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### PART-IIA

#### GOVERNMENT OF MEGHALAYA NOTIFICATIONS

The 17<sup>th</sup> April, 2023.

**No.S&W.21/1999/268.** - In exercise of the powers conferred by the proviso to Articles 309 of the Constitution of India, the Government of Meghalaya is pleased to make the following Rules regulating the recruitment and the conditions of service of persons appointed to the Meghalaya Sericulture Subordinate Service of Meghalaya.

1. **Short Title and Commencement:** (1) These Rules may be called the Meghalaya Sericulture Subordinate Service Rules, 2022.  
(2) They shall come into force from the date of this Notification.
2. **Definitions:** In these Rules unless there is anything repugnant in the subject or context.
  - (a) "Appointing Authority" means The Director, Sericulture & Weaving, Department of Textiles, Meghalaya.
  - (b) "Commission" means the Meghalaya Public Service Commission.
  - (c) "Committee " means the Committee constituted under Rules 8.
  - (d) "Government" means the Government of Meghalaya.
  - (e) "Governor " means the Governor of Meghalaya.
  - (f) "Member of the Service" means a member of the Meghalaya Sericulture Subordinate Service.
  - (g) "Service" means the Meghalaya Sericulture Sub-ordinate Service.
  - (h) "State" means the State of Meghalaya.
  - (i) "Schedule" means the Schedule appended to these Rules.
  - (j) "Year" means the calendar year.
3. **Constitution of the Service:** There shall be constituted a service to be known as the Meghalaya Sericulture Subordinate Service consisting of the following persons, namely:-
  - (1) Persons appointed to different posts in the Service before the commencement of these Rules.
  - (2) Persons appointed to different posts in the service in accordance with the provisions of these Rules.
4. **Composition of the Service:** (1) The Service shall consist of the following Grades and posts, namely:-

(i) Grade-II : Extension Officer (Sericulture)/ Sericulture Research Assistant,

(ii) Grade-III (a) : Manager/Sericulture Inspector/Reeling Foreman.

(b) : Supervisor/Field-Cum-Laboratory Assistant.

(c) : Sericulture Demonstrator.

2. Each of the categories of posts in clauses (i), (ii) of sub-rule (1) shall form an independent cadre. Members of the lower cadre shall have no claim for an appointment to any of the higher cadre except in accordance with the provisions made in these rules.

5. **Status:** The status of the members of the service shall be Non-Gazetted.

6. **Strength of the Service:** (1) The strength and composition of the service shall be such as may be determined by the Governor from time to time.

(2) At the commencement of these Rules, the strength of service and posts therein shall be as shown in scheduled I.

7. **Method of Recruitment:** (1) Appointment to any post by promotion in the Grade-II and Grade-III shall be made from the Select List approved under sub-rule (4) of Rule 9 from among the member of the Service holding the next lower post as indicated in Scheduled-II.

Provided that no member of the Service shall be eligible for consideration for promotion unless he has rendered not less than 5 (five) years of continuous service in the lower post on the first day of the year in which the selection is made.

(2) Appointment to any post by direct recruitment shall be made on result of the examination conducted by the Commission or Committee as the case may be.

8. **Departmental Promotion Committee:** (1) For the purpose of appointment by promotion under Rule 7 to posts in the revised pay structure Level-12, Level-10, Level-6 & Level-5 there shall be a Departmental Promotion Committee consisting of the following members:

- |   |   |                  |
|---|---|------------------|
| I. Principal Secretary/Commissioner & Secretary/<br>Department of Textiles, Meghalaya, Shillong.            | - | Chairman         |
| II. Director, Sericulture and Weaving,<br>Department of Textiles, Meghalaya, Shillong                       | - | Member Secretary |
| III. Representative from the Personnel & A.R. Department<br>(not below the rank of OSD or Joint Secretary). | - | Member           |
| IV. Representative from the Finance Department<br>(not below the rank of OSD or Joint Secretary).           | - | Member           |

(2) The Committee may invite any other person to attend its meeting if and when considered necessary.

9. **Procedure for preparing the Select List:** (1) At the beginning of each year, the Appointing authority shall refer to the Committee, the approximate number of vacancies likely to occur in each grade of service during the year. To enable the committee to prepare the Lists for promotion to those grade, the Appointing Authority shall furnish the committee with the following documents:-

(i) a list of the numbers of the Service drawn up in order of seniority and consisting three times the number of vacancies referred to in sub-rules (1) Provided that such restriction shall not apply in respect

posts were the total number of eligible persons is less than three times the number of vacancies and in such a case the committee shall consider all the eligible Persons.

- (ii) the character Rolls and service Records of such members.
- (iii) any other documents and information as may be considered necessary by the Appointing Authority or required by the Committee.

