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GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH
MINISTRY OF FINANCE
Internal Resources Division
NATIONAL BOARD OF REVENUE
NOTIFICATION

Dhaka, the 1st December 1984

No. S.R.O. 525-L/84/11(8)/Admn.10/83.—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-GAZETTED EMPLOYEES (TAXES DEPARTMENT)
RECRUITMENT RULES, 1984

1. **Short title.**—These rules may be called The Non-Gazetted Employees (Taxes Department) Recruitment Rules, 1984.

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

- (a) "appointing authority" means a Head of Taxes Department;
- (b) "Board" means the National Board of Revenue;
- (c) "Commission" means the Bangladesh Public Service Commission;
- (d) "Departmental Promotion Committee" means a committee constituted by the Board for the purposes of recommending candidates for promotion to a specified post;
- (e) "departmental candidate" means a candidate who is already employed in the Taxes Department;

- (f) "probationer" means a person appointed on probation to a specified post;
- (g) "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 Board declared by the Government, after consultation with the Commission, to be a recognised Board for the purpose of these rules;
- (h) "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;
- (i) "requisite qualification" in relation to a specified post, means the qualification laid down in the Schedule in relation to that post;
- (j) "Schedule" means the Schedule annexed to these rules;
- (k) "Selection Committee" means the committee constituted by the Board for the purposes of selection of candidates for direct recruitment to a specified post;
- (l) "specified post" means a post specified in the Schedule; and
- (m) "Taxes Department" means a department under the National Board of Revenue entrusted with functions of assessment and collection of taxes and matters connected therewith.

3. Procedure for recruitment.—(1) Subject to the provisions of the Schedule and instructions relating to reservation of posts 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 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 Selection Committee.

(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; 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 a Medical Officer authorised by the Director General of Health Services in this behalf 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.

(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 appointing authority 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.

5. Appointment by promotion.—(1) Appointment by promotion to a specified post shall be made on the recommendation of the Departmental Promotion Committee.

(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 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 the opinion that the conduct and work of the probationer 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 provisions of sub-rule (4), confirm him; and
- (b) if it is of the 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 appointing authority may, from time to time, direct.

7. These rules supersede all previous rules and orders made on the subject.

SCHEDULE

Sl. No.	Name of the specified post.	Age limit for direct recruitment.	Method of recruitment.	Qualification.
1	2	3	4	5
1	Inspector	..	A. 50% by promotion from the Head Assistant, Upper Division Assistant, Stenographer and Stenotypist on the basis of seniority-cum-fitness. In each of these groups, one who is in a higher scale of pay shall get preference.	A. For promotion— Must have qualified in the Taxes Departmental Examination by lower standard.
2	Head Assistant	25 years	..	B. For direct recruitment— Bachelor's degree from a recognised University.
3	Upper Division Assistant	..	By promotion from the Upper Division Assistant on the basis of seniority-cum-fitness. ..	Minimum 5 years' experience as Upper Division Assistant.
4	Lower Division Assistant cum-Typist.	As per recruitment Rules prescribed by Government.	Recruitment Rules to be prescribed by the Government for Ministry/Division shall be adopted.	..
5	Stenographer	As per recruitment rules published Notification No. S.R.O. 109/L/78/ED/ (SW-III) 3-18/78-128, dated 16-5-1978.

6	Stenotypist	..	As per recruitment rules published Notification No. S.R.O. 109/L/78/ED/ (SW-III) 3-18/78-128, dated 16-5-1978.
7	Librarian	..	25 years	--	By direct recruitment .. (i) Bachelor's degree from a recognised University. (ii) Diploma-in-Library Science.
8	Driver	..	25 years	--	By direct recruitment .. (i) Read up to Class VIII. (ii) Holder of a valid Driving Licence with 3 years' experience.
9	Duplicating Machine Operator.	..	--	--	By promotion from Daftary and M.L.S.S. on the basis of seniority-cum-fitness. Having 2 years' experience in operating duplicating Machine.
10	Bailiff	..	--	--	A. 50% by promotion from the Daftary/M.L.S.S. on the basis of seniority-cum-fitness. .. B. 50% by direct recruitment ..
			25 years	--	For direct recruitment— S.S.C. from a recognised Board. The holder of the post shall have to deposit an amount of Tk. 500 in cash and furnish a Security Bond of Tk. 500 to the appointing authority.

