

Rajasthan Women Empowerment (State and Subordinate) Service Rules, 2017

RAJASTHAN

India

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Rule

RAJASTHAN-WOMEN-EMPOWERMENT-STATE-AND-SUBORDINATE- of 2017

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Rajasthan Women Empowerment (State and Subordinate) Service Rules, 2017Published vide Notification No. G.S.R. 43, dated 22.6.2017G.S.R. 43. - In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Rajasthan hereby makes the following rules, regulating the recruitment to posts in, and the conditions of service of persons appointed to the Rajasthan Women Empowerment (State and Subordinate) Services, namely:-Part-I General

1. Short title, commencement and application.

(1)These rules may be called the Rajasthan Women Empowerment (State and Subordinate) Service Rules, 2017.(2)They shall come into force with immediate effect.(3)These rules shall not apply to the posts governed by the Rajasthan Scheduled Areas Subordinate, Ministerial and Cass-IV Service (Recruitment and other Service Conditions) Rules, 2014, except as provided in those rules.

2. Definition.

- In these rules, unless the context otherwise requires,-(a)"Appointing Authority" in respect of the posts included in State Service means the Government and in respect of posts of Subordinate Service means the Director or Commissioner, Women Empowerment and includes such other officer or authority who may with the approval of the Government be specially empowered by the Director or Commissioner to exercise the powers and perform the functions of the Appointing Authority;(b)"Board" means the Rajasthan Subordinate and Ministerial Service Selection

Board;(c)"Commission" means the Rajasthan Public Service Commission;(d)"Committee" means a Committee referred to in Rule 31;(e)"Department" means the Department of Women and Child Development;(f)"Direct recruitment" means recruitment made according to the procedure prescribed in Part IV of these rules;(g)"Director or Commissioner" means the Director or Commissioner, Women Empowerment, Government of Rajasthan;(h)"Government" means the Government of Rajasthan;(i)"Member of the Service" means a person appointed to a post in the service on the basis of regular selection under the provisions of these rules or rules or order superseded by these rules;(j)"Schedule" means the Schedules appended to these rules;(k)"Service" means the Rajasthan Women Empowerment State Service or the Rajasthan Women Empowerment Subordinate Services, as the case may be;(l)"Service" or "Experience" wherever prescribed in these rules as a condition for promotion to senior posts in case of a person holding a lower post eligible for promotion within the service from one category to another or to senior posts shall include the period for which the person has continuously worked on such lower post after regular selection in accordance with rules promulgated under proviso to Article 309 of the Constitution of India;Note.-Absence during service e.g. training, leave and deputation etc. which are treated as "Duty" under the Rajasthan Service Rules, 1951 shall also be counted as service for computing experience or service required for promotion;(m)"State" means the State of Rajasthan;(n)"Substantive Appointment" means an appointment made under the provisions of these rules to a substantive vacancy after due selection by any of the methods of recruitment prescribed under these rules and includes an appointment on probation or as probationer trainee followed by confirmation on the completion of the probationary period;Note.-Due selection by any of the methods of recruitment prescribed under these rules shall include recruitment either on initial constitution of service as per Rule 5 or in accordance with the provisions of any rules promulgated under proviso to Article 309 of the Constitution of India, except an urgent temporary appointment; and(o)"Year" means the financial year

3. Interpretation.

- Unless the context otherwise requires, the Rajasthan General Clauses Act, 1955 (Act No. VIII of 1955) shall apply for the Interpretation of these rules as it applies for the interpretation of Rajasthan Act.Part-II Cadre

4. Composition and strength of the Service.

(1)The nature of posts included in service shall be as specified in column 2 of Schedule-I or Schedule-II, as the case may be.(2)The strength of the posts in the service shall be such as may be determined by the Government, from time to time:Provided that the Government may,-(a)create any post(s), permanent or temporary from time to time, as may be considered necessary and may abolish any such posts in the like manner without there by entitling any person to any compensation: and(b)leave unfilled or hold in abeyance or abolish or allow to lapse any post, permanent or temporary, without thereby entitling any person to any claim or compensation,

5. Constitution of the Service.

- The service shall consist of, - (a) all persons holding substantively the post(s) specified in Schedule-I or Schedule-II, as the case may be, on the date of commencement of these rules; and (b) all persons recruited by any of the methods laid down in Rules 6 of these rules. Part-III Recruitment

6. Methods of recruitment.

(1) Recruitment to the post (s) in the service after the commencement of these rules shall be made by the following methods in the proportion as indicated in column 3 and 4 of Schedule-I or Schedule-II, as the case may be, namely: - (a) by direct recruitment, (i) to the post of Assistant Director shall be made in accordance with the provisions of the Rajasthan State and Subordinate Services (Direct Recruitment by Combined Competitive Examination) Rules, 1999; (ii) to other posts except post of Assistant Director shall be made by direct recruitment in accordance with the procedure prescribed in Part-IV of these rules; and (b) by promotion in accordance with the procedure prescribed in Part-V of these rules. (2) Recruitment to the service by the aforesaid methods shall be made in such a manner that the persons appointed to the service by each method do not at any time exceed the percentage laid down in the rules/schedule of the total cadre strength as sanctioned for each category, from time to time: Provided that, (i) if the Appointing Authority is satisfied, in consultation with the Commission that suitable persons are not available for appointment by either method of recruitment in a particular year, appointment by the other method in relaxation of the prescribed proportion may be made in the same manner as specified in these rules. (ii) recruitment, promotion, seniority and confirmation etc. of a person who joins the Army/Air Force/Navy during an emergency shall be regulated by such orders and instructions, as may be issued by the Government, from time to time provided that these are regulated mutatis mutandis according to the instructions issued on the subject by the Government of India.

7. Compassionate appointment of Dependents of the Deceased/Permanently Incapacitated Armed Forces Service Personnel/Paramilitary personnel.

(1) Notwithstanding anything contained in these rules, the Appointing Authority may fill the vacancies of the - (i) post upto Pay Band PB-I Grade Pay No. 10 (Rs.2800/-) to be filled in by direct recruitment by appointing on compassionate ground, one of the dependents of a member of Armed Forces/Para Military Forces belonging to the State who becomes permanently incapacitated on or after 1.4.1999 in any defense operations including Counter insurgency operations and operations against terrorists, (ii) post upto Pay Band PB-2 Grade Pay No. 11 (Rs.3600/-) to be filled in by direct recruitment by appointing on compassionate ground, one of the dependents of a member of Armed Forces/Para Military Forces belonging to the State, who dies on or after 1.4.99 in any defence operations including counter-insurgency operations and operations against, terrorists, (iii) post upto Pay Band PB-I Grade Pay No. 10 (Rs.2800/-) to be filled in by direct recruitment by appointing on compassionate ground, one of the dependents of a member of Armed Forces belonging to the State, who died or was permanently incapacitated in war or any defence operations including counter-insurgency operations and operations against terrorists during the period from 1.7.71 to

