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## NOTIFICATION

Urban Development and Urban Housing Department  
Sachivalaya, Gandhinagar.

Dated the 18<sup>th</sup> of July, 2016

No: KV 143 OF 2016/EST/1014/3051/R In exercise of the powers conferred by sub-section (2) of section 47A of the Gujarat Municipalities Act, 1963 (Guj. 34 of 1964), the Government of Gujarat hereby makes the following rules, to provide for regality the method of competitive examination for recruitment to the post of Chief officer, Class III, namely:-

1. **Short title:-** These rules may be called the Chief Officer, Class III, in the Gujarat State Municipal Chief Officers' Service (Competitive Examination) Rules, 2016.
2. **Definitions:-** In these rules, unless the context otherwise requires,
  - (a) "Commission" means the Gujarat Public Service Commission;
  - (b) "Government" means the Government of Gujarat;
  - (c) "examination" means the competitive examination for recruitment to the post of Chief Officer, Class III and includes Preliminary Examination and Main Examination referred to in rule 4;
  - (d) "prescribed" means prescribed by the regulations made by the Commission;
  - (e) "Schedule" means Schedule appended to these rules.
3. **Holding of Examination:-**

- (1) The Commission shall on receiving the requisition from the Government hold the competitive examination for selection of candidates for recruitment to the post of Chief Officer, Class III.
- (2) The date on which, the time and the places at which the examination may be held shall be decided by the Commission.
- (3) The candidate shall require to attend examination at his own expenses on such dates, time and places as may be notified by the Commission.

**4. Mode of Examination:-**

- (1) The examination shall be held in two successive stages, namely:-
  - (i) Preliminary Examination (Objective Type) for selection of candidates for Main Examination; and
  - (ii) Main Examination (Written) for final selection of candidates for the post of Chief Officer, Class III.
- (2) The Preliminary Examination and Main Examination shall be held in the manner as specified in the Schedule.

**5. Syllabus:-**

The Commission shall determine the details of syllabus of each subject shown in Schedule and such syllabus shall be published on the website of the Commission.

**6. Medium of Examination:-**

- (1) The answers to the question paper of English shall be given in English Language.
- (2) The answers to question papers of the Gujarati and General Studies shall be given in the Gujarati Language.

**7. Application for appearing in Examination:-**

- (1) A candidate who desires to appear at the Preliminary Examination shall require to submit an application in such form and within such time limit as may be prescribed by the Commission alongwith such fees as may be fixed by the Commission.
- (2) The candidate who is declared by the Commission to be qualified for admission to the Main Examination shall apply again in such form and within such time limit as may be prescribed by the Commission alongwith such fees as may be fixed by the Commission.
- (3) The fees shall be paid in the manner as may be prescribed by the Commission. The fees once paid shall not be refunded or held over for the subsequent examination.
- (4) The request of a candidate for withdrawal of application and refund of fees shall not be entertained in any circumstances.

**8. Condition for Eligibility:-**

A candidate shall not be qualified for the admission to the examination unless he satisfie the conditions as to citizenship of India in accordance with the provisions of the Gujarat Civil Services Classification and Recruitment (General) Rules, 1967.

9. **Disqualification for appointment on ground of plural marriage:-**

(1) No Person –

- (a) who, has entered into or contracted a marriage with a person having a spouse living; or
- (b) who, having a spouse living, has entered into or contracted a marriage with any person shall be eligible of appointment to the post of Chief Officer, Class III:

Provided that subject to the provisions of any law for the time being in force, the State Government may, if satisfied that there are special grounds for doing so, exempt any person from the operation of this sub-rule.

- (2) The candidate shall declare in the application form whether he or she as the case may be, is married and, in the case of the male candidate whether he has more than one wife living and in the case of a female candidate whether she has married to a man who has already another wife living.

