

ભરતી નિયમો બનાવવા માટેના
મોડેલ ફોર્મ નિયત કરવા બાબત.

ગુજરાત સરકાર
સામાન્ય વહીવટ વિભાગ
પરિપત્ર ક્રમાંક:સીઆરઆર-૧૦૨૦૧૪/૧૬૩૩૩૯-ગ-૫
સચિવાલય, ગાંધીનગર.
તારીખ: ૧૮/૦૩/૨૦૧૫.

વંચાણમાં લીધા:-

- (૧) સા.વ.વિ.નો તા.૧૬-૭-૭૧નો પરિપત્ર ક્રમાંક: સીઆરઆર/૧૦૭૧/૨૫૬૨/ગ
- (૨) સા.વ.વિ.નો તા.૧-૩-૮૮ નો પરિપત્ર ક્રમાંક: સીઆરઆર-૧૧૮૭-૪૪૬૭-ગ.૨
- (૩) સા.વ.વિ.નો તા.૧-૯-૨૦૦૪નો પરિપત્ર ક્રમાંક:સીઆરઆર/૧૦૦૪/૮૩૦/ગ.૨
- (૪) સા.વ.વિ.નો તા.૩-૧૦-૨૦૦૭નો પરિપત્ર ક્રમાંક: સીઆરઆર/૧૦૨૦૦૭/
૩૮૮૦૨૦/ગ.૫.

પરિપત્ર:-

ભરતી નિયમો ઘડવા અંગેની માર્ગદર્શક સૂચનાઓ વંચાણમાં લીધેલા, સામાન્ય વહીવટ વિભાગના તા.૧-૩-૧૯૮૮, તા.૧-૯-૨૦૦૪ તથા તા.૩-૧૦-૨૦૦૭ના પરિપત્રથી આપવામાં આવેલ છે. તા.૧-૩-૧૯૮૮ના પરિપત્ર સાથે ભરતી નિયમો અંગેનું મોડલ ફોર્મ પ્રસિદ્ધ કરવામાં આવેલા છે. સમયાંતરે ભરતી નિયમોમાં ઘણી નવી જોગવાઈઓ ઉમેરવાપાત્ર બની છે. તથા કેટલીક જોગવાઈ રદ કરવા યોગ્ય જણાઈ છે. આથી મોડલ ફોર્મ નવેસરથી બનાવવા અંગેની બાબત કેટલાક સમયથી વિચારણા હેઠળ હતી.

આ સાથે ભરતી નિયમોનો મુસદ્દો બનાવવા માટે જુદા જુદા ચાર "ટેબ્યુલર મોડલ ફોર્મ" સામેલ કરવામાં આવે છે. આ મોડલ ફોર્મનો ઉપયોગ કરતી વેળાએ નીચેની બાબતો લક્ષમાં લેવા સચિવાલયના તમામ વિભાગોને આથી સૂચના આપવામાં આવે છે.

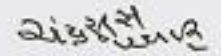
- (૧) વર્ગ-૩ની જગ્યાના ભરતી નિયમો બનાવવા અંગેની દરખાસ્ત મોડલ ફોર્મ નંબર -૧માં કરવાની રહેશે.
- (૨) વર્ગ-૨ તથા વર્ગ-૧ની પ્રથમ તબક્કાની જગ્યાના ભરતી નિયમો બનાવવા અંગેની દરખાસ્ત મોડલ ફોર્મ નંબર-૨માં કરવાની રહેશે.

