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GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH
MINISTRY OF LOCAL GOVERNMENT, RURAL DEVELOPMENT AND
CO-OPERATIVES

Rural Development and Co-operative Division

(Section-I)

NOTIFICATION

Dhaka, the 27th April, 1983

No. S.R.O.148-L/83/S-I/1C-56/83/190.—In pursuance of the Proclamation of the 24th March, 1982, and in exercise of all powers enabling him in that behalf, the Chief Martial Law Administrator is pleased to make the following rules, namely:—

1. **Short title.**—These rules may be called the Non-Gazetted Employees (Co-operative Department) Recruitment Rules, 1983.

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

(a) "appointing authority" means the Government and includes, in relation to any specified post or class of such posts, any officer authorised by the Government to make appointment to such post or class of posts;

(b) "Commission" means the Bangladesh Public Service Commission;

(c) "Probationer" means a person appointed on probation to a specified post;

(d) "recognised Board" means a Board of Intermediate and Secondary Education established by or under any law for the time being in force and includes any other Board declared by the Government, after consultation with the Commission, to be a recognised Board for the purpose of those rules;

- (e) "recognised University" means a University established by or under any law for the time being in force and includes any other University declared by the Government, after consultation with the Commission, to be a recognised University for the purpose of these rules;
- (f) "requisite qualification", in relation to a specified post, means the qualification laid down in the Schedule in relation to the post;
- (g) "Schedule" means the Schedule annexed to these rules; and
- (h) "specified post" means a post specified in the Schedule.

3. **Procedure for recruitment.**—(1) Subject to the provisions of the Schedule, appointment to a specified post shall be made—

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

(2) No person shall be appointed to a specified post unless he has the requisite qualification and in the case of direct recruitment, he is also within the age limit laid down in the Schedule for that post.

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:

Provided that no appointment by direct recruitment to a specified post which is not within the purview of the Commission under any law for the time being in force shall be made except upon the recommendation of such Departmental Selection Committee as the Government may constitute 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:

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.

(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 and before such date, as was notified by the Commission or, as the case may be, by the Departmental Selection Committee while inviting application 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 Departmental Promotion Committee as the Government may constitute in this behalf:

Provided that appointment by promotion to a specified post of higher class shall be made on the recommendation of the Commission.

(2) A person shall not be eligible for appointment by promotion to a specified post if he has unsatisfactory records of service.

6. **Probation.**—(1) Persons selected for appointment to a specified post, otherwise than by transfer on deputation, 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 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; and
 - (ii) in the case of promotion, revert him to the post from which he was promoted.

(4) A probationer shall not be confirmed in a specified post until he has passed such examination and undergone such training as the Government may, from time to time, direct.

SCHEDULE

Sl. No.	Name of the Specified post.	Age limit for direct recruitment.	Method of recruitment.	Qualification.
1	2	3	4	5
1	District Auditor of Co-operative Societies.	.	By promotion from amongst the Inspectors, Instructors, Field Investigators and Lady Inspectors.	At least three years' service in a post or posts specified in column 4.
2	(a) Inspector of Co-operative Societies.	Not exceeding (i) 33% by direct recruitment ; and 25 years.	(i) 67% by promotion from amongst the Assistant Inspectors and Lady Assistant Inspectors of Co-operative Societies, Assistant Instructors, Tabulators, Computers and Librarians of the Co-operative College, Managers (Samabaya), Librarians (Co-operative Department) and Bengali Translators or, if none is found suitable for promotion, by transfer of Instructor or Field Investigator.	(i) For direct recruitment—At least Bachelor's Degree from a recognised University.
(b)	Lady Inspector of Co-operative Societies.			(ii) For promotion.—At least five years' service in a post or posts specified in column 4.
3	Instructor of Co-operative Societies.	Ditto	(i) 33% by direct recruitment; and	(i) For direct recruitment—At least Bachelor's Degree from a recognised University having proficiency in public speaking.

(ii) 67% by promotion from amongst the Assistant Inspectors and Lady Assistant Inspectors of Co-operative Societies, Assistant Instructors, Tabulators, Computers, Managers (Samabaya), Librarians (Co-operative College) and Bengali Translators.

(i) 50% by direct recruitment; and] (ii) *For promotion*—At least three years' service in a post or posts specified in column 4.

4 Marketing Officer

Ditto

(i) 50% by promotion from amongst the Inspectors (Handloom), Weaving Experts, Textile Designers and Technical Supervisors.

(ii) *For promotion*—At least three years' service in a post or posts specified in column 4.

5 Lady Organiser Not exceeding 30 years.

For direct recruitment—At least Bachelor's Degree from a recognised University.

(ii) 33% by transfer of Lady Assistant Inspectors of Co-operative Societies who have completed five years' service.

