

HIMACHAL ROAD TRANSPORT CORPORATION, SHIMLA-171003

No. HO:9E-22/95 (A)

Dated: Shimla-171003, 23.3.1996

“ORDER”

In exercise of the powers conferred by Section 45 of the Road Transport Corporation, Act, 1950, the Board of Himachal Road Transport Corporation with the prior concurrence of the Government of Himachal Pradesh (in the Transport Department) is pleased to make the following regulations in regard to the following matters, namely:-

- (i) The method of recruitment of the Himachal Road Transport Corporation (Class-I,II,III and IV)Services;
- (ii) The qualifications and experience necessary for appointment to such service and posts; and
- (iii) Certain conditions of service of persons appointed to such service and posts for the purpose, inter-alia of promotion; appointment; probation; confirmation and seniority respectively.

PART-I GENERAL:

Short Title and Commencements:

- 1. (a) These regulations may be called the Himachal Road Transport Corporation (Class-I, II, III and IV) Services (Recruitment, Promotion and Certain conditions of service Regulations) 1996.
- (b) These shall come into force with immediate effect. Provided, however, that nothing in these regulations shall apply in so far as the posts of Managing Director, I.A.S., Executive Director, I.A.S., Financial Advisor and Chief Accounts Officers are concerned, as appointments to these three categories of posts are made by the State Government Under Section 14 and are governed under a separate set of regulations framed and enforced Under Section 44 of the Road Transport Corporation Act, 1950 as amended from time to time.

DEFINITIONS:

- 2. In these regulations, unless there is anything repugnant in the subject or context;
 - (a) “Act” means the Road Transport Corporation Act, 1950 as amended from time to time.
 - (b) “Corporation” means the Himachal Road Transport Corporation, Himachal Pradesh.
 - (c) “Chairman” and “Board” means the Chairman and Board of the Himachal Road Transport Corporation.
 - (d) “Appointing Authority” in relation to the posts means the Authority competent to make appointment to the posts.
 - (e) “State Government” means the Government of Himachal Pradesh.
 - (f) “Chief Executive Officer” or Managing Director or Head of the Organisation” means the Chief Executive Officer or the Managing Director, appointed by the State

Government Under Section 14 of the Road Transport Corporation Act, 1950 as amended from time to time.

- (g) "Annexure" means the annexures appended to these regulations;
- (h) "Direct appointment" means the appointment made otherwise than by promotion from amongst the members of the service, but includes transfer on deputation of a person already in the service of the State Government or of other Corporate bodies or appointment of Stipendiaries;
- (i) "Member" means a member of the Himachal Road Transport Corporation (Class-I,II,III and IV)Service.
- (j) "Service" means the Himachal Road Transport Corporation (Class-I,II,III and IV)Service.
- (k) "University or Board" means any University or Board of education as established by law in India'
- (l) "Scheduled caste "Scheduled Tribe" "OBC" and BC" means castes, races or Tribes or part of or group within castes, races or tribes as notified by the State Government from time to time.
- (m) "Head of Office "Any Officer of the Corporation not below the rank of Class-II.

AUTHORITY COMPETENT TO MAKE APPOINTMENTS:

- 3. All appointments to the posts in the service shall be made by such authorities of the Corporation as are listed in Annexure "A" to these regulations and on the recommendations of the requisite Departmental Promotion Committee or Selection Committee" provided for in Annexure "B". Provided that nothing in these regulations shall affect in any manner the authority of the Corporation to modify Annexure "A" and "B" at its discretion or as may be considered expedient from time to time.

PART – II

CERTAIN CONDITIONS OF SERVICE PROBATION PERIOD OF MEMBERS OF THE SERVICE

- 4. (I) Members of the service who are appointed/promoted against permanent vacancies shall on appointment/promotion to any post in the service shall remain on probation for a period of two years in the first instance.
 - (ii) If the work and conduct of any member during the period of probation, in the opinion of appointing authority, be not satisfactory, the said authority may dispense with the service or revert him to his former post if he has been appointed to that post otherwise than direct recruitment.
 - (iii) On the completion of the period of probation of any member the appointing authority prescribed in regulation 3 may confirm such member to his appointment or if his work and conduct has, in the opinion of the appointing authority not been satisfactory, may dispense with his services, or revert him to his former post, if he has been appointed otherwise than by direct recruitment or may extend the period of probation, and thereafter pass such orders on the expiry of period of probation, including extended period, as it could have passed on the expiry of first period of probation.

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

Provided further that if a permanent post be not available and/or substantively vacant, at the relevant time or for any administrative reasons, a member who has otherwise been certified to have completed successfully his period of probation including extended period as the case may be, would not be deemed to have automatically acquired a substantives status on the post and in consequence he would be continued to be treated as a temporary servant of the Corporation till he is ordered confirmed as such, after due process, by an order of the appointing authority, in writing.

DISCIPLINE AND AUTHORITIES COMPETENT TO IMPOSE PENALTIES, ORDER SUSPENSION AND CONSIDER APPEALS:

5. In respect of discipline, suspension, punishment and appeals the members of the service shall be governed by the provisions of the CCS (CC&A) Rules, 1965 and CCS(Conduct) Rules, 1964 as may be amended from time to time by authorities mentioned in Annexure "A".

SENIORITY OF THE MEMBERS OF THE SERVICE:

6. (I) Persons appointed in a substantive and or officiating capacity to a post in the service prior to the issue of these regulations shall retain their relative seniority already assigned or as may be assigned to them in the prescribed manner by the appointing authority and shall enblock be senior to all other appointed and/or promoted to a post in the service hereafter.

Provided that if a person has been or is appointed to a post in the service either in an "ADHOC" capacity in the exigencies of the circumstances or as stipendary candidate under a scheme adopted, if any, he shall, unless the appointing authority in consultation with the requisite DPC or selection Committee appoints him to a post and assigns seniority, he be always shown replaceable in as much as that such person shall have no claim whatsoever as a matter of right, for automatic appointment or placement in the category.

EXPLANATION:

1. For the purpose of these regulations:
 - (a) Persons who are confirmed retrospectively with effect from a date earlier than the enforcement of these regulations, and
 - (b) Persons appointed on probation to a permanent post substantively vacant in a grade prior to the enforcement of the regulations.

shall be considered to be a permanent member of the respective grades:-

2. Subject to the provisions of sub paragraphs(6) below permanent members of each grades shall be ranked senior to persons who are officiating in that grade.

3. **DIRECT RECRUITS:**

Notwithstanding the provisions of sub paragraph (2) above, the relative seniority of all direct recruits shall be determined by the order of merit in which they are selected and/or listed for appointment on the recommendations of the requisite Selection Committee, person

appointed as a result of earlier selection being senior to those appointed as a result of subsequent selection.

4. **TRANSFER:**

The relative seniority of persons appointed "BY TRANSFER" to a post in the Corporation from subordinate offices or Department of Central/State Government/Union Territories of Bodies Corporate or other Transport Undertakings etc. shall be determined in accordance with the order of their selection for such transfers.

5. **PROMOTEES:**

The relative seniority of persons promoted to various posts/grades in the service shall be determined in the order they are listed for such promotion by the requisites DPCs. Persons promoted as a result of an earlier selection being senior to those recommended as a result of subsequent selection.

Provided that where promotions to a grade are made from more than one grade, the eligible persons shall be arranged in separate lists in order of their relative seniority in their respective grades. Thereafter, the DPC shall select persons for promotion from each list upto the prescribed quota and arrange all the candidates selected from different lists in a consolidated order of merit which will determine the seniority of the persons on promotion to the higher grade.

Provided also that where persons promoted initially on a temporary basis are confirmed subsequently in an order different from the order of merit in which they were listed at the time of their promotion, seniority shall follow the order of confirmation and not the original order of merit.

Provided further that where promotions are made on the basis of SENIORITY SUBJECT TO THE REJECTION OF UNFIT the seniority of persons considered fit for promotion at the same time shall be the same as their relative seniority in the lower grade from which they are promoted to the higher grades. Where, however, a person is considered as "UNFIT" for promotion and is superceded by a junior, such a person shall not, if he is subsequently found "FIT" and promoted take seniority in the higher grade over the junior person who had superceded him.

6. **RELATIVE SENIORITY OF DIRECT RECRUITS AND PROMOTEES:**

The relative seniority of direct recruits and of promotees shall be determined by the length of continuous service on a post in that cadre.

7. **CRIT-ERIA FOR SELECTION:**

The crit-eria of making selection to Class-I,II,III and IV posts in the service either by direct recruitment or by promotion, as the case may be shall be such as is laid down in "Separate Annexures (category-wise) 1 to 90.

8. **AGE OF SUPERANNUATION:**

Age of superannuation of the member of the service will continue to be the same as in the case of Himachal Pradesh Government employees from time to time.

9. **PRE-MATURE/VOLUNTARY RETIREMENT FROM SERVICE:**

The Corporation employees shall be governed under Rule 48, 48-A, 49-B of the CCS (Pension) Rules, 1972 and FR-56 as may be amended from time to time in matters of Voluntary/Pre-mature retirement etc.

10. **GRATUITY TO THE MEMBERS OF THE SERVICE:**

The members of the service shall be paid gratuity as may become admissible to them under the relevant Act and Rules made thereunder as amended and /or as decided by the Corporation, as the case may be from time to time.

11. **LIABILITY TO SERVICE:**

(I) A member of the service shall be liable to serve at any place or transfer to a station anywhere within the operational jurisdiction of the Corporation or any part in India irrespective of the tenure whenever he may be required to proceed under an order of the appointing authority.

(ii) The members of the service shall be deemed to be "PUBLIC SERVANTS" within the meaning of Section 21 of the Indian Penal Code and as specifically laid down in Section-43 of the Road Transport Corporation Act, 1950.

(iii) The service may be declared for any length of period as ' PUBLIC UTILITY ESSENTIAL SERVICE" within the meaning of Section 22 read with Sub Clause (vi)of Clause (a) of Section (2) of the INDUSTRIAL DISPUTE ACT, 1947.

12. **ALLOWING OF ADDITIONAL INCREMENT BY WAY OF PROFICIENCY STEP UP (PROP)**

Every member of service holding a post on regular capacity shall be allowed additional increment by way of proficiency step up (Prop) in accordance with the instructions issued from the H.P. Government from time to time.

13. **TRAINING,TEST,DEPARTMENTAL EXAMINATION AND COURSES ETC:**

The members of the service shall have to qualify Departmental Examination/tests or to undergo training and/or refresher courses as may be prescribed by the Corporation from time to time for any class of service or post.

Provided that members of the service who are deputed or detailed for the purpose aforesaid shall have to execute a "BOND" to serve the Corporation for a period of atleast 5 years or in the alternative to replenish the costs involved as may be determined by the appointing authority.

Provided further that in relation to the subject matters covered under this regulation a selectee may be paid a monthly stipend at fixed rated as against the pay and allowances of the post for the period of the training and/or course or contract as the case may be, in so far as the stipendary candidates are concerned.

Provided also that selectee to the categories of drivers and conductors, as the case may be, shall have to undergo pre-service training at his own cost for such duration and at such place as may be specified by the appointing authority from time to time.

14. **SPECIAL PROVISIONS IN REGARD TO THE PERMANENT TRANSFEREES INHERITED ON 01.07.1975.**

The permanent transferees inherited from the erstwhile Himachal Government Transport Department, who are or may continue to serve the Corporation on the same post on which were in Himachal Government Transport shall be governed by any or all provision of these regulations to the extent these be consistent with the stipulations as set out in Annexure 'C' to these regulations.

15. **REPEAL AND SAVING:**

The Corporation shall have the inherit right to amend, alter or modify these regulations at any time at its sole discretion, in consultation with the State Government where necessary.

Provided that it shall not affect in any manner anything done or any action taken already under the relevant rules, regulations, directions or orders in force or applicable at the relevant time.

16. **POWER TO EXEMPT:**

The Corporation may at any time, at its sole discretion and for special reasons to be recorded in writing exempt any member of the service from any of the provisions of these regulations in so far as they concern matters like, recruitment, promotions, period of probation, retention in service or otherwise, qualification, age, experience, passing of examination or test and training/refresher courses etc. on the recommendations of the Managing Director.

17. **INTERPRETATION:**

If any question arises as to the interpretation of these regulations, the same shall be decided by the Corporation, in consultation with the State Government where necessary and the decisions so arrived at shall be final and binding on all concerned.

By order and in the Name of
Board of Directors (H.R.T.C.)

Sd/-
YOGESH KHANNA (IAS)
Managing Director,
Himachal Road Transport Corporation, Shimla-171003.

Copy to:

1. The Commissioner-cum-Secretary(Tpt) to the Govt. of Himachal Pradesh, Shimla-171002 for information with reference to letter No. TPT-B(1) 3/95 dated 26th September, 1995.
2. All General Manager/Divisional Managers in H.R.T.C.
3. All Heads of Offices in Himachal Road Trpt. Corporation.
4. The Section Officer, H.R.& D. Section, HRTC, H.O. Shimla-3.
5. All D.As in H.R & D Section, HRTC, Head Office, Shimla-3.

Sd/-
YOGESH KHANNA (IAS)
Managing Director,
Himachal Road Transport Corporation, Shimla-171003.

