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Authoritative English Text of this Department Notification No. TCP-(B)2-1/2010, (Rules)/RO dated 19/7/2011 as required under Clause (3) of Article 348 of the Constitution of India)

**GOVERNMENT OF HIMACHAL PRADESH  
DEPARTMENT OF TOWN & COUNTRY PLANNING**

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No. TCP-(B)2-1/2010(Rules)RO. Dated Shimla-2 the

19<sup>th</sup> July, 2011

**NOTIFICATION**

In exercise of the powers conferred by proviso to Article 309 of the Constitution of India, the Governor, Himachal Pradesh, is pleased to make the following Recruitment and Promotion Rules for the post of Research Officer, Class-II (Gazetted) in the Department of Town & Country Planning, Himachal Pradesh, as per Annexure-"A" attached to this notification, namely :-

- |                              |   |
|------------------------------|---|
| Short title and commencement | 1. (i) These rules may be called the Himachal Pradesh, Town & Country Planning Department, Research Officer, Class-II (Gazetted), Recruitment and Promotion Rules, 2011.  |
|                              | (ii) These rules shall come into force from the date of publication in the Rajpatra/e-Gazetted, Himachal Pradesh.   |
| Repeal and savings           | 2. (i) The Himachal Pradesh Town & Country Planning Department, Research Officer, Class-II(Gazetted) Recruitment and Promotion Rules notified vide this Department's Notification No. TCP-A(3)-4/97 dated 27.10.2003 are hereby repealed. |
|                              | (ii) Notwithstanding such repeal, any appointment made or any thing done or any action taken under the rules so repealed under sub-rules (1) supra shall be deemed to have been validity made or done or taken under these rules.         |

By Order

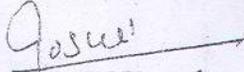
Principal Secretary (TCP) to the  
Government of Himachal Pradesh.

Endst.No.TCP-B(2)-1/2010(Rules)RO. Shimla-2

19<sup>th</sup> July, 2011

Copy is forwarded to :-

1. ALR-cum-Under Secretary (Law) to the Govt. of H.P.
2. The Sr. Law Officer, Law Deptt. (Hindi) H.P. Secretariat Shimla-2.
3. The Secretary, H.P.Public Service Commission, w.r.t.his letter No.1-1/97-PSC-Parat dated 3.2.2011 with three copies.
4. The Director, Town & Country Planning Department Shimla-9 with 5 copies.

  
Under Secretary(TCP) to the  
Government of Himachal Pradesh

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ANNEXURE-"A"

RECRUITMENT AND PROMOTION RULES FOR THE POST OF RESEARCH OFFICER, CLASS-II, (GAZETTED) IN THE TOWN & COUNTRY PLANNING DEPARTMENT, HIMACHAL PRADESH.

1. Name of the posts : Research Officer
2. Number of posts : 2 (Two)
3. Classification : Class-II (Gazetted)
4. Scale of pay : (i) Pay scale for regular incumbents:-  
Pay Band-3 Rs.10300-34800 +Grade Pay Rs.5000/-  
(ii) Emoluments for contract employees:-  
Rs.15300/-as per details given in Col.15-A.
5. Whether Selection Post or Non- Selection Post : Selection
6. Age for direct Recruitment : Between 18 and 45 years.

Provided that the upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc or on contract appointment;

Provided further that if a candidate appointed on adhoc basis or on contract basis had become over-age on the date when he was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contract appointment;

Provided further that upper age limit is relaxable for scheduled Castes/Scheduled Tribes/other categories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh Government:

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporation/ Autonomous Bodies at the time of initial constitutions 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 Corporation/ Autonomous Bodies who were/ are subsequently appointed by such Corporation/ Autonomous Bodies and who are/ were finally absorbed in the service of such Corporation/ Autonomous Bodies after initial constitution of the Public Sector Corporation/ Autonomous Bodies.

1. 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 application or notified to the Employment Exchange or as the case may be. Age and experience in the case of direct recruitment, relaxable at the discretion of the H.P. Public Service Commission in case the candidate is otherwise well qualified.

