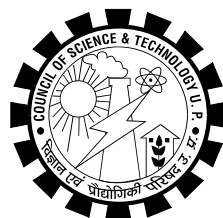


**UTTAR PRADESH STATE
COUNCIL OF SCIENCE & TECHNOLOGY**

RULES & REGULATIONS, 1976



**STATE COUNCIL OF SCIENCE & TECHNOLOGY, U.P.
LUCKNOW**

PART - I

UTTAR PRADESH STATE COUNCIL OF SCIENCE AND TECHNOLOGY (CONDUCT OF BUSINESS) RULES, 1976

SHORT TITLE AND COMMENCEMENT

1. (i) These Rules may be called Uttar Pradesh State Council of Science and Technology (Conduct of Business) Rules, 1976.
- (ii) They shall come into force with immediate effect.

DEFINITIONS

2. In these Rules, unless there is anything repugnant in the subject or context :-
 - (i) 'President' means the President of the State Council of Science and Technology, U. P. under Rule 6.
 - (ii) 'Vice-President' means the Vice-President of the State Council of Science and Technology, U. P. under Rule 7.
 - (iii) 'Executive Committee' means the Committee constituted under Rule 8.
 - (iv) 'Director' means the Director of the State Council of Science and Technology, U. P. appointed by the State Government under Rule 9.
 - (v) 'Chairman' means the Chairman of the Executive Committee under Rule 8.
 - (vi) 'Secretary' means the Secretary of the State Council of Science and Technology, U. P. appointed by the State Government under Rule 10.
 - (v) 'Government' means the Government of Uttar Pradesh.
 - (viii) 'Member Secretary' means the Director of the State Council of Science and Technology, U. P. nominated by the Government-as Member-Secretary of the State Council of Science and Technology, Uttar Pradesh.

(ix) 'State Council' means the State Council of Science and Technology, Uttar Pradesh constituted by the State Government.

(x) 'Bye-laws' means the Bye-laws framed under Rule 11 (8).

3. (i) The State Council of Science and Technology, U.P. shall be constituted with the representatives of various disciplines, so that it may effectively function as a representative body in different fields of Science and Technology. All the Scientist members of the Council will be appointed as members in their individual capacity.

1.	Chief Minister	President
2.	Minister, Deptt. of Science and Technology or Minister, Department of Industries (If the Chief Minister is also the Minister of Science and Technology)	Vice President
3.	Secretary to Govt. U. P., Department of Science & Technology-cum-Director, State Council of Science and Technology, U. P.	Member- Secretary
4.	Secretary to Govt. U. P., Department of Industries	Member
5.	Secretary to Govt. U. P., Department of Finance	Member
6.	Secretary to Govt. U. P., Department of Planning	Member
7.	Chairman, U. P. State Electricity Board, Lucknow	Member
8.	Director of Higher Education, Uttar Pradesh, Allahabad	Member
9.	Two representatives of Indian Institute of Technology	Member
10.	Three representatives of the Medicine of any Medical Institute in Uttar Pradesh	Member
11.	A representative of Agriculture	Member
12.	Five representatives of General Science	Member
13.	Fourteen representatives from Universities established by State Government	Member
14.	Two representatives from Central Universities located in the State	Member

15.	A representative of Department of Science and Technology, Govt. of India	Member
16.	A representative of Council of Scientific and Industrial Research, New Delhi	Member
17.	A representative of Indian Council of Agricultural Research	Member
18.	Two representatives of Industrialists	Member
19.	Ten representatives from various Institutes of Central Government Institutes including eminent Scientists	Member
20.	Any other representative considered suitable by State Government	Member

- (ii) All members of the State Council, other than ex-officio members, shall hold their memberships for a period of three years from the date of constitution of the said Council unless their membership is terminated earlier.
 - (iii) Where any person is the member of the State Council by reason of the office or appointment, he holds, his membership of the State Council shall terminate when he ceases to hold that office or appointment; and, in his vacancy, his successor in office or appointment shall automatically be a member of the Council.
 - (iv) Any vacancy occurring due to death, or resignation addressed to the President, among persons nominated under sub-rule 1 above, shall be filled up in accordance with the provisions of the Rules.
 - (v) The State Council shall maintain a Register of Members giving their names, occupations and addresses. If a member of the State Council shall change his address, he shall notify his new address to the Secretary, who shall thereupon enter his new address in the Roll of Members. But, if he fails to notify his new address, the address given in the Roll of Members shall be deemed to be his address.
4. The State Council, its Executive Committee and such other Committees as .may be constituted, shall function notwithstanding that any person who is entitled to be a member by reason of his office is not a member of the State Council (or its Committees) for the time being and notwithstanding

any other vacancy, whether by non-appointment and no act or proceeding of the State Council (or its Committees) shall be invalidated or called in question merely by reason of the happening of any of the above events or of any defect in the appointment or any irregularities in the nomination of any of its members.

