

**HARYANA GOVERNMENT  
EDUCATION DEPARTMENT  
Notification**

The 28<sup>TH</sup> February, 1986

No. G.S.R.22/Cons./Art/309/86... - In exercise of the powers conferred by the provision to article 309 of the constitution of India, the Governor of Haryana hereby makes the following rules regulating the recruitment and conditions of service of persons appointed to the Haryana Educational college Cadre (Group C) Service, namely:-

**PART -I-GENERAL**

**Short title** 1. These rules may be called the Haryana Educational College Cadre (Group C) Service Rules, 1986.

**Definitions** 2. In these rules unless the context otherwise requires,-

- (a) "Board" mean the Subordinates Services Selection Board Haryana;
- (b) "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 Government of India or any State Government;
- (c) "Government" means the Haryana Government in the Administrative Department;
- (d) "recognized university" means-
  - (i) Any University incorporated by law in India;
  - (ii) In the case of degree, diploma or certificate obtained as a result of an examination held before the 15<sup>th</sup> August, 1947 the Punjab, Sind or Dacca University; or
  - (iii) any other university which is declared by the Government to be a recognized university for the purpose of these rules;
- (e) "Service" means the Haryana Educational College Cadre (Group C) Service.

**PART-II RECRUITMENT TO SERVICE**

**Number & Character of posts** 3. The Service shall comprise of the posts shown in Appendix 'A' to these rules :

Provided that nothing in rules shall affect the inherent right of be Government to make additions to or reduction 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 the 1<sup>st</sup> January 1962 with the intention of permanently settling in India ; or
  - (e) a person of India origin, who has migrated from Pakistan, Burma, Sri Lanka or any of the East African counties of Kenya, Uganda the United Republic of Tanzania (Formerly Tanganyika and Zanzibar) Zambia, Malawi, Zaire and Ethopia with the intension of permanently settling in India;

**Nationality  
domicile and  
character of  
candidates  
appointed to  
the service.**

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

(2) A person in whose in case a certificate of eligibility is necessary may be admitted to an examination or interview conducted by board or any other recruiting authority empowered to make election but the offer of appointment may be given only after the necessary eligibility certificate has been issued to him by the Government.

(3) No person shall be recruited 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 a 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 service by direct recruitment who is less than twenty one years and more than thirty five years of age in case of Director, Physical Education and less than seventeen years and more than thirty years of age in case of others, on or before the 15<sup>th</sup> day of the month next proceeding the last date of submission of applications to the Board.

**Age**

6. Appointments to the post in the service shall be made by the authorities mentioned in Appendix C to these rules.

**Appointing  
Authority**

7. No person shall be appointed to any post in the Service unless she is in possession of qualifications and experience specified in column 3 of Appendix B to these rules in the case of direct appointment and those specified in column 4 of the aforesaid Appendix in the case of appointment otherwise than by direct recruitment ;

**Qualification**

Provided that in case of direct recruitment, the qualifications regarding experience shall be relax able to the extent of 50% at the discretion of the Commission or Board or any other recruiting authority in case sufficient number of candidate belonging to Scheduled Castes, Backward Classes, Ex-servicemen and Physically Handicapped candidates, possessing the requisite experience, are not available to fill up the vacancies reserved for them after recording reason for so doing in writing.

**Disqualification** 8. 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, except any person from the operation of this rule.

**Method of Recruitment**

- 9(1) Recruitment to any post in the service shall be made—
- (a) in the case of Director, Physical Education, by direct recruitment ;
    - (b) in the case of Senior Librarian,-
      - (i) 50% by direct recruitment ; and
      - (ii) 50% by Promotion from amongst Junior Librarians ; or by transfer of an official already in service of Government of India or any State Government ;
    - (c) in the case of Hostel Superintendent,-
      - (i) 80% by direct recruitment ; and
      - (ii) 20 % by promotion from amongst restorers ;
    - (d) in the case of Assistant Vigyan Mandir Officer, by direct recruitment;
    - (e) in the case of Mass supervisor, by direct recruitment ;
    - (f) in the case of Film Mechanic, by Direct recruitment ;
    - (g) in the case of Demonstrators, by direct recruitment ;
    - (h) in the case of type writing instructors, by direct recruitment ;
    - (i) in the case of Junior Librarians,
      - (i) 80% by direct recruitment ; and
      - (ii) 20 % by promotion from amongst Restorers ;
    - (j) in the case of Nurse, by direct recruitment ;
    - (k) in the case of Dispensers, by direct recruitment ;
    - (l) in the case of Tennis, Marker, by direct recruitment ;
    - (m) in the case of Senior Lecture Assistant ;-

