

SCHEDULE

RECRUITMENT RULES FOR THE POST OF DEPUTY COMMISSIONER (COMMERCIAL TAXES)

1.	Name of post	DEPUTY COMMISSIONER (COMMERCIAL TAXES)
2.	Number of posts	*1 (One) (2014) *Subject to variation dependent on workload
3.	Classification	General Central Service Group 'A' - Gazetted - Non-Ministerial
4.	Pay Band and Grade Pay / Pay scale	PB-3: Rs.15600-39100 Grade Pay: Rs.6600
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not applicable
7.	Educational and other qualifications required for the direct recruits.	Not applicable
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9.	Period of Probation if any	Not applicable
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	By promotion failing which by deputation.
11	In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made	Promotion: Assistant Commissioner / Appellate Assistant Commissioner (CT) with 5 years service in the grade rendered after appointment thereto on a regular basis and have successfully completed the training in Refresher Course . Note-1: The requirement of training for promotion is not applicable to the officers holding the feeder post on regular basis on the date of notification of these rules.

Note-2: Where juniors who have completed their qualifying / eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying / eligibility service by more than half of such qualifying / eligibility service or two years, whichever is less, and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying / eligibility service.

Note-3: For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1.1.2006 /the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay / pay scale extended based on the recommendations of the Commission.

Deputation: Officers of Pondicherry Civil Service holding analogous posts failing which Officers under the Central/State Governments/Other Union Territories-

- (a) (i) holding analogous posts on regular basis in the parent cadre / department; or
- (ii) with five years service in the grade rendered after appointment thereto thereto on a regular basis in posts in Pay Band-3 Rs.15600-39100 with Grade Pay Rs.5,400; and

(b) Possessing the educational qualifications and experience as below:-

- (i) Degree preferably in Commerce or Economics of a recognized University.
- (ii) 8 years experience in Commercial Accounts in a Government or Semi-Government Organization or in a Commercial or Banking firm of repute or in a firm of Chartered Accountants of Standing.

		Note-1: The Departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion. Note-2: Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or departments of the Central / State / Union Territory Governments shall ordinarily not exceeding four years. The maximum age limit for appointment by deputation shall be "not exceeding 56 years" on the closing date of receipt of applications. Note-3: For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 01.01.2006/the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the Corresponding Grade Pay/ Pay scale extended based on the recommendations of the Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay / pay scale, and where this benefit will extend only for the post or posts for which that grade pay/ pay scale is the normal replacement grade without any upgradation.									
12	If a Departmental Promotion Committee / Recruitment Committee exists, what is its composition?	1. Group 'A' Departmental Promotion Committee (for considering Promotion) <table border="1"> <tr> <td>(1)</td><td>Chairman / Member, Union Public Service Commission</td><td>... Chairman</td></tr> <tr> <td>(2)</td><td>Chief Secretary to Government</td><td>... Member</td></tr> <tr> <td>(3)</td><td>Secretary to Government (Commercial Taxes)</td><td>... Member</td></tr> </table>	(1)	Chairman / Member, Union Public Service Commission	... Chairman	(2)	Chief Secretary to Government	... Member	(3)	Secretary to Government (Commercial Taxes)	... Member
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(2)	Chief Secretary to Government	... Member									
(3)	Secretary to Government (Commercial Taxes)	... Member									

13	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.	Consultation with the Union Public Service Commission necessary while selecting an officer for appointment on deputation under failing which clause.
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(By order of the Lieutenant-Governor)

ADD

SECRETARY TO GOVERNMENT

SCHEDULE

RECRUITMENT RULES FOR THE POST OF ASSISTANT COMMISSIONER/APPELLATE ASSISTANT COMMISSIONER(CT)

