

GENERAL SERVICE REGULATIONS
UTTAR PRADESH KRISHI ANUSANDHAN PARISHAD

APPROVED BY THE GOVERNING BODY AT ITS MEETING
HELD ON 17TH JULY, 1991



UTTAR PRADESH KRISHI ANUSANDHAN PARISHAD
GENERAL SERVICE REGULATIONS

In exercise of the powers under Rule 34(CHIA) of the Rules of U.P. Council of Agricultural Research, the Governing Body hereby makes the following regulations, regulating recruitment to posts and the provide for general conditions of service of persons serving in the Council.

CHAPTER - I
(Preliminary)

SHORT TITLE AND COMMENCEMENT

1. (i) These regulations shall be called 'the Uttar Pradesh Krishi Anusandhan Parishad General Service Regulations'.
- (ii) They shall come in force with effect from the date of their approval by the Board, that is, 17th July, 1991.

APPLICABILITY

2. These regulations shall apply to every whole time regular employee of the Council except those:
 - (i) Who are subject to the industrial or labour laws and the rules, regulations or standing orders made pursuant to any enactment on the subject of such laws; and
 - (ii) Who are working on deputation from the State Government or from Local Bodies or any other organisation. The staff under this category shall be governed by service rules of their parent department/organisation as well as the terms of deputation.

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DEFINITIONS

3. In these regulations unless there is anything repugnant to the subject or context:

- (a) 'Appointing Authority', in relation to a post means the authority empowered to make appointment on that post.
- (b) 'Governing Body', means the Governing Body of the Uttar Pradesh Krishi Anusandhan Parishad.
- (c) 'Chairman', means the Chairman of the Governing Body.
- (d) 'Competent Authority', means an authority competent to exercise any or all the powers under these regulations or to whom powers in respect of any or all the regulations have been delegated by the Board, Chairman or the Director General as the case may be.
- (e) 'Council', means the Uttar Pradesh Krishi Anusandhan Parishad.
- (f) 'Employer', means the U.P. Council of Agricultural Research.
- (g) 'Government', means the Government of Uttar Pradesh.
- (h) 'Director General', means the Director General of the Council.
- (i) 'Month', means a complete calender month.
- (j) 'Regulations', means and include the Uttar Pradesh Krishi Anusandhan Parishad General Service Regulations, and all modifications thereof made from time to tjme.
- (k) 'Service', means service in the Parishad.

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- (l) 'Society', means the U.P. Council of Agricultural Research.
- (m) 'Secretary', means the Secretary of the U.P. Council of Agricultural Research.

INTERPRETATION AND IMPLEMENTATION

4. (a) The power to interpret the regulations vests in the Director General who may issue such administrative instructions as may be necessary to give effect to and carry out the purpose of the provisions of these regulations.
- (b) If any employee feels aggrieved as regards the interpretation or implementation of any of these regulations he shall have a right to appeal to the Governing Body whose decision shall be final and binding on all concerned.
- (c) The Governing Body or the Director General, under proper authority from the governing body may delegate any of his powers for the issue of such administrative instructions to an officer or a committee of officers of the Council, as he may, from time to time specify.

CHAPTER - II (PERSONNEL)

CATEGORISATION OF POSTS

5. The posts in the Council shall be categorised as Scientific, Technical, Administrative (including Accounts), Auxillary and Supporting on the basis of the following criteria:

- (a) Scientific: Scientific personnel shall be those who are engaged in agricultural research and education (including extension education) whether in physical, statistical, biological, engineering, technological or soical sciences. This category shall also include persons engaged in planning, programming and management of scientific research.

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- (b) Technical: Technical personnel shall be those who perform technical service in support of research and education whether in the Laboratory, Workshop or field, or in areas like Library, Documentation, Publication and Agricultural Communication.
- (c) Administrative: Administrative personnel shall be those provide administrative support for the work of the Laboratory/Institute/Headquarters Organisation.
- (d) Auxiliary: Auxiliary personnel shall be those who are not directly connected with the research and education activities of the organisation, and are not covered by the other categories defined in these bye-laws.
- (e) Supporting: Supporting personnel shall be those who generally help and support the above four categories of staff. They may be skilled, semi-skilled or unskilled.

The categorisation of posts shall be done in the Council with the approval of the governing body. The governing body shall have power to alter, amend or add to the above criteria for classification of posts.

The governing body may, from time to time increase the number of posts in any category(ies) in the existing or new pay scales.

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POWERS OF SUPERINTENDENCE

6. The Director General of the Council shall, subject to the Memorandum of Association, Rules and Regulations of the Council and the resolutions of the Board, if any, exercise superintendence and control over the personnel of the Council and shall exercise such other powers and perform such duties as may be prescribed or delegated to him by the Council through a resolution passed by the governing body in this behalf.

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The governing body may, however, change the classification in respect of any particular class or classes of posts.

NATIONALITY

7. A candidate for recruitment to a post or service under the Council the Council 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 India Origin who has migrated from Pakistan, Burma, Ceylone and East African Countries of Kenya, Uganda, and the 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 candidate belonging to category (b) shall also be required to obtain a certificate of eligibility granted by the Deputy Inspector General of Police, Intelligence Branch, U.P.

Provided also that if a candidate belongs to category (b) above no certificate of eligibility shall be issued for 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.

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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 called to an interview arranged for selection and may also be provisionally appointed, subject to the necessary certificate being obtained by him or issued in his favour and made available to the Council within the time stipulated thereof by the Council or any person authorised in that behalf.

A candidate shall not be eligible for appointment in the Council unless he possesses working knowledge in the Hindi language.

