

**HARYANA GOVERNMENT**  
**AGRICULTURE DEPARTMENT**

**Notification**

The 23rd June, 2009

**No. 1199-A.S.-1-09-9143.**—In exercise of the powers conferred by Sub-section (1) read with clauses (xxviii), (xxix) and (xxx) of Sub-section (2) of Section 43 of the Punjab Agricultural Produce Markets Act, 1961 (Punjab Act 23 of 1961), the Governor of Haryana hereby makes the following rules further to amend the Haryana State Agricultural Marketing Board Service Rules, 2008, namely:—

1. These rules may be called the Haryana State Agricultural Marketing Board Service (First Amendment) Rules, 2009.

2. In the Haryana State Agricultural Marketing Board Service Rules, 2008 (hereinafter called the said rules), in sub rule (1) of rule 2,—

(i) in clause (b), for the words “Managing Director and Chief General Manager”, the words “ Chief Administrator and Secretary” shall be substituted;

(ii) clause (k) shall be omitted; and

(iii) in clause (n), for the words “Chief General Manager”, wherever existing the word “Secretary” shall be substituted.

3. In the said rules, in rule 6, for the existing Table, the following Table shall be substituted, namely,—

TABLE

Sr. No.	Designation of Post	Appointing authority
1	2	3
1	Controllor Finance and Accounts	Administrative Committee
2	Engineer-In-Chief	
3	Chief Engineer	
4	Chief Marketing Enforcement Officer	
5	Marketing Development Officer	
6	Superintending Engineer (Civil, Vigilance & Quality Control (Civil))	
7	Superintending Engineer (Electrical)	
8	Superintending Engineer (Public Health)	
9	Deputy General Manager (Marketing and Export Division)	
10	Deputy General Manager (Market Research, Post Harvesting Management and Training of Farmers and Boards personnel)	
11	Deputy General Manager (Quality Control)	
12	Architect.	
13	Administrative Officer	
14	Zonal Marketing Enforcement Officer	
15	Executive Engineer (Civil, Quality Control )	
16	Executive Engineer (Electrical)	
17	Executive Engineer (Public Health)	Chief Administrator
18	Project Manager	
19	Assistant Project Manager (Civil)	
20	Assistant Project Manager (Electrical)	

1	2	3
21	Assistant Project Manager (Refrigeration)	
22	Assistant Agriculture Project Manager (Horticulture)	
23	Assistant Agriculture Project Manager (Food Processing)	
24	Assistant Architect	
25	Senior Accounts Officer	
26	District Marketing Enforcement Officer	
27	Sub Divisional Engineer (Civil, Electrical, Public Health, Mechanical, Quality Control)	
28	Sub-Divisional Engineer (Landscaping)	
29	Secretary-cum-Executive Officer	
30	Assistant General Manager (Marketing and Export Division)	
31	Librarian	
32	Architectural Assistant	
33	Private Secretary	
34	Accounts Officer	
35	Superintendent	
36	Assistant Accounts Officer/ Section Officer.	
37	Divisional Accountant	
38	Senior Draftsman (Architect)	
39	Commercial Accountant	
40	Circle Head Draftsman	
41	Junior Draftsman (Architecture)	
42	Personal Assistant	
43	Deputy Superintendent	
44	Assistant Secretary	
45	Agri-business Manager	
46	Head Draftsman (Civil/Electrical)	
47	Junior Engineer, Civil/ Electrical/ Mechanical/ Public Health/ Quality Control	
48	Junior Engineer (Landscaping)	
49	Electronics Data Processing Assistant	
50	Kanungo	
51	Assistant Draftsman (Architect)	
52	Senior Scale Stenographer	
53	Assistant	
54	Accountant (Market Committees)	
55	Draftsman Auto Cad	
56	Assistant Draftsman (Civil, Quality Control, Public Health, Electrical, Mechanical)	
57	Mandi Supervisor-cum-Fee Collector	
58	Accounts Clerk/Sub Divisional Clerk.	
59	Auditor	

1	2	3
60	Assistant Fire Sub Officer	
61	Plumber	
62	Electrician	
63	Motor Mechanic	
64	Junior Scale Stenographer	
65	Driver Operator	
66	Leading Fireman	
67	Driver	
68	Patwari	
69	Computer Operator-cum- Clerk	
70	Clerk	
71	Duplicating Machine Operator	
72	Bus Conductor	
73	Restorer	
74	Steno-typist	
75	Fireman	
76	Auction Recorder.	
77	Tubewell Operator.	
78	Daftri	Secretary".
79	Jamadar	
80	Road Roller Cleaner	
81	Mali	
82	Ferro Khalasi	
83	Sweeper	
84	Peon-cum-Chowkidar	
85	Truck Cleaner	

4. In the said rules, in rule 23, for the word 'Board' appearing at the end, the word "Government" shall be substituted.



5. In the said rules, for Appendix A, the following Appendix shall be substituted, namely,-

**"APPENDIX - A**

(see rule 3)

Sr. No.	Designation of Post	Number of posts	Scale of pay (in rupees)		
			Pay Scales	Pay Band	Grade pay
1	2	3	4		
1	Controller Finance and Accounts	01	Own pay scale in case of deputation 15600-39100	PB-3	7,600
2	Engineer-In-Chief	01	37400-67000	PB-4	12,000
3	Chief Engineer	02	37400-67000	PB-4	10,000
4	Chief Marketing Enforcement Officer	01	15600-39100	PB-3	8,000
5	Marketing Development Officer	01	15600-39100	PB-3	7,600
6	Superintending Engineer [Civil, Vigilance and Quality Control (Civil)]	Civil=7 Vigilance & Quality Control (C)=01	15600-39100	PB-3	7,600
7	Superintending Engineer (Electrical)	01	15600-39100	PB-3	7,600
8	Superintending Engineer (Public Health)	01	15600-39100	PB-3	7,600
9	Deputy General Manager (Marketing and Export Division)	02	15600-39100	PB-3	6,400
10	Deputy General Manager (Market Research, Post Harvesting Management and Training of Farmers and Boards personnel)	01	15600-39100	PB-3	6,400
11	Deputy General Manager (Quality Control)	01	15600-39100	PB-3	6,400
12	Architect	01	15600-39100	PB-3	6,000
13	Administrative Officer	02	15600-39100	PB-3	6,000
14	Zonal Marketing Enforcement Officer	04	15600-39100	PB-3	6,000
15	Executive Engineer (Civil, Quality Control)	Civil=23 Quality Control (C)=1 Mechanical=1 (Diminishing)	15600-39100	PB-3	6,000
16	Executive Engineer (Electrical)	03	15600-39100	PB-3	6,000
17	Executive Engineer (Public Health)	02	15600-39100	PB-3	6,000
18	Project Manager	01	15600-39100	PB-3	6,000
19	Assistant Project Manager (Civil)	01	9300-34800	PB-2	5,400

1	2	3	4	
20	Assistant Project Manager (Electrical)	01	9300-34800	PB-2 5,400
21	Assistant Project Manager (Refrigeration)	01	9300-34800	PB-2 5,400
22	Assistant Agriculture Project Manager (Horticulture)	01	9300-34800	PB-2 5,400
23	Assistant Agriculture Project Manager (Food Processing)	01	9300-34800	PB-2 5,400
24	Assistant Architect	01	15600-39100	PB-3 5,400
25	Senior Accounts Officer	02	15,600-39,100	PB-3 6,000
26	District Marketing Enforcement Officer	13	15,600-39,100	PB-3 5,400
27	Sub Divisional Engineer	Civil=81 Electrical=9 Public Health=6 Mechanical=4 Quality Control (C)=3	15,600-39,100	PB-3 5,400
28	Sub-Divisional Engineer (Landscaping)	01	15,600-39,100	PB-3 5,400
29	Secretary-cum-Executive Officer	106	9300-34800	PB-2 4,600
30	Assistant General Manager (Marketing and Export Division)	01	9300-34800	PB-2 4,200
31	Librarian	01	9300-34800	PB-2 4,200
32	Architectural Assistant	01	9300-34800	PB-2 4,200
33	Private Secretary	03	9300-34800	PB-2 4,200
34	Accounts Officer	06	9300-34800	PB-2 5,400
35	Superintendent	12	9300-34800	PB-2 4,200
36	Assistant Accounts Officer/ Section Officer.	08	9300-34800	PB-2 4,600
37	Divisional Accountant	28	9300-34800 On deputation from A.G in their own pay scales	PB-2 4,200
38	Senior Draftsman (Architect)	02	9300-34800	PB-2 4,000
39	Commercial Accountant	03	9300-34800	PB-2 4,000
40	Circle Head Draftsman.	09	9300-34800	PB-2 4,000
41	Junior Draftsman (Architecture)	04	9300-34800	PB-2 3,600
42	Personal Assistant	06	9300-34800	PB-2 3,600
43	Deputy Superintendent	32	9300-34800	PB-2 3,600
44	Assistant Secretary	156	9300-34800	PB-2 3,600



