Rajasthan State Road Transport Corporation

THE RAJASTHAN STATE ROAD TRANSPORT CORPORATION EMPLOYEES SERVICE REGULATIONS, 1965

&

MEDICAL ATTENDANCE REGULATIONS, FREE PASS REGULATIONS, FESTIVAL ADVANCE REGULATIONS, COMPENSATORY (CITY) ALLOWANCE REGULATIONS, FREE EDUCATION FACILITY REGULATIONS, RATES OF DEARNESS ALLOWANCE, SCHEDULE OF REVISED PAY SCALES, 1989, REVISED PAY SCALES REGULATIONS, 1989 AND GRANT OF ADVANCE FOR PURCHASE OF CONVEYANCE REGULATIONS

(Corrected upto 31 st January, 1992)

PRICE : Rs.

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PREFACE

During the year 1967 the Employees Service Regulations, Medical Attendance ations and Free Pass Regulations were printed for first time for the Convenience e Staff and Officers of the Corporation. The second edition was published orporating all the amendments made upto 31st January, 1979 alongwith the gulations for Festival Advance, Compensatory (City) Allowance, Free Education y, Rates of Dearness Allowance and Revised New Pay Scales, 1977.

It has been felt necessary that a third edition should be brought out by orating all the amendments made upto 31 st January, 1992 alongwith the tions for grant of advance for purchase of conveyance to the Corporation yees.

It is hoped that all the officers and employees will find the third edition for them.

Although, efforts have been made to incorporate all the amendments, yet e any error/ommission is found in this edition, the same may please be brought notice of the Accounts (Rules) Department for rectification.

P. S. Bhatnagar
Financial Advisor & Chief Accounts Officer,
Rajasthan State Road
Transport Corporation,
Jaipur.

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The Rajasthan State Road Transport Corporation Employees Service Regulations.

In exercise of the powers vested under Section 45 of the Road Transport Corporations Act, 1950, the Rajasthan State Road Transport Corporation makes the following regulations regarding the conditions of appointment and service of the persons appointed to the services and posts in connection with the affairs of the Corporation.

CHAPTER I

1. These regulations may be called, "The Rajasthan State Road Transport Corporation Employees Service Regulation." They shall come into force with effect from 15-8-1965.

2. Unless otherwise expressly provided, these regulations apply to all employees of the Corporation other than the following :—

   (a) The Chairman, the Managing Director and the Financial Advisor & Chief Accounts Officer whose conditions of appointment and service be such as may be prescribed by the State Government.

   (b) Workers covered by the Motor Transport Workers Act, 1961 and the Factories Act. 1948.

   (c) Persons on deputation from the Government of Rajasthan or from the Government of any other State or the Government of India, or any Statutory Board or Corporation, who will be governed by the rules applicable to them in their substantive appointment and the terms and conditions of deputation, as may be agreed to between the Corporation and their respective employers.

   (d) Employees appointed on contract.

3. Power to relax regulations :

The Corporation may, subject to limits of its powers to make such regulations, relax the provisions of these regulations to such extent and subject to such conditions as it may consider necessary in a just and equitable manner, subject to the approval of the State Government.

4. Power to Amend :—

The Corporation may amend or delete any regulations or frame any new regulation at its discretion, subject to the approval of the State Government.

5. Power to interpret :—

The State Government shall have absolute right of interpreting these regulations and its decision shall be binding on Corporation employees.

6. Power to delegate :—

The Corporation may declare any of its officers as competent authority and delegate to him, subject to any conditions which it may impose any power under these regulations.

Provided that no persons other than the competent authority so declared, shall exercise or delegate powers under these regulations without specific or general orders from the Corporation.

CHAPTER II

Definitions

7. Unless there be something repugnant in the subject or context the terms defined in this chapter are used in the regulations in the sense here explained :—

(1) **Age**—(a) For the purposes of these regulations age shall be computed from the date of birth of an employee, who shall be required to produce authentic proof thereof at the time of his employment or within three months from the date of his employment.

(b) The following proofs may be accepted as authentic date of birth in order of preference :—

(i) date of birth in the school certificate;

(ii) date of birth given in the municipal birth certiricate;

(iii) date of birth given in the horescope provided it was prepared soon after the date of birth stated by the employee;

(c) If an employee is unable to state his exact date of birth, but can state the year, or year and the month of birth, the 1st July or the 16th day of the month respectively may be treated as the date of birth;

(d) If an employee is unable to state even the year of birth, a certificate from a Medical Officer approved by the Corporation specifying the approximate year may be accepted for the purpose of computing age;

(e) When an employee is required to retire on attaining a specified age the day on which he attains that age is reckoned as non-working day, and he must retire with effect from and including that day.

(2) **Apprentice**—Means a person not employed in or against a substantive vacancy and who is deputed for training in the Rajasthan State Road Transport Corporation with a view to employment, whether he draws any stipend or allowance or not during the period of such training.

(3) **Cadre**—Means the strength of a service or part of a service sanctioned as a separate unit.

(4) **Compensatory allowance**—Means an allowance granted to meet personal expenditure necessitated by the special circumstances in which duty is performed e. g. a motor car or other conveyance allowance. It includes travelling allowance, a motor car or other conveyance allowance.

(5) **Competent authority**—In relation to exercise of any power means the Rajasthan State Road Transport Corporation or any other authority to which the power is delegated by the Corporation under these regulations.

(6) **Corporation**—Means the Rajasthan State Road Transport Corporation established by the Rajasthan Government in exercise of powers conferred by Section 23 of the Road Transport Corporation Act, 1950.

(7) **Duty**–Means time spent in discharge of service under the Corporation and includes–

(a) (i) Service rendered as a probationer or apprentice, provided such service is followed by confirmation.

(ii) Joining time.

(b) (i) Time spent in any training sponsored by the Corporation,

(ii) The period of compulsory waiting by an employee returning from leave or after handing over charge of a post for posting on another post,

(iii) Period spent on journey to and from the place of examination and the period occupied in attending an optional or obligatory examination at which the employee is permitted to appear by the competent authority.

(8) **Employee in permanent employ**—Means a person employed under the Corporation who holds substantively a permanent post or who holds a lien on a permanent post or would hold a lien on permanent post had the lien not been suspended.

(a) **Employees on work-charge**—Means an employee's appointment on daily rate basis in the Rajasthan State Road Transport Corporation and includes the following workcharge employees :

1.	Farrash	7.	Hallies
2.	Chowkidar	8.	Bhisties
3.	Mali/Gardner	9.	Ward-keeper
4.	Sweeper	10.	Store Attendants
5.	Waterman	11.	Store Assistant
6.	Beldars (including Head Beldar : Gangman)	12.	Coolies.

(9) **Foreign Service**—Means a service in which an employee receives his substantive pay with the sanction of the Corporation from a source other than from the Fund of the Corporation.

(10) **Holiday**-Means a day on which all or any particular office is ordered to be closed or a specified class of employees is allowed holiday by a competent authority.

(11) **Honorarium**—Means a recurring or non-recurring payment granted from the Fund of the Corporation to any employee as remuneration for any special work of occassional and intermittant nature which cannot be regarded as part of legitimate duties of the employee.

(12) **Joining Time**—Means the time allowed to an employee in which to join a new post or to travel to the station of his new posting.

(13) **Leave**—Leave includes earned leave, maternity leave, extra-ordinary and study leave.

(14) **Leave Salary**--Means the amount of salary paid to an employee during leave.

(15) **Lien**—Means title of an employee to hold a permanent post substantively and the right to resume on return to duty after a period or periods of absence.

(16) **Month**—Means a calendar month. A period expressed in terms of months and days is first calculated by complete calendar months, irrespective of the number of days in each, and the odd number of days calculated subsequently.

(17) **Officiate**—Means performance of duties of a post by an employee on which another employee holds a lien. Corporation may appoint an employee to officiate in a vacant post on which no other employee holds a lien or pending a parmanent appointment in that post.

(18) **Pay**—Means the amount to which an employee is entitled to and is drawn by him monthly in respect of the post held by him substantively or in officiating capacity, and includes :—

(i) Personal Pay

(ii) Special pay, and

(iii) any other emoluments which may be specially classed as pay by the competent authority.

(19) **Permanent Post**--Means a post carrying a definite rate of pay, sanctioned without limit of time.

(20) **Personal pay**—Means additional pay granted to an employee :

(i) to save him from loss of substantive pay in respect of permanent post due to revision of pay or reduction in such pay not being a reduction as a disciplinary measure; or

(ii) in exceptional circumstances on other personal considerations.

(21) **Presumptive pay**—Means the pay of particular employee to which he would be entitled to if he held the post substantively and it does not include special pay unless the employee discharges the work or full responsibility or works under condition in consideration of which the special pay was sanctioned.

(22) **Probationer**—Means a person appointed provisionally against a substantive vacancy in a cadre or on a substantive vacant post of the Corporation.

Note—The status of a probationer is to be considered as having the attributes of substantive holder of a post except where the regulations prescribed otherwise.

(23) **Service regulations**—Means the Rajasthan State Road Transport Corporation Employees Service Regulations.

(24) **State Government**—Means the Government of Rajasthan.

(25) **Special pay**—Means an addition of the nature of pay of a post or of an employee, granted in consideration of :—

(a) The specially arduous nature of the duties;

(b) The specific addition to the work or responsibility;

(c) The un-healthiness of the locality in which the work is performed.

(26) **Subsistence Grant**—Means an amount monthly granted to an employee who is not in receipt of pay or leave salary.

(27) **Substantive pay**—Means the pay [other than special pay or personal pay, emoluments classed as pay under Regulation 7 (18)] to which an employee is entitled to on account of his appointment substantively to a post or cadre under the Corporation.

(28) **Temporary post**—Means a post created temporarily for a specified period.

(29) **Time scale of pay**-Means pay which subject to any condition prescribed in these Regulations, rises by periodical increments from a minimum to a maximum.

Time scales are treated to be indentical if minimum, maximum, the period of increment and the rate of increment of the time scales are the same.

(30) **Transfer**—Means the movement of an employee from one headquarter station in which he is employed to another such station to take up the duties of a new post or as a result of a change in his headquarter.

(31) **Calendar Year**—Means a year begining from January of the year ending with 31st December.

CHAPTER III

General Conditions of Service

Condition of Medical Fitness :

8. No person may be appointed to a post in the Corporation without a certificate in the following form from the Medical Officer appointed or approved by the Corporation. This certificate must be produced on first appointment at the time of joining duty and a true copy kept in the personal file of the employee.

Health Certificate

I do hereby certify that I have examined.....a candidate for employment in the Corporation and cannot discover that he has any disease, constitutional affection or bodily infirmity except.....

I do not consider this a disqualification for employment in the Corporation. The candidate's age is, according to his own statement,.....years and by appearance, about.....years.

Age on first appointment :

9. (a) A person whose age exceeds 33* years may not ordinarily be admitted into permanent service of the Corporation. Competent authority may, however, relax the age of entry in individual cases or in the case of specified posts by special or general orders.

   (b) No person who is below 18 years shall be appointed to any post in the Corporation.

10. A person recruited through a competitive examination and who had to undergo medical examination in accordance with the Regulations prescribed for appointment or a person appointed temporarily for six months or a retired employee of Corporation on his re-employment may be exempted from the production of a medical certificate of health.

    Provided that a person re-employed after resignation or forfeiture of past service shall have to produce a medical certificate of health.

11. (a) A person appointed in the service of the Corporation may be employed in any manner and his whole time will be at the disposal of the Corporation, without claim for additional remuneration. Provided that no woman shall be required or allowed to work whether as employee or otherwise during the night.

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* The figure '33' inserted vide office order No. F. 2 (28) Acctts/Rules/91/1478 dated 7.3.1991.

"Provided that no woman should be knowingly appointed or shall be engaged in employment during the six weeks foliwoing the day on which she has delivered a child."

"Further provided that any woman employed in the Corporation who has delivered a child shall, while she is nursing her child, be allowed half an hour twice a day during her working hours for this purpose in addition to regular intervals for rest."

(b) No person who has directly or indirectly, by himself or his partner or agent, any share or interest in any contract by on or behalf of a Corporation or any other road transport undertaking, shall become or remain an officer or servant of the corporation. An undertaking should be obtained before appointment of any person as class Ist and IInd officer of the Corporation.

12. An employee shall neither be appointed to hold two or more posts substantively except as temporary measure, nor shall he be appointed substantively to a post on which another employee holds a lien.

Lien :

13. An employee on substantive appointment to a permanent post acquires a lien on that post and ceases to hold any lien previously acquired on any other permanent post.

Suspension of lien :

14. Lien of an employee shall be suspended if he is :—

(i) Appointed to a permanent post outside his cadre; or

(ii) Appointed provisionally to a post on which another employee holds a lien or would hold the lien had his lien not been suspended.

Transfer of lien :

15. Lien of an employee may be transferred to another permanent post in the same cadre.

Retention of lien :

16. An employee holding substantively a permanent post retains his lien on that post :

(a) While performing duties of that post;

(b) While on foreign service, deputation, or holding a temporary post or officiating in another post;

(c) During joining time on transfer to another post unless he is transferred substantively to a post on lower pay in which case the lien is transferred to the new post from the date on which he is relieved of his duties in the old post;

(d) While on leave; and

(e) While under suspension.

Termination of lien :

17. An employee's lien shall not be terminated even his consent if he is left without a lien or a suspended lien.

Provided that a lien may be terminated on an employee's written request on his appointment to a permanent post outside the cadre on which he is borne but the competent authority may not provide lien on the new post if an employee wilfully abstains from making a request for termination of lien on the previous post.

Subscription to provident Fund :

18. An employee of the Corporation shall be require to subscribed to the Contributory Provident Fund of the Corporation in accordance with such Regulations, which may be prescribed by the Corporation.

Condition of pay & allowances :

19. The pay and allowances of an employee beg'n when he takes charge of the post in respect of which they are earned & ceased to draw as soon as he ceases to discharge the duties of the post.

Provided that pay and allowances shall be drawn from the date of assuming duties if charge is transferred before noon of that date.

Charge of an office :

20. Unless for special reasons (which must be recorded) by a superior authority. the charge of an office must be made over at the headquarters, both the relieving and relieved employees being present.

21. (a) If an employee is required to undergo training for a specified period before he assumes independent charge of that post, such employee if he resigns during the period of such training or within two years after the completion thereof, shall refund to the Corporation the emoluments paid to him during the period of such training together with other expenses incurred by the Corporation on such training.

(b) Every such employee shall be required to execute, before the period of training starts, a bond in the form prescribed.

22. (a) No employee shall be granted leave of any kind for a continuous period exceeding five years.

(b) Unless in exceptional circumstances of the case the competent authority otherwise determines, an employee shall be deemed to have resigned and shall cease to be employee of the Corporation if he;

(i) does not resume duty after remaining on leave for a continuous period of five years; or

(ii) after the expiry of leave remains absent from duty, otherwise than on foreign service or on account of suspension, for any period which together with the period of leave granted to him exceeds five years.

(c)* Wilful absence from duty after the expiry of leave shall render a Corporation employee liable to disciplinary action.

23. (a) Unless the period of notice is otherwise agreed to, the service of a temporary employee of the Corporation may be terminated at any time by one month's notice in writing given by the appointing authority or the employee himself.

(b) The Corporation may terminate the service of such temporary employee forthwith by payment to him sum equivalent to the amount of pay and allowance for the period of one month or for the period by which such notice falls short of one month or any agreed longer period.

Provided that the Corporation may not insist upon the emplooee resigning from service to deposit a sum equivalent to the amount of pay and allowance of the notice period but may debar him from future employment under the Corporation as a disciplinary measure.

23A. A person appointed under these Service Regulations may provisionally be posted against a post the conditions of which may be governed by Motor Transport Workers Act or Factories Act and other Laws and Rules applicable thereto and shall during the period of such appointment/posting governed by the previsons of such laws and rules, standing orders etc. but he shall continue to be governed by the Service Regulations in the matters not covered by the Law Rules, Standing orders etc.

CHAPTER IV

Pay and Addition to pay

24. An employee shall draw such pay for the post held by him which may be sanctioned by the competent authority "In any case the pay of an employee of the Corporation shall not exceed the pay sanctioned by the Corporation for the post held by him, unless otherwise provided in these regulaticns. No special or personal pay shall be granted to him without the specific sanction of the Corporation."

25. (a) An employee awaiting posting orders shall draw pay of the post which he held last or the pay which he will draw on his new post, which ever is less.

(b) In respect of any period treated as duty under Regulation 7 (7) (b) of Service Regulations an employee may be granted such pay as Corporation may consider equitable but in no case exceeding the pay which an employee would have drawn had he been on duty other than duty under Regulation 7 (7) (b).

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* Inserted vide order No. F. 2 (22) Acctts/Rules/86/2743 dated 18-10-86 effective from 25-9-86.

Special pay during the course of training

(c) (i) Any special pay drawn while on duty on the post held immediately prior to training will ordinarily be allowed to be drawn during the period of training, if the training is connected with the duties to which specified pay is related or with similar duties.

(ii) If the training is intended for a post which would carry a special pay equal to or higher than the special pay drawn while on duty on the post held immediately prior to proceeding on training, an employee may be allowed the special pay attached to that post during the course of training.

Provided that in both the cases referred to above grant of special pay will be subject to the condition that :

(i) the special pay was drawn before proceeding on training and

(ii) but for training the employee would have held the post from which he proceeded on training or would have held a post carrying a special pay equal to or higher than the special pay drawn while on duty on the post immediately held prior to proceeding on training.

***Regulation No. 26 :**

A Corporation employee already serving in one service, cadre or department who is appinted to another service, cadre or department by direct recruitment or special selection, (including transfer other than by deputation, from one service, cadre or department to another) and not by promotion according to service rules, shall have his initial pay fixed as follows :—

Category	Last pay on old post	Initial pay on new post
1	2	3
	(a) Substantive on a permanent post and not officiating on a higher post.	(a) Persons in category (a) shall have pay fixed as in the manner stated below :— (i) If the maximum of the scale of the new post is higher than the maximum of the old post, then pay shall be fixed at the stage of the time scale of the new post next above the last sub-stantive pay in the old post.

*Inserted vide office order No. F. 2 (22) Acctts/Rules/86/2399 dt. 19-3-86.

1	2	3
		(ii) If the maximum of the scale of the new post is equl to the maximum of the old post, then pay shall be fixed at the stage of the time scale of the new post which is equal to his last substantive pay on the old post, or if there is no such stage, the stage next below that pay plus personal pay equal to the difference.
		(iii) If the maximum of the scale of the new post is lower than the maximum of the old post, then the pay shall be fixed at the stage which he would have been counted as rendered against the condition that the pay so fixed shall be restricated to the pay last drawn in the old post.
		(iv) If minimum pay on the new post is higher than pay admissible under clause (i) (ii) & (iii) above then minimum pay shall be allowed.
	(b) (i) Substantative on a lower post but officiating on a higher permanent or temporary post in the same service, cadre or department provided that such officiation was in accordance with the provisions of Service Regulations relating to promotion, promulgated under Section 45 of the RTC Act, 1950.	(b) Persons covered by any paragraph in category (b) shall have pay fixed in the manner stated below :—
		(i) If minimum pay of the new post is equal or higher than the last pay in the old post other than that held substantively, then the minimum pay.
	(ii) Temporary on a permanent or temporary post, provided that appointment was made by direct recruitment, promotion, special selection, Emergency recruitment or as a part of initial constitution of a service or cadre, in accordance with the provisions of the service regulations relating to recruitment, promotion, and initial constitution promulgated under Section 45 of the RTC Act, 1950.	(ii) If minimum pay of the new post, is lower than last pay in the old post other than that held substantively then pay shall be fixed at that stage of the time scale which is equal to his last pay in the old post or if there is no such stage, the stage next below that pay plus personal pay equal to the difference. Provided that if the maximum of the scale of the new post is lower than the maximum of the old post, then the pay

2	3
(iii) Temporary on a permanent or temporary post, provided that if there are no service regulations promulgated under Section 45 of the RTC Act, 1950 and the post was within the purview of the Selection Committee, appointment was made on the advice of Selection Committee. (iv) Temporary on a permanent or temporary post, provided that appointment had been made in the process of absorption of persons declared 'surplus' due to abolition of posts, and that pay drawn on the abolished post was of the type described in paragraphs (a), (b) (i), (b) (ii) and (b) (iii) above.	shall be fixed at the stage which he would have been entitled to as if the period of service rendered on the old post would have been counted as rendered against the new post, subject to the condition that the pay so fixed shall be restricted to the pay last drawn in the old post. Provided further that if fixation of pay on the basis of pay admissible on substantive post in accordance with paragr ph (a) (i) or (a) (ii) or (a) (iii) above is more advantageous, pay shall be fixed under the said clauses.
(c) (i) Temporary on a permanent or temporary post having been appointed adhoc; without following the procedure laid down in the Service Regulations promulgated undet Section 45 of the RTC Act, 1950 or the Selection Committee regulation and the Corporation instruction issued there on. (ii) Temporary on a permanent or temporary post, have been appointed in the process of absorption of persons declared 'surplus' due to abolition of post but pay drawn on the abolished post was not of the type described in paragraphs (a), (b) (i), (b) (ii) and (b) (iii) above. (iii) Temporary on a permanent or temporary post, appointment to which is not regulated by any Service Regulations promulgated under Section 45 of the RTC Act, 1950 and which is also not within the purview of Selection Committee. (iv) Temporary on a permanent or temporary post other than of the type described in paragraphs (i) to (iii) above.	(c) Persons covered by any paragraph in category (c) shall have pay fixed in the manner state below :— Minimum of the scale or at such higher stage as may be approved by the Corporation on the recommendation of the Selection Committee or if the post is outside the purview of the Selection Committe on the recommendation of the Selecting Authority.

(2) Pay for the purpose of sub-rule (I) shall mean substantive pay, officiating pay and pay on temporary post and shall not include special pay.

(3) When appointment to the new post is made at the request of the Corporation employee and the maximum pay in the time scale of new post is lower than his last pay in the old post, he will draw that maximum of new post as initial pay.

(4) (a) In respect of a Corporation employee whose initial pay is fixed under paragraph (a) (ii), (a) (iii) and (b) (ii) of sub-rule (i) of this rule, the service rendered on his previous post since drawal of last increment shall be counted for purpose of grant of increment in the new post.

Exception :—If a Corporation employee in service as probationer/on probation is appointed to new post before completion of the prescribed period of probation satisfactorily, the period of service rendered on old post shall not be counted for this purpose on the new post.

(b) In cases other than (a) above, next date of increment shall be allowed on completion of the full requisite qualifying service counting for increment under Service Regulations.

NOTES

1. Reversion to post in the ordinary cadre or service from a special post not include in it or a tenure post included in that cadre or reversion from a temporary post held substantively to the permanent substantive post does not constitute substantive appointment to the post for the purpose of this regulation.
2. When a Corporation employee is appointed to a higher post on the date on which his increment in the lower substantive post falls due, his substantive pay for the purpose of fixing his initial pay in the higher post shall be inclusive of his increment accruing on thatd ate.
3. Fixation of pay on appointment to a tenure post will be regulated under this regulation and not under provisions of regulation 26-A.

It has further been decided that in respect of Service Regulations, so far as these are based on the RSRs., decisions, instructions, clarifications etc. issued by the State Govt. or Audit from time to time would be applicable to the RSRTC employees.

26. A (1) When a Corporation employee holding a post in a substantive, temporary, or officiating capacity is promoted to a post in the regular line of promotion in his service, cadre or department in a substantive, temporary or officiating capacity, his initial pay in the time scale of the higher post shall be fixed at the stage next above the pay nationally arrived at by increasing the actual pay drawn by him in the lower post by one increment at the stage at which such pay is drawn; provided :

(i) That where a Corporation employee immediately before his promotion to a higher post, drawing pay at the maximum of the time scale of the lower post, his initial pay in the time scale of the higher post shall be fixed at the stage in that time scale next above such maximum in the lower post;

(ii) That provisions of this regulation shall not apply in cases in respect of which the Corporation may provide such other method of pay fixation as may be deemed appropriate.

(2) Notwithstanding the provisions of Regulation 37 where the pay of a Corporation employee is fixed under sub-regulation (i) above the next increment shall be granted on the date he would have drawn his increment had he continued in the lower post provided that where the pay is fixed at the minimum of the time scale and the pay so fixed exceeds the pay drawn in the lower post by the amount equal to the amount of the next increment in the lower post plus the first amount of increment in the higher post, the next increment shall be admissible after completion of service for the full incremental period counting for increment under Regulation 37.

27. ***

28. When an employee is appointed to a higher post on the date on which his increment in the lower substantive post falls due, his substantive pay for the purpose of fixing his initial pay in the higher post shall be inclusive of his increment accruing on that date.

29. A time scale of pay of a cadre or class of service may be replaced by another time scale and if an employee holding substantively or officiating in a post in the cadre or class of service prior to the introduction of the new time scale has drawn pay equal to a stage or intermediate between two stages, in the new time-scale, then the initial pay in the new time-scale may be fixed at the pay last drawn and the period during which it was drawn may be counted for increment in the same stage or if the pay was intermediate between two stages, in the lower stage of that time scale.

Special pay taken into account on promotion

30. A special pay drawn by an employee under Regulation 7 (25) of Service Regulation continuously for a period of not less than two years shall be taken into account for the purpose of fixation of pay on promotion or appointment to a post carrying duties and responsibilities of greater importance than those attached to the post held by him and if the pay or the pay plus special pay attached to the higher post if any works out to less than the pay of the post held by him, the difference shall be allowed as personal pay to be absorbed in future increments.

*** Regulation 27 "Promotion for the purpose of Regulation 26 above shall mean appointment to a post carrying a pay scale of which maximum is higher than the maximum of the scale of the lower post" deleted vide order No. F. 2 (226) Acctts/Estt/69/2464 dated 25-4-1969, with effect from 1-1-1967.

Provided that the period of leave taken by an employee during that continuous period of 2 years will be taken into account for the purpose of fixation of pay, if it is certified by the appointing authority that the employee would have continued to draw special pay but for his proceeding on leave.

Postponment of officiation promotion till the date of next increment

31. ***

Regulation of pay where pay of a post is changed

32. An employee holding substantively or officiating appointment in a post the pay of which is changed, shall be treated as if transferred to a new post or the new pay, provided that he may at his option retain his old pay until the date on which he has earned his next increment, or any subsequent increment on the old scale or until he vacantes his post or ceases to draw pay on that time scale. The option once exercised shall be final. Failure to exercise option shall entail forfeiture of benefits of this regulation.

Option to elect revised pay during suspension

33. An employee under suspension may opt for the revised scale of pay under Regulation 32 above, in the following cases :

(i) If revised scale of pay takes effect from a date prior to the date of suspension or

(ii) If the revised scale of pay takes effect from a date falling within the period of suspension.

As a result of option in the former case he shall be entitled to benefit of increase in pay, if any, during duty period before suspension and also in subsistance allowance during suspension where as in the later case the benefit of option, will, however, accrue to him in respect of the period of suspension, only after his reinstatement depending on the fact whether the period of suspension is treated as duty.

Increment

34. (1) An increment accruing in a time scale of pay except next above the efficiency bar shall ordinarily be drawn as a matter of course unless it is with held by an autho-

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*** Regulation 31 "On merits of each case and looking to exigencies of the circumstances an appointing authority may decide whether the officiating appointment of an employee on higher post may be postponed till the date of his next increment, if it falls within two months of the intended date of promotion so as to enable the employee to get the advantage of fixation at a higher stage under Regulation 26 of these Regulation."

deleted vide order No. F. 2 (226)/Acctts/Estt/69/2464 dated 25-4-1969 with effect from 1-1-1967.

rity empowered to with-held such increment in accordance with provisions of classification, control and appeals regulations prescribed by the Corporation. *May order with-holding an increment shall state the period for which it is with-held and whether it has been with-held with or without cumulative effect.

**(2) Annual grade increment to an employee of the Corporation be allowed from the first of the month in which it would fall due under the operation of the existing regulations regulating increments.

Efficiency bar

35. Where an efficiency bar is prescribed in any time scale, the increment next above shall be given to an employee, with the specific sanction of the authority empowered to withheld increment. If an efficiency bar previously enforced against an employee is allowed to be crossed, he shall draw the pay in the time scale at such stage which may be fixed by the authority empowered to withho'd increments provided that the pay so fixed shall not exdeed the pay that he would have drawn had he not been stopped at the efficiency bar.

36. Any authority empowered to with-held increment shall review annually the cases of employees held up at efficiency bar with a view to determine whether the quality of their work has improved and generally, whether the defects for which they were stopped at the bar have been remedied to an extent sufficient to warrant the removal of the bar. If such employees are subsequently allowed to cross the bar, it may not be given retrospective effect.

Condition on which service counts for increments

37. Condition on which service counts for increments in a time scale are prescribed as under :

(a) All duty in a post on a time scale counts for increments in that time scale,

(b) Service in another post, other than a post carrying less pay on which an employee may be transferred on account of in-efficiency or mis-behaviour or on his written request, whether in substantive or officiating capacity,

(c) Service on deputation and all leave other than extra-ordinary leave counts for increments in the time-scale applicable to the post on which the employee holds a lien or to the post if any, on which he would hold a lien had his lien not been suspended. In case an employee was officiating in a post at the time he proceeded on leave or on deputation, and would have counted to officiate but for leave or deputation the period of such leave or deputation shall count for increment.

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* Added vide order No. F. 2 (226)/Acctts/Estt/69/2664 dated 25-4-1969.

** Added vide No. F. 2 (28) Acct/Rules/75-76/6667 dated 24-10-1977 with effect from 1-4-1977.

(d) Extra-ordinary leave shall also count for increment in a case in which the competent authority may be satisfied that such leave was taken on account of illness or for any other cause beyond the control of an emplopee or for prosecuting higher scientific and technical studies.

(e) If the employee holding a temporary post or officiating in a post on a time scale of pay is appointed to hold a higher temporary post or to officiate in a higher post, his officiating or temporary service in the higher post shall, if he is re-appointed to the lower post, or appointed or re-appointed to a post on the same time scale of pay counts for increments in the time scale applicable to such lower post. The period officiation in higher post which counts for increments in lower post is, however, restricted to the period during which an employee would have officiated in the lower post, but for his appointment to the higher post. and if he has not actually officiated in lower post at the time of his appointment to the higher post, he would have so officiated in the lower post, had he not been appointed to the higher post.

(f) (i) If joining time is allowed to join a new post on which an employee is appointed while on duty in his old post or directly on relinquishing charge of that post it shall count for increment in the time scale of the post on which an employee holds a lien or would hold a lien had his lien not been suspended as well as in the time scale applicable to the post, the pay of which is received by an employee during the joining time period.

(ii) If joining time is granted to join a new post on return from leave or when an employee did not have sufficient notice of his appointment to the new post on return from leave, then in the time scale applicable to the post on which the last day of leave before commencement of the joining time counts for increments.

(g) Foreign service counts for increment in the time scale applicable to :

(i) the post on which an employee holds a lien or a post on which he would hold a lien had his lien not been suspended;

(ii) the post on which an employee was officiating immediately before his transfer to foreign service so long as he would have continued to officiate on that post or a post on the same time scale but for his going on foreign service.

(h) Any period treated as duty in a post under Regulation 7 (7) (b) counts for increment if an employee draws pay of that post during such period.

Provided that any period of over-stay of leave does not count for increment unless it is by an order of competent authority commuted into extra-ordinary leave and such leave is specially allowed to count for increments.

(j) If a probationer is confirmed at the end of a prescribed period of probation, he shall be allowed retrospectively increments, which but for his probation he would have received in the ordinary course.

Provided that if an employee's period of probation is extended on account of failure to pass the prescribed examination, his pay and increments may be regulated on confirmation at the end of the extended probationery period on the basis of what an employee would have drawn but for probation. However, no arrears may be allowed on this account for the period prior to the confirmation.

Pre-mature increments

38. A competent authority maving power to create a post in the cadre on a particular scale of pay may grant a premature increment under special circumstances which would justify the grant of personal pay to an employee on that time scale of pay. Next increment in such cases shall accrue after an employee has served for a full year on the new rate of pay.

Pay on transfer to a lower post as penalty

39. An employee transferred as a penalty from a higher to a lower grade or post may be allowed to draw any pay not exceeding the maximum of the lower grade or post as may be considered proper by a competent authority.

Future increments on reduction to lower stages etc.

40. The competent authority ordering reduction of an employee to a lower stage in his time-scale as a measure of penalty shall state the period for which the reduction shall be effective and whether on restoration the period of reduction shall operate to postpone future increment and if so, to what extent.

Provided when an employee is reduced to particular stage, his pay will remain constant at that stage for the entire period of reduction.

(b) If an employee is reduced as a measure of penalty to a lower grade or post, the authority ordering the reduction may or may not specify the period for which the reduction be effective, but where the period is specified that authority shall also state whether on restoration, the period of reduction shall operate to postpone future increments and if so to what extent.

41. (a) The competent authority imposing penalty of reduction to a lower stage in a time-scale under regulation 40 (a) of Service Regulations shall indicate in the order :—

(i) The date from which it will take effect and the period (in terms of years and months) for which the penalty shall be operative,

(ii) the stage in the time-scale (in terms of rupees) to which the employee is reduced, and

(iii) the extent (in terms of years and months) if any, to which the period referred to at (i) above shall operate to postpone future increments.

(b) After the expiry of the period of reduction the pay of the employee shall be regulated as under;

(i) If the order of reduction lays down that the period of reduction shall not operate to postpone future increments, the employee shall be allowed the pay

which he would have drawn in normal course but for his reduction. However, if the pay drawn by him immediately before reduction was below the efficiency bar, he shall not be allowed to cross the bar except in accordance with regulation 35 of Service Regulations.

(ii) if the order specifies that the period of reduction was to operate to postpone future increments for any specified period the pay of an employee shall be fixed in accordance with (i) above but after treating the period for which the increments were to be postponed as not counting for increments.

Pay when reduction is set-aside on appeal or review

42. Where an order of penalty of with-holding of increments of an employee or his reduction to lower service, grade or post or to a lower time-scale to a lower stage in a time-scale is set aside or modified by the competent authority in appeal or review, the pay shall be regulated in the following manner :

(a) If the order is set aside he shall be given for the period such order has been in force, the difference between the pay to which he would have been entitled had that order not been made and the pay he had actually drawn;

(b) if the said order is modified, the pay shall be regulated as if the modified order had been in the first instance.

Officiating appointments

43. Except in the case of combination of appointments an employee who is appointed to officiate in a post shall not draw pay higher than his substantive pay in respect of a permanent post, unless the officiating appointment involves assumption of duties and responsibilities of greater importance than those attaching to his substantive post and unless the time-scale of pay of the officiating post is higher than his substantive post.

Pay of temporary post

44. A person appointed to hold a temporary post shall get salary at the minimum of the pay of such post but if such a post is filled by an employee already in service of the Corporation, his pay shall be fixed with due regard to his existing pay and the character and responsibility of the work to be performed.

Sanction for undertaking private work

45. An employee may undertake work of a Government or of private or public body and accept fee therefor with the specific sanction of the Corporation provided that the work can be undertaken without detriment to his official duties;

Provided that the Corporation may direct an employee to credit to the Corporation's fund any part of such recurring fee.

Grant of honorarium

46. Corporation may grant honorarium to an employee from the Corporation's fund for work performed which is occassional in character and either so laborious or of such

special merit as to justify such reward. The great of honoraria is not justified if there is temporary increase in work which can be regarded as part of the legitimate duties of an employee.

Payment that can be accepted without permission

47. An employee may receive award for any essay or public competition or income derived from literary, cultural or artistic efforts or sale of book written by him with the aid of the knowledge acquired by him during the course of service under the Corporation, provided it is certified by the competent authority that such book is not a compilation of Corporation rules regulations or procedures.

CHAPTER V

Combination of Appointments, Deputation, Dismissal Removal Suspension and Compulsory Retirement

48. Whenever a post falls vacant the competent authority shall adopt the following courses :

(1) To distribute the work among other members of the staff. if the post is likely to remain vacant for one month.

(2) To fill the post by making fresh appointment or promotion if the post is likely to remain vacant for a period exceeding one month.

(3) To appoint an employee to hold as a temporary measure or officiate in the post in addition to his own duties for a period not exceeding three months in any case.

Combination of appointments and regulation of pay and special pay

49. Where an employee is appointed to a post in addition to his own duties under regulation 48 (3) of Service Regulations, his pay shall be regulated as under :

(1) If the additional post is subordinate to the post he is holding, he shall not be entitled to any emoluments in addition to what he is drawing.

(2) If the post is equal to or lower (but not subordinate) than the post he is holding, he shall be allowed to draw pay of his own post and special pay at the following rates :—

(i) For the period of dual charge of 30 days or more and upto 60 days.	Special pay not exceeding 5 percent* of the presumptive pay of the other post.
(ii) for the period of dual charge of more than 60 days and upto 3 months.	Special pay not exceeding 10 percent* of the presumptive pay of the other post.

(3) if the additional post is higher than the post he is holding, his pay and special pay for the period of dual charge shall be determined as under :—

* Substituted for "8 & 16 percent" vide order No. F. 2 (72) Acctts/Rules/87/3809 dated 15-4-87 effective from 1-9-86.

(i) for the period of dual charge of 30 days or more and upto 60 days.

(a) If an employee is qualified to hold the higher post or is senior enough for promotion, the highest pay to which he would be entitled if his appointment to one post stood along &

(b) a special pay not exceeding 5 percent* of the presumptive pay of the lower post if such post is not a subordinate post.

(ii) for the period of dual charge of more than 60 days and upto 3 months:

(c) Pay as determined in sub-clause 3 (i) (a) above and a special pay not exceeding 10 percent* of the presumptive pay of the lower post, if such post is not a subordinate post.

(iii) for the period of dual charge of 30 days or more and upto 3 months.

(d) If an employee is not qualified to hold the higher post or is not senior enough for promotion, special pay not exceeding 5 percent* of his own pay for holding current charge of his duties of the higher post for 30 days£ or more but upto 60 days and special pay not exceeding 10 percent* of his own pay if the period of dual charge be more than 60 days.

Deputation on duty outside India

50. An employee may be deputed by the Corporation for duty out of India either in connection with the post held by him or in connection with any special duty on which he may be temporarily placed and may be allowed by the Corporation to draw during the period of deputation, the same pay and allowances which he would have drawn had he remained on duty in India. The Corporation may grant a compensatory allowance in foreign currency of such amount as may be deemed fit.

Deputation for training abroad

51. The Corporation may depute an employee for training abroad for a specific period not longer than absolutely necessary on the following general conditions :—

(a) He should have atleast 5 years to serve after conclusion of training and is not expected to retire within that period.

(b) Where a permanent employee of requisite qualifications is not available, temporary employees may be considered for deputation abroad for training provided that there is reasonable chance of his remaining in service for a minimum period of

* Substituted for "8 & 16 percent" vide order No. F. 2 (72) Acctts/Rules/87/3809 dated 15-4-87 effective from 1-9-86.

£ Added vide No. F. 2 (22) Acctts/Rules/85/4046 dt. 30-4-85.

5 years after the conclusion of training and that his appointment in temporary capacity was regular. A temporary employee shall be required to give an undertaking in writing that he agrees to serve the Corporation for a like period, and

(c) He should have completed a minimum of five years service before his deputation for training abroad.

(d) A period of deputation of 18 months should ordinarily be regarded as suitable maximum in such cases.

(e) An employee shall be required to execute a bond as may be prescribed to serve the Corporation after conclusion of the training for a period shown below :—

Period of study leave	Period for which bond is to be executed
Three months	One year
Six months	Two years
One year	Three years
Two years	Five years

Pay during deputation on training abroad

52. (a) During the first six months of the training, an employee shall receive full pay which he could have received had he remained on duty in India and house rent allowance as per regulations at the same rate as he would have drawn in India;

Provided that upto six months of training dearness allowance may be paid at the rate at which he would have drawn in India.

(b) However, if training abroad involves acquiring of degree or diploma the first six months of training will be treated as on deputation on terms laid down in para (a) above and the remaining period shall be covered by the grant of 'special leave' on the following terms :—

(i) Period of 'special leave' will count as service for promotion.

(ii) Special leave will not be debited to the leave account of the employee.

(iii) Leave salary equal to half pay will be admissible during the special leave period.

(iv) No dearness allowance will be admissible during the period of special leave.

(v) House rent allowance as admissible in para (a) above.

Stoppage of pay and allowances from the date of removal or dismissal and scale of subsistance allowance during suspension

53. An employee who is dismissed, removed from service or compulsorily retired as a penalty shall cease to draw pay and allowances from the date of such dismissal, removal or retirement but shall be entitled to the following payments during the period of suspension;

Provided that no women who absents herself from work on account of maternity leave as defined in Section 25 of the Rajasthan Shops & Commercial Establishment Act, 1958 shall be dismissed during or on account of such absence or served with a notice of dismissal on such a day that the notice will expire during such leave or absence.

(1) during the period of first twelve months of suspension.

(a) Subsistance allowance equal to the amount of half of leave salary admissible to him on leave and dearness allowance on such reduced salary.

(2) Period of subspension exceeding first twelve months.

(b) Subsistance allowance may be increased by a suitable amount not exceeding 50 percent of the subsistance allowance admissible during the period of first twelve months, if it is established that the period of suspension has not been prolonged for reasons not directly attributable to the employee under suspension, or

(c) Subsistance allowance reduced by a suitable amount not exceeding 50 percent of the subsistance allowance admissible during the period of first twelve months, if it is established that the period of suspension has been prolonged due to reasons directly attributable to the employee under suspension.

(d) Dearness allowance based on the increased or decreased amount of subsistance allowance as the case may be under subclause (2) (b) and (c) above.

(3) Any compensatory allowance which an employee under suspension was receiving on the date of suspension provided it is satisfied by the employee that he continues to meet the expenditure for which it was granted.

Note No. 1 No payment under this regulation shall be made unless the employee furnished a certificate that he is not engaged in any other employment, business, profession or vacation.

No. 2 Authority competent to sanction increase in substance allowance while sanctioning the increase shall specify the extent to such increase and the reasons for doing so.

Pay and allowances on reinstatement

54. (a) An authority competent to order reinstatement shall make a specific order with regard to pay and allowance to be paid to an employee for the period of suspension and whether or not the said period shall be treated as a period spent on duty.

(b) An employee who is fully exonerated or in case of suspension that it was wholly unjustified shall be treated on duty and given the full pay and dearness allowance to which he would have been entitled had he not been dismissed, removed or compulsorily retired as a penalty or suspended as the case may be.

(c) In other cases, the employee may be given such proportion of such pay and dearness allowance as the competent authority may prescribe.

(d)* Any payment made under this regulation to a Corporation employee on his reinstatement shall be subject to adjustment of the amount, if any, earned by him through an employment, business, profession or vocation during the period between the date of removal, dismissal or compulsory retirement, as the case may be and the date of reistatement. Where the emoluments admissible under this regulation are equal to or less than the amount earned through employment, business, profession or vocation elsewhere, nothing shall be paid to the Corporation employee.

55. A permanent post vacated by the dismissal, removal or compulsory retirement of an employee shall not be filled substantively until the expiry of the period of one year from the date of such dismissal, removal or compulsory retirement as the case may be. However, on the expiry of one year, if the permanent post is filled and the original incumbent is re-instated on appeal thereafter, he shall be accommodated against any post which may be vacant in the grade to which is substantive post belonged. If there is no vacant post, he shall be accommodated against a supernumorary post which shall be created with the condition that it shall be terminated on the occurance of the first substantive vacancy in that grade.

56. No leave shall be granted to an employee under suspension or in whose case the competent punishing authority has decided to dismiss, remove or compulsorily retire him from service.

Compulsory retirement on attaining age of Superannuation

57. (a) The date of compulsory retirement of an employee other than an employee belonging to inferior service shall be the date on which he attains the age of 58 years*. He may be retained in service after the date of compulsory retirement which the

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* added vide office order No. F. 2 (22) Acctts/Rules/87/2010 dated 27-2-87 effective from 6-2-87.

sanction of the competent authority in the interest of service of the Corporation and for reasons to be recorded in writing, but shall not be retained after the age of 60 years in any case. A Corporation servant under suspension shall also retire on reaching the date of compulsory retirement. The competent authority shall, however, continue to have jurisdiction on such employee to enquire into the charges against him and pass final order.

(a) (i) Notwithstanding anything contained in this regulation, the Corporation may, if it is of the opinion that it is in the Corporation's interest to do so, have the absolute right to retire any Corporation employee after he has attained the age of 50 years or on the date he completes 25 years service whichever is earlier, or on any date thereafter by giving him 3 months' notice in writing or three months' pay and allowances in lieu thereof.

(ii) Notwithstanding anything contained here-in-before, a Corporation employee may after giving three months previous notice in writing, retire from the service on the date on which he completes 25 years service or on the date he attains the age of 50 years or on any other date thereafter.

Note : The period of service rendered in the State Government as well as in the Corporation by such an employee shall be counted while computing the period 25 years service under the above provisions.

(b) The date of compulsory retirement of an employee belonging to inferior service shall be the date on which he attains the age of 60 years.*

In case of work charged employees the date of compulsory retirement shall be the date on which he attains the age of 58 years.*

(c) The day on which an employee attains the superanuation age shall be reckoned as non-working day and the employee must retire with effect from the including that day.

(d) The date of retirement of an employee shall be the last day of the month in which his date of retirement according to regulation 57 (a) (b) (c) falls. Accordingly, the date of retirement of a Corporation employee shall be as under :

S. No.	Date of Birth	Date of retirement on attaining the age of superannuation
1.	1st day of a month	After-noon of the last day of the preceeding month.
2.	Any other day of the month	After-noon of the last day of the month.

* substituted for the figure '55 & 58 years' vide office order No. F. 2 (28) Acctts/Rules/84/15174 dated 4-12-84 effective from 28-9-1984.

*57-A Notwithstanding anything contained in these Regulations, the services of any employee who has been appointed on a regular basis to any post in the Corporation and has satisfactorily completed his period of probation, if any, may be terminated without assigning any reason by the appointing authority on giving such employee 30 days notice or pay in lieu thereof.

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RAJASTHAN STATE ROAD TRANSPORT CORPORATION, JAIPUR
Accounts (Rules) Department

No. F. (140) Acctts/Rules/91/8506 Dated : 10-12-1991

OFFICE ORDER

Subject :-The Rajasthan State Road Transport Corporation Emplyees Voluntary Retirement Scheme, 1989.

The Corporation Board Vide its Resolution No. 69/91 dated 6-9-91 has approved the RSRTC Employees Voluntary retirement scheme, 1989 effective from 1st January 1992. A copy of the approved scheme (detailed regulations) is enclosed for information of all the Corporation officers and employees.

The officers and employees who are on deputation, daily wages, work charged and persons engaged on contract or through contractor or retainership fee, part time or any other basis as consultant/advisor shall not be covered under the said scheme.

Sd/-
MANAGING DIRECTOR

THE RAJASTHAN STATE ROAD TRANSPORT CORPORATION
EMPLOYEES VOLUNTARY RETIREMENT SCHEME, 1989

1. Name : This scheme shall be called "The Rajasthan State Road Transport Corporation employees Voluntary Retirement Scheme 1989."

2. Date of commencement : This scheme shall come into force with effect from January, 1992.

3. Applicability : This scheme shall be applicable to all cadres of the Corporation employees irrespective of their rank whether governed by "The Rajasthan State Road Transport Corporation Employees Service Regulations, 1965" or "The Rajasthan State Road Transport Corporation workers & workshop Employees Standing orders, 1965." But this scheme does not apply to the following :—

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* New regulation 57-A added vide order F. 2 (28) Acctts/Rules/81-82/2021 dt. 12-3-82.

@ The RSRTC Employees Voluntary Retirement Scheme, 1989 has been introduced vide office order No. F. 2 (140) Acctts/Rules/91/8506 dated 10-12-1991 which is as under.