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|----|----------|----|----------|---|-----------------------|
| 11 | Daftary | .. | .. | By promotion from the M.L.S.S. on the basis of seniority-cum-fitness. | .. |
| 12 | M.L.S.S. | .. | 25 years | .. | By direct recruitment |
| 13 | Sweeper | .. | 25 years | .. | By direct recruitment |

.. Read up to Class VIII.

.. Read up to Class VIII.

By order of the President
S. B. CHAUDHURI
Secretary.

MINISTRY OF LOCAL GOVERNMENT, RURAL DEVELOPMENT AND
CO-OPERATIVES

Local Government Division

Section-XI

NOTIFICATION

Dhaka, the 1st December 1984

No. S.R.O. 526-L/84/S-XI/3R-4/84.—In exercise of the powers conferred by section 83 of the Local Government (Union Parishads) Ordinance, 1983 (LI of 1983), the Government is pleased to make the following amendment in the Union Parishads Chairmen and Members (Resignation, Removal and Vacation of Office) Rules, 1984, namely:—

In the aforesaid Rules, in rule 12 for sub-rule (1) the following shall be substituted, namely:—

“(1) On receipt of the copy of the resolution and other concerned documents specified in rule 11, the Government shall, after satisfying itself as to the correctness of the procedure followed in the proceedings, either approve or disapprove the resolution.”.

By order of the President

MOHAMMAD SIDDIQUER RAHMAN

Secretary.

MINISTRY OF FINANCE

Internal Resources Division

NATIONAL BOARD OF REVENUE

NOTIFICATION

Dhaka, the 1st December 1984

No. S.R.O. 527-L/84/17(5)/Admn. 10/84.—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 OFFICERS [DIRECTORATE OF COMPLAINTS (INVESTIGATION)] RECRUITMENT RULES, 1984.

1. **Short title.**—These rules may be called The Gazetted and Non-Gazetted Officers [Directorate of Complaints (Investigation)] 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 of the Board authorised by the Government to make appointment to such post or class of posts;

- (b) "Board" means the National Board of Revenue;
- (c) "Commission" means the Bangladesh Public Service Commission;
- (d) "Directorate" means the Directorate of Complaints (Investigation);
- (e) "probationer" means a person appointed on probation to a specified post;
- (f) "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;
- (g) "requisite qualification", in relation to a specified post, means the qualification laid down in the Schedule in relation to that post;
- (h) "Schedule" means the Schedule annexed to these rules; and
- (i) "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, or
- (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.

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; 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 a Medical Board set up for the purpose by the Director General of Health Services 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; 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 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.

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, 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) A 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 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 are 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 probation have 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 were 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 Board may, from time to time, direct.

SCHEDULE

Sl. No.	Name of the specified post.	Age limit for direct recruitment.	Methed of recruitment.	Qualification.
1	2	3	4	5
1	Director	..	By transfer on deputation of a Deputy Inspector General of Police from the Ministry of Home Affairs.	..
2	Deputy Director	..	By transfer on deputation of Officers of the rank of Superintendent of Police from the Ministry of Home Affairs.	..
3	Asstt. Director	..	(i) One-third by transfer on deputation of Assistant Superintendent of Police from the Ministry of Home Affairs. (ii) One-third by transfer on deputation of Assistant Commissioner/Extra Assistant Commissioner of Taxes. (iii) One-third by transfer on deputation of Assistant Collector of Customs and Excise/Principal Appraiser of Customs/Superintendent of Customs and Excise.	..
4	Inspector	..	By transfer on deputation of Inspector of Police from the Ministry of Home Affairs.	..

5	Upper Division Assistant	By transfer from other offices of the Taxes Department under the Revenue Board.
6	Upper Division Assistant <i>Cum</i> -Cashier.	Ditto
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	Stenotypist	Ditto
9	Driver	25 years By direct recruitment (i) Must have read up to Class VIII. (ii) Holder of a valid Driving Licence with 3 years' experience.
10	M.L.S.S.	25 years By direct recruitment Read up to Class VIII.

By order of the President
S. B. CHAUDHURI
Secretary.