10. **Educational Qualification and Age limit:-**

- (1) A candidate possessing the requisite educational qualification, other qualifications and requirements for the appointment to the post of Chief Officer, Class III, prescribed under the relevant recruitment rules shall be eligible for the admission to the examination:

Provided that a candidate who has appeared at a degree examination, the passing of which would render him educationally qualified for the examination mentioned

above, but the result is not declared, shall also be eligible for admission to the Preliminary Examination.

- (2) All candidates who are declared qualified by the Commission for appearing in the Main Examination shall require to produce proof of passing the degree examination alongwith their application for the Main Examination. A candidate fails to produce the proof of passing a degree examination shall not be eligible for admission to the Main Examination.

**11. Decision of the Commission shall be final:-**

- (1) No candidate shall be allowed to appear at the examination unless the Commission is satisfied that –
  - (a) the candidate possesses the requisite qualifications prescribed under the recruitment rules of the post of Chief Officer, Class III;
  - (b) candidate has paid the requisite fees along with the application; and
  - (c) he/her is eligible in all respect and complied with all the requirements.
- (2) The decision of the Commission as to the eligibility of a candidate for admission to the examination shall be final.
- (3) Subsequently, if at any time, the candidate is found ineligible to appear in the examination, his/her candidature shall be treated as cancelled and if already selected and appointed, his/her appointment shall be treated as cancelled abinitio and his/her service shall be terminated forthwith:

Provided that such candidate shall be given an opportunity of being heard before terminating his/her service.

**12. Prohibition to use certain devices in Examination Hall:-**

- (a) The candidate shall require to answer all the question papers of the examination in his own handwriting.
- (b) The candidate shall not be allowed to carry with him a cellular phone, calculator, pager or any other electronics devices:
- (c) A candidate shall not be allowed to use calculator in Preliminary Examination:

Provide that the candidate may be allowed to use a simple battery operated non-programmable pocket calculator in those conventional type question papers of the examination as may be specified by the Commission:

Provided further that the candidates shall not be permitted to exchange or transfer their calculator during the examination.

**13. Appearance to Main Examination:-**

- (1) The candidate who has obtained such minimum qualifying marks as may be fixed by the Commission in the Preliminary Examination shall be allowed to appear in the Main Examination:

Provided that the candidate belonging to the reserved categories may be allowed to appear in the Main Examination by relaxing the standard in the Preliminary Examination, if the Commission is of the opinion that

sufficient number of candidates from this reserved categories are not likely to be available for the Main Examination on the basis of the qualifying standard for general category in order to fill up the vacancies reserved for such categories.

**14. Merit List:-**

- (1) The names of the candidates shall be arranged by the Commission in of order of merit on the basis of the aggregate marks finally awarded to each candidate in the Main Examination. Thereafter, the Commission shall, for the purpose of recommending candidates against unreserved vacancies, fix the qualifying marks "hereinafter referred to as the general qualifying standard" with reference to the number of unreserved vacancies to be filled up on the basis of the Main Examination. For the purpose of recommending reserved categories candidates belonging to the Scheduled Castes, Scheduled Tribes, Socially and Educationally Backward Classes (including Nomadic Tribes and Denotified Tribes) and Unreserved Economically Weaker Sections against reserved vacancies, the Commission may relax the general qualifying standard with reference to number of reserved vacancies to be filled up in each of these categories on the basis of the Main Examination:

Provided that the candidates belonging to the Scheduled Castes, Scheduled Tribes, Socially and Educationally Backward Classes (including Nomadic

Tribes and Denotified Tribes) and Unreserved Economically Weaker Sections who have not availed themselves of any of the concession or relaxation in the eligibility or the selection criteria, at any stage of the examination and who after taking into account the general qualifying standard are found fit for recommendation by the Commission shall not be recommended against the vacancies reserved for Scheduled Castes, the Scheduled Tribe, Socially and Educationally Backward Classes (including Nomadic Tribes and Denotified Tribes) and Economically weaker sections.