7. Minimum Educational :  
and other qualification  
required for direct  
recruits

**(a) ESSENTIAL QUALIFICATION(S)**

Master's Degree in Statistics or Master's Degree in Economics/Mathematics/Commerce/Agriculture Economics with Statistics as one of the elective subject or its equivalent from a recognized University.

OR

Bachelor's Degree in Arts/Science/Commerce or Agriculture with honours in Statistics or with Economics/Mathematics/Commerce/Agriculture Economics as one of the elective subject or its equivalent from a recognized University with two years Post Graduate Diploma in statistics or its equivalent from a recognized University or from an Institution duly recognized by the Central/H.P. Government

**(b) DESIRABLE QUALIFICATION :-**

(i) Knowledge of customs, manners & dialects of Himachal Pradesh & suitability for appointment in the peculiar conditions prevailing in the Pradesh.

(ii) Two years experience of Statistical work involving collection, compilation and interpretation or statistical data from Government Departments/Public Sector Undertaking/Corporations.

8. Whether age and :  
educational  
qualification  
prescribed for direct  
recruits will apply in  
the case of the  
promotees?

(a) Age : Not applicable  
(b) Educational Qualification : Yes

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- 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 post(s) to be filled in by various methods : 100% by promotion failing which by direct recruitment on a regular basis or on contract basis, as the case may be. The contract employees will get emoluments as given in column 15-A and will be governed by the service conditions as specified in the said column.
- 11. In case of recruitment by promotion, deputation, transfer, grade from which promotion/ deputation/ transfer is to be made. : By promotion from amongst the Research Assistants possessing eight years regular service or regular combined with continuous adhoc service rendered, if any, in the grade.

Provided that for the purpose of promotion every employee shall have to serve at least one term in the Tribal/Difficult areas subject to adequate numbers of posts(s) available in such areas.

Provided further that the provisio (I) supra shall not be applicable in the case of those employees who have five years of less service, left for superannuation.

Provided further that officers/officials who have not served atleast one tenure in Tribal/Difficult area shall be transferred to such area strictly in accordance with his/her seniority in the respective cadre.

Explanation-I:- For the purpose of provisio I supra the "term" in Tribal/Difficult areas" shall mean normally three years or less period of posting in such areas keeping in view the administrative requirements and performance of the employee.

Explanation-II:- For the purpose of provisio I supra the "term" in Tribal/Difficult areas" shall be as under:-

- 1. District Lahaul & Spiti.
- 2. Pangti and Bharmour Sub Division of Chamba District.

3. Dodra Kwar Area of Rohru sub-Division.
4. Pandrah Bis Pragana, Munish Darkali and Gram Panchayat Kashapat, Gram Panchayats of Rampur Tehsil of District Shimla.
5. Pandrah Bis Pragana of Kullu District.
6. Bara Bhangal 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 Sirmaur District.
9. Khanyol-Bagra Patwar Circle of Karsog Tehsil, Gada-Gussaini, Mathyani, Ghanyar, Thachi, Baggi Somagad and Kholanal of Bali-Chowki Sub-Tehsil, Jharwar, Kutgarh, Graman, Devgarh, Trailla, Ropa, Kathog, Silah-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.

(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 becomes 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 provision 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 three years or that prescribed in the R&P Rules for the post, whichever is less;

Provided further that where a person becomes ineligible to be considered for promotion on account of the requirements of the preceding proviso, the person(s) junior to him/ her 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-Serviceman recruited under the provisions of Rule-3 of the Demobilized Armed Forces Personnel (Reservation of vacancies in Himachal State Non-Technical Service) Rules, 1972 and having been given the benefit of seniority there-under or recruited under the provisions of Rule-3 of the Ex-Serviceman (Reservation of vacancies in Himachal Pradesh Technical Services) Rules, 1985 and having been given the benefit of seniority there-under.

(2) Similarly, in all cases of confirmation adhoc service rendered on the feeder post, if any, prior to the regular appointment 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 provision 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.