AUTHORITIES OF THE STATE COUNCIL

5. The following shall be the authorities of the State Council :-
 - (1) President
 - (2) Vice-President
 - (3) Executive Committee
 - (4) Chairman, Executive Committee
 - (5) Director
 - (6) Secretary and/or such other officers as may be appointed.

PRESIDENT

6. The President of the State Council shall be the Chief Minister of the State.

VICE-PRESIDENT

7. The Minister, Department of Science and Technology shall be the Vice-President of the State Council. If the Chief Minister is also the Minister, Department of Science and Technology, the Minister, Department of Industries shall be the Vice-President of the State Council.

EXECUTIVE COMMITTEE

8.
 - (i) The Administration and Management of the affairs and finances of the State Council shall be conducted by an Executive Committee under the Chairmanship of the Director of the State Council consisting of 5 or 6 members or such members as may be decided by the State Government.
 - (ii) All members of the Executive Committee other than ex-officio members shall hold office for a period of three years from the date of their nomination to the State Council unless terminated earlier by the State Council.
 - (iii) Casual vacancies in the Executive Committee other than of ex-officio members shall be filled by nomination by the President from amongst

the members of the State Council and such member or members shall hold office for an expired period of the original term of the Executive Committee.

Explanation: Casual vacancy means a vacancy caused by resignation or death of a member.

DIRECTOR

9. The Secretary, Department of Science and Technology shall also be ex-officio Director of the State Council and he will perform the duties of the said Council as an Executive Head.

SECRETARY

10. (i) For the assistance of the Director of the Council there shall be a Secretary who shall be the Administrative Head of the Council.
- (ii) Officers drawn from different branches of Science and Technology shall also be appointed, so that the State Council is well equipped to understand, appreciate and follow of various programmes of Research and Development.
- (iii) There shall also be an officer to assist the Secretary for day to day working of the State Council.

FUNCTIONS AND OBJECTIVES

11. The functions and objectives of the State Council shall be as follows :-
 - (1) Encouragement of primarily applied research at the Universities or other institutions by suggesting problems to them and considering suggestions from them.
 - (2) Maintenance of liaison with the National Committee on Science and Technology, research institutions and the various National Laboratories with a view to coordinating with the universities in other States and other agencies for the prosecution of the applied research.
 - (3) Arrangement and supervision of researches on such problems of applied research pertaining to Agriculture, Technology and Industries, etc., as may be set to it.
 - (4) Submission of advice to the State Government in various departments relating to the general promotion of scientific research and' applied research.

- (5) Consideration of ways and means of utilizing the results of applied research conducted for the development of resources of the State and to make recommendations to Government in this behalf.
- (6) Inspection of universities and/or other institutions where suitable facilities may exist in the State when necessary for ascertaining the facilities they offer for carrying out specific research to their needs in respect of the development of scientific research.
- (7) Maintenance of upto-date records generally of the progress of scientific research in the country and in particular in the State.
- (8) Framing of rules, regulations and bye-laws of the State Council and adopt forms for applications for research projects (on the lines of the C S I. R., New Delhi) with the prior approval of the State Government.
- (9) Conduct of applied researches in any problem which may be set to it by the private firms or individual provided the entire cost thereof plus incidental charges as may be considered necessary by the Council is paid by the party concerned. The result of such investigations shall be conveyed to the party concerned.
- (10) Establishment of regional or state laboratory as well as Pilot Plant for conducting research on the utilization of raw materials whereby new industries in the State could be established or developed.
- (11) Conduct of such other work which may promote the cause relating to Science and Technology with the prior approval of the State Government and ensuring its compliance.
- (12) Observation and close supervision of the research projects undertaken and to ensure that the money is not wasted.
- (13) Preparation and publication of the annual report on the researches carried out.
- (14) Formulation of Science and Technology policy to ensure that basic needs of the people are met by efficient and judicious use of the national resources ensuring full employment, technological and economic competence and self-reliance in strategic sectors of the National economy and submit recommendations to the State Government for implementation.
- (15) Any specific work entrusted by the State Government relating to the Science and Technology and ensuring its full implementation.

- (16) Conduct of seminars and symposia relating to Science and Technology in the State.

