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Gazette

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GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH
MINISTRY OF WORKS
NOTIFICATION

Dhaka, the 4th March, 1986

No. S.R.O. 75-L/86/Sec-1/5R-2/83.—In pursuance of the Proclamation of the 24th March, 1982, and in exercise of all powers enabling him in that behalf and in supersession of all rules made in this behalf, the President after consultation with the Bangladesh Public Service Commission, is pleased to make the following rules : namely,—

**THE PUBLIC WORKS DEPARTMENT (GAZETTED OFFICERS AND
NON-GAZETTED EMPLOYEES) RECRUITMENT RULES, 1986.**

1. **Short title.**—These rules may be called The Public Works Department (Gazetted Officers and Non-Gazetted employees) Recruitment Rules, 1986.

2. **Definitions.**—In these rules unless there is anything repugnant in the subject or context—

- (a) "appointing authority" means the Government and includes, in relation to any specified post or class of such posts, any officer authorised by the Government to make appointment to such post or class of posts;
- (b) "Commission" means the Bangladesh Public Service Commission;
- (c) "probationer" means a person appointed on probation to a specified posts against a substantive vacancy;
- (d) "recognised University/Board/Institute" means a University/Board/Institute established by or under any law for the time being in force and includes any other University/Board/Institute declared by the Government after consultation with the Commission, to be recognised University/Board/Institute for the purpose of these rules;

- (e) "requisite qualification" in relation to a specified post means the qualification laid down in the schedule in relation to the posts;
- (f) "schedule" means the schedule annexed to these rules;
- (g) "specified post" means a post specified in the schedule;

3. **Procedure for recruitment.**—(1) Subject to the provisions of the schedule and the instruction relating to reservation of quota, appointment to a specified post shall be made—

- (a) by direct recruitment;
- (b) by promotion; or
- (c) by transfer on deputation.

(2) No person shall be appointed to a specified post unless he has the requisite qualification, and in the case of direct recruitment, he is also within the age limit for that post as laid down in the schedule.

4. **Appointment by direct recruitment.**—(1) Subject to the provisions of the Bangladesh Public Service Commission (Consultation) Regulations, 1979 no appointment to a specified post by direct recruitment shall be made except upon the recommendation of the Commission or Divisional Selection Board.

(2) No person shall be eligible for appointment to a specified post by direct recruitment, if he—

- (a) is not a citizen or a permanent resident of, or domiciled in Bangladesh;
- (b) is married to or has entered into a promise of marriage with a person who is not a citizen of Bangladesh.

(3) No appointment to a specified post by direct recruitment shall be made until—

- (a) the persons selected for appointment is certified by the Medical Board/ Medical Officer set up or appointed by the Director General, Health Services to the effect that he is medically fit for such post and that he is medically fit for such appointment and set up or appointed by the Health Services to the effect that he is medically fit for such post and that he does not suffer from any such organic defect as is likely to interfere with the discharge of the duties of that post; and
- (b) the antecedents of the person so selected have been verified through appropriate agencies and found to be such as do not render him unfit for appointment in the service of the Republic.

(4) No persons shall be recommended for appointment to a specified post unless—

- (a) he applied in such form accompanied by such fee and before such date as were notified by the Commission or Divisional Selection Board while inviting applications for that post, and
- (b) in the case of a person already in Government service or the service of a local authority, he applied through his official superior.

5. **Appointment by promotion.**—(1) Appointment by promotion to a specified post shall be made on the recommendation of such Departmental Promotion Committee as the Government may constitute in this behalf:

Provided that appointment by promotion to a specified post of higher class shall be made on the recommendation of the Commission.

(2) A person shall not be eligible for appointment by promotion to a specified post if he has unsatisfactory record of service.

6. **Probation.**—(1) A person selected otherwise than by transfer on deputation for appointment to a specified post against a substantive vacancy shall be appointed on probation—

- (a) in the case of direct recruitment, for a period of two years from the date of substantive appointment; and
- (b) in the case of promotion, for a period of one year from the date of such appointment :

Provided that the appointing authority may, for reasons to be recorded in writing, extend the period of probation by a period or periods so that the extended period does not exceed two years in the aggregate.

(2) Where during the period of probation of a probationer, the appointing authority is of opinion that his conduct and work are unsatisfactory or that he is not likely to become efficient it may, before the expiry of that period—

- (a) in the case of direct recruitment, terminate his service; and
- (b) in the case of promotion, revert him to the post from which he was promoted.

(3) After the completion of the period of probation, including the extended period, if any, the appointing authority—

- (a) if it is satisfied that the conduct and work of the probationer during the period of probation have been satisfactory, shall, subject to the provisions of sub-rule (4), confirm him, and
- (b) if it is of opinion that the conduct and work of the probationer during that period were not satisfactory, may—
 - (i) in the case of direct recruitment, terminate his service; and
 - (ii) in the case of promotion, revert him to the post from which he was promoted.

(3) A probationer shall not be confirmed in a specified post until he has passed such examination and undergone such training as the Government may, from time to time, direct by order.

7. **Repeal.**—The orders contained in the O.M. No. 48/4/49-ME, dated 5th June 1951 at Sl. No. 37 of Chapter-XXIII, Vol-III of Establishment Manual published, *vide* No. GPPK-S/2682-62(64)PS, dated 28th October 1965 and any other rules for recruitment on this behalf, are hereby *repealed*.

