

Government of Himachal Pradesh,
"Department of Agriculture"

No. Agr. A (I)-7/77

Dated, Simla-171002, the 9th August, 1978.

NOTIFICATION

In exercise of the powers conferred by proviso to Article 309 of the constitution of India and all other powers enabling him in this behalf, the Governor, Himachal Pradesh with the prior consultation of the Himachal Pradesh, Public Service Commission, is pleased to make Recruitment and Promotion Rules as per Annexure-I for the post of Technical Assistant in Class-III (Non-Gazetted) pay-scale of Rs. 300-600 in the Department of Agriculture, Himachal Pradesh, namely:-

(1) These Rules may be called the Himachal Pradesh Agriculture Department, Class-III Services (Recruitment, Promotion and certain other conditions of service) Rules, 1978.

(2) These shall come into force with immediate effect.

By Order
ANANG LAL

Indst. No. Agr-A(1)-7/77
Copy forwarded to:-

Secretary (Agriculture) to the
Government of Himachal Pradesh.

Dated, Simla-171002, the 9th August, 1978.

The Deputy Controller, H.L. Government Printing Press, Simla-171003, for publication in the Rajpatra. It is requested that 5 copies of the Rajpatra containing these Rules may kindly be supplied to this Department. This notification may please be published immediately.

The Joint Secretary (personnel-Apptt.II) to the Government of Himachal Pradesh

The Secretary, Himachal Pradesh Public Service Commission, Simla-3, with reference to her letter No. 1-2/72-ISC, dated the 31.5.78. 3 spare copies are enclosed.

The Director of Agriculture, Himachal Pradesh, Simla-5, for information with 20 copies of the Rajpatra.

All the Secretaries/Joint Secretaries/Deputy Secretaries/Under Secretaries, Himachal Pradesh, Simla-2.

Recruitment and Promotion Rules for the post of Technical Assistant (Class-III Non-Gazetted) in the Department of Agriculture, Himachal Pradesh Government.

....

1. Name of post.
2. Number of posts.
3. Classification.
4. Grade of pay.
5. Whether selection post or non-selection post.
6. Age for direct recruits.
7. Minimum education and other qualifications required for direct recruits.

Technical Assistant.

Two.

Class-III (Non-Gazetted).

Rs. 300-600

Non-Selection.

8. Age for direct recruits.
9. Minimum education and other qualifications required for direct recruits.

Between 18 years and 27 years.

Essential; Master's degree in Economics with Statistics / Master's degree in Mathematics / Master's degree in Statistics or its equivalent of a recognised University.

Desirable: i) Three years experience in the field of collection and compilation of statistical data.

- ii) Preference will be given to those who have higher qualifications and experience in the line.
- iii) Knowledge of customs, manners and dialects of H.P. and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

10. Whether age & educational qualifications prescribed for direct recruits will apply in the case of promotees.

No. /

11. Period of probation, if any.

Two years subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstance and for reasons to be recorded in writing.

12. Method of recruitment, 100% by promotion failing which by direct recruitment.

whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled by various methods.

13. In case of recruitment by promotion from amongst the Statistical Assistants, promotion, deputation/transfer, grades from which promotion, deputation/transfer to be made.

By promotion from amongst the Statistical Assistants, two years regular or ad-hoc service or both as such;

Provided that the eligible officials for promotion should be at least Graduates with Economics/Mathematics/Statistics/Commerce as one of the subjects in graduation. As may be constituted by the Govt. from time to time. As required under the law.

12. If D.I.C. exists, what is its composition.
13. Circumstances under which H.P. ESC is to be consulted in making recruitment.

FOOT NOTES:

1. A candidate for appointment to any service or post 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 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, 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 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 of India/State Government.

A candidate in whose case a certificate of eligibility is necessary may be admitted to an examination or interview conducted by the Himachal Pradesh Public Service Commission or other recruiting authority, but the offer of appointment may be given only after the necessary eligibility certificate has been issued to him by the Government of India/State Government of Himachal Pradesh.

Upper age limit for direct recruits will not be applicable to the candidates already in the service of the Government.

Upper age limit is relaxable for scheduled castes/scheduled tribes candidates and other categories of persons to the extent permissible under the general of Special orders of the Himachal Pradesh Government.

