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**GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH
MINISTRY OF RELIGIOUS AFFAIRS AND ENDOWMENTS**

NOTIFICATION

Dhaka, the 26th December, 1984

No. S.R.O. 581-L/84.—In pursuance of the Proclamation of the 24th March, 1982 and in exercise of all powers enabling him in that behalf and in exercise of the powers conferred in section 104 of the Waqfs Ordinance, 1962 (Ordinance I of 1962), the President, after consultation with the Bangladesh Public Service Commission, is pleased to make the following rules, namely :—

**THE BANGLADESH WAQF ADMINISTRATION RECRUITMENT
RULES, 1984**

1. **Short title.**—These rules may be called The Bangladesh Wakf Administration Recruitment Rules, 1984.

2. **Definition.**—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 the Administrator of Waqfs, Bangladesh, as authorised by the Government to make appointment to such posts or class of posts;
- (b) “probation” 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) “Schedule” means the Schedule annexed to these rules;

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- (e) "specified post" means the post specified in the Schedule;
- (f) "Selection Board" means the Board constitute by Government for selection of candidates for direct appointment as well as for promotion; and
- (g) "recognised University/Board" means University/Board established by or under any law for the time being in force and includes any other University/Board declared by the Government for the purposes of these rules.

3. Procedure for recruitment.—(1) Subject to the provision of the Schedule and instructions relating to reservation and quota, 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.

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 Board.

(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; 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 Civil Surgeon 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 before such date as was notified by the Waqf Administrator while inviting applications for the specified post; and

- (b) in the case of a person already in 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 Selection Board.

(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 regular vacancy shall be appointed on probation—

(a) in the case of direct recruitment, for a period of two years from the date of regular appointment; and

(b) in the case of promotion, for a period of one year from the date of such appointment.

(2) Where, during the period of probation, the appointing authority is of opinion that his conduct and work is unsatisfactory or 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 if appointing authority, is satisfied that the conduct and works of the probationer during his period of probation has been satisfactory, shall confirm him.

SCHEDULE

Sl. No.	Name of the specified post.	Age limit for direct recruitment.	Method of recruitment.	Qualification.
1	2	3	4	5
1	Administrator of Waqf.	By transfer on deputation (to be appointed by the Government as per provision of section 7 of the Waqf Ordinance, 1962).
2	Assistant Administrator of Waqf.	22—25 years (relaxable for Government servants).	(i) By promotion from among the Inspector. (ii) If no suitable person is available for promotion, by direct recruitment.	<i>For promotion</i> —5 years' service in the feeder post. <i>For direct recruitment</i> —2nd Class Master's Degree from a recognised University.
3	Inspector of Waqf	Ditto.	(i) 50% by promotion from amongst the Head Assistant/Auditors/U.D. Assistant/Accountants. If no suitable person is available for promotion, by direct recruitment. (ii) 50% by direct recruitment	<i>For promotion</i> —2 years' services as Head Assistant and Accountant, 3 years' services as U.D. Assistant and 4 years' services as Auditor. <i>For direct recruitment</i> —Bachelor's Degree from a recognised University.
4	Head Assistant	Ditto	(i) By promotion from amongst the Upper Division Assistant. (ii) If no suitable person is available for promotion, by direct recruitment.	<i>For promotion</i> —3 years' service in the feeder post. <i>For direct recruitment</i> —Bachelor's Degree from a recognised University.