- (i) A candidate for direct recruitment to a post under the Council shall not be less than 18 years of age. The upper age limits shall be as fixed by the Governing body in the case of each cadre or post, from time to time.
- (ii) The maximum age limit shall be relaxable in the case of scheduled castes, scheduled tribes, backward castes candidates as may be decided by the Governing body taking into consideration the relevant orders of the state Government issued from time to time. The Governing body may prescribe separate or higher age limit for the employees who are eligible to apply for the posts to be filled by direct recruitment.
- (iii) Every employee shall at the time of his Initial appointment produce proof of his age to the satisfaction of the Appointing Authority.
- (iv) The Proof of age, to be produced by the employee shall be the certificate of his having passed the High School or equivalent examination or where the employee has not passed any such examination or for reasons beyond his control it is not possible for him to produce such certificate the employee shall produce other proof of age to the satisfaction of the Appointing Authority.

L.H.K. - 10/11/2018

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DATE OF BIRTH

8. Date of birth of an employee recorded in the certificate of his having passed the High School or equivalent examination or where an employee has not passed any such examination as aforesaid, the date of birth or the age recorded in his service book at the time of his entry into service, shall be deemed to be his correct date of birth or age, as the case may be, and no application or representation shall be entertained for correction of such date or age under any circumstances, whatsoever.

QUALIFICATIONS

9. The Governing body shall lay down the minimum essential qualifications, desirable qualifications and also specific experience required for various posts. The qualifications for the existing posts shall be as prescribed in Annexure-A.

CHARACTER

10. The Character of a candidate for direct recruitment to the service must be such as may render him/her suitable in all respect for employment in the service of the Council.

NOTE

Person dismissed by the Union Government or a State Government or by any Corporation, Undertaking or Body owned or controlled by the Union or State Government or by Local Authority shall be deemed to be illegible. A conviction need not in itself involve the refusal of a certificate of good character. The circumstances of the conviction should be taken into account and if they involved no moral turpitude, or association with crime, violence, or with a movement which has as its object to overthrow by violent means a Government by law established, the mere conviction may not be regarded as a disqualification.

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PHYSICAL FITNESS

11. No person shall be appointed to a post unless he is in good mental and bodily health and free from any physical defects likely to interfere with the efficient performance of his duties. For this purpose, every candidate will be required to appear before such medical authority as may be specified by the Council or by the Appointing Authority. The Appointing Authority may direct medical examination of an employee at any time, during the period of his service, if he is satisfied that doing so will be in the interest of the Council. On his being found medically unfit his services may be terminated without any notice.

MARITAL STATUS

12. (i) No male candidate who has more than one wife living and no female candidate who has married a man already having a wife living shall be eligible for appointment to a post under the Council.
- (ii) The Appointing Authority may, if satisfied that there are special grounds for exempting any person from the operation of these rules, refer the matter to the Governing Body whose decision shall be final.

RESERVATION OF POSTS

13. Reservation for candidates belonging to Schedules Caste, Scheduled Tribes, Backward Classes, in respect of posts under the Council shall be in accordance with such orders of the State Government for their reservation as may, from time to time, be issued or made applicable through the issue of guide line and/or directives.

CREATION OF POSTS

14. Governing body may from time to time create such posts as it may consider necessary and shall determine the number of posts of each description in the Council. Details of existing posts with their pay scales as on 17.07.1991 are annexed at Sl. No. 1.

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The Director General however, will have power to create posts to meet emergent needs of adhoc basis for a period of 6 months and any further extension of such appointment must be approved by the Chairman.

APPOINTING AUTHORITY

15. (i) The Appointing Authority of the Director General shall be the State Government as provided in rule 21 of the rule of Association of the Council, and on the recommendation of the Chairman.
- (ii) The Chairman shall be the appointing authority for the post of Deputy Director General based on the recommendation of ~~officers of the Director General~~ based on the recommendation of ~~officers of the Director General~~ assisted by a selection committee.
- (iii) The Director General shall be the Appointing Authority for the rest of the staff.

SOURCE OF RECRUITMENT

16. (1) Appoint may be made either;
- (a) by direct recruitment
- (b) The current appointment to Deputy Director General positions will be primarily by deputation from the state Agricultural Universities or Directorates or other organisations and institutes.
- (c) by deputation or re-employment or on contract basis.
- (d) by promotion from amongst the employees of the Council through a test or an interview or selection or by any other manner prescribed by the Director General from time to time.
- (e) from any other source as approved by the Chairman.

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The Director General subject to the approval of the Chairman, shall decide as to which of the post be filled in by deputation or by direct recruitment.

PROCEDURE OF RECRUITMENT

17. (a) The Board may decide from time to time the mode of selection for filling up various posts in the Council either by direct recruitment, deputation/merger of person on deputation/and/or by promotion from within the cadres. Any person serving on deputation and the senior of whom are merged with the Council shall have status of directly recruited person on the said post. The selection committee consisting of not less than three persons, duly constituted by the Appointing Authority may draw up a panel of names of the candidates for selection arranged in order of merit and furnish it to the Appointing Authority together with its recommendations. Any panel prepared in this manner will remain alive for one year from the date of its finalization and in the case of vacancy during the said period of one year, the Appointing Authority may, without calling for fresh applications, appoint the candidate(s) in the order in which their names are listed on the panel.

(b) All the posts on scientific and Technical cadre shall be filled through direct recruitment.

- (c) For the purpose of direct recruitment the procedure to be followed, unless otherwise decided by the Governing body shall be by open competition; written examination or interview or both or in a manner specified by the Governing body.