(2) The Committee after examining the character Rolls, service Records and other documents in respect of all such persons, shall prepare a list based on seniority with due regard merits and suitability. The member of persons to be included in the list shall be according to the actual number of vacancies available at the particular grade. The list shall be forwarded by the committee to the Appointing Authority.

(3) The names of persons in the list shall be placed in order of preference for promotion. In every case a junior member is selected in preference to his senior, the Committee shall record in writing the reasons for doing so.

(4) For the purpose of appointment by promotion under sub-rule (1) of Rule 7, the Appointing Authority shall consider the list prepared by the Committee along with the Character Rolls and Service Records and other documents in respect of each person in the list and unless he or she considers that any change is necessary, approve the list. If the Appointing Authority considers it necessary to make any change in the list received from the Committee, he or she shall inform the Committee of the changes proposed and after taking into account the comments if any, of the Committee, approved the said list finally with or without modification as may in his or her opinion to be just and proper.

(5) The list as approved under sub-rule (4) above shall form the select list for the purpose of appointment by promotion under sub-rule (1) of Rule 7.

10. **Consultation with the Commission:** (1) The appointing Authority shall forward the list prepared under Rule 9 to the Commission along with the Character Rolls, Service Records and other relevant documents in respect of each person in the list together with his comments, if any.

(2) The Commission shall consider the lists and documents referred in sub-rule (1) and such other documents as it may have called for and unless it considers that any change is necessary, approve the list.

(3) If the Commission considers it necessary to make any change in the list received from the Appointing Authority, it shall inform him of the change(s) proposed and after taking into account the comments, if any, of the Appointing Authority, approve the said list finally with or without modification as may in its opinion to be just and proper.

(4) The lists as approved by the Commission either under sub-rule (2) or sub-rule (3) shall form the Select List for the purpose of appointment under sub-rule (1) of Rule 7.

11. **Validity of the Select List:** The Select List shall remain in force for a period of one year unless its validity is extended with the approval of the Committee.

Provided that such an extension shall; not be for a total period exceeding six months.

Provided further that in the event of any great lapse in the conduct or performance of duties on the part of any person in the Select List, the Appointing Authority may, if he thinks fit, remove the name of such

person from the Select List in consultation with the Committee and the Commission. The reason(s) for doing so shall be recorded in writing.

(2) The Committee shall meet twice a year to review the Select List.

12. **Direct Recruitment:** (1) Competitive Examination for direct recruitment under sub-rule (2) of Rule 7 shall be held at such intervals as the Appointing Authority may, in consultation with the commission or with the concerning District Selection Committee as the case may be.

(2) The examination shall be conducted by the Commission or District Selection Committee in accordance with such Syllabus as the Appointing Authority may from time to time make in consultation with the Commission or District Selection Committee.

(3) Of the number of vacancies to be filled up on the result of each examination, there shall be reservation in favour of candidates belonging to Scheduled Caste and Scheduled Tribes to the extent and subject to the conditions as the Government may from time to time prescribed.

(4) On the basis of the results of the Competitive Examination the Commission or the District Selection Committee, as the case may be shall prepare a list of all successful candidates in order of merit, which shall be determined in accordance with the aggregate marks obtained by each candidate and if two or more candidates obtain equal marks, the Commission or the District Selection Committee shall arrange them in order of their relative merit which shall be determined in accordance with the general suitability of the candidates for appointment to the post. The number of persons to be included in the list shall be as according to the actual vacancies likely to occur during the recruitment year. The list shall be forwarded to the Appointing Authority.

(5) The inclusion of a candidate's name in the list confer no rights to appointment unless the Government is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respects for appointment to the post and that appointment to any post in the Service is subject to availability of vacancies.

13. **Conditions of eligibility for appearing at the Competitive Examination:**

In order to be eligible to compete at the examination for direct recruitment, a candidate must satisfy the following conditions namely:-

- (i) Nationality : He must be a citizen of India.
- (ii) Age : He must have attained the age of 18 years and not exceeding 32 years on the first day of the year in which the advertisement for the post is made.

Provided that in the case of candidate belonging to Scheduled Castes and Scheduled Tribes, the upper age limit will be subject to relaxation made by Government from time to time.

(iii) Educational Qualification : As laid down in Scheduled II.

14. **Disqualification for appointment to the Service:** (1) No person shall be appointed who, after such medical examination as the Government may prescribed, is not found to be in good mental or bodily health and free from any physical defect or infirmity which may render him unfit in the discharge of his duties.

(2) No person shall be appointed to the service who had been convicted for any offence involving moral turpitude.

(3) No persons who has more than one spouse living shall be eligible for appointment to the Service.

Provided that the Governor may, if he is satisfied that there are special grounds for doing so, exempt any person from the operation of this sub-rule.

(4) No person who attempts to enlist support for his candidature either directly or indirectly by any recommendations either written or oral or by any other means, shall be appointed to the Service.

