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**NOTIFICATION**

Social Justice and Empowerment Department

Sachivalaya, Gandhinagar

Dated : 29 JAN 2009

**CONSTITUTION  
OF INDIA**

No. GH/SH/3/2009/MKM/102007/843/J In exercise of the powers conferred by the proviso to article 309 of the Constitution of India and in supersession of all the rules made in this behalf, the Governor of Gujarat hereby makes the following rules to provide for regulating recruitment to the post of **Office Superintendent**, in the subordinate service of the Directorate of Scheduled Caste Welfare, namely:-

1. These rules may be called the Office Superintendent, in the subordinate Service of the Directorate of Scheduled Caste Welfare Recruitment Rules, 2009.
2. In these rules unless the context otherwise requires "Office Superintendent", means a post included in Annexure - I annexed to this rules and shall includes all other post declared by a Special or General order by the Government as such.
3. In these rules unless the context otherwise requires. "Head Clerk" means a post included in Annexure-II annexed to this, rules and shall includes all other post declared by Special or General Order by the Govt. as such.
4. Appointment to the post of office superintendent in the subordinate service of the Directorate of Scheduled Caste Welfare shall be made either :-
  - (A)(a) by promotion of a person of proved merit and efficiency from amongst the persons who, -
    - (i) have worked for not less than five years in the cadre of Head Clerk in the subordinate service of the Directorate of Scheduled Caste Welfare;

(ii) have passed the prescribed departmental examination in accordance with the provision of the Social Justice & Empowerment Department (conditions of service relating to the subordinate Service Departmental and Higher Departmental Examination) Rules 1976;

(iii) have passed the qualifying examination for Computer knowledge in accordance with the provision of Gujarat Civil Services Computer Competency Training and Examination Rules, 2006.

Provided that where the appointing authority is satisfied that a person having the experience specified in clause (a)(i) above is not available for promotion and that it is necessary in the public interest to fill up a post by promotion even of a person having experience for a lesser period, it may, for reasons to be recorded in writing promote such person who possesses experience of a period of not less than two thirds of the period, specified in clause (a)(i) above; or

- (b) by promotion on the basis of the **Special Competitive Examination** of a person of proved merit and efficiency from amongst the persons who, -
- (i) have worked for not less than Five years in the cadre of Head Clerk in the subordinate service of the Directorate of scheduled Caste Welfare;
- (ii) have passed the prescribed departmental examination for promotion in accordance with the provision of the Social Justice & Empowerment Department (conditions of service relating to the subordinate Service Departmental and Higher Departmental Examination) Rules 1976;
- (iii) possess a degree obtained from any of the Universities incorporated or established by Central or State Act in India or other educational institution recognised as such by the Government or deemed to be a University under section 3 of the University Grants Commission

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Act 1956 or possess an equivalent qualification recognised by the Government.

- (iv) have passed the qualifying examination for computer knowledge in accordance with the provisions of the Gujarat Civil Services Computer Competency Training and Examination Rules, 2006;
- (v) have passed the Special Competitive Examination in accordance with the rules prescribed by the Government or

(B) by direct selection.

5.(a) The appointments by promotion and by direction selection under the sub-rule (A) and (B) of rule 4 shall be made in the ratio of 2:1 respectively.

(b) The appointments by promotion from the cadre of Head Clerk under the clause (a) and (b) of sub Rule-A of rule 4 shall be made in the ratio of 1:1 respectively.

6. To be eligible for appointment by direct selection to the post mentioned in rule 4, a candidate shall;

a) not be more than 28 years of age.

b) Possess (i) a degree obtained from any of the Universities incorporated or established by Central or State Act in India or other educational institution recognised as such by the Government or deemed to be a university under Section 3 of the University Grants Commission Act 1956 or possess an equivalent qualification recognised by the Government.