ANNEXURE "A"

SCHEDULE OF POWERS OF APPOINTMENTS, DISCIPLINE, APPEALS ETC. IN HIMACHAL ROAD TRANSPORT CORPORATION

S. No.	Category of the post	Authority competent to make appointment.	Nature of the penalty in relation to rule 11 of the CCS (CC&A) Rules, 1965	Authority competent to impose penalty	Appellate authority
1	2	3	4	5	6
A	1.Managing Director 2.Executive Director 3. FA & Chief Accounts Officer	State Govt	As applicable to them in the Govt. side.	--	--
B	<u>Class-I</u> 1.Chief General Manager 2.General Manager 3.Divisional Manager 4.Dy.Divisional Manager 5.Manager (Finance)	Chairman	(i) to (iv) (v) to (ix)	Managing Director Chairman	Chairman Board of Directors
C	<u>CLASS-I</u> 1. Regional Manager 2. Regional Manager (Legal) 3. Regional Manager (Stores) 4. Manager (Technical) 5. Civil Engineer 6. Dy. Controller (F&A)	Managing Director	(i) to (v) (v) to (ix)	Executive Director/ Chief General Manager/ General Manager / Divisional Manager/ F.A. & Chief Accounts Officer Managing Director	Managing Director Chairman
D	<u>Class-II</u> 1. Assistant Controller (F & A) 2. Works Manager 3. Superintendent Grade-I 4. Section Officer (SAS) 5. Private Secretary 6. Asstt. Manager (Stores) 7. Traffic Manager	Managing Director	(i) to (iv) (v) to (ix)	Executive Director/ Chief General Manager/ General Manager / Divisional Manager/ F.A. & Chief Accounts Officer Managing Director	 Chairman
(E)	<u>Class-III Posts(First Part</u> 1. Superintendent Grade-I 2. Personal Assistant 3. Supdt.(Audit) 4. Supdt.(Stores) 5. Chief Inspector 6. Foreman 7. S.S.I. 8. Head Mechanic 9. Station Supervisor (Dying Cadre) 10. Tyre Inspector 11. F.I.P. Calibrator 12. Video/TV Supervisor	Managing Director	(i) to (iv) (v) to (ix)	Executive Director/ Chief General Manager/ Divisional Manager/ Dy.Divisional Manager/ Dy.General Manager Regional Manager Managing Director	Managing Director Chairman
(F)	<u>All other Class-III posts (IInd part) except drivers and Conductors and Junior Technicians.</u>	Chief General Manager/General Manager/ Divisional Manager	(i) to (iv) (v) to ix)	F.A.& Chief Accounts Officer/ Dy.Divisional Manager/ Dy.General Manager/ Regional Manager/ Manager (Tech.) of Head of Office. General Manager/ Divisional Manager	Chief General Manager/ General Manager/ Divisional Manager Managing Director

(G)	<u>Drivers/Conductors/ Jr. Technicians</u>	Dy. General Manager/ Dy. Divisional Manager/ Regional Manager/Manager (Tech) or equivalent officers of these cadres or Head of Office	(i) to (iv) (v) to (ix)	Dy. General Manager/ Dy. Divisional Manager/ Regional Manager/Manager (Tech) or equivalent	Chief General Manager/ General Manager/ Divisional Manager Concerned
(H)	<u>All Class-IV posts</u>	Dy. General Manager/ Dy. Divisional Manager/ Regional Manager/Manager (Tech) or equivalent officers of these cadres or Head of Office	(i) to (iv) (v) to (ix)	Dy. General Manager/ Dy. Divisional Manager/ Regional Manager/Manager (Tech) or equivalent	Chief General Manager/ General Manager/ Divisional Manager Concerned

SCHEDULE OF DEPARTMENTAL PROMOTION COMMITTEE/SELECTION COMMITTEE OF HIMACHAL ROAD TRANSPORT CORPORATION.

S.No.	Category of the post	DPC/Selection Committee	
(A)	1. Managing Director 2. Executive Director 3. FA & Chief Accounts Officer	As applicable to them in the Govt. side	
(B)	CLASS-I 1. Chief General Manager 2. General Manager 3. Divisional Manager 4. Dy.Divisional Manager/ Dy. General Manager 5. Manager (Finance)	1. Secretary (Transport) 2. Managing Director/Executive Director 3. Any other member as may be nominated	Chairman Member Member
(C)	Class-I 1. Regional Manager 2. Regional Manager (Legal) 3. Regional Manager (Stores) 4. Manager (Technical) 5. Civil Engineer 6. Dy. Controller (F&A)	1. Managing Director/ Executive Director 2. Chief General Manager/General Manager/ Divisional Manager/FA& Chief Accounts Officer 3. Any other member as may be nominated	Chairman Member Member
(D)	Class-II 1. Assistant Controller (F & A) 2. Works Manager 3. Superintendent Grade-I 4. Section Officer (SAS) 5. Private Secretary 6. Asstt. Manager (Stores) 7. Traffic Manager	1. Executive Director/Chief General Manager/ General Manager 2. Divisional Manager/FA& Chief Accounts Officer/ Dy.General Manager/Dy. Divisional Manager 3. Any other member as may be nominated	Chairman Member Member
(E)	Class-III Posts(First Part 1. Superintendent Grade-I 2. Personal Assistant 3. Supdt.(Audit) 4. Supdt.(Stores) 5. Chief Inspector 6. Foreman 7. S.S.I. 8. Head Mechanic 9. Station Supervisor (Dying Cadre) 10. Tyre Inspector 11. F.I.P. Calibrator 12. Video/TV Supervisor	1. Executive Director/Chief General Manager/ General Manager 2. Divisional Manager/FA& Chief Accounts Officer/ Dy.General Manager/Dy. Divisional Manager 3. Any other member as may be nominated	Chairman Member Member
(F)	All other Class-III posts (IInd part) except drivers and Conductors and Junior Technicians.	1. Chief General Manager/ General Manager/FA & CAO/ Divisional Manager// Dy.General Manager/Dy. Divisional Manager 2. Regional Manager/ Manager (Tech) or equivalent officer of these cadre. 3. Any other member as may be nominated	Chairman Member Member
(G)	Drivers/Conductors/ Jr. Technicians	(i) Selection Committee for direct recruitment To be constituted by the Managing Director (ii) For other matters than direct recruitment, the DPC will be as follows: 1. Dy. Divisional Manager/Dy. General Manager/ Regional Manager/Manager (Tech) or equivalent of these cadre or Head of Office 2. Works Manager/Traffic Manager 3. Superintendent Grade- II/Foreman/SSI/Senior Assistant.	Chairman Member Member
(H)	All Class-IV posts	To be constituted by the Regional Manager or Head of Office concerned.	

COPY OF NOTIFICATION NO.4-3/74-Tpt (II) DATED 1ST OCTOBER,1974 ISSUE DBY THE HIMACHAL PRADESH GOVERNMENT (TRANSPORT DEPARTMENT)

In exercise of the powers conferred by section 34 of the Road Transport Corporation Act, 1950, the Governor of Himachal Pradesh, after consultation with the Himachal Road Transport Corporation, hereby directs that the following administrative arrangements will come into force.

The Corporation shall offer to employ such of the existing employees of the Himachal Government Transport as agree to serve the Corporation on following terms and conditions which shall not be less advantageous than their existing terms and conditions in Himachal Government Transport:-

- (a) The existing salaries alongwith existing scales of pay of Himachal Government Transport employees will be protected. All allowances as may be admissible to the Govt. employees of H.P.Govt. from time to time will be available to these employees.
- (b) Medical re-imburement rules will be the same as apply to Himachal Pradesh Govt. employees from time to time.
- © Leave Rules and Central Civil Services (Classification, Control and Appeal) Rules, 1965 would apply these employees as amended from time to time by the Government.
- (d) The existing Recruitment and Promoting Rules for existing posts will not be changed to the disadvantage of the existing H.G.T .employees.
- (e) Age of superannuation will continue to be the same as in the case of Himachal Govt. employees from time to time.
- (f) Leave to the credit of the employees will be passed on to their credit in the Corporation.
- (g) If the employees are facing any disciplinary/criminal/vigilance proceedings, the same proceedings will be continued by the Corporation. The Corporation will be fully empowered to impose any penalty it considers merited in terms of Central Civil Services (CC&A) Rules, 1965, in disciplinary/criminal/vigilance cases/proceedings, if it so happens, that an employee after his transfer in the Corporation is found liable for disciplinary/criminal/vigilance cases/proceedings for acts of commission and omission during his service in the Himachal Govt. Transport under the Govt. the Corporation will have full liberty to initiate proceedings against him and impose any penalty it deems fit in terms of CCS (CC&A) Rules, 1965.
- (h) Inter-se-seniority of Himachal Government Transport employees will remain intact as it existed on 01.10.1974.
- (i) The pensionary terms in respect of Govt. employees who are transferred to the Himachal Road Transport Corporation would be governed as per stipulations of Govt. of India Decision No.10, as amended from time to time, below para 13 of Appendix-13 of Choudhary's Compilation of Civil Service Regulations Vol. II (8th Edition, 1972)
- (j) The liability in respect of pay and allowances, arrears of pay and allowances, T.A. Medical Re-imburement charges, etc. in respect of the employees upto 01.10.1974 paid by the Corporation after this date will be adjusted to the Government account.

- (k) In case of integration of the services of the officials working in Himachal Government Transport and Mandi Kullu Road Transport Corporation, the relative seniority of all the officials of each category in both the organizations shall have to be determined according to the K.L.M. formula formulated by the Government of India. If in the implementation of this formula, certain cases of hardship arise, the same will be resolved by the Corporation on merits.
- (l) The Corporation will regularize the daily waged employees of H.G.T. w.e.f. 02.10.1974 subject to their fulfilling pre-requisites of entry into service.

ANNEXURE-1

RECRUITMENT AND PROMOTION RULES FOR THE POST GENERAL MANAGER IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	General Manager
2	No. of posts	2 (two)
3	Classification	CLASS-I
4.	Scale of pay	Rs. 37400-67000+ Rs.8700 Grade Pay
5	Whether selection post or non selection post	Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	--
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100% by promotion
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from Divisional Managers with atleast three years service as such on the basis of merit cum seniority provided further that at one time there will be atleast one General Manager from Technical and one General Manager from Non-Technical side.

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

ANNEXURE-2

RECRUITMENT AND PROMOTION RULES FOR THE POST DIVISIONAL MANAGER IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Divisional Manager
2	No. of posts	8 Category "A" Divisional Manager (Comm/IT) 2 Category "B" Divisional Manager (Non-Tech) 4 Category "C" Divisional Manager (Tech) 2
3	Classification	CLASS-I
4.	Scale of pay	Rs.15600-39100+Rs.7600/- Grade Pay
5	Whether selection post or non selection post	Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	--
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100% by promotion
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	<u>Category "A" Divisional Manager (Comm/IT)</u> By promotion from amongst Deputy Divisional Manager (Commercial and Dy. Divisional Manager (IT) on the basis of merit-cum-seniority interse with three years service failing which from Dy. Controller (F&A) with six years service as such on the basis of merit-cum-seniority interse. <u>Category "B" Divisional Manager(Non-Tech)</u> By promotion from Deputy Divisional Manager (Non-Tech) on the basis of merit-cum-seniority interse with three years service failing which from amongst Regional Managers, Manager (Traffic)

Category “C” Divisional Manager (Tech)

By promotion from Deputy Divisional Manager (Tech) on the basis of merit-cum-seniority interse with three years service failing which from Mgrs. (Tech) with six years service as such on the basis of merit-cum-seniority interse.¹

Note: Please see Annexure “D” for remaining Part of other service conditions from S.No.11 to 18

¹ 3rd amendment vide order No. HO:9E-22/95 (A) dated 30.06.2000

ANNEXURE-3

RECRUITMENT AND PROMOTION RULES FOR THE POST DEPUTY DIVISIONAL MANAGER (NON-TECHNICAL) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Deputy Divisional Manager (Non-Technical)
2	No. of posts	4
3	Classification	CLASS-I
4.	Scale of pay	Rs.15600-39100+Rs.6600/- Grade Pay
5	Whether selection post or non selection post	Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	1. M.B.A or Master Degree in Science/ Economics Commerce OR 2. Bachelor of Engineering OR 3. Law Graduate <u>DESIRABLE</u> Mater Degree in Business Management or M.Com of a recognized University or equivalent
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Regional Manager (Stores) Regional Manager (Traffic) Regional Manager (L&L) and Regional Managers with three years service as such on the basis of merit-cum-seniority interse failing which by direct recruitment.