1.	Name of post	ASSISTANT COMMISSIONER/ APPELLATE ASSISTANT COMMISSIONER(COMMERCIAL TAXES)
2.	Number of posts	*3 (Three)[2014] *Subject to variation dependent on workload
3.	Classification	General Central Service Group 'A' - Gazetted - Non-Ministerial
4.	Pay Band and Grade Pay / Pay scale	PB-3: Rs.15600-39100 Grade Pay: Rs.5400
5.	Whether selection post or non-selection post	Selection
6.	Age, limit, for direct recruits	Not applicable
7.	Educational and qualifications required for the direct recruits.	Not applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9.	Period of Probation if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	By promotion failing which by deputation.
11.	In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made	Promotion: Commercial Tax Officer with 8 years of service in the grade rendered after appointment thereto on a regular basis and have successfully completed the training in Refresher Course . Note-1: The eligibility service for promotion shall continue to be 3 years for officers holding the feeder post on regular basis on the date of notification of these rules.

Note-2: The requirement of training for promotion is not applicable to the officers holding the feeder post on regular basis on the date of notification of these rules.

Note-3: Where juniors who have completed their qualifying/ eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying / eligibility service by more than half of such qualifying / eligibility service or two years, whichever is less, and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying / eligibility service.

Note-4: For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1.1.2006 / the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay / pay scale extended based on the recommendations of the Commission.

Deputation: Officers under the Central / State Governments / Union Territories-

- (a) (i) holding analogous posts on regular basis in the parent cadre / department; or
- (ii) with eight years service in the grade rendered after appointment thereto on a regular basis in posts in Pay Band-2 Rs.9300-34800 with Grade Pay Rs.4,200; and
- (b) Possessing the educational qualifications and experience as below:-
 - (i) Degree preferably in Commerce or Economics of a recognized University.
 - (ii) 5 years experience in Commercial Accounts in a Government or Semi-Government Organization or in a Commercial or Banking firm of repute or in a firm of Chartered Accountants of Standing.

		Note-1: The Departmental Officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion. Note-2: Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or departments of the Central/ State/Union Territory Governments shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be "not exceeding 56 years" on the closing date of receipt of applications. Note-3: For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 01.01.2006/the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the Corresponding Grade Pay/ Pay scale extended based on the recommendations of the Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay / pay scale, and where this benefit will extend only for the post or posts for which that grade pay / pay scale is the normal replacement grade without any upgradation.									
12.	If a Departmental Promotion Committee / Recruitment Committee exists, what is its composition?	Group 'A' Departmental Promotion Committee (for considering promotion) <table border="1"> <tr> <td>(1)</td><td>Chairman / Member, Union Public Service Commission</td><td>Chairman</td></tr> <tr> <td>(2)</td><td>Chief Secretary to Government</td><td>Member</td></tr> <tr> <td>(3)</td><td>Secretary to Government (Commercial Taxes).</td><td>Member</td></tr> </table>	(1)	Chairman / Member, Union Public Service Commission	Chairman	(2)	Chief Secretary to Government	Member	(3)	Secretary to Government (Commercial Taxes).	Member
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(2)	Chief Secretary to Government	Member									
(3)	Secretary to Government (Commercial Taxes).	Member									

13.	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.	Consultation with Union Public Service Commission is necessary while selecting an officer for appointment on deputation.
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(By order of the Lieutenant-Governor)

~~ADDL.~~ SECRETARY TO GOVERNMENT

SCHEDULE

RECRUITMENT RULES FOR THE POST OF COMMERCIAL TAX OFFICER

1.	Name of the post	Commercial Tax Officer	
2.	Number of posts	*8 (Eight) [2014] *Subject to variation dependent on work-load.	
3.	Classification	General Central Service Group 'B' - Gazetted - Non-Ministerial	
4.	Pay Band + Grade Pay	PB-2: Rs.9300 - 34800 Grade Pay: Rs.4600	
5.	Whether selection or non-selection post	Selection	
6.	Age, limit, for direct recruits	Not exceeding 30 years. (Relaxable for Government servants upto 5 years in accordance with the instructions or orders issued by the Central Government) <u>Note:</u> The crucial date for determining the age limit shall be the closing date for receipt of applications from caididates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti Districts and Pangi Sub-division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands or Lakshadweep).	
7.	Educational and qualifications required for the direct recruits.	Essential:	
		(i)	Degree preferably in Commerce or Economics of a recognised University.
		(ii)	3 years experience in Commercial Accounts in a Government or Semi-Government Organisation or in a Commercial or Banking firm of repute or in a firm of Chartered Accountants of standing.
		Desirable:	
		(i)	Degree in Law of a recognised University
		(ii)	Knowledge of local language (s) / dialect (s)
Note - 1: The qualifications are relaxable at the discretion of the Union Public Service Commission in the case of candidates otherwise well qualified.			
Note - 2: The qualifcation(s) regarding experince is/are relaxable at the direction of the Union Publi Service Commission in the case of candidates belonging to Scheduled Castes and Scheduled Tribes if at any stage of selection, the Union Public Service Commission is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.			