Age limit for direct recruits will be reckoned from the last date fixed for receipt of applications by the commission.

Age and qualifications for direct recruits relaxable at the discretion of the commission in the case of candidates otherwise well-qualified.

the case of candidates otherwise well-qualified.

-43-

- Provisions of columns 10 and 11 are to be revised by the Government in consultation with the H.P. Public Service Commission as and when the number of posts under Col.2 are increased or decreased.
7. Whether the Government is of the opinion that it is necessary or expedient to do so, it may, by order, for reasons to be recorded in writing and in consultation with the H.P. Public Service Commission, relax any of the provisions of these rules with respect to any class or category of persons or post.
8. Selection for appointment to these posts in the case of direct recruitment, shall be made on the basis of viva voce test if the Commission so considers necessary or expedient by a written test, the standard/syllabus etc. of which will be determined by the Commission or a practical test.
9. In all cases where a junior person becomes eligible for consideration by virtue of his total length of service (including ad-hoc one) in the feeder, post all persons senior to him in the respective category shall be deemed to be eligible for consideration and placed above the junior persons in the field of consideration; Provided that all incumbents to be considered for promotion/confirmation shall possess the minimum qualifying service of at least three years or that prescribed in the relevant recruitment and promotion rules for the post whichever is less; Provided further that where a person becomes ineligible to be considered for promotion/confirmation, on account of the requirement prescribed in the preceding proviso, the person(s) junior to him shall also be deemed to be ineligible for consideration for such promotion/confirmation.
10. The employees of all the public sector corporations and autonomous bodies who happened to be Government servants before absorption in public sector corporations/autonomous bodies at the time of initial constitution of such corporation/autonomous bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the public sector corporations/autonomous bodies who were/are subsequently appointed by such corporations/autonomous bodies and are/were finally absorbed in the service of such corporations/autonomous bodies after the initial constitution of the public sector corporations/autonomous bodies.

Sd/-

Gian Chand

Under Secretary (Agriculture) to the
Government of Himachal Pradesh.

.....

Annexure - III

348

(Authoritative English Text of this Government Notification No.Agr-A-B(2)5/2016, dated -----
----- as required under article 348(3) of the Constitution of India).

Government of Himachal Pradesh
Department of Agriculture.

No.Agr.A-B(2)5/2016, Dated Shimla-171002, the

23th April, 2018.

NOTIFICATION

In exercise of the powers conferred by proviso to article 309 of the Constitution of India, the Governor, Himachal Pradesh, in consultation with the Himachal Pradesh Public Service Commission, is pleased to make the Recruitment and Promotion Rules for the post of Technical Assistant, Class-II (Non-Gazetted) in the Department of Agriculture, Himachal Pradesh, as per Annexure-"A" attached to this notification namely :-

| | |
|-------------------------------|--|
| Short title and commencement: | <p>1. (1) These rules may be called the Himachal Pradesh, Agriculture Department, Technical Assistant, Class-II (Non-Gazetted) Recruitment and Promotion Rules, 2018 .</p> <p>(2) These rules shall come into force from the date of publication in the Rajpatra , Himachal Pradesh .</p> |
| Repeal and savings: | <p>2.(1) The Himachal Pradesh Agriculture Department, Class-III, Services(Recruitment, Promotion and certain other conditions of services) Rules,1978 notified vide this Department Notification No.Agr.A(1)7/77, dated 9.8.1978 to the extent these pertain to the post of Technical Assistant Class-II(Non-Gazetted) are hereby repealed.</p> <p>(2) Notwithstanding such repeal, any appointment made or anything done or any action taken under the rules so repealed under rule 2(1) supra shall be deemed to have been validly made, done or taken under these rules.</p> |

By Order

Dr.Shrikant Baldi
Additional Chief Secretary(Agr.)to the
Government of Himachal Pradesh

349-31

⑦

ANNEXURE-A

RECRUITMENT AND PROMOTION RULES FOR THE POST OF TECHNICAL ASSISTANT, CLASS-II (NON GAZETTED) IN THE DEPARTMENT OF AGRICULTURE, HIMACHAL PRADESH.

