

Registered No. DA-1.

The
Bangladesh  Gazette

Extraordinary
Published by Authority

SUNDAY, NOVEMBER 25, 1984

GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH
MINISTRY OF HOME AFFAIRS

AVW Section-I
NOTIFICATION

Dhaka, the 25th November 1984

No. S.R.O. 512-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 NON-CADRE OFFICERS AND STAFF OF ANSARS AND VILLAGE DEFENCE PARTY (DEPARTMENT OF ANSARS AND VILLAGE DEFENCE PARTY UNDER THE MINISTRY OF HOME AFFAIRS) RECRUITMENT RULES, 1984.

1. **Short title.**—These rules may be called the Non-Cadre Officers and Staff of Ansars and Village Defence Party (Department of Ansars and Village Defence Party under the Ministry of Home Affairs) Recruitment Rules, 1984.

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

- (a) "appointing authority" means the authority shown in the Schedule-II (in relation to any specified post or class of such posts);
- (b) "probationer" means a person appointed on probation to a specified post;
- (c) "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, to be a recognised University for the purpose of these rules;

(12963)

Price : Taka 2'00

- (d) "requisite qualification" in relation to a specified post, means the qualification laid down in the Schedule-I in relation to that post;
- (e) "Schedule" means the Schedules-I and II annexed to these rules;
- (f) "specified post" means a post specified in Schedule-I; and
- (g) "Committee" means a Committee specified in the Schedule-II for the purpose of selection of candidates for appointment to a specified post.

3. Procedure for recruitment.—(1) Subject to the provision of the Schedule and instructions relating to reservation for the purpose of clause (3) of article 29 of the Constitution of the People's Republic of Bangladesh, appointment to a specified post shall be made—

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

No person shall be appointed to a specified post unless he has the requisite qualification for that post as laid down in Schedule-I and in the case of direct recruitment, he is also within the age limit laid down in 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 the post continuously as an *ad hoc* appointee.

4. Appointment by direct recruitment.—(1) All appointments to the specified post by direct recruitment shall be made on the recommendation of the Committee specified in Schedule II.

(2) No person shall be eligible for appointment to a specified post by direct recruitment, if he—

- (a) is not a citizen of 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 specified post by direct recruitment shall be made until—

- (a) the person selected for appointment is certified by an authorised medical officer to be 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 specified post;
- (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;
- (c) no person selected for appointment to the specified posts as shown at Serial Nos. 31, 32 and 33 of Schedule-I shall be appointed to that specified post unless he has successfully completed a prescribed course of practical training for a period of 3 (three) months; and
- (d) during the period of training as in (c) above a candidate selected for appointment to such posts shall be entitled to such pay and allowances as may be fixed by the Government and those who shall not complete the course satisfactorily be discharged.

(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 while inviting application for the specified post; and
- (b) in the case of a person already in Government 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 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 un-satisfactory 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 2(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 which will 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, 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 during the period of his probation has been satisfactory, shall, subject to the provision 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-I

Sl. No.	Name of the specified post.	Age limit for direct recruitment.	Method of recruitment.	Qualification and Experience.
1	2	3	4	5
1	Deputy Director (Medical)	..	On deputation of equivalent rank and status from respective Ministry/Department.	..
2	Sub-Judge	Ditto.	..
3	Executive Engineer	Ditto.	..
4	Medical Officer	Ditto.	..
5	Motivation & Swanirvar Officer.	..	Ditto.	..
6	Family Planning Officer	Ditto.	..
7	Mass Education Officer	Ditto.	..
8	Agriculture & Horticulture Officer.	..	Ditto.	..
9	Pisciculture Officer	Ditto.	..
10	Cottage Industry Officer	..	Ditto.	..
11	Budget & Accounts Officer.	..	Ditto.	..