Schedule

Sl. No.	Name of the specified post.	Age limit for direct recruitment.	Method of recruitment	Qualification
1	2	3	4	5
1	Chief Accounts Officer	--	By transfer on deputation of an officer of equivalent rank from the office of the Comptroller and Auditor General.	..
2	Accounts Officer	--	Ditto	..
3	Administrative Officer	--	By promotion from amongst Superintendents/P.S.C. qualified Stenographer.	7 years' service in the feeder post.
4	Welfare Officer	--	Ditto	Ditto
5	Security Officer	Not exceeding 35 years.	By appointment of Care-Takers. If no suitable candidate is available for appointment by direct recruitment from Ex-Army personnel not below the rank of Habilder or equivalent rank.	Ditto
6	Superintendent	--	By promotion from Upper Division Assistant and Accountant (Head Office) /Head Assistant (Zonal and Circle office.)	5 years' service in the feeder post.
7	Upper Division Assistant (Head Office).	--	By promotion from L.D.A.-cum-Typist (Head Office and Zonal Office).	5 years' service in the feeder post.

8	Stenographer	Provisions of existing recruitment rules published under S.R.O. No. 109-L/78, dated 16-5-78 to be followed.	
9	Steno-Typist	Ditto	
10	Head Asstt. (Zonal and Circle Office)	By promotion from Uper Division Assistant (Zone, Circle and Division office.)	3 years' service in the feeder post.
11	(a) Upper Division Assistant (Zonal Office) (b) Upepr Division Assistant (Circle and Division Office)	By promotion from L.D.A.-cum-Typist Head Office and Zonal Office). By promotion from L.D.A.-cum-Typist (Circle, Division and Sub-Division office.)	5 years' service in the feeder post. 5 years' service in the feeder post.
12	(a) L.D.A.-Cum-Typist (Head Office and Zonal Office). (b) L.D.A.-cum-Typist (Circle Division and Sub-Division office)	As per rules prescribed by the Government. As per recruitment rules approved by the Government.
13	Divisional Accountant	By transfer on deputation from the office of Comptroller and Auditor General.	...
14	Accountant	By promotion from Senior Accounts Assistant.	3 years' service in the feeder post.
15	Senior Accounts Assistant	By promotion from Accounts Assistant.	5 years' service in the feeder post.
16	Accounts Assistant	By direct recruitment	H.S.C. (Commerce) with 2nd Division.

1	2	3	4	5
17	Librarian	..	Between 18—27 years.	By direct recruitment .. Diploma in Library Science.
18	Draftsman	..	Ditto	(i) 20% by promotion from Tracer. .. (i) <i>For promotion:</i> 3 years' service in the feeder post. (ii) 80% by direct recruitment .. (ii) <i>For direct recruitment:</i> S.S.C. with a certificate in drafting in the relevant field. Preference will be given to the experienced hand.
19	Tracer	..	Ditto	By direct recruitment .. S.S.C. with drawing as one of the subjects.
20	Surveyor	..	Ditto	By direct recruitment .. Diploma in Survey from a recognised Institute.
21	Care-Taker	By promotion from Assistant Care-Taker. 3 years' service in the feeder post.
22	Assistant Care-Taker	..	Ditto	(i) 20% by promotion from the member of lower subordinate service in the concerned circle. .. (i) <i>For promotion:</i> 3 years' service with H.S.C. in the feeder post with good physique. (ii) 80% direct recruitment .. (ii) <i>For direct recruitment:</i> H.S.C. with good physique.
23	Imam	..	Between 25—40	By direct recruitment .. (a) Kamil or equivalent degree from a recognised Institute. (b) Sufficient knowledge in Hadis and Fiquah.

(c) Proficiency in quirat.						
(d) Follower of Sunnah.						
(e) Unblemished good moral character.						
(f) Must be married.						
(g) Preference will be given to candidates capable of writing and speaking on religious and social affairs.						
(a) Fazil or Alim (2nd class) or equivalent from a recognised institute.	24	Moazzen	..	Between 25—35 years.	By direct recruitment	..
(b) Must be Hafiz.						
(c) Proficiency in quirat.						
(d) Unblemished good moral character.						
(e) Follower of Sunnah.						
(f) Must be married.						
(g) Must have loud and sweet voice.						
(h) At least 2 years' experience as Moazzen in any reputed Mosque.						
5 years' service in the feeder post having practical experience in operating Ferro-Printing Machine.	25	Ferro-Printer	By promotion from amongst M.L.S.S.	..
5 years' service in the feeder post having practical experience in operating Duplicating Machine.	26	Duplicating Operator.	Ditto	..

1	2	3	4	5
27	Despatch Rider	..	By promotion from amongst M.L.S.S.	5 years' service in the feeder post having experience on riding bicycle or Motor cycle with licence.
28	Record Supplier	..	Ditto	.. 5 years' service in the feeder post.
29	Cash Sarker	..	Ditto	5 years' service in the feeder post.
30	M.L.S.S., Jamader	..	Ditto	5 years' service in the feeder post.
31	M.L.S.S.	..	Between 18—27 years. By direct recruitment	.. Read up to Class VIII.
32	Sweeper Jamader	..	By promotion from amongst Sweeper.	.. 5 years' service in the feeder post.
33	Guard	..	Between 18—27 years. By direct recruitment	.. Read up to Class VIII with good physique..
34	Cycle Stand Guard	..	Ditto	Ditto
35	Mali	..	Ditto	.. Read up to Class VIII with three years' experience in gardening.
36	Sweeper	..	Ditto	.. Read up to Class VIII or a professional Sweeper.

By order of the President
IMAM UDDIN AHMED CHOWDHURY
Secretary.