3(1) The Chairman, the Managing Director and the Chief Accounts Officer-Cum-Financial Adviser whose appointment is made by the Government of Rajasthan under the provision(s) laid down in "The Road Transport Corporations Act, 1950."

3(2) The persons on deputation from the Govt. of India or the Government of Rajasthan or the Government of any other State or the Statutory Boards or the Statutory Corporations or the Statutory Undertakings or the Local Bodies.

3(3) The employees appointed on contract.

4. Competent Authority : The matters of voluntary retirement shall be dealt with in D. O. P. of the Corporation and the competent authority to grant voluntary retirement or not to grant voluntary retirement shall be as below :—

4(1) The Managing Director for the eligible employees falling in the category of "Workman" within the meaning of relevant Labour Law (s).

4(2) The Chairman for the eligible employees in managerial or supervisory cadre (s) not falling in the category of "Workman" within the meaning of relevant Labour Law (s).

5. Conditions & procedure : The conditions of voluntary retirement shall be as follows :—

5(1) An employee who has completed 10 years of service or completed 40 years of age shall be eligible to seek voluntary retirement. But the Competent authority shall have the right not to grant voluntary retirement for the reason (s) to be recorded in writing.

5(2) If an eligible employee who is willing to seek voluntary retirement, he shall make written request to the competent authority in form 'A' appended herewith before a period of 90 days from the date of seeking voluntary retirement.

5(3) On receipt of a written request from the eligible employee falling in the category of "Workman", the competent authority shall issue an order granting the voluntary retirement or not granting the voluntary retirement recording the reasons (s) thereof, as the case may be. Such order shall forth-with be issued and communicated to the employee concerned before the date from which the voluntary retirement was sought by him. Order shall be passed in form 'B' appended herewith.

5(4) On receipt of a written request from the eligible employee in managerial or supervisory cadre not falling in the category of "Workman" the proposal of voluntary retirement shall be sent to

the B.P.E. by the Managing Director which shall be examined their by a committee consisting of the Finance Secretary, the State Enterprises Secretary and the Managing Director or by any other committee to be formed by the B.P.E. as the case may be, for taking an appropriate decision. The voluntary retirement in such case shall not be granted without obtaining clearance from the B.P.E. Order shall be passed in form 'B' appended herewith.

5(5) Where there is surplus manpower in any cadre of the employees, the vacancy caused in such cadre of the employees by voluntary retirement under this voluntary retirement scheme, shall not be filled up.

5(6) A list of the employees retired voluntarily under this voluntary retirement scheme shall be prepared in D.O.P. of the Corporation and sent to B.P.E. invariably for record.

5(7) This Voluntary retirement scheme shall be independent of other provision (s) of voluntary retirement, if any, in 'The Rajasthan State Road Transport Corporation Employees Service Regulations, 1965' or "The Rajasthan State Road Transport Corporation Workers & Workshop Employees Standing Orders, 1965" or elsewhere in the Corporation.

6. Terminal payments : The following terminal payments shall be available to an eligible employee who is retired voluntarily under this voluntary retirement scheme in addition to the benefits available under the different Regulations, Standing orders of the Corporation i.e. C.P.F. Pension, Gratuity ete.

(a) An "Ex-gratia" payment equivalent to 1 1/2 month's pay (basic pay + D. A.) at the rate as admissible as on the date of voluntary retirement for each completed year of service upto the date of voluntary retirement or the monthly pay (Basic pay + D.A.) admissible at the time of voluntary retirement multiplied by the balance months of service left before the normal date of retirement, whichever is less shall be paid by the Corporation.

*Note : Period of six months or more but less than twelve months shall be counted one year and period of less than six months shall be omitted, similarly, period of fifteen days or more but less than thirty days shall be counted one month and period of less than than fifteen days shall be omitted.

(b) The Management of the Corporation may make, in exceptional case (s), a higher "Ex-gratia" payment than what is prescribed in clause 6 (5) here in above with prior approval of the B.P.E.

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* Deleted vide order No. F. 2 (140)/Accts/Rules/92/3078 dated 7-5-92 effective from 10-12-91.

FORM 'A'

APPLICATION FOR VOLUNTARY RETIREMENT
SEE CLAUSE 5 (2)

THE RAJASTHAN STATE ROAD TRANSPORT CORPORATION
EMPLOYEES VOLUNTARY RETIREMENT SCHEME, 1989

To,

The.....

Name of competent authority
as per clause 4(1) or 4(2)

Rajasthan State Road
Transport Corporation, Jaipur

Sir,

The applicant on account of completing his 10 years of service or completing his 40 years of age is willing to seek voluntary retirement as per "The Rajasthan State Road Transport Corporation Employees Voluntary Retirement Scheme, 1989."

2. The Particulars of the applicant are as follows :—

1. Name .....
2. Father's Name .....
3. Designation .....
4. Name of Unit where posted .....
5. (a) Date of first appointment .....
   (b) Date of Birth .....
6. (a) Date of completion of 10 years of service .....
   (b) Date of completion of 40 years of age .....

3. The applicant requests that he may be voluntarily retired w.e.f.....

Thanking you.

Yours faithfully,

Signature.....

Name.....

Designation.....

Unit where posted.....

Place :

Date :

FORM 'B'

ORDER FOR GRANTING OR NOT GRANTING VOLUNTARY RETIREMENT
SEE CLAUSE 5 (3) AND 5 (4)

OF

THE RAJASTHAN STATE ROAD TRANSPORT CORPORATION EMPLOYEES
VOLUNTARY RETIREMENT SCHEME, 1989

RAJASTHAN STATE ROAD TRANSPORT CORPORATION, JAIPUR

DEPARTMENT OF PERSONNEL

No. Dated :

ORDER

Shri.....son of.....
(Name of the employee) (Fathers name)
.....vide his application dated.....
(Name of unit where posted)
has made the request for granting voluntary retirement w.e.f.....as per "The Rajasthan State Road Transport Corporation Employees Voluntary Retirement Scheme, 1989."

After careful consideration of this matter, the following order is passed :

"The request of the afore named employee has been accepted and accordingly he is granted voluntary retirement w.e.f..... He shall be entitled to get the "Terminal payments" as per clause 6 of the Rajasthan State Road Transport Corporation Employees Voluntary retirement scheme 1989."

OR

"The request of the afore-named employee has not been accepted and accordingly he is not granted voluntary retirement w.e.f.....for the following reasons."

MANAGING DIRECTOR
OR
CHAIRMAN

No. Dated :

Copy forwarded to the following for information and necessary action.

Executive Director (Adm.)

CHAPTER VI

Leave with Wages

58. Annual leave with wages.

Every employee who has worked for a period of 240 days or more during a calendar year shall be allowed during the subsequent year leave with wages at the rate of one day for every 12 days of work performed by him.

Explanation 1. For the purpose of this regulation :

(a) any days of lay-off by agreement or contract or as permissible under the Standing Orders;

(b) in the case of a female employee maternity leave for any number of days exceeding 12 weeks and

(c) the leave earned in the year prior to that in which the leave is enjoyed,

shall be deemed to be days on which the employee has worked in the Corporation for the purpose of computation of the period of 240 days or more but he shall not earn for these days.

Explanation 2. The leave admissible under this regulation shall be exclusive of all holidays whether occuring during or at either end of the period of leave.

59. An employee whose services commence otherwise than on the first day of January shall be entitled to leave with wages at the rate laid down in regulation 58 if he has worked for 2/3rd of the total number of days in the remainder of calendar year.

60. If an employee is discharged or dismissed from service during the course of the year he shall be entitled to leave with wages at the rate laid down in rule 58 even if he has not worked for the entire period specified in regulation 58 or 59 entitling him to earn leave.

61. In calculating leave fraction of half a day or more shall be treated as one full day leave and fraction less than half a day be omitted.

62. If an employee does not in any one calendar year take the whole of the leave allowed to him under regulation 58/59 as the case may be any leave not taken by him shall be added to the leave to be allowed to him in the succeeding calendar year.

Provided that the total number of days of leave may be carried forward to a succeeding year shall not exceed 30 days.

*Provided further that an employee who has applied for leave with wages and who has not been given such leave in accordance with any scheme laid down under these regulations shall be entitled to carry forward the unavailed leave upto a maximum limit of 180 days. The unavailed leave beyond this limit shall stand lapsed.

63. Any employee may at any time apply in writing to the controlling officer not less than 7 days before the date on which he wishes his leave to begin, to take all the leave or any portion thereof admissible to him during the calendar year.

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* Old paragraph substituted vide office order No. F. 2 (91) Acctts/Rules/85/5241 dated 1-6-85 effective from 13-5-85.

(a) Extra ordinary leave may be granted by a competent authority at his discretion to an employee of the Corporation who has remained absent without grant of earned leave instead of treating it as break in service. In such cases extra-ordinary leave may be granted even if earned leave is there at the credit of the employee.

Provided that the number of times in which leave may be taken during any year shall not exceed six.

64. If an employee wants himself to avail of the leave with wages due to him to cover a period of illness, he shall be granted such leave even if the application for leave is not made within the time specified in regulation 63 and in such a case wages as admissible under regulation 70 shall be paid not later than fifteen days.

65. For the purpose of ensuring continuity of work the Corporation in agreement with representative of the employees of the Corporation chosen in the prescribed manner may formulate a scheme in writing whereby the leave allowable under these rules may be regulated.

67. An application for leave which does not contravene the provisions of regulation 63 shall be refused unless refusal is in accordance with the scheme for the time being in operation under regulation 65-66.

68. If the services of an employee who is entited to leave under regulation 58 or 59 as the case may be are terminated before he has taken the entire leave to which he is entitled or if having applied for and having not been granted such leave, the employee quits his employment before he has taken the leave, he shall be paid the amount payable under regulation 70 in respect of the leave not taken and such payment shall be made before the expiry of the second working day when the services are terminated by the Corporation after such termination and before the next pay day whether the employee quits services.

* Similarly an employee on his retirement under regulation 57 shall be entitled to the wages at the rate laid down in Regulation 58 in respect of the earned leave available at his credit, subject to a maximum of 180 days.

69. Un-availed leave of an employee shall not be taken into consideration in computing the period of any notice required to be given before discharge or dismissal.

70. For the leave allowed to an employee he/she shall be paid at a rate equal to the daily average of his/her total full time earning for the days on which he worked during the month immediately preceeding his leave exclusive of any overtime and bonus but inclusive of D. A. and the cash equivalent to the advantage accruing through the concessional sale to the employees of the Foodgrains and other articles.

71. The cost equivalent to the advantage accruing through the concessional sale to the employees of foodgrains and other articles, if any, shall be computed as often as may be prescribed in the basis of maximum quality of foodgrains and other articles admissible to a standard family.

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* The proviso added vide office order No. F. 2 (91) Acctts/Rules/85/5241 dated 1-6-85 effective from 13-5-85.

Explanation 1 : "Standard family" means a family consisting of an employee, his or her spouce and two children below the age of fourteen years requiring in all three adult consumption units.

Explanation 2 : "Adult consumption unit" means the consumption unit of a male above the age of fourteen years, and the consumption unit of a female above the age of fourteen years and that of a child below the age of fourteen years shall be calculated at the rates of 8 & 6 respectively of one adult consumption unit.

72 An employee who has been allowed leave for not less than 4 days, he before his leave begins be paid the wages for the period of leave allowed.

73. Any woman employed in the Corporation who is pregnant on giving notice either orally or in writing in the prescribed form to the controlling officer that she expects to be delivered of a child within six weeks from the date of such notice, shall be permitted if she so desires to absent herself from work upto the day of her delivery.

Provided that the Corporation may on undertaking to defray the cost of such examination required the woman to be examined by a qualified medical practitioner or midwife and if the woman refused to submit to such examination or certified on such examination as not pregnant or not likely to be delivered of a child within six seeks, the controlling officer may refuse such permission.

Provided that the examination under this rule if the woman so desires be carried but by a woman.

74.* The competent authority may grant maternity leave to a woman employee of the Corporation thrice during the entire service period. However, if there is no surviving child even after availing ofit thrice, maternity leave may be granted on one more occasion.

Maternity leave may be allowed on full pay/wages for a period which may extend upto a period of 90 days from the date of its commencement.

@

RAJASTHAN STATE ROAD TRANSPORT CORPORATION, JAIPUR

No. F. 2 ( ) Acctts/Rules/87/4189 Dated : 24-4-1987

OFFICE ORDER

In pursuance of the Corporation Resolution No. 105/86 dated 17-10-86 and approval of the State Govt. vide their letter No. F. 15 (13) Home-7/86 dated 21-3-87, the following categories of Corporation employees governed under the Service Regulations and not covered by the ESI Scheme are hereby allowed half pay leave as admissible to the State Government Employees under RSR 93 (a) :—

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* Added vide office order No. F. 2 (22) Acctts/Rules/86/2179 dated 12-3-86 effective from 25-5-85.

@ Half pay leave has been allowed to the Corporation employees vide office order No. F. 2 ( ) Acctts/Rules/87/4189 dated 24-4-87.

1. Employees getting wages exceeding Rs. 1600/– per month irrespective of the place of posting.

2. All employees working in the following offices :—

(1) Head Office, (2) Hindon, (3) Delhi, (4) Kotputali, (5) Sikar, (6) Jhalawar, (7) Khetri, (8) Jhunjhunu, (9) Bundi, (10) Tonk, (11) Nagour, (12) Sirohi, (13) Barmer, (14) Jalore, (15) Falodi, (16) Dungarpur and (17) Sardarshahar.

The details of the leave admissible, leave salary payable etc., shall be as under :—

1. **Amount of leave :** The employees shall get 20 days leave in respect of each completed year of service. For the employees who work during broken spells, in offices governed by ESI, the duty period pertaining to the non ESI places shall only be reckoned for the purpose of this leave. Year for this purpose shall be of 365 days. For an employee getting wages above Rs. 1600/- or such other limit fixed by ESI authorities from time to time the accrual of the half-pay leave shall commence from the date the employee starts getting wages exceeding the prescribed limit. In respect of this leave, separate account shall be kept in the leave account of each employee.

2. **Conditions of grant :** The leave shall be granted on the basis of a medical certificate of the authorised medical attendant of the State Government. The leave shall be granted after entire credit of Earned leave (including refused leave) has been exhausted. The total leave in each spell including earned leave shall not exceed 240 days. But in the case of employees who are undergoing treatment for Tuberculosis/ Leprosy/Cancer/Mental Disease in a recognised (by government) Sanitorium/Hospital, the total duration can be extended by the competent authority upto 300 days.

3. **Leave sanctioning authority :** The authority competent to sanction earned leave shall also be authorised to sanction this leave.

4. **Leave salary payable :** The employee on half-pay leave on medical grounds shall be entitled to leave salary equal to the amount of half of leave salary admissible to him for leave with wages i.e. half of the pay he is entitled to on the day before the leave commences. Dearness allowance as admissible on the leave salary (i. e. half of pay) amount shall be paid in addition. Compensatory allowances shall also be admissible as per the relevant regulations.

These orders shall take effect from 21-3-1987. The employees in service as on 21-3-1987 shall get the first credit of the leave on 20-3-1988 (AN) Employees entering Corporation service on or after 21-3-1987 shall get the credit of the leave on completion of one years service. The cycle for both type of employees shall continue to be repeated from year to year.

So far as the non-E. S. I. employees governed by the Standing orders are concerned the medical leave facility already granted to them vide order No. Hqr. F./Lab. 77/764 dated 5-7-77 shall continue.

Sd/-
Managing Director

CHAPTER VII

Joining Time

Admissibility of joining time

75. An employee may be granted joining time to enable him :

(a) To join a new post to which he is appointed while on duty in his old post, or directly on relinquishing charge of that post.

(b) To join a new post :

(i) On return from leave; or

(ii) When he has not sufficient notice of his appointment to the new post on return from leave other than that specified in sub-clause (i).

* Corporation Employees who are transferred at their own request and not in the public interest shall not be entitled to any joining time but may be permitted to avail Gezetted holiday(s) including Sunday, if falling between the period immediately after relinquishing charge of the old post and before assuming charge of the new post.

76. (a) Time reasonably required for the journeys between the places of training and the station to which an employee is posted immediately before and after the period of training is treated as part of joining time.

(b) An employee who is appointed while on leave to a post other than that from which he took leave, may be granted full joining time.

**(c) An employee awaiting posting orders on expiry of leave or otherwise, at the place where leave was enjoyed or the place of last duty and is treated on duty under regulation 7 (7) (b) (ii) of these regulations, may be granted 4 days joining time including journey period irrespective of distance and mode of travel provided the transfer from one station to another statioh involves change of residence.

(d) Where an order of appointment to join a new post does not involve a change of residence from one station to another not more than one day shall be allowed to join such new post. A holiday counts as a day for the purpose of this sub-regulation.

(e) Where prescribed holidays succeed the day of handing over charge of a post and the appointment does not involve change of residence and the charge is handed over in the after-noon the first holiday may be allowed as joining time and the next holiday(s) be treated as holiday(s) affixed to joining time under regulation 58.

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* New para inserted vide office order No. F. 2 (22) Acctts/Rules/86/2743 dated 18-10-86.

** Sub-regulation (c) substituted vide office order No. F. 2 (22) Acctts/Rules/85/4046 dated 30-4-85.

Period of joining time admissible

**77. (a) 6 days are allowed to an employee for preparation and in addition a period to cover the actual journey calculated as follows :

By Rail	One day for each 500 kms.
By motor car or bus plying for public hire	One day for each 150 kms.

(b) For a fraction of any distance prescribed in (a) above a day will be allowed.

(c) A Sunday will not be counted as a 'day' for the purpose of these calculations, but Sunday will be included in the maximum period of joining time of 30 days.

(d) Travel by road not exceeding 8 Kms. to and from railway or bus station at the beginning or at the end of joining will not count for calculating joining time.

(e) Joining time shall be calculated by the route which is ordinarily used for travel unless competent authority for special reasons otherwise orders.

(f) Joining time shall be calculated from the place, other than the employee's head-quarters, if he is authorised to make over charge of the post at such other place.

(g) If an employee is appointed to a new post while in transit from one post to another, his joining time, excluding second period of six days begins on the day following that on which he receives the order of appointment.

(h) If an employee takes leave while in transit from one post to another, the period which has elapsed after handing over the charge of the all posts shall be included in his leave.

(i) An employee while on leave will be entitled to joining time when appointed to a new post provided that the joining time will be calculated from his old station or from the place in which he received order of appointment, whichever calculation will entitle him to less joining time.

*(j) The authority ordering the transfer may in special circumstances, reduce the period of joining time admissible under this rule.

Admissibility of maximum joining time

78. Joining time may be extended by a competent authority upto the maximum limit of 30 days on such conditions as he may think fit in the following circumstances :—

** Substituted for the paragraph :
Six days time shall be granted for preparation and in addition, a period to cover the actual journey will be calculated os follows :

(a) for the portion of journey—one days for each travelled :

(i) by rail	300 Kms.
(ii) by motor car or bus plying for public hire	125 Kms.
(iii) In any other way	25 Kms.

vide order No. F. 2 (226) Acctts/Estt/69/2464 dated 25-4-1969.

* New sub-paragraph added vide order No. F. 2 (226) Acctts/Estt/69/2464 dated 25-4-1969.

(i) when an employee falls sick on the journey on transfer.

(ii) when an employee has spent more time on joining than is allowed under regulation 77 for the reasons beyond his control and notwithstanding due diligence on his part.

Payment during joining time

79. An employee on joining time shall be treated as on duty and shall draw his pay as under :—

(a) If on joining time under clause (a) of regulation 75 he will draw the pay which he would have drawn had he not been transferred or the pay which he will draw on taking charge of his new post, whichever is less.

(b) If on joining time under clause (b) of regulation 75 he will draw leave salary at the rate at which he last drew it on leave other than extra-ordinary leave. However, no payment will be made if he is on joining time after returning from extra-ordinary leave.

(c) If the transfer to the new post is not made in the interest of the Corporation but at the request of the employee himself no payment will be allowed while on joining time but a competent authority may grant leave admissible to him to cover the period between the date of handing over charge at an old station and that of taking over charge at another station, if he applies for such leave.

(d) An employee transferred to a post on return from leave shall during the period of taking over charge draw the presumptive pay of the post held by him substantively before proceeding on leave and if he was holding the post in officiating capacity, he will draw the officiating pay of that post or the pay which will be admissible to him after taking over charge, which-ever is less.

(e) No pay or leave salary shall be admissible if an employee who does not join his new post after the expiry of joining time. Wilful absence from duty after the expiry of joining time will be treated as misconduct.

(f) If the taking over charge of a new post by a relieving officer consists of several stares or scattered works which the relieved or relieving officer are required to inspect, together before the charge is completed the relieving officer shall be treated on duty during the period of such inspection provided the competent authority is satisfied that such period was not excessive and he will draw the presumptive pay of the post hold by him substantively or officiating pay admissible to the post hold by him before his transfer or the pay he would draw after the transfer is comlete which-ever is less. He will also be entitled to compensatory allowance or house rent allowance as admissible at the new station on the basis of the pay drawn in any of the situations stated above, as the case may be.

CHAPTER VIII

Records of Service

Service Book of each employee

80. A service book as may be prescribed shall be maintained for each employee of the Corporation from the date of his first appointment to the service of the Corporation. Cost of service book will not be charged from the employee.

81. The service record of an employee shall be maintained by the head of office under whom he is working and shall be transferred with the employee from time to time. The service record of the officers of the Corporation shall, however, be maintained by the Chief Accounts Officer and he shall ensure through checks that the service books of employees other than officers are being maintained properly.

82. Every step in an employee's official life must be recorded in his service book and each entry attested by the head of office or the Chief Accounts Officer as the case may be. No erasures or over-writing should be made in the service book and all corrections should neatly made and attested.

Scrutiny of the service book by the official concerned

83. The head of office will permit an employee to examine his service book at any time he desires to do so with a view to see that it is properly maintained.

CHAPTER IX

Foreign Service

Consequences of foreign service

84. (a) No employee of the Corporation may be transferred to foreign service against his will.

(b) An employee who is transferred to foreign service while on leave, ceases from the date of such transfer, to be on leave and to draw leave salary.

(c) An employee transferred to foreign service shall remain in the cadre in which was included in substantive or officiating capacity immediately before his transfer and may be given such substantive or officiating promotion in that cadre as the competent authority may decide.

(d) An employee in foreign service will draw pay from foreign employer from the date he relinquishes charge of his post in the Corporation.

(e) An employee on transfer to foreign service will be governed by the following general conditions :

Terms and conditions of transfer on foreign service

(i) He will draw pay during joining time from the foreign employer.

(ii) He will draw the scale of pay of the post on which he is deputed or the basic pay in the Corporation plus personal pay if any, plus deputation allowance at the rate of 20 percent of his basic pay. The deputation allowance shall be so restricted that the basic pay of the employee in the Corporation from time to time plus the deputation allowance does not exceed the maximum of the pay scale of the post on which he is deputed or where the post on deputation has a fixed pay, that fixed pay;

Provided that if a special pay was specifically sanctioned for the post and drawn the post held in Corporation, it shall from part of the basic pay.

(iii) He shall draw dearness allowance at the rates of the Corporation or the foreign employer as may be settled according as pay is drawn in the pay scale of the Corporation or in the pay scale of the post held on deputation.

(iv) Travelling allowance according to regulations of the foreign employer.

(v) Leave salary ***on the basis of rates in force from time to time in Rajasthan Government** and contributory provident fund contribution as may be ****prescribed under Corporation Contributory Provident Fund Regulation** shall be paid by the foreign employer to the Corporation.

(vi) Compensatory allowance including house rent allowance shall be paid according to regulations of the foreign employer.

(vii) Medical facilities shall not be lower than these admissible under the Corporation.

(viii) Period of deputation will be one year in the first instance.

Interest on contribution

85. Foreign employer will be liable to pay interest at the rate of two paise per day for Rs. 100/- from the date of expiry of 15 days' period upto the date the Contribution is finally paid, if a contribution for provident fund and leave due in respect of an employee in foreign service is not paid within 15 days (£) **from the and of the month in which it is based has been drawn by the employee concerned.**

Sanction to accept pension, gratuity or other emoluments from foreign employer

86. An employee will not accept from foreign employer a pension or gratuity or any other emoluments not specified in the terms of deputation without sanction of the Corporation.

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* The words inserted vide order No. F. 2 (226)/Acctts/Estt/69/2464 dated 25-4-1969.

** Substituted for the words "worked out" vide order No. F. 2 (226) Acctts/Estt/69/2464 dated 25-4-69.

£ Substituted for the word "time" vide order No. F. 2 (226) Acctts/Estt/69/2464 dated 25-4-1969.

Leave in foreign service

87. An employee in foreign service will be granted :

(a) Leave as admissible to him under the regulations of the Corporation. Leave salary for the period of such leave while on foreign service will be paid by the Corporation.

(b) Leave due may be sanctioned by the foreign employer if availed during foreign service.

Reversion from foreign service

88. When an employee reverts from foreign service to the Corporation's service, he will cease to be paid by the foreign employer and his contributions will be discontinued with effect from the date of reversion.

Reversion from foreign service will be deemed to be from the date on which he takes charge of his post in the Corporation, provided if he takes leave on the conclusion of foreign service before joining his post in the Corpotation, his reversion shall take effect from such date on which he hands over charge of the post under foreign employer.

CHAPTER X

Delegations

89. (a) Corporation may delegate any of its powers to a competent authority under the various regulations.

Provided that the following powers shall not be delegated or redelegated :

	Nature of power	To be exercised by
1.	Power to make Regulations (Regulation 123)	Corporation.
2.	Power to retire on superannuation (Regulation 57)	Appointing Authority.
3.	Joining time (Regulation (78)	Appointing Authority.
4.	Permit acceptance of pension, gratuity or other emoluments not specified in the terms and conditions of deputation	Corporation.

(b) A competent authority may further delegate any of his powers under these regulations to subordinate authorities to such extent and subject to such conditions as may be deemed fit in the interest of service of the Corporation, in consultation with the Chief Accounts Officer.

PART - II

CHAPTER XI

Medical Attendance Regulations

Definitions

90. **Definitions** : Unless there is something repugnant in the subject or context, the terms defined in these regulations are used in the sense here explained :

(i) **Authorised Medical Attendant** : Means a medical officer of the Rajasthan Government or a registered medical practioner or a Vaidya or Hamim nominated by the Corporation or a Govt. Chikitask in Homeopathic nominated by the Director of Ayurvedic Department or nominated by the Corporation to a Medical Attendant in respect of an employee or class of employees at any place or area under the jurisdiction of the Corporation.

*Explanation : The Authorised Medical Attendant for one spell of illness would be either Medical Officer or a Chikitsak.

(ii) **Consultation fee** : Means a fee charged by the authorised medical attendant from an employee, for attendance at the residence of the patient at the rates which may be approved by the Corporation.

(iii) **Family : Means employee's wife (not more than one) husband (in case of women emplopee), children including children adopted legally and parents if wholly dependent upon the employee.

***Note : The condition of dependence both in the case of husband or wife of the Corporation employee has been dispensed with provided the Corpn. employee has exercised an option, intimating the Appointing Authority, that claims of medical reimbursement will be made to Corpn. for the spouse even though his/her spouse is employed for re-imbursement of medical expenses. Such option can be revised only with Corporation approval.

Explanation :

(a) For the purpose of this clause the parents do not include step parents.

(b) For the purpose of this clause the parents shall be regarded as wholly dependent upon the employee if they normally reside with the employee at the place of his

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* Inserted vide office order No. F. 2 (47) Acctt/Rules/87/1905 dated 23-2-87.

** Replaced vide office order No. F. 2 (47) Acctts/Rules/76-77/3702 dated 22-6-79.

*** Added vide office order No F. 2 (47) Acctts/Rules/85/4814 dated 24-5-85.

duty and their total monthly income from all sources does not exceed Rs. 1000/-* lump sum. Non-recurring income e.g. contributory provident fund, gratuity, Govt. of India prize bonds, Insurance benifits etc. shall not be regarded as income for the purpose of this clause but recurring monthly income from all sources such as houses land building etc. should however, be taken into account for the purpose of assessing income.

(c) A declaration regarding income and the residence of parents shall be furnished by the employee once in the begning of every calendar year. In case the declaration is submitted subsequently, reimbursement shall be admissible in respect of parents who undergo treatment after the date of submission of declaration.

(iv) **Hospital** : Means a Gavernment of Rajasthan hospital or dispensary, or aushadhalaya or Unani-dawakhana and any other hospital or institution including sanitorium laboratory, clinic of the authorised medical attendant in Rajasthan or in India with which arrangements may be made by the Corporation for the treatment of employee or ** Homeopathic Hospital/Dispensary or Institution maintained by the State or the Corporation for the purpose of homeopathic treatmen and shall also include a similar dispensary or hospital maintained by a local authority or a similar hospital within the State or outside the State with which arrangements have been made by the Corporation for the homeopatic treatment of Corporation employees.

(v) **Medical attendance :** Means attendance in a hospital of the clinic of the authorised medical attendant or in case of illness which compels the patient to be confined to his residence, at the residence of such employee, by the authorised medical attendant, and includes :

(a) Pathological, bacteriological, radiological or other methods of examination for the purpose of diagnosis as may be available at a hospital and which is considered essential for the treatment by the authorised medical attendant, and

(b) Such consultation with any specialist as the authorised madical attendant certifies to be necessary to such extent and in such manner as the specialist may determine.

(vi) **Patient** : Means an employee or a member of his tamily who falls ill and to whom these regulations apply.

(vii) **Treatment** : Means use of all medical and surgical facilities as may be ordinarily available in the hospital and supply of such medicines, vaccines, sere or other theropeutic substances as may be ordinarily available in the hospital or which may not be ordinarily available but may be essentially required in the opinion of the authorised medical attendant for the recovery of the patient. In case of a female employee the treatment includes confirement as it does in case of the wife of a male employee.

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* Substituted vide office order No. F. 2 (47) Acctts/Rules/91/8962 dated 27-12-91.

** Added vide office order No. F. 2 (47) Acctts/Rules/87/1905 dated 23-2-87.

*(b) Cost wholly or partly of hearing aid or artificial limb (including cost of replacing a limb) or callipers. If a hearing aid equipment is required to be purchased again on the opinion of the competent authorised medical attendant and that the earlier equipment is beyond repairs the reimbursement of cost would be limited to 50% only.

* X-ray charges paid by the Corporation employees in a Govt. hospital/dispensary/clinic.

91. (a) An employee shall receive free of charges treatment and medical attendance as defined in Regulation 90 (vii) but reimbursement of the cost of toilets, food, tonics having more food value and disinfectants etc. shall not be made though such medicines may be prescribed by the authorised medical attendant.

(b) Reimbursement of Ayurvedic and Unani medicines prescribed by Vaidyas or Hakims shall be made only for the preparations which may be approved and notified by the Corporation.

(c) Cost incurred by an employee for the treatment of diabetes shall be reimbursed only for the treatment of a patient at the initial stage of the disease (for a period of three months after detection) or where the patient develops some complications due to diabetes and who is hospitalised.

(d) If the authorised medical attendant considers it essential owing to absence or remoteness of a suitable hospital or the severity of the illness, the patient may receive attendance and treatment at his residence and the employee shall be entitled to reimbursement of the cost of such attendance and such treatment incurred by him provided a certificate in prescribed form is obtained from the authorised medical attendant stating therein his reasons for treatment at the residence and the amount of the cost of treatment of the patient.

Provisions of accommodation in the hospital

**92. The charges incurred by an employee for the accommodation to the extent noted below availed of during the period of hospitalization of a patient in a Government Hospital shall be borne by the Corporation ;

Basic Pay	Class of accommodation
(a) Rs. 3500/- & above	Deluxe or cottage ward.
(b) Rs. 2000/- & above but below Rs. 3500/-	Cottage ward.
(c) Above Rs. 800/- but below Rs. 2000/-	Rental ward of the lowest category.

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* Added vide office order No. F. 2 (47) Acctts/Rules/85/4814 dated 24-5-85.

** substituted vide office order No. F. 2 (72) Acctts/Rules/90/63 dated 4-1-1990 effective from 1-9-1988.

Travelling expenses for journey to headquarters of the authorised medical attendant

93. If an employee fa'ls if at a place which is not the headquarter of the authorised medical attendant he shall be entitled to re-imbursement of travelling allowance if he travells to and from he headquarters of the authorised medical attendant, or of the amount chafged at prescribed rates by the authorised medical attendant, for travelling to and from the place where the patient is stationed in case he is too ill to travel to the headquarters of the authorised medical attendant.

Provided : (i) that no travelling allowance shall be allowed for a journey to the headquaters of the dentist or oculist.

(ii) a certificate in writting shall be obtained from the authorised modical attendant stating that medical attendance was necessory or the employee was too ill to travel, as the case may be and attached with the application for travelling allowance.

94. An employee whose condition in the opinion of the authorised medical attendent is of such serious or special nature as to require medical attendance by a specialist may be attended by such a specialist and if he is required to travel he may draw travelling allowance as on tour for the journey to and from the headquarters of the specialist but without any halting allowance. No air travel shall be permissible for such journey.

Medical attendance and treatment of family members.

95. (a) Family members of an employee shall be entitled to treatment and medical attendence at a Government hospital on the scale and conditions allowed to the employee himself under these regulations.

Provided that in serious cases where the authorised medical attendant considers the removal of the patient dangerous or injurious to life, medical attendance or treatment at the residence shall be allowed.

(b) No travelling allowances shall be allowed for journey undertaken by a family member in cases referred to in Regulation 93 and 94.

96. Corporation shall refund to the employee a fee charged by the authorised medical attendant and actually paid by him for giving a medical certificate in support of leave applied for by the employee on medical grounds or to a candidate approved for appointment to Corporation's service who is required to go for medical examination, and is subsequently selected, the amount of the fee charged by the authorised medical attendant. Receipt of fee obtained from the authorised medical attendant shall be attached with the bill of medical reimbursement.

97. (a) Medical treatment for tuberoulosis or cancer shall be admissible to the employees and his family. Those suspected of suffering from tuberculosis or cancer shall be sent by the authorised medical attendant for thorough examination and opinion to the hospital or sanatorium. The charges, if any, for such thorough examination shall be borne by the Corpn. Family for the purpose of this regulation includes, wife/husband, as the case may be, legitimate sons and unmarried dependant daughters only.

(b) If in the opinion of the authorised medical attendant the case if found to be active one of the employee concerned shall be granted leave as per relevant reguletions.

(c) The employee shall be required to undergo treatment during such leave at such a hospital which the authorised medical attendant may decide.

(d) In the opinion of the authorised medical attendant if considered necessary the patient will be admitted to a hospital were proper facilities for treatment of tuberculosis/cancer exist or a sanitorium or clinic.

(e) In addition to expenses of medicines re-imbursed under Regulation 91, the expenses incurred by the employee on the following items may be re-imbursed to him by the Corporation on the following conditions :

(i) Cost of non-reimburseable medicines i. e. medicines having more food value not exceeding Rs. 25/- per mensum.

(ii) The amount shall be reimbursed on production of vouchers duly countersigned and certified as under by the medical authority attending the case.

Certificate of Special Medicines

It is certified that Shri/Shrimati.....employed as..... .....in the Rajasthan State Road Transport Corporation and Shrimati/Shri/ Kumari..... wife/husband/son/daughter of Shri/Shrimati..... .....was under the treatment for tuberculosis or cancer at.....hospital/ sanitorium/clinic..... .....from.....to.....and that during the above period the following medicines having more food value were prescribed by me for the treatment of the patient.

Voucher No.	Name of medicines (Block Letters)	Amount

Signature of the Medical
Authority attending the case

(f) Corporation may grant an allowance not exceeding Rs, 75/- per mensum towards the cost of special diet, if any, prescribed by the medical authority of the hospital/ sanitorium or clinic to such employees whose pay does not exceed Rs. 1,000/- subject to the production of the following certificate signed by him and counter-signed by the medical authority attending him.

Certificate of special diet

I hereby declare that I Shri/Shrimati.....employed as.....in the Rajasthan State Road Transport Corporation and that Shrimati/Shri/Kumari..... .....my wife/husband/son/daughter was under the treatment of Dr. ..... or.....hospital/sanitorium/clinic for tuberculosis/cancer and under his advice (L) I have taken special diet such as.....for which I have incurred an expenditure of Rs.....for my self/husband/wife/son/daughter for the peried from..... .....to.....

Signature & designation
of the applicant

Countersigned.

(g) Concessions admissible under sub-regulation(d) above shall also be admissible to a patient while undergoing treatment as 'out patient' at a hospital subject to the condition that the authorised medical attendant certifies that the patient can take treatment at such a hospital or of such a doctor under such conditions as he considers necessary.

98. Corporation may grant to an employee any concession relating to medical treatment, or attendance, or accommodation in hospitals or travelling allowance for any journey performed by him which is not authorised under these regulations.

(a)* A Corpn. employee including members of his family posted to station or sent on duty or spending leave or otherwise at a station outside Rajasthan in India and who falls ill shall be entitled to free medical attendance treatment as an Indoor and Outdoor patiect in a hospital maintained by the Central Govt. or other State Govt. on the scale and conditions which would be admissible to him under these rules, had he been on duty or on leave in Rajasthan.

Application for Claiming refund

99. (a) An application for claiming medical reimbursement charges shall be made in the prescribed form. The claims for reimbursement of medical charges will be submitted at a time and not in parts within one year from the date of completion of the treatment as certified by the authorised medical attendant;

**Provided that in case where treatment continues even a long period, a part claim for reimbursement of medical expenses may be presented by the Govt. servants as follows :—

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*New regulation added vide office order No. F. 2(47) Acctts/Rules/85/4814 dated 24-5-85.

**Replaced vide office order No. F. 2(47) Acctts/Rules/85-86 6233 dated 2-7-85.

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Basic Pay	Amt. per claim
(i) Above Rs. 1300/-	Rs. 100/- & above.
(ii) Upto Rs. 1300/-	Rs. 50/- & above.

(b) All cash memos of the purchase of medicines or receipts for treatment or attendance charges shall be attached with the bill for claiming re-imbursement duly countersigned by the authorised medical attendant.

(c) An essentiality certificate in the prescribed form shall be obtained from the authorised medical attendant and attached with medical bills.

*(cc) The claims for reimbursement of medical expenses upto Rs. 25/- in case of allopathic medicines presented by a Corporation employee for him self and members of his family under these regulations shall be paid on the basis of prescription of the authorised medical attendant.

**Provided that at places where purchase of allopathic medicines through Co-operative shops run by the Upbhokta Sahkari Sangh / Bhandar is provided, the maximum ceiling for presenting the claims in such cases shall be Rs. 50/-.

(i) The prescription of the authorised medical attendant referred to in regulation 99 (cc) shall bear O. P. D. registration number and date of the Hospital/Dispensary where treatment is under taken and the authorised medical attendant shall subscribe his signature on such prescription under his official seal.

***(d) Grant of advance for medical attendance and treatment outside the State :

(1) A Corporation employee and member (s) of his family, who are entitled to free medical attendance and treatment outside the State may be granted advance equilvalent of the amount considered sufficient for the required medical attendance and treatment by the Principal of Medical College or the Director, Medical & Health services or Rs. 5000/- whichever may be the less. The estimated amount of reimburseable expenditure on medical attendance and treatment outside the State should invariably be indicated in the Certificate to be given by the Principal or the Director, Medical & Health Services.

(2) The advance shall be sanctioned by the Head of office keeping in view the estimated amount of expenditure indicated in the certificate or the pecuniary limit mentioned in sub-rule (1).

(3) The advance shall be debited to head of account to which pay and allowances of the Corporation employees are debited.

(4) (i) Once an advance has been sanctioned, further advance shall not be allowed until the medical reimbursement claim(s) to the extent of amount of previous advance has been submitted for adjustment.

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* Inserted vide order No. F. 2 (47) Acctts/Rules/76-77/7648 dated 30-9-80.

** Added vide order No. F. 2 (47) Acctts/Rules/85-86/6233 dated 2-7-85.

*** Substituted vide order No. F. 2 (47) Acctts/Rules/90/7329 dated 11-9-90.

(ii) The entire amount of advance shall finally be adjusted against the due medical reimbursement claim under these rules not later than the expiry of a period of one month from the date of release of the patient from the hospital. The unspent amount of advance, if any, shall invariably be paid in cash immediately.

General : * In the application form for Medical Reimbursement (form No. RSRTC 37 (b), the following is to be added at the end of the existing declaration :—

"I also declare that the claim for these medicines purchased by me has not been presented and drawn in the past."

No. F. 2 (90B) Accttss/Rules/68-69/2013 Dated 3rd April, 1973.

ORDER

100. The Administrator of the Corporation has been pleased to the grant of medical reimbursement facility to the employees who are governed under Standing Order and to those workshop employees who are not getting E.S.I. benefits on account of non-extension of the scheme of areas like Abu Road, Sirohi and Alwar @ Rs. 7.50 per month as fixed medical reimbursement. In case of an employee or his family members exclusively dependent upon him as defined in the Medical Rules applicable to Corporation employees being in-door patient at these places, full reimbursement for medicines will be allowed subject to production of vouchers duly verified by the doctor concerned.

As soon as the scheme is extended to those other areas this allowance shall cease payable to such categories of employees who are made subject to E.S.I. Act.

Sd/-
General Manager

No. F. 2 (90B) Acctts/Rules/72-73/6372 Dated 13th Nov., 1973.

MEMO

101. Under this office order No. F. Acctts/Rules/72-73/2013 dated 3-4-73 the workshop employees who are not getting E.S.I. benefits due to non-extension of the scheme of areas like Abu-Road, Sirohi and Alwar were allowed fixed medical allowance of Rs. 7.50 per month and in case of in-door treatment facility of reimbursement of cost of medicines as admissible under Medical Rules applicable to Corporation employees.

A question has been raised whether full reimbursement is admissible in addition to the fixed rate of Rs. 7.50 per month or in cases where full reimbursement is claimed for a particular period for in-door petient the amount of fixed allowance is to be deducted.

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* Added vide order No. F. 2 (47) Acctts/Rules/85-86/6233 dated 2-7-85.

The matter has been examined and it is clarified that the work-shop employees eligible for medical facilities under E.S.I. are to be allowed reimbursement of cost of medicines taken while under in-door treatment as admissible under Medical Rules applicable to Corporation Employees. The medical allowance payable at the flat rate of Rs. 7.50 per month is not to be deducted in such cases.

Sd/-
Chief Accounts Officer

No. F. 2 (90B)/Acctts/Rules/68-69/146 Dated the April 12, 1974.

ORDER

102. In partial modification to this office order even number dated 3rd April, 1973 and memo No. 6872 dated 13th Nov. 1973, sanction of the Chairman is conveyed for the grant of fixed medical reimbursement allowance @ Rs. 7.50 per month to all employees who are subject to Rajasthan State Road Transport Corporation Workshop Employees and Motor Transport Workers Standing Orders, 1965, but are not covered by E.S.I. Scheme.

It is further ordered that an employee who is entitled to this medical reimbursement allowance at a flat rate of Rs. 7.50 per month, shall also be entitled to full medical reimbursement in respect of indoor treatment availed by him or his family members exclusively dependent upon him as defined in the Medical Rules applicable to Corporation employees subject to production of vouchers etc. as per medical reimbursement rules of the Corporation i.e. in respect of employees subject to service regulation. Rs. 7.50 per month will not be adjusted against claims preferred in respect of indoor treatment.

These orders shall deemed to have come into force with effect from 1st April, 1973.

Sd/-
Chief Accounts Officer

No. F. 2 (90B) Acctts/Rules/68-69/1367 Dated the Feb. 21, 1975.

ORDER

103. In pursuance of the Arbitration Award dated 9-4-74 by Labour Commissioner, Rajasthan, Jaipur the Corporation vide its resolution No. 106/74 dated 23-5-74 has approved that with effect from 17-6-74 the rate of fixed medical allowance as admissible under order No. F. 2 (90B) Acctts/Rules/72-73/6372 dated 13-11-73 and order No. F. 2 (90B) Accttss/Rules/68-69/146 dated 12-4-74 shall be Rs. 10/- per month.

This order shall also apply to those employees as well who are subject to Standing Orders and who cease to be eligible for benefits under the E.S.I. Scheme

The increase in fixed medical allowance is subject to the provisions of Additional Emoluments (Compulsory Deposit Act, 1974) and hence its disbursement has to be made in accordance with instructions contained therein. It is, therefore, ordered that pending

clarification from the Regional Provident Fund Commissioner payment of arrears on account of increased fixed medical allowance and the payment in future at enhanced rate shall not be made.

These orders will take effect from 17-6-1974.

Sd/-
Chief Accounts Officer

राजस्थान राज्य पथ परिवहन निगम, जयपुर

क्रमांक एफ 3 (भुगतान) 77/768 दिनांक 4 फरवरी, 1977

विज्ञप्ति

विषय : —जयपुर शहर में निगम कर्मचारियों के लिए दवाइयों का भरण-पोषण केवल राजस्थान राज्य सहकारी उपभोक्ता संघ लि., के द्वारा सचालित दुकानों से खरीदने बाबत ।

निगम द्वारा यह निर्णय लिया गया है कि दिनांक 1 अप्रेल, 1977 से जयपुर नगर में केवल राजस्थान राज्य सहकारी उपभोक्ता संघ लि. के द्वारा संचालित दुकानों से क्रय की गई दवाइयाँ ही निगम कर्मचारियों को पुनर्भारण योग्य होगी । निगम के सभी कर्मचारियों के लिए यह भी निर्णय लिया गया है कि राज्य सरकार, द्वारा प्रारम्भ की गई प्रथानुसार/सामान्य/लेखा/एफ/76/552 दिनांक 28-4-76 द्वारा प्रेषित राज्य सरकार की सूची के अनुसार अनुमोदित हैं । यदि उक्त सूची में दी गई औषधियां जयपुर शहर में सहकारी उपभोक्ता सघ द्वारा अन्य किसी दवा विक्रेता से क्रय की जा सकती है ।

दवाइयां उपरोक्त वर्णित सूची के अनुसार अनुमोदित हैं इसका प्रमाण-पत्र सम्बन्धित चिकित्सा अधिकारी द्वारा निम्न प्रकार से दिया जावेगा :—

Certified that Allopathic Drugs, Medicines, Vaccines, Sera etc. prescribed by me are in accordance with the list of reimburseable Allopathic Drugs/Medicines etc. notified by the Govt. from time to time under Rajasthan Civil Services (Medical Attendance) Rules.

Sd/-
General Manager

RAJASTHAN STATE ROAD TRANSPORT CORPORATION, JAIPUR

No. F. 2 (47) Acctts/Rules/4096 Dated 2-5-1985

OFFICE ORDER

Subject : Amendment to RSRTC Employees' Service Regulations, 1965.

As desided by the Board vide resolution No. 31/85 dt. 15-4-85, the following note may be inserted below regulation No. 103 :—

Note : Fixed Medical allowance shall be increased to Rs. 15/- from 10/- w.e.f. 15-4-85, as decided by the Board vide resolution No. 31/85 dt. 15-4-85.

Sd/-
Managing Director

RAJASTHAN STATE ROAD TRANSPORT CORPORATION, JAIPUR

No. F. 2 (47) Acctts/Rules/87/1905 Dated 23-2-87

OFFICE ORDER

In pursuance of the Corporation Board's Resolution No. 94/86 dt. 17-10-1986 and State Govt. approval vide their letter No. F. 15 (11) Home-7/86 dated 11-2-1987, the facility of Homeopathic treatment and reimbursement of cost of medicines is hereby extended to the employees of the Corporation upto 19-5-1987.

