

**PART IV
GOVERNMENT OF PUNJAB
DEPARTMENT OF PLANNING
Notification
The 4th March, 1985**

No. G.S.R.24/Const./Art.309/85- The following rules as amended upto 4th March, 1985, are re-published for general information:-

**¹THE PUNJAB ECONOMIC AND STATITICAL ORGANISATION
(STATE SERVICE CLASS II) RULES, 1963
PART-I GENERAL**

1. Short title, commencement and application.-(1) These rules may be called the Punjab Economic and Statistical Organisation (State Service Class II) Rules, 1963.

1. They shall come into force at once.
2. They shall apply to the posts specified in Appendix 'A' to these rules

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

²[(a) 'Government' means the Government of the State of Punjab in the Department of Planning;]

(b) "Commission" means the Punjab Public Service Commission ;

(c) "recognized University" means-

- i. any University incorporated by law in any of the States of India; or
- ii. in the case of a degree or diploma obtained as a result of an examination held before the 15th August, 1947, the Punjab, Sind or Dacca University ; or
- iii. any other University which is recognized by the State Government for the purposes of these rules;

³[(d) "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 ;]

(d) "Service" means the Punjab Economic and Statistical Organisation (State Service Class II).

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1. Published,-vide Punjab Government, Planning Department Notification No.G.S.R.270/Const. /Art. 309/63, dated the 19th November, 1963.
 2. Substituted by Government of Punjab, Department of Planning, Notification No. G.S.R. 34/Const./Art 309/Amd. (1)/84, dated the 27th March, 1984.
 3. Substituted by ibid.

PART II- CONDITIONS OF RECRUITMENT

¹[3. **Number and character of posts.**- The Service shall comprise the posts specified in Appendix 'A' to these rules:

Provided that nothing in these rules shall effect the inherent right of the 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, whether permanently or temporarily.]

4. **Pay.** - Members of the Service shall be entitled to such scales of pay including special pay, if any, as may be authorized by Government from time to time. The scales of pay at present in force in respect of specified posts are given in Appendix 'A' to these rules.

5. **Appointing authority:-** All appointments to the Service shall be made by Government.

²[6. **Nationality domicile and character of candidates appointed to Service:-** (1) No candidate shall be appointed to the Service unless he is-

(a) citizen of India ; or

(b) a citizen of Nepal; or

(c) a subject of Bhutan; or

(d) a Tibetan refugee who came over to India before the 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 and East African countries of Kenya, Uganda and the United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India:

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

(2) A candidate, in whose case a certificate of eligibility is necessary, may be admitted to an examination or interview conducted by the Commission or other recruiting authority of the Government and he may also provisionally be appointed subject to the necessary certificate being given to him by the Government of India.

(3) No person shall be recruited to the Service by direct appointment, 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 certificates 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.

1 Substituted by Government of Punjab, Department of Planning, Notification No.G.S.R. 34/Const./Art. 309/Amd. (I) /84, dated the 27th March, 1984.

2 Substituted rules 6,7 and 8 by *ibid*.

6-A. Disqualifications.- No person-

- (a) Who has entered into or contracted a marriage with a persons 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 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 this rule.

7. Mode of recruitment and qualifications- (1) Posts in the Service shall be filled in the following manner:-

- (a) In the case of Research Officer or District Statistical Officer,-
 - i) Fifty five percent by promotion from amongst Technical Assistants and Scrutiny Inspectors working in the Economic and Statistical Organisation, Punjab; and
 - ii) Fifty percent by direct appointment;
- (b) In the case of Senior Artist by promotion from amongst Artist-cum-Draftsman working in the Economic and Statistical Organisation, Punjab.

Provided that if no suitable candidate is available for appointment by promotion, the post shall be filled in by direct appointment

- (2) No person shall be appointed to any post in the Service unless he possesses the qualifications and experience specified in Appendix 'B' to these rules.
- (3) All promotions to the Service shall be made by selection on merit as provided in the Punjab Service (Appointment by Promotion) Rules, 1962 and no person shall be entitled to claim, as of right, promotion on the basis of seniority alone.
- (4) No person shall be recruited to any post in the Service by direct appointment unless he possesses knowledge of Punjabi language of matriculation standard or its equivalent or passes test in Punjabi language of matriculation standard to be held by such authority as may be specified by Government in this behalf from time to time.
- (5) If no suitable candidate possessing, the qualifications specified in Appendix 'B' to these rules is available for recruitment by direct appointment, the post in the Service shall be filled in by transfer of an official working on an analogous post in other departments of the Punjab Government.