The names of prospective candidates for the purpose may be either taken through employment exchange/exchange of the State and/or the vacancies shall be widely advertised. In both the cases the persons working in any capacity in the Council shall have opportunity to be a candidate if they opt

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- (d) The appointment to the post of Steno and Junior Clerks shall be made through direct recruitment. However, a quota of 10 Percent (or as revised by the Government from time to time) shall be reserved for the post of Junior clerk provided suitable candidates with requisite qualifications are available. The higher posts in all these cadres shall be filled in by promotion based on merit.

The accounts cadre shall consist of posts of Accounts Clerk, Assistant Accountants, Senior Accountants and the Accounts Officer. The appointment to the posts higher than the post of Accounts clerks will be made as follows:

- (a) 50 Percent through direct recruitment.
- (b) 50 Percent by promotion from the lower scale, provided suitable candidates with requisite qualifications are available.

COMMENCEMENT OF SERVICE

18. Except otherwise provided by or under these regulations service of an employee shall be deemed to commence from the working day in the forenoon of which he reports for duty at the place and time intimated to him by the competent authority. In case a candidate joins in the afternoon the service shall be deemed to commence from the next following day. However, it shall not effect the seniority of the incumbent.

SENIORITY

19. A categorywise gradation list of all the regular employee of the Council shall be maintained for determining the inter-seniority of an employee within the category. The Director General may order that the gradation list for any particular category shall be prepared for the Council as a whole.

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NOTE

- (i) Where the seniority of an employee has not been especially fixed by an order of the Appointing Authority, it will ordinarily be fixed on the basis of the date of his initial regular appointment in the category. Wherever more than one person have been appointed in a category on the same date their interse seniority shall be approved by the competent Authority on the basis of merit list.
- (ii) Where appointment has been made as a result of promotion and no merit list has been prepared, interse seniority of the employee in the next grade in one selection shall be fixed in accordance with their seniority in lower grade from which they were promoted.
- (iii) Where an appointment in the same category and in the same grade is made on the same date by promotion and or by direct recruitment an employee appointed by promotion shall be deemed to be senior to the employee recruited directly.
- (iv) The seniority of an employee previously serving on deputation with council and absorbed take on in it shall be counted w.e.f. the forenoon of the date of merger of his services in the Council.

PROBATION

20. (i)

An employee appointed directly for the first time against a regular post shall be placed on probation for a period of one year and a promoted candidate for a period of one year from the date of joining the new post, provided that the Board, in exceptional cases, such as the appointment of experts and the like may waive the requirement of probation.

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- (ii) The performance of the employee in the new post will be watched during the period of probation and the Appointing Authority may extend the period not exceeding one year without assigning any reason thereof.

DISCHARGE DURING PROBATION

21.

An employee directly recruited to a post may at any time during or at the end of the period of probation or during the extended period of probation, as the case may be, be discharged from the service of the Council under the orders of the Appointing Authority without assigning any reason or by giving one month notice or one month pay in lieu thereof would be required for the purpose.

REGULARISATION

22. A probationer may be given a regular appointment by an order in writing, at the end of the period of probation, as the case may be, if his work and conduct are reported to be satisfactory, his integrity is certified, and the appointing authority considers him to be otherwise fit for appointment.

RESIGNATION AND TERMINATION OF EMPLOYMENT

23. (i) Unless otherwise agreed upon in writing between the Council and the regular employee, he may resign from the service of the Council at any time on giving to the Council at least three months prior notice in writing of his intention to do so or on payment of a sum equivalent to the amount of salary for the period of the notice or, as the case may be, for the period by which such notice falls short of the said period of months.

- (ii) Unless otherwise agreed upon in writing between the Council and the regular employee, the Council and the regular employee, the Council shall be entitled to terminate the services of an employee without assigning any reason or

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giving him not less than 3 months notice in writing or on payment of a sum equivalent to the amount of salary for the period of notice, or as the case may be, for the period by which such notice falls short of the said period of 3 months.

- (iii) The service of employees other than regular may be terminated without assigning any reason by giving him one month's notice or pay and allowances in lieu thereof for the period by which such notice falls short of the said period of one month.
- (iv) No such notice or pay in lieu thereof as aforesaid will be required to be paid when the service of an employee is terminated by way of punishment for an act of misconduct or where an employee retires on attaining the age of retirement or superannuation.

ACCEPTANCE OF RESIGNATION

24. The resignation of an employee shall not be effective unless it is accepted by the competent authority. The competent authority may refuse to accept the resignation if:-

- (i) The employee is under an obligation serve to the Council for a specified period which has not yet expired; or
- (ii) When The employee owes to the Council any sums of money and/or other liabilities till such time as the said amount is paid or the liabilities are discharged; or
- (iii) For any other specified grounds to be recorded in writing.

APPOINTMENTS OF CONSULTANTS

25. The Director General may seek the consultancy services on any technical aspect, the expertise on which is not available within the Council, for a period of upto six months, extendable by another period of six months.

The consultancy charges payable to a consultant thus appointed would be decided on merit by the Director General.

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EMERGENT APPOINTMENTS

26. The currently vacant posts of Deputy Director General and Assistant Director General in the Council till the notification of these bylaws may be filled by Director General through transfer/deputation on recommendations from various organisations/consultations with eminent scientists and with the help of a selection committee organised for this purpose. These selections will need approval of the Chairman.

The currently vacant posts of Technical fellows and other supporting personnels may be filled by the Secretary of the Council with due approval from Director General, by way of taking persons on deputation from other department/organisation or through direct recruitment. For the purpose of such selections Director General may form selection committee/committees and if needed will arrange for appropriate examinations/interview etc.

APPLICABILITY TO PERMANENT AND TEMPORARY EMPLOYEES

27. These bye-laws shall apply to permanent and temporary employees of the council but shall not apply to any person employed on casual or daily-wages basis.