5	Accountant	Ditto	(i) By promotion from amongst the Auditors. (ii) If no suitable person is available for promotion, by direct recruitment.	For promotion—4 years' service in the feeder post. For direct recruitment—Bachelor's Degree in Commerce.
6	Stenographers	18—25 years, relaxable for Government Servants.	By direct recruitment. As per Recruitment Rules of the Stenographers and Steno-Typists (Ministries, Divisions and attached Departments) published by the Government.	As per recruitment rules of the Stenographers and Steno-Typists (Ministries, Divisions and attached Departments) published by the Government.
7	Upper Division Assistants.	Ditto	By promotion from amongst the L.D.A.-cum-Typist and Auditors.	For promotion—2 years' service in the feeder post.
8	Auditor of Waqf	Ditto	By direct recruitment	H.S.C. in Commerce.
9	Cashier	Ditto	Ditto	H.S.C. candidates should be able to furnish Cash security of Tk.1,000 (Taka one thousand), Security Bond Tk.5,000 (Taka five thousand) and security from one Gazetted Officer.
10	Lower Division Assistant-cum-Typist.	Ditto	Ditto	As per rules to be prescribed by the Government.
11	Driver	22—25 years, relaxable for Government servants.	By direct recruitment	[Read up to Class VIII with valid Motor Vehicle Driving Licence having practical experience in driving.
12	Daftary/Cash Sarkar	Ditto	By promotion from M.L.S.S.	3 years' service in the feeder post with experience in the respective line.

Sl. No.	Name of the specified post.	Age limit for direct recruitment.	Method of recruitment.	Qualification.
1	2	3	4	5
13	M.L.S.S./Guard	22—25 years, relaxable for Government servants.	By direct recruitment	Read up to Class V.
14	Sweeper	Ditto	Ditto	Able to read and write or professional sweeper.

By order of the President
M. A. RASHID
Secretary.

MINISTRY OF LOCAL GOVERNMENT, RURAL DEVELOPMENT
AND CO-OPERATIVES

Local Government Division

Section I

NOTIFICATION

Dhaka, the 26th December, 1984

No. S.R.O. 582-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 PUBLIC HEALTH ENGINEERING EMPLOYEES
RECRUITMENT RULES, 1984

1. **Short title.**—These rules may be called The Public Health Engineering Employees 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 posts or class of posts;
- (b) “Commission” means the Bangladesh Public Service Commission;
- (c) “probation” 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;
- (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 post specified in the Schedule.

3. **Procedure for recruitment.**—(1) Subject to the provision of the Schedule and instructions relating to reservation of 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, if any, 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 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 :

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

(3) No appointment to 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 Service or by an authorised Medical Officer, as the case may be 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 such Promotion Committee/Selection 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) No person shall 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 from the date of such appointment :

Provided that the appointing authority may, for reasons to be recorded in writing extend the period of probation in the case of any person 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 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, 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 in the case of direct recruitment, terminate his service; and 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 a Departmental and Professional Examinations as the Government may, from time to time, prescribe.

SCHEDULE

Sl. No.	Name of the specified post.	Age limit for direct recruitment.	Method of recruitment.	Qualification.
1	2	3	4	5
1	Chief Engineer ...	As per B.C.S. Cadre Rules.	(a) By promotion from Senior Chemist	(a) 5 years' service in the feeder post.
2	Additional Chief Engineer			
3	Superintending Engineer			
4	Executive Engineer ...			
5	Assistant Engineer ...			
6	Laboratory Co-ordinator ...	(a) By promotion from Senior Chemist	(a) 5 years' service in the feeder post.	
7	Senior Hydrogeologist	Not exceeding 30 years.	(b) By promotion from Junior Hydrogeologist. (c) If no suitable candidate is available for promotion, by direct recruitment.	(b) For promotion—4 years' service in the feeder post. (c) For direct recruitment—1st Class Master's Degree or 2nd Class Master's Degree with 2nd Class Hons. in Geology from recognised University with 4 years' working experience in any Government/ Semi-Government Offices in Ground Water Exploration and Development.
8	Senior Chemist ...	Ditto ...	(a) 50% by promotion from Junior Chemist.	(a) For promotion—3 years' service in the feeder post.

