

GOVERNMENT OF UTTAR PRADESH

NYAY ANUBHAG-8

In pursuance of the provisions of clause (3) of Article 348 of the Constitution, the Governor is pleased to order the publication of the following English translation of notification No.122-Saat/Nyay-8-99-Adhi.-26(16)95 dated 31st, August 1999.

No.122/Saat/Nyay-8-99-Adhi.-26(16)95 Lucknow Dated 31st, August 1999.

In exercise of the powers conferred by the Sections 3-A and Section 7 of the Uttar Pradesh Public Services (Tribunal) Act, 1976 and in supersession of all existing rules and orders on the subject, the Governor is pleased to make the following rules regulating the recruitment and the conditions of service of the officers and other employees of the State Public Services Tribunal.

THE UTTAR PRADESH STATE PUBLIC SERVICES (TRIBUNAL) OFFICERS AND OTHER EMPLOYEES SERVICE RULES, 1999. (As amended)

PART-I

GENERAL

Short title and commencement	1.	(a)	These rules may be called the Uttar Pradesh State Public Services (Tribunal), officers and other Employees Services Rules, 1999.
		(b)	They shall come into force at once.
Status of the Service	2.		The Uttar Pradesh Public Services Tribunal Officers and other Employees Service comprises Group 'A', 'B', and 'C' posts.
Definitions	3.		In these rules, unless there is anything repugnant in the subject or context :
		(a)	'appointing authority' in relation to a post means the authority mentioned as such in the Appendix against each post.
		(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)	'Commission' means the Uttar Pradesh Public Service Commission.
		(d)	'constitution' means the Constitution of India.
		(e)	'Government' means the State Government of Uttar Pradesh.
		(f)	'Governor' means the Governor of Uttar Pradesh.
		(g)	Group 'A' post, Group 'B' post or Group 'C' post means the post specified as such by the Government from time to time.
		(h)	'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.

- (i) "other backward classes of citizen" means the backward classes of citizens specified in Schedule-I of the Uttar Pradesh Public Services (Reservation for Schedule Castes, Scheduled Tribes and other Backward Classes) Act, 1994, as amended from time to time.
- (j) 'service' means the Uttar Pradesh State Public Services Tribunal Officers and other employees Services.
- (k) 'substantive appointment' means an appointment, not being an adhoc appointment, on a post in the Cadre of the service, made after selection in accordance with the rules and, if there are no rules, in accordance with the procedure prescribed for the time being by executive instructions issued by the Government.
- (l) 'year of recruitment' means a period of twelve months commencing from the first day of July of a calendar year.

PART-II CADRE

- Cadre of Service** 4. 1[(1) The strength of the service and of each category of posts therein shall be such as may be decided by the Government from time to time.]
- (2) The strength of the service and of each category of posts therein shall, untill orders varying the same are passed under sub-rule (1) be as given in Appendix.
- Provided that the appointing authority may leave unfilled or the Governor may hold in abeyance any vacant post, without thereby entitling any person to compensation. Provided further that the Governor may create such additional permanent or temporary posts as he may consider proper.
- (3) Ministerial Cadre shall be a separate cadre which includes all group 'C' posts except the posts of Private Secretaries, Stenographers, Accountants and Assistant Accountants.
- (4) Private Secretaries and Stenographers shall constitute a separate cadre :
- Provided that a stenographer who was recruited from the ministerial cadre and is working as such on the commencement of these rules, may, at his option, and with the previous approval of the Chairman, be reverted to the ministerial cadre subject to the condition that he will be given a place in the seniority list of the ministerial cadre which he would have occupied had he not been appointed as stenographer.

Provided further that no stenographerr shall be so reverted to the ministerial cadre if he was substantially appointed as stenographer by direct recruitment.