- (i) 50% by direct recruitment; and
  - (ii) 50% by Promotion from amongst Junior Lecture Assistants, or by transfer of a person already in the service of Government of India or any State Government;
- (n) In the case of Junior Lecture Assistants ;-
- (i) 50% by direct recruitment ; and
  - (ii) 50% by Promotion from amongst Laboratory Attendants ;
- (o) in the case of Gasman-cum-Mechanic, by direct recruitment ;
- (p) in the case of Tabla Players, by direct Recruitment ;
- (q) in the case of Restorers ;-
- (i) 80% by direct recruitment ; and
  - (ii) 20% by Promotion from amongst Group D employees ;
- (r) in the case of gasman ; by direct recruitment,

(2) Appointment by promotions whether from one grade to another or from one class of service to another shall be made on the basis of seniority-cum-merit and seniority alone shall not give 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 recruited otherwise:

**Probation**

Provided that,-

- (a) any period after such appointment spent on deputation on a corresponding or a higher post shall count towards the period of probation,
- (b) any period of work in equivalent or higher rank, prior to appointment to the service, may in case of an appointment by transfer, at a 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 a period spent on probation, 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, if 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 recruited 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 his previous appointment permit.
- (3) on the completion of the period of probation of a person, the 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 appointed against a permanent vacancy ; or
    - (ii) Confirm such person from the date from which 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 services, If appointed by direct recruitment, if appointed otherwise, revert him to his former post or deal with him in such other manner as the terms and conditions of his previous appointment permit ; or
    - (ii) extend his period of probation and thereafter pass such orders as it could have passed on the expiry of the first period of probation;

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

**Seniority** 11. The seniority, in respect, of 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 or categories of post in the service, the seniority shall be determined separately for each cadre or category of post:-

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

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

12. (i) 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. **Liability to serve**

- (2) A member of the Service may also be deputed to serve as 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 body of individuals whether incorporated or not and which is wholly or substantially owned or controlled by the Central Government, or
  - (iii) any other State Government, an international organization, an autonomous body, not controlled by the Government or a private body ;

Provided that no member of the Service shall be deputed to serve the Central or any other State Government or any organization or body, referred to in clause (ii) or clause (iii) except with his consent.

13. In respect of pay, leave, pension and all other's matter , 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 or made by the competent authority under the constitution of India or any law for the time being in force made by the State legislature and the rules made there under. **Pay leave pension and other matter**

14. (1) in matters relating to discipline penalties and appeals, members of the Service shall be governed by the Punjab Civil Service (Punishment and Appeal) rules, 1952 as amended from time to time. **discipline penalties and appeals**

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

(2) The authority competent to pass an order under clause (c) or clause (d) of sub rule (1) of rule 10 of the Punjab Civil Services ( Punishment and Appeals) Rules, 1952 and the appellate authority shall be as specified in (appendix) to these rules.

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**Vaccination**                    15. Every member of the Service shall get himself vaccinated or revaccinated if, and when the Government so direct by special or general order.

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

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

**Special provision.**        18. Not with standing any thing 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.

**Reservation**                    19. Nothing contained in these rules shall affect reservation and other concession required to be provided for the members belonging to 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 total percentage of reservations so made shall not exceed fifty percent, at any time.

**Repeal and savings.**        20. The Punjab Subordinate Education Services Rules, 1937 are hereby repealed :

Provided that any order made or action taken under the rules so repealed shall be deemed to have been made or taken under the corresponding provision of these rules.

**HARYANA GOVT GAZ., MARCH 25, 1986**  
**(CHTR. 4, 1908 SAKA)**

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APPENDIX -A  
(See Rule 3)

