

Manual No. 5

THE RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS HELD UNDER ITS CONTROL OR USED BY EMPLOYEES FOR DISCHARGING FUNCTIONS.

In conformity with the objective, the Board is vested with the authority to oversee, within the State of Haryana, the application and implementation of following laws and rules related to pollution control:

5.1 Technical Matters

1. Water (Prevention & Control of Pollution) Act, 1974.
2. Water (Prevention & Control of Pollution) Cess Act, 1977.
3. Air (Prevention & Control of Pollution) Act, 1981.
4. Environment (Protection) Act, 1986
5. Hazardous Wastes [Management & Handling] Rules, 1989 as amended in 2003.
6. Manufacturing, Storage and Import of Hazardous Chemicals Amendment, 2000.
7. Public Liability Insurance Act, 1991.
8. Bio-Medical wastes [Management & Handling] Rules, 1998.
9. Recycled Plastics Manufacture & Usage Rules, 1999.
10. Municipal Solid Wastes [Management & Handling] Rules , 2000
11. Batteries [Management & Handling] Rules, 2001

The above Enactments have been made by the Parliament of India and are electronically available on the website of Union Ministry of Environment & Forests, New Delhi and also available on website of the Haryana State Pollution Control Board i.e www.hspcb.gov.in.

The copies of all the consents/authorization granted by the Board and register maintained thereof under the provisions of said Acts and Rules are retained by the Regional Officers by the Board.

5.2 Administrative Matter

The employees of the Board are governed by the Haryana State Pollution Control Board (Group A, B, C and D) Service Regulations, 2004 which have been duly approved by the State Government under sub-section 3(3A) of section 12 of the Water (Prevention & Control of Pollution) Act, 1974 and as per instructions issued by the State Government from time to time.

The Board has maintained the service record of each employee of the Board in the Head Office in the Accounts Branch.

All the incidents relating to the official career of the Board employees which is a bearing on pay, promotion, leave etc. recorded in the service record of such a Board employees particularly in respect of the following incidents alongwith the dates and the relevant authentication/orders :-

- i. Appointment and joining
- ii. Grant of increment or withholding of increment.
- iii. Grant of higher grade under the ACP scheme.
- iv. Fixation of pay
- v. Grant of leave
- vi. Deputation/transfer
- vii. Suspension or interruption in service along with details of the period of thereof.
- viii. Reinstatement
- ix. Resignation
- x. Termination of service alongwith its reasons promotion
- xi. Compulsory/Premature/Voluntary Retirement
- xii. Removal or dismissal from service
- xiii. Reversion
- xiv. Reduction in rank or pay along with the precise reasons thereof viz. whether reduction is on account of inefficiency or reduction in establishment or abolition of the post held by the employees.
- xv. Retirement on superannuation.

Each entry in the service record neatly made and duly attested by the Senior Accounts Officer. The attesting officer is ensured that the entries are made regularly and in proper manner in the service book. Erasure, overwriting or interpolation in the service record are not permissible and all corrections where necessary shall be made under proper attestation by the attesting officer.

Chairman or Member Secretary, as the case may be, may authorise any responsible official, preferably who supervises the office, under him not below the rank of the Registrar/Superintendent officer to whom the service record pertains to attest the entries made in that record from time to time.

Such authorization will, however, not absolve him of any responsibility for ensuring accuracy of the entry so attested.

It shall be the duty of every Chairman or Member Secretary as the case may be to initiate to show the service book, every financial year within its first quarter, to the Board employees concerned under his administrative control and obtain his signatures thereon in respect of each entry in token of his having seen the service book.

The service record including the service book required to be maintained under the preceding rules shall be kept in the custody of the Senior Accounts Officer.

5.3 SCIENTIFIC RECORD

1. Record of the purchase of scientific instruments, equipments etc. are available in the record of branch of Scientific Services Cell.
2. Record of the analysis reports are maintained in the office and is in the custody of record keeper of the laboratory.
3. Record regarding analysis of samples are maintained in the registers and is in the custody of record keeper of the laboratory.
4. All files related to the Laboratory are kept in the custody of record keeper.

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674 HARYANA GOVT. GAZ. (EXTRA.), OCT. 5, 2004
(ASVN. 13, 1926 SAKA)

[Authorised English Translation]

HARYANA STATE POLLUTION CONTROL BOARD

Notification

The 5th October, 2004

No.S.O. 154/CA 6/1974/S.12/2004.— In exercise of the powers conferred by sub-section (3) and (3A) of section 12 of the Water (Prevention and Control of Pollution) Act, 1974 (Act No. 6 of 1974), the Haryana State Pollution Control Board with the approval of the State Government hereby makes the following regulations governing the recruitment and conditions of service of persons appointed to the Haryana State Pollution Control Board (Group A.B.C and D) Service, namely:—

PART I — GENERAL.

1. (1) These regulations may be called the Haryana State Pollution Control Board (Group A.B.C and D) Service Regulations, 2004.

(2) They shall come into force on the date of their publication in the Official Gazette.

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

(a) "Board" means the Haryana State Pollution Control Board constituted under the Water (Prevention and Control of Pollution) Act, 1974 (Act No. 6 of 1974);

(b) "Chairman" means the Chairman of the Board;

(c) "Commission" means the Haryana Public Service Commission or the Haryana Staff Service Selection Commission, as the case may be;

(d) "direct recruitment" means an appointment made, otherwise than by promotion from within the Service or, by transfer of an officer/official already in the service of the Government of India or any State Government;

(e) "Government" means the Haryana Government in the Administrative Department;

(f) "institution" means,—

(i) any institution established by law in force in the State of Haryana;

or

(ii) any other institution recognized by the Government for the purpose of these regulations;

(g) "recognized university" means,—

(i) any university incorporated by law in India,

or

Short title and commencement.

Definitions.

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- (ii) in the case of a degree, diploma or certificate obtained as a result of an examination held before the 15th August, 1947, the Punjab, Sind or Dacca University; or
- (iii) any other university which is declared by the Government to be recognized university for the purpose of these regulations;
- (h) "Secretary" means the Secretary to Government, Haryana, Environment Department;
- (i) "Service" means the Haryana State Pollution Control Board (Group A, B, C and D) Service.

PART II—RECRUITMENT TO SERVICE

3. The Service shall comprise the posts shown in Appendix A to these regulations:

Number and character of posts

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

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

Nationality, domicile and character of candidates appointed to Service

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

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

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

(3) No person shall be appointed to any post in the Service by direct recruitment unless he produces a certificate of character from the Principal Academic Officer of the university, college, school or institution last attended, if any, and similar certificate from two other responsible persons, not being his relatives, who are well acquainted with him in his private life and are unconnected with his university, college, school or institution.

Age

5. No person shall be appointed to any post in the Service by direct recruitment, who is less than 17 years or more than 40 years of age on or before the first day of the month next preceding the last date of submission of application to the Commission/Chairman:

Provided that,—

(a) in case of a person belonging to Scheduled Caste, Scheduled Tribe, Backward Class, Ex-Serviceman, Physically Handicapped, the upper age limit shall be such as prescribed by the Government from time to time; and

(b) in case of candidates possessing the requisite qualifications who are already in the service of Government/Board/Corporation, the upper age limit shall be such as prescribed by the Government from time to time.

Appointing authority.

6. Appointment to the posts in the Service shall be made by the authorities as specified in column 3 of Appendix C to these regulations.

Qualifications.

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

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

Disqualifications.