- (5) Accountants and Assistant Accountants shall constitute a separate cadre to be known as accounts cadre. No person shall be transferred from the ministerial cadre to the accounts cadre or from the accounts cadre to the ministerial cadre :

Provided that a person who was substantively appointed in the ministerial cadre and is working in the accounts cadre on the commencement of these rules may, at his option, and with the previous approval of the Chairman, be reverted to the ministerial cadre subject to the condition that he will be given a place in the seniority list of the ministerial cadre which he would have occupied had he not been so appointed in the accounts cadre . Provided further that no person, who was substantively appointed by direct recruitment in the accounts cadres shall be reverted to the ministerial cadre.

- 1[(6) An option under sub-rule (4) or sub-rule (5) may be exercised within two months from the commencement of these rules. Option once exercised shall be unchangeable.]

PART-III

RECRUITMENT

Source of recruitment

5. (1) The recruitment to the various categories of the posts in the service shall be made from the following sources :-
- (a) Registrar - By deputation from amongst persons belonging to the Uttar Pradesh Higher Judicial Service, on the recommendation of the High Court of Judicature at Allahabad.
 - (b) Joint Registrar (Judicial) By deputation from amongst persons belonging to the Uttar Pradesh Nyayik Sewa not below the rank of Civil Judge (Senior Division) on the recommendation of the High Court of Judicature at Allahabad.
 - (c) Joint Registrar (Executive) — By deputation from amongst substantively appointed persons or the senior scale belonging to the Uttar Pradesh Civil Service (Executive Branch) who have completed eight years total Substantive service on the first day of the year of recruitment.
 - (d) Computer Programmer — By direct recruitment through the Commission.
 - (e) Senior Administrative Officer — By promotion from amongst substantively appointed Assistant Registrar and Office

Superintendents who have completed two years service as such on the first day of the year of recruitment.

(f) **Assistant Registrar and Office Superintendents —**

By promotion from amongst substantively appointed Munsarims and Senior Assistants who have completed two years service as such on the first day of the year of recruitment.

(g) **Munsarim/Senior Assistant —** By promotion from amongst substantively appointed Readers who have completed two years service as such on the first day of the year of recruitment.

(h) **Reader —** By promotion from amongst substantively appointed Senior Clerks, Nazir, Ahalmad, Record Keeper, Cashier and Caretaker who have completed two years service as such on the first day of the year of recruitment.

(i) **Senior Clerks, Nazir, Ahalmad, Record Keeper, Cashier and Caretaker —** By promotion from amongst substantively appointed Junior Clerks, Typist, Copyist, Assistant Cashier, Assistant Record Keeper and Library Assistant who have completed two years as such on the first day of the year of recruitment.

(j) **Junior Clerks, Typist, Copyist, Assistant Record Keeper, Library Assistant, Assistant Cashier —**

(1) Eighty percent by direct recruitment through the Selection Committee.

(2) Fifteen percent by promotion through the Selection Committee from amongst substantively appointed High School examination pass Group 'D' employees who have completed five years service as such on the first day of the year of recruitment and who possess a minimum speed of 25 words per minute in Hindi typewriting in accordance with the orders of the Government issued from time to time in this regard.

(3) Five percent by promotion through the selection Committee from amongst substantively appointed Intermediate examination pass Group 'D' employees who have completed five years service as such on the first day of the year of recruitment and who possess a minimum speed of 25 words per minute in Hindi typewriting in accordance with the orders of the Government issued from time to time in this regard.

(k) **Librarian —** By direct recruitment through the Selection Committee.

- (1) **Private Secretary** — By promotion from amongst substantively appointed stenographers who are working in the pay scale of Rs.5500-9000 and who have completed ten years service as such on the first day of the year of recruitment : Provided that if eligible or suitable persons are not available for promotion, the field of eligibility may be extended to include such substantively appointed Stenographers who have completed seven years service as such in the pay scale of Rs.5500-9000 on the first day of the year of recruitment.

Provided further that if eligible or suitable persons are not available for promotion the field of eligibility may be extended to include such substantively appointed Stenographers who have completed fifteen years service as such in the next lower pay scale to scale of Rs.5500-9000 on the first day of the year of recruitment.

