

**Government of Bihar
Department of Cooperation**

**THE BIHAR COOPERATIVE SERVICE RULES
NOTIFICATION**

Patna, the 10th Feb 1976.

No. 281 /In exercise of the powers conferred by the proviso to article 309 of the constitution of India, the Government of Bihar is pleased to make the following rules to be known as the Bihar Cooperative Service Rules, for regulation of recruitment and conditions of service of the persons appointed to the Bihar Cooperative Service:-

PART-I GENERAL

1. Short Title and Commencement: These rules may be called the Bihar Cooperative Service Rules, 1975 and shall take effect from the date of this Notification.

Provided that nothing to these rules shall be construed as affecting or invalidating an appointment already made or an order issued in connection there with and that all such appointments and orders shall continue to be in force and shall be deemed to have been made or issued under the appropriate, provisions of these rules.

2. Definition: In these rules unless there is anything In the subject or context:

- (i) "Appendix" means an appendix appended to these rules;
- (ii) "Commission" means the Bihar Public Service Commission.
- (iii) "Cooperative Institution" means a society Registered under section 11 of the Cooperative Societies Act, 1935;
- (iv) "Government" means the Government of Bihar;
- (v) "Governor" means the Governor of Bihar;
- (vi) "Member of the service" means a person appointed to a post in the service under the provisions of these rules;
- (vii) "Registrar" means a person appointed by the State Government under section 6 of the Bihar Cooperative Societies Act, 1935;
- (viii) "Scheduled castes" means the caste specified in the scheduled castes and schedule tribes Lists (Modification) order (1956)
- (ix) "Scheduled tribes" means the tribes specified in the scheduled Castes and Schedule Tribes Lists (Modification) order 1956;
- (x) "Service" means the Bihar Cooperative Service.

3. CADRE.

- (i) The Bihar Cooperative Service shall consist of 3 Classes of officers:-
 - (a) Bihar Cooperative Service Class I
 - (b) Bihar Cooperative Service class II(Senior Branch)
 - (c) Bihar Cooperative Service class II(Junior Branch)

Note;- for list of class I&II (senior and junior)services (See Appendix ' A')

- (ii) The Governor of Bihar shall from time to time determine the number of post to be included in the respective cadres of the service and may include additional, permanent or temporary post in the cadre of each Service or may keep in abeyance or leave unfilled any post or posts in such cadre.

4. STATUS.

The member of the Bihar Cooperative service shall have gazetted rank

PART-II- RECRUITMENT

5. SOURCE OF RECRUITMENT ; Same as otherwise provided recruitment to the service shall be made;-

- (a) By direct recruitment in accordance with the rules in Part –III.
- (b) By promotion in accordance with the rules in Part-IV.
 - i) To the class I from Class II (senior Branch)
 - ii) To the Class II (Senior Branch) from class II (Junior Branch).
 - iii) To the class II (Junior Branch) as laid down in Part IV.

Provided further that an officer who is appointed to the Class II (Junior Branch) shall not be eligible for promotion to class II(senior Branch) if he has not completed at least 3years of service from the date of his appointment to the class II (Junior Branch) and has not passed the departmental examination as prescribed in rule 35.

(e) Posts not filled up in accordance with(a) or (b) above may be filled up by deputation of officers from the Bihar Civil Service or from other Service.

6. FIXATION OF VACANCIES ; The Government of Bihar shall decide in each year the number of vacancies in class II (junior Branch)to be filled in that year separately by direct recruitment and by promotion and the source from which they shall be filled .

Provided that the number of vacancies to be filled by promotion in the class II(Junior Branch) in any one year shall not be more than 66% of the total number of vacancies to be filled up in any such year.

PART-III

7. DIRECT RECRUITMENT BY COMPETITIVE EXAMINATION;

The Commission shall announce in each year, in such manner as they think fit, the number of vacancies in class II Service(Junior Branch) to be filled by direct appointment on the result of Competitive Examination and shall invite applications from candidate eligible for appointment under Rules 8 and 9 . The competitive Examination shall be conducted by the Commission and shall normally be held between the months of November and February unless otherwise notified.