| | | | |
|--|--|---|---|
| 1 | Name of the post | : | Technical Assistant |
| 2 | Number of post(s) | : | 20 (Twenty) |
| 3 | Classification | : | Class-II (Non-Gazetted) |
| 4 | Scale of pay | : | <p>(i) <u>Pay band for Regular Incumbent(s)</u>:</p> <p>(a) ₹10300-34800+₹4200 Grade Pay.</p> <p>(b) ₹10300-34800+₹4600 Grade Pay</p> <p>(After 2 years of regular service)</p> <p>(ii) <u>Emoluments for Contract Employee(s)</u>: ₹14500/- P.M. as per details given in Col.15-A.</p> |
| 5 | Whether "Selection" post or "Non- Selection" post; | : | Selection |
| 6 | Age for direct recruitment | : | Between 18 to 45 years: |
| <p>Provided that the upper age limit for direct recruits will not be applicable to the candidates already in service of the Govt. including those who have been appointed on adhoc or on contract basis:</p> <p>Provided further that if a candidate appointed on adhoc basis or on contract basis had become overage on the date he was appointed as such, he shall not be eligible for any relaxation in the prescribed age limit by virtue of his adhoc or contract appointment:</p> <p>Provided further that upper age limit is relaxable for Scheduled Castes/Scheduled Tribes/Other Backward Classes and Other categories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh Government:</p> <p>Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Govt. servants before absorption in Public Sector Corporation/Autonomous Bodies at the time of initial constitution of such</p> | | | |

601

| | | |
|----|--|---|
| | <p>Corporations/ Autonomous Bodies shall be allowed age concession in direct recruitment as admissible to Govt. servants. This concession will not, however, be admissible to such staff of the Public Sector Corporation/Autonomous Bodies who were/are subsequently appointed by such Corporation/ Autonomous Bodies and who are/were finally absorbed in the service of such corporations/ Autonomous Bodies after initial constitutions of the Public Sector Corporations/ Autonomous Bodies.</p> <p><u>Note:</u> Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is/are advertised for inviting applications or notified to the Employment Exchanges, as the case may be.</p> | |
| 7 | Minimum Educational & other qualifications required for direct recruit(s): | <p>a) <u>Essential Qualification(s):</u> Master's Degree in Economics with statistics/ Mathematics/ Statistics/ /Commerce /Agricultural Economics with Statistics from a recognized university.</p> <p>b) <u>Desirable qualification(s):-</u></p> <p>i) Post qualification three years experience in the field of collection/ compilation of statistical data.</p> <p>(ii) Preference will be given to those who have higher qualifications and experience in the field.</p> <p>iii) Knowledge of customs, manners and dialects of H.P. and suitability for appointment in the peculiar conditions prevailing in the Pradesh.</p> |
| 8 | Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of the promote(s): | <p>i) Age: Not applicable</p> <p>ii) Educational Qualification(s): As prescribed against column-11 below.</p> |
| 9 | Period of probation, if any; | <p>(a) Two years subject to such further extension for a period not exceeding one year as may be ordered by the Competent Authority in special circumstances and reasons to be recorded in writing.</p> <p>(b) No probation in the case of appointment on contract basis, tenure basis, re-employment after superannuation and absorption.</p> |
| 10 | Method(s) of recruitment, whether by direct recruitment or | 100% by promotion, failing which by direct recruitment on regular basis or by recruitment on |

601

350

3

| | |
|--|---|
| by promotion/ secondment/ transfer and the percentage of post(s) to be filled in by various methods: | contract basis, as the case may be. |
| 11 In case of recruitment by promotion/ secondment/ transfer, grade(s) from which promotion/ secondment/ transfer is to be made: | By promotion from amongst the Statistical Assistants who are Graduate with Economics/ Mathematics/ Statistics/ Agricultural Economics with Statistics or Commerce Graduate with <u>five years regular service</u> or regular combined with continuous adhoc service rendered, if any, in the grade. |

(I) Provided that for the purpose of promotion every employee shall have to serve atleast one term in the Tribal/Difficult/Hard areas and remote/rural areas subject to adequate number of post(s) available in such areas:

Provided further that the proviso (I) supra shall not be applicable in the case of those employees who have five years or less service, left for superannuation except posting/ transfer in remote/rural area. However, this condition of five years shall not be applicable in cases of promotion:

Provided further that Officers/ Officials who have not served atleast one tenure in Tribal/Difficult/Hard areas and remote/rural area shall be transferred to such area strictly in accordance with his/her seniority in the respective cadre.