- (m) **Stenographers to Chairman, Vice Chairman and Members (Pay Scale Rs.5500-9000) —**

By promotion from amongst substantively appointed Stenographers who are working in the pay scale of Rs.4000-6000 and who have completed two years service as such on the first day of the year of recruitment : Provided that if eligible or suitable persons are not available for promotion, the post may be filled by direct recruitment through the Selection Committee.

- (n) **Stenographers (Pay Scale 4000-6000) —** By direct recruitment through the Selection Committee.

- (o) **Accountant** — By promotion from amongst substantively appointed Assistant Accountants who have completed three years service as such on the first day of the year of recruitment :

Provided that if eligible or suitable persons are not available for promotion, the post may be filled by direct recruitment through the Selection Committee.

- (p) **Assistant Accountant** — By direct recruitment through the Selection Committee.

1[(2) If eligible or suitable Candidates are not available for promotion to a post mentioned in clauses (e), (f), (g), (h) and (i) of sub-rule (1) the Government may relax the requisite length of qualifying service in the feeder cadre to such extent as it may consider necessary ignoring the period of probation prescribed for the post of feeder cadre.]

Reservation

6. Reservation for the candidates belonging to the Scheduled Castes, Scheduled Tribes and other categories shall be in accordance with the Uttar Pradesh Public Services (Reservation for Physically Handicapped, Dependents of Freedom Fighters and Ex-Servicemen) Act, 1993, the Uttar Pradesh Public Services (Reservation for Scheduled Castes, Scheduled Tribes and Other Backward Classes) Act, 1994 as amended from time to time and the orders of the Government in force at the time of the 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 over to India before the 1st January, 1962 with the intention of permanently settling in India ; or
 - (c) a person for Indian origin who has migrated from Pakistan, Burma, Sri Lanka or any of the East African countries of Kenya, Uganda and 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 Deputy Inspector General of Police, Intelligence Branch, Uttar Pradesh :

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 -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
Qualification**

8. A candidate for direct recruitment to the various categories of post in the service must possess the following qualifications :

POST		QUALIFICATIONS	
(a)	Computer Programmer :	Must possess	B.E./B.Tech/M.Tech degree in Computer Science in Ist Division, of a university established by law in India or a

degree recognised by the Government as equivalent thereto:

or

Post Graduate Degree in Physics/ Mathematics / Operation Research/Statistics in first Division with Advance Post Graduate Diploma in Computer Science from a recognised Institute.

(b) Librarian

(i) Must possess a Bachelor's degree or Diploma in Library Science of a University established by Law in India or an Institution recognised by the Government:

(ii) Two years working experience in a Library of a Government or public institution.

(iii) Preference will be given to a candidate who possesses a post graduate degree in Library Science or a degree of Bachelor of Laws of a University established by law in India.

(c) Junior Clerk/Typist/Copyist
/Assistant Record Keeper/
Assistant
Cashier/Library Assistant

(i) Must have passed the Intermediate Examination of the Board of High School and Intermediate Education, Uttar Pradesh or an examination declared by the Government as equivalent thereto.

(ii) Must have minimum speed of 25 words per minute in Hindi Typewriting.

(d) Stenographer to Chairman/
Vice Chairman and
Members(Pay Scale :
Rs.5500-9000)

(i) Must possess a Bachelor Degree of a University established by law in India or an examination declared by the Government as equivalent thereto :

(ii) Must possess a minimum speed of 100 words per minute in English shorthand and 80 words per minute in hindi shorthand and a minimum speed of 40 words per minute in English and Hindi typing.

(e) Stenographer (Pay Scale

(i) Must have passed the Intermediate

and Intermediate Education, Uttar Pradesh or an examination declared by the Government as equivalent thereto :

(ii) Must possess a minimum speed of 80 words per minute in English and Hindi Shorthand and a minimum speed of 40 words per minute in English and Hindi Typewriting.

