hindi/Sanskrit up to Matric standard; and</p> <p>(iii) Should have working knowledge of commonly used librarysoftware</p>	<p>Post Graduate in Library Science from a recognized University</p>
32	Architectural Assistant	-	<p>Four years experience as a Draftsman (Architectural)</p>
33	Private Secretary	-	<p>One year's experience as a Private Assistant or ten years experience as a Senior Scale Stenographer</p>
34	Accounts Officer	(i) Chartered Accountant; or	<p>Three years experience as an Accounts Officer/Section Officer</p>

		(ii) Indian Cost Works Accountants (ICWA); or	Three years experience as Accounts Officer/Section Officer.
		(iii) Ist Class Master of Commerce from a recognized university/Institution with seven years experience in Accountancy.	
35	Superintendent	-	Graduate from a recognized university with two years experience as Superintendent or ten years as Assistant or two years as Personal Assistant
36	Assistant Accounts Officer/Section Officer.	(i) Post graduate in Commerce with fifty five per cent marks from a recognized university with five years experience from a reputed firm or chartered Accountant/ICWCA; and (ii) Hindi/Sanskrit up to Matric Standard.	(i) Five years experience as Accountant; or (ii) State Accounts Service from State Government of India
37	Divisional Accountant	Post graduate in Commerce with fifty five percent marks from a recognized university with three years experience from a reputed firm and Hindi/Sanskrit up to Matric standard.	(i) State Accounts Service

			(ii) Sub Divisional Clerks/Auditor having Bachelor of Commerce experience or Graduate Clerks/Accounts Clerks/Auditor directly recruited 31.12.1990
38	Senior Draftsman (Architect)	(i) Degree in Architecture from a recognized University or equivalent Diploma in Architecture from Indian Institute of Architects duly recognized and registered by the Council of Architecture and having at least four years experience of reputed institution/firm; (ii) working knowledge on computer using commonly used architectural drawing on computer software; and (iii) Hindi/Sanskrit upto Matric.	Four years experience as Draftsman (Architecture)
39	Commercial Accountant	Diminishing cadre	-
40	Circle Head Draftsman	-	Five years experience as Draftsman
41	Junior Draftsman (Architecture)	(i) Diploma in Architectural Assistantship with two years experience after attaining qualification; (ii) working knowledge on computer using commonly used architectural drawing on computer software; and (iii) Hindi/Sanskrit upto Matric.	Three years experience as Draftsman
42	Personal Assistant	-	Five years experience as Stenographer and should pass departmental test as prescribed by the Board.

43	Deputy Superintendent	-	At least ten years experience as Assistant
44	Assistant Secretary	<p>(i) Graduation in any stream with 55% marks from a recognized University;</p> <p>(ii) Hindi/Sanskrit upto Matric Standard;</p> <p>(iii) Working knowledge of computer; and</p> <p>(iv) Preference will be given to diploma/Degree in Agriculture/Marketing or Agribusiness from a recognized University/Institution/Board.</p>	<p>Five years experience as Supervisor having certain knowledge of computer from a recognized institution.</p>
45	Agri-business Manager	<p>(i) Bachelor of Science in Agriculture from a recognized University;</p> <p>(ii) Master of Business Administration/Post Graduate Diploma in Business Management or its equivalent from a recognized University or Deemed University; and</p> <p>(iii) Hindi/Sanskrit upto Matric standard.</p>	<p>(i) Bachelor of Science from a recognized University;</p> <p>(ii) Master of Business Administration/Diploma in Business Management or its equivalent from a recognized University or Deemed University;</p>
46	Head Draftsman (Civil/Electrical)	-	Five years experience as Draftsman in respective branch
47	Junior Engineer, Civil/Electrical/Mechanical/Public Health/Quality Control	<p>(i) Degree or three years Diploma in Civil/Electrical/Electronics and Communication Engineering irrespective of branch</p>	<p>Diploma in respective branch of Engineering but in case of Electrician to Junior Engineer</p>