31.3.99, subject to fulfillment of the educational qualifications and other service conditions prescribed under the relevant service rules and with the concurrence of Department of Personnel and the Rajasthan Public Service Commission if the post falls within the purview of the Commission: Provided that, - (a) if the Armed Forces/Para Military personnel who are permanently incapacitated are capable of and desirous of obtaining employment for themselves under the State Government, employment shall be given to them. (b) if the widow or the children of the Armed Forces/Para Military Personnel who are killed or permanently incapacitated are not in a position to take up employment immediately, employment will be given to them on acquiring of eligibility for appointment, (2) Appointment shall be given to a dependent of Armed Forces/Para Military Personnel only if any of them has not got appointment on any post under the provisions of concerned service rules prevailing in the Government of India. (3) Appointment shall not be given to such dependent if any of the other dependents of the Armed Forces /Para Military Personnel is already employed on regular basis under the Central/any State Government or Statutory Board Organization/Corporation owned or controlled wholly or partially by the Central/any State Government at the time of death of the Armed Forces/Para Military Personnel: Provided that this condition shall not apply where the widow seeks employment for herself. (4) Such dependents shall address an application for the purpose to the Zila Sainik Kalyan Adhikari in the case of Armed Forces and tin* Officer Commanding the Para Military Unit for Para Military Forces duly verified by the Head of the Unit where the deceased/permanently incapacitated member of the Armed Forces/Para Military Forces was serving at the time of death/becoming permanently incapacitated. The application shall be considered in relaxation of the normal recruitment rules subject to the condition that the dependent fulfills the academic qualification and experience, except for appointment to Class IV for which educational qualification shall be relaxed, and age limit prescribed for the post and also otherwise qualified for Government Service. (5) The application of such dependent shall be forwarded to the District Collector concerned for suitable appointment according to the qualifications possessed by the dependent. In the event of non-availability of vacancy in the District concerned, application shall be sent to the Divisional Commissioner who shall arrange appointment in any District under his jurisdiction. If vacant post is not available under the jurisdiction of the Divisional Commissioner, then the application shall be referred by the Divisional Commissioner to Government in the Department of Personnel for providing appointment. (6) The application shall contain the following information: - (i) Name and designation of the deceased/permanently incapacitated Armed Forces/Para Military Force Personnel; (ii) Unit in which he/she was working prior to death/becoming permanently incapacitated; (iii) Date and place of death with death certificate issued by the Authority competent to declare him a battle casualty or becoming permanently incapacitated: and (iv) Name, date of birth, education qualification of the applicant and his/her relation with the deceased (with certificates), - Explanation. - For purpose of this rule, (a) "Armed Force" means the Army, Navy and Air Force of the Union; (b) "Dependent" means the spouse of the deceased/permanently incapacitated person, son/adopted son, unmarried daughter/unmarried adopted daughter who were wholly dependent on deceased/permanently incapacitated Armed Forces Service Personnel/Para Military Personnel; Note. - Adopted son/daughter means legally adopted son/daughter by the deceased/ permanently incapacitated person during his/her life. (c) "Para Military Forces" means Border Security Force, Central Reserve Police Force, Indo Tibetan Border Police and other Para Military Force as may be notified by Central and State Government, from time to time. (d) "Permanently incapacitated" means a person who is

covered under the definition of the term "person with disabilities" as provided in the persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act. 1995 (Act No. 1 of 1996).

8. Reservation of vacancies for the Scheduled Castes and the Scheduled Tribes.

(1) Reservation of vacancies for the Scheduled Castes and the Scheduled Tribes shall be in accordance with the Provision of law in force at the time of recruitment i.e. by direct recruitment and by promotion. (2) The vacancies so reserved for promotion shall be filled in by seniority-cum-merit and merit. (3) In filling the vacancies so reserved the eligible candidates who are members of the Scheduled Castes and the Scheduled Tribes shall be considered for appointment in the order in which their names appear in the list prepared for direct recruitment by the Commission or Appointing Authority or Board, as the case may be and the Departmental Promotion Committee or the Appointing Authority, as the case may be, in the case of promotees, irrespective of their relative rank as compared with other candidates. (4) Appointment shall be made strictly in accordance with the roster prescribed separately for direct recruitment and promotion. (5) In the event of non-availability of the eligible and suitable candidates amongst the Scheduled Castes or Scheduled Tribes, as the case may be, for direct recruitment, in a particular year, the vacancies so reserved for them shall be carried forward to the subsequent three recruitment years. After the expiry of three recruitment years, such carried forward vacancies shall be filled in accordance with the normal procedure: Provided that if recruitment, is not held in any recruitment year, such recruitment year shall not be counted for the purpose of this sub-rule. Provided further that filling up of the vacancies in accordance with the normal procedure under this sub-rule shall not affect the reservation of posts as per the post based roster and vacancies on the reserved posts available in the roster may be filled in from amongst the persons belonging to the Scheduled Castes or Scheduled Tribes, as the case may be, for which such vacancy is available in subsequent years. (6) In the event of non availability of the eligible and suitable candidates for promotion amongst the Scheduled Castes or Scheduled Tribes, as the case may be, in a particular year, the vacancies so reserved for them shall be carried forwarded until the suitable Scheduled Castes or Scheduled Tribes candidate(s) as the case may be are available. In any circumstances no vacancy for Scheduled Castes and the Scheduled Tribes candidates shall be filled by promotion from General category candidates. In exceptional cases, where in the public interest the Appointing Authority feels that it is necessary to fill up the vacant reserved post(s) by promotion from the General category candidates on urgent temporary basis, the Appointing Authority may make a reference to the Department of Personnel and after obtaining prior approval of the Department of Personnel, they may fill up such post(s) by promoting the General category candidate(s) on urgent temporary basis clearly stating in the promotion order the General category candidate(s) who are being promoted on urgent temporary basis against the vacant post reserved for Scheduled Castes or Scheduled Tribes candidates, as the case may be, shall have to vacate the post as and when the candidate(s) of that category become available: Provided that there shall be no carry forward of the vacancies in posts or class/ category/group of posts in any cadre of Service to which promotions are made on the basis of merit alone, under these rules.

9. Reservation of vacancies for the Backward Classes. Special Backward Classes and Economically Backward classes.

- Reservation of vacancies for the Backward Classes, Special Backward Classes and Economically Backward classes shall be in accordance with the provisions of law in force at the time of direct recruitment. In the event of non-availability of eligible and suitable candidates amongst Backward Classes, Special Backward Classes and Economically Backward Classes in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure.

10. Reservation of vacancies for women.

- In direct recruitment, reservation of vacancies for women candidates shall be seventy-five percent for the post of Supervisor (Women Empowerment) and thirty percent for the remaining posts category wise, out of which one third shall be for widows and divorced women candidates in the ratio of 80:20. In the event of non availability of eligible and suitable candidates, either in widow or in divorcee, in a particular year, the vacancies may first be filled by interchange, i.e. vacancies reserved for widows to the divorcees or vice versa. In the event of non-availability of sufficient widow and divorcee candidates, the unfilled vacancies, shall be filled by other women of the same category and in the event of non availability of eligible and suitable women candidates, the vacancies so reserved for them shall be filled up by male candidates of the category for which vacancy is reserved. The vacancy so reserved for women candidates shall not be carried forward to the subsequent year. The reservation for women including widows and divorcee women shall be treated as horizontal reservation, within the category, i.e. even the women selected in general merit of the category shall first be adjusted against the women quota. Explanation. - In the case of widow, she will have to furnish a certificate of death of her husband from the Competent Authority and in case of divorcee she will have to furnish the proof of divorce.

