

E CHANDIGARH STATE COMMISSION AND DISTRICT .. FORA, UNION TERRITORY,
CHANDIGARH GROUP ('C' AND 'D') (FIRST AMENDMENT) SE

C) ;ANDICARH ADMINISTRATION ON THE INTERNET <http://chandigarh.nic.in/> GOVERNMENT OF INDIA Chandigarh Zadminiztration EXTRAORDINARY Published by Authorlty Rcgd. No. (5azzttZ CHANDIGARH, FRIDAY, OCTOBER 1, 2004 (ASVINA 9, 1926 SAKA) HOME DEPARTMENT Notification 1st October, 2004 No. 7/2/44-1H(8)-2004/18035.—In exercise of the powers conferred by the Sect]on 24-B (iii) read with 24-B (2) of üze Consumer Protection Act. 1986 (68 of 1986) and all other powers enabling him in this behalf. theAdministrator, Union Ternt01Y, Chandigarh. makes the following regulations further to amend the Chandigarh State Commission and District Fora, Union Territory, Chandigarh Group and 'D') Service Regulations, 2001, namely :— (i) Tiese regulations may be called the Chandigarh State Commission and District 1. Fora, Union Territory, Chandigarh Group ('C • and • D') (First Amendment) Service Regulations, 2004. (ii) They shall come into force udth immediate effect

2. In the Chandigarh State Commission and District Fora.Union Territory, Chandigarh Group ('C' and 'D') Service Regulations. 2001, for the exsting Schedule, the Schedule annexed herewith shall be substituted. Price : Rs. 3.00 R S. GUJRAL, Home Secretary, Chandigarh Adminis tration. (1055) i SCHEDULE 1 1 2 3 Name of PosVNo. or post 2 Personal Assistant [4(Four)) Reader-cum-Senlor Scale Stenographer [2(Two)) Senior Scale Stenogra- pher [4(Four)) Classification 3 Non-Gazetted (Ministerial) Non-Gazetted (Ministerial) Non.Gazetted Group-C (Ministerial) 5. Selection or Non-selection 4 Selectlon (i) Non- Selection In case of Promotees (11) Selección in ese Of direct recruitment (I) Non- Selection In case of Promotees (il) Selection in case of direct recwitment Method of Recruihent 5 By promotion failing which by deputation By promotion falling whfch by direct iecrult- meit By promotion failing which by dlrect recruit- ment Pay Scale 6 Rs. 6400-200- 7000-220-8100- 275-10300-340- 10640 Rs. 5800-200- 7000-220-8100- 275-9200 Rs. 5800-200- 7000-220-8100- 275-9200 Qualifiætion 7 From amongst the Senior Scale Stenographers/Reader.cum.Senior Scale Stenographer in the pay scale of Rs. 5800—9200 with five years service on regular basis in the cadre From amongst the Junior Scale Stenographers with 5 years regular sen,tlce In the cadre as Junior Scale Stenographer and possessing speed of 120 words per minute fn Steno- graphy (EngTish) and 30 words per mtnula In transcribing lthe same. If no post of Junior Scale Stenographer exists in the Department, from amongst the Steno Typists having 10 years regular service as Steno Typist in the cadre and possessing speed of 120 words per minute in Stenography (English) and 30 words per minute transcribing the same. For direct recruitment the applicant should possess Bachelor's Degree from a recognised University or Its equivalent with the speed of 120 words per mlnute in Stenography (English) and speed of 30 words per minute in transcripüng the same and having 5 years experience In Stenography line In a reputed concern or public sector/ private sector or in the Government Depart.rnent From amongst the Junior Scale Stenographers with 5 years regular service in the cadre as Junlor Scale Stenographer and possessing speed of 120 words per minute in Steno- graphy (English) and 30 words per minute in transcribing the same. If no post of Junior Scale Stenographer exists in Lhe Department from amongst the Steno-Typists having 10 years Age for direct recruitment 8 Not applicable Between 21 years to 30 years Between 21 years to 30 years Pe:iod of probation 9 One year One year for promotees and two years for direct recruitees One year for promotees and years for direct recruitees z til o 4 5 6 8 Steno-Typlst Accountant [1 (One)) Senior Assistant 12(Two)) Reader [1 (One)] Clerksmyptists [7(Seven)) Non-Gazetted Group-C (Ministerial) Non-Gazetted Group-C (Ministerial) Non-Gazeåed Group-C (Ministerial) Non-Gazetted Group-C (Ministerial) Non-Gazetted Group-C (Ministerial) Selection by merit Selec5on Non-Selection Non-Selection (I) Selection (ii) Non- Selection By dlred recruihent By promotion failing *ich by deputation By promotion By promotion (i) By direct recruitment—850/o (ti) By promotion from Group-D employees—15% Rs. 3330-110- 3660-120-4260- 140-4400.-150.- 5000-160-5800- 200-6200 Rs. 6400-200- 7000-220-8100- 275-10300-340- 10640 Rs. 5800-200- 7000-220-8100- 275-9200 Rs. 5800-200- 7000-220-81 oo- 275-9200 Rs. 3120-100- 3220-110- 3660- (Initial start Rs. 3220) regular seng'lce as Steno Typlst In the cadre and possessing speed of 120 words per mlnute in Stenography (English) and 30 words per mlnute transcrip'tlng the same. For dlrect recruitment the applicant should possess Bachelor's Degree from a recognised University or its equilvatent with the speed of 120 words per mlnute in Stenography (English) and speed of 30 words per minute in