- (૩) વર્ગ-૧માંથી વર્ગ-૧માં બઢતી આપવાની જોગવાઈ સાથે એટલે કે વર્ગ-૧ની બીજા તબક્કાની જગ્યાના ભરતી નિયમો કે જ્યાં વેરીગુડ બેન્ચ માર્ક લાગુ પડતો હોય તેવી જગ્યાના ભરતી નિયમો બનાવવા અંગેની દરખાસ્ત મોડલ ફોર્મ નંબર-૩માં કરવાની રહેશે.
- (૪) વર્ગ-૧માંથી વર્ગ-૧માં બઢતી આપવાની જોગવાઈ સાથે એટલે કે વર્ગ-૧ની ત્રીજા તબક્કાની જગ્યાના ભરતી નિયમો કે જ્યાં પસંદગીના સિદ્ધાંતો લાગુ પડતા હોય તેવી જગ્યાના ભરતી નિયમો બનાવવા અંગેની દરખાસ્ત મોડલ ફોર્મ નંબર-૪માં કરવાની રહેશે.
- (૫) તમામ મોડલ ફોર્મ સાથે સામેલ એનેક્સર-૧માં બઢતી માટેની જોગવાઈ સુચવવાની રહે છે. આ એનેક્સરમાં બઢતી માટે શૈક્ષણિક લાયકાતની જોગવાઈ સુચવી શકાય તે મુજબ કોલમ આપવામાં આવેલ છે. સામાન્ય રીતે બઢતી માટે કાયદાકીય રીતે જરૂરી હોય ત્યાં જ અનુભવ ઉપરાંત શૈક્ષણિક લાયકાતની જોગવાઈ સુચવવામાં આવે છે. તદ્દપરાંત વહીવટી રીતે જરૂરી હોય તેવી જગ્યા ઉપર બઢતી આપવા માટે અનુભવ ઉપરાંત શૈક્ષણિક લાયકાતની જોગવાઈ સુચવવામાં આવે છે. તે સિવાય અન્ય જગ્યા ઉપર સામાન્ય રીતે બઢતી માટે શૈક્ષણિક લાયકાતની જોગવાઈ સુચવવામાં આવતી નથી. આથી બઢતી માટે ઉપર દર્શાવેલ વિગતો ધ્યાને લઈ શૈક્ષણિક લાયકાતની જોગવાઈ સુચવવી કે કેમ ? તે બાબતે વિભાગે યોગ્ય નિર્ણય કરી દરખાસ્ત કરવાની રહેશે.
- (૬) આ સાથે સામેલ મોડલ ફોર્મ નંબર-૧ અને ૨માં એનેક્સર-૩માં તથા મોડલ ફોર્મ નંબર-૩ અને ૪માં એનેક્સર-૨માં સીધીભરતીની જોગવાઈ દર્શાવવાની રહે છે. આ એનેક્સરમાં સીધીભરતી માટે જ્યારે અનુભવની જોગવાઈ સુચવવામાં આવે ત્યારે જે તે જગ્યાની નીચેના બે સ્ટેજ/ તબક્કા સુધીની જગ્યાનો અનુભવ માન્ય રાખી શકાય તે મુજબની જોગવાઈ એનેક્સરમાં સમજણ તરીકે યોગ્ય રીતે દર્શાવવાની રહેશે.
- (૭) સીધીભરતી માટે કે સ્પર્ધાત્મક પરીક્ષાના આધારે ભરતી કરવા માટે અનુભવની જે જોગવાઈ સુચવવામાં આવે ત્યારે વંચાણમાં લીધેલા સામાન્ય વહીવટ વિભાગના તા.૧૬-૭-૧૯૭૧ના તથા તા.૧-૩-૧૯૮૮ના પરિપત્રની સુચનાઓ ધ્યાને લઈ જ્યાં કાયદાકીય રીતે જરૂરી ન હોય ત્યાં “આશરે” (about) અનુભવની જોગવાઈ સુચવવામાં આવે તે બાબત લક્ષમાં લેવી.

(૮) કેટલીક જગ્યાઓ એવી છે કે જેમાં સીધીભરતી માટે જે શૈક્ષણિક લાયકાત નિયત થયેલ હોય તેવી શૈક્ષણિક લાયકાત બઢતી માટે પણ રાખવાની રહે છે ખાસ કરીને શૈક્ષણિક અને તબીબી ક્ષેત્રમાં આવી જગ્યાઓ આવેલી છે. તથા કેટલીક જગ્યાઓમાં બઢતી માટે પણ સીધીભરતી જેવી જ શૈક્ષણિક લાયકાત કાયદાકીય રીતે જરૂરી હોય છે. આથી આવી જગ્યાઓ માટેની દરખાસ્તો જ્યારે રજુ કરવામાં આવે ત્યારે આ બાબત અવશ્ય ધ્યાનમાં લેવી.