Explanation-I:- For the purpose of proviso (I) supra the "term" in Tribal/ Difficult/ Hard areas/ remote/ rural areas shall mean normally three years or less period of posting in such areas keeping in view the administrative exigencies/ convenience.

Explanation-II:- For the purpose of proviso (I) supra the Tribal/Difficult Areas shall be as under:-

1. District Lahaul & Spiti.
2. Pangi and Bharmour Sub Division of Chamba District.
3. Dodra Kwar Area of Rohru Sub-Division.
4. Pandrah Bis Pargana, Munish Darkali and Gram Panchayat Kashapat, Rampur Tehsil of District Shimla.
5. Pandrah Bis Pargana of Kullu District.
6. Bara Bhawal Areas of Baijnath Sub Division of Kangra District.
7. District Kinnaur.
8. Kathwar and Korga Patwar Circles of Kamrau sub Tehsil, Bhaladh Bhalona and Sangna Patwar Circles of Renukaji Tehsil and Kota Pab Patwar Circle of Shillai Tehsil, in Sirmour District.
9. Khanyol-Bagra Patwar Circle of Karsog Tehsil, Gada-Gussaini, Mathyani,

601

366

(4)

Ghanyar, Thachi, Baggi, Somgad and Khoianal of Bali-Chowki Sub Tehsil, Jharwar, Kutgarh, Graman, Devgarh, Trailla, Ropa, Kathog, Silh-Badhwani, Hastpur, Ghamrehar and Bhatehar Patwar Circle of Padhar Tehsil, Chiuni, Kalipar, Mangarh, Thach-Bagra, North Magru and South Magru Patwar Circles of Thunag Tehsil and Batwara Patwar Circle of Sunder Nagar Tehsil in Mandi District.

Explanation-III:- For the purpose of proviso (I) supra the Remote/Rural Areas shall be as under:-

- (1) All stations beyond the radius of 20 Kms. from sub Division/Tehsil headquarter.
- (2.) All stations beyond the radius of 15 Kms. from State headquarter and District head quarters where bus service is not available and on foot journey is more than 3 (three) Kms.
- (3) Home town or area adjoining to area of home town within the radius of 20 Kms. of the employee regardless of its category.

(II) In all cases of promotion, the continuous adhoc service rendered in the feeder post if any, prior to regular appointment to the post shall be taken into account towards the length of service as prescribed in these rules for promotion subject to the conditions that the adhoc appointment /promotion in the feeder category had been made after following proper acceptable process of selection in accordance with the provisions of R&P Rules:

Provided that in all cases where a junior person becomes eligible for consideration by virtue of his total length of service (including the service rendered on adhoc basis followed by regular service /appointment) in the feeder post in view of the provisions referred to above, all persons senior to him in the respective category/post cadre shall be deemed to be eligible for consideration and placed above the junior persons in the field of consideration:

Provided that all incumbents to be considered for promotion shall possess the minimum qualifying service of atleast three years or that prescribed in the Recruitment & Promotion Rules for the post, whichever is less:

Provided further that where a person becomes ineligible to be considered for promotion on account of requirements of the preceding proviso, the person(s) junior to him shall also be deemed to be ineligible for consideration for such promotion.

Explanation:- The last proviso shall not render the junior incumbents ineligible for consideration for promotion if the senior ineligible persons happened to be ex-serviceman recruited under the provisions of rule-3 of Demobilized Armed Forces Personnel (Reservation of Vacancies in Himachal State Non-Technical Services) Rules, 1972 and having been given the benefit of seniority thereunder or recruited under the provisions of rule-3 of Ex-servicemen (Reservation of vacancies in Himachal Pradesh Technical Service) Rules, 1985 and having been given the benefit of seniority thereunder.