	Branch of Engineering from a recognized University/Technical Education Board;	(Electrical) only the Electrician Matriculate with National Trade Certificate issued by Industrial Training Institute in Electrician/Wireman or equivalent trade having years service as Electrician passed the departmental examination by the Board, shall be eligible for promotion.
	(ii) Working knowledge on computer; and	
	(iii) Hindi/Sanskrit upto Matric	
48 Junior Engineer (Landscaping)	(i) Degree in Agriculture from a recognized University and Hindi/Sanskrit up to Matric ; and	Degree in Agriculture from a recognized University and years experience of Board Group C.
49 Electronics Data Processing Assistant	(ii) Working knowledge of computer. (i) Master's degree from a recognized University in statistics or economics or mathematics or commerce with statistics as one of the papers or Master of Computer Application with statistics as one of papers at Bachelor degree level.	(i) Master's degree from a recognized University in statistics or economics or commerce with statistics as one of the papers; or Master of Computer Application with statistics as one of papers at Bachelor degree level. (ii) Should be proficient in data processing using computer. (iii) Should be proficient in data processing using computer and (iv) Hindi/Sanskrit upto Matric standard.
50 Kanungo	Diminishing Cadre	-
51 Assistant Draftsman (Architect)	Diminishing Cadre	-
52 Senior Scale Stenographer	(i) Graduation from a recognized University or its equivalent;	(i) One year experience as Stenographer;

		(ii) Knowledge of Hindi/Sanskrit upto Matric standard;	(ii) Hindi Shorthand at 80 words per minute and transcription thereof at 15 words per minute on manual typewriter or 25 WPM on computer with commonly used words processing software; and
		(iii) Hindi Shorthand at 80 words per minute and transcription thereof at 15 words per minute on manual typewriter or 25 WPM on computer with commonly used words processing software; and	(iii) English Shorthand at 100 words per minute and transcription thereof at 20 words per minute on manual typewriter or 40 WPM on computer with commonly used words processing software.
		(iv) English Shorthand at 100 words per minute and transcription thereof at 20 words per minute on manual typewriter or 40 WPM on computer with commonly used words processing software.	
53	Assistant	(i) Graduate from a recognized University with 55% marks; Post Graduate Diploma in Computer Application (P.G.D.C.A) from a recognized institution; and	Three years experience as Sub-Divisional Clerks/Accounts Clerks in the case of appointment on deputation having five years experience in an 'A' class Government/Local Body.
		(ii) Hindi/Sanskrit upto matric standard.	
54	Accountant (Market Committees)	(i) Bachelor of Commerce with 55% marks from a recognized University;	Bachelor of Commerce from a recognized university with five years service as Mandi Auction Recorder.
		(ii) Six months certificate course in computer from a recognized institution; and	

		(iii) Hindi/Sanskrit upto Matric standard.	
55	Draftsman Auto Cad	(i) Two years Diploma in Civil Draftsmanship in Ist Class from a recognized Technical Board;	(i) Two years Diploma in Civil Draftsmanship in Ist Class from a recognized Technical Board;
		(ii) Diploma/Certificate in Auto Cad from a recognized institution; and	(ii) Diploma/Certificate in Auto Cad from a recognized institution;
		(iii) Hindi/Sanskrit upto Matric standard.	(iii) Hindi/Sanskrit upto Matric standard.
56	Assistant Draftsman (Civil, Quality Control, Public Health, Electrical, Mechanical)	(i) Three years Diploma in Engineering in respective discipline from a recognized Technical Education Board or two years certificate in draftsmanship in respective discipline from recognized technical institution;	Three years Diploma in Engineering in respective discipline from a recognized Technical Education Board or two years certificate in draftsmanship in respective discipline from recognized technical institution.
		(ii) Diploma/certification in Auto Cad from a recognized institution; and	
		(iii) Hindi/Sanskrit upto Matric standard.	
57	Mandi Supervisor-cum-Fee Collector	(i) Graduate with 55% marks from a recognized university with six months certificate in computer from a recognized institution; and	Seven years experience as Recorder
		(ii) Hindi/Sanskrit upto Matric standard.	
58	Accounts Clerk/Sub Divisional Clerk	(i) Bachelor of Commerce from a recognized University with 55% marks;	Graduate with three years experience as Clerk or Matriculate with experience as Clerk.
		(ii) Six months certificate in computer from a recognized institution; and	