8. No person,—

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

(b) who having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to any post in the Service:

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

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

Method of
recruitment

Group A

(a) in the case of Environmental Engineer,—

- (i) 75% by promotion from amongst Assistant Environmental Engineer; and
- (ii) 25% by direct recruitment; or
- (iii) by transfer or deputation of an officer already in the service of any State Government or the Government of India;

(b) in the case of Scientist C,—

- (i) 75% by promotion from amongst Scientist B; and
- (ii) 25% by direct recruitment; or
- (iii) by transfer or deputation of an officer already in the service of any State Government or the Government of India;

(c) in the case of District Attorney,—

on deputation from Prosecution Department of Haryana;

Group B

(d) in the case of Senior Accounts Officer,—

on deputation from Finance Department of Haryana;

(e) in the case of Scientist B,—

- (i) 50% by promotion from amongst Senior Scientific Assistants; and
- (ii) 50% by direct recruitment; or
- (iii) by transfer or deputation of an officer already in the service of any State Government or the Government of India;

(f) in the case of Assistant Environmental Engineer,—

- (i) 75% by direct recruitment; and
- (ii) 25% by promotion from amongst Junior Environmental Engineer; or

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

(g) in the case of Tehsildar.—

on deputation from Revenue Department of Haryana;

(h) in the case of Registrar.—

(i) by promotion from amongst Private Secretary/ Superintendent; or

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

(i) in the case of Superintendent.—

(i) by promotion from amongst Deputy Superintendent; or

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

(j) in the case of Private Secretary.—

(i) by promotion from amongst Personal Assistants; or

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

(k) in case of Assistant District Attorney.—

(i) on deputation from Prosecution Department of Haryana;

Group C

(l) in the case of Section Officer (Accounts).—

(i) on deputation from Finance Department of Haryana;

(m) in the case of Deputy Superintendent.—

(i) by promotion from amongst Assistants/ Accountants/ Computer Operators; or

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

(n) in the case of Personal Assistant.—

(i) by promotion from amongst Senior Scale Stenographers; or

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

(o) in the case of Senior Scientific Assistant.—

(i) 75% by promotion from amongst Junior Scientific Assistants; and

- (ii) 25% by direct recruitment; or
(iii) by transfer or deputation of an official already in the service of any State Government or the Government of India;
- (p) in the case of Junior Environmental Engineer.—
(i) by direct recruitment; or
(ii) by transfer or deputation of an official already in the service of any State Government or the Government of India;
- (q) in the case of Statistical Assistant.—
(i) by direct recruitment; or
(ii) by transfer or deputation of an official already in the service of any State Government or the Government of India;
- (r) in the case of Junior Scientific Assistant.—
(i) 100% by direct recruitment; and
(ii) by transfer or deputation of an official already in the service of any State Government or the Government of India;
- (s) in the case of Assistant.—
(i) by promotion from amongst the Clerks/Steno-typists/Accounts Clerks; or
(ii) by transfer or deputation of an official already in the service of any State Government or the Government of India;
- (t) in the case of Accountant.—
(i) 75% by promotion from amongst the Accounts Clerks/ Clerks; and
(ii) 25% by direct recruitment; or
(iii) by transfer or deputation of an official already in the service of any State Government or the Government of India;
- (u) in the case of Senior Scale Stenographer.—
(i) 100% by promotion from amongst Junior Scale Stenographers; or
(ii) by transfer or deputation of an official already in the service of any State Government or the Government of India;
- (v) in the case of Computer Operator.—
(i) 50% by promotion from amongst the Clerks/Steno Typists/Accounts Clerk; and

- (ii) 50% by direct recruitment; or
- (iii) by transfer or deputation of an official already in the service of any State Government or the Government of India;
- (w) in the case of Driver,—
- (i) by direct recruitment; or
- (ii) by transfer or deputation of an official already in the service of any State Government or the Government of India;
- (x) in the case of Junior Scale Stenographer.—
- (i) 75% by promotion from amongst the Steno-typists; and
- (ii) 25% by direct recruitment; or
- (iii) by transfer or deputation of an official already in the service of any State Government or the Government of India;
- (y) in the case of Accounts Clerk.—
- (i) by promotion from amongst Clerks; or
- (ii) by transfer or deputation of an official already in the service of any State Government or the Government of India;
- (z) in the case of Steno-typist,—
- (i) 75% by direct recruitment; and
- (ii) 25% by promotion from amongst the Clerks; or
- (iii) by transfer or deputation of an official already in the service of any State Government or the Government of India;
- (za) in the case of Clerk,—
- (i) 80% by direct recruitment; and
- (ii) 20% by promotion from amongst Group C or Group D employees whose scale of pay is less and whose responsibility is less than that of a Clerk; or
- (iii) by transfer or deputation of an official already in the service of any State Government or the Government of India;
- (zb) in the case of Machine Operator,—
- (i) by promotion from amongst the Group D employees; or
- (ii) by transfer or deputation of an official already in the service of any State Government or the Government of India;

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(zc) in the case of Laboratory Attendant,—

- (i) 80% by promotion from amongst Group D employees; and
- (ii) 20% by direct recruitment; or
- (iii) by transfer or deputation of an official already in the service of any State Government or the Government of India;

Group D

(zd) in the case of Senior Peon,—

- (i) by promotion amongst Peons; or
- (ii) by transfer or deputation of an official already in the service of any State Government or the Government of India;

(ze) in the case of Daftri,—

- (i) by promotion from amongst Peons/Mali-cum-Chowkidar; or
- (ii) by transfer or deputation of an official already in the service of any State Government or the Government of India;

(zf) in the case of Peon,—

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

(zg) in the case of Field Attendant,—

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

(zh) in the case of Mali-cum-Chowkidar,—

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

(zi) in the case of Sweeper,—

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

(2) All Promotions unless otherwise provided, shall be made on seniority -cum - merit basis and seniority alone shall not confer any right to such promotions.

(3) Unless otherwise provided, when any vacancy occurs or is about to occur in the Service, appointing authority shall determine in what manner such vacancy shall be filled in.

Probation.

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

Provided that,—

- (a) any period after such appointment spent on deputation on a corresponding or a higher post shall count towards the period of probation;
- (b) any period of work in equivalent or higher rank, prior to appointment to any post in the Service, may, in the case of an appointment by transfer, at the discretion of the appointing authority, be allowed to count towards the period of probation fixed under this regulation; and
- (c) any period of officiating appointment shall be reckoned as period spent on probation, but no person who has so officiated shall, on the completion of the prescribed period of probation, be entitled to be confirmed, unless he is appointed against permanent vacancy.

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

- (a) if such person is appointed by direct recruitment, dispense with his services; and
- (b) if such person is appointed otherwise than by direct recruitment,—
 - (i) revert him to his former post ; or
 - (ii) deal with him in such other manner as the terms and conditions of the previous appointment permit.