The Commission may fixed limit in any particular year as to the number of eligible candidate to be admitted to the examination and if the number of candidates exceeds the limit fixed, the commission may make a preliminary selection of candidates to be admitted to the written examination on the basis of their academic records.

Provided that no member of the Scheduled casts , Scheduled Tribes who is eligible under the rules shall be exceeded from appearing at the written examination.

8. AGE AND ACADEMIC QUALIFICATION OF CANDIDATES-

A candidate may either be a male or female and;

- (a) be not more than 27 years and less than 21 years of age or the 1st day of August I last preceding the month in which the examination is held;
 - (i) In the case of candidates belonging to the Scheduled Castes or the Scheduled Tribes, the upper age limit shall be 32 years.
 - (ii) In the case of candidates who are bonafied displaced persons from Pakistan there shall be no upper age limit ; but such candidates shall be allowed to avail, in consecutive years , only of the same number of chances to appear at the examination as are permissible to candidate to whom the normal age limits apply;
 - (iii) In case of non-official employees service in cooperative institutions, with not less than six years of continuous service in an institution who possess other qualifications the upper age limit will is 40 yeas , if applications are supported by a certificate to this effect by an officer of the Cooperative Department not below the rank of a Deputy Registrar,

ACADEMIC QUALIFICATIONS.

(b) must held a degree in arts, science, commerce or Agriculture of any of the Universities recognized by the Governor or the degrees declared equivalent to the University degree and notified as such by the State Govt. from time to time,

Provided that a chartered or Incorporated or Registered Accountant shall also be eligible for the Audit wing of the Bihar Cooperative Service Class II (Junior Branch)

Notes:- (i) A registered Accountant is an Accountant who has been enrolled as a Registered Accountant in the Register of Accountant maintained by , by the Central government under the Auditors Certificate Rules, 1932

(ii) Persons who held posts in government service are eligible to apply for examination provide that they are within the age limits as prescribed for such recruitment by government from time to time. Applications from Government servants, who are eligible under the rules, should be submitted through the authority empowered to forward the application under the Bihar Government Servants Applications for Posts rules, 1956.

9. PHYSICAL FITNESS: (a) A candidate must be of sound health, good physique and active habits and free from any physical defects , likely to interfere with the efficient performance of the duties of a member of the Bihar Cooperative Service, class II (Junior Branch) . A candidate who is found after examination by a Medical Board not fit to satisfy these requirements with not be selected for appointment.

10. CHARACTER. A candidate must satisfy the Public Service Commission that his character is such as to qualify him for employment in the service.

11. A candidate shall apply to be admitted to the examination in his own handwriting in the prescribed form to the Secretary to the Bihar Public Service Commission not later than such date as may be notified by the Commission in this behalf in each year. The Prescribed form and a copy of these rules are obtainable from the secretary to the Bihar Public Service Commission.

12. With his application a candidate must submit:-

- (i) Evidence that he holds one of the educational qualifications referred to in rule 8(b)
- (ii) Certificate of Character and conduct form the heads of all the collages at which he has studied since he passed the Matriculations examination.
- (iii) The names of two persons, as reference, who know him in private life and are not his near relatives . A candidate must not file written testimonials of such persons and the references furnished by him should not include collage Professors or Principals unless they know the candidate at home.
- (iv) A certificate from any registered Medical Practitioner in the prescribed or which may be obtained from the Secretary to the Commission..
- (v) Evidence of age , which should ordinarily be a copy of the Matriculation Certificate or its equivalent.

Note:-

(1) The Certificates and other documents required should be true copies of the originals certificate each certificate from a Gazetted officer stating that he has been the original and that the copy. is a true copy. The candidates may be required to produce the original certificate before the commission at the time of the viva-voce test.

(2) The age of a candidate as recorded in his Matriculation Certificate will be regarded as correct unless there is conclusive proof to the contrary. If a candidate claims that his age is other than as so recorded , he must submit with the application the evidence on which he based his claim. In such a case, he will be required to furnish, among other evidence, a satisfactory explanation of the circumstance in which a wrong age was recorded on his form of application for permission to appear at the Matriculation examination. He will also be required to submit statement of any attempts made by him to have the University records amended and of the result of such attempts.