	(iii) Hindi/Sanskrit upto matric.	
59 Auditor	(i) Post graduate in Commerce with fifty five percent marks from a recognized university with three years experience from a reputed firm; (ii) Working knowledge of computer; and (iii) Hindi/Sanskrit upto Matric standard.	(i) Post graduate in Commerce with fifty five per cent marks from a recognized university with three years experience from a reputed firm; (ii) Working knowledge of computer; and (iii) Hindi/Sanskrit upto Matric standard.
60 Assistant Fire Sub Officer	-	Should be a Matriculate holder of certificate of Sub-Officer of National Fire Service as Fireman.
61 Plumber	Matriculate with National Trade Certificate issued by the Industrial Training Institute in Plumber or its equivalent trade.	Matriculate with National Trade Certificate issued by the Industrial Training Institute in Plumber or its equivalent trade
62 Electrician	Matriculate with National Trade Certificate issued by the Industrial Training Institute in Electrician/Wireman or its equivalent trade.	Matriculate with National Trade Certificate issued by the Industrial Training Institute in Electrician/Wireman or its equivalent trade.

63	Motor Mechanic	Diminishing cadre	-
64	Junior Scale Stenographer	(i) Graduation from a recognized University or its equivalent; (ii) Knowledge of Hindi/Sanskrit upto Matric Standard; (iii) Hindi Shorthand at 80 words per minute and transcription thereof at 15 words per minute on manual typewriter or 25 WPM on computer with commonly used words processing software; and (iv) English Shorthand at 100 words per minute and transcription thereof at 20 words per minute on manual typewriter or 40 WPM on computer with commonly used words processing software.	(i) Two years experience as Steno-typist; (ii) Hindi Shorthand at 80 words per minute and transcription thereof at 15 words per minute on manual typewriter or 25 WPM on computer with commonly used words processing software, and (iii) English shorthand at 100 words per minute and transcription thereof at 20 words per minute on manual typewriter or 40 WPM on computer with commonly used words processing software.
65	Driver Operator	-	Should be very efficient and possess knowledge of automobiles, pumps and possess a License for driving heavy vehicles and have 5 year's experience as Fireman. Should be matriculate and pass in the theory and practice examination and rescue having qualification in the departmental examination for promotion to Leading Fireman and at least 5 year's experience as Fireman.
66	Leading Fireman	-	Should be matriculate and pass in the theory and practice examination and rescue having qualification in the departmental examination for promotion to Leading Fireman and at least 5 year's experience as Fireman.
67	Driver.	A. For Heavy Transport Vehicle	A. For Heavy Transport Vehicle

	<p>(i) Matric from a recognized Education Board with Hindi/Sanskrit;</p> <p>(ii) Heavy Transport Vehicle Driving Licence; and</p> <p>(iii) Five years experience of driving a Heavy Transport Vehicle.</p>	<p>(i) Matric from recognized Board with Hindi/Sanskrit;</p> <p>(ii) Heavy Transport Vehicle Driving Licence; and</p> <p>(iii) Five years experience of driving a Heavy Transport Vehicle.</p>
	B. For Light Motor Vehicle.	B. For Light Motor Vehicle.
	<p>(i) Matric from a recognized Education Board with Hindi;</p> <p>(ii) Light Motor Vehicle Driving Licence; and</p> <p>(iii) Five years experience of driving a Light Motor Vehicle.</p>	<p>(i) Matric from a recognized Board with Hindi/Sanskrit;</p> <p>(ii) Light Motor Vehicle Driving Licence; and</p> <p>(iii) Five years experience of driving a Light Motor Vehicle.</p>
68 Patwari	<p>(i) Graduation from a recognized University or its equivalent;</p> <p>(ii) Hindi/Sanskrit upto Matric standard; and</p> <p>(iii) Should have passed Patwar Examination conducted by the Revenue Department, Haryana.</p>	-
69 Computer Operator-cum-Clerk	<p>1. Bachelor of Computer Application or graduate with 50% marks from a recognized University having PGDCA diploma from a recognized Institution.</p> <p>2. Hindi/Sanskrit upto Matric Standard.</p>	-

