

[Authorised English Translation]

HARYANA GOVERNMENT
ANIMAL HUSBANDRY DEPARTMENT

Notification

The 8th August, 1996

No. G. S. R. 67/Const./Art. 309/96.—In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Haryana hereby makes the following rules regulating the recruitment and conditions of service of persons appointed to the Haryana Veterinary and Allied (Group B) Service, namely :—

PART I—GENERAL

1. These rules may be called the Haryana Veterinary and Allied (Group B) Service Rules, 1996.

Short title.

2. In these rules, unless the context otherwise requires,—

Definitions.

- (a) "Commission" means the Haryana Public Service Commission ;
- (b) "direct recruitment" means an appointment made otherwise than by promotion from within the service or by transfer of an official already in the service of the Government of India or any State Government ;
- (c) "Government" means the Haryana Government in the Administrative Department ;
- (d) "Institution" means,—
- (i) any institution established by law in force in the State of Haryana ; or
- (ii) any other institution recognised by the Government for the purpose of these rules ;
- (e) "recognised university" means,—
- (i) any university incorporated by law in India ; or
- (ii) in the case of a degree, diploma, or certificate obtained as a result of an examination held before the 15th August, 1947, the Punjab, Sind or Dacca University ; or
- (iii) any other university which is declared by Government to be a recognised University for the purpose of these rules ;
- (f) "Service" means the Haryana Veterinary and Allied (Group B) Service.

PART II—RECRUITMENT TO SERVICE

Number and
Character of
posts.

3. The service shall comprise the posts shown in Appendix A to these rules except the posts of Accounts Officer and Assistant District Attorney :

Provided that nothing in these rules shall affect the inherent right of the Government to make additions to, or reductions in, the number of such posts or to create new posts with different designations and scales of pay, either permanently or temporarily.

Nationality, domicile and character of candidates appointed to service.

4. (1) No person shall be appointed to any post in the service, unless he is,—

- (a) a citizen of India ; or
- (b) a subject of Nepal ; or
- (c) a subject of Bhutan ; or
- (d) a Tibetan refugee who came over to India before the 1st day of January, 1962, with the intention of permanently settling in India ; or
- (e) A person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka or any of the East African countries of Kenya, Uganda, the United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire and Ethiopia with the intention of permanently settling in India :

Provided that a person belonging to any of the categories (b), (c), (d) or (e) shall be a person in whose favour a certificate of eligibility has been issued by the Government of India.

(2) A person in whose case a certificate of eligibility is necessary, may be admitted to an examination or interview conducted by the Commission or any other recruiting authority, but the offer of appointment may be given only after the necessary eligibility certificate has been issued to him by the Government.

(3) No person shall be appointed to any post in the service by direct recruitment, unless he produces a certificate of character from the Dean or Director or equivalent designation of the University, College or Institution last attended, if any, and similar certificate from two other responsible persons, not being his relatives who are well acquainted with him in his private life and are unconnected with his University, College or Institution.

Age.

5. No person shall be appointed to any post in the service by direct recruitment who is less than 22 years or more than 35 years of age, on 1st July, preceding the last day of the submission of application to the Commission.

6. Appointment to any post in the Service shall be made by the Government.

Appointing
authority.

7. No person shall be appointed to any post in the Service, unless he is in possession of qualifications and experience specified in column 3 of Appendix B to these rules in the case of direct recruitment and those specified in column 4 of the aforesaid Appendix in the case of persons appointed otherwise than by direct recruitment :

Qualifications.

Provided that in the case of appointment by direct recruitment the qualifications regarding experience shall be relaxable to the extent of 50% at the discretion of the Commission or any other recruiting authority in case sufficient number of candidates belonging to Scheduled Castes, Backward Classes, Ex-Servicemen and Physically Handicapped categories, possessing the requisite experience, are not available to fill up the vacancies reserved for them, after recording reasons for so doing in writing.

8. No person,—

(a) who has entered into or contracted a marriage with a person having a spouse living ; or

Disqualifications.