- 12 Circle Adjutant (Technical).
On deputation of an officer of equivalent rank and status from respective Ministry/Department.
- 13 Assistant Adjutant (Technical).
Ditto.
- 14 Editor-cum-Administrator 25—30 years
(i) By promotion from Assistant Editor or Business Manager or Mass Communication Officer.
(ii) By transfer on deputation.
(iii) If none is found suitable for promotion, by direct recruitment. For direct recruitment : 1st class Master's degree or 2nd class Master's degree with 2nd class Honours in Arts from any recognised University with 7 years' practical experience in editing journals, magazines or newspapers and should have good command over both English and Bengali languages. Personal publication shall be treated as additional qualification.
- 15 Assistant Editor 25—30 years
(i) By promotion from the Staff Writers. (i) For promotion : 5 years' service in the feeder post.
(ii) By transfer of Mass Communication Officer.

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- (iii) If no suitable candidate is available for promotion or transfer, by direct recruitment.
- (iii) *For direct recruitment:* 1st class Master's degree or 2nd class Master's degree in Arts with 2nd class Honours degree from any recognised University with 2 years' practical experience in editing journals or magazines or newspapers and should have good command over both the English and Bengali languages. Knowledge in printing and production of books and magazines is essential.
- 16 Mass Communication Officer.** 21—25 year
- (i) By promotion from Staff Writers.
- (ii) By transfer of Assistant Editor.
- (iii) If no suitable candidate is available for promotion or transfer, by direct recruitment.
- (i) *For promotion:* 5 years' service in the senior post.
- (ii) *For direct recruitment:* 1st class Master's degree or 2nd class Master's degree with 2nd class Honours from any recognised University with 2 years' practical experience in editing journals, magazines, etc. and production of books. Ability to organize public meetings, deliver lectures and exchange views with the village people. Sufficient knowledge over voluntary movement, motivational works and rural development activities.
- 17 Business Manager]** 21—25 years By direct recruitment.
- (i) 1st class Master's degree or 2nd class Master's degree with 2nd class Honours from any recognised University with 1

year's practical experience as Commercial Officer or Commercial Assistant in any newspaper, printing house or a firm of repute.

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|----|-------------------------|-------------|--|---|
| 18 | Staff Artist | 21-25 years | B, direct recruitment | Bachelor of Fine Arts with 3 years' experience as Staff Artist. |
| 19 | Staff Photographer | 21-25 years | By direct recruitment | Higher Secondary Certificate. Diploma in Photography with 2 years' experience as Photographer. |
| 20 | Staff Writer | 21-25 years | (i) By promotion from Circulation Assistant, or Advertisement Assistant.
(ii) If no suitable candidate is available for promotion, by direct recruitment. | (i) For promotion: 5 years' service in the feeder post.
(ii) or direct recruitment: Bachelor's degree from a recognised University with 4 years' practical experience in editing journals, magazines, books, etc. Should have command over both English and Bengali languages. |
| 21 | Advertisement Assistant | 21-25 years | (i) By promotion from Proof Reader or Posting Assistant.
(ii) If no suitable candidate is available for promotion, by direct recruitment. | (i) For promotion: 5 years' service in the feeder post.
(ii) For direct recruitment: Bachelor's degree from recognised University with 2 years' practical experience in advertisement work. |
| 22 | Circulation Assistant | 21-25 years | (i) By promotion from Proof Reader or Posting Assistant. | (i) For promotion: 5 years' service in the feeder Post. |

1	2	3	4	5
23	Pesting Assistant	18—25 years	(ii) If no suitable candidate is available for promotion, by direct recruitment.	(ii) For direct recruitment: Bachelor's degree from a recognised University with 2 years' experience in circulation of newspapers, magazines, etc.
24	Proof Reader	18—25 years	By direct recruitment	Higher Secondary Certificate with experience in the line. Embodied Ansar with requisite qualification will be preferred.
25	Packer ...	18—25 years	By promotion from Member of Lower Subordinate Services.	Secondary School Certificate with 2 years' practical experience in Proof Reading. Embodied Ansar with requisite qualification will be preferred.
26	Accounts Officer	...	By promotion from the Accountant or Upper Division Assistant-cum-Accountant.	3 years' service in the feeder post. Embodied Ansar with requisite qualification will be preferred.
27	Accountant	By promotion from Accounts Clerk or Cashier or Lower Division Assistant or Lower Division Assistant-cum-Typist.	5 years' service in the feeder post.
28	Upper Division Assistant-cum-Accountant.	—	By promotion from Accounts Clerk or Cashier or Lower Division Assistant or Lower Division Assistant-cum-Typist.	5 years' service in the feeder post.

