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**Part III**  
**HARYANA GOVERNMENT**  
**PUBLIC WORKS DEPARTMENT**  
**(PUBLIC HEALTH BRANCH)**

**Notification**

**The 1<sup>st</sup> January, 1982**

**No. G.S.R.1/Const/ Art. 309/82.** 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 Public Works Department, Public Health Branch, Headquarters Office, Ministerial (Group C) Service, namely :-

**PART I- GENERAL**

1. (i) These rules may be called the Haryana Public Works Department, Public Health Branch, Headquarters Office Ministerial (Group C) Service Rules, 1982. **Short title**

(ii) They shall come into force at once.

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

(a) "Board" means Subordinate Services Selection Board, Haryana ;

(b) "Engineer-in-chief" means Engineer-in-chief of Haryana, Public Works Department, Public Health Branch ;

(c) "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 ;

(d) "Government" means the Government of Haryana in the Administrative Department ;

(e) "recognized university" means-

(i) any university incorporated by law in India ; or

(ii) in the case of a 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 purposes of these rules ; and

(f) "Service" means the Haryana Public Works Department, Public Health Branch, Headquarters Office, Ministerial (Group C) Service.

3. The Service shall comprise the posts shown in Appendix A to these rules and members of the Service shall draw pay in the scales of pay mentioned there against:

**Number and character  
Of posts**

Provided that nothing in these rules shall affect 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, either permanently or temporarily.

## **PART II- RECRUITMENT TO THE SERVICE**

4. (1) No person shall be appointed to any post in the Service unless he is- **Nationality, domicile and he is -character of can didates recruited to Service**
- (a) a citizen of India ; or
  - (b) a subject of Nepal ; or
  - I a subject of Bhutan ; or
  - (d) a Tibetan refuge 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 Indian origin who has migrated from Pakistan, Burma, Sri Lanka, or any of the East African countries of Kanya, Uganda, the 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) and (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 Board or any other recruiting authority 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 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 certificates from two other 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 and more than thirty years of age on the last date of submission of applications to the Board. **Age**

(6) Appointment to any posts in the Service shall be made by the Engineer-in-chief. **Appointing Authority**

(7)(i) No person shall be appointed to any post in the Service, unless he is in possession of qualifications and experience specified in column 2 of Appendix B to these rules in the case of direct recruitment and those specified in column 3 of the aforesaid Appendix in the case of appointments other than by direct recruitment. **Qualifications**

- (8) No persons- **Disqualification**
- (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 doing so, exempt any person from the operation of this rule.

- (9)(1) Recruitment to the Service shall be made- **Method of recruitment**
- (a) in the case of Deputy Superintendents,-
    - (i) by promotion from amongst Assistants ; or
    - (ii) by transfer or deputation of an official already in the service of any State Government or Government of India.
  - (b) in the case of Assistants,-
    - (i) by direct appointment or;
    - (ii) by promotion from amongst the Clerks ; or
    - (iii) by transfer or deputation of an official already in the service of any State Govt. or the Government of India ;
  - (c) in the case of Senior Scale Stenographers,-
    - (i) by direct appointment ; or
    - (ii) by promotion from amongst the Steno-typist ; or
    - (iii) 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 Junior Scale Stenographers,-
    - (i) by direct appointment, or
    - (ii) by promotion from amongst the Steno-typist ;
    - (iii) by transfer or deputation of an official already in the service of any State Government or the Government of India ; or
  - (e) in the case of Drivers,-
    - (i) by direct appointment ; or

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

(f) in the case of Steno-typists,

(i) 75 percent by direct appointment ; and

(ii) 25 percent by promotion from clerks who qualify the tests ;

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

(g) in the case of Clerks,

(i) 80 percent by direct appointment ; or

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

(iii) not more than 20 percent by transfer from amongst Restores and Gestetnor Operators or by promotion from Peons ;

Provided that the next annual increment shall be granted on qualifying a test in type-writing in Hindi and English at speed of 25 and 30 words per minute respectively within a period of one year from the date of appointment as Clerk

(h) In the case of Ferro-Printers,

(i) By direct appointment ; or

(ii) by promotion from amongst the peons/ Jamadars/Ferro-Khalasies ;

(i) In the case of Restores and Gestetnor Operators,-

(j) 50 percent by direct appointment ; and

(ii) 50 percent by promotion from amongst the Peons/Jamadars of the Head Office.