ઉપર દર્શાવેલ તમામ સૂચનાઓ તથા વંચાણમાં લીધેલા સામાન્ય વહીવટ વિભાગના પરિપત્રોથી આપવામાં આવેલ સૂચનાઓને લક્ષમાં લઈ ભરતી નિયમો બનાવવા અંગેની દરખાસ્તો આ સાથે સામેલ સંબંધિત ટેબ્યુલર મોડલ ફોર્મમાં કરવા સચિવાલયના તમામ વિભાગોને આથી વિનંતી કરવામાં આવે છે.

ગુજરાતના રાજ્યપાલશ્રીના હુકમથી અને તેમના નામે,



(સી.વી.પવાર)

સેક્શન અધિકારી,

સામાન્ય વહીવટ વિભાગ

બિડાણ:- “ટેબ્યુલર મોડલ ફોર્મ” (૪ નમુના)

પ્રતિ,

સચિવાલયના સર્વે વિભાગો (૧૦ નકલો સાથે)

* સચિવશ્રી, ગુજરાત વિધાનસભા , સચિવાલય, ગાંધીનગર.

* સચિવશ્રી, ગુજરાત જાહેર સેવા આયોગ, અમદાવાદ.

* રજીસ્ટ્રારશ્રી, ગુજરાત હાઇકોર્ટ, અમદાવાદ.

સચિવશ્રી, ગુજરાત રાજ્ય, પંચાયત સેવા પસંદગી મંડળ, અમદાવાદ.

સર્વે ખાતાના વડાઓ.

સામાન્ય વહીવટ વિભાગની સર્વે શાખાઓ.

સીલેક્ટ ફાઇલ.

* પત્ર દ્વારા

હવે પછી ભરતી નિયમો બનાવવા માટેનો નમૂનો

MODEL FORM - 1

NOTIFICATION

..... Department
Sachivalaya, Gandhinagar
Dated the

CONSTITUTION
OF INDIA

No..... :- 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 post of (વિચારણા હેઠળની જગ્યાનું નામ દર્શાવવું) Class-III in the subordinate service of the Directorate/ Commissionerate of (ખાતા / વિભાગની વિગત દર્શાવવી) namely:-

1. These rules may be called the (વિચારણા હેઠળની જગ્યાનું નામ દર્શાવવું) Class-III in the subordinate service of the Directorate/ Commissionerate of (ખાતા / વિભાગની વિગત દર્શાવવી) Recruitment Rules, 20.... (વર્ષ દર્શાવવું)
2. Appointment to the post of (વિચારણા હેઠળની જગ્યાનું નામ દર્શાવવું) Class-III in the subordinate service of the Directorate/ Commissionerate of (ખાતા / વિભાગની વિગત દર્શાવવી) shall be made either :-

- (A) (a) by promotion of a person of proved merit and efficiency from amongst the persons who possess the qualifications as specified in Annexure-I annexed to this rules; 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 possess the qualification as specified in Annexure-II annexed to these rules; or

- (B) by direct selection / on the basis of the result of the competitive examination for recruitment held for the purpose; (સંબંધિત જગ્યા માટે ભરતી પરીક્ષા નિયમો બનાવવામાં આવેલ હોય તો આ મુજબની જોગવાઈ સુચવવી.) or
- (C) by temporary transfer on deputation basis from amongst the persons who possess the qualifications as specified in Annexure-IV annexed to these rules
3. (a) The appointments by promotion and by direct selection under the sub rule (A) and (B) of rule 2 shall be made in the ratio of(બઢતી/સીધી ભરતી માટે નિયત થયેલ રેશીયોનું પ્રમાણ દર્શાવવું).
- (b) The appointment by promotion from the cadre of (ફીડર કેડરનું નામ દર્શાવવું) under the clause (a) and (b) of sub rule(A) of rule 2 shall be made in the ratio of..... (બઢતી/ખાસ સ્પર્ધાત્મક પરીક્ષા દ્વારા બઢતી માટે નિયત થયેલ રેશીયોનું પ્રમાણ દર્શાવવું).
4. To be eligible for appointment by direct selection / on the basis of the result of a competitive examination for recruitment held for the purpose to the post mentioned in rule – 2, a candidate shall possess the qualifications as specified in Annexure-III annexed to these rules.

Annexure-I (Qualifications for promotion) (Class-III)

Name of the feeder cadre.	*Experience of the feeder cadre	Examinations		Educational qualification	Other examination and training.
1	2	3	4	5	6
	Five years.	#Departmental examination for promotion	\$ CCC qualifying examination for computer knowledge. Of ** recognised university .	As may be prescribed by the Government.