29	Accounts Clerk	18—25 years	By direct recruitment	Higher Secondary Certificate. Embodied Ansar with requisite qualification will be preferred.
30	Cashier	18—25 years	By direct recruitment	Higher Secondary Certificate (Commerce) with cash security as required under rules. Embodied Ansar with requisite qualification will be preferred.
31	Circle Adjutant	--	50% by promotion from Assistant Adjutant or Upazila Ansar & Village Defence Party Officer. 50% by direct recruitment	<i>For promotion</i> : 5 years' service in the feeder post. <i>For direct recruitment</i> : Graduate from any recognised University. Height 5'4", chest 30"—32"; Embodied Ansar with requisite qualification will be preferred.
32	Assistant Adjutant or Upazila Ansar & Village Defence Party Officer.	18—25 years	50% by promotion from Thana Instructor. 50% by direct recruitment	<i>For promotion</i> : 5 years' service in the feeder post. <i>For direct recruitment</i> : Graduate from any recognised University. Height 5'4", chest 30"—32"; Embodied Ansar with requisite qualification will be preferred.
33	Thana Instructor	18—25 years	50% by direct recruitment from Union Leaders. 50% by direct recruitment from others.	Embodied Ansar with requisite qualification will be preferred. <i>For Union Leaders</i> : Secondary School Certificate. Height 5'4", chest 30"—32". <i>For others</i> : Higher Secondary Certificate. Height 5'4", chest 30"—32". Embodied Ansar with requisite qualification will be preferred.

1	2	3	4	5
34	Personal Assistant		By promotion from Stenographer.	5 years' service in the feeder post.
35	Head Assistant		By promotion from Upper Division Assistant or Upper Division Assistant-cum-Accountant.	5 years' service in the feeder post.
36	Upper Division Assistant		As per rule prescribed by Government.	
37	Lower Division Assistant		Ditto.	
38	Lower Division Assistant-cum-Typist.		As per rule to be prescribed by Government.	
39	Stenographer		As per rule prescribed by Government.	
40	Steno-typist		Ditto.	
41	Librarian	18-25 years	By direct recruitment	Higher Secondary Certificate with diploma in Library Science. Embodied Ansar with requisite qualification will be preferred.
42	Photographer		By promotion from Assistant Photographer-cum-Dark Room Operator. If no suitable candidate is available for promotion, by direct recruitment.	For promotion : 3 years' service in the feeder post.

	18--25 years	By direct recruitment	For direct recruitment : Secondary School Certificate with 5 years' practical experience. Embodied Ansars with requisite qualification will be preferred.
43	Assistant Photographer-Dark Room Operator.	18--25 years	By direct recruitment
44	Projector Operator	18--25 years	By direct recruitment
45	Weapon Instructor	18--25 years	By direct recruitment
46	Driver	18--25 years	By direct recruitment
47	Duplicating Machine Operator,	...	By promotion from Member of Lower Subordinate Services.
48	Daftary	...	By promotion from Member of Lower Subordinate Services.
49	Member of Lower Subordinate Services.	18--25 years	By direct recruitment
			Secondary School Certificate with 2 years' experience in Photography. Embodied Ansars with requisite qualification will be preferred.
			Higher Secondary Certificate with 3 years' experience in the line. Embodied Ansar with requisite qualification will be preferred.
			Secondary School Certificate with 3 years' experience in maintaining arms, etc. Embodied Ansars with requisite qualification will be preferred.
			Read up to class VIII having valid heavy driving Licence with 2 years' driving experience. Embodied Ansar with requisite qualification will be preferred.
			5 years' service in the feeder post with the knowledge of handling duplicating Machine.
			5 years' service in the feeder post.
			Read up to class VIII. Candidates knowing cycling will be preferred. Embodied Ansar with requisite qualification will be preferred.