(b) who having a spouse living, has entered into or contracted a marriage with any person,

shall be eligible for appointment to any post in the service :

Provided that the Government may, if satisfied, that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

9. (1) Recruitment to the Service shall be made,—

VETERINARY CADRE

Method of
recruitment.

(a) in the case of Veterinary Surgeon,—

(i) by direct recruitment ; or

(ii) by transfer or deputation of an official already in the service of any State Government or the Government of India ;

(b) in the case of Statistical Officer,—

(i) 50% by promotion from amongst the Technical Assistants or Statistical Investigator or Statistical Evaluation Officer; and

(ii) 50% by direct recruitment; or

(iii) by transfer or deputation of an official/officer already in service of any State Government or the Government of India.

(c) in the case of Account Officer,—

by transfer or deputation of an officer already in the service of any State Government or the Government of India ;

(d) in the case of Establishment Officer,—

(i) by promotion from amongst the Superintendent Headquarter ; or

(ii) by transfer or deputation of an officer already in the Service of any State Government or the Government of India ;

(e) in the case of Superintendent (Headquarters),—

(i) by promotion from amongst the Head Assistants or Personal Assistants; or

(ii) by transfer or deputation of an officer already in the Service of any State Government or the Government of India;

(f) in the case of Superintendent (Field),—

(i) by promotion from amongst the Head Clerk or Assistant or Accountant; or

(ii) by transfer or deputation of an officer already in the service of any State Government or the Government of India ;

(g) in the case of Fodder Development Officer,—

(i) 50% by promotion from amongst the Assistant Fodder Development Officer; and

(ii) 50% by direct recruitment ; or

(iii) by transfer or deputation of an officer already in service of any State Government or the Government of India ;

(h) in the case of Assistant Fodder Development Officer,—

(i) by promotion from amongst Agriculture Inspectors; or

(ii) by transfer or deputation of an officer already in the Service of any State Government or the Government of India ;

(i) in the case of Dairy Extension Officer,—

(i) by direct recruitment ; or

(ii) by transfer or deputation of an officer already in the service of any State Government or the Government of India ;

(i) in the case of Assistant District Attorney,—

(i) 100% by transfer or deputation of an officer or official already in the service of any State Government or the Government of India.

(2) Appointments by promotion shall be made on seniority-cum-merit basis and seniority alone shall not confer any right to such promotions.

(3) When any vacancy occurs or is about to occur in the Service, the Government shall determine in what manner such vacancy shall be filled in.

(4) Every Veterinary Surgeon shall have to serve in the rural area of the State of Haryana for a period of atleast 5 years failing which he will not be eligible for further promotion:

Provided that this provision shall not be applicable in the case of Veterinary Surgeon whose period of service of 5 years falls short on the commencement of the rules.

10. (1) Persons appointed to any post in the Service shall remain on probation for a period of two years, if appointed by direct recruitment, and one year, if appointed otherwise :

Probation.

Provided that,—

(a) any period, after such appointment, spent on deputation on a corresponding or a higher post shall count towards the period of probation ;

(b) any period of work in equivalent or higher rank, prior to appointment to any post in the service, may, in the case of any appointment by transfer, at the discretion of the appointing authority, be allowed to count towards the period of probation fixed under this rule; and

(c) any period of officiating appointment shall be reckoned as period spent on probation, but no person who has so officiated shall, on the completion of the prescribed period of probation, be entitled to be confirmed unless he is appointed against a permanent vacancy.

(2) If, in the opinion of the appointing authority, the work or conduct of a person during the period of probation is not satisfactory, it may;—

(a) if such person is appointed by direct recruitment, dispense with his services ; and

(b) if such person is appointed otherwise than by direct recruitment;—

(i) revert him to his former post ; or

(ii) deal with him in such other manner as the terms and conditions of his previous appointment permit.

