HARYANA GOVERNMENT
TECHNICAL EDUCATION DEPARTMENT

Notification

The 27th September, 1996

No. G.S.R./Govt. Act. 409/96 - In exercise of the powers conferred by the provision of article 309 of Constitution of India, the Governor of Haryana hereby makes the following rules for regulating the recruitment and conditions of service of persons appointed to the Haryana State Technical Education Department Headquarters Office (Group D) Service, namely:

Part I - GENERAL

1. These rules may be called the Haryana Technical Education Department Headquarters Office (Group D) Service Rules, 1996.

2. In these rules, unless the context otherwise requires,—

(a) "direct recruitment" means an appointment made otherwise than by promotion from within the Service or by transfer of an official already in the service of the Government of India or any State Government;

(b) "Director" means the Director, Technical Education Department, Haryana;

(c) "Government" means the Haryana Government in the Administrative Department;

(d) "institution" means,

(i) any institution established by law in force in the State of Haryana; or

(ii) any other institution recognised by the Government for the purpose of these rules;

(e) "Service" means the Haryana Technical Education Department Headquarters Office (Group D) Service.

Part II - RECRUITMENT TO SERVICE

3. The Service shall comprise the posts shown in Appendix A to these rules:

Provided that nothing in these rules shall affect the inherent right of Government to make additions to, or reductions in the number of such posts or to create new posts with different designations and scales of pay, either permanently or temporarily.
4 (1) No person shall be appointed to any post in the Service, unless
he is,—

(a) a citizen of India; or
(b) a subject of Nepal; or
(c) a subject of Bhutan; or
(d) a Tibetan refugee who came over to India before 1st January,
1962, with the intention of permanently settling in India; or
(e) a person of Indian origin who has migrated from Pakistan,
Burma, Sri Lanka or any of the East African countries of
Kenya, Uganda and United Republic of Tanzania (formerly
Tanganyika and Zanzibar) Zambia, Malawi, Zaire and
Ethiopia with the intention of permanently settling in India.

Provided that a person belonging to any of the categories (b), (c), (d)
or (e) shall be a person in whose favour a certificate of eligibility has been
issued by the Government.

(2) A person in whose case a certificate of eligibility is necessary may
be admitted to an examination or interview conducted by the recruiting
authority, but the offer of appointment may be given only after the neces-
sary eligibility certificate has been issued to him by the Government.

(3) No person shall be appointed to any post in the Service by direct
recruitment, unless he produces a certificate of character from the Principal
Academic officer of the university, college, school, or institution last
attended if any, and similar certificate from two responsible persons not
being his relatives, who are well acquainted with him in his private life
and are unconnected with his university, college, school or institution.

5. No person shall be appointed to any post in the Service by direct
recruitment who is less than seventeen years or more than thirty-five
years of age on the last date of submission of application to the recruiting
authority.

Provided that in the case of candidates belonging to Scheduled Castes,
Backward Classes, Ex-servicemen and physically handicapped categories,
the upper age limit shall be such as may be fixed by Government from
time to time.

6. Appointment to the post in the Service shall be made by the
Director.

7. No person shall be appointed to any post in the Service, unless
he is in possession of qualifications and experience as specified in column
of Appendix B to these rules in the case of direct recruitment and those
specified in column 4 of the aforesaid Appendix in the case of appoint-
ment other than by direct recruitment:

Provided that in case of direct recruitment, the qualifications
regarding experience shall be relaxed to the extent of 50% at the
discretion of the recruiting authority in case sufficient number of candidates belonging to Scheduled Castes, Scheduled Tribes, Backward Classes, Ex-serviceemen and physical handicapped categories possessing the requisite experience, are not available to fill up the vacancies reserved for them, after recording reasons for so doing in writing.