1	2	3	4	5
50	Signal Operator	... 18—25 years	By direct recruitment	Secondary School Certificate with special training in operating signal set. Embodied Ansars with requisite qualification will be preferred.
51	Draftsman	... 18—25 years	By direct recruitment	Secondary School Certificate with diploma in Draftsmanship from any recognised technical Institute. Embodied Ansars with requisite qualification will be preferred.
52	Nursing Assistant	... 18—25 years	By direct recruitment	Secondary School Certificate with certificate in Nursing course. Embodied Ansars with requisite qualification will be preferred.
53	Compounder	... 18—25 years	By direct recruitment	Secondary School Certificate with diploma in Compoundership. Embodied Ansars with requisite qualification will be preferred.
54	Sewing, Knitting & Stitching Instructor,	18—25 years	By direct recruitment	Secondary School Certificate with 5 years' experience. Embodied Ansars with requisite qualification will be preferred.
55	Guard Commander (Havilder).	...	(i) By promotion from Assistant Guard Commander.	For promotion: 5 years' service in the feeder post.
		18—25 years	(ii) If no suitable candidate is available for promotion, by direct recruitment.	For direct recruitment: Read up to class VIII with training in arms as Ansars.

56	Assistant Guard Commander.	--	--	By promotion from Guard Sepoy or Regimental Police.	3 years' service in the feeder post.
57	Guard Sopoly	--	18-25 years	By direct recruitment	Read up to class VIII with training in arms as Ansar.
58	Vehicle Mechanic	--	18-25 years	By direct recruitment	Read up to class VIII with trade course passed from Govt. recognised technical institute. Embodied Ansar with requisite qualification will be preferred.
59	Electrician (Vehicle)	--	18-25 years	By direct recruitment	Read up to class VIII with trade course passed & ABC licence holder. Embodied Ansar with requisite quali- fication will be preferred.
60	Intelligence (Non-Commis- sioned Officer).	--	18-25 years	By direct recruitment	Read up to class VIII & trained in the line. Embodied Ansar with requisite qualification will be preferred.
61	Regimental Police	--	18-25 years	By direct recruitment	Read up to class VIII & trained in arms as Ansar.
62	Quarter Master (Store)	--	18-25 years	By promotion from Range Storeman & Storeman.	3 years' service in the feeder post.
63	Range Storeman	..	18-25 years	By direct recruitment	Secondary School Certificate with 2 years' experience in maintaining store. Embodied Ansars with requisite quali- fication will be preferred.
64	Armourer	..	18-25 years	By direct recruitment	Secondary School Certificate with 5 years' experience in maintaining and repairing of arms. Embodied Ansars with requisite qualification will be preferred.

1	2	3	4	5
65	Fitter	.. 18—25 years	By direct recruitment	Read up to class VIII with trade certificate. Embodied Ansars with requisite qualification will be preferred.
66	Plumber	18—25 years	By direct recruitment	Read up to class VIII with trade certificate. Embodied Ansar with requisite qualification will be preferred.
67	Mason	18—25 years	By direct recruitment	Read up to class VIII with practical experience of 5 years. Embodied Ansars with requisite qualification will be preferred.
68	Sanitary Assistant	18—25 years	By direct recruitment	Secondary School Certificate with certificate in the line from recognised institute.
69	Ammunition (Non-Commissioned Officer).	18—25 years	By direct recruitment	Secondary School Certificate with 2 years' experience in maintaining ammunition. Embodied Ansars with requisite qualification will be preferred.
70	Storeman	18—25 years	By direct recruitment	Secondary School Certificate with 2 years' experience in maintaining store. Embodied Ansars with requisite qualification will be preferred.
71	Quarter Master	18—25 years	By direct recruitment	Secondary School Certificate with 2 years' experience in the line. Embodied Ansars with requisite qualification will be preferred.
72	Bands Man	18—25 years	By direct recruitment	Read up to Class VIII. Height 5'4", Chest 30"-32". Embodied Ansars with requisite qualification will be preferred.