1	2	3	4	5
45	Agri-business Manager	21	9300-34800	PB-2 3,600
46	Head Draftsman(Civil/ Electrical)	Civil=20 Electrical=01	9300-34800	PB-2* 3,600
47	Junior Engineer, Civil/ Electrical/ Mechanical/ Public Health/Quality Control	Civil=256 Quality Control(C)=03 Electrical=28 Mechanical=9 Public Health=18	9300-34800 G-I 9300-34800 G-II	PB-2 3,600 PB-2 5,200
48	Junior Engineer (Landscaping)	01	9300-34800 G-I 9300-34800 G-II	PB-2 3,600 PB-2 5,200
49	Electronics Data Processing Assistant	04	9300-34800	PB-2 3,300
50	Kanungo	01	9300-34800	PB-2 3,200
51	Assistant Draftsman (Architect)	02	9300-34800	PB-2 3,200
52	Senior Scale Stenographer	14	9300-34800	PB-2 3,200
53	Assistant	59	9300-34800	PB-2 3,200
54	Accountant (Market Committees)	129	9300-34800	PB-2 3,200
55	Draftsman Auto Cad	04	9300-34800	PB-2 3,200
56	Assistant Draftsman (Civil, Quality Control, Public Health, Electrical, Mechanical)	Civil=47Quality Control (C)=2 Public Health (C)=2 Electrical=2 Mechanical=2	9300-34800	PB-2 3,200
57	Mandi Supervisor-cum-Fee Collector	455	9300-34800	PB-2 3,200
58	Accounts Clerk/Sub Divisional Clerk	110	9300-34800	PB-2 3,200
59	Auditor	02	9300-34800	PB-2 3,200
60	Assistant Fire Sub Officer	18	9300-34800	PB-2 3,200
61	Plumber	25	5200-20200	PB-1 2,400 for diploma holders &1,900 for others
62	Electrician	23	5200-20200	PB-1 2,400 for diploma holders and Rs.1,900/- for others
63	Motor Mechanic	01	5200-20200	PB-1 2,400
64	Junior Scale Stenographer	11	5200-20200	PB-1 2,400
65	Driver Operator	12	5200-20200	PB-1 2,400

1	2	3	4
66	Leading Fireman	13	5200-20200 PB-1 2,400
67	Driver	Car-cum-Jeep=130 Tractor Driver=42 Truck Driver=20 Road Roller Driver=46 Bus Driver=01	5200-20200 PB-1 2,400+SP
68	Patwari	01	5200-20200 PB-1 1,900
69	Computer Operator-cum- Clerk	21	5200-20200 PB-1 1,900
70	Clerk	01	5200-20200 PB-1 1,900
71	Duplicating Machine Operator	01	5200-20200 PB-1 1,900
72	Bus Conductor	01	5200-20200 PB-1 1,900
73	Restorer	203	5200-20200 PB-1 1,900
74	Steno-typist	29	5200-20200 PB-1 1,900+SP
75	Fireman	46	5200-20200 PB-1 1,900
76	Auction Recorder	984	5200-20200 PB-1 1,900
77	Tubewell Operator	09	5200-20200 PB-1 1,800
78	Daftri	02	4440-7440 -IS 1,650
79	Jamadar	02	4440-7440 -IS 1,650
80	Road Roller Cleaner	01	4440-7440 -IS 1,300
81	Mali	03	4440-7440 -IS 1,300
82	Ferro Khalasi	05	4440-7440 -IS 1,300
83	Sweeper	20	4440-7440 -IS 1,300+SA
84	Peon-cum-Chowkidar	283	4440-7440 -IS 1,300
85	Truck Cleaner	04	4440-7440 -IS 1,300"

6. In the said rules, for Appendix-B, the following Appendix shall be substituted, namely,-

**"APPENDIX B**

(see rules 7 and 10)

Sr. No.	Designation of Post	Academic qualifications and experience, if any, for direct recruitment	Academic qualification and experience, if any, for appointments other than by direct recruitment	Method of recruitment
1	2	3	4	5
1	Controller Finance and Accounts	—	(i) An Officer of Indian Audit and Accounts Service of the rank of Senior Deputy Accountant General/ Deputy Accountant General; or (ii) Senior Accounts Officer with three years experience having State Accounts Service (S.A.S)/ Master of Business Administration (Finance)/ Chartered Accountant/ I.C.W.A.	By promotion from amongst Senior Accounts Officer or by transfer or deputation of an officer already in the service of any State Government or the Government of India.
2	Engineer-In-Chief	—	Three years experience as Chief Engineer.	By promotion from amongst Chief Engineers or by transfer or deputation of an officer already in the service of any State Government or the Government of India or Board or Corporation or any agency under State Government.
3	Chief Engineer	—	Three years experience as Superintending Engineer.	50% by promotion from amongst Superintending Engineers and 50% by transfer or deputation of an officer already in the service of any State Government or the Government of India or Board or Corporation or any agency under the State Government having atleast three years experience as Superintending Engineer.

**Note 1:** In case an eligible candidate is not available in the service



1	2	3	4	5
				under promotion quota, the post shall be filled up by deputation.
				<b>Note 2:</b> The newly created post shall be filled up by deputation as this post is subject to review after two years as per sanction of the Government.
4	Chief Marketing Enforcement Officer	Graduate of a recognized University and has atleast ten years experience of development activities.	Atleast seven year's experience of working in the Board as Marketing Development Officer; or seven years experience of working on any equivalent or higher post under Central Government or State Government Board/Corporations/ Statutory Bodies and registered Co-operative Bodies, discharging public functions related to Agricultural activities, where share holding of Central Government/State Government is not less than 50%.	By promotion from amongst Marketing Development Officer or by transfer or deputation of an officer already in the service of Government of India or State Government or Board/ Corporation/ Statutory Body registered Co-operative bodies or by direct recruitment.
5	Marketing Development Officer	—	Three years experience as Zonal Marketing Enforcement Officer.	By promotion from amongst Zonal Marketing Enforcement Officers transfer or deputation of an officer already in the service of any State Government or the Government of India or Board or Corporation or Statutory Body.
6	Superintending Engineer (Civil)	—	Seven years experience as Executive Engineer in respective branch of Engineering.	By promotion from amongst Executive Engineers or by transfer or deputation of an officer already in the service of any State Government or the Government of India or Board or Corporation or any agency under State Government having atleast seven years experience as Executive Engineer.
				<b>Note:</b> In case an eligible candidate is not

1	2	3	4	5
				available in the service under promotion quota, the post shall be filled up by deputation.
7	Superintending Engineer (Electrical)	—	Seven years experience as Executive Engineer in respective branch of Engineering.	By promotion from amongst Executive Engineers or by transfer or deputation of an officer already in the service of any State Government or the Government of India or Board or Corporation or any agency under State Government having atleast seven years experience as Executive Engineer.
8	Superintending Engineer (Public Health)	—	Seven years experience as Executive Engineer in respective branch of Engineering.	By promotion from amongst Executive Engineers or by transfer or deputation of an officer already in the service of any State Government or the Government of India or Board or Corporation or any agency under State Government having atleast seven years experience as Executive Engineer.