3. No person,—

(a) who has entered into or contracted a marriage with a person having a spouse living; or

(b) who having a spouse living, has entered into or contracted a marriage with any person shall be eligible for appointment to any post in the Service:

Provided that the Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

9 (1) Recruitment to the Service shall be made,—

(a) in case of Dafti,—

(i) by promotion from amongst the peons; or

(ii) by transfer or deputation of an official already in the service of any State Government or the Government of India;

(b) in the case of Peon,—

(i) by direct recruitment; or

(ii) by transfer or deputation of an official already in the service of any State Government or the Government of India;

(c) in the case of Sweeper,—

(i) by direct recruitment; or

(ii) by transfer or deputation of an official already in the service of any State Government or the Government of India;

(d) in the case of Sweeper-cum-Chowkidar,—

(i) by direct recruitment; or

(ii) by transfer or deputation of an official already in the service of any State Government or the Government of India;

(e) in the case of Chowkidar,—

(i) by direct recruitment; or

(ii) by transfer or deputation of an official already in the service of any State Government or the Government of India;
(2) All promotions unless otherwise provided, shall be made on seniority-cum-fitness basis and seniority alone shall not confer any right to such promotions.

10. (1) Persons appointed to any post in the Service shall remain on probation for a period of two years, if appointed by direct recruitment and one year if appointed otherwise:

Provided that—

(a) any period, after such appointment, spent on deputation or of a corresponding nature or a higher post shall count towards the period of probation;

(b) any period, or work in equivalent or higher rank, prior to appointment to any post in the Service, may, in the case of an appointment by transfer, at the discretion of the appointing authority, be allowed to count towards the period of probation fixed under this rule; and

(c) any period of officiating, appointment shall be reckoned as period spent on deputation, but no person who has so officiated shall, on the completion of the prescribed period of probation, be entitled to be confirmed, unless he is appointed against a permanent vacancy.

(2) If, in the opinion of the appointing authority the work or conduct of a person during the period of probation, is not satisfactory, it may—

(a) if such person is appointed by direct recruitment, dispense with his services; and

(b) if such person is appointed otherwise than by direct recruitment,—

(i) revert him to his former post; or

(ii) deal with him in such other manner as the terms and conditions of the previous appointment permit.

(3) On the completion of the period of probation of a person, appointing authority may—

(a) if his work or conduct has, in its opinion, been satisfactory,

(i) confirm such person from the date of his appointment, if appointment against a permanent vacancy; or

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

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

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

(i) dispense with his service, if appointed by direct recruitment,

(ii) if appointed otherwise, revert him to his former post or deal with him in such other manner as the terms and conditions of previous appointment permit; or
(ii) extend his period of probation and thereafter pass such order, as it could have passed on the expiry of first period of probation:

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

11. Seniority, _inter se_ of the members of the Service shall be determined by the length of continuous Service on any post in the Service:

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

Provided further that in the case of members appointed by direct recruitment, the order of merit determined by the recruiting authority shall not be disturbed in fixing the seniority:

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

(a) a member appointed by direct recruitment shall be senior to a member appointed by promotion or by transfer;

(b) a member appointed by promotion shall be senior to a member appointed by transfer;

(c) in the case of member appointed by promotion or by transfer, seniority shall be determined according to the seniority of such members in the appointments from which they were promoted or transferred; and

(d) in the case of members appointed by transfer from different cadre, their seniority shall be determined according to pay, preference being given to members who was drawing a higher rate of pay in his previous appointment; and if the rate of pay drawn are also the same, then by the length of their Service in the appointments and if the length of such Service is also the same, the older member shall be senior to the younger member.

12. (1) A member of the Service shall be liable to serve at any place, whether within or outside the State of Haryana, on being ordered so to do by the appointing authority.

(2) A member of the Service may also be deputed to serve under:

(i) a company, an association or a body of individuals whether incorporated or not, which is wholly or substantially owned or controlled by the State Government, a municipal corporation or a local authority or university within the State of Haryana;

(ii) the Central Government or a company, an association or a body of individuals, whether incorporated or not, which is wholly or substantially owned or controlled by the Central Government;

(iii) any other State Government, an international organisation, an autonomous body not controlled by the Government or a private body:

Provided that no member of the Service shall be deputed to serve under clauses (ii) and (iii) except with his consent.
13. In respect of pay, leave, pension and all other matters, not expressly provided for in these rules, the members of the Service shall be governed by such rules and regulations as may have been, or may hereafter be adopted for made by the competent authority under the Constitution of India or under any law for the time being in force made by the State Legislature.

14. (1) In matters relating to discipline, penalties and appeals, member of the Service shall be governed by the Haryana Civil Services (Punishment and Appeal) Rules, 1987, as amended from time to time:

Provided that the nature of penalties which may be imposed, the authority empowered to impose such penalties and appellate authority shall be subject to the provisions of any law or rules made under article 309 of the Constitution of India, as such are specified in Appendix C to these rules.

