

¹THE HARYANA EXCISE AND TAXATION INSPECTORATE (STATE SERVICE, CLASS III) RULES, 1969.

Part I—General

1. (1) These rules may be called the Haryana Excise and Taxation Inspectorate (State Service, Class III) Rules, 1969.

Short title, commencement and application

(2) They shall come into force at once.

(3) They shall apply to every member of the Service :

Provided that where any of these rules varies to the disadvantage of any such member the condition² of service applicable to him immediately before the 1st day of November, 1966, the rules applicable to such member immediately before that date in respect of his conditions of service to the extent to which any of these rules is to his disadvantage shall, unless such variation is made in accordance with the provisions of Sub-section (6) of section 82 of the Punjab Reorganisation Act, 1966, continue to apply to him.

2. In these rules, unless the context otherwise requires:—

Definitions.

(a) 'Commission' means the Haryana Public Service Commission ;

²[(aa) 'Board' means the Haryana State Subordinate Services Selection Board;]

(b) 'Commissioner' means the Excise and Taxation Commissioner, Haryana ;

¹Published *vide* Haryana Govt. Notification No. G.S.R. 180/constl/Art 309/69 dt. 22-10-1969.

²Inserted *vide* Haryana Govt. Notification No. G.S.R.—/constl/Art./309/72 dt. —.

(c) 'direct appointment' means an appointment made otherwise than by promotion or by transfer of an official already in the service of the Government of India or of a State Government;

(d) 'Financial Commissioner' means the Administrative Secretary of the Excise and Taxation Department, Haryana;

(e) 'Government' means the Haryana Government in the Administrative Department;

(f) 'recognised university' means:—

(i) any university incorporated by law in any of the States of India; or

(ii) in the case of a degree or diploma obtained as a result of examination held before the 15th August, 1947, the Punjab, Sind, or Dacca University; or

(iii) any other university which is declared by the Government to be recognised university for the purposes of these rules;

(g) 'the Service' means the Haryana Excise and Taxation Inspectorate (State Service, Class III).

Number and
character of
Post

3. The Service shall comprise the posts shown in appendix "A" to these rules;

Provided that nothing in this rule shall affect the inherent right of the Government to add to or reduce the number of such posts or create new posts with different designations and scales of pay whether permanently or temporarily.

Part II-Recruitment of Excise Inspectors and Taxation Inspectors.

4. (i) The Commissioner shall maintain a register of accepted candidates separately for the posts of Excise Inspectors and Taxation Inspectors in the following form:—

Register of
Candidates

FORM OF REGISTER

- (a) Serial No. (to be in the order of acceptance by Commission).....
- (b) Name and address of the candidate.....
- (c) Home district.....
- (d) Educational Qualifications.....
- (e) Date of birth.....
- (f) Whether appointed directly or by transfer.....
- (g) Date of acceptance.....
- (h) Signature of the Commissioner.....
- (i) Remarks.....

(2) The inclusion of the name of any person in the register of candidates shall not confer any guarantee of appointment.

5. (1) The total number of candidates on each register referred to in rule 4, shall not ordinarily exceed 25 at any time excluding those who are not likely to revert to candidature on account of officiating against long term vacancies.

Number of
candidates
and
categories

(2) Except when otherwise directed by the Government, the names of accepted candidates shall be duly entered in accordance with these rules in the register referred to in rule 4 in order of selection and out of categories given below:—

Category (A) : Applicants for direct appointment, in order of their selection and subject to any system approved by the Government for the selection of Scheduled Castes/Scheduled Tribes and Backward Classes = 66.2/3 per cent.

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Category (B) : Applicants who are Ministerial Government servants of the Excise and Taxation Department or who are otherwise appointed by transfer = 33.1/3 per cent :

Provided that the vacancies filled by transfer from other Departments of the State Government or the Government of India, shall not, at any time, exceed 5 per cent of the total vacancies in the Department.

Nationality,
domicile and
character,

6. (1) No person shall be appointed to the Service unless he is—

- (a) a citizen of India; or
- (b) a subject of Sikkim; or
- (c) a subject of Nepal; or
- (d) a subject of Bhutan; or
- (e) a Tibetan refugee who came over to India before the 1st January, 1962, with the intention of permanently settling in India; or
- (f) a person of Indian origin who has migrated from Pakistan, Burma, Ceylon and East African countries of Kenya, Uganda and the United Republic of Tanzania (formerly Tanganyika and Zanzibar) with the intention of permanently settling in India ;

Provided that a candidate belonging to categories (c), (d), (e) and (f) shall be a person in whose favour a certificate of eligibility has been

HARYANA GOVERNMENT

PROHIBITION, EXCISE AND TAXATION DEPARTMENT

Notification

The 5th June, 1998.]

No. G.S.R. 55/Const./art. 309/98.—In exercise of the powers conferred by the proviso to article 309 of the Constitution of India, Governor of Haryana hereby makes following rules further to amend the Haryana Excise and Taxation Inspectorate (State Service, Group C) Rules, 1969, namely:—

1. (1) These rules may be called the Haryana Excise and Taxation Inspectorate (State Service, Group C) First Amendment Rules, 1998.

