

অসম



ৰাজপত্ৰ

THE ASSAM GAZETTE

অসাধাৰণ

EXTRAORDINARY

প্ৰাপ্ত কৰ্তৃত্বৰ দ্বাৰা প্ৰকাশিত

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GOVERNMENT OF ASSAM

ORDERS BY THE GOVERNOR

GUWAHATI DEVELOPMENT DEPARTMENT

NOTIFICATION

GUWAHATI MUNICIPAL CORPORATION ENGINEERING SERVICE
RULES, 2004

The 27th January, 2004

No. GDD.114/2002/62.-- In pursuance of the provisio of Section 67(3) and 415 of Guwahati Municipal Corporation Act, 1973, the Guwahati Municipal Corporation is hereby pleased to make the following rules regulating the recruitment and conditions of services and posts in G.M.C. Engineering Services namely :-

1. Short title and commencement :-

(A) These rules may be called the Guwahati Municipal Corporation Engineering Service Rules, 2003.

(B) They shall come into force on the date of their publication in official Gazette.

2. Definition :-

In these rules unless there is anything repugnant in the subject or context.

(a) "Appointing Authority" shall mean the Commissioner of Guwahati Municipal Cororation.

- (b) "Commission" shall mean "Municipal Service Commission" constituted under Section 73(1) of G.M.C. Act.
- (c) "Commissioner" shall be Commissioner, Guwahati Municipal Corporation under G.M.C. Act.
- (d) "Corporation" shall mean Guwahati Municipal Corporation under G.M.C. Act.
- (e) "Government" means the Government of Assam.
- (f) "Member" means the member of G.M.C. Engineering Service.
- (g) "Select list" means the list of selected candidate recommended for appointment by Commissioner/Selection Board.
- (h) "Service" means the G.M.C. Engineering Service.
- (i) "Year" means calender year.
- (j) "Selection Board" means the Selection Board constituted under Rule 11 (c).

3. **The Service shall consist of following Cadres, Namely (Schedule-I) :-**

- (a) Chief Engineer,
- (b) Superintending Engineer,
- (c) Executive Engineer,
- (d) Asstt. Executive Engineer,
- (e) Asstt. Engineer,
- (f) Junior Engineer.

4. **Strength of Service :-**

The strength of each cadre in the Service shall be such as determined by Corporation with prior approval of Government from time to time. The strength of the cadres on the date of commencement of these rules shall be as shown in the Schedule-II to the rules.

5. **Method of Recruitment to the Service :-**

The cadres of the Service shall be filled up -

- (a) By deputation.
- (b) By direct recruitment.
- (c) By promotion.

6. **Deputation :-**

The cadre of Chief Engineer shall be filled by suitable officers on deputation from Government of Assam.

7. Direct Recruitment :-

Entire strength of Junior Engineer cadre and 50% strength of Assistant Engineer cadre shall be filled up by direct recruitment on the basis of selection made by Commission.

(a) Before the end of each year the Corporation shall make an assessment regarding likely number of vacancies to be filled by direct recruitment during the next year and shall intimate the same to the Commission together with the details of seats to be filled by reserved categories in accordance with Reservation Act, 1978.

(b) The appointing Authority shall simultaneously request the Commission to recommend a list of candidates for direct recruitment in order of preference.

(c) The Commission shall make the selection on the basis of written test followed by an interview.

(d) The Commission shall furnish Appointing Authority with a list of candidates recommended by it in order of preference found suitable for direct recruitment. The number of candidate in such a list may be the actual number of vacancies.

(e) The Commission shall simultaneously publish the list in atleast one Assamese and English daily each.

(f) The Appointing Authority may approved the list and make the appointment from select list as recommended by the Commission.

8. Qualification for direct recruitment :-

(a) A candidate shall not be less then 21 years and more than 36 years of age on the 1st January of the year of recruitment. The relaxation in age will be available for candidate belonging to Schedule Caste, Schedule Tribe or any of the Category as laid down by Government in accordance with the general order of Government in force.

(b) The Educational Qualification for candidate shall be such as laid down in the Schedule-III of these rules.

9. Physical Fitness :-

A Candidate for direct recruitment shall be of sound mental and physical health. He shall be required to under go medical examination before appointment to the service.

10. **Character :-**

Appointing Authority before making appointment shall obtained the P.V.R. from concerned authority.

11. **Appointment by Promotion :-**

(a) The Appointing Authority shall make recruitment to the cadre by promotion in following manner :-

Superintending Engineer	-	-	100%
Executive Engineer	-	-	100%
Asstt. Executive Engineer	-	-	100%
Asstt. Engineer	-	-	50%

(b) The vacancies shall be filled by Appointing Authority out of select list recommended by the Selection Board.

(c) The Selection Board shall consist of the following :-

- | | | |
|--|---|---------------|
| 1. Chairman, G.M.C. Service Commission | - | Chairman |
| 2. Commissioner, G.M.C. | - | Member-Secy.. |
| 3. Addl. Deputy Commissioner, Kamrup | - | Member |
| 4. Chief Engineer, PWD. | - | Member |
| 5. Chief Engineer, P.H.E. | - | Member |

(d) The promotion shall be on seniority-cum-merit basis and experience.

(e) Eligibility for promotion to different cadre shall be as specified in Schedule-IV of those rules.

12. **General Procedure for Promotion :-**

(1) Before the end of each year the Appointing Authority shall make an assessment of the likely number of vacancies to be filled up by promotion in the next year in each cadre.