11. Reservation of vacancies for outstanding sportspersons.

- Reservation of vacancies for outstanding sportspersons shall be 2% of the total vacancies outside the purview of the Commission in that year, earmarked for direct recruitment. In the event of non-availability of the eligible and suitable sportsperson(s) in particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure and such vacancies shall not be carried forward to the subsequent year. The reservation for sports persons shall be treated as horizontal reservation and it shall be adjusted in the respective category to which the sportspersons belong. Explanation. - "Outstanding sportsperson shall mean and include the sports-persons belonging to the State, who, - (i) represented India Team in Individual or in team event in any International Tournament of any sports and games, recognized by the Indian Olympic Association or recognized National Sports Federation concerned; or (ii) represented India Team in Individual or in team event in any International Tournament of any sports and games, recognized by the Indian School Sport Federation or recognized National School Games Federation concerned; or (iii) Medal winner in the Individual or in team event in any national tournament of any sports and names, recognized by the Indian Olympic Association or recognized National Sports Federation concerned;

or(iv) Medal winner in All India Inter University Tournament in Individual event or in team event in any sports and games recognized by Indian Universities Association.

12. Nationality.

- A candidate for appointment to the Service must be, - (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 1.1.1962 with the intention of permanently settling in India; or (e) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka and East African Countries of Kenya, Uganda and 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 candidate belonging to categories (b), (c), (d) and (e) shall be a person in whose favour a certificate of eligibility has been issued by the Government in the Department of Home Affairs and Justice after proper verification.

13. Conditions of eligibility of persons migrated from other countries to India.

- Notwithstanding anything contained in these rules provisions regarding eligibility for recruitment to the service with regard to Nationality, age limit and fee or other concessions to a person who may migrate from other countries to India with the intention of permanently settling in India shall be regulated by such orders or instructions as may be issued by the State Government, from time to time and the same shall be regulated mutatis mutandis in accordance to the instructions issued on the subject by the Government of India.

14. Determination of vacancies.

- (1) Subject to the provisions of these rules, the Appointing Authority shall determine on 1st April even- year the actual number of vacancies occurring during the financial year. (2) Where a post is to be filled in by a single method as prescribed in these rules or Schedule I or II, as the case may be, the vacancies so determined shall be filled in by that method. (3) Where a post is to be filled in by more than one method as prescribed in these rules or Schedule I or II, the apportionment of vacancies, determined under sub-rule (1) above, to each such method shall be done maintaining the prescribed proportion for the overall number of posts already filled in. If any fraction of vacancies is left over, after apportionment of the vacancies in the manner prescribed above, the same shall be apportioned to the quota of various methods prescribed in a continuous cyclic order giving precedence to the promotion quota. (4) The Appointing Authority shall also determine the vacancies of earlier years, year-wise which were required to be filled in by promotion, if such vacancies were not determined and filled earlier in the year in which they were required to be filled in.

15. Age.

- A candidate for direct recruitment to the post(s) enumerated in Schedule II must have attained the age of 18 years' and must not have attained the age of 35 years on the 1st day of January, next following the last date fixed for receipt of applications: Provided that, - (i) the upper age limit shall be

relaxed by.-(a)5 years in case of male candidates belonging to the Scheduled Castes, Scheduled Tribes Backward Classes and Special Backward Classes;(b)5 years in case of woman candidates belonging to General category and Economically Backward Classes; and(c)10 years in case of women candidates belonging to the Scheduled Castes, Scheduled Tribes, Backward Classes and Special Backward Classes.(ii)the upper age limit mentioned above shall not apply in the case of ex-prisoner who had served under Government on a substantive basis on any post before his conviction and was eligible for appointment under these rules;(iii)the upper age limit mentioned above shall be relaxed by a period equal to the term of imprisonment served in the case of ex-prisoner who was not overage before his conviction and was eligible for appointment under these rules;(iv)the upper age limit mentioned above shall be relaxed by a period equal to the service rendered in the National Cadet Corps in the case of Cadet instructors, if the resultant age does not exceed the proscribed maximum age limit by more than three years, such candidate shall be deemed to be within the prescribed age limit;(v)the persons appointed temporarily to a post in the service shall be deemed to be within the age limit if they were within the age limit when they were initially appointed even though they have crossed the age limit when they appear finally before the Commission or Board/Appointing Authority, as the case may be and shall be allowed upto two chances had they been eligible as such at the time of their initial appointment;(vi)the upper age limit for the persons serving in connection with the affairs of the State, Panchayat Samities and Zila Parishads and in the State Public Sector undertakings/ corporation in the substantive capacity shall be 40 years;(vii)the Released Emergency Commissioned Officers and Short Service Commissioned Officers after released from the Army shall be deemed to be within the age- limit even though they have crossed the age-limit when they appear before the Commission or Selection Committee had they been eligible as such at the time of joining the Commission in the Army;(viii)there shall be no age limit in the case of Persons repatriated from Pakistan during the 1971 Indo-Pak War:(ix)that the upper age limit for the reservist namely the Defense personnel transferred to the reserve and the Ex-Service personnel shall be 50 years:(x)there shall be no upper age limit in the case of widows and divorced women.Explanation. - In the case of widow, she will have to furnish a certificate of death of her husband from the Competent Authority and in case of divorcee she , will have to furnish the proof of divorce.(xi)If a candidate would have been entitled in respect of his/her age for direct recruitment in any year in which no such recruitment was held, he/she shall be deemed to be eligible in the next following recruitment, if he/she is not overage by more than 3 years.

16. Academic and technical qualifications and experience.

- A candidate for direct recruitment to the posts specified in Schedule-I or Schedule-II, as the case may be shall possess,-(1)the qualification and experience as laid down in column 5 of Schedule I or Schedule II, as the case; may be appended to these rules, and(2)Working knowledge of Hindi written in Devnagari Script and knowledge of Rajasthani culture:Provided that the person who has appeared or is appearing in the final year examination of the course which is the requisite educational qualification for the post as specified in the Schedule I or Schedule II, as the case may be for direct recruitment, shall be eligible to apply for the post but he/she shall have to submit proof of having acquired the requisite educational qualification to the appropriate selection agency,-(i)before appearing in the main examination, where selection is made through two stages of written examination and interview;(ii)before appearing in interview where selection is made

through written examination and interview:(iii)before appearing in the written examination or interview where selection is made through only written examination or only interview, as the case may be.

17. Character.

- The character of a candidate for direct recruitment to the Service must be such as shall qualify him for employment in the Service. He/She must produce a certificate of good character from the Principal/Academic Officer of the University or College or School in which he was last educated and two such certificates, written not more than six months prior to the date of application, from two responsible persons not connected with his College or University or School and not related to him. Note.-(1) A conviction by a Court of law need not of itself involve the refusal of a certificate of good character. The circumstances of the conviction would be taken into account and if, they involve no moral turpitude or association with crimes of violence or with a movement which has as its object, to overthrow by violent means of the Government as by law established, the mere conviction need not be regarded as a disqualification.(2) Ex-prisoners, who by their disciplined life while in prison and by their subsequent good conduct have proved to be completely reformed, should not be discriminated against, on grounds of the previous conviction for purposes of employment in the service. Those who are convicted of offences not involving moral turpitude or violence shall be deemed to have been completely reformed on the production of a report to that effect from the Superintendent of Jail, After Care Home or if there are no such homes in a particular District, from the Superintendent of Police of that District.(3) Those convicted of offences involving moral turpitude or violence shall be required to produce a certificate from the Superintendent of Jail, After Care Home, if there is no such home in a particular district, from the Superintendent of Police of that district, endorsed by the Inspector General of Prisons, to the effect that they are suitable for employment as they have proved to have been completely reformed by their disciplined life while in prison and by their subsequent good conduct in an After Care Home.