(2) They shall come into force, on the date of their publication in the official gazette.

2. In the Haryana Excise and Taxation Inspectorate (State Service, Group C) Rules, 1969 (hereinafter called in the said rules) in rule 5 in sub-rule (2), for the existing Category (A) and Category (B), the following Categories shall be substituted, namely:—

"Category (A) : Applicants for direct appointment, in order of their selection and subject to any system approved by the Government for the selection of Scheduled Castes/Scheduled Tribes and Backward Classes = 50%

Category (B) : Assistants, Accountant, Senior Scale Stenographers, Junior Auditors, Head Clerk and Statistical Assistants or who are otherwise appointed by transfer = 50%

3. In the said rules, in rule 8, for sub-rule (2), the following sub-rule shall be substituted, namely:—

"(2) A candidate belonging to Category (B) under sub-rule (2) of rule 5 must have at least three years continuous service on the post. The maximum age limit for entry into Service will be 54 years".

MEENAXI ANAND CHAUDHARY,

Financial Commissioner and Secretary to Government,
Haryana, Prohibition, Excise & Taxation Department.

given by the Government of India and if he belongs to category (f), the certificate of eligibility will be issued for a period of one year, after which such a candidate will be retained in the Service subject to his having acquired Indian citizenship.

(2) A candidate, in whose case a certificate of eligibility is necessary may be admitted to an examination or interview conducted by the Commission/¹[Board] or other recruiting authority on his furnishing proof that he has applied for the certificate and he may also provisionally be appointed subject to the necessary certificate being given to him by the Government of India.

(3) No person shall be recruited to the Service by direct appointment unless he produces—

(i) a certificate of character from the principal academic officer of a university, college, school or institution last attended, if any, and similar certificates from two responsible persons, not being his relatives, who are well acquainted with him in his private life and are unconnected with his university, college, school or institution;

(ii) a medical certificate of physical fitness as required under rule 3.1 of the Punjab Civil Services Rules, Volume I, Part I.

¹ "7. No person shall be recruited to the Service by direct appointment unless he is not less than 17 years of age and not more than 27 years of age on or before

Age of candidates,

¹ Substituted vide Haryana Govt. Notification No. G.S.R.—Const./Art 309/72 dt.—

the first day of January next preceding the last day of submission of application to the Commission/Board".

Provided that the Government may, in special circumstances to be recorded in writing, relax the upper age limit :

Provided further that in the case of candidates belonging to Scheduled Castes, Scheduled Tribes and Backward Classes, the upper age limit shall be such as may be fixed by the Government from time to time.

Qualification.

8. (1) A candidate belonging to category (A) under sub-rule (2) of rule 5 must be at least a graduate of a recognised university or must have passed an equivalent examination.

(2) A candidate belonging to category (B) under sub-rule (2) of rule 5 must have at least 3 years continuous Government service to his credit. The maximum age limit for entry into Service will be fifty-five years.

Disqualification for appointment.

9. (1) No person who has more than one wife living or who having a spouse living marries in any case in which such marriage is void by reasons of its taking place during the life-time of such spouse shall be eligible for appointment to the Service.

(2) No woman, whose marriage is void by reasons of the husband having a wife living at the time of such marriage or who has married a person who has a wife living at the time of such marriage shall be eligible for appointment to the Service.

Provided that the Government may, if satisfied that there are special grounds for so ordering exempt any person from the operation of this rule.

Procedure for enlistment and appointment of candidates.

10. (1) Posts in the Service shall be filled in from among accepted candidates whose names have been entered in the register referred to in rule 4 in the proportion as laid down in sub-rule (2) of Rule 5.

(2) The number of vacancies belonging to category "A" to be filled up shall be intimated by the Commissioner to the Commission/[Board] who shall recommend the requisite number of candidates possessing the necessary qualifications after holding a competitive examination, the regulations regarding which are contained in Appendix 'D' to these rules, and send their names along with their applications and particulars etc. to the Commissioner.

(3) Selection to the posts belonging to category 'B' shall be made by the Commissioner. The Commission/[Board] shall, however, be consulted regarding the suitability of the persons so selected by him.

(4) The names of the accepted candidates shall be arranged for appointment to the posts of Excise Inspectors and Taxation Inspectors in rotation as follows and shall be entered in the register of accepted candidates in the like manner :—

First two vacancies	Category 'A'
Third vacancy	Category 'B'

Thereafter in the same rotation beginning again from Category 'A' :

Provided that if there is no candidate in a particular category referred to in sub-rule (2) of rule 5, the vacancy shall go out a candidate of the other category temporarily.

(5) The names of persons in category 'A' referred to in sub-rule (2) of rule 5, who have not been offered any chance to officiate before attaining the age of 27 years, shall be removed from the register

¹ Substituted vide Haryana Govt. Notification No. G.S.R.—Const./Art. 309/72 dt. _____

2-(6) Nothing contained in these rules shall affect reservations and other concessions required to be provided for Scheduled Castes and other Backward Classes in accordance with orders issued by the State Government in this regard from time to time under clause (4) of article 16 of the Constitution."

