

In pursuance of the provisions of clause (3) of article 348 of the constitution, the Governor is pleased to order the publication of the following English translation of notification no. 722/XIX-1-96-213/87 dated 22 July, 1996.

**GOVERNMENT OF UTTAR PRADESH
INFORMATION SECTION-1**

**NOTIFICATION
Miscellaneous**

No. 722/XIX-1-96-213/87
Lucknow: Dated 22 July, 96

In exercise of the powers conferred by the proviso to Article 309 of the Constitution, and in supersession of all existing rules and orders on the subject, the Governor is pleased to make the following rules regulating recruitment and the conditions of service of persons appointed to the Uttar Pradesh Information and Public Relations Department (Field Publicity), Group 'D' Service.

**THE UTTAR PRADESH INFORMATION AND PUBLIC RELATIONS
DEPARTMENT (FIELD PUBLICITY) GROUP 'D' SERVICE RULES, 1996**

PART-1-GENERAL

1. Short title and commencement	1. (i) These rules may be called the Uttar Pradesh Information and Public Relations Department's (Field Publicity) Group 'D' Service Rules, 1996. (ii) They shall come into force at once.
2. Status of the Service	2. The Uttar Pradesh Information and Public Relations Department (Field Publicity) Group 'D' Service comprises Group 'D' posts.
3. Definitions	3. In these rules, unless there is anything repugnant in the subject or context- (a) "Appointing authority" means the District Magistrate;

	(b) "Citizen of India" means a person who is or is deemed to be a citizen of India under Part II of the Constitution; (c) "Constitution" means the Constitution of India; (d) "Director" means the Director, Information and Public Relations, Department, Uttar Pradesh; (e) "District Magistrate" means the District magistrate of the concerned district; (f) "Service" Means the Uttar Pradesh Information and Public Relations Department's Field Publicity Group 'D' Service; (g) "Governor" means the Governor of Uttar Pradesh; (h) "Government" means the State Government of Uttar Pradesh; (i) "Member of the Service" means a person substantively appointed under these rules or the rules or orders in force prior to the commencement of these rules to a post in the cadre of the service; (j) "substantive appointment" means a appointment not being an adhoc appointment, on a post in the cadre of the service, made after selection in accordance with the procedure prescribed for the time being by executive instructions, issued by the Government; (k) "Year of recruitment" means a period of twelve months commencing from the first day of July of a calendar year.
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PART-II-CADRE

Cadre of Service	4. (1) The Strength of the Service and of each category of the posts therein shall be as such as may be determined by the Government from time to time. (2) The strength of the Service and of each category of posts therein shall, until orders varying the same are passed under sub-rule (1), be as given in the appendix. Provided that:- (i) the appointing authority may leave unfilled or the Governor may hold in abeyance any vacant post, without thereby entitling any persons to compensation, or
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	(ii) the Governor may create such additional, permanent or temporary post as he may consider proper.
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PART-III-RECRUITMENT

Source of recruitment	5. Recruitment to the various categories of posts in the Service shall be made from the following sources:-
(1) Cinema Operator-cum-Electrician	By promotion from amongst substantively appointed Cyclostyle Machine Operator-cum-peon and Cleaner who have passed class VIIIth examination and who possesses the licence of Cinema Operation and Knowledge of electrical works: Provided that if suitable persons are not available for promotion the post may be filled by direct recruitment.
2. Cyclostyle Machine Operator-cum-peon	By promotion from amongst substantively appointed Cleaner, Chaukidar, Chaukidar-cum-Madadgar and Madadgar who have the knowledge of reading and writing Hindi language and international numerals: Provided that if suitable persons are not available for promotion the post may be filled by direct recruitment.
3. Cleaner/ Chaukidar/ Madadgar/ Chaukidar-cum-Madadgar	By direct recruitment.
Reservation :	6. Reservation for the candidates belonging to the Schedule Castes, Scheduled Tribes and other Categories shall be in accordance with the orders of the law made in this behalf and the orders of the Government in force at the time of the recruitment.
	PART-IV-QUALIFICATIONS
Nationality:	7. A candidate for direct recruitment to a post in the service must be: (a) a citizen of India, or (b) a Tibetan refugee, who came over to India before the 1st January, 1962 with the intention of permanently settling in India; or (c). a person of Indian origin who has migrated from