13. Candidate must pay the following fees :-

- (a) To the Bihar Public Service Commission a consolidated examination fee of Rs. 55/= (Rs. 13 and paise Seventy-five only in case of candidates belonging to Scheduled Castes and the Scheduled Tribes)

When they first submit their applications provided that the Commission may at their discretion, remit the prescribed fee in case, of bonafide displaced persons from Pakistan who are not in a position to pay the prescribed fee.

Note:- The examination fee shall be payable by means of a Treasury Challan to be obtained only from any treasury in Bihar or crossed Indian Postal order, payable to the Secretary, Bihar Public Service Commission. The fee paid by means of Treasury Challan should be credited to the head "051-public service Commission examination fees (receipts)". The fee must not be sent by cheques on banks or in cash.

- 14. (1)** No candidate will be admitted to the examination unless he/she holds a certificate of admission from the commission.
- (2)** Candidates must see that they are eligible and must decide definitely to apply before depositing the fees in the Treasury. In order to prevent disappointment, candidates are advised to have themselves examined by a Government Medical officer of and above the rank of Civil Assistant Surgeon before applying for admission to the examination. No claim for refund of fee will ordinarily be entertained except to the extent stated in Appendix B nor can they be held in reserve for any other examination or selection.
- 15.** Notwithstanding any thing contained in the foregoing provisions of these rules the Commission may require a candidate to furnish any such additional proof on any point as to his/her suitability as the commission may deem necessary.
- 16.** Subject to the provisions of these rules the decision of the Commission is to the eligibility or otherwise for the admission to the examination shall be final.
- 17.** The examination shall be held in the syllabus specified in this behalf by the Government which is liable to alternation to from time to time by the Government as and when necessary.
- 18. (a)** If any candidate is found guilty of –
- (i)** resulting to any irregular or improper measure for obtaining admission to the examination;
 - (ii)** impersonating another candidate or being impersonated by any person at the written or viva-voce examination; or
 - (iii)** submitting fabricated document or documents which have been tampered with; or
 - (iv)** making statements which are incorrect or false or suppressing material information; or
 - (v)** communicating with any person for the purpose of getting help or for aiding any other candidate; or
 - (vi)** using any other unfair means in the examination hall; or
 - (vii)** unruly behavior in the examination hall or violating any instruction issued by the Commission; he may be expelled from the examination hall by the Commission or by any person authorized by them in this behalf. In such cases, the Commission may also invalidate his answer books or deduct such marks as they consider fit and in addition to rendering himself liable to criminal prosecution, the candidate may be debarred either permanently or for a specified period:-
 - (a)** by the Commission from admission to any examination or appearance at any interview held by the Commission for selection of candidates; and
 - (b)** by the State Government from employment under Government.
- 19. (a)** The Commission shall have discretion to fix the qualifying marks in any or all the subjects at the written examination.
- (b)** The minimum qualifying marks for candidates belonging to the Schedule Castes and the Schedule Tribes shall not be higher than 35% for the Bihar Cooperative Service, Class-II (Junior Branch) unless the number of such candidates qualifying at the written test according to the standards applied for other candidates is considerably in excess of the

number of candidates required to fill all the vacancies reserved for the Scheduled Casts and Scheduled Tribes.

Provided that in determining the suitability of a particular candidate for appointment, the total marks obtained at the written examination and not the marks obtained in any particular subject or subject shall be taken into consideration.

(c) There shall be no qualifying marks for the viva-voc test.

20. On the basis of the marks obtained at the written examination , the Commission shall arrange for Vive –Voce test of the candidates who have qualified at the written examination according to rule 19(a) or (b)

Provided that in exceptional circumstances and with the prior approval of Government, the commission may at their discretion admit candidate of the Schedule Caste and the Scheduled Tribe to the vive-voice test even though they may not have obtained the minimum qualification marks at the written test prescribed in clause (a) or (b) of rule 19.

