

Authoritative English Text of this Department Notification No. TCP-2(B)2-1/2009, (Estt)Rules/Surveyor dated 24.12.2010 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-2(B)2-1/2009(Estt)Rules/Surveyor Dated Shimla-2 the 24<sup>th</sup> December,2010

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 Recruitment and Promotion Rules for the post of Surveyor, Class-III (Non-Gazetted) in the Department of Town & Country Planning, Himachal Pradesh, as per Annexure-"A" attached to this notification, namely :-

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|------------------------------|--|
| Short title and commencement | 1.(1) These rules may be called the Himachal Pradesh, Town & Country Planning Department, Surveyor, Class-III (Non-Gazetted), Recruitment and Promotion Rules, 2010. |
|                              | (2) These rules shall come into force from the date of publication in the Rajpatra/e-Gazette, Government of Himachal Pradesh.  |

By Order

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

Endst.No.TCP-2(B)2-1/2009(Estt)Rules/Surveyor Shimla-2 24<sup>th</sup> December,2010

1. The Secretary, H.P.Public Service Commission,w.r.t.this letter No.1-1/97-PSC-Part dated 30.4.2010 alongwith 3 copies.
2. The Controller, H.P. Printing Stationery Deptt. Shimla-5 for publication in the Extra Ordinary Rajpatra.
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.

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

Annexure "A"

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

1. Name of the post : Surveyor
2. Number of post(s) : 2( Two)
3. Classification : Class-III (Non-Gazetted) Non-Ministerial Services.
4. Scale of pay : (i) Payscale for regular incumbents:-  
Pay Band-2 Rs.5910-20200+ Rs.2400/- Grade Pay  
(ii) Emoluments for contract employees:-  
Rs.8310/-as per details given in Column 15-A.  
Not applicable.
5. Whether Selection Post or Non- Selection Post. : Not applicable.
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 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 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 of such 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/Corporations/Autonomous Bodies and who are/were finally absorbed in the service of

11. In case of recruitment by promotion, deputation, transfer, grade from which promotion/ deputation/ transfer is to be made. : Not applicable
12. If a Departmental Promotion Committee exists, what is its composition? : Not applicable
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 the 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 Himachal Pradesh Public Service Commission or other recruiting authority as the case may be, so consider 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.
- 15A. Selection for appointment to the post by contract appointment : 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 Surveyor 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.

**(b) POST FALLS WITHIN THE PURVIEW OF HPSSSB**

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, Hamirpur

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

**(II) CONTRACTUAL EMOLUMENTS :**

The Surveyor appointed on contract basis will be paid consolidated fixed contractual amount @ Rs.8310/-per month.(which shall be equal to minimum of the pay band + grade pay). An amount of ₹ 249/-(3% of the minimum of the 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 Director, Town & Country Planning, Himachal Pradesh 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 concerned recruiting agency i.e. H.P. Subordinate Services Selection Board, Hamirpur.

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

As may be constituted by the concerned recruiting agency i.e. 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:**

- (a) The Contractual appointee will be paid fixed contractual amount @ ₹ 8310/- 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 @ ₹ 249/- (3% of minimum of the pay band + grade pay of the post) for further extended years and no other allied benefits such as seniority/selectio 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 has 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 Government Registered Medical Practitioner. Women candidate, pregnant beyond 12 weeks will stand temporarily unfit till the confinement is over. The women 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 official 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. : Not Applicable.
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 in consultation with the H.P.P.S.C. 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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Annexure-"B"

Form of contract/agreement to be executed between the Surveyor & 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 called the SECOND PARTY).

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

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as Surveyor 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. 8310/- per month.
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. Contractual Surveyor 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 Surveyor. He will not be entitled for Medical Reimbursement and LTC etc. Only maternity leave will be given as per rules.
5. Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual Surveyor will not be entitled for contractual amount for the period of absence from duty.

6. An official appointed on contract basis who have completed ~~five~~<sup>three</sup> 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 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.
8. Contract appointee shall be entitled to TA/DA if required to go on tour in connection with his official duties at the same rate as applicable to regular counter-part official at the minimum of pay scale.
9. 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.....  
 .....  
 .....  
 (Name and Full Address)

(signature of the FIRST PARTY)

2.....  
 .....  
 .....  
 (Name and Full Address)

IN THE PRESENCE OF WITNESS:

1.....  
 .....  
 .....  
 (Name and Full Address)

(signature of the SECOND PARTY)

2.....  
 .....  
 .....  
 (Name and Full Address)