**Note-1:** In case an eligible candidate is not available in the service under promotion quota, the post shall be filled up by deputation.

**Note-2:** The newly created post SE (Electrical) shall be filled up by deputation for five years.

**Note-1:** In case an eligible candidate is not available in the service under promotion quota,

1	2	3	4	5
				the post shall be filled up by deputation.
				<b>Note-2:</b> The newly created post SE (Public Health) shall be filled up by deputation for five years.
9	Deputy General Manager (Marketing and Export Division)	(i) Should be graduate 1st division with MBA Marketing from a recognized University. Preference will be given to B.Sc Agriculture and MBA with specialization in agriculture marketing or agribusiness or equivalent; (ii) Specialization of Post Harvesting Management; and (iii) Hindi/Sanskrit upto matric.	(i) Should be graduate 1st division with MBA Marketing from a recognized University. Preference will be given to B.Sc Agriculture and MBA with specialization in agriculture marketing or agribusiness or equivalent; (ii) Specialization of Post Harvesting Management; and (iii) Hindi/Sanskrit upto matric.	By direct recruitment or deputation of an officer already in the service of any State Government or the Government of India or Board or Corporation or Statutory Body.
10	Deputy General Manager (Market Research, Post Harvesting Management and Training of Farmers and Boards personnel)	(i) Should be MSc. (Agriculture) of a recognized University; (ii) Hindi/Sanskrit upto Matric.	—	By direct recruitment or by transfer or by deputation from any department having similar qualifications as in case of direct recruitment.
11	Deputy General Manager (Quality Control)	(i) Should be MSc. Or Ph.D in Horticulture/ Vegetable Science/ Food Science and Technology with specialization in post Harvest Technology.	—	By direct recruitment or by transfer or by deputation from any department having similar qualifications as in case of direct recruitment.
<b>Technical competency:-</b> Value addition, testing and certificate procedure (i.e Organic/Eurogap/ Codex/HACCP) for fruits and vegetables and designing and planning				



1	2	3	4	5
		of pack house including grading and sorting lines;		
		(ii) Minimum three years hands-on experience in reputed firms/institution and industry; and		
		(iii) Hindi/Sanskrit upto Matric.		
12	Architect	(i) 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 at least five years experience of reputed institution/firm; and	Atleast seven years experience as Assistant Architect and possess Degree or equivalent Diploma in Architecture of a recognized University.	By direct recruitment or by transfer or deputation of an officer already in the service of any State Government or Board/ Corporation/ Statutory body.
		(ii) Hindi/Sanskrit upto Matric standard.		
13	Administrative Officer	—	Graduate from a recognized University with three years experience as Superintendent/ Private Secretary.	By promotion from amongst the Superintendents and Private Secretaries or by transfer or deputation of an officer already in the service of State Government. <b>Note:</b> Superintendent and Private Secretary shall be promoted in the ratio of 4:1 provided that the total strength on this post from the cadre of Private Secretary shall not exceed more than fifty percent.
14	Zonal Marketing Enforcement Officer	—	Three years experience as District Marketing Enforcement Officer.	By promotion from amongst District Marketing Enforcement Officer or transfer or deputation of an officer already in the service of State Government/ or the

1	2	3	4	5
				Government of India or Board or Corporation or Statutory Body.
15	Executive Engineer (Civil/Quality Control)	—	<p>(i) Six years experience as Sub-Divisional Engineer (Civil/Quality Control);</p> <p>(ii) Bachelor of Engineering in Civil/Bachelor of Technology or its equivalent from a recognized university; and</p> <p>(iii) Has passed the departmental examination as prescribed by the Board.</p>	<p>(i) Sixty-seven percent by promotion from amongst Sub-Divisional Engineers (Civil/Quality Control); and</p> <p>(ii) Thirty three percent by transfer or deputation of an officer already in the service of State Government/ or the Government of India or Board or Corporation or Statutory Body.</p>
				<b>Note:</b> The newly created posts shall be filled up by deputation as these posts are subject to review after two years as per sanction of the Government.
16	Executive Engineer (Electrical)	—	<p>(i) Six years experience as Sub-Divisional Engineer (Electrical);</p> <p>(ii) Bachelor of Engineering in respective branch of engineering or its equivalent from a recognized university; and</p> <p>(iii) Has passed the departmental examination as prescribed by the Board.</p>	<p>(i) Sixty-seven percent by promotion from amongst Sub-Divisional Engineers; and</p> <p>(ii) Thirty three percent by transfer or deputation of an officer already in the service of State Government/ or the Government of India or Board or Corporation or Statutory Body.</p>
				<b>Note:</b> The newly created posts shall be filled up by deputation as these posts are subject to

1	2	3	4	5
17	Executive Engineer (Public Health)	—	<p>(i) Six years experience as Sub-Divisional Engineer (Public Health);</p> <p>(ii) Bachelor of Engineering in respective branch of engineering or its equivalent from a recognized university; and</p> <p>(iii) has passed the departmental examination as prescribed by the Board.</p>	<p>review after two years as per sanction of the Government.</p> <p>(i) Fifty percent by promotion from amongst Sub-Divisional Engineers; and</p> <p>(ii) Fifty percent by transfer or deputation of an officer already in the service of State Government/or the Government of India or Board or Corporation or Statutory Body.</p> <p><b>Note:</b> The newly created posts shall be filled up by deputation as these posts are subject to review after two years as per sanction of the Government.</p>
18	Project Manager	<p>(i) 1st Class Bachelor of Engineering/ Bachelor of Technology with Master of Business Administration in Marketing/Agri-business from a recognized University/Deemed University;</p> <p>(ii) Three years experience in Agricultural based institutions of GOI/ State Government or Statutory Body or Large and Medium Industry having annual turnover of 10 crores;</p> <p>(iii) Hindi/Sanskrit upto Matric standard; and</p>	<p>Five years experience as Assistant Project Manager (Civil, Electrical, Refrigeration, Horticulture, Food Processing) possessing qualification of Bachelor of Engineering/ Bachelor of Technology with Master of Business Administration in Marketing/ Agri-business from a recognized University/Deemed University.</p>	<p>By promotion from amongst Assistant Project Managers (Civil, Electrical, Refrigeration, Horticulture, Food Processing) or by transfer or deputation of an officer already in the service of any State Government or the Government of India or Board or Corporation or any agency under State Government having atleast five years experience as Assistant Project Manager or by direct recruitment.</p> <p><b>Note:</b> In case an eligible candidate is not available in the service under promotion quota, the post shall be</p>



1	2	3	4	5
		(iv) Knowledge of computer.		filled up by deputation/direct recruitment.
				<b>Note:</b> The newly created post shall be filled up on contract basis or by deputation as this post is subject to review after two years as per sanction of the Government. If the person is engaged on contract basis then he will be governed by terms of his engagement; in no case his appointment shall be extended for a period more than the period specified in his term of engagement and the service rules shall not be applicable to such person.
19	Assistant Project Manager (Civil)	<p>(i) 1st Class Bachelor of Engineering/ Bachelor of Technology in Civil Engineering with Master of Business Administration in Marketing / Agri-business from a recognized University/ Deemed University;</p> <p>(ii) Hindi/Sanskrit upto Matric standard; and</p> <p>(iii) Knowledge of computer.</p>	Five years experience as Junior Engineer (Civil) possessing qualification of Bachelor of Engineering/ Bachelor of Technology in Civil Engineering with Master of Business Administration in Marketing/Agri-business from a recognized University/ Deemed University.	By direct recruitment or by promotion from amongst Junior Engineers (Civil) or by transfer or deputation of an officer already in the service of any State Government or the Government of India or Board or Corporation or any agency under State Government having atleast five years experience as Junior Engineer (Civil).
				<b>Note:</b> The newly created post shall be filled up on contract basis or by deputation as this post is subject to review after two years as per sanction of the