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

ANNEXURE-4

RECRUITMENT AND PROMOTION RULES FOR THE POST DEPUTY DIVISIONAL MANAGER (TECHNICAL) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Deputy Divisional Manager (Technical)
2	No. of posts	3
3	Classification	CLASS-I
4.	Scale of pay	Rs.15600-39100+Rs.6600/- Grade Pay
5	Whether selection post or non selection post	Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	B.E.(Auto) or B.E(Mech) with Automobile Engineering as one of the elective subject from a recognized University with atleast five years experience of repair and maintenance or petrol and diesel vehicles in STU with sufficient knowledge of material management.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100% by promotion
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from Manager (Technical) Regional Manager (MM) with three years service as such on the basis of merit-cum-seniority. ¹

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

ANNEXURE-5

RECRUITMENT AND PROMOTION RULES FOR THE POST DEPUTY DIVISIONAL MANAGER (COMMERCIAL) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Deputy Divisional Manager (Commercial)
2	No. of posts	1
3	Classification	CLASS-I
4.	Scale of pay	Rs.15600-39100+Rs.6600/- Grade Pay
5	Whether selection post or non selection post	Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	--
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100% by promotion
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Deputy Controller (F&A) with three years service as such on the basis of merit-cum-seniority failing which six years service combined service as Dy. Controller (F&A) and Assistant Controller (F&A) as such on the basis of merit-cum-seniority ¹

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 7th amendment vide order No. HO:9E-865/2006(A) dated 22.02.2008

ANNEXURE-7

RECRUITMENT AND PROMOTION RULES FOR THE POST DEPUTY DIVISIONAL MANAGER (COMPUTER/IT) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Deputy Divisional Manager (Computer/IT)
2	No. of posts	1
3	Classification	CLASS-I
4.	Scale of pay	Rs.15600-39100+Rs.6600/- Grade Pay
5	Whether selection post or non selection post	Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	B.E. Electronics or Computer Science of MCA from recognized University.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % By promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Computer Programmer with six years service as such on the basis of merit-cum-seniority. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 6th amendment vide order No. HO:9E-865/2006 (A) dated 26.07.2007

² 6th amendment vide order No. HO:9E-865/2006 (A) dated 26.07.2007

ANNEXURE-8

RECRUITMENT AND PROMOTION RULES FOR THE POST REGIONAL MANAGER IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Regional Manager
2	No. of posts	24
3	Classification	CLASS-I
4.	Scale of pay	Rs. 10300-34800+ Rs.5400 Grade Pay
5	Whether selection post or non selection post	Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	(i) M.B.A. OR (ii) Bachelor of Engineering (Mechanical) and (Automobile) ¹
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	(i) 75 % By promotion (ii) 25% by direct recruitment
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Traffic Managers/ Superintendent Grade-I ² / Works Manager with atleast three years as such on the basis of merit-cum-seniority interse as under:- 40% from amongst Traffic Managers 10% from amongst Superintendent Grade-I 25% from amongst Works Managers. ³

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 7th amendment vide order No. HO:9E-865/2006 (A) dated 22.02.2008

² 8th amendment vide order No.HO:9E-865/2006 (A) dated 15.02.2011

³ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

ANNEXURE-9

RECRUITMENT AND PROMOTION RULES FOR THE POST REGIONAL MANAGER (LEGAL AND LABOUR) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Regional Manager (Legal & Labour)
2	No. of posts	1 +1 post of Law Officer upgraded ¹
3	Classification	CLASS-I
4.	Scale of pay	Rs. 10300-34800+ Rs.5400 Grade Pay
5	Whether selection post or non selection post	Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	(i) Professional degree in law from a recognized University with 5 years legal practice or five years experience in personnel Administration from or legal work in Govt./ Semi Govt. organization on the basis of qualifying competitive test securing 50% marks followed by viva voce. (ii) The written examination will carry 300 marks and viva voce 100 Marks. The written examination shall consists of three papers as follows:- (a) Labour Laws (b) Per. Management & Service Rules © Civil/Criminal law <u>Paper A (Labour Law)</u> 1. Motor Transport Worker Act 2. Industrial Dispute Act 3. Workmen's wages Act 4. Payment of Wages Act 5. Minimum Wages Act 6. Factories Act 7. ESI Act 8. Maternity benefit Act 9. Provident Fund Act 10. The Payment of Bonus Act 11. Gratuity Act 12. Trade Unions Act <u>Paper-B (Per.Management & Serv. Rules)</u> 1. Def.& Gen.Con.of Per. Management 2. Training and Development 3. Hiring and firing of employees 4. Wages structures 5. Morale and Motivation 6. Unionism and Collective Bargaining 7. Leadership 8. CCS (CC&A) Rules

¹ One post of Law Officer upgraded to that of Regional Manager (L&L)vide order No.HO:9E-865/2006(A) dated 15.02.2011.

9. CCS(Conduct) Rules
10. CCS (Leave)Rules

Paper-C (Civil/Criminal Law)

1. Civil Procedure Code
2. Criminal Procedure Code
3. Indian Evidence Act
4. Constitution of India Part-III,IV Articles 226,227,309,310 and 311
5. Motor Vehicle act and Rules thereunder in relation to H.P.
6. Arbitration Act

- | | | |
|----|--|--|
| 8 | Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees | No |
| 9 | Period of probation (if any) | As per Regulation-4 |
| 10 | Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods.
(The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be) | 100 % By promotion |
| 11 | In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made | By promotion from Law Officers with atleast six years service as such on the basis of merit-cum-seniority failing which by direct recruitment. |

Note: Please see Annexure “D” for remaining Part of other service conditions from S.No.11 to 18

ANNEXURE-10

RECRUITMENT AND PROMOTION RULES FOR THE POST OF DEPUTY CONTROLLER (F&A) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Deputy Controller (F&A)
2	No. of posts	2
3	Classification	CLASS-I
4.	Scale of pay	Rs. 10300-34800+ Rs.5400 Grade Pay
5	Whether selection post or non selection post	Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	--
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % By promotion
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Asstt. Controller (F&A) with three years service as such failing which six years combined service as Assistant Controller (F&A) and Section Officer (SAS) as such on the basis of merit-cum-seniority. ¹

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 7th amendment vide order No. HO:9E-865/2006 (A) dated 22.02.2008

ANNEXURE-11

RECRUITMENT AND PROMOTION RULES FOR THE POST REGIONAL MANAGER (STORES) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Regional Manager (Stores)
2	No. of posts	1
3	Classification	CLASS-I
4.	Scale of pay	Rs. 10300-34800+ Rs.5400 Grade Pay
5	Whether selection post or non selection post	Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Degree in Mechanical Engineering with Automobile Engineering as one of the subject/Degree in Automobile Engineering/ MBA with three years experience in material management in a STU/Govt. Department
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100% By promotion
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Assistant Manager (Stores) with atleast three years service as such, failing which by direct recruitment.

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

ANNEXURE-12

RECRUITMENT AND PROMOTION RULES FOR THE POST MANAGER (TECHNICAL) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Manager (Technical)
2	No. of posts	7
3	Classification	CLASS-I
4.	Scale of pay	Rs. 10300-34800+ Rs.5400 Grade Pay
5	Whether selection post or non selection post	Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	B.E.(Auto) or B.E(Mech) or equivalent with Automobile as one of the elective subject from a recognized University with atleast three years experience of maintenance and repairs of petrol and diesel vehicles in a State Transport Undertakings with sufficient knowledge of material management.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	(i) 75% by promotion (ii) 25% by direct recruitment.
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Works Manager with atleast three years service as such on the basis of merit-cum-seniority failing which by direct recruitment.

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

ANNEXURE-13

RECRUITMENT AND PROMOTION RULES FOR THE POST WORKS MANAGER IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Works Manager
2	No. of posts	27
3	Classification	CLASS-I I
4.	Scale of pay	Rs. 10300-34800+ Rs.5000 Grade Pay
5	Whether selection post or non selection post	Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Bachelor of Engineering (Auto) or BE (Mech) or equivalent with Automobile as one of the elective subject from a recognized university/ Institution. ¹
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	(i) 75 % by promotion (ii) 25% by direct recruitment
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from Foreman with atleast three years service for Diploma Holders in Automobile Engineering and six years service for Non-Diploma Holders on the basis of merit-cum-seniority .

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ Vide 2nd amendment No. HO:9E-865/97 (A) dated 26.3.1998

ANNEXURE-14

RECRUITMENT AND PROMOTION RULES FOR THE POST ASSISTANT CONTROLLER (F&A) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Assistant Controller (F&A)
2	No. of posts	3
3	Classification	CLASS-II
4.	Scale of pay	Rs. 10300-34800+ Rs.5000 Grade Pay
5	Whether selection post or non selection post	Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	C.A (Inter) or A.C.S(Inter) or SAS with atleast 10 years service as SAS
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % By promotion
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from S.O. (SAS) with atleast three years service as such on the basis of merit-cum-seniority failing which by direct recruitment.

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

ANNEXURE-15

RECRUITMENT AND PROMOTION RULES FOR THE POST SECTION OFFICER (SAS) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Section Officer (SAS)
2	No. of posts	22
3	Classification	CLASS-II
4.	Scale of pay	Rs. 10300-34800+ Rs.4600 Grade Pay
5	Whether selection post or non selection post	Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	SAS qualified having sufficient knowledge of Audit and Accounts work in Govt. Department and or a commercial concern preferably of a Motor Transport knowledge of rules and regulations applicable to Govt./ Corporation servants essential.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100% By promotion
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By appointment from SAS qualified HRTC employee on the basis of their merit in the SAS examination subject to rejection of unfit failing which by direct recruitment or by transfer on deputation.

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

ANNEXURE-16

RECRUITMENT AND PROMOTION RULES FOR THE POST PRIVATE SECRETARY IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Private Secretary
2	No. of posts	2 -1 upgraded to Sr.P.S. = 1 ¹
3	Classification	CLASS-II
4.	Scale of pay	Rs. 10300-34800+ Rs.5000 Grade Pay
5	Whether selection post or non selection post	Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	--
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100% by promotion
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Personal Assistants with atleast three years service as such on the basis of merit-cum-seniority.

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 8th amendment vide order No.HO:9E-865/2006 (A) dated 15.02.2011

ANNEXURE-17

RECRUITMENT AND PROMOTION RULES FOR THE POST SUPERINTENDENT GRADE-I IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Superintendent Grade-I
2	No. of posts	10
3	Classification	CLASS-II
4.	Scale of pay	Rs. 10300-34800+ Rs.5000 Grade Pay
5	Whether selection post or non selection post	Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	--
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100% by promotion
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Superintendent Grade-II including Superintendent (Audit) with atleast three years service as such on the basis of merit-cum-seniority interse. ¹

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 2nd amendment vide order No. HO:9E-865/97 (A) dated 26.03.98

ANNEXURE-18

RECRUITMENT AND PROMOTION RULES FOR THE POST TRAFFIC MANAGER IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Traffic Manager
2	No. of posts	21
3	Classification	CLASS-II
4.	Scale of pay	Rs. 10300-34800+ Rs.4200 Grade Pay
5	Whether selection post or non selection post	Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Essential Qualification: (i) Degree of a recognized University Desirable (i) Law Graduate (ii) P.G.Diploma in Personnel Management or Diploma in Traffic Management
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	75 % by promotion 25% by direct recruitment
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Station Supervisors with atleast three years service as such and Chief Inspectors with five years service as such on the basis of merit-cum-seniority. The existing incumbent of SS category shall be considered enblock senior to Chief Inspectors. Note: Further 100% vacancies of Traffic Managers shall be filled in by promotion in relaxation of R & P Rules till all the existing SS get promoted or vacate the post in any other manner.

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

ANNEXURE-19

RECRUITMENT AND PROMOTION RULES FOR THE POST ASSISTANT MANAGER (STORES) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Assistant Manager (Stores)
2	No. of posts	5
3	Classification	CLASS-II
4.	Scale of pay	Rs. 10300-34800+ Rs.4200 Grade Pay
5	Whether selection post or non selection post	Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	<u>Essential Qualifications:</u> B.Com.with three years experience of dealing with spare parts of Motor Vehicles of all makes and Model. <u>Desirable:</u> P.G.Diploma in Material Management/ Inventory Control.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	(i) 75 % by placement ¹ (ii) 25 % by direct recruitment
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By placement from amongst Superintendent Grade-II (Stores)

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000(A) dated 07.03.2005

ANNEXURE-20

RECRUITMENT AND PROMOTION RULES FOR THE POST LAW OFFICER IN HIMACHAL ROAD TRANSPORT CORPORATION.

- | | | |
|----|--|---|
| 1 | Name of the post | Law Officer |
| 2 | No. of posts | 5-1 abolished on upgradation of one post to RM(Legal) ¹ |
| 3 | Classification | CLASS-III |
| 4. | Scale of pay | Rs. 10300-34800+ Rs.4200 Grade Pay |
| 5 | Whether selection post or non selection post | Non-Selection Post |
| 6 | Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109) | 18 to 45 years |
| 7 | Minimum educational qualification for direct recruitment | Degree in law of a recognized University or equivalent
Desirable: Should have 3 years experience of legal work in Govt./Semi Govt. Department or should be qualified legal practitioner (Advocate or pleader) and should have practiced as such for two years in the Court. |
| 8 | Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees | No |
| 9 | Period of probation (if any) | As per Regulation-4 |
| 10 | Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods.
(The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be) | (i) 50% by direct recruitment.
(ii)50% by LDR from amongst HRTC employees possessing degree in law from a recognized University or equivalent failing which by direct recruitment. |
| 11 | In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made | |

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 8th amendment vide order No.HO:9E-865/2006 (A) dated 15.02.2011

ANNEXURE-21

RECRUITMENT AND PROMOTION RULES FOR THE POST PERSONAL ASSISTANT IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Personal Assistant
2	No. of posts	3
3	Classification	CLASS-III
4.	Scale of pay	Rs. 10300-34800+ Rs.4200 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	--
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100% by promotion
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Senior Scale Stenographer with three years service as such on the basis of merit-cum-seniority failing which by direct recruitment.