Note: Govt. shall as and when necessary issue directions to the State Council from time to time, which shall be binding on the Council.

- 12. (1) The Executive Committee shall have the power to make rules, regulations and bye-laws not in-consistence with these rules for the conduct of administrative, financial and other affairs of the State Council in furtherance of its objectives and also to amend these when necessary.
 - (2) The Executive Committee shall have power to invite concerned individuals or experts to participate in the discussion at the meeting of the Executive Committee/State Council. .
13. The Secretary shall be the principal Administrative Officer of the State Council. The Secretary will have powers to open an account in the name of the State Council in a Bank approved by the Executive Committee and operate on the same in accordance with the decisions of the Executive Committee and such bye-laws as may be laid down. Provided that, during the absence of the Secretary for a period exceeding a month from the State, the Director shall have powers to nominate, for the period of absence of the Secretary, a person to perform the duties and exercise the powers of the Secretary mentioned in these Rules, including the power to operate on the account opened in the Bank in accordance with the bye-laws and the decisions of the Executive Committee.

GENERAL MEETING

- 14. (1) The Annual General Meeting of the State Council shall be held once every year at such time, date and place as the President may decide. At this meeting, called the Annual General Meeting, the report of the management of the State Council for the previous calendar year together with an audit copy of the balance-sheet, income and expenditure account and the auditor's report and any other matter that may be placed before it by the Executive Committee shall be submitted for approval.
- (2) All meetings of the State Council shall be called by notices under the signature of the Secretary or any other officer authorized in this behalf by the Secretary.
- (3) Every notice calling a meeting of the State Council shall state the date, time and place of such meeting and shall be delivered by hand or sent by registered post to every member at the address mentioned in the Register of members not less than 15 clear days before the date appointed for the Annual General Meeting.

- (4) The President or in his absence the Vice-President shall preside at all meetings of the Council. In the temporary absence of the President and the Vice-President, any member indicated by the President or Vice President, shall preside.
- (5) One-fourth of the number of members shall form the quorum at a meeting.
- (6) The procedure to be followed at the meetings shall be laid down in the bye-laws framed by the Executive Committee.

MEETING OF THE EXECUTIVE COMMITTEE

15. The Executive Committee shall meet :-

- (1) Preferably once a month at such time, date and the place as the Chairman may decide.
- (2) The meetings shall be called by notice under the signature of Secretary or any other officer authorised in this behalf by the Secretary, who shall cause the notice to be delivered safely to each member of the Executive Committee at the address mentioned in the Register of Members, not less than 7 days before the date fixed for the meeting, provided that the Chairman may call a meeting of the Executive Committee at such shorter notice as may be expedient. .
- (3) One-third of the members on the Executive Committee shall form the quorum, the requirements of the quorum shall not, however, apply to adjourned meetings.
- (4) The procedure to be followed at the meetings may be laid down in the bye-laws framed by the Executive Committee.
- (5) The Executive Committee may dispose of urgent matter by circulation of papers, if so desired by the Chairman. All Resolutions and decisions thus made shall be reported at the next meeting of the Executive Committee.

By order,

L.B.TEWARI

Secretary

Science & Technology Department.

PART-II

UTTAR PRADESH STATE COUNCIL OF SCIENCE AND TECHNOLOGY (POWERS AND FUNCTIONS OF DRECTOR, SECRETARY & OTHER OFFICERS.) REGULATIONS, 1976.

SHORT TITLE AND COMMENCEMENT

1. (i) These regulations may be called Uttar Pradesh State Council of Science and Technology (powers of Director, Secretary and other Officers) Regulations, 1976.
- (ii) They shall come into force with immediate effect.

DEFINITIONS

2. In these Regulations the definitions indicated in Rule 2 of the Uttar Pradesh State Council of Science and Technology (Conduct of business) Rules, 1976 shall apply.

DIRECTOR

3. (i) The Secretary, Department of Science & Technology, shall be the ex-officio Director of the State Council and he will perform the duties of the said Council as an Executive Head.
- (ii) He will be the Chairman of the Executive Committee constituted under Rule 8 of the Uttar Pradesh State Council of Science and Technology (Conduct of business) Rules, 1976.
- (iii) He will perform all duties specifically assigned to him by the President or the State Council.

SECRETARY

4. (i) For the assistance of the Director of the State Council, there shall be a Secretary as Administrative Head of the State Council.
- (ii) He shall be over all responsible for the proper administration of the State Council and for imparting instructions and maintenance of disciplines in the State Council.
- (iii) He shall give approval or reject the appointment of Research Assistants made or recommended for appointment by the universities, degree colleges and other institutions to work on the schemes sponsored or financed by the State Council on its behalf.