(3) On the completion of the period of probation of a person, the appointing authority may, —

- (a) If his work or conduct has, in its opinion, been satisfactory, —
- (i) confirm such person from the date of his appointment, if appointed against a permanent vacancy ; or
 - (ii) confirm such person from the date from which a permanent vacancy occurs, if appointed against a temporary vacancy ; or
 - (iii) declare that he has completed his probation satisfactorily, if there is no permanent vacancy ; or
- (b) If his work or conduct has, in its opinion, been not satisfactory, —
- (i) dispense with his service, if appointed by direct recruitment, if appointed otherwise, revert him to his former post or deal with him in such other manner as the terms and conditions of his previous appointment permit ;
 - (ii) extend his period of probation and thereafter pass such order, as it could have passed on the expiry of the first period of probation :

Provided that the total period of probation including extension, if any, shall not exceed three years.

Seniority.

11. Seniority, *inter se* of members of the Service shall be determined by the length of continuous Service on any post in the Service :

Provided that where there are different cadres in the Service, the seniority shall be determined separately for each cadre :

Provided further that in the case of a member appointed by direct recruitment, the order of merit determined by the Commission shall not be disturbed in fixing the seniority :

Provided further that in the case of two or more members appointed on the same date, their seniority shall be determined as follows :—

- (a) a member appointed by direct recruitment shall be senior to a member appointed by promotion or by transfer ;
- (b) a member appointed by promotion shall be senior to a member appointed by transfer ;
- (c) in the case of a member appointed by promotion or by transfer, seniority shall be determined according to the seniority of such members in the appointments from which they were promoted or transferred ; and
- (d) in the case of members appointed by transfer from different cadres, their seniority shall be determined according to pay, preference being given to a member, who was drawing a higher rate of pay in his previous appointment, and if the rates of pay drawn are also the

same, then by the length of their service in the appointments and if the length of such service is also the same, the older member shall be senior to the younger member.

12. (1) A member of the Service shall be liable to serve at any place, whether within or outside the State of Haryana, on being ordered so to do by the appointing authority.

Liability to serve.

(2) A member of the Service may also be deputed to serve under—

(i) a company, an association or a body of individuals whether incorporated or not, which is wholly or substantially owned or controlled by the State Government, a Municipal Corporation or a local authority or university within the State of Haryana ;

(ii) the Central Government or a company, an association or a body of individuals, whether incorporated or not, which is wholly or substantially owned or controlled by the Central Government ; or

(iii) any another State Government, an international organisation, an autonomous body not controlled by the Government or a private body ;

Provided that no member of the Service shall be deputed to serve the Central or any Other State Government or any organisation or body referred to in clause (ii) and (iii) except with his consent.

13. (1) Every person other than Establishment Officer, Superintendent Headquarter, Superintendent Field, Accounts Officer and Assistant District Attorney, appointed to serve shall have to pass the departmental examinations as per Appendix-E to these rules within a period of two years.

Departmental Examinations.

(2) (i) if a person passes the departmental examination within the prescribed period of two years from the date of his appointment, he shall be entitled to get two increments including that already earned by him, from the date, if any, following the last day on which departmental examination is completed. However, he shall be entitled to get the third increment after the completion of three years service.

(ii) in case a person is allowed extension in the period within which the said examination is required to be passed, his next increment(s), for the period subsequent to that within which the departmental examination was to be passed shall be released only from the following the last day on which examination is passed.

(iii) if a person fails to pass the departmental examination or any part thereof and is subsequently exempted by the Government from passing the departmental examination or any part thereof as the case may be, his increment(s) for the period subsequent to that within which the departmental examination was to be passed, shall be released from the date he is given such exemption

(iv) Further increments will normally be admissible on the dates on which they would have become otherwise due.

Pay, leave,
pension and other
Matters.

14. In respect of pay, leave, pension and all other matters not expressly provided for in these rules, the members of the Service shall be governed by such rules and regulations as may have been, or may hereafter be, adopted or made by the competent authority under the Constitution of India or under any law for the time being in force made by the State Legislature.