(2) The authority competent to pass an order under clause (v) or clause (vi) of sub-rule (1) of rule 9 of Haryana Civil Services (Punishment and Appeal) Rules, 1987, and the appellate authority shall be as specified in Appendix D to these rules.

15. Every member of the service, shall get himself vaccinated and re-vaccinated as and when the Government so directs by a special or general order.

16. Every member of the Service, unless he has already done so, shall be required to take the oath of allegiance to India and to the Constitution of India as by law established.

17. Where the Government is of the opinion that it is necessary or expedient to do so, or may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

18. Notwithstanding anything contained in these rules the appointing authority may impose special terms and conditions in the order of appointment if it is deemed expedient to do so.

19. Nothing contained in these rules shall affect reservations and other concessions required to be provided for Scheduled Castes, Backward Classes, Ex-Servicemen, Physically handicapped persons or any other class or category of persons in accordance with the orders issued by the State Government in this regard from time to time.

Provided that the total percentage of reservations so made shall not exceed 50% at any time:

20. Any other rule applicable to the Service and corresponding to any of these rules which is in force immediately before the commencement of these rules are hereby repealed:

Provided that any order made or action taken under the rules to be deemed to have been made or taken under the corresponding provisions of these rules.
## APPENDIX A

(See rule 3)

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Designation of posts</th>
<th>Number of posts</th>
<th>Permanent</th>
<th>Temporary</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Daftri</td>
<td>1</td>
<td></td>
<td></td>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Rs. 800-15-1010-EB</td>
<td>20-1,150</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Peon</td>
<td>6, 13</td>
<td></td>
<td></td>
<td>19</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Rs. 750-12-870-EB</td>
<td>14-940</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Sweeper</td>
<td>1</td>
<td></td>
<td></td>
<td>2</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Rs. 750-12-870-EB</td>
<td>14-940</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Rs. 65 special pay</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Sweeper-cum-Chowkidar</td>
<td>1</td>
<td></td>
<td></td>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Rs. 750-12-870-EB</td>
<td>14-940</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Rs. 65 special pay</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Chowkidar</td>
<td>1</td>
<td></td>
<td></td>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Rs. 750-12-870-EB</td>
<td>14-940</td>
<td></td>
</tr>
</tbody>
</table>

## APPENDIX B

(See rule 7)

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Designation of posts</th>
<th>Academic qualification and experience, if any, by direct recruitment</th>
<th>Academic qualification and experience, if any, for appointment other than by direct recruitment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Daftri</td>
<td>Knowledge of Hindi and English with three year experience as peon.</td>
<td>Knowledge of Hindi and English with three year experience as peon.</td>
</tr>
<tr>
<td>2</td>
<td>Peon</td>
<td>Knowledge of Hindi and English</td>
<td>Knowledge of Hindi and English</td>
</tr>
<tr>
<td>3</td>
<td>Sweeper</td>
<td>Knowledge of Hindi/English</td>
<td>Knowledge of Hindi/English</td>
</tr>
<tr>
<td>4</td>
<td>Sweeper-cum-Chowkidar</td>
<td>Knowledge of Hindi/English</td>
<td>Knowledge of Hindi/English</td>
</tr>
<tr>
<td>5</td>
<td>Chowkidar</td>
<td>Knowledge of Hindi/English</td>
<td>Knowledge of Hindi/English</td>
</tr>
</tbody>
</table>
### APPENDIX C

[See rule 14 (1)]

<table>
<thead>
<tr>
<th>Sr. No. of posts</th>
<th>Designation</th>
<th>Appointing authority</th>
<th>Nature of penalty</th>
<th>Authority empowered to impose penalty</th>
<th>Appellate authority</th>
<th>Second and final appellate authority, if any</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Director</td>
<td></td>
<td>Minor penalties:&lt;br&gt;1. (i) Warning with a copy in the personal file (Character roll);</td>
<td>Secretary to Government</td>
<td>Government</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>peon</td>
<td></td>
<td></td>
<td>Haryana Government</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Sweeper</td>
<td></td>
<td></td>
<td>Education Department</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Sweeper-cum-Chowkidar</td>
<td></td>
<td>(ii) Court of Inquiry; (iii) Withholding of promotion; (iv) Recovery from pay of the whole or part of any pecuniary loss caused by negligence or breach of orders of the Central Government or State Government or to a company and association or a body of individuals whether incorporated or not, which is wholly or substantially owned or controlled by the Government or to a local authority or university set up by an act of Parliament or of the Legislative of a State; and (v) Withholding of increments of pay without cumulative effect;</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Chowkidar</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
of pay for a specified period with further directions as to whether or not the government employee will earn increments of pay during the period of such reduction and whether on the expiry of such period, the reduction will or will not have the effect of postponing the future increments of his pay.