(a) Except in regard to matters for which specific provision has been made in these Rules, Bye-laws, Regulations or Orders made or issued by the Council, the service and financial rules framed by the Government of U.P. and such other Rules and orders issued by the Government of U.P. from time to time, shall apply mutatis mutandis to the employees of the Council in regard to matters concerning their conditions of service.

(b) Notwithstanding anything contained in these rules, the Governing Body shall have the power to relax the requirement of any Rule mentioned in (a) above of these rules to such extent and subject to such conditions as may be considered necessary.

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CCS (CC) CCS (CONDUCT) RULES : - APPLICABILITY OF

28. The U.P. Civil Services (Classification, Control and Appeal) Rules, and the U.P. Civil Service (Conduct) Rules, of the Government of U.P. for the time being in force, shall apply, so far as may be, to the employees of the Council subject to the modification that:

- (a) reference to the 'Governor' and 'Government' servants in these Civil Services (Classification Control and Appeal) Rules shall be construed as references to the Chairman of the Council and Officers and employees of the 'Council' respectively, and
- (b) reference to 'Government' and 'Government Servants' in the Civil Services (Conduct) Rules, shall be construed as reference to the 'Council' and 'Officers' and employees of the Council' respectively.

PROVIDENT FUND

29. Employees regularly appointed in the Council shall subscribe towards a Contributory Provident Fund which shall be regulated in accordance with the existing Contributory Provident Fund-cum-Gratuity Rules/the rules framed for the purpose by the Council.

AGE OF RETIREMENT

30. (a) The age of retirement of scientific and technical personnel in the service of the Council except for non technical posts shall be 60 years. No extension of service shall be given but where absolutely essential in the interest of research, the Council may re-employ outstanding Scientists on suitable terms with the prior approval of the Chairman. The tenurial posts will however continue to be held by the incumbent till the term expires.

(नदीन चन्द्र शर्मा)
सचिव
उ०प्र०, कृषि अनुसंधान परिषद
लखनऊ

(दीवान चन्द्र गुप्त)
सचिव
उ०प्र०, कृषि अनुसंधान परिषद
लखनऊ

(मोहम्मद पाठक)
महानिदेशक
उ०प्र० कृषि अनुसंधान परिषद
लखनऊ

कृषि निदेशक
उत्तर प्रदेश

- (b) Staff other than those mentioned in (a) above, shall retire on attaining the superannuation age as prescribed by the Government of U.P. for similar categories of staff from time to time.

APPOINTMENT TO TENURE POSTS

31. The tenure of the Director General position will be 5 years. The Governing Body may decide from time to time which other posts in the UPCAR shall be tenure posts. The period of tenure will, in the first instance, will be 5 years which may be further extended by another 3 to 5 years depending on the performance and age of the incumbent.

DELEGATION OF POWERS TO OTHER OFFICERS

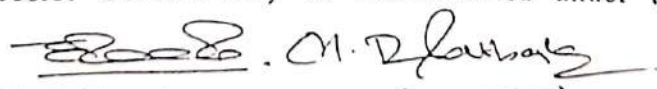
32. The Governing Body, the Chairman, the Director General, delegate such of their powers to other officers of the Council as may be considered necessary in the exigencies of service.

COMMUNICATION OF SANCTIONS ORDERS etc. RELATING TO ACCOUNTS

33. All sanctions and orders issued or delegations made by the competent authorities under the Rules, Bye-laws and Regulations affecting the Council's accounts shall be reduced to writing and communicated to the concerned persons responsible for internal audit of the accounts of the Society. These orders may be communicated under the hand of either the Director General or Secretary or such other officers as may be empowered by the Director General in his behalf, in accordance with the 'Rules of the Society'.

AUTHENTICATION OF ORDERS UNDER CCS (CC&A) & CCS (CONDUCT) RULES

34. Orders made in the name of the Chairman Vice-Chairman and the Director General may be authenticated under the hand of the Secretary,


(दीवान चन्द्र प्रसाद) (मोदत पाठक)

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(करीब चन्द्र प्रसाद)
उप-प्र., कृषि अनुसंधान परिषद

ह. प्र. कृषि अनुसंधान परिषद

उप-निदेशक
सचिव प्रदेश

SIGNING OF AGREEMENTS

35. Agreement etc. which may create obligations of any nature on the Council and not covered under any other bye-law shall be signed by the Director General, or the Secretary or an Officer working under and authorised by the Director General, and is in accordance with the 'Rules of the Society'.

INTERPRETATION OF RULES

36. Words and expressions used in these rules shall have same meanings as defined in the Rules. Words importing the singular number shall include the plural number, and words importing the male gender shall include the female gender. The interpretation of these Rules, as made by the Chairman shall be conclusive and final.

CHAPTER - IIIPAY ALLOWANCES AND OTHER SERVICE CONDITIONSSALARY ON RECRUITMENT

37. (i) An employee directly recruited shall draw pay and allowances applicable to the post. However, in deserving cases, a higher starting salary may be allowed by the appointing authority on the recommendation of the Selection Committee.
- (ii) In case of promotion unless the governing body otherwise prescribe, the fixation of pay shall be in accordance with the relevant rules contained in Financial Hand Book Vol. 2, Part II to IV on the subject.

The pay scales of the employees of the Council for various categories of scientific and technical personnel will be according to the State Agricultural University scales. The pay scales of Administrative, Subordinate and Supporting staff would be as applicable for the offices and officers of principal heads of the departments of Uttar Pradesh Government. Existing pay Scales as on 17.07.1991 in the Council are annexed at Sl. No. 1.