21. The marks obtained at the Viva –Voc test shall be added to the marks obtained at the written examination. The names of candidates will then be arranged by the Commission in order of merit. From the list of candidates so arranged, the Commission shall nominate such number of candidate as may have been fixed by the Governor. This list shall be submitted to the Governor by such date in each year as the Governor may fix.
22. The Commission shall while submitting their recommendations under rule 21 consider the claims of qualified candidates belonging to the Scheduled Castes and Scheduled tribes if the list of the nominees submitted under rule 21 does not concern adequate number of candidates belonging to Scheduled caste and Schedule Tribes candidates who may be appointed to the vacancies reserved for them in these services, the commission shall submit a supplementary list nominating sufficient number of such candidates as in their opinion attain the required standards of qualification and are in all respects suitable for appointment.
23. The Commission reserve the right to recommend successful candidate who is considered suitable. Success at the examination confers no right for appointment unless Government satisfied , after such enquiry as may be considered necessary, that the candidate is suitable in all respects for appointment to the Public Service.
24. Candidates selected for written or viva–voce test will present themselves at their own expense at a time and place of which they will be informed in due course.
25. A consolidated result of the examination will be prepared by the Commission and a copy of the marks obtained both at the written and the Vive-Voice test may be supplied immediately to each candidate, soon after the results are compiled and the list referred to in rule 21 is submitted to the Governor.

PART IV – PROMOTION OF OFFICORS IN GOVERNMENT SERVICE

26. (1) बिहार सहकारिता सेवा वर्ग-2 में 25 प्रतिशत पदों पर नियुक्ति अराजपत्रित कर्मचारियों की प्रोन्नति से बिहार लोक सेवा आयोग द्वारा आयोजित सीमित प्रतियोगिता परीक्षा के माध्यम से की जायेगी तथा 75 प्रतिशत पदों पर नियुक्ति बिहार लोक सेवा आयोग के माध्यम से सीधी भर्ती द्वारा की जायेगी ।
- (2) सीमित प्रतियोगिता परीक्षा हेतु अधिकतम आयु 45 वर्ष होगी ।
- (3) सीमित प्रतियोगिता परीक्षा हेतु सरकार द्वारा निर्धारित पाठ्यक्रम लागू होगा ।
(अधिसूचना संख्याँ 3349 दिनांक 18/09/97 से प्रतिस्थापित)

27. PROCEDURE FOR SELECTION FOR PROMOTION

- (1) For purpose of promotion under sub-clause (ii) of Clause (b) of Rule 5 a selection strictly on merit with due regard to seniority in service shall be made from amongst the officer eligible for such promotion under these rules.
- (2) The Government may by notification appoint a Selection Committee to recommend, after such scrutiny as they like, the names of officers suitable for promotion. The names recommended by the committee shall be arranged in such a manner as not to change the interse seniority in a particular gradation.
- (3) If the selection of candidates made by the Committee involves supersession of an officer senior to the one selected , the selection committee shall record a memorandum containing reason for such supersession. The names of the candidates recommended by the Committee shall be forwarded to Government with all relevant papers including the memorandum recorded by the Committee containing reasons in support of the proposed supesession. The Government on receipt of the recommendations of the Selection Committee may take such decision as they consider fit before sending the names to the Public Service Commission.

28. PROMOTION OF OFFICER TO CLASS-II (SENIOR BRANCH).

Ordinarily 100 percent of Class-II (Senior Branch) posts shall be filled up by promotion of suitable officers from class-II (Junior Branch) in order of seniority.

Provided that no officer will be eligible for promotion to the Class-II (Senior Branch) poses :-

- (1) Within 3 years from the date of his appointment in Class-II (Junior Branch); and
- (2) unless he has successfully passed the departmental examination prescribed in Rule 35.

29. PROMOTION OF OFFICER TO CLASS-I

Ordinarily 75% of the Class-1 posts shall be filled up by promotion of officer from class-II (senior), if there are any otherwise from class II (Junior) provides they fulfil the condition laid down for promotion to class II (Senior) posts. The selection shall be made strictly on merit with due regard to seniority.

30. The commission shall advise the Governor in respect of each candidates nominated whether he is suitable for promotion and whether his records prove him to have the requisite character and ability for the service to which it is proposed to promote him and whether, in the opinion of the commission, the suppression of the officer recommended to be superseded is justified.
31. The final selection shall be made by the Governor after considering the recommendations made by the Commission under Rule 30.

