

**Government of Rajasthan
Finance Department
(Rules Division)**

F.1(5)FD/Rules/2020


Jaipur dated : 05.10.2020

All Officers of Rajasthan Accounts Service.


Sub :- Regarding observations / comments on FAQs with answers about Rajasthan Services Rules, 1951

As directed, FAQs with answers related to Rajasthan Services Rules, 1951 have been prepared and a draft is enclosed herewith. It is requested to go through these FAQs with answers and submit observations / comments on osdfrules@rajasthan.gov.in latest by 15-10-2020, so that these FAQs can be uploaded on FD's website.

Encl: As above (FAQs)


(S.K. Verma)
Joint Secretary-I, FD (Rules)

✓ Copy to Technical Director, Finance Department for uploading this letter alongwith FAQs on FD website.


Joint Secretary-I, FD (Rules)

FAQs with answers about Rajasthan Service Rules, 1951

FAQs on Rajasthan Service Rules, 1951 are intended to provide general information and guidance needed for the general condition of services of persons appointed to services and posts in connection with the affairs of Rajasthan. The contents must be read in conjunction with Circulars and Orders as issued from time to time. The contents are not intended to be applicable to specific/exceptional cases and no such claims may be made under it. Whenever any difference in interpretation of meaning and/or content of the facts stated the original rules and orders as issued from time to time will be treated as final and binding.

1. Who comes under the purview of these rules?

All persons appointed by the Government of Rajasthan to posts or services under its administrative control or in connection with the affairs of the State of Rajasthan except Officer on Deputation from other Government, Judges of Rajasthan High Court, Chairman and Members of RPSC, Members of AIS and Persons paid from contingencies.

2. Who is Rajasthan Government Servant?

"Rajasthan Government servants" means all persons whose conditions of service is regulated by rules made by the Governor of Rajasthan under the proviso to Article 309 of the Constitution.

3. Who is Probationer Trainee?

A person appointed through direct recruitment against a clear vacancy in the cadre of service and placed under training on fixed remuneration for a period of two years or extended period, if any.

4. What is age on first appointment?

Unless otherwise provided in the rules or the orders of the Government governing recruitment to any post or class of posts the minimum and the maximum age for entry into Government service shall be 16 and 35 years respectively.

5. How Determined the Date of Birth on first appointment?

The date of birth entered in the Secondary/ Senior Secondary School Certificate or in the first certificate issued by a Board of Education shall be accepted and mentioned in the order of appointment issued by the competent authority.

Where the minimum qualifications prescribed for appointment to a post under Government is below Secondary/Senior Secondary or equivalent, the date of birth shall be determined with reference to the certificate issued by the school or the competent authority under the Registration of Births and Deaths Act, 1969.

6. Is production of Medical certificate for appointments necessary?

Except as provided by this rule no person shall be appointed to a post in Government service without a medical certificate of health.

7. How lien is acquired by Government Servant?

Unless in any case it be otherwise provided in these rules, a Government servant on substantive appointment to any permanent post acquires a lien on that post and ceases to hold any lien previously acquired on any other post.

8. Who is competent to accept resignation of Government Servant?

The appointing authority in respect of the service or post in question is the authority competent to accept the resignation of the Government servant.

9. What is notice period for resignation of Government Servant?

One month notice period is prescribed for Government servant who wishes to resign from service.

10. When a resignation becomes effective?

A resignation becomes effective when it is accepted and Government servant is relieved of his duties.

11. Whether permission can be granted for withdrawal of resignation.

When resignation has become effective, a Government servant ceases to be in Government service; and any request made subsequently for withdrawal of resignation shall not be entertained and considered.

12. What is the pay on first appointment of Government Servant?

A person appointed in Government service to a post in Level in the Pay Matrix shall draw pay of the post as may be prescribed by the Government from time to time or as approved by the Government provided it shall not exceed Pay sanctioned by the competent authority for the post held by him. No special or personal pay shall be granted to a Government servant without the sanction of Government.

13. What is the pay on first appointment of Government Servant as probationer trainee?

A probationer-trainee will receive a fixed remuneration as may be prescribed by the Government from time to time and on successful completion of the period of probationer-trainee, pay of the first Cell of the Level in the Pay Matrix shall be allowed.

14. What shall be the pay on appointment of Government Servant who is already in regular service of State Government?

A Government servant, who is already in regular service of State Government, if appointed as probationer-trainee on a post carrying Level in the Pay Matrix either equal or higher than the previous Level in the Pay Matrix shall be allowed pay in his/ her Level in the Pay Matrix of the previous post or fixed remuneration at such rates as may be prescribed by the Government from time to time, whichever may be beneficial to him/ her and after successful completion of period of probationer-trainee, his / her pay shall be fixed in Level in the Pay Matrix of the new post as per provisions of Rule 26.

15. What shall be the pay on appointment on lower post of Government Servant who is already in regular service of State Government on higher post?

A Government servant who is already in regular service of State Government, if appointed as probationer-trainee on a post carrying lower Level than the Level of the previous post shall be allowed pay which he would have been entitled to as if the period of service rendered on the previous post would have been counted as service rendered against the new post or fixed remuneration prescribed for the new post whichever may be beneficial and after successful completion of the period of probationer-trainee, his / her pay shall be fixed in Level in the Pay Matrix of the new post as per provisions of Rule 26.