The definitions of Authorised Medical Attendant Hospital, critaria of reimbursement of cost of medicines and consultation fee is prescribed as under :—

1. **Authorised Medical Attendant** : The term "Authorised Medical Attendant" as given in regulation No. 90 (i) shall also include a Govt. Chikitsak in Homeopathic nominated by the Director of Ayurvedic Deptt. or nominated by the Corporation to be a Medical Attendant in respect of its employees or class of employees at any place or area under the jurisdiction of the Corporation.

   Explanation : The Authorised Medical Attendant for one spell of illness would be either Medical Officer or a Chikitsak.

2. **Hospital** : The term "Hospital" as defined in regulation No. 90 (iv) shall also include a Homeopathic Hospital/Dispensary or Institution maintained by the State or the Corporation for the purpose of homeopathic treatment and shall also include a similar dispensary or hospital maintained by a local authority or a similar hospital within the State or outside the State with which arrangements have been made by the Corporation for the homeopathic treatment of Corporation employees.

3. **Cost** : Cost (including ST paid by the employee) as defined in regulation No. 91 shall also include the cost of homeopathic medicines of approved preparation only, not ordinarily available in the approved hospitals. Cost shall be reimburseable subject to the maximum of Rs. 2.00 per day not exceeding Rs. 20/- in a month for one patient. The list of Pharmacists as well as that of medicines of homeopathy which are reimburseable is enclosed.

4. **Consultation fee** : Consultation fee charged by the authorised Medical Attendant, fee paid to the Compounder or Nurse for administering injections in case of homeopathic treatment at the residence of the Corporation employee will not be reimburseable.

   These orders shall take effect from 11-2-1987.

Sd/-

Managing Director,
RSRTC, Jaipur.

APPENDIX

LIST OF HOMOEOPATHIC MEDICINES & PHARMACISTS FOR REIMBURSEMENT NAME OF THE HOMEOPATHIC MEDICINES

GROUP 'A' HOMEOPATHIC DILUTIONS

1. Abies Canadensis 30
2. Abies Canadensis 200
3. Abrotanum 6
4. Abrotanum 30
5. Abrotanum 200
6. Abrotanum 1000
7. Absinthium 6
8. Absinthium 200
9. Acetic Acidum 6
10. Acetic Acidum 200
11. Aconitum Napellus 3X
12. Aconitum Napellus 30
13. Aconitum Napellus 200
14. Actaes Recemosa 3X
15. Actaes Racemosa 30
16. Actaea Racemosa 200
17. Actaea Racemosa 1000
18. Actaea Racemosa 10 M
19. Actaes Spicata 6
20. Actaea Spicata 200
21. Actaea Spicata 1000
22. Adrenalin 6
23. Aesculus Hippocastanum 30
24. Aesculus Hipp 200
25. Aesculus Hipp 1000
26. Aesculus Hipp 51 QM
27. Aesculus Hipp 50 M
28. Aethusa Cynapium 6
29. Aethusa Cynapium 30
30. Aethusa Cynapium 200
31. Agaricus Muscarius 30
32. Agaricus Muscarius 200
33. Agaricus Muscarius 1000
34. Agaricus Muscarius 10 M
35. Agnus Dastus 6
36. Agnus Castus 200
37. Agnus Castus 1000
38. Agraphis Nutans 30
39. Agraphis Nutans 200
40. Aletris Farinosa 6
41. Aletris Farinesa 200
42. Allium Cepa 6
43. Allium Cepa 30
44. Allium Cepa 200
45. Allium Cepa 1000
46. Allium Sativum 30
47. Allium Sativum 200
48. Aloe Socotrina 6
49. Aloe Socotrina 30
50. Aloe Socotrina 200
51. Aloe Socotrina 1000
52. Alumen 6
53. Alumen 200
54. Alumena 30
55. Alumena 200
56. Alumena 1000
57. Alumina 10 M
58. Alumina 50 M
59. Ambra Grisea 6
60. Ambra Grisea 200
61. Ammonium Carbonium 30
62. Ammonium Carb 200
63. Ammonium Carb 1000
64. Ammonium Caust 30
65. Ammonium Caust 200
66. Anygdalus Fersica 6
67. Anacardium Orientale 30
68. Anacardium Orientale 200
69. Anacardium Orientale 1000
70. Anacardium Orientale 10 M
71. Anacardium Orientale CM
72. Anagallis 6

73. Annagallis 200
74. Anthracium 6
75. Anthracium 200
76. Anthracium 1000
77. Antimonium Ars 6
78. Antimonium Ars 200
79. Antimonium Crudum 30
80. Antimonium Crud. 200
81. Antimonium Crud. 1000
82. Antimonium Crud. 10 M
83. Antimonium Crud. 50 M
84. Antimonium Crud. CM
85. Antimonium Tart. 3X
86. Antimonium Tart. 30
87. Antimonium Tart. 200
88. Apis Mell 6
89. Apis Mell 30
90. Apis Mell 200
91. Apis Mell 1000
92. Apis Mell 10 M
93. Apis Mell 50 M
94. Apis Mell CM
95. Apocynum Cann. 6
96. Apocynum Canna. 30
97. Aralia Racemosa 30
98. Aranes Diadema 3 X
99. Argentum Met. 30
100. Argentum Met. 200
101. Argentum Met. 1000
102. Argentum Nit. 30
103. Argentum Nit. 200
104. Argentum Nit. 1000
105. Argentum Nit. 10 M
106. Argentum Nit. CM
107. Arnica Mont. 3 X
108. Arnica Mont. 30
109. Arnica Mont. 200
110. Arnica Mont. 1000
111. Arnica Mont. 10 M
112. Arnica Mont. 50 M
113. Arnica Mont. CM
114. Arsenicum Album 6
115. Arsenicum Album 30
116. Arsenicum Album 200
117. Arsenicum Album 1000
118. Arsenicum Album 10 M
119. Arsenicum Album 50 M
120. Arsenicum Album CM
121. Arsenicum Brom. 6
122. Arsenicum Borm. 200
123. Arsenicum Lodatum 30
124. Arsenicum Iod. 200
125. Ars. Sulph. Flavum 6
126. Ars. Sulph. Flavum 200
127. Ars. Sulph Flavum 1000
128. Artemisia Vulgaris 30
129. Artemisia Vulgaris 200
130. Arum Triphyllym 30
131. Arum Triphyllym 200
132. Asafoetida 30
133. Asafoetida 200
134. Aspidosperma 6
135. Aspidosperma 200
136. Asterias Rubens 6
137. Aurum Metallicum 30
138. Aurum Met. 200
139. Aurum Met. 1000
140. Aurum Met. 10 M
141. Aurum Met. CM
142. Aurum Muriaticum Nat. 30
143. Aurum Mur. Nat. 200
144. Bacillium 200
145. Bacillium 1000
146. Bacillium 10 M
147. Bacillium 50 M
148. Bacillium CM
149. Baptisia Tinctoria 3X
150. Baptisia Tinct. 30
151. Baptisia Tinct. 200
152. Baryta Carbonica 30
153. Baryta Carb. 200
154. Baryta Carb. 1000
155. Baryta Carb. 10 M
156. Baryta Carb. CM

157. Baryta Iodata 30
158. Baryta Iod. 200
159. Baryta Muriatica 6
160. Baryta Mur. 200
161. Belladonna 3X
162. Belladonna 30
163. Belladonna 200
164. Belladonna 1000
165. Bellis Perenis 6
166. Bellis per. 200
167. Benzoicum Acidum 6
168. Benzoicum Acid. 2 00
169. Berberis Vulgaris 30
170. Berberis Vulgaris 200
171. Bismuthum 6
172. Bismuthum 200
173. Blatta Orientalis 6
174. Baltta ornt. 200
175. Boracicum Acidum 6
176. Boricicum Acid. 200
177. Borax 30
178. Borax 200
179. Brothrops lenceblatus 6
180. Brothrops Lenca. 200
181. Brothrops Lesce. 1000
182. Bovista 6
183. Bovista 200
184. Bovista 1000
185. Bromium 30
186. Bromium 200
187. Bryonia Alba 3X
188. Bryonia Alba 6
189. Bryonia Alba 30
190. Bryonia Alba 200
191. Bryonia Alba 1000
192. Bryonia Alba 10 M
193. Bryonia Alba 50 M
194. Bryonia Alba CM
195. Bufo Rana 30
196. Bufo Rana 200
197. Cactus Grandiflorus 3X
198. Cadmium Sulphuratium 6
199. Cardium Sulph. 200
200. Caladium Seg. 6
201. Caladium Seg. 200
202. Calcarea Arsenicosa 6
203. Calcarea Ars. 200
204. Calcarea Carbonica 6
205. Calcarea Carb. 30
206. Calcarea Carb. 200
207. Calcarea Carb. 1000
208. Calcarea Carb. 10 M
209. Calcarea Carb. 50 M
210. Calcarea Carb. CM
211. Calcarea Flourata 30
212. Calcarea Flour. 200
213. Calcarea Flour. 1000
214. Calcarea Flour. 10 M
215. Calcarea Flour. 50 M
216. Calcarea Flour. CM
217. Calcarea Iodata 30
218. Calcarea Iodata 200
219. Calcarea Iod. 1000
220. Calcarea Iod 10 M
221. Calcarea Phosphorica 30
222. Calcarea Phos. 200
223. Calcarea Phos. 1000
224. Calcarea Phos. 10 M
225. Calcarea Phos. 50 M
226. Calcarea Phos. CM
227. Calcarea Sulphurica 200
228. Calcarea Sulph. 1000
229. Calendula off. 6
230. Calendula off. 200
231. Camphora 30
232. Camphora 200
233. Cannabis Indica 30
234. Cannabis Indica 200
235. Cannabis Indica 1000
236. Cannabis sativa 30
237. Cannabis sativa 200
238. Cannabis sativa 1000
239. Canatharis 6
240. Canatharis 30

241. Cantharis 200
242. Cantharis 1000
243. Capsicum 30
244. Capsicum 200
245. Capsicum 1000
246. Carbo Animolis 30
247. Carbo Animolis 200
248. Carbo Animolis 1000
249. Carbo Animolis 50 M
250 Carbo Vegetabilis 30
251. Carbo Vegetabilis 200
252. Carbo Veg. 1000
253. Carbo Veg. CM
254. Carbolicum Acidum 30
255. Carbolicum Acid. 200
256. Carbolicum Acid. 1000
257. Carcinosin 30
258. Carcinosin 200
259. Carcinosin 1000
260. Carcinosin CM
261. Castor Squi. 6
262. Castor Equi. 30
263. Caulophllum 3X
264. Caulophyllum 30
265. Caulophyllum 200
266. Caulophyllum 1000
267. Causticum 6
268. Causticum 30
269. Causticum 200
270. Causticum 1000
271. Causticum 10 M
272. Causticum 50 M
273. Causticum CM
274. Ceanothus Amer. 6
275. Ceanothus Amer. 200
276. Cedron 30
277. Cedron 200
278. Cedron 1000
279. Chamomilla 6
280. Chamomilla 30
281. Chamomilla 200
282. Chamomilla 1000
283. Chelidonium Maj. 3X
284. Chelidonium Maj. 6
285. Chelidonium Maj. 200
286. Chelidonium Maj. 1000
287. Chenopodium Anthel. 30
288. Chenopodium Anthel. 200
289. China Officinalis 6
290. China off. 30
291. China off. 200
292. China off. 1000
293. China off. 10 M
294. Chininum Arsenicosum 200
295. Chininum Ars. 1000
296. Chininum Sulphuricum 200
297. Chininum Sulph. 1000
298. Chionanthus Virginicoa 30
299. Chionanthus Virg. 200
300. Chloralum 30
301. Chloralum 200
302. Chloramphenicol 30
303. Chloramphenicol 200
304. Circuta Virosa 6
305. Circuta Virosa 200
306. Circuta Virosa 1000
307. Cina 30
308. Cina 200
309. Cina 1000
310. Cina 10 M
311. Cina CM
312. Cistus Canadensis 6
313. Cistus Can. 200
314. Cistus Can. 1000
315. Cistus Can. 10 M
316. Clematis Erecta 30
317. Clematis Erecta 200
318. Coca 30
319. Coca 200
320. Cocculus Indicus 30
321. Cocculus Indicus 200
322. Cocculus Indicus 1000
323. Coccus Cacte 6
324. Coccus Cacte 200

325. Coffea Cruda 30
326. Coffea Cruda 200
327. Coffea Cruda 1000
328. Colchicum 3X
329. Colchicum 30
330. Colchicum 200
331. Collinsonia 30
332. Collinsonia 200
333. Colocynthis 6
334. Colocynthis 30
335. Colocynthis 200
336. Colocynthis 1000
337. Condurango 30
338. Condurango 200
339. Conium Maculatium 30
340. Conium Maculatium 200
341. Conium Mac. 200
342. Conium Mac. 1000
343. Conium Mac. 50 M
344. Conium Mac. CM
345. Copaiva 6
346. Copaiva 200
347. Corallium Rubrum 30
348. Corallium Rub. 200
349. Craetagus oxy. 3X
350. Craetagus oxy. 30
351. Crosus sativus 30
352. Crosus Sativus 200
353. Crotalus Horricus 30
354. Crotalus Horricus 200
355. Croton Tiglium 30
356. Croton Tiglium 200
357. Cuprum Arsenicisum 30
358. Cuprum Arsenicisum 200
359. Cuprum Metallium 30
360. Cuprum Met. 200
361. Cuprum Met. 1000
362. Cuprum Met. CM
363. Curare 30
364. Curare 200
365. Cyclamen 30
366. Cyclamen 200
367. Cynodon Dac. 3X
368. Damiana 30
369. Damiana 200
370. Digitalis 6
371. Digitalis 30
372. Dioscorea Vill. 6
373. Dioscorea Vill. 200
374. Diphtherinum 200
375. Diphtherinum 1000
376. Dolichos 6
377. Dolichos 200
378. Dolichos 1000
379. Drosera 30
380. Drosera 200
381. Dulcamara 30
382. Dulcamara 200
383. Dulcamara 1000
384. Dulcamara 10 M
385. Dulcamara 50 M
386. Dulcamara CM
387. Echinacea Aug. 30
388. Elaps Corallimus 30
389. Elaterium 30
390. Equisetum 6
391. Equisetum 200
392. Erigeron 6
393. Eregeron 200
394. Eupatorium perfoliatum 3X
395. Eupatorium perft 30
396. Eupatorium perft. 200
397. Eupatorium purpuraum 6
398. Eupatorium purp. 200
399. Euphrasia 30
400. Euphrasia 200
401. Fagophyrum 30
402. Fogophyrum 200
403. Ferrum Ars. 30
404. Ferrum Ars. 200
405. Ferrum Met. 30
406. Ferrum Met. 200
407. Ferrum Ars. 1000
408. Ferrum phos. 6

409. Ferrum phos. 30
410. Ferrum phos. 200
411. Ferrum phos. 1000
412. Floricum Acidium 30
413. Floricum Acid. 200
414. Floricum Acid. 1000
415. Floricum Acid. 10M
416. Floricum Acid. 50 M
417. Formic Acid. 30
418. Formic Acid. 200
419. Formica Rufa 30
420. Formica Rufa 200
421. Galium Aparine 6
422. Galium Aparine 200
423. Gambogia 30
424. Gambogia 200
425. Gelsemium 3X
426. Gelsemium 30
427. Gelsemium 200
428. Gelsemium 1000
429. Gelsemium 10 M
430. Gelsemium 50 M
431. Gelsemium CM
432. Glonoine 6
433. Glonoine 30
434. Glonoine 200
435. Gnaphalium 30
436. Gnaphalium 200
437. Gnaphalium 1000
438. Granatum 6
439. Granatum 200
440. Graphites 6
441. Graphites 30
442. Graphites 200
443. Graphites 1000
444. Graphites 10 M
445. Graphites 50 M
446. Graphites CM
447. Grindelia 6
448. Grindelia 200
449. Guaiacum 30
450. Guaiacum 200
451. Guaiacum 1000
452. Guaiacum 10 M
453. Hamamelis 30
454. Hamamelis 200
455. Hamamelis 1000
456. Helleborus Nig. 30
457 Helleborus Nig. 200
458. Helleborus Nig. 1000
459. Helonias 30
460. Helonias 200
461. Hepar Sulphuris 6
462. Hepar Sulp. 30
463. Hepar Sulph. 200
464. Hepar Sulph. 1000
465. Hepar Sulph. 10 M
466. Hepar Sulph. 50 M
467. Hepar Sulph. CM
468. Hydrangea 6
469. Hydrangea 200
470. Hydrastis Can. 30
471. Hydrastis Can. 200
472. Hydrastis Can. 1000
473. Hydrocotyle Asiatica 30
474. Hydrocotyle Asiatica 200
475. Hydrocyanic Acidum 6
476. Hydrocyanic Acid. 200
477. Hyoscyamus 30
478. Hyosoyamus 200
479. Hysscyamus 1000
480. Hyoscyamus 10 M
481. Hypericum 30
482. Hypericum 200
483. Hypericum 1000
484. Hypericum 10 M
485. Hypericum 50 M
486. Hypericum CM
487. Ignatia 30
488. Ignatia 200
489. Ignatia 1000
490. Ignatia 10 M
491. Ignatia 50 M
492. Ignatia CM

493. Influenzinum 200
494. Influenzinum Polyvalant 200
495. Insulin 3X
496. Insulin 30
497. Insulin 200
498. Iodium 30
499. Iodium 200
500. Iodium 1000
501. Iodium 10 M
502. Ipecac 3 X
503. Ipecac 30
504. Ipecac 200
505. Iris Tenax 30
506. Iris Tenax 200
507. Iris versicolor 6
508. Iris versicolor 200
509. Jaborandi 3 X
510. Jaborandi 30
511. Juglans Cinerea 6
512. Juglans Cinerea 200
513. Justicia Adh. 30
514. Kali Arsenicesum 30
515. Kali Ars. 200
516. Kali Bichromicum 6
517. Kali Bichrom 200
518. Kali Bichrom 1000
519. Kali Bichrom 10 M
520. Kali Bichrom CM
521. Kali Bromatum 30
522. Kali Brom 200
523. Kali Carbonicum 30
524. Kali Carb. 200
525. Kali Carb. 1000
526. Kali Carb. 10 M
527. Kali Chloricum 30
528. Kali Chlor. 200
529. Kali Iodatcum 30
530. Kali Iod. 200
531. Kali Iod. 1000
532. Kali Iod. 10 M
533. Kali Muriaticum 30
534. Kali Mur. 200
535. Kali Mur. 1000
536. Kali Phosphuricum 30
537. Kali Phos 200
538. Kali Sulphuricum 30
539. Kali Sulph. 200
540. Kalmia Latifolia 6
541. Kalmia Lat. 200
542. Kalmia Lat. 1000
543. Kreosotum 30
544. Kreosotum 200
545. Kreosotum 1000
546. Kurchi 3 X
547. Lac. Caninum 30
548. Lac. can. 200
549. Lac. Can. 1000
550. Lac. Can. 10 M
551. Lac. Can. 50 M
552. Lac. Cab. CM
553. Lac. Defloratum 30
554. Lac. Def. 200
555. Lac. Def. 1000
556. Lachesis 30
557. Lachesis 200
558. Lachesis 1000
559. Lachesis 10 M
560. Lachesis 50 M
561. Lachesis CM
562. Lachnanthes 30
563. Lachnanthes 200
564. Lachnanthes 1000
565. Lacticum Acidium 30
566. Lacticum Acid. 200
567. Lapis Alubus 30
568. Lapis Alb. 200
569. Lathyrus 6
570. Lathyrus 200
571. Lathyrus 100
572. Latrodectus Mactans 6
573. Latrodectus Mac. 200
574. Laurocerasus 30
575. Laurocerasus 200
576. Ledum pal 30

577. Ledum pal 200
578. Ledum pal 1000
579. Ledum pal 10 M
580. Ledum pal 50 M
581. Ledum pal CM
582. Lemna Minor 3X
583. Lamna Minor 30
584. Lemna Minor 200
585. Lilium Tigrinum 30
586 Lilium Tig. 200
587. Lilium Tig. 1000
588. Lithium Carbonicum 30
589. Lithium Carb. 200
590. Lobelia Inflata 6
591. Lobelia Inf. 200
592 Lycopersicium 6
593. Lycopersicium 200
594. Lycopodium 30
595. Lycopodium 200
596. Lycopodium 1000
597. Lycopodium 10 M
598. Lycopodium 50 M
599. Lycopodium CM
600. Lyssin 200
601. Lyssin 1000
602. Magnesia Carbonica 30
603. Mag. Carb. 200
604. Mag. Carb. 1000
605. Magnesia Muriatica 30
606. Mag. Mur. 200
607. Magnesia Phosphorica 30
608. Mag. Phos. 200
609. Mag. Phos. 1000
610. Magnesia Sulphurica 30
611. Mag. Phos. 200
612. Malandrium 200
613. Malandrium 1000
614. Malaria off. 30
615. Malaria off. 200
616. Manganum Aceticum 30
617. Manganum Acet. 200
618. Medorrhinum 200
619. Medorrhinum 1000
620. Mederrhinum 10 M
621. Medorrhinum 50 M
622. Medorrhinum CM
623. Melilotus 30
624. Melilotus 200
625. Menyanthes 30
626. Menyanthes 200
627. Mephitis 3X
628. Mephitis 30
629. Mephitis 200
630. Mercurius corrosinus 30
631. Merc. Corr. 200
632. Merc. Corr. 1000
633. Mercurius Cyanatus 30
634. Merc. Cyan. 200
635. Mercurius Dulcis 6
636. Merc. Dulcis 200
637. Mercurius Iod. Flavus 30 (Merc. Iod. Proto.)
638. Merc· Iod. Flavus 200
639. Mercurius Iod. Ruber 30 (Morc. Bin Iod.)
640. Merc. Iod. Ruber 200
641. Mercurius Sol 6
642. Merc. Sol. 30
643. Merc. Sol 200
644. Merc Sol. 1000
645. Merc. Sol. 10 M
646. Merc. Sol. 50 M
647. Merc. Sol. CM
648. Mercurius Vivus 30
649. Merc. Vivus 200
650. Mezereum 30
651. Mezereum 200
652. Mezereum 1000
653. Mezereum 10 M
654. Millifolium 6
655. Millifolium 30
656. Millifolium 200
657. Millifolium 1000
658. Moschus 3 X
659. Moschus 30
660. Moschus 200

661. Moschus 1000
662. Muriaticm Acid. 6
663. Muriaticm Acid. 200
664. Murex 30
665. Murex 200
666. Mygalc Las. 30
667. Mygale Las. 200
668. Myristica Seb. 3
669. Naja Trip. 30
670. Naja Trip. 200
671. Natrum Carbonicum 30
672. Natrum Carb. 200
673. Nafrum Carb. 1000
674. Nafrum Carb. 10M
675. Natrum Muriaticum 6
676. Natrum Mur. 30
677. Natrum Mur. 200
678. Natrum Mur. 1000
679. Natrum Mur. 10M
680. Natrum Mur. 50M
681. Natrum Mur. CM
682. Natrum Phosphoricum 30
683. Natrum Phos. 200
684. Natrum Salicylicum 30
685. Natrum Salicyi. 200
686. Natram Sulphuricum 30
687. Natrum Sulph. 200
688. Natrum Sulph. 1000
689 Natrum Sulph. 10M
690. Natrum Sulph. CM
691. Nitrium Acidum 30
692. Nitric. Acid. 200
693. Nitric. Acid. 1000
694. Nitric. Acid. 10M
695. Nitric. Acid. 50M
696. Nitric. Acid. CM
697. Nuphar Lutem 30
698. Nuhhar Lutem 200
699. Nux Moschata 30
700. Nux Meachata 200
701. Nux Moschata 1000
702. Num Vomica 6
703. Nux Vomlca 30
704. Nux Vomica 200
705. Nux Vomica 1000
706. Nux Vomica 10M
707. Nux Vomica 50M
708. Nux Vomica CM
709. Ocimum Cahum 6
710. Ocimum Cah. 200
711. Oleander 30
712. Oleender 200
713. Onosmodium 30
714. Oaosmodium 200
715. Opium 30
716. Opium 200
717. Opium 1000
718. Opium 10 M
719. Crinthogalum 30
720. Orinthogalum 200
721. Osmium 30
722. Osmium 200
723. Oxalicum Acidum 6
724. Oxalicum Acid. 200
725. Oxalicum Acid. 1000
726. Paeonia 30
727. Paeonia 200
728. Penicillin 30
729. Peaicillin 200
730. Pertussin 6
731. Pertussin 30
732. Pertussion 200
733. Pertussion 1000
734. Petroleum 30
735. Petroleum 200
736. Petroleum 1000
737. Petroleum 10M
738. Petroleum 50M
739. Pstrolenm CM
740. Pettoselium 6
741. Petroselinum 200
742. Phosphoric Acid. 30
743. Phosphoric Acid. 200
744. Phosphoric Acid. 1000

745. Phosphoric Acid. 10 M
746. Phosphoric Acid. 50 M
747. Phosphoric Acid. CM
748. Phosphorus 6
749. Phosphorus 30
750. Phosphorus 200
751. Phosphorus 1000
752. Phosphorus 10M
753. Phosphorus 50M
754. Phosphorus CM
755. Physosttgma 30
756. Physostigma 200
757. Phytolacca 30
758. Phytolacca 200
759. Phytolacca 1000
760. Phytolacca 10M
761. Picric Acid. 30
762. Picric Acid. 200
763. Piper Mothysticum 6
764. Piper Mothysticum 200
765. Pix liquida 30
766. Pix liquida 200
767. Plantago Maj. 6
768. Plantaga Maj. 200
769. Platina 30
770. Platina 200
771. Plantina 1000
772. Platina 10M
773. Plumbum Iod 30
774. Plumbum Iod 200
775. Plumbum Iod 1000
776. Plumbum Met. 30
777. Plumbum Met. 200
778. Plumbum Met. 1000
779. Plumbum Met. 10M
780. Pneumococcin 30
781. Pneumococcin 200
782. Podophyllum 6
783. Podophyllum 30
784. Podophyllum 200
785. Pothos Fostida 30
786. Pothos Fostida 200
787. Psorinum 200
778. Psorinum 1000
789. Psorinum 10M
790. Psorinum 50M
791. Psorinum CM
792. Pulsatilla Nig. 30
793. Pulsatilla Nig. 200
794. Pulsatilla Nig. 1000
795. Pulsatilla Nig. 10M
796. Pulsatilla Nig. 50M
797. Pulsatilla Nig. CM
798. Pyrogenium 30
799. Pyrogenium 200
800. Pyrogonium 1000
801. Pyrogenium 10M
802. Phrogenium CM
803. Quercus Gland. Spiritus 6
804. Quercus Gland. Spiritus 30
805. Rndium Brom. 30
806. Radium Brom. 200
807. Rananculus Bulb. 30
808. Rananculus Bulb. 200
809. Rnnanculus Bulb. 10M
810. Rananculus Seleratus 30
811. Rananculus Sel. 200
812. Ratanhia 6
813. Ratanhia 200
814. Ratanhia 1000
815. Rhododendron 30
816. Rhododendron 200
817. Rhododendron 1000
818. Rhododendron 16 M
819. Rhus. Aromatica 6
820. Rhus. Aromatica 200
821. Rhus. Toxicodendton 3X
822. Rhus. Tox. 6
823. Rhus. Tox. 30
824. Rhus. Tox. 200
825. Rhus. Tox. 1000
826. Rhus Tox. 10M
827. Rhus Tox. 50M
828. Rhus Tox. CM

829. Rhus Venenata 6
830. Rhus Ven. 200
831. Ricinus Communi 30
832. Ricinus Com. 200
833. Robinia 30
834. Robinia 200
835. Rumex Crisp. 6
836. Rumex Crisp. 30
837. Rumex Crisp. 200
838. Ruta Grav. 30
839. Ruta Grav. 200
840. Ruta Grav. 1000
841. Ruta Grav. 10 M
842. Ruta Grav. CM
843. Sabadilla 6
844. Sabadilla 200
845. Sabina 6
846. Sabina 30
847. Sabina 200
848. Sambucus Nig. 6
849. Sambucus Nig. 200
850. Sangunaria Can. 30
851. Sangunaria Can. 200
852. Sangunaria Can. 1000
853. Sangunaria Can. 10 M
854. Sangunaria Can. CM
855. Sangunaria Nit. 30
856. Sangunaria Nit. 200
857. Sanicula 6
858. Sanicula 30
859. Sarcolactic Acid. 30
860. Sarcolactic Acid. 200
861. Sarasaparilla 30
862. Sarasaparilla 200
863. Scirrhinum 200
864. Scrophularia Nod. 6
865. Scrophularra Nod. 200
866. Secale Cornutum 30
867. Secale Cor. 200
868. Secale Cor. 1000
869. Secale Cor. 10 M
870. Selenium 6
871. Selenium 200
872. Selenium 1000
873. Senecio Aur. 30
874. Senicio Aur. 200
875. Senega 6
876. Senega 200
877. Sepia 30
878. Sepia 200
879. Sepia 1000
880. Sepia 10 M
881. Sepia 50 M
882. Sepia CM
883. Silicea 6
884. Silicea 30
885. Silicea 200
886. Silicea 1000
887. Silicea 10 M
888. Silicea 50 M
889. Silicea CM
890. Spigelia 30
891. Spigelia 200
892. Spigelia 1000
893. Spigelia 10 M
894. Spigelia 50 M
895 Spigelia CM
896. Spongia Tosta 6
897. Spongia Tosta 30
898. Spongia T. 200
899. Spongia T. 1000
900. Stannum Met. 30
901. Stannum Met. 200
902. Staphysagria 30
903. Staphysagria 200
904. Staphysagria 1000
905. Staphysagria 10 M
906. Staphysagria 50 M
907. Staphysagria CM
908. Sticta Pal. 6
909. Sticta Pal 30
910. Sticta Pal. 200
911. Stramonium 30
912. Stramonium 200

913. Stramonium 1000
914 Stramonium 10M
915. Stramonium CM
916. Streptocuccin 30
917. Streptocuccin 200
918. Streptomycin 30
919. Streptomycin 200
920. Strontia Carb 6
921. Strontia Carb. 200
922. Strychninum 6
923. Strychninum 30
924. Strychninum 200
925. Sulphur 6
926. Sulphur 30
927. Sulphur 200
928. Sulphur 1000
929. Sulphur 10M
930. Sulphur 50M
931. Sulphur CM
932. Sulphuric Acid. 6
933. Sulphuric Acid. 200
934 Sulphuric Acid. 1000
935. Sulphur Iod. 6
936. Sulphur Iod. 200
937. Sulphur Iod. 1000
938 Symphoricarpus 200
939. Symphoricarpus 200
940. Symphytum 30
941. Symphytum 200
942. Symphyrum 1000
943. Symphytum 10M
944. Syphilinum 200
945. Syphilinum 1000
946. Syphilinum 10M
947. Syphilinum 50M
948. Syphilinum CM
949. Tabacum 200
950. Tabucum 1000
951. Tarentula Cubensis 30
952. Tatentula Cub. 200
953. Tarentula Hisp. 30
954. Tarentula Hisp. 200
955. Taraxacum 30
956 Taraxacum 200
957. Tellurium 6
958. Tellurium 30
959. Tellurium 200
960. Terebinthina 6
961. Terebinthina 200
962. Teucrim N. V. 6
963. Teucrium N. V. 200
964. Teucrium N. V. 1000
965. Thea 200
966. Thuja 30
967. Thuja 200
968. Thuja 1000
969. Thuja 10M
970. Thuja 50M
971. Thuja CM
972. Thyroidinum 200
973. Thyrodinum 1000
974. Thyrodinum 10M
975. Tuberculinium 200
976. Tuberculinium 1000
977. Tuberculinium 10M
978. Tuberculinium 50M
979. Tuberculinium CM
980. Typhoidinum 30
981. Tyyhoidinum 200
982. Typhoidinum 1000
983. Uric Acid 6
984. Uric Acid 30
985. Uric Acid 200
986. Uritica Urens 6
987. Uritica Urens 200
988. Ustilago Maydia 6
989. Ustilago Maydia 200
990. Valeriana 6
991. Valeriana 200
992. Vanadium 6
993. Vanadium 30
994. Variolinum 30
995. Variolinum 200
996. Variolinum 1000

997. Variolinum 10 M
998. Verarum Alb. 30
999. Veratrum Alb. 200
1000. Veratrum Viride 6
1001. Veratrum Viride 20
1002. Verbascum 6
1003. Verbascum 200
1004. Vibernum op. 6
1005. Vibernum 200
1006. Vibernum Pr. 30
1007. Vibernum Pr. 200
1008. Vinca Minor 6
1009. Vinca Minor 200
1010. Viola odor. 30
1011. Viola odor. 200
1012. Viola Tricol 6
1013. Viola Tricol 200
1014. Vipera 30
1015. Vipera 200
1016. Viscum Alb. 6
1017. Viscum Alb. 30
1018. Viscum Alb. 200
1019. Wyethia 6
1020. Wyethia 30
1021. Wyethia 200
1022. Xanthoxylum 6
1023. Xanthoxylum 200
1024. X-Ray 200
1025. X-Ray 1000
1026. Zincum Met 30
1027. Zincum Met 200
1028. Zincum phos 30
1029. Zincum phos 200
1030. Zingiber 6
1031. Zingiber 200

GROUP 'B'

HOMEOPATHIC MOTHER TINCTURES & EXTERNALS

1. Abroma Augusta Q
2. Acalypha Indica Q
3. Acid Phos. Q
4. Adonis Vorn Q
5. Aegle Folia Q
6. Agnus Castus Q
7. Altris Farinost Q
8. Alfalfa Q
9. Amyl Nitrate Q
10. Apocynum Can. Q
11. Ashwagandha Q
12. Aspidosperma Q
13. Atista Indica Q
14. Avena Sativa Q
15. Azadirachta Q
16. Berberis Aquifolium Q
17. Berberis Vulgaris Q
18. Blatta Orientalis Q
19. Brahmi Q
20. Bryonia Alba Q
21. Cactus Grandiflourus Q
22. Calotropis Cig Q
23. Cantheris Q
24. Carduus Mar Q
25. Carrica Papaya Q
26. Cascara Sagrada Q
27. Cassia Sophora Q
28. Ceanothus Q
29. Chaparro Arnargosa Q
30. Chelidonium Maj Q
31. Chelone G Q
32. Chimaphylla Umb Q
33. China Officinalis Q
34. Chionanthus Virb. Q
35. Collinsonia Q
36. Condurango Q
37. Convallaria Maj. Q
38. Creatagus Oxy Q
39. Cynedon Dac Q
40. Damiana Q

41. Erossera Q
42. Eigitalis Q
43. Equisetum Q
44. Erigeron Q
45. Euplirasia Q
46. Ficus Religiosa Q
47. Filix Max Q
48. Fraxinus Americana
49. Galinm Aparine Q
50. Gossypium Q
51. Grindelia Q
52. Gymnema Syl. Q
53. Hamamolis Virg. Q
54. Helonias Q
55. Hydrangea Q
56. Hydrocotyle Asiatica Q
57. Hydrastis Can Q
58. Ipecac Q
59. Jonosia Asoka Q
60. Justicia Adhatoda Q
61. Kalmegh Q
62. Kurchi Q
63. Ledum Pal Q
64. Lobella Lufl. Q
65. Lycopus Virg. Q
66. Millifolium Q
67. Myristica Seb. Q
68. Nux Vomica Q
69. Ornithogalum Q
70. Pareira Brava Q
71. Passiflora Inc. Q
72. Physostigma Q
73. Phytolacca Q
74. Piper Methysticum Q
75. Psoralea Q
76. Pulsatilla Q
77. Quassia Q
78. Rauwolfia Serpentina Q
79. Rhus Aromatica Q
80. Sabal Serrulate Q
81. Sabina Q
82. Scrophularia Nod Q
83. Senecio Aurens Q
84. Senega Q
85. Solidago Virg. Q
86. Soongia Tosta Q
87. Strophanthus Hisp. Q
88. Syzygium Jamb. Q
89. Terminalia Arjuna Q
90. Thlaspi B. P. Q
91. Thuja Oce. Q
92. Trillium Pend. Q
93. Usmea Barbata Q
94. Ustilago May Q
95. Viburnum Op. Q
96. Viscum Alb. Q
97. Yohimbinum Q

Packing : 450 Ml. in Glass Bottles
Make : Indian Sealed

EXTERNALS :

98. Arnica Mont. Q
99. Calendula Off. Q
100. Echinacea Q
101. Kreosotum Q
102. Plantago Q
103. Urtica Urens Q

GROUP 'C'

BIOCHEMIC MEDICINES AND HIOCHEMIC COMBINATIONS

1. Calcarea Flour 6 X
2. Calcarea Flour 12 X
3. Calcarea Phos 6 X
4. Calcarea Phos 12 X
5. Calcarea Sulph 6 X
6. Calcarea Sulph 12 X
7. Ferrum Phos 1 X
8. Ferrum Phos 6 X
9. Ferrum Phos 12 X
10. Kali Nur 6 X
11. Kali Mur 12 X
12. Kali Phos 6 X
13. Kali Phos 12 X
14. Kali Sulph 6 X

15. Kali Sulph 12 X
16. Magnesia Phos 6 X
17. Magnesia Phos 12 X
18. Natrum Mur. 6 X
19. Natrum Phos 12 X
20. Natrum Phos 6 X
21. Natrum Phos 3 X
22. Natrum Sulph 6 X
23. NatruM Sulph 12 X
24. Silicea 6 X
25. Silicea 12 X
26. Five phos 6 X
27. Bio Combination No. 1
28. Bio Comb. No. 2
29. Bio Comb. No. 3
30. Bio Comb. No. 4
31. Bio Comb. No. 5
32. Bio Comb. No. 6
33. Bio Comb. No. 7
34. Bio Comb. No. 8
35. Bio Comb. No. 9
36. Bio Comb. No. 10
37. Bio Comb. No. 11
38. Bio Comb. No. 12
39. Bio Comb. No. 13
40. Bio Comb. No. 14
41. Bio Comb. No. 15
42. Bio Comb. No. 16
43. Bio Comb. No. 17
44. Bio Comb No. 18
45. Bio Comb. No. 19
46. Bio Comb. No. 20
47. Bio Comb. No. 21
48. Bio Comb. No. 22
49. Bio Comb. No. 23
50. Bio Comb. No. 24
51. Bio Comb. No. 25
52. Bio Comb. No. 26
53. Bio Comb. No. 27
54. Bio Comb. No. 28

GROUP 'D' HOMEOPATHIC TRITURATIONS

1. Adrenalin 2 X
2. Abics Nigra 3 X
3. Antim Ars. 3 X
4. Antipyrine 6 X
5. Ars. Album 3 X
6. Ars. Iod. 3 X
7. Ars. Sulph. flavus 3 X
8. Ars. Sulph. Flavus 6 X
9. Artemisis Vulg 3 X
10. Aurum Mur. Nat. 3 X
11. Baryata Iod. 3 X
12. Baryata Mur. 3 X
13. Borax 3 X
14. Calcarea Ars. 6 X
15. Calcarea Iod. 3 X
16. Calcarea Picrate 3 X
17. Calcarea Renalis 3 X
18. Cardus Mar. 3 X
19. Chloramphenicol 3 X
20. Chininum Ars. 3 X
21. Chininum Sulph. 3 X
22. Cholestrinum 3 X
23. Chrysaropinum 3 X
24. Echinacea 3 X
25. Ferrum Ars. 6 X
26. Ferrum picric 3 X
27. Formica Rufa 3 X
28. Gun powder 6 X
29. Hekla Lava 6 X
30. Hepar Sulph 2 X
31. Ousticia Adh. 3 X
32. Lapis Albus 6 X
33. Merc. Iod. Flavus 3 X
34. Myristica Seb. 3 X
35. Naphthalin 3 X
36. Ocimum Sanet 3 X
37. Ova Tosta 3 X
38. Pancreatin 3 X
39. Phytolacca 6 X
40. Sanguinaria Nit. 2 X
41. Santoninum 2 X
42. Skookum Shuck 3 X
43. Spartium Scaparium 1 X
44. Strontia 6 X
45. Thiosinaminum 3 X
46. Thyroidinum 3 X
47. Uraninum Nit 3 X

GROUP 'E' HOMEOPATHIC OINTMENTS

1. Arnica Mont ointment
2. Calendula ointment
3. Echinacea ointment
4. Gantheris ointment
5. Hamamelis ointment
6. Hypericum ointment
7. Skookum chuck ointment

GROUP 'F' HOMEOPATHIC SPECIAL ITEMS

Fl. Alfalfa Tonic 115 mleglass bottle (indian make)

Each 100 ml. should contain :

1. Alfalfa Q 1 ml
2. Arena Q 5 ml
3. Hydrastis Q 0.5 ml
4. Nux Vomica 2X0.25 ml
5. China Q 0.25 ml
6. Cinnamon Q 0.25 ml
7. Kali Ars 0.5 ml
8. Acid phos 2x5 ml
9. Sacch Alb. 25 Gm

1. Aqua Dist. Add to take 100 ml

F 2. Arnica Hair oil. 110 ml. Glass bottle (Indian Make)

F 3. Succus Cineraria eye Drops (German make)

F 4. Mullein oil 450 Glass bottle (Indian make)

NAME OF THE HOMEOPATHIC PHARMACISES

1. Messrs L. R. Bhandari & Sons, Hanging Bridge, Darya Ganj, Chowk, Delhi-6.
2. Ramakrishna Pharmaceuticals, 2-2-647/125, Bag Amberpet, Hyderabad (A.P.).
3. Father Mullers Charitable Institutions, 17-804, Father Muller Road, Kankanady, Mangalore-3.
4. St. George's Homoeopathic Pharmacy, 16-139-A, Balmatta, Kankandy, Bangalore-2, (Mysore).
5. Economic Homoeo Pharmecy, 89, Netaji Subhas Road, (Ground Floor) Calcutta-1.
6. Hahmemann Publishing Co., (P) Ltd., 169 B. B. Ganguly Street, Calcutta-12.
7. M. Bhattacharya & Co. (P) Ltd. 73, Netaji Subhash Chander Road, Calcutta-16.
8. National Homoeo Laboratory, 110, Acharya Jagdish Bombay Road, Calcutta-14.
9. Sunder Homoeo Sadan, 113, Netaji Subhash Road, Calcutta-1.
10. Ganapathi Homoeo Stores & Laboratory, D. No. 9-2-9th Block Marutery, West Godavari Dt.
11. New Indian Pharamaceuticals, No. 17-2-1136/2, Madannapet, Hyderabad.

FOREIGN PHARAMACISTS

1. Messrs Willmian Schivabo (West Germany).
2. Messrs Borrioke and Tafel (U. S. A.)
3. Messrs Dr. Madaus & Co. (West Germany).

GOVERNMENT OF RAJASTHAN
Finance (Gr. 2) Department

ORDER

No. F. 12 (1) FD (Gr. 2)/85/ Dated 25-6-1987

Sub : Rajasthan Civil Service (Medical Attendance) Rules, 1970.

Government servants were allowed facility of reimbursement in regard to Homeopathic treatment vide Finance Department Notification No. F 12 (1) FD (Gr. 2)/85 dated 20-5-85 and the same was extended upto 19-5-1987 vide this department order of even number dated 23-7-1986. The matter has again been considered by the Government and the Governor is pleased to order to extend the above facility for another term of three years with effect from 20-5-1987.

By order of the Governor
Sd/-
(Shiv Nath Singh)
Deputy Secretary to Govt.

RAJASTHAN STATE ROAD TRANSPORT CORPORATION, JAIPUR

No. F 2 (47) Acctts/Rules/87/8215 Dated 24-7-87

Copy in continuation of this Department order No. F. 2 (47) Acctts/Rules/87/1905 dated 23-2-87 is forwarded to the following for information and necessary action. The facility of Homeopathic treatment has been extended further by three years with effect 20-5-87. The employees may be made aware of this.

Sd/-
F. A. & Chief Accounts Officer

RAJASTHAN STATE ROAD TRANSPORT CORPORATION, JAIPUR

No. F. 2 (47) Acctts/Rules/90/245 Dated 10-1-90

OFFICE ORDER

Sub : Amendment in the facility of Homeopathic Treatment and reimbursement of cost of medicines.

In pursuance of the Corporation Board's resolution No. 83/89 dated 18-12-1989, following amendment is made in the existing facility of Homeopathic Treatment and reimbursement of cost of medicines issued vide this office order No F. 2 (47) Acctts/Rules/87/1905 dt. 23-2-1987 :—

"Existing item No 3 regarding Cost is substituted by the following namely :-

3-Cost (including sales tax paid by the Corporation employee) of Homeopathic medicines of approved preparation only not ordinarily available in the Government Hospitals shall be reimburseable subject to a maximum of Rs. 3/- per day and not exceeding Rs. 60/- in a month for each patient. List of Pharmacists as well as list of medicines which are reimburseable is given in the list already circulated with the order No. F. 2 (47) Acctts/Rules/87/1905 dt. 23-2-1987."

The amendment shall take effect from 03-10-1989.

Sd/-
MANAGING DIRECTOR

RAJASTHAN STATE ROAD TRANSPORT CORPORATION, JAIPUR
(Accounts (Rules) Department)

No. F. 2 (47) Acctts/Rules/91/7097 Dated 14-10-91

OFFICE ORDER

In Pursuance of the Corporation Board's resolution No. 45/91 dated 6-9-91 and in continuation to this office endorsement No. F. 2 (47) Acctts/Rules/87/8215 dated 24-7-87 the facility for Homeopathic treatment being provided to the employees of the Corporation is further extended for a period ending upto 30th June, 1993.

The other terms and conditions for treatment shall remain unchanged.

Sd/-
Managing Director,
RSRTC, Jaipur.

RAJASTHAN STATE ROAD TRANSPORT CORPORATION, JAIPUR
Accounts (Rules) Department

No. F. 2 (140) Acctts/Rules/91/278 Dated 16-1-1991

OFFICE ORDER

In pursuance of the Corporation Board's resolution No. 55/90, the employees of all cadres governed by Standing Orders 1965 and not getting the advantage of E. S. I. Scheme are hereby allowed the facility of actul reimbursement of outdoor medical treatment under the existing RSRTC, Medical Attendance Regulations in place of fixed medical allowance @ 15/- p. m., being given to them hitherto.

These orders shall come into force with immediate effect.

Sd/-
Managing Director
RSRTC, Jaipur.

GOVERNMENT OF RAJASTHAN
Finance (Gr. 2) Department

NOTIFICATION

No. F. 1 (14) FD (Gr. 2)/78 Jaipur, dated the 16-2-1987

Sub : Rajasthan Medical Officers Fees Rules, 1964.

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor hereby makes the following rules further to amend the Rajasthan Medical Officers fees Rules, 1964.