73	Mechanical Transport Fitter.	18—25 years	By direct recruitment	Read up to class VIII with certificate in the line from any recognised Institute. Embodied Ansars with requisite qualification will be preferred.
74	Despatch Rider	—	By promotion from Member of Lower Subordinate Services.	5 years' service as Member of Lower Subordinate Services. Must have motor cycle driving licence.
75	Master/River Craft Driver	18—25 years	By promotion from Out Board Motor Driver or Sukani or Tendal. If no suitable candidate is available for promotion, by direct recruitment.	<i>For promotion:</i> 5 years' service in the feeder post. Certificate of competency of 2nd Class Inland Master.
76	Serang/Launch Driver	18—25 years	By direct recruitment	<i>For direct recruitment:</i> Read up to class VIII with certificate of competency of 2nd class Inland Master. Embodied Ansars with requisite qualification will be preferred.
77	Sukani	18—25 years	By promotion from Lasker or Oilman. If no suitable candidate is available for promotion, by direct recruitment.	<i>For promotion:</i> 3 years' service in the feeder post.
78	Tendal	18—25 years	By direct recruitment	<i>For direct recruitment:</i> Read up to class VIII with experience in the line. Embodied Ansars with requisite qualification will be preferred.

1	2	3	4	5
79	Lasker	18—25 years	By direct recruitment	Read up to class VIII with experience in the line. Embodied Ansars with requisite qualification will be preferred.
80	Carpenter	18—25 years	By direct recruitment	Read up to class VIII with 2 years' experience in Carpentry. Embodied Ansars with requisite qualification will be preferred.
81	Out Board Motor Drivers	18—25 years	By direct recruitment	Read up to class VIII with 2 years' experience in driving speed boat. Embodied Ansars with requisite qualification will be preferred.
82	Oilman	18—25 years	By direct recruitment	Read up to class VIII with experience in the line. Embodied Ansars with requisite qualification will be preferred.
83	Painter	18—25 years	By direct recruitment	Read up to class VIII with 2 years' experience in the line. Embodied Ansars with requisite qualification will be preferred.
84	Non-Commissioned Officer/ Barrack.	18—25 years	By direct recruitment	Secondary School Certificate with 3 years' service as Embodied Ansar.
85	Cash Sarkes	—	By promotion from Member of Lower Subordinate Services.	5 years' service in the feeder post.

86	Mali	18—25 years	By direct recruitment	Read up to class VIII with practical experience in gardening. Embodied Ansars with requisite qualification will be preferred.
87	Cook	18—25 years	By direct recruitment	Read up to class VIII with good experience in cooking. Embodied Ansars with requisite qualification will be preferred.
88	Sweeper (Wet)	18—25 years	By direct recruitment	Read up to class VIII. Embodied Ansars with requisite qualification will be preferred.
89	Sweeper (Dry)	18—25 years	By direct recruitment	Read up to class VIII. Embodied Ansars with requisite qualification will be preferred.
90	Tin Smith	18—25 years	By direct recruitment	Read up to class VIII with Trade Certificate. Embodied Ansars with requisite qualification will be preferred.
91	Boot Maker	18—25 years	By direct recruitment	Read up to class VIII with practical experience. Embodied Ansars with requisite qualification will be preferred.
92	Upholster	18—25 years	By direct recruitment	Read up to class VIII with practical experience. Embodied Ansars with requisite qualification will be preferred.
93	Night Guard	18—25 years	By direct recruitment	Read up to class VIII. Embodied Ansars with requisite qualification will be preferred.