(2) The Appointing Authority shall then furnish to Selection Board the following documents and information with regard to as many persons in order of seniority as 4 times the number of vacancies.

(a) Information about number of vacancies.

(b) List of officers in order of seniority eligible for promotion :-

(Separate list for promotion to different cadres shall be furnished) indicating the cadre to which the case of promotion is to be considered.

(c) Character roll and personal files of the officers listed.

(d) Any other documents which Appointing Authority or Committee consider necessary.

13. The Appointing Authority shall simultaneously request the Selection Board to recommend within one month a list of officers found suitable for promotion in order of preference in respect of promotion to each of the cadre in which recruitment is to be made.

14. The Selection Board after examination of the documents and information furnished by Appointing Authority shall recommend to Appointing Authority a select list of officers double the probable number of vacancies in order of preference found suitable for promotion.

15. The Appointing Authority shall consider the select list prepared by the Committee and approve the list unless it considers any change necessary. If appointing authority consider it necessary to make any change in the list received from the Selection Board he shall inform the Selection Board of the changes proposed. However, if Selection Board refuses to concur with the proposed changes the matter shall be referred to Government by Appointing Authority who may approve list after accepting or refusing the proposed changes as the case may be.

16. The select list shall be valid for a period of 12 months from the date of approval by Appointing Authority.

17. **Joining Time :-**

A person shall join within 15 days from the date of receipt of the order of appointment or of promotion failing which the appointment shall be cancelled unless the appointing authority extends the period.

18. **Seniority :-**

The seniority of a member in a cadre appointed by direct recruitment or by promotion shall be determined according to the order of preference in the respective list recommended under rule 7 and 11(b).

A member appointed by promotion against a vacancy occurring in a year shall be senior to a member appointed by direct recruitment of that year.

19. **Probation :-**

A member shall be placed on probation for a period of two years before he is confirmed in the cadre. A member shall be confirmed in the cadre subject to following condition :-

(1) he has completed the period of probation to the satisfaction of the appointing authority.

20. Gradation List :-

There shall be prepared and published every year a gradation list containing the names of all members of the Service Cadre wise in order of seniority and such other particulars a date of birth, date of appointment etc.

21. Pay :-

All appointments in the service shall be made in the time scale of pay as may be prescribed by Corporation with prior approval from Government from time to time. The scale of pay of posts in the cadre of the service on the date of commencement of these rules are shown in Schedule-I.

22. Mode of Employment :-

Except as provided in these rules all matter relating to pay and allowances, leave, pension, discipline and other condition of service shall be regulated by such rules as may be framed by appointing authority.

23. Reservation :-

In all cases of appointment by direct recruit as well as by promotion there shall be reservation in case of candidates belonging to the member of S.C., S.T., as per the provision of the Assam S.C. and S.T. (R.V.S. and Posts Act, 1978 and Rules framed thereunder. These shall also be reservation for candidates belonging to other Backward Classes as per Government circular con in O.M. No. ABP.338/83/14, dated 4th January, 1984 for direct recruitment only. General orders in respect of reservation in favour of other categories of candidates as may be in force for time being shall also be follow.

S. K. ROY
Commissioner,
Guwahati Municipal Corporation
Guwahati.

SCHEDULE - I

(Rule - 3)

LIST OF POSTS EQUIVALENT TO AND INCLUDED IN THE CADRE OF THE SERVICE.

Sl. No.	Name of Cadre	Name of Post Equivalent to and included in the Cadre.	Remarks.
1.	Chief Engineer	(1) (2)	Post is filled up by deputation and hence it carried the grade pay of the Officer.
2.	Superintending Engineer.	(1) (2)	
3.	Executive Engineer	(1) (2)	
4.	Asstt. Executive Engineer	(1) (2)	
5.	Asstt. Engineer	(1) (2)	
6.	Junior Engineer	(1) (2)	

SCHEDULE - II

(Rule - 4)

STRENGTH OF EACH CADRE OF THE SERVICE AND THE TIME SCALE OF PAY.

Categories of Post	Time scale of pay	Number of Posts		Total
		Permanent	Temporary	
1. Chief Engineer	Deputation Post	2	--	2
2. Superintending Engineer.	9075-14225	3	--	3
3. Executive Engineer	8100-13025	7	--	7
4. Asstt. Executive Engineer.	5725-11825	6	--	6
5. Asstt. Engineer	4390-11425	33 (C)	--	33
		1 (M)	--	1
		1 (E)	--	1
6. Junior Engineer	3580-8750	17 (C)	8	25
		1 (E)	--	1
		2 (Gr. II)	--	2

SCHEDULE - III

[Rule - 8 (b)]

<u>Cadre</u>		<u>Qualification</u>
1. Asstt. Engineer	- -	B. E. Degree from Recognised Engineering College.
2. Junior Engineer	- -	3 years Diploma in Engineering from Recognised Institute.

SCHEDULE - IV

[Rule - II (F)]

<u>Cadre</u>		<u>Eligibility criteria for Promotion.</u>
1. Supdt. Engineer	- -	Must have worked as Executive Engineer for five years in G.M.C.
2. Executive Engineer	- -	Must have worked as Asstt. Executive Engineer for five years in G.M.C.
3. Asstt. Executive Engineer	- -	Must have worked as Asstt. Engineer for five years in G.M.C.
4. Asstt. Engineer	- -	Must have worked as Junior Engineer for 8 (eight) years in G.M.C.

S. K. ROY
Commissioner,
Guwahati Municipal Corporation,
Guwahati.

J. C. BORA,
Deputy Secy. to the Govt. of Assam,
Guwahati Development Department.