- (iv) He shall sign all bills, cheques and all such other documents on behalf of the State Council.
- (v) He shall be responsible for auditing of the accounts of the State Council under the direction of the State Government and shall submit the audit report to State Government for its information.
- (vi) He shall be the final authority for making appointments against the sanctioned posts or terminate the services of incumbents or such employees working in the State Council as and when necessary with the approval of the Director.
- (vii) He shall get the budget estimates, annual reports and accounts of the State Council prepared for submission to the State Council. .
- (viii) Without prejudice to anything contained in the above Regulations, he shall exercise all such powers as are exercised by a Head of a Government Department with regard to the administration of his office subject to the approval of the Director, and where necessary of the State Council.
- (ix) He shall perform all such duties of the State Council as it may assign to him.
- (x) He shall operate the funds of the State Council both under plan and non-plan.
- (xi) He will act as convener of the State Council and such other committees as may be constituted.

SCIENTIFIC OFFICERS

- 5. (i) The Scientific Officers drawn from various branches of Science and Technology shall be responsible for all work relating to Science and Technology.
- (ii) They shall be responsible for arrangement and supervision of researches and such problems of applied research pertaining to agriculture, technology and industries etc., as may be set. to them.
- (iii) They shall be responsible for preparation and publication of annual reports of the researches carried out.

- (iv) They shall conduct such other work as may promote the cause relating to.. Science and Technology assigned by the State. Government, and ensuring their compliance.
- (v) They shall get the upto-date records maintained about the progress of scientific researches in the Country and in particular in the State.
- (vi) They shall examine and submit their recommendations about the progress of projects ensuring that the grants. in-aid given in this connection are not wasted.
- (vii) They shall assist in conducting seminars and symposia relating to Science. and Technology in the State.
- (viii) They shall be responsible for any specific work entrusted by the State Council or the State Government relating to the Science and Technology and ensuring its full implementation.
- (ix) They shall get the cases at the final stage placed before the State Council Executive committee through the Secretary of the State Council.

OFFICER

- 6. (i) There shall be an officer to assist the Secretary/ Director in day to day working of the State Council. He shall be responsible for proper maintenance of office records in every way.
- (ii) He shall be responsible for maintenance of records of the- proceedings of the State Council, Executive Committees and such other Committees as may be constituted.
- (iii) He shall assist in preparing the budget estimates, annual reports and accounts of the State Council. .
- (iv) He shall under, and in accordance with, the directions of the Secretary held and maintain over-all charge of the staff of the State Council.
- (v) He shall dispose of all such cases in which no financial implications are involved.

PART-III

UTTAR PRADESH STATE COUNCIL OF SCIENCE AND TECHNOLOGY (OFFICERS AND MINISTERIAL SERVICES) REGULATIONS, 1976

PART I-GENERAL

1. **Short Title and Commencement.** These Regulations may be called Uttar Pradesh State Council of Science and Technology (Officers and Ministerial Services) Regulations, 1976. .
2. **Status.** They shall come into force with immediate effect.
3. **Definitions.** (i) In these Regulations the definitions indicated in Rule 2 of the Uttar Pradesh State Council of Science and Technology (Conduct of Business) Rules, 1976 shall apply.

(ii) "Member of the Service" means a person appointed in a substantive capacity under the provisions of these regulations or of rules and orders in force prior to the commencement of these regulations to a post in the cadre of the Service.

(iii) "Service" means Officers and/or Ministerial services under the State Council.

PART II-CADRE

4. **Strength of the Service.** (i) The strength of the Service and of each category of post therein, shall be such as may be determined by the Director/Secretary from time to time with the prior approval of the President.

(ii) The permanent strength of the Service shall, until orders varying the same have been passed under sub regulation (i) be as follows :-

S.No.	Name of Post	No. of Post
1.	Officer on special Duty	1
2.	Scientific Officer	1
3.	Superintendent	1
4.	Personal Assistant	1
5.	Accounts Assistant	1
6.	Noter & Drafter	2
7.	Typist cum Routine Clerks	4

