

HARYANA GOVERNMENT

AGRICULTURAL DEPARTMENT

NOTIFICATION

The 4th January, 2008

Govt. **2349-Agri. S(I)-2008/279.** In exercise of the powers conferred by sub-section (1) of clauses {xxviii}, (xxix) and (xxx) of the Agricultural Produce Markets Act, 1961 (Punjab Act 23 of 1961), the Governor of Haryana makes the following rules regulating the recruitment and conditions of service of persons appointed to the Haryana State Agricultural Marketing Board Service, namely:-

PART-I

GENERAL

1. (1) These rules may be called the Haryana Agricultural Marketing Board Rules 2008.

Short title and application.

12) They shall apply to all the employees in the service of the Board except those appointed by pcc1fic agreement.

Provided that in the case of Government employees on deputation, they shall apply to the extent specified in the terms and conditions of their deputation.

2. (i) In these rules unless the context otherwise requires -

Definitions

- (a) "Act" means the Punjab Agricultural Produce Marketing Act, 1961 (Punjab Act 23 of 1961);
- (b) "Administrative Committee" means an Administrative Committee consisting of Chairman, Managing Director and Chief General Manager of the Board;
- (c) "Administrative Officer" means the Administrative Officer of the Haryana State Agricultural Marketing Board;
- (d) "Appeal" means an appeal to these rules;
- (e) "Appointing authority" means the appointing authority of the Board as specified under rule 6 to these rules;
- (f) "Chairman" means the Chairman of the Board;
- (g) "Commission" means the Haryana Public Service Commission or Haryana Staff Selection Commission, as the case may be, constituted by the Government;
- (h) "Directorate" means an appointment made otherwise than by promotion, within the service or by recruitment of an official already in the service of the Government of India or any State Government;
- (i) "Education Board" means the Board of School Education, Haryana, established under the provisions of the Haryana Board of School Education Act 1961 (Act 11 of 1961) or any other Education Board established by law in any of the States of India;
- (j) "Government" means the Haryana Government; the Administration Department;
- (k) "Managing Director" means the Managing Director of the Board;
- (l) "non technical post" means a post which does not require technical qualification.

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(i) any universty inco,r, rated by law in India: or
(ii) an other uni\crsit v hich is J·d,ircd by me Gove rment to be a recogni.e d un r 'cr ny for the purrl' e ofthese ru ts;
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State of Haryana.

PART-II

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5. No person shall be appointed to the Service by direct recruitment who is less than 18 years of age or more than forty years of age on the last date of receipt of applications:

Provided that the own and the upper age limit shall be such as may be fixed by the Government from time to time:

Provided further in the case of candidates belonging to the Scheduled Castes, Scheduled Tribes, Backward Classes, Other Backward Classes, Ex-servicemen and Physically Handicapped, the upper age limit shall be as may be fixed by the Government from time to time:

Provided further that in the case of candidates already in the service of the Board, three years relaxation over and above the maximum upper age limit specified above and to be fixed by the Board from time to time.

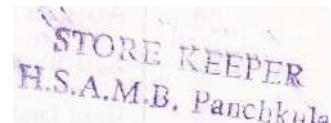
6. Applications to 11 posts specified in column 2 of the table given below, in the said, shall be made by the authorities mentioned against each in column 3 of the said

Appointment authority

TABLE

Serial number	Designation of post	Appointing authority
1:	Chairman	
	Managing Director	
	Additional Managing Director	
	General Manager (Finance and Accounts)	Administrative Committee
	Chief General Manager	Government
	Chief Engineer	Administrative Committee
	Chief General Manager, Development-cum-Inquiry Officer	
	District Attorney	
	Senior Town Planner	
	Architect	Administrative Committee
	Colonial Manager	Government
i:	General Manager	
	Additional General Manager	
	Superintendent Engineer	
	Administrative Officer	
. 6	Deputy Zonal Manager (Enforcement)	Administrative Committee
	Executive Engineer	
18	Assistant Architect	
. 9	Deputy General Manager (Finance and Accounts)	

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10. Rule number 10 states that the style will be major in the manner as specified in Appendix 10. The rule is:

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(ii) d .u. \ith hmm •uch c1her tnJuner a, ll:e term and umd1uo
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) confirm such person from the date of his appointment to fill
a permanent vacancy; or
ii) confirm such person from the date of his appointment to fill
a permanent vacancy; or

(ii) confirm such person from the date from which a permanent vacancy occurs, if appointed against a temporary vacancy; or

(iii) declare that he has completed his probation satisfactorily if there is no permanent vacancy; or

(b) if his work or conduct has, in its opinion, been not satisfactory-

- dispense with his services, if appointed by direct recruitment, or if appointed otherwise revert him to his former post or deal with him in such other manner as the terms and conditions, of his previous appointment permit; or
- extend his period of probation and thereafter pass such orders, as it could have passed on the expiry of the first period of probation:

Provided that the total period of probation including extension, if any, shall not exceed three years.

3. Seniority interse of the members of the Service shall be determined by the length of service on any post in the Service : Seniority

Provided that where there are different cadres in the Service, the seniority shall be determined separately for each cadre:

Provided further that in the case of members appointed by direct recruitment, the order determined by the appointing authority mentioned in these rules shall not be disturbed in the seniority:

Provided further that in the case of two or more members appointed on the same date, seniority shall be determined as follows :-

- a member appointed by direct recruitment shall be senior to a member appointed by promotion or by transfer;
- a member appointed by promotion shall be senior to a member appointed by transfer;
- in the case of members appointed by promotion or by transfer, seniority shall be determined according to the seniority of such members in the appointments from which they were promoted or transferred; and
- in the case of members appointed by transfer from different cadres, their seniority shall be determined according to pay, preference being given to a member, who was drawing in higher rate of pay in his previous appointment and if the rates of pay drawn are also the same, then by the length of their service in the appointments and if the length of such service is also the same, an older member shall be senior to a younger member.

Provided that seniority of members of the Service appointed on purely provisional basis or on daily wages/contractual person shall be determined as and when they are regularly appointed in view of the date of such regular appointment

I. A member of the Service shall be liable to serve at any place, whether within or outside of Haryana, on being ordered so to do by the appointing authority or by an officer in this behalf.

Liability to serve.

15. In respect of pay, leave, pension, provident fund and all other matters not expressly provided for in these rules, the members of the Service shall be governed by the Punjab Civil Service Rules and such other rules and regulations as may have been or thereafter be made by the Government and adopted by the Board.

Pay, leave, pension, provident fund and other matters.