(viii) 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 directions regarding conditions of restoration to the grade or post or service from which the government employee was reduced and his seniority and pay on such restoration to that grade, post or service:

(ix) compulsory retirement;

(x) removal from service which shall not be a disqualification or future employment under the government;

(xi) dismissal from service which shall ordinarily be a disqualification for future employment under the government.
## APPENDIX D

[See rule 14 (2)]

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Designation</th>
<th>Nature of penalty</th>
<th>Authority empowered to make the order</th>
<th>Appellate authority, if any</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Dafc</td>
<td>(i) reducing or withholding the amount of ordinary/additional pension admissible under the rule governing pension;</td>
<td>Director</td>
<td>Government Haryana, Technical Education Department</td>
</tr>
<tr>
<td>2</td>
<td>Peon</td>
<td>(ii) terminating the appointment otherwise than on his attaining the age fixed for superannuation.</td>
<td>Director</td>
<td>Government Haryana, Technical Education Department</td>
</tr>
<tr>
<td>3</td>
<td>Sweeper</td>
<td></td>
<td>Secretary</td>
<td>Haryana, Technical Education Department</td>
</tr>
<tr>
<td>4</td>
<td>Sweeper-cum-Chowkidar</td>
<td></td>
<td>Secretary</td>
<td>Haryana, Technical Education Department</td>
</tr>
<tr>
<td>5</td>
<td>Chowkidar</td>
<td></td>
<td>Secretary</td>
<td>Haryana, Technical Education Department</td>
</tr>
</tbody>
</table>

K. G. VERMA,

Ex officio Commissioner and Secretary to Government Haryana, Technical Education Department.
The Advocate General Haryana, Chandigarh.

The Director, Technical Education, Haryana, Chandigarh.

Memo No
Dated Chandigarh the
CWP No. 13196 of 2002
Devender Nath Kaira Vs. State of Haryana ......

Ref. your office Memo No. E-29(54)823 Aided Dated 2.12.2003

The above noted case has been allowed on 3.12.2012 Ms.

Vimalksha Sawhney, DAG, Haryana who conducted the case on behalf of the

App is of the opinion that it is not a fit case for filing SLP/LPA with which Ld.

Advocate General Haryana agrees.

Limitation for filing SLP/LPA is up to

For Advocate General Haryana

Dated 21/2/13

Copy forwarded for information and necessary action to the Legal

Remembrancer, Haryana, SCO No. 57-59, Sector 17, Chandigarh w.r.t. his

Reply No. 8716/Co. 80/H/2003 dated 29.1.2003. Certified copy of this order

Hereof copy of opinion is enclosed herewith for reference and return please.

The Financial Commissioner & Principal Secretary to Govt.

Haryana, Technical Education Deptt., Haryana, Chandigarh.
<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>24.</td>
<td>Deputy Director</td>
<td>Sanskrit up to Matric Standard.</td>
<td></td>
</tr>
<tr>
<td>25.</td>
<td>Research Officer</td>
<td>I. By Promotion.</td>
<td></td>
</tr>
<tr>
<td>26.</td>
<td>Assistant Director</td>
<td>1 year service as Assistant Director or 3 years service as Superintendent in the Directorate of Technical Education.</td>
<td></td>
</tr>
<tr>
<td>27.</td>
<td>Superintendent</td>
<td>II. By Transfer</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Lecturer in the Department.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>As applicable in Economic and Statistical Organisation, Haryana.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>I. By Promotion</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2 years service as Superintendent in the Directorate of Technical Education, Haryana.</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>II. By Transfer</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Superintendent having 2 years experience.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>I. By Promotion</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2 years service as Deputy Superintendent/Deputy Superintendent</td>
<td></td>
</tr>
</tbody>
</table>

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