Appointing
Authority.

11. (1) Subject to rule 10, all appointments to the Service shall be made by the Commissioner from time to time as required from amongst accepted candidate whose names have been duly entered in accordance with these rules in the registers of accepted candidates to be maintained under these rules.

(2) The decision of the Commissioner in matters of appointment shall be final.

PART III—CONDITIONS OF SERVICE

Probation of
persons
appointed
to service.

12. (1) Persons appointed to the Service shall remain on probation for a period of two years, provided that—

- (a) any period, after such appointment, spent on deputation on a corresponding or a higher post shall count towards the period of probation;
- (b) in the case of an appointment by transfer, any period of work in equivalent or higher rank, prior to appointment to the Service may, at the discretion of the appointing authority, be allowed to count towards the period of probation; and
- (c) any period of officiating appointment to the Service shall be reckoned as period spent on probation, but no person who has so officiated shall, on the completion of the prescribed period of probation, be entitled to be confirmed, unless he is appointed against a permanent vacancy.

¹Substituted vide Haryana Govt. Notification No. G.S.R.—Const./Art. 309/72 dt.

²Substituted vide Haryana Govt. Notification No. G.S.R. 75 Const./Art. 309/72 dt. 7.4.72.

(2) If, in the opinion of the appointing authority, the work or conduct of a person during the period of probation is not satisfactory, it may,—

(a) if such person is recruited by direct appointment, dispense with his services, and

(b) if such person is recruited otherwise,—

(i) revert him to his former post; or

(ii) deal with him in such other manner as the terms and conditions of his previous appointment permit.

(3) On the completion of the period of probation of a person, the appointing authority may,—

(a) if his work or conduct has, in his opinion, been satisfactory,—

(i) confirm such Person from the date of his appointment, if appointed against a permanent vacancy; or

(ii) confirm such person from the date from which a permanent vacancy occurs, if appointed against a temporary vacancy; or

(iii) declare that he has completed his probation period satisfactorily, if there is no permanent vacancy; or

(b) if his work or conduct, has in its opinion, not been satisfactory,—

(i) dispense with his services, if recruited by direct appointment, or if recruited otherwise, revert him to his former post or deal with him

in such other manner as the terms and conditions of his previous appointment permit; or

- (ii) extend his period of probation and thereafter pass such orders as it could have passed on the expiry of the first period of probation :

Provided that the total period of probation including extension, if any, shall not exceed three years.

Pay of
members
of service.

13. Members of the service shall be entitled to such scales of pay including special pay, if any, as may be authorised by the Government from time to time. The scales of pay at present in force in respect of specified posts in the service are given in Appendix "A" to these rules.

Departmental
examination.

14. (1) No person appointed to the Service shall be retained therein unless he has passed the departmental examination within two years of his appointment in accordance with the regulations prescribed in Appendix "E" to these rules, nor shall such a person be appointed substantively to any post in the Service nor shall he draw his next increment as Inspector :

Provided that the appointing authority may, for reasons to be recorded in writing, extend the period for passing departmental examination by one year :

Provided that if an official passes the departmental examination within the prescribed period, he shall draw all previous increments and arrears of pay withheld on that account.

(2) The Government may, as and when considered necessary, amend Appendix "E" subject to the condition that such an amendment is notified at least two months prior to the commencement of the next departmental examination.

Seniority of
members of
service.

15. The seniority *inter-se* of members of the Service shall be determined by the length of continuous appointment in the Service :

Provided that—

- (i) the slab system provided in sub-rule (4) of rule 10 shall be maintained ;

- (ii) the order of merit determined by the Commission/ [Board] shall not be altered in the case of direct recruits except for observance of (i) above ;

- (iii) in the case of category 'B' recruits, it shall be in accordance with the order of names entered in the register maintained under sub-rule (1) of rule 4 ;

- (iv) other things being equal and the cases being not covered by (i) to (iii), that is, two or more members appointed on the same date, their seniority shall be determined as follows :—

- (a) a member recruited by direct appointment shall be senior to a member recruited otherwise ;

- (b) in the case of members appointed by promotion/transfer, seniority shall be determined according to the seniority of such members in the appointments from which they were transferred; and

- (c) in the case of members appointed by transfer from different cadres, their seniority shall be determined according to pay, preference being given to a member who was drawing a higher rate of pay in his previous appointment, and if the scale of pay drawn is also the same then by their length of service in those appointments; and if the length of such service is also the same, an

¹Substituted *vide* Haryana Govt. Notification No. G.S.R.—Const./Art. 309/72 dt. —

older member shall be senior to a younger member,

The seniority fixed in accordance with the above provisions shall not be disturbed if a junior member passes the departmental examination earlier than the senior who also qualifies within the prescribed period or is granted extension or exemption by the competent authority from passing the departmental examination unless the competent authority, while granting extension or exemption, directs otherwise.

Liability to serve.

16. A member of the Service shall be liable to serve at any place, whether within or without the State of Haryana, on being ordered so to do by the Commissioner.