15. **Appointment to the Service:** (1) Appointment to any post in the service under Rule 7 shall be made by the Appointing Authority and in respect of Gazetted post shall also be published in the Meghalaya Gazette.

(2) (i) Subject to the provisions of sub-rule (3) and (5) of Rule 12, appointment shall be made from time to time in the order in which the names of candidates appear in the Merit List prepared under sub-rule (4) of Rule 12.

(ii) A person appointed by direct recruitment shall join within 15 days from the date of receipt of the order of appointment failing which, and unless the Appointing Authority extends the period of joining, which shall not in any case exceed three months, the appointment shall be cancelled.

(iii) Appointment under sub-rule (1) of Rule 7 shall be made in order in which the names of candidates appear in the Select List approved by the Commission under sub-rule (4) of Rule 9.

16. **Departmental Examination and Training:** (1) All Officers who joined the Service prior to the commencement of these Rules who have not undergone the training prescribed from time to time shall have to undergo successfully such prescribed training(s).

(2) Every person appointed to the Service after the commencement of these rules shall, during the period of probation, pass the training conducted by the Training Institute and complete successfully such training as may be prescribed by the Appointing Authority.

17. **Seniority:** (1) The *inter se seniority* of the members of the service in any cadre appointed before the commencement of these Rules, shall be in the order in which their names appeared in the respective lists prepared by the Commission or the Select List approved by the Commission.

(2) The *inter se seniority* of the members of the service appointed to different cadre after the commencement of these Rules shall be in the order in which their names appeared in the Merit lists prepared under Sub-Rule (4) of Rule 12 in the Select List approved under sub-rule (4) of Rule 10.

Provided that in any cadre, a member of the Service appointed by promotion/ selection shall be senior to a member appointed by direct recruitment, where such selection fall in the same year.

(3) If confirmation of any member of the service is delayed on account of his or her failure to qualify for such confirmation, he or she shall lose his or her seniority *vis-a-vis* such of his or her juniors in his or her cadre as may be confirmed earlier than him or her.

18. **Confirmation:-** (1) Confirmation of a member of the service in the cadre appointed by promotion shall be made according to his or her seniority in that cadre subject to the following conditions:-

- a) That he or she has served not less than one year in the post where he or she is to be confirmed.
- b) That the performance of the employee is satisfactory (to be judge on the basis of Annual Confidential Reports and other relevant records).
- c) That there is no Departmental proceedings or vigilance enquiry against him or her and
- d) Subject to availability of vacancy and that no Officer holds a lien on it.

- (2) Confirmation of probationer shall be made according to his or her seniority in that cadre subject to the following conditions:
- a) That he or she has completed the period of probation to the satisfaction of the Appointing Authority
  - b) That he or she has passed the Departmental Examination completely and successfully undergone the training courses as may be prescribed by the Appointing Authority from time to time.
  - c) That he or she is considered otherwise fit by the Appointing Authority and
  - d) Subject to availability of vacancy

Provided that where a person is not given opportunity to undergo the prescribed training during the period of probation his or her confirmation shall not be held up for reasons of not successfully undergoing the said training but such person shall when called upon by the Appointing Authority and opportunity given successfully undergo the said training.

Provided further that the Appointing Authority may for good and sufficient reasons exempt a member of the service from passing any or more of the prescribed Departmental Examination and Training and confirm his or her in the respective cadre of the service.

19. **Gradation List:** There shall be prepared and published annually and up to date Gradation List as on 1<sup>st</sup> January, consisting of the names of all members of the service, cadre-wise and drawn up in order of Seniority and other particulars relating to the date of birth and appointment to the service and such other details relevant to the service career shall also be indicated against each name.
20. **Increment:** (1) The first increment admissible to a member of the service shall accrue on completion of one year from the date of his or her joining the post but subsequent increment shall be allowed only on his or her completion of the period of probation successfully.
- (2) Such persons referred to in sub-rules (1) of Rule 3 shall be allowed to draw increment becoming due within the period of two years from the date of commencement of these Rules but further increments shall be allowed only on their passing the Departmental Examination completely and on successful completion of the training courses prescribed.
- (3) The pay of the member of the service on his completion of the period of probation or on passing the Departmental Examination or training prescribed shall be fixed at such a stage as if he has been allowed his usual annual increments due but he shall not be entitled to any arrear in pay on account of withholding due increments for the period prior to the date of his completion of the period of probation or passing the Departmental Examination or the prescribed training.
- (4) The increment admissible to a member of the service promoted from one post to another shall accrue on the expiry of such year as admissible under the rules.
21. **Pay Scale:-** The scale of pay admissible to the members of the service in different post are as shown in column 2 of the scheduled-1 subject to revision by Government from time to time.
22. **Leave, Pension and other conditions of Service:-** All matters generally relating to pay and allowances, leave, pension, discipline and other conditions of Service shall be regulated by rules and orders as are from time to time applicable to other officers of the Government of corresponding status.
23. **Power of the Governor to dispense with or relax any Rules:** The Governor, if satisfied that the operation of any of the provisions of these Rules causes undue hardship in any particular case or cases or results in any particular post or posts being left unfilled for want of person(s) possessing the minimum

experience as specified by these Rules for promotion to such post(s), may dispense with or relax the requirement of any of these Rules to such extent and subjects to such conditions, as it may consider necessary for dealing with the case in a just and equitable manner, or, for meeting the exigencies of public interest.

