

**AUTHORITATIVE ENGLISH TEXT OF THIS DEPARTMENT
NOTIFICATION NO. TCP-A(3)-13/97, DATED 13-6-2007 AS REQUIRED
UNDER CLAUSE (3) OF ARTICLE 348 OF THE CONSTITUTION OF INDIA)**

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

No. TCP-A(3)-13/97.

Dated Shimla-2, the

13th June, 2007.

NOTIFICATION

In exercise of the powers conferred by proviso to Article 309 of the Constitution of India, the Governor, Himachal Pradesh, in consultation with H.P. Public Service Commission is pleased to make the Recruitment and Promotion Rules for the post of Ferro Printer Class-III (Non-Gazetted) in the Himachal Pradesh Town & Country Planning Department, 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, Ferro Printer, (Class-III-Non-Gazetted), Recruitment and Promotion Rules, 2007.
- (ii) These Rules shall come into force from the date of publication in the Rajpatra, Himachal Pradesh.

Repeal & Savings

- 2(i) The Himachal Pradesh Town & Country Planning Organisation, Ferro Printing Machine Operator, Class-III (Non-Gazetted) Recruitment and Promotion Rules notified vide Department Notification No. PBW-A-A(3)-1/79, dated 16-2-1981 are hereby repealed.
- (ii) Notwithstanding such repeal, any appointment made or any thing done or any action taken under the rules so repealed under sub-rules(1) supra shall be deemed to have

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been validly made or done or taken under these rules.

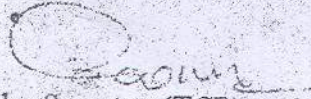
By Order

Secretary (TCP) to the
Government of Himachal Pradesh

Endst. No. TCP-A(3)-13/97

Dated Shimla-2 the 3rd June 2006

1. The Secretary, H.P. Public Service Commission, Shimla-2 w.r.t. his letter No. 1-1/97-PSC-Part dated 11.9.2006 with 3 copies.
2. The Controller, H.P. Printing Stationery Deptt. Shimla-5 for publication in the Extra Ordinary Rajpatra. He is also requested that one copy of the said Rajpatra may be supplied to this Department.
3. The Sr. Law Officer, Law Deptt. (Hindi) H.P. Secretariat Shimla-2.
4. The Director, Town & Country Planning Department Shimla-9 with 20 copies. He is also requested to collect the copy of the Rajpatra from the o/o the controller Printing & Stationery, Shimla-5.


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

ANNEXURE-"A"

RECRUITMENT AND PROMOTION RULES FOR THE POST OF FERRO-
PRINTER (NON-GAZETTED) CLASS-III, IN THE TOWN & COUNTRY
PLANNING DEPARTMENT, HIMACHAL PRADESH.

1. Name of the : Ferro-Printer
posts
2. Number of : 3 (Three)
posts
3. Classification : Class-III (Non-Gazetted)
4. Pay Scale : Rs.3120-100-3220-110-3660-120-4260-140-4400-150-
5000-160-5160.
5. Whether : Non-Selection.
Selection Post
or Non-
Selection Post.
6. Age for direct : Between 18 and 45 years.
Recruitment

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 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 such adhoc or contract appointment;

Provided further that upper age limit is relax able 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.
2. 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
- (i) Should have passed Matriculation Examination or its equivalent from a Board of School Education recognized by the Govt.
- (ii) Should be able to handle the Ferro- Printing Machine and Engineer Plan Printer, maintenance/ servicing of the machine & also maintenance of record of Plain and Printing Papers.
- (b) DESIRABLE QUALIFICATION :-
Knowledge of customs, manners & dialects of Himachal Pradesh & suitability for appointment in the peculiar conditions prevailing in the Pradesh.
8. Whether age and educational qualification prescribed for direct recruits will apply in the case of the promotes? :
- i) Age : Not applicable.
- ii) Educational Qualification : Yes
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 and reasons to be recorded in writing.
10. Method 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 or on contract basis.
11. In case of recruitment by promotion, :
- By promotion from amongst the Peons, Jamadars and Chowkidar-cum-Sweepers who possess 5 years regular

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service or regular combined with continuous adhoc
service in the grade.

For the purpose of promotion a combined seniority
list of eligible officials without disturbing their inter-se-
seniority shall be prepared.

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 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 service rendered as referred to above shall remain unchanged.

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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 in 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 if the H.P. Public Service Commission or other recruiting authority as the case may be, so consider necessary or expedient by 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.

