

**GOVERNMENT OF RAJASTHAN
DEPARTMENT OF PERSONNEL
(A-Gr.-II)**

No. F. 3(2) DOP/A II/2022

Jaipur, dated: 18.08.2023

NOTIFICATION

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Rajasthan hereby makes the following rules further to amend the Rajasthan Subordinate Offices Ministerial Service Rules, 1999, namely:-

1. Short title and commencement.- (1) These rules may be called the Rajasthan Subordinate Offices Ministerial Service (~~IIIrd~~-Amendment) Rules, 2023.

(2) They shall come into force with immediate effect.

2. Amendment of rule 2.- After the existing clause (a) and before the existing clause (b) of rule 2 of the Rajasthan Subordinate Offices Ministerial Service Rules, 1999, hereinafter referred to as the said rules, the following new clause (aa) shall be inserted, namely:-

"(aa) "Board" means the Rajasthan Staff Selection Board;"

3. Amendment of rule 6.- In rule 6 of the said rules, the existing proviso (i) to clause (a) of sub-rule (1) shall be substituted by the following, namely:-

"(i) the post of Junior Assistant shall be filled in by Combined Competitive Examination conducted by the Board in accordance with the syllabus as prescribed in Schedule-II.

(i-a) the post of Personal Assistant Grade-II shall be filled in by Combined Competitive Examination conducted by the Board in accordance with the syllabus as prescribed in Schedule-III."

4. Amendment of rule 19.- In rule 19 of the said rules, for the existing expression "the Commission/Appointing Authority", wherever occurring, the expression "the Board /Appointing Authority" shall be substituted.

5. Amendment of rule 22.- In rule 22 of the said rules, for the existing expression "Commission", the expression "Board" shall be substituted.

- 6. Amendment of rule 24.-** In rule 24 of the said rules,-
- (i) for the existing expression "Commission", the expression "Board" shall be substituted;
 - (ii) for the existing expression "as they may deem fit", the expression "as it may deem fit" shall be substituted; and
 - (iii) for the existing expression "as they may approve", the expression "as it may approve" shall be substituted.

7. Amendment of rule 25.- In sub-rule (2) of rule 25 of the said rules, for the existing expression "Commission/ Appointing Authority, as the case may be,", wherever occurring, the expression "Board" shall be substituted.

- 8. Amendment of rule 26.-** In rule 26 of the said rules,-
- (i) in sub-rule (1), for the existing expression "Commission such fee as is fixed by them", the expression "Board such fee as fixed by it" shall be substituted; and
 - (ii) in sub-rule (2), for the existing expression "Commission", wherever occurring, the expression "Board" shall be substituted.

- 9. Amendment of rule 27.-** In rule 27 of the said rules,-
- (i) in sub-rule (1),-
 - (a) for the existing expression "Commission shall be rejected by them", the expression "Board shall be rejected by it" shall be substituted;
 - (b) for the existing expression "Commission shall permit rest", the expression "Board shall permit rest" shall be substituted;
 - (c) for the existing expression "whom they consider it proper", the expression "whom the Board consider it proper" shall be substituted;
 - (d) for the existing expression "granted by the Commission", the expression "granted by the Board" shall be substituted; and
 - (e) for the existing expression "The Commission shall scrutinise", the expression "The Board shall scrutinise" shall be substituted; and
 - (ii) in sub-rule (2), for the existing expression "The decision of the Commission", the expression "The decision of the Board" shall be substituted.

10. Amendment of rule 28.- In rule 28 of the said rules, for the existing expression "Commission", wherever occurring, the expression "Board" shall be substituted.

11. Amendment of rule 29.- In sub-rule (1) of rule 29 of the said rules,-

- (i) for the existing expression "Commission", wherever occurring, the expression "Board" shall be substituted; and
- (ii) the existing proviso shall be substituted by the following, namely:-

"Provided that,-

- (i) the candidates securing minimum 40% marks in each of the paper of Phase-I shall only be admitted to the Phase-II subject to fifteen times the total approximate number of vacancies to be filled in the year through the examination but in the said range all those candidates who secure the same marks as may be fixed by the Board for any lower range will be admitted to the Phase-II.
- (ii) where the Board is of the opinion that sufficient number of candidates belonging to reserved category are not available on the basis of general standard for appearing in the Phase-II, relaxed standard may be applied by the Board for admitting candidates belonging to such reserved category so that sufficient number of candidates in that category are available to appear in the Phase-II. For this purpose, the zone of consideration of 15 times the total approximate number of vacancies shall stand relaxed. However, candidates so additionally qualified for the Phase-II will be eligible for selection to the posts reserved for respective categories only.
- (iii) the Board shall not recommend any candidate who makes more than 20% mistakes/error in the paper opted in Phase-II of the competitive examination for the post of Personal Assistant Grade-II. However relaxation in maximum permissible mistakes/error in paper opted in Phase-II, upto 5% shall be available to Scheduled Castes/Scheduled Tribes category candidates.
- (iv) where the Board is of the opinion that sufficient number of candidates are not available in any category, the Board may further relax maximum permissible mistakes/error up to 5% in Phase-II."

