



THE ASSAM GAZETTE

অসাধাৰণ

EXTRAORDINARY

প্ৰাপ্ত কৰ্তৃত্বৰ দ্বাৰা প্ৰকাশিত

PUBLISHED BY THE AUTHORITY

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No. 82 Dispur, Saturday, 15th February, 2025, 26th Magha, 1946 (S. E.)

GOVERNMENT OF ASSAM

ORDERS BY THE GOVERNOR

WATER RESOURCES DEPARTMENT

NOTIFICATION

The 17th August, 2024

No.WR(E) 277911/201.- In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Assam is hereby pleased to make the following rules regulating the recruitment and the conditions of services of the persons appointed to the Assam Water Research and Management Institute Research Laboratory Service, namely:—

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| Short title and commencement | 1. (1) These rules may be called the Assam Water Research and Management Institute Research Laboratory Service Rules, 2024.
(2) They shall come into force on the date of their publication in the Official Gazette. |
| Definition | 2. In these rules, unless there is anything repugnant in the subject or context ;—
(a) “Appointing Authority” means the Governor of Assam; and
(i) the Secretary to the Government of Assam, Water Resource Department, in respect of Senior Observer;
(ii) the Additional Chief Engineer, Assam Water Research and Management Institute, Basistha, Guwahati, Assam in respect of Laboratory Technician , Model Maker and Model Supervisor.
(b) “AWRMI” means the Assam Water Research and Management Institute; |

- (c) "Board" means the Selection Board constituted under rule 13;
- (d) "Commission" means the Assam Public Service Commission;
- (e) "Constitution" means the Constitution of India;
- (f) "Government" means the Government of Assam ;
- (g) "Governor" means the Governor of Assam;
- (h) "Member" means the member of the Assam Water Research and Management Institute Research Laboratory Service;
- (i) "Select list" means the list as referred to in clause (d) of rule 6 and the list finally approved under sub- rule (6) of rule 12;
- (j) "Service" means the Assam Water Research and Management Institute Research Laboratory Service ;
- (k) "Schedule" means Schedule appended to these rules; and
- (l) "Year" means calendar year i.e. from January to December.

- Class and Cadre 3. (1) The Service shall consist of the following Class-III cadres:
- (i) Senior Observer;
 - (ii) Laboratory Technician; and
 - (iii) Model Maker or Model Supervisor;
- (2) The Service may also include :
- (i) any post equivalent to a post in any of the cadres mentioned in sub-rule (1); and
 - (ii) any cadre or post laid down by the Government to be included in a cadre of the service.

- Strength of Service 4. The strength of each cadre in a class of service shall be such as may be determined by the Governor from time to time. The strength of the cadre of the service along with the pay scale on the date of commencement of these rules shall be as shown in **Schedule-I:**

Provided that the Governor may hold in abeyance any post as and when considered necessary.

- Method of Recruitment 5. Recruitment to the cadres of the service shall be made in the following manner :-
- (1) Recruitment to the cadre of Senior Observer shall be made by Commission by direct recruitment upto 50% of the

strength in accordance with rule 6 and by promotion from the cadre of Laboratory Technician up to 50% in accordance with rule 11.

- (2) Recruitment to the cadre of Laboratory Technician shall be made by direct recruitment by the Board up to 90% of strength in accordance with rule 6 and by promotion from the cadre of Model Maker or Model Supervisor up to 10% in accordance with rule 11.
- (3) Recruitment to the cadre of Model Maker or Model Supervisor shall be made by direct recruitment to be conducted by the Board only.
- (4) Recruitment to the cadre of Senior Observer and Laboratory Technician shall be made by promotion in accordance with the rules 11 to 13.