1	2	3	4	5
				Government. If the person is engaged on contract basis then he will be governed by terms of his engagement; in no case his appointment shall be extended for a period more than the period specified in his term of engagement and the service rules shall not be applicable to such person.
20	Assistant Project Manager (Electrical)	<p>(i) 1st Class Bachelor of Engineering or Bachelor of Technology in Electrical or Electronics &amp; Communication Engineering with Master of Business Administration in Marketing / Agribusiness from a recognized University/Deemed University;</p> <p>(ii) Hindi/Sanskrit upto Matric standard; and</p> <p>(iii) Knowledge of computer.</p>	Five years experience as Junior Engineer (Electrical) or possessing qualification of bachelor of Engineering or bachelor of Technology in Electrical or Electronics & Communication Engineering with Master of Business Administration in Marketing/ Agribusiness from a recognized University/Deemed University;	<p>By promotion from amongst Junior Engineers (Electrical) or by transfer or deputation of an officer already in the service of any State Government or the Government of India or Board or Corporation or any agency under State Government or by direct recruitment.</p> <p><b>Note:</b> In case an eligible candidate is not available in the service under promotion quota, the post shall be filled up by deputation/direct recruitment.</p> <p><b>Note:</b> The newly created post shall be filled up on contract basis or by deputation as this post is subject to review after two years as per sanction of the Government. If the person is engaged on contract basis then he will be governed by terms of his engagement;</p>

1	2	3	4	5
				in no case his appointment shall be extended for a period more than the period specified in his term of engagement and the service rules shall not be applicable to such person.
21	Assistant Project Manager (Refrigeration)	<p>(i) 1st Class Bachelor of Engineering/ Bachelor of Technology in Mechanical Engineering from a recognized University/Deemed University;</p> <p>(ii) Two years experience in Large and Medium industry having annual turnover 10 crores or PGD in refrigeration &amp; Air Conditioning;</p> <p>(iii) Hindi/Sanskrit upto Matric standard; and</p> <p>(iv) Knowledge of computer.</p>	Five years experience as Junior Engineer (Mechanical) possessing qualification of Bachelor of Engineering/ Bachelor of Technology in Mechanical Engineering with Master of Business in Marketing from a recognized University/Deemed University	<p>By promotion from amongst Junior Engineers (Mechanical) or by transfer or deputation of an officer already in the service of any State Government or the Government of India or Board or Corporation or any agency under State Government or by direct recruitment.</p> <p><b>Note:</b> In case an eligible candidate is not available in the service under promotion quota, the post shall be filled up by deputation/direct recruitment.</p> <p><b>Note:</b> The newly created post shall be filled up on contract basis or by deputation as this post is subject to review after two years as per sanction of the Government. If the person is engaged on contract basis then he will be governed by terms of his engagement; in no case his appointment shall be extended for a period more than the period specified in his</p>



1	2	3	4	5
				term of engagement and the service rules shall not be applicable to such person.
22	Assistant Agriculture Project Manager (Horticulture)	(i) 1st Class Bachelor of Science in Agriculture (Hons) with Master of Business Administration in Marketing/ Agri-business or Master of Science in Agriculture with fifty percent marks from a recognized University/Deemed University; (ii) Hindi/Sanskrit upto Matric standard; and (iii) Knowledge of computer.	Five years experience as Junior Engineer (Horticulture) possessing qualification of Bachelor of Science in Agriculture with Master of Business Administration in Marketing/ Agri-business or Master of Science in Agriculture with fifty percent marks from a recognized University/Deemed University;	By promotion from amongst Junior Engineers (Horticulture) or by transfer or deputation of an officer already in the service of any State Government or the Government of India or Board or Corporation or any agency under State Government or by direct recruitment. <b>Note:</b> The newly created post shall be filled up on contract basis or by deputation as this post is subject to review after two years as per sanction of the Government. If the person is engaged on contract basis then he will be governed by terms of his engagement; in no case his appointment shall be extended for a period more than the period specified in his term of engagement and the service rules shall not be applicable to such person.
23	Assistant Agriculture Project Manager (Food Processing)	(i) 1st Class Bachelor of Engineering/ Bachelor of Technology in Food Processing/Food Technology or Master of Science in Food Processing/ Food Technology with fifty percent marks from a recognized University/Deemed University;	(i) 1st Class Bachelor of Engineering/Bachelor of Technology in Food Processing/Food Technology or Master of Science in Food Processing/Food Technology with fifty percent marks from a recognized University/Deemed University; (ii) two years experience in relevant field in GOI/State Government/ Board/ Corporation/ Large and Medium Industry;	By transfer or deputation of an officer already in the service of any State Government or the Government of India or Board or Corporation or any agency under State Government or by direct recruitment. <b>Note:</b> The newly created post shall be filled up on contract basis or by deputation as this

1	2	3	4	5
		(ii) two years experience in relevant field in G O I / State Government/ Board/Corporation/ Large and Medium Industry;	(iii) Hindi/Sanskrit upto Matric standard; and (iv) Knowledge of computer.	post is subject to review after two years as per sanction of the Government. If the person is engaged on contract basis then he will be governed by terms of his engagement; in no case his appointment shall be extended for a period more than the period specified in his term of engagement and the service rules shall not be applicable to such person.
24	Assistant Architect	(i) 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 atleast four years experience of reputed institution/firm. (ii) Working knowledge of architectural drawing on computer; and (iii) Hindi/Sanskrit upto Matric standard	Architectural Assistant with three years experience in case of degree in Architecture from a recognized University or five years experience in case of those having three years diploma in Architectural Assistantship from a recognized Technical Education Board.	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 by promotion from amongst Architectural Assistant.
25	Senior Accounts Officer	—	Chartered Accountant/Cost Accountant (ICWA) or Accounts Officer, State Accounts Service (S.A.S) with three years experience.	By promotion from amongst Accounts Officer or by transfer or deputation of an officer already in the service of State Government or Government of India or Board or Corporation or Statutory body.

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26	District Marketing Enforcement Officer	(i) Graduate with 1st division in any stream from a recognized University; (ii) Master of Business Administration in Marketing or Finance; (iii) Hindi/Sanskrit upto Matric Standard; and (iv) Working knowledge of computer.	Five years experience as Executive Officer-cum-Secretary.	(i) Twenty percent by direct recruitment or by transfer or deputation of an officer already in the service of State Government or Government of India or Board or Corporation or Statutory Body; and (ii) Eighty percent by promotion from amongst the Executive Officer-cum-Secretaries.
✓ 27	Sub Divisional Engineer (Civil, Electrical, Public Health, Mechanical, Quality Control)	Bachelor of Engineering in Civil, Electrical/ Electronics and Communication/ Bachelor of Technology or its equivalent with 1st division from a recognized/deemed university in respective branch of Engineering and Hindi/Sanskrit up to Matric standard.	Three years Diploma in Civil, Electrical/ Electronics and Communication Engineering with 10 years experience as Junior Engineer/Circle Head Draftsman/Head Draftsman/ Assistant Draftsman.	(a) by direct recruitment; and 40% (b) By promotion from – (i) amongst Junior Engineers; 40% (ii) amongst Circle Head Draftsmen; 6.67% (iii) amongst Junior Engineer possessing qualification of Associate Member of Institute Engineers or Bachelor of Engineering; 10.33% (iv) amongst Head Draftsman/ Assistant Draftsman possessing qualification of Associate Member of Institute Engineers or Bachelor of Engineering. 3%

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



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				<b>Note 2:-</b> 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.
28	Sub-Divisional Engineer (Landscaping)	<p>(i) Should be Bachelor of Architecture in 1st division from a recognized university (duly registered with the Council of Architecture).</p> <p>(ii) Should hold postgraduate degree in Landscape, Design or equivalent from a recognized Institute.</p> <p>(iii) Hindi/Sanskrit up to Matric.</p>	Junior Engineer (Landscaping) with ten years experience.	
29	Secretary-cum-Executive Officer	<p>(i) Graduate with 55% marks with Master of Business in Marketing or Finance from a recognized University/Institution;</p> <p>(ii) Hindi/Sanskrit up to Matric standard; and</p>	<p>(i) Fifty years experience as Assistant Secretary/Electronics Data Processing Assistant.</p>	(i) fifty percent by direct recruitment or by transfer or deputation of an officer already in the service of State Government or Government of India or Board or Corporation or Statutory Body; and