18. Physical Fitness.

- A candidate for direct recruitment to the Service, must be in good mental and bodily health and free from any mental and physical defect likely to interfere with the efficient performance of his duties as a member of the Service and if selected must produce a certificate to that effect from a Medical Authority notified by the Government for the purpose. The Appointing Authority may dispense with production of such certificate in the case of candidate who is already serving in connection with the affairs of the State, if he has already been medically examined for the previous appointment and the essential standards of Medical Examination of the two posts held by him are to be comparable* for efficient performance of duties of the new post and his age has not reduced his efficiency for the purpose.

19. Employment of irregular or improper means.

- A candidate who is or has been declared by the Commission/Board or the Appointing Authority, as the case may be, guilty of impersonation or of submitting fabricated documents or document which

have been tampered with or of making statements which are incorrect or false or of suppressing material information or of using or attempting to use unfair means in the examination or interview or otherwise resorting to any other irregular or improper means whatsoever for obtaining admission to the examination or interview, may in addition to rendering himself liable to criminal prosecution, be debarred either permanently or for a specific period, -(a) by the Commission/Board or the Appointing Authority, as the case maybe, from admission to any examination of appearance at any interview held by the Commission/ Board or the Appointing Authority, as the case may be, for selection of candidates: and (b) by the Government from employment under the Government.

20. Canvassing.

- No recommendation for direct recruitment either written or oral, other than that required under these rules, shall be taken into consideration. Any attempt on the part of a candidate to enlist support directly or indirectly for his/her candidature by any means may disqualify him / her for recruitment. Part-IV Procedure For Direct Recruitment

21. Competitive examination, authority for conducting examination and syllabus of examination.

(1) The competitive examination for direct recruitment to the post of Assistant Director, shall be held by the Commission through combined competitive examination in accordance, with the provisions laid down in the Rajasthan State and Subordinate Services (Direct Recruitment by Combined Competitive Examination) Rules, 1999. (2) The Competitive examination for direct recruitment to the post of Protection Officer shall be held by the Commission. (3) The competitive examination for direct recruitment to the post of Supervisor (Women Empowerment) shall be held by the Board or the Appointing Authority, as the case may be. (4) Recruitment to the post of Protection Officer shall be made by written examination in accordance with the scheme and syllabus specified in Schedule-III. (5) Recruitment to the post of Supervisor. Women Empowerment shall be made by written examination in accordance with the scheme and syllabus specified in Schedule- IV.

22. Inviting of Applications.

(1) Applications for direct recruitment to posts in the service, shall be invited by the Commission/Board or the Appointing Authority, as the case may be, by advertising the vacancies to be filled in. in the Official Gazette or in such other manner, as may be deemed fit. The advertisement shall contain a clause that a candidate who accepts the assignment on the post being offered to him/her shall be paid monthly fixed remuneration at the rate fixed by the State Government, from time to time, during the period of probation and the scale of pay of the post as shown else-where in the advertisement shall be allowed only from the date of successful completion of the period of probation mentioned in these rules: Provided that while selecting candidates for the vacancies so advertised, the Commission /Board or the Appointing Authority may be, may, if intimation of additional requirement not exceeding fifty percent of the advertised vacancies, is received by them before the selection also select suitable persons to meet such additional requirement. (2) Subject to

the provisions of these rules, the Commission/Board or the Appointing Authority, as the case may be, may issue, along with the notice or in such other manner as they may deem fit, such instructions for the guidance of the candidates as they may deem necessary, giving information, among and on the following details:(i)Number of vacancies to be filled by direct recruitment, indicating the number of vacancies reserved for candidates of Scheduled Castes. Scheduled Tribes, Backward Classes, Special Backward Classes, women etc.(ii)Date of submission of application for permission to appear at the examination and the method of submission:(iii)Qualifications required for candidates and methods by which these qualifications shall be established:(iv)Date and Place of examination: and(v)Syllabus of examination.

23. Frequency of direct recruitment.

- Direct recruitment to the post specified in the Schedule-II shall be held at least once a year unless the Government decided that a direct recruitment for any of these posts shall not be held in any particular year.

24. Form of application.

- The application shall be made in the form approved by the Commission/Board or the Appointing Authority, as the case may be and obtainable from the office of the Commission/Board or the Appointing Authority, as the case may be on payment of such fee as the Commission/Board or the Appointing Authority may, from time to time, fix.

25. Application fee.

- A candidate for direct recruitment to a post in the Service shall pay the fee fixed by the Commission/Board or the Appointing Authority from time to time, in such manner as may be indicated by them/it.

26. Scrutiny of Applications.

- The Commission/Board or the Appointing Authority shall scrutinize the applications received by it and require as many candidates qualified for appointment under these rules as seem to it desirable to appear in the written examination/interview:Provided that the decision of the Commission/Board or the Appointing Authority regarding the eligibility or otherwise of a candidate shall be final.

27. Recommendation of the Commission/Board or the Appointing Authority.

- The Commission/Board or the Appointing Authority as the case may be shall prepare a list of the candidates whom they consider suitable for appointment to the post concerned, arrange their names in the order of merit on the basis of marks obtained in the written examination/interview and forward same to the Government or the Appointing Authority, as the case may be:Provided that the

Commission/Board or the Appointing Authority, as the case may be, may also to the extent of fifty percent of the advertised vacancies, keep name of suitable candidates on the reserve list, The Commission/Board or the Appointing Authority as the case may be, may on requisition, recommend such names in order of merit to the Appointing Authority within six months from the date on which the original list is forwarded by Commission/Board or the Appointing Authority to the Government or Appointing Authority, as the case may be.

28. Recruitment by the Board.

- Notwithstanding anything contained in this chapter if recruitment of any post included in the service is assigned to the Board by the State Government under the Rajasthan Subordinate and Ministerial Services Selection Board Rules, 2014, the Board shall invite the applications and select the candidates.

29. Disqualifications for appointment.

(1) No male/female candidate, who has more than one wife/husband living shall be eligible for appointment to the service unless the Government, after being satisfied that there are special grounds permissible under personal law for doing so, exempt any candidate from the operation of this rule. (2) No female candidate who is married to a person having already a wife living shall be eligible for appointment to the service unless the Government, after being satisfied that there are special grounds for doing so, exempt any female candidate from the operation of this rule. (3) No married candidate shall be eligible for appointment to the service if he/she had at the time of his/her marriage accepted any dowry. Explanation. - For the purpose of this rule, 'dowry' has the same meaning as in the Dowry Prohibition Act, 1961 (Central Act, 28 of 1961). (4) No candidate shall be eligible for appointment to the service who has more than two children on or after 1.6.2002: Provided that, (i) the candidate having more than two children shall not be deemed to be disqualified for appointment so long as the number of children lie/she has on 1.6.2002, does not increase. (ii) where a candidate has only one child from earlier delivery but more than one child are born out of a single subsequent delivery, the children so born shall be deemed to be one entity while counting the total number of children. (iii) the provision of above sub-rule shall not be applicable to the appointment of a widow to be made under the Rajasthan Compassionate Appointment of Dependent of Deceased Government Servants Rules, 1996. (iv) while counting the total number of children of a candidate, the child born from earlier delivery and having disability, shall not be counted. (v) any candidate who performed remarriage which is not against any law and before such remarriage he is not disqualified for appointment under this sub-rule, he shall not be disqualified if any child is born out of single delivery from such remarriage.

