

# **U.P. Chief Electoral Office Private Secretaries Service Rules, 2019**

UTTAR PRADESH

India

## **U.P. Chief Electoral Office Private Secretaries Service Rules, 2019**

### **Rule**

### **U-P-CHIEF-ELECTORAL-OFFICE-PRIVATE-SECRETARIES-SERVICE-F of 2019**

- Published on 15 March 2019
- Commenced on 15 March 2019
- [This is the version of this document from 15 March 2019.]
- [Note: The original publication document is not available and this content could not be verified.]

U.P. Chief Electoral Office Private Secretaries Service Rules, 2019Published vide Notification No. 2/2019/157/61-2019, dated 15.3.2019Last Updated 5th July, 2019Notification No.

2/2019/157/61-2019. - In exercise of the powers conferred by the proviso to Article 309 of the Constitution and in supersession of all existing rules and order on the subject, the Governor is pleased to make the following rules regulating recruitment and conditions of service of persons appointed to the office of the Chief Electoral Office Uttar Pradesh Private Secretary Service.

### **Part I – General 1. Short title and commencement.**

(1)These rules may be called 'the Uttar Pradesh Chief Electoral Office Private Secretaries Service Rules, 2019'.(2)They shall come into force at once.

### **2. Status of the service.**

- The Uttar Pradesh Chief Electoral Office Private Secretaries Service is a service comprising Group 'A' and Group 'B' posts.

### **3. Definitions.**

- In these rules, unless there is anything repugnant in the subject or context -(a)"Act" means the Uttar Pradesh Public Services (Reservation for Scheduled Castes, Scheduled Tribes and Other Backward Classes) Act, 1994.(b)"Appointing authority" means in respect of the posts of Private

Secretary (Grade I), the Secretary to the Government in Election Department and in respect of Private Secretary (Grade II) the Governor.(c)"Citizen of India" means a person who is or deemed to be a citizen of India under Part II of the Constitution.(d)"Constitution" means the Constitution of India;(e)"Government" means the State Government of Uttar Pradesh;(f)"Governor" means the Governor of Uttar Pradesh;(g)"Member of the service" means a person substantively appointed under these rule or the rules or orders in force prior to the commencement of these rules to a post in the cadre of the service;(h)"Other Backward Classes of Citizen" means the backward classes of citizen specified in Schedule I of the Act, as amended from time to time;(i)"Service" means the Uttar Pradesh Chief Electoral Office Private Secretary Service;(j)"Substantive appointment" means an appointment not being an ad hoc appointment, on a post in the cadre of the service and made after selection in accordance with the rules, and if there are no rules, in accordance with the procedure prescribed for the time being by executive instructions issued by the Government;(k)"Year of recruitment" means a period of twelve months commencing from the first day of July of a calendar year.

## **Part II – Cadre 4. Cadre of service.**

(1)The strength of the service and of each category of posts therein shall be such as may be determined by the Government from time to time.(2)The strength of the service and of each category of posts therein shall, until orders varying the same are passed under sub-rule (1), be as follows-

SI. No.	Name of Post	Number of Posts		
		Permanent	Temporary	Total
	Private Secretary (Grade-1)	1		1
	Private Secretary (Grade-2)		1	1

Provided that -(1)the appointing authority may leave unfilled or the Governor may hold in abeyance may vacant posts without thereby entitling any person to compensation; or(2)the Governor may create such additional permanent or temporary posts as he may consider proper.

## **Part III – Recruitment 5. Source of recruitment.**

- Recruitment to the various categories of posts in the service shall be made from the following sources:(1)Private Secretary (Grade-1) - By promotion from amongst substantively appointed Additional Private Secretaries who have completed ten years services as such on the first day of the year of recruitment.(2)Private Secretary (Grade-2) - By promotion from amongst substantively appointed Private Secretaries (Grade-1) who have completed five years services as such on the first day of the year of recruitment.

## **6. Reservation.**

- Reservation for the candidates belonging to the Physically Handicapped categories shall be in

accordance with the Uttar Pradesh Public Services (Reservation for Physically Handicapped, Dependents of Freedom Fighters and Ex. Servicemen) Act, 1993, as amended from time to time, and the orders of the Government in force at the time of the recruitment.

## **Part IV – Procedure of Recruitment 7. Determination of Vacancies.**

- The appointing authority shall determine the number of vacancies to be filled during the course of the year of recruitment.

### **8. Procedure for recruitment by promotion.**

(1) Recruitment by promotion to the posts of Private Secretary (Grade-1) and Private Secretary (Grade-2) shall be made on the basis of criterion laid down in the Uttar Pradesh Government Servants criterion for Recruitment by promotions Rules, 1994 as amended from time to time through the Selection Committee constituted in accordance with the provisions of the Uttar Pradesh constitution of Department Promotion Committee (For posts outside the purview of the Service Commission) Rules, 1992 as amended from time to time. Note. - Nomination of officers for giving representation to the Scheduled Castes, Scheduled Tribes shall be made in accordance with the order made under Section 7 of the Uttar Pradesh Public Services (Reservation for Scheduled Castes, Scheduled Tribes and Other Backward Classes) Act, 1994 as amended from time to time. (2) The appointing authority shall prepare eligibility lists of the candidates in accordance with the Uttar Pradesh Promotion by Selection (on posts outside the purview of Public Service Commission) Eligibility List Rules, 1986 and place the same before the Selection Committee along with their character rolls and such other records, pertaining to them, as may be considered proper. (3) The Selection Committee shall consider the cases of candidates on the basis of the records, referred to in sub-rule (2), and, if it considers necessary, it may interview the candidates also. (4) The Selection Committee shall prepare a list of selected candidates in order of seniority as it stood in the cadre from which they are to be promoted and forward the same to appointing authority.

## **Part V – Appointment and Seniority 9. Appointment.**

(1) The appointing authority shall make appointment by taking the names of candidates in the order in which they stand in the list prepared under Rule 8. (2) If more than one order of appointment are issued in respect of any one selection, a combined order shall also be issued mentioning the names of the persons in the order of seniority as determined in the selection or, as the case may be, as it stood in the cadre from which they are promoted.

### **10. Seniority.**

- The seniority of persons substantively appointed in any category of post in the service shall be determined in accordance with the Uttar Pradesh Government Servants Seniority Rules, 1991 as

amended from time to time.

## **Part VI – Pay Etc. 11. Scales of Pay.**

(1)The scales of pay admissible to persons appointed to various categories of posts in the service shall be such as may be determined by the Government from time to time.(2)The scale of the pay at the time of the commencement of these rules are given as follows -

Name of the Post	Scale of Pay
1. Private Secretary (Grade-1)	Pay Matrix level-10Rs 56,100-1,77,500
2. Private Secretary (Grade-2)	Pay Matrix level-11Rs 67,700-2,08,700

## **Part VII – Other Provisions 12. Canvassing.**

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

### **13. Regulation of other matters.**

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

### **14. Relaxation from the conditions of service.**

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

### **15. Savings.**

- Notwithstanding in these rules shall affect reservations and other concessions required to be provided for the candidates belonging to the Scheduled Castes, Scheduled Tribes and other special categories of persons in accordance with the order of the Government issued from time to time in this regard.