(बसंत चन्द शर्मा)
संयुक्त सचिव, विज्ञान, प्रौद्योगिकी, पर्यावरण, वन्यजीव

(दीवान चन्द गुप्त)
सचिव

(मनोहर पाठक)

महानिदेशक
ए. ए. ए. कृषि अनुसंधान परिषद

सुवि. निदेशक
प्रमुख प्रशासन



FIXATION OF PAY ON DEPUTATION AND ON CONTRACT

38. (i) In cases of employees appointed from Government service or from other services on deputation, the terms and conditions shall be as agreed between the Council and the lending employer.
- (ii) In cases of employees on contract, the fixation of pay shall be in accordance with the conditions of contract between the Council and employees concerned.

ANNUAL INCREMENT

39. (i) All the employees (except those who are governed by the pay scales of the relevant Wage Board), whose increments are due in the present system on the different dates of calendar month shall be granted increments on the first day of the month in which the increment fall due.
- (ii) An annual increment may be allowed to an employee at the rate as shown in the scale of pay of the employee concerned unless the increment has been withheld as a disciplinary measure at the Efficiency Bar.
- (iii) The extended period of probation shall not count for increment, unless the Appointing Authority directed otherwise.
- (iv) An employee who has remained off duty on extraordinary leave, study leave or any other such similar leave, the date of increment shall correspondingly be shifted and the period of such leave shall not be counted for the purpose of increment.
- (v) An employee who officiates in a higher post or in a higher scale of pay shall earn the annual increment by counting the period spent by him on such higher post or higher time scale of pay in his lower post when reverted to that post or time scale of pay.

10/10/2019
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(दीवान चन्द्र गुप्त)
संयुक्त सचिव, विद्य
२०००, जयपुर, राजस्थान

(दीवान चन्द्र गुप्त)
सचिव

(दीवान चन्द्र गुप्त)
सचिव

कुपि निदेशक



PREMATURE INCREMENT

40. The governing body may grant premature increment to an employee of the Council on a time scale of pay. The governing body shall not delegate the exercise of this power to any authority.

CROSSING OF EFFICIENCY BAR

41. (i) No employee shall be allowed to cross an efficiency bar unless the Appointing Authority is satisfied that he has been working efficiently and to the best of his ability and that his integrity has been certified.
- (ii) An employee may be allowed to cross the efficiency bar in the time scale of his pay on the basis of his character rolls and the overall satisfaction of Appointing Authority.

DEARNESS AND OTHER ALLOWANCES

42. Dearness allowance, House rent allowance, City Compensatory allowance and other allowances including encashment of leave for officers and staff in the service of the Council shall be regulated, Mutatis Mutandis, in accordance with the fundamental and subsidiary rules and such other rules and orders as are accepted or issued by the Government for their employees from time to time and as modified by the Council wherever deemed necessary.

MEDICAL FACILITY

43. The employees of the Council including those working on deputation shall be entitled to medical facilities as approved by the governing body from time to time. Such facilities will however, not be less than those prescribed by bureau of public enterprises of U.P. The employees working on deputation will be governed by their conditions of deputation.

(श्रीमान चन्द्र गुप्त)
संयुक्त सचिव, निदेश
प. व. शासन, लखनऊ

(श्रीमान चन्द्र गुप्त)

सचिव

संयुक्त, कृषि अनुसंधान परिषद

(श्रीमान चन्द्र गुप्त)

संयुक्त सचिव

संयुक्त, कृषि अनुसंधान परिषद
लखनऊ

छवि निदेशक
पुनर् प्रदेश

LEAVE

44. The grant of leave (of all kinds) shall be regulated in accordance with the provisions contained in the relevant Fundamental and Subsidiary Rules of the Financial Hand Book Vo. II (part II to IV) of the State Government.

SCOPE OF SERVICE

45. (i) Unless otherwise distinctly provided the whole time employee shall be at the disposal of the Council and he shall serve the Council in such capacity and at such places as he may be directed from time to time.
- (ii) Rules, regulations and instructions of the Council and all arrangements, systems, methods and procedures in force and those promuegated by the Council in future for the purposes of regulating work, safety, discipline, cleanliness, good conduct avoidance of waste of time, materials and money shall be binding on the employee and he shall comply with and obey all orders and directions that may, from time to time be given to him by any person under whose control or superintendence he may be.
- (iii) An employee shall serve the Council honestly an faithfully, and shall do his utmost to promote the interests of the Council and shall show courtesy, attention and deligence in all transaction with any and every person with whom he may come into contact in his official capacity.

SERVICE RECORDS

46. A Service Book of each member in the service of the Council shall be maintained on the form prescribed for governments servants and shll contain enteries relating to every step in his service life, each being attested by competent authority. Besides, all kinds of leave other than casual leave, shall also be recorded in the service.

(सदीन चमर घरी)
संयुक्त मुख्यालय, विजय
प्र. प्र. शासन, लखनऊ

(दीवान चमर मुख्यालय)
विजय

संयुक्त, लखनऊ

(दीवान चमर मुख्यालय)
विजय

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CHARACTER ROLL

47. A Character roll of each employee shall be maintained by the Council in which entries shall be made every year by the appointing authority on the basis of his work and worth and recommendations of his immediate superior officer.

MERGER IN COUNCILS SERVICE

48. Employees serving on deputation with the Council, may at the discretion of the Council, opt for merger into the services of the Council on such terms and conditions as are applicable to the employee of the Council. Subject to the approval of the Government. In case of Government servant the said employee shall have to resign his post in the Government organization/institution and shall receive his retirement benefits as admissible to him on the date of resignation from the Government/institute concerned. The Council shall not bear any liability in this regard for the period of his service under the Government/institution.