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

- (a) if his work or conduct has, in its opinion, been satisfactory,—
 - (i) confirm such person from the date of his appointment, if appointed against a permanent vacancy; or
 - (ii) confirm such person from the date from which a permanent vacancy occurs, if appointed against a temporary vacancy; or
 - (iii) declare that he has completed his probation period satisfactorily, if there is no permanent vacancy; or

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(b) if his work or conduct has, in its opinion, been not satisfactory,—

(i) dispense with his service, if appointed by direct recruitment, if appointed otherwise, revert him to his former post or deal with him in such other manner as the terms and conditions of previous appointment permit; or

(ii) extend his period of probation and thereafter pass such orders, as it could have passed on the expiry of the first period of probation:

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

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

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

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

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

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

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

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

- (i) a company, an association or a body of individuals whether incorporated or not, which is wholly or substantially owned or controlled by the State Government, a Municipal Corporation, or a local authority, or University within the State of Haryana;
- (ii) the Central Government or a company, an association or a body of individuals, whether incorporated or not, which is wholly or substantially owned or controlled by the Central Government; or
- (iii) another State Government, an international organization, an autonomous body not controlled by the Government or a private body:

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

Pay, leave,
pension and other
matters.

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

Discipline,
Penalties and
appeal.

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

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

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

Vaccination.

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

Oath of
allegiance.

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

Power of
relaxation.

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

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

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

Provided that the total percentage of reservations so made shall not exceed 50%, at any time.

20. Any regulation applicable to the Service and corresponding to any of these regulations, which is in force immediately before the commencement of these regulations, is hereby repealed: Repeal and savings.

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

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APPENDIX A
(See regulation 3)

Serial No.	Designation of posts	Number of posts			Total	Scale of pay
		Perma- nent	Tempo- rary			
1	2	3	4	5	6	
GROUP A						
1.	Environmental Engineer	16	0	16	Rs.10000-325-13900	
2.	Scientist C	06	0	06	Rs.10000-325-13900	
3.	District Attorney	01	0	01	Rs.10000-325-15200	
GROUP B						
4.	Senior Accounts Officer	01	0	01	Rs.8000-275-10200-EB-275-13500	
5.	Scientist B	11	0	11	Rs.8000-275-10200-EB-275-13500	
6.	Assistant Environmental Engineer	33	0	33	Rs.8000-275-10200-EB-275-13500	
7.	Tehsildar	01	0	01	Rs.8000-275-10200-EB-275-13500	
8.	Registrar	01	0	01	Rs.6500-200-8500-EB-200-10500	
9.	Superintendent	03	0	03	Rs.6500-200-8500-EB-200-10500	
10.	Private Secretary	01	0	01	Rs.6500-200-8500-EB-200-10500	
11.	Assistant District Attorney	03	0	03	Rs.6500-200-8500-EB-200-10500	
GROUP C						
12.	Section Officer (Accounts)	01	0	01	Rs.6500-200-8500-EB-200-9900	
13.	Deputy Superintendent	01	0	01	*Diminishing Cadre Rs.5500-175-8300-EB-175-9000	
14.	Personal Assistant	01	0	01	Rs.5500-175-8300-EB-175-9000	

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1	2	3	4	5	6
15.	Senior Scientific Assistant	05	0	05	01 post in Diminishing Cadre Rs.5500-175-EB-175-9000
16.	Junior Environmental Engineer	11	0	11	Rs.5500-175-EB-175-9000
17.	Statistical Assistant	02	0	02	Rs.5450-150-EB-150-8000
18.	Junior Scientific Assistant	06	0	06	Rs.5000-150-EB-150-7850
19.	Assistant	19	0	19	Rs.5000-150-EB-150-7850
20.	Accountant	04	0	04	Rs.5000-150-EB-150-7850
21.	Senior Scale Stenographer	03	0	03	Rs.5000-150-EB-150-7850
22.	Computer Operator	02	0	02	02 posts in Diminishing Cadre Rs.5000-150-EB-150-7850
23.	Driver	17	0	17	Rs.4000-100-EB-100-6000
24.	Junior Scale Stenographer	02	0	02	Rs.4000-100-EB-100-6000
25.	Accounts Clerk	02	0	02	Rs.4000-100-EB-100-6000
26.	Steno-typist	13	0	13	Rs.3050-75-EB-80-4590
27.	Clerk	40	0	40	10 posts in Diminishing Cadre Rs.3050-75-EB-80-4590
28.	Machine Operator	01	0	01	Diminishing Cadre Rs.3050-75-EB-80-4590
29.	Laboratory Attendant	07	0	07	3 posts in Diminishing Cadre Rs.3050-75-EB-80-4590

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1	2	3	4	5	6
GROUP D					
30.	Senior Peon	02	0	02	Rs.2650-65-3300-EB-70-4000
31.	Daftri	01	0	01	Rs.2650-65-3300-EB-70-4000
32.	Peon	30	0	30	Rs.2550-55-2660-EB-60-3200
33.	Field Attendant	10	0	10	Rs.2550-55-2660-EB-60-3200
34.	Mali-cum-Chowkidar	09	0	09	Diminishing Cadre Rs.2550-55-2660-EB-60-3200
35.	Sweeper	01	0	01	Diminishing Cadre Rs.2550-55-2660-EB-60-3200

*Note :— Diminishing cadre means that as and when the post(s) fall/falls vacant due to any reason i.e. promotion, transfer, retirement, resignation, death or adjustment elsewhere etc. the post(s) shall stand abolished forthwith.

APPENDIX B
(Sec regulation 7)

Sr. No.	Designation of posts	Academic qualifications and experience, if any, for direct recruitment	Academic qualifications and experience, if any, for appointment other than by direct recruitment
1	2	3	4
GROUP A			
1.	Environmental Engineer	<p>Post Graduate Degree in Engineering in first division in Civil/Mechanical/Chemical / Environmental Engineering with at least 6 years' experience in the Central Pollution Control Board or any State Pollution Control Board or in Government or reputed institute/industry (Large and Medium) or the Central/State Government undertaking;</p> <p style="text-align: center;">OR</p> <p>Bachelor in Engineering in first division in Civil/ Mechanical/Environmental/Chemical Engineering or its equivalent with at least 8 years' experience in the Central Pollution Control Board or any State Pollution Control Board or in Government or reputed institute/industry (Large and Medium) or the Central/State Government undertaking.</p>	<p>By Promotion</p> <p>At least 8 years' service as Assistant Environmental Engineer in the Board having qualifications of Bachelor in Engineering or its equivalent:</p> <p>Provided that the Government may waive the requirement of qualifications for appointment to the post of Environmental Engineer by promotion from Group B Service in exceptional cases by recording reasons for doing so in writing.</p> <p>By Transfer or Deputation</p> <p>Masters in Engineering in first division in Civil/ Mechanical/Chemical/Environmental Engineering with at least 6 years' experience in the Central Pollution Control Board or any State Pollution Control Board or any equivalent post in Government or the Central/State Government undertaking;</p>
<p style="text-align: center;">OR</p> <p>Bachelor in Engineering in first division in Civil/ Mechanical/Environmental/Chemical Engineering with at least 8 years experience in the Central Pollution Control Board or any State Pollution Government undertaking;</p>			