70	Clerk	<p>(i) Graduate from a recognized University or its equivalent;</p> <p>(ii) Knowledge of Hindi/Sanskrit upto Matric standard; and</p> <p>(iii) Hindi and English typing at a speed of 25 and 30 words per minute respectively.</p> <p>OR</p> <p>Hindi and English typing at a speed of 35 and 40 words per minute respectively on computer with commonly used word processing software.</p>	<p>(i) Matric with seven years experience in Group D of Board; and upto Matric standard for those who have been recruited before the notification of these rules.</p> <p>(ii) Graduate with seven years experience in Group D of the Board; and upto Matric standard for Hindi/Sanskrit upto Matric standard for the employees recruited before the date of these rules. Should pass the prescribed test in Hindi and English typing at Computer at the speed of 25/30 words per minute respectively on computer with commonly used word processing software within a period of one year from the date of appointment which he would not be entitled to annual increment(s) till he passes the prescribed typing test. If he fails the typing test he will be allowed annual increment(s) without any condition.</p> <p>(ii) Twenty percent by promotion amongst Group D employees.</p>
71	Duplicating Machine Operator	Diminishing Cadre	Diminishing Cadre
72	Bus Conductor	Diminishing Cadre	-
73	Restorer	Diminishing Cadre	Diminishing Cadre
74	Steno-typist	<p>(i) Graduation from a recognized University or its equivalent;</p> <p>(ii) Knowledge of Hindi/Sanskrit upto</p>	<p>(i) One year experience or year diploma in computer from a recognized institution;</p> <p>(ii) Hindi shorthand at</p>

		Matric standard;	minute and transcription thereof 11 words per minute on manual typewriter or 20 words per minute on computer with commonly used word processing software;	minute and transcription thereof 11 words per minute on manual typewriter or 20 words per minute on computer with commonly used word processing software;
		(iii) Hindi shorthand at 64 words per minute and transcription thereof 15 words per minute on manual typewriter or 35 words per minute on computer with commonly used word processing software.	(iii) English shorthand at 80 per minute and transcription thereof 15 words per minute on manual typewriter or 35 words per minute on computer with commonly used word processing software.	(iii) English shorthand at 80 per minute and transcription thereof 15 words per minute on manual typewriter or 35 words per minute on computer with commonly used word processing software.
75	Fireman	Diminishing cadre		
76	Auction Recorder	Graduate with 50% marks from a recognized University or its equivalent with six-month certificate in computer from a recognized institution. Hindi/Sanskrit upto Matric.		(i) Matric with seven years experience in Group D of Market Committee. Hindi/Sanskrit upto Matric. For the employees who have been recruited prior to date of coming into force of these rules. (ii) Graduate with seven years experience in Group D of the Market Committee. Hindi/Sanskrit upto Matric. For the employees who have been recruited on or after the date of notification of these rules.
77	Tubewell Operator	Diminishing Cadre		-
78	Daftri	Middle pass with Hindi.		Middle pass with Hindi.
79	Jamadar	Middle pass with Hindi.		Middle pass with Hindi.
80	Road Roller Cleaner	Middle pass with Hindi.		Middle pass with Hindi.

81	Mali	Middle pass with Hindi.	Middle pass with Hindi.
82	Ferro Khalasi	Middle pass with Hindi.	Middle pass with Hindi.
83	Sweeper	Middle pass with Hindi.	Middle pass with Hindi.
84	Peon-cum-Chowkidar	Middle pass with Hindi.	Middle pass with Hindi.
85	Truck Cleaner	Middle pass with Hindi.	Middle pass with Hindi.