16. What shall be the pay of Government Servant who is already in regular service of State Government appointed on another equal or higher post as a probationer trainee?

A probationer-trainee on successful completion of probation period shall be allowed minimum pay in the Level (first Cell) in the Pay Matrix of the post.

A Government servant who is already in regular service of the State Government, if appointed on another equal or higher post as a probationer-trainee and has opted to draw pay in the Level of the previous post, on successful completion of probation period his pay including annual increments due on previous post during the period of probationer trainee will be fixed in the Pay Matrix of the Level of the new post at the equal Cell and if there is no equal Cell than at the next Cell.

17. Post for which probation period is prescribed less than two years?

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A person who is directly recruited on a post higher than the initial post of the State Service as defined in the Rajasthan Civil Services (Classification, Control and Appeal) Rules, 1958 for which besides academic / professional qualifications some experience has been prescribed, shall be on probation of one year and allowed the minimum pay in the Level (first Cell) in the Pay Matrix of the post.

18. Pay of the post for which probation period is prescribed one year?

A Government servant who is already in regular service of the State Government, if appointed by direct recruitment on a post higher than the initial post of the State service on 'probation' of one year and the pay last drawn by him is higher than the entry pay prescribed for the new post, his pay will be fixed in the Level in the Pay Matrix of the new post at the equal Cell with reference to the pay of the previous post and if there is no equal Cell than at next higher Cell.

19. Can pay protection is allowed to a person who is already in regular service of the Government of India and other State Governments including institutions of Government of India and other State Governments?

If such persons appointed by direct recruitment under the State Government on a post higher than the post last held under the previous employer and on a post higher than the initial post of the State Service on 'probation' and the pay last drawn by him is higher than the entry pay prescribed for the new post his pay will be fixed in the Level in the Pay Matrix of the new post at the equal Cell with reference to the pay of the previous post and if there is no equal Cell than at next higher Cell.

20. Can pay protection is allowed to a person who is already in regular service of the PSU/Autonomous Bodies/institutions of Government of Rajasthan?

If such persons appointed by direct recruitment under the State Government on any post no pay protection shall be allowed. During probationer trainee period such person will receive a fixed remuneration as may be prescribed by the Government from time to time and on successful completion of the period of probationer-trainee, pay of the first Cell of the Level in the Pay Matrix shall be allowed.

21. What pay shall be allowed to a person who was appointed on urgent temporary basis and whose services are regularized on selection through RPSC or by selection committee prescribed in the relevant service rules?

The Government servants working on urgent temporary basis, on selection through RPSC or by the selection committee under the relevant service rules are appointed afresh as probationer-trainee, during the period of probationer-trainee is allowed fixed remuneration and on completion of period of probationer-trainee shall be entitled to entry pay of the post.

22. Whether period of probationer/on probation is countable against prescribed period of probation of the new post?

If a Government servant in service as probationer/on probation is appointed to new post before completion of the prescribed period of probation satisfactorily, the period of service rendered on old post shall not be counted for this purpose on the new post.

23. What are rules of pay fixation on promotion of Government servant?

As per rule 26A of RSR 1951 fixation of pay in case of promotion from one Level to another in the revised pay structure shall be made in the following manner, -

- (1) One increment shall be given in the Level from which the employee is promoted and he shall be placed at a Cell equal to the figure so arrived at in the Level of the post to which promoted and if no such Cell is available in the Level to which promoted, he shall be placed at the next higher Cell in that Level.
- (2) Fixation of pay of Government servant on promotion in the current year of DPC-
 - (i) Where DPC of current year is convened and Government servant is promoted on the higher post, the pay fixation may be made on notional basis on the higher post from 1st April of the DPC year in respect of post carried forward from the previous year or from the date of vacancy against which the selection is made, as the case may be. The entitlement of actual benefit will be payable from the date charge taken over on the promotion post by the serving employee.
 - (ii) Where DPC of current year is convened but before issuance of the promotion order the promoted employee retires, in that case his notional fixation of pay may be made from 1st April of the DPC year in respect of post carried forward from the previous year or from the date of vacancy against which the selection is made or if it is not possible to identify the actual date of vacancy of the post, on the date of retirement of Government servant, as the case may be,
 - (iii) If DPC is held in the current year and promotion order is issued in the next year, fixation of pay on promoted post shall be made on notional basis from 1st April of the DPC year in respect of post carried forward from the previous year or from the date of vacancy against which the selection is made or if it is not possible to identify the actual date of vacancy of the post, the notional fixation of pay shall be made on 31st March of the DPC year, as the case may be and actual payment be made from the date charge taken over of the promotion post.
- (3) The next date of increment after fixation of pay on promotion shall be 1st July of the year.

24. How fixation of pay shall be made where Government servant is promoted on the date of annual increment?

If promotion is made on the date of annual increment in that case first annual increment shall be allowed on the lower post and thereafter fixation of pay on promotion on higher post shall be made.

25. How fixation of pay shall be made where Government servant is promoted on higher post after grant of ACP in the same Level?

If a Government servant is promoted on higher post after grant of ACP in the same Level, no further fixation of pay shall be made on the higher post.