In respect of pension, provident fund and gratuity, the members of the Service shall be governed by the Haryana State Agricultural Marketing Board and Market Committee, Pension, Provident Fund - - -

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(2) The authonty compdenl 10 p:ss an order under clause 1c) or (d) f ,ub rule] of I ul>9! of the 1-iar)..nj Civil Sen 1ce.s Punishment .md Appeal) Ruic 1987. au.o the appellate authority hall he as ,pec1ticd m Appendix D to these 1ules

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Subsumed under nongovernment documents on 14/06/2024

APPENDIX-A

(See rule 3)

Serial Number	Designation of post	Number of posts	Scale of pay (in rupees)
2	3	4	
	Chairman	01	Honorarium
	Managing Director	01	As per incumbent scale
3	Additional Managing Director	01	As per incumbent scale
4	General Manager (Finance and Accounts)	01	/1s per incumbent scale
	Chief General Manager	01	As per incumbenl scale
6	Chief Engineer	01	1.6400-450-20900
7	Chief General Manager, Development-cum-Inquiry, Officer	01	As per incumbent scale
8	District Attorney	01	As per inc urubent sc.ale
9	Senior Town Planner	01	As per incumbent scale.
10	Architect	01	As per incumbent scale.
11	Zonal Manager	03	As per incumbent scale
	General Manager	01	13500-375-17250
13	Additional General Manager	01	12000-375-16500
14	Superintending Engineer	6	12000-375-16500
15	Administrative Officer	02	10000-325-13900
16	Deputy Zonal Manager (Enforcement)	04	10000-325-13900
17	Executive Engineer	Civil =20 Electrical =2 Public Health=01 Mechanical=1 (Diminishing)	10000-325-13900
18	Assistant Architect . .	01	8000-275-10200-EB-275-13500
19	Deputy General Manager (Finance and Accounts)	02	8000-175-10200 -E B-275-13500
20	District General Manager (Enforcement)	12	8000 -2 75-10200 -EB-275 -13500
21	Sub Divisional Engineer	Civil =72 Electncal=6 Public Heallh=3 Mechanica l=1	8000-275-10200-EB-275-13500
22	Sub Divisional Engineer (Landscaping)	1	8000-175-10200-EB-275-13500
23	Executive Officer-cum-Secretary	106	7450 -225-9025-EB-225-1 1500
24	Librarian	01	6500-200-8500-E B-200-10500

1	2	3	4
25	Architectual Assistant	01	6500-200-8500-EB-200-10500
26	Private Secretary	02	6500-200 -8500-EB -200-10500
27	Assis tant District Attorney	03	6500-200-850 0-EB-200-10500
28	Assistant General Manager (Finance and Accounts)	06	6500-200-8500-EB-200 -10500
29	Superintendent	07	6500-200-8500-EB-200-10500
30	Assistant Accounts Officer/Section Officer	08	6500-2 00-8500-EB-20 0-10500
31	Divisional Accountant	21	6500-200-8500-EB-200 -10500
32	Senior Draftsman (Architect)	02	6500-200-8500 -EB-200-9900
33	Commercia l Accountant	03	6500-200-8500-E B-200-9900
34	Circle Head Draftsman (Civil)	08	6500-200-8500-EB-200-9900
35	Junior Draftsman (Architect)	04	5500-175-8300-EB-175-9000
36	Personal Assistant	05	5500-175 -8300-EB-175-9000 plus special pay.
37	Deputy Superintendent	06	5500-175-8300-EB-175-9000
38	Assistant Secretary	177	5500-175-8300-EB-175-9000
39	Agri-business Manager	21	5500-175-8300-EB-175-9000
40	Head Draftsman	Civil=20 Electrical=O1	5500-175-8300-EB-175-9000
41	Junior Engineer	Civil=229 Electrical=19 Mechanical=6 Public Health=9	5500-175-8300-EB-175-9000 (Grade-I) 6500-200-8500-EB-200-9900 (Grade-II)
42	Junior Engineer (Landscaping)		5500-175-8300-EB-175-9000 (Grade-I) 6500-200 -8500-EB-200-9900 (Grade-II)
43	Statistical Assistant	04	5450-150-6950-EB-150-8000
44	Kanungo	01 (Diminishing)	5000-150-7100-EB-150-7850
45	Assistant Draftsman (Architec t)	02	5000- 150-7100-E B-150-7850
46	Senior Scale Stenographers	10	5000-150-7 I00-EB-150-7850
47	Assistant (Accounts)	102	5000-150-7100 -EB-150-7850
48	Accountant (Market Committees)	129	5000- 150-7 I00-EB-150- 7850
49	Assistant Draftsman	Civil= 41	5000-150-7100-EB-150-7850
50	Mandi Supervisor-cum-Fee Collector	455	5000-150-7 I00-EB-150-7850
51	Assistant	72	5000-150-7100-EB-J50-785C
52	Auditor	02	5000-150-7100-EB-150-7850

1	2	3	4
53	Assistant fire Sub Officer	18	5000-150-7100-EB-150-7850
	Plumber	10 (Diminishing cadre)	4000-100-4800-EB-100-6000 for diploma holder and Rs. 3050-75-3950-EB-80-4590 for others.
	Electrician	12 <Diminishing	4000-100-4800-EB-100-6000 for diploma holder and Rs. 3050-75-3950-EB-80-4590 for others.
	otor Mechanic	01	4000-100-4800-EB-100-6000
	Junior Scaak Stenographers	11	4000 100-4800-EB-100-6000
	Dri\ver Operator	14 (D minishing)	4000-100-4800-EB-100-6000
	Leading Fireman	14 (Diminishing)	4000-100-4800-EB -100-6000
	Drivers	Car-cum-Jeep Driver=14, Tractor Driver=42, to Car-cum-Jeep Drivers. Tr..ick Driver= 20, Road Roller Driver=46 and Bus Driver=1	4000-100-4800-EB- 100-6000 Note: Special pay of Rs. 300/- only
	P:nwari	01	3050-75-3950-EB-80-4590
	Computer Operator	01(D mm ishing)	3050-75-3950-EB-80-4590
63	Restorer		3050-75-3950-EB-80-4590
6J	Duplicating Machine Operator		3050-75-3950-EB-80-4590
	Bus Conductor		3050-75-3950-EB-80-459(1
66	Clerks	203	3050-75 - 3950-EB-80-4590
	Steno Typist	29	3050-75-3950-EB-80-4590 plus spec1al pay.
	Fireman	53 (Diminishing)	3050 7S-3950-FB 80-4590
	Auction Recorder	(084	3050-75-3950-EB-80-4590
	Tubewell Operator	09 (Diminishing)	3050-75-3950- EB-80-4350
	Daftri	2	2650-65-3300-EB-70-4000
	Jamadar	2	2650-65-3300-EB-70-4000
	Road Roller Cleaner	01 (Dimmishing)	2550-55-2660-EB-60-3200
	Mali	03 (Dimmishing)	2550 5S-2660-EB -60-3 200
	Ferro Khalas1	05 1 Dl minishing)	2550-5S-2660-FB-60-3 200
	Swee per	20 (Dtmm ishing)	2550-55 -2660-E B-60-3100
	Peon-cum-Chowk1dar	253	2550 5S-2660-EB-60-3200
	Truck Ckaner	4	2550-5 5-2660- EB-60 -3200

Appendix B

(See rules 7 and 10)