24. **Interpretation:-** If any question arises relating to the interpretation of these rules, the decision of the Government in the Sericulture and Weaving Department with the approval of the personnel & A.R. Department shall be final.

25. **Repeal and Savings:-** All Rules, orders or Notifications corresponding to and in force immediately before the commencement of these Rules are hereby repealed.

Provided that all orders made or action taken under the Rules, Order or Notification so repealed or any action taken in pursuant there to shall be deemed to have been validly made or taken under the corresponding provisions of these rules.

Secretary to the Government of Meghalaya,  
Department of Textiles.

MEGHALAYA SERICULTURE SUBORDINATE SERVICE RULES  
(SCHEDULED -I)  
(RULE 6 AND 23)

Sl. No.	Name of the posts	Revised pay structure (Level in pay Matrix)	Number of posts	
			Permanent	Total
1.	Extension Officer (Sericulture)/Sericulture Research Assistant	Level-12	16	16
2.	Manager/Sericulture Inspector/Reeling Foreman	Level-10	28	28
3.	Supervisor/Field-cum-Laboratory Assistant	Level-6	37	37
4.	Sericulture Demonstrator	Level-5	229	229

MEGHALAYA SERICULTURE SUBORDINATE SERVICE RULES  
(SCHEDULED - II)  
(RULE 7 (1) & RULE 13 (3))

Sl. No.	Name of posts	Method of recruitment with percentage of vacancies to be filled up in any recruitment year by direct recruitment or percentage.	Direct Recruitment			Promotion		
			Educational qualification etc., for direct recruitment.	Lower age limit	Upper age limit	Person eligible for consideration for promotion to the posts mentioned in column 2.	Qualification experience, etc.	Remarks
1	2	3	4	5	6	7	8	9
1	Extension Officer (Sericulture)/ Sericulture Research Assistant.	100% by promotion.	-	-	-	Person serving in the cadre of Manager/ Sericulture Inspector/ Reeling Foreman.	5 (five) years experience in the Cadre.	-

2	Manager/ Sericulture Inspector/ Reeling Foreman.	50% by direct recruitment.	Master's/ Bachelor's Degree in Botany/ Zoology with Post Graduate Diploma in Sericulture/ B.Sc. Sericulture.	18 years	Not exceeding 32 years. Upper age limit may be relaxed by 5 years in case of SC/ST candidates as provided by Govt. from time to time. There is no age limit for Candidates who are already in Meghalaya Govt. Service provided they entered service within the prescribed age limit.	-	-	-
		50% by promotion.				Person serving in the Cadre of Supervisors/Field Cum-Laboratory Assistant.	(i) 5 (five) years' experience in the cadre in respect of certificate holder in sericulture.  (ii) 7 (seven) years' experience in the cadre in respect of other cases.	In case there are no eligible candidate for direct recruitment the post(s) may be filled by promotion.
3	Supervisors/ Field-Cum- Laboratory Assistant.	100% by promotion.				Person serving in the cadre of Sericulture Demonstrators.	5 (five) years' experience in the cadre.	
4	Sericulture Demonstrator	100% direct recruitment.	S.S.L.C. with Science passed the Certificate Course in Sericulture or person who have passed the training a short term course in Sericulture.	18 years	32 years upper age limit may be relaxed in case SC/ST candidate as provided by Govt. from time to time. There is no age limit for Candidates who are already in Meghalaya Govt. Service provided they entered service within the prescribed age limit.			

The 17<sup>th</sup> April, 2023.

**No.S&W.22/1999/146.** - In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Government of Meghalaya is pleased to make the following Rules regulating the recruitment and the conditions of service of persons appointed to the Meghalaya Weaving Subordinate Service of Meghalaya.

**1. Short Title and Commencement:-**

- (1) These rule may be called "The Meghalaya Weaving Subordinate Service Rules, 2022".
- (2) They shall come into force from the date of Notification.

**2. Definitions:-** In these Rules unless there is anything repugnant in the subject or context.

- (a) "Appointing Authority" means The Director, Sericulture & Weaving, Department of Textiles Meghalaya.
- (b) "Commission" means the Meghalaya Public Service Commission;
- (c) "Committee" means the Committee constituted under Rule 8;
- (d) "Government" means the Government of Meghalaya;
- (e) "Governor" means the Governor of Meghalaya;
- (f) "Member of the Service" means a member of the Meghalaya Weaving Subordinate Service;
- (g) "Service" means the Meghalaya Weaving Subordinate Service;
- (h) "State" means the State of Meghalaya;
- (i) "Scheduled" means the scheduled appended to these Rules; and
- (j) "Year" means a Calendar Year.