Direct
Recruitment

6. (1) Direct recruitment shall be made on the basis of recommendations made by the Commission or Board in accordance with procedure hereinafter provided :—
- (a) Before the end of each year the Appointing Authority shall make an assessment regarding the likely number of vacancies to be filled up by direct recruitment during the next year and shall intimate the same to the Commission or Board as the case may be together with details about reservation for candidate's belonging to Scheduled Caste, Scheduled Tribes or any other category as laid down by the Government as provided under rule 15 and about carry forward of such reservation.
 - (b) The Appointing Authority shall simultaneously request the Commission or Board to recommend a list of candidates for direct recruitment, in order of preference.
 - (c) The Commission or Board shall prepare a list of all candidates who shall qualify in order of merit in accordance with the aggregate of marks obtained by each candidate in the Test or Interview. If two or more candidates obtain equal marks, the Commission or Board shall arrange them in order of their relevant merit which shall be determined in accordance with the general suitability of the candidates to the service. The list shall be forwarded to the Appointing Authority.
 - (d) The Commission or Board shall furnish to the Appointing Authority a list of candidates recommended by it in order of preference, found

suitable for direct recruitment showing the marks obtained in examination or written test and interview. The number of candidates in such a list shall be equal to the number of vacancies notified.

- (e) The Commission or Board shall publish the list in daily newspaper and official website of the department or at such other places as the Commission or Board may consider proper.
- (2) The list mentioned in clauses (d) and (e) of sub-rule (1) of this rule shall remain valid for 12 calendar months from the date of recommendation.
- (3) In the event of the Commission or Board being unable to recommended sufficient number of candidates to fill up all vacancies in a year, it shall, in consultation with the Appointing Authority, repeat the procedure as mentioned hereinbefore of this rule, for recommending a subsequent list in the year :

Provided that the Appointing Authority shall not make appointment of any candidate from the subsequent list until all the candidates of the earlier list of the same year, eligible for appointment have been offered the appointment.

Age for Direct
Recruitment

7. A candidate for direct recruitment shall be within the age limits as notified by the Government from time to time :

Provided that the upper age limit may be relaxed for the candidates belonging to special categories like Scheduled Caste, Scheduled Tribes or any other category as laid down by the Government from time to time.

Academic
Qualification

8. The academic qualifications of a candidate for direct recruitment shall be as prescribed by the Government from time to time. The qualifications and experience prescribed as on the date of commencement of these rules are as given in **Schedule-II**.

Physical Fitness

9. A candidate for direct recruitment shall be,
- (1) of sound health, both mentally and physically and free from organic defect of bodily infirmity likely to interfere with the efficient performance of his or her duties; and
- (2) required to undergo medical examination before appointment to the service.

Character

10. A candidate for direct recruitment shall produce to the Commission or Board certificates of good character from —
- (a) the principal or Academic Officer of the University or College or such educational institution in which he or she studied last; and

- (b) two respectable persons, who are well acquainted with (but not related to) the candidate.

Recruitment by
Promotion

11. Appointment by promotion in the cadre shall be made in the manner provided herein after:-

- (1) Subject to suitability as may be decided by the Board and by the Appointing Authority as set forth in rule 12 and also subject to possessing qualifications and experience as prescribed hereinafter, an Officer shall be eligible for promotion from one cadre to another of the service in the manner provided below:-

(A) Promotion as Senior Observer.

- (i) 50% of strength of the cadre of Senior Observer shall be filled by promotion from the cadre of Laboratory Technician, provided that any shortfall due to non-availability of adequate number of suitable candidates in a particular year or years shall be carried out to subsequent year (s) as per provision of relevant Act and Rules.
- (ii) The Laboratory Technician of the service shall be eligible for promotion as Senior Observer if,
 - (a) he or she has passed at least Higher Secondary (Science) examination or an equivalent examination, as recognized by the Government;
 - (b) he or she has rendered service as Laboratory Technician, for a minimum period of 8 years on the first January of the year of promotion; and
 - (c) he or she has successfully undergone the training and passed the Departmental examination as prescribed by the Government from time to time.

(B) Promotion as Laboratory Technician

- (i) 10% of strength of the cadre of Laboratory Technician shall be filled by promotion from the cadre of Model Maker or Model Supervisor, provided that any shortfall of this reservation due to non-availability of adequate number of suitable candidates in a particular year or years shall be carried out forward to subsequent year (s) as per provision of relevant Act and Rules.