6 Textile Designer

By transfer of departmental personnel of the rank of Weaving Expert.

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7	Bengali Translator	Not exceeding 25 years.	By direct recruitment	Bachelor's Degree from a recognised University with at least one year's experience in translation from English into Bengali and <i>vice versa</i> .
8	Photographer	Not exceeding 27 years.	Ditto	Secondary School Certificate from a recognised Board with at least one year's experience as photographer in any firm or office.
9	Artist-cum-Draftsman	Ditto	Ditto	Diploma from any Arts College with at least one year's experience in art designing.
10	Manager (Samabaya)	Ditto	Ditto	Bachelor's Degree from a recognised University with at least one year's experience in managerial work in any printing press, commercial firm or Government office and also with experience in journalism.
11	Research Investigator	Ditto	(i) 65% by direct recruitment; and (ii) 35% by promotion from amongst the Tabulators and Computers or, if none is found suitable for promotion, by transfer of Field Investigator.	(i) <i>For direct recruitment</i> .—At least Bachelor's Degree with Mathematics or Economics or Statistics as one of the subjects from a recognised University with previous field experience in survey works. (ii) <i>For promotion</i> .—At least five years' service as Tabulator or Computer.

12	Tabulator	Ditto	By direct recruitment	Bachelor's Degree with Statistics or Mathematics as one of the subjects from a recognised University.
13	Computer	Ditto	Ditto	Ditto.
14	Field Investigator	Not exceeding 25 years.	(i) 65% by direct recruitment ; and (ii) 35% by promotion from amongst the Tabulators and Computers.	(i) <i>For direct recruitment.</i> —At least Bachelor's Degree with Statistics or Economics or Commerce as one of the subjects from a recognised University. (ii) <i>For promotion.</i> —At least five years' service as a Tabulator or Computer.
15	Inspector (Handloom)	Ditto	(i) 50% by direct recruitment; and (ii) 50% by promotion from amongst the departmental personnel of the rank of Weaving Expert.	(i) <i>For direct recruitment.</i> —At least Secondary School Certificate from a recognised Board with Diploma in Textile Technology from the Textile Institute. (ii) <i>For promotion.</i> —At least five years' service in a post from which promotion will be made.
16	(a) Assistant Inspector	Ditto	(i) 80% by direct recruitment; and (ii) 20% by promotion from amongst the ministerial staff of the Co-operative Department and its subordinate offices and by appointment of said employees of Co-operative Banks and Societies having not less than five years' service.	(i) <i>For direct recruitment.</i> —At least Bachelor's Degree from a recognised University. (ii) <i>For promotion.</i> —At least five years' service in a post from which promotion will be made.
	(b) Lady Assistant	Ditto		

17	Assistant Instructor	Not exceeding 25 (ii) 20% by promotion from amongst the ministerial staff of the Co-operative Department and its subordinate offices and by appointment of said employees of Co-operative Banks and Societies having not less than five years' service.	(i) <i>For direct recruitment</i> —At least Bachelor's Degree from a recognised University having proficiency in public speaking and social welfare work. (ii) <i>For promotion</i> .—At least five years' service in a post from which promotion will be made.
18	Technical Supervisor	By direct recruitment	At least Secondary School Certificate from a recognised Board and having passed the advance course in Sericulture from the Silk Technological Institute.
19	Weaving Expert	(i) 50% by direct recruitment; and (ii) 50% by promotion from amongst the Weaving Supervisors and Slasher Sizers.	(i) <i>For direct recruitment</i> —At least Secondary School Certificate from a recognised Board with Diploma in Textile Technology from the Textile Institute. (ii) <i>For promotion</i> —At least five years' service as Weaving Supervisor or Slasher Sizer.
20	Weaving Supervisor	By direct recruitment	Passed the Artisans Course from the Government Weaving School or Textile Institute.
21	Slasher Sizer	Ditto	Ditto.

22	Librarian (Co-operative College).	Not exceeding 27 years.	Ditto	Bachelor's Degree from a recognised University with Diploma in Library Science.
23	Librarian (Co-operative Department).	Ditto	Ditto	Ditto.
24	Proof Reader	Not exceeding 25 years.	Ditto	Secondary School Certificate from a recognised Board with at least one year's experience as Proof Reader in a press or office.
25	Film Operator	..	By promotion from amongst Assistant Film Operators.	At least five years' service as Assistant Film Operator.
26	Dark Room Assistant	Not exceeding 25 years.	By direct recruitment	Class VIII passed with at least one year's experience in processing of photographic films and printing.
27	Assistant Film Operator.	Ditto	Ditto	Class VIII passed with at least six months, experience in handling projector and generator.

By order of the
Chief Martial Law Administrator

A. T. M. SHAMSUL HAQUE
Additional Secretary-in-Charge.