Discipline,
Penalties and
appeals.

15. (1) In matters relating to discipline, penalties and appeals, members of the Service shall be governed by the Haryana Civil Services (Punishment and Appeal) Rules, 1987 as amended from time to time :

Provided that the nature of penalties which may be imposed, the authority empowered to impose such penalties and appellate authority shall, subject to the provisions of any law or rules made under Article 309 of the Constitution of India, be such as are specified in Appendix C of these rules.

(2) The authority competent to pass an order under clause (c) or (d) of sub-rule (1) of rule 9 of the Haryana Civil Services (Punishment and Appeal) Rules, 1987 and appellate authority shall be as specified in Appendix D to these rules.

Vaccination.

16. Every member of the Service, shall get himself vaccinated and re-vaccinated as and when the Government so directs by a special or general order.

Oath of
allegiance.

17. Every member of the Service, unless he has already done so, shall be required to take the oath of allegiance to India and to the Constitution of India as by law established.

Power of
relaxation.

18. Where the Government is of the opinion that it is necessary or expedient to do so, it may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

Special
provisions.

19. Notwithstanding anything contained in these rules, the appointing authority may impose special terms and conditions in the order of appointment, if it is deemed expedient to do so.

Private practice.

20. Officers appointed to the Service will be allowed to undertake professional practice subject to the condition that the Government may forbid practice whenever it appears that it is likely to interfere in the efficient discharge of his official duties.

Reservations.

21. Nothing contained in these rules shall affect reservations and other concessions required to be provided for Scheduled Castes, Backward Classes, Ex-Servicemen, Physically handicapped persons or any other class or category of persons in accordance with the orders issued by the State Government in this regard from time to time:

Provided that the total percentage of reservation so made shall not exceed fifty per cent, at any time.

Repeal and
Savings.

22. The Punjab Veterinary Service Class-II Rules, 1930 which are in force immediately before the commencement of these rules are hereby repealed :

Provided that any order made or action taken under the rule so repealed shall be deemed to have been made or taken under the corresponding provisions of these rules.

APPENDIX A

(See rule 3)

Serial No.	Designation of posts	Number of Posts		Total	Scale of pay
		Permanent	Temporary		
1	2	3	4	5	6
VETERINARY CADRE					
1	Veterinary Surgeon	202	442	644	2,200—75—2,800—EB— 100—4,000
NON VETERINARY CADRE					
1	Statistical Officer	—	3	3	Rs. 2,000—60—2,300—75— 3,000—100—3,500
2	Accounts Officer	—	1	1	Rs. 2,000—60—2,300—75— 3,000—100—3,500
3	Estabilishmnt Officer	—	1	1	Rs. 2,000—60—2,300—75— 3,000—100—3,500
4	Superintendent, Head Qtrs.	1	5	6	Rs. 2,000—60—2,300—75— 3,000—100—3,500
5	Superintendent (Field)	1	—	1	Rs. 2,000—60—2,300—75— 3,000—100—3,500
6	Fodder Development Officer	—	4	4	Rs. 2,000—60—2,300—75— 3,000—100—3,500
7	Assistant Fodder Development Officer	—	1	1	Rs. 2,000—60—2,300—75— 3,000—100—3,200
8	Dairy Extension Officer	—	1	1	Rs. 2,000—60—2,300—75— 2,900—100—3,200
9	Assistant District A	—	1	1	Rs. 2,000—60—2,300—75— 2,900—100—3,200
Total		204	459	663	

APPENDIX B

(See rule 7)

Sr. No.	Designation of posts	Academic qualifications and experience, if any, for direct recruitment.	Academic qualifications and experience, if any, for appointment other than direct recruitment
1	2	3	4

VETERINARY CADRE

1	Veterinary Surgeon	(1) Bachelor of Veterinary Science and Animal Husbandry from a recognised University or Institution ; (2) Adequate Knowledge of Hindi ; (3) registered as Veterinary practitioner with Haryana Veterinary Council as required by Indian Veterinary Council Act, 1984;	(1) Bachelor of Veterinary Science and Animal Husbandry from a recognised University or Institution ; (2) Adequate knowledge of Hindi; (3) registered as Veterinary practitioner with Haryana Veterinary Council as required by Indian Veterinary Council Act, 1984.
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Preferential :—

- (1) Ph. D in Master of Veterinary Science in animal Genetics and breeding or animal physiology or in any branch of animal husbandry or Veterinary science.