Leave, pension and other matters.

17. In respect of pay, leave, pension and all other matters not expressly provided for in these rules members of the Service shall be governed by such rules and regulations as may have been, or may hereafter be adopted or made by the competent authority under article 309 of the Constitution of India or under any law for the time being in force made by State Legislature and the rules made thereunder.

Discipline, penalties and appeals.

18. (1) In matters relating to discipline, punishments and appeals, the members of the Service shall be governed by the Punjab Civil Services (Punishment and Appeal) Rules, 1952, as amended from time to time :

Provided that the nature of penalties which may be imposed, the authority empowered to impose such penalties, the appellate and the revisional authority shall, subject to the provisions of any law or rules made under article 309 of the Constitution of India, be as specified in Appendix 'B' to these rules.

(2) The authority competent to pass an order under clauses (c) and (d) of sub-rule (1) of rule 10 of the Punjab Civil Services (Punishment and Appeal) Rules,

1952, and the appellate authority, shall also be as specified in Appendix "C" to these rules.

19. Every member of the Service shall get himself vaccinated or revaccinated when Government so directs by special or general order.

Liability for vaccination and revaccination.

20. Every member of the Service, unless he has already done so, shall be required to take the oath of allegiance to India and the Constitution of India as by law established.

Oath of allegiance.

21. A member of the Service may be transferred by the Government to any post, whether included in any other service or not, on the same terms and conditions as are specified in rule 3.17 of the Punjab Civil Services Rules, Volume I, Part I.

Liability of members of service to transfer.

22. Where the Government is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules, with respect to any class or category of persons.

Power of relaxation.

23. The Punjab Excise Subordinate Service Rules, 1943, the Pepsu Excise Inspectorate Service Rules, 1954, and Pepsu Taxation Inspectorate Service Rules, 1954 are hereby repealed.

Repeal.

(2) Notwithstanding the repeal of the rules referred to in sub-rule (1) the rules applicable to any member of the Service, immediately before the 1st day of November, 1966, in respect of his conditions of service to the extent to which any of these rules is to his disadvantage shall continue to apply to such member.

APPENDIX 'A'

(See rule 3)

Designation of posts	..	Number of posts	Time-scale of pay
1		2	3
1. Excise Inspectors	..	55	Rs. 200-10-240/ 15-450
2. Taxation Inspectors	..	172	Ditto

Note—The Excise and Taxation Inspectors already appointed in the grade of Rs. 180-71.285/71-300/10-350 before the 1st April, 1966, permanently or temporarily, shall continue in that grade unless they opt for the new grade of Rs. 200-10-240/15-450.

APPENDIX 'B'

[See rule 18(1)]

Designation of official	Nature of penalty	Punishing Authority	Appellate Authority	Revisional Authority
Excise Inspector	(a) Censure	Commissioner	Financial Commissioner	Nil
and Taxation Inspector	(b) Withholding of increments or promotion, including stoppage at efficiency bar.	Do	Do	Nil
	(c) Recovery from pay of the whole or part of any pecuniary loss caused to Government by negligence or breach of orders.	Commissioner	Financial Commissioner	Nil
	(d) Reduction to a lower post or time scale, or to a lower stage in a time scale	Do	Do	Government
	(e) Removal from civil service of the Government, which does not disqualify for future employment.	Do	Do	Do

(f) Dismissal from civil service of the Government which ordinarily disqualifies from future employment

Do Do Do

Note.—The authority competent to impose penalties of removal and dismissal in respect of Excise/Taxation Inspectors in the time scale appointed prior to 28th February, 1952, shall be the Financial Commissioner and in respect of Excise/Taxation Inspectors (Leave reserve) so appointed shall be the Commissioner.

APPENDIX 'C'

[See rule 18(2)]

Nature of order	Authority empowered to pass the order	Appellate Authority
1	2	3
(a) Reducing the maximum amount of ordinary pension admissible under the rules governing pension.	Commissioner	Government
(b) Terminating the appointment of a member of the Service otherwise than upon his reaching the age fixed for superannuation	Do	Do

Note.—An order terminating the appointment of a member of the Service appointed before the enforcement of these rules shall not be passed by an authority lower than the one by whom he was appointed.

APPENDIX 'D'

[See rule 10(2)]

Regulations relating to the subjects and standard of the competitive examination of candidates for the post of Excise and Taxation Inspectors.

1. (1) The examination shall comprise four papers and a *viva voce*.

(2) The questions papers of English and General knowledge will be answered in English, while those of Hindi in Hindi.

(3) No candidate shall be deemed to have qualified for the *viva voce* unless he obtains a minimum of 33 per cent marks in each subject and a minimum of 40 per cent in the aggregate. There shall, however, be no minimum for the *viva voce*. The total marks of the written papers and *viva voce* will determine the rank of the candidate.

(4) The following will be the subjects of the examination :—

(1) English	.. 100 marks
(2) Hindi (in Devnagri Script)	.. 50 marks
(3) General Knowledge	.. 100 marks
(4) <i>Viva Voce</i>	.. 100 marks

Note.—The standard of examination in English will be that of B.A. of the Punjab University. The standard of examination in Hindi will be that of Higher Secondary of the Punjab University.

