

Bangladesh



Gazette

**Extraordinary
Published by Authority**

SUNDAY, DECEMBER 23, 1984

**GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH
MINISTRY OF PLANNING**

Planning Division

Administration Section-I

NOTIFICATION

Dhaka, the 15th December 1984

No. S.R.O. 559-L/84.—In pursuance of the Proclamation of the 24th March, 1982 and in exercise of all powers enabling him in that behalf, the President, after consultation with the Bangladesh Public Service Commission, is pleased to make the following rules, namely :—

**THE GAZETTED AND NON-GAZETTED EMPLOYEES (PLANNING
DIVISION) RECRUITMENT RULES, 1984**

1. Short title.—These rules may be called The Gazetted and Non-Gazetted Employees (Planning Division) Recruitment Rules, 1984.

2. Definitions.—In these rules, unless there is anything repugnant in the subject or context,—

- (a) "appointing authority" means the Government and includes, in relation to any specified post or class of such posts, any officer authorised by the Government to make appointment to such post or class of posts;
- (b) "Commission" means the Bangladesh Public Service Commission;
- (c) "probationer" means a person appointed on probation to a specified post;
- (d) "recognised University" means a University established by or under any law for the time being in force and includes any other University declared by the Government, after consultation with the Commission to be a recognised University for the purpose of these rules;

(13789)

Price : 50 Paisa

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

3. Procedure for recruitment.—(1) Subject to the provision of the Schedule and instructions relating to reservation, 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 has the requisite qualification and in the case of direct recruitment he is also within the age limit laid down in the Schedule.

4. Appointment by direct recruitment.—(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 specified post by direct recruitment, if he—

- (a) is not a citizen of Bangladesh, or a permanent resident of, or domiciled in Bangladesh;

Provided that this clause shall not apply in the case of a person who is already in the service of the Republic;

- (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 specified post by direct recruitment shall be made until—

- (a) the person selected for appointment is certified by a Civil Surgeon or an authorised Medical Officer to be medically fit for such appointment and that he does not suffer from any organic defect as is likely to interfere with the discharge of the duties of the specified 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. No person shall be recommended for appointment to a specified post by direct recruitment unless—

- (a) he applied in such form, accompanied by such fee and before such date, as was notified by the Commission while inviting applications for the specified post; and
- (b) in the case of a person already in Government service or in the service of a local authority, he applied through his official superior.

6. 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.

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

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

- (a) in 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 reasons 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 the conduct and work of the probationer are unsatisfactory and that he is not likely to become efficient it 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 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.

8. These rules supersede all previous rules, regulations or any other instrument, if any, on recruitment of Gazetted and Non-Gazetted employees.

SCHEDULE

Sl. No.	Name of the specified post.	Age limit for direct recruitment.	Method of recruitment.	Qualification.
1	2	3	4	5
1	Budget Officer	..	By promotion from Upper Division Assistant, Research Assistant and Section Assistant of the Planning Division.	At least 10 (ten) years' service in the feeder post or posts specified in column 4.
2	Library Officer	25 years	By promotion of Librarian and, if none is found suitable for promotion, by direct recruitment.	(i) <i>For promotion</i> —Diploma in Library Science with Bachelor's Degree from a recognised University and 5 years' experience as Librarian. (ii) <i>For direct recruitment</i> —2nd class Master's Degree in Library Science from a recognised University with three years' experience in the line. OR 2nd Class Diploma in Library Science from a recognised University with 2nd Class or Division Bachelor's Degree with 5 years' experience in the line.
3	Accounts Officer		By promotion from the following categories of staff of the	As an Accountant must have put in at least 5 (five) years' service or as

Accounts Branch of the Planning Division :
Treasurer 7 (seven) years' or as an Assistant Accountant 9 (nine) years' service.

(a) Accountant,

(b) Treasurer,

(c) Assistant Accountant.

4 Librarian	25 years	By promotion of Cataloguer and if no suitable candidate is available for promotion, by direct recruitment.	(i) <i>For promotion</i> —Bachelor's degree from a recognised University with Certificate Course in Library Science with 5(five) years' experience as Cataloguer. (ii) <i>For direct recruitment</i> —Diploma in Library Science with Bachelor's Degree from a recognised University.
5 Head Assistant	..	By promotion from amongst Section Assistant/Upper Division Assistant/Research Assistant.	<i>For promotion</i> —At least three years' experience in the feeder post at column 4.
6 Section Assistant, Upper Division Assistant and Research Assistant.	..	As per Govt. Order No. Estt./RI/S-23/72/28(250), dated 12-10-1972.	
7 Stenographer	..	As per recruitment Rules published in Notification No. SRO-109-L/78/ED/SW-III/3-18/78-128, dated 16-5-1978.	
8 Accountant	..	By promotion from the Treasurer, Assistant Accountant.	2 years' service as Treasurer or Assistant Accountant in the Planning Division.

1	2	3	4	5
9	Treasurer	By promotion from Lower Division Assistant-cum-Typist. 5 years' service as Lower Division Assistant-cum-Typist.
10	Assistant Accountant	By promotion from L.D. Assistant-cum-Typist. 5 years' service as Lower Division Assistant-cum-Typist.
11	Cataloguer	..	25 years	By direct recruitment Bachelor's Degree from a recognised University and certificate course in Library Science. Experience in Library work will be treated as additional qualification.
12	Draftsman	By promotion from Tracers. 3 years' service as Tracer.
13	Steno-Typist-cum-Assistant	25 years	..	As per recruitment Rules published in Notification No. SRO-109-L/78-EP/SW-III-18/75-128, dated 1-5-78.
14	Lower Division Assistant-cum-Typist.	25 years	..	As per recruitment Rules to be prescribed by the Government.
15	Telephone Operator	..	25 years	By direct recruitment Secondary School Certificate from a recognised Board with at least 1 year's experience as Telephone Operator.
16	Driver	..	25 years	By direct recruitment Class VIII passed. Must possess valid driving licence. Experience in driving will be preferred.
17	Typist	As per recruitment Rules published in Notification No. SRO-275-L/78/ED(RII) R-10/78, dated 24-10-78.

18	Tracer 25 years	By direct recruitment	Secondary School Certificate from a recognised Board with diploma in the Trade from a recognised Institute.
19	Despatch Rider... 25 years	By direct recruitment	3 years' service as M.L.S.S. with valid driving licence.
20	Duplicating Machine Operator.	...	25 years	By direct recruitment	Read up to Class VIII with knowledge of operating the duplicating machine.
21	Cash Sarker	By promotion from M.L.S.S.	3 years' service as M.L.S.S. and Class VIII passed.
22	Daftary	By promotion from M.L.S.S.	3 years' service as M.L.S.S.
23	M.L.S.S. 25 years	By direct recruitment	Read up to Class VIII.

By order of the President

IMAM UDDIN AHMAD CHOWDHURY
Secretary.