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

ANNEXURE-22

RECRUITMENT AND PROMOTION RULES FOR THE POST SENIOR SCALE STENOGRAPHER IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Senior Scale Stenographer
2	No. of posts	9
3	Classification	CLASS-III
4.	Scale of pay	Rs. 10300-34800+ Rs.3800 Grade Pay
5	Whether selection post or non selection post	Non-Selection
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	--
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100% by promotion
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Junior Scale Stenographer (Rs.4400-7000) with three years as such on the basis of seniority.

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

ANNEXURE-23

RECRUITMENT AND PROMOTION RULES FOR THE POST JUNIOR SCALE STENOGRAPHER IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Junior Scale Stenographer
2	No. of posts	9
3	Classification	CLASS-III
4.	Scale of pay	Rs.5910-20200+Rs.2800 Grade Pay
5	Whether selection post or non selection post	Non-Selection
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	--
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Steno typists with atleast three years as such on the basis of seniority subject to qualifying type/shorthand test. <u>Qualification for TEST:</u> (i) Speed of 80WPM in Hindi Shorthand and 25 WPM in Hindi Typewriting. (ii) Speed of 100 WPM in English Shorthand and 40 WPM in English Typewriting. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000(A) dated 07.03.2005

² 4th amendment vide order No. HO:9E-865/2000(A) dated 07.03.2005

ANNEXURE-24

RECRUITMENT AND PROMOTION RULES FOR THE POST SUPERINTENDENT GRADE-II IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Superintendent Grade-II
2	No. of posts	49
3	Classification	CLASS-III
4.	Scale of pay	Rs. 10300-34800+ Rs.4200 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	--
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100% by promotion
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Senior Assistants and Senior Assistant (Accounts/ Audit) on the basis of combined seniority.

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

ANNEXURE-25

RECRUITMENT AND PROMOTION RULES FOR THE POST OF SENIOR ASSISTANT IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Senior Assistant
2	No. of posts	141
3	Classification	CLASS-III
4.	Scale of pay	Rs. 10300-34800+ Rs.3800 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	B.A. or Matric with atleast 10 years service against Class-III post.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst common clerical cadre of Clerks/Junior Assistants with ten years regular service or regular combined with continuous adhoc in the cadre. Provided that those Clerks who have been promoted from amongst the Class-IV employees or appointed on compassionate grounds having the Matric pass or Matric in English only and Hindi Rattan Pass appointed or promoted shall not be promoted to the post of Senior Assistant unless they possesses the essential qualification viz. 10+2 as prescribed for direct recruitment after the circulation of Govt. instructions vide H.P.Govt. letter No.Per (AP-C)-A-(3)/2007 dated 14.08.2008 ² .

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 8th amendment vide order No.HO:9E-865/2006 (A) dated 15.02.2011.

ANNEXURE-26

RECRUITMENT AND PROMOTION RULES FOR THE POST OF SENIOR ASSISTANT IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Senior Assistant (Accounts with specialization in Accounts)
2	No. of posts	27
3	Classification	CLASS-III
4.	Scale of pay	Rs. 10300-34800+ Rs.3800 Grade Pay
5	Whether selection post or non selection post	Non-Selection
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	B.Com from a recognized University or equivalent.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Junior Auditors with atleast three years service as such subject to rejection of unfit. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

ANNEXURE-27

RECRUITMENT AND PROMOTION RULES FOR THE POST OF JUNIOR AUDITOR IN HIMACHAL ROAD TRANSPORT CORPORATION.

- | | | |
|----|--|--|
| 1 | Name of the post | Junior Auditor |
| 2 | No. of posts | 33 |
| 3 | Classification | CLASS-III |
| 4. | Scale of pay | Rs. 10300-34800+ Rs.3200 Grade Pay |
| 5 | Whether selection post or non selection post | Non-Selection Post |
| 6 | Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109) | 18 to 45 years |
| 7 | Minimum educational qualification for direct recruitment | B.Com. from a recognized University. |
| 8 | Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees | No |
| 9 | Period of probation (if any) | As per Regulation-4 |
| 10 | Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods.
(The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be) | 100 % by promotion ¹ |
| 11 | In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made | By promotion from amongst Cashier (Rs. 4020-6200) having three years service as such on the basis of seniority subject to rejection of unfit. ² |

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

ANNEXURE-28

RECRUITMENT AND PROMOTION RULES FOR THE POST OF STENOYPIST IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Steno-Typist
2	No. of posts	24
3	Classification	CLASS-III
4.	Scale of pay	Rs.5910-20200+Rs.1900 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	(i) Should have passed 10+2 exam or its equivalent from a Board/University from recognized by the H.P/ Central Government. (ii) Should have a speed of 30WPM in English typewriting or 25 WPM in Hindi typewriting and 60 WPM in Hindi shorthand. ¹ shorthand. ¹ Desirable: Speed of 60 WPM in English shorthand and 35 WPM in English Typewriting.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by direct recruitment.
11	In case of recruitment by promotion, --- deputation, transfer, grades from which promotion/deputation/transfer is to be made	

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 8th amendment vide order No.HO:9E-865/2006 (A) dated 15.02.2011

ANNEXURE-29

RECRUITMENT AND PROMOTION RULES FOR THE POST OF CASHIER IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Cashier
2	No. of posts	31
3	Classification	CLASS-III
4.	Scale of pay	Rs.5910-20200+Rs.2400 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	B.Com from a recognized University
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	50 % by promotion 50% by direct recruitment
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Booking Clerks/PPAs with three years service as such on the basis of seniority inter-se subject to rejection of unfit, failing which by direct recruitment. ¹

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ Vide 2nd amendment order No.HO:9E-865/97 (A) dated 26.3.98

ANNEXURE-30

RECRUITMENT AND PROMOTION RULES FOR THE POST OF CLERK-CUM-TYPIST IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Clerk-cum-Typist
2	No. of posts	485
3	Classification	CLASS-III
4.	Scale of pay	(i) Rs.5910-20200+Rs.1900 Grade Pay (ii) Rs.5910-20200+Rs.2800 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure “D” on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	(i) 10+2 from recognized University/Board ¹ . (ii) Should possess 'O' level certificate from DOEACC (iii) Should possess a minimum speed of 30WPM in English typewriting and 25 WPM in Hindi typewriting. <u>DESIRABLE:</u> Persons having knowledge of Booking Keeping and Accountancy will be preferred. ²
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	(i) 25 % by promotion (ii) 75% by direct recruitment.
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By Promotion from Matriculate Daftries, failing which from Matriculate Peons, Chowkidars, Sweepers, Gardeners, Waterman/Lady with three years service as such on the basis of combined seniority.

Note: Please see Annexure “D” for remaining

¹ 8th amendment vide order No.HO:9E-865/2006 (A) dated 15.02.2011

² 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

Part of other service conditions from S.No.11 to 18

ANNEXURE-31

**RECRUITMENT AND PROMOTION RULES FOR THE POST OF RESTORER
IN HIMACHAL ROAD TRANSPORT CORPORATION.**

1	Name of the post	Restorer
2	No. of posts	3
3	Classification	CLASS-III
4.	Scale of pay	Rs.5910-20200+Rs.1900 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	--
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Daftries with six years service as such and atleast Middle Pass from a recognized Board.

Note: Please see Annexure "D" for remaining
Part of other service conditions from
S.No.11 to 18

ANNEXURE-32

RECRUITMENT AND PROMOTION RULES FOR THE POST OF SUPERINTENDENT GRADE-II (STORES) IN HIMACHAL ROAD TRANSPORT CORPORATION.

- | | | |
|----|--|---|
| 1 | Name of the post | Superintendent Grade-II (Stores) |
| 2 | No. of posts | 3 |
| 3 | Classification | CLASS-III |
| 4. | Scale of pay | Rs. 10300-34800+ Rs.4200 Grade Pay |
| 5 | Whether selection post or non selection post | Non-Selection Post |
| 6 | Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109) | 18 to 45 years |
| 7 | Minimum educational qualification for direct recruitment | B. Com. from recognized University.
<u>DESIRABLE:</u>
P.G. Diploma in Material Management and Inventory control. |
| 8 | Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees | No |
| 9 | Period of probation (if any) | As per Regulation-4 |
| 10 | Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods.
(The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be) | (i) 75 % by promotion
(ii) 25% by direct recruitment. |
| 11 | In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made | By promotion from amongst Senior Store Keepers and Store Verifiers with atleast three years service as such. |

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

ANNEXURE-33

RECRUITMENT AND PROMOTION RULES FOR THE POST OF SENIOR STORE KEEPERS AND STORE VERIFIER IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Senior Store Keepers & Store Verifiers (Intertransferable and interchangeable)
2	No. of posts	45
3	Classification	CLASS-III
4.	Scale of pay	Rs. 10300-34800+ Rs.3800 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	B.Com. from recognized University or Diploma in Engineering from a recognized Polytechnic Institution. He shall have to furnish security to the extent to be required from time to time.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Store Keepers/ Ledger Keeper/Day Book Writers/Petrol Pump Attendants who are atleast Matriculate on the basis of seniority interse subject to rejection of unfit. The Senior Most Store Keepers shall be designated as Store Verifiers. ¹

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

ANNEXURE-34

RECRUITMENT AND PROMOTION RULES FOR THE POST OF STORE KEEPERS IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Store Keeper
2	No. of posts	40
3	Classification	CLASS-III
4.	Scale of pay	I) Rs.5910-20200+Rs.1900 Grade Pay (ii) Rs.5910-20200+Rs.2800 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	10+2 preferably with commerce from a recognized University/Board of Matriculate or ITI Motor Mechanic. He shall have to furnish the required amount of security as may be prescribed by the competent authority from time to time.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	(i) 75 % by promotion (ii)25% by direct recruitment. ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Store Helpers/ Porters who are atleast Matriculate with minimum three years service and from amongst Non-Matriculate Store Helpers/ Porters with minimum six years service as such subject to rejection of unfit. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² -do-

ANNEXURE-36

RECRUITMENT AND PROMOTION RULES FOR THE POST OF CHIEF INSPECTOR IN HIMACHAL ROAD TRANSPORT CORPORATION.

- | | | |
|----|--|---|
| 1 | Name of the post | Chief Inspector |
| 2 | No. of posts | 52 |
| 3 | Classification | CLASS-III |
| 4. | Scale of pay | Rs. 10300-34800+ Rs.3800 Grade Pay |
| 5 | Whether selection post or non selection post | Non-Selection Post |
| 6 | Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109) | 18 to 45 years |
| 7 | Minimum educational qualification for direct recruitment | Graduate from a recognized University.
DESIRABLE:
P.G. Diploma in Personnel Management or Diploma in Traffic Management. |
| 8 | Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees | No |
| 9 | Period of probation (if any) | As per Regulation-4 |
| 10 | Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods.
(The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be) | (i)75 % by promotion
(ii)25% by direct recruitment. |
| 11 | In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made | By promotion from amongst Inspectors with atleast three years as such on the basis of seniority subject to rejection of unfit. |

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

ANNEXURE-37

RECRUITMENT AND PROMOTION RULES FOR THE POST OF INSPECTOR IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Inspector
2	No. of posts	160
3	Classification	CLASS-III
4.	Scale of pay	Rs. 10300-34800+ Rs.3200 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	---
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion on the basis of seniority from amongst:- (i) Sub Inspector/Adda Conductors/ Conductors having atleast five years service (70%) on the basis of inter-se seniority subject to rejection of unfit. Adda Conductors/Conductors must have run with the buses for atleast five years. (ii) Drivers (Matriculate) with atleast three years service as such (24%) subject to rejection of unfit. (iii) Booking Clerks with atleast three years service as such (6%) subject to rejection of unfit. ¹

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

ANNEXURE-38

RECRUITMENT AND PROMOTION RULES FOR THE POST OF BOOKING CLERK IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Booking Clerk
2	No. of posts	110
3	Classification	CLASS-III
4.	Scale of pay	(i) Rs.5910-20200+Rs.1900 Grade Pay (ii) Rs.5910-20200+Rs.2800 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric or 10+2 from a recognized University/ Board, preferably with Book Keeping and Accountancy, he shall have to furnish security to the extent as required from time to time.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by transfer
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By transfer from Adda Conductors/ Conductors on the basis of seniority. ¹

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

ANNEXURE-39

RECRUITMENT AND PROMOTION RULES FOR THE POST OF INSTRUCTOR (DRIVING) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Instructor (Driving)
2	No. of posts	12
3	Classification	CLASS-III
4.	Scale of pay	Rs. 10300-34800+ Rs.3200 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	--
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Matriculate Drivers having atleast five years service as such on the basis of written test and interview. ¹

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 2nd Amendment vide order No. HO:9E-865/97 (A) dated 26.3.1998

ANNEXURE-40

RECRUITMENT AND PROMOTION RULES FOR THE POST OF YARD MASTER IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Yard Master
2	No. of posts	23
3	Classification	CLASS-III
4.	Scale of pay	Rs. 10300-34800+ Rs.3600 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years Post
7	Minimum educational qualification for direct recruitment	--
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Drivers with atleast ten years service as such on the basis of seniority subject to rejection of unfit.