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		(iii) Basic knowledge of computer.		(ii) fifty percent by promotion: (a) forty-eight percent from amongst Assistant Secretaries; and (b) two percent from amongst Electronics Data Processing Assistant.
				<b>Note:</b> The provision of 2% for Electronics Data Processing Assistant is only for the present incumbents. Thereafter it shall be filled up only from amongst Assistant Secretaries.
30	Assistant General Manager (Marketing and Export Division)	(i) Should be B.Sc (Hons.) Agriculture with 1st division/ M.Sc. Agriculture in Agricultural Economic / Agronomy with 2nd division alongwith post graduate diploma in marketing from a recognized University. Preference will be given to specialization in agricultural marketing / Agribusiness or its equivalent. (ii) Specialization on Post Harvesting Management; and (iii) Hindi/Sanskrit upto Matric Standard.	(i) Should be B.Sc (Hons.) Agriculture with 1st division / M . S c . Agriculture in Agricultural Economic/ Agronomy with 2nd division alongwith post graduate diploma in marketing from a recognized University. Preference will be given to specialization in agricultural marketing/ Agribusiness or its equivalent. (ii) Specialization on Post Harvesting Management; and (iii) Hindi/Sanskrit upto Matric Standard.	By direct recruitment or by transfer or deputation of an officer already in the service of State Government or Government of India or Board or Corporation or Statutory Body.
31	Librarian	(i) Post Graduate in Library Science/ Information Science from a recognized University;	Post Graduate in Library Science from a recognized University.	By direct recruitment or by transfer or deputation of an official already in the service of

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		(ii) Hindi /Sanskrit up to Matric standard; and		State Government or Board or Corporation or Statutory Body.
		(iii) Should have working knowledge of commonly used library software		
32	Architectural Assistant	—	Four 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.
33	Private Secretary	—	One year's experience as Personal Assistant or ten years experience as Senior Scale Stenographer.	By promotion from amongst Personal Assistant/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.
34	Accounts Officer	(i) Chartered Accountant; or (ii) Indian Cost Works Accountants (ICWA); or (iii) 1st Class Master of Commerce from a recognized university / Institution with seven years experience in Accountancy.	Three years experience as Assistant Accounts Officer / Section Officer.	(i) Fifty percent by direct or by transfer or deputation of an officer already in the service of State Government or Government of India or Board or Corporation or Statutory Body; (ii) Fifty percent by promotion from amongst Assistant Accounts Officer / Section Officer.
35	Superintendent	—	Graduate from a recognized University with two years experience as Deputy Superintendent or ten years experience as Assistant or two years experience as Personal Assistant	By promotion from amongst Deputy Superintendent, Assistant and Personal Assistant or by transfer or deputation of an officer already in the service of State Government or Board or



1	2	3	4	5
				Corporation or Statutory Body;
				<b>Note:</b> Deputy Superintendent / Assistant and Personal Assistant shall be promoted in the ratio of 6:1 provided that 3rd post will go to the Personal Assistant. The total strength on this post from the cadre of Personal Assistant shall not exceed more than fifteen percent.
36	Assistant Accounts Officer/ Section Officer.	(i) Post graduate in Commerce with fifty five percent marks from a recognized university with five years experience from a reputed firm or Chartered Accountant/ ICWCA; and (ii) Hindi/Sanskrit up to Matric standard.	(i) Five years experience as Divisional Accountant; or (ii) State Accounts Services (S.A.S) from State Government or Government of India	(i) Fifty percent by direct recruitment; and (ii) fifty percent by promotion from amongst Divisional Accountant or by transfer or deputation already in the service of State Government or Government of India or Board or Corporation or Statutory Body.
37	Divisional Accountant	Post graduate in Commerce with fifty five percent marks from a recognized university with three years experience from a reputed firm and Hindi/Sanskrit up to Matric standard.	(i) State Accounts Services (S.A.S); or (ii) Sub Divisional Clerks/ Accounts Clerks/Auditor having qualification Bachelor of Commerce with ten years experience or Graduate Sub Divisional Clerks/ Accounts Clerks/Auditor directly recruited before 31.12.1990.	(i) Thirty-three 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; and (ii) Sixty-seven percent by promotion from amongst Accounts Clerks/ Sub Divisional Clerks/ Auditors.

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38	Senior Draftsman (Architect)	(i) 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 atleast four years experience of reputed institution/firm;  (ii) working knowledge on computer using commonly used architectural drawing on computer software; and  (iii) Hindi/Sanskrit upto Matric.	Four years experience as Junior Draftsman (Architecture).	Fifty percent by direct recruitment and fifty percent by promotion from amongst Junior Draftsman (Architecture) or by transfer or deputation of an official already in the service of State Government or Board or Corporation or Statutory Body.
39	Commercial Accountant	Diminishing cadre	—	—
40	Circle Head Draftsman	—	Five 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.
41	Junior Draftsman (Architecture)	(i) Diploma in Architectural Assistantship with two years experience after attaining qualification;  (ii) working knowledge on computer using commonly used architectural drawing on computer software; and  (iii) Hindi/Sanskrit upto Matric.	Three years experience as Assistant Draftsman	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 or by promotion.



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42	Personal Assistant	—	Five years experience as Senior Scale Stenographer and should have passed departmental test as prescribed by the Board.	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.
43	Deputy Superintendent	—	Atleast ten years experience as an 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.
44	Assistant Secretary	(i) Graduation in any stream with 55% marks from a recognized University; (ii) Hindi/Sanskrit upto Matric Standard; (iii) Working knowledge of computer; and (iv) Preference will be given to diploma/ Degree in Agriculture/ Marketing or Agribusiness from a recognized University/ Institution/ Board.	Five years experience as Accountant or seven years experience as Mandi Supervisor having certificate of basic knowledge of computer from a recognized institution.	(i) Fifty percent by direct recruitment or by transfer or deputation of an officer already in the service of State Government or Government of India or Board or Corporation or Statutory body; and (ii) fifteen percent by promotion from amongst Accountants; and (iii) Thirty-five percent by promotion from amongst the Mandi Supervisors.
45	Agri-business Manager	(i) Bachelor of Science in Agriculture from a recognized University; (ii) Master of Business Administration/Post Graduate Diploma in Business Management or its equivalent from a recognized University or Deemed University; and	(i) Bachelor of Science in Agriculture from a recognized University; and (ii) Master of Business/Post Graduate Diploma in Business Management or its equivalent from a recognized University or Deemed University.	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.



1	2	3	4	5
		(iii) Hindi/Sanskrit upto Matric standard.		
46	Head Draftsman (Civil/ Electrical)	—	Five years experience as Assistant Draftsman in respective field.	By promotion from amongst Assistant Draftsman or by transfer or deputation of an official already in the service of State Government or Board or Corporation or Statutory Body.
47	Junior Engineer, Civil/ Electrical/ Mechanical/ Public Health/Quality Control	(i) Degree or three years Diploma in Civil, Electrical/ Electronics and Communication Engineering in respective Branch of Engineering from a recognized University/ Technical Education Board; (ii) Working knowledge on computer; and (iii) Hindi/Sanskrit upto Matric.	Diploma in respective branch of Engineering but in case of promotion from Electrician to Junior Engineer (Electrical) only the Electrician who is Matriculate with National Trade Certificate issued by the Industrial Training Institute in Electrician/ Wireman or its equivalent trade having fifteen years service as Electrician and has passed the department test as prescribed by the Board, shall be eligible for promotion.	By direct recruitment or by transfer or deputation already in the service of State Government or Board or Corporation or Statutory Body;  <b>Note:</b> 10 percent posts of Junior Engineer (Electrical) shall be filled up by promotion from amongst the Electricians/ Wireman or its equivalent of the Board.
48	Junior Engineer (Landscaping)	(i) Degree in Agriculture from a recognized University and Hindi/Sanskrit up to Matric; and (ii) Working knowledge of computer.	Degree in Agriculture from a recognized university and having three years experience of Boards service in Group C.	By direct recruitment; or by promotion from amongst Group C employees or by transfer or deputation of an official already in the service of State Government or Board or Corporation or Statutory Body.
49	Electronics Data Processing Assistant	(i) Masters' degree from a recognized University in statistics or economics or mathematics or commerce with statistics as one of the papers or Master of Computer Application with statistics as one of papers at Bachelor degree level;	(i) Masters' degree from a recognized University in statistics or mathematics or commerce with statistics as one of the papers; or Master of Computer Application with statistic as one of papers at Bachelor degree level; and (ii) Should be proficient in data processing using computer software.	By transfer or deputation of an official from Economic and Statistical Organization, Haryana. In case of non-availability, these posts shall be filled up by direct recruitment.