[Appendix-C] [Appendix-C substituted by Haryana Notification No. 1199-A.S.-1-09- 9143 dated 23.6.2009.][See rule 16(1)]

Sr. No.	Designation of Post	Nature of penalties	Authority empowered to impose penalty	Appellate authority
1	2	3	4	5
1	Controller Finance and Accounts	Minor Penalties :		
2	Engineer-In-Chief	(a) warning with a copy in the personal file (Character roll);	Chief Administrator	Board
3	Chief Engineer	(b) censure;		
4	Chief Marketing Enforcement Officer	(c) withholding of promotion;		

5	Marketing Development Officer	(d) recovery from pay of the whole or part of any pecuniary loss caused by negligence or breach of order to the Board/Market Committee;	
6	Superintending Engineer [Civil, Vigilance and Quality Control (Civil)]	(e) withholding of increments of pay without cumulative effect;	
7	Superintending Engineer (Electrical)	Major penalties	Administrative Government Committee
8	Superintending Engineer (Public Health)	(f) withholding of increments of pay with cumulative effects; (g) reduction to a lower stage in the time scale of pay for a specified period with further directions as to whether or not the government employees will earn increments of pay during the period of such reduction and whether on the expiry of such period, the reduction will or will not have the effect of postponing the future increments of his pay;	
9	Deputy General Manager (Marketing and Export Division)		
10	Deputy General Manager (Market Research, Post Harvesting Management and Training of Farmers and Boards personnel)	(h) reduction to a lower scale of pay, grade, post or service which shall ordinarily be a bar to the promotion of the government employee to the time scale of pay, grade, post or service from which he was reduced with or without further direction regarding conditions of restoration to the grade or post or service from which the government employee was reduced and	

his seniority and pay on such restorations to that grade postor service;

- 11 Deputy General Manager (Quality Control)
- 12 Architect
- 13 Administrative Officer
- 14 Zonal Marketing Enforcement Officer
- 15 Executive Engineer (Civil, Quality Control)
- 16 Executive Engineer (Electrical)
- 17 Executive Engineer (Public Health)
- 18 Project Manager

(i) compulsory retirement;
(j) removal from service which shall not be a disqualification for future employment under the government; and
(k) dismissal from service which shall ordinarily be a disqualification for future employment under the government.

- 19 Assistant Project Manager (Civil)

Minor Penalties:

Chief Administrator Board

- 20 Assistant Project Manager (Electrical)

(a) Warning with a copy in the personal file (Character roll);

- 21 Assistant Project Manager (Refrigeration)

(b) censure;

- 22 Assistant Agriculture Project Manager (Horticulture)

(c) withholding of promotion;
(d) recovery from pay of the whole or part of any pecuniary loss caused by negligence or breach of order to the Board/Market Committee;

23

	Assistant Agriculture Project Manager (Food Processing)	(e) withholding of increments of pay without cumulative effect;
24	Assistant Architect	Major penalties
25	Senior Accounts Officer	(f) withholding of increments of pay with cumulative effect;
		(g) reduction to a lower stage in the time scale of pay for aspecified period with further directions as to whether or not thegovernment employees will earn increments of pay during theperiod of such reduction and whether on the expiry of suchperiod, the reduction will or will not have the effect ofpostponing the future increments of his pay;
26	District Marketing Enforcement Officer	(h) reduction to a lower scale of pay, grade, post orservice which shall ordinarily be a bar to the promotion of thegovernment employee to the time scale of pay, grade, post orservice from which he was reduced with or without furtherdirection regarding conditions of restoration to the grade orpost or service from which the government employee was reducedand his seniority and pay on such restorations to that grade,post or service;
27	Sub Divisional Engineer (Civil, Electrical, Mechanical, Quality Control)	
28	Sub-Divisional Engineer (Landscaping)	(i) compulsory retirement;
29	Secretary-cum-Executive Officer	(j) removal from service which shall not be a