* Relaxation in experience:-Where the appointing authority is satisfied that a person having the experience specified in column (2) 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 column (2) above.

As prescribed by the Rules.....

\$ As prescribed by the Gujarat Civil Services Computer Competency (Training and Examination) Rules, 2006.

** "Recognised university" means the Universities established or incorporated by or under the Central or State Act in India or any other Educational Institution recognized as such or declared to be a deemed university under Section 3 of the University Grants Commission Act, 1956

Annexure-II

(Qualifications for promotion by Special Competitive Examination) (Class-III)

Name(s) of the feeder cadre.	*Experience of the feeder cadre	Examinations			Educational qualification	Other examination and training.
1	2	3	4	5	6	7
	Five years.	# Departmental examination for promotion	\$ CCC qualifying examination for computer knowledge.	* Special Competitive examination prescribed for the purpose. Of ** recognised university .	As may be prescribed by the Government.

As prescribed by the Rules.....

\$ As prescribed by the Gujarat Civil Services Computer Competency Training and Examination Rules, 2006.

** "Recognised university" means the Universities established or incorporated by or under the Central or State Act in India or any other Educational Institution recognized as such or declared to be a deemed university under Section 3 of the University Grants Commission Act, 1956

* As prescribed by the Rules.....

Annexure-III (Qualifications for direct selection/competitive examination) (Class-III)

Maximum age limit *	Educational qualifications.	Experience	Knowledge.		Probation period	Training & examination during probation period.		Other Training and examination *&			Other conditions.		**& Required Skill
1	2	3	4	5	6	7	8	9	10	11	12	13	14
..... Years	Higher Secondary School Certificate Examination from Secondary and/or Higher Secondary Education Board Of ** recognised university or an equivalent qualification recognised by the Government.	...years ***	Gujarati or Hindi or both	**** Basic knowledge of computer application	One Years	\$ CCC qualifying examination for computer knowledge.	& Preservice training and examination.	Departmental examination.	Gujarati or Hindi or both as the case may be.	other training and examination as may be prescribed by the Government.	Shall be required to get himself registered with the/ registered under the at the time of his application for direct selection, if he is not so registered.	Security and surety bond shall be furnished as directed by the Government.	

* Relaxation in age limit:- The upper age limit may be relaxed as prescribed in column (1) 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.

** "Recognised university" means the Universities established or incorporated by or under the Central or State Act in India or any other Educational Institution recognized as such or declared to be a deemed university under Section 3 of the University Grants Commission Act, 1956

*** experience on the post not below the rank of Class-III in the subordinate service of the Directorate / Commissionerate of; c experience in the field of in Government or Local bodies or Government under taking Board or Corporation or Limited Company established under the companies Act, 1956 on the post which can be considered equivalent to the post not below the rank of the Class-III in the subordinate service of the Directorate / Commissionerate of

**** As prescribed in Gujarat Civil Services Classification and Recruitment (General) Rules 1967

\$ As prescribed by the Gujarat Civil Services Computer Competency Training and Examination Rules, 2006.

& As prescribed by the Rules.....

*& Other examination shall be required to pass in accordance with rules prescribed by the Government.

**& Here specified the required skill, if necessary.

Annexure-IV (Qualifications for deputation) (Class-III)

Name of the cadre	Educational qualification	Experience
1	2	3
	**..... of recognised university	

** - Recognised university means the Universities established or incorporated by or under the Central or State Act in India or any other Educational Institution recognized as such or declared to be a deemed university under Section 3 of the University Grants Commission Act, 1956

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

Under Secretary to Government
..... Department.

હવે પછી ભરતી નિયમો બનાવવા માટેનો નમૂનો

MODEL FORM - 2

NOTIFICATION

..... Department
Sachivalaya, Gandhinagar
Dated the

CONSTITUTION
OF INDIA

No..... :- 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 post of (વિચારણા હેઠળની જગ્યાનું નામ દર્શાવવું) in the Gujarat (વિચારણા હેઠળની જગ્યાની સેવાની વિગત દર્શાવવી) Service, Class..... under the Directorate/ Commissionerate of (ખાતા / વિભાગની વિગત દર્શાવવી) namely:-