transcript]ng the same and having 5 years experience in Stenography line in a reputed concern or public sector/ private sector or in the Government Department (I) Bachelor's Degree or Its equivalent with proficiency In operation of Computer (Word processing and Spread Sheets) and a speed of 80 words per minute In Stenography (English) and speed of 20 words per minute in transcribing the same From amongst Lhe Senior Assistants in the pay scale of Rs. 5800-9200 having eight years regular service as Senior Assistant or ten years service as ClerWJunior Assistant out of which two years working experience in the account branch of the Department. Is required By promotion from amongst the Clerks/ Junior Assistants having 5 years regular service in the cadre taken together as ClerWJunior Assistant From amongst he Junior Assistants/ Clerks having 5 years regular service as such in the cadre taken together as ClerWJunior Assistant (i) Bachelors Degree or Its equivalent with proficiency In operation of Computer (Word processing and Spread Sheets) and a speed of 30 words per minute in English type- writing Between 18 years to 25 years Not applicable Not applicable Not applicable Between 18 years to 25 years Two years One year One year One year Two years for direct recruits and one year for promotees Z O to z 1 Name of PosVNo. of post 2 ÄDriver [I (One)) 9 Dafty LI(One)) 10 11 12 Peon [7(Seven)) Sweeper-cum- Chowkidar Classification 3 Non-Gazetted Group-C (Ministerial) Non-Gazetted Group-D (Ministerial) Non-Gazetted Group.D (Ministerial) Non-Gazetted Group-D (Ministerial) Selection or Non-selection 4 Selection Non-Selection (i) Seleclipn in case of direct recruitment. (ii) Non- Selection in case of promotees. Selection Method of Recrultment 5 By direct recruitent By promotion (i) By direct recruitment— Qi) By promo- tion—250/0 By direct recruitment Pay Scale 6 3660-120-4260- 5000-16025800- 200-6200 Rs. 2820-100- 3220-110-3660- 120-4260-140.: Rs. 2520-100- 3220-110 3660-120—4140 (Initial start Rs. 2620) Rs. 2520-100- 120—4140 Initial start s. 2620) Qualification 7 (11) By Promotlon from Group-D Employees : From amongst the Group-D employees agalnst 15% of posts having 5 years regular service In the cadre and possessing Matriculation qualification and a speed of 30 w.p.m. in English Typewriting and has not crossed the age of 45 years at the time of promotion as Clerk (i) Matric pass from a recognized Board/Institution (ii) Driving Llcence of Light Transport Vehicles (LTV) (lii) Five years experience for driving a Light Transport Vehicle (LTV) From amongst the Peons of the Department with 5 years regular service in the cadre as Peons and should be middle pass or lls equiva!ent from a recognized Board (i) Middle Pass or its equiva!ent from a recognised Board (ii) By promotion from SweeperFrash etc, having 3 years regular service in the cadre Middle pass or its equiva!ent from a recognised Board Age for direct recruitment 8 Between 18 years and 25 years (re'axab\c for departmental cand'dætes upto 35 years for appoint- ment by direct recruitment and upto 5 years for other Govern- ment servants Pethoo probation 9 TINO years try in eccrdancee the with instructions of the Govern- ment of India) Not applicable Bet».-een 18 years to 25 years BeNyeeen 1B years to 25 years One year Two years for direct recruits and one year for promotees Two years z Extract from the Chd. Admn. Gaz. (Extra.). dated the 24th Septelnbcr, 2004] CHANDIGARH ADMINISTRATION HOME DEPARTMENT Notification The 24th September, 2004 No. 7/2/52—1H(8)-2004/17524.—In exercise of the powers conferred by clause (iii) of Section 24-B. read with sub-section (2) of Section 24-B of the Consumer Protecction Act. 1986 (68 Of 1986) and all other powers enabling him in this behalf. the Administrator. Union Territory, Chandigarh. hereby makes the following regulations governing the recruitment and general conditions of service of persons appointed to Group 'B' services in the State Commission, Union Temtory. Chandigarh, namely I. Short title, commencement and application.—(1) These regulations may be called the State Commission, Union Territory, Chandigarh Group 'B' Service Regulations, 2004. (2) They shall come u•lto force at once. (3) They shall apply to the Group 'B' post i.e. the post of Private Secretary in the State Commission, Union Territ01Y, Chandigarh