- disqualification for future employment under the government; and
- (k) dismissal from service which shall ordinarily be a disqualification for future employment under the government.
- 30 Assistant General Manager (Marketing and Export Division)
 - 31 Librarian
 - 32 Architectural Assistant
 - 33 Private Secretary
 - 34 Accounts Officer
 - 35 Superintendent
 - 36 Assistant Accounts Officer/Section Officer.
 - 37 Divisional Accountant
 - 38 Senior Draftsman (Architect)
 - 39 Commercial Accountant
 - 40 Circle Head Draftsman
 - 41 Junior Draftsman (Architecture)
 - 42 Personal Assistant
 - 43 Deputy Superintendent
 - 44 Assistant Secretary
 - 45 Agri-business Manager
 - 46 Head Draftsman (Civil/Electrical)
 - Junior Engineer,
 - 47 Civil/Electrical/Mechanical/Public Health/Quality Control
 - 48 Junior Engineer (Landscaping)
 - Electronics Data Processing
 - 49 Assistant
 - 50 Kanungo
 - 51 Assistant Draftsman (Architect)
 - 52 Senior Scale Stenographer
 - 53 Assistant
 - 54 Accountant (Market Committees)
 - 55 Draftsman Auto Cad
 - 56 Assistant Draftsman (Civil, Quality Control, Public Health, Electrical,

Mechanical)

- 57 Mandi Supervisor-cum-Fee Collector
- 58 Accounts Clerk/Sub- Divisional Clerk
- 59 Auditor
- 60 Assistant Fire Sub -Officer
- 61 Plumber
- 62 Electrician
- 63 Motor Mechanic
- 64 Junior Scale Stenographer
- 65 Driver Operator
- 66 Leading Fireman
- 67 Driver
- 68 Patwari
- 69 Computer Operator-cum-Clerk
- 70 Clerk
- 71 Duplicating Machine Operator
- 72 Bus Conductor
- 73 Restorer
- 74 Steno-typist
- 75 Fireman
- 76 Auction Recorder
- 77 Tubewell Operator

78 Daftri

Minor Penalties :

Secretary

Chief
Administrator."

79 Jamadar

(a) warning with a copy in
the personal file
(Character roll);

80 Road Roller Cleaner

81 Mali

(b) censure;

82 Ferro Khalasi

(c) withholding of
promotion;

83 Sweeper

(d) recovery from pay of
the whole or part of any
pecuniary loss caused by
negligence or breach of
order to the
Board/Market Committee;

84 Peon-cum-Chowkidar

85 Truck Cleaner

(e) withholding of increments of pay without cumulative effect;

Major penalties

(f) withholding of increments of pay with cumulative effect;

(g) reduction to a lower stage in the time scale of pay for a specified period with further directions as to whether or not the government employees will earn increments of pay during the period of such reduction and whether on the expiry of such period, the reduction will or will not have the effect of postponing the future increments of his pay;

(h) reduction to a lower scale of pay, grade, post or service which shall ordinarily be a bar to the promotion of the government employee to the time scale of pay, grade, post or service from which he was reduced with or without further direction regarding conditions of restoration to the grade or post or service from which the government employee was reduced and his seniority and pay on such restorations to that grade, post or service;

(i) compulsory retirement;

(j) removal from service which shall not be a disqualification for future employment under the government; and
(k) dismissal from service which shall ordinarily be a disqualification for future employment under the government.