30. Selection by the Appointing Authority.

- Subject to the provisions of Rules 8.9.10 and 11 the Appointing Authority shall select candidates, who stand highest in the order of merit in the list prepared by the Commission or Board or the Appointing Authority referred to in Rule 27: Provided that inclusion of a candidate's name in the list confers no right to appointment unless the Appointing Authority is satisfied after such enquiry as

may be considered necessary that such candidates are suitable in all other respects for appointment to the post concerned. Part-V Procedure For Appointment by Promotion

31. Constitution of the Committee.

- The constitution of the Committee shall be as under:-

- | | |
|---|---|
| (a) | For the post (s), falling within the purview of the Commission: |
| 1. Chairman of the Commission or a member thereof nominated by him | Chairman |
| 2. Additional Chief Secretary or Principal Secretary or Secretary to the Government in the Department of Women and Child Development or his representative not below the rank of Deputy Secretary | Member |
| 3. Principal Secretary or Secretary to the Government, in the Department of Personnel or his representative not below the rank of Deputy Secretary. Department of Personnel | Member |
| 4. Director or Commissioner, Women Empowerment | Member-Secretary |
| (b) | For the post(s), outside the purview of the Commission: |
| 1. Additional Chief Secretary or Principal Secretary or Secretary to the Government in the Department of Women and Child Development | Chairman |
| 2. Principal Secretary or Secretary to the Government, in the Department of Personnel or his representative not below the rank of Deputy Secretary, Department of Personnel | Member |
| 3. Principal Secretary or Secretary to the Government in the Department of Finance or his representative not below the rank of Deputy Secretary | Member |
| 4. Director or Commissioner, Women Empowerment | Member-Secretary |
- Provided that in case any Member-Secretary, as the case may be, constituting the Committee has not been appointed to the post concerned, the officer holding charge of the post for the time being shall be the Member or Member-Secretary, as the case may be, of the Committee.

32. Criteria, Eligibility and Procedure for Promotion.

(1) As soon as the Appointing Authority determines the number of vacancies under Rule 14 of these rules and decides that a certain number of posts are required to be filled in by promotion, it shall, subject to the provisions of sub-rule (fi), prepare a correct and complete list of the senior most persons who are eligible and qualified under these rules for promotion on the basis of seniority-cum-merit or on the basis of merit to the class of post concerned. (2) The persons

enumerated in column (i) of the Schedule I and II shall be eligible for promotion to the posts specified against them in column 2 thereof to the extent indicated in column 4 subject to their possessing minimum qualifications and experience on the first day of the month of April of the year of selection as specified in column 7.(3)No person shall be considered for first promotion in the service unless he is regularly selected on the post from which promotion is to be made in accordance with one of the methods of recruitment prescribed under the provisions of these rules.Explanation. - In case direct recruitment to a post has been made earlier than regular selection by promotion in a particular year, such of the persons who are or were eligible for appointment to that post by both the methods of recruitment and have been appointed by direct recruitment first, shall also be considered for promotion.(4)No person shall be considered for promotion for five recruitment years from the date on which his promotion becomes due. if lie/she has more than two children on or after 1.6.2002:Provided that,(i)the government servant having more than two children shall not be deemed to be disqualified for promotion so long as the number of children he/she has on 1.6.2002 does not increase.(ii)where a Government servant has only one child from the earlier delivery but more than one child are born out of a single subsequent delivery, the children so born shall be deemed to be one entity while counting the total number of children.(iii)while continuing the total number of children of a candidate, the child born from earlier delivery and having disability shall not be counted.(iv)any person who performed remarriage which is not against any law and before such remarriage he is not disqualified for promotion under this sub-rule, he shall not be disqualified if any child is born out of single delivery from such remarriage.(5)Selection for promotion on the post included in the service shall be made on the basis of seniority cum merit:Provided that promotion on the highest post in the Service, if it is at least third promotion shall be made on the basis of merit alone.Provided further that if the Committee is satisfied that suitable persons are not available for selection by promotion to the highest post(s) strictly on the basis of merit in a particular year, selection by promotion to the highest post(s) on the basis of seniority-cum merit may be made in the same manner as specified in these rules.(6)(i)The zone of consideration of persons eligible for promotion shall be as under:

Number of vacancies	Number of eligible persons to be considered
(a) for one vacancy	five eligible persons
(b) for two vacancies	eight eligible persons
(c) for three vacancies	ten eligible persons
(d) for four or more vacancies	three times, the number of vacancies

(ii)Where the number of eligible persons for promotion to higher post is less than the number specified above, all the persons so eligible shall be considered.(iii)Where, adequate number of the candidates belonging to the Scheduled Castes or the Scheduled Tribes, as the case may be, are not available within the zone of consideration as specified above, the zone of consideration may be extended to seven times the number of vacancies and the candidates belonging to the Scheduled Castes or the Scheduled Tribes, as the case may be (and not any other), coming within the extended zone of consideration shall also be considered against the vacancies reserved for them.(iv)for the highest post in state service,-(a)if promotion is from different categories of the posts in the same pay band, eligible persons upto two in number from each category of posts in the same pay band shall be considered for promotion:(b)if promotion is from more than one categories of posts carrying

different pay band, eligible persons in the higher pay scale shall be considered for promotion first and if no suitable person is available for promotion on the basis of merit or seniority cum merit, as the case may be in tin1 higher pay hand or grade pay then only the eligible persons of other categories of posts in lower pay band or grade pay shall be considered for promotion and so on and so forth. The zone of consideration for eligibility in this case shall be limited for five senior most eligible persons in all.(7)Except as otherwise expressly provided in this rule, the conditions of eligibility for promotion and procedure for selection shall be the same as prescribed elsewhere in these rules.(8)The Committee shall consider the cases of all the senior most persons who are eligible and qualified for promotion to the class of post (s) concerned under these rules and shall prepare a list containing names of the persons found suit able on the basis of seniority-cum merit or merit, as the case may be as per the criteria for promotion laid down in these rules, equal to the number of vacancies determined under these- rules. The list so prepared on the basis of seniority-cum-merit and/or on the basis of merit, as the case may be, shall be arranged in the order of seniority in the category of post (s) from which selection is made.(9)The Committee may also prepare a separate list on the basis of seniority-cam-merit and/or on the basis of merit, as the case may be, as per the criteria for promotion laid down in these rules, containing names of persons selected in the list, prepared under sub-rule (8) above to fill temporary or permanent vacancies, which may occur subsequently. The list so prepared on the basis of seniority-cum-merit or on the basis of merit, as the case may be, shall be arranged in the order of seniority in the category of posts from which selection is made. Such a list shall be reviewed and revised by the Committee that meets in the subsequent year and that such List shall remain in force till the end of the last day of the ear for which the meeting of the Departmental Promotion Committee is held.(10)Lists prepared under sub-rule (8) and (9) shall be sent to the Appointing Authority together with Annual Confidential Reports/Annual Performance Appraisal Reports and her Service Records of all the candidates included in the lists as also of those not selected, any.Explanation. - For the purpose of selection for promotion on the basis of merit, no person shall be selected if he does not have "Outstanding" or "Very Good" record of at least four out of seven years preceding the year for which the meeting of the Committee is held.(11)if in any subsequent year, after promulgation of these rules, vacancies relating to any earlier year are determined under these rules, which were- required to be filled in by promotion, the Committee shall consider the case of all such persons who would have been eligible in the year to which the vacancies relate irrespective of the year in which the meeting of the committee is held and such promotion shall be governed by the criteria and procedure for promotion as was applicable in the particular year to which the vacancies relate and the service/experience of an incumbent who has been so promoted, for promotion to higher post for any period during which he has not actually performed the duties of the post to which he would have been promoted, shall be counted. The pay of a person who has been so promoted shall be re-fixed at the pay which he would have derived at the time of his promotion but no arrears of pay shall be allowed to him.(12)The Government or the Appointing Authority, as the case may be, may order for the review of the proceedings of the Committee held earlier on account of some mistake or error apparent on the face of record, or on account of a factual error substantially affecting the decision of the Committee or for any other sufficient reasons e.g. change in seniority, wrong determination of vacancies, judgment) direction of any Court or Tribunal, or where adverse entries in the Confidential Reports or Annual Performance Appraisal Report of an individual are expunged or turned down or a punishment inflicted on him/her is set aside or reduced. The concurrence of the