1. These rules may be called the (વિચારણા હેઠળની જગ્યાનું નામ દર્શાવવું) in the Gujarat (વિચારણા હેઠળની જગ્યાની સેવાની વિગત દર્શાવવી) Service , Class..... under the Directorate/ Commissionerate of (ખાતા / વિભાગની વિગત દર્શાવવી) Recruitment Rules, 20.... (વર્ષ દર્શાવવું)

2. Appointment to the post of (વિચારણા હેઠળની જગ્યાનું નામ દર્શાવવું) in the Gujarat (વિચારણા હેઠળની જગ્યાની સેવાની વિગત દર્શાવવી) Service , Class..... under the Directorate/ Commissionerate of (ખાતા / વિભાગની વિગત દર્શાવવી) shall be made either :-

- (A) (a) by promotion of a person of proved merit and efficiency from amongst the persons who possess the qualifications as specified in Annexure-I annexed to this rules; 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 possess the qualification as specified in Annexure-II annexed to these rules; or

(B) by direct selection / on the basis of the result of the competitive examination for recruitment held for the purpose; (સંબંધિત જગ્યા માટે ભરતી પરીક્ષા નિયમો બનાવવામાં આવેલ હોય તો આ મુજબની જોગવાઈ સુચવવી.) or

(C) by temporary transfer on deputation basis from amongst the persons who possess the qualifications as specified in Annexure-IV annexed to these rules

3. (a) The appointments by promotion and by direct selection under the sub rule (A) and (B) of rule 2 shall be made in the ratio of(બઢતી/સીધી ભરતી માટે નિયત થયેલ રેશીયોનું પ્રમાણ દર્શાવવું).

(b) The appointment by promotion from the cadre of (ફીડર કેડરનું નામ દર્શાવવું) under the clause (a) and (b) of sub rule (A) of rule 2 shall be made in the ratio of..... (બઢતી/ખાસ સ્પર્ધાત્મક પરીક્ષા દ્વારા બઢતી માટે નિયત થયેલ રેશીયોનું પ્રમાણ દર્શાવવું).

4. To be eligible for appointment by direct selection/ on the basis of the result of a competitive examination for recruitment held for the purpose to the post mentioned in rule – 2, a candidate shall possess the qualifications as specified in Annexure-III annexed to these rules.

Annexure-I (Qualifications for promotion) (Clas-I & II)

Name of the feeder cadre.	*Experience of the feeder cadre	Examinations		Educational qualification	Other examination and training.
1	2	3	4	5	6
 Years.	#Departmental examination for promotion	\$ CCC+qualifying examination for computer knowledge. Of ** recognised university .	As may be prescribed by the Government.

* Relaxation in experience:-Where the appointing authority is satisfied that a person having the experience specified in column (2) 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 column (2) above.

As prescribed by the Rules.....

\$ As prescribed by the Gujarat Civil Services Computer Competency (Training and Examination) Rules, 2006.

** "Recognised university" means the Universities established or incorporated by or under the Central or State Act in India or any other Educational Institution recognized as such or declared to be a deemed university under Section 3 of the University Grants Commission Act, 1956

Annexure-II

(Qualifications for promotion by Special Competitive Examination) (Clas-I & II)

Name of the feeder cadre.	*Experience of the feeder cadre	Examinations			Educational qualification	Other examination and training.
1	2	3	4	5	6	7
	Five years.	#Departmental examination for promotion	\$ CCC+ qualifying examination for computer knowledge.	* Special Competitive examination prescribed for the purpose. Of ** recognised university .	As may be prescribed by the Government.

As prescribed by the Rules.....

\$ As prescribed by the Gujarat Civil Services Computer Competency Training and Examination Rules, 2006.

** " Recognised university" means the Universities established or incorporated by or under the Central or State Act in India or any other Educational Institution recognized as such or declared to be a deemed university under Section 3 of the University Grants Commission Act, 1956

* As prescribed by the Rules.....

Annexure-III (Qualifications for direct selection/competitive examination) (Class-I & II)

Maximum age limit *	Educational qualifications.	Experience	Knowledge.		Probation period	Training & examination during probation period.		Other Training and examination *&			Other conditions.		**& Required Skill
1	2	3	4	5	6	7	8	9	10	11	12	13	14
..... Years Of ** recognised university or an equivalent qualification recognised by the Government.	...years ***	Gujarati or Hindi or both	**** Basic knowledge of computer application	One Years	\$ CCC qualifying examination for computer knowledge.	& Preservice training and examination.	Departmental examination.	Gujarati or Hindi or both as the case may be.	other training and examination as may be prescribed by the Government.	Shall be required to get himself registered with the/ registered under the at the time of his application for direct selection, if he is not so registered.	Security and surety bond shall be furnished as directed by the Government.	