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

ANNEXURE-41

RECRUITMENT AND PROMOTION RULES FOR THE POST OF DRIVERS IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	(i) Drivers (Heavy vehicles) (ii) Drivers (Light Vehicles/Staff Cars)
2	No. of posts	@ 1.65 Persons per bus.
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ 2400 G,Pay for Heavy vehicles Rs. 5910-20200+ 2000 G,Pay for Light Vehicles
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	<u>Drivers Heavy Vehicles.</u> On the basis of trade test and interview from persons possessing (i) Valid Driving Licence for a Heavy Transport (ii) Atleast 5 years experience of driving of heavy vehicles (iii) should be atleast middle pass. However, preference will be given to Matriculate (iv) Minimum height 160 Cms or above. The post of Light vehicle drivers shall be a dying cadre. Only heavy vehicle drivers shall be recruited. ¹
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	90 % by direct recruitment. 10 % by promotion
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Light vehicles Drivers having minimum 10 years service as such and possessing Heavy Duty Driving Licence for five years subject to qualifying driving test ²

Note: Please see Annexure "D" for remaining
Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² -do-

ANNEXURE-42

RECRUITMENT AND PROMOTION RULES FOR THE POST OF CONDUCTORS IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Conductors
2	No. of posts	@ 1.60 personnel per bus.
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+Rs.1900 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric pass from recognized University/ Board of equivalent and who possesses valid Conductors licence. Persons having first-aid-training will be preferred. He will have to furnish the security to the extent as required from time to time. Provided that preference for appointment will be given to Home Guard Jawans who fulfill the above requirements.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	(i) 90 % by direct recruitment (ii) 10% by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Matriculate Class-IV employees (except Jr. Technician) on the basis of seniority interse subject to rejection of unfit) ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 2nd amendment vide order No. HO:9E-865/97 (A) dated 26.03.1998

² 2nd amendment vide order No. HO:9E-865/97 (A) dated 26.03.1998

ANNEXURE-43

RECRUITMENT AND PROMOTION RULES FOR THE POST OF FORMAN IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Forman
2	No. of posts	24
3	Classification	CLASS-III
4.	Scale of pay	Rs. 10300-34800+ Rs.3600 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Diploma in Automobile Engineering from a recognized Institution with five years experience of organizing Motor Transport Workshop and controlling labour.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	(i) 75 % by promotion (ii) 25% by direct recruitment ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from SSIs on the basis of seniority with 2 years service as such failing which from Technician Grade-I of all Trades on the basis of seniority interse with 4 years service in the grade as such subject to rejection of unfit. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

ANNEXURE-44

RECRUITMENT AND PROMOTION RULES FOR THE POST OF SERVICE STATION INCHARGE IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Service Station Incharge
2	No. of posts	12
3	Classification	CLASS-III
4.	Scale of pay	Rs10300-34800+ Rs.3600 Grade Pay. Diploma Holder Rs10300-34800+ Rs.3200 for non Diploma Holders
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Diploma in Automobile Engineering from a recognized Institution with two years experience or organizing Motor Transport Workshop and controlling labour.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	(i)75 % by promotion (ii) 25% by direct recruitment ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from Technician Grade-I of all Trades on the basis of seniority inter-se with 2 years service as such subject to rejection of unfit. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

ANNEXURE-45

RECRUITMENT AND PROMOTION RULES FOR THE POST OF TECHNICIAN GRADE-I) TYRE INSPECTOR/HEAD MECHANIC/ELECTRICIAN IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-I) Tyre Inspector/ Head Mechanic/Head Electrician
2	No. of posts	70
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.3000 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Diploma in Automobile Engineering from a recognized Institution falling under Technician Grade-II
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	(i) 80 % by promotion (ii) 20% by direct recruitment ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from Technician Grade-II of various Trades on the basis of inter-se seniority from the date of their appointment in the grade subject to rejection of unfit. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

ANNEXURE-46

RECRUITMENT AND PROMOTION RULES FOR THE POST OF TECHNICIAN GRADE-I (F.I.PUMP CALIBERATOR) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-I (F.I. Pump Caliberator)
2	No. of posts	3
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.3000 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure “D” on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	B.A. or Matric with atleast 10 years service against Class-III post.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from Technician Grade-II (Mechanics, Borer, Sr. Turner, Machinist/ Crank Mechanist) with atleast 3 years service as such on the basis of seniority inter-se after qualifying Trade test of F.I.Pump Caliberator. ¹

Note: Please see Annexure “D” for remaining Part of other service conditions from S.No.11 to 18

¹ 2nd amendment vide order No. HO:9E-865/97 (A) dated 26.03.1998

ANNEXURE-47

RECRUITMENT AND PROMOTION RULES FOR THE POST OF TECHNICIAN GRADE-II (SENIOR UPHOLSTER) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-II (Senior Upholster)
2	No. of posts	4
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.2800 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric pass from recognized University/ Board with ITI Pass in the respective trade with three years experience in the line or atleast middle pass with six years experience in the respective trade in Govt./Corporate/ Private Sector undertakings or private workshop of repute and on the basis of qualifying trade test/interview.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from Technician Grade-III (Upholster) on the basis of seniority with 3 years service for Matric/ITI pass in the trade and six years for others in HRTC subject to rejection of unfit. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

ANNEXURE-48

RECRUITMENT AND PROMOTION RULES FOR THE POST OF TECHNICIAN GRADE-II (MECHANIC) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-II (Mechanic)
2	No. of posts	195
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.2800 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric pass from recognized University/ Board with ITI pass in the trade with six years experience in the line and will have to qualify trade test/interview.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Technician Grade-III (Fitter) with minimum three years service on the basis of seniority. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

ANNEXURE-49

RECRUITMENT AND PROMOTION RULES FOR THE POST OF TECHNICIAN GRADE-II (SENIOR TURNER) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-II (Senior Turner)
2	No. of posts	2
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.2800 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric pass from recognized University/ Board with ITI pass in the trade with six years experience in the line and will have to qualify trade test/interview.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Technician Grade-III (Turner) with minimum three years service as such on the basis of seniority ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

ANNEXURE-50

RECRUITMENT AND PROMOTION RULES FOR THE POST IN TECHNICIAN GRADE-II (BORER) HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-II (Borer)
2	No. of posts	10
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.2800 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric pass from recognized University/ Board with ITI pass in the trade with six years experience in the line and will have to qualify trade test/interview.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Technician Grade-III (Turner) with minimum three years service as such on the basis of seniority ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

ANNEXURE-51

RECRUITMENT AND PROMOTION RULES FOR THE POST OF TECHNICIAN GRADE-II (MECHANIST) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-II (Mechanist)
2	No. of posts	7
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.2800 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric pass from recognized University/ Board with ITI pass in the trade with six years experience in the line and will have to qualify trade test/interview.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Technician Grade-III (Turner) with minimum three years service as such on the basis of seniority ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

ANNEXURE-52

RECRUITMENT AND PROMOTION RULES FOR THE POST OF TECHNICIAN GRADE-II (CRANK MECHANIST) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-II (Crank Mechanist)
2	No. of posts	2
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.2800 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric pass from recognized University/ Board with ITI pass in the trade with six years experience in the line and will have to qualify trade test/interview.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Technician Grade-III (Turner) with minimum three years service as such on the basis of seniority ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

ANNEXURE-53

RECRUITMENT AND PROMOTION RULES FOR THE POST OF TECHNICIAN GRADE-II (LICENSED ELECTRICIAN/ELECTRICAL MECHANIC IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-II (Licensed Electrician/ Electrical Mechanic
2	No. of posts	10
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.2800 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric pass from recognized University/ Board with ITI pass in the trade with six years experience in the line and will have to qualify trade test/interview.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	(i) 50% by promotion from amongst Technician Grade-III(Electrician/Batterymen) possessing Electrical Licence on the basis of seniority interse with minimum 3 years service for Matric/ITI Pass and; (ii) 50% by promotion from amongst Technician Grade-III (Electrician/Batterymen) on the basis of seniority interse with six years service in HRTC with Matric/ITI pass in the trade subject to rejection of unfit. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 8th amendment vide order No.HO:9E-865/2006 (A) dated 15.02.2011.

ANNEXURE-54

RECRUITMENT AND PROMOTION RULES FOR THE POST OF TECHNICIAN GRADE-II (SENIOR WELDER) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-II (Senior Welder)
2	No. of posts	6
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.2800 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric pass from recognized University/ Board with ITI pass in the trade with six years experience in the line and will have to qualify trade test/interview.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Technician Grade-III (Welder) on the basis of seniority with minimum 3 years service for Matric/ITI pass in the Trade and six years for others in HRTC subject to rejection of unfit. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

ANNEXURE-55

RECRUITMENT AND PROMOTION RULES FOR THE POST OF TECHNICIAN GRADE-II (SENIOR CARPENTER) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-II (Senior Carpenter)
2	No. of posts	22
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.2800 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric pass from recognized University/ Board with ITI pass in the respective trade and with three years experience in the line or atleast middle pass with six years experience in the trade in Govt./Corporate/ Private Sector Undertakings or private workshop of repute. He shall have to qualify trade test/ interview.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from Technician Grade-III (Carpenter) on the basis of seniority with minimum 3 years service for Matric/ITI pass in the Trade and six years for others in HRTC subject to rejection of unfit. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

ANNEXURE-56

RECRUITMENT AND PROMOTION RULES FOR THE POST OF TECHNICIAN GRADE-II (SR.VULCANIZER, SR.TYREMAN/ RETREADER) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-II (Sr. Vulcanizer/Sr. Tyreman/Sr. Retreader/Sr. Bufferman/Sr. Boilerman) Inter-changeable or inter-Transferable
2	No. of posts	8
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.2800 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxate in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric pass from recognized University/ Board with ITI pass in the respective trade and with three years experience in the line or atleast middle pass with six years experience in the trade in Govt./Corporate/ Private Sector Undertakings or private workshop of repute. He shall have to qualify trade test/ interview
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Technician Grade-III (Vulcanizer/Tyreman/Retreader/ Bufferman/Boilerman on the basis of seniority with minimum 3 years service for Matric/ITI pass in the Trade and six years for others in HRTC subject to rejection of unfit. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

ANNEXURE-57

RECRUITMENT AND PROMOTION RULES FOR THE POST OF TECHNICIAN GRADE-II SENIOR PAINTER) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-II (Senior Painter)
2	No. of posts	3
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.2800 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric pass from recognized University/ Board with ITI pass in the respective trade and with three years experience in the line or atleast middle pass with six years experience in the trade in Govt./Corporate/ Private Sector Undertakings or private workshop of repute. He shall have to qualify trade test/ interview
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Technician Grade-III (Painter) on the basis of seniority with minimum 3 years service for Matric/ITI pass in the Trade and six years for others in HRTC subject to rejection of unfit. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

ANNEXURE-58

RECRUITMENT AND PROMOTION RULES FOR THE POST OF TECHNICIAN GRADE-II (SPRAY PAINTER) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-II (Spray Painter)
2	No. of posts	4
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.2800 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric pass from recognized University/ Board with ITI pass in the respective trade and with three years experience in the line or atleast middle pass with six years experience in the trade in Govt./Corporate/ Private Sector Undertakings or private workshop of repute. He shall have to qualify trade test/ interview
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Technician Grade-III (Painter) on the basis of seniority with minimum 3years service for Matric/ITI pass in the Trade and six years for others in HRTC subject to rejection of unfit. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

ANNEXURE-59

RECRUITMENT AND PROMOTION RULES FOR THE POST OF (TECHNICIAN GRADE-II(SENIOR BLACKSMITH/TIN SMITH) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-II (Senior Blacksmith/Tin smith.
2	No. of posts	24
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.2800 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric pass from recognized University/ Board with ITI pass in the respective trade and with three years experience in the line or atleast middle pass with six years experience in the trade in Govt./Corporate/ Private Sector Undertakings or private workshop of repute. He shall have to qualify trade test/ interview
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Technician Grade-III (Blacksmith/Tinsmith) on the basis of seniority with minimum 3 years service for Matric/ITI pass in the Trade and six years for others in HRTC subject to rejection of unfit. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

ANNEXURE-60

RECRUITMENT AND PROMOTION RULES FOR THE POST OF TECHNICIAN GRADE-III (TURNER) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-III (Turner)
2	No. of posts	38
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.2400 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric pass from recognized University/ Board with ITI pass in the relevant trade with three years experience in the line on the basis of qualifying trade test and interview.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Junior Technician of the Trade on the basis of seniority with minimum six years service subject to rejection of unfit. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 8th amendment vide order No. HO:9E-865/2006 (A) dated 15.02.2011

ANNEXURE-61

RECRUITMENT AND PROMOTION RULES FOR THE POST OF TECHNICIAN GRADE-III (FITTER) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-III (Fitter)
2	No. of posts	378
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.2400 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric pass from recognized University/ Board with ITI pass in the respective trade with three years experience in the line on the basis of qualifying trade test and interview.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Junior Technician of the Trade on the basis of seniority with minimum six years service subject to rejection of unfit. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 8th amendment vide order No. HO:9E-865/2006 (A) dated 15.02.2011

