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PART I—Orders and Notifications by the Governor of West Bengal, the High Court, Government Treasury, etc.

GOVERNMENT OF WEST BENGAL
DEPARTMENT OF PANCHAYATS & R.D.
PANCHAYAT WING, JESSOP BUILDING
63, NETAJI SUBHAS ROAD, KOLKATA-700 001

NOTIFICATION

No. 1368/PN/O/III/2A-18/2002, dated 23.03.2007 In exercise of the powers conferred by section 35 read with section 224 of the West Bengal Panchayat Act, 1973 (West Ben. Act XLI of 1973) (hereinafter referred to as the said Act), the Governor is pleased hereby to make after previous publication as required by sub-section (1) of section 224 of the said Act, the following rules:

RULES

CHAPTER I

Preliminary

1. Short title and commencement.—

- (1) These rules may be called the West Bengal *Panchayat* (Recruitment of Employees of *Gram Panchayat*) Rules, 2007.
- (2) They shall come into force on the date of their publications in the *Official Gazette*.
- (3) These rules shall not apply to the *Gram Panchayats* under the jurisdiction of Darjeeling Gorkha Hill Council.

2. Definitions.—

- (1) In these rules, unless the context otherwise requires,—
 - (a) 'employees' means the employees in the establishment of *Gram Panchayat* and includes the *Executive Assistant*, the *Nirman Sahayak*, the *Secretary*, the *Job Assistant*, the *Sahayak* and the *Gram Panchayat Karmee*;
 - (b) District Level Selection Committee means a Committee constituted as such by the State Government.
- (2) The words and expressions used herein and not defined but defined in the Act, shall have the same meaning as respectively assigned to them in the Act.

CHAPTER - II

Method of recruitment

3. Method of, and qualifications required for, recruitment to the post of Executive Assistant.—

(1) Recruitment to the post of Executive Assistant, after the commencement of these rules, shall be by the following methods:—

(a) *Scale of Pay:* Rs. 4000-125-4250-150-5300-175-7050-200-8850.

(b) *Method of recruitment:*

- (i) 25 per cent of the total number of posts shall be filled up by promotion from amongst serving confirmed Secretaries of the *Gram Panchayats* having not less than six years continuous and satisfactory service in the said post;
- (ii) 25 per cent of the total number of posts shall be filled up by promotion from amongst serving confirmed Job Assistants of the *Gram Panchayats* having not less than six years continuous and satisfactory service in the said post; and
- (iii) 50 per cent of the total number of posts shall be filled up by deputation from amongst serving confirmed Gram Sevaks and as per option exercised by them having not less than six years of continuous and satisfactory service in the said post.

Provided that the posts remaining vacant after filling up the posts through deputation from amongst the *Gram Sevaks* shall be filled up by direct recruitment through Employment Exchange by the District Level Selection Committee:

Provided further that an employee working in the *Gram Panchayat* or the *Panchayat Samiti* or the *Zilla Parishad/Siliguri Mahakuma Parishad* shall, on application for appointment to the post, be considered as departmental candidate along with the candidates for direct recruitment subject to their fulfilment of qualification and age as laid down in clause (c) and clause (d) respectively.

Explanation.— For the purpose of promotion under sub-clause (i) and sub-clause (ii) each district/Siliguri Mahakuma Parishad shall be taken as a separate unit and the Secretaries or the Job Assistants, as the case may be, working in a district/Siliguri Mahakuma Parishad shall be taken into zone of consideration on the basis of merit-cum-seniority list within the jurisdiction of that district.

(c) *Qualification for direct recruitment:*

(i) *Essential:*—

(A) Citizen of India as defined in Part II of the Constitution of India,

(B) Bachelor's Degree from a recognized University,

(C) Diploma in Computer Application from any institute recognized by State Government or Central Government or State Council or Technical Education of All India Council of Technical Education;

(ii) *Desirable:*—

(A) Post-graduate Degree or Diploma in social work or rural development from any recognized Institute or University,

(B) Experience in social work or rural development.