Varun

3057

5

(ii) Similarly, in all cases of confirmation, continuous adhoc service rendered on the feeder post if any, prior to the regular appointment against such posts shall be taken into account towards the length of service, if the adhoc appointment/promotion had been made after proper selection and in accordance with the provision of the Recruitment & Promotion Rules:

Provided that inter-se-seniority a result of confirmation after taking into account, adhoc service rendered shall remain unchanged.

| | | |
|-------|--|---|
| 12 | If a Departmental Promotion/ Confirmation Committee exists, what is its composition: | <p>(a) <u>Departmental Promotion Committee:</u> DPC to be presided over by the Chairman, H.P. Public Service Commission or a Member thereof to be nominated by him.</p> <p>(b) <u>Departmental Confirmation Committee:</u> As may be constituted by the Govt. from time to time.</p> |
| 13 | Circumstances under which the Himachal Pradesh Public Service Commission (HPPSC) is to be consulted in making recruitment. | As required under the Law. |
| 14 | Essential requirement for a direct recruitment: | A candidate for appointment to any service or post must be a citizen of India. |
| 15 | Selection for appointment to post by direct recruitment: | Selection for appointment to the post in the case of direct recruitment shall be made on the basis of interview/personality test, if the Himachal Pradesh Public Service Commission or other recruiting agency/authority, as the case may be, so consider necessary or expedient on the basis of interview/personality test preceded by a screening test (objective type)/written test or practical test or physical test, the standard/syllabus, etc. of which, will be determined by the Commission/other recruiting agency/ authority, as the case may be. |
| 15-A. | Selection for appointment to the post by Contract appointment: | <p>Notwithstanding anything contained in these rules, contract appointment to the post will be made subject to the terms and conditions given below:-</p> <p>(I) <u>CONCEPT :-</u></p> <p>(a) Under this policy, the Technical Assistant in the Department of Agriculture, H.P. will be engaged on contract basis initially for one year which may be extendable on year to year basis:</p> |

b.m.

Provided that for extension /renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then the period of contract is to be renewed/extended.

(b) POST FALLS WITHIN THE PURVIEW OF HPPSC:-

The ACS /Pr. Secretary/ Secretary (Agriculture) to the Government of Himachal Pradesh after obtaining the approval of the Government for filling up the vacant post(s) on contract basis will place the requisition with the concerned recruiting agency i.e. H.P. Public Pradesh Public Service Commission.

(C) The selection will be made in accordance with the eligibility conditions prescribed in these Rules.

(II) CONTRACTUAL EMOLUMENTS:-

The Technical Assistant appointed on contract basis will be paid consolidated fixed contractual amount @ Rs.14500/-per month (which shall be equal to minimum of the Pay band + Grade pay). An amount of Rs. 435/-(3% of the minimum of pay band + Grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed, if contract is extended beyond one year.

(III) APPOINTING/ DISCIPLINARY AUTHORITY.

The ACS/Pr. Secretary/ Secretary (Agriculture) to the Government of Himachal Pradesh will be the appointing and disciplinary authority.

(IV) SELECTION PROCESS:

Selection for appointment to the post in the case of contract recruitment shall be made on the basis of interview/personality test or if considered necessary or expedient on the basis of interview/personality test preceded by a

352²⁶
(7)

screening test (objective type)/ written test or practical test or physical test, the standard/syllabus, etc. of which, will be determined by the concerned recruiting agency i.e. Himachal Pradesh Public Service Commission.

(V) COMMITTEE FOR SELECTION OF CONTRACTUAL APPOINTMENTS:-

As may be constituted by the concerned recruiting agency i.e. Himachal Pradesh Public Service Commission from time to time.

(VI) AGREEMENT

After selection of a candidate, he/she shall sign an agreement as per Annexure-"B" appended to these rules.

(VII) TERMS AND CONDITIONS

- (a) The contract appointee will be paid consolidated fixed contractual amount @ Rs. 14500/- per month (which shall be equal to initial of the pay band + Grade pay). The contract appointee will be entitled for increase in contractual amount @ Rs.435/- (3% of the minimum of pay band+Grade pay of the post) for further extended years and no other allied benefits such as senior/selection scale etc. will be given.
- (b) The service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found satisfactory.
- (c) The contract appointee will be entitled for one day casual leave after putting one month service, 10 days' medical leave and 5-days' special leave, in a calendar year. A female contract appointee with less than two surviving children may be granted maternity leave for 180 days'. A female contract appointee shall also be entitled for maternity leave not exceeding 45 days (irrespective of the number of surviving children) during the entire service, in case of miscarriage including abortion, on production of medical certificate issued by the authorized Government Medical Officer. A contract employee shall not be entitled for medical re-
- b21