SCHEDULE-II

Sl. No.	Name of the specified post.	Selection Committee.	Appointment Authority.
1	The posts mentioned in schedule 1 from serial 14 to 19.	By the Government in the Ministry of Home Affairs.	Government.
2	The posts mentioned in Schedule 1 from Serial 31 to 33.	A Committee be constituted for this purpose with the following Officers : (a) Director-General ... Chairman. (b) Deputy Director-General ... Member. (c) Director-Administration ... Member-Secretary. (d) Director-Training ... Member. (e) Director-Operation ... Member. (f) Concerned Dy. Secretary, Ministry of Home Affairs. ...	Director General, Ansars and VDP.
3	The posts mentioned in Schedule 1 from Serial 20 to 24 29 to 33 37 to 46 49 to 55 57 to 61	A Committee be constituted for this purpose with the following Officers :— (a) Deputy Director-General ... Chairman (b) Director-Training ... Member.	Director General, Ansars and VDP.

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|----------|---|-----|-------------------|
| 63 to 73 | (c) Director-Operation | ... | Member. |
| 75 to 84 | | | |
| 86 to 93 | (d) Director-Administration | ... | Member-Secretary. |
| | | | |
| | (e) Concerned Dy. Secretary,
Ministry of Home Affairs. | ... | Member. |

By order of the President
QAZI AZHER ALI
Secretary.

NOTIFICATION

Dhaka, the 25th November 1984

No. S.R.O. 513-L/84.—In pursuance of the Proclamation of 24th March 1982 and in exercise of all powers enabling him in that behalf, the President after consultation with the Public Service Commission is pleased to make the following rules namely :—

THE BANGLADESH RIFLES (CIVILIAN EMPLOYEES) RECRUITMENT RULES, 1984.

1. **Short title.**—These rules may be called the Bangladesh Rifles (Civilian Employees) Recruitment Rules, 1984.

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

- (a) “appointing authority” means the Director General, Bangladesh Rifles on behalf of Government and includes, in relation to any specified post or class of such posts, any officer authorised by the Director General to make appointment to such post or class of posts;
- (b) “probationer” means a person appointed on probation to a specified post;
- (c) “requisite qualification” in relation to a specified post, means the qualification laid down in the schedule in relation to that 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 recognized university for the purpose of these rules;
- (e) “Schedule” means the schedule annexed to these rules, and
- (f) “specified post” means a post specified in the schedule.

3. **Procedure for recruitment.**—(1) Subject to the provisions of the schedule and instructions relating to reservation [for the purpose of clause (3) of Article 29 of the Constitution of the People’s Republic of Bangladesh] appointment to a specified post shall be made :

- (a) By direct recruitment,
- (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 for that post.

4. **Appointment by direct recruitment.**—(1) No appointment to a specified post by direct recruitment shall be made except upon the recommendation of the board constituted in this behalf.

(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,

- (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 the person selected for recruitment is certified medically fit by an authorised medical officer.

(4) No person shall be recommended for appointment to a specified post unless he is qualified in the written oral test conducted by the board constituted by the authority.

(5) No person shall be recommended for appointment unless he appears before the selection board on the exact date and at exact time as it is notified.

(6) No person who is already in Government service or in the service of local authority shall be recommended for appointment to a specified post unless he applies through proper channel.

5. Appointment by promotion.—(1) Appointment by promotion to a specified post shall be made by a departmental promotion board on fulfilment of terms and conditions as laid down in the schedule.

(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; and

- (b) in the case of promotion for a period of one year/six months 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 his conduct and work is unsatisfactory or 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 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,

- (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 user units submit recommendation for confirmation.

7. **Verification of character and antecedents.**—On appointment by direct recruitment to a specified post, the character and antecedents of the person appointed will be verified through appropriate agency of the respective district. On receipt of the verification roll from the appropriate agency will be scrutinised and if there is no adverse report, the same will be kept pasted in the personal documents of the concerned individual. In case any adverse report is furnished by the agency, then the case will be dealt with as per decision of the appointing authority.