Sr. No	Designation of Posts	Number of posts		Total	Scale of pay
		Permanent	Temporary		
1.	Director Physical Education	23	21	44	550-25-750-EB-30-900-(UGC scale)
2.	Senior Librarian	11	21	32	550-25-750-EB-30-900-(UGC scale)
3.	Hostel Superintendent	3	-	3	525-15-600-20-660/ 700-30-850-EB-890-40-1050
4.	Assistant Vigyan Mandir Officer	1	-	1	225-15-360/20-500 (Old scale)
5.	Mess Supervisor	1	-	1	525-15-600-20-600/ 700-30-850-EB-890-40-1050
6.	Film Mechanic	1	-	1	525-15-600-20-600/ 700-30-850-EB-890-40-1050
7.	Demonstrator	2	4	6	500-20-700-EB-25-900 -(UGC Scale)
8.	Typewriting Instructor	7	14	21	(i)480-15-600-EB-20-700-30-760 (ii)525-15-600-20-700/750-30-900 (Selection grade for 20%)
9.	Junior Librarian	20	16	36	420-10-490/525-15-600-EB-20-700
10	Nurse	3	-	3	420-10-490/525-15-600-EB-20-700
11.	Dispensary	3	2	5	420-10-490/525-15- 600-EB-20-700
12.	Tennis marker	1	-	1	400-10-490/540-15-600-EB-20-660
13.	Senior Lecturer Asstt.	49	21	70	400-10-490/540-15-600-EB-20-660+ Rs. 25 S.P.
14.	Junior Lecturer Asstt.	90	18	108	400-10-490/540-15-600-EB-20-660
15.	Gasman-Cum-Mechanic	1	-	1	400-10-490/540-15-600
16.	Tabla Player	19	2	21	400-10-490/540-15-600
17.	Restorer	16	35	51	400-10-490/540-15-600-EB-20-660
18.	Gasman	10	2	12	350-5-400/10-500



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APPENDIX -B

(See Rule 7)

Serial No.	Designation of Posts	Academic qualifications and experience if any, for direct recruitment	Academic qualifications and experience if any for appointment other than direct recruitment
1	2	3	4
1	Director Physical Education	(i) M.A., Second division in Physical Education OR M.A Second division with second Division Diploma in Physical Education. (ii) Knowledge of Hindi upto Matric standard	
2	Senior Librarian	(i) Graduate Second division with second division in master of Library Science. OR M.A/M.Sc/M.Com. with second division Diploma in Library Science. (ii) 5 year experience of managing a good library. (iii) Knowledge of Hindi upto Matric standard.	Same as for direct recruitment.
3	Hostel Superintendent	<b>Essential</b> (i) Graduate (ii) Experience or Training in House hold management including Diatles, and (iii) Knowledge of Hindi upto Matric Standard. <b>Preferential</b> (i) B.A with Home Science as one of the elective subject; and (ii) B.T./B.Ed. degree	
4	Assistant Vigyan Mandir Officer	(i) B.Sc (Agriculture) Second division of a recognized University. (ii) Knowledge of Hindi upto Matric Standard.	
5	Mess Supervisor	(i) Matric with 3 years experience in catering. (ii) Knowledge of Hindi upto Matric Standard.	

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1	2	3	4
6	Film Mechanic	(i) Matric with competency certificate of Cinema operator and two years experience in handling 16 mm. Projector and other audio-visual aids. (ii) Knowledge of Hindi upto Matric Standard.	
7	Demonstrator	(i) B.Sc. Second division in the subject concerned. (ii) Knowledge of Hindi upto Matric Standard.	
8	Typewriting Instructor	(i) Graduate with a certificate in type-writing/shorthand from a recognised institution. (ii) Knowledge of Hindi upto Matric Standard.	
9	Junior Librarian	(i) Graduate with certificate in Library Science or Diploma in Library Science from a recognised institution (ii) Knowledge of Hindi upto Matric Standard.	B.A with certificate in Library Science with 5 years experience as Restorer.
10	Nurse	(i) Matric or its equivalent. (ii) Registered 'A' Division Nurse and Mid-wife with Haryana Registration Nursing Council. (iii) Knowledge of Hindi upto Matric Standard.	
11	Dispensary	(i) Matric with science and (ii) Candidate should be a registered pharmacist. (iii) Certificate holder of training in the course prescribed for dispenser/Dressers by the affiliated Medical College. (iii) Knowledge of Hindi upto Matric Standard.	
12	Tennis marker	Matric with Hindi and should be good player of Tennis.1	
13	Senior Lecturer Asstt.	(i) Matric with science with 2 years experience in a college. (ii) Knowledge of Hindi upto Matric Standard.	Same as for direct recruitment.
14	Junior Lecturer Asstt.	(i) Matric with science with 5 years experience in a college. (ii) In case of appointment of Junior Lecturer Assistant in Music B.A Music from- (a) Sangeet praying samiti, Allahabad (b) Bhat khundo University of Music Lucknow or Madhav Sangeet (c) Gandharav Mahavidyalya Mandal, Bombay (d) Punjab or Kurukshetra University or any other University to which the Government Colleges in Haryana are affiliated (iii) Knowledge of Tunning (iv) Knowledge of Hindi upto Matric Stand	Same as for direct recruitment.