Department of Personnel and the Commission, (where Commission is associated) shall always be obtained before holding the meeting of the review Committee.(13)Where consultation with the commission is necessary, the lists prepared by the Committee shall be forwarded to the Commission by the Appointing Authority along with Personal Files and Annual Confidential Rolls/Annual Performance Appraisal Reports of all the persons whose names have been considered by the Committee.(14)The Commission shall consider the lists prepared by the Committee along with other relevant documents received from the Appointing Authority and unless any change is considered necessary, shall approve the lists. In case the Commission considers it necessary to make any change in the lists received from the Appointing Authority, it shall inform the Appointing Authority of the changes proposed by it. After taking into account the comments of the Commission, if any the Appointing Authority may approve the lists finally with such modifications, as may in its opinion, be just and proper and when the Appointing Authority is an authority subordinate to the Government, the list approved by the commission shall be disturbed only with the approval of the Government.(15)Appointments shall be made by the Appointing Authority taking persons out of the lists finally approved under the preceding sub-rule (14) in the order in which they have been placed in the lists, till such lists are exhausted or reviewed and revised or remained in force as the case may be.(16)The Government may issue instructions for provisionally dealing with promotions, appointments or other ancillary matters in an equitable and fair manner of persons who may be under suspension, or against whom departmental proceedings is under progress, at the time promotions are considered to a post to which they are eligible or would have been eligible but for such suspension or pendency of such enquiry or proceedings.(17)The provisions of this rule shall have effect notwithstanding anything to the contrary contained in any provision of these rules.

33. Restriction of promotion of persons foregoing promotions.

- In case a person on his appointment by promotion to the next higher post either on the basis of urgent temporary appointment or on regular basis on the recommendations of the Committee, forgoes such an appointment through his written request, and if the concerned Appointing Authority accepts his/ her request, the person concerned shall be debarred from consideration for promotion (both on the basis of urgent temporary appointment or on regular basis) for subsequent two recruitment years for which the Committee is held and the name of such person who fore goes promotion shall not be included in the seniority-cum-eligibility list to be placed before the Committee for subsequent two recruitment years. Part-VI Appointment Probation and Confirmation

34. Appointment to the Service.

- Appointment to the post (s) in the service by direct recruitment or by promotion, as the case may be, shall be made by the Appointing Authority on occurrence of substantive vacancies from the candidates selected under Rule 30, in the order of merit and by promotion from the persons selected under Rule 32.

35. Urgent Temporary Appointment.

(1) A vacancy in the service which cannot be filled in immediately either by direct recruitment or by promotion under these rules may be filled in by the Government or by the Authority competent to make appointment, as the case may be, by appointing in an officiating capacity thereto an officer eligible for appointment to the post by promotion or by appointing temporarily thereto a person eligible for direct recruitment to the service, where such direct recruitment has been provided under the provisions of these rules: Provided that, - (i) such an appointment shall not be continued beyond a period of one year without referring the case to the Commission for concurrence, where such concurrence is necessary⁷ and shall be terminated immediately on its refusal to concur. (ii) in respect of service or a post in the service for which both the methods of recruitment have been prescribed, the Government or the Authority competent to make appointment, as the case may be, shall not save with the specific permission of the Government in the Department of Personnel in the case of State Service and Government in the Administrative Department concerned in respect of other services, fill the temporary vacancy against the direct recruitment quota by a whole time appointment for a period exceeding three months, otherwise than out of persons eligible for direct recruitment and after a short-term advertisement. (2) In the event of non-availability of suitable persons, fulfilling the requirements of eligibility for promotion, Government may, notwithstanding the condition of eligibility for promotion required under sub-rule (1) above, lay down general instructions for grant of permission to fill the vacancies on urgent temporary basis subject to such conditions and restrictions regarding pay and other allowances as it may direct. Such appointments, shall however be subject to concurrence of the Commission as required under the said sub-rule (1) above.

36. Seniority.

- Seniority of persons appointed to the post encadred in the Service shall be determined from the date of appointment on the post after regular selection in accordance with the provisions of these rules. Appointment on ad-hoc or urgent temporary basis shall not be deemed to be appointment after regular selection: Provided that, - (i) the inter-se seniority of persons appointed to a post in a particular category Indirect recruitment on the basis of one and the same selection, except those who do not join service when a post is offered to them, within a period of six weeks from the date of issue of order or longer, if extended by the Appointing Authority, shall follow the order in which their names have been placed in the list prepared by the Commission/Committee under Rule 27: (ii) if two or more persons as appointed to the service during the same year, a person appointed by promotion shall be senior to a person appointed by direct recruitment; (iii) the persons selected and appointed as a result of a selection, which is not subject to review and revision, shall rank senior to the persons who are selected and appointed as a result of subsequent selection; (iv) the seniority inter se of persons selected on the basis of seniority-cum-merit and on the basis of merit in the same selection shall be the same as in the next below grade. (v) reservation for Scheduled Castes and Scheduled Tribes employees, with consequential seniority, shall continue till the roster points are exhausted; and adequacy of promotion is achieved. Once the roster points are complete the theory of replacement shall thereafter be exercised in promotion whenever vacancies earmarked for Scheduled Castes/ Scheduled Tribes employees occur. Explanation. - "Adequate representation means 16% representation of the Scheduled Castes and 12% representation of the Scheduled Tribes

in accordance with the roster point.

37. Period of Probation.

(1) A person appointed to the service by direct recruitment against a clear vacancy shall be placed as the Probationer-trainee for a period of two years: Provided that any period after such appointment during which a person has been on deputation on a corresponding or higher post shall count towards the period of probation. (2) During the period of probation specified in sub-rule (1) each probationer trainee may be required to pass such Departmental Examination and to undergo such training as the Government may, from time to time, specify.

38. Confirmation in certain cases.

(1) Notwithstanding anything to the contrary contained in the preceding rule, a person appointed to a post in the service temporarily or on officiating basis, who after regular recruitment by any one of the methods of recruitment prescribed under these rules, has not been confirmed within a period of six months after satisfactory completion of the period of probation of two years of service in case he is appointed by direct recruitment or within a period of one year's service in case he is appointed by promotion, shall be entitled to be treated as confirmed in accordance with seniority, if: (i) he/she has worked on the post or higher post under the same Appointing Authority or would have so worked but for his/her deputation or training; (ii) he/she fulfils conditions as are prescribed under rule relating to confirmation subject to the quota prescribed under these rules; and (iii) permanent vacancy is available in the department. (2) If an employee referred to in sub-rule (1) above fails to fulfill the conditions mentioned in the said sub-rule, the period mentioned in sub-rule (1) above, may be extended as prescribed for a probationer under the Rajasthan Civil Services (Departmental Examination) Rules, 1959, and any other rules or by one year, whichever is longer. If the employee still fails to fulfill the conditions mentioned in sub-rule (1) above, he will be liable to be discharged or terminated from such post in the same manner as a probationer or reverted to his substantive or lower post, if any, to which he may be entitled. (3) The employee referred to in sub-rule (1) above, shall not be debarred from confirmation after the said period of service if no reasons to the contrary about the satisfactory performance of his work are communicated to him within the said period of service. (4) The reasons for not confirming of any employee referred to in sub-rule (1) above shall be recorded by the Appointing Authority in his Service Book and Annual Performance Appraisal Report.