2. Definitions.—In these regulations, unless the context othenwise requires {a) (b) (c) (d) (e) (f) (g) "appellate authority" means the Administrator, Union Tenitory, Chandigarh. *appointing authority n means the Advisor to the Administrator. Union Territ01Y, Chandigarh. "Commission" means the State Consumer Disputes Redressal Commission, Union Territory, Chandigarh. "direct appointment" means an appointment made otherwise than by promotion or by transfer of a person already in the service of Government of India or of a State Government : or the Chandigarh Administration. "Government" means the Adnlinistrator, Union Territory. Chandigarh appointed under Article 239 of the Constitution. "recognized University or Instituäon" means,— (i) any University or Institution incorporated by lawin any of the State of India; or (ii) any other University or Institution which is declared by the Government to be a

recognized University or Institution for the purpose of recruitment to various services or posts under its control. "Service" means Group 'B' service in the State Commission, Union Territory. Chandigarh, as specified in the Schedule

3. Nationality, domicile and character of persons appointed to No person shall be appointed to the service unless he is,—(a) (b) a citizen of India: or a subject of Nepal; or a subject of Bhutan, or a Tibetan refugee who came over to India before the 1st day of January, 1962 with the Intention of permanently settling in India; or 2 person 01 Indian origin who has Illigt•aled Ironl lialcislall, Ibunna. Sri Lanka or any India led Illill petotl belongitlj, Io any 01' 11 eategories (o) shall bc a Iperson in xvltose lavotlt• a 01' eligibility liltl l)een given by lhc I lojne Secretary, Union 'Tet•ril (lanclip.ru•11. (2) A person in whose ease a eerlilieate or eligibility Is necessary lijay bc il(hnitleql Io an exatllin;ltion or interview conducted by I IIC A(hnillstration on his [tlrnishill!f, prool' that he has apl)lietl 11 le cerl iLieale l)! It he shall nol be appointed Io the Selvce nnless Ille necess;uy eerl ilicale is given (o hilli by the I loune Secretary. Unton Ct killdlgarh

4. Method of appointment.—Appointlncnl Io tbc post or Private Secretary by prcnnoion shall be Inade on Ille reconuncndal ions of the D.P.C. by IIC appointing aulhorily strictly lhc basis ot' seleclion as spccfied in the Schedule and no person shall have (he right for promotion on the. basis of seniority alone

6. Persons appointed to the post in the service shall retain on probation for a period of one year provided that.— (a) any period after appointment to the service, spent on deputation on a corresponding or a higher post shall count towards the period of probation: (b) any period of officiating appointment to the post in the service shall be reckoned as period spent on probation. but no member who has so officiated shall. on the completion of the prescribed period of the probation, be entitled to be confirmed. unless he is appointed against a permanent post, (2) If, during the period of probation, the work or conduct of a person appointed to the service in the opinion of the Appointing Authority is not. satisfactory, if may— (i) (ii) 6. (b) revert him to his former post, or deal with him in such other manner as the terms and conditions of his previous appointment permit. Disqualifications.—No person,— who, has entered into or contracted a marriage with a person having a spouse living; or who, having a spouse living, has entered into or contracted a marriage vnth any person; shall be eligible for appointment to the 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 that there are other grounds for so doing. exempt any person from the operation of these regulations