APPLICATION FOR EMPLOYMENT ELSEWHERE

49. An employee seeking employment elsewhere outside the Council shall not send his application except through the Council. The Council reserves the right to withhold any such application without assigning any reason thereof.

WORKING HOURS

50. The employee shall observe the working hours as may be prescribed from time to time by the Director General or any other competent authority authorised by him.

ATTENDANCE

51. An employee shall comply with instructions from time to time relating to the recording of time and arrival for work and departure from the place of work, period of duty, hours of work etc. which shall be noted.

(महोदय वरदा)
मुख्य अधिकारी, विद्युत
पुणे, महाराष्ट्र

(दीवान बगद गुप्ता)
हविव

(मनोदत्त पांडे)

मुख्य अधिकारी, विद्युत
पुणे, महाराष्ट्र

उप निदेशक
वृत्त २०६

HOLIDAYS

52. Council shall observe the holidays including the restricted and the local holidays in accordance with the State Government and the Local authorities.

TOURS

53. An employee may be sent on tour, in the course of his official duties, any where.

TRAVELLING ALLOWANCE

54. Travelling allowance to the staff of the Council will be as per decision of the governing body, subject to the condition that it will not be less than that permissible for employees of the public undertakings in U.P.

ENQUIRIES, PUNISHMENT AND APPEALS

55. The procedure for dealing with cases of enquiries and disciplinary proceedings, etc. shall be the same as laid down in Classification, Control and Appeal Rules and orders of the U.P. Government.

CONDUCT RULES

56. Government servants Conduct Rules in Voug under the U.P. Government shall apply as such to the employees of the Council.

GRATUITY

57. All the full time officers and employees of the Council will be entitled for gratuity under the Group-Gratuity-cum-Life-Assurance-Scheme of the Life Insurance Corporation of India till the pension gratuity/group insurance provisions of Government are made applicable to the employees of the Council.

(दीवान चमड़ा)
बन्धु
(नवीन चमड़ा)
संयुक्त सचिव, पित्त
प-प्र. नागन, लखनऊ

(दीवान चमड़ा)
बन्धु
(नवीन चमड़ा)
संयुक्त सचिव, पित्त
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(नवीन चमड़ा)
संयुक्त सचिव, पित्त
प-प्र. नागन, लखनऊ

PROVIDENT FUND

58. Each whole time employee of the Council excluding those on deputation, shall subscribe to the Provident Fund at the rate decided by Government of U.P. for Public undertaking. An equal amount shall be contributed by the Council simultaneously. The other terms and conditions of the Provident Fund shall be regulated by the E.P.F. Rules as may be framed by the Council.

PUBLICATION OF WRITTEN ARTICLES

59. Subject to his legal right no employee shall publish or cause to be published an article written by him on any matter whatsoever in any newspaper, journal or other publication without the written permission of the competent authority. Such permission shall, however, not be necessary for the publication of articles which have no bearing on the affairs of the Council and which do not directly or indirectly affect the interests of the Council in any manner whatsoever.

PUBLIC SERVANT

60. All employees of the Council are public servants as defined in the Indian Penal Code.

EFFECT OF ENFORCEMENT OF THESE REGULATIONS

61. These regulations shall apply to all the employees of the Council who are in service on the date of enforcement of these regulations, i.e. 17th July, 1991 and afterwards.

Any employee who does not conduct himself according to these regulations or commits a breach thereof shall be proceeded against accordingly.

(दीवान चन्द गुप्त)

सचिव

(मनोदल पाठन)

सचिव

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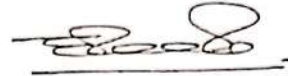
सचिव प्रवेश

(सचिव चन्द)