Serial Number	Designation of Post	Academic qualifications and experience, if any, for direct recruitment.	Academic qualification and experience, if any, for appointments other than by threat recruitment	Method of recruitment
2	3	4	5	
	Chamnan			To be nominated by the Government.
2	Managing Director		1.A.S	By transfer or deputation of an officer already in the service of any State Government or the Government of India
3	Additional Managing Director		1.A.S	By transfer or deputation of an officer already in the service of any State Government or the Government of India.
4	General Manager (Finance and Accounts)		(i) An Officer of Indian Audit and Accounts Service of the rank of Senior Accounts Officer/Deputy Senior Deputy Accountant General Manager (Finance and Accounts) or Accountant ALCounts) or by transfer or General, or (ii) Senior Accounts Officer/ in the service of any State Deputy General Manager Government or the Government (Finance and Accounts) with of India three years experience having State Accounts Service (S.A.S.Y) Master of Business Administration (Finance)/ Chartered Accountant/ ICW.A.	By transfer or deputation of an officer already in the service of any State Government or the Government of India.
5	Chief General Manager		HCS	By transfer or deputation of an officer already in the service of State Government
6	Chief Engineer		Three years experience as Surveyor, intending Engineer	By promotion from among the Superintending Engineer or by transfer or deputation of an officer already in the service of State Government or the Government of India or Oodan or Corporation or Statutor body
7	Chief General Manager (Development) cum-Inquiry Officer		HCS	By transfer or deputation of an officer already in the service of State Government
8	District Attorney	Degree of Bachelor of Law from a recognized University; and who has practiced at the Bar for a period of not less than five years.	A prescribed in the concerned department.	By transfer or deputation of an officer from Prosecution Department, Haryana
9	Senior Town Planner		A prescribed by the concerned department	By transfer or deputation of an officer from Town and Country Planning Department, Haryana

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10	Architect	(1) Degree in Architecture from recognized University or equivalent diploma in Architecture from Indian Institute of Architects duly recognized and registered by the Council of Architecture; and having 10 years experience of reputed institution/firm. (ii) Hindi/Sanskrit up to 10 "1litrer standard.	Seven year experience as Assistant Architect	By direct recruitment or by promotion from amongst Assistant Architect or by transfer or deputation of an officer already in the service of any State Government or Board, Corporation/ Statutory body.
11	Zonal Manager		H.CS	By transfer or deputation of an officer already in the service of State Government.
12	General Manager		Two posts as Additional General Manager.	By promotion from amongst Additional General Manager.
13	Additional General Manager		Two years, 10 months as a Deputy Zonal Manager (Enforcement).	By promotion from amongst Deputy General Manager (Enforcement).
14	Superintending Engineer		Seven years experience as an Executive Engineer in respective branch of engineering.	(i) Sixty-seven percent by promotion from amongst 15 Executive Engineers. (ii) Thirty-three percent by transfer or deputation of an officer already in the service of State Government/ or Local Government of India or Board or Corporation or Statutory body.
15	Administrative Officer		Graduate from a recognized University with three years experience as Superintendent/ Secretary or by promotion from amongst 15 posts of an officer already in the service of State Government.	By promotion from amongst 15 posts of an officer already in the service of State Government.
16	Deputy Zonal Manager (Enforcement)		Three years experience as District Manager Councillor; Commissioner of District General Manager (Enforcement)	By promotion from amongst 15 posts of an officer already in the service of State Government.
17	Executive Engineer	(1) Sub-Divisional Engineer; (2) Biodiesel of lignocellulose from Crops/Electricity and Communication/ Basic Science of Technology or its equivalent from a recognized university in a specific branch of engineering;	(i) Sixty even percent by promotion from amongst Sub-Divisional Engineer, and (ii) Thirty three percent by transfer or deputation of an officer already in the service of State Government/ or Local Government of India.	By promotion from amongst 15 posts of an officer already in the service of State Government.

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		(iii) Has passed the departmental examination as prescribed by the Board.	or Board or Corporation or Statutory body.	
18	Assistant Architect	<p>(i) Degree in Architecture from a recognized University or equivalent in Architecture from a recognized Architectural Assistant or by diploma in Architecture University or five years experience transfer or deputation of an Indian Insurce of in case of those having three years officer already in the service of Architects duly recognized and registered by ship from a recognized Technical Corporation or StatutOI' body. the Council of Architecture and having atleast four years experience of reputed institution/ firm.</p> <p>(ii) Hindi/Sanskrit upto Matric standard.</p>		
19	Deputy General Manager (Finance and Accounts)		Accounts Officer. State AccountS By promotion from amongst Service (S.A.S) /Assistant General Accounts Officer/Assistant Manager (Finance and Accounts) General Manager (Finance and with three years experience. Accounts) or by transfer or deputation of an officer already in U1e service of State Government or Government of India or Board or Corporation or Statutory hody.	
20	District General Manager (Enforcement)		Five years experience as Executive By promotion from amongst Officer-cum-Secretary with Post the Executive Officer-cum-Sec Graduate diploma in marketing retanes. from recogmzed institution	
21	Sub Divisional Engineer	<p>Bachelor of Engineering in Civil, Electrical/ Electronics and Communication/ Bachelor of Technology or its equivalent with fifty five percent marks from a recognized university in respective branch of Engineering and Hindi/ Sanskrit up to Matric standard.</p>	<p>Three years Diploma in Civil, Electrical/ Electronics and Communication Engineering with 10 years experience as Junior Engineer/ Circle Head Draft man/Assistant Draftsman</p> <p>(a) By direct recruitment; and</p> <p>(b) By promotion from-</p> <p>(i) amongst Junior Engineers; 40 percent</p> <p>(ii) amongst I Circle Head Draftsman; 6.67 percent</p> <p>(iii) amongst Junior Engineers; 10.33 percent</p> <p>(iv) amongst Assistant Draftsmen; 3 percent</p>	<p>40 percent</p> <p>(b) By promotion from-</p> <p>(i) amongst Junior Engineers; 40 percent</p> <p>(ii) amongst I Circle Head Draftsman; 6.67 percent</p> <p>(iii) amongst Junior Engineers; 10.33 percent</p> <p>(iv) amongst Assistant Draftsmen; 3 percent</p>

Note 1: In case candidate is not available from source (Ui) and (iv), the vacancy shall be filled up by direct recruitment.

Note 2:- In case a candidate is not available from source (a) or (ii) of source (b) and a person who has to be appointed in public interest as a stop gap arrangement from other than allotted source such an official shall be liable to be reverted to his original cadre when a candidate from the allotted source is available and the period of service rendered by such person will not be reckoned for the purpose of seniority.