1. These rules may be called the Rajasthan Medical Officers fees (Amendment) Rules, 1987.
2. They shall come into force with immediate effect.
3. In the said rules the existing Schedule-2 shall be substituted by the following namely:—

SCHEDULE-2

Designation	Day 6 A. M. to 8 P. M.	Night After 8 P.M. but before 6 A. M.
C. A. S.	15/- (per visit)	20/- (per visit)
C. A. S. (Selection) Grade	25/- ,,	30/- ,,
Jr. Specialist on Clinical side	25/- ,,	30/- ,,
Lecturers of Medical Colleges on Clinical side	25/- ,,	30/- ,,
Readers of Medical Colleges on Clinical side	30/- ,,	40/- ,,
Sr. Specialist on Clinical side	30/- ,,	40/- ,,
Professors, including principal and Addl. Principal of Medical Colleges on Clinical side	40/- ,,	50/- ,,

By order of the Governor
Sd/-
(Shiv Nath Singh)
Dy. Secretary to the Government

राजस्थान सरकार

चिकित्सा एवं जनस्वास्थ्य विभाग (ग्रुप–2)

क्रमांक : एफ 18 (58) नि. स्वा./76/ग्रुप–2 जयपुर, दिनांक 27 नवम्बर, 1979

विज्ञप्ति

विषय :—अजमेर शहर में राज्य कर्मचारियों के लिए दवाईयों का भरण पोषण केवल अजमेर सहकारी उपभोक्ता होलसेल भण्डार के द्वारा संचालित दुकानों से खरीदने बाबत ।

राज्यपाल महोदय के आदेशानुसार रजिस्ट्रार सहकारी समितियां राजस्थान, जयपुर के पत्र क्रमांक प. 11 (14) सविरा/उप/2/74/अजमेर दिनांक 25-6-79 के प्रस्तावानुसार इस विभाग की विज्ञप्ति दिनांक 24-8-79 द्वारा यह निर्णय लिया गया था कि दिनांक 1 सितम्बर, 1979 से अजमेर शहर में केवल राजस्थान राज्य सहकारी उपभोक्ता भण्डार द्वारा संचालित दुकानों से क्रय की गई दवाईयां ही पुर्नभरण योग्य होगी एवं संशोधित विज्ञप्ति दिनांक 3-8-79 द्वारा राजस्थान राज्य सहकारी उपभोक्ता भण्डार के स्थान पर "अजमेर सहकारी उपभोक्ता होलसेल भण्डार" कर दिया गया था ।

अब राज्य सरकार के ध्यान में लाया गया है कि अजमेर शहर के राज्य कर्मचारियों को उपरोक्त विज्ञप्ति की सूचना विलम्ब से प्राप्त हुई है एव चिकित्सा पुर्नभरण में बहुत कठिनाईयां हो रही हैं ।

अतः राज्यपाल महोदय द्वारा पुनः यह निर्णय लिया गया है कि अजमेर शहर में राज्य कर्मचारियों के लिए केवल एलोपैथिक दवाईयों का पुर्नभरण अजमेर सहकारी उपभोक्ता होलसेल भण्डार के द्वारा संचालित दुकानों से क्रय की गई दवाईयां, के सम्बन्ध में आदेश दिनांक 1-9-79 के बजाय 15-9-79 से लागू किया माना जावे ।

जो एलोपैथिक औषधियां भण्डार द्वारा संचालित दुकानों पर उपलब्ध नहीं होती है वे इन दुकानों से अनुपलब्धि प्रमाण-पत्र प्राप्त करने के पश्चात् अन्य किसी भी दवा विक्रेता से क्रय की जा सकेंगी ।

आज्ञा से,
ह./-
(सुधीन्द्र गेपांवत)
उप शासन सचिव

राजस्थान सरकार
चिकित्सा एवं स्वास्थ्य विभाग (ग्रुप-2)

क्रमांक एफ 18 (58) चि. स्वा./76/ग्रुप-2/3869 जयपुर, दिनांक 24 मार्च, 1980

विज्ञप्ति

विषय :-बीकानेर एवं कोटा शहर के राज्य कर्मचारियों के लिए दवाईयों भरणपोषण क्रमशः बीकानेर एवं कोटा सहकारी उपभोक्ता होल सेल भण्डार लि. के द्वारा संचालित दुकानों से खरीदने बाबत।

राज्यपाल महोदय के आदेशानुसार पंजियक सहकारी समितियां राजस्थान जयपुर के पत्र क्रमांक प. 11 (14) सविश/उप/2/741 बीकानेर दिनांक 2-1-80 एवं पा. 11 (14) सविश/उप/2/74/कोटा दिनांक 3-1-80 के प्रस्तावानुसार यह निर्णय लिया गया है कि दिनांक 1-4-80 से बीकानेर व कोटा शहर के राज्य कर्मचारियों के लिए केवल ऐलोपेथिक दवाईयों का भरण पोषण क्रमशः बीकानेर व कोटा सहकारी उपभोक्ता होलसेल भण्डार लि. के द्वारा संचालित दुकानों से क्रय की गई दवाईयों को पुर्नभरण योग्य होगी।

जो एलोपेथिक औषधियां सहकारी उपभोक्ता होलसेल भण्डार द्वारा संचालित दुकानों पर उपलब्ध नहीं होती है, वे इन दुकानों से अनुपलब्धी प्रमाण-पत्र प्राप्त करने के पश्चात् अन्य किसी भी दवा विक्रेता से क्रय की जा सकेगी।

अनुपलब्धि प्रमाण-पत्र (एन.ए.सी.) केवल उसी दिन के लिए मान्य होगी दूसरे दिन के लिए नये सिरे से अनुपलब्धि प्रमाण-पत्र (एन.ए सी.) लेनी होगी।

आज्ञा से
ह./-
(जे. एस. कुमार)
विशिष्ट शासन सचिव

राजस्थान राज्य पथ परिवहन निगम, जयपुर

राजस्थान सरकार
चिकित्सा एवं जन स्वास्थ्य विभाग (ग्रुप-2)

सं. एफ 18 (58) चि. स्वा. 076/ग्रुप-2 जयपुर, दिनांक 27-5-81

विज्ञप्ति

विषय :—राज्य के विभिन्न शहरों के राज्य कर्मचारियों के लिए एलोपेथिक दवाईयों का भरण पोषण राजस्थान राज्य सहकारी उपभोक्ता संघ/भण्डार लि. द्वारा संचालित दुकानों से खरीदने बाबत।

इस विभाग की सम संख्यक विज्ञप्ति दिनांक 3-5-76, 20-2-79, 27-11-76 एवं 22-3-80 के क्रम में राज्य सरकार द्वारा यह निर्णय लिया गया है कि गांवों में कार्यरत अर्थात् शहर के बाहर कार्यरत राज्य कर्मचारी यदि ऐसे स्थान से एलोपेथिक दवाईयां खरीदें जहां पर सहकारी उपभोक्ता संघ/भण्डार लि. द्वारा संचालित

दवाईयों की दुकानें है तो ऐसे राज्य कर्मचारियों के लिए सहकारी उपभोक्ता संघ/भण्डार लि. द्वारा संचालित दुकानों से दवाईयां खरीदना अनिवार्य होगा भले ही दवाई शहर के अस्पताल से लिखवाई गई हो अथवा गांव की डिसपेन्सरी में ।

यह आदेश दिनांक 1-6-1981 से प्रभावशील होंगे ।

आज्ञा से

एस/डी

(जे. एस. कुमार)

विशिष्ठ शासन सचिव

राजस्थान सरकार

चिकित्सा एवं जन स्वास्थ्य विभाग (ग्रुप–2)

क्रमांक प. 22 (5) चि. स्वा /74/ग्रुप–2 जयपुर, दिनांक 15-11-1980

विज्ञप्ति

विषय :—अनुपलब्धि प्रमाण-पत्र केवल 3 दिन के लिये ।

राज्यपाल महोदय के आदेशानुसार इस विभाग की सम संख्यक पत्र दिनांक 9.7.1979 द्वारा राजस्थान राज्य सहकारी उपभोक्ता संघ लि. द्वारा संचालित दुकानें उनके पास अमुक दवा उपलब्ध न होने की दशा में अधिक से अधिक तीन दिन की दवाई की खुराक के लिए अनुपलब्धि प्रमाण–पत्र (एन.ए.सी.) जारी करने हेतु लिखा गया था । अनुपलब्धि प्रमाण–पत्र (एन.ए.सी.) उसी दिन के लिए मान्य होती थी ।

कर्मचारियों को दवाईयां क्रय करने में हो रही कठिनाईयों को ध्यान में रखते हुए यह निर्णय लिया गया है कि अनुपलब्धि प्रमाण–पत्र 3 दिन के स्थान पर 7 दिन (सात दिन) के लिये जारी किया जावेगा, परन्तु जो दवाईयां संघ द्वारा क्रय नहीं की जाती हैं उनके लिये अनुपलब्धि प्रमाण–पत्र (एन.ए.सी.) उतनी अवधि के लिये जारी किया जावेगा जिसके लिये चिकित्सा अधिकारी ने लिखा हो ।

यह भी निर्णय लिया गया है कि अनुपलब्धि प्रमाण–पत्र (एन.ए.सी.) प्राप्त करने के पश्चात् दवाईयां उसी दिन के स्थान पर 48 घन्टे में खरीदना आवश्यक होगी ।

यह आदेश दिनांक 15.9.1980 से लागू माना जावेगा ।

आज्ञा से,

ह./–

(जे. एस कुमार)

विशिष्ठ शासन सचिव

CHAPTER XII

Recruitment, Promotion Seniority and Confirmation

104. Regulation contained in this chapter lays down the method of recruitment, promotion, determination of seniority and confirmation of the employees belonging to different classes of service of the Corporation; provided that these regulations will not be applicable to any category of posts in inferior service.

Definition

105. (i) **Direct recruitment :** Means recruitment by the method prescribed by Regulation 116.

(ii) **'By Promotion'** : Means by the method prescribed by Regulation 117.

(iii) **'Services Recruitment Board'** : Means a Board appointed by the Corporation fcr recommending suitablo persons for appointment to posts in various services of the Corporation by the methods of direct recruitment or promotion, posts belonging to inferior service will not be referred to the Board for recruitment.

(iv) **'Schedole'** : Means a schedule to these regulations.

(v) **'Service'** : Means a service of the Corporation as classified in Schedule I, Corporation may revise the schedule from time to time as may be necessary.

Strength of cadres

106. The Corporation sball determine the strength of each cadre and may revise the same every five years or earlier according to exigencies of service ;

Provided that the Corporation may leave un-filled or hold in abeyance and vacant post without thereby entitling any employee to compensation or may create additional temporary posts in a cadre from time to time as may be necessary.

Source of Recruitment

107. Recruitment to various classes of posts in superior service shall be made :

(a) by a competitive examination and/or

(b) by promotion from lower post in a cadre; provided

(i) that the Corporation may fill any in superior service by special selection without referring the post for recruitment to the Service Recruitment Board;

(ii) All posts in inferior service may be filled by the appointing authority directly.

Determination of vacancies

108. Appointing authorities shall determine from time to time the number of vacancies in each class of superior service enumerated in schedule I, anticipated during a partlcular period or recruitment and thc number of person likely to be recruited by each method,

Nationality

109. A candidate for appointment to the service must be :

(a) Citizen of India, or

(b) a subject to Sikkim, or

(c) a subject to Nepal, or

(d) a person of Indian origin who has migrated from Pakistan with the intention of permanently settling in India;

Provided that if he belongs to category (c) or (d) he must be a person in whose favour a certificate of eligibility has been given by the Government of India ;

Provided further that if he belongs to category (d) 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.

A G E

110. A candidate for direct recruitment to any cadre must have attained the age prescribed in Regulation 9 on the first day of January of the year in which appointment is made;

Provided: (i) that the maximum age limit may be relaxed by the competent authority in special case ;

(ii) that if a candidate is already serving in coonection with affairs of the Corporation, the upper age limit be relaxed to 40 years.

Acadamic qualifications

111. The Corporation shall prescribe acadamic and other qualifications for direct recruitment to each cadre of posts in various classes of superior service,

Character

112. The character of a candidate for direct recruitment to any cadre must be such as to fit him for service or the Corporation. He must produce a certificate of good character from the Principal acadamic officer of the University College or School in which he was last educated and two such certificates written not more than six months prior to the date of application from two responsible persons not connected with his School, college of University and not related to him.

Physical fitness

113. A candidate for direct recruitment to any cadre must be in good mental and bodily health and free from any physical defect likely to interfere with the efficient performance of his duties in the Corporarion and must produce the certificate of health as prescribed in Regulation 8.

Qualifying service for promotion

114. No employee shall be appointed to higher post in a cadre by promotion or special selection unless be has been serving in connection with the affairs of the Corporation or of the Rajasthan Government if he was formerly a Government servant but has opted to serve in the Corporation, for the period which may specified by the Corporation in respect of each promotion or selection post.

Convassing disqualification

115. No recommendation either written or oral other than required under regulations shall be taken into consideration, Any attempt on the part of a candidate for appointment to enlist support directly or inditectly for his candidature by other means shall disqualify him for recruitment,

Procedure for direct recruitment

116. (a) Corporation shall adopt any of the following procedures for direct recruitment to posts in different classes of superior service :

(i) By a competitive examination which may be conducted by the service recruitment board in accordance with a syllabus which may be prescribed; or

(ii) by interview before the Service Recruitment Board of such candidates as may be considered suitable for appointment.

Inviting applications

(b) The Secretary of the Board shall invite applications :

(i) by advertising the posts in such manner as may be deemed fit in the perscribed form.

(ii) the method of conducting examination or interview shall be prescribed by the Corporation.

(iii) Recruitment Board shall recommend the names of selected candidates in the order of merit to the appointing authority who shall make such enquiry as may be considered necessary that such candidates are suitable in all respect for appointment to the post or posts concerned.

Procedure for Recruitment by promotion

117. (a) A selection strictly on senierity cum merit shall be made from among the persons eligible for such promotion under the provisions of these regulations.

(b) The posts on which appointments shall be made by promotion shall be notified by the Corporation from time to time.

(c) In selecting the candidates for promotion, record shall be had to their;

(i) academic qualifications including experience,

(ii) tact, energy and intelligence,

(iii) integrity and

(iv) previous record of service.

(d) As soon as it is decided that a certain number of posts in a class of service will be filled up by promotion, the Deputy General Manager or such other authority as may be nominated by the Corporation, shall prepare a list of senior most persons eligible for promotion, not exceeding 10 times the number of vacancies.

(e) The service recruitment board shall recommend the means to the appointing authority for appointment on promotion posts after considering cases of ***those who have passed the requisite practical test**, written test or qualifying written examination, to judge the suitability **of the candidates** included in the list and interviewing such of them as the Board may deem necessary.

**(f) The General Manager shall in consultation with the Head of Department perscribe the standard of practical test and syllabus of written test of qualifying written test or qualifying written examination for the purpose of clause (e) of the regulation.

Temporary appointments

118. A vacant post may be filled temporarily by the appointiug authority appointing there-to a person eligible for permanent appointment;

Provided that no appointment shall be continued beyond a period of six months wlrhout referring the matter to the Service Recuritment Board and shall be terminated immediateiy on the refusal of the Recruitment Board.

Seniority

119. Seniority in each class of service shall be determined by the date of the order of substantive appointment to a post in that cadre;

Provided :—

(i) that the seniority interse of the employees in each class of service who are appointed in Corporation's service as a result of exercising their option to become the employees of the Corporotion shall remain the same as will be determined by the Government of Rajasthan than on the day on which they cease to be Government servant. Such employees shall rank senior to those whose seniority shall be determined in the manner laid down in sub-clause (ii) and (iii) below.

(ii) that the seniority interse of persons appointed to posts in a particular class of service by direct recruitment, except those who do not join service when a vacancy is offered to rhem shall follow the same order in which they have been placed in the respective list prepared by the Service Recruitment Board under regulatien 116 (b) (iii) and

(iii) that if two or more persons are appointed to the same category of senior posts in the same acadamic year, a person appointed by promotion shall be senior to a person appointed by direct recruitment.

Probation

120. (a) An employee who is appointed by direct recruitment shall be placed on probation for a period of one year calculated from the date of his provisionally a substantive appointment.

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*Substituted for the word "all the persons"

**Added vide order No. F. 2 (226) Acctts/Estt/69/2464 dated 25-4-1969.

(b) If it appears to the appointing authority at any time during or at the end of the period of probation that a probationer has failed to give satisfaction, the appointing authority may revert him to the post held substantively by him immediately proceeding his appointment on probation: provided he holds a lien thereon, or in other cases may remove him from service;

Provided that the appointing authority may extend the period of probation by a specified time not exceeding one year.

(c) No compensation shall be granted by the Corporation to a probationer who is reverted or removed from service during or at the end of the period of probation under sub-regulation (b) above.

Confirmation

121. A probationer shall be confirmed in his appointment at the end of his period of probation if the appointing authority is satisfied that his integrity is unquestionable and he is otherwise fit for confirmation.

Pay and increment

122. (a) The scale of monthly pay to persons appointed to posts in different classes of services will be such as may be admissible under regulations from time to time.

(b) A probationer shall draw increments in the scale of pay admissible to him during the period of probation in accordance with regelation 37 (j) of these regulations.

Other provisions

123. Except as provided in the regulations contained in chapter XIV the pay, allowance, leave and other conditions of service of the employees of the Corporation shall be regulated by :

(i) Chapter I to XIII of the Rajasthan State Road Transport Employees' Service Regulations.

(ii) Contributory Provident Fund Regulations.

(iii) Any other regulations as may be framed from time to time.

CHAPTER XIII

Miscellaneous Provisions

Leaving jurisdiction

124. No employee shall be entitled to pay and allowances for any time which he spends beyond the limits of his charge without proper authority. But a competent authority may permit an employee under his control to proceed on duty to any place in India and may further permit to take such establishment and records as may be essentially necessary for discharge of his duties.

Casual leave

125. (a) An employee may be granted casual leave by an authority under whom he is serving upto a maximum period of 15 days in a year subject to a limit of 10

days at any one time. Holiday or holidays or weekly offs, if any, falling within the period of casual leave will not be counted as casual leave and shall be excluded from the limit of 10 days.

(b) Casual leave may not be sanctioned to an employee if it causes evasion of regulation regarding :
   (i) date of reckoning pay and allowances,
   (ii) charge of office,
   (iii) commencement and end of leave,
   (iv) return to duty.

(c) Balance of un-spent casual leave shall not be carried forward in the next year.

(d) An employee who is freshly recruited may be granted casual leave during the first year as under :
   (i) upto 5 days for service of 3 months or less.
   (ii) upto 10 days for service of more than three months but less than six months and
   (iii) upto 15 days for service of more than six months.

(e) An employee will not leave his headquarters during casual leave without previous permission of the casual leave sanctioning authority.

(f) An employee belonging to ministerial service and inferior service may be granted compensation (casual) leave for the number of days he is compelled to attend office under previous written orders of the officer concerned on Sundays or other prescribed holidays, unless the attendance is imposed as a penalty.

GOVERNMENT OF RAJASTHAN
FINANCE (GR. 2) DEPARTMENT

CLARIFICATION

No. F. 1 (44) FD/Gr. 2/83 Dated 30.12.85

Sub : Casual leave

A question has been raised as to whether casual leavc of a your can be combined with the casual leave of next year or not, it is clarified that combination of casual leave of year is not permissible with the casual leave of next year. For example a Government Servant on casual leava at the end of the year viz. on 31st December (or 30th June in case of vacation department) shall not be allowed to avail casual leave on commencement of the next year i. e. on Ist January or Ist July, as the cuse may be, even though the casual leave of both the years put together does not exceed the prescribed limit of 10 working days at a time.

This clarification shall take effect from Ist January 1986.

Sd/-
S. S. Parnami
Deputy Secretary to Govt.

GOVERNMENT OF RAJASTHAN
Finance (Gr. 2) Department

CLARIFICATION

No. F. 1 (44) FD (Gr. 2) 83 Jaipur. dated 2.4.1991

Subjcct : **Casual Leave**

In supersession of F. D. clarification of even number dated 30 12.1985, it is clarified that combinalion of casual Leave of a year is permissible with casual leave of the next year subject to the condition that the Casual Leave of both the years put together do not exceed the prescribed maximum limit of 10 working days at a time.

This clarification shall be deemed to have come into force with effect from Ist January 1986.

Sd/-
(Shiv Nath Singh)
Deputy Secretary to Govt.

CHAPTER XIV

राजस्थान राज्य पथ परिवहन निगम, जयपुर

क्रमांक : एफ-2 (25)/लेखा/नियम/85/10077 दिनांक 28-9-85

कार्यालय आदेश

निगम प्रस्ताव संख्या 70/84 दिनांक 31-10-84 एवं राज्य सरकार के स्वीकृति आदेश संख्या पं. 15 (4) गृह-7/85 दिनांक 29-3-85 के अनुपालन में राजस्थान राज्य पथ परिवहन निगम कर्मचारी एवं परिवार निःशुल्क यात्रा पास (सरलीकृत) विनिमय, 1985 निगम अधिकारियों एवं कर्मचारियों के लिये दिनांक 1-10-85 से लागू किये जाते हैं।

इस क्रम में निम्न निर्देश भी दिये जाते हैं :—

(1) समस्त यूनिट प्रभारी परिचय पत्र पास बुकें एवं सम्बन्धित रजिस्टर सहायक लेखाधिकारी (टिकिट स्टोर) मुख्यालय से प्राप्त करेंगे।

(2) जब तक कर्मचारी को नये पास बुक जारी नहीं कर दिये जाते हैं तब तक पुरानी पद्धति से ही पास दिये जायेंगे।

(3) जनवरी, 1985 से पूर्ण रूप से नयी पद्धति के अनुसार ही पास जारी किये जायेंगे।

(4) परिचय पत्र में कर्मचारी एवं परिवार के सदस्यों की लगने वाली फोटो कोपी कर्मचारी द्वारा ही प्रस्तुत की जावेगी एवं फोटो कोपी का खर्चा भी स्वयं द्वारा उठाया जायेगा।

(5) दिनांक 1-10-85 से 31-12-85 के बीच नयी पद्धति से किसी कर्मचारी को पास देने से पूर्व उस दिनांक को कुल 50 पासों में से शेष देय पासों की संख्या प्रचलित पद्धति से दिये गये पास घटाकर निकाली जावेगी। इस गणना में एकतरफ एक पारिवारिक पास के बदले 5 पासों की संख्या एवं पी.टी ओ. पास के लिये दो पास माने जायेंगे।

(6) उपरोक्त पद्धति से किसी प्रकार की समस्या एवं शंका होने पर सम्बन्धित सम्भागीय लेखाधिकारी से मार्ग दर्शन प्राप्त करेंगे।

ह०/-
प्रबन्ध संचालक

राजस्थान राज्य पथ परिवहन निगम, कर्मचारी एवं परिवार निःशुल्क यात्रा पास (सरलीकृत) विनिमय, 1985

(1) नाम एवं प्रभावी दिनांक : ये राजस्थान राज्य पथ परिवहन निगम कर्मचारी एवं परिवार निःशुल्क यात्रा पास (सरलीकृत) विनिमय, 1985 कहे जायेंगे जिन्हें इसके पश्चात् "विनिमय" कहा जायेगा। ये दिनांक 1.10.85 से (राज्य सरकार के अनुमोदन उपरान्त निगम द्वारा निर्धारित की जाने वाली तिथि) प्रभावी होंगे।

(2) आशय : निःशुल्क पास का आशय विनियमान्तर्गत सक्षम अधिकारी द्वारा राजस्थान राज्य पथ परिवहन निगम जिसे इसके पश्चात् निगम कहा जायेगा, के कर्मचारियों तथा उनके परिवार को निगम की वाहनों में निःशुल्क यात्रा करने के लिये अधिकृत करना है।

(3) परिधि : विनियमान्तर्गत, निगम की अथवा निगम प्रबन्ध के अधीन राज्यीय एवं अन्तर्राज्यीय मार्गों पर संचालित वाहन सेवाओं में पात्र कर्मचारी अथवा उनके पारिवारिक सदस्य (जिन्हें विनियम 5–ब के अन्तर्गत परिभाषित किया गया है) इस निःशुल्क यात्रा सुविधा का उपभोग कर सकेंगे।

(4) सुविधा उपभोग हित श्रेणी वर्गीकरण : कर्मचारी एवं उनके पारिवारिक सदस्य सम्बन्धित कर्मचारी के वेतन श्रेणी वर्गीकरण के अनुसार निम्न श्रेणी की वाहन सेवाओं में इस प्रयोजन हेतु यात्रा के पात्र होंगे :—

1. वे कर्मचारी जो @ 3000/– रुपये व इससे अधिक वेतन प्रतिमाह पा रहे हैं।	वातानुकूलित वाहनों में या किसी भी अन्य वाहन में।
2. वे कर्मचारी जो @ 1800– रुपये व इससे अधिक वेतन प्रतिमाह परन्तु @ 3000/– रुपये से कम वेतन प्रतिमाह पा रहे हैं।	सुविधा वाहनों में या द्रुतगति वाहनों में या साधारण वाहनों में।
3. वे कर्मचारी जो @ 1800/– रुपये प्रतिमाह से कम वेतन प्राप्त कर रहे हैं।	द्रुतगामी एवं साधारण वाहनों में।

(5) शर्तें : कर्मचारी निम्न शर्तों की परिपूर्ति करने पर स्वयं एवं पारिवारिक सदस्यों हित विनियमान्तर्गत, गमन–आगमन हेतु निःशुल्क यात्रा सुविधा का उपयोग कर सकेंगे :—

@ Substituted vide office order No. F. 2 (72) Acctts/Rules/90/63 dated 04-1-1990 effective from 1-9-88.

(अ) **पात्रता** :—

(1) निगम सेवा में नियुक्ति से एक वर्ष की निरन्तर सेवा पूर्ण करने पर कर्मचारी स्वयं व उनके पारिवारिक सदस्य निःशुल्क यात्रा सुविधा उपभोग करने हेतु पात्र होंगे।

(2) केन्द्रीय/राज्य सरकार से निगम में प्रतिनियुक्ति पर आने वाले व्यक्ति कार्यभार ग्रहण करने पर इस प्रयोजनार्थ इस शर्त की परिपूर्ती किये समझे जायेंगे।

(3) निगम से अन्य प्रतिष्ठानों को प्रतिनियुक्ति पर भेजे गये कर्मचारियों को उनकी प्रतिनियुक्ति अवधि में यह सुविधा देय नहीं होगी।

(ब) **पारिवारिक सदस्यता** :—

उपरोक्त पात्रतायुक्त कर्मचारी के निम्नानुसार पारिवारिक सदस्यनिःशुल्क यात्रा सुविधा उपभोग के सन्दर्भ में "पारिवारिक सदस्य" माने जायेंगे :—

(1) पत्नि या पति (जबकि महिला निगम सेवा में हो)

(2) वैध पुत्र एवं अविवाहित पुत्री तथा विधवा पुत्री/बहिन (जो पूर्णतया कर्मचारी पर आश्रित हो)

(3) माता/पिता (जो कर्मचारी पर पूर्णतया आश्रित हो)

(स) पास प्राप्ति आवेदन, भुगतान एवं परिचय पत्र कर्मचारी द्वारा 50 निःशुल्क यात्रा पास (प्रपत्र "क" पर) निर्धारित प्रक्रियान्तर्गत आवेदन (प्रपत्र "ख" पर) कर सक्षम अधिकारी को स्वीकृति प्रख्यात प्राप्त किये जा सकेंगे। उपरोक्त 50 पास दस-दस पासेज की पास बुकों में उपलब्ध होंगे एवं प्रथम बार में कर्मचारी द्वारा 10/– रु. का भुगतान रोकड़िया को करने के पश्चात भुगतान की रसीद संलग्न करते हुए आवेदन करने पर उसे 10 पास वाली बुक जारी की जावेगी।

निःशुल्क यात्रा सुविधा उपभोग हेतु आवेदक कर्मचारी को निर्धारित आवेदन-पत्र में अपेक्षित सप्रमाण सत्यापित विवरण प्रस्तुत करके स्वयं एवं पारिवारिक सदस्यों के पृथक-पृथक परिचय-पत्र (प्रपत्र "ग" एवं "घ" अनुसार) सक्षम अधिकारी से बनवाकर प्राप्त करना अपेक्षित होगा। परिचय पत्रों का प्रतिवर्ष नवोनीकरण कराना होगा जिसका अभिलेख भी रखा जावेगा। एक परिचय-पत्र खो जाने या नष्ट हो जाने पर दूसरा परिचय-पत्र सक्षम अधिकारी द्वारा तभी दिया जायेगा जबकि कर्मचारी ने लिखित आवेदन कर सक्षम अधिकारी के आदेश से निगम कोष में 5/– रुपये जमा करा दिये हों।

(6) आवृति : (1) एक कैलेण्डर वर्ष में एक कर्मचारी को 50 एकल मात्रा (SINGLE JOURNEY) पास देय होंगे जिनका उपभोग वह स्वयं एवं पारिवारिक सदस्यों की निःशुल्क यात्रार्थ अलग-अलग अथवा साथ-साथ स्वेच्छानुसार कर सकेगा। तीन वर्ष से बारह वर्ष की आयु की कर्मचारी की दो संतानें एक पास में साथ-साथ यात्रा कर सकेगी, किन्तु पास में दोनों के नाम अंकित करना आवश्यक होगा। यदि इस आयु की एक सन्तान एक बार में यात्रा करेगी तब पूरा एक पास उपभोगित होगा।

(2) एक निःशुल्क पास धारक द्वारा निःशुल्क सामान (LUGGAGE) ले जाना उस सीमा तक ही स्वीकृत होगा, जो नियमानुसार एक यात्री के लिये स्वीकृत है एवं उससे अधिक का नियमानुसार किराया लिया जावेगा ।

(7) दूरी : नियम द्वारा संचालित राज्यीय एवं अन्तर्राज्यीय मार्गों की किसी भी दूरी तक के लिये एक पास से एकल यात्रा की जा सकेगी ।

(8) यात्रा अन्तर्गत विश्राम स्थगन प्रस्थान से गन्तव्य स्थान तक यात्रा में न्यूनतम 150 कि.मी. की यात्रा पश्चात् अपेक्षानुसार 24 घंटे का मध्यवर्ती यात्रा स्थगन (JOURNEY BREAK) अनुमत होगा

(9) सक्षम अधिकारी यात्रा पास पुस्तिका आवेदक कर्मचारी को जारी करने की स्वीकृति देने एवं कर्मचारी तथा उसके पारिवारिक सदस्यों को अपेक्षित परिचय-पत्र अपने हस्ताक्षर से जारी करने हेतु निम्नांकित अधिकारी सक्षम अधिकारी होंगे :—

1.	मुख्यालय में कार्यरत कर्मचारियों/अधिकारियों के लिये।	सम्बन्धित विभागाध्यक्ष या उनके अधिनस्थ कोई अधिकारी जिसे प्रबन्ध निदेशक द्वारा अधिकृत किया जाये ।
2.	केन्द्रीय कार्यशालाओं में कार्यरत अधिकारियों/कर्मचारियों के लिये ।	कार्य व्यवस्थापक या उनके अधीनस्थ कोई अधिकारी जिसे प्रबन्ध निदेशक द्वारा अधिकृत किया जाये ।
3.	सम्भागीय प्रबन्धक कार्यालयों में कार्यरत अधिकारियों/कर्मचारियों के लिये ।	सम्बन्धित संभाग प्रबन्धक या उनके अधीनस्थ कोई अधिकारी जिसे प्रबन्ध निदेशक द्वारा अधिकृत किया जाये ।
4.	संभागीय यांत्रिक अभियंत/ कार्यालयों एवं संभागीय कार्यशालाओं में कार्यरत अधिकारियों/कर्मचारियों के लिये ।	सम्बन्धित संभागीय यांत्रिक अभियन्ता या उनके अधीनस्थ कोई अधिकारी जिसे प्रबन्ध निदेशक द्वारा अधिकृत किया जाये ।
5.	टायर रिटेडिंग कार्यशालाओं में कार्यरत अधिकारियों/कर्मचारियों के लिये ।	संभागीय यांत्रिक अभियन्ता या उनके अधीनस्व कोई अधिकारी जिसे प्रबन्ध निदेशक द्वारा अधिकृत किया जाये ।
6.	संभागीय लेखाधिकारी कार्यालय अधिकारियों/कर्मचारियों के लिये ।	सम्बन्धित संभागीय लेखाधिकारी या उनके अधीनस्थ कोई अधिकारी जिसे प्रबंध निदेशक द्वारा अभिकृत किया जाये ।
7.	आगार कार्यालयों एवं आगार कार्यशालाओं में कार्यरत अधिकारियों/कर्मचारियों के लिये ।	सम्बन्धित आगार प्रबन्धक या उनके अधीनस्थ कोई अधिकारी जिसे प्रबन्ध निदेशक द्वारा अधिकृत किया जाये ।

(10) उपभोग प्रक्रिया — विनियमान्तर्गत कर्मचारी द्वारा प्राप्त निःशुल्क यात्रा पास में, जो कि त्रिपर्णीय स्वरूप में होगी, निःशुल्क यात्रा सुविधार्थ उपभोग करने हेतु कर्मचारी द्वारा प्रविष्टियों की पूर्तीया स्वहस्ताक्षर सहित की जायेगी। तत्पश्चात पास के प्रथम दोपर्ण वह सम्बन्धित पत्रक वितरक/परिचालक को वाहन में यात्रार्थ प्रस्तुत करेगा। सम्बन्धित पत्रक वितरक/परिचालक उसमें की गई पूर्तीयो का ध्यान पूर्वक निरीक्षण करेगा एवं पास धारक कर्मचारी/पारिवारिक सदस्यों के परिचय-पत्र को देखकर यह आश्वस्त कर लेने के बाद कि पास धारक सम्बन्धित पास में नामांकित व्यक्ति ही है, वह पास के दोनों पर्णों में उसके द्वारा पूर्तीयाँ व प्रविष्टियाँ पूर्ण करते हुये मार्ग विपत्र में उनका अपेक्षित इन्द्राज करेगा तथा पास का द्वितीय पर्ण धारक को यात्रा पर्यन्त अपने पास रखने हेतु लौटा देगा व पास का प्रथम पर्ण अपने पास मार्ग आय विवरण सहित आगार में प्रस्तुत करेगा : पास में अंकित अन्तिम गन्तव्य स्थल तक यात्रा के किये अन्य वाहन सेवा में परिवर्तन अपेक्षित होने पर पास धारक उसके पास उपलब्ध द्वितीय पर्ण को परिवर्तित वाहन सेवा के मार्ग विपत्र में इन्द्राज हेतु सम्बन्धित पत्रक वितरक परिचालक को देगा जो मार्ग विपत्र में इन्द्राज पश्चात् पर्ण पर अपेक्षित प्रविष्टियाँ, करके पुनः धारक को लौटा देगा।

(11) पास पुस्तिका की पुर्नप्राप्ति एवं अभिलेख संधारण :

(1) एक कलैंडर वर्ष में कर्मचारी को जारी सभी 50 पास सम्बन्धित वर्ष में उपभोग हेतु ही मान्य होंगे। अगले वर्ष हेतु पुनः पास पुस्तिका प्राप्ति हेतु आवेदन करने से पूर्व कर्मचारी द्वारा गत वर्ष उपभोग किये गये पर्ण अथवा बिना उपभोग किये गये पर्ण की पुस्तिका सम्बन्धित इकाई में जमा कराना आवश्यक होगा तथा अपने आवेदन में इसका विवरण अंकित करने पर ही विनियमान्तर्गत अगले वर्ष के लिए पुनः पास पुस्तिका दी जा सकेगी। पास पुस्तिका जारी करने एवं उपभोगित व उपयोग शेष पास पुनः जमा कराने का विवरण सम्बन्धित इकाईयों में प्रपत्र "ङ" में संधारित होगा।

(2) जो कर्मचारी उक्त उप-विनियम (1) के अनुसार गत वर्ष उपभोग किये गये पर्ण अथवा बिना उपभोग किये गये पर्ण की पुस्तिका जमा नही कराने का दोषी होगा; उसे प्रबन्ध निदेशक द्वारा अगले दो वर्ष के लिए निःशुल्क यात्रा पास सुविधा से वंचित किया जा सकेगा। यदि निःशुल्क यात्रा पास पुस्तिका खो जाय/चोरी चली जाय/अ-स्थान हो जाये, तब यथा समय सक्षम अधिकारी को सूचित करना चाहिए।

(3) एक कलैण्डर वर्ष में कर्मचारी द्वारा अपनी कार्यरत इकाई से पास पुस्तिका प्राप्त करने के बाद उसका अन्य इकाई में स्थानान्तरण हो जाने पर वह उसी पास पुस्तिका में से पास का उपभोग करेगा। जिस इकाई से कर्मचारी का स्थानान्तरण हुआ हो, के सक्षम अधिकारी द्वारा स्वयं के हस्ताक्षर से उस इकाई के सक्षम अधिकारी को जहां कर्मचारी स्थानान्तरित किया गया हो, प्रपत्र "च" में कर्मचारी को जारी की गई/कर्मचारी द्वारा उपभोगित पास पुस्तिका का विवरण सूचित करेगा। इसकी बिबरण टिप्पणी दोनों इकाईयों में संधारित किये जाने वाले अभिलेख में अंकित की जायेगी।

(4) ऐसे कर्मचारी जो कैलेण्डर वर्ष के दौरान सेवा पृथक/सेवा निवृत हो जाते हैं, उन्हें अन्तिम वेतन भुगतान तभी किया जायेगा जबकि वे धारित पारिवारिक पास पुस्तिका सम्बन्धित कार्यालय में जमा करवाकर सक्षम अधिकारी से "बकाया नहीं" प्रमाण-पत्र प्राप्त कर प्रस्तुत कर दें ।

(12) दुराचरण एवं कठोर कार्यवाही : इन विनियमों के अन्तर्गत देय निःशुल्क यात्रा पास हस्तान्तरणीय नहीं होंगे । निःशुल्क यात्रा पासों का दुरुपयोग दुराचरण की कार्यवाही माना जायगा एवं इस पर कठोर कार्यवाही की जायेगी ।

(13) निशुल्क यात्रा पास धारक पर अन्य नियमों का नियंत्रण : उन मामलों जिनका ऊपर उल्लेख है, के अलावा एक निशुल्क यात्रा पास धारक, सामान्यतः यात्रियों के लिए प्रचलित नियमों द्वारा नियंत्रित होगा ।

(14) पूर्व प्रावधान जो निरन्तर रहेंगे : उपरोक्त सुविधा के साथ साथ निम्न प्रचलित सुबिधायें भी निगम कर्मचारियों के लिए जारी रहेंगी :—

1. निगम कर्मचारियों को *पांच रु. प्रति माह प्रति कर्मचारी के रियायती पासों पर नगरीय सेबाओं जो नगर वाहन सेवा आगार द्वारा सचालित है, मैं यात्रा करने की सुविधा होगी ।

2. निगम के ऐमें कर्मचारी/श्रमिक जो अपने नियोजन स्थान के 30 कि.मी. एवं 60 कि.मी. की परिधी में रह रहे हैं, उनको नियोजन स्थान (कार्यालय) में आने व जाने हेतु क्रमशः 2 रु. व 4 रु. मूल्य के मासिक पासों पर निगम वाहनों में यात्रा करने की सुविधा होगी । परन्तु ऐसे कर्मचारियों को मकान किराया भत्ता देय नहीं होगा ।

(15) पूर्व प्रावधानों का विलोपन : इन विनियमों के प्रभाव में आने की दिनांक से राजस्थान राज्य पथ परिवहन निगम सेवा (निशुल्क पास) विनियम 1965 एवं आदेश संख्या एफ. 2 (155)लेखा /नियम/65/ 55139 दिनांक 13–6–75 के सभी प्रावधान विलोपित हो जायेंगे ।

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* Substituted vide order No. PRO/90/596, dated 19-11-90 effective from 1-12-90.

प्रपत्र–ख

निःशुल्क यात्रा पास पुस्तिका एवं परिचय पत्र प्राप्ति हेतु कर्मचारी द्वारा आवेदन

1. कर्मचारी का नाम.....
2. पिता/पति का नाम.....
3. पद .....
4. कार्य स्थान.....
5. प्रथम नियुक्ति दिनांक.....
6. पारिवारिक सदस्यों का सप्रमाण विवरण :—

(1) नाम.....कर्मचारी से सम्बन्ध.....आयु.....
(2) नाम.....कर्मचारी से सम्बन्ध.....आयु.....
(3) नाम.....कर्मचारी से सम्बन्ध.....आयु.....
(4) नाम.....कर्मचारी से सम्बन्ध.....आयु.....
(5) नाम.....कर्मचारी से सम्बन्ध.....आयु.....
(6) नाम.....कर्मचारी से सम्बन्ध.....आयु.....
(7) नाम.....कर्मचारी से सम्बन्ध.....आयु.....
(8) नाम.....कर्मचारी से सम्बन्ध.....आयु.....
(9) नाम.....कर्मचारी से सम्बन्ध.....आयु.....

7. प्रार्थी ने स्वयं एवं पारिवारिक सदस्यों के अपेक्षित परिचय पत्र निःशुल्क यात्रा सुविधा हेतु बनवा रखे हैं ।

या

अपेक्षित परिचय पत्र जारी कराने/नवीनोकरण कराने का कष्ट करें ।

8. प्रार्थी द्वारा पूर्व में उपयोगित पास बुक उपयोगित पर्ण सं.....से.....तक व उपयोगित पर्ण सं.....से.....तक.....नाम इकाई..... स्टेशनरी भण्डार कार्यालय में जमा करा दिये है ।
9. कृपया प्रार्थी को कलैण्डर वर्ष.....में कर्मचारी पारिवारिक निःशुल्क यात्रा पास सुविधा उपयोग हेतु .....पासों की.....पास पुस्तिका जारी कराने के लिये रुपये..... निगम कोष में जमा कराने का आदेश प्रदान करें ।

कर्मचारी के हस्ताक्षर

कार्यालय–टिप्पणी हेतु

प्रमाणित करता हूं कि श्री.....पिता/पति/पत्नि श्री..... निगम की .....इकाई में कार्यरत हैं एवं उन द्वारा प्रेषित उक्त विवरण उपलब्ध सूचना/अभिलेख के आधार पर सही है ।

दिनांक

हस्ताक्षर सम्बन्धित लिपिक

सक्षम अधिकारी का आदेश

1. रोकड़िया द्वारा निगम कोष में रुपये.....जमा कर आवेदक कर्मचारी को.....पासों की पास पुस्तिका भण्डार द्वारा जारी की जाये ।
2. आवेदक कर्मचारी द्वारा अपेक्षित परिचय पत्र जारी किये जावें/नवीनीकरण किया जावे ।

दिनांक.....