7. Seniority.—The seniority inter-se of the members of the service of the same cadre. shall be determined separately in that very group by the length of their continuous appointment in the service. Note I Note 11 These Regulations shall not apply to members appointed purely on provisional basis. In the case of members whose period of probation is extended under regulations, the date of appointment for the purpose of these regulations shall be deemed to have been deferred to the extent the period of probation is extended. 3 8. pay and Allowances.—MeInbers or lhc scuvicc shall bc cntitled [o such scales of pay special pay, as rua_v bc sanctioned by IIC Goverlllment l'rotn tillie to tinuc. The scale of av and special pay at present in lorcc in respec[or the post included in I hc scr.'icc arc shown in the Scl ledule annexed herewi[l]

9. Liability of members of service to transcr.—A of lhc service. Inay be transfcn-ed to any post whether ted in any (ill ler sei vice or , on lhc satne ternus and conclitions as arc speeil'ied in Ille 3. 17 [he 1 'unlab Civil Service Rules. Volti Ine I. Parl-I. IO. Liability to 1110.111ber 01' Ilie service shall be liable to al any place, whether within or out of (he Union Territ01)' 01' Chandigarh, ()11 being ordered so Io (Io. by (Ille appointing au hority or the Slate Conunission

11. Leave, pension and other matters.—In respect of pay, leave, pension and all 01' hcr [natters not expressly provided for in lhese legulalions. a of the setvice shall be governed by such rules and regulations as arc applicable Io the enll)loyees of the Chanceligarh Administration

12. Discipline, penalties and appeals.—In lhc Inatter of discipline. penalties and appeals, a member of the service shall be governed by the Punjab Civil Sei-vices (Punishrment and Appeal) Rules, 1970 as amended from time to time, subject to control of the State Cornnission. The appeal or revision against the order of the penalty passed by the appointing authority shall lie to the Administrator. Union Territory, Chandigarh, whose order will be final

13. Liability for vaccination and re-vaccination.—Every member of the service shall get himself vaccinated or re-vaccinated when so directed by a special or general order

14. Oath of allegiance.—Every member of the Service, unless he has already done so, shall be required to take oath of allegiance to India and to the Constitution of India as by law established. 15- Debarring for consideration for. promotion of an employee who refuses to accept promotion.—In the event of refusal to accept promotion by a member of the service. he shall be debarred by the appointing authority from consideration for promotion for all the consecutive chances which may occur in future within a period of two years from the date of such refusal to accept promotion : Provided that in a case where the appointing authority is satisfied that a member of the service has refused to accept promotion due to circumstances beyond his control, it may exempt. such a member, for reasons. to be recorded. therefore, in writing, from the operation of these regulations

16. Power to relax.—Where the Administrator, Union Territory, Chandigarh is of the opinion that it is necessary or expedient so to do in public interest, he may by order. for reasons to be recorded in writing. relax any of the provisions of these regulations with respect to my class or category of persons : Provided that the provisions relating to educational qualifications and experience. if any, shall not be relaxed

17. Interpretation.—If any question arises as to the interpretation of these regulations the Administrator, Union Territory, Chandigarh shall decide the same. R. S. GUJRAL, Home Secretary, Chandigarh Administration. SCHEDULE Name of Post/ No. of Post Private Secretary (One) Classification Gazetted (Group B) Selection of Non-Selection Selection Method of Recruitment By promotion, failing which by deputation Pay Scale Rs. 7,220-220- 340-111660 + Rs. 600 Special pay Mode of Recruitment (i) By Promotion : From amongst the Personal Assistants or Sr. Scale Stenographers in the State Commission and District Forums, Union Territory, Chandigarh and have a minimum experience of one year as a Personal Assistant or a total experience of eight years as Senior Scale Stenographer. By Deputation : From the officers of State Governments of Punjab/Haryana and Union Territory Administration of Chandigarh holding analogous posts on regular basis and carrying the same or identical scale of pay. [The period of deputation including the period of deputation in another ex- cadre post held immediately preceding this appointment in the same or some other organization/department shall ordinarily not exceed three years.]. period of Probation One year Composition of OPC for Group 'B' post (1) Home Secretary. (2) (3) Chandigarh Administration— Chairman Finance Secretary Chandigarh Administration— Member Senior Member, State Commission. Union Territory. Chandigarh— Member