

Immediate

No.Per(AP-II)A(3)-2/80-  
Government of Himachal Pradesh  
Department of Personnel (AP-III)

From

The Commr.-cum-Secretary(Pers.) to the  
Government of Himachal Pradesh.

To

All the Secretaries/Addl.Secretaries/  
Joint Secretaries/Deputy Secretaries and  
Under Secretaries to the  
Government of Himachal Pradesh.

Dated Shimla-2 the 7th Nov., 2001.

Subject:-

Framing of Recruitment and Promotion Rules-Amendment  
in the wording of Col.No.10 of the prescribed  
proforma.

Sir,

I am directed to refer to this Department letter  
No.Per(AP-II)A(3)-2/80-loose dated the 20th September, 1993 vide which  
a model proforma for framing of Recruitment and Promotion Rules was  
circulated and to say that Col.No.10 of the said proforma contains  
the following wording:-

"Method of recruitment, whether by direct recruitment  
or by promotion, deputation, transfer and the  
percentage of vacancies to be filled in by various  
method."

2. In some of the R & P Rules, a roster has been  
prescribed against Col.No.11 which indicates post based points for  
filling up of the posts keeping in view the method of recruitment  
provided in Col.No.10. In the R & P Rules, the percentage for  
filling up of the posts, as indicated against Col.No.2 of the Rules,  
is given against Col.No.10 on the basis of the 'posts' created for a  
particular category and not on the basis of 'vacancies' meaning  
thereby that vacancies occur against the posts. As such, a confusion  
has arisen on the basis of wording of Col.No.10 of the standard  
proforma already circulated by the Department of Personnel.  
Accordingly, the matter has been considered in consultation with the  
Law Department. In order to remove any ambiguity in this regard, it  
has been decided that the wording of Col.No.10 of the prescribed


proforma for framing of Recruitment and Promotion Rules may be substituted as under:-

"Method of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of posts to be filled in by various method."

3. It is, therefore, requested that the new R & P Rules to be framed/amended may carry the aforesaid revised wording against Col.No.10 of the Rules. However, in the Rules notified earlier, necessary amendment may be made at their own level after getting the draft notification vetted from the Law Department.

4. These instructions may be followed strictly.

Yours faithfully,

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