NON-VETERINARY CADRE :

1	Statistical Officer	(1) Master degree in statistics or Math or economics or at least 2nd class degree in Statistics or Math or economics ; (2) Atleast three years experience of collection and compilation of Agriculture and Animal Husbandry statistics after acquiring the minimum basic qualifications; (3) Adequate knowledge of Hindi.	(1) Degree from a recognised university with economics or Math or Agriculture Economics or Commerce or Statistics as one of the elective subject. (2) Five years experience as Technical Assistant or Statistical Investigator or Statistical Evaluation Officer.
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1	2	3	4
2	Accounts Officer		The Academic qualification and experience, if any, for this post will be the same as are applicable and approved in the Finance Department;
3	Establishment Officer		Five years experience as Superintendent Headquarter;
4	Superintendent Headquarter		Having atleast 10 years experience out of which two years experience as Head Assistant or Personal Assistant ;
5	Superintendent Field		Having atleast ten years experience out of which two years experience as Head Clerk or Assistant or Accountant
6	Fodder Development Officer	(1) Bachelor of Science in Agriculture from any recognised institute, or university ; (2) Five years experience in responsible capacity of Agricultural operation, with atleast two years experience on some big farm preferably under machanised cultivation	(1) Bachelor of Science in Agriculture from any recognised university or institute ; (2) Five years experience as Assistant Fodder Development Officer including the experience as Agriculture Inspector engaged in Agricultural operations with atleast two years experience in big recognised Farm preferably under machanised cultivation
Preferential,— Post graduate training in Farm management or in any branch of agronomy			
7	Assistant Fodder Development Officer		(1) Bachelor of Science in Agriculture from any recognised university or institute ;

1

2

3

4

8 Dairy Extension Officer

(1) Bachelor of Science in Dairying (Dairying Husbandry) ; or

Bachelor of Veterinary Science (Animal Husbandry) or

Bachelor of Science in Animal Science ; and

(2) Three years experience in extension of Animal Husbandry or Animal Science or Dairy Husbandry ;

(2) Four years experience as Agriculture Inspector engaged in Agricultural operations with atleast two years experience in big recognised farm preferably under machanised cultivation.

(1) Bachelor of Science in Dairying (Dairy Husbandry) ; or

Bachelor of Veterinary Science (Animal Husbandry) or

Bachelor of Science in Animal Science ; and

(2) Three years experience in extension of Animal Husbandry or Animal Science or Dairy Husbandry

OR

OR

(i) Animal Husbandry Assistant (two years diploma course) or Indian Dairy Development (Dairy Husbandry) course ; and

(i) Animal Husbandry Assistant (Two years diploma course) or Indian Dairy Development (Dairy Husbandry Course) ; and

(ii) Five years experience in extension of Animal Husbandry or Dairy Husbandry.

(ii) Five years experience in extension of Animal Husbandry or Dairy Husbandry

9 Assistant District Attorney

The Academic qualifications and experience for the post will be the same as applicable and approved in the Prosecution Department.