**15. Waiting List:**

The Commission shall prepare the waiting list of the qualified candidate which shall contain about 20 per cent of vacancies advertised for each category. The waiting list shall remain in force as per the instructions issued by the Government in that behalf.

**16. Result of Examination:-**

- (1) The Commission shall publish the result of the examination on its notice board and/or on its web-site.
- (2) (a) The result of the candidates whose names are to be recommended to the Government for appointment to the post of Chief Officer, Class III shall be arranged according to the merit order of the candidates along with the seat number and the total marks obtained by each of the candidates.



- (b) The Commission shall also display the result of the unsuccessful candidates on its notice board and/or on its web-site containing the seat number and total marks obtained by each of the candidates.
- (c) The Commission shall display the names of the candidates to be kept on the waiting list.
- (3) The Commission shall published the result in the *Official Gazette*.

**17. Rechecking of marks of Main Examination:-**

- (1) A candidate who desires to have his marks of Preliminary Examination rechecked, may apply to the Commission alongwith such fees as may be fixed by Commission for each paper within a period of fifteen days from the date of declaration of result of the Preliminary Examination.
- (2) A candidate who desires to recheck his marks of Main Examination, may apply to the Commission alongwith such fees as may be fixed by the Commission for each paper within a period of thirty days from the date of declaration of the final result of the Main Examination.
- (3) A candidate who desires to obtain the mark sheet of the Main Examination shall apply to the Commission along with such fees as may be fixed by the Commission within a period of fifteen days from the date of declaration of the final result.

**18. Forwarding the result to Government:-**

The Commission, on declaration of the result, shall forward to the Government the list of candidates who are

recommended for appointment alongwith necessary particulars such as whether candidate belongs to the General Category, Scheduled Castes, Scheduled Tribes, or Socially and Educationally Backward Classes( including Nomadic Tribes) or Denotified Tribes and Unreserved Economically Weaker Sections and also mention his date of birth, qualifications, and such other particular as the State Government may direct.

**19. No right for appointment:-**

Mere qualifying in the examination shall not by itself confer upon a candidate any right to appointment and no candidate shall be appointed to the post unless the appointing authority is satisfied after such inquiries as may be considered necessary that the candidate is suitable in all respect for appointment to the post and public service.

**20. Medical Test:-**

The candidate recommended for appointment shall require to pass the medical examination in accordance with the provisions of the Gujarat Civil Services (General Conditions of Services) Rules, 2002.

**21. Appointment:-**

Appointment of the selected candidates shall be made strictly in order of their rank in the merit list prepared by the Commission.

**22. Probation Period:**

The candidate appointed on the basis of the result of the competitive examination shall be on probation for a period of one year. The period of probation may be extended in accordance with the provisions of the Gujarat Civil Services Classification and Recruitment (General) Rules, 1967.

**23. Pre-service Training:-**

A candidate appointed on the basis of the result of the competitive examination for the post of Chief Officer, Class III shall be required to undergo pre-service training and shall have to pass the post training examination in the specified period and attempts in accordance with the pre-service training and examination rules as prescribed by the Government.

**24. Training and Examination:-**

The candidate appointed on the basis of the result of the competitive examination for the post of Chief Officer, Class III shall require to undergo such training and to pass such examination as may be prescribed by the Government from time to time.

**25. Disciplinary actions:-**

A candidate who is or has been declared by the Commission to be guilty of:-

- (a) obtaining support for his candidature by any means;
- (b) impersonating;
- (c) procuring impersonation by any person;

- (d) submitting fabricated documents or documents which have been tempered with;
- (e) making statement which are incorrect or false or suppressing material information;
- (f) resorting to any other irregular or improper means in connection with his candidature for the examination;
- (g) using unfair means during the examination;
- (h) writing irrelevant matter, including absurd language or pornographic matter in the scripts;
- (i) misbehaving in any other manner in the examination hall;
- (j) harassing or doing bodily harm to the staff employed by the Commission for the conduct of the examination;
- (k) attempting to commit or, as the case may be, abetting of all or any of the acts specified in the foregoing clauses;
- (l) violating any of the conditions for admission to appear in the examination as prescribed and specified in the admission certificate,

may, in addition to rendering himself liable to criminal prosecution, be liable –

