

The
Bangladesh Gazette



Extraordinary
Published by Authority

WEDNESDAY, DECEMBER 4, 1985

GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH
MINISTRY OF LABOUR AND MANPOWER

Section XIV

NOTIFICATION

Dhaka, the 4th December, 1985

No. S.R.O. 501.L/85.—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 OFFICERS AND STAFF (BANGLADESH MANPOWER PLANNING CENTRE) RECRUITMENT RULES, 1985.

1. **Short title.**—These rules may be called the Officers and Staff (Bangladesh Manpower Planning Centre) Recruitment Rules, 1985.

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 Board" means a Board of Intermediate and Secondary Education established by or under any law for the time being in force and includes any other Education Board declared by the Government to be a recognised Board for the purposes of these rules ;

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Price : 75 Paisa

- (e) "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 purposes of these rules;
- (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 provisions of the Schedule, appointment to a specified post shall be made—

- (a) by direct recruitment;
- (b) by promotion; or
- (c) by transfer on deputation.

(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 for that post:

Provided that the upper limit of age may be relaxed in the case of a person who has already been appointed to a specified post on ad-hoc basis by such period as he may have been holding that post continuously as an ad-hoc appointee.

4. **Appointment by direct recruitment.**—(1) Subject to the provisions of the Bangladesh Public Service Commission (Consultation) Regulations, 1975, 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 or a permanent resident of, or domiciled in, Bangladesh; or
- (b) is married to, or has entered into a promise or 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, in the case of a Gazetted Officer, by a Medical Board set up for the purpose by the Director General of Health Services and, in the case of a non-gazetted employee, 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 that 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;

(4) No person shall be recommended for appointment to a specified post 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 that 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.

5. **Appointment by promotion.**—(1) Appointment by promotion to a specified post shall be made on the recommendation of the Superior Selection Board or, as the case may be, the 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) Persons 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;
- (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 probationer, the appointing authority is of opinion that his conduct and work is unsatisfactory or that he is not likely to become efficient, it may, before that 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

Sl. Name of the specified post.	Age limit for direct recruitment.	Method of recruitment.	Requisite qualification.	
1.	2.	3.	4.	5.
1 Director General	...	By promotion from the post of Deputy Director General and, if no suitable candidate is available for promotion, by transfer on deputation of a suitable Government Officer of equivalent rank and status.	At least 3 years' service as Deputy Director General.	
2 Deputy Director General.	Not exceeding 45 years, relaxable up to 50 years for candidates in the Government Service.	By promotion from the post of Director and, if no suitable candidate is available for promotion, by direct recruitment or transfer on deputation of a suitable Government Officer of equivalent rank and status.	At least 5 years' service as Director.	
		<i>For direct recruitment:</i> Ph. D. in Economics or other Social Science, Statistics, Mathematics or Commerce of a recognised University with at least 12 years' experience with in the field of manpower planning or employment matters;		
		Or First Class Master's degree or Second Class Master's degree with Second Class Honours in Economics or other subjects of Social Science, Statistics, Mathematics or Commerce of a recognised University with at least 14 years' experience preferably in the field of manpower planning or employment matters.		

3 Director	Not exceeding 40 years, relaxable up to 48 years for candidates in the Government service.	By promotion from the post of Assistant Chief and, if no suitable candidate is available for promotion, by direct recruitment or by transfer on deputation of a suitable Government Officer of equivalent rank and status.	<i>For promotion:</i> At least 3 years' service as Assistant Chief.
4 Assistant Chief	Not exceeding 35 years, relaxable up to 40 years for candidates in the Government Service.	By promotion from the post of Research Officer or Assistant Director (Admn.). If no suitable candidate is available for promotion, by direct recruitment or by transfer on deputation of a suitable Government Officer of equivalent rank and status.	<i>For direct recruitment:</i> First Class Master's degree or Second Class Master's degree with Second Class Honours in Economics, or other subjects of Social Science, Statistics, Mathematics or Commerce of a recognised University with 8 years' experience preferably in the field of manpower planning or employment matters. <i>For promotion:</i> At least 7 years' service as Research Officer or Asstt. Director (Admn.). <i>For direct recruitment:</i> First Class Master's degree or Second Class Master's degree with Second Class Honours in Economics or other subjects of Social Science, Statistics, Mathematics or Commerce of a recognised University with at least 7 years' experience preferably in a Class-I post in any Government Office or in a local authority in the field of manpower planning or employment matters.