(ii) The Model Maker or Model Supervisor of the service shall be eligible for promotion as Laboratory Technician if,

(a) he or she has passed at least HSLC examination or an equivalent examination as recognized by the Government.

(b) he or she has rendered service as Model Maker or Model Supervisor in the service continuously for a period of minimum 8 years on the first January of the year of promotion; and

(c) he or she has successfully undergone the training and passed the Departmental examination as prescribed by Government from time to time.

(2) Vacancies in the cadres of Laboratory Technician and Senior Observer to the extent as specified in the sub- rules (1), (2) and (4) of rule 5 shall be filled by promotion in the manner as provided in rule 12:

Provided that the Governor may for good and sufficient reasons fill up any of the posts for specialized investigation, design, research work temporarily or on tenure by transfer or deputation from outside the service, if it satisfied that there is no suitable cadre in the service available for filling the vacancy.

(3) In case of specialization of a member of the service posted in connection with specialized subject, he or she shall be retained in the same specialized work on his or her promotion in the normal course ,by creation of higher post in the cadre to which he or she is so promoted , keeping the lower post in abeyance, if the Government considers that such an officer cannot be withdrawn from the specialized work due to non- availability of any other Officer of the lower or an equivalent cadre in the service to perform the specialized work.

General
Procedure of
Promotion

12. (1) Before the end of each year, the Appointing Authority shall make an assessment of the likely number of vacancies to be filled by the promotion in the next year of each cadre.

(2) The Appointing Authority shall then furnish to the Board the following documents and information with regards to as many members in order of seniority as are eligible for promotion:-

(a) information about the number of vacancies;

- (b) list of members in order of seniority, eligible for promotion (separate lists for promotion to different cadres shall be furnished) indicating the cadre to which the case of promotion is to be considered;
 - (c) Annual Confidential Report (ACR), Character rolls and personal files of the officers listed;
 - (d) details about reservation in case of promotion to the service under rule 11, and about carry forward of vacancies as provided under clause A(i) and B(i) of sub-rule (1) of rule 11; and
 - (e) any other documents and information as may be considered necessary by the Appointing Authority or required by the Board.
- (3) The Appointing Authority shall simultaneously request the Board to recommend within one month a list of officers, found suitable for promotion in order of preference, in respect of promotion to each of the cadres in which recruitment is to be made by promotion.
- (4) The selection shall be made on the basis of seniority with due regard to merit in case of promotions stated hereinbefore under sub rule (3) of rule 11.
- (5) The Board after examination of the documents and information furnished by the Appointing Authority shall recommend to the Appointing Authority a list of officers against the number of vacancies in order of preference, found suitable for promotion.
- (6) The Appointing Authority on receipt of the lists recommended by the Board shall consider the list prepared by the Board along with character rolls and personal files of the employees and approve the list unless it considers it necessary to make any change. If the Appointing Authority considers it necessary to make any change in the list received from Board, he shall inform the Board of the change proposed and after taking into the account the comments, if any, the Board may approve the list finally with such modification, if any, as may, in his opinion, be just and proper.
- (7) The inclusion of a candidate's name in a select list shall confer no right to promotion unless the Appointing Authority is satisfied after such inquiry as may be considered necessary that a candidate is suitable for promotion.
- (8) The list finally approved by the Appointing Authority, as the case may be, shall be published by the Appointing Authority within 15 days from the date of final approval.

- (9) The select lists shall remain valid for 12 calendar months from the date of approval by the Appointing Authority as the case may be.
- (10) The promotion shall be in accordance with the list finally approved.