* Relaxation in age limit:-The upper age limit may be relaxed as prescribed in column (1) 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.

** "Recognised university" means the Universities established or incorporated by or under the Central or State Act in India or any other Educational Institution recognized as such or declared to be a deemed university under Section 3 of the University Grants Commission Act, 1956

*** experience on the post not below the rank of Class-III in the subordinate service of the Directorate / Commissionerate of; or experience in the field of in Government or Local bodies or Government under taking Board or Corporation or Limited Company established under the companies Act, 1956 on the post which can be considered equivalent to the post not below the rank of the Class-III in the subordinate service of the Directorate / Commissionerate of

**** As prescribed in Gujarat Civil Services Classification and Recruitment (General) Rules 1967

\$ As prescribed by the Gujarat Civil Services Computer Competency Training and Examination Rules, 2006.

& As prescribed by the Rules.....

*& Other examination shall be required to pass in accordance with rules prescribed by the Government.

**& Here specified the required skill, if necessary.

Annexure-IV (Qualifications for deputation) (Class-I & II)

Name of the cadre	Educational qualification	Experience
1	2	3
	**..... of recognised university	

** - Recognised university means the Universities established or incorporated by or under the Central or State Act in India or any other Educational Institution recognized as such or declared to be a deemed university under Section 3 of the University Grants Commission Act, 1956

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

Under Secretary to Government
..... Department.

Class-I
"Very good bench mark"

હવે પછી ભરતી નિયમો બનાવવા માટેનો નમૂનો

MODEL FORM - 3

NOTIFICATION

..... Department
Sachivalaya, Gandhinagar
Dated the

CONSTITUTION
OF INDIA

No..... :- 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 post of (વિચારણા હેઠળની જગ્યાનું નામ દર્શાવવું) in the Gujarat (વિચારણા હેઠળની જગ્યાની સેવાની વિગત દર્શાવવી) Service, Class I under the Directorate/ Commissionerate of (ખાતા / વિભાગની વિગત દર્શાવવી) namely:-

1. These rules may be called the (વિચારણા હેઠળની જગ્યાનું નામ દર્શાવવું) in the Gujarat (વિચારણા હેઠળની જગ્યાની સેવાની વિગત દર્શાવવી) Service, Class I under the Directorate/ Commissionerate of (ખાતા / વિભાગની વિગત દર્શાવવી) Recruitment Rules, 20.... (વર્ષ દર્શાવવું)

2. Appointment to the post of (વિચારણા હેઠળની જગ્યાનું નામ દર્શાવવું) in the Gujarat (વિચારણા હેઠળની જગ્યાની સેવાની વિગત દર્શાવવી) Service, Class I under the Directorate/ Commissionerate of (ખાતા / વિભાગની વિગત દર્શાવવી) shall be made either :-

(A) (a) by promotion of a person who possess "very good bench mark" for being consider fit for promotion as laid down in the Gujarat Civil Services Classification and Recruitment (General) Rules, 1967 from amongst the persons who possess the qualifications as specified in Annexure-I annexed to this rules; or

- (b) by direct selection / on the basis of the result of the competitive examination for recruitment held for the purpose; (સંબંધિત જગ્યા માટે ભરતી પરીક્ષા નિયમો બનાવવામાં આવેલ હોય તો આ મુજબની જોગવાઈ સુચવવી.) or
- (c) by temporary transfer on deputation basis from amongst the persons who possess the qualifications as specified in Annexure-III annexed to these rules.
3. The appointments by promotion and by direct selection shall be made in the ratio of(બઢતી/સીધી ભરતી માટે નિયત થયેલ રેશીયોનું પ્રમાણ દર્શાવવું).
4. To be eligible for appointment by direct selection/ on the basis of the result of a competitive examination for recruitment held for the purpose to the post mentioned in rule – 2, a candidate shall possess the qualifications as specified in Annexure-II annexed to these rules.