सचिव, बिद
1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15. 16. 17. 18. 19. 20. 21. 22. 23. 24. 25. 26. 27. 28. 29. 30. 31. 32. 33. 34. 35. 36. 37. 38. 39. 40. 41. 42. 43. 44. 45. 46. 47. 48. 49. 50. 51. 52. 53. 54. 55. 56. 57. 58. 59. 60. 61. 62. 63. 64. 65. 66. 67. 68. 69. 70. 71. 72. 73. 74. 75. 76. 77. 78. 79. 80. 81. 82. 83. 84. 85. 86. 87. 88. 89. 90. 91. 92. 93. 94. 95. 96. 97. 98. 99. 100. 101. 102. 103. 104. 105. 106. 107. 108. 109. 110. 111. 112. 113. 114. 115. 116. 117. 118. 119. 120. 121. 122. 123. 124. 125. 126. 127. 128. 129. 130. 131. 132. 133. 134. 135. 136. 137. 138. 139. 140. 141. 142. 143. 144. 145. 146. 147. 148. 149. 150. 151. 152. 153. 154. 155. 156. 157. 158. 159. 160. 161. 162. 163. 164. 165. 166. 167. 168. 169. 170. 171. 172. 173. 174. 175. 176. 177. 178. 179. 180. 181. 182. 183. 184. 185. 186. 187. 188. 189. 190. 191. 192. 193. 194. 195. 196. 197. 198. 199. 200. 201. 202. 203. 204. 205. 206. 207. 208. 209. 210. 211. 212. 213. 214. 215. 216. 217. 218. 219. 220. 221. 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1848. 1849. 1850. 1851. 1852. 1853. 1854. 1855. 1856. 1857. 1858. 1859. 1860. 1861. 1862. 1863. 1864. 1865. 1866. 1867. 1868. 1869. 1870. 1871. 1872. 1873. 1874. 1875. 1876. 1877. 1878. 1879. 1880. 1881. 1882. 1883. 1884. 1885. 1886. 1887. 1888. 1889. 1890. 1891. 1892. 1893. 1894. 1895. 1896. 1897. 1898. 1899. 1900. 1901. 1902. 1903. 1904. 1905. 1906. 1907. 1908. 1909. 1910. 1911. 1912. 1913. 1914. 1915. 1916. 1917. 1918. 1919. 1920. 1921. 1922. 1923. 1924. 1925. 1926. 1927. 1928. 1929. 1930. 1931. 1932. 1933. 1934. 1935. 1936. 1937. 1938. 1939. 1940. 1941. 1942. 1943. 1944. 1945. 1946. 1947. 1948. 1949. 1950. 1951. 1952. 1953. 1954. 1955. 1956. 1957. 1958. 1959. 1960. 1961. 1962. 1963. 1964. 1965. 1966. 1967. 1968. 1969. 1970. 1971. 1972. 1973. 1974. 1975. 1976. 1977. 1978. 1979. 1980. 1981. 1982. 1983. 1984. 1985. 1986. 1987. 1988. 1989. 1990. 1991. 1992. 1993. 1994. 1995. 1996. 1997. 1998. 1999. 2000. 2001. 2002. 2003. 2004. 2005. 2006. 2007. 2008. 2009. 2010. 2011. 2012. 2013. 2014. 2015. 2016. 2017. 2018. 2019. 2020. 2021. 2022. 2023. 2024. 2025. 2026. 2027. 2028. 2029. 2030. 2031. 2032. 2033. 2034. 2035. 2036. 2037. 2038. 2039. 2040. 2041. 2042. 2043. 2044. 2045. 2046. 2047. 2048. 2049. 2050. 2051. 2052. 2053. 2054. 2055. 2056. 2057. 2058. 2059. 2060. 2061. 2062. 2063. 2064. 2065. 2066. 2067. 2068. 2069. 2070. 2071. 2072. 2073. 2074. 2075. 2076. 2077. 2078. 2079. 2080. 2081. 2082. 2083. 2084. 2085. 2086. 2087. 2088. 2089. 20

REGULATION OF OTHER MATTERS

62. In regard to the matter not specifically covered by the rules or by special orders, persons appointed to the service of the Board shall be governed by the rules, regulations and orders applicable generally to State Government employees.



(दीवान चन्द्र गुप्त)

सचिव

उ०प्र०, कृषि अनुसंधान परिषद



(मनोदत्त पाठक)

महाविभाग

उ० प्र० कृषि अनुसंधान परिषद



छपि निदेशक

उत्तर प्रदेश

| क्रम | पदनाम | वेतनमान | कुल पद |
|------|---------------------------|-----------------|--------|
| 1. | महानिदेशक | 7300-7600 | 1 |
| 2. | सचिव | 5100-6300 | 1 |
| 3. | उप महानिदेशक | 4500-7300 | 6 |
| 4. | विशेष कार्यपिकारी | प्रतिनियुधित पर | 1 |
| 5. | सहायक महानिदेशक | 3700-5700 | 2 |
| 6. | वेत्तानिक अधिकारी | 2200-4000 | 9 |
| 7. | लेखाधिकारी | 2200-4000 | 1 |
| 8. | महानिदेशक के तकनीकी सहायक | 2200-4000 | 1 |
| 9. | प्रशासनिक अधिकारी | 2200-4000 | 1 |
| 10. | महानिदेशक के निजी सचिव | 2000-3500 | 1 |
| 11. | तकनीकी सहायक | 2000-3500 | 9 |
| 12. | ऑटिस्ट कम फोटो ग्राफर | 1400-2600 | 1 |
| 13. | लेखाकार | 1400-2600 | 1 |
| 14. | कम्प्यूटर प्रोग्रामर | 1400-2600 | 1 |
| 15. | अभिलेख सहायक कम सांख्यिक | 1400-2300 | 1 |
| 16. | सहायक लेखाकार | 1400-2300 | 1 |
| 17. | लेखासिपिक | 1200-2040 | 1 |
| 18. | केयर टेकर | 1200-2040 | 1 |
| 19. | भण्डार प्रभारी | 1200-2040 | 1 |
| 20. | पी.वी.एस. आपरेटर | 1200-2040 | 1 |
| 21. | कम्प्यूटर आपरेटर | 1200-2040 | 2 |
| 22. | आशुसिपिक | 1200-2040 | 10 |
| 23. | टंक सिपिक | 950-1500 | 8 |
| 24. | वाहन चालक | 950-1500 | 6 |
| 25. | सहयोगी चपरासी | 750-950 | 8 |
| 26. | डाक रनर | 750-950 | 1 |
| 27. | केश सहायक | 750-950 | 1 |
| 28. | चोकीदार | 750-950 | 1 |
| 29. | माली | 750-950 | 1 |
| 30. | परिश | 750-950 | 1 |

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योग

(दीपान चन्द्र गुप्ता)

(नन्दन पाठक)

कृषि निदेशक



DETAILS OF THE POSTS AND THE QUALIFICATIONS IN U.P. COUNCIL OF
AGRICULTURAL RESEARCH AS ON JULY 17, 1991.

| Sl. No. | Designation & Pay Scale | Qualifications |
|---------|---|--|
| 1. | Director General
(7300-7600) | An eminent agricultural scientist of repute having excellent background and experience in any aspect of agricultural technology. |
| 2. | Secretary of the Council
(5100-6300) | Master's Degree in any branch of agricultural sciences with wide experience of management/ administration of agricultural programmes/ organisations of the related departments. |
| 3. | Dy. Directors General
(4500-7300) | Master's Degree in the related branch of agricultural sciences with excellent academic record followed by Ph. D. Minimum 10 years of research/teaching or extension experience of which 5 years experience should be on the post of Associate Professor or equivalent. |
| 4. | Asstt. Director General
(3700-5700) | Master's Degree in the related branch of agricultural sciences with excellent academic record followed by Ph.D. Degree in the related subjects. Minimum 5 years of research/teaching or extension experience on the post equivalent to that of Assistant Professor/Scientific Officer or equivalent. |