22	Sub-Divisional Engineer (Landscape)	(i) Should be Bachelor of Junior Engineer (Landscape) from a recognized university (duly registered with the Council of Architecture). (ii) Should hold post-graduate degree in Landscape, Design or equivalent from a recognized Institute. (iii) Hindi/Sanskrit up to Matric.	(i) Should be Bachelor of Junior Engineer (Landscape) from a recognized university (duly registered with the Council of Architecture). (ii) Should hold post-graduate degree in Landscape, Design or equivalent from a recognized Institute. (iii) Hindi/Sanskrit up to Matric.	(i) By direct recruitment or by transfer or deputation of an officer already in the service of State Government or Board or Corporation or Statutory Body; or (ii) By promotion from amongst the Junior Engineer (Landscape).
23	Executive Officer-cum-Secretary	Post graduate with 55% marks in any discipline with Post Graduate Diploma in Marketing or Master of Business Administration (Marketing) with 55% marks. Preference will be given to diploma in agriculture marketing or agribusiness from a recognized University/ Board and Hindi/Sanskrit up to Matric standard.	Three years experience as Assistant Secretary/Statistical Assistant.	(1) Fifty percent by direct recruitment; and (ii) Fifty percent by promotion:- (a) forty-eight percent from amongst Assistant Secretaries; and (b) two percent from amongst Statistical Assistants.
24	Librarian	Post Graduate in Library Science from a recognized University with Hindi / Sanskrit up to Matric Standard.	Post Graduate in Library Science from a recognized University.	By direct recruitment or by transfer or deputation of an officer already in the service of State Government or Board or Corporation or Statutory Body.
25	Architectural Assistant	Six years experience as Senior Draftsman (Architecture).		By promotion from amongst Senior Draftsman (Architecture) or by transfer or deputation of an official already in the service of State Government or Board or Corporation or Statutory Body.

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26	Private Secretary		Graduate from a recognized University with five years experience as Personal Assistant.	By promotion from amongst Personal Assistant or by transfer or deputation of an official already in the service of State Government Or Board or Corporation or Statutory Body
27	Assistant District Attorney	Degree of Bachelor of Law As prescribed by the Prosecution from a recognized University; Dep amn ent, Haryana. and who has practised at Bar for a period of not less than two years and Hindi/Sanskrit up to Matric standard..		By direct recruitment or b transfer or deputation of ai officer from Prosecution De part mem, Haryana.
28	Assistant General Manager (Finance and Accounts)	Master of Business Administration (Finance) with 55% marks or Chartered Accountant or Indian Cost Works Accountancy (ICWA) from a rec ognize d University/ Institution.	Three years experience as Assistant Accounts Officer/ Section Officer.	(i) Fifty percent by direct or b transfer or deputation of a: officer already in the ser vice of State Govemme:i: or Government of India a Board or Corporation f Statutory Body; (ii) Fifty percent by promou from amongst Assista!: Accounts Officer /Secu Officer.
29	Superintenden		Graduate from a recognized University wi th one-year e,:perience as Deputy Superintende ten years as Ass istant or Personal ASSJStant.	By promotion from amongs Deputy SuperintendV AS51 tam and Personal Assistant by transfer or deputation of officer already in the ser, of State Government or Board or Corporation or Statuto- Body. Note:DepulySuperintend ent Assistant and Personal A.,cas tant shall be promoted in ratio of 6:1 provided that post will go to the Person Assistant .The total str on this post from the cadre Personal Assistant shall exceed more than fifteen pe cent.
30	Assistant Accounts Officer/ Section Officer	Post graduate in Commerce with fifty five percent marks from a recogruzed university with five years experience from a reputed firm and Hindi/ Sanskrit up to Matricstandard.	(i) Five yf..ars experience as Divisional Accountant; or (ii)StateAccounts Services{S.A.S) from State Government or Government of India.	(i) Fifty percent by dir!rec recruitment; or (ii) Fifiy percent by pro from amongst Divisio AccountanLor by transfe deputation already in service of State Go, ment or Government of dia or Board or Corpora: or Statutory Body.
31	Di visional Accoumam	Post graduate in Commerce with fifty five percent marks from a recognized University with three years experience from a reputed firmand Hindi/ Sanskrit up lo Metricstandard.	(i) State /accounts Service (S.A.S); or (ii) Bachelor of Commerce heaving ten years experience as Assistant (Accounts)	Thirty-three percent direct recruHment or transfer ordepu ta tion o official already in service of State Go, mem or Board or Corp: tion or Statutory Body.

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32	Senior Draftsman (Architect)	Seven years experience as Junior Draftsman (Architecture).	(ii) Sixty-seven percent by promotion from amongst Assistant (Accounts).	Fifty percent by direct recruitment and fifty percent by promotion from amongst Junior Draftsman (Architects) or by transfer or deputation of an official already in the service of State Government or Board or Corporation or Statutory Body.
33	Commercial Accountant	Diminishing cadre.		
34	Circle Head Draftsman	Six years experience as Head Draftsman.		By promotion from amongst Head Draftsman or by transfer or deputation of an official already in the service of State Government or Board or Corporation or Statutory Body.
35	Junior Draftsman (Architecture)	Diploma in Architectural Assistantship with two years experience after qualification and Hindi/Sanskrit up to Matric.	Diploma in Architectural Assistantship with two years experience after qualification.	By direct recruitment or by transfer or deputation of an official already in the service of State Government or Board or Corporation or Statutory Body.
36	Personal Assistant	Graduate from a recognized university with five years experience as Senior Scale Stenographer		By promotion from amongst Senior Scale Stenographer or by transfer or deputation of an official already in the service of State Government or Board or Corporation or Statutory Body.
37	Deputy Superintendent	Graduate from a recognized University with seven years experience as Assistant.		By Promotion from amongst the Assistants or by transfer or deputation of an official already in the service of State Government or Board or Corporation or Statutory Body.
38	Assistant Secretary	<p>(i) Bachelor of Science (Honors) in Agriculture with 55% marks or Graduate with 55% marks with Post Graduate Diploma in Marketing from a recognized University;</p> <p>(ii) Hindi/Sanskrit upto Matric standard; and.</p> <p>(iii) Basic knowledge of computer. Preference will be given to diploma in agriculture marketing or Agri-business from recognized University/ Institution/ Board.</p>	<p>Three years experience as (i) Accountant or five years experience as Mandi Supervisor having certificate of basic knowledge of computer.</p> <p>(ii) Fifteen percent by promotion from amongst Accountants; and.</p> <p>(iii) Thirtynine percent by promotion from amongst the Mandi Supervisors.</p>	