- 12. If a Departmental Promotion Committee exists, what is its composition : As may be constituted by the Government from time to time
- 13. Circumstances under which the HP Public Service Commission is to be consulted in making recruitment : As required under the law.
- 14. Essential requirement for 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 viva-voce test if the Himachal Pradesh Public Service Commission or other recruiting authority, as the case may be, so considered necessary or expedient by a written test or practical test, the standard/syllabus etc. of which will be determined by the Commission/other recruiting authority, as the case may be.

- 15- Selection for  
A. appointment to the post  
by contract appointment

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Notwithstanding anything contained in these rules, contract appointments to the post will be made subject to the terms and conditions given below:

**(I) CONCEPT:**

(a) Under this policy, the Research Officer in the Department of Town & Country Planning, HP will be engaged on contract basis initially for one year, which may be extendable on year to year basis.

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 his period of contract is to be renewed/ extended.

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

The Administrative Secretary (TCP) to the Government of H.P. after obtaining the approval of the Government to fill up the vacant posts on contract basis will place the requisition with the concerned recruiting agency i.e. H.P. Public Service Commission.

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

**(II) CONTRACTUAL EMOLUMENTS :**

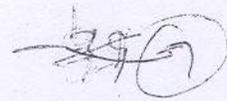
The Research Officer appointed on contract basis will be paid consolidated fixed contractual amount @ 15300/- per month. (which shall be equal to minimum of the pay band + grade pay An amount of Rs.460/- (3% of the minimum of pay band + grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is extended beyond one year.

**(III) APPOINTING/DISCIPLINARY AUTHORITY**

The Administrative Secretary (TCP) H.P. will be the appointing and disciplinary authority.

**(IV) SELECTION PROCESS:**

Selection for appointment to the post in the case of Contract Appointment/recruitment will be made on the basis of viva-voce test or if considered necessary or expedient by a written test or practical test the

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standard/syllabus etc. of which will be determined by the concerned recruiting authority i.e. H.P.Public Service Commission.

**(V) COMMITTEE FOR SELECTION OF CONTRACTUAL APPOINTMENTS:**

As may be constituted by the concerned recruiting authority i.e. the H.P.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 fixed contractual amount @ Rs.15300/- per month (which shall be equal to minimum of the pay band + grade pay) The contract appointee will be entitled for increase in contractual amount @ Rs.460/-(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 scales 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) Contract Appointee will be entitled for one day casual leave after putting one month service. This leave can be accumulated upto one year. No leave of any other kind is admissible to the contract appointee. He/ She shall not be entitled for Medical Reimbursement & LTC etc. Only maternity leave will be given as per rules.

(d) Unauthorized absence from the duties without the approval of the Controlling Officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.

(e) An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required

on administrative grounds.

(f) Selected candidate will have to submit a certificate of his/her fitness from a Govt./ Registered Medical Practitioner. Woman candidate, pregnant beyond 12 weeks will be temporarily unfit till the confinement is over. The woman candidate will be re-examined for the fitness from an authorized Medical Officer/ Practitioner.

(g) Contract appointee will 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 regular counterpart officials at the minimum of the pay scale.

(h) Provisions of service rules like FR SR, Leave Rules, GPF Rules, Pension Rules & Conduct rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in this Column.

16. Reservation

The appointment to the service shall be subject to orders regarding reservation in the service for Scheduled Caste/ Scheduled Tribes/ Other Backwards Classes/ other categories of persons issued by the Himachal Pradesh Government from time to time.

17. 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.

18. 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 relax any of the provision(s) of these Rules with respect to any Class or Category of person(s) or post(s).