नोट :—उपरोक्त में से अनावश्यक भाग का अपलेख करें ।

हस्ताक्षर सक्षम अधिकारी

प्रपत्र–क

राजस्थान राज्य पथ परिवहन निगम

कर्मचारी एवं परिवार निःशुल्क यात्रा पास सुविधा पुस्तिका

प्रमाणित किया जाता है कि :— **प्रमाण-पत्र**

1. इस निःशुल्क यात्रा पास पुस्तिका में पास क्रमांक.....से.....तक कुल..... पास हैं ।
2. सम्बन्धित कर्मचारी द्वारा रुपये... .....रसीद संख्या.....दिनांक.....से निगम कोष में जमा कराने एवं अभिलेख संधारण पंजिका के पृष्ठ संख्या.....पर इसका विवरण अंकित करने के बाद यह पुस्तिका निम्न कर्मचारी को कलेण्डर वर्ष..... के लिये दिनांक.....को जारी की गई हैं ।
   नाम कर्मचारी .....पिता/पति श्री..... पद .....
3. इस पुस्तिका में उपलब्ध पासों के प्रत्येक पर्ण पर..... ....."सक्षम अधिकारी के हस्ताक्षर एवं पद मोहर" .....के नीचे अंकित मोहर मेरी स्वयं की है तथा मेरे कार्यालय द्वारा अंकित की गई हैं ।
4. कर्मचारियों/पारिवारिक सदस्यों के लिये आवश्यक निर्देश इस पृष्ठ के पीछे के भाग पर अंकित हैं ।

हस्ताक्षर सक्षम अधिकारी पद एवं कार्यालय की मोहर

कर्मचारियों/पारिवारिक सदस्यों के लिये प्रमुख निर्देश

1. यह कर्मचारियों एवं उनके परिवारिक सदस्यों की निगम वाहनों में निःशुल्क यात्रा सुविधा के प्रयोजनार्थ है। निगम सेवा में नियुक्ति दिनांक से एक वर्ष की निरन्तर सेवा पूर्ण करने पर एवं केन्द्रीय/राज्य सरकार से निगम में प्रतिनियुक्ति पर आने वाले व्यक्ति के कार्यभार ग्रहण करने पर स्वयं कर्मचारी एवं उसके पारिवारिक सदस्यों जिन्हें विनियम 5–ब में परिभाषित किया गया है, को ही यह सुविधा देय हैं ।
2. कर्मचारी एवं पारिवारिक सदस्य यात्रा के समय पास के तीनों पर्णों की प्रविष्ठियों की पूर्ति कर प्रथम व द्वितीय पर्ण पुस्तिका से फाड़कर पत्रक वितरक/परिचालक को देगा । पत्रक वितरक/परिचालक द्वारा दोनों पर्णों के पृष्ठ भाग में आवश्यक प्रविष्ठियाँ करने के बाद कर्मचारी/पारिवारिक सदस्य द्वितीय पर्ण उससे वापिस प्राप्त करेगा एवं यात्रा पर्यन्त सम्भाल कर अपने पास रखेगा ।
3. विनियम 4 में उल्लेखित वेतन श्रेणी वर्गीकरण के अनुसार कर्मचारी/पारिवारिक सदस्य विभिन्न श्रेणी की निगम वाहनों में यात्रा करने के लिये अधिकृत हैं । एक पास से राज्यीय एवं अन्तर्राज्यीय मार्गों की किसी भी दूरी तक के लिये निगम वाहनों में एकल यात्रा की जा सकेगी । तीन वर्ष से बारह वर्ष की आयु के कर्मचारी की दो सन्तानें एक पास में साथ-साथ यात्रा कर सकेगी, जिसके लिये पास में दोनों के नाम अंकित करना आवश्यक होगा । यदि इस आयु की एक सन्तान एक बार में यात्रा करेगी तब पूरा एक पास उपभोगित होगा ।
4. कर्मचारी को स्वयं अपना व अपने पारिवारिक सदस्यों के परिचय-पत्र विनियम-5 'ख" के अनुसार बनाकर यात्रा के समय अपने साथ रखने होंगे । परिचय-पत्रों का प्रत्येक वर्ष में नवीनीकरण कराना आवश्यक होगा । एक परिचय-पत्र खो जाने या नष्ट हो जाने पर दूसरा परिचय-पत्र 5/– रुपये जमा कराने के बाद जारी किया जायेगा ।
5. जिस कलैण्डर वर्ष के लिए यह पुस्तिका जारी की गई है केवल इसी के लिए मान्य होगी । एक पुस्तिका पूरी होने पर उसे जमा कराने के बाद दूसरी पुस्तिका जारी की जायेगी । वर्ष के अन्त में अगले वर्ष के लिये पुस्तिका जारी कराने के लिए, पूर्व में जारी की गई पुस्तिका में उपयोगित एव अ–उपयोगित पासों के विवरण सहित पुस्तिका जमा कराना आवश्यक होगा । ऐसा न करने का दोषी पाये जाने वाले कर्मचारी को उसके पारिवारिक सदस्यों सहित निःशुल्क यात्रा पास सुविधा से 2 वर्ष के लिए वंचित किया जा सकेगा । पुस्तिका खो जाने/चोरी हो जाने/अ–स्थान हो जाने पर यथा समय सक्षम अधिकारी को सूचित करना चाहिए ।
6. एक कलैण्डर वर्ष में कर्मचारी एवं उसके पारिवारिक सदस्यों को केवल 50 एकल यात्रा पास देय हैं । ये निःशुल्क यात्रा पास हस्तान्तरित नही है । इनका दुरुपयोग दुराचरण माना जायेगा । जिस पर कठोर कार्यवाही की जायेगी ।
7. सेवा पृथक या सेवा से निवृत हो जाने पर कर्मचारी एवं उसके पारिवारिक सदस्य निःशुल्क यात्रा पास सुविधा का उपभोग नहीं करेंगे । कर्मचारियों को चाहिये कि वे निःशुल्क यात्रा पास विनियमों के प्रावधानों को ध्यान में रखें ।

प्रबन्ध निदेशक

प्रपत्र—"क"

तृतीय पर्ण

राजस्थान राज्य पथ परिवहन निगम

निगम वाहनों में एकल यात्रार्थ पास

(मोनोग्राम)

क्र. सं.·····

पंजिका पृष्ठ संख्या·····

1. नाम कर्मचारी श्री/श्रीमती/सुश्री·····
·····
2. कार्यरत स्थान·····
3. मूल वेतन·····
4. नाम पास धारक श्री/श्रीमति/सुश्री·····
·····
5. आयु·····
6. कर्मचारी से सम्बन्ध·····
7. यात्रा स्थान : कहां से·····
कहां को·····
8. वैध अवधि : दिनांक····· से·····तक
9. पास जारी करने की दिनांक·····

सक्षम अधिकारी के हस्ताक्षर
एवं पद की मोहर

हस्ताक्षर
कर्मचारी

प्रपत्र —"क"

द्वितीय पर्ण

राजस्थान राज्य पथ परिबहन निमम

निगम वाहनों में एकल यात्रार्थ पास

(मोनोग्राम)

क्र. सं.·····

पंजिका पृष्ठ संख्या·····

1. नाम कर्मचारी श्री/श्रीमति/सुश्री·····
·····
2. कार्यरत स्थान·····
3. मूल वेतन·····
4. नाम पास धारक श्री/श्रीमति/सुश्री·····
·····
5. आयु·····
6. कर्मचारी से सम्बन्ध·····
7. यात्रा स्थान : कहां से·····
कहां को·····
8. वैध अवधि : दिनांक ····· से·····तक
9. पास जारी करने की दिनांक·····

सक्षम अधिकारी के हस्ताक्षर
एवं पद की मोहर

हस्ताक्षर
कर्मचारी

नोट :—पास धारक कर्मचारियों/पत्रक वितरकों/परिचालकों के लिए आवश्यक निर्देश इसके पीछे अंकित है ।

प्रपत्र—"क"

प्रथम पर्ण

राजस्थान राज्य पथ परिवहन निगम

निगम वाहनों में एकल यात्रार्थ पास

(मोनोग्राम)

क्र. सं.·····

पंजिका पृष्ठ संख्या·····

1. नाम कर्मचारी श्री/श्रीमति/सुश्री·····
·····
2. कार्यरत स्थान·····
3. मूल वेतन·····
4. नाम पास धारक श्री/श्रीमति/सुश्री·····
·····
5. आयु·····
6. कर्मचारी से सम्बन्ध·····
7. यात्रा स्थान : कहां से·····
कहां को·····
8. वैध अवधि : दिनांक·····से·····तक
9. पास जारी करने की दिनांक·····

सक्षम अधिकारी के हस्ताक्षर
एवं पद की मोहर

हस्ताक्षर
कर्मचारी

निर्देश :—

(1) कर्मचारी द्वारा उक्त कालम 8 में वैध अवधि भरते समय यह ध्यान रखा जाये कि यात्रा की दूरी में 150 कि. मी. पर 24 घण्टे का मध्यवर्ती विश्राम जोड़कर बनने वाली कुल अवधि से अधिक न हो ।

(2) पत्रक वितरक/परिचालक द्वारा पास धारक व्यक्ति के पास उपलब्ध परिचय-पत्र देखकर यह आश्वस्त कर लेने के बाद कि पास धारक पास में नामांकित व्यक्ति ही है पास में की हुई पूर्तीयों का भी निरीक्षण करेगा । तत्पश्चात् पास के प्रथम व द्वितीय दोनों पर्णों में निम्नांकित प्रविष्टियां पूर्ण करने के बाद द्वितीय पर्ण पास धारक को लौटा देगा व प्रथम पर्ण अपने पास रखेगा जिसे मार्ग आय-व्यय विवरण के साथ आगार में प्रस्तुत करेगा ।

(3) 3000/– रु. व इसके अधिक मूल वेतन वाले वातानुकूलित/किसी भी अन्य वाहनों में, 1800/- व इससे अधिक मूल वेतन किन्तु 3000/– रु. से कम मूल वेतन वाले सुविधा/द्रुतगामी/साधारण वाहनों में एवं 1800/– रु. से कम मूल वेतन वाले द्रुतगामी/साधारण वाहनों में यात्रा के लिए अधिकृत होंगे ।

प्रविष्टियां

1. वाहन संख्या.....
2. मार्ग .....से.....तक
3. मार्ग विपत्र संख्या.....
4. यात्रा दिनांक.....
5. यात्रा स्थान .....से.....तक

हस्ताक्षर पत्रक वितरक/परिचालक

नोट :—वाहन परिवर्तन करने पर पास धारक आगे की यात्रा के लिए पास की द्वितीय पर्ण पत्रक वितरक/परिचालक को देगा व उस पर उक्त प्रकार प्रविष्टि अंकित कर दी जायेगी ।

निर्देश :—

(1) कर्मचारी द्वारा उक्त कालम 8 में वैध अवधि भरते समय यह ध्यान रखा जाये कि यात्रा की दूरी में 150 कि. मी. पर 24 घण्टे का मध्यवर्ती विश्राम जोड़कर बनने वाली कुल अवधि से अधिक न हो ।

(2) पत्रक वितरक/परिचालक द्वारा पास धारक व्यक्ति के पास उपलब्ध परिचय-पत्र देखकर यह आश्वस्त कर लेने के बाद कि पास धारक पास में नामांकित व्यक्ति ही है पास में की हुई पूर्तीयों का भी निरीक्षण करेगा । तत्पश्चात् पास के प्रथम व द्वितीय दोनों पर्णों में निम्नांकित प्रविष्टियां पूर्ण करने के बाद द्वितीय वर्ण पास धारक को लौटा देगा व प्रथम पर्ण अपने पास रखेगा जिसे मार्ग आय-व्यय विवरण के साथ आगार में प्रस्तुत करेगा ।

(3) 3000/– रु. व इसके अधिक मूल वेतन वाले वातानुकूलित/किसी भी अन्य वाहनों में, 1800/- व इससे अधिक मूल वेतन किन्तु 3000/– रु. से कम मूल वेतन वाले सुविधा/द्रुतगामी/साधारण वाहनों में एवं 1800/– रु. से कम मूल वेतन वाले द्रुतगामी/साधारण वाहनों में यात्रा के लिए अधिकृत होंगे ।

प्रविष्टियां

1. वाहन संख्या.....
2. मार्ग .....से.....तक
3. मार्ग विपत्र संख्या.....
4. यात्रा दिनांक.....
5. यात्रा स्थान .....से.....तक

हस्ताक्षर पत्रक वितरक/परिचालक

नोट :—वाहन परिवर्तन करने पर पास धारक आगे की यात्रा के लिए पास की द्वितीय पर्ण पत्रक वितरक/परिचालक को देगा व उस पर उक्त प्रकार प्रविष्टि अंकित कर दी जायेगी ।

राजस्थान राज्य पथ परिवहन निगम

प्रपत्र "ग"

निःशुल्क यात्रा पास विनियम, 1985 के अन्तर्गत

मोनोग्राम

कर्मचारी परिचय-पत्र

पेज 1

नाम कर्मचारी श्री.....

नाम पिता/पति/श्री .....

जन्म तिथि .....

नियुक्ति/प्रतिनियुक्ति तिथि .....

पद.....

कार्यालय का पता .....

.....

घर का स्थाई पता .....

.....

..... ह. सक्षम अधिकारी

दिनांक..... पद व कार्यालय की मोहर

पेज 2

अभिलेख संधारण पंजिका का पृष्ठ संख्या.....

कर्मचारी का फोटो

कर्मचारी के हस्ताक्षर

नोट—सक्षम अधिकारी फोटो इस तरह प्रमाणित करें कि हस्ताक्षर पृष्ठ व फोटो दोनों पर अंकित हो। मोहर भी इसी तरह लगाई जाये।

पेज 3

दिनांक.....तक के लिए वैध है। ह. सक्षम अधिकारी

दि...... पद व कार्यालय की मोहर

दिनांक.....तक के लिए नवीनीकरण किया गया ह. सक्षम अधिकारी

दि..... पद ब कार्यालय की मोहर

पेज 4

दिनांक.....तक के लिए नवीनीकरण किया गया। ह. सक्षम अधिकारी

दि..... पद व कार्यालय की मोहर

दिनांक.....तक के लिए नवीनीकरण किया गया। ह. सक्षम अधिकारी

दि..... पद व कार्यालय की मोहर

पेज 5

दिनांक.....तक के लिए नवीनीकरण किया गया। ह. सक्षम अधिकारी

दि..... पद व कार्यालय की मोहर

दिनांक.....तक के लिए नवीनीकरण किया गया। ह. सक्षम अधिकारी

दि..... पद व कार्यालय की मोहर

पेज 6

दिनांक.....तक के लिए नवीनीकरण किना गया। ह. सक्षम अधिकारी

दि..... पद व कार्यालय की मोहर

दिनांक.....तक के लिए नवीनीकरण किया गया। ह. सक्षम अधिकारी

दि..... पद व कार्यालय की मोहर

सूचना

1. यह परिचय-पत्र निगम कर्मचारी के परिचय मात्र के लिए है जिसे निशुल्क यात्रा पास विनियमों के अन्तर्गत जारी पास से निगम वाहनों में यात्रा करते समय साथ में रखना अनिवार्य है।
2. इसके खो जाने या नष्ट हो जाने पर, दूसरा परिचय-पत्र पांच रुपये निगम कोष में जमा कराने के बाद ही जारी किया जाएगा। प्रत्येक कलैण्डर वर्ष के प्रथम माह में उस वर्ष हेतु इसका नवीनीकरण कराना आवश्यक है।
3. इसके खो जाने पर किसी व्यक्ति को मिलने पर कृपया निगम के निकटवर्ती कार्यालय में जमा करायें।
4. यह परिचय-पत्र निगम का प्रलेख है जिस पर किसी भी प्रकार का लेन-देन वर्जित है। इसके दुरुपयोग पर कड़ी कार्यवाही की जा सकती है।

राजस्थान राज्य पथ परिवहन निगम

प्रपत्र "घ"

निःशुल्क यात्रा पास विनियम, 1985 के अन्तर्गत

मोनोग्राम

पेज 1 — कर्मचारी परिवार के सदस्य का परिचय-पत्र — पेज 2

नाम कर्मचारी श्री.....

नियुक्ति/प्रतिनियुक्ति तिथि.....

पद.....

कार्यालय का पता.....

घर का स्थाई पता.....

.....

नाम परिवार सदस्य.....

जन्म तिथि.....

कर्मचारी से सम्बन्ध.....

ह. सक्षम अधिकारी

दिनांक..... पद व कार्यालय की मोहर

अभिलेख संधारण पंजिका का पृष्ठ संख्या.....

परिवार सदस्य का फोटो

सदस्य के हस्ताक्षर

नोट—सक्षम अधिकारी फोटो इस तरह प्रमाणित करें कि हस्ताक्षर पृष्ठ व फोटो दोनों पर अंकित हो। मोहर भी इसी तरह लगाई जाये।

पेज 3

दिनांक.....तक के लिए वैध है। ह. सक्षम अधिकारी

दि..... पद व कार्यालय की मोहर

दिनांक.....तक के लिए नवीनीकरण किया गया ह. सक्षम अधिकारी

दि..... पद व कार्यालय की मोहर

पेज 4

दिनांक .....तक के लिए नवीनीकरण किया गया। ह. सक्षम अधिकारी

दि..... पद व कार्यालय की मोहर

दिनांक.....तक के लिए नवीनीकरण किया गया। ह. सक्षम अधिकारी

दि..... पद व कार्यालय की मोहर

पेज 5

दिनांक.....तक के लिए नवीनीकरण किया गया। ह. सक्षम अधिकारी

दि..... पद व कार्यालय की मोहर

दिनांक.....तक के लिए नवीनीकरण किया गया। ह. सक्षम अधिकारी

दि..... पद व कार्यालय की मोहर

पेज 6

दिनांक .....तक के लिए नवीनीकरण किना गया। ह. सक्षम अधिकारी

दि..... पद व कार्यालय की मोहर

दिनांक.....तक के लिए नवीनीकरण किया गया। ह. सक्षम अधिकारी

दि..... पद व कार्यालय की मोहर

सूचना

1. यह परिचय-पत्र निगम कर्मचारी के परिवार के सदस्य के परिचय पत्र मात्र के लिए है जिसे निशुल्क यात्रा पास विनियमों के अन्तर्गत जारी पास से निगम वाहनों में यात्रा करते समय साथ में रखना अनिवार्य है।
2. इसके खो जाने या नष्ट हो जाने पर, दूसरा परिचय-पत्र पांच रुपये निगम कोष में जमा कराने के बाद ही जारी किया जाएगा। प्रत्येक कलैण्डर वर्ष के प्रथम माह में उस वर्ष हेतु इसका नवीनीकरण कराना आवश्यक है।
3. इसके खो जाने पर किसी व्यक्ति को मिलने पर कृपया निगम के निकटवर्ती कार्यालय में जमा करायें।
4. यह परिचय-पत्र निगम का प्रलेख है जिस पर किसी भी प्रकार का लेन-देन वर्जित है। इसके दुरुपयोग पर कड़ी कार्यवाही की जा सकती है।

प्रपत्र "ड़"

राजस्थान राज्य पथ परिवहन निगम, जयपुर

सम्बन्धित इकाई द्वारा संधारित की जाने वाली कर्मचारी एवं परिवार निःशुल्क यात्रा पास पंजिका
सम्बन्धित इकाईयों हेतु निर्देश

1. कर्मचारी को पास पुस्तिका तभी जारी की जावे जबकि इसने :—
   — स्वयं की एवं परिवार के सदस्यों की अपेक्षित सूचना प्रपत्र "क" पर उपलब्ध करा दी हो ।
   — स्वयं का एवं परिवार के सदस्यों के फोटो सहित परिचय-पत्र क्रमशः "ग" एवं "घ" पर सक्षम अधिकारी से प्रमाणित करवाकर प्राप्त कर लिए हों ।
   — जारी कराये जाने वाले पासों की संख्या की राशि प्रतिपास एक रुपये की दर से निगम कोष में जमा कराकर रसीद प्रस्तुत कर दी हो । रसीद को एक पत्रावली में कर्मचारी के आवेदन पत्र के साथ रखा जायेगा एवं रसीद पर भी जारी की जाने वाली पास पुस्तिका में उपलब्ध पासों के क्रमांक का अंकन किया जायेगा । पंजिका के सम्बन्धित पृष्ठ में अपेक्षित प्रविष्टियां पूर्ण कर ली गई हो ।
2. यह पंजिका कर्मचारी के नाम के प्रथम वर्ष क्रम की संकेतिक के साथ संधारित की जायेगी । प्रत्येक कर्मचारी का विवरण पृथम पृष्ठ से रखा जायेगा ।

प्रपत्र "च"

राजस्थान राज्य पथ परिवहन निगम

क्रमांक..... दिनांक.....

प्रमाण–पत्र

प्रमाणित किया जाता है कि श्री/श्रीमति.....
पद.....जिनका.....से.....
मैं स्थानान्तरण हुआ है, उन्हें—

1. इस इकाई से कलैण्डर वर्ष.....
   मैं एकल यात्रार्थ पास संख्या.....से.....
   तक कुल.....पास जारी किये गये थे । स्थानान्तरण से पूर्व कर्मचारी ने इन पासों का विवरण इस इकाई को प्रस्तुत नहीं किया हैं ।

या

इस इकाई से कलैण्डर वर्ष.....में एकल यात्रार्थ पास संख्या.....से.....तक कुल .....पास जारी किए गये थे । स्थानान्तरण से पूर्व कर्मचारी ने जो विवरण इस इकाई को प्रस्तुत किया है उसके अनुसार उसने कुल.....एकल यात्रा पास उपभोगित कर लिए हैं ।

हस्ताक्षर सक्षम अधिकारी
पद एवं कार्यालय की मोंहर

राजस्थान राज्य पथ परिवहन निगम, जयपुर

क्रमांक-एफ-4/(54) याता./लेखा/90/698 दिनांक 29.10.90

आदेश

इस कार्यालय के आदेश क्रमांक एफ-4/(54) याता./लेखा/88/604 दिनांक 5 10·88 के बिन्दु 7 में परिचय-पत्र के गुम हो जाने के कारण डुप्लीकेट परिचय-पत्र जारी करने के लिए निर्धारित शुल्क की दरों में निम्नानुसार संशोधन किया जाता है :—

(1) प्रथम बार डुप्लीकेट परिचय-पत्र जारी करने के लिए शासित शुल्क रु. 5/-

(2) द्वितीय बार रु. 10/-

(3) तृतीय बार रु. 20/-

(4) चतुर्थ बार या इससे अधिक बार डुप्लीकेट परिचय-पत्र जारी करने के लिए रु. 35/-

इसके अलावा अन्य शर्तें यथावत रहेंगी ।

ह /-
प्रबन्ध निदेशक

राजस्थान परिवहन निगम, जयपुर

क्रमांक-पी.आर.ओ/90/596 दिनांक 19.11.90

कार्यालय आदेश

जयपुर शहर में निगम द्वारा संचालित बसों में स्टाफ के लिए एक रुपये के मासिक पास की सुविधा आदेश संख्या एफ/2 (55) लेखा/नियम/65/5139 दिनांक 13 जून, 1975 द्वारा प्रदान की गयी थी, जिसे अब बढाकर 5 रुपये किया जाता है ।

यह आदेश 1-12-90 से प्रभावित होगा ।

ह /-
प्रबन्ध निदेशक

CHAPTER XV

The Rajasthan State Road Transport Corporation makes the following regulations to regulate the grant of Festival Advance to the Corporation Employees on the eve of important festivals."

1. **Admissibility and Commencement** :—

   (i) The festival Advance shall be granted only to such employees who are in receipt of pay not exceeding Rs, * 700/- p m. Pay for the purpose of this regulation shall mean substantive pay or officiating pay, but it excludes personal pay, special pay, dearness pay etc.

   (ii) These regulations shall be deemed to have come into force with effect from 1-11-1966.

2. **Amount of advance** : The amount of advance shall be Rs. *100/- which shall be admissible only on one occasion in a calendar year on an applicafion by the omployee on the eve of one of the following festivals :—(i) Deepawali (ii) Holi (ii) Moharrum (iv) Idul-Fittar (v) Idul-Juha.

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* Substituted for Rs. 400/- and Rs. 50/- respectively vide order No. F. 2 (3) Acctts/Rules/75-76 dated 11.5.77.

3. **Conditions for grant of festival advance :**

(i) No advance shall be sanctioned till the previous advance, if any, has been recovered in full or any other recovery of any nature (excluding petty advances taken for purchases which are not more than one month old) is outstanding against the employee. A certificate to this effect shall be recorded by the sanctioning authority.

(ii) The amount of advance shall be recovered in not more than *three equal monthly instalments. The first instalment shall commence with the next month's pay bill i.e. the pay bill of the month following that in which the advance is drawn. The amount of each instalment shall be in whole rupees, balance being recovered in last instalment.

(iii) Advance to temporary employees shall be sanctioned only after obtaining surety from a permanent employee of the Corporation or any other recognised form of security of adequate value by the sanctioning authority. The sanctioning authority may, however, dispense with this requirement in case of temporary employees of the Corporation who have completed three years of continuous service and are likely to continue in service till full repayment of advance.

4. **No advance shall be granted to :**

(i) An employee who is under suspension or under transfer order from the jurisdiction of the Drawing ane Disbursing Officer.

(ii) These who are temporary and whose services are Likely to be terminated with-in next threa months after the month in which advance is paid.

(iii) Daily rated employees with less than five months service.

(iv) An Apprantice.

5. **Authorities compotent to sanction advance :**

The following authorities will be compotent to sanction festival advance :—

(i) Depot staff (including workshop functioning under them).	Depot Manager or Asstt. Depot Manager Incharge of the Depot.
(ii) Divisional offices staff (Including the staff of Divisional workshop)	Divisional Manager.
(iii) Central Workshops/Central Stores	Works Manager/Controller of Stores.
(iv) Head Office	H.O.D. concerned or a Dy. GM of the Deptt., if so authorised by the HOD (Head of the Deptt.).

6. **Accounting procedure :**

(i) The Drawing and Disbursing Officer shall be responsible for maintaining proper accounts and for making regular recovery of advance. In the event of transfer of the employee to the jurisdiction of another Drawing and Disbursing, Officer the

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* Substituted for 'two' vide order F./39/RSRTC/Accounts/12101 dt. 20.12.1966.

advance in balance shall be shown in the L.P.C. The other Drawing and Disbursing Officer shall keep a separate account of such employees transferred from other circles and intimate the Drawing and Disbursing Officer concerned about the recovery of each instalment and Drawing and Disbursing Officer paying the advance shall make an entry of the recovery in his register.

(ii) The Advance once drawn may be disbursed to the employee even if the festival has passed, if the employee demand payment within seven days of the expiry of festival provided it can be shown or established that the worker could not be paid the advance because of his remaining out of station on duty till expiry of the festival.

CHAPTER XVI

The Rajasthan State Road Transport Corporation Eemployees Compensatory (City) Allowance Regulations, 1970.

1. **Nomenclature & Commencement :**

These may be called the Rajasthan State Road Transport Corporation Employees Compensatory (City) Allowance Regulations 1970 and shall be deemed to have come into force w.e.f. 1st January, 1970.

2. **Applicability :**

(1) These regulations shall apply to the Corporation Employees, posted within municipal limits of Jaipur city and at such other places as notified from time to time.

(2) These regulations shall not apply to :—

(i) Staff employed on daily wages or work-charged employees.

(ii) Officers employed on contract unless a specific condition in regard to admissibility of Compensatory (City) Allowance has been provided in the terms of contract.

3. **Definitions :**

For the purpose of these regulations pay means pay as defined in regulation 7 (13) of the RSRTC Employees Service Regulations and includes Dearness pay and Merit pay.

Note : The above definition shall, mutatis-mutandis, also apply to the workers governed by the Rajasthan State Road Transport Workers & Workshop Employees Standing Orders.

*4. **Rate of Compensatory (City) Allowance :**

The Compensatory (City) Allowance to a Corporation employee shall be granted at the following rates :—

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* Reg. subsituted vide office order No. F. 2 (72) Acctts/Rules/87/3809 dated 15-4-87.

I. **Jaipur & Agra**

(1) **Pay slab**	**Rate of allowance (p.m.)**
(i) Upto Rs. 960/-	1.75% of pay & allowance.
(ii) Above Rs. 960/-	1.5% of pay subject to minimum of Rs. 16.80 and maximum Rs. 50/-

Note : The amount of compensatory (city) allowance will be rounded off to the nearest multiple of 10 paise.

A member of All India Service, serving in connection with the affairs of the Corporation shall be granted Compensatory (City) Allowance at the following rates :-

Pay slab	**Rate of allowance**
Rs. 700/- & above	4 1/2% of pay subject to maximum of Rs. 50/-

II. **Jodhpur & Ajmer**

Pay slab	**Rate of allowance**
(i) Upto Rs. 2150/-	Rs. 10/- p.m.
(ii) Above Rs. 2150/-	Amount by which pay falls short of Rs. 2153/-

III. **Delhi & Ahmedabad**

Category of Officers/Employees	**Delhi**	**Ahmedabad**
(i) All ministerial and subordinate service staff drawing pay in pay scale No. 4 and above under Revised Pay Scales, 1987.	75/-	50/-
(ii) Staff drawing pay in pay scales 1, 2 & 3 under Revised Pay Scales, 1987.	45/-	30/-

5. **Regulation of Compensatory (City) Allowance, in different circumstances :—**

The drawal of Compensatory (City) Allowance shall be regulated as follows in the following cases :—

(a) **During leave and during temporary transfer :—**

A Corporation employee shall be entitled to draw compensatory (city) allowance during leave or temporary transfer at the same rate at which he was drawing before proceeding on leave or temporary transfer.

Note : 1. "Leave means" total leave of all kinds not exceeding 120 days and the first 120 days of the leave if the actual duration of leave exceeds that period, but does not include extra ordinary leave, study leave and leave preparatory to retirement.

2. The limit of 120 days referred to in note 1 shall be extended to 240 days for the purpose of grant of this allowance in case of Corporation employees suffering from T.B., Cancer, Leprosy or a mental disease during the period of his leave taken or Medical certificate from a qualified specialist or Civil surgeon irrespective of the fact whether the leave is on medical certificate from the very commencement or is in continuation of other leave as defined in note 1 above.

3. "Temporary transfer" means a transfer to duty in other station which is expressed to be for a period not exceeding four months. For purpose of this regulation, it includes deputation. Subject to the limit of four months, the total compensatory (city) allowance, if the temporary duty is subsequently extended beyond four months in all, will remain intact upto the date of the order of extension.

(b) **During joining time :—**

A Corporation employee shall be entitled to draw compensatory (city) allowance during joining time at the same rate at which he was drawing at the Station from which he was transferred. Where, however, joining time is affixed to leave, joining time shall be added to the period of four months/120 days referred to in note 1 below clause (a) above unless in any case it is otherwise expressly provided.

(c) **During training within India :—**

A Corporation employee who is sent on training in India and whose period of training is treated as duty under regulation 7 (7) (b) (i) of the RSRTC Employees Service Regulations, 1965 as well as the Standing Orders shall be entitled to draw Compensatory (city) allowance during the entire period of such training at the same rates at which he was drawing at the station from which he proceeded on training.

(d) **During suspension :—**

A Corporation employee shall be entitled to draw compensatory (city) allowance at the rates at which it was paid to him on the date of suspension subject to fulfilment of conditions laid down in regulation 53 (3) of the RSRTC Employees Service Regulations 1965 as well as the Standing orders.

Note :-If the Headquarters of a Corporation employee under suspension are changed in the public interest by orders of the Competent authority, he shall be entitled to allowance as admissible at the new station and not otherwise.

(e) **During Re-employment :—**

Subject to the provisions of regulation 4, the drawal of compensatory (city) allowance shall be regulated as indicated below :—

(i) If the pay plus pension exceeds the maximum pay of the post in which re-employed, the allowance shall be calculated on that maximum.

(ii) If the pay on re-employment is fixed without taking into account the entire amount of pension or part thereof, the amount of pension so ignored shall not be taken into account for the purpose of grant of compensatory (city) allowance.

(iii) In all other cases, the allowance shall be calculated on pay plus pension.

Note :-For the purpose of this clause 'Pension' Means gross pension including T. I. on pension and pension equivalent to death-cum-retirement Gratuity and other retirement benefits, if any.

(f) **Awaiting posting orders :—**

An employee during the period of awiting posting orders will be entitled to city Compensatory allowance at the same rate at which it was drawn immediately before the period of awaiting posting orders.

RAJASTHAN STATE ROAD TRANSPORT CORPORATION, JAIPUR

No. F. 2 (6) Acctts/Rules/88/674 Dated : 16.1.1988

OFFICE ORDER

Sub. : Amendment in the RSRTC Employees Compensatory (City Allowance Regulations, 1970.

In pursuance of the Corporation Board's resolution No. 9/88 dt. 4.1.1988, following amendments are made in the existing RSRTC Compensatory (City) Allowance Regulations, 1970 :—

(i) Regulation 4 is substituted by the following :—

I. **JAIPUR & AGRA**

Pay Slabs		Rate of Allowance Per month.
Pay drawing under RSRTC Revised pay Scales, Regulations, 1983.	Pay drawing under RSRTC Revised pay Scales Regulations, 1987.	
1	2	3
Below Rs. 595/-	Below Rs, 950/-	25/-
Rs. 595/- & above but below Rs. 840/-	Rs. 950/- & above but below Rs. 1500/-	35/-
Rs. 840/- & above but below Rs. 1150/-	Rs. 1500/- & above but below Rs, 2000/-	50/-
Rs; 1150/- & above	Rs. 2000/- & above	75/-

II. **JODHPUR & AJMER**

The Compensatory (City) Allowance to all categories of Corporation employees shall be granted at the rate of Rs. 20/- p.m.

These orders shall be deemed to have come into force w,e,f. 1.6.1987. The payment at the revised rates shall be paid in cesh from 1.1.1988 along with the monthly salary/wages. The amount of arrears for the period from 1.6.1987 to 31.12.1987 shall be paid as per availability of funds by the end of June, 1988.

Sd/-
Managing Director
RSRTC, Jaipur.

Rajasthan State Road Transport Corporation, Jaipur
Accounts (Rules) Department

No. F. 2 (42) Acctts/Rules/91/7980 Dated : 26/11/91

OFFICE ORDER

In pursuancc of the Corporation Board's resolution No. 77/91 dated 25.10.91, the emplyees of the Corporation posted within municipal limit of Bikaner city are hereby allowed, the revised rates of city (compensatory) allowance @ Rs. 20/- p.m. w.e.f. 1.6.1991.

Sd/-
Managing Director,
RSRTC, Jaipur.

CHAPTER XVII

Free Education Facility Regulations.

No. 50/Acctts/Estt/F. 59/66/10962 Dated 30th Nov. 1966.

ORDER

Sub : **Free education to the children of low paid employees of Rajasthan State Road Transport Corporation.**

The Corporation in their meeting held on 21-9-66 decided that educution to the children of Corporation employees drawing pay less than Rs. 400/- shall be free and their tution fee chargeable in Government Schols/Colleges shell be borne by the Corporation. In order to avoid reimbursement of fees in individual cases, the State Government in consultation with the Corporation have ordered vide No. F. 3 (9)Edu/Cell/II/65 dated 4th Aug. 1966 that the Educational Institutions shall not charge fees from the children concerned on furnishing the following certificate issued by the Dy. General Manager for G. A. D., C.M.E. for Engineering Department (excluding depot and Regional Workshop) Chief Accounts Officer for Accounts Department, Ragional Manager for his office staff including Regional Workshop and Depot Workshops and all Depot Managers and Asstt. Depot Managers Incharges of depots in his Region. The Depot Managers and Asstt. Depot Incharge shall issue the certificate to the staff in depots and depot whrkshops concerned.

Certificate

I certify that.....student of class.....of College/School .....is son/dauther of Shri .....designation .... employed in the Corporation and his pay is Rs .....per (less than Rs. 400/- per month). The tution fee payable by the child is payable by the Corporation. The monthly bill may be sent to Regional Manager Jaipur/Jodhpur.

The Government/University educational institutions shall on production of such certificate, exsmpt the child coneerned from payment of fees and on the basis of the certificate send a consolidated monthly bili to the Regional Mannger, Jaipur/Jodhpur. The Chief Accounts Officer as the case may be who would arrange payment from Corporation funds.

The Regional Manager concerned in the Region and Chief Accounts Officer in Head Office shell maintain a register separate for each Office in the prescribed from (enclosed) and draw cheque in favour of the institution concerned for payment through the D. D. concerned. The expenditure is debitable to head 4-other allowances (b) others under relevant sub-heads. The register should be kept posted upto date watch payments under this account head and avoid double payments etc.

Sd/-
General Manager.

Tution Fee Reimbursement Register

1. Name of employee..... 2. Name of child.....

3. Name of Institution in which reading.

Month	Amount of fee payable.	Date on which bill received from institution.	Initial of the Office
1	2	3	4

Date on which the bill sent to R. M's office for pre-audit.	Initial of the officer	Date on which pass roceived from R. M's officer.
5	6	7

Date on which payment arranged.	Initial of officer.
8	9

No. F. 4 (150) Acctts/Rules/65-66/2901 dated May 12; 1973

ORDER

In partial modification of this office order No. 50/Acctts/Estt/F. 150/66/10962 dated 30.11.1966 it has been decided that reimbursement of the tution fees paid by the Corporation employees in respect of children studying in Government Schools/Colleges of the Rajasthan Government and the Colleges of the Universities in Rajasthan shall be allowed directly to the employees on the production of original receipt of tution fees paid by them. It is also emphasized that reimbursement is to be allowed oniy of tution fee; and not other fees charged by the Institutions.

The reimbursement in respect of pending cases wherein the amounts have not been paid to the Institution shall also be allowed on the above lines after proper verification.

This bears the approval of the Administrator.

Sd/-
Chief Accounts Officer.

No. F. 2 (24) Acctts/Rules/75-76/2792 Dated 7.4.1976

ORDER

In pursuance of Corporafion Resolution No. 6/76 dated 31-1-76 and in continuation of this office order No. F. 4 (150)/Acctts/Rules/65-66/2901 dated 12-5-73, the tution fee reimbursement facility is hereby extended to the Corporation employees posted outside Rajasthan for the place of their posting on following conditions :

1. The tution fee shall be reimbursed to those employees who are drawing pay (gross emoluments) less than Rs. 400/- per month.
2. The tetion fee shall be reimbursed only for Government School/College or College of Universities.
3. The tution fee shall be reimbursed either actual or at the rate of Government Educational Institutions or Universjties situated within the State of Rajasthan, whichever is lower.

Sd/-
General Manager.

No. F. 2 (24) Acctts/Rules/75-76/572 Dated 27.1.79

ORDER

The Corporation vide its resolution No. 144/78 dated 15.11.78 has approued that the pay limits of the Corporation employees for entitlement for reimbursement of tution fees of their dependents be extended upto Rs. 810/- (R. N. P. S. 1976 excluding D. A.). As such the words and figures "Rs. 400/-" wherever accrues in this office order No. 50/ Acctts/Estt/F. 158/66/10962 dated 30.11.66 and No. F. 2 (24) Accts/Rules/75-76/2792 dated 7.4.76 be replaced by the words and figures "Rs. 810/-"

These orders will take effect from Ist July, 1977.

Sd/-
General Manager

RAJASTHAN STATE ROAD TRANSPORT CORPORATION, JAIPUR.

No. F. 2 (24) Acctts/Rules/75-76/384 Dated 15.1.81

ORDER

In persuance of the Corporation Resolution No. 75/80 dated 28.8.80, the facility of reimbursement of Tution fee is extended to the employees of the Corporation who are non-income tax payers or drowing pay upto Rs. 610/- p.m. in Revised New Pay Scale, 1977 (excluding dearness allowance). This facility is admissible only to the children of the employees, and not for himself This is in continuation and partial modification of this office order No. F. 2 (24) Acctts/Rules/75-76/572, dated 27.1.79.

These orders will take effect from the session 1980-81.

Sd/-
General Manager

RAJASTHAN STATE ROAD TRANSPORT CORPORATION, JAIPUR

No. F. 2 (24) Acctts/Rules/86/14182 Dated 21/11/86

Sub : Reimbureement of Tution Fee.

According to Office order No. F. 2 (24) Acctts/Rulss/75-76 dt. 15.1 81, reimbursement of tution fee is to be granted to the employees of the Corporation who are non-income tax paycrs or are drawing pay upto Rs. 810/- per menth in the Revised New Pay Scales 1977 (excluding Dearness Allowance).

A question has arisen as to how the status of an employee in regard to income-tax should be determined for the purpose of tution fee reimbursement.

The matter has been examined in consultation with the Corporation's Income-tax Adviser and the position is clarified as under :—

An employee whose gross taxable income exceeds the amount of income tax exemtion limit plus standard deduction admissible under Income-tax Act, would not be entitled for reimbursement of tution fee. For this purpose income from all sources is to be taken into account. Therefore, an employee in his application for reimbursement of tution fee shall declare income p.a. received by him from other sources (e.g. house, interest, etc.) which is not otherwise exempted from Income Tax. In this manner, total gross income of the employee shall be worked out adding salary income to the income from other sources and the above limit of eligibility applied.

As an illustration, the present exemption limit is Rs. 18000/- and standard deduction upto the assessment year 1986-87 is Rs. 6,000/- Eligibility limit shall be Rs. 24,000/- p a., i.e., Rs. 2,000/- per month, in the year 1986-87. From 1.4.87, standard deduction is permissible upto 30% of the income, subject to a limit of Rs. 10,000/-. In this year, eligibility limit will be Rs 25,714/- p.a., i.e., Rs. 2,143/- per month. For the facility of computation of the income and determination of eligibility limit, claims shall be put up by the employee twice in a year, in the months of January & July.

While issuing sanction, month to month income shall be, worked out to see if he continues to be eligible for the reimbursement of tution fee during the past six months, for which the claim has been put up. The claim shall be passed only for the months in which he was entitled to get reimbursement. Income from other sources as declared by the employee shall also be computed on monthly basis and added to the salary income, to see if the eligibility limit has not been crossed. Salary income shall include all items which are not exempt under Income-tax Act.

These orders will apply on all pending claims and claims to be received in future, but the claims already decided will not be re-opened.

Sd/-
MANAGING DIRECTOR

CHAPTER XVIII

Rajasthan State Road Transport Corporation, Jaipur.
ACCOUNTS (RULES) DEPARTMENT.

No. F. 2 (52) Aoctts/Rules/91/2338 Dated :—18.4.1991

OFFICE ORDER

Subject :—Grant of Dearness Allowance to the RSRTC Employees.

Pending approval of the Board, the Chairman, RSRTC has been pleased to grant the revised dearness allowance at the rates mentioned below to the Corporation employees. The dearness allowance at the specified rates shall be effective w. e. f. 1.1.1991 and paid in cash from 1.4.91.

Category of employees.	Pay range.	Revised rates of D.A. per month w.e.f. 1.1.91.
Employees drawing pay in scales which came into force with effect from 1.9.86 or thereafter or in scales prescribed under RSRTC (Revised pay scales) Reculations, 1989.	(i) Basic pay upto Rs. 3500/- p.m.	51% of basic pay.
	(ii) Basic pay between Rs. 3501/- and upto Rs. 6000/- p. m.	38% of basic pay subject to a minimum of Rs. 1785/- p. m.
	(iii) Basic pay above Rs. 6000/- p. m.	33% of basic pay subject to a minimum of Rs. 2280/-,

Note :—The payment on account of dearness allowance involving fractions of 50 paise and above may be rounded off to the next higher rupee and the fractions of less than 50 paise may be ignored.

2. The increased DA may be given in cash with the salary payment for the month of April, 1991 paid on 1.5.91. Orders regarding payment of arrears from 1.1.91 to 31.3.91 shall be issued lateron.

3. The DA shall also be admissible to those employees who were in service on 1.1.91 but whose services were terminated prior to the issuance of those orders whether for disciplinary reasons or on account of resignation, retirement, heath or discharge on abolition of the sanctioned post, these persons shall be paid arrears in cash.

Sd/-
Managing Director,
RSRTC, Jaipur.

Rajasthan State Road Transport Corporation, Jaipur

No. F. 2 (52) Acctts/Rules/91/7832 Dated : 22.11.91

OFFICE ORDER

Sub. : Grant of Dearness Allowance to the RSRTC employees.

Pending approval of the Board, the Chairman, R.S.R.T.C. has been pleased to grant the revised dearness allowance at the rates mentioned below to the Corporation employees. The dearness allowance at the specified rates shall be effective from 1.7.1991 and paid in cash.

Categories of employees	Pay range	Revised rates of D A. per month w.e.f. 1.7.1991
1	2	3
Employees drawing pay in scales which came into force w.e.f. 1.9.86 and thereafter in pay scales prescribed under RSRTC (Revised Pay Scales) Regulations 1989 or/and drawing pay in scales prescribed under RSRTC revised pay scales regulations 1983 or in scales prescribed under RSRTC revised new pay scales regulations, 1976.	Basic pay upto Rs. 3500/- per month.	60% of basic pay.

Note :—The payment on account of Dearness allowance involving fractions of 50 paise and above may be rounded off to the next higher rupee and the fractions of less than 50 paise may be ignored.

2(i) The term 'basic pay' for those drawing pay in scales which came into force wirh effect from 1.9.86 or thereafter or in scales prescribed under the RSRTC (Revised Pay Scales) Regulations, 1989 means the amount drswn monthly by an employee as pay excluding special pay or personal pay or any other emoluments classed as pay in respect of post held by him substantively or in an officiating capacity or to which he is entitled by reason of his position in a cadre.

(ii) The term 'Basic pay' for those drawing pay in scales prescribed under RSRTC (Revised Pay Scales) Regulations, 1983 or under RSRTC (Revised New Pay Scales) Regulations 1976 means basic pay as defined in sub-para (i) above and shall also include dearness allowance and adhoc dearness allowance appropriate to pay and basic pay, respectively admissible at the rates in force as on 1,1.86 with the respective pay.

3. The increased D.A. may be given in cash with the salary payment for the month of Nov., 91 paid on 1,12.91. The payment of arrears for the period 1.7.91 to 31.10.91 shall be paid in cash after obtaining necessary budget/fuuds from Head Office.

4. The D.A. shall also be admissible to those employees who were in service on 1.7.91 but whose services were terminated prior to the issuance of these orders whether for disciplinary reasons or on account of resignation, retirement, death or discharge on abolition of the sanctioned post. These persons shall be paid arrears in cash.

Sd/-
Managing Director,

CHAPTER XIX

Schedule I

Classification of services including the nature of posts in each service of the Corporation

A. Officers of the Corporation

Superior Servive ;

1. Chairman
2. General Manager
3. Additional General Manager
4. Chief Accounts Officer
5. Chief Mechanical Engineer
6. Chief Controller of Stores
7. Works Manager
8. Zonal Manager
9. Divisional Manager
10. Divisional Mechanical Engineer
11. Works Manager (Civil)
12. Executive Engineer (Civil)

Holdors of other posts enumerated below ;

(a) Administrative Department :

13. Dy, General Manager (Personnel)
14. Dy. General Manager (Statistics)
15. Personnel Officer
16. Secretary to Chairman
17. Asstt. General Manager (Adm.)
18. Labour Welfare Officer
19. Public Relation Orficer
20. Asstt. General Manager (Statistics)
21. Administrative Officer
22. Asstt. Labour Welfare Officer
23. Judicial Magistrate
24. Security Officer
25. Statistical Officer
26. Assistant Engineer (Civil)
27. Assistant Architect

(b) Accounts Department :

28. Dy. General Manager (A/cs)
29. Accounts Officer
30. Asstt. Accounts Officer
31. Press Superintendent

(c) Engineering Department ;

32. Gontroller of Stores
33. Asstt. Mechanical Enpineer
34. Stores Officer
35. Regional Training Officer
36. T. A. to Chief Mech. Engineer
37. Industrial Engineer
38. Purchase Officer

(d) Traffic Department :

39. Dy. General Manager (Traffic)
40. Asstt. Divisional Manager
41. Depot Manager.

B. Subordinate, Ministerial, Traffic, Technical & Civil Cell Staff :

1. Accountant
2. Personal Assistant
3. Office Superintendent Gr. I & Gr. IInd
4. Stenographer Gr. Ist & IInd
5. Legal Assistaat
6. Lnbour Welfare Inspector
7. Translator
8. Assistant Statistician
9. Overseer

(a) Ministerial Staff

1. Jr. Accountant
2. Office Assistant
3. Upper Division Clerk
4. Computor
5. Draftsman
6. Surveyor
7. Rotary Press Printer
8. Teleprinter Operator
9. Security Inspector
10. Lower Division Clerk
11. Telephone Operator
12. Mistry
13. Masson
14. Carpenter
15. Electrician
16. Fitter
17. Painter
18. Beldar
19. Wireman

(b) Traffic Staff :

1. Asstt. Depot Manager
2. Traffic Inspector
3. Traffic Survey Supervisor
4. Station Incharge
5. Asstt. Traffic Inspector
6. Adda Conductor
7. Conductor

(c) Technical Staff :

1. Junioi Engineer
2. Senior Foreman Gr. I & Gr. II
3. Stores Officer
4. Stores Superintendent
5. Stores Inspector
6. Stock Vorifier
7. Stores Sub Inspector
8. Asstt. Stores Sub Inspector
9. Tyre Inspector
10. Vehicle Inspector
11. Chargeman
12. Artisan Gr. I
13. Mechanic Gr. I
14. Electrician Gr. I
15. Turner Gr. I
16. Vulcaniser
17. Tin Smiths Gr. I
18. Welder Gr. I
19. Painter Gr. I
20. Carpenter Gr. I
21. Mistry
22. Mechanic-Cum-Fitter
23. Electrician Gr. II
24. Blacksmith Gr. I
25. Artisan Gr. II
26. Asstt. Mechanic
27. Upholster Gr. II
28. Tyre Fitter
29. Asstt. Electrician
30. Carpenter Gr. II
31. Painter Gr. II
32. Tinsmith Gr. II
33. Welder Gr. II
34. Vulcaniser Gr. II
35. Turner Gr. II
36. Blacksmith Gr. II
37. Wireman
38. Helper
39. Artisan Gr. III
40. Driver
41. Cleaner
42. Store Picker

(d) Inferior Service :

1. Jamadar
2. Peon
3. Orderlies
4. Cycle Sawar
5. Machineman
6. Chowkidar
7. Diesel Boy
8. Sweeper
9. Head Security Guards
10. Security Guards
11. Gardener

SCHEDULE—II

SCHEDULE OF REVISED PAY SCALES 1989 EFFECTIVE FROM 1-9-1988

S. No.	Scale No.	Post for which applicable	Pay Scales
1	2	3	4
1.	1	**GeneralAdministrative Department :** Peon Chowkidar Orderly Waiter Gardner Sweeper Binder Belder Ferroman **Engineering Department :** Cleaner Dieselboy Storepicker	750–12–798–13–850–15–940
2.	2	**General Administrative Department :** Jamadar Cook **Engineering Department :** Helper Artisan Gr. III	800–15–950–20–1250
3.	3	**General Administrative Department :** Security Guard	825–15–900–20–1200–25–1350
4.	4	**Engineering Department ;** Artisan Gr. II Assistant Mechanic Upholster Gr. II Tyre Fitter Asstt. Electrician Carpenter Gr. II Painter Gr. II Tin-smith Gr. II Welder Gr. II Vulcaniser Gr. II Turner Gr. II Blacksmith Gr. II Wireman Machineman-cum-Mechanic	910–20–1150–25–1400–30–1520

SCHEDULE—I

1	2	3	4
5.	5	**General Administrative Department :** L. D. C. Telephone Operator Teleprinter Operator Tracer Compounder Head Security Guard **Traffic Department :** Booking Clerk Adda Couductor Conductor **Engineering Department :** Driver	950–20–1150–25–1400–30–1640–40–1680
6.	6	**General Administrative Department (Civil Cell) :** Mistry Mason Carpenter Electrician Fitter Painter Wireman **Engineering Department :** Tyre Inspector Artisan Gr I Mechanic Gr. I Electrician Gr. I Turner Gr. I Vulcaniser Gr. I Blacksmite Gr. I Tinsmith Gr. I Weldar Gr. I Painter Gr. I Carpenter Gr. I Mechanic-cum-Fitter Auto Driver (Sr. Scale)	975–25–1100–30–1640–40–1720
7.	7	**General Administrative Department :** Surveyor Rotary Press Printer Telephone Monitor Teleprinter Monitor **Engineering Department :** Chargeman Store Sub Inspector	1025–25–1100–30–1640–40–1800

1	2	3	4
8.	8	**General Administrative Department :** U. D. C. Computer Draftsman **Traffic Department :** Station Incharge Asstt. Traffic Inspector	1200–30–1560–40–2000–50–2050
9.	9	**General Administrative Department :** Stenographer Overseer	1400–40–1800–50–2300
10.	10	**General Administrative Department :** Security Inspector **Accounts Department :** Junior Accountant **Engineering Department :** Store Inspector Stock Verifier Junior Foreman Vehicle Inspector Driver (Selection Scale)	1400–40–1800–50–2300–60–2360
11.	11	**General Administrative Department :** Assistant Legal Assistant Asstt. Statistician Labour Welfare Inspector Senior Draftsman **Traffic Department :** Traffic Inspector/ Asstt. Depot Manager **Engineering Department :** Jr. Engineer Gr. B	1400–40–1600–50–2300–60–2600
12.	12	**General Administrative Department :** Office Superintendent Personal Assistant Asstt. Labour Welfare Officer **Accounts Department :** Accountant **Engineering Department :** Stores Superintendent	1640–60–2600–75–2900

1	2	3	4
13.	13	**General Administrative Department :** Administrative Officer Press Superintendent Labour Welfare Officer Sr. Personal Assistant **Traffic Department :** Depot Manager **Accounts Department :** Asstt. Accounts Officer **Engineering Department :** Senior Foreman Junior Engineer	2000–60–2300–75–3200
14.	14	**General Administrative Department :** Public Relation Officer Statisticion	2000–60–2300–75–3200–100–3500
15.	15	**General Administrative & Traffic Department :** Asstt. General Manager Asstt. Divisional Manager Assistant Engineer Assistant Artchitect Security Officer Judicial Magistrate Adm. Officer-cum-P. S. Personnal Officer **Accounts Department :** Accounts Officer **Enginearing Department :** Asstt. Mechanical Engineer Stores Officer T.A. to General Manager Regional Training Officer	2200–75–2800–100–4000
16.	16	**Traffic Department :** Divisional Manager	2500–75–2800–100–4000–125–4250
17.	17	Secretary to Corporation Dv. General Manager Senior Accounts Officer **Engineering Department :** Executive Engineer Dvl. Mech. Engineer Controller of Stores	3000–100–3500–125–4500
18.	18	**Engineering Department :** Works Manager	3450–125–4700–150–50000
19.	19	**General Administrative/ Traffic/Engineering Department :** General Manager	4100–150–5300

SCHEDULE—II

Special Pay

Special Pay as admissible to Corporation employees shall continue to operate under Revised Pay Scales Regulations, 1989 till further orders.