- (1) to be disqualified by the Commission from the examination for which he is a candidate; or
- (2) to be debarred either permanently or for a specific period,-
  - (a) by the Commission for appearing in any examination or from any interview for direct selection to be held by the Commission; or
  - (b) by the Government from any employment under it:

Provided that no penalty under sub-clause (a) or (b) shall be imposed except after giving the candidate an opportunity of making such representation in writing as he may wish to make in that behalf; or

- (3) to disciplinary action in accordance with the provisions of the Gujarat Civil Services (Discipline and Appeals) Rules, 1971, or relevant appropriate rules if he is already in Government Service.

**SCHEDULE**  
*(See rule-4)*  
**SECTION - I**

**MODE OF EXAMINATION**

The Competitive Examination shall comprise of two successive stages:

- (A) Preliminary Examination (objective type) for the selection of candidates for Main Examination; and
- (B) Main Examination (written) for selection of candidates for the post of Chief Officer, Class III.

**I- Preliminary Examination-**

The Preliminary Examination shall consist of one paper of objective type (Multiple Choice Questions) and carry a maximum of 150 total marks as shown in SECTION II of this SCHEDULE. This examination is meant for a screening test only. The marks obtained in the Preliminary Examination by the candidates, who are declared qualified for admission to the Main Examination shall not be counted for determining their final order of merit. The number of candidates to be allowed to appear at the Main Examination shall be about four times the total approximate number of vacancies so advertised. The candidates who is declared qualified in the Preliminary Examination by the Commission, shall

only be eligible for admission to the Main Examination, provided he/she is otherwise eligible under these rules for admission to the Main Examination.

## II. Main Examination-

1. The Main Examination shall consist of Written Examination. The Written Examination shall consist of three papers as shown in section III of the SCHEDULE.

The marks obtained by the candidates in the Main Examination shall determine their final ranking.

## SECTION II

### Scheme and subject for the Preliminary Examination

The Preliminary Examination shall consist of one paper of total 150 marks as follow:-

Paper No.	Subject	Marks	Duration
I	General Studies	150	90 Minutes
	Total	150 Marks	

### Note:-

1. The syllabus of the subject of preliminary examination shall be such as may be prescribed and notified by the Commission.
2. The question paper shall be of the objective type. The objective type written test shall consist of Multiple Choice Question (MCQ) and O.M.R. (Optical Mark Reader) system.
3. The standard and course content of the syllabus for general studies subject shall be of a degree level.

## SECTION III

### Scheme and subjects of Main Examination.

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The Scheme and subjects of Main Examination shall consist of the following papers:-

Paper No.	Subject	Marks	Duration
I	Gujarati (Descriptive)	100	3 Hours
II	English (Descriptive)	100	3 Hours
III	General Studies – 1 (Descriptive) (1) Gujarat History and Culture, Geography (2) General Economics, Public Administration and Government Business (3) Ethics and Aptitude (4) Current Affairs	200	3 Hours
	Total	400 Marks	

**Note:-**

1. The standard of Gujarati Paper shall be equivalent to Gujarati subject (Higher Level) of Twelfth Standard of Gujarat Secondary and Higher Secondary Education Board.
2. The standard of English Paper shall be equivalent to English subject (Lower Level) of Twelfth Standard of Gujarat Secondary and Higher Secondary Education Board.
3. The standard and the course content of the syllabus for General Studies subject shall be of a degree level.
4. The syllabus for each of the papers shall be such as may be prescribed and notified by the Commission.

By order and in the name of the Governor of Gujarat.