As Amended**4. Strength of the Service.**

- (i) The strength of the service and of each category of post therein, shall be such as may be determined by the Director from time to time with the prior approval of the Executive Committee.
- (ii) The permanent strength of the service shall, until orders varying the same have been passed under sub-regulation(i) be as determined by Executive Committee from time to time.
- (iii) The appointment against the posts of Class III and IV shall be made by the Secretary with the prior approval of the Director.
- (iv) The appointment to the posts with maximum scale of Rs.1350/- shall be made by the Director on the recommendation of selection committee.
- (v) The appointment to the posts with more than the maximum scale of Rs.1350/- shall be made by the Executive Committee on the recommendation of selection committee.
- (vi) The Executive Committee may abolish leave unfilled or may held in abeyance any vacant post, without thereby entitling any person to compensation.
- (vii) The Director with the prior approval of the Executive Committee may abolish any of the existing post in public interest in case its utility is not justified in any way.

provided that :-

- (i) the Director/Secretary may leave unfilled or may hold in abeyance any vacant post, without thereby entitling any person to compensation; and
- (ii) the Director/Secretary may create such additional permanent or temporary posts from time to time as may be found necessary.

PART III-RECRUITMENT

5. **Source of Recruitment.** Recruitment to the various categories of posts in the Service shall be made as follows :-.

- (i) **Typist-cum-Routine Clerk-** by direct recruitment on the result of a competitive test conducted by the Secretary. .
- (ii) **Noter and Drafter/ Accounts Assistant-** by promotion from amongst the typist-cum-routine clerk who have put in at least three years permanent service as such, provided that if no suitable candidate is available, direct recruitment can be made.
- (iii) **Superintendent-** By promotion from amongst the permanent Personal Assistant/Stenographer, Noter and Drafter/Accounts Assistant, who have put in not less than 10 years service including service as Junior Grade Clerk, provided that if no suitable candidate is available, direct recruitment can be made or some one else on deputation from other department may be taken.
- (iv) **Personal Assistant/Stenographer-** by direct recruitment on the result of a competitive test conducted by the Secretary.
- (v) **Officer on Special Duty-** by direct recruitment preferably having all round service experience in any Government or Semi Government Department.
- (vi) **Scientific Officer-** by direct recruitment drawn from different branches of science and technology having first class academic and technical career.

6. **Reservation for Scheduled Castes, Scheduled Tribes etc.**

Reservation in direct recruitment for Scheduled Castes/Scheduled Tribes etc., disabled Military Personnel, physically handicapped persons and dependents of fighters. of freedom shall be in accordance with the orders issued by Government from time to time.

PART IV-QUALIFICATIONS

7. **Nationality.** A candidate for recruitment to the service must be :-

- (a) a citizen of India; or
- (b) a Tibetan refugee who came over to India before January 1, 1962 with the intention of permanently settling in India; or
- (c) a person of Indian origin who has migrated from Pakistan, Burma, Ceylon and 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, shall 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 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 such a candidate may be retained in service after a period of one year, only if he has acquired 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 conducted by the State Council or other recruiting authority and he may also be provisionally appointed subject to the necessary certificate being obtained by him or issued in his favour. .

8. **Age.** A candidate for direct recruitment to the service must have attained the age of 18 years and must not have attained the age of 27 years on the first day of July, if the test conducted by the Secretary is held between January 1 and June 30 and the first day of January of the following year if such test is held between July 1 and December 30.

Provided that the maximum age limit shall be greater by 5 years for candidates belonging to Scheduled Castes, Scheduled Tribes and dependents of fighters of freedom.

Provided further that the appointing authority may relax the maximum age limit in favour of any candidate or class of candidates if he considers this necessary in the interest of fair dealing or in the public interest.

9. **Academic Qualification.** (a) A candidate for direct recruitment to the post of Lower Grade Clerk must have passed the Intermediate Examination of the Board of High School and Intermediate Education, Uttar Pradesh or an examination recognised by the Government as equivalent thereto. Preference may be given to Science Graduates.
- (b) A candidate for direct recruitment to the post of stenographer must have passed the Intermediate Examination of the Board of High School and Intermediate Education, Uttar Pradesh, or an examination recognised by the Government as equivalent thereto and in addition he should have good knowledge of Hindi and English Shorthand' and Typewriting. Preference may be given to Science Graduates.
- (c) A candidate for direct recruitment to the post of Scientific Officer of the specific branch shall be of first class M.Sc. or Post-Graduate in Engineering and to the post of Officer on Special Duty shall be Graduate.
10. **Preferential Qualifications.** A candidate (i) who has served in the Territorial Army for a minimum period of two years, or (ii) who has obtained a 'B' certificate of the National Cadet Corps shall, other things being equal, be given preference in the matter of direct recruitment to the Service.
11. The character of a candidate for recruitment to the service must be such as to render him suitable in all respects for employment in the service. It shall be the duty of the Secretary to satisfy himself on this point.
- Note: Persons dismissed by the Union Government or a State Government or a Local authority or a Government Company or Government Corporation or a Public Sector undertaking shall be deemed to be ineligible for appointment.
12. A male candidate who has more than one wife living or a female candidate, who has married a person having already a wife living, shall be ineligible for recruitment to the Service.