The syllabi for the papers would generally be as under:—

- | | | |
|---|--|----------|
| (1) English | The candidates may be tested in his command of the English language grammar, etc. At least 25 marks be allotted for the Essay and another 15 marks for Precis writing. | |
| (2) Hindi (in Devnagri Script) | (i) Translation of one or two English passage (s) into Hindi. | 10 marks |
| | (ii) Explanation of one or two Hindi passage (s) in prose and poetry in the same language. | 15 marks |
| | (iii) Composition (Essay, Idioms, Corrections, etc) | 25 marks |
| | Total : | 50 marks |
| (3) General Knowledge (including every day science) | The paper is intended to test the candidate's knowledge of current world affairs as also of important historical, geographical and economic facts with special reference to India. A part of the paper should be set to test the candidate's understanding of subjects of every day science. | |

- (4) *Viva Voce* The idea of the *viva voce* is to test the personal qualities of the candidate including his physical appearance and behaviour. This test will be in matters of general interest and is intended to assess the candidate's alertness, intelligence and general outlook. Consideration will be shown to aptitude towards sports and other extra-curricular activities. The academic record of the candidate will also be taken into consideration.

APPENDIX 'E'

(See rule 14)

Regulations for the Departmental Examination of the
Excise Inspectors and the Taxation Inspectors.

1. A departmental examination for the Excise Inspectors and Taxation Inspectors will be held thrice a year in the months of February, June and October or in such other months as are notified by the Commissioner or Government. The exact dates and place of examination will be notified before hand in the Haryana Government Gazette.

2. The Deputy Excise and Taxation Commissioner, Excise and Taxation Officers in the State of Haryana, Chief Commissioner of Delhi and the Excise and Taxation Commissioner of any other State Governments and Administrative Units in India should forward to the Commissioner, Haryana, the names of officers who intend to sit for the examination together with the subjects on which they wish to be examined before the dates which shall be communicated to them by the Commissioner, Haryana."

3. The examination will be conducted by the Central Committee of Examinations, Haryana.

4. The papers will be set, answers examined and marks awarded by the examiners nominated by the Commissioner, with the approval of the Haryana Government.

5. The answer books of the candidates will be forwarded to the Secretary, Central Committee of Examinations, Haryana, to the examiners nominated under regulation 4. The examiners will submit under

1. Substituted *vide* Haryana Govt. Notification No. G.S.R.—Const.Art./309/72 dt. —

a sealed cover their awards of marks, along with the answer books in original to the Secretary, Central Committee of Examinations, Haryana, within two weeks from the date on which the examination closes. The Secretary will fill in the names of the examinees in the award statements and forward them to the Commissioner who will complete the results.

6. After each examination the names of successful candidates will be published in the *Haryana Government Gazette* in Part III.

7. The Excise Inspectors will normally be required to qualify in subjects I, II, III and the Taxation Inspectors in subjects I, III, IV, V, VI and VII, but any of them may qualify in all subjects.

8. The Commissioner, Haryana, may permit the accepted candidates for the posts of Excise Inspectors and Taxation Inspectors in the Excise and Taxation Department, Haryana, to take the examinations and also any candidates recommended by other Governments under regulation 2.

9. To pass the examination it will be necessary for a candidate to secure 50 percent marks in each subject.

10. The Excise Inspectors and the Taxation Inspectors of the Excise and Taxation Department, Haryana, must pass the departmental examination in the required subjects within a period of two years from the date of appointment to the post.

11. A paper of three hours carrying 100 marks shall be set on each of the following subjects for the departmental examination :—

Note.—A candidate who obtains 66 and 75 per cent marks shall be deemed to have passed in that subject in higher standard and with credit, respectively.

Subject I—Law of Crimes

- (1) The Indian Penal Code, Act XLV of 1860, Chapters I to V, IX to XI, XIII, XIV and XXIII;
- (2) The Code of Criminal Procedure Act V of 1898, including Schedules, Chapters XVIII, XXVI XXVII and the whole of parts IV, VII and VIII;
- (3) The Indian Evidence Act I of 1872 except Chapters VI and VIII; and
- (4) The General Clauses Act, 1897.
- (5) The Untouchability (Offences) Act, 1955.*

Subject II—Excise Law

- (1) The Punjab Excise Act, 1914;
- (2) The Punjab Local Option Act, 1923;
- (3) The Opium Act, 1878;
- (4) The Dangerous Drugs Act, 1930;
- (5) The (East) Punjab Molasses (Control) Act 1948;
- (6) The Punjab Gram Panchayat Act, 1952 (Section 26 only);
- (7) The Medical and Toilet Preparations (Excise Duties) Act, 1955; and
- (8) Notifications, orders and rules issued under (1) to (7).

*Item (5) added by Haryana Govt. Notification No. G.S.R. 75/ const./Art. 309/72 dt. 7.4.1972.