[Signature]

[Signature]
(सचिव, कृषि अनुसंधान परिषद)
संयुक्त प्रमुख, मिर्जापुर

[Signature]
(दीवान चन्द्र गुप्ता)
सचिव
उ०प्र०. कृषि अनुसंधान परिषद

[Signature]
(सचिव, पठ)
महानिदेशक
उ० प्र० कृषि अनुसंधान परिषद
सचनक

[Signature]
कृषि निदेशक
उत्तर प्रदेश

5. Scientific Officer
(2200-4000)

Master's Degree in any Branch of agricultural sciences with excellent academic record. Desirable Ph.D./Research experience in the related field.

6. Technical Secretary to D.G.
(2200-4000)

Masters's Degree in any Branch of agricultural sciences with excellent academic record. Desirable Ph.D./Research experience in the related field.

7. Technical Assistant
(2000-3500)

Master's Degree in any branch of agricultural sciences with good academic record.

8. Administrative Officer
(2000-4000)

Graduate with good second class from any recognised university. 10 years experience in a government department/public undertakings on responsible posts, like Administrative Officer, Section Officer, etc., and should have experience of office and personnel management.

9. Accounts Officer
(2200-4000)

An officer to be taken on deputation from the Finance Department of the State Government.

10. Artisan Photographer
(1400-2600)

A graduate with excellent photographic experience/techniques. Diploma in Arts/Photography from any recognised institute would be an added qualification.

(महोदय पाठक)
संयोजक सचिव, विभा
महाराष्ट्र

(वीरवार पाले)
महाराष्ट्र

(महोदय पाठक)
महाराष्ट्र
महाराष्ट्र

महाराष्ट्र
महाराष्ट्र

11. Accountant
(1400-2600)

A postgraduate degree in Commerce with Accountancy. 5 years experience of working on any post related to accountancy in a government department or semi-government/Autonomous Body/Public Undertakings.

12. Computer Programmer
(1400-2600)

A science graduate with training in Computer Programming and operation. At least 3 years practical experience of Computer Programming of which at least one year's experience in any scientific organisation of Computer Programming and operation.

13. Assistant Librarian - cum
Documentation Assistant
(1400-2300)

A graduate in Library Science.

14. Assistant Accountant
(1400-2300)

Commerce graduate from any recognised university. At least two years experience of working in any government or semi government organisation/autonomous institution or public undertaking.

15. P.S. to D.G.
(2000-3500)

A graduate from any any recognised university with minimum 10 years experience as Steno/PA., proficiency in Hindi English shorthand typing, promotion post.

(दीवान चन्द्र गुप्ता)

सचिव

(मनोहर पाठक)

महाविभाग

ड० प्र० कृषि अनुसंधान परिषद
सचयन

कृषि निदेशक
उत्तर प्रदेश

16. Accounts Clerk
(1200-2040)
A Commerce graduate with high second class degree.
17. Caretaker
(1200-2040)
A graduate with sound experience in typing and office management.
18. Store Incharge
(1200-2040)
A graduate with sound experience in typing and office management.
19. EPABX Operator
(1200-2040)
A graduate with training in EPABX operation from Posts & Telegraphs Department.
20. Computer Operators
(1200-2040)
A graduate with training in computer operation and programming.
21. Stenographer
(1200-2040)
Intermediate with excellent proficiency in English and Hindi Shorthand and typing with minimum speed of 80 and 60 words per minute respectively.
22. Clerk-cum-Typist
(1200-2040) c.A.
(950-1500)
A graduate with minimum typing speed of 30 words per minute.
23. Drivers
(950-1500)
At least Junior High School or equivalent with driving licence.
24. Peons, Dak Runners, Cash Assistance, Chowkidar & Farrash.
(750-950)
At least Class V.

25. Mali
(750-950)

At least Class V.

सेवा नियमावली की धारा-20(2) के उपरान्त निम्नलिखित अंश और जोड़ दिया जाये।

EXISTING RULE

PROPOSED RULE

20.(i) An employee appointed directly for the first time against a regular post shall be placed on probation for a period of one year and a promoted candidate for a period of one year from the date of joining the new post, provided that the Board, in exceptional cases such as the appointment of experts and the like may waive the requirement of probation.

(ii) The performance of the employee in the new post will be watched duringg the period of probation and the Appointing Authority may extend the period not exceeding one year without assigning any reason thereof.

20.(iii) During the probation no application of an employee shall be forwarded for seeking appointment elsewhere.

सेवा नियमावली की धारा-9 के परिशिष्ट-"ए" में क्रमसंख्या-3, उप महानिदेशक वेतनमान 4500-7300 की अर्हतायें निम्नवत् संशोधित कर दी जायें।

EXISTING RULE

PROPOSED RULE

Master's Degree in the related branch of agricultural sciences with excellent academic record followed by Ph.D. Minimum 10 years of research/teaching or extension experience of which 5 years experience should be on the post of Associate Professor or equivalent.

3. Master's Degree in the related branch of agricultural sciences With excellent academic record followed by Ph.D. Minimum 15 years of research/teaching or extension experience of which 5 years experience should be on the post of a Professor or 3 years on the post of Head of the State level related line departments