12. Amendment of rule 30.- In rule 30 of the said rules.-

(i) in sub-rule (1),-

- (a) for the existing expression "Commission may order", the expression "Board may order" shall be substituted;

- (b) for the existing expression "Commission in their discretion", the expression "Board in it's discretion" shall be substituted; and
- (c) for the existing expression "fixed by the Commission", the expression "fixed by the Board" shall be substituted;
- (ii) in sub-rule (2), for the existing expression "Commission may take", the expression "Board may take" shall be substituted; and
- (iii) in sub-rule (3). for the existing expression "Commission", wherever occurring, the expression "Board" shall be substituted.

13. Amendment of Schedule-I.- In Schedule-I appended to the said rules , under the heading General Wing,-

- (i) in column number 3 against serial number 10, for the existing expression "Commission", the expression "Board" shall be substituted; and
- (ii) in column number 3 against serial number 14, for the existing expression "Commission", the expression "Board" shall be substituted.

14. Substitution of Schedule-III.- The existing Schedule-III appended to the said rules shall be substituted by the following, namely:-

**"SCHEDULE-III
SCHEME AND SYLLABUS OF THE COMPETITIVE
EXAMINATION FOR THE POST OF PERSONAL ASSISTANT
GRADE-II**

Scheme of examination: The competitive examination shall include the following papers and each paper shall carry the number of marks as shown against it, namely:-

Phase-I :

PAPER	SUBJECT	DURATION OF EXAMINATION	MARKS
1.	General Knowledge, Everyday Science.	3 Hours	50
	General Knowledge of Rajasthan.		50
2.	General Hindi and English	3 Hours	100

Phase-II: The candidates may opt any one paper from the following two papers:-

S.No.	PAPER	DURATION OF EXAMINATION	MARKS
1.	English Shorthand Test		
	(The test shall consist of dictation of 100 words per minute)	10 Minutes	100
	Transcription and typing of dictated passage in English on computer.	60 Minutes	
2.	Hindi Shorthand Test		
	(The test shall consist of dictation of 100 words per minute)	10 Minutes	100
	Transcription and typing of dictated passage in Hindi on computer.	70 Minutes	

Explanation:

- The standard of the papers will be that of the Secondary Examination of the Board of Secondary Education, Rajasthan. The Syllabus and scope of each paper for the examination will be as prescribed by the Board, from time to time and will be intimated to the candidates within the stipulated time in the manner as the Board deems fit.
- The competitive examination will be held in two phases, Phase-I and Phase-II. All the papers of Phase-I will be of objective type.
- In case of persons with benchmark disabilities (PwDs), the facility of scribe will be provided in Phase-I examination as per rules decided by the Board, if desired by the candidate. However, persons with benchmark disabilities (PwDs) will not be allowed to the facility of scribe in Shorthand Test in Phase-II Examination.
- The Board will provide the Computer and Shorthand Notebook for the shorthand test. No candidate will be allowed to bring his own Keyboard. However, 'Blindness and Low vision' category in persons with benchmark disabilities (PwDs) will be allowed to bring their own Slate/Machine for taking Shorthand dictation.
- A compensatory time of 15 minutes of examination for transcription and typing of dictated passage on computer will be provided to the persons with benchmark disabilities (PwDs) in the Phase-II examination.

6. Provisions regarding number of candidates admitted to Phase-II and passing standards of each phase shall be as per sub-rule (1) of rule 29 of these rules.
7. The marks obtained by a candidate in the Phase-I and Phase-II of the examination shall be counted for determining their final order of merit.
8. Candidates who opt to take the Stenography test in Hindi will be required to learn English Stenography and vice versa after their appointment and candidates have to work as English/Hindi Personal Assistant Grade-II as per the functional requirement of the Office irrespective of the medium of Skill Test of candidate during the examination, failing which their probation may not be cleared by appointment departments."

By Order and in the name of the Governor.


(Dr. Shiv Prasad Singh)

Joint Secretary to the Government.

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