Subject III—Law Relating to Allied Taxes

- (1) The Punjab Entertainments Duty, Act, 1955;
- (2) The Punjab Motor Spirit (Taxation of Sales) Act, 1939;
- (3) The Punjab Passengers and Goods Taxation Act, 1952;
- (4) The Punjab Entertainments Tax (Cinematograph Shows) Act, 1954;
- (5) The Punjab Professions, Trade Callings and Employments Taxation Act, 1956; and
- (6) Notifications, orders, rules and executive instructions issued under (1) to (5) above.

Subject IV—Property Tax Law And Practices—Civil Law

- (1) The Punjab Urban Immovable Property Tax Act, 1940;
- (2) Notifications, rules and executive instructions issued under (1);
- (3) The following portions of the Code of Civil Procedure :—
 - (i) Order V—Issue and service of summons;
 - (ii) Order XIII—Production, impounding and return of documents;
 - (iii) Order XVI—Summoning and attendance of witnesses;
 - (iv) Order XVIII—Hearing of suits and examination of witnesses.

Subject V—Sales Tax Law and Practice

- (1) The East Punjab General Tax Act, 1948;
- (2) The Central Sales Tax, Act 1956;
- (3) Notifications, rules and executive instructions issued under (1) and (2) above; and
- (4) The Indian Sales of Goods Act;
- (5) Candidates will be required to know the general principles of the Act so far as they apply to the administration of the Punjab General Sales Tax Act and rules issued thereunder and will also be required to draw up assessment orders.

Subject VI—Book keeping and General Commercial Knowledge

Candidate will be required to answer questions about the theory and practice of single and double entry book-keeping including the preparation of trading accounts Profit and loss accounts and balance sheets. The papers will also test candidate's knowledge of general commercial terms and practice.

Subject VII—Lande Script Amritsari and Mahajani

- (1) Transliteration into Roman characters of passages written in Lande Script; and
 - (2) Transliteration into Lande Script of passages in Roman characters.
Candidates have the option of taking either Amritsari or Mahajani Lande Script.
12. Candidates will be provided with the text of the various Acts for use in the examination.

PART III
HARYANA GOVERNMENT
EXCISE AND TAXATION DEPARTMENT

Notification

The 20th January, 1981

No. G.S.R.5/Const. 309.Amd.(1)/81.—In exercise of the powers conferred by the proviso to article 309 of the Constitution of India, and all other powers enabling him in this behalf, the Governor of Haryana hereby makes the following rules further to amend the Haryana Excise and Taxation Inspectorate (State Service Group C) Rules, 1969, namely:—

1. (1) These rules may be called the Haryana Excise and Taxation Inspectorate (State Service Group C) First Amendment Rules, 1981.

(2) They shall be deemed to have come into force with effect from 22nd January, 1975.

2. In the Haryana Excise and Taxation Inspectorate (State Service Group C) Rules, 1969, in rule 14, for sub-rule (1), the following sub-rules shall be substituted, namely:—

“(1) A member of the Service shall within two years from the date of his appointment to the Service, pass the prescribed departmental examination in accordance with the regulations specified in Appendix ‘E’ to these rules. If any member fails to pass the departmental examination within the prescribed period of two years, his services shall be terminated or he shall be reverted to his former appointment, if any:

Provided that the appointing authority may for reasons to be recorded in writing extend the period for passing the departmental examination by one year.

Provided further that the Government may exempt any member of the Service from so passing the whole or any part of the departmental examination or may extend the period within which the member of the Service shall so pass the examination:—

(1A) (i) If a member of the Service passes the departmental examination within the prescribed period of two years, from the date of his appointment, he shall be entitled to get two increments, including those already earned by him, from the date, if any, following the last day on which the departmental examination is completed. However, he shall be entitled to get the third increment after the completion of three years' service.

(ii) No increment shall be withheld until the period of two years prescribed for clearing the departmental examination is over.

(iii) In case a member of the Service is allowed extension period within which the said examination is required to be passed, his next increment (3) for the period subsequent to that within which the departmental examination was to be passed, shall be released only from the date following the last day on which the examination is completed. The increment shall be released with retrospective effect from the date it was otherwise due but no arrears shall be paid for the past period.

(iv) If a member of the Service fails to pass the departmental examination, or any part thereof, and is subsequently exempted by the Government from passing the departmental examination or any part thereof, as the case may be, his increment (3) for the period subsequent to that within which the departmental examination was to be passed, shall be released from the date he is given such exemption. The increment shall be released with retrospective effect from the date it was otherwise due but no arrears shall be paid for the past period.

(v) Further increments will normally be admissible on the dates on which they would have become otherwise due.”

L. C. GUPTA,

Secretary to Government, Haryana,
Excise and Taxation Department.