	2	3	4	5
3	Agri -bus mess Manager	<p>(i) Bachelor of Science in Agriculture from a recognized University,</p> <p>(ii) Master of Business/Post Graduate Diploma in Business Management or its equivalent from a recognized University or Deemed University: and</p> <p>(iii) HIndi/Sanskrit upto Matric standard.</p>	<p>(i) Bachelor of Science in Agriculture from a recognized University; and</p> <p>(ii) Master of Business/Post Graduate Diploma in Business Management or its equivalent from a recognized University or Deemed University.</p>	By direct recruitment or transfer or deputation of an official already in the service of State Government or Board or Corporation or Statutory Bod)
40	Head Draftsman		Seven years experience as Assistant Officer	<p>(i) By promotion from among Assistant Draftsmen or</p> <p>(ii) by transfer or deputation of an official already in the service of State Government Board or Corporation or Statutory Bod).</p>
41	Junior Engineer, Civil/Electrical/ Mechanical/ Public Health	<p>(i) Degree or three years Diploma in Civil, Electrical/Electronics and Communication Engineering from a recognized University/ Technical Education Board; and</p> <p>(ii) Hindi/Sanskrit upto Matric standard</p>	<p>Diploma in respective branch of Engineering but in case of pursuit from Electrician for Junior Engineer (Electrical) only the Electrician who has passed the departmental examination shall be eligible for promotion.</p> <p>Degree in Agriculture from a recognized University and having fifteen years service as Electrician and has passed the departmental examination shall be eligible for promotion.</p>	<p>By direct recruitment or transfer or deputation already in the service of State Government Board or Corporation or Statutory Bod;</p> <p>Note: Ten percent posts Junior Engineer (Electrical) shall be filled up by promotion from amongst the Electrician Wkeman or its equivalent the Board.</p>
42	Junior Engineer (Landscaping)		Degree in Agriculture from a recognized University and having three years experience of Boards service in Group C.	<p>By direct recruitment, or promotion from amongst Group C employees or by transfer or deputation of an official already in the service of Government or Board or Corporation or Statutory Bod.</p>
43	Statistical Assistant	<p>(i) Masters' degree from a recognized University in Statistics or Mathematics or Commerce with Statistics as one of the papers; and</p> <p>(ii) HIndi/Sanskrit upto Matric standard</p>	Masters' degree from a recognized University in Statistics or Mathematics or Commerce with Statistics as one of the papers	<p>By transfer or deputation of official from Economic and Statistical Organization, Haryana. In case of non-availability the posts shall be filled up by direct recruitment.</p>
44	Kanungo	Diminishing Cadre		
45	Assistant Draftsman (Architectural)	Diminishing cadre		
46	Scor Scale Stenographer	<p>(i) Graduate from a recognized University with 55% marks;</p> <p>(ii) Hindi/Sanskrit upto Matric standard;</p> <p>(iii) Speed in English/Hindi Shorthand at 100/80 words per minute respectively and transcription thereof at 20/15 words per minute respectively.</p>	<p>(i) Three years experience as Junior Scale Stenographer; and</p> <p>(ii) Spoken English/Hindi Shorthand at 100/80 words per minute respectively and transcription thereof at 20/15 words per minute respectively.</p>	<p>(i) Sixty percent by direct recruitment; and</p> <p>(ii) Thirty four percent promotion from among Junior Scale Stenographer.</p>

	2	3	4	5
		pectively and transcription thereof at 20/15 words per minute respectively		
47	Assistant (Accounts)	Bachelor of Commerce from a recognized University with 55% marks; six months certificate in computer from a recognized institution; and Hindi/Sanskrit upto matric.	Bachelor of Commerce with (i) Eighty percent by direct three years experience as Clerk.	(i) Eighty percent by direct recruitment; and (ii) twenty percent by promotion from amongst Clerks or by transfer or deputation of an official already in the service of State Government or Board or Corporation or Statutory Body.
48	Accountant (Market Committees)	(i) Bachelor of Commerce with 55% marks from a recognized University with six months certificate course in computer from a recognized institution; and (ii) Hindi/Sanskrit upto Matric standard.	Bachelor of Commerce with 50% marks from recognized university with three years service as Mandi supervisor/ Auction Recorder.	(i) Ninety percent by direct recruitment or by transfer or deputation of an official already in service of State Government or Board or Corporation or Statutory Body; and (ii) Ten percent by promotion from amongst Mandi Supervisor/ Auction Recorder.
49	Assistant Draftsman	(i) Three years Diploma in Engineering in respective discipline from a recognized Technical Education Board or two years certificate in draftsmanship in respective discipline from recognized technical institution; and (ii) Hindi/Sanskrit upto Matric standard.	Three years Diploma in Engineering in respective discipline from a recognized Technical Education Board or two years certificate in draftsmanship in respective discipline from recognized technical institution.	By direct recruitment or by transfer or deputation of an official already in service of State Government or Board or Corporation or Statutory Body.
50	Mandi Supervisor-cum-Fee Collector	(i) Graduate with 55% marks from a recognized university with six months certificate in computer from a recognized institution; and (ii) Hindi/Sanskrit upto Matric standard.	Seven years experience as Auction Recorder.	(i) Fifty percent by direct recruitment; and (ii) Fifty percent by promotion from amongst Auction Recorder.
51	Assistant	(i) Graduate from a recognized University with 55% marks; Post Graduate Diploma in Computer Application (P.G.D.C.A) from a recognized institution; and (ii) Hindi/Sanskrit upto matric standard.	Graduate from a recognized University with seven years experience as Assistant (Accounts) and ten years experience as Clerk.	(i) Thirty-three percent by direct recruitment; and (ii) Sixty-seven percent by promotion from amongst Assistant (Accounts)/ Clerk.
52	Auditor	(i) Post graduate in Commerce with fifty five percent marks from a recognized university with three years experience from a reputed firm; and	State Accounts Service (S.A.S) or Bachelor of Commerce having Ten years experience as Assistant (Accounts).	(i) Thirty-three percent by direct recruitment or by transfer or deputation of an official already in service of State Government or Board or Corporation or Statutory Body; and

STORE KEEPER
H.S.A.M.B. Panchkula

Note: Assistant(Accounts) and Clerk shall be promoted in the ratio of 2:3.