Selection Board

13. The Board as referred to in rules 11 and 12 shall consist of the following:-

- (1) Board for considering promotions to the post of Senior Observer:-
 - (a) Secretary, Water Resources Department -Chairman
 - (b) Deputy Secretary, Water Resources Department -Member Secretary
 - (c) Additional Chief Engineer, AWRMI, Water Resources Department -Member
 - (d) Representative of Personnel Department (not below the rank of Deputy Secretary) -Member
 - (e) River Research Officer, Soil or Hydraulic Research Lab, AWRMI Water Resources Department -Member
- (2) Board for considering promotion to the post of Laboratory Technician:-
 - (a) Additional Chief Engineer, AWRMI, Water Resources Department -Chairman
 - (b) Executive Engineer, Hydraulic Research WR Division -Member Secretary
 - (c) River Research Officer, Soil or Hydraulic Research Lab., AWRMI Water Resources Department -Member
 - (d) Assistant River Research Officer, Soil or Hydraulic Research Lab., AWRMI Water Resources Department -Member

Disqualification

14. (1) No person shall be eligible for appointment to the service,
- (a) unless he or she is a citizen of India, and
 - (b) if he has more than one wife living or in case of female candidate who has married a person who has one living wife :

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 clause.

- (2) No person who attempts to enlist support for his candidature directly or indirectly by any recommendation, either written or oral or by other means, shall be appointed to the service.
- Reservation 15. In all cases of appointment by direct recruitment as well as by promotion, there shall be reservation in case of candidates belonging to the Scheduled Castes, Scheduled Tribes as per the provision of the Assam Scheduled Castes and Scheduled Tribes (Reservation of Vacancies in Service and Posts) Act, 1978 and rules framed there under. There shall also be reservation for candidates belonging to Other Backward Classes as per O.M. No ABP.338/33/14 dated 04/01/1984 for direct recruitment only. General orders in respect of reservation in favour of other categories of candidates shall be as prescribed by the Government from time to time.
- Appointment 16. (1) Subject to the provision of sub-rule(2) of this rule, appointments under rule 6 shall be made by the Appointing Authority in accordance with the order of preference determined in the list referred to in clause (d) of sub-rule (1) of rule 6.
- (2) The inclusion of a candidates name in the list mentioned in clause (d) of sub-rule (1) of rule 6 shall confer no right to appointment unless the Appointing Authority is satisfied after such enquiry as may be considered necessary, that a candidate is suitable in all respects for appointment to the service.
- Joining Time 17. A person shall join within 15 days from the date of receipt of the order of appointment or of promotion, failing which the appointment shall be cancelled unless the Appointing Authority extends the period, which shall not in all, exceed three months.
- Training 18. A member of the service shall be required to undergo such training and pass such departmental examination as the Government may prescribe from time to time.
- Discharge and Reversion 19. A temporary or officiating member shall be liable to be discharged or reverted to the lower cadre of the service or to his original service, if
- (1) he or she fails to make sufficient use of the opportunities given during any training as may be prescribed by the Government from time to time or fails to render satisfactory service during his tenure of service in the cadre, and or
- (2) it is found on a subsequent verification that he or she was initially not qualified for the appointment or that he or she had furnished any incorrect information with regard to his appointment.

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| Seniority | <p>20. (1) The seniority of a member in a cadre appointed by direct recruitment or by promotion shall be determined according to the order of preference in the respective list recommended by the Commission or Board under rule 6 and also in respective list finally approved by the Appointing Authority under sub-rule (6) of rule 12, if he joins the appointment within 15 days' time from the date of receipt of the order or within the extended period as mentioned in rule 17.</p> <p>(2) If a member fails to join the appointment within the initial period of 15 days of receipt of the order or within the extended period as mentioned in rule 17, but joins later his or her seniority shall be determined in accordance with the date of joining.</p> <p>(3) A member appointed by promotion in a year shall be senior to a member appointed by direct recruitment in that year.</p> |
| Probation and Confirmation | <p>21. (1) Subject to availability of a permanent vacancy in the respective cadre, a member shall be placed according to the seniority on probation against the permanent vacancy for a period of two years before he is confirmed against the permanent post :</p> <p style="padding-left: 40px;">Provided that the period of probation may for good and sufficient reasons, be extended by the Appointing Authority for any specific period, not exceeding a period of two years:</p> <p style="padding-left: 40px;">Provided further that the period of probation may be curtailed or dispensed with in any case for good and sufficient reasons by the Appointing Authority.</p> <p>(2) A member of the service placed on probation under sub-rule (1) above shall be confirmed against the permanent post subject to the following conditions:-</p> <p style="padding-left: 40px;">(a) he or she has completed the period of probation to the satisfaction of Appointing Authority in accordance with sub-rule (1) ;</p> <p style="padding-left: 40px;">(b) he or she has successfully undergone the training and passed the Departmental Examination, if any, prescribed by Government under rule 18.</p> <p>(3) If confirmation of a member is delayed on account of his failure to qualify for such confirmation he shall lose his position in order of seniority vis-à-vis such of his junior as might be confirmed earlier than him. His seniority shall, however, be restored on his confirmation subsequently.</p> |