(2) Unless otherwise provided when any vacancy occurs, or is about to occur, the appointing authority shall determine the method in which the same shall be filled in.

(3) All promotions shall be made on seniority-cum-fitness.

### **Probation,**

(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 on 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 the case of 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 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, 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 service ; 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, 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 occurs, if appointment 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, or revert him to his former post or deal with him in such other manner as the terms and conditions of his previous appointment permit, if appointed otherwise; or extend his period of probation and thereafter pass such order as if 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.

(11) Seniority inter se of members of the Service shall be determined by the length of continuous service on any post in the Service: **Seniority**

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 Board, 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 members 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 cadres their seniority shall be determined according to pay, preference being given to member; who was drawing a higher rate of pay drawn 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, 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.

**Liability to serve**

- 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, 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 individual, whether incorporated or not, which is wholly or substantially owned or controlled by the Government; or
  - (iii) any other State Government, an international organization 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 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 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 or 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.

**Pay, leave, pension and other matters.**

(14) In matters relating to discipline, penalties and appeals members of the service shall be governed by the Punjab Civil Services (Punishment & Appeal) Rules, 1952, as amended from time to time;  
**Discipline penalties and appeals.**

Provided that the nature of penalties which may be imposed, the authority 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 such as are specified in Appendix C to these rules.

(2) The authority competent to pass an order under clause (c) or clause (d) of Sub-rule (i) of rule 10 of the Punjab Civil Services (Punishment and Appeal) Rules, 1952, and the appellate authority shall also be as specified in Appendix D to these rules.

(15) Every member of the service, shall get himself vaccinated and re-vaccinated if and when the Government so directs by a special general order.  
**Vaccination**

(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.  
**Oath of allegiance.**

(17) Where the Government is of the opinion that it is necessary or expedient to do so, 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.  
**Power of relaxation.**

(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.  
**Special provisions.**

(19) Nothing contained in these rules shall effect reservations and other concessions required to be provided for the members of the scheduled castes and other Backward classes in accordance with the orders issued by the Government in this regard from time to time, under clause (4) of article 16 of the Constitution of India.  
**Reservations.**

(20) The Punjab Secretariat Service Buildings and Roads Branch (Recruitment and Conditions of Service) Rules, 1943, are hereby repealed : **Repeal and savings,**  
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 provisions of these rules.

**APPENDIX A**  
(See rule 3)

Sr. No.	Designation of Post	Number of Post		Total	Scale of Pay
		Permanent	Temporary		
1	Deputy Superintendent	-	2	2	700-30-850/900-40-1,100-EB-50-1,250
2	Assistant	8	23	31	525-10-600-20-660/700-30-850-EB-890-40-1,050 (Initial pay in the revised scale of Rs.525-1,050 should not be less than Rs.585).
3	Senior Scale Stenographer	1	1	2	525-10-600-20-660/700-30-850-EB-890-40-1,050 (Initial pay in the revised scale of Rs.525-1,050 should not be less than Rs.585).
4	Junior Scale Stenographer	-	2	2	480-15-600-EB-20-700-30-760
5	Driver	1	2	3	Rs.420-10-490/525-15-600-EB-20-700
6	Steno-typist	1	1	2	400-10-490/540-15-600-EB-20-660 plus Rs.25 as Special Pay.
7	Clerk	10	29	39	400-10-490/540-15-600-EB-20-660 Rs.480-15-600-EB-20-700-30-760 (S.G. for 20%)
8	Ferro Printer	-	2	2	400-10-490/540/15-600-EB-20-660
9	Gestetnor Operator	-	1	1	400-10-490/540-15-600-EB-20-660
10	Restorer	1	-	1	400-10-490/540-15-600-EB-20-660



**APPENDIX B**  
(See rule 7)

	<b>1</b>	<b>2</b>	<b>3</b>
<b>Sr. No.</b>	<b>Designation of Post</b>	<b>Academic qualification and experience, if any, for direct recruitment</b>	<b>Academic qualification and experience, if any, for appointment otherwise than by direct recruitment</b>
1	Deputy Superintendent	-	Seven years experience as an Assistant
2	Assistant	(i) A degree in Arts or Science with three years experience of office working (ii) Knowledge of Hindi up to Matric Standard	(1) Matric or its equivalent  (2) Five years experience as Clerk
3	Senior Scale Stenographer	(i) Matric first division/Higher Secondary second Division / Intermediate second division / Graduate or its equivalent (for ex-serviceman Matric only or 15 years service with army and Army certificate class I) (ii) Knowledge of Hindi up to Matric standard (iii) English shorthand at 100 words per minute and transcription thereof at 20 words per minute, Hindi shorthand at 80 words per minute and transcription thereof at 15 words per minute	(1) Matric of its equivalent  Amended See Page No.-14.  (2) Five years experience as Junior Scale Stenographer
4	Junior Scale Stenographer	(1) Matric first division/Higher Secondary second Division / Intermediate second division / Graduate or its equivalent (for ex-serviceman Matric only or 15 years service with army and Army certificate class I)	(1) Matric or its equivalent  Amended See Page No.-14.  (2) Five years experience at Steno-typist