(f) Accountant

(i) Must possess a Post Graduate Degree in Commerce with Accountancy as one of the subjects in Graduation from a University established by Law in India or or a Degree recognised by the Government as equivalent thereto :

OR Must have passed Divisional Test Examination (D.T.E.) conducted by the Accountant General, Uttar Pradesh.

(ii) Preference shall be given to a person who has adequate working experience as Assistant Accountant in a Government Department.

(g) Assistant Accountant

(i) Must possess a Bachelor's Degree in Commerce with Accountancy as one of the subjects from a University established by law in India or a Degree recognised by the Government as equivalent thereto.

Preferential Qualification

(9) A candidate who has :

(i) served in the Territorial Army for a minimum period of two years, or

(ii) obtained a 'B' certificate of National Cadet Corps; shall, other things being equal, be given preference in the matter of direct recruitment.

Age

[1(10) A candidate for direct recruitment must have attained the minimum age and must not have attained the age more than the maximum age specified against the post in the table given below on the first day of July of the Calendar year in which vacancies are advertised :

Serial Number	Name of the post	Minimum age	Maximum age
1	2	3	4
1.	Computer Programmer	21 years	35 years
2.	Librarian	21 years	35 years

3.	Junior Clerk/Typist/Copyist Assistant Record Keeper/ Assistant Cashier/Library Assistant	18 years	35 years
4.	Stenographer to Chairman, Vice Chairman and Members (Pay Scale Rs.5500-9000)	21 years	35 years
5.	Stenographer (Pay Scale Rs.4000-6000)	18 years	35 years
6.	Accountant	21 years	35 years
7.	Assistant Accountant	21 years	35 years

Provided that the upper age limit in the case of candidates belonging to Scheduled Castes, Scheduled Tribes and such other categories as may be notified by the Government from time to time shall be greater 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 may be such as to render him suitable in all respects for employment in Government Service. The appointing authority shall satisfy itself on this point.

NOTE : Persons dismissed by the Union Government or a State Government or by a Local Authority or 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, if satisfied that there exist special grounds for doing so, exempt any person from the operation of this rule.

Physical Fitness

13. No candidate shall be appointed to a post in the service unless he be in good mental and bodily health and free from any physical defect likely to interfere with the efficient performance of his duties. Before a candidate is finally approved for appointment, he shall be required (a) in the case of a Gazetted post, in the service, to pass an examination by a Medical Board; (b) in the case of other posts in the service to produce a Medical Certificate of fitness in accordance with the rules framed under Fundamental rule 10, contained in Chapter III of the Financial Hand-Book, Volume II, Part III.

Provided that a medical certificate of fitness shall not be required from a candidate recruited by promotion.

PART-V PROCEDURE FOR RECRUITMENT

- Determination of 1[14. The appointing authority shall decide the number of vacancies to filled during the course of year of recruitment, as also the number of vacancies to be reserved for candidates belonging to Scheduled Castes, Schedule Tribes and other categories under rule 6. The vacancies to be filled by the commission shall be intimated to them.]
- Vacancies
- Procedure for the 15. (1) Applications for being considered for selection by direct recruitment shall be invited by the Commission in the form published in the advertisement issued by the commission.
- direct recruitment through the Commission
- (2) The commission shall, having regard to the need for securing due representation of the candidates belonging to the Scheduled Castes, Scheduled Tribes and other categories in accordance with rule 6, call for interview such number of candidates, who fulfill the requisite qualifications as they consider proper.
- (3) The commission shall prepare a list of candidates in order of their proficiency as disclosed by the marks obtained by each candidate in the interview. If two or more candidates obtain equal marks, the candidate senior in age shall be placed higher in the list. the number of the names in the list shall be larger but not larger by more than twenty five percent than the number of vacancies. The Commission shall forward the list to the appointing authority.
- Procedure for 16. Direct recruitment to the various categories of posts in the service through the Selection Committee shall be made in accordance with the provisions of the Uttar Pradesh procedure for Direct Recruitment for Group 'C' Posts (Outside The Purview of the Uttar Pradesh Public Service Commission) Rules, 1998, as amended from time to time.
- direct recruitment through the Selection Committee
- Procedure for 17. (1) Recruitment by promotion shall be made on the basis of seniority subject to the rejection of the unfit through the Selection Committee constituted in accordancess with the Uttar Pradesh constitution of Departmental Promotion Committee (for posts outside the purview of the Service Commission) Rules, 1992, as amended from time to time.
- recruitment by
- (2) The appointing authority shall prepare eligibility Lists of the candidates in accordance with the Uttar Pradesh Promotion by Selection (on posts outside the purview of the Public Service
- NOTE :** Nomination of the officers for giving representation to the Scheduled Castes, Scheduled Tribes and Other Backward Classes of Citizens in the Selection Committee shall be made in accordance with the order made under Section 7 of the Uttar Pradesh Public Services (Reservation for Scheduled Castes, Scheduled Tribes and Other Backward Classes) Act, 1994, as amended from time to time.

