

परिशिष्ट "क"
[नियम 4(2) देखिये]

उत्तराखण्ड नागरिक सुरक्षा सेवा की सदस्य संख्या

	पदों की संख्या		योग
	स्थायी	अस्थायी	
1-सहायक उप नियंत्रक, नागरिक सुरक्षा, (वरिष्ठ वेतनमान)	1	—	1
2-सहायक उप नियंत्रक, नागरिक सुरक्षा	3	—	3
3-स्टोर अधीक्षक	1	—	1
4-वायरलेस ऑपरेटर	1	—	1

परिशिष्ट "ख"
[नियम 22(2) देखिये]

	पद का नाम	वेतनमान	ग्रेड पे
(1)	सहायक उप नियंत्रक, नागरिक सुरक्षा (वरिष्ठ वेतनमान)	9300-34800 /-	4200 /-
(2)	सहायक उप नियंत्रक, नागरिक सुरक्षा (साधारण वेतनमान)	5200-20200 /-	2800 /-
(3)	स्टोर अधीक्षक	5200-20200 /-	2400 /-
(4)	वायरलेस ऑपरेटर	5200-20200 /-	2000 /-

आज्ञा से,

डॉ० उमाकान्त पंवार,
प्रमुख सचिव, गृह,
उत्तराखण्ड शासन।

In pursuance of the provisions of Clause (3) of Article 348 of 'the constitution of India', the Governor is pleased to order the publication of the following English translation of **Notification No. 1176/XX(5)/16-06(C.D.)/2008**, dated December 22, 2016 for general information.

No. 1176/XX(5)/16-06(C.D.)/2008

Dated Dehradun, December 22, 2016

NOTIFICATION

Miscellaneous

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India and in supersession of all existing rules and orders on the subject, the Governor is pleased to make the following rules regulating recruitment and conditions of service of persons appointed to the Uttarakhand Civil Defence Subordinate Service.

**THE UTTARAKHAND CIVIL DEFENCE
SUBORDINATE SERVICE RULES, 2016**

PART I General

- Short title and commencement** 1. (1) These rules may be called the Uttarakhand Civil Defence Subordinate Service Rules, 2016.
(2) It shall come into force at once.

Status of the Service. 2. The Uttarakhand Civil Defence Subordinate Service comprises Group "C" posts.

Definitions

3. In these rules, unless there is anything repugnant in the subject or context:-

- (a) "Appointing Authority" means the Director, Civil Defence specified in Appendix 'B';
- (b) "Citizen of India" means a person who is or is deemed to be a citizen of India under Part -II of the Constitution;
- (c) Constitution means the Constitution of India.
- (d) "Commission" means subordinate service selection commission.
- (e) "Government" means the Government of Uttarakhand;
- (f) "Governor" means the Governor of Uttarakhand;
- (g) "Member of the Service" means a person substantively appointed under these rules or the rules or orders in force prior to the commencement of these rules to a post in the cadre of the Service;
- (h) "Service" means the Uttarakhand Civil Defence Subordinate Service;
- (i) "Substantive appointment" means an appointment, not being an *ad hoc* appointment, on a post in the cadre of the Service, made after selection in accordance with the rules and, if there with no rules, in accordance with the procedure prescribed for the time being by executive instructions issued by the Government;
- (j) "Year of recruitment" means the period of twelve months commencing from the first day of July of a calendar year.

PART II Cadre

Cadre of service 4. (1) The strength of the Service and each Category of post there in shall be such as may be determined by the Government from time to time.

(2) The strength of the Service and each Category of post there in shall, until orders varying the same are passed under sub rule (1), shall be the same as shown in Appendix 'A'

Provided that -

- (a) the Appointing Authority may leave unfilled or the Governor may hold in abeyance any vacant post, without thereby entitling any person to compensation;
- (b) the Governor may create such additional, temporary or permanent posts as he may consider proper.

PART III Recruitment.

Source of recruitment

5- Recruitment to various categories of the posts in the Service shall be made from the following sources :-

1. Assistant Deputy Controller, Civil Defence (Senior Scale of pay) (Gazetted) By promotion on the basis of seniority subject to rejection of unfit from amongst substantively appointed Assistant Deputy Controller, Civil Defence (General Category) who have completed at least five year service as such on the first day of the year of recruitment through a departmental selection committee.
2. Assistant Deputy Controller, Civil Defence (General Category) (a) 50 Percent by direct recruitment,
(b) 25 Percent post by promotion on the basis of seniority subject to rejection of unfit from amongst substantively appointed Store Superintendents and 25 Percent post wireless operator who have completed at least 8 year service as such on the first day of the year of recruitment through a departmental selection committee.