SCHEDULE

Sl. No.	Name of the specified post.	Age limit for direct recruitment.	Method of recruitment.	Qualification.
1	Head Assistant	--	By promotion from UDA/ Acctt.	5 years' service in feeder post.
2	Driver, 1st Class	--	By promotion from Serang and Driver, 2nd Class	3 years' service in feeder post.
3	Master with 1st Class certificate	--	By promotion from Serang and Driver, 2nd Class	3 years' service in feeder post with appropriate certificate.
4	Accountant	--	By promotion from LDA/ Cashier	5 years' service in the feeder post.
5	UD Assistant	--	By promotion from LDA.	5 years' service in the feeder post.
6	Librarian	18 years to 25 years	By direct recruitment.	Graduate with diploma in Library Science/ Master Degree in Library Science from a recognized University.
7	Pesh Imam	Ditto	Ditto	Title passed and Quran-e-Hafiz with min. 2 years' practical experience.
8	Compounder (Pharmacist)	Ditto	Ditto	SSC with Compoundership certificate and 1 years' practical experience.
9	Serang	--	By promotion from amongst Assistant Launch Driver, Greaser, Tendal and Sukani.	7 years' service in the feeder post with driving licence in water craft.

Sl. No.	Name of the specified post.	Age limit for direct recruitment.	Method of recruitment.	Qualification.
10	OBM Driver	..	By promotion from Asstt. OBM Driver, Greaser.	3 years' service in the feeder post.
11	Cashier	..	By promotion from LDA	(a) 3 years' service in the feeder post. (b) Should be able to furnish security as per rules.
12	L.D. Assistant	18 years to 25 years.	By direct recruitment	HSC with typing speed as under :— English—30 WPM Bengali—15 WPM
13	Assistant Librarian	Ditto.	By direct recruitment	HSC passed with certificate in Library Science.
14	Motor Trolley Driver	Not exceeding 30 years.	By promotion from Assistant Motor Trolley driver, if no suitable candidate is available for promotion, by direct recruitment.	(a) 5 years' service in the feeder post. (b) Class-VIII passed with 5 years' practical experience.
15	Driver, 2nd Class	Ditto	By promotion from Assistant Launch Driver, Greaser, Tendal and Sukani.	7 years' service in the feeder post with driving licence in water craft.
16	Imam/Religious Teacher	18 years to 25 years	By direct recruitment	Ula passed with two years' practical experience, Hafiz/Quari will be given preference.

17	Mid Wife	Ditto	Ditto	SSC passed with certificate in Midwifery from recognized institution with min. 1 year's practical experience.
18	Sanitary Assistant	Ditto	Ditto	SSC passed. Holder of professional certificate issued from any recognized institution with 1 year's practical experience.
19	Laboratory Technician	Ditto	Ditto	HSC (Science) with 5 year's experience in Laboratory of and Govt. institution preferably from Medical College Hospital.
20	Staff Nurse	Ditto	Ditto	SSC passed with Nursing certificate from any recognized institution and 2 year's practical experience.
21	Assistant Motor Trolley Driver	Not exceeding 30 years.	Ditto	Class-VIII passed with 2 year's practical experience. Departmental candidates will be given preference.
22	Assistant Launch Driver	Not exceeding 30 years	Ditto	Class VIII passed with certificate of competency from IWTA. Departmental candidate will be given preference.
23	Greaser	Ditto	By promotion from Laker, if no suitable candidate is available for promotion, by direct recruitment.	(a) 5 years' service in feeder post. (b) Direct recruitment : Class-VIII passed with 2 years' experience in the line.
24	Tendal	18 years to 25 years	By promotion from Sukani, if no suitable candidate is available for promotion, by direct recruitment.	(a) 2 years' service in feeder post. (b) Class VIII passed with 2 years' experience in the line.