(ii) the basic knowledge of computer application as prescribed in the Gujarat Civil Services Classification and Recruitment (General) Rules, 1967;

- c) possess adequate knowledge of Gujarati and/or Hindi

Provided that the upper age limit may be relaxed in favour of a candidate who is already in the service of the Government of Gujarat in accordance with the provisions of Gujarat Civil Services Classification and Recruitment (General) Rules, 1967.

7. The candidate appointed by direct selection shall be on probation for a period of one year.
8. The candidate appointed by direct selection shall, during his probation period, be required to undergo pre-service training and to pass the post training examination in accordance with the rules as may be prescribed by the Government.
9. The candidate appointed by direct selection shall during his probation period, be required to pass the qualifying examination for Computer knowledge in accordance with the provision of the Gujarat Civil Services Computer Competency, Training and examination Rules, 2006.
10. The selected candidate shall be required to pass the Departmental Examination and examination in Hindi or Gujarati or both in accordance with the rules prescribed by the Government.
11. The candidate appointed either by direct selection or by promotion shall have to undergo such training and to pass such examination as may be prescribed by the Government.

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12. The selected candidate shall be required to furnish a surety and security bond in such form, for such amount and for such period as may be prescribed by the Government.

By order and in the name of the Governor of Gujarat,

*Shamji Patel*  
(Shamjibhai Patel)

Joint Secretary to Government of Gujarat  
Social Justice & Empowerment Department

To

1. The Manager, Govt. Printing Press, Gandhinagar with a request to publish the above notification in Gujarat Govt. Gazette Part IV and send 25 copies to Secretary, Social Justice & Empowerment Department, Sachivalaya, Gandhinagar and 25 copies to Director of Scheduled Caste Welfare, Jivraj Mehta Bhavan, Gandhinagar.
2. Accountant General, Ahmedabad/Rajkot.
3. The Secretary, Gujarat Public Service Commission, Lal Darwaja, Ahmedabad (by letter)
4. Director, Scheduled Caste Welfare, 4/2 Dr. Jivraj Mehta Bhavan, Gandhinagar
5. General Administration Department, G.5 Branch, Sachivalaya, Gandhinagar
6. Secretary, Legislative & Parliamentary Affairs, Sachivalaya, Gandhinagar
7. A, and CHH Branches of Social Justice & Empowerment Department, Sachivalaya, Gandhinagar.
8. Select file.

Annexure-I

**Social Justice & Empowerment Department, Govt.  
Notification No. GH/SH/3/2009/MKM/102007/ 843/J  
dated.....**

(See Rule 2)

<u>Sl.No.</u>	<u>Name of the post</u>
1.	Office Superintendent.
2.	Assistant Social Welfare Officer
3.	Warden for Government Backward Class boys Hostel for Boys
4.	Assistant Lady Superintendent for Government Backward Class for Girls.
5.	Vigilance Inspector
6.	Project Officer
7.	Auditor
8.	Loan Recovery Inspector.
9.	Accountant (Class III)



**Annexure-II**

**Social Justice & Empowerment Department, Govt.  
Notification No., GH/SH/3/2009/MKM/102007/843/J  
dated.....**

**(See Rule 3)**

<b><u>Sr.No.</u></b>	<b><u>Name of the post</u></b>
1.	Head Clerk
2.	Propaganda Officer
3.	Accountant
4.	Van Supervisor
5.	Social welfare Inspector

**NOTIFICATION**  
**Social Justice and Empowerment Department,**  
**Sachivalaya, Gandhinagar.**  
**Dated the: 10<sup>th</sup> January 2017**

**Constitution of India.** **No.GH/SH/01/2017/MKM/102007/843/J:-** In exercise of the powers conferred by the proviso to article 309 of the Constitution of India and in supersession of all the rules made in this behalf, the Governor of Gujarat hereby makes the following rules to provide for regulating recruitment to the post of Assistant Social Welfare Officer, Class III, in the subordinate service of the Directorate of Scheduled Castes Welfare, Gujarat State, namely:-