3. Store Superintendent By promotion on the basis of seniority subject to rejection of unfit from amongst substantively appointed store man who have completed at least 08 year service as such on the first day of the year of recruitment through a departmental selection committee.
4. Wireless Operator 100 Percent by direct recruitment
- Reservation** 6. Reservation for the candidate, belonging to scheduled Castes, Scheduled Tribes, other backward classes of uttarakhand state shall be in accordance with the orders of the Government in force at the time of recruitment.

PART IV – QUALIFICATIONS

- Nationality** 7. A candidate for direct recruitment to a post in the Service must be:
- (a) a Citizen of India ; or
- (b) a Tibetan refugee who came to India before the 1st January, 1962 with the intention of permanently settling in India ; or
- (c) a person of Indian origin who has migrated from Pakistan, Myanmar (formerly Burma), Sri Lanka (formerly Ceylon) or any of the East African countries of Kenya, Uganda and the United Republic of Tanzania (Formerly Tanganyika and Zanzibar) with the intention of permanently settling in India :
- Provided that a candidate belonging to category (b) or (c) above must be a person in whose favour a certificate of eligibility has been issued by the State Government.
- Provided further that a candidate belonging to category (b) will also be required to obtain a certificate of eligibility granted by the Inspector General of Police, Intelligence Branch, Uttarakhand :
- Provided also that if a candidate belongs to category (c) above, no certificate of eligibility will be issued for a period of more than one year and the retention of such a candidate in service beyond a period of one year shall be subject to his acquiring Indian Citizenship.
- Note- A candidate in whose case a certificate of eligibility is necessary but the same has neither been issued nor refused, may be admitted to an examination or interview and he may also be provisionally appointed subject to the necessary certificate being obtained by him or issued in his favour.

Academic Qualifications.

8. A candidate for direct recruitment to the various posts in the service must have the following qualification:-

Post	Qualification
Assistant Deputy Controller, Civil Defence (General Category)	Graduated from a University established by Law in India or a degree recognized as equivalent by the government received.
Wireless Operator	Must have passed Intermediate examination from Uttarakhand Intermediate education board, uttarpradesh Intermediate education board, or equivalent examination along with Electronic Diploma or Wireless Diploma from ITI.

Essential/Desirable qualifications

9. The candidates for direct recruitment outside the purview of the state Public Service Commission Group C to recruit essential / desirable qualifications Rules, 2010, according to the mandatory / desirable qualifications and holds a candidate registered in Uttarakhand any employment office.

Age

10. A candidate for direct recruitment must have attained the age of 18 years and must not have attained the age of more than 42 years on January, 1 of the year in which the recruitment is to be made, if the posts are advertised during the period from January, 1 to June 30 and on July, 1 if the posts are advertised during the period from July, 1 to December 31 :

Provided that the upper age limit in the case of the candidates belonging to the Scheduled Castes, Scheduled Tribes, Other Backward Classes and such other categories as may be notified by the Government, from time to time, shall be higher by such number of years as may be specified.

Character

11. The character of a candidate for direct recruitment to a post in the Service must be such as to render him suitable in all respects for employment in Government Service. The Appointing Authority shall satisfy himself on this point.

Note - A person dismissed by the Union Government or by a State Government or by a Local Authority or a Corporation or Body owned or controlled by the Union Government or a State Government shall be ineligible for appointment to any post in the Service. Persons convicted of an offence involving moral turpitude shall also be ineligible.

Marital Status

12. A male candidate who has more than one wife living, or a female candidate who has married a man already having a wife living shall not be eligible for appointment to a post in the Service:

Provided that the Government may, exempt any person from the operation of this rule, if satisfied that there exist special grounds for doing so, exempt any person from the operation of this rule.

Physical fitness

13. (1) No candidate shall be appointed to a post in the Service unless he/she is in good mental and bodily health and free from any physical defect likely to interfere with the efficient performance of his/her duties. Before a candidate is finally approved for appointment, he/she shall be required to produce a Medical Certificate of Fitness in accordance with the Rules framed under Fundamental Rule 10, contained in Chapter III of the Financial Handbook, Volume II, Part III : Provided that a Medical Certificate of Fitness shall not be required from a candidate recruited by promotion.