**3. Constitution of the Service:-** There shall be constituted a Service to be known as the Meghalaya Weaving Subordinate Service consisting of the following persons, namely;

1. Persons appointed to different posts in the Service before the commencement of these Rules.
2. Persons appointed to different posts in the Service in accordance with the provision of these Rules.

**4. Composition of the Service:-**

(1) The Service shall consist of the following Grades and posts -

- (i) Grade-II - Instructor (HTI)/Extension Officer (Handloom).
- (ii) Grade-III
  - a - Weaving Inspector/Deputy Handloom Officer/Expert Dyer/Designing-cum-Pattern Instructor.
  - b - Weaving Instructor (WTC).
  - c - Weaving Demonstrator/Cotton Spinning Demonstrator/Textiles Designer/Block Printing Expert/Technical Assistant/Expert Printer/Knitting Demonstrator/Tailoring Demonstrator.
  - d - Weaving Assistant.

(2) Each of the categories of posts in clauses (i) & (ii) of sub-rule (1) shall form an independent cadre. Members of the lower cadre shall have no claim for an appointment to any of the higher cadre except in accordance with the provisions made in these Rules.

5. **Status:** The status of the members of the service shall be Non-Gazetted.
6. **Strength of the Service:** (1) The strength and composition of the service shall be such as may be determined by the Governor from time to time.

(2) At the commencement of these Rules, the strength of service and posts there in shall be as shown in scheduled I.

7. **Method of Recruitment:** (1) Appointment to any post by promotion in the Grade II, Grade III shall be made from the Select List approved under sub-rule (4) of Rule 9 from among the member of the Service holding the next lower post as indicated in Scheduled II.

Provided that no member of the Service shall be eligible for consideration for promotion unless he has rendered not less than 5 (five) years of continuous service in the lower post on the first day of the year in which the selection is made, or 10 (ten) years' experience in the Cadre in respect of persons having passed the Certificate Course of Handloom Training Institute (HTI) or 12 (twelve) years' experience in the Cadre in respect of other cases.

Provided further that if suitable candidates are not available in the next lower post(s), the vacancies shall be filled up by promotion '*by a member of the next lower post*' who have rendered not less than 10 (ten) years of continuous service in that post on the first day of the year in which the selection is made and included in the select list.

(2) Appointment to any post by direct recruitment shall be made on result of the examination conducted by the Commission/Committee as the case may be.

8. **Departmental Promotion Committee:** (1) For the purpose of appointment by promotion under Rule 7 to posts in the revised pay structure Level-12, Level-10 and Level-6 there shall be a Departmental Promotion Committee consisting of the following members:

- |   |   |                  |
|---|---|------------------|
| I. Principal Secretary/Commissioner & Secretary/<br>Department of Textiles, Meghalaya, Shillong.            | - | Chairman         |
| II. Director, Sericulture and Weaving,<br>Department of Textiles, Meghalaya, Shillong.                      | - | Member Secretary |
| III. Representative from the Personnel & A.R. Department<br>(not below the rank of OSD or Joint Secretary). | - | Member           |
| IV. Representative from the Finance Department<br>(not below the rank of OSD or Joint Secretary).           | - | Member           |

(2) The committee may invite any other person to attend its meeting if and when considered necessary.

9. **Procedure for preparing the Select List:** (1) At the beginning of each year, the Appointing authority shall refer to the Committee, the approximate number of vacancies likely to occur in each grade of service during the year. To enable the committee to prepare the Lists for promotion to those grades, the Appointing Authority shall furnish the committee with the following documents:-

- (i) a list of the numbers of the Service drawn up in order of seniority and consisting three times the number of vacancies referred to in sub-rules (1) provided that such restriction shall not apply in respect posts where the total number of eligible persons is less than three times the number of vacancies and in such a case the committee shall consider all the eligible persons.
  - (ii) the character Rolls and service Records of such members.
  - (iii) any other documents and information as may be considered necessary by the Appointing Authority is required by the Committee.
- (2) The Committee after examining the character Rolls, service Records and other documents in respect of all such persons, shall prepare a list based on seniority with due regard to merits and suitability. The number of persons to be included in the list shall be according to the actual number of vacancies available at the particular grade. The list shall be forwarded by the committee to the Appointing Authority.
  - (3) The names of persons in the list shall be placed in order of preference for promotion. In every case a junior member is selected in preference to his senior, the Committee shall record in writing the reasons for doing so.
  - (4) For the purpose of appointment by promotion under sub-rules 1 of Rule 7, the appointing authority shall consider the list prepared by the committee along with the Character Rolls and Service Records and other documents in respect of each person in the list and unless he or she considers that any change is necessary, approve the list. If the Appointment Authority considers it necessary to make any change in the list received from the Committee, he or she shall inform the Committee of the changes proposed and after taking into account the documents if any, of the Committee, approve the said list finally with or without notification as may in his or her opinion to be just and proper.
  - (5) The list as approved under sub-rule (4) above shall form the select list for the purpose of appointment by promotion under sub-rule 1 of Rule 7.