		<p>(2) Knowledge of Hindi upto Matric Standard</p> <p>(3) English shorthand at 100 words per minute and transcription thereof at 20 words per minute. Hindi shorthand at 80 words per minute and transcription thereof at 15 words per minute.</p>	
5	Driver	Middle pass and having licence for driving the type of vehicle for which he is a candidate, and sufficient knowledge of Hindi.	
6	Steno-typist	<p>(1) Matric first division or Higher Secondary second division or Intermediate second division or Graduate or its equivalent (For ex-serviceman Matric only)</p> <p>(2) Knowledge of Hindi upto Matric standard</p> <p>(3) English shorthand at 80 words per minute and transcription thereof at 15 words per minute. Hindi shorthand at 64 words per minute and transcription thereof at 11 words per minute.</p>	See Amendment at Page No.-14.
7	Clerk	<p>(1) Matric first division / Higher Secondary second division / Intermediate second division / Graduate or its equivalent (for ex-serviceman. Matric only or 15 years service in the army and army certificate to Class I)</p> <p>(2) Knowledge of Hindi up to Matric Standard</p> <p>(3) Hindi and English typing at a speed of 25 and 30 words per minute respectively.</p>	<p>(1) Matric or its equivalent</p> <p>Amended See Page No.-14.</p> <p>(2) Five years service as Restorer or Gestner Operator or Peon</p> <p>(3) Knowledge of Typing of Hindi and English at the speed of 25 words and 30 words per minute respectively.</p>

8	Ferro Printer	<ul style="list-style-type: none"> <li>(1) Matric</li> <li>(2) Three years experience in Ferro Printer</li> <li>(3) Knowledge of Hindi up to Matric Standard</li> </ul>	<ul style="list-style-type: none"> <li>(1) Middle</li> <li>(2) Working Knowledge of Ferro Printing</li> </ul>
9	Gestetner Operator	<ul style="list-style-type: none"> <li>(1) Matric</li> <li>(2) Knowledge of working of operating the Gestetner Machine</li> <li>(3) Knowledge of Hindi up to Matric Standard</li> </ul>	<ul style="list-style-type: none"> <li>(1) Middle</li> <li>(2) Working knowledge of operating the Gestetner Machine</li> </ul>
10	Restorer	<ul style="list-style-type: none"> <li>(1) Matric or its equivalent</li> <li>(2) Knowledge of Hindi up to Matric Standard</li> </ul>	

**APPENDIX C**  
[See rule 14(1)]

<b>Sr. No.</b>	<b>Designation of Post</b>	<b>Appointing Authority</b>	<b>Nature of Penalty</b>	<b>Authority empowered to impose penalty</b>	<b>Appellate Authority</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
1	Deputy Superintendent	Engineer-in-Chief	(a) Warning with a copy in personal file,	Engineer-in-Chief	Government
2	Assistant		(b) Censure,		
3	Senior Scale Stenographer		(c) Withholding of increments or promotion including stoppage at an efficiency bar,		
4	Junior Scale Stenographer		(d) recovery from pay of the whole or part of any pecuniary loss caused to the Government by negligence or breach of orders,		
5	Driver		(e) Reduction to a lower post or time scale or to a lower stage in time scale,		
6	Steno-typist		(f) Removal from the Service which does not disqualify form future employment,		
7	Clerk		(g) Dismissal from the Service which does ordinarily disqualify form future employment.		
8	Ferro Printer				
9	Gestetner Operator				
10	Restorer				

**APPENDIX D**  
*[See rule 14(2)]*

<b>Sr. No.</b>	<b>Designation of Post</b>	<b>Nature of Order</b>	<b>Authority empowered to make the order</b>	<b>Appellate Authority</b>
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
1	Deputy Superintendent	(1) Reducing or withholding the amount of ordinary /addition pension admissible under the rules governing pension.  (2) Terminating the appointment of a member of the service otherwise than on his attaining the age of fixed for superannuation.	Engineer-in-Chief	Government
2	Assistant			
3	Senior Scale Stenographer			
4	Junior Scale Stenographer			
5	Driver			
6	Steno-typist			
7	Clerk			
8	Ferro Printer			
9	Gestetner Operator			
10	Restorer			

**TIRLOCHAN SINGH,**

Secretary to Government, Haryana,  
Public Works Department,  
Public Health Branch.