(2) Physical standard should be as follows :-

(I) Male Candidates:	Hill Regions	Scheduled Tribes	Other Candidates
	Cms.	Cms.	Cms.
(1) Height	160	157.5	165
(2) Chest (Unexpanded)	76.3	76.3	78.8
Chest (Expanded)	81.3	81.3	83.8
(II) Female Candidates:			
(1) Height	147	147	152

PART V - PROCEDURE FOR RECRUITMENT**Determination of vacancies**

14. The Appointing Authority shall determine and intimate to the subordinate service selection commission the number of vacancies to be filled during the course of the year as also the number of vacancies to be reserved for candidates belonging to Scheduled Castes, Scheduled Tribes and other categories, under Rule 6.

Procedure of direct recruitment

15. Uttarakhand (Public Service Commission of the procedure outside the purview) Group 'C' of the rules, 2008 and direct recruitment in this post, of procedure will be through the subordinate Service Selection Commission.

Procedure for recruitment by promotion

16. Recruitment by promotion shall be made on the basis of seniority, subject to rejection of unfit, by the departmental selection committee constituted under (for the post outside the purview of public service commission) (second amendment) rules 2012. Selection committee thus constituted will have the following members:

- (1) Head of office/Appointing Authority - Chairman
- (2) Additional Head of office/Equivalent officer - Member
- (3) Two gazetted officers nominated by the appointing authority who have supervisory powers over these posts - Member

Combined Selection List

17. If in any year of recruitment appointments are made both by direct recruitment and by promotion, a combined selection list shall be prepared by taking the names of the candidates from the relevant lists in such a manner that the prescribed percentage is maintained, the first name in the list being of the persons appointed by promotion

Part -VI APPOINTMENT, PROBATION, CONFIRMATION AND SENIORITY

Appointment

18. (1) Subject to the provision of subrule (2), the Appointing Authority shall make appointments by taking the names of candidates in the order in which they stand in the lists prepared under rule 15, 16 or 17, as the case may be,

(2) Where in any year of recruitment are to be made both by direct recruitment and by promotion, regular appointments shall not be made until and unless selections are made from both the sources and a combined list is prepared in accordance with rule 17.

(3) If more than one order of appointment are issued in respect of any one Selection, a combined order shall also be issued, mentioning the names of the persons in the order of seniority as determined in the selection or, as the case may be, as it stood in the cadre from which they were promoted. If appointments are made both by direct recruitment and by promotion the name shall be arranged in the order as specified in rule 17.

(4) The Appointing Authority may make appointments in temporary or officiating capacity also from the lists prepared under sub-rule(3). If no candidate, borne on these lists, is available, he may make appointments in such vacancies from persons eligible for appointment under these Rules. Such appointment shall not last for a period exceeding one year or beyond the next selection under these Rules, whichever be earlier.

Probation

19. (1) A person on appointment to a post in the Service in or against a permanent vacancy shall be placed on probation for a period of two years.

(2) The Appointing Authority may, for reasons to be recorded, extend the period of probation in individual cases specifying the date upto which the extension is granted:

Provided that save in exceptional circumstances, the period of probation shall not be extended beyond one year and in no circumstances beyond two years.

(3) If it appears to the Appointing Authority any time during or at the end of the period of probation or extended period of probation that a probationer has not made sufficient use of his opportunities or has otherwise failed to give satisfaction, he may be reverted to his substantive post, if any, and if he does not hold a lien on any post, his services may be dispensed with.

(4) A probationer who is reverted or whose services are dispensed with under sub-rule (3) shall not be entitled to any compensation.

(5) The Appointing Authority may allow continuous service, rendered in officiating or temporary capacity on a post included in the cadre or any other equivalent or higher post, to be taken into account for the purpose of computing the period of probation.

Confirmation

20. The probationer shall be confirmed in his appointment at the end of the period of probation or the extended period of probation if :

- (a) he has passed the prescribed departmental examination, if any
- (b) he has successfully undergone the prescribed training, if any;
- (c) his work and conduct is reported to be satisfactory;
- (d) his integrity is certified; and
- (e) the Appointing Authority is satisfied that he is otherwise fit for confirmation.

Seniority

21. (1) The shall be determined by uttarakhand Government servant seniority rules 2002, from the date of their substantive appointment and if two or more persons are appointed together, by the order in which their names are arranged in the appointment order :

Provided that if the appointment order specifies a particular back date with effect from which a person is substantively appointed that date will be deemed to be the date of order of substantive appointment and, in other cases, it will mean the date of issue of the order :

Provided further that if more than one order of appointment are issued in respect of any one selection, the seniority shall be the same as mentioned in the combined order of appointment issued under sub-rule (3) of rule 18.