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Authoritative English Text of this Department Notification No. TCP-(B)2-1/2010  
(Rules)RO dated 15.3.2013 as required under Clause (3) of Article 348 of the  
Constitution of India)

**GOVERNMENT OF HIMACHAL PRADESH  
DEPARTMENT OF TOWN & COUNTRY PLANNING**

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No. TCP-(B)2-1/2010(Rules)RO Dated Shimla-2 the 15<sup>th</sup> March, 2013

**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 H.P. Public Service Commission, is pleased to make the following rules further to amend the Himachal Pradesh, Department of Town & Country Planning, Research Officer, Class-II (Gazetted) Recruitment and Promotion Rules, 2011, notified vide this Department notification of even number dated 19.7.2011, namely:-

|                              |       |  |
|------------------------------|-------|--|
| Short title and commencement | 1.(1) | These rules may be called the Himachal Pradesh Town & Country Planning Department, Research Officer, Class-II (Gazetted), Recruitment and Promotion (First Amendment) Rules, 2013. |
|                              | (2)   | These rules shall come into force from the date of publication in the Rajpatra/e-Gazette, Government of Himachal Pradesh.  |
| Amendment of Annexure-A      | 2.    | In Annexure-"A" to the Himachal Pradesh Town and Country Planning Department, Research Officer, Class-II (Gazetted) Recruitment and Promotion Rules, 2011:-                        |
|                              | (i)   | For the existing entry against Column No.6, the following shall be substituted, namely:-<br>Between 18 and 45 years.   |

Provided that the upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basis;

Provided further that if a candidate appointed on adhoc basis or on contract basis had become over-age on the date he/she was appointed as such he/she shall not be

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eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contract appointment;

Provided further that upper age limit is relaxable for scheduled Castes/Scheduled Tribes/other categories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh Government;

Provided further that 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 constitutions of such Corporations/ 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 are/were finally absorbed in the service of such Corporations/ Autonomous Bodies and who are/ were finally absorbed in the service of such Corporation/ Autonomous Bodies after initial constitution of the Public Sector Corporations/ Autonomous Bodies.

1. 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 or as the case may be.

2. Age and experience in the case of direct recruitment, relaxable at the discretion of the Himachal Pradesh Public Service Commission in case the candidate is otherwise well qualified.

(ii) For the existing provisions against Column No.7, the following shall be substituted, namely:-

Master's Degree in Statistics or Economics /Mathematics /Commerce/Agriculture Economics with Statistics as one of the elective subject or its equivalent qualification from a recognized University.

(iii) For the existing provisions against Column No.8, the following shall be substituted, namely:-

Age: Not applicable  
Educational Qualification: Not applicable

(iv) For the existing provisions against Column No.11, the following shall be

substituted, namely:-

By promotion from amongst the Research Assistants possessing eight years regular service or regular combined with continuous adhoc service rendered, if any, in the grade failing which by promotion from amongst the Research Assistants possessing twelve years regular service or regular combined with continuous adhoc service rendered, if any, as Research Assistant and Field Investigator combined which shall also include four years essential service as Research Assistant.

(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 becomes 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 provision 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 three years or that prescribed in the R&P Rules for the post, whichever is less;

Provided further that where a person becomes ineligible to be considered for promotion on account of the requirements of the preceding proviso, the person(s) junior to him/ her 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 Service) Rules,

P.T.O.

1972 and having been given the benefit of seniority there-under or recruited under the provisions of Rule-3 of the Ex-Serviceman (Reservation of vacancies in the Himachal Pradesh Technical Service) Rules, 1985 and having been given the benefit of seniority there under.

(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 provision of the R&P Rules.

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

(v) For the existing provisions against Column No.12, the following shall be substituted, namely:-

DPC to be presided over by the Chairman, H.P. Public Service Commission or a Member thereof to be nominated by him.

By Order

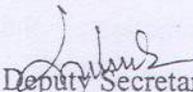
P.Mitra  
Additional Chief Secretary (TCP) to the  
Government of Himachal Pradesh

Endst.No.TCP-(B)2-1/2010(Rules)RO

Dated Shimla-2 / 15<sup>th</sup> March, 2013.

Copy is forwarded to:-

1. ALR-cum-Under Secretary (Law) to the Government of H.P.
2. The Senior Law Officer, Law Deptt. (Hindi), H.P. Secretariat, Shimla-2
3. The Secretary, H.P.Public Service Commission, w.r.t.his letter No.1-1/97-PSC-Part dated 13.12.2012.
4. The Director of Town & Country Planning Department Shimla-9.

  
Deputy Secretary(TCP) to the  
Government of Himachal Pradesh.