

NOTIFICATION
General Administration Department
Sachivalaya, Gandhinagar
Dated the 15th July, 2015.

CONSTITUTION
OF INDIA

No. GS/26/2015/CRR/102015/27898/G.5 :- In exercise of the powers conferred by the proviso to article 309 of the Constitution of India and in supersession of all the rules regulating the recruitment to the post of Head Clerk, class-III, in the subordinate service of the Non Secretariat Offices of the State of Gujarat, the Governor of Gujarat hereby makes the following rules to provide for regulating recruitment to the post of Head Clerk, class-III, in the subordinate service of the Non Secretariat Departments and Offices of the State of Gujarat, namely:-

1. These rules may be called the Head Clerk, class-III, in the subordinate service of the Non Secretariat Departments and Offices of the State of Gujarat Recruitment Rules, 2015.
2. They shall apply to the offices of the state Government wherever the post of Head Clerk is sanctioned or is to be sanctioned and where the feeder cadre of Senior Clerk is sanctioned or is to be sanctioned except the following offices:-
 - (i) the Department of Secretariat
 - (ii) the office of the Gujarat Public Service Commission
 - (iii) the office of the Vigilance Commission, Gujarat State
 - (iv) the office of the Gujarat Legislature Secretariat
 - (v) the Judicially Courts in the State of Gujarat.
 - (vi) the office of the Secretary to Governor of Gujarat
 - (vii) the office of the Comptroller of Household to the Governor of Gujarat.
 - (viii) the office of the Director of Sainik Welfare and Resettlement.
 - (ix) the office of the Gujarat Subordinate Service Selection Board, Gandhinagar.

(x) the office of the Resident Commissioner, New Delhi.

(xi) the office of the Liaison Officer, Bombay.

3. Appointment to the post of Head Clerk, class-III, in the subordinate service of the Non Secretariat Departments and Offices of the State of Gujarat shall be made either-

(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 Senior Clerk, class-III in the subordinate service of the concerned Non Secretariat Department and Office;

(ii) have passed the departmental examination as may be prescribed by the Government; 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 promotion on the basis of the result of the Special Competitive Examination of a person of proved merit and efficiency from amongst the persons who :-