Provided that the Director/Secretary may, if satisfied that there are special grounds for doing so with the prior approval of the President, exempt any candidate from the operation of this regulation.

13. **Physical Fitness.** No person shall be appointed as a member of the Service unless he is in good mental and bodily health and free from any physical defect likely to interfere with the efficient performance of his official duties. A person not already in permanent service of the State Government, if finally selected for direct recruitment to the Service, shall be required to produce a medical certificate of fitness in accordance with the rules framed under Fundamental Rule 10 and contained in Chapter III of the Financial Hand Book Volume II, Part III.

PART V-RECRUITMENT

14. **Direct recruitment to the post of Typist-cum-Routine Clerk, Personal Assistant/ Stenographer, Scientific Officer, Officer on Special Duty.** (1) Whenever recruitment is required to be made to the post of Typist-cum-Routine Clerk or Personal Assistant/ Stenographer, the Secretary shall ascertain the total number of vacancies to be filled in and also determine the vacancies to be reserved, if any, in accordance with the provision of regulation-6.
- (2) He shall invite applications in accordance with the procedure as may be prescribed in this respect from time to time.
- (3) The Secretary shall conduct separate competitive tests for recruitment to the post of Typist-cum-Routine Clerk and Stenographer.
- (4) The procedure and syllabus relating to the competitive tests shall be such as may be prescribed by the Council from time to time.

Note: The procedure and syllabus of the competitive tests as prescribed at the time of the commencement of these regulations are given in Appendix 'A'.

- (5) Candidates securing 50% or more marks in the written examination shall be interviewed by a selection committee consisting of the following:-
- (i) Director/Secretary
- (ii) A representative to be nominated by the Director/Secretary.
- (6) On the result of the competitive test and interview the candidates who stand highest in order of merit shall be finally selected and their names shall be entered in a list arranged in order of merit. There shall be separate

lists for Typist-cum-Routine Clerk and Stenographers and the number therein shall be a little larger than the number of vacancies.

- (7) The recruitment to the post of Scientific Officer and Officer on Special Duty shall be made by the Secretary in consultation with the Director and final approval of the President of the State Council.

15. **Recruitment by Promotion to the post of Superintendent/ Accounts Asstt./ Noter and Drafter and Personal Assistant.** (1) For purposes of promotion to the post of Superintendent, a selection shall be made on the basis of seniority subject to the rejection of the unfit from the respective sources mentioned in regulations 5(ii) and 5(iii) by a Departmental Promotion Committee to be constituted as follows:-

- (i) Director/Secretary
 - (ii) A representative nominated by the Director/Secretary.
- (2) The committee shall consider the cases of all candidates eligible for promotion with reference to their character rolls and other relevant records and their position in the gradation list, with a view to judging their suitability for the post.
 - (3) The names of the candidates, finally selected by the committee, shall be entered in a list and arranged in the order of their seniority in the post from which promotion is made. The number in the list shall be little larger than the number of vacancies.

PART VI-APPOINTMENT, PROBATION & CONFIRMATION

16. (1) The Secretary shall make appointment to the various posts in the service on the occurrence of substantive vacancies by taking candidates in the order in which they stand in the respective lists prepared under regulations 14(6), 14(7) and 15(3).
 - (2) The Secretary shall make appointments in temporary and officiating vacancies also from the respective lists referred to in sub-regulation (i).
 - (3) If no candidate is available in the list prepared in regulation 15(3), the Secretary may make promotions from amongst persons eligible for promotion, provided that the further continuance of persons so appointed shall depend on their being selected at the next selection.
17. **Seniority :** Seniority in each category of posts in the service shall be

determined by the date of the order of appointment in a substantive capacity provided that if two or more candidates are appointed on the same date, their seniority interse shall be determined according to the order in which their names appear in the said order.

Note: A directly recruited candidate may lose his seniority if he does not join the Service without valid reasons when a vacancy is offered to him. Whether or not the reason is valid shall be decided by the Secretary.

18. **Probation:** (I) All persons on appointment in or against substantive vacancies to a post in the Service shall be placed on probation for a period of one year.