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1	2	3	4
2. Scientist C	<p>Ph.D. in Chemistry/Environmental Science with (Degree in Science /Microbiology/Biochemistry/ Biotechnology with 6 years' experience in the Central Pollution Control Board or any equivalent post in Government or reputed institute/industry (Large and Medium) or Central/State Government undertaking.</p> <p style="text-align: center;">OR</p> <p>M.Sc. in Chemistry/Environmental Science (Degree in Science) /Microbiology/Biochemistry/ Bio Science/Bio Technology Engineering in first division with at least 8 years' experience in the Central Pollution Control Board or any State Pollution Control Board or in Government or reputed institute/industry (Large and Medium) or Central/State Government undertaking.</p>	<p>Control Board or any equivalent post in Government or the Central/State Government undertaking.</p> <p>By Promotion At least 8 years' service of the Board as Scientist B having minimum M.Sc. qualification.</p> <p>By Transfer or Deputation Ph.D. in Chemistry/Environmental Science (with Degree in Science)/Microbiology/Biochemistry/ Chemical Engineering with 6 years' experience in the Central Pollution Control Board or any State Pollution Control Board or any equivalent post in Government or reputed institute/industry or Central/State Government undertaking.</p> <p style="text-align: center;">OR</p> <p>M.Sc. in Chemistry/Environmental Science (with Degree in Science)/Microbiology/Biochemistry/ Bio Technology/ Degree in Chemical Engineering in first division with at least 8 years' service in the Central Pollution Control Board or any State Pollution Control Board or in Government or reputed institute/industry of Central/State Government undertaking.</p>	<p>Control Board or any equivalent post in Government or the Central/State Government undertaking.</p> <p>By Promotion At least 8 years' service of the Board as Scientist B having minimum M.Sc. qualification.</p> <p>By Transfer or Deputation Ph.D. in Chemistry/Environmental Science (with Degree in Science)/Microbiology/Biochemistry/ Chemical Engineering with 6 years' experience in the Central Pollution Control Board or any State Pollution Control Board or any equivalent post in Government or reputed institute/industry or Central/State Government undertaking.</p> <p style="text-align: center;">OR</p> <p>M.Sc. in Chemistry/Environmental Science (with Degree in Science)/Microbiology/Biochemistry/ Bio Technology/ Degree in Chemical Engineering in first division with at least 8 years' service in the Central Pollution Control Board or any State Pollution Control Board or in Government or reputed institute/industry of Central/State Government undertaking.</p>
3. District Attorney	As applicable in the parent department.	As applicable in the parent department.	As applicable in the parent department.
GROUP B			
4. Senior Accounts Officer	As applicable in the parent department.	As applicable in the parent department.	As applicable in the parent department.

1	2	3	4
5. Scientist B	M.Sc. in first division in the Chemistry/Biotechnology/Micro-Biology/Bio-Chemistry/Environmental Sciences (with Degree in Science).	<p>By Promotion With at least 5 years' service as Senior Scientific Assistant in the Board;</p> <p>By Transfer or Deputation M.Sc. in first division in Chemistry/Environmental Sciences (with degree in Science/Botany/Micro-Biology/Bio-Chemistry or degree in Chemical Engineering.</p> <p>By Promotion 8 years' service in the Board as Junior Environmental Engineer.</p> <p>By Transfer or Deputation Bachelor in Engineering or its equivalent in first division in Civil/Mechanical/Chemical/Environmental Engineering or any equivalent post in the Government.</p> <p>As applicable in the parent department.</p> <p>By Promotion 5 years' experience as Private Secretary/Superintendent in the Board.</p> <p>By Transfer or Deputation 5 years' experience as Private Secretary/Superintendent.</p> <p>By Promotion 2 years' service as Deputy Superintendent in the Board.</p> <p>By Transfer or Deputation 2 years' experience as Deputy Superintendent.</p>	
6. Assistant Environmental Engineer	Graduate in Engineering in first division in Civil/Mechanical/Chemical/Environmental Engineering.		
7. Tehsildar	As applicable in the parent department.		
8. Registrar			
9. Superintendent			

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1	2	3	4
10. Private Secretary			<p>By Promotion 2 years' experience as Personal Assistant.</p> <p>By Transfer or Deputation 2 years' experience as Personal Assistant. As applicable in the parent department.</p>
11. Assistant District Attorney		As applicable in the parent department.	
GROUP C			
12. Section Officer (Accounts)		As applicable in the parent department.	As applicable in the parent department.
13. Deputy Superintendent			<p>By Promotion 7 years' experience as Assistant/Accountant/Computer Operator in the Board (provided Computer Operator has undertaken 1/3rd ministerial work).</p> <p>By Transfer or Deputation 7 years' experience as Assistant/Accountant.</p> <p>By Promotion 5 years' experience as Senior Scale Stenographer</p> <p>By Transfer or Deputation 5 years' experience as Senior Scale Stenographer.</p>
14. Personal Assistant			
15. Senior Scientific Assistant		M.Sc. in the Chemistry/Environmental Sciences (with degree in Science)/Micro-Biology/Biochemistry/Biotechnology.	<p>By Promotion 5 years' service in the Board as Junior Scientific Assistant</p>

1	2	3	4
			By Transfer or Deputation M.Sc. in the Chemistry/Environmental Sciences (with degree in Science)/Micro-Biology/Bio-Chemistry/Bio-Technology.
		or	
		B.Sc. in first division with one year experience in the lab engaged in Environmental Investigation, Testing or Analysis.	B.Sc. in first division with one year experience in the lab engaged in Environmental Investigation, Testing or Analysis.
			By Transfer or Deputation 3 years' Diploma in first division in Civil/Mechanical/Environmental/Chemical Engineering.
			By Transfer or Deputation Graduate in Economics or Agriculture Economics or Statistics or Mathematics or Commerce with Statistics as one of the elective subjects with 3 years' experience in collection, compilation, analysis of statistical data in some Government offices/institute of repute.
16. Junior Environmental Engineer		3 years Diploma in first division in Civil/Mechanical/Chemical/Environmental Engineering.	
17. Statistical Assistant		Graduate in Economics or Agriculture Economics or Statistics or Mathematics or Commerce with Statistics as one of the elective subjects with 3 years experience in collection, compilation, analysis of statistical data in some Government offices/institute of repute.	
18. Junior Scientific Assistant		B.Sc. first division with Chemistry as one of the subjects.	By Transfer or Deputation B.Sc. in 1st division with Chemistry as one of the subjects.
19. Assistant			By Promotion 5 years' experience as Clerk/Store-tylist/Accounts Clerk in the Board. By Transfer or Deputation 5 years' experience as Clerk.

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1	2	3	4
20. Accountant	M. Com. Second Division or B. Com. first division with 2 years experience in Commercial Accounting.		<p>By Promotion B.Com. with 3 years experience in the Board as Accounts Clerk/Clerk.</p> <p>By Transfer or Deputation M.Com. second division or B.Com. first division with 2 years experience in Commercial Accounting.</p> <p>By Promotion 3 years' experience as Junior Scale Stenographer having minimum speed of 100 words per minute in English and 80 words per minute in Hindi Shorthand and transcription thereof @ 30 words per minute in English and 25 words per minute in Hindi respectively.</p> <p>By Transfer or Deputation Graduate or 10+2/Vocational) with at least 2nd division with minimum speed of 100 words per minute in English and 80 words per minute in Hindi Shorthand and transcription thereof @ 30 words per minute in English and 25 words per minute in Hindi respectively.</p>
21. Senior Scale Stenographer	—		
22. Computer Operator	(i) Graduate in any discipline with one year diploma/certificate course in computer science from a recognized institution; and (ii) One year experience in Computer Operation.		<p>By Promotion 1 year experience as Clerk/Steno-typist/Accounts Clerk having experience in Computer Applications, Diploma in Desk Top publishing in the field of Computer.</p> <p>By Transfer or Deputation (i) Graduate in any discipline with one year Diploma Certificate Course in Computer Science from the recognized institution; and (ii) One year experience in Computer Operation.</p>