8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	No
9.	Period of Probation if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods	(i) 75% by promotion failing which by deputation (ii) 25% by direct recruitment.
11.	In case of recruitment by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made	Promotion: Deputy Commercial Tax Officer with five years service in the grade rendered after appointment thereto on a regular basis and have successfully completed the training in Refresher Course. - Failing which - Deputy Commercial Tax Officer with a combined regular service of 11 years in the posts of Deputy Commercial Tax Officer and Assistant Commercial Tax Officer with atleast three years regular service in the post of Deputy Commercial Tax Officer and have successfully completed the training in Refresher Course. <u>Note - 1:</u> The eligibility service for promotion shall continue to be 3 years for Officers holding the feeder post on regular basis on the date of notification of these rules. <u>Note - 2:</u> The requirement of training for promotion is not applicable to the officers holding the feeder post in regular basis on the date of notification of these rules. <u>Note - 3:</u> Where juniors who have completed their qualifying/ eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/ eligibility service by more than half of such qualifying/ eligibility service of two years, whichever is less, and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/ eligibility service. <u>Note - 4:</u> For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 01.01.2006/ the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended shall be deemed to be service in the corresponding grade pay/ pay scale extended based on the recommendations of the Pay Commission. Deputation: Officers under the Central/State Governments / Union Territories- (a) (i) holding analogous posts on regular basis in the parent cadre/ department; or (ii) with 5 years service in the grade rendered after appointment thereto on regular basis in posts in Pay Band-2 with Grade pay Rs.4200; and (b) possessing the educational qualifications and experience prescribed for direct recruits under column (7).

		<u>Note - 1:</u> The Departmental Officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion. <u>Note - 2:</u> Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central/ State/ Union Territory Governments shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be not exceed 56 years on the closing date for receipt of applications. <u>Note - 3:</u> For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 01.01.2006/ the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding Grade pay/ pay scale is the normal replacement grade without any upgradation.																		
12	If a Departmental Promotion Committee / Recruitment Committee exists, what is its composition?	Group 'B' Departmental Promotion/Recruitment Committee (for considering Promotion)/ Departmental Confirmation Committee (for considering Confirmation) - For Promotion: <table> <tr> <td>1.</td><td>Chief Secretary to Government</td><td>... Chairman</td></tr> <tr> <td>2.</td><td>Secretary to Government (Commercial Taxes)</td><td>... Member</td></tr> <tr> <td>3.</td><td>Deputy Commissioner (Commercial Taxes)</td><td>... Member</td></tr> </table> For Direct Recruitment: <table> <tr> <td>1.</td><td>Chief Secretary to Government</td><td>... Chairman</td></tr> <tr> <td>2.</td><td>Secretary to Government (Commercial Taxes)</td><td>... Member</td></tr> <tr> <td>3.</td><td>Deputy Commissioner (Commercial Taxes)</td><td>... Member</td></tr> </table>	1.	Chief Secretary to Government	... Chairman	2.	Secretary to Government (Commercial Taxes)	... Member	3.	Deputy Commissioner (Commercial Taxes)	... Member	1.	Chief Secretary to Government	... Chairman	2.	Secretary to Government (Commercial Taxes)	... Member	3.	Deputy Commissioner (Commercial Taxes)	... Member
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13	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.	Consultation with the Union Public Service Commission is necessary while making direct recruitment, selecting an officer for appointment on deputation and amending / relaxing any of the provisions of these rules.																		