Commission) Eligibility List Rules, 1986, as amended from time to time, and place the same before the Selection Committee alongwith their character rolls and such other records, pertaining to them, as may be considered proper.

(3) The Selection Committee shall consider the cases of candidates on the basis of records, referred to in sub-rule (2), and if it considers necessary, it may interview the candidates also.

(4) The Selection Committee shall prepare a list of selected candidates in order of seniority as it stood in the cadre from which they are to be promoted and forward the same to the appointing authority.

Combined Select List 18. If, in any year of recruitment appointments are made both by direct recruitment and by promotion, a combined select list shall be prepared by taking the names of the candidates from the relevant lists, in such manner that the prescribed percentage is maintained, the first name in the list being of the person appointed by promotion.

PART-VI APPOINTMENT, PROBATION, CONFIRMATION AND SENIORITY

Appointment 19. (1) Subject to the provisions of sub rule (2) The appointing authority shall make appointment by taking the names of candidates in the order in which they stand in the lists prepared under rule, 15, 16, 17 or 18 as the case may be.

(2) Where, in any year of recruitment, appointment are to be made both by direct recruitment and by promotion, regular appointments shall not be made unless selections are made from both the sources and a combined list is prepared in accordance with rule 18.

1[(3) If more than one orders of appointment are issued in respect of any one selection, a combined order shall also be issued, mentioning the names of the persons in order of seniority as decided in the selection, or, as the case may be, as it stood in the cadre from which they are promoted. If the appointments are made both by direct recruitment and by promotion, names shall be arranged in accordance with the order referred to in rule 18.]

Probation 20. (1) A person substantively appointed to a post in the Service, 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 extention 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 at 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 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 an 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

21. (1) Subject to the provisions of sub-rule (3) a probationer shall be confirmed in his appointment at the end of the period of probation or the extended period of probation if —
 - (a) his work and conduct are reported to be satisfactory; and
 - (b) his integrity is certified.
- (2) The provisions of the Uttar Pradesh State Government Servant's Confirmation Rules, 1991 shall mutatis mutandis apply to the member of the service.
- (3) Where, in accordance with the provisions of the Uttar Pradesh State Government Servant's Confirmation Rules, 1991, confirmation is not necessary, the order under sub-rule (3) of rule 5 of those rules declaring that the person concerned has successfully completed the probation shall be deemed to be the order of confirmation.

Seniority

- 1[22. The seniority of persons substantively appointed in any category of posts in the service shall be decided in accordance with the Uttar Pradesh Government Servant's Seniority Rules, 1991, as amended from time to time.]

PART-VII PAY ETC.

Scales of Pay

23. 1[(1) The scales of pay admissible to persons appointed to the various categories of posts in the services, shall be such as may be decided by the Government from time to time.]
- (2) The scales of pay at the time of the commencement of these rules are as given in the Appendix.

Pay during Probation

24. (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.

