

Bangladesh



Gazette

*Extraordinary*  
Published by Authority.

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SATURDAY, NOVEMBER 16, 1985

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GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH  
MINISTRY OF YOUTH AND SPORTS  
NOTIFICATION

Dhaka, the 16th November 1985

No. S.R.O. 480-L/85.—In pursuance of the Proclamation of the 24th March, 1982 and in exercise of all power enabling him in that behalf, the President in consultation with the Bangladesh Public Service Commission is pleased to make the following Rules, namely:—

THE DEPARTMENT OF YOUTH DEVELOPMENT NON-GAZETTED  
EMPLOYEES RECRUITMENT RULES, 1984.

1. **Short title.**—These rules may be called the Department of Youth Development Non-gazetted Employees Recruitment Rules, 1984.

2. **Definition.**—In these Rules, unless there is anything repugnant in the subject or to the context:—

- (a) "appointing authority" means the Government and includes in relation to a specified post any officer authorized by the Government to make appointment to such post;
- (b) "Commission" means the Bangladesh Public Service Commission;
- (c) "specified post" means a post specified in the Schedule;
- (d) "probationer" means a person appointed on probation to a post;
- (e) "recognized University" (or "recognized Board") means a University or Board of Intermediate and Secondary Education established by or under Education any law for the time being in force and includes any office, University or Board recognised by the Government for the purpose of the rules;

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(8237)

Price : 50 Paisa

- (f) "requisite qualification" in relation to a specified post means the qualification laid down in the Schedule in relation to that post;
- (g) "Schedule" means the Schedule annexed to these rules; and
- (h) "specified post" means a post specified in the Schedule.

**3. Procedure for recruitment.**—(1) Subject to the provision of the Schedule appointment to a specified post shall be made:—

- (a) by direct recruitment; or
- (b) by promotion.

(2) No person shall be appointed to a specified post unless he/she has the requisite qualification and in the case of direct recruitment is within the age limit laid down in the Schedule for the post:

Provided that upper age limit may be relaxed in the case of a person who has already been appointed to a specified post on *ad-hoc* basis.

**4. Appointment by direct recruitment subject to the provision of the Bangladesh Public Service (Consultation) Regulations, 1979.**—(1) No appointment to a specified post by direct recruitment shall be made except upon the recommendation of the Commission.

- (2) No person shall be eligible for appointment to a post if he—
  - (a) is not a citizen of Bangladesh, or a permanent resident of or domiciled in Bangladesh; and
  - (b) is married to, or has entered into a promise of marriage with a person who is not a citizen of Bangladesh.
- (3) No appointment to a post shall be made until—
  - (a) the person selected for appointment is certified by an authorised Medical Officer that he is medically fit for such appointment and that he does not suffer from any such organic defect as is likely to interfere with the discharge of the duties of the post; and
  - (b) the antecedents of the person so selected have been verified through appropriate agencies and found to be such as do not render him unfit for appointment in the service of the Republic.

**5. Appointment by promotion.**—(1) Appointment by promotion to a specified post shall be made on the recommendation of such Departmental Promotion Committee as the Government may constitute in this behalf:

Provided that appointment by promotion to a specified post of higher class shall be made on the recommendation of the Commission.

(2) A person shall not be eligible for appointment by promotion to a specified post if he has unsatisfactory records of service.

6. **Probation.**—(1) Person selected for appointment to a specified post against a substantive vacancy shall be appointed on probation,—

- (a) in the case of direct recruitment, for a period of two years from the date of substantive appointment; and
- (b) in the case of promotion, for a period of one year from the date of such appointment :

Provided that the appointing authority may, for reason to be recorded in writing, extend the period of probation by a period or periods so that the extended period does not exceed two years in the aggregate.

(2) Where, during the period of probation of a probationer, the appointing authority is of opinion that his conduct and work is unsatisfactory or that he is not likely to become efficient, may before the expiry of that period,—

- (a) in the case of direct recruitment, terminate his service; and
- (b) in the case of promotion, revert him to the post from which he was promoted.

(3) After the completion of the period of probation including the extended period, if any, the appointing authority,—

- (a) if it is satisfied that the conduct and work of the probationer during his period of probation has been satisfactory, shall, subject to the provisions of sub-rule (4), confirm him; and
- (b) if it is of opinion that the conduct and work of the probationer during that period was not satisfactory; may—
  - (i) in the case of direct recruitment, terminate his service; and
  - (ii) in the case of promotion, revert him to the post from which he was promoted.

(4) A probationer shall not be confirmed in a specified post until he has passed such examination and undergone such training as the Government may, from time to time, direct.

## SCHEDULE

## Recruitment Rules, Department of Youth Development

Dhaka

(Non-Gazetted Staff)

Sl. No.	Name of the specified post.	Age limit for direct recruitment.	Method of recruitment.	Qualification and experience.
1	2	3	4	5
1	Stenographer	..	As per Recruitment Rules prescribed by Government.	..
2	Steno-typist	..	As per Recruitment Rules prescribed by Government.	..
3	Accountant	25 years	By promotion from Assistant Accountant. If no suitable candidate is available for promotion, by direct recruitment.	<p><i>For promotion:</i> Must have at least 5 years' service in the feeder post.</p> <p><i>For direct recruitment:</i></p> <p>(a) B. Com. from a recognised University.</p> <p>(b) Experience in Accounts work prepared.</p>

4	Asstt. Accountant	25 years	By promotion from Cashier. In case of no suitable candidate is available for promotion, by direct recruitment.	For promotion : 5 years' service in the feeder post. For direct recruitment :
5	U. D. Assistant	..	As per Recruitment Rules prescribed by Government.	(a) B. Com. from a recognised University. (b) Preference will be given to experienced candidate.
6	Cashier	..	By direct Recruitment	1. H.S.C. from a recognised Board. 2. Sufficient experience in handling of cash. 3. Must furnish security deposit of Tk. 3,000 in cash and Security Bond of Tk. 5,000.
7	L.D. Assistant/L.D.-cum-Typist.	..	As per Recruitment Rules prescribed by Government.	
8	Driver	25 years	By direct recruitment	For direct recruitment : (1) Academic qualification up to VIII level. (2) Possess valid driving licence with atleast 5 years' driving experience.

1	2	3	4	5
9	Peon/Messenger/ Orderly Peon/Daftari.	25 years	By direct recruitment	<i>For direct recruitment :</i>
				(a) Read up to Class VIII.
				(b) Preference will be given to a candidate who can ride a bi-cycle.
10	Darwan/Night Guard/ Guard.	Do.	Ditto	(a) Read up to Class VIII.
11	Jamadar/Mali/Sweeper/ Farash/Cleaner.	Do.	Ditto	(b) Read up to Class VIII.

By order of the President

M. ASAFUDDOWLAH

*Additional Secretary-in-Charge.*