32. MEDICAL EXAMINATION

An officer finally selected by govt. for promotion to any of the cadres. If already in permanent Government service will not be required to undergo further medical examination. If in temporary service , they will be required to furnish a medical certificate in accordance with the provisions of Rule 52(a) of the Bihar service Code.

P A R T - V

PROBATION & CONFIRMATION IN THE BIHAR COOPERATIVE SERVICE

33. PROBATION :-

- (1) Every officer shall, on appointment in a substantive vacancy in the cadre of the service will be placed on probation. Except where otherwise provided by the Governor, the period of probation shall be two years. The period of probation shall, such case, count from the date of joining.
 - (a) In cases in which the requirements of rule 35 are satisfied, the period during which a person has held officiating or temporary appointment in a post in the service may, subject to a maximum period of two years be allowed by the Governor to count towards the period of probation prescribed by this rule, provided that in any case the date of confirmation shall not be earlier than the date on which he joined on probation.

- (b) The Governor may, in any special case, extend the period of probation by such further period as he may deem fit.
- (2) The Governor may during or at the end of the period of probation, terminate the appointment of an officer directly recruited to the service or revert a promoted officer to his substantive appointment. If the officer has failed to fulfil the conditions of his probation or is found to be otherwise unfit for permanent appointment to the service.

34. CONFIRMATION :-

Subject to the provisions of rule-35 an officer appointed on probation shall be confirmed at the end of the period of his probation if he has passed the departmental examination by the prescribed standard and if the State Government consider him fit for confirmation.

P A R T - V I

35. Departmental Examination:-

- (1) Every officer of Bihar Cooperative Service shall compulsorily pass the departmental examination conducted by Central Examination Committee (Board of Revenue) Bihar, Patna before confirmation of the service.
- (2) **Papers/Subjects of the examination shall be as follows :**

Sl. No.	Name of the Papers/Subject	Full Marks	Pass Marks	Duration
1	2	3	4	5
(i)	Hindi Written – Without Book	200	120	3 Hours
(ii)	Hindi Viva voce	100	60	Duration shall be decided by the Centre Superintendent as per convenience.
(iii)	Paper-I : General Laws – Without book (For Administrative Wing officers), or	100	60	1 ½ Hours
(iv)	Higher Accountancy & Book Keeping –Without Book (For Audit Wing officers)	100	60	1½ Hours
(v)	Paper – II : Revenue & Cooperative Law –Without Book	100	60	1½ Hours
(vi)	Accounts –Without Book	100	60	1½ Hours

- (3) **Marks/Syllabus for the above mentioned paper/subject in para-2 shall be as follows :**

(i) Hindi Written (Without Book)

- (a) Noting - 50 Marks
 (b) Drafting - 50 Marks
 (c) Translation - 80 Marks (Hindi to English-40 Marks and English to Hindi-40 Marks)
 (d) Correction of sentences - 20 Marks

(ii) Hindi Viva voce

- (a) Discussion on General Subjects – 40 Marks
- (b) Test of Knowledge of technical words and sentences in common practices- 30 marks
- (c) Reading of Hindi and English Handwritings and its oral translation into English and Hindi respectively. - 30 Marks

Note - Following books are recommended for the above examinations :

- (a) Navin Hindi Praveshika
- (b) Parshikshan Vyakhyan Mala, Part I & II

(iii) General Laws (Without Book)

- (a) General Law (Act XIV), 1960 – chapter 2,4,10 and 17 of the Indian Penal Code Act 14, 1960.
- (b) Act-I of 1872– Indian Evidence Act-I 1872 (Except Chapter VIII and X)
- (c) Act-V of 1898 – Code of Criminal Procedure Act- 5,1898- With special reference to Chapter 1, 4, 7, 15, 16, 25, 26, 31 and 32.

(iv) Higher Accountancy & Book Keeping (Without Book)

- (a) Chapter No. 2, 3, 4, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 30, 31, 35, 36, 37, 38 and 39 of An introduction to Accounts And Audit, Government of India.
- (b) Cost Accountancy written by Hawkins.
- (c) Principles and Practices of Audit by J.R. Batliboy - Chapter No. 1, 2, 3, 4 and 9.
- (d) Advance Accountancy & Book keeping.