(Yogesh Raval)

Deputy Secretary to Government  
Urban Development and Urban Housing Department

To,

- Secretary, Gujarat Public Service Commission, M.S Building, Lal Darwaza, Ahmedabad.
- The Director of Municipalities, Gujarat State, Gandhinagar.
- The Regional Director of Municipalities, Gujarat State, Rajkot.
- All Collectors.
- The Chief Officers, All Municipalities.(Through DOM)
- The Manager, Government Central Press, Gandhinagar – With a request to publish the above Notification in Central Section Part I A Extra Ordinary Government Gazette dated:-18<sup>th</sup> July, 2016 and furnished 200 copies of the same to this department.
- System Manager, Urban Development and Urban Housing Department With a request to upload it on the web site of the department.
- Assistant Draftsman, Legislative and parliamentary Affairs Department, Sachivalaya, Gandhinagar - for translation and publish Gujarati Version of this Notification in Part IX under intimation to this department. Please send us 200 copies.
- Select file R Branch.



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**NOTIFICATION**

Urban Development and Urban Housing Department,  
Sachivalaya, Gandhinagar.

Dated the 29th October, 2016.

Gujarat  
Municipalities  
Act, 1963

**No.KV-195 of 2016-EST-1014-3051-R**:- In exercise of the powers conferred by sub-section (2) of section 47A of the Gujarat Municipalities Act, 1963 (Guj. 34 of 1964), the Government of Gujarat hereby makes the following rules further to amend the Chief Officer, Class III, in the Gujarat State Municipal Chief Officers' Service (Competitive Examination) Rules, 2016, namely:-

1. These rules may be called the Chief Officer, Class III, in the Gujarat State Municipal Chief Officers' Service (Competitive Examination) (Amendment) Rules, 2016.
2. In the Chief Officer, Class III, in the Gujarat State Municipal Chief Officers' Service (Competitive Examination) Rules, 2016 (hereinafter referred to as "the said rules"), in rule 6, -
  - (i) in sub-rule (1), after the words "English Language", the words "and the answer to question paper of Gujarati shall be given in Gujarati Language" shall be added;
  - (ii) for sub-rule (2), the following sub-rule shall be substituted, namely:-

"(2) The answer To General Studies paper in the main examination shall be given either in Gujarati or in English language."
3. In the said rules, in rule 16, for sub-rule (3), the following sub-rule shall be substituted, namely:-


"(3) The Commission shall send a copy of the result to the Government for publication in the *Official Gazette*."
4. In the said rules, in the SCHEDULE, -
  - (1) in Section II, -
    - (a) in the Table, in column 4, for the figures and word "90 Minutes", the figures and word "75 Minutes" shall be substituted;
    - (b) for the Note 2, the following shall be substituted, namely:-

"2. The question paper shall be of objective type (Multiple Choice Question) in Gujarati and English Language.";

(2) in Section III, in the Table, for Paper No. III, the following shall be substituted, namely:-

Paper No.	Subject	Marks	Duration
III	General Studies (Descriptive)	200	3 hours".

By order and in the name of the Governor of Gujarat,

  
(Yogesh Raval)

Deputy Secretary to Government.  
Urban Development and Urban Housing Department

To:-

- Secretary, Gujarat Public Service Commission, Gandhinagar. (By letter)
- The Director of Municipalities, Gujarat State, Gandhinagar.
- The Regional Director of Municipalities, Gujarat State, Rajkot.
- All Collectors.
- The Manager, Government Central Press, Gandhinagar – With a request to publish the above Notification in Central Section Part I A Extra Ordinary Government Gazette dated:- 29<sup>th</sup> October, 2016 and furnished 100 copies of the same to this department.
- System Manager, Urban Development and Urban Housing Department With a request to upload it on the website of the department.
- Assistant Draftsman, Legislative and parliamentary Affairs Department, Sachivalaya, Gandhinagar - for translation and publish Gujarati Version of this Notification in Part IX under intimation to this department. Please send us 100 copies.
- Select file R Branch.