1	2	3	4
23. Driver,	Matric with Hindi having driving licence of light transport vehicle /heavy transport vehicle with 5 years' experience.		<p>By Transfer or Deputation Matric with Hindi having Driving Licence of light transport vehicle/heavy transport vehicle with 5 years' experience.</p> <p>By Promotion 3 years' service in the Board as Steno-typist having minimum speed of 100 words per minute in English and 80 words per minute in Hindi Shorthand and transcription thereof @ 30 words per minute in English and 25 words per minute in Hindi respectively.</p> <p>By Transfer or Deputation Graduate or 10+2/10+2(Vocational) with at least 2nd division with minimum speed of 100 words per minute in English and 80 words per minute in Hindi Shorthand and transcription thereof @ 30 words per minute in English and 25 words per minute in Hindi respectively.</p> <p>By Promotion B.Com. with 3 years' service in the Board as Clerk.</p> <p>By Transfer or Deputation B.Com. with second division.</p> <p>By Promotion One year experience as Clerk with minimum speed of 80 words per minute in English and 64 words per minute in Hindi Shorthand and transcription thereof @ 30 words per minute in English and 25 words per minute in Hindi respectively.</p>
24. Junior Scale Stenographer	Graduate with minimum speed of 100 words per minute in English and 80 words per minute in Hindi Shorthand and transcription thereof @ 30 words per minute in English and 25 words per minute in Hindi respectively and Computer knowledge upto Data Entry Operator.		
25. Accounts Clerk	—		
26. Steno-typist	Graduate second division with minimum speed of 80 words per minute in English and 64 words per minute in Hindi Shorthand and transcription thereof @ 30 words per minute in English and 25 words per minute in Hindi respectively and Computer knowledge upto Data Entry Operator.		

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1	2	3	4
27. Clerk	Graduate with knowledge of Computer minimum level of Data Entry Operator	<p>By Transfer or Deputation Graduate or 10+2/10+2(Vocational) with at least second division with minimum speed of 80 words per minute in English and 64 words per minute in Hindi. Shorthand and transcription thereof @ 30 words per minute in English and 25 words per minute in Hindi respectively.</p> <p>By Promotion (i) Matric with five years' service as Group C having lesser scale or Group D employees. (ii) Departmental type test of Hindi or English at the speed of 25 or 30 words per minute respectively within a period of one year from the date of appointment will have to be passed, failing which no annual increment will be allowed.</p> <p>By Transfer or Deputation (i) Matric first division/Intermediate/10+2 second division/10+2(Vocational)/Graduate with five years' service as Group C employee; (ii) Hindi upto Matric Standard; and (iii) Typing speed Hindi or English 25 or 30 words per minute respectively.</p>	<p>By Promotion 1 year service as Group D and having knowledge of Machine Operation.</p> <p>By Transfer or Deputation At least Matric with Hindi.</p>
28. Machine Operator			

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1	2	3	4
29.	Laboratory Assistant	Matric with Science (Physics and Chemistry) having knowledge of Hindi upto Matric Standard.	<p>By Promotion Three years' experience as Group D employee of the Board possessing Matric standard qualification with Science and Hindi.</p> <p>By Transfer or Deputation Matric with Science (Physics and Chemistry) having knowledge of Hindi upto Matric standard.</p>
GROUP D			
30.	Senior Peon	—	<p>By Promotion 5 years' experience as Peon.</p> <p>By Transfer or Deputation Middle pass certificate from the Board of School Education recognised by Haryana Government.</p>
31.	Daftri	—	<p>By Promotion 5 years' experience as Peon/Mali-cum-Chowkidar.</p> <p>By Transfer or Deputation Middle pass certificate from the Board of School Education recognised by Haryana Government.</p>
32.	Peon	Middle pass certificate from the Board of School Education recognised by Haryana Government.	<p>By Transfer or Deputation Middle pass certificate from the Board of School Education recognised by Haryana Government.</p>
33.	Field Assistant	Middle pass certificate from the Board of School Education recognised by Haryana Government.	<p>By Transfer or Deputation Middle pass certificate from the Board of School Education recognised by Haryana Government.</p>

1	2	3	4
34. Mali-cum-Chowkidar	Middle pass certificate from the Board of School Education recognised by Haryana Government and having knowledge of gardening.	Middle pass certificate from the Board of School Education recognised by Haryana Government and having knowledge of gardening.	By Transfer or Deputation
35. Sweeper	Literate	Literate	By Transfer or Deputation Literate

Note :— (i) Matriculation with Hindi is essential for all the above mentioned posts except for the posts mentioned at serial no. 31 to 35.

(ii) The experience prescribed for various posts in these regulations will be counted only after acquiring essential qualifications for respective post.

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APPENDIX C

[See regulation 14 (1)]

Sr. No.	Designation of posts	Appointing authority	Nature of penalty	Authority empowered to impose penalty	Appellate authority
1	2	3	4	5	6
GROUP A					
1. Minor Penalties :—					
1.	Environmental Engineer	Board	(i) Warning with a copy on the personal file(character roll);	Chairman	Board
2.	Scientist C	—	(ii) censure;	—	—
3.	District Attorney	—	(iii) withholding of promotion;	—	—
			(iv) recovery from pay of the whole or part of any pecuniary loss caused by negligence or breach of orders to the Central Government or a State Government or to a company and association or a body of individuals, whether incorporated or not, which is wholly or substantially owned or controlled by the Government or to a local authority or university set up by an Act of Parliament or of the Legislature of a State;		
			(v) withholding of increments of pay without cumulative effect;		
2. Major Penalties :—					
			(vi) withholding of increments of pay with cumulative effect;	Board	Government

1	2	3	4	5	6
			<p>(vii) reduction to a lower stage in the scale of pay for a specified period with further directions as to whether or not the Government employee will earn increments of pay during the period of such reduction and whether on the expiry of such period, the reduction will or will not have the effect of postponing the future increments of his pay;</p> <p>(viii) reduction to a lower scale of pay, grade, post or service which shall ordinarily be a bar to the promotion of Government employee to the time scale of pay, grade, post of service from which he was reduced, with or without further directions regarding conditions of restoration to the grade or post or service from which the Government employee was reduced and his seniority and pay on such restoration to that grade, post or service;</p> <p>(ix) compulsory retirement;</p> <p>(x) removal from service which shall not be a disqualification for future employment under the Government;</p> <p>(xi) dismissal from service which shall ordinarily be a disqualification for future employment under the Government.</p>		
<p>GROUP B</p> <p>I. Minor Penalties :—</p>					
4. Senior Accounts Officer	—				
5. Scientist B		Board		Chairman	Board

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1	2	3	4	5	6
6.	Assistant Environmental Engineer	Board	(ii) censure;		
7.	Tehsildar	—	(iii) withholding of promotion;		
8.	Registrar	Chairman	(iv) recovery from pay of the whole or part of any pecuniary loss caused by negligence or breach of orders to the Central Government or a State Government or to a company and association or a body of individuals, whether incorporated or not, which is wholly or substantially owned or controlled by the Government or to a local authority or university set up by an Act of Parliament or of the Legislature of a State;	Chairman	Board
9.	Superintendent				
10.	Private Secretary				
11.	Assistant District Attorney	—	(v) withholding of increments of pay without cumulative effect;		
2. Major Penalties :—					
			(vi) withholding of increments of pay with cumulative effect;	Chairman	Board
			(vii) reduction to a lower stage in the time scale of pay for a specified period with further directions as to whether or not the Government employee will earn increments of pay during the period of such reduction and whether on the expiry of such period, the reduction will or will not have the effect of postponing the future increments of his pay;		

1	2	3	4	5	6
			<p>(viii) reduction to a lower scale of pay, grade, post or service which shall ordinarily be a bar to the promotion of Government employee to the time scale of pay, grade, post of service from which he was reduced, with or without further directions regarding conditions of restoration to the grade or post or service from which the Government employee was reduced and his seniority and pay on such restoration to that grade, post or service;</p>		
			<p>(ix) compulsory retirement;</p>		
			<p>(x) removal from service which shall not be a disqualification for future employment under the Government;</p>		
			<p>(xi) dismissal from service which shall ordinarily be a disqualification for future employment under the Government.</p>		

Note :- For posts mentioned at serial no. 5 and 6, the authority empowered to impose major penalties and appellate authority, shall be the Board and the Government respectively.