**10. Consultation with the Commission:** (1) The Appointing Authority shall forward the list prepared under Rule 9 to the Commission along with the Character Rolls, Service Records and other relevant documents in respect of each person in the list together with his comments, if any.

- (2) The commission shall consider the lists and documents referred to in sub-rule (1) and such other documents as it may have called for and unless it considers that any change is necessary, approve the list.
- (3) If the Commission considers it necessary to make any change in the list received from the Appointing Authority, it shall inform him of the change(s) proposed and after taking into account the comments, if any, of the Appointing Authority, approve the said list finally with or without modification as may in its opinion to be just and proper.
- (4) The lists as approved by the Commission either under sub-rule (2) or sub-rule (3) shall form the Select List for the purpose of appointment under sub-rule (1) of Rule 7.

**11. Validity of the Select List:** (1) The Select List shall remain in force for a period of one year unless its validity is extended with the approval of the Committee.

Provided that such an extension shall; not be for a total period exceeding six months.

Provided further that in the event of any great lapse in the conduct or performance of duties on the part of any person in the Select List, the Appointing Authority may, if he thinks fit, remove the name of such person(s) from the Select List in consultation with the Committee and the Commission. The reason(s) for doing so shall be recorded in writing.

(2) The Committee shall meet twice a year to review the Select List.

**12. Direct Recruitment:** (1) Competitive Examination for direct recruitment under sub-rule (2) of Rule 7 shall be held at such intervals as the appointing Authority may, in consultation with the Commission or with the concerned District Selection Committee as the case may be, from time to time as determined.

(2) The examination shall be conducted by the Commission or District Selection Committee in accordance with such Syllabus as the Appointing Authority may from time to time make in consultation with the Commission or District Selection Committee.

(3) Of the number of vacancies to be filled up on the result of each examination, there shall be reservation in favour of candidates belonging to Scheduled Caste and Scheduled Tribes to the extent and subject to the conditions as the Government may from time to time prescribed.

(4) On the basis of the results of the Competitive Examination the Commission or the District Selection Committee, as the case may be shall prepare a list of all successful candidates in order of merit, which shall be determine in accordance with the aggregate marks obtained by each candidate and if two or more candidates obtain equal marks, the Commission or the District Selection Committee shall arrange them in order of their relative merit which shall be determined in accordance with the general suitability of the candidates for appointment to the post. The number of persons to be included in the list shall be as according to the actual vacancies likely to occur during the recruitment year. The list shall be forwarded to the Appointing Authority.

(5) The inclusion of a candidate's name in the list confer no rights to appointment unless the Government is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respects for appointment to the post and that appointment to any post in the Service is subject to availability of vacancies.

**13. Conditions of eligibility for appearing at the Competitive Examination:**

In order to be eligible to compete at the examination for direct recruitment, a candidate must satisfy the following conditions namely:-

(i) **Nationality** : He must be a citizen of India.

(ii) **Age** : He must have attained the age of 18 years and not exceeding 32 years on the first day of the year in which the advertisement for the post is made.

Provided that in the case of candidate belonging to Scheduled Castes and Scheduled Tribes, the upper age limit will be subject to relaxation made by Government from time to time.

(iii) **Educational Qualification:** As laid down in **Scheduled II**.

**14. Disqualification for appointment to the Service:-** (1) No person shall be appointed who, after such medical examination as the Government may prescribed, is not found to be in good mental or bodily health and free from any physical defect or infirmity which may render him unfit in the discharge of his duties.

(2) No person shall be appointed to the service who had been convicted for any offence involving moral turpitude.

(3) No persons who have more than one spouse living shall be eligible for appointment to the Service.

Provided that the Governor may, if he is satisfied that there are special grounds for doing so, exempt any person from the operation of this sub-rule.

(4) No person who attempts to enlist support for his candidature either directly or indirectly by any recommendations either written or oral or by any other means, shall be appointed to the Service.

**15. Appointment to the Service:-** (1) Appointment to any post in the service under Rule 7 shall be made by the Appointing Authority and in respect of Gazetted post shall also be published in the Meghalaya Gazette.

(2) (i) Subject to the provisions of sub-rule (3) and (5) or Rule 12, appointment shall be made from time to time in the order in which the names of candidates appear in the merit List prepared under sub-rule (4) of Rule 12.

(ii) A person appointed by direct recruitment shall join within 15 days from the date of receipt of the order of appointment failing which, and unless the Appointing Authority extends the period of joining, which shall not in any case exceed three months, the appointment shall be cancelled.

