

Government of Himachal Pradesh
Panchayati Raj Department.

No.PCH-HB(2)/98-

Shimla-171009 Dated



Notification

In exercise of the powers conferred by proviso to Article 309 of the Constitution of India, the Governor of Himachal Pradesh in consultation with the H.P. Public Service Commission, is pleased to make the Recruitment and Promotion Rules for the post of Private Secretary(Class-I, Gazetted) in the office of State Election Commission, Himachal Pradesh as per Annexure-A appended to this Notification, namely:-

Short title and commencement

1(i) These Rules may be called the Himachal Pradesh State Election Commission, Private Secretary (Class-I, Gazetted) , Recruitment and Promotion Rules, 2008.

ii) These Rules shall come into force from the date of publication in the Rajpatra, Himachal Pradesh.

By order

Secretary(Panchayati Raj) to the
Government of Himachal Pradesh.

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25-8-2008

Copy to:-

1. All the Administrative Secretaries to the Government of Himachal Pradesh.
2. All the Heads of Department, in H.P.
3. The Secretary, State Election Commission, H.P. Shimla-9 for information and with 10 spare copies.
4. Concerned official for uploading the said Notification on Internet I.D. No. of this department for publication in e-gazette, H.P.
5. Guard file with 25 spare copies.

Joint Secretary(Panchayati Raj) to the
Government of Himachal Pradesh.

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RECRUITMENT AND PROMOTION RULES FOR THE POST OF PRIVATE SECRETARY (GAZETTED) CLASS-I, IN THE OFFICE OF STATE ENGINEER IN CHARGE, COMMISSION, HIMACHAL PRADESH.

1. Name of post: Private Secretary
2. Number of post(s): 1 (One)
3. Classification: Class-I (Gazetted) (Ministerial Services)
4. Scale of pay: 7220-220-8100-275-10300-340-11660
5. Whether "Selection" Post or "Non-Selection" post: Non-Selection.
6. Age for direct recruitment: Not applicable.
7. Minimum Educational and other qualifications required for direct recruit(s): Essential Qualifications: Not applicable
Desirable Qualification(s): Not applicable
8. Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of promote(s): Not applicable.
9. 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 circumstances and reasons to be recorded in writing.
10. Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of posts to be filled in by various methods: 100% by promotion failing which on Secondment/transfer basis.
11. In case of recruitment by promotion, deputation, transfer, grade from which promotion/ deputation/ transfer is to be made: By promotion from amongst the Personal Assistants who possess five years' regular service or regular combined with continuous adhoc service rendered, if any, in the grade failing which on secondment / transfer basis from amongst the incumbents holding the analogous posts and working in the identical pay scale from other H.P. Govt. Departments.

1) 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 condition 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 become eligible for consideration by virtue of his/her 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/her in the respective category/post/cadre shall be deemed to be eligible for consideration and placed above the junior person in the field of consideration:

Provided that all incumbents to be considered for promotion shall possess the minimum qualifying service of at least 3 years or that prescribed in the R & P Rules for the post whichever is less;

Provided further that where a person become ineligible to be considered for promotion on account of the 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 incumbent(s) ineligible for consideration for promotion if the senior ineligible person(s) happened to be Ex-servicemen recruited under the provisions of Rule-3 of the 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 the Ex-Servicemen (Reservation of Vacancies in the Himachal Pradesh Technical Services) Rules.1985 and having been given the benefit of seniority thereunder.

2) Similarly, in all cases of confirmation, adhoc service rendered on the feeder post, if any, prior to the regular appointment/promotion against such post 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 provisions of the R & P Rules.

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

If a Departmental Promotion Committee exists, what is its composition: As may be constituted by the Government from time to time.

Circumstances under which the H.P.Public Service Commission is to be consulted in making recruitment: As required under the law.

Essential requirement for a direct recruitment: Not applicable

Selection for appointment to post by direct recruitment: Not applicable

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.

Departmental Examination: Every member of the service shall pass a Departmental Examination as prescribed in the H.P. Departmental Examination Rules, 1997 as amended from time to time.

Power to relax: Where the State 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 provision(s) of these rules with respect to any class or category of person(s) or post(s).