Sl. No. of the specified post.	Age limit for direct recruitment.	Method of recruitment.	Qualification.
25 Moazzin	18 years to 25 years	By direct recruitment.	Ula passed with two years' practical experience. Hafiz/Quari will be given preference.
26 Sukani	..	By promotion from Lasker	3 years' service in feeder post.
27 Lift Operator	18 years to 25 years	By direct recruitment.	Class VIII passed with experience in the line.
28 Lasker	18 years to 25 years	By direct recruitment.	Read up to Class VIII with experience in the line.
29 Compounder-cum-Dresser	18 year to 25 year	By direct recruitment.	SSC passed. Holder of professional certificate from recognized Veterinary Institution with minimum 2 years' practical experience.
30 Machinist	18 years to 25 years	By direct recruitment.	Class VIII passed. Holder of professional certificate from a recognized institution with minimum 2 years' practical experience.
31 Painter	18 years to 25 years	By direct recruitment	Ditto.
32 Welder	18 years to 25 years	By direct recruitment	Ditto.
33 Mason	18 years to 25 years.	By promotion /from Assst. Carpenter/Mason, if no	(a) For promotion—5 years' service in feeder post.

34	Plumber	18 years to 25 years.	By direct recruitment	suitable candidate is available for promotion, by direct recruitment.	(b) For direct recruitment—Class VIII passed and 3 years' experience.
35	Dentar	18 years to 25 years.	By direct recruitment		Class VIII passed with 2 years' practical experience.
36	Tin Smith	18 years to 25 years.	By direct recruitment		Class VIII passed with 2 years' practical experience.
37	Upholsterer	18 years to 25 year.	By direct recruitment		Class VIII passed with 2 years' practical experience.
38	Carpenter	18 years to 25 years.	a. 10% by promotion from Assst Carpenter. b. 90% by direct recruitment.		(a) 5 years' service in feeder post. (b) Class-VIII passed with 3 years' practical experience.
39	Tailor	18 years to 25 years.	By direct recruitment		Class VIII passed with 2 years' experience in the line.
40	Boot Maker	18 years to 25 years,	By direct recruitment.		Class VIII-passed with 2 years' experience in the line.
41	Vulcannizer	18 years to 25 years	By direct recruitment.		Class-VIII passed with 2 years' experience in the line.
42	MLSS (Duftry)	18 years to 25 years.	(a) 50% by promotion from MLSS peon. (b) 50% by direct recruitment		(a) 3 years' service in the feeder post. (b) Direct recruitment : Class VIII passed with 2 years' experience.

Sl. No. Name of the specified post.	Age limit for direct recruitment	Method of recruitment.	Qualification.
43 Fitter Gas	18 years to 35 years.	By direct recruitment	Read up to Class-VIII with 2 years' experience.
44 MLSS (Peon)	18 years to 25 years.	By direct recruitment	Read up to Class-VIII.
45 Assistant Carpenter	18 years to 25 years.	By direct recruitment	Class VIII passed with experience in the line.
46 Ward Boy	18 years to 25 years.	By direct recruitment	Class VIII passed with experience in the line.
47 Mess Waiter	18 years to 25 years.	By direct recruitment	Class VIII passed with experience in the line.
48 Aya	18 years to 25 years.	By Direct Recruitment	Class VIII passed with experience in the line.
49 Mali	18 years to 25 years.	By direct recruitment.	Class VIII passed with experience in the line.
50 Cook	18 years to 25 years.	By direct recruitment	Class VIII passed with experience in the line.
51 Rakhal	18 years to 25 years.	By direct recruitment	Class VIII passed with experience in the line.
52 Fowls Keeper a	18 years to 25 years.	By direct recruitment	Class VIII passed with experience in the line.

53 Mashalchi	18 years to 25 years.	By direct Recruitment	Class VIII passed with experience in the line.
54 Sweeper	18 years to 25 years.	By direct recruitment	Class VIII passed with experience in the line.

By order of the President

QAZI AZHER ALI

Secretary.

Printed by Khandker Obaidul Muqtader, Deputy Controller, Bangladesh Government Press, Dhaka.

Published by Md. Abdul Matin Sirker, Deputy Controller, Bangladesh Forms and Publications Office, Tejgaon, Dhaka.