8. Age.- No person shall be appointed to any post in the Service by direct appointment if he is less than twenty-one years or is more than thirty- five years of age on the 1st day of January immediately preceding the last date fixed for submission of applications to the Commission, or unless he is within such range of minimum and maximum age as may be specifically fixed by Government from time to time:

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Provided that the condition of upper age limit may be relaxed upto 45 years in the case of a person already in employment of the Punjab, Government, other State Government or the Government of India;

Provided further that in case of candidates belonging to Scheduled Caste and other Backward Classes, the upper age limit shall be such as may be fixed by Government from time to time.

Note:- For age limits in case of recruitment of ex-servicemen, the provisions of rule 6 of the Punjab Recruitment of Ex-servicemen Rules, 1982, shall apply.]

9. **Probation of members of service.**- (1) Persons appointed to the service shall remain on probation for a period of two years, if appointed by ¹[direct appointment] and one year if appointed otherwise:

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 fixed under this rule;
 - (b) in the case of an appointment by transfer, any period of work on an equivalent or higher post, prior to appointment to the service, may, at the discretion of the appointing authority, be allowed to count towards the period of probation fixed under this rule ; and
 - (c) an officiating appointment in the service shall be reckoned as a period spent on probation but no member who has thus officiated shall, on the completion of the prescribed period of probation, be entitled to be confirmed, unless he is appointed against a permanent post.
- (2) If the work or conduct of a person appointed to the service during the period of probation is , in the opinion of the appointing authority, not satisfactory, it may-
- ²(a) if such person is ¹recruited by direct appointment, dispense with his services or revert him to a post on which he held lien prior to his appointment to the Service by direct appointment; and ;]
 - (b) if appointed otherwise-
 - (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.

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1. Substituted by Government of Punjab, Department of Planning Notification No. G.S.R. 34/Const./Art.309/ Amd.(I) 84, dated the 27th March,1984.
 2. Substituted by *ibid*.

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- (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 a permanent vacancy exists, 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, not been satisfactory-
 - (i) dispense with his services, if appointed by 1 [direct appointment]; or 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 order as it could have passed on the expiry of the 2[period Of probation as specified in sub-rule (I)]:

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

³[10. **Seniority of members of Service.-** The seniority inter se of members of the Service in each cadre shall be determined by the length of continuous service on a post in that cadre of the Service:

Provided that in the case of members recruited by direct appointment who join with in the period specified in the order of appointment or within such period as may from time to time be extended by the appointing authority subject to a maximum of four months from the date of order of appointment, the order of merit determined by the Commission or other recruiting authority of the Government, as the case may be shall not be disturbed:

Provided further that in case a candidate is permitted to join the Service after the expiry of the said period of four months in consultation with the commission or other recruiting authority, as the case may be, his seniority shall be determined from the date he joins the Service:

Provided further that in case any candidate of the next selection has joined the Service before the candidate referred to in the preceding proviso joins, the candidate so referred shall be placed below all the candidates the next selection who join within the time specified in the first proviso:

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1. Substituted by Government of Punjab Department of Planning, Notification No. G.S .R. 34/Const. /Art 309/ Amd (I)/84, dated the 27th March, 1984.
 2. Substituted by *ibid*.
 3. Substituted by *ibid*.

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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 recruited by direct appointment shall be senior to a member appointed otherwise;
- (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 transfer, seniority shall be determined according to 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 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 rates of pay drawn are also the same, then by their length of service in those appointments, and if the length of such service is also the same, an older member shall be senior to a younger member.

Note:- Seniority of members appointed on purely provisional basis shall be determined as and when they are regularly appointed keeping in view the date of such regular appointment.]

¹[11 **Liability of the members of service to transfer** .- A member of the Service may be transferred by the Government to any post, whether included in any other Service or not, on the same terms and conditions as are specified in rule 3.17 of the Punjab Civil Service Rules, Volume I, Part I.

11-A. Liability to serve.- A member of the Service shall be liable to serve at any place, whether within or out of the State of Punjab, on being ordered to do so by the Economic Adviser to Government, Punjab.

12. Pay, leave, pension and other matters.- 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 law, rules and regulations as may have been or may here after be adopted or made by the competent authority.

13 Discipline penalties and appeals.- (1) In the matter of discipline, penalties and appeals members of the Service shall be governed by the Punjab Civil Services (Punishment and Appeal) Rules, 1970 as amended from time to time.

(2) The authority empowered to impose penalties as specified in rule 5-A of the Punjab Civil Services (Punishment and Appeal) Rules, 1970 and the appellate authority there under in respect of the members of Service shall be as specified in Appendix 'C' to these rules.