Explanation. - (i) Regular recruitment for the purpose of this rule shall mean, - (a) appointment by either method of recruitment or an initial constitution of service in accordance with the rules made under the proviso to Article 309 of the Constitution of India; (b) appointment to the post for which no service rules exist, if the posts are within the purview of the Commission, recruitment in consultation with them; (c) appointment by transfer after regular recruitment where the Service Rules specifically permit; (d) person who have been made eligible for substantive appointment to a post under the rules shall be treated as having been regularly recruited; Provided that it shall not include urgent temporary appointment or officiating promotion, which is subject to review and revision. (ii) Persons who hold rank on another cadre shall be eligible to be confirmed under this rule and they will be eligible to exercise an option whether they do not elect to be confirmed on the expiry of two years of their temporary appointment under

this rule. In the absence of any option to the contrary, they shall be deemed to have exercised option in favour of confirmation under this rule and their lien on the previous post shall cease.

39. Unsatisfactory progress during probation.

- If it appears to the Appointing Authority, at any time, during or at the end of the period of probation, that services of a probationer-trainee are not found to be satisfactory, the Appointing Authority may revert him/her to the post on which he/she is regularly selected immediately proceeding his/her appointment as probationer-trainee or in other cases may discharge or terminate him/her from service. The Appointing Authority shall accord appropriate opportunity to the probationer-trainee before final orders are passed in this respect: Provided that the Appointing Authority may, if it so thinks fit in any case or class of cases, extend the period of probation of any probationer-trainee by a specified period not exceeding one year.

40. Confirmation.

- A person placed on probation under Rule 37 shall be confirmed in his appointment at end of his period of probation, if, -(a) he/she has passed the Departmental Examination and has successfully undergone such training, as Government may. from time to time specify; (b) he/she has passed a Departmental Test of proficiency in Hindi ; and (c) the Appointing Authority is satisfied that his/her integrity is unquestionable and that he/she is otherwise fit for confirmation.

41. Appointment of other Officers.

- In the event of non-availability of eligible persons of the department, the Government may appoint persons on deputation, initially for two years which may be extended for one year. However, if the performance of an officer appointed on deputation is not found satisfactorily he may be Sent back to his parent department before expiry of deputation period. Part-VII Pay

42. Scale of pay.

- The scale of monthly pay of person appointed to a post in the service shall be such as may be admissible under the rules referred to in Rule 44 or as may be sanctioned by the Government from time to time.

43. Pay during probation.

- A probationer-trainee appointed to the service by direct recruitment, shall be paid monthly fixed remuneration during the period of probation at such rates as may be fixed by the Government, from time to time: Provided that an employee having been regularly selected as per provisions of recruitment rules in the Government service may be allowed emoluments in his/her own pay scale in the existing pay scale of the post during service as probationer trainee or fixed remuneration of the new post, whichever is advantageous to him/her.

44. Regulation of Pay, Leave, Allowances, Pension, Contributory Pension etc.

- Except as provided in these rules, the pay allowances, pension/contributory Pension, leave and other conditions of service of the member of the service shall be regulated by,-(i)the Rajasthan Service Rules, 1951, as amended from time to time;(ii)the Rajasthan Civil Services (Classification, Control, and Appeal) Rules, 1958. as amended from time to time;(iii)the Rajasthan Travelling Allowances Rules 1971, as amended from time to time;(iv)the Rajasthan Civil Services (Conduct) Rules, 1971. as amended from time to time;(v)the Rajasthan Civil Services (Pension) Rules, 1996. as amended from time to time;(vi)the Rajasthan Civil Services (Revised Pay Scales) Rules, 1998. as amended from time to time;(vii)the Rajasthan Civil Services (Contributory Pension) Rules, 2005, as amended from time to time;(viii)the Rajasthan Civil Services (Revised Pay) Rules, 2008, as amended from time to time; and(ix)any other rules prescribing general conditions of service made by the Appropriate Authority under the proviso to Article 309 of the Constitution of India and for the time being in force.

45. Removal of doubts.

- If any doubt arises relating to the application, interpretation and scope of these rules, it shall be referred to the Government in the Department of Personnel whose decision thereon shall be final.

46. Repeal.

- The Rajasthan Women Development Services Rules, 2008 and all rules and orders in relation to matters covered by these rules and in force immediately before the commencement of these rules are hereby repealed.

47. Power to relax rules.

- In exceptional cases where the Administrative Department of the Government is satisfied that operation of the rules relating to age or regarding requirement of experience for recruitment causes undue hardship in any particular case or where the Government is of the opinion t hat it is necessary or expedient to relax any of the provisions of these rules with respect to age or experience of any person, it may with the concurrence of the Department of Personnel and in consultation with the Commission, where necessary, by order dispense with or relax the relevant provisions of those rules to such extent and subject to such conditions as it may consider necessary for dealing with the case in a just and equitable manner:Provided that such relaxation shall not be less favourable than the provisions already contained in these rules. Such cases of relaxation shall be referred to the Commission by the Administrative Department concerned.Provided further that relaxation in the prescribed period of service or experience under this rule shall only be granted to the extent of 1/3 period of the service or experience prescribed for promotion to any post before holding the meeting of the Committee.

1 (State Service)

S. No.	Name of the Post	Methods of recruitment with percentage	Minimum qualification and experience for direct recruitment	Post from which promotion is to be made	Minimum qualification and experience for promotion	Remarks
Direct recruitment	Promotion					
1	2	3	4	5	6	7 8
1	Additional Director		100.00%		Joint Director	5 years' experience on the post mentioned in column 6
2	Joint Director		100.00%		Deputy Director	5 years' experience on the post mentioned in column 6
3	Deputy Director		100.00%		Assistant Director	5 years' experience on the post mentioned in column 6
4	Assistant Director	50% by combined competitive examination in accordance with the provisions laid down in the Rajasthan State and Subordinate Services (Direct Recruitment by Combined Competitive	50.00%	Qualification as laid down in Rule 12 of the Rajasthan State and Subordinate Services (Direct Recruitment by Combined Competitive Examination) Rules, 1999	Protection Officer	5 years' experience on the post mentioned in column 6 The post of Programme Officer is redesignated Assistant Director

Examination)
Rules, 1999

II (Subordinate Service)

S. No.	Name of the Post	Methods of recruitment with percentage	Minimum qualification and experience for direct recruitment	Post from which promotion is to be made	Minimum qualification and experience for promotion	Remarks	
Direct recruitment	Promotion						
1	2	3	4	5	6	7	8
1	Protection Officer	50% by direct recruitment	50.00%	Law Graduate (LLB)/Masters in Social Work (MSW) from a University established by law in India.	Supervisor (Women Empowerment)	7 years' experience on the post mentioned in column 6	
2	Supervisor (Women Empowerment)	100% by direct recruitment	-	Graduate from a University established by law in India.			

III

Scheme and Syllabus for Appointment to the Post of Protection Officer through written Examination Scheme:

1. Eligibility. - Who possess the minimum educational qualification as mentioned against serial number 1 in column 5 of Schedule II.