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15	Gasman-Cum-Mechanic	(i) Matric with Science or its equivalent, or Middle with experience or working as Gasman-cum-Mechanic for one year. (ii) Knowledge of Hindi up to Middle standard.	
16	Tabla Player	(i) Diploma in Tabla from a recognized institution. (ii) Knowledge of Hindi up to Middle standard.	
17	Restorer	(i) Matric or its equivalent. (ii) Knowledge of Hindi up to Matric Standard.	Matric or its equivalent with 5 years experience as Group-D employee.
18	Gasman	(i) Matric or Middle with Science. (ii) Knowledge of Hindi up to Middle Standard.	

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**APPENDIX-C**  
**[ See Rule 14 (1) ]**

Serial No.	Designation of officials	Appointing Authority	Nature of Penalty	Authority Empowered to Impose penalty	Appellate Authority	Second Appellate Authority
1	2	3	4	5	6	7
1	Director Physical Education	Director, Higher Education	(a) Warning with a copy on personal file	Joint Director, Colleges	Director, Higher Education	Government
2	Senior Librarian					
3	Hostel superintendent		(b) Censure (c) With holding of increments or Promotion including stoppage at any Efficiency Bar	Ditto	Ditto	Do
4	Assistant Vigyan Mandir Officer		(d) Recovery from pay of the whole or part of any pecuniary loss caused to Government by negligence or breach of orders.  (e) Reduction to a lower post or time scale or to a lower stage in time-scale  (f) Removal from service which does not disqualify for future employment.  (g) Dismissal from service which does ordinarily disqualify from future employment	Ditto  Director Higher Education Haryana Ditto	Ditto  Government Do	Do  Do  Do
5	Junior Librarian	Joint Director Colleges	(a) Warning with a copy on personal file	Principal of Govt. College	Director Higher Education	Government
6.	Mess Supervisor		(b) Censure			
7.	Film Mechanic		(c) With holding of increments or Promotion including stoppage at any Efficiency Bar	Ditto	Ditto	Do
8.	Demonstrator					
9	Nurses					
10	Dispenser		(d) Recovery from pay of the whole or part of any pecuniary loss caused to Government by negligence or breach of orders.	Ditto	Ditto	Do
11	Typewriting Instructor					
12	Tennis Marker					
13	Senior Lecturer Assistant					

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14	Junior Lecturer Assistant	(e) Reduction to a lower post or time scale or to a lower stage in time-scale	Joint Director, Colleges	Director, Higher Education	Government
15	Gasman-cum- Mechanic				
16	Tabla Player	(f) Removal from service which does not disqualify for future employment.	Ditto	Ditto	Do
17	Restorer				
18	Gasman	(g) Dismissal from service which does ordinarily disqualify from future employment	Ditto	Ditto	Do

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APPENDIX D  
[(See Rule 14 (2))]

Serial No.	Designation of the post	Nature of the order	Authority empowered to make the order	Appellate Authority	Second Appellate Authority
1	2	3	4	5	6
1	Director Physical Education	(i) Reduction or with holding the amount of ordinary additional Pension admissible under the rules Governing pension.	Director Higher Education	Government	--
2	Senior Librarian				
3	Hostel superintendent				
4	Assistant Vigyan Mandir Officer	(ii) Terminating the appointment of a member of the service otherwise than on his attaining the age fixed for superannuation	„	„	--
5	Junior Librarian	(i) Reduction or with holding the amount of ordinary additional Pension admissible under the rules Governing pension.	Joint Director Colleges	Director Higher Education	Government
6	Mess Supervisor				
7	Film Mechanic				
8	Demonstrator	(ii) Terminating the appointment of a member of the service otherwise than on his attaining the age fixed for superannuation	„	„	„
9	Nurses				
10	Dispenser				
11	Typewriting Instructor				
12	Tennis Marker				
13	Senior Lecturer Assistant				
14	Junior Lecturer Assistant				
15	Gasman-cum-Mechanic				
16	Tabla Player				
17	Restorer				
18	Gasman				

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