1	2	3	4	5
5	Research Officer	Not exceeding 25 years, relaxable up to 35 years for candidates in the Government Service.	(i) 25% by promotion from the post of Economic Investigators; and (ii) 75% by direct recruitment.	For promotion: At least 7 years' service as Economic Investigator. For direct recruitment: First Class Master's degree or Second Class Master's degree with Second Class Honours in Economics or other subjects of Social Science, Statistics Mathematics or Commerce of a recognised University.
6	Assistant Director (Admn.)	Not exceeding 27 years, relaxable up to 40 years for candidates in the Government service.	By promotion from amongst the Accounts Officer, Upper Division Assistant or Stenographer and, if no suitable candidate is available for promotion, by direct recruitment or by transfer on deputation of a suitable Government Officer of equivalent rank and status.	For promotion: At least 3 years' service as Accounts Officer or 7 years' services Upper Division Assistant or Stenographer. For direct recruitment: First Class Master's degree or Second Class Master's degree with Second Class Honours in Economics or other subjects of Social Sciences, Statistics, Mathematics or Commerce of a recognised University.
7	Accounts Officer	Not exceeding 25 years, relaxable up to 35 years for candidates in the Government Service.	By promotion from the post of Cashier and, if no suitable candidate is available for promotion, by direct recruitment or by transfer	For promotion: At least 7 years' service as Cashier. For direct recruitment: Second Class Master's degree in any branch of

<p>on deputation of a suitable Government Officer of equivalent rank and status.</p>	<p>Commerce of a recognised University;</p>
<p>Bachelor's degree of a recognised University with 5 years' experience in accounts work in any Government Office or in a local authority.</p>	<p>Bachelor's degree of a recognised University or equivalent with Economics or other subjects of Social Science, Mathematics, Statistics or Commerce as one of the subject.</p>
<p>8 Economic Investigator Not exceeding 25 years, relaxable up to 30 years for candidates in the Government Service</p>	<p>By direct recruitment</p> <p><i>For direct recruitment:</i> Bachelor's degree of a recognised University or equivalent with Economics or other subjects of Social Science, Mathematics, Statistics or Commerce as one of the subject.</p>
<p>9 Cashier Not exceeding 25 years, relaxable up to 30 years in case of candidates who are in the Government service.</p>	<p><i>For promotion:</i> 3 years' service as Accounts Assistant. </p> <p>By promotion from the post of Accounts Assistant and, if no suitable candidate is available for promotion, by direct recruitment.</p> <p><i>For direct recruitment:</i> Higher Secondary Certificate of a recognised Board with 3 years' experience in the handling of cash or Accounts.</p>
<p>10 Accounts Assistant Not exceeding 25 years</p>	<p>By direct recruitment</p> <p>Higher Secondary Certificate of a recognised Board.</p>
<p>11 Driver Not exceeding 25 years, relaxable up to 30 years in case of candidates who are in the Government service.</p>	<p>By direct recruitment</p> <p>Class VIII with a valid driving Licenced</p>

2	3	4	5
12	Gestetner Operator Not exceeding 25 years	by direct recruitment	Class VIII passed.
13	Farash Ditto	Ditto	Ditto.
14	Messenger Ditto	Ditto	Ditto.
15	Night Guard Ditto	Ditto	Ditto.
16	Sweeper-cum-Cleaner. Ditto	Ditto	Ditto.

By order of the President

M. NURUN NABI CHOWDHURY
Secretary.

Pay Scales of the posts of the Bangladesh Manpower Planning Centre

Name of the Post.	Pay scale.
1. Director General	Tk. 2850 Fixed
2. Deputy Director General	Tk. 2350—100—2750
3. Director	Tk. 1850—75—2375
4. Assistant Chief	Tk. 1400—75—2225
5. Research Officer	Tk. 750—50—900—EB—55—1230—60—1470
6. Assistant Director (Admn.)	Tk. 750—50—900—EB—55—1230—60—1470
7. Accounts Officer	Tk. 625—45—985—EB—55—1315
8. Economic Investigator	Tk. 425—30—575—EB—40—735—50—1035
9. U.D.A.	Tk. 400—25—525—EB—30—825
10. Stenographer	Tk. 400—25—525—EB—30—825
11. Steno-typist	Tk. 370—20—470—EB—25—745
12. Cashier	Tk. 370—20—470—EB—25—745
13. Assistant Cashier	Tk. 325—15—430—EB—20—610
14. Driver	Tk. 325—15—430—EB—20—610
15. LDA/RK.	Tk. 300—12—396—EB—18—540
16. Accounts Assistants	Tk. 300—12—396—EB—18—540
17. Typist	Tk. 300—12—396—EB—18—540
18. Duplicating Operator	Tk. 300—12—396—EB—18—540
19. Cash Sarker	Tk. 275—10—375—EB—15—480
20. Farash	Tk. 225—6—315
21. Messenger	Tk. 225—6—315
22. Night Guard	Tk. 225—6—315
23. Sweeper-cum-Cleaner	Tk. 225—6—315