**HARYANA GOVT GAZ., JUNE 11, 1996  
(JYST. 21, 1918 SAKA)**

[Authorized English Translation]

**HARYANA GOVERNMENT  
PUBLIC WORKS DEPARTMENT  
PUBLIC HEALTH BRANCH**

**Notification**

**The 24<sup>th</sup> May, 1996**

No. G.S.R. 40/ Const./Art. 309/96.- In exercise of the powers conferred by the proviso to article 309 of the Constitution of India, and all other powers enabling him in this behalf the Governor of Haryana hereby makes the following rules further to amend the Haryana Public Works Department, Public Health Branch, Headquarters Office, Ministerial (Group C) Service Rules, 1982, namely:-

1. These rules may be called the Haryana Public Works Department, Public Health Branch, Headquarters Office, Ministerial (Group-C) Service (\_\_\_\_\_Amendment) Rules, 1996.
2. In the Haryana Public Works Department, Public Health Branch, Headquarters Office, Ministerial (Group C) Service Rules, 1982, in Appendix B,-
  - (a) against serial number 3, under column 3, for entry (i), the following entry shall be substituted, namely:-

“(i) Matric first division/Higher Secondary second division/Intermediate second division /10+2 (Vocational) second division/Graduate or its equivalent (for ex-serviceman matric only)”.
  - (b) against serial number 4, under column 3, for entry (i), the following entry shall be substituted, namely:-

“(i) Matric first division/Higher Secondary second division/Intermediate second division/10+2 (Vocational) second division/Graduate or its equivalent (for ex-serviceman Matric only)”.
  - (c) against serial number 6, under column 3, for entry (i), the following entry shall be substituted, namely:-

“(i) Matric first division/Higher Secondary second division/Intermediate second division/10+2 (Vocational) second division/Graduate or its equivalent (for ex-serviceman Matric Only)” ; and
  - (d) against serial number 7 under column 3, for entry (i), the following entry shall be substituted, namely:-

“(i) Matric first division/Higher Secondary second division/Intermediate second division/10+2 (Vocational) second division/Graduate or its equivalent (for ESM Matric only)

L.M. JAIN,

Financial Commissioner and Secretary to  
Government, Haryana, Public Works Department,  
Public Health Department, Chandigarh.

[Authorised English Translation]

[Authorised English Translation]

**HARYANA GOVERNMENT**

**PUBLIC HEALTH ENGINEERING DEPARTMENT**

**Notification**

The 8th November, 2013

**No. G.S.R. 69/Const./Art. 309/2013.**—In exercise of the powers conferred by the proviso to article 309 of the Constitution of India, the Governor of Haryana hereby makes the following rules further to amend the Haryana Public Works Department, Public Health Branch, Headquarters Office, Ministerial (Group C) Service Rules, 1982, namely :—

1. These rules may be called the Haryana Public Works Department, Public Health Branch, Headquarters Office,, Ministerial (Group C) Service (Amendment) Rules, 2013.

2. In the Haryana Public Works Department, Public Health Branch, Headquarters Office, Ministerial (Group C) Service Rules, 1982 (hereinafter called the said rules), after rule 9, the following rule shall be inserted, namely :—

“9A. (1) Typing test is substituted with the State Eligibility Test in Computer Appreciation and Applications (SETC) as a part of service requirement for Clerks, Steno-typists, Junior Scale Stenographers and Senior Scale Stenographers. The State Eligibility Test in Computer Appreciation and Applications (SETC) shall be a post requisite condition/qualification which all the newly recruited/appointed Clerks, Steno-typists, Junior Scale Stenographers and Senior Scale Stenographers in the Government Departments/Organizations shall have to qualify. The existing Clerks, who have been promoted from Group-D and Restorer etc. who have not passed the typing test till date as required under the Service Rules shall have an option either to pass the typing test or the State Eligibility Test in Computer Appreciation and Applications (SETC). The Steno-typists, Junior Scale Stenographers and Senior Scale Stenographers shall also have to qualify stenography test as prescribed in the Service Rules.