1 Substituted rules 11, 12 and 13 by Government of Punjab. Department of Planning, notification No. G.S.R. 34/Const/Art 309/Amd(I) /84, dated the 27th March, 1984.

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- (3) The authority competent to pass an order as specified in rule 15 of the Punjab Civil Services (Punishment and Appeal) Rules, 1970, other than an order imposing any of the penalties mentioned in Appendix 'C' to these rules and the appellate authority shall be as specified in Appendix 'D' to these rules.]

14. **Liability for vaccination and revaccination.**- Every member of the service shall get himself vaccinated or revaccinated when Government so direct by a special or general order.

15. **Oath of allegiance.**- 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.

¹16. **Power of relaxation.**- Where the Government is of the opinion that it is necessary or expedient so to do, it 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:

Provided that provision relating to qualifications and experience shall not be relaxed.

16-A. **Interpretation.**- If any question arises as to the interpretation of these rules, Government shall decide the same.]

17 **Repeal.**- The PEPSU Economic and Statistics Directorate Gazetted Services Rules, 1956, are hereby repealed :

Provided that anything done or any action taken under the provisions of the rules hereby repealed shall be deemed to have been done or taken under the corresponding provisions of these rules.

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1. Substituted by Government of Punjab, Department of Planning, Notification No.G.S.R. 34/Const./Art.309/Amd.(I)/84, dated the 27th March, 1984.

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¹[APPENDIX 'A']

(See rule I and 3)

Serial No.	Designation of the post	Number of posts			Scale of Pay
		Permanent	Temporary	Total	
1 .	Research Officer	20	15	35	Rs.825-25-850-30-1,000/40-1,200/50-1,400-60-1,580
2.	District Statistical Officer	12	..	12	Ditto
3.	Senior Artist	1	..	1	Ditto

1. Substituted Appendices A,B,C, and D by Government of Punjab' Department of Planning, Notification No. G.S.R. 34/Const. /Art. 309/Amd. (1)/84, dated the 27th March,1984.

APPENDIX 'B'
(See rule 7)
Academic Qualifications and Experience

Serial No.	Designation of post	By promotion	By direct appointment or by transfer
1.	Research Officer	(a) Master's degree in Economics or Mathematics or Agricultural Economics or Commerce with Statistics as one of the papers of Master's degree in Statistics from a recognized University; and	(a) Master's degree(with at least fifty per cent marks) in Economics or Mathematics or Agricultural Economics or Commerce with Statistics as one of the papers or Master's degree (with at least fifty per cent marks) Statistics from a recognized University; and
		(b) An experience of working on either or both of the posts of Technical Assistants and Scrutiny Inspectors for a minimum period of three years in the Economic and Statistical Organisation, Punjab	(b) Should have nine month' training in Statistics at any institute or office recognized by the Government or two years' experience of dealing with economic and statistical matters in a Government office or in an interpretation which deals with collection, compilation, interpretation and dissemination of statistical data on various socio-economic aspects of the economy, and is recognized by the State Government or the Government of India. OR (a) Master's degree in Economics or Mathematics or Agricultural Economics or Commerce with Statistics as one of the papers or Master's degree in Statistics from a recognized University ; and

Serial No.	Designation of post	By promotion	By direct appointment or by transfer
			(b) Should have five year's experience of dealing with economic and statistical matters in a Government office or in an institute which deals with collection, compilation, interpretation and dissemination of statistical data on various socio-economic aspects of the economy and is recognized by the State Government or the Government of India.
2.	District Statistical Officer	(a) Degree from a recognized University with Economics or Mathematics or Agricultural Economics or Commerce or Statistics as one of the elective subjects; and	(a) Master's degree (with at least fifty per cent marks) in Economics or Mathematics or Agricultural Economics or Commerce with Statistics as one of the papers or Master's degree (with at least fifty per cent marks) in Statistics from a recognized University; and
		(b) An experience of working on either or both of the posts of Technical Assistants and Scrutiny Inspectors for a minimum period of three years in the Economics and Statistical Organisation, Punjab	(b) Should have nine months' training in Statistics at any Institute or office recognized by the Government or two years' experience of dealing with economic and statistical matters in a Government office or in an institute, which deals with collection, compilation, interpretation and dissemination of statistical data on various socio-economic aspects of the economy, and is recognized by the State Government or the Government of India. OR (a) Master's degree or in Economics or Mathematics or Agricultural Economics or Commerce with Statistics as one of the papers or Master's degree in Statistics from a recognized University; and