CHAPTER XX

RAJASTHAN STATE ROAD TRANSPORT CORPORATION, JAIPUR.

No. F. 2 (72)/Acctts/Rules/90/63 Dated : 4.1.1990

OFFICE ORDER

Sub : Fixation of pay of Corporation employees/officers in RSRTC Employees Revised Pey Regulations, 1989.

1. In accordance with the guide lines laid down by the BPE vide their letter No. F. 2 (17) BPE/89/3159 dated 12.12.89 and Board Resolution No. 93/89, the regulation for fixation of pay of the Corporation employees in the revised pay scales 1989 (except DME, Dvl. Manager & Dy. G. M.) and consequential changes in the other regulations are enclosed herewith for guidance. Pay fixation of the employees may be done on this basia. Fixation tables of pay are also included in the aforesaid regulation for facility of concerned authorities.

2. Above regulations provide that all employees should exercise their option within 2 months from the date of issue of this order, indicating whether they desire to come over to the revised pay scales 1989 or retain their existing pay scale. In case of a Corporation employee who does not exercise option to retain the existing pay scale within the prescribed period, he should be deemed to have opted for the revised pay ssales w e.f. 1.9.1988 and his pay shall be fixed in revised pay scale accordingly. Option given by the Corporation employee may be taken in duplicate, second copy having been marksd 'duplicate'. Original copy of fhe option shall be pasted in the service book of the employees and duplicate copy shall be kept in the personal file. Fixation of pay in the revised pay scales of the individual employee may be done as and when option is received without waiting for receipt of all or more options. Head of office sholl keep a separate register for receipt of option received under these regulations and all options received shall be entered in the register in order of receipt and, receipt number & date shall be given on both copies of the option. On the expiry of date of option, this register should be closed over dated signature of Head of Office.

   The register shall be kept in the personal custody of the Head of Office.

3. (a) Pay of the Corporation employee shall be drawn in the revised pay scale 1989 only after fixation statement has been prepared by the A.O./A.A.O. as named below :—

(i) A.A.O. (Budget), H.O.	In respect of all Officers of the Corporation in which case pay slips are issued.
(ii) A.A.O. (Rules), H.O.	In respect of all employeas of the Head Office except Officers mentioned in (i) above.
(iii) A.O. of Divisional office or A.A.O. nominated by A.O. Division Office.	In respect of employees posted in Divisional Offices and depot offices under their juridisction except Oflicers mentioned in (i) above.

(iv) A.O./C.W.S./Central Stores. In respect of employees of C.W.S. & Central Stores except, Officers mentioned in (i) above.

Copy of regulation and proforma for the purpose of fixation of pay in the revised pay scales, 1989 are enclosed.

(b) Head of Office in case of all employees working in the office shall receive option forms from the employees duly completed in duplicate after receiving option forms. Head of office shall verify by putting his signatures in both forms. Concerning A.R.M./ Depot Manager will send all those option forms to Divil. Manager after entering in the register mentioned above 3 (a).

Divil. Managers on receipt of option forms in duplicate, will prepere fixation statements in triplicate and it will be sent to Divl. A.O. after putting his signature on fixation statements along with Service Boek and option form.

A.A.O./A.O. will check fixation statements as the case may be, with the help of regulation & service book and on finding correct will sign mentioning pre checked and approved. Original copy of the fixation statements after pre-checking by the A.O./ A.A.O. as the case may be, shall be returned to the Divil. Manager and duplicate copy shall be sent to the R.A.O. Head Office Jaipur. Third copy shall be retained by the pre-checking Authority for record and reference at the time of payment.

4. Since there are possibilities of fixation ef pay being done on some reasons or the other, resulting in over payments which shall have to be recovered. Subsequently as a safe guard against such contingencies, Disbursing Officer shall obtain an undertaking from each employee that in the event of over payment as a result of incorrect fixation of pay, recovery will be made from his pay.

5. Head of office shall ensure that entries in respect of fixation of pay in the revised pay scales 1989 are made in the Service Books on the basis of approved pay fixation statements over his own attestation.

6. Fixation statements precheabed and approved by the authorities specified in para 3 (a) above will be subject to checking by R.A.O.

7. Fixation in the revised pay scales 1989 will be effective from 1-9-88 or from the later date mentioned in option form as the case may be, and cash payment will be made w e f. 1-1-89 or later date, mentioned in the option form as the case may be.

8. Before checking option forms, it should be ensured that the Service Books are completed in all respects e.g. Service period, posting of increments and leave account.

9. A.A O/A.O. will finalise pay fixation with in 7 days from the date of receipt of Option form along with fixation statement.

10. The amount of arrear payment of the period from January to March, 89 and April, 89 to on wards may be shown separately so that the liabilities may be booked in the concerning year.

Sd/-
MANAGING DIRECTOR

STATEMENT OF FIXATION OF PAY IN THE REVISED PAY SCALES, 1989

Name of the Department/Office.

1. Name and designation of Corporation employee/Officer
2. For Substantive/Officiating post
3. (i) Existing pay Scale

   (ii) Date of last increment in the existing pay scale
4. Revised pay Scale
5. Date from which Revised pay Scale opted
6. Details of pre-fixation emoluments as defined in Rule 5 (4)

   (i) Basic pay in the existing pay scale

   (ii) Personal pay, as included in basic pay as per definition contained in Rule 5 (3), if any

   (iii) 6% of basic pay subject to a minimum of Rs. 50/- and a maximum of Rs. 100/-
   Total of pre-fixation emoluments
7. Pay fixed under Rule 11 (1)
8. Date of next increment under Rule 12
9. (i) Revised emoluments as defined under Rule 5 (6) :

   Pay ___ Rs. + S P. ___ Rs. + P.P. ___ Rs. = Rs.

   (ii) Pre-revised emoluments as defined under Rule 5 (5) :

   Pay ___ Rs. + S P. ___ Rs. + P.P. ___ Rs. = Rs.

   (iii) Difference of (i) & (ii) = Rs.
10. Remarks
11. Certified that (i) Pay in the revised pay scale has been fixed as above in accordance with the Rajasthan State Road Transport Corporation Employees (Revised pay scales) Regulation, 1989.

    (ii) An undertaking has been obtained from the employee to refund overpayments, if any, which may subsequently be detected.

Place :
Date :

Head of Officer/Head of Deptt.
(Designation)

12. Checked and approved

Sd/-

Accounts Officer / Assistant Accounts Officer

RAJASTHAN STATE ROAD TRANSPORT CORPORATION, JAIPUR.

REVISED PAY SCALES REGULATIONS, 1989

1. **Short title and commoncement :**

(i) These Regulations may be called the Rajasthan State Road Transport Corporation Employees (Revised Pay Scales) Regulations, 1989.

(ii) They shall be deemed to have come into force on the Ist day of September, 1988.

2. (i) **Categories of Corporation employees to whom the Regulutions apply :**

These Regulations shall apply to persons, appointed in the Corporation Services and posts in connection with the affairs of the Corporation,

(ii) **These Regulations shall not apply to :**

(a) Persons not in whole time employment of the Corporation;

(b) Persons paid out of contingencies;

(c) Persons employed on contract except when the contract provides otherwise;

(d) Corporation employees who after their retirement whether on attaining the age of superannuation or otherwise, are re-employed by the Corporation and who are in service on 1-9-1988;

(e) Ex-military personnel re-employed by the Corporation after attaining the age of 58 years and who are in service on 1-9-1988;

(f) Persons employed on work-charged daily rate basis;

(g) Persons specifically excluded wholly or in part by the Corporation from the operation of these Regulations;

(h) Persons on deputation from Government or any State or Statutory Body etc. unless the terms of deputation specifically provide otherwise;

(i) Apprentices on stipend;

(j) Trainees on stipend.

3. **Relaxation of Regulations :**

Where the Board of Directors is satisfied that the operation of any of these Regulations couses undue hardship in any particular case, it may, with the concurrence of the B.P.E., relax the requirement of that Regulation to such an extent and subject to such conditions as it may consider necessary for dealing with the case in a just and equitable manner.

4. **Power of interpretation :**

If any question arises relating to the interpretation of these Regulations, it shall be referred to the Financial Advisor & C.A.O. of the Corporation whose decision shall be final.

5. **Definitions :**

In these Regulations, unless there is anything repugnant in the subject or context :

(1) "**Existing Pap Scale**"—Means scale of pay appliceble to a Corporation employee, but for the coming into effect of these Regulations, in respect of a post held by him immodiately before Ist September, 1988, substantively, ot in officiating capacity while retaining lien on a parmanent post, or in a temporary capacity.

Explanation :

(i) In the case of a Corporation employee on leave or on foreign service or one who would have officiated in one or more lower posts but for his officiating in a higher post, "Existing Pay Scale" includes the scale applicable to the post which he would have held but for his being on leave or on foreign service or but for officiation in a higher post.

(ii) In case of a Corporation employee drawing pay on 31-8-1988 in a scale other than the Revised Pay Scales 1987 as amended from time to time, his fixation of pay in the Revised Pay Scales Ragulations 1989 shall be made only after his pay has first been fixed in the Revised Pay Scales Regulations, 1987 as amended from time to time in respect of post held by him on 31.8.88.

(2) "**Existing Corporation Employee**"—Means an employee of the Corporation who is in service on Ist Sept. 1988 and drawing pay in an existing pay scale.

Explanation :

Corporation employees who were appointed on or after 1-9-1988 in pay scale under Revised Pay Scales. Regulations, 1987 are not 'existing Corporation employee'. They will draw pay applicable to their post under Revised Pay Scales Regulations, 1989 as a result of retrespective operation of these Regulations. Accordingly, the fixation tables given in schedule III appended to these Regulations shall not apply to fhem. In other words, pay of such employees in respect of post held by them on 1.9.1988 or on the date of appointment subsequent to 1.9.1988 whichever is later, shall be fixed at minimum of the Revisod Pay Scale with reference to their date of appointment.

(3) "Basic Pay"—Means pay as defined in Regulation 7 (18) of the Rajasthan State Road Transport Corporation Employees Service Regulations excluding pay mentioned in (ii) and (iii) there in but includes personal pay excluding personal pay granted under Regulation 30 of the Rajasthan State Road Transport Corporation Employees Service Regulations, where a Corporation employee is in receipt of such personnal pay on 1.9.1988 with existing Pay Scale.

(4) "Pre-fixation emcluments"—Means basic pay as on first day of; September, 1988 in the existing Pay Scale plus 6% of basic pay subject to a minimum of Rs. 50/- and a maximum of Rs. 100/-.

(5) "Pre-revised emoluments"—Means pay of on emoloyee as defined in Ragulation 7 (18) of the Rajasthan State Road Transport Corporation Employees Service Regulations in existing pay scale as on 1.9.1988 of a Corporation omployee.

(6) "Revised emoluments"—Means the basic pay of a Corporation employee in the Revised Pay Scale and includes special pay, personnal pay, if any, with the Revised Pay Scale as on 1.9.1988.

(7) "Revised Pay Scale"--Means the scale of pay specified in column 3 of the Schedule I, Section 'A'.

(8) "Schedule"—means the schedule appended to these Regulations.

6. **Scales of pay of posts :**

(i) As from the commencement of these Regulations, the Revised Pay Scale for every post/service/cadre mentioned in the Revised Pay Scales Regulations, 1987 as amended from time to time shall be as specified in colum 4 of Schedufe I, Section 'B'.

(ii) Revised Pay Scales for the Corporation employees drawing pay in Selection Scales of pay granted under office order No. F. 2/72/Acctts/Rules/86/358 dated 20.1.1086 as amended from time to time.

(iii) The Revised Pay Scales for the officials drawing pay in personal pay scales shall be, as may be detetmined seperately by the Corporation in each case.

7. **Drawal of pay in Revised Pay Scales :**

(i) Save as otherwise provided in these Regulations a Corporation employee shall draw pay in the Revised Pay Scales applicable to the post which he is holding on 1.9.1988 or to which he is appointed on or ofter 1.9,1988.

(ii) The Revised Pay Scales would apply to the various posts in the existing pey scales with reference to which the rationalisation imotion has been done, up-gradation of any post in the scale higher than that prescribed with reference to its existing scale shall require prior clearance of the B,P E. Similarly where it is deemed necessary to create a new post beyond the existing structure in any pay scale, prior approval of the B.P.E. would be necessary. No approval of B P.E. would, however, be required in cases where the number of existing posts having prescribed scale is increased/decreased.

8. **Drawal of Special Pay :**

Special Pay, which shall be drawn with revised pay scales under these Regulations as well as with existing pay scales, are given in Schedule II appended to these Regulations, subject to prior approval of F.A. & C.A.O. in each case.

9. **Option to elect the Existing Pay Scale :**

(1) The Revised Pay Scales given in the Schedule I shall apply to every existing Corporation employee provided thar such a Corporation employee may elect to continue to draw pay in the existing pay scale till the date on which he earns his next or any" subsequent increment in the existing pay scale or until he vacates his post or ceases to draw pay in that time scale of pay.

(2) An existing Corporation employee may exercise option to retain, existing pay scale under provise to sub-Regulation (1) in any of the following circumstances :

(a) while holding a paramount post in substantive capacity, but not officiating on a higher post;

(b) while holding a personnal or temporary post in a temporary capacity without having any lien on any post;

(c) while officiating on a higher post, whether permanent or temporary, retaining lien on a permanent post or where he would have officiated in one or more posts but for his being on leave or on foreign service, provided that—

(i) the option in such cases shall be admissible in respect of existing pay scale attached either to the post held by him in officiating capacity or to his substantive post and not for both the existing pay scales; and if such a Corporation employee exercises option to retain existing pay scale in respect of the post hold by his in officiating capacity, his pay, in the event of his reversion to the lower post held in substantive capacity and also on re-promotion to the same higher post after reversion shall be fixed under those Regulations only; and

(ii) the optian to retein existing pay scale in respect of the post held in officiating capacity shall not be allowed to a Corporation employee who was not qualified to hold the higher post; or who was fortuitessly appointed on purely temporary basis for example against leave vacancy or against a short term vacancy caused by duputation of the senior person for training within India or abroad or deputation to foreign service etc.

10. **Exercise of Option :**

(1) The option under Regulation 9 shall be exercised in writing in the form appended to these Regulations so as to reach the authority mentioned in sub-Regulation (2) of this Regulation within two months of the date of issue of those Regulations, provided that—

(i) in case of a Corporation employee who is on that date out of India on leave or deputation or foreign service, the option shall be exercised within two months from the date these Regulations are brought to the knowledge of the Corporation employee by his superior authority; and

(ii) where a Corporation employee is under suspension or on leave or on training or on foreign service within India on the Ist September, 1988, the option may be exercised within two months from the date he takes over the charge of the post.

(2) The option shall be intimated by the Corporation employee in the prescribed form appended to these Regulations in the following manner :—

(a) In case of employee posted in a depot, to the Depot Manager, officers posted in the Depot whose pay is drawn on pay slips issued from the Head Office shall submit their options to the Financial Advisor & C.A.O. through their Deputy General Manager.

(b) In case of employees posted in divisional offices (including divisional workshops) to the Dy. General Manager, officers drawing pay through pay slips issued from the Head Office to the Financial Advisor & C.A.O. The Dy. General Managers will send their own options to the Financial Advisor & C.A.O. through the Executive Director (Administration).

(c) In case of employees posted in the Central Workshops to the Works Manager, officers drawing their pay on pay slips to the Financial Advisor & C.A.O. through the Works Manager. The Works Manager will send him option to the Financial Advisor & C.A.O. through the General Manager (Operation).

(d) In case of employees posted in the Head Office to Asstt. Accounts Officer (Payment) through their respective Head of office. In case of officers drawing pay on pay slips, the Financial Advisor & C.A.O. through the respective Head of Department.

(3) (i) In case the intimation regarding option is not received within the time specified in sub-Regulation (1), the Corporation employee shall be deemed to have elected to draw pay under these Regulations with effect from Ist September, 1988.

(ii) Where a Corporation employee expires before exercising option within the prescribed paried or had expired before issuing of these Regulations, he may be deemed to have exercised option in favour of the existing pay scale or revised pay scale under these Regulations whichever is advantageous to him and his pay shall be fixed accordingly.

(4) The option once exercised shall be final.

11. Fixation of Initial Pay :

(1) The initial Pay of Corporation employee who elects or is deemed to have elected under Regulation 10 (3) to draw pay in the Revised Pay Scales with effect from 1-9-1988 shall be fixed separately in respect of permanent post on which he holds a lien or on which he would have held a lien if it had not been suspended and in respect of officiating post held by him in the following manner, namely—

(a) (i) The pay shall be fixed in the revised pay at a stage next above the pre-fixation emoluments;

(ii) If the pre-fixation emoluments are less than the minimum of the Revised Pay Scales, the pay shall be fixed at the minimum;

(iii) In case the pre-fixation emoluments exceed the maximum of the Revised Pay Scales, the pay shall be fixed at the maximum of the Revised Pay Scale and the difference between pre-fixation emoluments and the maximum of the Revised Pay Scale shall be allowed as personal pay to be absorbed in future increases in pay;

(iv) Where normal date of increment in existing pay scale falls on 1-9-1988, the pay in revised pay scale shall be fixed on the basis of pay admissible in the existing pay scale on 1-9-1988 including increment;

(v) In case where pay is required to be fixed on 1-9-1988, it shall under Regulation 26 or 26 A of Rajasthan State Road Transport Corporation Service Regulations, the pay shall first be fixed on 1-9-1988 in the Revised Pay Scale of the post held immediately before 1-9-1988 and thereafter Regulation 26 or 26 A, as the case may be.

(b) The fixation of pay in the Revised Pay Scale shall be done in accordance with the provisions contained in clause (a) of sub-Regulation (1) as indicated in the fixation tables (including instructions below them) appended as Schedule III to these Regulations. These fixation tables would not be applicable for any other purpose except initial fixation of pay in the Revised Pay Scale.

(2) The pay of a Corporation employee newly appointed to a post/service on or after 1.9.1988 shall be fixed in the Revised Pay Scale applicable to his post under these Regulations. The fixation tables in Schedule III shall not be applicable in their cases.

12. **Date of Increment :**

The next date of increment of a Corporation employee whose pay has been fixed in the Revised Pay Scale under Sub-Regulation (1) of Regulation 11 of these Regulations, shall be the date on which he would have drawn his increment had he continued in the existing pay scale provided that in cases where the difference between the pay fixed under Sub-Regulation (1) of Regulation 11 of these Regulations and the "pre-fixation emoluments" computed under Regulation 5 (4) of these Regulations is more than the amount of first increment immediately following that stage of pay, the next increment shall be admissible after completion of full incremental period of one year.

13. **Higher Initial Pay and Advance Increments :**

A Corporation employee shall be entitled to higher initial pay or advance increments with the Revised Pay Scale as provided in Schedule IV appended to these Regulations.

14. **Removal of Anomalies :**

(1) The next date of increment of a Corporation employee whose pay is fixed on 1-9-1988 at the same stage as the one fixed for another Corporation employee junior to him in the same cadre/service and drawing pay at a lower stage than his in the existings pay scale shall be the same date as admissible to his junior, if the date of increment of the junior happens to be earlier.

(2) (a) Where as a result of fixation of pay in the Revised Pay Scale under Regulation 11 of these Regulations, a junior Corporation employee whose existing pay in the existing pay scale was equal to or less than the existing pay of his senior begins to draw more pay than his senior, the pay of such senior Corporation employee shall be stepped up equal to that of his junior from the date the pay of the junior person becomes more than that of his senior, subject to the fulfilment of the following conditions :—

(i) Both junior and senior Corporation employees belong to the same cadre/ service or class of posts and were drawing pay in the same time scale of pay before fixation of pay in the Revised Pay Scale.

(ii) The anomaly is directly attributable to fixation of pay under these Regulations only.

(iii) The authority competent to make substantive appointment on that post certifies that there is no dispute about the interse seniority of senior/ junior Corporation employees.

(iv) The appointment/promotion of the junior Corporation employee is regular and in accordance with provisions of relevant Service Regulations or where a post/posts have not been included in the Schedule appended to the Regulations regulating recruitment and conditions of service, the appointment/promotion has been made in accordance with the orders issued by the Corporation from time to time, if any, If the junior Corporation employee is holding a post on officiating basis as a result of urgent and temporary appointment made under the Service Regulations and the pay of the senior Corporation employee has been stepped up under this Sub-Regulation, the stepping up of pay of the senior Corporation employee shall be done with the condition that if the urgent/temporary appointment of a junior Corporation employee is not regulated or converted into a regular appointment according to the Service Regulations applicable to him and he is thereby reverted, the pay of the senior Corporation employee from the date of reversion of junior Corporation employee shall be re-fixed at a stage at which he would have drawn, but for stepping up his pay under this Sub-Regulation.

(b) The provisions contained in clause (a) of Sub-Regulation (2) of this Regulation shall not be applicable for stepping up of pay of a senior Corporation employee in the following cases :—

(i) Where a junior Corporation employee is holding the higher post in an officiating capacity during leave vacancy or a short term vacancy caused due to proceeding of the incumbent of the post on training for a period not exceeding 120 days or any other circumstances where the officiating appointment is for a period upto 120 days only.

(ii) Where a junior Corporation employee is already drawing at a rate higher than that admissible to the senior Corporation employee on account of grant of advance increment (s) or higher initial pay for possessing higher qualifications or passing prescribed examinations or any such other reasons.

(iii) Where a junior Corporation employee begins to draw pay more than his senior due to grant of higher initial pay or advance increment (s) under Regulation 13 of these Regulations.

(iv) Where a junior Corporation employee begins to draw pay more than his senior due to exercising of option for revised pay scale from a different date.

(c) The next date of increment of the senior Corporation employee in the Revised Pay Scale shall be after completion of the full incremental period of one year under Service Regulations.

15. Fixation of Pay in the Revised Pay Scales subsequent to 1-9-1988 :

Where a Corporation employee continues to draw his pay in the existing pay scale and opts to draw pay in the Revised Pay Scale from a date later than 1.9.1988, his pay from the latter date in Revised Pay Scale shall be fixed on the basis of his pre-fixation emoluments on that date instead of as on 1.9.1988 as defined in Regulation 5 (4) of these Regulations.

Note : (1) An employee of the Corporation who opts for Revised Pay Scale from a date subsequent to 1-9-1988, on promotion during the period commencing from 1.9.1988 but prior to the date of option for Revised Pay Scales may also opt for fixation of pay under Regulation 26-A of the Service Regulations—

(a) either on the date of promotion, or

(b) on the date of option for revised pay scales for lower post he is holding immediately before the date of promotion.

(2) In the case of alternative (a) above, he will cease to draw pay in the existing pay scale of the lower post and his pay shall be fixed first in Revised Pay Scales, 1989 prescribed for the lower post and than his pay shall be fixed on higher post under Regulation 26-A; and in the case of alternative (b) above, he will—

(i) continue to draw pay in the existing pay scale of the lower post even after the date of promotion and until the date of option for Revised Pay Scales, 1989 on the lower post, and

(ii) on the date of option for Revised Pay Scales, 1989 his pay will first be fixed in the Revised Pay Scale prescribed for the lower post and then his fixation of pay on higher post shall be made under Regulation 26-A.

(3) Option will be exercised and conveyed to the authorities concerned within a period of two months from the date of order of promotion or the date of issue of these Regulations whichever is later. In case no option is received within the stipulated period, fixation of pay on promotion shall be made under alternative (a) above. Option once exercised shall be final.

16. Non accrual of Arrear :

Notwithstanding anything contained in these Regulations no arrear of pay and allowances thereon on any account shall accrue to a Corporation employee whether existing or appointed between 1.9.1988 to 31.12.1988 (both days inclusive) for the period upto 31.12.1988.

SCHEDULE—I

(Section — A)

S. No.	Existing Pay Scale	Revisd Pay Scale	Revised Scale No.
1	2	3	4
1.	700-10-850-15-865	750-12-798-13-850-15-940	1
2.	720-10 850-15-1000	800-15-950-20-1250	2
3.	730-10-850-15-1000-20-1200-25-1250	800-15-950-20-1250	2
4	760-10-850-15-1000-20-1200-25-1350	825-15-900-20-1200-25-1350	3
5.	820-10-850-15-1000-20-1200-25-1400-30-1520	910-20-1150-25-1400-30-1520	4
6.	880-15-1000-20-1200-25-1400-30-1640-40-1680	950-20-1150-25-1400-30-1640-40-1680	5
7.	895-15-1000 20-1200-25-1400-30-1640-40-1720	975-25-1100-30-1640-40-1720	6
8.	925-15-1000-20-1200-25-1400-30-1640-40-1800	1025-25-1100-30-1640-40-1800	7
9.	1120-20-1200-25-1400-30-1640-40-2000-50-2050	1200-30-1560-40-2000-50-2050	8
10	1140-20-1200-25-1400-30-1640-40-2000-50-2250	1400-40-1800-50-2300	9
11.	1160-20-1200-25-1400-30-1640-40-2000-50-2300-60-2360	1400 40 1800-50-2300-60-2360	10
		*1400-40-1600-50-2300-60-2600	11
12.	1200-25-1400-3 -1640-40-2000-50-2300-60-2420	1400-40-1600-50-2300-60-2600	11
13.	1225-25-1400-30-1640-40-2000-50-2300-60-2480	1400-40-1600-50-2300-60-2600	11
14.	1400-30-1640-40-2000-50-2300-60-2600-75-2825	1640-60-2600-75 2900	12
15.	1490-30-1640-40 2000-50-2300-60-2600-75-3050	2000-60-2300-75-3200	13
16.	1550-30-1640-40-2000-50-2300-60-2600-75-3050-100-3250	2000-60-2300-75-3200-100-3500	14
17.	1720-40-2000-50-2300-60-2600-75-3050-100-3350	2200-75-2800-100-4000	15
18.	2100-50-2300-60-2600-75-3050-100-3550	2500-75-2800-100-4000-125-4250	16
19.	2540-60-2600-75-3050-100-3650-125-3900	3000-100-3500-125-4500	17
20.	2750-75-3050-100-3650-125-4400-150-4700	3450-125-4700-150-5000	18
21.	3350-100-3650-125-4400-150-5000	4100-150-5300	19

* The Revised Scale of Rs. 1400-2600 will be applicable to Traffic Inspectors/Assistant Depot Managers only. For others the Revised Pay Scale would be Rs. 1400-2360.

FORM OF OPTION

[See Regulation 9 & 10 (2)]

(i) I.....hereby elect the Revised Pay Scale with effect from 1st Sept., 1988.

* (ii) I,.....hereby elect to continue in the existing scale of pay of my substantive/officiating post mentioned below until :—

* the date of my next increment falling on.....

* the date of my subsequent increment raising my pay to Rs.....

* I vecate or cease to draw pay in the existing pay scale.

Existing Pay Scale.....for the post.....

2. The option hereby exercised is final and will not be modified at any subsequent date.

3. I hereby agree to refund the over-payments, if any, made to me on account of incorrect fixation of my pay in the Revised Pay Scale, 1989.

Signature.....

Name.....

Designation.....

Office in which employed.....

Date : .....

Station : .....

Signed before me

Signature

(Head of the office)

Received the above declaration

Signature

(Head of the Office)

Date : .....

.....

Station : .....

.....

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* To be scored out, if not applicable.

SCHEDULE — IV

(Rule 13)

Higher Initial Pay / Advance Increments

S. No.	Name of the Post	Revised Pay Scale	Higher Initial Pay/ Advance Increments
		Post common in various departments	
1.	Junior Engineer	1400-2600 (11)	Persons possessing degree in Engineering shall be designated as Junior Engineer and shall be given higher initial pay of Rs. 1850/- in this scale. Those who acquire this degree while in service shall also be entitled to higher initial pay of Rs. 1850/- if the pay drawn is less than Rs. 1850/-
2.	Overseer	1400-2300 (9)	Persons possessing degree in Engineering shall be designated as Junior Engineer and shall be given higher initial pay of Rs. 1800/- in this scale. Those who acquire this degree while in service shall also be entitled to higher initial pay of Rs. 1800/- if the pay drawn is less than Rs. 1800/-
3.	Asstt. Engineer/ Asstt. Artchitect/ Asstt. Mech. Engineer	2200-4000 (15)	Higher initial pay of Rs. 2350/- shall be allowed to M. E. Degree holder.
4.	Sr. Draftsman	1400-2600 (11)	Higher initial pay of Rs. 1850/- shall be admissible to graduate in Engineering. Those who acquire this degree while in service shall also be entitled to higher initial pay of Rs. 1850/-, if the pay drawn is less than Rs. 1850/-
5. (1)	Stenographer	1400-2300 (9)	Higher initial pay of Rs. 1480/- in case of Stenographer to be recruited and two advance increments in case of existin Stenographer, Personal Assistant, Sr. P g nal Assistant and Adm. Officer-cum, erso- Secretary on passing qualifying t -Private in Hindi & English Stenogra ests, both subject to condition as are st phy & Typing No. F 2 (72) Acctts/Ru pulated in order 13-9-1988. es/58/11776 dated
(2)	Personal Asstt.	1640-2900 (12)	
(3)	Sr. Personal Assistant	2000-3200 (13)	
(4)	Adm. Officer-cum-Private Secy.	2200-4000 (15)	

Schedule III

TABLE No. 1

Existing Pay Scale (No. 1) 700-10-850-15-865

Revised Pay Scale (No. 1) 750-12-789-13-850-15-940

Stages in existing pay Scale.	Fixation benefit.	Pre-fixation emoluments as per Rule 5 (4).	Stages at which pay is to be fixed in the revised pay scale.
1	2	3	4
700	50	750.00	762
710	50	760.00	762
720	50	770.00	774
730	50	780.00	786
740	50	790.00	798
750	50	800.00	811
760	50	810.00	811
770	50	820.00	824
780	50	830.00	837
790	50	840.00	850
800	50	850.00	865
810	50	860.00	865
820	50	870.00	880
830	50	880.00	895
840	50.40	890.00	895
850	51.00	901.00	910
865	51.90	916.90	925

TABLE No. 2

Existing Pay Scale (No. 2) 720-10-850-15-1000
Revised Pay Scale (No. 2) 800-15-950-20-1250

Stages in exigting pay Scale.	Fixation benefit.	Pre-fixation emoluments as per Rule 5 (4).	Stages at which pay is to be fixed in the revised pay scale.
1	2	3	4
720	50	770.00	800
730	50	780.00	800
740	50	790.00	800
750	50	800.00	815
760	50	810.00	815
770	50	820.00	830
780	50	830.00	845
790	50	840.00	845
800	50	850.00	860
810	50	860.00	875
820	50	870.00	875
830	50	880.00	890
840	50.40	890.40	905
850	51.00	901.00	905
865	51.90	916.90	920
880	52.80	932.80	935
895	53.70	948.70	950
910	54.60	964.60	970
925	55.50	980.50	990
940	56.40	996.40	1010
955	57.30	1012.30	1030
970	58.20	1028.20	1030
985	59.10	1044.10	1050
1000	60.00	1060.00	1070

TABLE No. 3

Existing Pay Scale (No. 3) 730-10-850-15-1000-20-1200-25-1250
Revised Pay Scale (No. 2) 800-15-950-20-1250

Stages in existing pay scale.	Fixation benefit.	Pre-fixation emoluments as per Rule 5 (4).	Stages at which pay is to be fixed in the revised pay scale.
1	2	3	4
730	50	780 00	800
740	50	790.00	800
750	50	800.00	815
760	50	810.00	815
770	50	820.00	830
780	50	830 00	845
790	50	840.00	845
800	50	850.00	860
810	50	860.00	875
820	50	870.00	875
830	50	880.00	890
840	50.40	890.40	905
850	51.00	901.00	905
865	51.90	916.90	920
880	52.80	932.80	935
895	53 70	948 70	950
910	54.60	964.60	970
925	55.50	980.50	990
940	56.40	996.40	1010
955	57.30	1012.30	1030
970	58.20	1028.20	1030
985	59.10	1044.10	1050
1000	60.00	1060.00	1070
1020	61.20	1081.20	1090
1040	62.40	1102.40	1110
1060	63.60	1123 60	1130
1080	64.80	1144.80	1150
1100	66 00	1166.00	1170
1120	67 20	1187.20	1190
1140	68.40	1208 40	1210
1160	69.60	1229.60	1230
1180	70.80	1250.80	1250 + 0.80 P· Pay
1200	72.00	1272 00	1250 + 22.00 P. Pay
1225	73.50	1298.50	1250 + 48.50 P. Pay
1250	75 00	1325.00	1250 + 75 00 P. Pay

TABLE No. 4

Existing Pay Scale No. 4 760-10-850-15-1000-20-1200-25-1350
Revised Pay Scale No. 3 825-15-900-20-1200-25-1350

Stages in existing pay scale.	Fixation benefit.	Pre-fixation emoluments as per Rule 5 (4).	Stages at which pay is to be fixed in the revised pay scale.
1	2	3	4
760	50	810.00	825
770	50	820.00	825
780	50	830.00	840
790	50	840.00	855
800	50	850.00	855
810	50	860.00	870
820	50	870.00	885
830	50	880.00	885
840	50.40	890.40	900
850	51.00	901.00	920
865	51.90	916.90	920
880	52.80	932.80	940
895	53.70	948.70	960
910	54.60	964.60	980
925	55.50	980.50	1000
940	56.40	996.40	1000
955	57.30	1012.30	1020
970	58.20	1028.20	1040
985	59.10	1044.10	1060
1000	60.00	1060.00	1080
1020	61.20	1081.20	1100
1040	62.40	1102.40	1120
1060	63.60	1123.60	1140
1080	64.80	1144.80	1160
1100	66.00	1166.00	1180
1120	67.20	1187.20	1200
1140	68.40	1208.40	1225
1160	69.60	1229.60	1250
1180	70.80	1250.80	1275
1200	72.00	1272.00	1275
1225	73.50	1298.50	1300
1250	75.00	1325.00	1350
1275	76.50	1351.50	1350 + 1.50 P. Pay
1300	78.00	1378.00	1350 + 28.00 P. Pay
1325	79.50	1404.50	1350 + 54.50 P. Pay
1350	81.00	1431.00	1350 + 81.00 P. Pay

TABLE No. 5

Existing Pay Scale (No. 5) 820-10-850-15-1000-20-1200-25-1400-30-1520
Revised Pay Scale (No. 4) 910-20-1150 25-1400-30-1520

Stages in existing pay scale.	Fixation benefit.	Pre-fixation emoluments as per Rule 5 (4)	Stages at which pay is to be fixed in the revised pay scale.
1	2	3	4
820	50.00	870.00	910
830	50.00	880.00	910
840	50 40	890.40	910
850	51.00	901.00	910
865	51.90	916.90	930
880	52.80	932.80	950
895	53.70	948.70	950
910	54.60	964.60	970
925	55.50	980.50	990
940	56.40	996.40	1010
955	57.30	1012.30	1030
970	58.20	1028.20	1030
985	59.10	1044.10	1050
1000	60 00	1060.00	1070
1020	61.20	1081.20	1090
1040	62.40	1102 40	1110
1060	63 60	1123.60	1130
1080	64.80	1144.80	1150
1100	66.00	1166.00	1175
1120	67.20	1187.20	1200
1140	68.40	1208.40	1225
1160	69 60	1229.60	1250
1180	70.80	1250.80	1275
1200	72 00	1272.00	1275
1225	73.50	1298.50	1300
1250	75.00	1325.00	1350
1275	76 50	1351.50	1375
1300	78 00	1378.00	1400
1325	79.50	1404.50	1430
1350	81.00	1431.00	1460
1375	82.50	1457.50	1460
1400	84.00	1484.00	1490
1430	85.80	1515.80	1520
1460	87.60	1547.60	1520 + 27.60 P. Pay
1490	89.40	1579.40	1520 + 59 40 P. Pay
1520	91.20	1611.20	1520 + 91.20 P. Pay

TABLE No. 6

Existing Pay Scale No. 6 880-15-1000-20-1200-25-1400-30-1640-40-1680
Revised Pay Scale No. 5 950-20-1150-25-1400-30-1640-40-1680

Stages in existing pay scale.	Fixation benefit.	Pre-fixation emoluments as per Rule 5 (4)	Stages at which pay is to be fixed in the revised pay scale.
1	2	3	4
880	52.80	932.80	950
895	53.70	948.70	950
910	54.60	964.60	970
925	55.50	980 50	990
940	56.40	996 40	1010
955	57 30	1012.30	1030
970	58.20	1028.20	1030
985	59.10	1044.10	1050
1000	60.00	1060.00	1070
1020	61.20	1081.20	1090
1040	62.40	1102.40	1110
1060	63 60	1123.60	1130
1080	64.80	1144.80	1150
1100	66.00	1166.00	1175
1120	67.20	1187.20	1200
1140	68.40	1208.40	1225
1160	69.60	1229.60	1250
1180	70.80	1250 80	1275
1200	72.00	1272.00	1275
1225	73.50	1298 50	1300
1250	75 00	1325 00	1350
1275	76.00	1351 50	1375
1300	78 00	1378 00	1400
1325	79.50	1404 50	1430
1350	81.00	1431.00	1460
1375	82.50	1457.50	1460
1400	84.00	1484.00	1490
1430	85.80	1515.80	1520
1450	87 60	1547 60	1550
1490	89.40	1579.40	1580
1520	91.20	1611.20	1640
1550	93.00	1643.00	1680
1580	94.80	1674.80	1680
1610	96.60	1706.00	1680 + 26.60 P. Pay
1640	98 40	1738.40	1680 + 58.40 P. Pay
1680	100.00	1780.00	1680 + 100 00 P. Pay

TABLE No. 7

Existing Pay Scale No. 7 895-15-1000-20-1200-25-1400-30-1640-40-1720
Revised Pay Scale No 6 975-25-1100-30-1640-40-1720

Stages in existing pay scale.	Fixation benefit.	Pre-fixation emoluments as per Rules 5 (4)	Stages at which pay is to be fixed in the revised pay scale.
1	2	3	4
895	53 70	948 70	975
910	54.60	964.60	975
925	55.50	980.50	1000
940	56 40	996.40	1000
955	57.30	1012.30	1025
970	58.20	1028.20	1050
985	59.10	1044.10	1050
1000	60.00	1060.00	1075
1020	61 20	1081.20	1100
1040	62.40	1102.40	1130
1060	63 60	1123.60	1130
1080	64.80	1144.80	1160
1100	66.00	1166.00	1190
1120	67.20	1187.20	1190
1140	68.40	1208.40	1220
1160	69.60	1229.60	1250
1180	70 80	1250.80	1280
1200	72.00	1272.00	1280
1225	73.50	1298.50	1310
1250	75.00	1325 00	1340
1275	76 50	1351.50	1370
1300	78 00	1378 00	1400
1325	79.50	1404 50	1430
1350	81.00	1431.00	1460
1375	82.50	1457.50	1460
1400	84 00	1484 00	1490
1430	85.80	1515.80	1520
1460	87 60	1547 60	1550
1490	89.40	1579 40	1580
1520	91.20	1611 20	1640
1550	93.00	1643.00	1680
1580	94.80	1674 80	1680
1610	96.60	1706 60	1720
1640	98.40	1738.40	1720+18.40 P, Pay
1680	100.00	1780.00	1720+60.00 P, Pay
1720	100.00	1820.00	1720+100.00 P, Pay

TABLE No. 8

Existing Pay Scale No. 8 925-15-1000-20-1200-25-1400-30-1640-40-1800
Revised Pay Scale No. 7 1025-25-1100-30-1640-40-1800

Stages in existing pay scale.	Fixation benefit.	Pre-fixation emoluments as per Rules 5 (4)	Stages at which pay is to be fixed in the revised pay scale
1	2	3	4
925	55 50	980 50	1025
940	56 40	996.40	1025
955	57.30	1012.30	1025
970	58.20	1028 20	1050
985	59.10	1044.10	1050
1000	60.00	1060.00	1075
1020	61 20	1081.20	1100
1040	62.40	1102.40	1130
1060	63.60	1123.60	1130
1080	64.80	1144.80	1160
1100	66.00	1166.00	1190
1120	67.20	1187.20	1190
1140	68.40	1208 40	1220
1160	69.60	1229.60	1250
1180	70.80	1250 80	1280
1200	72.00	1272.00	1280
1225	73.50	1298 50	1310
1250	75 00	1325.00	1340
1275	76.50	1351.50	1370
1300	78.00	1378.00	1409
1325	79.50	1404 50	1430
1350	81.00	1431.00	1460
1375	82.50	1457 50	1460
1400	84.00	1484.00	1490
1430	85.80	1515.80	1520
1460	87.60	1547 60	1550
1490	89.40	1579.40	1580
1520	91.20	1611.20	1640
1550	93 00	1643.00	1680
1580	94.80	1674.80	1680
1610	96.60	1706.60	1720
1640	98 40	1738 40	1760
1680	100 00	1780.00	1800
1720	100 00	1820.00	1800+20.00 P, Pay
1760	100.00	1860.00	1800+60.00 P, Pay
1800	100.00	1900.00	1800+100.00 P, Pay

TABLE No. 9

Existing Pay Scale (No 9) 1120-20-1200-25-1400-30-1640-40-2000-50-2050

Revised Pay Scale (No 8) 1200-30-1560 40-2000-50-2050

Stages in existing pay scale.	Fixation benefit.	Pre-fixation emoluments as per Rule 5 (4)	Stages at which pay is to be fixed in the revised pay scale.
1	2	3	4
1120	67.20	1187.20	1200
1140	68 40	1208.40	1230
1160	69.60	1229.60	1230
1180	70.80	1250.80	1260
1200	72 00	1272.00	1290
1225	73.50	1298.50	1320
1250	75 00	1325.00	1350
1275	76.50	1351.50	1380
1300	78.00	1378.00	1380
1325	79.50	1404.50	1410
1350	81.00	1431.00	1440
1375	82.50	1457.50	1470
1400	84.00	1484.00	1500
1430	85.80	1515.80	1530
1460	87.60	1547.60	1560
1490	89.40	1579.40	1600
1520	91.20	1611.20	1640
1550	93.00	1643.00	1680
1580	94 80	1674.80	1680
1610	96.60	1706.60	1720
1640	98.40	1738.40	1760
1680	100.00	1780.00	1800
1720	100.00	1820.00	1840
1760	100.00	1860.00	1880
1800	100.00	1900.00	1920
1840	100.00	1940.00	1960
1880	100.00	1980 00	2000
1920	100.00	2020.00	2050
1960	100.00	2060.00	2050 + 10.00 P. Pay
2000	100.00	2100.00	2050 + 50 00 P. Pay
2050	100.00	2150.00	2050 + 100.00 P. Pay

TABLE No. 10

Existing Pay Scale No. 10 1140-20-1200-25-1400-30-1640-40-2000-50-2250
Revised Pay Scale No. 9 1400-40-1800-50-2300

Stages in existing pay scale.	Fixation benefit.	Pay-fixation emoluments as per Rule 5 (4).	Stages at which pay is in be fixed in the revised pay scale.
1	2	3	4
1140	68.40	1208.40	1400
1160	69.60	1229.60	1400
1180	70.80	1250.80	1400
1200	72.00	1272.00	1400
1225	73.50	1298.50	1400
1250	75.00	1325.00	1400
1275	76.50	1351.50	1400
1300	78.00	1378.00	1400
1325	79.50	1404.50	1440
1350	81.00	1431.00	1440
1375	82.50	1457.50	1480
1400	84.00	1484.00	1520
1430	85.80	1515.80	1520
1460	87.60	1547.60	1560
1490	89.40	1579.40	1600
1520	91.20	1611.20	1640
1550	93.00	1643.00	1680
1580	94.80	1674.80	1680
1610	96.60	1706.60	1720
1640	98.40	1738.40	1760
1680	100.00	1780.00	1800
1720	100.00	1820.00	1850
1760	100.00	1860.00	1900
1800	100.00	1900.00	1950
1840	100.00	1940.00	1950
1880	100.00	1980.00	2000
1920	100.00	2020.00	2050
1960	100.00	2060.00	2100
2000	100.00	2100.00	2150
2050	100.00	2150.00	2200
2100	100.00	2200.00	2250
2150	100.00	2250.00	2300
2200	100.00	2300.00	2300
2250	100.00	2350.00	2300+50 P. Pay

TABLE No. 11

Existing Pay Scale (No. 11) 1160-20-1200-25-1400-30-1640-40-2000-50-2300-60-2360
Revised Pay Scale (No. 10) 1400-40-1800-50-2300-60-2360

Stages in existing pay Scale.	Fixation benefit.	Pre-fixation emoluments as per Rule 5 (4).	Stages at which pay is to be fixed in the revised pay scale.
1	2	3	4
1160	69.60	1229.60	1400
1180	70.80	1250.80	1400
1200	72.00	1272.00	1400
1225	73 50	1298.50	1400
1250	75 00	1325.00	1400
1275	76 50	1351.50	1400
1300	78 00	1378.00	1400
1325	79.50	1404.50	1440
1350	81 00	1431.00	1440
1375	82.50	1457.50	1480
1400	84.00	1484.00	1520
1430	85.80	1515.80	1520
1460	87.60	1547.60	1560
1490	89 40	1579.40	1600
1520	91.20	1611.20	1640
1550	93.00	1643.00	1680
1580	94.80	1674.80	1680
1610	96.60	1706.60	1720
1640	98.40	1738 40	1760
1680	100.00	1780.00	1800
1720	100.00	1820.00	1850
1760	100 00	1860.00	1900
1800	100.00	1900.00	1950
1840	100.00	1940.00	1950
1880	100 00	1980.00	2000
1920	100.00	2020.00	2050
1960	100.00	2060.00	2100
2000	100.00	2100 00	2150
2050	100.00	2150.00	2200
2100	100.00	2200.00	2250
2150	100.00	2250.00	2300
2200	100.00	2300.00	2360
2250	100.00	2350.00	2360
2300	100.00	2400.00	2360 + 40 P. Pay
2360	100.00	2460 00	2360 + 100 P. Pay

TABLE No. 12

Existing Pay Scale (No. 11) 1160-20-1200-25-1400-30-1640-40-2000-50-2300-60-2360
Revised Pay Scale (No. 11) 1400-40-1600-50-2300-60-2600