1. These rules may be called the Assistant Social Welfare Officer, Class III, in the Directorate of Scheduled Castes Welfare Recruitment Rules-2016.
2. Appointment to the post of Assistant Social Welfare Officer, Class III, in the subordinate service of the Directorate of Scheduled Castes Welfare, Gujarat State, shall be made either;-
  - (a) by promotion of a person of proved merit and efficiency from among the persons, who, -
    - (i) have worked for not less than five years in the cadre of Social Welfare Inspector, Class III, in the subordinate service of the Directorate of Scheduled Castes Welfare, Gujarat State.
    - (ii) have passed the prescribed departmental examination; and
    - (iii) have passed the qualifying examination for computer knowledge in accordance with the provisions of the Gujarat Civil Services Computer Competency Training and Examination Rules, 2006:

Provided that where the appointing authority is satisfied that a person having the experience specified in sub-clause (i) above is not available for promotion and that it is necessary in the public interest to fill up the post by promotion even of a person having experience for a



lesser period; it may, for reasons to be recorded in writing, promote such person who possesses experience of a period of not less than two-thirds of the period specified in sub-clause (i) above; or,

(b) by direct selection.

3. The appointment by promotion and by direct selection shall be made in the ratio of 1:1.
4. To be eligible for appointment by direct selection to the post mentioned in rule 2, a candidate shall,

(a) not be more than 35 years of age:

Provided that the upper age limit may be relaxed in favour of a candidate who is already in the service of the Government of Gujarat in accordance with the provisions of the Gujarat Civil Services Classification and Recruitment (General) Rules 1967;

(b) possess;-

- (i) a bachelor's degree obtained from any of the Universities established or incorporated by or under the Central or a State Act in India; or any other educational institution recognised as such or declared to be deemed as a University under section 3 of the University Grants Commission Act, 1956 or possess an equivalent qualification recognised by the Government;
- (ii) the basic knowledge of computer application as prescribed in the Gujarat Civil Services Classification and Recruitment (General) Rules 1967; and

(c) possess adequate knowledge of Gujarati or Hindi or both.

5. The provisions of rule 9A of the Gujarat Civil Services Classification and Recruitment (General) Rules, 1967 shall be applicable in respect of a candidate appointed by direct selection.

6. The candidate appointed by direct selection shall require to pass the Department Examination in accordance with the rules prescribed by the Government.
7. The candidate appointed either by direct selection or by promotion shall have to undergo such training and pass such examination as may be prescribed by the Government.
8. The candidate appointed by direct selection shall furnish a surety and security bond in such form, for such amount and for such period as may be prescribed by the Government.

By order and in the name of the Governor of Gujarat,

(Kamlesh Shah)

Deputy Secretary to Government.

To,

1. The Manager, Govt. Printing Press, Gandhinagar with request to publish the above notification in Gujarat Govt. Gazette Part IV and send 25 copies to Secretary, Social Justice & Empowerment Department, Sachivalaya, Gandhinagar and 25 copies to Director of Scheduled Caste Welfare, Jivaraj Mehta Bhavan, Gandhinagar.
2. Accountant General, Ahmedabad/Rajkot.
3. The Secretary, Gujarat Public Service Commission, Nr. Chh-3 Circle, Sector-10/A, Gandhinagar.
4. The Secretary, Gujarat Subordinate Service Board, 2/1, Karmyogi Bhavan, Gandhinagar.
5. Director, Scheduled Caste Welfare, 4/2, Dr. Jivaraj Mehta Bhavan, Sachivalaya, Gandhinagar.
6. General Administration Department, G.5 Branch, Sachivalaya, Gandhinagar.
7. Secretary, Legislative & Parliamentary Affairs, Sachivalaya, Gandhinagar.
8. A and CHH Branches of Social Justice & Empowerment Department, Sachivalaya, Gandhinagar.
9. Section officer – Computer Cell, Social Justice & Empowerment Department, Sachivalaya, Gandhinagar with a request to upload the notification on the department's website.
10. Select file.