(v) Revenue & Cooperative Laws (Without Book)

- (a) Bihar Cooperative Societies Act (Act-vi), 1935; Bihar Cooperative Societies Rules, 1959; Bihar Self Supporting Cooperative Societies Act, 1996 (Bihar Act-2, 1997); Bye-Laws - District central cooperative Banks, Vyapar Mandals, Multi-purpose Cooperative Societies, Primary Agriculture cooperative Societies
- (b) Public demand & Recovery Act- VI, 1914; Agriculture Loan Act; Bihar Tenancy Act.
- (c) Banking Regulation Act and NABARD Act.

(vi) Accounts (Without Book)

- (a) Bihar Service Code.
 - (b) Bihar Financial Rules.
 - (c) Bihar Treasury Code.
 - (d) Bihar Pension Rules.
 - (e) Bihar Traveling Allowance Rules.
 - (f) Board Miscellaneous Rules.
 - (g) Accounts & Budget Procedure.
- (4) (a) The Administrative wing officers of the service shall compulsorily prepare full records of two award cases disposed of by them. Approval of member, Board of Revenue shall be obtained on such prepared records prior to the confirmation of the service.
- (b) The Audit wing officers of the service shall prepare audit report of two special type working Cooperative Societies, on which approval of the Controller of Accounts, finance Department, Bihar shall be obtained prior to the confirmation of the service.

- (c) For promotion from basic grade to higher grades, the officers of the service shall compulsorily pass the departmental examination.
- (d) The first increment for the officer appointed on and after 01.01.1996 (Date of implementation of new Pay Scale) shall be admissible only after passing the examination conducted for Hindi Written, Hindi Viva voce, and Accounts papers. But, increment shall be payable if admissible till first such examination is conducted and after such examination is conducted next increment shall be admissible only after passing the examination.”

(Replaced by Notification No. 2485 dated 28/10/2005)

36. DIS-QUALIFICATION CAUSED BY FAILURE TO PASS DEPARTMENTAL EXAMINATION.

- (1) An Officer appointed to the service prior to the 1st day of September, 1974, shall be entitled to draw his first increment in his pay after one year's duty, even though he may still on probation. No Officer appointed to the services on or after the aforesaid date, shall draw his first increment in pay failing within the period of probation, unless he passes the departmental examination in Accounts mentioned in Rule 35 before the date of such increment and Hindi examination by the lower standard.

P A R T - V I I – T R A I N I N G

37. TRAINING :-

The period of training ordinarily be for six months and a programme of training shall be approved by Registrar. During the period of the training, the trainee shall be attached either with Deputy Registrar, District Cooperative Officer or an experienced Assistant Registrar. The break-up of six months' training will be as follows:-

Sl. No.	Subject	Period
1	Study of Cooperative laws, rules and bye-laws and Cooperative Administration	3 Weeks
2	Organisation of Societies, registration, Annual General Meetings, Committee Meetings, Haisiyat Registers, loan application, liquidation etc.	3 Weeks
3	Accounts and audit of Cooperative including those of Central Cooperative Banks test audit, audit notes, rectification reports etc.	3 Weeks
4	Study of Cooperative Farming, short, Medium and Long Term financing. Financing of agricultural, societies Industrial and other types of societies	3 Weeks
5	Inspection of different types of primary and affiliating societies, Multipurpose Cooperative Societies, Industrial , Handloom, Kahdi, Farming, Vyapar Mandal, Central Banks etc.	3 Weeks
6	Study of the setup of apex institutions, State Cooperative Bank, State Marketing Union Ltd.	3 Weeks
7	To work with joint Registrar , Cooperative Societies and Special Deputy Registrar . Cooperative Societies.	4 Weeks
		24 weeks
		6 months

At the completion of training under each

tem, the probationer officer will be required to prepare a note on the subject, which should be submitted to the officer with whom he is attached. At the end of the training period of six months the officer giving training will send a special report to the Registrar, on how the probationer officer has been trained and whether he has acquired necessary experience to be put in charge of a circle.

Pay and Advancement on the time scale and determination of seniority.