ANNEXURE-62

RECRUITMENT AND PROMOTION RULES FOR THE POST OF TECHNICIAN GRADE-III (ELECTRICIAN) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-III (Electrician)
2	No. of posts	64
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.2400 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric pass from recognized University/ Board with ITI pass in the relevant trade with three years experience in the line on the basis of qualifying trade test and interview.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Junior Technician of the Trade on the basis of seniority with minimum six years service subject to rejection of unfit. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 8th amendment vide order No. HO:9E-865/2006 (A) dated 15.02.2011

ANNEXURE-63

RECRUITMENT AND PROMOTION RULES FOR THE POST OF TECHNICIAN GRADE-III (BATTERYMAN) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-III (Batteryman)
2	No. of posts	38
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.2400 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric pass from recognized University/ Board with ITI pass in the relevant trade with three years experience in the line on the basis of qualifying trade test and interview
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Junior Technician of the Trade on the basis seniority with minimum six years service subject to rejection of unfit. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 8th amendment vide order No. HO:9E-865/2006 (A) dated 15.02.2011

ANNEXURE-64

RECRUITMENT AND PROMOTION RULES FOR THE POST OF TECHNICIAN GRADE-III (UPHOLSTER) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-III (Upholster)
2	No. of posts	61
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.2400 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric pass from recognized University/ Board with ITI pass in the relevant trade with three years experience in the line on the basis of qualifying trade test and interview
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Junior Technician of the Trade on the basis of seniority with minimum six years subject to rejection of unfit. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 8th amendment vide order No. HO:9E-865/2006 (A) dated 15.02.2011

ANNEXURE-65

RECRUITMENT AND PROMOTION RULES FOR THE POST OF TECHNICIAN GRADE-III (WELDER) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-III (Welder)
2	No. of posts	60
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.2400 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric pass from recognized University/ Board with ITI pass in the relevant trade with three years experience in the line on the basis of qualifying trade test and interview
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Junior Technician of the Trade on the basis of seniority with minimum six years service subject to rejection of unfit. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 8th amendment vide order No. HO:9E-865/2006 (A) dated 16.02.2011

ANNEXURE-66

RECRUITMENT AND PROMOTION RULES FOR THE POST OF TECHNICIAN GRADE-III (CARPENTER) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-III (Carpenter)
2	No. of posts	183
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.2400 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric pass from recognized University/ Board with ITI pass in the relevant trade with three years experience in the line on the basis of qualifying trade test and interview
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Junior Technician of the Trade on the basis of seniority with minimum six years service subject to rejection of unfit. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 4th amendment vide order No. HO:9E-865/2006 (A) dated 15.02.2011

ANNEXURE-67

RECRUITMENT AND PROMOTION RULES FOR THE POST OF TECHNICIAN GRADE-III (TYREMAN/RETREADER) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-III (Tyreman/Retreader)
2	No. of posts	59
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.2400 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric pass from recognized University/ Board with ITI pass in the relevant trade with three years experience in the line on the basis of qualifying trade test and interview
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By Promotion from amongst Junior Technician of the Trade on the basis of seniority with minimum six years service subject to rejection of unfit. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 8th amendment vide order No. HO:9E-865/2006 (A) dated 15.02.2011

ANNEXURE-68

RECRUITMENT AND PROMOTION RULES FOR THE POST OF TECHNICIAN GRADE-III (VULCANIZER) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-III (Vulcanizer)
2	No. of posts	50
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.2400 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric pass from recognized University/ Board with ITI pass in the relevant trade with three years experience in the line on the basis of qualifying trade test and interview
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By Promotion from amongst Junior Technician of the Trade on the basis of seniority with minimum six years service subject to rejection of unfit. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 8th amendment vide order No. HO:9E-865/2006 (A) dated 15.02.2011

RECRUITMENT AND PROMOTION RULES FOR THE POST OF TECHNICIAN GRADE-III (BUFFERMAN) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-III (Bufferman)
2	No. of posts	18
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.2400 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric pass from recognized University/ Board with ITI pass in the relevant trade with three years experience in the line on the basis of qualifying trade test and interview
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By Promotion from amongst Junior Technician of the Trade on the basis of seniority with minimum six years service subject to rejection of unfit. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 8th amendment vide order No. HO:9E-865/2006 (A) dated 15.02.2011

ANNEXURE-70

RECRUITMENT AND PROMOTION RULES FOR THE POST OF TECHNICIAN GRADE-III (BOILERMAN) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-III (Boilerman)
2	No. of posts	9
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.2400 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric pass from recognized University/ Board with ITI pass in the relevant trade with three years experience in the line on the basis of qualifying trade test and interview
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By Promotion from amongst Junior Technician of the Trade on the basis of seniority with minimum six years service subject to rejection of unfit. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 8th amendment vide order No. HO:9E-865/2006 (A) dated 15.02.2011

ANNEXURE-71

RECRUITMENT AND PROMOTION RULES FOR THE POST OF TECHNICIAN GRADE-III (PAINTER) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-III(Painter)
2	No. of posts	52
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.2400 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric pass from recognized University/ Board with ITI pass in the relevant trade with three years experience in the line on the basis of qualifying trade test and interview
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By Promotion from amongst Junior Technician of the Trade on the basis of seniority with minimum six years service subject to rejection of unfit. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 8th amendment vide order No. HO:9E-865/2006 (A) dated 15.02.2011

ANNEXURE-72

RECRUITMENT AND PROMOTION RULES FOR THE POST OF TECHNICIAN GRADE-III (BLACKSMITH/TINSMITH) IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Technician Grade-III (Blacksmith/Tinsmith)
2	No. of posts	187
3	Classification	CLASS-III
4.	Scale of pay	Rs. 5910-20200+ Rs.2400 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric pass from recognized University/ Board with ITI pass in the relevant trade with three years experience in the line on the basis of qualifying trade test and interview
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By Promotion from amongst Junior Technician of the Trade on the basis of seniority with minimum six years service subject to rejection of unfit. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 8th amendment vide order No. HO:9E-865/2006 (A) dated 15.02.2011

RECRUITMENT AND PROMOTION RULES FOR THE POST OF JUNIOR TECHNICIAN/WORKSHOP HELPERS IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Junior Technician/Workshop Helpers
2	No. of posts	652
3	Classification	CLASS-III & IV
4.	Scale of pay	Rs. Rs. 5910-20200+ Rs.1900 Grade Pay for Jr. Tech Rs. 4900-10680+1400 Grade Pay Workshop Helper
5	Whether selection post or non selection post	Non-Selection
6	Age for direct recruitment (See proviso for age relaxation in Annexure “D” on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	<u>(A) Junior Technician, Machinist, Borer and Turner Trades</u> <u>By Direct Recruitment:</u> Matric pass from a recognized University/ Board with ITI pass in the relevant trade and on the basis of qualifying trade test and interview. <u>(B) Junior Technician (Fitter, Auto and Mechanic Trades)</u> <u>By Direct Recruitment</u> Matric Pass from a recognized University/ Board with ITI pass in the motor Mechanic Trades and on the basis of qualifying trade test/interview. <u>(C) Junior Technician (Electrician and Battery man trade)</u> <u>By Direct Recruitment</u> Matric pass from a recognized University/ Board with ITI pass in the Auto. Elect trade and on the basis of qualifying trade test and interview. <u>(D) Junior Technician (Welder trade)</u> <u>By Direct Recruitment</u> Matric pass from a recognized University/ Board with ITI pass in the relevant trade and on the basis of qualifying trade test and interview. <u>(E) Junior Technician (Upholster trade)</u> <u>By Direct Recruitment</u> Matric pass from a recognized University/ Board with ITI pass in the relevant trade and on the basis of qualifying trade test and interview.

¹ 8th amendment vide order No.HO:9E-865/2006 (A) dated 15.02.2011 modified.

(F) Junior Technician (Carpenter trade)
By Direct Recruitment

Matric pass from a recognized University/ Board with ITI pass in the relevant trade and on the basis of qualifying trade test and interview.

(G) Junior Technician (Tyreman/ Retreader, Vulcanizer, Bufferman, Boilerman trades)

By Direct Recruitment

Matric pass from a recognized University/ Board with ITI pass in the relevant trade and on the basis of qualifying trade test and interview.

(H) Junior Technician (Painter trade)

By Direct Recruitment

Matric pass from a recognized University/ Board with ITI pass in the relevant trade and on the basis of qualifying trade test and interview.

(I) Junior Technician (Blacksmith/ Tinsmith trade)

By Direct Recruitment

Matric pass from a recognized University/ Board with ITI pass in the relevant trade and on the basis of qualifying trade test and interview.

Workshop Helpers: (Upholster trade)

By Direct Recruitment

Middle pass from a recognized School/ Board with five years experience in the relevant trade and on the basis of qualifying trade test and interview.

Workshop Helpers: (Carpenter trade)

By Direct Recruitment

Middle pass from a recognized School/ Board with five years experience in the relevant trade and on the basis of qualifying trade test /interview.

Workshop Helpers: (Tyreman/Retreader, Vulcanizer, Bufferman and Boilerman trades)

By Direct Recruitment

Middle pass from a recognized School with five years experience in the relevant trade and on the basis of qualifying trade test /interview.

Workshop Helpers: (Painter trade)

By Direct Recruitment

Middle pass from a recognized School/ Board with five years experience in the relevant trade and on the basis of qualifying trade test and interview.

Workshop Helpers: (Blacksmith/ Tinsmith trades)

By Direct Recruitment

Middle pass from a recognized School/ Board with five years experience in the relevant trade and on the basis of qualifying trade test and interview.

- | | | |
|----|--|-----------------------------|
| 8 | Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees | No |
| 9 | Period of probation (if any) | As per Regulation-4 |
| 10 | Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods.
(The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be) | 100 % by direct recruitment |
| 11 | In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made | -- |
- Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

ANNEXURE-73

RECRUITMENT AND PROMOTION RULES FOR THE POST OF JUNIOR TECHNICIAN/WORKSHOP HELPERS IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Junior Technician
2	No. of posts	697(Junior Technicians & Workshop Helpers together=613+91 (Jassur)-7 posts abolished under VRS.697
3	Classification	CLASS-III
4.	Scale of pay	Rs. Rs. 5910-20200+ Rs.1900 Grade Pay
5	Whether selection post or non selection post	Non-Selection
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	<p><u>(A) Junior Technician, Machinist, Borer and Turner Trades</u> <u>By Direct Recruitment:</u> Matric pass from a recognized University/ Board with ITI pass in the relevant trade and on the basis of qualifying trade test and interview.</p> <p><u>(B) Junior Technician (Fitter, Auto and Mechanic Trades)</u> <u>By Direct Recruitment</u> Matric Pass from a recognized University/ Board with ITI pass in the motor Mechanic Trades and on the basis of qualifying trade test/interview.</p> <p><u>(C) Junior Technician (Electrician and Battery man trade)</u> <u>By Direct Recruitment</u> Matric pass from a recognized University/ Board with ITI pass in the Auto. Elect trade and on the basis of qualifying trade test and interview.</p> <p><u>(D) Junior Technician (Welder trade)</u> <u>By Direct Recruitment</u> Matric pass from a recognized University/ Board with ITI pass in the relevant trade and on the basis of qualifying trade test and interview.</p> <p><u>(E) Junior Technician (Carpenter trade)</u> <u>By Direct Recruitment</u> Matric pass from a recognized University/ Board with ITI pass in the relevant trade and on the basis of qualifying trade test and interview.</p>

(F) Junior Technician (Upholster trade)
By Direct Recruitment

Matric pass from a recognized University/ Board with ITI pass in the relevant trade and on the basis of qualifying trade test and interview.

(G) Junior Technician (Tyreman/ Retreader, Vulcanizer, Bufferman, Boilerman trades)
By Direct Recruitment

Matric pass from a recognized University/ Board with ITI pass in the relevant trade and on the basis of qualifying trade test and interview.

(H) Junior Technician (Painter trade)
By Direct Recruitment

Matric pass from a recognized University/ Board with ITI pass in the relevant trade and on the basis of qualifying trade test and interview.

(I) Junior Technician (Blacksmith/ Tinsmith trade)
By Direct Recruitment

Matric pass from a recognized University/ Board with ITI pass in the relevant trade and on the basis of qualifying trade test and interview.