			3	4	S
			(ii) Hindi/Sanskrit upto Mame standard		(ri) Stx1)*Sevn perceol b) prommion from amonpst A s1s1:im (Accounts).
53	Assistant Fire Sub Officer	Dunimshing cadre			
4	Plumbe r	Diminishmg cadre			
5	E:lecLncian	D1mi1mhing Ca dre			
56	Motor Mechanic	D1minishmg cadre			
57	Junior .)Cale Stenographer	<p>(1) Graduate from rec0!!-niJ.cd Univer 1ty Y.1th 55 marks,</p> <p>(ii) One yea, diploma of Naunal frade Cemficate in stenog ra ph y from Indu tn al Training Institute.</p> <p>(11) Hmdi/San krit upto MaLric standard.</p> <p>th 1 Speed in Enghsh/Hinili Shorthand at 100/80 \words per minute re pecll cly and tran!>cripton the reo f at 20/ 15 word per minute rcspecuvly.</p> <p>(v) Kno'''ledge of computer.</p>	<p>(1)Three) e'.H e'<pericnee a Steno yp, t and</p> <p>(1) Speed m l.-nghsh/Hind1 Short h:mJ al 100/hO word per minute respect1wly and transcpnun thereof at 20/1S words per mmute espcttive y.</p>	<p>(1) Thilty-four pe1cent h direct recruitm. and</p> <p>(1) S1xty-s 1x percent h promo11on from amongst Steno-typ1 t or by transfer or deputauon of an off1c1.i. a ready in er. lcc of State Gon:rnmcnt or lfoard o Corpor:iuon or Sta tutu r Body</p>	
58	Dnv,*r Operator	D1mm1,hmg cadre			On contr.1cl b,rs*
59	Lead11g F1rem:ill	D1mrnishmg cadre			On contract basts
60	Driver	<p>A. for Heav Transport .hicle</p> <p>(1) Mntric f ro m a lccog- m1c.d Ed-1caton Board wllh 1-hntli/Snnskn1;</p> <p>(n) H<3V> Transport Vehicle Driving l.1cence :md</p> <p>(11) f1...c)Cars expcncc of dnvtnng a He,,) Tran port Vehiek</p>	<p>A. for Heav)</p> <p>Vch1le:</p> <p>(1)Matrre from a re<:og11i1cd Educ:i1c1n Board ,,,ith Hmdi,</p> <p>(11) hC3\> TranspC>rt Vch1cle Dm ing Licence; and</p> <p>(11) Fl)e yearli expenen<:c of dnvng a heavy Tran port H:l;:o on (1.000 CcC. 100i 5. Vch1le on group C or 8 . For 1J.liliL,fotor Vchalc .</p>	<p>Tr a nsport</p> <p>(1) Etghly percent by dire recn11mcn1. and</p> <p>(1) twenty pclcen1 b prom, uon from amongst Grou C and Group D cmplq e of th Board/Mark Comm11ccs The ma, mum age for an cmplo of Group C and Group to qualif' for promo11 shall 1 f ted t slia)) be re lnc\ u l"orty-f1vc years.</p>	
		<p>B. for Light <ili..1 Vehic</p> <p>(1) Matr1c from a rccog- niLe Education Board \1thJ-hnch:</p> <p>(11) Light \,10101 Vehicle Dn.,111g Licence; ,md</p> <p>(iii) Fiv.: " :ar expcncc of drl\ rng a Light Motor Vehuelc.</p>	<p>Ci)lame from a recogn1Lcd Education Board with Hmdi;</p> <p>(11)Li ght otor Vehic le Dnving Licence. and</p> <p>(11) F.,,c year experience of driving a Light \.lotor Vehic le on Group C or D po !\.</p>	<p>Note: In cas e of non-a, - abiUt y of person from p motion quota , the e po sh:illbefilled up hy direct cnaitm ent.</p>	
61	P,uwari	<p>ri) Senior Secondary with 55" mJrl-s Ir"n :i recognized Edu1...stior1 8oalJ or II eq1., ,Jent</p>	<p>(i) by drcc1 recn,itm</p> <p>(ii) by promotion among,1 Group D e vees or by 1,an,fe</p>		

	2	3	4	5
		(ii) Hindi/Sanskrit upto Matric standard; and (iii) Should have passed Patwar Examination conducted by the Revenue Department, Haryana.	(ii) Should have passed Patwar Examination conducted by the Revenue Department, Haryana. (iii) Two years experience on Group D post.	deputation of an official already in service of State Government or Board or Corporation or Statutory Body.
62	Computer Operator (Computer)	Dinunishing cadre.		
63	Restorer/	Dimini hing Cadre-	Diminishing Cadre	
64	Duplicating Ma-htne Operator	Diminishing Cadre	Diminishing Cadre	
65	Bus Conductor	Durunishing Cadre		
66	Clerk	(i) Graduate from a recognized University with 55% marks; (ii) Hindi/Sanskrit upto Matric standard; (iii) six months certificate in computer from a recognized institution; and (iv) Hindi/English typing at a speed of 25/30 words per minute respectively.	(i) Senior Secondary with five years experience on Group D post; (ii) six months certificate in computer from a recognized institution; and (iii) Should pass the prescribed test in Hindi or English typing at the speed of 25/30 per minutes respectively within a period of one year from the date of appointment, failing which he would not be allowed annual increments until he passes the prescribed typing test. On passing the typing test he will be allowed due increments without arrears.	(1) Eighty percent by direct recruitment or by transfer or deputation of an official already in service of State Government or Board or Corporation or Statutory Body; and (ii) Twenty five percent by promotion from among Group D employees of Board.
67	Steno-typist	(i) Senior Secondary (10+2) or its equivalent with 55% marks from a recognized Education Board; (ii) one year diploma of National Trade Certificate in stenography from Industrial Training Institute; (iii) Hindi/Sanskrit upto Matric standard; (iv) six months certificate in computer from a recognized institution; and (v) Speed in English/Hindi Shorthand at 80/60 words per minute respectively and transcription thereof at 15/11 words per minute respectively.	(i) One year experience as Clerk; one year diploma in computer from a recognized institution; and (ii) speed in English/Hindi Shorthand at 80/60 words per minute respectively and transcription thereof at 15/11 words per minute respectively.	(i) Ninety percent by direct recruitment; and (ii) ten percent by promotion from amongst Clerks or by transfer or deputation of an official already in service of State Government or Board or Corporation or Statutory Body

	2	3	4	5
68	Fireman	Diminishing cadre		On contract basis
69	Auction Recorder.	Graduate with 55% marks from a recognized University or its equivalent with six-month certificate in computer from a recognized institution. Hindi/Sanskrit upto Matric.	(i) Seven years service in Group D employees of Board/Market Committees; (ii) Senior Secondary (10+2); (iii) Hindi/Sanskrit upto Matric standard; (iv) Knowledge of Computer.	(i) Eighty percent by direct recruitment or by transfer or deputation of an official already in the service of State Government or Board or Corporation or Statutory Body. (ii) Twenty percent by promotion amongst Group D employees of Board/Market Committees.
70	Tubewell Operator.	Diminishing Cadre		
71	Daftri	Matric pass.		By direct recruitment
72	Jamadar	Matric pass.		By direct recruitment
73	Road Roller Cleaner	Matric pass.		By direct recruitment
74	Mali	Matric pass.		By direct recruitment
75	Ferro Khalasi	Matric pass.		By direct recruitment
76	Sweeper	Matric pass.		By direct recruitment
77	Peon-cum-Chowkidar	Matric Pass		By direct recruitment
78	Truck Cleaner	Matric pass		By direct recruitment