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		(ii) Should be proficient in data processing using computer software; and		
		(iii) Working knowledge of data processing on computer; and		
		(iv) Hindi/ Sanskrit up to Matric standard.		
50	Kanungo	Diminishing Cadre	—	
51	Assistant Draftsman (Architect)	Diminishing Cadre	—	
52	Senior Scale Stenographer	(i) Graduation from a recognized University or its equivalent; (ii) Knowledge of Hindi/Sanskrit upto Matric standard; (iii) Hindi Shorthand at 80 words per minute and transcription thereof at 15 words per minute on manual typewriter or 25 WPM on computer with commonly used words processing software; and (iv) English Shorthand at 100 words per minute and transcription thereof at 20 words per minute on manual typewriter or 40 WPM on computer with commonly used words processing software.	(i) One year experience as Junior Scale Stenographer; (ii) Hindi Shorthand at 80 words per minute and transcription thereof at 15 words per minute on manual typewriter or 25 WPM on computer with commonly used words processing software; and (iii) English Shorthand at 100 words per minute and transcription thereof at 20 words per minute on manual typewriter or 40 WPM on computer with commonly used words processing software.	(i) Fifty percent by direct recruitment or by transfer or deputation of an officer already in the service of State Government or Government of India or Board or Corporation or Statutory Body; and (ii) Fifty percent by promotion from amongst Junior S c a l e Stenographers.
53	Assistant	(i) Graduate from a recognized University with 55% marks; Post Graduate Diploma in Computer Application (P.G.D.C.A) from a	Three years experience as Sub Divisional Clerks/Accounts Clerks/Auditors & in the case of appointment by transfer or deputation having five years experience in an 'A' class office of the Government/Local Body/Corporation.	(i) Thirty-three percent by direct recruitment or by transfer or deputation of an officer already in the service of State Government or



1	2	3	4	5
		recognized institution; and		Board or Corporation or Statutory Body; and
	(ii)	Hindi/Sanskrit upto matric standard.		(ii) Sixty-seven percent by promotion from amongst Sub Divisional Clerks/Accounts Clerks/Auditors.
54	Accountant (Market Committees)	(i) Bachelor of Commerce with 55% marks from a recognized University;	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)	six months certificate course in computer from a recognized institution; and		
	(iii)	Hindi/Sanskrit upto Matric standard.		(ii) Ten percent by promotion from amongst Mandi Supervisor/Auction Recorder.
55	Draftsman Auto Cad	(i) Two years Diploma in Civil Draftsmanship in 1st Class from a recognized Technical Board;	(i) Two years Diploma in Civil Draftsmanship in 1st Class from a recognized Technical Board;	By direct recruitment or by transfer or deputation of an official already in the service of any State Government or the Government of India or Board or Corporation or any agency under the State Government.
	(ii)	Diploma/Certificate in Auto Cad from a recognized Institution; and	(ii) Diploma/Certificate in Auto Cad from a recognized Institution; and	
	(iii)	Hindi/Sanskrit upto Matric standard.	(iii) Hindi/Sanskrit upto Matric standard.	
56	Assistant Draftsman (Civil, Quality Control, Public Health, Electrical, Mechanical)	(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;	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.



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		(ii) Diploma/certificate in Auto Cad from a recognized institution; and		
		(iii) Hindi/Sanskrit upto Matric standard.		
57	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 or by transfer or deputation of an officer already in the service of State Government or Government of India or Board or Corporation or Statutory Body; and (ii) Fifty percent by promotion from amongst Auction Recorder.
58	Accounts Clerk/Sub Divisional Clerk.	(i) Bachelor of Commerce from a recognized University with 55% marks; (ii) six months certificate in computer from a recognized institution; and (iii) Hindi/Sanskrit upto matric.	Graduate with three years experience as Clerk or Matriculate with seven years experience as Clerk.	(i) Thirty three percent by direct recruitment; and (ii) Sixty-seven 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.
59	Auditor	(i) Post graduate in Commerce with fifty five percent marks from a recognized university with three years experience from a reputed firm; (ii) Working knowledge of computer; and (iii) Hindi/Sanskrit upto Matric standard.	(i) Post graduate in Commerce with fifty five percent marks from a recognized university with three years experience from a reputed firm; (ii) Working knowledge of computer; and (iii) Hindi/Sanskrit upto Matric standard.	By direct recruitment or by transfer or deputation of an official already in service of State Government or Board or Corporation or Statutory Body.

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60	Assistant Fire Sub Officer	—	Should be a Matriculate and possess a certificate of Sub Officer's course from National Fire Service as Leading Fireman.	By promotion from amongst Leading Fireman or by transfer or deputation of an official already in the service of any State Government or the Government of India or Board or Corporation.
61	Plumber	Matriculate with National Trade Certificate issued by the Industrial Training Institute in Plumber or its equivalent trade.	Matriculate with National Trade Certificate issued by the Industrial Training Institute in Plumber or its equivalent trade.	Eighty percent by direct recruitment or by transfer or deputation of an official already in the service of any State Government or the Government of India or Board or Corporation or any agency under the State Government and twenty percent by promotion from amongst Group D employees.
62	Electrician	Matriculate with National Trade Certificate issued by the Industrial Training Institute in Electrician/Wireman or its equivalent trade.	Matriculate with National Trade Certificate issued by the Industrial Training Institute in Electrician/Wireman or its equivalent trade.	<p>Eighty percent by direct recruitment or by transfer or deputation of an official already in the service of any State Government or the Government of India or Board or Corporation or any agency under State Government and twenty percent by promotion from amongst Group-D employees.</p> <p><b>Note:</b> In case an eligible candidate is not available in the service under promotion quota, the post shall be filled up by deputation/direct recruitment.</p> <p><b>Note:</b> in case an eligible candidate is not available in the service under promotion quota, the post shall be filled up by deputation/direct recruitment.</p>
63	Motor Mechanic	Diminishing cadre	—	—



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64	Junior Scale Stenographer	(i) Graduation from a recognized University or its equivalent; (ii) Knowledge of Hindi/Sanskrit upto Matric Standard; (iii) Hindi Shorthand at 80 words per minute and transcription thereof at 15 words per minute on manual typewriter or 25 WPM on computer with commonly used words processing software; and (iv) English Shorthand at 100 words per minute and transcription thereof at 20 words per minute on manual typewriter or 40 WPM on computer with commonly used words processing software.	(i) Two years experience as Steno-typist; (ii) Hindi Shorthand at 80 words per minute and transcription thereof at 15 words per minute on manual typewriter or 25 WPM on computer with commonly used words processing software, and (iii) English Shorthand at 100 words per minute and transcription thereof at 20 words per minute on manual typewriter or 40 WPM on computer with commonly used words processing software.	(i) Forty percent by direct recruitment; and (ii) Sixty percent by promotion from amongst Steno-typist or by transfer or deputation of an official already in service of State Government or Board or Corporation or Statutory Body.
65	Driver Operator	—	Should be very efficient in driving with knowledge of automobile engine and pumps and possess a Licence of driving heavy vehicles and at least three year's experience as Fireman.	By promotion from amongst Firemen.
66	Leading Fireman	—	Should be matriculate and efficient in the theory and practice of fire fighting and rescue having qualified the departmental examination for promotion to Leading Fireman, with at least 5 year's experience as Fireman.	By promotion or by transfer or deputation of an official already in service of any State Government or the Government of India or Board or Corporation or Statutory Body.
67	Driver.	<b>A. For Heavy Transport Vehicle</b> (i) Matric from a recognized Education Board with Hindi/Sanskrit; (ii) Heavy Transport Vehicle Driving Licence; and	<b>A. For Heavy Transport Vehicle</b> (i) Matric from a recognized Education Board with Hindi/Sanskrit; (ii) Heavy Transport Vehicle Driving Licence; and	(i) Sixty percent by direct recruitment or by transfer or deputation of an official already in service of any State Government or the Government of India or Board or