(iii) Appointment under sub-rule (1) of Rule 7 shall be made in the order in which the names of candidates appear in the Select List approved by the Commission under sub-rule (4) of Rule 10.

**16. Departmental Examination and Training:-** (1) All Officers who joined the Service prior to the commencement of these Rules who have not undergone the training prescribed from time to time shall have to undergo successfully such prescribed training(s).

(2) Every person appointed to the Service after the commencement of these rules shall, during the period of probation; pass the training conducted by the Training Institute and complete successfully such training as may be prescribed by the Appointing Authority.

**17. Seniority:-** (1) The *interse seniority* of the members of the service appointed before the commencement of these Rules, shall be in the order in which their names appeared in the respective lists prepared by the Commission or the Select List approved by the Commission.

(2) The *interse seniority* of the members of the service appointed to different cadre after the commencement of these Rules shall be in the order in which their names appeared in the Merit Lists prepared under Sub-Rule (4) of Rule 12 or in the Select List approved under sub-rule (4) of Rule 10.

Provided that in any cadre, a member of the Service appointed by promotion/ selection shall be senior to a member appointed by direct recruitment, where such selection fall in the same year.

(3) If confirmation of any member of the service is delayed on account of his or her failure to qualify for such confirmation, he or she shall lose his or her seniority *vis-a-vis* such of his or her juniors in his or her cadre as may be confirmed earlier than him or her.

**18. Confirmation:-** (1) Confirmation of a member of the service in the cadre appointed by promotion shall be made according to his or her seniority in that cadre subject to the following conditions:-

a) that he or she has served not less than one year in the post where he or she is to be confirmed.

b) that the performance of the employee is satisfactory (to be judge on the basis of Annual Confidential Reports and other relevant records).

c) that there is no Departmental proceedings or vigilance enquiry against him or her and.

- d) subject to availability of vacancy and that no Officer holds a lien on it.
- (2) Confirmation of probationer shall be made according to his or her seniority in that cadre subject to the following conditions:
  - a) that he or she has completed the period of probation to the satisfaction of the Appointing Authority.
  - b) that he or she has passed the Departmental Examination completely and successfully undergone the training courses as may be prescribed by the Appointing Authority from time to time.
  - c) that he or she is considered otherwise fit by the Appointing Authority and,
  - d) subject to availability of vacancy.

Provided that where a person is not given opportunity to undergo the prescribed training during the period of probation his or her confirmation shall not be held up for reasons of not successfully undergoing the said training but such person shall when called upon by the Appointing Authority and opportunity given successfully undergo the said training.

Provided further that the Appointing Authority may for good and sufficient reasons exempt a member of the service from passing any one or more of the prescribed Departmental Examination and Training and confirm him/ her in the respective cadre of the service.

- 19. Gradation List:** There shall be prepared and published annually on up to date Gradation List as on 1<sup>st</sup> January, consisting of the names of all members of the service, cadre -wise and drawn up in order of Seniority and other particulars relating to the date of birth and appointment to the service and such other details relevant to the service career shall also be indicated against each name.
- 20. Increment:** (1) The first increment admissible to a member of the service shall accrue on completion of one year from the date of his joining the post but subsequent increment shall be allowed only on his completion of the period of probation successfully.
- (2) Such persons referred to in sub-rules (1) of Rule 3 shall be allowed to draw increment becoming due within the period of two/years from the date of commencement of these Rules but further increment shall be allowed only on their passing the Departmental Examination completely and on successful completion of the training courses prescribed.
- (3) The pay of the member of the service on his completion of the period of probation or on passing the Departmental Examination or training prescribed shall be fixed at such a stage as if he has been allowed his usual annual increments due but he shall not be entitled to any arrear in pay on account of withholding due increments for the period prior to the date of his completion of the period of probation or passing of Departmental Examination or the prescribed training.
- (4) The increment admissible to a member of the service promoted from one post to another shall accrue on the expiry of such year as admissible under the rules.
- 21. Pay Scale:-** The scale of pay admissible to the members of the service in different post are as shown in column 2 of the scheduled-1 subject to revision by Government from time to time.
- 22. Leave, Pension and other conditions of Service:-** All matters generally relating to pay and allowances, leave, pension, discipline and other conditions of Service shall be regulated by rules and orders as are from time to time applicable to other officers of the Government of corresponding status.

- 23. Power of the Governor to dispense with or relax any Rules:** The Governor, if satisfied that the operation of any of the provisions of these Rules causes undue hardship in any particular case or cases or results in any particular post or posts being left unfilled for want of person(s) possessing the minimum experience as specified by these Rules for promotion to such post(s), may dispense with or relax the requirement of any of these Rules to such extent and subjects to such condition, as it may consider necessary for dealing with the case in a just and equitable manner, or, for meeting the exigencies of public interest.
- 24. Interpretation:-** If any question arises relating to the interpretation of these rules, the decision of the Government in the Textiles Department with the approval of the personnel & A.R. Department shall be final.
- 25. Repeal and Savings:-** All Rules, Orders or Notifications corresponding to and in force immediately before the commencement of these Rules are hereby repealed.