	Pakistan, Burma, Sri Lanka or any of the East African Countries of Kenya, Uganda and the United Republic of Tanzania (formerly Tanganyika and Zanzibar) with the intention of permanently settling in India. Provided that a candidate belonging to category (b) or (c) above must be a person in whose favour a certificate of eligibility has been issued by the State Government. Provided further that a candidate belonging to category (b) will also be required to obtain a certificate of eligibility granted by the Deputy Inspector General of Police, Intelligence Branch, Uttar Pradesh: Provided also that if a candidate belongs to category (c) above, no certificate of eligibility will be issued for a period of more than one year and the retention of such a candidate in service beyond a period of one year shall be subject to his acquiring Indian citizenship.
Note:	A candidate in whose case a certificate of eligibility is necessary but the same has neither been issued nor refuse may be admitted to an examination or interview and he may also be provisionally appointed subject to the necessary certificate being obtained by him or issued in his favour.
Academic qualifications:	8- A candidate for direct recruitment to various categories of posts in the Service must possess the following qualification:
<u>Post</u>	<u>Qualifications</u>
(a) Cinema Operator-cum-Electrician	1. Must have passed class VIIIth examination 2. Must have Knowledge to operate the Cinema Machine. 3. Must have the Licence of Cinema machine Operator. 4. Must have Knowledge of Electric Works.
(b) Cyclostyle Machine Operator-cum-peon	1. Must have passed class VIIIth examination 2. Must have Knowledge to operate the Cyclostyle Machine.

(c) Cleaner/ Chaukidar/ Madadgar/Chaukidar- cum-Madadgar	1. Must have passed class Vth examination 2. Must have Know cycling.
Preferential qualification:	9. A candidate who has: (i) Served in the Territorial Army for a minimum period of two years; or (ii) obtained a ;B' certificate of National Cadet Corps Shall, other thing being equal, be given preference in the matter of direct recruitment.
Age	10. A candidate for direct recruitment must have attained the age of 18 years and must not have attained the age of more than 32 years on the first day of July of the calendar year in which vacancies for direct recruitment are advertised: Provided that the upper age limit in the case of candidates belonging to the scheduled castes, Scheduled tribes and such other categories as may be notified by the Government from to time shall be greater by such number of years as may be specified.
Character:	11. The character of a candidate for direct recruitment to a post in the service must be such as to render him suitable in all respects for employment in Government service. The appointing authority shall satisfy itself on this point.
Note:	Persons dismissed by the Union Government or a State Government or by a local Authority or a Corporation or Body owned or controlled by the Union Government or a State Government shall be ineligible for appointment to any post in the Service. Persons convicted of any offence involving moral turpitude shall also be ineligible.
Martial status	12. A male candidate who has more than one wife

	living or a female candidate who has married a man already having wife living, shall not be eligible for appointment to a post in the service: Provided that the Government may, if satisfied that there exist special ground for doing so, exempt any person from the operation of this rule.
Physical fitness:	13. No person shall be appointed to a post in the Service unless he be in good mental and bodily health and free from any physical defect likely to interfere with the efficient performance of his duties. Before a candidate is finally approved for appointment, he shall be required to produce a Medical Certificate of fitness in accordance with the rules framed under Fundamental Rule 10, contained in Chapter III of the Financial Hand Book, Volume II Part III: Provided that a medical certificate of fitness shall not be required from a candidate recruited by promotion.
PART-V-PROCEDURE FOR RECRUITMENT	
Determination of Vacancies	14. The appointing authority shall determine the number of vacancies of each categories of posts in the service to be filled during the course of the year as also the number of vacancies to be reserved for candidates belonging to the Schedule Castes, Scheduled Tribes and other categories under rule 6. The vacancies to be filled through direct recruitment shall be notified to the Employment Exchange. The appointing authority may also invite applications directly from the persons who have their names registered in the Employment Exchange. For this purpose, the appointing authority shall be issue an advertisement in a local daily news paper besides pasting the notice for the same on the notice board. All such applications shall be placed before the SelectionCommittee.
Producer for direct recruitment	15. (1) For the purpose of recruitment there shall be constituted a Selection Committee comprising: (i) Appointing Authority; (ii) An officer belonging to Scheduled Castes or Scheduled Tribes, nominated by the appointing authority. If the appointing authority does not belong to the Schedule Castes or Scheduled Tribes. If the