Stages in exigting pay Scale.	Fixation benefit.	Pre-fixation emoluments as per Rule 5 (4).	Stages at which pay is to be fixed in the revised pay scale.
1	2	3	4
1160	69.60	1229 60	1400
1180	70.80	1250 80	1400
1200	72.00	1272.00	1400
1225	73.50	1298 50	1400
1250	75 00	1325.00	1400
1275	76.50	1351.50	1400
1300	78.00	1378.00	1400
1325	79 50	1404 50	1440
1350	81.00	1431.00	1440
1375	82.50	1457.50	1480
1400	84 00	1484.00	1520
1430	85.80	1515.80	1520
1460	87 60	1547.60	1560
1490	89.40	1579 40	1600
1520	91 20	1611.20	1650
1550	93.00	1643.00	1650
1580	94.80	1674 80	1700
1610	96.60	1706.60	1750
1640	98.40	1738.40	1750
1680	100.00	1780.00	1800
1720	100.00	1820.00	1850
1760	100.00	186 00	1900
1800	100.00	1900 00	1950
1840	100 00	1940.00	1950
1880	100 00	1980 00	2000
1920	100 00	2020.00	2050
1960	100 00	2060.00	2100
2000	100 00	2100 00	2150
2050	100.00	2150.00	2200
2100	100.00	2200 00	2250
2150	100 00	2250 00	2300
2200	100.00	2300.00	2360
2250	100.00	2350.00	2360
2300	100.00	2400 00	2420
2360	100.00	2460 00	2480

TABLE No. 13

Existing Pay Scale (No. 12) 1200-25-1400-30-1640-40-2000-50-2300-60-2420
Revised Pay Scale (No. 11) 1400-40-1600-50-2300-60-2600

Stages in existing pay scale.	Fixation benefit.	Pre-fixation emoluments as per Rule 5 (4).	Stages at which pay is to be fixed in the revised pay scale.
1	2	3	4
1200	72.00	1272 00	1400
1225	73 50	1298.50	1400
1250	75 00	1325.00	1400
1275	76.50	1351.50	1400
1300	78.00	1378.00	1400
1325	79 50	1404.50	1440
1350	81.00	1431.00	1440
1375	82.50	1457.50	1480
1400	84.00	1484.00	1520
1430	85.80	1515.80	1520
1460	87.60	1547.60	1560
1490	89.40	1579.40	1600
1520	91.20	1611 20	1650
1550	93.00	1643.00	1650
1580	94.80	1674.80	1700
1610	96.60	1706.60	1750
1640	98.40	1738.40	1750
1680	100.00	1780.00	1800
1720	100.00	1820.00	1850
1760	100.00	1860 00	1900
1800	100 00	1900 00	1950
1840	100.00	1940.00	1950
1880	100.00	1980.00	2000
1920	100.00	2020.00	2050
1960	100.00	2060.00	2100
2000	100.00	2100.00	2150
2050	100.00	2150 00	2200
2100	100.00	2200.00	2250
2150	100 00	2250.00	2300
2200	100 00	2300.00	2360
2250	100.00	2350 00	2360
2300	100.00	2400.00	2420
2360	100.00	2460 00	2480
2420	100.00	2520.00	2540

TABLE No. 14

Existing Pay Scale No. 13 1225-25-1400-30-1640-40-2000-50-2300-60-2480
Revised Pay Scale No. 11 1400-40-1600-50-2300-60-2600

Stages in existing pay scale.	Fixation benefit.	Pre-fixation emoluments as per Rule 5 (4)	Stages at which pay is to be fixed in the revised pay scale.
1	2	3	4
1225	73.50	1298 50	1400
1250	75.00	1325.00	1400
1275	76 50	1351 50	1400
1300	78.00	1378.00	1400
1325	79.50	1404.50	1440
1350	81.00	1431.00	1440
1375	82.50	1457.50	1480
1400	84.00	1484.00	1520
1430	85.80	1515.80	1520
1460	87.60	1547.60	1560
1490	89 40	1579.40	1600
1520	91.20	1611.20	1650
1550	93.00	1643 00	1650
1580	94.80	1674.80	1700
1610	96.60	1706.60	1750
1640	98.40	1738.40	1750
1680	100.00	1780.00	1800
1720	100.00	1820.00	1850
1760	100.00	1860.00	1900
1800	100.00	1900 00	1950
1840	100.00	1940 00	1950
1880	100 00	1980.00	2000
1920	100.00	2020 00	2050
1960	100.00	2060 00	2100
2000	100.00	2100 00	2150
2050	100.00	2150 00	2200
2100	100.00	2200.00	2250
2150	100 00	2250 00	2300
2200	100.00	2300 00	2360
2250	100.00	2350.00	2360
2300	100.00	2400.00	2420
2360	100 00	2460 00	2480
2420	100 00	2520.00	2540
2480	100 00	2580.00	2600

TABLE No. 15

Existing Pay Scale (No. 14) 1400-30-1640-40-2000-50-2300-60-2600-75-2825
Revised Pay Scale (No. 12) 1640-60-2600-75-2900

Stages in existing pay Scale.	Fixation benefit.	Pre-fixation emoluments as per Rule 5 (4).	Stages at which pay is to be fixed in the revised pay scale.
1	2	3	4
1400	84.00	1484.00	1640
1430	85.80	1515.80	1640
1460	87.60	1547.60	1640
1490	89.40	1579.40	1640
1520	91 20	1611.20	1640
1550	93.00	1643.00	1700
1580	94.80	1674.80	1700
1610	96.60	1706.60	1760
1640	98.40	1738.40	1760
1680	100.00	1780.00	1820
1720	100.00	1820.00	1880
1760	100.00	186 00	1880
1800	100 00	1900.00	1940
1840	100 00	1940.00	2000
1880	100 00	1980.00	2000
1920	100 00	2020.00	2060
1960	100.00	2060.00	2120
2000	100.00	2100.00	2120
2050	100.00	2150.00	2180
2100	100.00	2200.00	2240
2150	100 00	2250.00	2300
2200	100.00	2300.00	2360
2250	100-00	2350.00	2360
2300	100.00	2400.00	2420
2360	100.00	2460 00	2480
2420	100.00	2520.00	2540
2480	100.00	2580.00	2600
2540	100.00	2640.00	2675
2600	100.00	2700.00	2750
2675	100.00	2775.00	2825
2750	100.00	2850 00	2900
2825	100.00	2925.00	2900+25.00 P.Pay

Existing Pay Scale No. (15)
Revised Pay Scale No. (13)

TABLE No. 16

1490-30-1640-40-2000-50-2300-60-2600-75-3050
2000-60-2300-75-3200

Stages in existing pay scale.	Fixation benefit.	Pre-fixation emoluments as per Rule 5 (4).	Stages at which pay is to be fixed in the revised pay scale.
1	2	3	4
1490	89.40	1579.40	2000
1520	91.20	1611.20	2000
1550	93.00	1643.00	2000
1580	94.80	1674.80	2000
1610	96.60	1706.60	2000
1640	98.40	1738.40	2000
1680	100.00	1780.00	2000
1720	100.00	1820.00	2000
1760	100.00	1860.00	2000
1800	100.00	1900.00	2000
1840	100.00	1940.00	2000
1880	100.00	1980.00	2000
1920	100.00	2020.00	2060
1960	100.00	2060.00	2120
2000	100.00	2100.00	2120
2050	100.00	2150.00	2180
2100	100.00	2200.00	2240
2150	100.00	2250.00	2300
2200	100.00	2300.00	2375
2250	100.00	2350.00	2375
2300	100.00	2400.00	2450
2360	100.00	2460.00	2525
2420	100.00	2520.00	2525
2480	100.00	2580.00	2600
2540	100.00	2640.00	2675
2600	100.00	2700.00	2750
2675	100.00	2775.00	2825
2750	100.00	2850.00	2900
2825	100.00	2925.00	2975
2900	100.00	3000.00	3050
2975	100.00	3075.00	3125
3050	100.00	3150.00	3200

TABLE No. 17

Existing Pay Scale (No. 16) 1550-30-1640-40-2000-50-2300-60-2600-75-3050-100-3250
Revised Pay Scale (No. 14) 2000-60-2300-75-3200-100-3500

Stages in existing pay scale.	Fixation benefit.	Pre-fixation emoluments as per Rule 5 (4)	Stages at which pay is to be fixed in the revised pay scale.
1	2	3	4
1550	93.00	1643.00	2000
1580	94.80	1674.80	2000
1610	96 60	1706.60	2000
1640	98.40	1738.40	2000
1680	100.00	1780.00	2000
1720	100.00	1820.00	2000
1760	100.00	1860.00	2000
1800	100.00	1900 00	2000
1840	100.00	1940 00	2000
1880	100 00	1980.00	2000
1920	100.00	2020.00	2060
1960	100.00	2060.00	2120
2000	100.00	2100.00	2120
2050	100.00	2150.00	2180
2100	100.00	2200.00	2240
2150	100.00	2250.00	2300
2200	100.00	2300.00	2375
2250	100.00	2350.00	2375
2300	100.00	2400.00	2450
2360	100.00	2460.00	2525
2420	100.00	2520.00	2525
2480	100.00	2580.00	2600
2540	100.00	2640 00	2675
2600	100.00	2700.00	2750
2675	100.00	2775.00	2825
2750	100.00	2850.00	2900
2825	100.00	2925 00	2975
2900	100.00	3000.00	3050
2975	100.00	3075.00	3125
3050	100.00	3150.00	3200
3150	100.00	3250.00	3300
3250	100.00	3350.00	3400

TABLE No. 18

Existing Pay Scale (No. 17) 1720-40-2000-50-2300-60-2600-75-3050-100-3350

Revised Pay Scale (No. 15) 2200-75-2800-100-4000

Stages in existing pay scale.	Fixation benefit.	Pay-fixation emoluments as per Rule 5 (4).	Stages at which pay is to be fixed in the revised pay scale.
1	2	3	4
1720	100	1820	2200
1760	100	1860	2200
1800	100	1900	2200
1840	100	1940	2200
1880	100	1980	2200
1920	100	2020	2200
1960	100	2060	2200
2000	100	2100	2200
2050	100	2150	2200
2100	100	2200	2275
2150	100	2250	2275
2200	100	2300	2350
2250	100	2350	2425
2300	100	2400	2425
2360	100	2460	2500
2420	100	2520	2575
2480	100	2580	2650
2540	100	2640	2650
2600	100	2700	2725
2675	100	2775	2800
2750	100	2850	2900
2825	100	2925	3000
2900	100	3000	3100
2975	100	3075	3100
3050	100	3150	3200
3150	100	3250	3300
3250	100	3350	3400
3350	100	3450	3500

TABLE No. 19

Existing Pay Scale (No. 18) 2100-50-2300-60-2600-75-3050-100-3550

Revised Pay Scale (No. 16) 2500-75-2800-100-4000-125-4250

Stages in existing pay Scale.	Fixation benefit.	Pre-fixation emoluments as per Rule 5 (4).	Stages at which pay is to be fixed in the revised pay scale.
1	2	3	4
2100	100	2200	2500
2150	100	2250	2500
2200	100	2300	2500
2250	100	2350	2500
2300	100	2400	2500
2360	100	2460	2500
2420	100	2520	2575
2480	100	2580	2650
2540	100	2640	2650
2600	100	2700	2725
2675	100	2775	2800
2750	100	2850	2900
2825	100	2925	3000
2900	100	3000	3100
2975	100	3075	3100
3050	100	3150	3200
3150	100	3250	3300
3250	100	3350	3400
3350	100	3450	3500
3450	100	3550	3600
3550	100	3650	3700

TABLE No. 20

Existing Pay Scale No. 19 2540-60-2600-75-3050-100-3650-125-3900

Revised Pay Scale No. 17 3000-100-3500-125-4500

Stages in existing pay scale.	Fixation benefit.	Pre-fixation emoluments as per Rules 5 (4)	Stages at which pay is to be fixed in the revised pay scale.
1	2	3	4
2540	100	2640	3000
2600	100	2700	3000
2675	100	2775	3000
2750	100	2850	3000
2825	100	2925	3000
2900	100	3000	3100
2975	100	3075	3100
3050	100	3150	3200
3150	100	3250	3300
3250	100	3350	3400
3350	100	3450	3500
345	100	3550	3625
3550	100	3650	3750
3650	100	3750	3875
3775	100	3875	4000
3900	100	4000	4125

TABLE No. 21

Existing Pay Scale (No. 25) 2750-75-3050-100-3650-125-4400-150-4700

Revised Pay Scale (No. 18) 3450-125-4700-150-5000

Stages in existing pay scale.	Fixation benefit.	Pre-fixation emoluments as per Rule 5 (4)	Stages at which pay is to be fixed in the revised pay scale.
1	2	3	4
2750	100	2850	3450
2825	100	2925	3450
2900	100	3000	3450
2975	100	3075	3450
3050	100	3150	3450
3150	100	3250	3450
3250	100	3350	3450
3350	100	3450	3575
3450	100	3550	3575
3550	100	3650	3700
3650	100	3750	3825
3775	100	3875	3950
3900	100	4000	4075
4025	100	4125	4200
4150	100	4250	4325
4275	100	4375	4450
4400	100	4500	4575
4550	100	4650	4700
4700	100	4800	4850

TABLE No. 22

Existing Pay Scale No. 21 — 3350-100-3650-125-4400-150-5000

Revised Pay Scale No. 19 — 4100-150-5300

Stages in existing pay scale.	Fixation benefit.	Pre-fixation emoluments as per Rules 5 (4)	Stages at which pay is to be fixed in the revised pay scale.
1	2	3	4
3350	100	3450	4100
3450	100	3550	4100
3550	100	3650	4100
3650	100	3750	4100
3775	100	3875	4100
3900	100	4000	4100
4025	100	4125	4250
4150	100	4250	4400
4275	100	4375	4400
4400	100	4500	4550
4550	100	4650	4700
4700	100	4800	4850
4850	100	4950	5000
5000	100	5100	5150

RAJASTHAN STATE ROAD TRANSPORT CORPORATION, JAIPUR.

No. F. 2 (72) Acctts/Rules/91/8124 Dated :—28.11.91

OFFICE ORDER

In pursance of the Corporation Board's resolution No. 55/90 dated 15.12.90 and approval of the Govetnment vide their letter No. F. 2 (34)/BPE/90 RSRTC/359 dated 18.1.91 and also in view of the clarification given by the State Govt. vide its letter No. F. 20 (87) FD/Gr. 2/89-II Dated 1,10,1991, the following pay scales of the under mentioned posts are hereby revised w.e.f. 1.9.1988. This is pursuant to the settlement dated 28,11.90 arrived at with Rajasthan State Roadways Employees Union (AITUC).

S. No.	Name of the post	Existing pay scale and scale No. 3	Revised pay scale and scale No. 4
1.	Artisan Gr. III (For those who are I.T.I. examination passed or completed minimum service of 10 years)	800—1250 (2)	910—1500 (4)
2.	Artisan Gr. II	910—1520 (4)	950—1680 (5)
3.	Artisan Gr. I	975—1720 (6)	1025—1800 (7)
4.	Teleprinter/Telephone Monitor	1025—1800 (7)	1200—2050 (8)
5.	Store Sub Inspector	1025—1800 (7)	1200—2050 (8)

NOTE :

Now there would be two pay scales for Artisan Gr, III i,e, 800-1250 and 910-1520. The scale of 800-1250 would be admissible to those Artisan Gr, III who are neither I.T.I. pass nor have put in 10 years regular service in the Corporation as on 1.9.88. On completion of 10 years service or passing I. T. I. examination these would be placed in the pay scale of 910-1520.

Pay scale of 910-1520 to those Artisan Gr. III who are either I.T.I. examination pass or have put in atleast 10 years regular setvice in the Corporation as on 1 9.88 shall be eligible for the pay scale of 910-1520 mentioned in column No. 4.

In case any non I.T.I. Artisan Gr. III was directly appoin tedas Artisan Gr. III in regular pay scale either under special scheme or as a special case. such cases would be referred to Headquarters in the Rules Section of Accounts Department and these would be given the scale as advised by Headquarters. The units shall not decide such cases at their own level.

NOW, THE FIXATION OF PAY IN THE REVISED PAY SCALE EFFECTIVE FROM 1.9.88 SHALL BE MADE AS UNDER :—

1. An employee shall be required to exercise his option in writting within 2 months with effect from the date of issue of these orders subject to other such conditions as laid down in revised pay scales Reg. 1989.
2. The revised fixation of pay in the pay scale as above shall be now national and no arrear of pay and allowances as a result of this fixation shall accrue to an employee whether existing or appointed between 1.9.88 to 31.10.90 (both days inclusive) for the period up to 31.10.90.
3. In the case of employees who were on strike (which took place from 18.9.90 to 28.11.90), no arrear would accrue to such striking employees w.e.f 1.11.90 to the date of resuming duty by him.

   The revised fixation of pay in the pay scale as mentioned in column No. 4 shall be made under rule of RSRTC revised pay scales Regulations, 1989 taking in view the following guide lines.

   (i) The earlier pay fixation made w.e.f. 1.9.88 or in accordance with the date of option as the case may be in the pay scale indicated in column No. 3 of the order shall be treated as cancelled.

   (ii) The pay of the concerned employees shall now be fixed as on 1.9 88 or the date of option, as the case may be, in the pay scale indicated in column No. 4 of the order.

   (iii) The difference of payment of pay & allowances for the fixation of pay earlier made, which is required to be concelled now shall not be recovered. Also the difference of payment of pay & allowances for the fixation to be arrived now shall not be paid for the period from 1.9.88 to 31.10.90 or to the date of resuming duty by the concerned employee.

For Example (Old fixation)

Pay Scale :—730-1250 (Revised) 800-1250.

"An employee drawing Existing pay Rs. 820/- in the existing pay scale was fixed on 1.9.88 at Rs. 875/- as per order No. 63 dt. 4.1.90 of Revised pay Regulations 1989 and AGI granted from time to time".

Note ;—(The aforesaid old fixation/AGI shall now be treated to have been cancelled, but payments alreedy made till 31.10.90 shall not be recovered).

Fixation in revised pay scale

Pay Scale :—730-1250 (Revised) 910-1520

Existing "The aforesaid employee who opts for fixation of his pay in the revised pay scale in pursuant to the settlement dated 28.11 90 w.e.f. 1.9.88 or to any subsequent date as the case may be, shall be allowed pay fixation as under :-

"An employee drawing pay Rs. 820/- in the existing pay scale would get his pay fixed on 1.9.88 at Rs, 910/- as per conditions of order No. 63 dt. 4.1.90 of Revised Pay Regulations, 1989. He would also be allowed his due A.G.I. 's".

Note :—(The above pay fixation would be notional and no arrear shall accrue till 31.10.90)

The pay notionally arrived upto 31.10.90 or to the date of resuming duty by the Concerned employees would hence forth be payable as per fix ation of pay indicated (ii) above.

Clarification If any, in this regard can be got from the Accounts Department in the Rules Section.

Encl :—Revised Pay Scale Table.

Sd/-
Managing Director

TABLE No. 8—A

(For Teleprinter Monitor/Telephone Monitor/Store Sub-Inspector as referred in order No.....Dated... .....)

Existing Pay-scale prior to 1.9.1988 (No. 8) 925-15-1000-20-1200-25-1400-30-1640-40-1800

Further Revised pay scale w.e.f. 1.9.1988 (No. 8) 1200-30-1560-40-2000-50-2050

Stages in existing pay scale	Fixation benefit	Pre-Fixation emoluments as per Rule 5 (4)	Stages at which pay is to be fixed in the revised pay scale
925	55.50	980.50	1200
940	56 40	996.40	1200
955	57.30	1012 30	1200
970	58.20	1028.20	1200
985	59.10	1044.10	1200
1000	60 00	1060.00	1200
1020	61 20	1081.20	1200
1040	62 40	1102.40	1200
1060	63.60	1123.60	1200
1080	64 80	1144 80	1200
1100	66.00	1166 00	1200
1120	67.20	1187.20	1200
1140	68 40	1208.40	1230
1160	69 60	1229.60	1230
1180	70 80	1250.80	1260
1200	72.00	1272.00	1290
1225	73.50	1298 50	1320
1250	75 00	1325.00	1350
1 275	76.50	1351.50	1380
1300	78 00	1378.00	1380
1325	79 50	1404 50	1410
1350	81.00	1431.00	1440
1375	82.50	1457.50	1470
1400	84.00	1484 00	1500
1430	85.80	1515.80	1530
1460	87.60	1547 60	1560
1490	89 40	1579.40	1600
1520	91.20	1611.20	1640
1550	93.00	1643.00	1680
1580	94.80	1674.80	1680
1610	96 60	1706.60	1720
1640	98 40	1738 40	1760
1680	100 00	1780.00	1800
1720	100 00	1820 00	1840
1760	100 00	1860.00	1880
1800	100 00	1900.00	1920

F.A. & Chief Accounts Officer

TABLE No. 7—A

(For Artisan Gr. I as referred in order No.....Dated.....)

Existing Pay-scale prior to 1.9.1988 (No. 7) 895-15-1000-20-1200-25-1400-30-1640-40-1720

Further Revised Pay-scale w.e.f. 1.9.1988 (No. 7) 1025-25-1100-30-1640-40-1800

Stages in existing pay scale	Fixation benefit	Pre-Fixation emoluments as per Rule 5 (4)	Stages at which pay is to be fixed in the revised pay scale
895	53.70	948.70	1025
910	54.60	964.60	1025
925	55.50	980.50	1025
940	56.40	996.40	1025
955	57.30	1012.30	1025
970	58.20	1028.20	1050
985	59.10	1044.10	1050
1000	60.00	1060.00	1075
1020	61.20	1081.20	1100
1040	62.40	1102.40	1130
1060	63.60	1123.60	1130
1080	64.80	1144.80	1160
1100	66.00	1166.00	1190
1120	67.20	1187.20	1190
1140	68.40	1208.40	1220
1160	69.60	1229.60	1260
1180	70.80	1250.80	1280
1200	72.00	1272.00	1280
1225	73.50	1298.50	1310
1250	75.00	1325.00	1340
1275	76.50	1351.50	1370
1300	78.00	1378.00	1400
1325	79.50	1404.50	1430
1350	81.00	1431.00	1460
1375	82.50	1457.50	1460
1400	84.00	1484.00	1490
1430	85.80	1515.80	1520
1460	87.60	1547.60	1550
1490	89.40	1579.40	1580
1520	91.20	1611.20	1640
1550	93.00	1643.00	1680
1580	94.80	1674.80	1680
1610	96.60	1706.60	1720
1640	98.40	1738.40	1760
1680	100.00	1780.00	1800
1720	100.00	1820.00	1800+20PP

F. A. & Chief Accounts Officer

TABLE No. 5—A

(For Artisan Gr. 2 as referred in order No.....Dt.....)

Existing pay scale prior to 1.9.1988 (No. 5) 820-10-850-15-1000-20-1200-25-1400-30-1520

Further Revised pay scale w e.f. 1.9.1988 (No 5) 950-20-1150-25-1400-30-1640-40-1680

Stages in existing pay scale	Fixation benefit	Pre-fixation emoluments as per Rule 5 (4)	Stages at which pay is to be fixed in the revised pay scale
820	50.00	870.00	950
830	50.00	880 00	950
840	50 40	890.40	950
850	51.00	901.00	950
865	51 90	916.90	950
880	52.80	932 80	950
895	53 70	948.70	950
910	54 60	964.60	970
925	55.50	980.50	990
940	56 40	996.40	1010
955	57.30	1012.30	1030
970	58.20	1028.20	1030
985	59.10	1044.10	1050
1000	60.00	1060.00	1070
1020	61.20	1081.20	1090
1040	62.40	1102.40	1110
1060	63.60	1123.60	1130
1080	64 80	1144.80	1150
1100	66 00	1166.00	1175
1120	67.20	1187.20	1200
1140	68.40	1208.40	1225
1160	69.60	1229.60	1250
1180	70 80	1250.80	1275
1200	72 00	1272.00	1275
1225	73.50	1298 50	1300
1250	75 00	1325.00	1350
1275	76.50	1351.50	1375
1300	78 00	1378.00	1400
1325	79.50	1404 50	1430
1350	81 00	1431 00	1460
1375	82.50	1457.50	1460
1400	84.00	1484 00	1490
1430	85.80	1515.80	1520
1460	87.60	1547 60	1550
1490	89 40	1579 40	1580
1520	91 20	1611.20	1640

F. A. & Chief Accounts Officer

TABLE No. 3—A

(For Artisan Gr. 3 as referred in order No.....Dated.....)

Existing pay scale prior to 1.9.1988 (No. 3) 730-10-850-15-1000-20-1200-25-1250

Further Revised Pay Scale w.e.f. 1.9.1988 (No. 4) 910-20-1150-25-1400-30-1520

Stages in existing pay scale	Fixation benefit	Pre-fixation emoluments as per Rule 5 (4)	Stages at which pay is to be fixed in the revised pay scale
730	50.00	780.00	910
740	50.00	790.00	910
750	50.00	800.00	910
760	50.00	810.00	910
770	50.00	820.00	910
780	50.00	830.00	910
790	50.00	840.00	910
800	50.00	850.00	910
810	50.00	860.00	910
820	50.00	870.00	910
830	50.00	880.00	910
840	50.40	890.40	910
850	51.00	901.00	910
865	51.90	916.90	930
880	52.80	932.80	950
895	53.70	948.70	950
910	54.60	964.60	970
925	55.50	980.50	990
940	56.40	996.40	1010
955	57.30	1012.30	1030
970	58.20	1028.20	1030
985	59.10	1044.10	1050
1000	60.00	1060.00	1070
1020	61.20	1081.20	1090
1040	62.40	1102.40	1110
1060	63.60	1123.60	1130
1080	64.80	1144.80	1150
1100	66.00	1166.00	1175
1120	67.20	1187.20	1200
1140	68.40	1208.40	1225
1160	69.60	1229.60	1250
1180	70.80	1250.80	1275
1200	72.00	1272.00	1275
1225	73.50	1298.50	1300
1250	75.00	1325.00	1350

F. A. & Chief Accounts Officer

CHAPTER XXI

RAJASTHAN STATE ROAD TRANSPORT CORPORATION, JAIPUR

No. F. Acctts/Rules/C,P.A./87/2789 Dated :—19.3.87

OFFICE ORDER

Sub : Grant of advance for purchase of conveyance to the employees of the Corporation Orders regarding.

The Corporation Board vide its resolution **No. 13/87,** has approved regulations governing grant of conveyance purchase advance to employees of the Corporation which are to come into force from 1.4.1987. The following directions/guide lines are issued in this regard :—

1. The work of sanction and payment of advance and maintenance of the relevant records in the Head Office shall be carried out by the payment Section in the charge of Dy. General Manager (Payment).
2. The annual allocation of budget shall be distributed as under :—
   (i) For Officers of the rank of Depot Manager and above 1/5th
   (ii) For other staff and workers 4/5ths
3. In the current yeor a provision of Rs. 5.00 lakhs shall be distributed between the various units as below :—

(a)	H. O. including Cantral Stores	:	Rs. 0.60 lakhs.
(b)	Jaipur Dvn.	:	Rs. 0.60 ,,
(c)	Jodhpur Dvn.	:	Rs. 0.60 ,,
(d)	Udaipur Dvn.	:	Rs. 0.50 ,,
(e)	Kota Dvn.	:	Rs. 0.45 ,,
(f)	Sikar Dvn.	:	Rs. 0.45 ,,
(g)	Bharatpur Dvn.	:	Rs. 0.45 ,,
(h)	Ajmet Avn.	:	Rs. 0.45 ,,
(i)	Bikaner Dvn.	:	Rs. 0.45 ,,
(j)	CWS Jaipur & Ajmer.	:	Rs. 0.45 ,, each.

4. Application shall be endorsed by the concerned authority as given in Regulation 9 to the FA & CAO (Payment Section) on or after 1.4.1987 Personnal applications of Heads of office shall be routed through the next higher authority. All the applications shall be registered in the General Receipt of the Accounts Branch in the order of their receipt. A.A.O. (P) shall mark receipt number himself on each application and this shall be the priority number for each unit separately.
5. Advance shall be sanctioned strictly in accordance with the priority so fixed. The register to be maintained by the payment Section for sanction of the advance shall contain separate set of folios in respect of the above 10 Units.
6. For future also, the allocation will be distributed in the month of April according to the needs of each of the 10 units specified above.

(One copy of the Regulations is enclosed).

Sd/-
F. A. & Chief Accounts Officer

RSRTC Regulations for grant of advance for purchase of Conveyance to the RSRTC Employees.

The RSRTC makes the following regulations for grant of advance for purchase of conveyance to the Corporation employees.

1. **Applicability and commencement :**

   (i) These regulations shall apply to all the permanent employees of the RSRTC except in so far as these are cxpressly started to apply to temparary employeea of the RSRTC.

   (ii) They shall come into force with effect from 1st April, 1987.

2. **Kinds of advances :**

   Advances for purchase of conveyance admissible to the Corpcration employees shall be of following kinds."

   (1) Motor Car/Jeep.

   (2) Motor Cycle/Scooter/Auto Cycle and other similar vehicles.

   (3) Bicycle,

3. **General conditions for grant of advances :**

   (i) Advance for purchase of conveyance cannot be claimed as a matter of right. It may be granted to a Corporation employee in the following circumstances only :—

   (a) where a Corporation employee is required to maintain conveyance as a condition of service or employment or of holding any particular post to which he may be appointed under the explicit orders of a compotent Authority.

   (b) where in the opinion of the sanctioning authority, the possession of conveyance is likely te add to the officiency of a Corporation employee.

   (ii) No advance shall be granted fo a Corporation employee who is due to be superannuated within a period of 3 years from the date of issue of advance.

   (iii) The Conveyance purchased with the aid of advance shall be considered to be property of the Corporation.

   (iv) Simple interest at the rate fixed by the Corporation from time to time shall be charged on the amount of advance. The interest shall be calculated on the balance outstanding on the last day of each month. Where in the event of death of a Corporation employee before complete repayment of advance with interest there on, it becomes necessary to recover a part of advance or interest on the amount of advance by adjustment either against service gratuity/bonus or Corporation contribution to the contributory Provident Fund or leave salary or other emoluments payable after the date of death. The interest shall not be charged beyond the date of death of a Corporation employee on account of advance thus adjusted.

   (v) The advance is subject to repayment in instalments in accornance with provisions of these regulations. If a Corporation employee to whom an advance has been sanctioned is dismissed, removed, discharged or terminated or retired from service before advance is fully paid, he shall be required to pay the balance of the amount of outstanding advance with interest in one instalment or he may get it adjusted against gratuity.

(vi) **Insurance of vehicle** : it shall be obligatory on the part of Corporation employee to get the conveyance insured on comprehensive basis when necessary under these regulations until the advance together with interest thereon is fully paid.

@(vii) **Penalty for contravention of regulations** :

In case of contravention of the provisions of these regulations and default in payment of principal and interest accrued thereon, the amount of advance so sanctioned shall be recovered in the following manner :—

(a) A Corporation employee is liable to refund the whole amount of advance in one instalmant.

(b) If whole amount of advance is repaid in one instalment, interest @ 13% shall be charged for the period from the date of receipt of advance upto the date immediately preceding the date of actual repayment.

(c) If a Corporation employee fails to repay the entire amount of advance in one lump sum, the amount of advance shall be recovered from monthly pay bill @ 50% of his pay (excluding allowances) and interest @ 13% on the balance nmount of advance outstanding against him shall be charged till the entire amount of advance is repaid in full.

(d) (i) In case of default in regular payment of principal amount, interest @ 13% shall be charged for the period of default on the balance amount outstanding on the last day of tne month preceding the date of default.

(ii) In case of advance being fully recovered according to the provisions of these regulations but default in payment of interest on the principal amount interest @ 13% shall be charged for the period of default on the balance amount of interest already accrued and outstanding on the last day of the month preceding the date of default.

4. @**Amount of advance and number of instalments of recovery** :

(i) The amount of advance for purchase of conveyance and the number of instalments in which it shall be repayable shall be as follows ;—

Category of Corporation employees 1	Kind of conveyance 2	Amount of advance 3	No. of instalments of recovery of advance with interest thereon 4
1. Rs. 3000/- per month and above.	(i) For purchase of new motor Car/Jeep	20 months pay or Rs. 75,000/- or 80% of the cost of Car/Jeep which ever is less.	180*
	(ii) For purchase of old motor Car/Jeep.	13 months pay or Rs. 50,000/- or 80% of the cost of Motor Car/Jeep whichever is less.	180*

Note :—The officer concerned will submit an affidavit stating the price paid by him for the car alongwith other prescribed details, make of the car and year of manufacture.

@ Substituted vide order No. F. 2 (125) Acctts/Rules/90/7207 dt. 5.9.1990.
* Substituted vide order No. F. 2 (125) Acctts/Rules/91/3530 dated 1.6.91.

1	2	3	4
2. Rs. 800/- p.m. and above	(i) Scooter/Motor cycle/Moped.	8 months pay or Rs. 12,000/- or 80% of the cost of Scooter/ Motor cycle/Moped etc. whichever is less.	100
	(ii) Tricycle (For disabled and handicapped persons only) etc.		
3. All Corpn. employees	Cycle	Not exceedins Rs. 500/-	35
4. Camel Sawars	Camel	Rs. 1500/- or the cost of camel whichever is less	90

Notes : 1. The term "pay" for the purpose of this regulation means substentive pay/ officiating pay excluding speciol pay, personal pay.

2. Where husband and wife both are Corporation employees, the pay of both of then may be clubbed for the purpose of determination of eligibility for a particular type of conveyance mentioned in Col. 2 of this regulation. The amount of advance shall be granted to either of them on the basis of an applicetion for the grant of advance under these regulations. In such cases the other spouse shall not be eligible for entitlement to tye grant of conveyance untill the previous advance together with interest thereon taken by the other spouse has been fully paid.

(ii) In case the amount of advance drawn by a Corporation employee is more than the actual price paid, the balance shall be refunded to the Corporation immediately after complation of perchase.

Note : 1. The expression "actual price" in this regulation means and includes :

(a) Actual price peid as the cost of conveyance.

(b) Price paid for essential accessories like spare wheel, tyre & tube, pump and tools, visor, pillion seat in a scooter.

(c) Price paid for essential extras of permanent nature like luggage carrier, foot mats, seat cover, hub caps, Mirror and light.

Note : 2. In the event of ceiling of amount of advance admissible under these regulations and also the number of instalments of repayment is revised or raised subsequent to the grant of advance to a Corporation employee in a particular calendar year and the amount of advance already sanctioned and drawn by a Corporation employee in that very calendar year falls short of actual price paid for the conveyance, the difference may be sanctioned by the sanctioning authority after satisfying that the price actually paid for conveyance axceeds the amount of sanctioned advance. Similarly, the number of instalments within the revised limits may also be altered if the loanee makes a specific request for change in the number of instalments of recovery,

5, **Admissibility of advance to temporary employees of the Corporation**

A temporary employee of the Corporation may be granted advance for purchase of Bicycle/Motorcycle/Scooter only subject to the following additional condttions :—

(i) In case of advance for purchase of Bicycle or Motor Cycle Scooter etc., he should have completed at least two years of service or three years of service respectively.

(ii) An acceptable surety of a permanent Corporation employee in form RSRTC-CA 1. must be produced before an advance is sactioned.

(iii) The sanctioning authority must record in writing that the Corporation employee is likely to continue in service till advance with interest theraon is recovered. In the event of his discherge before complete repayment of advance the outstanding balance with due interest shall be recoverable from him in one lump sum before discharge.

(iv) Mortgage deed in the prescribed form shall be executed,

6. **Authorities empowered to eanction advances :**

The powers to sanction conveyance advance shall rest with the following authorities—
Managing Director.

7. **Made of recovery :**

(i) The amount of advance shall be recovered in prescribed number of instalments through monthly pay bills by the Drawing & Disbursing Officers concerned. The first instalment shall commonce with the first issue of pay after the advance is drawn. In case pay is disbursed before first of the following month i.e. the normal date of disbursement, the instalment in repayment of advance made through such pay bill will be taken as paid on 1st of the following month to which pay bill relates.

(ii) In case where the Corporation employee in unable to present his claim for certain administrative reasons or for want of pay slip, the recovery towards repayment of advance shall be deemed to have been made in the month following the month to which pay/leave salary relates irrespective of actnal date of its drawal.

(iii) The monthly recovery towards repayment ef advance shall also be made from the leave salary or subsistence allowance payable to a Corporation employee while on leave of any kind or under suspension. The sanctioning authority may, however in exceptional cases order reductlon in the monthly instalments or suspend the recovery from subsistence allowance subject to the condition that the reduced or suspended amount of due instalments is repaid within the period originally fixed

(iv) The amount of repayment of instalments shall be fixed in whole rupees except in the case of last instalment when balance should be recovered.

)v) The amount of interest will be recovered in one or more instalments, each instalment, being not more than tne instalment in which principal is rucovered, The recovery of interest will commonce from the month following that in which repayment of principal has been completed.

8. **Insurance of vehicles purchased with the aid of advance :**

(i) Motor car/Jeep and Motor cycle/Scooter/Moped purchased with the aid of an advancu taken under these reguiations shall be insured on comprehensive basis and the insurance shall continue until the advance together with the interest is fully paid. The amount of insurance shall not be less than the amount of advance outstanding against the Corporation employee on the date of effecting/ renewal of insurance.

(a) A Corporation employee who is granted conveyance advance for purchase of Car/Jeep and Motor cycle/Scooter/Moped shall have the vehicle insured on comprehensive basis with the General Insurance Corporation of India or its subsidiaries.

(b) In case of advance sanctioned for purchase of Car/Jeep/Scooter/Motor Cycle/Moped, etc. the Drawing and Disbursing officer, shall after payment of advance obtain from the Corporation employee a letter in form RSRTC-CA 2, to the Gensral Insurance Corporation of India or its subsidiaries to notify to them the fact that the Corporation is interested in the Insurance Policy secured.

The Corporation employee who has been granted an advance will himself forward the letter to the Company and obtain its acknowledgement. If the insurance has been effected on annual basis, this process will be repeated every your until advance has been fully repaid to the Corporation. The Drawing and Disbursing Officer shall furnish a certificate to the sanctioning authority (i. e. Head Office) to the effect that the borrower has insured the vehicle on comprehensive basis for an amount not less than the outstanding amount of advance (plus interest thereon) and the General Insurance Corporation of India has been notified about the interest of the Corporation in the policy.

9. **Procedure for grant of advance**

(a) Application for advance shall be made in form RSRTC-CA 3, to the Head of office who will examine it in the light of provisions of regulations 3, 4 and 5 of these regulations and pass on to the sanctioning authority after adding its remarks.

(b) The sanctioniug authority shall (i. e. the Department concerned of H. O.) enter the particulars in the register of advance (Form given in Appendix-A) for purchase of conveyance and proceed to examine the applicetion with reference to provisions of these regulations and then may sanction advance.

(c) The authority compotent to sanction the advance shall satisfy himself that funds are available out of the allocation placed at its disposal in the year in which advances are made before issuing sanction for grant of conveyance advance.

(d) The sanctioning authority shall obtain an agreement in form RSRTC-CA 4. duly executed by the Corporation employee. The agreement shall be signed by the sanctioning authority on behalf of the Corporation and shall remain in the safe custody of the aanctioning authority. The sanctioning authority shall mention in the sanction itself that the agreement in the prescribed form has been executed by the Corporation employee.

(e) The sanction issued for drawal of advance by the sanctioning authority shall remain current for 3 months from the date of issue after which fresh sanction should be issued.

(f) The period within which the conveyance should be purchased by the Corporation employee shall be mentioned in the letter sanctioning advance in accordance with the provisions of these regulations. The amount of conveyance advance shall be payable in one instalment only.

(g) To avoid rush of expenditure and unsurrendered savings at the close of a financial year, the sanctioning authority should not issue fresh sanctions during the last two months of the financial year.

10. **Mode/drawal of advance :**

(i) The bill for advance shall be drawn out in form RSRTC—CA 5. It shall be drawn by the Drawing Officer only after the Corporation employee has received a written assurance from the dealer that supply is likely to be available within a month.

(ii) The Drawing Officer shall intimate to the sanctioning authority the date on which the amount of advance has been paid to the Dealer. Each Drawing and disbursing officer shall maintain a register of conveyance advances in the form given in Appendix—B. In the event of transfer of the employee outside the jurisdiction of the Drawing & Disbursing Officer the requisite particulars of amount of advance, number & rate of instalments (due & recovered) and rate of interest etc. shall be shown in the L.P.C. The next Drawing & Disbursing Officer shall record the particulars in his register and effect further recovery of principal and interest accordingly.

11. **Execution of Mortgage deed :**

(i) Every Corporation employee who purchases car/Motor cycle/Scooter or any other such conveyance with the aid of advance sanctioned under these regulations shall be required to execute mortgage deed in form RSRTC—CA 6. within a period of one month from the date of purchase of conveyance and submit it to the sanctioning authority who will examine it and sign on behalf of the Corporation before keeping it in his safe custody.

(ii) The mortgage deed shall remain in the safe custody of the sanctioning authority. It shall be returned to the Corporation employee after the advance with interest thereon has been fully paid and a clearance certificate is obtained from the Drawing and Disbursing Officer concerned.

12 **Period within which conveyance should be purchased after drawal of advance :**

(i) A Corporation employee who draws an advance for purchase of conveyance should purchase it within one month from the date of drawal of advance. No extension in the period will ordinarily be allowed. Where in exceptional cases

extension in perion is allowed by the sanctioning authority, the interest during this period of extension will be charged at penal rate as indicated in regulation 3 (vii).

(ii) Immediately on completing purchase of conveyance every Corporation employee shall furnish cash receipt and bill to the sanctioning authority who will scrutinise that the advance has been utilised for purchase of conveyance within the prescribed period and that the actual price paid as defined in note below regulation 4 (ii) is not less than the amount of advance. The cash receipt and bill will be returned to the Corporation employee by the sanctioning authority.

13. **Sale or disposal of conveyance purchased with the aid of advance :**

(1) Ordinarily, a Corporation employee shall not sell or otherwise dispose off the conveyance purchased with the aid of an advance till the advance together with the interest thereon has been fully paid.

(2) The sanctioning authority may however, permit a Corporation employee to sell or dispose off conveyance before the advance taken for its purchase from the Corporation togetherwith the advance has been fully paid. Where such permission is accorded, the sale proceeds must be applied towards repayment of entire outstanding advance

(3) In case where permission to sell conveyance is sought to enable a Corporation employee to purchase another conveyance the sanctioning authority may permit a Corporation employee to apply sale proceeds towards such purchase subject to the following conditions :—

(i) The amount outstanding shall continue to be repaid at the rate previously fixed, and

(ii) the new car or other conveyance be insured or mortgaged to the Corporation as required by these regulations.

(iii) the amount outstanding shall not be permitted to exceed the cost of the new conveyance.

14. **Grant of second advance for purchase of conveyance :**

(i) A Corporation employee may be granted second advance/third advance for purchase of a conveyance subject to the following conditions :—

(a) the previous advance(s) has/have been repaid in full togetherwith interest thereon.

(b) The conveyance purchased with the aid of advance has been sold, after obtaining prior permission of the sanctioning authority and the balance of sale proceeds remaining with the officer after making repayment of entire outstanding balance of previous advance (s) together with interest is utilised fully towards the purchase of another conveyance. Provided that the application of sale proceeds towards the purchase of conveyance shall not be insisted upon if more than one

year has elapsed between the date of selling the said conveyance and the date of applying for the second advance/third advance.

Note : Corporation employees who have taken conveyance advance for purchase of a cycle will not be required to sell the cycle purchased with the aid of advance and will not be required to apply the sale proceeds towards the purchase of another conveyance.

(c) The advance shall be admissible for purchase of a new or second hand motor conveyance motor cycle or scooter, etc.

Provided that the amount of second advance/third advance for purchase of a new conveyance shall be :—

(a) either 80% of the actual cost of the new conveyance, or

(b) the actual cost of the new conveyance minus the amount of sale proceeds of the old conveyance if available, according to clause (b) of sub-regulation (1) or,

(c) the maximum amount admissible under regulation 4, whichever may be less out of above alternatives (a) (b) and (c),

The second/third advance shall only be admissible after expiry of 5 years from the date of grant of first advance or second advance, as the case may be.

15. **Procedure for grant of conveyance advance to Corporation employees on deputation to Central or State Governments, Local Bodies, Corporations, statutory bodies :**

(i) The application for advance will be submitted through the foreign employer.

(ii) The sanctioning authority, after satisfying with the conditions laid down in these regulations will arrange to send the amount to the foreign employer for disbursement to the payee.

(iii) A duly stamped receipt will be obtained from the payee in token of the amount having been disbursed to him and shall be forwarded by the foreign employer to the sanctioning authority for record.

(iv) Necessary documents regarding mortgage of conveyance will also be got executed by the sanctioning authority and the deed retained in the office of the sanctioning authority.

(v) The foreign employer will be responsible for recovery of the advance and ensure that the amount of instalments as fixed by the sanctioning authority is timely deducted from the pay bill of the Corporation employee and remitted to the Corporation.

(vi) In the case of reversion of the Corporation employee, the amount outstanding and the rate of recovery shall be shown in the L. P. C. issued to the Corporation employee.

APPENDIX 'A'

Register of advance/Loans granted to Corporation employees for purchase of conveyance

Year..... **Amount of allotment/Reference of sanction**

S. No.	Date of receipt of application	Name of applicant Designation and Office	Permanent residential address	Date of retirement	Substantive/ Officiating pay on.....
1	2	3	4	5	6
Kind of conveyance proposed to be purchased	Amount of advance loan asked for	Whether consent is given to insure vehicle with G I. C.	Amount of advance sanctioned give reference of sanction	No of instalments in which repayable	Rate of interest
7	8	9	10	11	12
Date of payment of amount of advance	Date of purchase of conveyance	Date on which agreement in prescribed form executed and S. No. assigned to it	Date on which mortgage deed in prescribed form executed and S. No. assigned to it	Details of renewal of Insurance	Remarks
13	14	15	16	17	18

Instructions :—

1. This regiter shall be maintained by the sanctioning authority.
2. Entries in columns 1 to 9 shall be filled in on the basis of information furnished by the Corporation employee in the application form and in col. 10 to 12 at the time of issue of the loan.
3. Entries in columns 13, 14, 15, 16 and 17 shall be filled in as and when information is received. In case the information required for filling in these columns is not received within the time prescribed in the rules, the sanctioning authority, shall take up the matter promptly with the concerning authorities to obtain the required information.
4. If the applicant is a temporary Corporation employee, remarks to the effect that an acceptable surety of a permanent corporation employee, has been obtained on the prescribed form may be given in col. No. 18.

APPENDIX 'B'

REGISTER / STATEMENT OF RECOVERY

S. No.	Name and Designation of the employee	Nature of advance sanctioned	Amount of advance	Designation of the sanctioning authority	No. & date of sanction
1	2	3	4	5	6
Rate of instalment	Date of Disbursement of advance	Date of crediting the amount in the Corpn.	Amount of recovery upto the last month	Amount received during the month	Balance
7	8	9	10	11	12

RAJASTHAN STATE ROAD TRANSPORT CORPORATION

Form of Bond with surety to be executed by a permanent Corporation employee before grant of conveyance advance to a temporary Corporation employee

This Bond made by.....son of.....in favour of the Managing Director, RSRTC, (herein after called the Corporation).

Where as I.....of.....have under the provisions of the rules to regulate the grant of advance to the Corporation employees for the purchase of conveyance (herein after referred to as the said rules which expression shall include any amendments there of for the time being in force) applied to the Corporation (here in after called the R.S.R.T.C.) for a loan of Rs.....for purchase of a.....and whereas on my request Shri.....of has agreed to stand as surety for me for repayment of said loan.

Now the Bond witnesses as under :—

That I.....(aforesaid) acknowledge my indebtedness to the Corporation in the sum of Rs.....to be advanced by the Corporation and that I hereby agree to repay the same to the Corporation togetherwith interest thereon due and owing in accordance with the said rules and the terms and conditions to be separately, signed by me as Agreement which will be executed in the form prescribed by the Corporation at the time of drawing the above mentioned advance.

Station.....

Dated.....