Provided that:

- (i) continuous service rendered in an officiating or temporary capacity in a post in the same category or on a higher post included in the cadre of the Service may be taken into account in computing the period of probation.
 - (ii) the Secretary may, for reasons to be recorded, extend the period of probation for a period not exceeding one year in individual cases. Any such order of extension shall specify the exact date up to which the extension is granted.
- (2) If it appears at any time during 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, his services may, if directly recruited, be dispensed with, or, if appointed by promotion, he may be reverted to the post from which he was promoted.
- (3) A probationer whose services are dispensed with during or at the end of the period of probation or extended period of probation, shall not be entitled to any compensation.
19. **Confirmation.** A probationer shall be confirmed in his appointment at the end of the period of probation or extended period of probation, if his work has been found satisfactory, the Secretary considers him fit for confirmation and his integrity is certified.

PART VII-PAY

20. **Scale of Pay** The scale of pay admissible to a person appointed

to the Service, whether in a substantive or officiating capacity or as a temporary measure, shall be as follows:-

S.No.	Name of Post	No. of Post
i.	Officer on Special Duty	Rs. 450-25-575-EB. 30-725-EB-35-900 - 50- 950
ii.	Scientific Officer	Rs. 550-30-700-EB-40-900-EB-50-1200
iii.	Superintendent .	Rs. 400-15-475-EB-20-575-EB-25- 7 50
iv.	Personal Assistant	Rs. 400-20-500-EB-20-600
v.	Accounts Assistant	Rs. 280-8-296-9-350-EB-IO-400-EB-12-460
vi.	Noter & Drafter	Rs. 280-8-296-9-350-EB-IO-400-12-460
vii.	Typist-cum-Routine Clerk	Rs. 230-6-290-EB-9-335-EB-IO-385
viii.	Routine Clerk/Office Assistant	Rs. 200-5-250-EB-6-280-EB-8-320.

21. **Pay during Probation** (1) Notwithstanding any provisions in the Fundamental Rules to the contrary, a person on probation, if he is not already in permanent State Council's service, shall draw, during the period of probation, increments in the applicable time scale as and when they accrue on the condition that his work is reported to be satisfactory provided that if the period of probation is extended on account of failure to give satisfaction, the extended period shall not count for increment unless the appointing authority directs otherwise.
- (2) The pay during probation of a period already in permanent State Council's service shall be regulated by the, relevant rules referred to in regulation 24.
22. **Criteria for Crossing the Efficiency Bars.** (1) (a) No Typist. cum-Routine Clerk will be allowed to cross the first efficiency bar unless he has a working knowledge of Council's law, rules and regulations, is found to have worked to the next of his ability and his integrity is certified.
- (b) No Typist-cum-Routine Clerk will be allowed to cross the second efficiency bar unless he has a consistently good record of service, is

found to have worked to the entire satisfaction of his superiors and his integrity is certified.

- (2)(a) No Noter and Drafter/Accounts Assistant will be allowed to cross the first efficiency bar unless he has discharged his duties to the entire satisfaction of his superiors, has a good knowledge of Council's law, rules and regulations and his integrity is certified.
- (b) No Noter and Drafter/Accounts Assistant will be allowed to cross the second efficiency bar unless he is found to have maintained his efficiency, has ability to guide juniors, and his integrity is certified.
- (3)(a) No Superintendent will be allowed to cross the first efficiency bar unless he has displayed sound knowledge of his work, discharged his duties to the entire satisfaction of his superiors, has a good knowledge of the Council's law, rules and regulations and his integrity is certified.
- (b) No Superintendent will be allowed to cross the second efficiency bar unless he has a consistently good record of service, has exercised effective supervision and control over his subordinates, has displayed sound knowledge of his work and his integrity is certified.
- (4)(a) No Personal Assistant/Stenographer will be allowed to cross the first efficiency bar unless he is able to take dictation in English at a speed of at least 100 words per minute and in Hindi at a speed of 80 words per minute, is able to transcribe English and Hindi Shorthand with a speed of at least 40 and 30 words per minute respectively, has working knowledge of the Council's Law, rules and regulations and his integrity is certified.
- (b) No Stenographer will be allowed to cross the second efficiency bar unless he has a consistently good record of service and dependability, is found to have worked to the entire satisfaction of his superiors and his integrity is certified.
- (5) No Scientific Officer/Officer on Special Duty will be allowed to cross the first and second efficiency bars unless he is found to have worked steadily and has maintained his efficiency, is entirely dependable and his integrity is certified.