9	Junior Hydrogeologist	Not exceeding 28 years.	(b) 50% by direct recruitment	(b) For direct recruitment—1st Class Master's degree or 2nd Class Master's degree with 2nd Class Hons. in Organic/In-organic/Applied Chemistry with 3 years' experience in the Laboratory.
10	Junior Chemist	Ditto	(a) 25% by promotion from the sample Analysts. (b) 75% by direct recruitment	(a) For promotion—At least 7 years' service in the feeder post. (b) For direct recruitment—M.Sc. 2nd Class in Organic/Inorganic/Applied Chemistry.
11	Administrative Officer	...	By promotion from Head Assistant/Stenographers.	...	For promotion—5 years' service in the feeder post.
12	Accounts Officer	...	By promotion from Accountants. If no suitable candidate is available for promotion, by transfer from Audit Department.	...	8 years' service as Accountant.
13	Sub-Assistant Engineer/ Estimator.	25 years	By direct recruitment	...	Diploma in Engineering, Civil/Electrical/Mechanical as the case may be.
14	Supervisory Technical	Ditto	Buy direct recruitment	...	Diploma in Engineering (Civil).
15	Draftsman	Ditto	By direct recruitment	...	Diploma in relevant field.

Sl. No.	Name of the specified post.	Age limit for direct recruitment.	Method of recruitment.	Qualification.
1	2	3	4	5
16	Divisional Accountant	—	By transfer on deputation from the Audit Department.
17	Stenographer	—	By direct recruitment: As per recruitment rule published under notification No. SRO-109-L/178, dated 16-5-1978.
18	Head Assistant	—	By promotion from U.D.A./Accountant.	For promotion—5 years' service, in the feeder post.
19	Steno-Typist	—	As per recruitment rule published under notification No. SRO-109-L/178, dated 16-5-1978.
20	U.D.A.	—	By promotion from LDA/Clerk-cum-Typist.
21	Accountant	As per recruitment rules prescribed by Government 25 years.	By promotion from Cashier/Accounts Assistant/Accounts Clerk/Bill Clerk.	For promotion—7 years' service in the feeder post.
22	Statistical Assistant	— 25 years	By direct recruitment	— Bachelor degree with statistics as one of the subjects. Experience in statistical work will be preferred.
23	Sample Analyser	— Ditto	(a) 25% by promotion from the sample collector.	(a) For promotion—5 years' service in the feeder post.

	(b) 75% by direct recruitment		(b) For direct recruitment—B.Sc. 2nd Class.
24 Cashier	Do.	By direct recruitment	Higher Secondary Certificate with ability to furnish cash security as per rule.
25 Surveyor	Do.	Ditto	Diploma in Survey from a recognised Institution. Experienced candidate will be preferred.
26 Tracer	Do.	Ditto	Secondary School Certificate and holder of trade certificate in Drafting from a recognised Institution.
27 Technician	Do.	Ditto	Higher Secondary Certificate with 2nd Division in Science group. Experienced candidate will be given preference.
28 Sample Collector	Do.	Ditto	Higher Secondary Certificate with 2nd Division in science group.
29 Driver	Do.	Ditto	Read up to Class VIII with valid driving licence and 3 years' experience in driving.
30 Clerk-cum-Typist	Do. As per recruitment rule prescribed by Government.	Ditto	...
31 L.D.A.	Ditto	Ditto	...

Sl. No.	Name of the specified post.	Age limit for direct recruitment.	Method of recruitment.	Qualification.
1	2	3	4	5
32	LDA/Accounts Clerk/ Accounts Assistant.	25 years	By direct recruitment	Higher Secondary Certificate. Preference will be given to a candidate having experience in the similar works.
33	Cash Sarker	By promotion from M.L.S.S.	.. 5 years' service in the feeder post.
34	Tubewells Mechanic	.. 25 years	Ditto	.. Secondary School Certificate with one year's practical experience in the line.
35	Despatch Rider	Ditto	.. 3 years' service in the feeder post with valid Motor Driving Licence.
36	M.L.S.S./Chowkider	.. 25 years	Ditto	.. Read up to Class VIII.

By order of the President

MOHAMMAD SIDDIQUIR RAHMAN
Secretary.