		appointing authority belongs to the Schedule Castes or Scheduled Tribes, an officer other than belonging to the Schedule Castes or Scheduled Tribes to be nominated by the appointing authority; (iii) Two officers nominated by the appointing authority, one of whom shall be an officer belonging to the Minority Community and the other belonging to other Backward Classes. (2) The Selection Committee shall scrutinize the applications and require the eligible candidates to appear in interview. (3) The Selection Committee shall prepare a list of candidates in order of merit as disclosed by the marks obtained in the interview. If two or more candidates obtain equal marks the Selection Committee shall arrange their names in order of merit on the basis of their general suitability for the post. The number of names in the list shall be larger (but not larger by more than 25%) than the number of the vacancies.
Procedure recruitment promotion	for by	16(1) Recruitment by Promotion shall be made on the basis of seniority subject to the rejection of unfit through the Selection Committee constituted under sub-rule (1) of rule 15 of these rules. (2) The appointing authority shall prepare eligibility lists of candidates in accordance with the Uttar Pradesh Promotion by Selection (on posts outside the purview of the Public Service Commission) Eligibility List Rules, 1986 and place it before the Selection Committee along with the character rolls and such records, pertaining to them as may be considered proper: Provided that where there are two or more different feeding cadres- (a) bearing different pay scales the candidates, belonging to the cadre bearing higher pay scale shall be placed higher in the eligibility list. (b) Bearing same pay scale the name of the candidates shall be arranged in the eligibility list in order of their date of substantive appointment in their respective cadres. (3) The Selection Committee shall consider the cases of the candidates on the basis of records referred to in sub-rule (2) and, if it considers necessary, it may

	interview the candidate also to ensure requisite knowledge as specified in clause (i) or clause (ii), as the case may be, of rule 5. (4)The Selection Committee shall prepare a list of selected candidates arrange in order of seniority as it stood in the cadre from which they are to be promoted and forward the same to the appointing authority.
PART –VI APPOINTMENT, PROBATION, CONFIRMATION AND SENIORITY	
Appointment	17 (1) The appointing authority shall make an appointment by taking the names of candidates in the order in which they stand in the lists prepared under rule 15 or 16. (2) If more than one order of appointment are issued in respect of any one selection, a combined order shall also be issued, mentioning the names of the persons in order of seniority as determined in the selection or, as the case may be, as it stood in the cadre from which they are promoted.
Probation:	18. (1) A person on substantive appointment to a post in the Service in or against a permanent vacancy shall be placed on probation for period of two years. (2)The appointing authority may, for reasons to be recorded, extend the period of probation in individual cases specifying the exact date upto which the extension is granted: Provided that, save in exceptional circumstances, the period of probation shall not be extended beyond one year and in no circumstance beyond two years. (3) If it appears to the appointing authority at any time during or at the end of the period of probation or extended period of probation, that a probationer has not made sufficient use of his opportunities or has otherwise failed to give satisfaction he may be reverted to his substantive post, if any, and if he does not hold a lien on any post, his services may be dispensed with. (4)A probationer who is reverted or whose services are dispensed with under sub-rule (3) shall not be entitled to any compensation.