(BY ORDER OF THE LIEUTENANT-GOVERNOR)

ADD SECRETARY TO GOVERNMENT

SCHEDULE

RECRUITMENT RULES FOR THE POST OF DEPUTY COMMERCIAL TAX OFFICER

1.	Name of the post	Deputy Commercial Tax Officer
2.	Number of posts	*14 (Fourteen) [2015] *Subject to variation dependent on workload
3.	Classification	General Central Service Group 'B' - (Non-Gazetted) - (Non-Ministerial)
4.	Pay Band + Grade Pay	Pay Band-2: Rs.9300 - 34800 Grade Pay: Rs.4200
5.	Whether selection or non-selection post	Selection
6.	Age, limit, for direct recruits or for promotion	Not applicable
7.	Educational qualifications prescribed for the direct recruits will apply in the case of promotees.	Not applicable
8.	Whether age and Educational qualifications prescribed for the direct recruits will apply in the case of promotes.	Not applicable
9.	Period of probation, if any	Two years Note: Not less than one year shall be on assessment work.
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation / transfer and percentage of the vacancies to be filled by various methods	By promotion failing which by deputation.
11.	In case of recruitment by promotion/ deputation / transfer, grades from which promotion / deputation / transfer to be made.	<u>Promotion:</u> Assistant Commercial Tax Officer with 6 years service in the grade rendered after appointment thereto on a regular basis and have successfully completed the In-service Training. <u>Note - 1:</u> The eligibility service for promotion shall continue to be 3 years for officers holding the feeder post on regular basis on the date of notification of these rules. <u>Note - 2:</u> The requirement of training for promotion is not applicable to the officers holding the feeder post on regular basis on the date of notification of these rules.

Note - 3: Where juniors who have completed their qualifying / eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/ eligibility service by more than half of such qualifying/ eligibility service or two years, whichever is less, and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/ eligibility service.

Note - 4: For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 01.01.2006/ the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended shall be deemed to be service in the corresponding grade pay/ pay scale extended based on the recommendations of the Pay Commission.

Deputation:

Officers under the Central/ State Governments/ Union Territories-

- (a) (i) holding analogous posts on regular basis in the present cadre/ department; or
- (ii) with 6 years service in the grade rendered after appointment thereto on regular basis in posts in Pay Band - 1: `5200 - 20200 with Grade Pay `2800; and
- (b) possessing the educational qualifications as below:-
Degree in Law/ Commerce/ Economics/
Corporate Secretaryship.

Note - 1: The Departmental Officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.

Note - 2: Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central/ State/ Union Territory Governments shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be not exceeding 56 years on the closing date of receipt of applications.

		<u>Note - 3:</u> For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 01.01.2006/ the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding Grade Pay/ pay scale extended based on the recommendations of the Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay/ pay scale, and where this benefit will extend only for the post or posts for which that grade pay/ Pay scale is the normal replacement grade without any upgradation.									
12.	If a Departmental Promotion Committee exists, what is its composition?	Group 'B' Departmental Promotion Committee (for considering promotion)- <table border="1"> <tr> <td>(1)</td><td>Chief Secretary to Government</td><td>Chairman</td></tr> <tr> <td>(2)</td><td>Secretary to Government (Commercial Taxes)</td><td>Member</td></tr> <tr> <td>(3)</td><td>Deputy Commissioner (Commercial Taxes)</td><td>Member</td></tr> </table>	(1)	Chief Secretary to Government	Chairman	(2)	Secretary to Government (Commercial Taxes)	Member	(3)	Deputy Commissioner (Commercial Taxes)	Member
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13.	Circumstances in which Union Public Service Commission to be consulted in making recruitment:-	Consultation with the Union Public Service Commission not necessary.									

(BY ORDER OF THE LIEUTENANT-GOVERNOR)

~~ADDL~~ SECRETARY TO GOVERNMENT (CT)