Annexure-I (Qualifications for promotion) (very good bench mark)

Name of the feeder cadre.	*Experience of the feeder cadre	Examinations		Educational qualification	Other examination and training.
1	2	3	4	5	6
	Five years.	#Departmental examination for promotion	\$ CCC+ qualifying examination for computer knowledge. Of ** recognised university .	As may be prescribed by the Government.

* Relaxation in experience:-Where the appointing authority is satisfied that a person having the experience specified in column (2) 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 column (2) above.

As prescribed by the Rules.....

\$ As prescribed by the Gujarat Civil Services Computer Competency (Training and Examination) Rules, 2006.

** " Recognised university" means the Universities established or incorporated by or under the Central or State Act in India or any other Educational Institution recognized as such or declared to be a deemed university under Section 3 of the University Grants Commission Act, 1956

Annexure-II (Qualifications for direct selection/competitive examination) (Very good bench mark)

Maximum age limit *	Educational qualifications.	Experience	Knowledge.		Probation period	Training & examination during probation period.		Other Training and examination * &			Other conditions.		** & Required Skill
1	2	3	4	5	6	7	8	9	10	11	12	13	14
..... Years Of ** recognised university or an equivalent qualification recognised by the Government.	...years ***	Gujarati or Hindi or both	**** Basic knowledge of computer application	One Years	\$ CCC qualifying examination for computer knowledge.	& Preservice training and examination.	Departmental examination.	Gujarati or Hindi or both as the case may be.	other training and examination as may be prescribed by the Government.	Shall be required to get himself registered with the/ registered under the at the time of his application for direct selection, if he is not so registered.	Security and surety bond shall be furnished as directed by the Government.	

* Relaxation in age limit:-The upper age limit may be relaxed as prescribed in column (1) 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.

** "Recognised university" means the Universities established or incorporated by or under the Central or State Act in India or any other Educational Institution recognized as such or declared to be a deemed university under Section 3 of the University Grants Commission Act, 1956

*** experience on the post not below the rank of Class-III in the subordinate service of the Directorate / Commissionerate of; or experience in the field of in Government or Local bodies or Government under taking Board or Corporation or Limited Company established under the companies Act, 1956 on the post which can be considered equivalent to the post not below the rank of the Class-III in the subordinate service of the Directorate / Commissionerate of

**** As prescribed in Gujarat Civil Services Classification and Recruitment (General) Rules 1967

\$ As prescribed by the Gujarat Civil Services Computer Competency Training and Examination Rules, 2006.

& As prescribed by the Rules.....

* & Other examination shall be required to pass in accordance with rules prescribed by the Government.

** & Here specified the required skill, if necessary.

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Annexure-III (Qualifications for deputation) (very good bench mark)

Name of the cadre	Educational qualification	Experience
1	2	3
	**..... of recognised university	

** - Recognised university means the Universities established or incorporated by or under the Central or State Act in India or any other Educational Institution recognized as such or declared to be a deemed university under Section 3 of the University Grants Commission Act, 1956

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

Under Secretary to Government
..... Department.

Class-I
"Principle of selectivity"

હવે પછી ભરતી નિયમો બનાવવા માટેનો નમૂનો

MODEL FORM - 4

NOTIFICATION

..... Department
Sachivalaya, Gandhinagar
Dated the

CONSTITUTION
OF INDIA

No..... :- 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 post of (વિચારણા હેઠળની જગ્યાનું નામ દર્શાવવું) in the Gujarat (વિચારણા હેઠળની જગ્યાની સેવાની વિગત દર્શાવવી) Service, Class I under the Directorate/ Commissionerate of (ખાતા / વિભાગની વિગત દર્શાવવી) namely:-

1. These rules may be called the (વિચારણા હેઠળની જગ્યાનું નામ દર્શાવવું) in the Gujarat (વિચારણા હેઠળની જગ્યાની સેવાની વિગત દર્શાવવી) Service, Class I under the Directorate/ Commissionerate of (ખાતા / વિભાગની વિગત દર્શાવવી) Recruitment Rules, 20.... (વર્ષ દર્શાવવું)

2. Appointment to the post of (વિચારણા હેઠળની જગ્યાનું નામ દર્શાવવું) in the Gujarat (વિચારણા હેઠળની જગ્યાની સેવાની વિગત દર્શાવવી) Service, Class I under the Directorate/ Commissionerate of (ખાતા / વિભાગની વિગત દર્શાવવી) shall be made either :-