Serial No.	Designation of post	By promotion	By direct appointment or by transfer
			(b) Should have five years' experience of dealing with economic and statistical matters in a Government office or an institute which deals with collection, compilation, interpretation and dissemination of Statistical data on various socio economic aspects of the economy and is recognized by the State Government or the Government of India.
3.	Senior Artist	(a) Five years' diploma in Arts from an institute recognized by Government or Master's degree in Fine Arts from a recognized University; and	(a) Five years' diploma in Arts from an Institute recognized by Government or Master's degree in Fine Arts from a recognized University; and
		(b) An experience of working on the post of Artist-cum-Draftsman in the Economic and Statistical Organisation, Punjab, for a minimum period of five years.	(b) Three years' experience of specialized nature of art work such as layouts, designing of publications and their covers, pamphlets, folders and designing and preparation of pictograms in a Government office or in an institute recognized by the Government.

APPENDIX 'C'

(See rule 13)

Serial No.	Designation of the post	Nature of penalty	Punishing authority	Appellate authority
1	2	3	4	5
1	Research Officer	Minor penalties		
2	District Statistical Officer			
3	Senior Artist	<p>(i) censure ; (ii) withholding of his promotion; (iii) recovery from his pay of the whole or part of any pecuniary loss caused by him to the Government by negligence or breach of orders; (iv) with holding of increments of pay;</p> <p>Major penalties- (v) 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 employee will earn increments of pay during the period of such reduction and whether on the expiry 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;</p>	<p>Economic Adviser to Government, Punjab</p>	Government

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Serial No.	Designation of the post	Nature of penalty	Punishing authority	Appellate authority
1	2	3	4	5
		(vi) reduction to a lower time-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; (vii) compulsory retirement; (viii) removal from service which shall not be a disqualification for future employment under the Government; (ix) dismissal from service which shall ordinarily be a disqualification for future employment under the Government.	Government	Nil

APPENDIX 'D'

(See rule 13)

Serial No.	Designation of the post	Nature of order	Authority competent to pass order	Appellate authority
1	2	3	4	5
1 2 3	Research Officer District Statistical Officer Senior Artist	(i) An order of suspension made or deemed to have been made under rule 4 of the Punjab Civil Services (Punishment and Appeal) Rules, 1970; (ii) An order which- (a) denies or varies to his disadvantage his pay, allowances, pension or other conditions of service as regulated by rules or by agreements; (b) interprets to his disadvantage the provisions of any such rule or agreement; (iii) An order- (a) stopping him at the efficiency bar in the time-scale of pay on the ground of his unfitness to cross the bar; (b) reverting him while officiating in a higher service, grade or post to a lower service, grade or post, otherwise than as a penalty; (c) reducing or with-holding the pension or denying the maximum pension admissible to him under the rules;	Economic Adviser to Government, Punjab Government	Government Nil

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Serial No.	Designation of the post	Nature of order	Authority competent to pass order	Appellate authority
1	2	3	4	5
		<p>(d) determining the subsistence and other allowances to be paid to him for the period of suspension or for the period during which he is deemed to be under suspension or for any portion thereof; or</p> <p>(e) determining his pay and allowances-</p> <p>(i) for the period of suspension ; or</p> <p>(ii) for the period from the date of his dismissal removal or compulsory retirement from service, or from the date of his reduction to a lower service, grade, post, time-scale or stage in a time-scale of pay to the date of his retirement or restoration to his service, grade or post ; or</p> <p>(f) determining whether or not the period from the date of his suspension or from the date of his dismissal, removal, compulsory retirement or reduction to a lower service, grade, post, time-scale of pay or stage in a time-scale of pay to the date of his reinstatement or restoration to his service, grade or post shall be treated as a period spent on duty for any purpose.</p>		

SHYAMA MANN,
Secretary to Government, Punjab,
Department of Planning.

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GOVERNMENT OF PUNJAB
DEPARTMENT OF PLANNING
(PLANNING BRANCH)

CORRIGENDUM

The 2nd March, 2000

In Government of Punjab, Department of Planning Notification No.G.S.R. 77/Const./Art. 309/Amd. (3) /99 dated the 15th October, 1999, published in Legislative Supplement of Punjab Government Gazette dated the 22nd October, 1999 which amends sub-clause (i) of clause (a) of sub-rule (i) of rule 7 of the Punjab Economic and Statistical Organisation (State Service Class II) Rules, 1963, For “ Seventy five by promotion”, Read “ seventy five percent by promotion”.

KUSUMJIT SIDHU,

Secretary to Government of Punjab,
Department of Planning.

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