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1	2	3	4	5	6
GROUP C					
12.	Section Officer (Accounts)	—			
13.	Deputy Superintendent	Chairman		Chairman	Board
14.	Personal Assistant				
15.	Senior Scientific Assistant				
16.	Junior Environmental Engineer				
17.	Statistical Assistant				
18.	Junior Scientific Assistant				
19.	Assistant				
20.	Accountant				
21.	Senior Scale Stenographer				
22.	Computer Operator				
23.	Driver				
24.	Junior Scale Stenographer				
25.	Accounts Clerk				
26.	Steno-typist				
27.	Clerk				
28.	Machine Operator				
29.	Laboratory Attendant				

1. Minor Penalties :—

- (i) Warning with a copy on the personal file (character roll);
- (ii) censure;
- (iii) withholding of promotion;
- (iv) recovery from pay of the whole or part of any pecuniary loss caused by negligence or breach of orders to the Central Government or a State Government or to a company and association or a body of individuals, whether incorporated or not, which is wholly or substantially owned or controlled by the Government or to a local authority or university set up by an Act of Parliament or of the Legislature of a State;
- (v) withholding of increments of pay without cumulative effect;

2. Major Penalties :—

- (vi) withholding of increments of pay with cumulative effect;
- (vii) reduction to a lower stage in the time scale of pay for a specified period with further directions as to whether or not the Government employee will earn increments of pay during the period of such reduction and whether on the expiry of such period, the reduction will or will not have the effect of postponing the future increments of his pay;
- (viii) reduction to a lower scale of pay, grade, post or service which shall ordinarily be a bar to the promotion of Govt. employee to the time scale of pay, grade, post of

1	2	3	4	5	6
			<p>service from which he was reduced, with or without further directions regarding conditions of restoration to the grade or post or service from which the Government employee was reduced and his seniority and pay on such restoration to that grade, post or service;</p>		
			<p>(ix) compulsory retirement;</p>		
			<p>(x) removal from service which shall not be a disqualification for future employment under the Government;</p>		
			<p>(xi) dismissal from service which shall ordinarily be a disqualification for future employment under the Government.</p>		

GROUP D

30. Senior Peon

31. Daftri

32. Peon

33. Field Attendant

34. Mali-cum-Chowkidar

35. Sweeper

1. Minor Penalties :—

- (i) Warning with a copy on the personal file (character roll);
- (ii) censure;
- (iii) withholding of promotion;
- (iv) recovery from pay of the whole or part of any pecuniary loss caused by negligence or breach of orders to the Central Government or a State Government or to a company and association or a body of individuals, whether incorporated or not, which is wholly or substantially owned or controlled by the Government or to a local authority or university set up by an Act of Parliament or of the Legislature of a State;
- (v) withholding of increments of pay without cumulative effect;

APPENDIX D

[See regulation 14 (2)]

Sl. No.	Designation of posts	Appointing authority	Nature of penalty	Authority empowered to impose penalty	Appellate authority
1	2	3	4	5	6
GROUP A					
1.	Environmental Engineer	Board	1. reducing or withholding the amount of ordinary or additional pension admissible under the rules governing pension;	Board	Government
2.	Scientist C	---	2. terminating the appointment of a member of the Service otherwise than on his attaining the age fixed for superannuation.	---	---
3.	District Attorney	---		---	---
GROUP B					
4.	Senior Accounts Officer	---		---	---
5.	Scientist B	Board	1. reducing or withholding the amount of ordinary or additional pension admissible under the rules governing pension;	Board	Government
6.	Assistant Environmental Engineer	---	2. terminating the appointment of a member of the Service otherwise than on his attaining the age fixed for superannuation.	---	---
7.	Tehsildar	---		---	---
8.	Registrar	Chairman	1. reducing or withholding the amount of ordinary or additional pension admissible under the rules governing pension;	Chairman	Board
9.	Superintendent	---	2. terminating the appointment of a member of the Service otherwise than on his attaining the age fixed for superannuation.	---	---
10.	Private Secretary	---		---	---
11.	Assistant District Attorney	---		---	---

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1	2	3	4	5	6
GROUP C					
12.	Section Officer (Accounts)				
13.	Deputy Superintendent	Chairman	1. reducing or withholding the amount of ordinary or additional pension admissible under the rules governing pension;	Chairman	Board
14.	Personal Assistant		2. terminating the appointment of a member of the Service otherwise than on his attaining the age fixed for superannuation.		
15.	Senior Scientific Assistant				
16.	Junior Environmental Engineer				
17.	Statistical Assistant				
18.	Junior Scientific Assistant				
19.	Assistant				
20.	Accountant				
21.	Senior Scale Stenographer				
22.	Computer Operator				
23.	Driver				
24.	Junior Scale Stenographer				
25.	Accounts Clerk				
26.	Steno typist				
27.	Clerk				
28.	Machine Operator				
29.	Laboratory Attendant				

1	2	3	4	5	6
GROUP D					
30.	Senior Peon	Chairman	1. reducing or withholding the amount of ordinary or additional pension admissible under the rules governing pension;	Chairman	Board
31.	Daftri		2. terminating the appointment of a member of the Service otherwise than on his attaining the age fixed for superannuation.		
32.	Peon				
33.	Field Attendant				
34.	Mali-cum-Chowkidar				
35.	Sweeper				

Note:— The posts mentioned at serial numbers 3, 4, 7, 11 and 12 shall be governed by the rules as applicable in their respective parent Departments.

H. S. BAINS,
Chairman, Haryana State Pollution Control Board,
Panchkula.

D. S. DHESI,
Commissioner and Secretary to Government, Haryana,
Environment Department.

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Extract from Haryana Government Gazette, dated the 22nd March, 2005]

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HARYANA GOVERNMENT
ENVIRONMENT DEPARTMENT
Notification

The 25th February, 2005

No. 2/4/2004-Env. I.—In exercise of the powers conferred by Sub-section (3) and (3A) of Section 12 of the Water (Prevention and Control of Pollution) Act, 1974 (6 of 1974), the Haryana State Pollution Control Board with the approval of the State Government hereby makes the following regulations further to amend the Haryana State Pollution Control Board (Group A, B, C and D) Service Regulations, 2004, namely :—

1. (1) These regulations may be called the Haryana State Pollution Control Board (Group A, B, C and D) Service (Amendment) Regulations, 2005.

(2) They shall come into force on the date of their publication in the Official Gazette.

2. In the Haryana State Pollution Control Board (Group A, B, C and D) Service Regulations, 2004 (hereinafter referred to as the said regulations), in regulation 17, after the words "class or category of persons", the words "with the prior approval of the Government" shall be added.

