

ANNEXURE-"A"

RECRUITMENT & PROMOTION RULES FOR THE POST OF WATER SPORTS INSTRUCTOR (NON GAZETTED) CLASS - III IN THE ATAL BIHARI VAJPAYEE INSTITUTE OF MOUNTAINEERING & ALLIED SPORTS, MANALI, DEPARTMENT OF YOUTH SERVICES AND SPORTS (HP).

1. Name of the post	Water Sports Instructor
2. Number of posts	Three (3)
3. Classification	Class III (Non - Gazetted) (Technical services)
4. Scale of pay	(i) Pay scale for regular incumbents. Rs.10,300 - 34,800+3800/-Grade Pay. (ii) Emoluments for contract Employees:- as per details given in Col 15-A.
5. Whether selection post or Non selection Post	Non selection
6. Age for direct recruitment	Between 18 to 45 years

Provided that the upper age limit for direct recruits will not be applicable to candidates already in service of the Government including those who have been appointed on adhoc or on contract basis.

Provided, further that if a candidate appointed on adhoc basis had became over age on date when, he was such as he shall not be eligible for any relaxation in the prescribed age limit by virtue of his such adhoc or contract appointment.

Provided further that upper age limit is relax able for Scheduled Castes/ Scheduled Tribe /other category of persons to the extent permissible under the general or special order(s of the Himachal Pradesh Government.

Provided further that the employees of all the

public Sector/ corporation/ Autonomous Bodies who happened to be Government Servants before absorption in Public Sector/ Corporations/Autonomous Bodies at the time of initial constitution of such corporations/autonomous Bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the Public Sector/ Corporations/ Autonomous Bodies and who were / are subsequently appointed by such Corporation/ Autonomous Bodies and who are/ were finally absorbed in the service of such Corporations Bodies after initial Constitution of the Public Sector/ Corporations/ Autonomous Bodies.

(1) Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is / are advertised for inviting applications or notified to the Employment Exchanges or as the case may be.

(2) Age and experience in the case of direct recruitment relax able at the discretion of the Himachal Pradesh Public Service Commission in case the Candidate is otherwise well qualified.

7. Minimum educational and other ESSENTIAL QUALIFICATION: qualifications required for direct

recruits

(i) Bachelor's Degree or its equivalent from a recognized board or university.

ii) Should have done the following water Sports Courses from an Institution recognized by the Government of Himachal Pradesh,
(a) Basic (b) Intermediate course in Canoeing (c) Advance Course in Sailing.

DESIRABLE QUALIFICATION:

(I) Two years experience as Water Sports Instructor from a Institution recognized by the Government.

(II) Knowledge of customs, manner and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

8. Whether age and education qualifications prescribed for direct recruits will apply in the case of promotees.

Age : Not applicable

Education Qualification: YES

9. Period of probation, if any.

Two years subject to such further extension for a period not exceeding one year as may be ordered by the competent authority special circumstances and reason be recorded in writing.

10. Method of recruitment, whether direct recruitment or: promotions, deputation, transfer and the percentage of posts to be filled in by various methods.

: 50% by promotion and 50% by direct recruitment or on contract basis.

11. In case of recruitment by promotion, deputation,

: By promotion from amongst Boatman/Sailmaker possessing essential qualification as prescribed in Column No.7

transfer, grades from which promotion, deputation/transfer is to be made.

supra with at least six years regular services of regular combined with adhoc service rendered, if any, in the grade.

A combined seniority list of all the eligible officials shall be prepared on the basis of length of service without disturbing their inter-se-seniority in the respected grades.

Provided that for the purpose of promotion every employees shall have to serve at least one term in the tribal Area / Difficult areas subject to adequate number of post(s) available in such areas.

Provided further the proviso (I) supra shall not be applicable in the case of those employees who have five years or less service left for superannuation.

Provided further that officers/ officials who have not served at least one tenure in Tribal/Difficult area shall be transferred to such area strictly in accordance with his / her seniority in the respective cadre.

Explanation I : For the purpose of proviso 1 supra the "term" in tribal / Difficult areas shall mean normally three years or less period of posting in such area, keeping in view the administrative requirements and performance of the employees.