1	2	3	4	5
		(iii) Five years experience of driving a Heavy Transport Vehicle.	(iii) Five years experience of driving a Heavy Transport Vehicle on group C or D posts.	Corporation or Statutory Body; and
		<b>B. For Light Motor Vehicle.</b>	<b>B. For Light Motor Vehicle.</b>	(ii) Forty percent by promotion from amongst Group C and Group D employees of the Board/Market Committees. The maximum age for an employee of Group C and Group D to qualify for promotion shall be restricted to forty-five years.
		(i) Matric from a recognized Education Board with Hindi;	(i) Matric from a recognized Education Board with Hindi/Sanskrit;	
		(ii) Light Motor Vehicle Driving Licence; and	(ii) Light Motor Vehicle Driving Licence; and	
		(iii) Five years experience of driving a Light Motor Vehicle.	(iii) Five years experience of driving a Light Motor Vehicle on Group C or D posts.	
68	Patwari	(i) Graduation recognized University or its equivalent;	—	By direct recruitment or by transfer or deputation of an officer already in the service of State Government or Government of India or Board or Corporation or Statutory Body.
		(ii) Hindi/Sanskrit upto Matric standard; and		
		(iii) Should have passed Patwar Examination conducted by the Revenue Department, Haryana.		
69	Computer Operator-cum- Clerk	1. Bachelor of Computer Application or graduate with 50% marks from a recognized University having PGDCA diploma from a recognized Institution.	—	By direct recruitment or by transfer or deputation of an officer already in the service of State Government or Government of India or Board or Corporation or Statutory Body.
		2. Hindi/Sanskrit upto Matric Standard.		

1	2	3	4	5
70	Clerk	<p>(i) Graduate from a recognized University or its equivalent;</p> <p>(ii) Knowledge of Hindi/Sanskrit upto Matric standard; and</p> <p>(iii) Hindi and English typing at a speed of 25 and 30 words per minute respectively.</p> <p>OR</p> <p>Hindi and English typing at a speed of 35 and 40 words per minute respectively on computer with commonly used word processing software.</p>	<p>(i) Matric with seven years service in Group D of Board; and Hindi/Sanskrit upto Matric standard for the employees who have been recruited prior to date of notification of these rules; and</p> <p>(ii) Graduate with seven years service in Group D of the Board and Hindi/Sanskrit upto Matric standard for the employees recruited on Group D post on or after the date of notification of these rules. Should pass the prescribed test in Hindi or English typing at Computer or Type Writer at the speed of 25/30 words per minutes respectively on manual typewriter or 35/40 words per minute respectively on computer with commonly used word processing software 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 increment(s) without arrears.</p>	<p>(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</p> <p>(ii) Twenty percent by promotion from amongst Group D employees of Board.</p>
71	Duplicating Machine Operator	Diminishing Cadre	Diminishing Cadre	—
72	Bus Conductor	Diminishing Cadre	—	—
73	Restorer	Diminishing Cadre	Diminishing Cadre	—
74	Steno-typist	<p>(i) Graduation from a recognized University or its equivalent;</p> <p>(ii) Knowledge of Hindi/Sanskrit upto Matric standard;</p> <p>(iii) Hindi shorthand at 64 words per minute and transcription</p>	<p>(i) One year experience as Clerk; one year diploma in computer from a recognized institution; and</p> <p>(ii) Hindi shorthand at 64 words per minute and transcription there of 11 words per minute on manual typewriter or 20</p>	<p>(i) Eighty percent by direct recruitment; and</p> <p>(ii) Twenty percent by promotion from amongst Clerks or by transfer or deputation of an official already in service of State</p>



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		there of 11 words per minute on manual typewriter or 20 words per minute on computer with commonly used word processing software;	words per minute on computer with commonly used word processing;	Government or Board or Corporation or Statutory Body.
		(iv) English shorthand at 80 words per minute and transcription thereof 15 words per minute on manual typewriter or 35 words per minute on computer with commonly used word processing software.	(iii) English shorthand at 80 words per minute and transcription thereof 15 words per minute on manual typewriter or 35 words per minute on computer with commonly used word processing software.	
75	Fireman	Diminishing cadre	—	—
76	Auction Recorder	Graduate with 50% marks from a recognized University or its equivalent with six-month certificate in computer from a recognized institution. Hindi/Sanskrit upto Matric.	(i) Matric with seven years service in Group D of Market Committees and Hindi/Sanskrit upto Matric standard for the employees who have been recruited prior to date of notification of these rules. (ii) Graduate with seven years service in Group D of the Market Committees and Hindi/Sanskrit upto Matric standard for the employees recruited on or after the date of notification of these rules.	(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 Market Committees.
77	Tubewell Operator	Diminishing Cadre	—	—
78	Dafti	Middle pass with Hindi.	Middle pass with Hindi.	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.
79	Jamadar	Middle pass with Hindi.	Middle pass with Hindi.	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.



1	2	3	4	5
80	Road Roller Cleaner	Middle pass with Hindi.	Middle pass with Hindi.	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.
81	Mali	Middle pass with Hindi.	Middle pass with Hindi.	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.
82	Ferro Khalasi	Middle pass with Hindi.	Middle pass with Hindi.	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.
83	Sweeper	Middle pass with Hindi.	Middle pass with Hindi.	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.
84	Peon-cum-Chowkidar	Middle pass with Hindi.	Middle pass with Hindi.	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.
85	Truck Cleaner	Middle pass with Hindi.	Middle pass with Hindi.	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."

7. In the said rules, for APPENDIX C, the following APPENDIX shall be substituted, namely,---

**"APPENDIX-C**

[see rule 16(1)]

Sr. No.	Designation of Post	Nature of penalties	Authority empowered to impose penalty	Appellate authority
1	2	3	4	5
1	Controller Finance and Accounts	<b>Minor Penalties:</b>		
2	Engineer-In-Chief	(a) warning with a copy in the personal file (Character roll);	Chief Administrator	Board
3	Chief Engineer	(b) censure;		
4	Chief Marketing Enforcement Officer	(c) withholding of promotion;		
5	Marketing Development Officer	(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;		
6	Superintending Engineer [Civil, Vigilance and Quality Control (Civil)]	(e) withholding of increments of pay without cumulative effect;		
7	Superintending Engineer (Electrical)	<b>Major penalties</b>	Administrative Committee	Government
8	Superintending Engineer (Public Health)	(f) withholding of increments of pay with cumulative effect;		
9	Deputy General Manager (Marketing and Export Division)	(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;		
10	Deputy General Manager (Market Research, Post Harvesting Management and Training of Farmers and Boards personnel)			
11	Deputy General Manager (Quality Control)			
12	Architect			
13	Administrative Officer			
14	Zonal Marketing Enforcement Officer	(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;		
15	Executive Engineer (Civil, Quality Control)			
16	Executive Engineer (Electrical)			
17	Executive Engineer (Public Health)			
18	Project Manager	(i) compulsory retirement;		
		(j) removal from service which shall not be a disqualification for future employment under the government; and		