- | | | |
|----|---|---|
| 8 | Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees | No |
| 9 | Period of probation (if any) | As per Regulation-4 |
| 10 | Method of recruitment, whether by direct recruitment or by promotion, deputation/ transfer and the percentage of vacancies to be filled in by the various methods.
(The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be) | 75 % by direct recruitment ¹
25% by promotion |
| 11 | In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made | By promotion from amongst Workshop Helpers of the concerned trade on the basis of seniority with minimum six years service as such subject to rejection of unfit failing which by direct recruitment ² |

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 8th amendment vide order No.HO:9E-865/2006 (A) dated 15.02.2011

² 8th amendment vide order No.HO:9E-865/2006 (A) dated 15.02.2011

ANNEXURE-73-A

RECRUITMENT AND PROMOTION RULES FOR THE POST OF JUNIOR TECHNICIAN/WORKSHOP HELPERS IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Workshop Helpers
2	No. of posts	697(Junior Technicians & Workshop Helpers together=613+91 (Jassur)-7 posts abolished under VRS.697
3	Classification	CLASS-IV
4.	Scale of pay	Rs. 4900-10680+1400 Grade Pay
5	Whether selection post or non selection post	Non-Selection
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	<u>Workshop Helpers:(Tyreman/Retreader, Vulcanizer, Bufferman and Boilerman trades)</u> <u>By Direct Recruitment</u> Middle pass from a recognized School with five years experience in the relevant trade and on the basis of qualifying trade test /interview. <u>Workshop Helpers: (Blacksmith/ Tinsmith trades)</u> <u>By Direct Recruitment</u> Middle pass from a recognized School/ Board with five years experience in the relevant trade and on the basis of qualifying trade test and interview. <u>Workshop Helpers: (Painter trade)</u> <u>By Direct Recruitment</u> Middle pass from a recognized School/ Board with five years experience in the relevant trade and on the basis of qualifying trade test and interview. <u>Workshop Helpers: (Upholster trade)</u> <u>By Direct Recruitment</u> Middle pass from a recognized School/ Board with five years experience in the relevant trade and on the basis of qualifying trade test and interview.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various	100 % by direct recruitment

methods.

(The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)

- 11 In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

Separate Annexure prescribed vide 8th amendment dated 15.02.2011

ANNEXURE-74

RECRUITMENT AND PROMOTION RULES FOR THE POST OF WASHING BOY IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Washing Boy.
2	No. of posts	83
3	Classification	CLASS-IV
4.	Scale of pay	Rs. 4900-10640+1400 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Is a literate
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by direct recruitment
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	--

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

ANNEXURE-75

RECRUITMENT AND PROMOTION RULES FOR THE POST OF STORE HELPER IN HIMACHAL ROAD TRANSPORT CORPORATION.

- | | | |
|----|--|---|
| 1 | Name of the post | Store Helper
Interchangeable with Workshop Helpers ¹ |
| 2 | No. of posts | 55 |
| 3 | Classification | CLASS-III |
| 4. | Scale of pay | Rs. 4900-10640+1400 Grade Pay |
| 5 | Whether selection post or non selection post | Non-Selection Post |
| 6 | Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109) | 18 to 45 years |
| 7 | Minimum educational qualification for direct recruitment | Matric pass from a recognized University/ Board. |
| 8 | Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees | No |
| 9 | Period of probation (if any) | As per Regulation-4 |
| 10 | Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods.
(The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be) | 25 % by promotion
75% by direct recruitment. |
| 11 | In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made | By promotion from Porters having minimum three years service as such on the basis of seniority. |

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

ANNEXURE-76

RECRUITMENT AND PROMOTION RULES FOR THE POST OF DAFTRI IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Daftri
2	No. of posts	25
3	Classification	CLASS-IV
4.	Scale of pay	Rs. 4900-10640+1400 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	--
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100 % by promotion
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Peons/Chowkidars/Gardeners/Waterman/ Water lady with atleast five years service on the basis of combined seniority with Fifth pass from a recognized School as minimum qualification subject to rejection of unfit. ¹

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

ANNEXURE-77

RECRUITMENT AND PROMOTION RULES FOR THE POST OF PEON IN HIMACHAL ROAD TRANSPORT CORPORATION.

- | | | |
|----|--|--|
| 1 | Name of the post | Peon |
| 2 | No. of posts | 86 |
| 3 | Classification | CLASS-IV |
| 4. | Scale of pay | Rs.4900-10680+ Rs.1300 Grade Pay |
| 5 | Whether selection post or non selection post | Non-Selection Post |
| 6 | Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109) | 18 to 45 years |
| 7 | Minimum educational qualification for direct recruitment | Has passed Middle standard examination from a recognized Board or equivalent. |
| 8 | Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees | No |
| 9 | Period of probation (if any) | As per Regulation-4 |
| 10 | Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods.
(The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be) | By direct recruitment or through transfer from posts in equal scale and with equal qualification in H.R.T.C. |
| 11 | In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made | -- |

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

ANNEXURE-78

RECRUITMENT AND PROMOTION RULES FOR THE POST OF CHOWKIDAR IN HIMACHAL ROAD TRANSPORT CORPORATION.

- | | | |
|----|--|---|
| 1 | Name of the post | Chowkidar |
| 2 | No. of posts | 113 |
| 3 | Classification | CLASS-IV |
| 4. | Scale of pay | Rs.4900-10680+ Rs.1300 Grade Pay |
| 5 | Whether selection post or non selection post | Non-Selection Post |
| 6 | Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109) | 18 to 45 years |
| 7 | Minimum educational qualification for direct recruitment | 5 th Class pass from a recognized School.
Preference will be given to Ex-serviceman |
| 8 | Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees | No |
| 9 | Period of probation (if any) | As per Regulation-4 |
| 10 | Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods.
(The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be) | By direct recruitment. |
| 11 | In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made | -- |

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

ANNEXURE-79

**RECRUITMENT AND PROMOTION RULES FOR THE POST OF GARDENER
IN HIMACHAL ROAD TRANSPORT CORPORATION.**

- | | | |
|----|--|---|
| 1 | Name of the post | Gardener |
| 2 | No. of posts | 8 |
| 3 | Classification | CLASS-IV |
| 4. | Scale of pay | Rs.4900-10680+ Rs.1300 Grade Pay |
| 5 | Whether selection post or non selection post | Non-Selection Post |
| 6 | Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109) | 18 to 45 years |
| 7 | Minimum educational qualification for direct recruitment | 5 th Class pass from a recognized School |
| 8 | Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees | No |
| 9 | Period of probation (if any) | As per Regulation-4 |
| 10 | Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods.
(The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be) | By Direct Recruitment. |
| 11 | In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made | --. |

**Note: Please see Annexure "D" for remaining
Part of other service conditions from
S.No.11 to 18**

ANNEXURE-80

RECRUITMENT AND PROMOTION RULES FOR THE POST OF SWEEPER IN HIMACHAL ROAD TRANSPORT CORPORATION.

- | | | |
|----|--|----------------------------------|
| 1 | Name of the post | Sweeper |
| 2 | No. of posts | 30 |
| 3 | Classification | CLASS-IV |
| 4. | Scale of pay | Rs.4900-10680+ Rs.1300 Grade Pay |
| 5 | Whether selection post or non selection post | Non-Selection Post |
| 6 | Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109) | 18 to 45 years |
| 7 | Minimum educational qualification for direct recruitment | Candidate should be literate |
| 8 | Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees | No |
| 9 | Period of probation (if any) | As per Regulation-4 |
| 10 | Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods.
(The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be) | By Direct Recruitment. |
| 11 | In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made | -- |

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

ANNEXURE-81

RECRUITMENT AND PROMOTION RULES FOR THE POST OF WATERMAN/LADY IN HIMACHAL ROAD TRANSPORT CORPORATION.

- | | | |
|----|--|----------------------------------|
| 1 | Name of the post | Waterman/Lady |
| 2 | No. of posts | 15 |
| 3 | Classification | CLASS-III |
| 4. | Scale of pay | Rs.4900-10680+ Rs.1300 Grade Pay |
| 5 | Whether selection post or non selection post | Non-Selection Post |
| 6 | Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109) | 18 to 45 years |
| 7 | Minimum educational qualification for direct recruitment | Candidate should be literate |
| 8 | Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees | No |
| 9 | Period of probation (if any) | As per Regulation-4 |
| 10 | Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods.
(The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be) | By Direct Recruitment. |
| 11 | In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made | -- |

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

ANNEXURE-82

RECRUITMENT AND PROMOTION RULES FOR THE POST OF PORTER IN HIMACHAL ROAD TRANSPORT CORPORATION.

- | | | |
|----|--|-------------------------------------|
| 1 | Name of the post | Porter |
| 2 | No. of posts | 33 |
| 3 | Classification | CLASS-III |
| 4. | Scale of pay | Rs.4900-10680+ Rs.1300 Grade Pay |
| 5 | Whether selection post or non selection post | Non-Selection Post |
| 6 | Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109) | 18 to 45 years |
| 7 | Minimum educational qualification for direct recruitment | Middle pass from a recognized Board |
| 8 | Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees | No |
| 9 | Period of probation (if any) | As per Regulation-4 |
| 10 | Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods.
(The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be) | 100 % by Direct Recruitment |
| 11 | In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made | -- |

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

ANNEXURE-83

RECRUITMENT AND PROMOTION RULES FOR THE POST OF REGIONAL MANAGER (MATERIAL MANAGEMENT) IN HIMACHAL ROAD TRANSPORT CORPORATION.

- | | | |
|----|--|---|
| 1 | Name of the post | Regional Manager (Material Management) |
| 2 | No. of posts | 1 |
| 3 | Classification | CLASS-I |
| 4. | Scale of pay | Rs.10300-34800+ Rs.5400 Grade Pay |
| 5 | Whether selection post or non selection post | Selection Post |
| 6 | Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109) | 18 to 45 years |
| 7 | Minimum educational qualification for direct recruitment | Post Graduate Diploma in Material Management or M.B.A or equivalent |
| 8 | Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees | No |
| 9 | Period of probation (if any) | As per Regulation-4 |
| 10 | Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods.
(The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be) | 100 % by Direct Recruitment |
| 11 | In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made | -- |

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

ANNEXURE-84

RECRUITMENT AND PROMOTION RULES FOR THE POST OF COMPUTER PROGRAMMER IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Computer Programmer
2	No. of posts	6
3	Classification	CLASS-II
4.	Scale of pay	Rs.10300-34800+ Rs.5000 Grade Pay
5	Whether selection post or non selection post	Selection Post.
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	BE in Computer Science or MCA from the recognized University
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	(i) 50 % by promotion (ii) 50% by Direct Recruitment
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Asstt. Programmer with atleast three years service as such on the basis of merit-cum-seniority subject to rejection of unfit failing which by direct recruitment.

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

ANNEXURE-85

RECRUITMENT AND PROMOTION RULES FOR THE POST OF ASSISTANT PROGRAMMER IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Assistant Programmer
2	No. of posts	6
3	Classification	CLASS-III
4.	Scale of pay	Rs.10300-34800+ Rs.3800 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	(i) Master in Computer Application (ii) BE in Computer Science with one year's Post Graduate Diploma in Computer Science and Application from a recognized University/ Institution. ¹
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	(i) 50 % by promotion (ii) 50% by Direct Recruitment
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Computer Operators with three years service as such on the basis of seniority, subject to rejection of unfit failing which by direct recruitment.

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

ANNEXURE-86

RECRUITMENT AND PROMOTION RULES FOR THE POST OF COMPUTER OPERATOR IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Computer Operator
2	No. of posts	4
3	Classification	CLASS-III
4.	Scale of pay	Rs.10300-34800+ Rs.3200 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	B.Sc. Non-Medical with one year Diploma in Computer application from Recognized University.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	50 % by promotion 50% by direct recruitment. ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Console Operator with three years service as such on the basis of seniority subject to rejection of unfit failing which by direct recruitment.

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

ANNEXURE-87

RECRUITMENT AND PROMOTION RULES FOR THE POST OF CONSOLE OPERATOR IN HIMACHAL ROAD TRANSPORT CORPORATION.

- | | | |
|----|--|--|
| 1 | Name of the post | Console Operator |
| 2 | No. of posts | 30 |
| 3 | Classification | CLASS-III |
| 4. | Scale of pay | Rs.10300-34800+ Rs.3800 Grade Pay |
| 5 | Whether selection post or non selection post | Non-Selection Post |
| 6 | Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109) | 18 to 45 years |
| 7 | Minimum educational qualification for direct recruitment | 10+2 with one year Diploma in Data Entry operation from recognized University Board/ Institute |
| 8 | Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees | No |
| 9 | Period of probation (if any) | As per Regulation-4 |
| 10 | Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods.
(The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be) | 100 % by direct recruitment. |
| 11 | In case of recruitment by promotion, -- deputation, transfer, grades from which promotion/deputation/transfer is to be made | -- |

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

ANNEXURE-88

RECRUITMENT AND PROMOTION RULES FOR THE POST OF LEDGER KEEPER/DAY BOOK WRITER IN HIMACHAL ROAD TRANSPORT CORPORATION.