Explanation II: For the purpose of proviso 1 supra the Tribal / Difficult Areas shall be as under:-

1. District Lahoul & Spiti.
2. Pangi and Bharmour Sub Division of Chamba District.
3. Dodra kwar Area of Rohru Sub- Division.
4. Pandrah Bis Pargana, Munish Darkali and Gram Panchayat Kashapat, Gram Panchayats of Rampu Tehsil of District Shimla.
5. Pandrah Bis Pargana of Kullu District.
6. Bara Bangal Areas of Blajnath sub- Division of Kangra District.
7. District Kinnaur.
8. Kathwar and Korga Patwar Circle of Kamrau Sub Tehsil, Bhaladh Bholan and Sangna Patwar

Circle of Renukaji Tehsil and Kot Pab Patwar Circle of Shillai Tehsil, in Sirmour District.

9. Khanyol - Bagra Patwar Circle of Karsog Tehsil, Gada Gussaini, Mathayani, Ghanyar, Thachi Baggi, Somgad and Kholanal of Bali Chowki Sub- Tehsil, Jhawar, Kutgarh, Graman, Devgarh Devgarh, Trailla, Ropa, Kathog, Silh - Badhwani, Hastpur, Ghamrehar and Bhatehar Patwar Circle of Padhartehsil, Chiuni, Kalpar, mangarh, Thach- bagra, North Magru and South magru Patwar Circle of Thunag Tehsil and Batwara patwar Circle of Sunder nagar Tehsil in Mandi District.

Note:

(1) In all cases of promotion, the Continuous adhoc service rendered in the feeder post, if any, prior to regular appointment to the post shall be taken in to account towards the length of service as prescribed in these rules for promotion subject to the condition that the adhoc appointment /promotion in the feeder category had been made after following proper acceptable process of selection in accordance with the provisions of Recruitment & Promotion Rules, provided that ;

(1) In all cases where a junior person becomes eligible for consideration by virtue of his/her total length of service (including the service rendered on adhoc basis followed by regular service/appointment) in the feeder post in view of the provisions referred to above, all persons senior to him/her in the respective category /post / cadre shall be deemed to be eligible for consideration and placed above the junior person in the field of consideration;

Provide that all incumbents to be considered for promotion shall possess the minimum qualifying service of at least three years or that prescribed in the Recruitment and Promotion Rules for the post whichever is less;

Provided further that where a Person becomes in eligible to be considered for promotion on account of the requirements of the preceding proviso, the person(s) junior to him/her shall also be deemed to ineligible for consideration for such promotion.

Explanation: - The last proviso shall not render the junior incumbent(s) ineligible for consideration for promotion if the senior ineligible persons happened to be Ex - Servicemen recruited under the provisions of Rules -3 of Demobilized Armed Forces Personnel (Reservation of Vacancies in Himachal State Non-Technical Service) Rules, 1972 and having been given the benefit of seniority there under or recruited under the provisions of Rules-3 of Ex-Servicemen (Reservation of vacancies in the Himachal Pradesh Technical Services) Rules, 1985 and having been given the benefit of seniority there under.

2. Similarly, in all cases of confirmation continuous adhoc service rendered on the feeder post, if any, prior to the regular appointment against such post shall be taken into account towards the length of service if the adhoc

appointment/ promotion had been made after proper selection in accordance with the provisions with the Recruitment & Promotion Rules; Provided that inter-seniority as a result of confirmation after taking into account adhoc service rendered as referred to above shall remain unchanged.

12. If departmental Promotion Committee exists, what is its Composition? : As may be constituted by Government from time to time.

13. Circumstances under which the Himachal Pradesh Public Service Commission is to be consulted in making recruitment. : As required under the law.

14. Essential requirements for direct recruits. : A candidate for appointment to any service or post must be a citizen of India.

15. Selection for appointment to post by direct recruitment: Selection for appointment to the post in the case of direct recruitment shall be made on the basis of viva voce test, if Himachal Pradesh Public Service Commission / other recruiting Authority, as the case may be, so

consider necessary or expedient by a written test or practical test, the standard syllabus etc. of which will be determined by the commission / other recruiting authority as the case may be.