(d) *Age for direct recruitment :*

(i) The candidates shall be of age not more than 30 years and not less than 18 years on the 1st

day of January of the year of sending requisition to the Employment Exchange subject to West Bengal Services (Raising of age limit) Rules, 1981 as subsequently amended;

- (ii) The age limit shall be relaxable for the Scheduled Castes, Scheduled Tribes and Other Backward Classes and exempted categories in terms of rules and orders issued by the State Government from time to time:

Provided that in case of promotion there shall be no upper age limit.

- (2) All appointments to the post of Executive Assistant shall be made by the Executive Officer of *Zilla Parishad/Siliguri Mahakuma Parishad*.

4. Method of, and qualifications required for, recruitment to the post of Nirman Sahayak.—

- (1) Recruitment to the post of *Nirman Sahayak*, after the commencement of these rules, shall be made by the following methods;—

(a) *Scale of Pay*: Rs 4500-150-5250-175-7000-200-8800-225-9700.

(b) *Method of recruitment*: By direct recruitment through Employment Exchange by the District Level Selection Committee.

Provided that an employee working in the *Gram Panchayat* or *Panchayat Samiti* or *Zilla Parishad/Siliguri Mahakuma Parishad* shall, on application for appointment to the post, be considered as Departmental candidate along with the candidates for direct recruitment subject to their fulfilment of qualification and age as laid down in clause (c) and clause (d) respectively.

(c) *Qualification for direct recruitment*:

- (i) The candidate must be a citizen of India as defined in Part II of the Constitution of India;
- (ii) Must have a Diploma in Civil Engineering from any Institute recognized by State Government or Central Government.

(d) *Age for direct recruitment*:

- (i) The candidates shall be of age not more than 30 years and not less than 18 years on the 1st day of January of the year of sending requisition to the Employment Exchange subject to West Bengal Services (Raising of age limit) Rules, 1981 as subsequently amended.
- (ii) The age limit shall be relaxable for the Scheduled Castes, Scheduled Tribes and Other Backward Classes and exempted categories in terms of rules and orders issued by the State Government from time to time.

- (2) All appointments to the post of *Nirman Sahayak* shall be made by the Executive Officer of *Zilla Parishad/Siliguri Mahakuma Parishad*.

5. Method of, and qualifications required to the post of Secretary for, recruitment.—

- (1) Recruitment to the post of Secretary, after the commencement of these rules, shall be made by the following methods;—

(a) *Scale of Pay*: Rs.3350-90-3800-100-4700-125-6325

(b) *Method of recruitment*:

- (i) 50 per cent of the total number of posts shall be filled up by transfer from amongst the serving confirmed Job Assistants as per option exercised by them:

Provided that the posts remaining vacant after filling up the posts through transfer from amongst the Job Assistants, shall be filled up by direct recruitment through Employment Exchange by the District Level Selection Committee;

- (ii) 50 per cent of the total number of posts shall be filled up by promotion from amongst the serving confirmed *Sahayaks* having not less than three years of continuous and satisfactory service in the said post:

Provided that the posts remaining vacant after filling up the posts through promotion from amongst the *Sahayaks*, shall be filled up by direct recruitment through Employment Exchange by the District Level Selection Committee;

Provided further that an employee working in the *Gram Panchayat* or the *Panchayat Samiti* or the *Zilla Parishad/Siliguri Mahakuma Parishad* shall, on application for appointment to the post, be considered as Departmental candidate along with the candidates for direct recruitment subject to their fulfilment of qualification and age as laid down in clause (c) and clause (d) respectively.

- (c) Qualification for direct recruitment:

Essential:—

- (i) The candidate must be a citizen of India as defined in Part II of the Constitution of India;
 (ii) Must have passed the Madhyamik Examination from the West Bengal Board of Secondary Education or its equivalent examination from any recognized Board or Council or University.

Desirable:—

6 months formal training in using Personal Computer from a recognized Institution.

- (d) Age for direct recruitment:

- (i) The candidates shall be of age not more than 30 years and not less than 18 years on the 1st day of January of the year of sending requisition to the Employment Exchange subject to West Bengal Services (Raising of age limit) Rules, 1981 as subsequently amended.
 (ii) The age limit shall be relaxable for the Scheduled Castes, Scheduled Tribes and Other Backward Classes and exempted categories in terms of rules and orders issued by the State Government from time to time.

Provided that in case of promotion there shall be no upper age limit.