352
(9)

| | | |
|----|---------------------------|--|
| | | Group Insurance Scheme as well as EPF/GPF will also not be applicable to contract appointee(s). |
| 16 | Reservation: | The appointment to the service shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/ Other Backward Classes/Other Categories of persons issued by the Himachal Pradesh Government from time to time. |
| 17 | Departmental Examination: | Not applicable. |
| 18 | Powers of Relax: | Where the State Govt. is of the opinion that it is necessary or expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with Himachal Pradesh Public Service Commission relax any of the provision(s) of these rules with respect to any class or category of person(s) or post(s). |

101

354³¹
⑩

ANNEXURE-"B"

FORM OF CONTRACT/AGREEMENT TO BE EXECUTED BETWEEN TECHNICAL ASSISTANT AND THE GOVERNMENT OF H.P. THROUGH THE DIRECTOR OF AGRICULTURE, H.P.

This agreement is made on this.....day of in the year.....Between Shri/Smt.....S/o, D/o Shri.R/o.....

... Contract Appointee (hereinafter called the FIRST PARTY), AND The Governor, Himachal Pradesh through Director of Agriculture, Himachal Pradesh (here-in-after referred to as the SECOND PARTY).

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Technical Assistant on contract basis on the following terms & conditions: -

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a Technical Assistant for a period of 1 year commencing on the day of and ending on the day of It is specifically mentioned and agreed upon by both the parties that the contract of the FIRST PARTY with SECOND PARTY shall ipso-facto stand terminated on the last working day i.e. on.....and information notice shall not be necessary.

Provided that for further extension/renewal of contract period the HOD shall issue a certificate that the service and conduct of the contract appointee was satisfactory during the year and only then the period of contract is to be renewed / extended.

2. The contractual amount of FIRST PARTY will be Rs. 14500/- per month.
3. The service of the FIRST PARTY will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found satisfactory
4. Contractual Technical Assistant will be entitled for one day's casual leave after putting one month's service, 10 days' medical leave and 5 days' special leave, in a calendar year. A female contract appointee with less than two surviving children may be granted maternity leave for 180 days'. A female contract appointee shall also be entitled for maternity leave not exceeding 45 days (irrespective of the number of surviving children) during the entire service, in case of miscarriage including abortion, on production of medical certificate issued by the authorized Government Medical Officer. A contract employee shall not be entitled for medical re-imbursement and LTC etc. No leave of any other kind except above is admissible to the contract appointee.

703

11

Un-availed casual leave, medical leave and special leave can be accumulated upto the calendar year and will not be carried forward for the next calendar year.

5 Unauthorized absence from the duty without the approval of the Controlling Officer shall automatically lead to the termination of the contract. However, in exceptional cases where the circumstances for unauthorized absence from duty were beyond his / her control on medical ground such period shall not be excluded while considering his/her case for regularization, but the incumbent shall have to intimate the controlling authority in this regard well in time. However, Contract appointee shall not be entitled for any contractual amount for this period of absence from duty:

Provided that he/she shall submit the certificate of illness/fitness issued by the Medical Officer as prevailing instructions of the Government.

6. An official appointed on **contract basis** who has completed three years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative grounds.
7. Selected candidate will have to submit a certificate of his/her fitness from a Government/Registered Medical Practitioner. In case of women candidate pregnant beyond twelve weeks will render her temporarily unfit till the confinement is over. The women candidate shall be re-examined for the fitness from an authorized Medical Officer/Practitioner.
8. Contract appointee shall be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to the regular counterpart official at the minimum of pay scale.
9. The Employees Group Insurance Scheme as well as EPF/GPF will not be applicable to contractual appointee(s).

IN WITNESS the **FIRST PARTY AND SECOND PARTY** have herein to set their hands the day, month and year first, above written.

IN THE PRESENCE OF WITNESS:

1.....
.....
.....

(Name and Full Address)

(Signature of the FIRST PARTY)

2.....
.....
.....

(Name and Full Address)

(Signature of the SECOND PARTY)