[Appendix-D] [Appendix-D substituted by Haryana Notification No. 1199-A.S.-1-09- 9143 dated 23.6.2009.][See rule 16(2)]

Sr.No	Designation of Post	Nature of Order	Authority empowered to make the order	Appellate authority
1	2	3	4	5
1	Controller Finance and Accounts	(1) Reducing or withholding the amount of ordinary/additional pension admissible under the rules governing pension; and	Chief Administrator	Board
2	Engineer-In-Chief			
3	Chief Engineer			
4	Chief Marketing Enforcement Officer	(2) terminating the appointment of a member of the Service otherwise, than on his attaining the age fixed for superannuation.		
5	Marketing Development Officer			
6	Superintending Engineer [Civil, Vigilance and Quality Control(Civil)]			
7	Superintending Engineer (Electrical)			
8	Superintending Engineer (Public Health)			
9	Deputy General Manager (Marketing and Export Division)			
10				

	Deputy General Manager (Market Research, Post Harvesting Management and Training of Farmers and Boards personnel)	
11	Deputy General Manager (Quality Control)	
12	Architect	
13	Administrative Officer	
14	Zonal Marketing Enforcement Officer	
15	Executive Engineer (Civil, Quality Control)	
16	Executive Engineer (Electrical)	
17	Executive Engineer (Public Health)	
18	Project Manager	
19	Assistant Project Manager (Civil)	(a) Reducing or withholding the amount of ordinary/additional pension admissible under the rules governing pension; and
20	Assistant Project Manager (Electrical)	(b) terminating the appointment of a member of the Service other wise, than on his attaining the age fixed for superannuation.
21	Assistant Project Manager (Refrigeration)	
22	Assistant Agriculture Project Manager (Horticulture)	
23	Assistant Agriculture Project Manager (Food Processing)	
24	Assistant Architect	
25	Senior Accounts Officer	
26	District Marketing Enforcement Officer	
27	Sub-Divisional Engineer [Civil, Electrical, Mechanical, Public Health, Quality control (Civil)]	
28		

- Sub-Divisional Engineer
(Landscaping)
- 29 Secretary-cum-Executive Officer
- 30 Assistant General Manager
(Marketing and Export Division)
- 31 Librarian
- 32 Architectural Assistant
- 33 Private Secretary
- 34 Accounts Officer
- 35 Superintendent
- 36 Assistant Accounts Officer/Section
Officer
- 37 Divisional Accountant
- 38 Senior Draftsman (Architect)
- 39 Commercial Accountant
- 40 Circle Head Draftsman
- 41 Junior Draftsman (Architecture)
- 42 Personal Assistant
- 43 Deputy Superintendent
- 44 Assistant Secretary
- 45 Agri-business Manager
- 46 Head Draftsman (Civil/Electrical)
- Junior Engineer
(Civil/Electrical/Mechanical/-PublicHealth/Quality
Control)
- 47
- 48 Junior Engineer (Landscaping)
- 49 Electronics Data Processing Assistant
- 50 Kanungo
- 51 Assistant Draftsman (Architect)
- 52 Senior Scale Stenographer
- 53 Assistant
- 54 Accountant (Market Committees)
- 55 Draftsman Auto Cad
- Assistant Draftsman (Civil, Quality
Control, Public Health,Electrical,
Mechanical)
- 56
- 57 Mandi Supervisor-cum-Fee Collector
- 58 Accounts Clerk/Sub-Divisional Clerk

- 59 Auditor
- 60 Assistant Fire Sub-Officer
- 61 Plumber
- 62 Electrician
- 63 Motor Mechanic
- 64 Junior Scale Stenographer
- 65 Driver Operator
- 66 Leading Fireman
- 67 Driver
- 68 Partwari
- 69 Computer Operator-cum-Clerk
- 70 Clerk
- 71 Duplicating Machine Operator
- 72 Bus Conductor
- 73 Restorer
- 74 Steno-typist
- 75 Fireman
- 76 Auction Recorder
- 77 Tubewell Operator

(a) Reducing or withholding the amount of ordinary/additional pension admissible under the rules governing pension; and

- 78 Daftri

Chief
Administrator."

- 79 Jamadar
- 80 Road Roller Cleaner
- 81 Mali

(b) terminating the appointment of a member of the service otherwise, than on his attaining the age fixed for superannuation.

- 82 Ferro Khalasi
- 83 Sweeper
- 84 Peon-cum-Chowkidar
- 85 Truck Cleaner