3. In the said regulations, in Appendix B, under heading "Group A", against serial No. 1, under Column 4, under heading "By Promotion"—

(i) for sign ":", the sign "." shall be substituted;

(ii) proviso shall be omitted.

H. S. BAINS,
Chairman, Haryana State Pollution Control Board,
Panchkula.

D. S. DHESI,
Commissioner and Secretary to Government Haryana,
Environment Department.



Extract from Haryana Government Gazette (Extra.), dated the 5th August, 2011]

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HARYANA GOVERNMENT
HARYANA STATE POLLUTION CONTROL BOARD

Notification

The 5th August, 2011

No. HSPCB/SR/2011.—In exercise of the powers conferred by Sub-section (3) and (3A) of Section 12 of the Water (Prevention and Control of Pollution) Act, 1974 (6 of 1974), the Haryana State Pollution Control Board with the approval of the State Government hereby makes the following regulations further to amend the Haryana State Pollution Control Board (Group A, B, C and D) Service Regulations, 2004, namely :—

1. (1) These regulations may be called the Haryana State Pollution Control Board (Group A, B, C and D) Service (Amendment) Regulations, 2011.
(2) They shall come into force on the date of their publication in the Official Gazette.
2. In the Haryana State Pollution Control Board (Group A, B, C and D) Service Regulations, 2004 (hereinafter referred to as the said regulations), in appendix-B of regulation 7, under heading Group-B, against serial No. 9, under column No. 4, under heading "By Promotion" after the words "2 years service as Deputy Superintendent" the words "or 9 years experience as Assistant/Accountant" shall be added. Further under heading "By transfer or deputation" after the words "2 years' service as Deputy Superintendent" the words "or 9 years' experience as Assistant/Accountant" shall be added.
3. In the said regulations, in regulations 9, under heading Method of recruitment. Sub-heading Group-B, serial No. (i) Clause (i) after the words "By Promotion from amongst Deputy Superintendent" the words "/Assistant/Accountant" shall be added.

DR. A. S. CHAHAL,
Chairman, Haryana State Pollution Control Board,
Panchkula.

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HARYANA GOVT. GAZ. (EXTRA.), FEB. 9, 2012
(MAGH. 20, 1933 SAKA)

[Authorised English Translation]

HARYANA GOVERNMENT
ENVIRONMENT DEPARTMENT

Notification

The 9th February, 2012

No. S.O. 12/C.A. 6/1974/S. 64/2012.—In exercise of the powers conferred by section 64 of the Water (Prevention and Control of Pollution) Act, 1974 (Central Act 6 of 1974), the Governor of Haryana, after consulting the Haryana State Pollution Control Board, hereby makes the following rules further to amend the Haryana (Prevention and Control of Pollution) Rules, 1978, namely :—

1. These rules may be called the Haryana (Prevention and Control of Water Pollution) Amendment Rules, 2012.

2. In the Haryana (Prevention and Control of Water Pollution) Rules, 1978, after rule 4, the following rule shall be inserted, namely :—

“4A Tenure and age Limit section 5(9).—The Chairman, Haryana State Pollution Control Board shall hold office for a term of three years from the date on which he assumes charge or until he attains the age of 70 years, whichever is earlier. He shall be eligible for renomination for a second term subject to the age limit of 70 years.”.

R. R. JOWEL.

Financial Commissioner and Principal Secretary to
Government Haryana, Environment Department.

[Authorised English Translation]

HARYANA GOVERNMENT
ENVIRONMENT DEPARTMENT

Notification

The 17th April, 2012

No. S.O. 34/C.A. 6/1974/S. 12/2012.—In exercise of the powers conferred by sub-section (3) and (3A) of section 12 of the Water (prevention and Control of Pollution) Act, 1974 (Act No. 6 of 1974), the Haryana State Pollution Control Board with the approval of the State Government hereby makes the following regulations further to amend the Haryana State Pollution Control Board (Group A, B, C and D) Service Regulations, 2004, namely :—

1. These regulations may be called the Haryana State Pollution Control Board (Group A, B, C and D) Service (Amendment) Regulations, 2012.
2. In the Haryana State Pollution Control Board (Group A, B, C and D) Service Regulations, 2004 (hereinafter called the said regulations), in Appendix C,—
 - (i) under heading GROUP A, under column 6, for the word "Board", the word "Government" shall be substituted; and
 - (ii) under heading GROUP B, under column 6, for the word "Board" wherever occurring, the word "Government" shall be substituted.
3. In the said regulations, in Appendix D, under heading GROUP B, under column 6, for the word "Board", the word "Government" shall be substituted.

R. R. JOWEL,
Chairman, Haryana State Pollution Control Board,
Panchkula.

R. R. JOWEL,
Financial Commissioner and Principal Secretary
to Government Haryana, Environment Department.

HARYANA GOVERNMENT
HARYANA STATE POLLUTION CONTROL BOARD

Notification

The 8th November, 2013

No. HSPCB/Estt./2013.—In exercise of the powers conferred by Sub-section (3) and (3A) of Section 12 of the Water (Prevention and Control of Pollution) Act, 1974 (Act No. 6 of 1974), the Haryana State Pollution Control Board with the approval of the State Government hereby makes the following regulations further to amend the Haryana State Pollution Control Board (Group A, B, C and D) Service Regulations, 2004, namely :—

1. These regulations may be called the Haryana State Pollution Control Board (Group A, B, C and D) Service (Amendment) Regulations, 2013.

2. In the Haryana State Pollution Control Board (Group A, B, C and D) Service Regulations, 2004 (hereinafter called the said regulations), after rule 9, the following rule shall be inserted, namely :—

“9A. (1) Typing test is substituted with the State Eligibility Test in Computer Appreciation and Applications (SETC) as a part of service requirement for Clerks, Steno-typists, Junior Scale Stenographers and Senior Scale Stenographers. The State Eligibility Test in Computer Appreciation and Applications (SETC) shall be a post requisite condition/qualification which all the newly recruited/appointed Clerks, Steno-typists, Junior Scale Stenographers and Senior Scale Stenographers in the Government Departments/Organizations shall have to qualify. The existing Clerks, who have been promoted from Group-D and Restorer etc. who have not passed the typing test till date as required under the Service Rules shall have an option either to pass the typing test or the State Eligibility Test in Computer Appreciation and Applications (SETC). The Steno-typists, Junior Scale Stenographers and Senior Scale Stenographers shall also have to qualify stenography test as prescribed in the Service Rules.

(2) The candidate shall have to qualify the State Eligibility Test in Computer Appreciation and Applications (SETC) within the probation period of two years, extendable by one year in case of direct recruit. The candidate appointed against the aforesaid categories of posts in Group C shall not be entitled to earn any increment in his/her pay scale till he/she qualifies the said test, failing which the services of such employees shall be dispensed with. The persons who are promoted to the post of Clerk and Steno-typist shall also qualify the State Eligibility Test in Computer Appreciation and Applications (SETC) within the period of probation of one year extendable by one year, failing which he/she will be reverted back.

(3) The Government of Haryana hereby authorizes the Haryana State Electronic Development Corporation Limited (HARTRON) or any other agency as prescribed by the Government, as the authorized agency for conducting the State Eligibility Test in Computer Appreciation and Applications (SETC), along with a test in typing speed in accordance with the syllabus as the State Government may specify in this regard from time to time, besides the syllabus already provided in sub-rule (4) of this rule. The pass certificate issued by HARTRON or any other agency, as approved by the Government, would be accepted as an evidence in fulfilment of the prescribed condition in the Service Rules.