हरियाणा सरकार

आबकारी तथा कराधान विभाग

अधिसूचना

दिनांक 31 मई, 2004

संख्या सा० का० नि० 15/संवि०/अनु० 309/2004.—भारत के संविधान के अनुच्छेद 309 के परन्तुक द्वारा प्रदान की गई शक्तियों तथा इस निमित्त उन्हें समर्थ बनाने वाली सभी अन्य शक्तियों का प्रयोग करते हुये, हरियाणा के राज्यपाल, इसके द्वारा, हरियाणा आबकारी तथा कराधान निरीक्षणालय (राज्य सेवा ग्रुप-ग) नियम, 1969, को आगे संशोधित करने के लिये निम्नलिखित नियम बनाते हैं, अर्थात् :—

1. (1) ये नियम हरियाणा आबकारी तथा कराधान निरीक्षणालय (राज्य सेवा ग्रुप-ग) (संशोधन) नियम 2004, कहे जा सकते हैं।

(2) ये राजपत्र में, इनके प्रकाशन की तिथि से लागू होंगे।

2. हरियाणा आबकारी तथा कराधान निरीक्षणालय (राज्य सेवा ग्रुप-ग) नियम, 1969 (जिन्हें इसमें, इसके बाद, उक्त नियम कहा गया है) में, नियम 8 में, उप-नियम (2) के स्थान पर, निम्नलिखित उप-नियम प्रतिस्थापित किया जायेगा, अर्थात् :—

“(2) नियम 5 के उप-नियम (2) के अधीन प्रवर्ग (ख) से सम्बन्धित किसी उम्मीदवार को पद पर कम से कम 3 वर्ष की लगातार सेवा होनी चाहिये।”।

3. उक्त नियमों में, परिशिष्ट “ई” में, क्रम संख्या 11 में, टिप्पण के बाद, विद्यमान विषयों के स्थान पर, निम्नलिखित विषय प्रतिस्थापित किये जायेंगे, अर्थात् :—

“विषय-I अपराध विधि

- (1) भारतीय दण्ड संहिता, 1860 (1860 का अधिनियम 45) के अध्याय I से V, IX से XI, XIII, XXIV तथा XXIII ;
- (2) दण्ड प्रक्रिया संहिता, 1973 (1974 का अधिनियम 2), के अध्याय VIII, IX, X, XI, XXV, XXVI, XXVII, XXVIII, XXIX तथा XXX को छोड़कर ;
- (3) भारतीय साक्ष्य अधिनियम, 1872 (1872 का 1) के अध्याय VI तथा VIII के सिवाय ;
- (4) साधारण खण्ड अधिनियम, 1897 (1897 का 10) ; तथा
- (5) सिविल अधिकार संरक्षण अधिनियम, 1955 (1955 का 22) ।

विषय-II आबकारी विधि

- (1) पंजाब आबकारी अधिनियम, 1914 (1914 का पंजाब अधिनियम 1) ;
- (2) पंजाब स्थानीय विकल्प अधिनियम, 1923 (1923 का पंजाब अधिनियम 5) ;
- (3) स्वापक औषधि और मनः प्रभावी पदार्थ अधिनियम, 1985 (1985 का 61) ;

- (4) पूर्वी पंजाब शीरा (नियन्त्रण) अधिनियम, 1948 (1948 का XI);
- (5) हरियाणा पंचायती राज अधिनियम, 1994 (1994 का अधिनियम 11) (केचल चारा 31);
- (6) औषधीय और प्रसाधन निर्मितियां (उत्पाद शुल्क) अधिनियम, 1955 (1955 का 16); तथा
- (7) उक्त मद संख्या I से VI के अधीन जारी की गई अधिसूचनाएँ, आदेश तथा नियम।

विषय-III सहबन्ध कर

- (1) पंजाब मनोरंजन शुल्क अधिनियम, 1955 (1955 का पंजाब अधिनियम 16);
- (2) पंजाब यात्री तथा माल कंसाधान अधिनियम, 1952 (1952 का पंजाब अधिनियम 16); तथा
- (3) उक्त मद (1 और 2) के अधीन जारी की गई अधिसूचनाएँ, आदेश, नियम और कार्यकारी निदेश।

विषय-IV विक्रय कर विधि

- (1) हरियाणा स्थानीय क्षेत्र विकास कर अधिनियम, 2000 (2000 का 13);
- (2) हरियाणा मूल्य वर्धित कर अधिनियम, 2003 (2003 का 6);
- (3) केन्द्रीय बिक्री कर अधिनियम, 1956 (1956 का 74);
- (4) माल विक्रय अधिनियम, 1930 (1930 का III); तथा
- (5) उक्त मद (1 से 4) के अधीन जारी की गई अधिसूचनाएँ, नियम तथा कार्यकारी निदेश।
- (6) उम्मीदवार को अधिनियम के सामान्य शिद्धान्तों का ज्ञान होना चाहिये। जहाँ तक वे हरियाणा मूल्य वर्धित कर अधिनियम और इसके अधीन जारी नियमों तथा निर्धारण आदेशों के लिये भी अपेक्षित होगा।

विषय-V बुक कीपिंग तथा सामान्य व्यापारिक ज्ञान

उम्मीदवार को लेखन तथा प्रयोगात्मक तौर पर एकल तथा दोहरी प्रविष्टि लेखा खाता में दर्ज करने सहित व्यापारिक खाते, लाभ तथा हानि खाता तथा बैलेस शीट तैयार करने से प्रश्नों का उत्तर देना अपेक्षित होगा। यह पेपर उम्मीदवार के सामान्य व्यापारिक निदन्धन तथा अनुभव का परीक्षण होगा।