(2) The candidate shall have to qualify the State Eligibility Test in Computer Appreciation and Applications (SETC) within the probation period of two years, extendable by one year in case of direct recruit. The candidate appointed against the aforesaid categories of posts in Group C shall not be entitled to earn any increment in his/her pay scale till he/she qualifies the said test, failing which the services of such employees shall be dispensed with. The persons who are promoted to the post of Clerk and Steno-typist shall also qualify the State Eligibility Test in Computer Appreciation and Applications (SETC) within the period of probation of one year extendable by one year, failing which he/she will be reverted back.

(3) The Government of Haryana hereby authorizes the Haryana State Electronic Development Corporation Limited (HARTRON) or any other agency as prescribed by the Government, as the authorized Agency for conducting the State Eligibility Test in Computer Appreciation and Applications (SETC), alongwith a test in typing speed in accordance with the syllabus as the State Government may specify in this regard from time to time, besides the syllabus already provided in sub-rule (4) of this rule. The 'pass' certificate issued by HARTRON or any other agency, as approved by the Government, would be accepted as an evidence of the fulfilment of the prescribed condition in the Service Rules.

(4) The syllabus for the State Eligibility Test in Computer Appreciation and Applications (SETC) would contain Word processing, Internet Browsing and E-mail management only.

(5) In the case of Clerks, typing speed of 30 words per minute in English and 25 words per minute in Hindi converted with equivalent key depressions in both cases as the typing speed, would be tested on computers.

(6) The employees possessing the following qualifications are exempted from taking the State Eligibility Test in Computer Appreciation and Applications (SETC) :—

- (i) M. Tech./B.Tech. (Computers), M.C.A., B.C.A. or Diploma in Computers from the recognized institutions e.g. Polytechnics;
- (ii) Basic Computer Literacy Certificate from any recognized centre established under the National Institute of Electronics and Information Technology (NIELIT) [erstwhile DOEACC Society];
- (iii) Haryana State - Certificate in Information Technology [HS-CIT] from the Authorised Learning Centres (ALCs) of the HKCL;
- (iv) Candidates/employees who have already passed the SETC and the same is valid at the time of joining the service. The State Eligibility Test in Computer Appreciation and Applications (SETC) passed by any candidate earlier shall be considered valid for a period of five years from the date of issue of such certificate by HARTRON or any other agency authorized by the Government; and
- (v) Physically disabled candidates *i.e.* amputation of hand (Left and Right) Amputation of upper limbs, Paralysis of Radial Nerve (Radial Nerve Palsy) of either upper limb. Declination degenerative disorder effecting the nervous system which may cause paralysis and atrophy of the hand and its muscles and Visually Handicapped. However, these employees, with



the exception of those mentioned under sub-para (v) above, shall be required to clear the 'typing test' being part of the State Eligibility Test in Computer Appreciation and Applications (SETC).".

3. In the said rules, in Appendix B,—

- (I) against serial number 3, under column 2, for existing item (i), the following items shall be substituted, namely :—

2

“(i) 10+2 or Graduation or its equivalent (for ex-serviceman 10+2 only or 15 years service with army and Army Certificate Class 1);”

- (II) against serial number 4, under column 2, for existing item (i), the following item shall be substituted, namely :—

2

“(i) 10+2 or Graduation or its equivalent (for ex-serviceman 10+2 only or 15 years service with army and Army Certificate Class 1);”

- (III) against serial number 6, under column 2, for existing item (i), the following item shall be substituted, namely :—

2

“(i) 10+2 or Graduation or its equivalent (for ex-serviceman 10+2 only);”

- (IV) against existing serial number 7,—

- (a) under column 2, for existing item (i), the following item shall be substituted, namely :—

2

“(i) 10+2 or Graduation or its equivalent (for ex-serviceman 10+2 only or 15 years service with army and Army Certificate Class 1);”

(ii) for item (iii) the following shall be substituted, namely:—

(iii) omitted in view of rule 9A”;

- (b) under columns 3, for existing items, the following items shall be substituted, namely :—

3

“(i) 10+2;

(ii) Five years service as Restorer or Gestetner Operator or Peons;

(iii) Omitted in view of rule 9A.”.

SARBAN SINGH,

Additional Chief Secretary to Government, Haryana,  
Public Health Engineering Department.