15A Selection for appointment to the post by contract appointment

(D) CONCEPT:

- (a) Under this policy, the Ferro Printer in the Department of Town & Country Planning, HP will be engaged on contract basis initially for one year, which may be extendable for two more years.
- (b) The Director, Town & Country Planning Department after obtaining the approval of the Government to fill up the vacant post(s) on contract basis will place the requisition with the concerned recruiting agency i.e. H.P. Subordinate Service Selection Board for advertising the details of the vacant post in at

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least two leading newspapers and invite applications from candidates having the prescribed qualifications and fulfilling the other eligibility conditions as prescribed in these Rules.

- (c) The selection will be made in accordance with the eligibility conditions prescribed in these Rules.
- (d) Contract appointee so selected under these Rules will not have any right to claim regularization or permanent absorption in Govt. job.

(II) CONTRACTUAL AMOUNT:

The candidate appointed on contract basis will be paid consolidated fixed contractual amount @ 4980/- per month (which shall be equal to initial of the pay scale + Dearness pay). An amount of Rs. 100/- as increase in contractual amount for second and third years respectively will be allowed if contract is extended beyond one year.

(III) APPOINTING/DISCIPLINARY AUTHORITY

The Director, H.P. Town & Country Planning will be the appointing and disciplinary authority.

(IV) SELECTION PROCESS:

Selection for appointment to the post in the case of Contract Appointment will be made on the basis of viva-voce test or if considered necessary or expedient by a written test or practical test; the standard/syllabus etc. of which will be determined by the

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concerned recruiting agency i.e. the H.P. Subordinate Service Selection Board, Hamirpur.

(V) COMMITTEE FOR SELECTION OF CONTRACTUAL APPOINTMENTS:

As may be constituted by the concerned recruiting agency i.e. the H.P. Subordinate Service Selection Board, Hamirpur 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:

- (Signature)*
- (a) The Contract Appointee will be paid fixed contractual amount @ 4680/- per month (which shall be equal to initial of the pay scale + Dearness pay). The Contract Appointee will be entitled for annual increase in contractual amount @ 100/- for second and third years respectively and no other allied benefits such as senior/ selection scales etc. shall 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 good.
 - (c) Contract appointee shall not confer any right to incumbent for the regularization in service at any stage.

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(d) 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.

(e) 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.

(d) Transfer of contract appointee will not be permitted from one place to another in any case.

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

(f) Contract appointee will be entitled to TADA if required to go on tour in connection with his/her official duties at the same rate as applicable to Regular incumbent.

**(VIII) RIGHT TO CLAIM
REGULAR APPOINTMENT :**

The candidate engaged on contract basis under these rules shall have no right to claim for regularization/

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permanent absorption as Ferro Printer in Department at any stage.

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 : Not Applicable.
18. Power to Relex. : 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 provisions of these Rules with respect to any class or category of persons or posts.

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Form of contract/agreement to be executed between the Ferro Printer & the Government of Himachal Pradesh through Director H.P. Town & Country Planning Department.

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

Shri.....R/o.....

....., contract appointee (hereinafter called the FIRST PARTY), AND The Governor, Himachal Pradesh through Director Town & Country Planning Department, Himachal Pradesh (here-in-after the SECOND PARTY).

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

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a Ferro Printer on contract basis for a period of 1 year commencing on 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.
2. The contractual amount of the FIRST PARTY will be Rs. 4680/- per month.(which shall be equal to initial of payscale + Dearness pay).
3. The service of 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 good or if a regular incumbent is appointed / posted against the vacancy for which the first party was engaged on contract.
4. The contractual appointment shall not confer any right to the incumbent for the regularization of service at any stage.
5. Contractual Ferro Printer will be entitled for one day casual leave after putting in one month service. This leave can be accumulated upto one year. No leave of any kind is admissible to the contractual Ferro Printer. He will not be entitled for Medical

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- Reimbursement and LTC etc. Only maternity leave will be given as per Rules.
6. Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual Ferro Printer will not be entitled for contractual amount for the period of absence from duty.
 7. Transfer of the contract appointee on contract basis will not be permitted from one place to another in any case.
 8. Selected candidate will have to submit a certificate of his/her fitness from a Government/Registered Medical Practitioner. In case of women candidates pregnancy beyond twelve weeks will render her temporarily unfit till the confinement is over. The women candidate should be re-examined for fitness from an authorized Medical Officer/ practitioner.
 9. The Contract appointee shall be entitled to TADA if required to go on tour in connection with his official duties at the same rate as applicable to regular counter-part official.
 10. The Employees Group Insurance Scheme as well as EPF/GPF will not be applicable to the 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.
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(Name and Full Address)

(signature of the FIRST PARTY)

2.
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(Name and Full Address)

IN THE PRESENCE OF WITNESS:

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(Name and Full Address)

(signature of the SECOND PARTY)

2.
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