विषय-VI संगणक संचालन

परीक्षार्थी की संगणक कार्य विण्डोज संचालन करने तथा माईक्रोसॉफ्ट शब्द, माईक्रोसॉफ्ट एक्सल पैकेज के प्रभावी प्रयोग, विद्युतीय डाक पहचान सृजित करने तथा विद्युतीय डाक के माध्यम से संदेश तथा फाईल प्राप्त करने तथा मेजने, इन्टरनेट में पहुँच, सरक दी इन्टरनेट से सूचना डाऊन लोड करने से सम्बन्धित संगणक के संचालन हेतु परीक्षा अपेक्षित होगी। "।

चन्द्र सिंह,

वित्तियुक्त एवं प्रधान सचिव, हरियाणा सरकार,
आबकारी तथा कंसाधान विभाग।

[Authorized English Translation]

HARYANA GOVERNMENT
EXCISE AND TAXATION DEPARTMENT

Notification

The 31st May, 2004

No. G.S.R. 15/Const./Art. 309/2004.—In exercise of the powers conferred by the proviso to article 309 of the Constitution of India and all other powers enabling him in this behalf, the Governor of Haryana hereby makes the following rules further to amend the Haryana Excise and Taxation Inspectorate (State Service Group C) Rules, 1969, namely :—

1. (1) These rules may be called the Haryana Excise and Taxation Inspectorate (State Service Group C) Amendment Rules, 2004.

(2) They shall come into force on the date of their publication in the Official Gazette.

2. In the Haryana Excise and Taxation Inspectorate (State Service Group C) Rules, 1969 (hereinafter called the said rules), in rule 8, for sub-rule (2), the following sub-rule shall be substituted, namely :—

"(2) The candidate belonging to category (B) under sub-rule (2) of rule 5 must have atleast three years continuous service on the post."

3. In the said rules, in Appendix 'E', in serial No. 11, after note, for the existing subjects, the following subjects shall be substituted, namely :—

Subject-I Law of Crimes

- (1) The Indian Penal Code, 1860 (Act 45 of 1860), Chapters I to V, IX to XI, XIII, XIV and XXIII;
- (2) The Code of Criminal Procedure, 1973 (Act 2 of 1974), excluding chapters VIII, IX, X, XI, XXV, XXVI, XXVII, XXVIII, XXIX and XXX;
- (3) The Indian Evidence Act, 1872 (1 of 1872), except chapters VI and VIII;
- (4) The General Clauses Act, 1897 (10 of 1897); and
- (5) The Protection of Civil Rights Act, 1955 (22 of 1955).

Subject-II Excise Law

- (1) The Punjab Excise Act, 1914 (Punjab Act 1 of 1914);
- (2) The Punjab Local Option Act, 1923 (Punjab Act 5 of 1923);
- (3) The Narcotic Drugs and Psychotropic Substances Act, 1985 (61 of 1985);

- (4) The East Punjab Molasses (Control) Act, 1948 (XI of 1948);
- (5) The Haryana Panchayati Raj Act, 1994 (Act 11 of 1994), (Section 31 only);
- (6) The Medicinal and Toilet Preparations (Excise Duties) Act, 1955 (16 of 1955); and
- (7) Notifications, orders and rules issued under items No. I to VI above.

Subject-III Allied Taxes

- (1) The Punjab Entertainment Duty Act, 1955 (Punjab Act 16 of 1955);
- (2) The Punjab Passengers and Goods Taxation Act, 1952 (Punjab Act 16 of 1952); and
- (3) Notifications, orders, rules and executive instructions issued under items (1 and 2) above.

Subject-IV Sales Tax Law

- (1) The Haryana Local Area Development Tax Act, 2000 (13 of 2000);
- (2) The Haryana Value Added Tax Act, 2003 (6 of 2003);
- (3) The Central Sales Tax Act, 1956 (74 of 1956);
- (4) The Sale of Goods Act, 1930 (III of 1930); and
- (5) Notifications, rules and executive instructions issued under items (1 to 4) above.
- (6) Candidates will be required to know the general principles of the Act so far as they apply to the administration of the Haryana Value Added Tax Act and rules issued thereunder and will also be required to draw up assessment orders.

Subject-V Book Keeping and General Commercial Knowledge

Candidates will be required to answer questions about the theory and practical of single and double entry book keeping including the preparation of Trading Accounts, Profits and Loss Accounts and Balance Sheets. The paper will also test candidate's knowledge of General Commercial Terms and Practice.

Subject-VI Computer Operation

A test of computer handling requiring the examinee to operate the computer, work in windows and make use of Microsoft Word, Microsoft Excel packages effectively creates Electronic Mail, identify receive and send messages and files through Electronic Mail, access internet, surf the internet and downloading information from the internet."

CHANDER SINGH,
Financial Commissioner and Principal
Secretary to Government Haryana,
Excise and Taxation Department.