Provided that all orders made or action taken under the Rules, Order or Notification so repealed or any action taken in pursuant thereto shall be deemed to have been validly made or taken under the corresponding provisions of these rules.

Secretary to the Government, of Meghalaya,  
Department of Textiles.

MEGHALAYA WEAVING SUBORDINATE SERVICE RULES  
(SCHEDULED-I)  
(RULE 6 AND 23)

SI. No.	NAME OF THE POSTS	SCALE OF PAY (Level in pay matrix)	NUMBER OF POSTS	
			Permanent	Total
1.	Extension Officer (Handloom)	Level - 12	6	6
2.	Weaving Inspector/Deputy Handloom Officer/Expert Dyer/Designing-cum-Pattern Instructor	Level - 10	27	27
3.	Weaving Instructor (WTC)	Level - 6	10	10
4.	Weaving Demonstrators/Cotton Spinning Demonstrator/ Textiles Designer/Block Printing Expert/Technical Assistant/ Expert Printer/Knitting Demonstrator/Tailoring Demonstrator	Level - 5	123	123
5.	Weaving Assistant	Level - 4	6	6

MEGHALAYA WEAVING SUBORDINATE SERVICE RULES  
(SCHEDULED-II)  
(RULE 7 (1) & RULE 13 (3))

Sl. No.	Name of posts	Method of recruitment with percentage of vacancies to be filled up in any recruitment year by direct recruitment or percentage.	Direct Recruitment			Promotion		
			Educational qualification, etc. for direct recruitment.	Lower age limit.	Upper age limit.	Person eligible for consideration for promotion to the posts mentioned in column 2.	Qualification experience, etc.	Remarks
1	2	3	4	5	6	7	8	9
1	Extension Officer (Handloom)	100% by promotion	-	-	-	Person serving in the cadre of Weaving Inspector/ Deputy Handloom Officer/Expert Dyer/Designing-cum-Pattern Instructor	i) 5 (five) years' experience in the cadre in respect of Diploma holders in Handloom/Textile Technology ii) 10 (ten) years' experience in the cadre in respect of Certificate Course holders in Handloom Weaving iii) 12 (twelve) years' experience in the cadre in other cases.	-
2	Weaving Inspector/ Deputy Handloom Officer/ Expert Dyer/ Designing-cum-Pattern Instructor.	75% by direct recruitment	HSLC (Science)/ SSLC with Mathematics and Science with Diploma in Textiles/ Handloom Technology.	18 years	Not exceeding 32 years. Upper age limit may be relaxed by 5 years in case of SC/ST candidates as provided by Govt. from time to time. There is no age limit for Candidates who are already in Meghalaya Government Service provided they entered service within the prescribed age limit.	-	-	-
		25% by promotion.	-	-	-	Person serving in the cadre of Weaving Instructor.	(i) 5 (five) years' experience in respect of Certificate Course holder (ii) 7 (seven) years' experience in respect of other case.	In case there are no eligible candidate for direct recruitment, the post(s) may be filled up by promotion.

3	Weaving Inspector (WTC).	100% by promotion.	-	-	-	Person serving in the cadre of Weaving Demonstrator/ Cotton Spinning Demonstrator/ Textile Designer/Block Printing Expert/Technical Assistant/Expert Printer/Knitting Demonstrator/ Tailoring Demonstrator.	5 (five) years' experience in the cadre.	-
4	Weaving Demonstrators/ Cotton Spinning Demonstrator/ Textiles Designer/Block Printing Expert/ Technical Assistant/ Expert Printer/ Knitting Demonstrator/ Tailoring Demonstrator.	75% by direct recruitment and 25% by promotion from amongst Weaving Assistant.	SSLC with Mathematics and Science with Certificate Training in Handloom Weaving.	18 years	32 years. Upper age limit may be relaxed by 5 years in case SC/ST candidates as provided by Govt. from time to time. There is no age limit for Candidates who are already in Meghalaya Government Service provided they entered service within the prescribed age limit.	Person serving in the cadre of Weaving Assistant.	5 (five) years' experience in the cadre	In case there are no eligible candidate for direct recruitment, the post(s) may be filled up by promotion.
5	Weaving Assistant.	100% by direct recruitment.	SSLC with Mathematics and Science with Certificate Training in Handloom Weaving.	18 years	32 years. Upper age limit may be relaxed by 5 years in case of SC/ST candidates as provided by Govt. from time to time. There is no age limit for Candidates who are already in Meghalaya Government Service provided they entered service within the prescribed age limit.	-	-	-