- | | | |
|----|--|---|
| 1 | Name of the post | Ledger Keeper/Day Book Writer
(Note The Day Book Writer shall stand merged in Ledger Keeper) |
| 2 | No. of posts | 48 |
| 3 | Classification | CLASS-III |
| 4. | Scale of pay | Rs. 5910-20200 + Rs.1900 Grade Pay 50%
Rs. 5910-20200 + Rs.2400 Grade Pay (50%) |
| 5 | Whether selection post or non selection post | Non-Selection Post |
| 6 | Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109) | 18 to 45 years |
| 7 | Minimum educational qualification for direct recruitment | (i) Essential: Matric with 2 nd Division or 10+2 from recognized University.
(ii) Desirable: 10+2 with Commerce from a recognized Board/University. |
| 8 | Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees | No |
| 9 | Period of probation (if any) | As per Regulation-4 |
| 10 | Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods.
(The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be) | 100 % by Direct Recruitment |
| 11 | In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made | -- |

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

ANNEXURE-89

RECRUITMENT AND PROMOTION RULES FOR THE POST OF PETROL PUMP ATTENDANT IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Petrol Pump Attendant
2	No. of posts	40
3	Classification	CLASS-III
4.	Scale of pay	5910-20200 + Rs.1900 Grade Pay
5	Whether selection post or non selection post	Non-Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	Matric with second Division or 10+2 from a recognized Board/University.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	50% by Direct Recruitment 50% by promotion ¹
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst Matriculate Peons/Chowkidar/Sweepers/Washer Boys with minimum three years service as such on the basis of seniority inter-se subject to rejection of unfit. ²

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

² 4th amendment vide order No. HO:9E-865/2000 (A) dated 07.03.2005

ANNEXURE-90

RECRUITMENT AND PROMOTION RULES FOR THE POST OF CHIEF GENERAL MANAGER IN HIMACHAL ROAD TRANSPORT CORPORATION.

1	Name of the post	Chief General Manager ¹
2	No. of posts	1
3	Classification	CLASS-I
4.	Scale of pay	Rs.37400-67000+Rs.8900 Grade Pay
5	Whether selection post or non selection post	Selection Post
6	Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109)	18 to 45 years
7	Minimum educational qualification for direct recruitment	MBA or M. Tech (Mechanical) or Bachelor of Engineering with 10 years service in the State Transport Undertakings in a senior level Executive post.
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees	No
9	Period of probation (if any)	As per Regulation-4
10	Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods. (The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be)	100% by promotion
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made	By promotion from amongst General Managers with atleast three years service in the grade of General Manager on the basis of merit-cum-seniority.

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ Rule prescribed vide 2nd amendment No.HO:9E-865/97 (A) dated 26.03.1998

ANNEXURE-91

RECRUITMENT AND PROMOTION RULES FOR THE POST OF SENIOR PRIVATE SECRETARY IN HIMACHAL ROAD TRANSPORT CORPORATION.

- | | | |
|----|--|--|
| 1 | Name of the post | Senior Private Secretary ¹ |
| 2 | No. of posts | 1 |
| 3 | Classification | CLASS-I |
| 4. | Scale of pay | Rs.10300-34800+Rs.5400 Grade Pay |
| 5 | Whether selection post or non selection post | Selection Post |
| 6 | Age for direct recruitment (See proviso for age relaxation in Annexure "D" on page 109) | 18 to 45 years |
| 7 | Minimum educational qualification for direct recruitment | |
| 8 | Whether age and educational qualifications prescribed for direct recruitment will apply in the case of the promotees | No |
| 9 | Period of probation (if any) | As per Regulation-4 |
| 10 | Method of recruitment, whether by direct recruitment or by promotion, deputation/transfer and the percentage of vacancies to be filled in by the various methods.
(The vacancies occurring and proposed to be filled by direct recruitment shall be notified to Employment Exchanges/or other specified agencies as the case may be) | 100% by promotion |
| 11 | In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to be made | By promotion from amongst Private secretary with atleast three years service in the grade on the basis of merit-cum-seniority. |

Note: Please see Annexure "D" for remaining Part of other service conditions from S.No.11 to 18

¹ One post of Private Secretary upgraded to that of Senior Private Secretary vide order No.HO:9E-865/2006 865/2006 (A) dated 15.02.2011.

ANNEXURE-“D”

Condition-11 continued.

Note: 1 below condition No.11.

In all cases of promotion adhoc services rendered in the feeder post upto 31.3.1991, if any, prior to the regular appointment to the post shall be taken into account towards the length of service as prescribed in these rules for promotion subject to the conditions:-

- (a) That in all cases where a junior persons becomes eligible for consideration by virtue of total length of service (including adhoc service rendered upto 31.3.1991) in the feeder post,. In view of the provisions referred to above, all persons seniors to him in the respective category, post cadre shall be deemed to be eligible for consideration and placed above the junior persons in the field of consideration.

Provided that all incumbent to be considered for promotion shall possess the minimum qualifying service of atleast 3 years or that prescribed in the Recruitment and Promotion Rules for the post whichever is less.

- (b) Similarly, in all cases of confirmation adhoc service rendered in the post upto 31.03.1991, if any, prior to the regular appointment against such post shall be taken into account towards the length of service.

Provided that the inter-se-seniority as a result of confirmation after taking into account adhoc service shall remain unchanged.

- (c) Adhoc service rendered upto 31.03.1991 shall not be taken into account for confirmation/ promotion/ purposes.

Note-II Provisions of Rules 10 and 11 are to be revised with the approval of Board of Directors as and when a number of posts under rule-2 are increased.

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| 12. | If a Departmental Promotion Committee selection Committee exists, what is its composition. | As provided in Annexure”B” of Regulation 3. |
| 13. | Circumstances under which the HPPSC is to be consulted in making recruitment. | Nil |
| 14. | Essential requirement for direct recruitment: | A candidate for appointment to any service of post must be:-

(a) A citizen of India, or
(b) A Subject of Nepal, or
(c) A Subject of Bhutan, or
(d) A Tibetan refugee who came to India before 1.1.62 with the intention of permanently settling in India.
OR
(e) A person of India, originally who has migrated from Pakistan, Shri Lanka, Tangenia, Yoganda or Bangladesh with the intention of permanently setting in India |

Provided that if he belongs to category (b) to (d) he must be a person in whose favour of certificate of eligibility has been granted by the Government of India.

Provided further that, if he, belongs to a category (e) the certificate of eligibility will be valid only for a period of one year from the date of his appointment beyond which he can be retained in service if he has become a citizen of India.

2. A candidate in whose case a certificate of eligibility is necessary, may be admitted to a test or interview, as the case may be and he may also provisionally be appointed subject to the necessary certificate being given to him by the requisite Govt. and unless he is in the service of the Government or a Body Corporation he must produced:-
- (i) A certificate of good moral character from the Principal Academic Officer of his University, Board, College, School of Technical Institution as the case may be, last attended.
 - (ii) A certificate of good moral character from two responsible persons, not being his relatives, who are well acquainted with him in private life and unconnected with his University, Board, College, School or Technical Institution.
 - (iii) A Medical Certificate of fitness from the requisite Boards or authority as the case may be required by Rule-10 of the Fundamental Rights and Rule 3,4, of the Supplementary Rules, as amended from time to time.
 - (iv) A declaration to the effect that he has not more than one wife living. In the case of a female candidate, if married, a declaration to the effect that she has not married a person having already an spouse living.
 - (v) Attested copies of educational/technical qualification.
 - (vi) Attested copies of certificates of experience, if any.
 - (vii) Certificate of place of domicile.

Provided that in relation to (iii) above the competent authority, may at his discretion direct a member of the service at any time for vaccination, re-vaccination and/or a medical examination before such medical Board/Authority as may be prescribed by a special or general orders.

Provided further that the Corporation may if, satisfied that there are special grounds for doing so exempt any person from the operation of clause (iv) above.

15. Selection for appointment to the post of direct recruitment.

Selection for appointment to the post in the case of direct recruitment/LDR shall be made on the basis of written test/Trade test and viva-voce test as the case may be.

15-A.-do-

Selection for appointment to the post of contract appointment

(1) CONCEPT

(a) Under this policy the candidate in Himachal Road Transport Corporation will be engaged on contract basis initially for one year, which may be extendable on year to year basis.

(b) The candidate will be selected by notifying the vacancies to Employment Exchanges or by advertising the vacant posts in two leading newspapers.

(c) The selection will be made in accordance with the eligibility conditions prescribed in the R & P Rules.

(d) Contract appointee so selected will not have any right to claim regularization or permanent absorption in Corporation job.

(II) Emoluments payable.

The candidate appointed on contract basis will be paid consolidated remuneration as may be fixed from time to time.

(III) Appointing/Disciplinary Authority.

As prescribed in Annexure "A" and "B" appended to HRTC (Class-I,II ,III and IV) Service Recruitment, Promotion and Certain Conditions of Service Regulations, 1996.

SELECTION PROCESS:

The selection for appointment to the post in the case of contract appointment will be made on the basis of written test/trade test or viva voce the standard/syllabus etc. of which will be determined by the Selection Committee prescribed in the R & P Rules.

(V)COMMITTEE FOR SELECTION OF CONTRACTUAL APPOINTMENT.

As prescribed in Annexure "B" appended to HRTC (Class-I,II ,III and IV) Service Recruitment, Promotion and Certain Conditions of Service Regulations, 1996 or as may be constituted by the competent authority from time to time.

(VI) AGREEMENT:

After selection of a candidate, he/she shall sign an agreement as per Annexure-AA appended to these amendments.

(VII) TERMS AND CONDITIONS:

As mentioned in Annexure "AA"

(VIII) RIGHT TO CLAIM REGULAR APPOINTMENT:

The candidate engaged on contract basis under these rules shall have no right to claim for regularization/permanent absorption in HRTC at any stage.

16. Reservation:

The appointment to the service shall be subject to orders regarding reservation in the service for SC/ST Other Backward Classes and other categories of persons issued by the Himachal Pradesh Government from time to time.

17. Departmental Examination:

Not applicable except where specifically mentioned.

18. Power to relax

The Corporation may at any time at its sole discretion and for special reasons to be recorded in writing exempt any member of the service from any of the provision of these regulations in so far as they concerned matters

like recruitment, promotion, period of probation, retention in service or otherwise, qualification age, experience, passing of examination or test and training, refresher courses etc.etc. on the recommendations of the Managing Director.

(i) Proviso below rule-6

Provided that the upper age limit for direct recruitment will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc basis or on contract basis.

Provided further that upper age limit is relaxable for Scheduled caste/Scheduled Tribes/ Other categories of persons to the extent permissible under the general or special order of the Himachal Pradesh Government.

Note-I

Age limit for direct recruitment will be reckoned on the first day of the year in which the post are advertised for inviting applications or notified to Employment Exchanges, as the case may be.

Other conditions as laid down in the preface/other service conditions in H.R.T.C.

Note-II

Age and experience in the case of direct recruitment in case of Class-II,III and IV posts relaxable at the discretion of the Managing Director and Class-I at that of Board in the case of candidate otherwise well qualified.

ANNEXURE "AA"

**FORM OF CONTRACT AGREEMENT TO BE EXECUTED BETWEEN THE _____ AND
THE HIMACHAL ROAD TRANSPORT CORPORATION THROUGH MANAGING DIRECTOR.**

This agreement is made on this _____ day of _____ in the year _____ between Shri/Smt. _____ S/O/D/O Sh. _____ R/O _____ contract appointee (hereinafter called the FIRST PARTY) and the Managing Director, Himachal Road Transport Corporation through its Regional Manager, HRTC _____ (hereinafter called the SECOND PARTY). whereas the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a _____ on contract basis on the following terms and conditions:-

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as _____ for a period of one year commencing on the day _____ and ending on the day of _____. It is specifically mentioned and agreed upon by both the parties that the contract of the FIRST PARTY with SECOND PARTY shall ipso-facto stand terminated on the last working day i.e. on _____ and information notice shall not be necessary.
2. The contract salary of the FIRST PARTY WILL be Rs. _____ per month.
3. The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be terminated in case the performance/ conduct of the contract appointee is not found good.
4. The contractual appointment shall not confer any right to incumbent for the regular service at any stage.
5. Contractual appointee will be entitled for one day casual leave after putting one month service. This leave can be accumulated upto one year. No leave of any kind is admissible to the contractual appointee. He'/she will not be entitled for Medical Reimbursement and LTC etc. Only maternity leave will be given as per Rules
6. Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract A contractual appointee will not be entitled for salary for the period of absence from duty.
7. Transfer of a person appointed on contract basis will not be permitted from one place to another in any case.
8. Selected candidate will have to submit a certificate to his/her fitness from a Govt/Registered Medical practitioner. In case of women candidates pregnant beyond twelve weeks will render her temporarily unfit till the confinement is over. The women candidate should be re-examined for fitness from an authorized medical officer/ practitioner.
9. Contract official shall be entitled to TA/DA if required to go on tour in connection with his official duties at the same rate as applicable to regular counter part officials.
10. The employees Group Insurance Scheme will not be applicable to the contractual appointee (s) as well as EPF/GPF.

DETAILS OF AMENDMENTS MADE IN THE RECRUITMENT & PROMOTION REGULATIONS, 1996.

1.	HO:9E-865/22/95-A(II) dated 18.10.1996	1 st amendment, 1996
2.	HO:9E-865/97 (A) dated 26.03.1998	2 nd amendment, 1998
3.	HO:9E-22/95 (A) daed 30.06.2000	3 rd amendment, 2000
4.	HO:9E-865/2000 (A) dated 07.03.2005	4 th amendment, 2005
5.	HO:9E-965/2000 (A) dated 03.08.2006	5 th amendment, 2006
6.	HO:9E-865/2006 (A) dated 26.07.2008	6 th amendment, 2007
7.	HO:9E-865/2006 (A) dated 22.02.2008	7 th amendment, 2007
8.	HO:9E-865/2006 (A) dated 15.02.2011	8 th Amendment, 2011