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| Gradation List | 22. Gradation list shall be prepared and published every year containing the name of all members of the service cadre-wise in order of seniority and such other particulars as date of birth, date of appointment etc. |
| Pay | 23. All appointments in the service shall be made in the scale of pay as may be prescribed by the Government from time to time. The scale of pay of the posts in the cadres of the service, on the date of commencement of these rules are as shown in Schedule-I . |
| Mode of Employment | <p>24. (1) Members of the Service shall be employed in such manner as the Appointing Authority may decide.</p> <p>(2) A member of the service shall be liable to be posted anywhere within the state of Assam or outside Assam, or to any other department of the Government, a body corporate, in the affairs of which the Government may be substantially interested, or an autonomous district council, if so required in the interest of public service and in such case the member shall abide by the order of the Government.</p> |
| Other Condition of Service | <p>25. (1) Except as provided in these rule, all matters relating to pay and allowances, leave, pension, discipline and other condition of service shall be regulated by the general rules or orders of the Government for the time being in force.</p> <p>(2) The conditions of service of the members, in respect of matters, for which no provisions has been made in these rules, shall be same, as are, for the time being, applicable to other officers of the Government, of the corresponding status and having similar functions.</p> |
| Relaxation | <p>26. When the Government is satisfied that the operation of any of these rules, causes under hardship in any particular case, it may, dispense with or relax the recruitment of that rule to such extent and subject to such conditions as it may consider necessary dealing with the case in a just and equitable manner :</p> <p style="padding-left: 40px;">Provided that the case of any person shall not be dealt with in any manner less favorable to him than provided in these rules.</p> |
| Interpretation | 27. If any question arises relating to the interpretation of these rules, the decision of the Government shall be final. |
| Repeal and Savings | <p>28. The rules corresponding to these rules and in force immediately before commencement of these rules are hereby repealed :</p> <p style="padding-left: 40px;">Provided that all orders made or action taken under the rules so repealed or under any general orders ancillary thereto shall be deemed to have been validly made or taken under corresponding provisions of these rules.</p> |

SCHEDULE- I
(rules 4 and 23)

STRENGTH OF EACH CADRE OF THE SERVICE AND PAY

Sl. No	Categories of Post	Pay Band	Grade Pay	Number of Posts (all permanent)
1	Senior Observer	PB-2 Rs. 14000-60500	Rs. 8700	16
2	Laboratory Technician	PB-2 Rs. 14000-60500	Rs. 6200	18
3	Model Maker	PB-2 Rs. 14000-60500	Rs. 5600	1
4	Model Supervisor	PB-2 Rs. 14000-60500	Rs. 5600	1

SCHEDULE- II
(rules 8)

QUALIFICATIONS AND EXPERIENCE FOR DIRECT RECRUITMENT

Sl. No.	Name of Post	Qualifications
1	Senior Observer	(1) B.Sc in Physics, Mathematics, Geology or Chemistry or Diploma in Engineering in Civil engineering from recognized university. (2) Preferably one year experience in Laboratory works.
2	Laboratory Technician	(1) Higher Secondary (Science) with Physics, Mathematics and Chemistry (2) Preferably one year experience in Laboratory works.
3	Model-Maker or Model Supervisor	High School Leaving Certificate (HSLC) Examination passed.

P. R. KHAUND,

Secretary to the Govt. of Assam,
Water Resources Department.