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		(k) dismissal from service which shall ordinarily be a disqualification for future employment under the government.		
19	Assistant Project Manager (Civil)	<b>Minor Penalties:</b>	Chief Administrator	Board
20	Assistant Project Manager (Electrical)	(a) warning with a copy in the personal file (Character roll);		
21	Assistant Project Manager (Refrigeration)	(b) censure;		
22	Assistant Agriculture Project Manager (Horticulture)	(c) withholding of promotion;		
23	Assistant Agriculture Project Manager (Food Processing)	(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;		
24	Assistant Architect	(e) withholding of increments of pay without cumulative effect;		
25	Senior Accounts Officer	<b>Major penalties</b>		
26	District Marketing Enforcement Officer	(f) withholding of increments of pay with cumulative effect;		
27	Sub Divisional Engineer (Civil, Electrical, Mechanical, Quality Control)	(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;		
28	Sub-Divisional Engineer (Landscaping)	(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;		
29	Secretary-cum-Executive Officer	(i) compulsory retirement;		
30	Assistant General Manager (Marketing and Export Division)	(j) removal from service which shall not be a disqualification for future employment under the government; and		
31	Librarian			
32	Architectural Assistant			
33	Private Secretary			
34	Accounts Officer			
35	Superintendent			
36	Assistant Accounts Officer/Section Officer.			
37	Divisional Accountant			
38	Senior Draftsman (Architect)			
39	Commercial Accountant			
40	Circle Head Draftsman			



1	2	3	4	5
		(k) dismissal from service which shall ordinarily be a disqualification for future employment under the government.		
41	Junior Draftsman (Architecture)			
42	Personal Assistant			
43	Deputy Superintendent			
44	Assistant Secretary			
45	Agri-business Manager			
46	Head Draftsman (Civil / Electrical)			
47	Junior Engineer, Civil/ Electrical/ Mechanical/ Public Health/Quality Control.			
48	Junior Engineer (Landscaping)			
49	Electronics Data Processing Assistant			
50	Kanungo			
51	Assistant Draftsman (Architect)			
52	Senior Scale Stenographer			
53	Assistant			
54	Accountant (Market Committees)			
55	Draftsman Auto Cad			
56	Assistant Draftsman (Civil, Quality Control, Public Health, Electrical, Mechanical)			
57	Mandi Supervisor-cum-Fee Collector			
58	Accounts Clerk/Sub Divisional Clerk			
59	Auditor			
60	Assistant Fire Sub Officer			
61	Plumber			
62	Electrician			
63	Motor Mechanic			
64	Junior Scale Stenographer			

1	2	3	4	5
65	Driver Operator			
66	Leading Fireman			
67	Driver			
68	Patwari			
69	Computer Operator-cum-Clerk			
70	Clerk			
71	Duplicating Machine Operator			
72	Bus Conductor			
73	Restorer			
74	Steno-typist			
75	Fireman			
76	Auction Recorder			
77	Tubewell Operator			
78	Daftri	<b>Minor Penalties:</b>	Secretary	Chief Administrator."
79	Jamadar	(a) warning with a copy in the personal file (Character roll);		
80	Road Roller Cleaner	(b) censure;		
81	Mali	(c) withholding of promotion;		
82	Ferro Khalasi	(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;		
83	Sweeper	(e) withholding of increments of pay without cumulative effect;		
84	Peon-cum-Chowkidar	<b>Major penalties</b>		
85	Truck Cleaner	(f) withholding of increments of pay with cumulative effect;		
		(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;		
		(h) reduction to a lower scale of pay, grade, post or service which shall ordinarily be a bar to the		

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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;

- (i) compulsory retirement;
- (j) removal from service which shall not be a disqualification for future employment under the government; and
- (k) dismissal from service which shall ordinarily be a disqualification for future employment under the government.



8. In the said rules, for APPENDIX D, the following APPENDIX shall be substituted, nameiy,-

**"APPENDIX D**

*{See rule 16(2)}*

Sr. No.	Designation of Post	Nature of Order	Authority empowered to make the order	Appellate authority
1	2	3	4	5
1	Controller Finance and Accounts	(1) Reducing or withholding the amount of ordinary/additional pension admissible under the rules governing pension; and	Chief Administrator	Board
2	Engineer-In-Chief	(2) terminating the appointment of a member of the Service otherwise, than on his attaining the age fixed for superannuation.		
3	Chief Engineer			
4	Chief Marketing Enforcement Officer			
5	Marketing Development Officer			
6	Superintending Engineer [Civil, Vigilance and Quality Control (Civil)]			
7	Superintending Engineer (Electrical)			
8	Superintending Engineer (Public Health)			
9	Deputy General Manager (Marketing and Export Division)			
10	Deputy General Manager (Market Research, Post Harvesting Management and Training of Farmers and Boards personnel)			
11	Deputy General Manager (Quality Control)			
12	Architect	(a) Reducing or withholding the amount of ordinary/additional pension admissible under the rules governing pension; and		
13	Administrative Officer			
14	Zonal Marketing Enforcement Officer			
15	Executive Engineer (Civil, Quality Control)			
16	Executive Engineer (Electrical)			
17	Executive Engineer (Public Health)			
18	Project Manager			
19	Assistant Project Manager (Civil)			
20	Assistant Project Manager (Electrical)			
21	Assistant Project Manager (Refrigeration)			
22	Assistant Agriculture Project Manager (Horticulture)	(b) terminating the appointment of a member of the Service otherwise, than on his attaining the age fixed for superannuation.	Chief Administrator	Board

1	2	3	4	5
23	Assistant Agriculture Project Manager (Food Processing)			
24	Assistant Architect			
25	Senior Accounts Officer			
26	District Marketing Enforce- ment Officer			
27	Sub Divisional Engineer [Civil, Electrical, Mechan- ical, Public Health, Quality Control (Civil)]			
28	Sub-Divisional Engineer (Landscaping)			
29	Secretary-cum-Executive Officer			
30	Assistant General Manager (Marketing and Export Division)			
31	Librarian			
32	Architectural Assistant			
33	Private Secretary			
34	Accounts Officer			
35	Superintendent			
36	Assistant Accounts Officer/ Section Officer			
37	Divisional Accountant			
38	Senior Draftsman (Architect)			
39	Commercial Accountant			
40	Circle Head Draftsman			
41	Junior Draftsman (Architecture)			
42	Personal Assistant			
43	Deputy Superintendent			
44	Assistant Secretary			
45	Agri-business Manager			
46	Head Draftsman (Civil/ Electrical)			
47	Junior Engineer (Civil/ Electrical/ Mechanical/ Public Health/Quality Control)			
48	Junior Engineer (Landscaping)			
49	Electronics Data Processing Assistant			
50	Kanungo			
51	Assistant Draftsman (Architect)			

1	2	3	4	5
52	Senior Scale Stenographer			
53	Assistant			
54	Accountant (Market Committees)			
55	Draftsman Auto Cad			
56	Assistant Draftsman (Civil, Quality Control, Public Health, Electrical, Mechanical)			
57	Mandi Supervisor-cum-Fee Collector			
58	Accounts Clerk/Sub Divisional Clerk			
59	Auditor			
60	Assistant Fire Sub Officer			
61	Plumber			
62	Electrician			
63	Motor Mechanic			
64	Junior Scale Stenographer			
65	Driver Operator			
66	Leading Fireman			
67	Driver			
68	Patwari			
69	Computer Operator-cum-Clerk			
70	Clerk			
71	Duplicating Machine Operator			
72	Bus Conductor			
	Restorer			
	Steno-typist			
75	Fireman			
76	Auction Recorder.			
77	Tubewell Operator.			
78	Daftri	(a)	Reducing or withholding the amount of ordinary/additional pension admissible under the rules governing pension; and	Secretary
79	Jamadar			Chief
80	Road Roller Cleaner			Administrator."
81	Mali			
82	Ferro Khalasi	(b)	terminating the appointment of a member of the Service otherwise, than on his attaining the age fixed for superannuation.	
83	Sweeper			
84	Peon-cum-Chowkidar			
85	Truck Cleaner			

ROSHAN LAL,

Financial Commissioner and Principal Secretary to  
Government, Haryana, Agriculture Department.