	2	3	4	5
		(ii) Hindi/Sanskrit upto Matric standard; and (iii) Should have passed Parwar Examination conducted by the Revenue Department, Haryana.	(ii) Should have passed Parwar Examination conducted by the Revenue Department, Haryana (iii) Two years experience on Group D post.	deputation of an official already in service of State Government or Board or Corporation or Statutory Body.
62	Computer Operator (Computer)	Diminishing cadre.		
63	Resorer/	Diminishing Cadre	Diminishing Cadre	
64	Duplicating Machine Operator	Diminishing Cadre	Diminishing Cadre	
65	Bu Conductor	Diminishing Cadre		
66	Clerk	(i) Graduate from a recognized University with 55% marks; (ii) Hindi/Sanskrit upto Matric standard; (iii) six months certificate in computer from a recognized institution; and (iv) Hindi/English typing at a speed of 25/10 words per minute respectively.	(i) Senior Secondary with five years experience on Group D post; (ii) six months certificate in computer from a recognized institution; and (iii) Should pass the prescribed test in Hindi or English typing at the speed of 25/30 per minutes respectively within a period of one year from the date of appointment, failing which he would not be allowed annual increment(s) till he passes the prescribed typing test. On passing the typing test he will be allowed due increments(s) without arrears.	(i) Eighty percent by direct recruitment or by transfer or deputation of an official already in service of State Government or Board or Corporation or Statutory Body; and (ii) Twenty percent by promotion from amongst Group D employees of Board.
67	t (i) Senior	Secondary (10+2) or its equivalent with 55% marks from a recognized Education Board; (ii) one year diploma of National Trade Certificate in stenography from Industrial Training Institute; (iii) Hindi/Sanskrit upto Matric standard; (iv) six month certificate in computer from a recognized institution; and (v) Speed in English/Hindi Shorthand at 80/60 words per minute respectively and transcription thereof at 15/11 words per minute respectively.	(i) One year experience as Clerk; one year diploma in computer from a recognized institution; and (ii) Speed in English/Hindi Shorthand at 80/60 words per minute respectively and transcription thereof at 15/11 words per minute respectively.	(i) Ninety percent by direct recruitment; and (ii) ten percent by promotion from amongst Clerks or by transfer or deputation of an official already in service of State Government or Board or Corporation or Statutory Body.

	2	3	4	5
68	Fireman	Diminishing cadre		On contract basis
69	Auction Recorder.	Graduate with 55% marks from a recognized University or its equivalent with six-month certificate in computer from a recognized institution. Hindi/Sanskrit upto Matric.	(i) Seven years service in Group D employee of Board/Market Communees; (ii) Senior Secondary (10+2); (iii) Hindi/Sanskrit upto Matric standard; (iv) Knowledge of Computer.	(i) Eighty percent by direct recruitment or by transfer or deputation of an official already in the service of State Government or Board or Corporation or Statutory Body. (ii) Twenty percent b) promotion amongst Group D employees of Board/Market Communees.
70	Tubewell Operator.	Diminishing Cadre		
71	Daftari	Matric pass.		By direct recruitment
72	Jamadar	Matric pass.		By direct recruitment
73	Road Roller Cleaner	Matric pass.		By direct recruitment
74	Mali	Matric pass.		By direct recruitment
75	Ferro Khalasi	Matric pass.		By direct recruitment
76	Sweeper	Matric pass.		By direct recruitment
77	Peon-cum-Chowkidar	Matric Pass		By direct recruitment
78	Truck Cleaner	Matric pass		By direct recruitment

APPENDIX-'C'

(See rule 16(1))

Designation of post	Nature of penalties	Authority empowered to impose penalty	Appellate authority
2	3	4	5
'Minor Penalties:			
1. Chairman	<ul style="list-style-type: none"> (a) warning with a copy in the personal file (Character roll) (b) censure; (c) withholding of promotion, (d) recovery from pay of the whole or part of any pecuniary loss caused by negligence or breach of order to the Board/ "market Committee" (e) withholding of increments of pay without cumulative effect; 		
2. Managing Director	<ul style="list-style-type: none"> (f) withholding of increments of pay with cumulative effect; 	Governmen	
3. Additional Managing Director	<ul style="list-style-type: none"> (g) reduction to a lower stage in the time scale of pay for a specified period with further direction as to whether or not the government employee will earn increments of pay during the period of such reduction and whether on the expiry of such period, the reduction will or will not have the effect of postponing the future increments. of this period. 		
4. Chief General Manager	<ul style="list-style-type: none"> (h) reduction to a lower scale of pay, grade, post or class which shall remain as a bar to the promotion of the government employee to the time scale of pay grade, post or service from which he was reduced with or without further direction regarding continuance of restoration to the grade or post or service from which the government employee was reduced and his seniority and pay on such restorations to that grade, position or scale. 		
5. Chief General Manager, Development, and Inquiry Officer	<ul style="list-style-type: none"> (i) compulsory retirement; (j) removal from service which shall not be a disqualification for future employment under the government; 		
6. District Attorney			
7. Senior Town Planner			
Architect			
9. Zonal Manager	<ul style="list-style-type: none"> (k) disqualification from service which shall render him incapable of future employment under the government. 		

10 Chief Engineer

11 General Manager
(Finance and
Account)

12 Manager

13 General Manager

14 Engineer

15 Administrative Officer

16 Deputy Zone Manager
(Enforcement)

17 Executive Engineer

18 Architect

Minor Penalties:(f) Tampering with a copy, in the personal file
or character roll;

(g) Withholding of promotion.

(i) Reversing from pay of the whole or part of
any salary, allowances, gratuity, pension or
any other benefit or order to the Board/Market
Committee;(j) Withholding of increments of pay without
cumulative effect;**Major Penalties:**(f) Withholding of increments of pay with
cumulative effect;(g) Reduction to a lower scale of pay for a
specified period with further
directions as to whether or not the government
employees will earn increments in
pay during the period of such reduction
and whether on the expiry of such period,
the reduction will or will not have the effect
of postponing the future increments
of his pay;(h) Reduction to a lower scale of pay, grade,
post or service which shall be a bar to the promotion of the government
employee to the time scale of pay, grade,
post or service from which he was reduced
with or without further direction regarding
condition of restoration to the grade
or post or service from which the government
employee was reduced and his security
and pay on such restorations to that
grade, post or service;

(i) Compulsory retirement;

(j) Removal from service which shall be a
disqualification for future employment
under the government; and(k) Dismissal from service which shall
be a disqualification for future
employment under the government.Managing
HICIOIAdministrative
Committee

Board

		2	3	4	5
			Minor Penalties:		
19	y General Manager (Finance and Accounts)		(a) warning with a copy in the personal file (Character roll);		
20	t General Manager (Enforce- ment)		(b) censure;		
21	b Divisional Engineer		(c) withholding of promotion;		
22	b Divisional Engineer (Landscaping)		(d) recovery from pay of the whole or part of any pecuniary loss caused by negligence or breach of order to the Board/ Market Committee;		
23	Executive Officer-cum-Secretary		(e) withholding of increments of pay without cumulative effect:		
			Major Penalties:		
24	Librarian		(f) withholding of increments of pay with cumulative effect.		
25	Architectural Assistant		(g) reduction to a lower stage in the time scale of pay for a specified period with further directions as to whether or not the government employees will claim increments of pay during the period of such reduction and whether on the expiry of such period, the reduction will or will not have the effect of postponing the future increments of his pay;	Managing Director	Board
26	Private Secretary				
27	Assistant District Attorney		(h) reduction to a lower scale of pay, grade, post or service which shall ordinarily be a bar to the promotion of the government employee to the time scale of pay, grade, post or service from which he was reduced with or without further direction regarding conditions of restoration to the grade or post or service from which the government employee was reduced and his seniority and pay on such restorations to that grade, post or service;		
28	Assistant General Manager (Finance and Accounts)				
29	Superintendent		(i) compulsory retirement;		
30	Assistant Accounts Officer/Section Officer		(j) removal from service which shall not be a disqualification for future employment under the government; and		
31	Divisional Accountant				
32	Senior Draftsman (Architect)		(k) dismissal from service which shall ordinarily be a disqualification for future employment under the government.		
33	Commercial Accountant				
34	Circle Head Draftsman				
35	Junior Draftsman (Architect)				
36	Personal Assistant				
37	Deputy Superintendent				
38	Assistant Secretary				