2. Examination:

(i) The examination shall be conducted by the Commission. (ii) The competitive examination shall carry GOO marks. (iii) There will be two papers. Both the papers shall be of 300 marks each. Duration of both papers shall be 3 hours each. (iv) A candidate must take the compulsory examination and any one of the optional papers below: (a) Social work (b) Law (v) All the questions in both the papers shall be multiple choice type questions. (vi) Negative marking shall be applicable in the evaluation of answers. For every wrong answer, one third of the marks prescribed for that particular question shall be deducted. Explanation. - Wrong answer shall mean an incorrect answer or multiple answers. (vii) Minimum passing marks shall be 40% in each paper. (viii) All papers unless

specifically required, shall be answered either in English or Hindi, but no candidate shall be permitted to answer any one paper partly in Hindi and English unless specifically allowed to do so.(ix)The detailed syllabus and scope of paper for the examination will be as prescribed by the commission from time to time and will be intimated to the candidates within the stipulated time in the manner as the commission deems fit.(x)Subjects included in both the papers and marks given to them are shown in the tables below:Paper-I General Studies

Compulsory Paper Duration 3 hours

Sr. No.	Subject	Number of questions	Total Marks
1	History, Art, Culture, Literature, Tradition and Heritage of Rajasthan.	20	40
2	Indian history.	15	30
3	Indian Constitution, Political System and Governance, Administrative system of Rajasthan.	20	40
4	Geography of World, India and Rajasthan	15	30
5	Indian Economy with special emphasis on Economy of Rajasthan.	15	30
6	Current Affairs including current sensitive issues	10	20
7	Logical reasoning, mental ability and basic numeracy.	20	40
8	General sciences, uses of computers and information technology	15	30
9	Language ability test: Hindi, English	20	40
	Total	150	300

Paper-II Subject Concerned

Optional Papers Duration: Duration 3 hours:

1. Social Work :

Sr. No.	Subject	Number of questions	Total Marks
1	Nature and Development of Social Work : Social Work as a Profession. Historical Development of Social Work, Role of Social Worker, Sociological Concepts, Human behaviour and Governance: Basic concepts in Sociology-Society, Social Groups, Community, Institution. Culture, Social structure. Social system. Stratification, Social control. Socialization, Social change.	20	40
2	Basic concepts in Psychology: Cognition, Learning, Motivation, Emotion, Intelligence, Role, Collective Behavior. Relationship between Psychology and social Work. Theories of Personality. Determinants of human behavior: Heredity and Environment.	15	30
3	Basic concepts in Political Science State, Nation, Constitution of India-features, Judiciary, legislature and executive. Human rights, social	10	20

	policy and social workpractice: Human Rights-theoretical orientation, Declarations.Treaties and Conventions, Human Rights in the Indian context.Social Policy and Social Work Practice.		
	Social work with communities : Community asDynamic Entity.		
4	Community Work: Concept, Strategies andPrinciples, the Context of Community Work.	10	20
	Social Work with Individuals : Nature andDevelopment of Casework, Principles and Components of Casework,Techniques and Case work practice. Social Work With Groups:Understanding Social Groups, Group Work and Group dynamics. GroupDevelopment and sites of group work.		
5		20	40
	Research in social work : Research Methods forSocial Work, Constructing Research Design. Quantitative andQualitative techniques of data collection, tabulation and dataanalysis.		
6		10	20
	Administration of Welfare and DevelopmentServices: Social Welfare and Development Organizations SocialWelfare Administration, Strategies and Mechanisms ofAdministration. Social justice and empowerment: Dimensions ofSocial Justice, Instruments of Social Justice, People on theMargins, Law and Empowerment.		
7		10	20
	Social work with families and children:Understanding Family and Social Work with families. ChildDevelopment: Perspectives and Programmes. Healthcare social workpractice: Concept of Health, Well-Being and Disease, HealthcareServices and Programmes, Healthcare social work.		
8	Social work withperson with disabilities : Disability, nature and dimensions,services and programmes, rehabilitation of persons withDisabilities. Working Conditions and Conditions of Work, WelfareMeasures and Social Response, Law related to workers.	15	30
	Social disorganisation: meaning and concept,alienation, beggary, prostitution, drug abuse, crime and juveniledelinquents, white collar crime.		
9		10	20
	Counseling Theory And Practice: Foundation ofCounseling. Counseling: Approaches, Techniques and Procedures.Counseling Practice in Different Settings.		
10		30	60
	Total	150	300

2. Law:

Sr. No.	Subject	Number of questions	Total Marks
	Constitution of India with special emphasis onFundamental Rights.		
1	Directive Principles and enforcement ofrights through writs, Functioning of High Courts and SupremeCourt and Attorney General.	20	40
2	Civil Procedure Code and Limitation Act(Provisions required to be referred generally in GovernmentOffices will be given importance),	30	60

	Evidence Act. Protection of Women from Domestic Violence Act. 2005, Right to Information Act, 2005.		
3	Laws relating to Criminal Procedure Code, Juvenile Justice and Probation Of Offenders Act.	20	40
4	Legal language and Legal writing including General English.	10	20
5	Family Law (Hindu Law and Muslim Law)-Concepts in family law, sources in family law in India, marriage and dissolution of marriage, divorce, adoption and guardianship, maintenance, matrimonial remedies. Uniform civil Code with special reference to personal laws.	30	60
6	General Principles of Criminal Law-meaning, nature, essentials and stages of offence, General exceptions. Common intention and common object. Joint Liability, Criminal Attempt. Abetment and Criminal Conspiracy, Offences against Human Body. Offences against Property, Defamation, Offences against girls and women.	20	40
7	Concept and Development of Human Rights, Contribution of United Nations in the development and implementation of Human Rights, Implementation of Human Rights in India-Protection of Human Rights Act, 1913, Role of National Human Rights Commission. State Human Rights Commission and NGOs. Protection of Marginalised Groups-Women. Children. Minorities and Refugees.	20	40
	Total	150	300

Scheme and Syllabus for Appointment to the Post of Supervisor (Women Empowerment) Through Written Examination Scheme:

1. Eligibility. - Who possess the minimum educational qualification as mentioned against serial number 2 in column of Schedule II.

2. Examination. - (i) The examination shall be conducted by the Board/Appointing Authority.

(ii) The examination shall be of objective type with multiple choice type questions. (iii) Negative marking shall be applicable in the evaluation of answers. For every wrong answer, one-third of the marks prescribed for that particular question shall be deducted. Explanation. - Wrong answer shall mean an incorrect answer or multiple answers. (iv) Minimum passing marks shall be 40%. (v) All papers unless specifically required, shall be answered either in English or Hindi, but no candidate shall be permitted to answer any one paper partly in Hindi and English unless specifically allowed to do so.

3. Examination. - Subjects included in the paper and marks given are shown in the tables below:

Duration : 3 hours

Sr. No.	Subject	Number of questions	Total Marks
1	Rajasthan, Indian and World History with special emphasis on Indian National Movement.	15	30
2	History, Art, Culture, Literature, Tradition and Heritage of Rajasthan	25	50
3	Indian Polity and Indian Economics with special emphasis on Rajasthan	20	40
4	Use of computers and information technology.	15	30
5	Geography of Rajasthan, India and World.	20	40
6	General Science.	20	40
7	Logical reasoning, mental ability and basic numeracy.	15	30
8	Language ability test: Hindi, English.	20	40
	Total	150	300

Note. - The detailed syllabus and scope of paper for there examination will be as prescribed by the Appointing Authority from time to time and will be intimated to the candidates within the stipulated time in the manner as the Board/Appointing Authority deems fit.