38. THIS SCALE OF PAY FOR OFFICER OF THE 3 BANCHES OF THE BIHAR COOPERATIVE SERVICE;

The time scale of pay sanctioned for officers of the 3 branches of the Bihar Cooperative Service is as follows: -

Year of Service	Class II Junior Branch	Class II Senior Branch	Class-I
1 st	455	510	620
2 nd	470	525	655
3 rd	485	560	690
4 th	500	585	725
5 th	515	610	760
6 th	530	640	795
7 th	545	670	830
8 th	560	700	865
9 th	580	730	900
10 th	600	760	935
11 th	620	790	970
12 th	640	820	1005
13 th	660	880	1040
14 th	680	880	1075
15 th	700	910	1110
16 th	640	845	1150
17 th	740	980	1190
18 th	765	1015	1235
19 th	790	1050	1280
20 th	815	1085	1325
21 st	840	1120	1325
22 nd		1155	1325
23 rd			
Above			

39. FIXATION OF INITIAL DAY ON PROMOTION; -

The initial pay of an officer promoted from a lower post to a higher post will be regulated according to the provisions in the Bihar Service Code and other executive orders of the Government issued from time to time.

CROSSING OF EFFICIENCY BAR.

40. Where an efficiency bar is prescribed in a time scale, the increment next above the bar shall not be given to a Government servant without the specific sanction of the authority empowered to with-hold increments.

41. SENIORITY: -

Seniority of officers appointed to the service shall be determined in accordance with the instructions issued by state Government from time to time.

By order of the Governor of
Bihar
Sd;- R.K.Shrivastava
Secretary to Government

Memo No. 281 _____ /, Dated, the 10th February 1976.

Copy with those of enclosures forwarded to the Superintendent, Secretariat Press, Gulzarbagh, Patna for publication in the next issue of the Bihar Gazette.

Sd/- R.K. Shrivastava
Secretary to Government.

Memo No. 281 / Dated, the 10 February, 1976

Copy with those of enclosures forwarded to all Departments of government/All Heads of departments RS All officers of the Cooperative Department both at Hdqrs. And Muffasil level including Managing Director. If all Cooperative Institutions/ All Assistant at Hdqrs. For information and guidance.

Sd/- R.K. Shrivastava
Secretary to Government.

APPENDIX- 'A'

Administrative

Audit wing

BIHAR COOPERATIVE SERVICE CLASS- I

- (a) joint Registrar, Cooperative Societies. (a) Addl. Registrar, Cooperative Societies (Audit) or/and Joint Registrar, Cooperative Societies (Audit).
- (b) Deputy Registrar, Cooperative Societies. (b) Deputy Chief Auditor, Cooperative Societies.
- (c) Any other post in the department in the scale of Deputy Registrar. (c) Any other post in the Department in the scale of Deputy Chief Auditor.

BIHAR COOPERATIVE SERVICE CLASS-II

(Senior Branch)

- (a) District Cooperative officer- Nil
- (b) Principal, cooperative Training Centers.
- (c) Any other post in the department in the scale of District Cooperative officer

COOPERATIVE SERVICE CLASS II.

(Junior Branch)

- (a) Assistance Registrar, Cooperative societies. (a) District Audit officer cooperative Societies.
- (b) Lecturers, Cooperative Training Centers. (b) Any other post in the Department in the scale of District Audit officer, Cooperative.
- (c) Any other post in the Department in the scale of Assistant Registrar, Cooperative Societies.

APPENDIX- 'B'**INSTRUCTION GOVERNING REFUND OF ADMISSION & EXAMINATION FEES.**

Application fee will not ordinarily be refunded. If however, for any reason a candidate is unable to sit at the examination, half of the examination fee may be refunded on application to the secretary to the Commission.

Provided that the Secretary to the Commission may sanction refund of –

- (i) 90 percent of the fees paid when a candidate after paying the fees does not submit an application.
- (ii) Whole of the application and or examination fee paid, as the case may be, where an alteration is made in the term of advertisement or in the condition of recruitment so that the candidate who would otherwise have been eligible, becomes ineligible due to such alteration and
- (iii) Whole of the application and/ or examination fee paid, as the case may be, if the vacancies advertised are decided by Government to be abolished or kept in abeyance, before or after the candidates are interviewed.