APPENDIX C

[See rule 15(1)]

Sr. No.	Designation of post	Appointing authority	Nature of penalty	Authority empowered to impose penalty	Appellate authority
1	2	3	4	5	6
VETERINARY CADRE			Minor Penalties:		
1	Veterinary Surgeon	Government	(i) Warning with a copy in the personal file (character roll) ;	Government	—
NON VETERINARY CADRE					
1	Statistical Officer		(ii) censure;		
2	Establishment Officer		(iii) withholding of promotion ;		
3	Superintendent Head quarter		(iv) recovery from pay of the whole or Part of any pecuniary loss caused by negligence or breach of orders, to the Central Government or a State Government or to a company and association or a body of individual whether incorporated or not, which wholly or substantially owned or controlled by the Government or to a local authority or university set up by an Act of Parliament or of the Legislature of a State ; and		
4	Superintendent Field				
5	Fodder Development Officer				
6	Assistant Fodder Development Officer				
7	Dairy Extension Officer				
			(v) withholding of increments of pay, without cumulative effect ;		
			Major Penalties :		
			(vi) withholding of increments of pay with cumulative effect;		

1

2

3

4

5

6

(vii) reduction to a lower stage in the time scale of pay for a specified period with further directions as to whether or not the Government employee will earn increments of pay during the period of such reduction and whether on the expiry of such period, the reduction will or will not have the effect of postponing the future increments of his pay ;

(viii) reduction to a lower scale of pay, grade, post or service which shall ordinarily be a bar to the promotion of the Government employee to the time scale of pay, or service from from which he was reduced, with or without further directions regarding conditions of restoration to the grade or post or service from which the Government employee was reduced and his seniority and pay on such restoration to that grade, post or service ;

(ix) compulsory retirement ;

(x) removal from service which shall not be a disqualification for future employment under the Government ;

(xi) dismissal from service which shall ordinarily be a disqualification for future employment under the Government.

APPENDIX D

[See rule 15 (2)]

Sr. No.	Designation of posts	Nature of order	Authority empowered to make the order	Appellate authority
1	2	3	4	5

VETERINARY CADRE :

1	Veterinary Surgeon	(i) reducing or withholding the amount of ordinary or additional pension admissible under the rules governing pension;	Government	..
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NON-VETERINARY CADRE

1	Statistical Officer	(ii) terminating the appointment otherwise than on his attaining the age fixed for superannuation.		
2	Establishment Officer			
3	Superintendent Head quarter			
4	Superintendent Field			
5	Fodder Development Officer			
6	Assistant Fodder Development Officer			
7	Dairy Extension Officer			

APPENDIX E

Syllabus for Departmental Examinations

(See rule 13)

Accounts Paper :

- (i) Punjab Civil Services Rules Volume I, Part I, I to V, VII, VIII rules 8.1 to 8.91, 8.113 to 8.140, IX, XII and XV.
- (ii) Punjab Civil Services Rules Volume I, Part II, Appendix 1.8A, 12, 17, 20, 23 and 24.
- (iii) Punjab Civil Services Rules Volume II, Chapter I to VII, IX, XIII and Appendix 2.
- (iv) Punjab Civil Services Rules, Volume III (T. A. Rules)
- (v) Punjab Financial Rules Volume I, Chapter 1, 2, 4 to 8, 10, 12, 14 to 17 and 19.
- (vi) Punjab Financial Rules Volume II, Appendix 2 to 6, 10 to 12, 14 to 17 and 19.
- (vii) Financial Hand Book No. 1 (Treasuries Rules) Part-I, whole Part-II (Chapter II, III Rules 4.1 to 4.59, 4.92 to 4.109, 4.133 to 4.114, 4.119 to 4.140, 4.169 to 4.181 and Chapter IV and Chapter VI Appendix B and C.
- (viii) Punjab Budget Manual Chapter 1 to 3 and 7 and 10 to 15.
- (ix) Introduction to Government Audit and Accounts Chapter 6, 7, 11, 13, 14, 15, 16, 21, 26 to 28.

Departmental Rules Papers :

Departmental Acts, Rules, Circulars, Government servants conducts Rules and departmental activities.

Note.—The terms and conditions in regard to the departmental examinations in respect of the time allowed, maximum marks and qualifying minimum marks, shall be in accordance with the rules and instructions issued from time to time by the Chief Secretary, Haryana who conducts the departmental examinations.

L. M. GOYAL,

Secretary to Government, Haryana,
Animal Husbandry Department.