(A) (a) by promotion of a person on the basis of the principle of selectivity within the zone of consideration irrespective of seniority in accordance with the provisions of the Gujarat Civil Services Classification and Recruitment (General) Rules, 1967 from amongst the persons who possess the qualifications as specified in Annexure-I annexed to this rules; or

(b) by direct selection / on the basis of the result of the competitive examination for recruitment held by the Gujarat Public Service Commission; (સંબંધિત જગ્યા માટે ભરતી પરીક્ષા નિયમો બનાવવામાં આવેલ હોય તો આ મુજબની જોગવાઈ સુચવવી.) or

(c) by temporary transfer on deputation basis from amongst the persons who possess the qualifications as specified in Annexure-III annexed to these rules.

3. The appointments by promotion and by direct selection shall be made in the ratio of(બઢતી/સીધી ભરતી માટે નિયત થયેલ રેશીયોનું પ્રમાણ દર્શાવવું).

4. To be eligible for appointment by direct selection/ on the basis of the result of a competitive examination for recruitment held for the purpose to the post mentioned in rule – 2, a candidate shall possess the qualifications as specified in Annexure-II annexed to these rules.

Annexure-I (Qualifications for promotion) (selectivity)

Name of the feeder cadre.	*Experience of the feeder cadre	Examinations		Educational qualification	Other examination and training.
1	2	3	4	5	6
	Five years.	#Departmental examination for promotion	\$ CCC+ qualifying examination for computer knowledge. Of ** recognised university .	As may be prescribed by the Government.

* Relaxation in experience:-Where the appointing authority is satisfied that a person having the experience specified in column (2) 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 column (2) above.

As prescribed by the Rules.....

\$ As prescribed by the Gujarat Civil Services Computer Competency (Training and Examination) Rules, 2006.

** "Recognised university" means the Universities established or incorporated by or under the Central or State Act in India or any other Educational Institution recognized as such or declared to be a deemed university under Section 3 of the University Grants Commission Act, 1956

Annexure-II (Qualifications for direct selection)

Maximum age limit *	Educational qualifications.	Experience	Knowledge.		Probation period	Training & examination during probation period.		Other Training and examination *&			Other conditions.		**& Required Skill
1	2	3	4	5	6	7	8	9	10	11	12	13	14
..... Years Of ** recognised university or an equivalent qualification recognised by the Government.	...years ***	Gujarati or Hindi or both	**** Basic knowledge of computer application	One Years	\$ CCC qualifying examination for computer knowledge.	& Preservice training and examination.	Departmental examination.	Gujarati or Hindi or both as the case may be.	other training and examination as may be prescribed by the Government.	Shall be required to get himself registered with the/ registered under the at the time of his application for direct selection, if he is not so registered.	Security and surety bond shall be furnished as directed by the Government.	

* Relaxation in age limit:-The upper age limit may be relaxed as prescribed in column (1) 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.

** "Recognised university" means the Universities established or incorporated by or under the Central or State Act in India or any other Educational Institution recognized as such or declared to be a deemed university under Section 3 of the University Grants Commission Act, 1956

** * experience on the post not below the rank of Class-III in the subordinate service of the Directorate / Commissionerate of.....; or experience in the field of in Government or Local bodies or Government undertaking Board or Corporation or Limited Company established under the companies Act, 1956 on the post which can be considered equivalent to the post not below the rank of the Class-III in the subordinate service of the Directorate / Commissionerate of

**** As prescribed in Gujarat Civil Services Classification and Recruitment (General) Rules 1967

\$ As prescribed by the Gujarat Civil Services Computer Competency Training and Examination Rules, 2006.

& As prescribed by the Rules.....

*& Other examination shall be required to pass in accordance with rules prescribed by the Government.

**& Here specified the required skill, if necessary.

Annexure-III (Qualifications for deputation) (Selectivity)

Name of the cadre	Educational qualification	Experience
1	2	3
	** of recognised university	

** - Recognised university means the Universities established or incorporated by or under the Central or State Act in India or any other Educational Institution recognized as such or declared to be a deemed university under Section 3 of the University Grants Commission Act, 1956

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

Under Secretary to Government
..... Department.