2	3	4	5
, 9	Agri-busIne<,s Manager		
40	Lead Draftsman		
41	Junior Engineer		
42	Junior Engineer (Landscaping)		
43	Statistical Assistant		
44	Kanuno		
45	Assistant Accountant (Vchitct.:t)		
46	Stenographer		
47	Assistant Accountant (Accounts)		
48	Accountant (Market Commissioner)		
.i9	Assistant Draftsman		
"0	Mandir Sub Inspector-1- :um-Fee Collector		
:i1	Assistant		
52	Auditor		
53	Assistant Fire Sub Officer		
54	Plumber		
55	Lillian		
56	Milltv1 'vkch:m1c		
57	Junior Scale Stenographer		
5'3	Driver Operator		
c;0	Lc:ding Fireman		
60	Driver,		
<1	P.itwari		
62	Coolputt'r Ope raLOr		
63	Re torer		
64	Duplicating Machine Operator (all)		
6'i	Bus Conductor		
66	<lerb		
67	Steno T,p1,t		
6X	fuem.in		
<9	Ammon R'cord r		
7U	l'uhewell Operator		



2	3	4	5
71 Daftri 72 Jamadar 73 Road Roller Cleaner 74 Mali 75 Ferro Khalasi 76 Sweeper 77 Peon-cum-Chowkida 78 Truck Cleaner	<p>Minor Penalties:</p> <p>(a) warning with a copy in the personal file (Character roll);</p> <p>(b) censure;</p> <p>(c) withholding of promotion;</p> <p>(d) recovery from pay of the whole or part of any pecuniary loss caused by negligence or breach of order to the Board/Market Committee;</p> <p>(e) withholding of increments of pay without cumulative effect;</p> <p>Major penalties:</p> <p>(f) withholding of increments of pay with cumulative effect;</p> <p>(g) reduction to a lower stage in the time scale of pay for a specified period with further directions as to whether or not the government employees will earn increments of pay during the period of such reduction and whether on the expiry of such period, the reduction will or will not have the effect of postponing the future increments of his pay;</p> <p>(h) reduction to a lower stage of pay, grade, post or service which shall ordinarily be a bar to the promotion of the government employee to the time scale of pay, grade post or service from which he was reduced with or without further direction regarding conditions of restoration to the grade or post or service from which the government employee was reduced and his seniority and pay on such restoration to that grade, post or service;</p> <p>(i) compulsory retirement;</p> <p>(j) removal from service which shall not be a disqualification for future employment under the government; and</p> <p>(k) dismissal from service which shall ordinarily be a disqualification for future employment under the government</p>	Chief General Manager,	Managing Director

Appendix D
(See rule 16(2))

Serial Number	Designation of posts	Nature of order	Authority empowered to make the order	Appellate authority
2	3	4	5	
1	Chairman	(a) reducing or withholding the amount of ordinary/additional pension liable under the rules governing pension; and		
2	Deputy Chairman			
3	Additional Managing Director			
4	Chief General Manager			
5	Chief General Manager, Development-cum-Inquiry Officer	(b) terminating the appointment of a member of the Service otherwise than on his attaining the age fixed for superannuation.	Government	
6	District Attorney			
7	Senior Town Planner			
8	Architect			
9	Zonal Manager			
10	Chief Engineer	(a) reducing or withholding the amount of ordinary/additional pension liable under the rules governing pension; and		
11	General Manager (Finance and Accounts)			
12	General Manager			
13	Additional General Manager	(b) terminating the appointment of a member of the Service otherwise than on his attaining the age fixed for superannuation.	Administrative Committee	Board
14	Superintending Engineer			
15	Administrative Officer			
16	Deputy Zonal Manager (Enforcement)			
17	Executive Engineer			
18	Assistant Architect			
19	Deputy General Manager (Finance and Accounts)	(a) reducing or withholding the amount of ordinary/additional pension liable under the rules governing pension; and		
20	District General Manager (Enforcement)			
21	Sub Divisional Engineer			
22	Sub Divisional Engineer (Landscaping)	(b) terminating the appointment of a member of the Service otherwise than on his attaining the age fixed for superannuation	Managing Director	Board
23	Executive Officer-cum-Secretary			
24	Librarian			
25	Architectural Assistant			
26	Private Secretary			
27	Assistant District Attorney			
28	Assistant General Manager (Finance and Accounts)			
29	Superintendent			

2	3	4	5
30	Assistant Accouuts Officer/ Section Officer		
31	Divisional Accountant		
32	Senior Draftsman (Architect)		
33	Commercial Accountant		
34	Circle Head Draftsman		
35	Juruor Draftsman (Architect)		
36	Personal Assistant		
37	Deputy Superintendent		
38	Assistant Secretary		
39	Agri-business Manager		
40	Head Draftsman		
41	Junior Engineer		
42	Junior Engineer (Landscaping)		
43	Statistical Assistant		
44	Kanango	Managing Director	Board
,			
45	Assistant Draftsman (An:hitecl)		
46	Senior Scale Stenographers		
47	Assistant (Accounts)		
48	Accountant (Market Committees)		
49	Assistant Draftsman		
50	Mandi Supervisor- cum-Fee Collector		
51	Assistant		
52	Auditor		
53	Assistant Fire Sub Officer		
54	Plumber		
55	Electrician		
56	Motor Mechanic		
57	Junior Scale Stenographers		

	2	3	4
58	Driver Operator		
59	Leading Fireman		
60	Drivers		
61	Patwari		
62	Computer Operator		
63	Re LOrcr		
64	DuplicatinJ Machine Operator		
65	Ru Conductor		
66	C'lerh		
67	Steno T}p1 1		
68	Fireman		
69	Auction Recorder		
70	Tubewell Operator		
71	Daftri		
72	Jamadar		
73	Road Roller Cleaner		
74	Mali		
75	Ferro Khala i		
76	SY.ccper		
77	Peon-i:um-Chowk·dar		
78	l'ruck Cleaner		
		(a) regarding or whhho ldmg the amount of ord1nar)/addl. tio nal pension ad mis. blc under the rules governing pension, and (b)k rmmati ng the appo int- mem c:f a r:ember of ,he Service orhi:invise, than un his altainmi 1.he age fixed for superannu.1tior.	Chil'f G1:.ncral ,fanager :1.1

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