Signed by borrower

Designation

In the presence of

1 st Witness	2 nd Witness
Signature	Signature
Occupation	Occupation
Address	Address

In consideration of the advance of a sum of Rs.....to be made by the Corporation to the said Shri.....of.....(hereinafter called the surety, which expression shall include my heirs, administrators, executors and legal representatives, hereby stand as surety for the repayment of the said loan to the Corporation with interest in accordance with the rules. In case the aforesaid Shri..... .....shall fail to pay the said sum, I, the said Shri.....shall without objection pay the said dues of the Corporation on demand.

In witness whereof I.....here into have set my hands..... on day of.....one thousand nine hundred and ninety.....

Station.....

Signed by surety

Occupation

Dated.....

Address

In the presence of

1 st Witness

Signature

Occupation

Address

2 nd Witness

Signature

Occupation

Address

Accepted by me on behalf of the Corporation

Station.....

Dated.....

Signature

Designation

RSRTC—CA—2

RAJASTHAN STATE ROAD TRANSPORT CORPORATION

Letter intimating to the Insurance company the Corporations interest in Insurance policies of Motor Cars etc.

From

To

.....

.....

Dear Sir,

I amto inform you that the Corporation is interested in the Motor Car/Motor cycle/ Scooter insurance policy No.....sccured in your company and to request that you will kindly insert a clause to the following effect in the policy.

Form of clause to be insterted in Insurance policy.

1. It is hereby declared and agreed that Shri.....owner of the Motor Car/ Motor cycle/Scooter herein after referred to as the insured in the schedule to this policy) has hypothecated the Motor Car / Motor Cycle / Scooter to the Corporation (herein after called the Corporation) as security for an advance for the purchase of the Motor Car / Motor Cycle / Scooter and it is further declared and agreed that the Corporation is interested in any moneys which but for this endorsement be payable to the said Shri.....(the insured under this policy/in respect of the loss or damage to the said Motor Car/Motor Cycle/Scooter (which loss or damage is not made good by repair, reinstatement or replacement) and such monies shall be paid to the Corporation as long as he is the mortgagee of the Motor Car/ Motor Cycle/Scooter and his receipt shall be full and final discharge to the company in respect of such loss or damage.

2. Save as by this endorsement expressly agreed nothing here to shall modify or effect the rights or liabilities of the insured or thc company respectively under or in connection with this policy or any term provision or condition thereof.

Yours faithfully

Place.....

Date.....

Signature & Designation

DECLARATION

1. I hereby bind myself to use the money for the purpose I have applied for and in strict compliance with the rules laid-down for purchase of conveyance by the Corporation.
2. I hereby agree that in the event of resignation, termination, dismissal, removal or compulsory retirement from service or death before complete repayment of advance with interest thereon the Corporation shall be free to recover, the outstanding amount of loan and intrest there on from the amount of Death cum-Retirement gratuity/Bonus or Corporations contribution to contributory provident fund or leave salary or any other emoluments payable to me on or after the date of occurrence of any of the aforesaid mentioned circumstances.

Witness

1. .....
(Name)
Designation and Office

2. .....
(Name)
Designation and Office

Signature of the
Corporation employee
Designation (Official seal)
Name of office.....
Date.....

RSRTC—CA—3

RAJASTHAN STATE ROAD TRANSPORT CORPORATION

Application for loan for purchase of conveyance

1. (i) Name and age (next birthday)
   (ii) Whether temporary or permanent
2. Designation
3. Permanent residential address
4. Name of office in which employed
5. Monthly substantive pay and officiating pay (if any)
6. Date of retirement
7. Kind and approximate value of conveyance proposed to be purchased
8. Amount of Loan asked for
9. Conveyance advance if already drawn the number and date of order sanctioning it (attach a true copy)
10. Whether officer agrees to insure car/Jeep Scooter/Motor Cycle etc at his own expenses on comprehensive basis with the General Insurance Corporation or its subsidiaries

RAJASTHAN STATE ROAD TRANSPORT CORPORATION

Form of agreement to be executed at the time of drawing an advance for the purchase of conveyance

An agreement made on.....day one thousand Nine hundred and ninety..... BETWEEN..... (herein after called the borrower) which expression shall include his heirs, administrators executors and legal reresentatives) of the one part and the Corporation (herein after called the Corporation which expression shall include their successors and assignees) of the other part.

Where as the Borrower has under the provisions of the Rules to regulate the grant of advances to Corporation employees for purchase of conveyance (herein after referred to as the said Rules which expression shall include any amendments there of or addition there to for the time being in force) applied to the Corporation for a loan of Rs..... for the purchase of Conveyance (.....) and whereas the Corporation has agreed to lend the said amount to the Borrower on the terms and conditions herein after contained.

Now it is Hereby AGREED between the parties hereto that in consideration of the sum of Rs.....paid by the Corporation to the Borrower (the receipt of which the Borrower hereby acknowledges), the Borrower hereby agrees with the Corporation (i) to pay the Corporation the said amount with interest calculated according to the said Rules by monthly deductions from his salary as provided in the said Rules and hereby authorise the Corporation to make such deductions and (2) within one month from the date of these presents to expend the full amount of the said loan in purchase of conveyance, or if the actual price is less than the loan, to repay difference to the Corpn. forthwith and (3) to execute a document hypothecating the said conveyance to the Corporation as security for the amount lent to the Borrower as aforesaid and interest in the form provided by the said Rules and (4) to insure the said conveyance against damage or loss with some Insurance Company approved by the Corporation which agrees to provide for the clause contained in Govt. order No. F. 13 (1) R-52 dated 20.3.1952, in the Insurance policy taken on the Motor vehicle or Motor cycle and (5) to pay the Corporation any sum accruing to the Borrower under the insurance on account of loss or damage to the Conveyance during the currency of these presents.

And it is hereby lastly agreed and declared that if the said conveyance has not been purchased, insured and hypothecated as aforesaid within one month from the date of these presents or if the Borrower within that period becomes insolvent or quits the service of the corporation or dies, the whole amount of the loan and interest accrued there on shall immediately become due and payable.

IN WITNESS where of the Borrower and..... for and on behalf of the Corporation have here upto set their hands, the day and year first before written.

Signed by the aforesaid Borrower ....

In the presence of

1 st Witness — 2 nd Witness

Signature — Signature

Occupation — Occupation

Address — Address

Signed by.....on behalf of the Corporation.

Signature

Designation

In the presence of

1 st Witness — 2 nd Witness

Signature — Signature

Occupation — Occupation

Address — Address

RSRTC—CA—5

RAJASTHAN STATE ROAD TRANSPORT CORPORATION

Bill for Loan & Advances

Bill No.....Cash voucher No.....

Head of account Name.....

Received from the R. S. R. T. C. the sum of Rs.....as per particulars given below :—

Santion No. & Date	Particulars and reference to authority for drawing money	Amount Rs.	P.

Total Rs.

Amount in words Rupees.....

Received payment — Signature

Designation

Stamp where necessary — Dated.....

Signature of payee

1. Certified that the proper receipt of the party (name..... M/s.....) has been taken seporately and filed in my office.

RAJASTHAN STATE ROAD TRANSPORT CORPORATION

Form of Mortgage Bond for Conveyance Advance

This Indenture made this.....day of..... one thousand Nine Hundred and ninety.....Between..... Shri.....resident of.....(herein after..... called the Borrower which expression shall include his heirs, administrators, executors and legal representatives of the one part and the Corporation (herein after called the Corporation) which expression shall include their successors and assignees of the other part).

WHERE AS the Borrower has applied for and has been granted an advance of Rupees.....to purchase a conveyance.....on the terms of Rules to regulate the grant of Advance to Corporation employees for the purchase of conveyance (herein after referred to as the said Rules, which expression shall include any amendment thereof or addition thereto for the time being in force) AND WHERE AS one of the conditions upon which the said ndvance has been/was granted to the Borrower is/was that the Borrower will/would hypothecate the said conveyance (.....) to the Corporation as security for the amount lent to the Borrower AND WHERE AS the Borrower has purchased with or party with the amount so advanced as aforesaid the conveyance (.....) particulars where of are set out in the Schedule here under written.

NOW THIS INDENTURE WITNESSETH THAT in pursuance of the said agreement and for the consideration aforesaid the borrower deth hereby convenant to pay the Corporation the sum of Rs .....aforesaid or the balance thereof remaining unpaid at the rate of these presents by the equal payment of Rs. .....each on the first day of every month and will pay interest on the sum for the time being remaining due and owing calculated according to the said Rules and the Borrower doth agree that such payments may be recovered by monthly deductions from his salary in the manner provided by the said Rules. and in further pursuance of the said agreement the Borrower doth hereby assign and transfer unto the Corporation the conveyance (.....) the particulars where of are sat out in the Schedule here into written by way of security for the said advance and the interest thereon as required by the said Rules. AND the Borrower doth hereby agree and declare that he has paid in full the purchase price of the said conveyance and that the same is his absolute property and that he has not pledged and so long as any money remains payable to the Corporation in respect of the said advance will not sell pledge or part with the property on or possession of the said conveyance (.....) PROVIDED ALWAYS and it is hereby agreed and declared that if any of the said instalments of principal or interest shall not be paid or recovered in manner aforesaid within ten days after the same are due or if the Borrower shall die or at any time case to be in the Corporation service or if the Borrower sell, or pledge or part with the

property in or possession of the said conveyance ( ) or become insolvent or make any composition or arrangement with his creditors or if any person shall take proceedings in execution of any decree or judgement against the Borrower the whole of the said principal sum which shall then be remaining due and unpaid together with interest thereon calculated as aforesaid shall forth with become payable.

AND IT IS HEREBY AGREED and declared that the Corporation may on the happening of any of the events herein before mentioned seize and take possession of the said conveyance ( ) and either remain in possession thereof without removing the same or else may remove and sell the said conveyance ( ) either by public auction or private contract and may out of the sale monies retain the balance of the said advance then remaining unpaid and any interest due thereon calculated as aforesaid and all cost, charges, expenses and payment property incurred or made in maintaining defending or realising its rights hereunder and shall pay over the surplus if any to the Borrower, his executors or administators or personal representatives.

PROVIDED FURTHER that the aforesaid power of taking possession or selling of the said conveyance (..... .....) shall not prejudice the right of the Corporation to sue the Borrower or his personal representatives for the said balance remaining due and interest or in the case of conveyance (.....) being sold, the amount by which the net sale proceeds fall short of the amount owing.

AND the Borrower hereby further agrees that so long as any monies are remaining due and owing to the Corpn. he, the Borrower, will insure and keep insured the said conveyance (Motor vehicle or Motor cycle) against loss or damage by fire, theft or accident with an Insurance company to be approved by the Corporation. Which agrees to provide for the clause contained in the Govt. order No. F. 13 (1) R/52 dated 20.3.52 in the Insurance policy taken on the Motor vehicle or Motor cycle and will produce evidence to the satisfaction of the Corpn. that Motor Insurance company with whom the said conveyance (Motor vehicle or Motor cycle) is insured, have received notice that the Corpn. is interested in the policy. AND the Borrower hereby further agrees that he will not permit or suffer the said conveyance (Motor vehicle or Motor cycle) to be destroyed or injured or to deteriorate in a greater degree than it would deteriorate by reasonable wear and tear thereof AND further that in the event of any damage or accident happening to the said conveyance (Motor vehicle or Motor cycle) the Borrower will forthwith have the same repaired and made good.

IN WITNESS where of the said.....(Borrower) and..... for and on behalf of the Corporation have here unto set their respective hands the day and year first above written.

Signed by the aforesaid mortgager

In the presence of.....

1 st Witness	2 nd Witness
Signature	Signature
Occupation	Occupation
Address	Address

Signed by.....on behalf of the Corporation.

Signature
Designation

In the presence of :

1 st Witness

Signature

Occupation

Address

2 nd Witness

Signature

Occupation

Address

THE SCHEDULE

Description of Conveyance

Maker's Name.....

Description.....

No. of Cylinders.....

Chassis/Frame No.....

Cost price.....

Other distinguisting
particulars if any.....

(To be filledup only in case of Motor vehicle or Motor Cycle.)

पुराना वाहन क्रय करने हेतु ऋण स्वीकृत करने पर मूल्यांकन

क्रमांक प. 1 (37 वित्त) ग्रुप-2)/78 दिनांक 30-3-84

उपरोक्त विषय में निदेशानुसार लेख है कि वाहन अग्रिम नियमों के नियम 14 में दिये गये प्रावधानों के अनुसार राज्य कर्मचारियों को नया या पुराना वाहन क्रय करने हेतु ऋण स्वीकृत किया जाता है। इस सम्बन्ध में कुछ ऋण स्वीकृति प्राधिकारियों ने यह मुद्दा उठाया है कि पुराने वाहन के लिए ऋण स्वीकृत करते समय उस वाहन के मूल्य के समर्थन में किस एजेन्सी का मूल्यांकन प्रमाण-पत्र सम्बन्धित कर्मचारी से प्राप्त किया जाना आवश्यक होगा।

इस मामले पर विचारोपरान्त यह स्पष्ट किया जाता है कि पुराने वाहन के मूल्य के समर्थन में जयपुर मोटर गैरेज तथा अन्य स्थानों पर रजिस्टर्ड फर्म के मैकेनिक का मूल्यांकन प्रमाण-पत्र प्राप्त किया जावे। इसके अतिरिक्त ऋण स्वीकृति प्राधिकारी चाहें तो पुराने वाहन के मूल्य के सम्बन्ध में अपने विवेकानुसार उसकी जांच करके अपने स्तर पर निर्णय ले लें अर्थात् पुराने वाहन के मूल्य के लिए अपने को आश्वस्त कर लें कि वाहन का अनुमानित मूल्य क्या हो सकता है। पुराने वाहन के मूल्य का मूल्यांकन कराने एवं उस पर व्यय होने वाली किसी प्रकार की राशि के लिए कर्मचारी स्वयं का दायित्व होगा और इसके लिए राज्य सरकार का कोई दायित्व नहीं होगा।

राजस्थान सरकार
वित्त (मार्गोपाय) विभाग

क्रमांक : प. 1 (11) वि. भा. 77 जयपुर, दिनांक 11 सितम्बर, 86

आदेश

विषय :— राज्य के ऋणों पर ब्याज की दर ।

राज्यपाल महोदय इस विभाग के समसंख्यक आदेश दिनांक 4-6-82 एवं 31-1-85 में क्रम संख्या 14 (1) एवं (11) के सामने वर्णित 10 प्रतिशत ब्याज दर के स्थान पर दिनांक 1-9-86 से क्रमश: $7\frac{1}{2}$ प्रतिशत एव $8\frac{1}{2}$ प्रतिशत ब्याज दर प्रति स्थापित करने की आज्ञा प्रदान करते हैं ।

नोट :— ब्याज दर —	मोटर साइकिल, स्कूटर, साइकिल	$7\frac{1}{2}$ प्रतिशत प्रतिवर्ष
	कार/जीप	$8\frac{1}{2}$ प्रतिशत प्रतिवर्ष

हस्ता./—
(बी के. जुत्शी)
वित्त सचिव

राजस्थान सरकार
वित्त (मार्गोपाय) विभाग

क्रमांक : प. 1 (47)/वि भा/87/8589 जयपुर, दि 4 अक्टूबर, 1991

आदेश

राज्य सरकार के कर्मचारियों को वाहन क्रय हेतु अग्रिम पर ब्याज इस विभाग के पूर्व आदेश क्रमांक : प. 1 (11) वि. भा./77/दिनांक 4-6-82, 31-1-85 एवं 11-9-86 के निरन्तर मे दिनांक 1-[illegible]-91 से निम्न प्रकार प्रतिस्थापित की जाती है :—

1.	साईकिल क्रय हेतु अग्रिम	8 प्रतिशत वार्षिक
2.	मोटर कार के अलावा अन्य वाहन क्रय हेतु अग्रिम (मोटर साईकिल, स्कूटर इत्यादि)	9 प्रतिशत वार्षिक
3.	मोटर कार क्रय हेतु अग्रिम	12 प्रतिशत वार्षिक

राजस्थान के राज्यपाल महोदय की आज्ञा से,
एस. डी.
(सी. के. मैथ्यू)
वित्त आयुक्त एवं सचिव

राजस्थान सरकार
वित्त (मार्गोपाय) विभाग

क्रमांक : प. 1 (47) वि. पा./87 जयपुर, दि. 13 दिसम्बर, 91

शुद्धि-पत्र

राज्य सरकार के कर्मचारियों को वाहन क्रय हेतु अग्रिम पर ब्याज दर हेतु जारी इस विभाग के समसंख्या आदेश दिनांक 4-10-91 में मोटर कार के अलावा अन्य वाहन क्रय करने हेतु अग्रिम (मोटर साईकिल, स्कूटर इत्यादि) पर ब्याज 9 प्रतिशत वार्षिक के स्थान पर 9.50 प्रतिशत पढ़ा जावे ।

ह०/—
आय-व्ययक अधिकारी एवं
उप शासन सचिव

राजस्थान परिवहन निगम, जयपुर

क्रमांकः– एफ–91 / मुख्या / कार्मिक / प्र.सु. / 2009 / 57 दिनांकः– 30. 01. 2009

कार्यालय–आदेश

निगम मण्डल की 237वीं बैठक दिनांक 15.1.2009 के निर्णय संख्या 11 / 2009 व राज्य सरकार (वित्त विभाग) नियम डिविजन द्वारा जारी अधिसूचना क्रमांक एफ 1(43) वित्त / ग्रुप–2 / 83 दिनांक 11.10.2008 के अनुसरण में राजस्थान राज्य पथ परिवहन निगम कर्मचारी सेवा विनियम, 1965 के विनियम 74 में प्रसूती अवकाश की सीमा 135 दिवस के स्थान पर 180 दिवस प्रतिस्थापित की जाती है ।

प्रबन्ध निदेशक

क्रमांकः– एफ–91 / मुख्या / कार्मिक / प्र.सु. / 2009 / 57 दिनांकः– 28/01/09 30. 1. 2009

प्रतिलिपि निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित हैः–

1. निजी सचिव, अध्यक्ष / प्रबन्ध निदेशक, रापनि, मु. जयपुर
2. समस्त विभागाध्यक्ष, रापनि, मु. जयपुर
3. समस्त महा प्रबन्धक (––––––––––), रापनि, ––––––––––
4. समस्त उप महा प्रबन्धक (––––) / कार्यकारी प्रबन्धक(––––––), रापनि, मु. जयपुर
5. समस्त मुख्य उत्पादन प्रबन्धक, रापनि, के. का. ––––––––––
6. समस्त मुख्य प्रबन्धक, रापनि, ––––––––––––––
7. आदेश पत्रावली ।

कार्यकारी निदेशक (प्रशासन)

परिशिष्ट "ए"

राजस्थान परिवहन निगम, मुख्यालय, जयपुर

क्रमांक:-मु0/का0/प्रसु0/05/ 66 दिनांक:- 29. 1. 2005

कार्यालय-आदेश

455

राजस्थान सरकार वित्त विभाग (नियम डिवीजन) के अधिसूचना नम्बर क्रमांक एफ1/(43)/एफडी/गुप-2/83 जयपुर दिनांक 6.12.04 के अनुरूप राजस्थान परिवहन निगम कर्मचारी सेवानियम 1965 के विनियम 74 में पूर्व प्रावधानों में संशोधन करते हुये निम्न प्रावधान प्रतिस्थापित किया जाता है ।

विनियम :- 74 :-

Maternity Leave: Maternity leave may be granted to a female Corporation employee with less than two surviving children upto a period of 135 days from the date of its commencement. However, if there is no surviving child even after availing it twice, Maternity leave may be granted on one more occasion.

During such period, she will be entitled to leave salary equal to pay drawn immediately before proceeding on leave. Such leave shall not be debited to the leave account but such entry should be made in the service book seperately.

(II) After the Existing Rule 74, the following new Rule 74 A shall inserted namely:-

"74 A" Paternity Leave: A male Corporation servent with less than two surviving children may be granted paternity leave (maximum two times) for a period of 15 days during confinement of his wife i.e. 15 days before to three months after childbirth, and if such leave is not availed of within this period, it shall be treated as lapsed.

During the period of such leave, the Corporation employee shall be paid leave salary equal to the pay drawn immediately before proceeding on leave. Peternity Leave shall not be debited against the leave account but such entry should be made in the service book seperately and may be combined with any other kind of leave(as in the case of Maternity Leave)

Such leave shall not be allowed in case of miscarriage including abortion of the Corporation employee's wife".

उक्त आदेश निगम मण्डल के अनुमोदन की प्रत्याशा में जारी किये जा रहे हैं ।

अध्यक्ष एवं प्रबन्ध निदेशक

क्रमांक:-मु0/का0/प्रसु0/05/ 66 दिनांक:- 29. 1. 2005

प्रतिलिपि:-

1- निजी सचिव,अध्यक्ष एवं प्रबन्ध निदेशक,रापनि,मुख्यालय,जयपुर

2- समस्त विभागाध्यक्ष ----------रापनि----------

3- समस्त महाप्रबन्धक----------रापनि----------

4- समस्त उप महाप्रबन्धक----------रापनि----------

5- समस्त कार्यकारी प्रबन्धक----------रापनि----------

6- सचिव,निगम,राजस्थान परिवहन निगम,मुख्यालय,जयपुर ।

7- मुख्य उत्पादन प्रबन्धक/लेखाधिकारी---------रापनि-------

8- समस्त मुख्य प्रबन्धक/प्रबन्धक §वित्त§/§प्रशासन§----------

9- आदेश पत्रावली ।

कार्यकारी निदेशक§प्रशासन§

राजस्थान परिवहन निगम, जयपुर।

क्रमांकः– मुख्या/कार्मिक/प्र.सु. (एफ–295–I)/2011/320 दिनांकः– 24.6.2011

कार्यालय आदेश

निगम संचालक मण्डल की बैठक दिनांक 08.04.2011 में प्रस्ताव संख्या 14/247/2011 के द्वारा कनिष्ट लिपिक के पद पर नियुक्ति की पात्रता में निगम के भर्ती/पदोन्नति शिड्यूल में संशोधन करने सम्बन्धी प्रस्ताव अनुमोदन हेतु प्रस्तुत किया गया । प्रस्तुत प्रस्ताव पर निगम मण्डल के निर्णय संख्या 24/2011 दिनांक 08.04.2011 के द्वारा अनुमोदन किये जाने के पश्चात प्रकरण राज्य सरकार की स्वीकृति हेतु भिजवाया गया था ।

उक्त क्रम में शासन उप सचिव, परिवहन विभाग राजस्थान सरकार जयपुर द्वारा निगम मण्डल के उक्त निर्णय का पत्र क्रमांक प 14 (3)/परि0/06 दिनांक 06.06.2011 द्वारा अनुमोदन किये जाने के फलस्वरूप विभाग की अधिसूचना क्रमांक 7(2)/कार्मिक/क–2/06/ दिनांक 5.7.2010 द्वारा सम्बन्धित नियमों यथा राजस्थान अधीनस्थ कार्यालय लिपिक वर्गीय सेवा नियम, 1999, राजस्थान सचिवालय लिपिक वर्गीय सेवा नियम 1970 एवं राजस्थान लोक सेवा आयोग लिपिक वर्गीय तथा अधीनस्थ सेवा नियम तथा विनियम 1999 में संशोधन अनुसार कनिष्ठ लिपिक के पद हेतु अभ्यर्थी को मान्यता प्राप्त बोर्ड अथवा उसके समकक्ष परीक्षा सीनियर सैकेण्डरी उत्तीर्ण होने के साथ–साथ कम्प्यूटर कोर्स उत्तीर्ण किये जाने की अर्हता होना अनिवार्य है । उक्त क्रम में राज्य सरकार के अनुरूप निगम के भर्ती एवं पदोन्नति शिड्यूल में भी कनिष्ठ लिपिक के पद पर नियुक्ति हेतु निम्न प्रकार पात्रता में संशोधन किया जाता है :–

क्र. सं.	नाम व पद	सीधी भर्ती हेतु पूर्व से निर्धारित पात्रता	प्रस्तावित पात्रता
13	कनिष्ठ लिपिक	1– किसी मान्यता प्राप्त शिक्षा बोर्ड से सैकेण्डरी उत्तीर्ण 2– हिन्दी में टंकण गति 20 शब्द प्रति मिनट, अग्रेजी टंकण में 25 शब्द प्रति मिनट 3– कम्प्यूटर उपयोग की जानकारी	1–मान्यता प्राप्त बोर्ड से सीनियर सैकण्डरी या उसके समतुल्य परीक्षा 2–इलेक्ट्रोनिक्स विभाग के नियंत्रणाधीन डीओईएसीसी की ओर से संचालित "ओ" या उच्चतर लेवल प्रमाण पत्र पाठ्यक्रम। या व्यावसायिक प्रशिक्षण स्कीम की राष्ट्रीय या राज्य परिषद के अधीन आयोजित कम्प्यूटर ऑपरेटर एवं प्रोग्रामिंग सहायक,डाटा प्रिपरेशन और कम्प्यूटर सॉफ्टवेयर प्रमाण पत्र या भारत में विधि द्वारा स्थापित किसी विश्वविधालय से या सरकार द्वारा मान्यता प्राप्त किसी संस्थान से कम्प्यूटर विज्ञान या कम्प्यूटर एप्लीकेशन में डिप्लोमा। या सरकार द्वारा मान्यता प्राप्त पोलोटेक्निक संस्था से कम्प्यूटर विज्ञान और अभियांत्रिकी में डिप्लोमा। या वर्धमान महावीर खुला विश्वविधालय कोटा, राजस्थान नॉलेज कॉपोरेशन लिमिटेड के नियंत्रणाधीन राजस्थान राज्य सूचना प्रौद्योगिकी में प्रमाण पत्र आवश्यक होगा।

नोट–1– प्रतिवर्ष 15 प्रतिशत रिक्त पद पर चतुर्थ श्रेणी कर्मचारियों में से पदोन्नति से भरे जावेंगे जो सीधी भर्ती की पात्रता रखते है तथा जिन्हें निगम की नियमित सेवा का पांच वर्ष का अनुभव है।

नोट–2– उक्त नियमों के अन्तर्गत मृतक आश्रित को कम्प्यूटर कोर्स उत्तीर्ण करने की अर्हता नियुक्ति के पश्चात् एक वर्ष की अवधि में अर्जित करनी होगी अर्थात बिना कम्प्यूटर की योग्यता के प्रथमतः अनुकम्पात्मक नियुक्ति तो दे दी जावेगी लेकिन नियुक्ति उपरान्त एक वर्ष में कम्प्यूटर कोर्स उत्तीर्ण करना अनिवार्य होगा।

उक्तें आदेश तुरन्त प्रभाव से लागू होगें ।

अध्यक्ष एवं प्रबन्ध निदेशक

24/6/11

क्रमांकः– मुख्या / कार्मिक / प्र.सु. (एफ–295–I) / 2011 / 320 दिनांकः 24.6.2011

प्रतिलिपिः– निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित हैः–

1. शासन उप सचिव, परिवहन विभाग राजस्थान सरकार से प्राप्त पत्र क्रमांक प 14 (3) / परि0 / 06 दिनांक 06.06.2011 के क्रम में सूचनार्थ।
2. निजी सचिव,अध्यक्ष / प्रबन्ध निदेशक,रापनि,मुख्यालय,जयपुर
3. समस्त विभागाध्यक्ष————————रापनि,मुख्यालय,जयपुर
4. समस्त महा प्रबन्धक——————रापनि,मुख्यालय,जयपुर
5. जोनल मैनेजर, राजस्थान परिवहन निगम ——————
6. समस्त संयुक्त महाप्रबन्धक————रापनि,मुख्यालय,जयपुर
7. सचिव निगम, राजस्थान परिवहन निगम,मुख्यालय,जयपुर
8. कार्यकारी प्रबन्धक (आई.आर) राजस्थान परिवहन निगम,मुख्यालय,जयपुर
9. लेखाधिकारी (बजट) राजस्थान परिवहन निगम,मुख्यालय,जयपुर
10. सहायक लेखाधिकारी (भुगतान) राजस्थान परिवहन निगम,मुख्यालय,जयपुर
11. समस्त मुख्य उत्पादन प्रबन्धक,रापनि,केन्द्रीय कार्यशाला————
12. समस्त मुख्य प्रबन्धक,रापनि ——————————
13. आदेश पत्रावली।

कार्यकारी निदेशक (प्रशासन)

राजस्थान राज्य पथ परिवहन निगम

परिवहन भार्ग, मुख्यालय, जयपुर

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क्रमांक–मुख्या / कार्मिक / प्रसु / एफ 295–I / 2011 / 666 दिनांक– 9-12-2011

कार्यालय आदेश

निगम में सीधी भर्ती हेतु चल रहे रिक्त पदों की शैक्षणिक योग्यता में संशोधन एवं भर्ती प्रक्रिया के सम्बन्ध में प्रस्तुत प्रस्ताव संख्या 20 / 248 / 2011 पर निगम संचालक मण्ड़ल की बैठक दिनांक 8.7.2011 में लिये गये निर्णय संख्या 52 / 2011 पर शासन उप सचिव (परि.) परिवहन विभाग, राजस्थान सरकार, जयपुर से आरक्षण इत्यादि के प्रावधानों पर सड़क परिवहन निगम अधिनियम 1950 की धारा 45 (2) (सी) के अन्तर्गत पत्र कमांक प.16 (14) परि. / 04 दिनांक 1.8.2011 के द्वारा अनुमोदन प्राप्त हो चुका है।

अतः आरक्षण के प्रावधानों के सम्बन्ध में राज्य सरकार से प्राप्त परिपत्रो को राजस्थान राज्य पथ परिवहन कर्मचारी सेवा नियम 1965 के **Chapter XII " Recruitment, Promotion Seniority and Confirmation के नियम 105 vi "** में निम्नानुसार प्रतिस्थापित किया जाता है :–

i- प्रमुख शासन सचिव, राजकीय उपक्रम विभाग, राजस्थान सरकार, जयपुर से प्राप्त परिपत्र कमांक एफ 2(1) बीपीई / 98 / 142 दिनांक 5.5.2011 के द्वारा सीधी भर्ती में महिला अभ्यर्थियों हेतु वर्गवार 30 प्रतिशत आरक्षण में 8 प्रतिशत आरक्षण विधवाओं व 2 प्रतिशत आरक्षण परित्यक्ताओं हेतु रखे जाने के सम्बन्ध में राज्य सरकार के कार्मिक (क–ग्रुप 2) विभाग की अधिसूचना दिनांक 24.1.2011 (प्रति संलग्न) के द्वारा राज्य सरकार में सीधी भर्ती से भरे जाने वाले पदो में महिला अभ्यर्थियों के लिये आरक्षित 30 प्रतिशत पदों में 8 प्रतिशत आरक्षण विधवाओं, व 2 प्रतिशत आरक्ष परित्यक्ताओं हेतु आरक्षण का निर्णय लिया है। राजकीय उपक्रम ब्यूरो ने भी इसी विषय मे जारी पूर्व परिपत्र दिनांक 26.12.2002 की निरन्तरता में महिला अभ्यर्थियों के लिये आरक्षित 30 प्रतिशत पदों में से 8 प्रतिशत आरक्षण विधवाओं के लिये व 2 प्रतिशत आरक्षण परित्यक्ताओं हेतु आरक्षित रखने का निर्णय लिया है।

ii- राज्य सरकार की अधिसूचना दिनांक 10.10.2002 व राज्य सरकार से प्राप्त परिपत्र कमांक प. 15(24) / कार्मिक / क 2 / 75 दिनांक 7.8.07 के अनुसार निःशक्त जनों को सीधी भर्ती में 3 प्रतिशत आरक्षण का प्रावधान किया गया है।

राजस्थान निःशक्त व्यक्तियों का नियोजन नियम 2000 में अधिसूचना दिनांक 10.10.2002 के द्वारा रिक्तियों का 3 प्रतिशत आरक्षण निःशक्तजन हेतु सभी पदों पर कर दिया गया है जिन पर निःशक्त व्यक्ति (समान अवसर, अधिकार, संरक्षण एवं पूर्ण भागीदारी) अधिनियम 1995 की धारा 32 के अधीन भारत सरकार द्वारा प्रत्येक निःशक्तता के लिये निःशक्त व्यक्तियों हेतु आरक्षित किया गया है।

iii- शासन उप सचिव, कार्मिक (क–2) विभाग, राजस्थान सरकार, जयपुर से प्राप्त परिपत्रादेश कमांक प. 15 (24) / कार्मिक / क.2 / 75 दिनांक 7.8.07 के द्वारा भूतपूर्व सैनिको के लिये अधीनस्थ सेवाओं ओर मंत्रालयिक सेवाओं में 12.5 प्रतिशत तथा चतुर्थ श्रेणी सेवा में 15 प्रतिशत आरक्षण है। आरक्षण को दण्ड़वत माना गया है।

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iv- शासन उप सचिव (कार्मिक) (क 2) विभाग, राजस्थान सरकार, जयपुर से प्राप्त परिपत्र कमांक प0. 2(3)/कार्मिक/क–2/91/दिनांक 17.4.2006 में मंत्रालयिक कर्मचारियों हेतु अधीनस्थ सेवाओं में सीधी भर्ती हेतु निर्धारित अभ्यांश के रिक्त पदों को भरने हेतु प्राप्त निर्देशों के कम में मंत्रालयिक सेवा के कर्मचारियों के लिये 2 प्रतिशत पद आरक्षित किये जाने का प्रावधान भर्ती/पदोन्नति शिड्यूल में वर्णित योग्यताधारी विभागीय प्रत्याशियों से भरे जावेगें। योग्य विभागीय प्रत्याशी उपलब्ध न होने की स्थिति में इन पदो को सीधी भर्ती के माध्यम से भरा जा सकेगा। इस प्रसंग में आदेश कमांक 468 दिनांक 29.8.2011 जारी भी किये जा चुके है।

अध्यक्ष एवं प्रबन्ध निदेशक

क्रमांक–मु0/का0/एफ–246/प्रसु/2011/ 666 दिनांक– 9-12-2011

प्रतिलिपिः–निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु :–

1. निजी सचिव, अध्यक्ष / प्रबन्ध निदेशक, रापनि, मुख्यालय, जयपुर
2. समस्त विभागाध्यक्ष——————रापनि,मुख्यालय,जयपुर
3. समस्त महाप्रबन्धक——————रापनि,मुख्यालय,जयपुर
4. समस्त संयुक्त महाप्रबन्धक————रापनि,मुख्यालय,जयपुर
5. उप महा प्रबन्धक——————रापनि, मुख्यालय, जयपुर
6. सचिव निगम, राजस्थान परिवहन निगम,मुख्यालय,जयपुर
7. जोनल मैनेजर, रापनि, ——————————
8. कार्यकारी प्रबन्धक (आई.आर) रापनि, मुख्यालय, जयपुर
9. लेखाधिकारी(बजट)(नियम) राजस्थान परिवहन निगम,मुख्यालय,जयपुर
10. मुख्य उत्पादन प्रबन्धक/लेखाधिकारी, रापनि, केन्द्रीय कार्यशाला————
11. मुख्य प्रबन्धक/प्रबन्धक (वित्त), रापनि, ——————————आगार
12. आदेश पत्रावली।

कार्यकारी निदेशक (प्रशासन)

+295

राजस्थान परिवहन निगम, जयपुर

क्रमांकः– मुख्या / कार्मिक / प्रसु / एफ–295 / 2010 / 393 दिनांकः– 13–7–10

कार्यालय–आदेश

निगम संचालक मण्ड़ल की बैठक दिनांक 4.5.2010 में प्रस्ताव संख्या 11 / 243 / 10 के द्वारा राजस्थान परिवहन निगम कर्मचारी सेवा विनियम 1965 में संशोधन करने सम्बन्धी प्रस्ताव अनुमोदन हेतु प्रस्तुत किया गया। प्रस्तुत प्रस्ताव पर निगम मण्ड़ल के निर्णय संख्या 31 / 2010 के द्वारा अनुमोदन किये जाने के पश्चात् प्रकरण राज्य सरकार की स्वीकृति हेतु भिजवाया गया था।

उक्त क्रम में अतिरिक्त परिवहन आयुक्त एवं पदेन शासन सचिव, (परिवहन) परिवहन विभाग, राजस्थान सरकार, जयपुर द्वारा निगम मण्ड़ल के उक्त निर्णय का पत्र क्रमांक प.16(7) / परि. / 08 / दिनांक 8.7.2010 द्वारा अनुमोदन किये जाने के फलस्वरूप राजस्थान राज्य पथ परिवहन निगम कर्मचारी सेवा विनियम 1965 के नियम 9 में निम्नानुसार जोड़ते हुये संशोधन किये जाते है :–

1 9 (ए) आयु' '33'' के स्थान पर '35' वर्ष प्रतिस्थापित की जाती हैं।

परन्तुक (i) अनुसूचित जाति एवं अनुसूचित जनजाति के व्यक्तियों को निगम में नियुक्ति के लिये निर्धारित आयु की अधिकतम सीमा में 5 वर्ष की छूट (शिथिलता) दी जायेगी पिछडा वर्ग के अभ्यार्थियो के मामले में भी ऊपरिवर्णित अधिकतम आयु सीमा में 5 वर्ष की छूट दी जायेगी। अनुसूचित जाति अनुसूचित जन जाति और पिछड़ा वर्ग की महिला अभ्यार्थियो के मामले में अधिकतम आयु सीमा में 10 वर्ष की छूट दी जावेगी। भारतीय सेनाओं के आरक्षित (रिजर्विष्ट) जवानों की नियुक्ति के लिये अधिकतम आयु 50 वर्ष होगी।

(ii) यदि कोई प्रत्याशी किसी वर्ष में भर्ती हेतु निर्धारित आयु रखता है और उस वर्ष भर्ती नही होती है तो उसे अगली भर्ती हेतु आयु के लिये पात्र माना जावेगा यदि अधिकतम ऊपरी आयु सीमा 3 वर्ष से अधिक नहीं हुयी हो।

(iii) मृतक कर्मचारी के आश्रितो की नियुक्ति में मृतक की विधवा हेतु कोई अधिकतम आयु सीमा नही होगी किन्तु अन्य के लिये अधिकतम आयु सीमा 5 वर्ष तक शिथलनीय रहेगी अथवा 40 वर्ष की आयु तक, जो भी कम हो, होगी।

शासन सचिव, कार्मिक (क–2) विभाग, राजस्थान सरकार के कार्मिक विभाग द्वारा अधिसूचना संख्या–प7(कार्मिक) क–2 / 95 / दिनांक 20.6.2001 एव दिनांक 8.4.2003 जारी कर समस्त सेवा नियमो में यह प्रावधान किया गया है कि " **ऐसा कोई भी अभ्यर्थी, जिसके दिनांक 1.6.2002 को या उसके पश्चात् दो से अधिक बच्चे हों, सेवा में नियुक्ति के लिये पात्र नहीं होगा।** " परन्तु दो से अधिक बच्चों वाले किसी भी अभ्यर्थी को नियुक्ति के लिये तब तक निरर्हित नहीं समझा जायेगा जब तक कि 1 जून, 2002 का विद्यमान उसके बच्चों की संख्या में बढ़ोतरी नहीं होती, परन्तु यह ओर कि जहां किसी अभ्यर्थी के पूर्वतर प्रसव से केवल एक बच्चा है किन्तु किसी एक पश्चातवर्ती प्रसव से एक से अधिक बच्चे पैदा हो जाते है तो बच्चों की कुल संख्या की गणना करते समय इस प्रकार पैदा हुए बच्चों को एक ईकाई समझा जावेगा।

इसी प्रकार सेवारत कर्मचारियों के सम्बन्ध में यह प्रावधान किया गया हैं कि "ऐसे किसी भी व्यक्ति की पदौन्नति पर उस तारीख से जिसको उसकी पदोन्नति देय हो जाती है । पांच वर्ष तक विचार नहीं किया जावेगा, यदि उसके दिनांक 1.6.2002 को या उसके पश्चात् दो से अधिक बच्चे हो " ।

उक्त आदेश तुरन्त प्रभाव से लागू होगें।

अध्यक्ष एवं प्रबन्ध निदेशक

क्रमांकः– मुख्या / कार्मिक / प्रसु0 / एफ–295 / 2010 / 393 दिनांकः– 13.7.10

प्रतिलिपिः–निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु :–

1. परिवहन आयुक्त एवं पदेन शासन सचिव, परिवहन विभाग, राजस्थान सरकार जयपुर।
2. निजी सचिव,अध्यक्ष एवं प्रबन्ध निदेशक,रापनि,मुख्यालय,जयपुर
3. समस्त विभागाध्यक्ष----------रापनि,मुख्यालय,जयपुर
4. समस्त महाप्रबन्धक----------रापनि,मुख्यालय,जयपुर
5. समस्त उप महा प्रबन्धक---------रापनि,मुख्यालय,जयपुर
6. समस्त संयुक्त महाप्रबन्धक---------रापनि,मुख्यालय,जयपुर
7. जोनल मैनेजर, रापनि, ----------जोन
8. कार्यकारी प्रबन्धक (आई.आर) / सुरक्षा सतर्कता,रापनि,मुख्यालय, जयपुर
9. सचिव निगम, राजस्थान परिवहन निगम,मुख्यालय,जयपुर
10 स्थानीय लेखा परीक्षा अधिकारी, रापनि,मुख्यालय,जयपुर
11 लेखाधिकारी(बजट) राजस्थान परिवहन निगम,मुख्यालय,जयपुर
12 सहायक लेखाधिकारी (भुगतान) राजस्थान परिवहन निगम,मुख्यालय,जयपुर
13 समस्त मुख्य उत्पादन प्रबन्धक,रापनि,केन्द्रीय कार्यशाला---------
14 समस्त मुख्य प्रबन्धक, रापनि---------- आगार
15 आदेश पत्रावली।

कार्यकारी निदेशक (प्रशासन)

राजस्थान परिवहन निगम, जयपुर

क्रमांकः– मुख्या/कार्मिक/प्र.सु./2013/ 109 F.295I दिनांकः– 11/2/2013

कार्यालय–आदेश

निगम मण्डल के निर्णय संख्या 94/2012 एवं शासन उप सचिव (परिवहन), परिवहन विभाग, राजस्थान सरकार, जयपुर के पत्र संख्या प. 14 (3) परि/2006 दिनांक 04.01.2013 के द्वारा प्राप्त अनुमोदन के क्रम में राजस्थान राज्य पथ परिवहन निगम कर्मचारी सेवा विनियम, 1965 के नियम 116 (a) में निम्न प्रकार बिन्दू संख्या (iii) जोडा जाता है ।

or

(iii) by merit of marks secured in minimum academic qualification prescribed for direct recruitment & merit formula prescribed by the corporation time to time decided by MD/CMD

कार्यकारी निदेशक (प्रशासन)

क्रमांकः– मुख्या/कार्मिक/प्र.सु./2013/ 109 F.295I दिनांकः– 11/2/2013

प्रतिलिपि निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित हैः–

1. उप शासन सचिव, परिवहन विभाग,राजस्थान सरकार, जयपुर
2. निजी सचिव, अध्यक्ष एवं प्रबन्ध निदेशक,रापनि, मुख्यालय, जयपुर
3. समस्त विभागाध्यक्ष——————————रापनि,मुख्यालय, जयपुर
4. समस्त महा प्रबन्धक——————————रापनि, मुख्यालय, जयपुर
5. समस्त उप महा प्रबन्धक (बजट/भुगतान/प्रशासन) रापनि,मु. जयपुर
6. समस्त संयुक्त महा प्रबन्धक ——————————रापनि, मुख्यालय, जयपुर
7. सचिव निगम, रापनि, मुख्यालय, जयपुर
8. जोनल मैनेजर, रापनि ——————————
9. मुख्य उत्पादन प्रबन्धक/लेखाधिकारी, रापनि,के0कार्य0————————
10. मुख्य प्रबन्धक/प्रबन्धक (वित्त) रापनि, ——————————
11. आदेश पत्रावली।
12. निजी सचिव, अध्यक्ष एवं प्रबन्ध निदेशक,रापनि, मुख्यालय, जयपुर

उप महा प्रबन्धक (प्रशासन)

RAJASTHAN STATE ROAD TRASNPORT CORPORATION
HEAD OFFICE, PARIVAHAN MARG, JAIPUR 302001

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Deptt. of Personnel, Head Office,Jaipur

NO-Hqr./Dop/AR/F-280/2007/ 132 Dated- 17.3.2007

Office-order

In pursuance of the Corporation resolution No 23/06, dated 29.3.2006,41/2006 dated 11.9.06 as well as the approval conveyed by the State Govt. vide its letter No F14 (3) Pari / 06 dated 17.2.07,the following amendments / insertions are hereby made in the R.S.R.T.C. employees service regulation,1965;-

i) The existing Regulation 8 shall be renumbered as Regulation 8 (A) and the following new Regulation 8 shall be inserted, namely :

"8 Notwithstanding anything contained in any regulations all appointments in Corporation Service on or after 20.01.2006 shall be made as a probationer trainee for a period of 2 years and during the period of probation training he / she will be paid fixed remuneration at such rates as may be prescribed by the Corporation from time to time. After successful completion of probation / training he / she will be allowed minimum pay in the pay scale of the post and the period of probation training shall not count for grant of annual grade increment(s).

ii) below the existing clause (22) of Regulation 7, the following new clause (22 A) shall be inserted, namely :

" 22 A) Probationer trainee; means a person appointed through direct recruitment against a clear vacancy in the cadre of service and place under training on fixed remuneration for a period of two years or extended period, if any."

iii) at the end of existing Regulation 24, the following new provisos shall be inserted; namely :

"Provided further that a probationer trainee will receive a fixed remuneration at such rates as may be prescribed by the Corporation from time to time and on completion of period of probation, minimum pay of the pay scale of the post shall be allowed under this regulation, from the day following the day of successful completion of the period of probation. Provided further also that a Corporation employee, who is already in regular services of Corporation, if appointed as probationer trainee for a period of two years on or after 20.01.2006shall be allowed pay in his/her own pay scale of the previous post or fixed remuneration at such rates as may

be prescribed by the Corporation from time to time, whichever may be beneficial to him/her and after successful completion of period of probationer trainee his/her pay shall be fixed in pay scale of the new post as per provisions of regulation 26."

iv) at the end of existing sub-regulation (1) of regulation 26, the following new proviso shall be inserted, namely:-
"Provided that during probation training period the provisions of this regulation shall not be applicable. The probationer trainee shall be allowed pay in his/her own pay scale of the previous post or fixed remuneration as per provisions of regulation 24. After successful completion of probation training his/her pay shall be fixed under the provisions of this regulation."

v) below the existing clause (i) of regulation 37, the following new clause (J) shall be inserted, namely:-
"37 (J) The provisions of clause 37 (i) shall not be applicable to the probationer trainee. After successful completion of period of probation training, the probationer trainee shall not earn annual grade increment(s) for the period of probation training."

vi) below the existing Regulation 58, the following new regulation 58 (A) shall be inserted by the following namely :-
58 (A) i) Probationer Trainee shall earn no leave during the period of probation.
ii) Female probationer trainee shall be granted maternity leave as per Regulation 73 & 74."

Managing Director

NO-Hqr./Dop/AR/F-280/2007/ 132 Dated- 17.3.2007.

Copy forwarded to:-

1- P S To Chairman/M.D. RSRTC, Head Office, Jaipur.
2- All HOD, RSRTC, Head Office, Jaipur.
3- All General Manager (----------) RSRTC,----------
4- All Jt. General Manager(----------)RSRTC---------
5- Secy. To Corporation, Head Office, Jaipur.
6- All Dy. General Manager (----------) RSRTC, --------
7- All C.P.M./A.O. RSRTC, CWS----------
8- A.O./AAO(-------) RSRSTC, Jaipur.
9- All Chief Manager/Manager (F) RSRTC, ----------
10- Guard File.

EXECUTIVE DIRECTOR (Adm)