	(5) The appointing authority may allow continuous service rendered in an officiating or temporary capacity in a post included in the cadre or any other equivalent or higher post, to be taken into account for purposes of computing the period of probation.
Confirmation:	19. (1) Subject to the provisions of sub-rule (2) a probationer shall be confirmed in his appointment at the end of the period of probation or the extended period of probation if:- (a) his work and conduct are reported to be satisfactory; (b) His integrity is certified ; and (c) the appointing authority is satisfied that he is otherwise fit for confirmation. (2) Where, in accordance with the provision of the Uttar Pradesh State Government Servant Confirmation Rules, 1991, confirmation is not necessary, the order under sub-rule (3) of rule 5 of those rules declaring that the person concerned has successfully completed the probation shall be deemed to be the order of confirmation.
Seniority	20. The seniority of persons substantively appointed in any category of posts shall be determined in accordance with the Uttar Pradesh Government Servants Seniority Rules, 1991, as amended from time to time.
PART-VII-PAY ETC.	
Scale of pay	21. (1) The Scale of pay admissible to persons appointed to various categories of posts in the Service shall be such as may be determined by the Government from time to time. (2)The scales of pay in force at the Commencement of these rules are given in the appendix.
Pay during probation	22. (1) Notwithstanding any provision in the fundamental Rules to the contrary, a person on probation, if he is not already in permanent Government service, shall be allowed his first increment in the time scale when he has completed one year of satisfactory service, and second increment after two

	years of services when he has completed the probationary period and is also confirmed: Provided that if the period of probation is extended on account of failure to give satisfaction such extension shall not count for increment unless the appointing authority directs otherwise. (2)The pay during probation of a person who was already holding a post under the Government, shall be regulated by the relevant fundamental rules: Provided that if the period of probation is extended on account of failure to give satisfaction such extension shall not count for increment unless the appointing authority directs otherwise. (3)The pay during probation of a person already in permanent Government service shall be regulated by the relevant rules, applicable generally to Government servants serving in connection with the affairs of the State.
Criteria for crossing efficiency bar	23. No person shall be allowed to cross the efficiency bar unless his work and conduct found to be satisfactory and his integrity is certified.
<u>PART-VIII-OTHER PROVISIONS</u>	
Canvassing	24. No recommendations, either written or oral other than those required under these rules applicable to the post or Service will be taken into consideration. Any attempt on the part of a candidate to enlist support directly or indirectly for his candidature will disqualify him for appointment.
Regulation of other Matters	25. In regard to the matters not specifically covered by these rules or special orders persons appointed to the Service shall be governed by the rules, regulations and orders applicable generally to Government servants serving in connection with the affairs of the State.
Relaxation from the Conditions of Service	26. Where the State Government is satisfied that the operation of any rule regulating the conditions of service of persons appointed to the Service cause undue hardship in any particular case, it may, notwithstanding anything contained in the rules applicable to the case, by order dispense with or relax the requirements of that rule to such extent and subject to such conditions as it may

	consider necessary for dealing with the case in a just and equitable manner:
Savings	27. Nothing in these rules shall affect reservations and other concessions required to be provided for the candidates belonging to the Scheduled Castes, Scheduled Tribes and other special categories of persons in accordance with the orders issued by Government from time to time in this regard.

By order,

Ashok Priyadarshi
(Secretary)

APPENDIX
(See Rules 4(2) & 21 (2))

Serial No.	Name of post	Number of post		Total	scale of pay (Rs)
		Permanent	Temporary		
1.	Cinema Operator-cum-Electrician	-	13	13	825-15-900-EB-20-1200
2.	Cyclostyle Machine Operator-cum-peon	48	15	63	775-12-955-EB-14-1025
3.	Cleaner	56	7	63	750-12-870-EB-14-940
4.	Chaukidar	45	18	63	do
5.	Chaukidar-cum-Madadgar	-	13	13	do
6.	Madadgar	17	58	75	do

Ashok Priyadarshi
Secretary.