PART VIII-OTHER PROVISIONS

- 23 . **Canvassing.** No recommendation for recruitment either written or oral, other than those required under these regulations shall be taken into consideration. Any attempt on the part of a candidate to enlist support

directly or indirectly for his candidature by other means shall make him liable to disqualification.

24. **Residuary Matters.** In regard to matter not specifically covered by these regulations persons so appointed to the service shall be governed by the rules, regulations and orders applicable to Government Service serving in connection with the affairs of Government and orders of State Government will be followed *mutatis mutandis*.

25. **Relaxation from the Conditions of Service.** Where the Director Secretary is satisfied that the operation of any regulation regarding the conditions of service of the members of the Service causes undue hardship in any particular case he may, by prior permission of the President, notwithstanding anything contained in regulations applicable to the case, by order dispense with or relax the requirements of that regulation to such extent and subject to such conditions as he may consider necessary for dealing with the case in a just and equitable manner.

M. C. Jafa
Secretary

APPENDIX (A)
(See. Regulation 14)

PART I

The competitive test for recruitment to the posts of Typist-cum-Routine Clerk shall comprise a written test as well as oral test.

The subjects of the test and the maximum marks allotted to each shall be as follows:

S.No.	Subject	Maximum Marks
1.	Simple drafting in Hindi	50
2.	Essay & Precise writing in Hindi	50
3.	Simple Drafting & Precise writing in English	50
	Optional	
4.	Type-writing in English & Hindi	50
5.	Shorthand in Hindi & English	50
	Oral	
6.	Personality	25
7.	General Knowledge & suitability	25

- Note: (a) Candidates must take one of the above-mentioned optional subjects. .
- (b) The papers on Essay and Precise writing shall be of Intermediate Standard.

PART II

The competitive test for recruitment to the posts of Stenographer shall comprise a written test.

The subjects of the test and the maximum marks allotted to each shall be as follows:

S.No.	Subject	Maximum Marks
1.	Shorthand dictation in English	100
2.	Shorthand dictation in Hindi	100
3.	Essay and Precise writing in Hindi.	50
4.	Essay and Precise writing in English	50

- Note: (a) The passages for shorthand shall be dictated for 5 minutes at a speed of 100 words per minute for English and 80 words per minute for Hindi. Half an hour shall be allowed for transcription of each shorthand passage on Typewriters.
- (b) Candidates securing less than 50% marks and those who commit more than 5% mistakes in the transcription of the Shorthand passage shall be ineligible for appointment.

उत्तर प्रदेश शासन
विज्ञान एवं प्रौद्योगिकी विभाग
संख्या-2762/45-वि./90
लखनऊ: दिनांक 31 अगस्त, 1990

कार्यालय - ज्ञाप

उ०प्र० राज्य साईन्स एण्ड टेक्नालाजी कंडक्ट आफ बिजनेस रूल्स, 1976 के नियम-11 के अन्तर्गत श्री राज्यपाल उ.प्र. विज्ञान एवं प्राद्योग परिषद नियमावली-1976 को पूर्वगामी प्रभाव देते हुये नियम 2(4) तथा नियम-9 में निदेशक के स्थान पर पूर्वगामी प्रभाव (1.06.1982 से) महानिदेशक के पदनाम में परिवर्तन किये जाने की सहर्ष स्वीकृति एतद्द्वारा प्रदान करते हैं।

2. उपरोक्त तिथि से उ.प्र. राज्य विज्ञान एवं प्राद्योग परिषद नियमावली एवं विनियमावली, 1976 में जहाँ भी निदेशक शब्द का उल्लेख हो, उसके स्थान पर महानिदेशक पढ़ा जाए। दिनांक 1.6.82 से उपरोक्त सीमा तक उ.प्र. राज्य विज्ञान एवं प्राद्योग परिषद की नियमावली एवं विनियमावली, 1976 संशोधित समझी जाए।

ह० प्रीतम सिंह
सचिव

संख्या-2762(1)/45-वि/90, तद्दिनांक

प्रतिलिपि निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित:-

1. महानिदेशक, सी.एस.टी, लखनऊ।
2. सचिव, सी.एस.टी., लखनऊ।
3. अधीक्षक, मुद्रण एवं लेखन सामग्री, उ.प्र. लखनऊ को आगामी अंक में प्रकाशन हेतु प्रेषित।
4. नियुक्ति अनुभाग-8
5. वित्त (लेखा) विभाग।
6. कोषाधिकारी, लखनऊ।

आज्ञा से,
ह० प्रीतम सिंह
सचिव