(2) The inter se seniority of the persons appointed directly on account of any one selection, shall be the same as determined by the Selection Committee :

Provided that a candidate recruited directly may lose his seniority if he fails to join without valid reasons when vacancy is offered to him. The decision of the Appointing Authority as to the validity of reasons shall be final.

(3) The inter se seniority of persons appointed by promotion shall be the same as it was in the cadre from which they were promoted.

(4) Where appointment are made by promotion and direct recruitment or from more then one source and there is separate quota both source then their relevent seniority should be made in a combined list in a circular manner so that there should be a proportionate percentage.

Provided that :-

(1) Where appointments are made more then the prescribed quota in any source, the person appointed more then the quota will be placed lower for counting seniority in the next year or years.

(2) Where appointment from any source fall short of the are less then prescribed quota from any source and vacancies are to be filed in next year or years against the such unfilled vacancies such type of appointed person will not get seniority of a previous year but they will get in the year in which they get appointment and their name will be placed higher in the combined list prepared under this rule, the name of other persons appointed will be placed in a circular manner after that.

(3) Where the unfilled vacancies from any source can be filed from an another source in the condition or prescribed procedure mentioned under the relevant rule and procedure. And such appointment should be more then the quota, so that such type of appointment will get seniority in a manner, that it should look like as they are appointed against the vacancies.

PART VII PAY etc.**Scale of pay**

22. (1) The scales of pay admissible to persons appointed to the various categories of posts in the Service, whether in a substantive or officiating capacity or as a temporary measure, shall be such as may be determined by the Government from time to time.

(2) The scales of pay of various categories of post at the time of the commencement of these Rules given in Appendix 'B'.

Pay during probation

23. (1) Notwithstanding any provision in the Fundamental Rules, to the contrary, a person on probation, if he is not already in permanent Government Service, shall be allowed his first increment in the time scale when he has completed one year of satisfactory service, has passed departmental examination and undergone training where prescribed and second increment after two years service when he has completed the probationary period and is also confirmed :

Provided that if the period of probation is extended on account of failure to give satisfaction such extension shall not count for increment unless the Appointing Authority directs otherwise.

(2) The pay during probation of person who was already holding a post under the Government, shall be regulated by the relevant Fundamental Rules :

Provided that, if the period of probation is extended on account of failure to give satisfaction, such extension shall not count for increment unless the Appointing Authority directs otherwise.

(3) The pay during probation of a person already in permanent Government Service shall be regulated by the relevant rules, applicable generally to Government servants serving in connection with the affairs of the State.

PART VIII OTHER PROVISIONS

Canvassing

24. No recommendations, either written or oral, other than those required under the rules applicable to the post or Service will be taken into consideration. Any attempt on the part of a candidate to enlist support directly or indirectly for his candidature will disqualify him for appointment.

Regulation of other matters

25. In regard to the matters not specifically covered by these rules or by special orders, persons appointed to the Service shall be governed by the rules, regulations and orders applicable generally to Government Servants serving in connection with the affairs of the State.

Relaxation in the conditions of service

26. Where the State Government is satisfied that the operation of any rule regulating the conditions of service of person appointed to the Service causes undue hardship in any particular case, it may, notwithstanding anything contained in the rules, applicable to the case, by order, dispense with or relax the requirements of that Rule to such extent and subject to such conditions as it may consider necessary for dealing with the case in a just and equitable manner.

Saving.

27. Nothing in these Rules shall affect reservations and other concessions required to be provided for the candidates belonging to the Scheduled Castes, Scheduled Tribes and other special categories of persons in accordance with the orders issued by the Government from time to time in this regard.

APPENDIX 'A'**[See Rule 4(2)]****The number of posts under the
Uttarakhand Civil Defence Subordinate Service**

SL.No	Designation of the post	No of posts		
		Permanent	Temporary	Total
1.	Assistant Deputy Controller, Civil Defence, (Senior Scale)	1	-	1
2.	Assistant Deputy Controller, Civil Defence	3	-	3
3.	Store Superintendent	1	-	1
4.	Wireless Operator	1	-	1

APPENDIX 'B'**[See Rule 22(2)]**

	Name of post	Scales of pay (in Rupes)	Grade pay
1.	Assistant Deputy Controller, Civil Defence, Senior Scale	9300-34800/-	4200/-
2.	Assistant Deputy Controller, Civil Defence	5200-20200/-	2800/-
3.	Store Superintendent	5200-20200/-	2400/-
4.	Wireless Operator	5200-20200/-	2000/-

By Order,

Dr. UMAKANT PANWAR,
Principal Secretary, Home,
Uttarakhand Dehradun.