- (2) The pay during probation of a person, who was already holding a post under the Government, shall be regulated by the relevant Fundamental Rules.
- (3) The pay during probation of a person already in permanent Government Service shall be regulated by the relevant rules applicable generally to Government servant serving in connection with the affairs of the State.

Criteria for crossing efficiency bar	25.	No person shall be allowed to cross the efficiency bar unless his work and conduct is found to be satisfactory and unless his integrity is certified.
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PART-VIII OTHER PROVISIONS

Canvassing	26.	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.
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Regulation of other matters	27.	In regard to the matters not specifically covered by these rules or special order, 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.
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Relaxation in the conditions of service	28.	Where the Government is satisfied that the operation of any rule regulating the conditions of service of persons 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.
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Provided that where a rule has been framed in consultation with the Commission, that body shall be consulted before the requirements of the rule are dispensed with or relaxed.

Savings	29.	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 of the Government issued from time to time in this regard.
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By order,
**Principal
Secretary.**

Appendix
(See Rules 3(a), 4(2) and 23(2))

Serial No.	Name of the Post	Number of Posts			Scale of Pay	Appointing Authority
		Permanent	Temporary	Total		
1	2	3	4	5	6	7
1.	Registrar	-	1	1	Ordinary scale of pay admissible to officers of the Uttar Pradesh Higher Judicial Service.	Governor
2.	Joint Registrar (Judicial)	-	1	1	Scale of pay admissible to Civil Judge (Senior Division)	Governor
3.	Joint Registrar (Executive)	-	1	1	Scale of pay admissible Governor to officer so the Senior scale of the Uttar Pradesh Civil Service (Executive Branch)	Governor
4.	Computer Programmer	-	1	1	Rs.8000-275-13500	Governor
Cadre of Private Secretaries and Stenographers						
5.	Private Secretary	-	12	12	Rs.6500-200-10500	Chairman
6.	Stenographer to Chairman, Vice chairman and members	10	-	10	Rs.5500-175-9000	Chairman
7.	Stenographer	-	7	7	Rs.4000-100-6000	Chairman
Ministerial Cadre						
8.	Senior Administrative Officer	-	1	1	Rs.6500-200-10500	Chairman
9.	Assistant Registrar	-	1	1	Rs.5000-150-8000	Chairman
10.	Office Superintendent	-	6	6	Rs.5000-150-8000	Chairman
11.	Librarian	-	1	1	Rs.5000-150-8000	Chairman

Appendix
(See Rules 3(a), 4(2) and 23(2))

Serial No.	Name of the Post	<u>Number of Posts</u>			Scale of Pay	Appointing Authority
		Permanent	Temporary	Total		
1	2	3	4	5	6	7
12.	Munsarim	3	-	3	Rs.4500-125-7000	Chairman
13.	Senior Assistant	1	-	1	Rs.4500-125-7000	Chairman
14.	Reader	5	5	10	Rs.4500-125-7000	Chairman
15.	Cashier	1	-	1	Rs.4000-100-6000	Chairman
16.	Senior Clerk	5	12	17	Rs.4000-100-6000	Chairman
17.	Ahalmad	6	-	6	Rs.4000-100-6000	Chairman
18.	Nazir	-	2	2	Rs.4000-100-6000	Chairman
19.	Record Keeper	-	1	1	Rs.4000-100-6000	Chairman
20.	Caretaker	-	1	1	Rs.4000-100-6000	Chairman
21.	Typist	1	-	1	Rs.3050-75-3950-80-4590	Chairman
22.	Copyist	5	-	5	- do -	Chairman
23.	Jonior Clerk	1	20	21	- do -	Chairman
24.	Assistant Cashier	1	-	1	- do -	Chairman
25.	Assistant Record Keeper	-	2	2	- do -	Chairman
26.	Library Assistant	-	1	1	- do -	Chairman
	Account Cadre					
27.	Accountant	-	1	1	Rs.5000-150-8000	Chairman
28.	Assistant Accountant	2	-	2	Rs.4500-125-7000	Chairman