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Selection for appointment to the post by contract appointment).

Notwithstanding anything contained in these rules, contract appointments to the post will be made subject to the terms and conditions given below:-

(1) CONCEPT

(a) Under this policy the Water Sports Instructor in Atal Bihari Vajpayee Institute of Mountaineering & Allied Sports, Manali, Department of Youth Services & Sports, H.P. will be engaged on contract basis initially for one year, which may be extendable on year to year basis.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his/her period of contract is to be renewed/extended.

(b) POST FALLS WITHIN THE PURVIEW OF HPSSSB: -

The Director, Atal Bihari Vajpayee Institute of Mountaineering and Allied Sports, Manali Institute H.P. after obtaining the approval of the Government to fill up the vacant posts on contract basis will place the requisition with the concerned recruiting agency i.e. H.P Subordinate Service Selection Board, Hamirpur.

© The selection will be made in accordance with the eligibility conditions prescribed in these Rules.

(II) CONTRACTUAL EMOLUMENTS:

The Water Sports Instructor appointed on contract basis will be paid consolidated fixed contractual amount @ Rs.14,100/- per month. (which shall be equal to minimum of the pay + grade pay). An amount of Rs. 430/- (3% of the minimum of the pay band + grade pay) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is extended beyond one year.

(III) APPOINTING / DISCIPLINARY AUTHORITY

The Director the Atal Bihari Vajpayee Institute of Mountaineering & Allied Sports, Manali H.P. of the Institute will be the appointing and

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disciplinary authority.

(IV) SELECTION PROCESS:

Selection for appointment to the post in the case of Contract Appointment will be made on the basis of viva-voce test or if considered necessary or expedient by a written test or practical test the standard / syllabus etc. of which will be determined by the concerned recruiting agency i.e. Himachal Pradesh Subordinate Services Selection Board, Hamirpur.

(V) COMMITTEE FOR SELECTION OF CONTRACTUAL APPOINTMENTS

As may be constituted by the concerned recruiting Agency i.e. the Himachal Pradesh Subordinate Services Selection Board from time to time.

(VI) AGREEMENT

After selection of a candidate, he/she shall sign an agreement as per Annexure-B appended to these Rules.

(VII) TERMS AND CONDITIONS:

(a) The Contract appointee will be paid fixed Contractual amount @ Rs.14, 100/- per month. (which shall be equal to minimum of pay Band + grade pay). The contract appointee will be entitled for increase in contractual amount @ Rs.430/- (3% of minimum of the pay

band + grade pay of the post) for further extended years and no other allied benefits such as seniority/selection scales etc. shall be given.

(b) The service of the Contract Appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance /conduct of the contract appointee is not found Satisfactory.

(c) Contract Appointee will be entitled for one day casual leave after putting one month service. This leave can be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/she shall not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as per rules.

(d) Unauthorized absence from the duties without the approval of the Controlling Officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.

(e) An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative grounds.

(f) Selected candidate will have to submit a certificate of his/her fitness from a Government /Registered Medical Practitioner. Women candidate pregnant beyond 12 weeks will stand temporarily unfit till the confinement is over. The woman candidate will be re-examined for the fitness from an authorized Medical Officer/ Practitioner.

(g) Contract appointee will be entitled to TA/DA, if required to go on tour in connection with his/ her official duties at the same rate as applicable to regular counter part officials at the minimum of pay scale.

(h) Provisions of service rules like FR, SR, Leave Rules, GPF Rules, Pension Rules and Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in this Column.

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16. Reservation.

The appointment to the service shall be subject to order regarding reservation in the service Scheduled Castes / Scheduled Tribes / other Backward Classes / Other categories of persons issued by the Himachal Pradesh Government from time to time.

17. Departmental Examination: Not applicable.

18. Powers to Relax:

Where the State Government is of the opinion that it is necessary expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with H.P. Public Service Commission relax any of the provision(s) of these rules with respect to any Class of Category of person(s)/Post(s).