- (2) All appointments to the post of Secretary shall be made by the Executive Officer of Zilla Parishad/ Siliguri Mahakuma Parishad.

6. Method of, and qualifications required for, recruitment to the post of Sahayak. (1) Recruitment to the post of Sahayak, after the commencement of these rules, shall be made by the following methods.—

- (a) Scale of Pay: Rs. 3150-80-3390-90-4380-100-5680

- (b) Method of recruitment:

- (i) 90 per cent of the total number of posts shall be filled up by direct recruitment through Employment Exchange by the District Level Selection Committee;
 (ii) 10 per cent of the total number of posts shall be filled up by promotion from amongst the serving confirmed *Gram Panchayat Karmees* having not less than six years of continuous and satisfactory service in the said post and who have passed the Madhyamik Examination from the West Bengal Board of Secondary Education or its equivalent examination from any recognized Board or Council or University;

On the 1st January of each year the appointing authority will obtain the list of all eligible *Gram Panchayat Karmees* along with their date of joining from all the blocks of his district and promotion shall be made on the basis of their seniority in service.

Provided that the posts remaining vacant after filling up the posts through promotion from amongst the *Gram Panchayat Karmees*, shall be filled up by direct recruitment through Employment Exchange by the District Level Selection Committee;

Provided further that an employee working in the *Gram Panchayat* or the *Panchayat Samiti* or the *Zilla Parishad/Siliguri Mahakuma Parishad* shall, on application for appointment to the post, be considered as Departmental candidate along with the candidates for direct recruitment subject to their fulfilment of qualification and age as laid down in clause (c) and clause (d) respectively.

(c) *Qualification for direct recruitment:*

- (i) Must be a citizen of India as defined in Part II of the Constitution of India.
- (ii) Must have passed the Madhyamik Examination from the West Bengal Board of Secondary Education or its equivalent examination from any recognized Board or Council or University.

(d) *Age for direct recruitment:*

- (i) The candidates shall be of age not more than 30 years and not less than 18 years on the 1st day of January of the year of sending requisition to the Employment Exchange subject to West Bengal Services (Raising of age limit) Rules, 1981 as subsequently amended;
- (ii) The age limit shall be relaxable for the Scheduled Castes, Scheduled Tribes and Other Backward Classes and exempted categories in terms of rules and orders issued by the State Government from time to time :

Provided that in case of promotion there shall be no upper age limit.

- (2) All appointments to the post of *Sahayak* shall be made by the Executive Officer of *Zilla Parishad/Siliguri Mahakuma Parishad*.

7. Method of, and qualifications required for, recruitment to the post of *Gram Panchayat Karmee*.—

- (1) Recruitment to the post of *Gram Panchayat Karmee*, shall be made by the following methods :—

- (a) *Scale of Pay:* Rs. 2600-55-2985-60-3525-65-4175.
- (b) *Method of recruitment:* By direct recruitment through Employment Exchange by the district Level Selection Committee.
- (c) *Qualification for direct recruitment :*
 - (i) Must be a citizen of India as defined in Part II of the Constitution of India.
 - (ii) Must have passed the final examination of Class VIII from any recognized institution.
- (d) *Age for direct recruitment:*
 - (i) The candidates shall be of age not more than 30 years and not less than 18 years on the 1st day of January of the year of sending requisition to the Employment Exchange subject to West Bengal Services (Raising of age limit) Rules, 1981 as subsequently amended;
 - (ii) The age limit shall be relaxable for the Scheduled Castes, Scheduled Tribes and Other Backward Classes and exempted categories in terms of rules and orders issued by the State Government from time to time.

- (2) All appointments to the post of *Gram Panchayat Karmee* shall be made by the Executive Officer of *Panchayat Samity*.

CHAPTER III

Repeal and Savings

8. Repeal and savings.—

- (1) All rules, orders corresponding to these rules, in force immediately before the commencement of these rules are hereby repealed in respect of matters covered by these rules.
- (2) Notwithstanding such repeal, any order made or any action taken under the rules or orders so repealed shall be deemed to have been validly done or taken under the provisions of these rules.

By order of the Governor

M. N. Roy

De. Secy. to the Govt. of West Bengal