(4) The syllabus for the State Eligibility Test in Computer Appreciation and Applications (SETC) shall be in Word processing, Internet Browsing and E-mail management only.

(5) In the case of Clerks, typing speed of 30 words per minute in English and 25 words per minute in Hindi converted with equivalent key depressions in both cases as the typing speed, would be tested on computers.

(6) The employees possessing the following qualifications are exempted from taking the State Eligibility Test in Computer Appreciation and Applications (SETC) :—

- (i) M. Tech./B.Tech. (Computers), M.C.A., B.C.A. or Diploma in Computers from the recognized institutions e.g. Polytechnics;
- (ii) Basic Computer Literacy Certificate from any recognized centre established under the National Institute of Electronics and Information Technology (NIELIT) [erstwhile DOEACC Society];
- (iii) Haryana State - Certificate in Information Technology [HS-CIT] from the Authorised Learning Centres (ALCs) of the HKCL;
- (iv) Candidates/employees who have already passed the SETC and the same is valid at the time of joining the service. The State Eligibility Test in Computer Appreciation and Applications (SETC) passed by any candidate earlier shall be considered valid for a period of five years from the date of issue of such certificate by HARTRON or any other agency authorized by the Government; and
- (v) Physically disabled candidates i.e. amputation of hand (Left and Right) Amputation of upper limbs, Paralysis of Radial Nerve (Radial Nerve Palsy) of either upper limb. Declination degenerative disorder effecting the nervous system which may cause paralysis and atrophy of the hand and its muscles and Visually Handicapped.

However, these employees, with the exception of those mentioned under sub-para (v) above, shall be required to clear the 'typing test' being part of the State Eligibility Test in Computer Appreciation and Applications (SETC)."

3. In the said regulations, in Appendix B, against serial number 27, under column :—

(a) under heading 4, "By promotion" for the existing items, the following items shall be substituted, namely :—

- "(i) 10+2 with five years service as Group C having lesser scale or Group D employees;
- (ii) Omitted in view of rule 9A";

(b) under heading "By transfer or deputation" for the existing items, the following items shall be substituted, namely :—

- "(i) 10+2/Graduate with five years service as Group C employees;
- (ii) Hindi upto Matric standard; and
- (ii) Omitted in view of rule 9A."

DR. MAHAVIR SINGH, IAS.

Chairman,

Haryana State Pollution Control Board, Panchkula.

From

The Additional Chief Secretary to Govt. Haryana,
Environment Department

To

✓ The Chairman,
Haryana State Pollution Control Board,
C-11, Sector-6, Panchkula

S/E
6/6/17
E.A.1

Memo No. 2/24/2016-1 Env.
Dated :- 6-6-2017.

Subject:- Proceedings of the meeting of Standing Committee on Public Enterprises held on 17.04.2017 at 10.00AM.

Reference your letter No. HSPCB-Estt./2016/10237 dated 26.12.2016 on the subject noted above.

2. Govt. accords approval to create the following additional Posts:-

Sr. No.	Name of Post	Pay Scale (Rs.)	No. of Posts	Mode of Recruitment	Prescribed Qualification & Experience
1.	Senior Environmental Engineer	37400-67000+ 8700 CP	2	By Promotion.	7 years experience in the Board as Environmental Engineer or total 14 years experience as Environmental Engineer & Assistant Environmental Engineer subject to the condition that the candidate possesses Degree in Engineering.
2.	Senior Scientist	37400-67000+ 8700GP	1	By promotion.	7 years experience in the Board as Scientist 'C' or total 14 years experience as Scientist 'C' & Scientist 'B' subject to the condition that the candidate possesses Post Graduate Degree in Science.
	Environmental Engineer	15600-39100+ 6000GP	5	As per existing Service Rules of the Board.	As per existing Service Rules of the Board.
4.	Scientist 'C'	15600-39100+ 6000GP	01	-Do-	-Do-
5.	Assistant Environmental Engineer	9300-34800+ 5400GP	16	-Do-	-Do-
6.	Scientist 'B'	9300-34800+ 5400CP	9	-Do-	-Do-

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7.	Junior Environmental Engineer	9300-34800+ 4000 GP	2	-Do-	-Do-
8.	Law Officer	9300-34800+ 5400 GP	1	By promotion or by transfer or deputation.	Should have worked at least for 5 years in the Board as Assistant Law officer. OR On deputation from Prosecution Department from the cadre of Deputy District Attorney.
9.	Administrative Officer	9300-34800+ 5400GP	1	By selection or by transfer or deputation	Superintendent/ Secretary with 3 years experience having qualification atleast graduate OR On deputation from the cadre of Haryana Secretariat Services in Superintendent with 3 years experience.
10.	Development Team Leader	15600-39100+ 6600GP	1	By promotion or by transfer or deputation	The prescribed qualifications/ experience and nature of duties of the post will be as per letter No. 2/15/Vol-IV/1430 dated 17.6.2014 issued by Secretariat for Information Technology, Government of Haryana.
11.	Software Developer	9300-34800+ 5400GP	1	By direct recruitment or by promotion or deputation	-Do-
12.	Junior Software Developer	9300-34800+ 4600 GP	2	By direct recruitment or by promotion or deputation	-Do-
13.	Accounts Officer	9300-34800+ 5400GP	1	By promotion or deputation from Finance Department.	As prescribed by the Finance Department.
14.	Private Secretary	9300-34800+ 4200GP	1	As per existing Service Rules of the Board	As per existing Service Rules of the Board.
15.	Deputy Superintendent	9300-34800+ 4000 GP	1	By Promotion	5 years experience as Accountant/Assistant Accountant (Computer) in the Board.

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16.	Senior Scientific Assistant	9300-34800+ 4000GP	3	As per existing Service Rules of the Board.	As per existing Service Rules of the Board.
17.	Junior Scientific Assistant	9300-34800+ 3600GP	4	-Do-	-Do-
18.	Assistant	9300-34800+ 3600GP	13	-Do-	-Do-
19.	Lab Attendant	5200-20200+ 1900GP	6	-Do-	-Do-
	Total		71		

3. There is only one post of Computer Operator in the Board which is equivalent to that of Assistant. Therefore, it is approved to re-designate the post of Computer Operator as Assistant (or).

4. Approval is further accorded that the Board may engage Legal Assistants on contract basis in accordance with the State Outsourcing Policy as per need based requirement subject to a maximum of 48 numbers.

5. The following existing posts in the Board may also be placed in diminishing cadre:-

Sr. No.	Name of Post	No. of Posts
1.	Registrar	1
2.	Statistical Assistant	1
3.	Steno-typist	5
4.	Clerk	8
	Total	15

6. This issues with the concurrence of Haryana Bureau of Public Enterprises, Finance Department conveyed vide their U.O. No. 20/3/2017/Acct./HBPE (FD) dated 03.05.2017.

Alban
Superintendent, Environment
for Additional Chief Secretary to Govt. Haryana,
Environment Department.

Encls. No. 2/24/2010-1Env

Dated:-

A copy is forwarded to Sr. Research Officer, Haryana Bureau of Public Enterprises, Finance Department for information w.r.t. their U.O. No. 20/3/2017/Acct./HBPE (FD) dated 03.05.2017.

Superintendent Environment,
for Additional Chief Secretary to Govt. Haryana,
Environment Department