

The
Bangladesh  Gazette

**Extraordinary
Published by Authority**

THURSDAY, MARCH 13, 1986

**GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH
MINISTRY OF ESTABLISHMENT**

Section SW-II

NOTIFICATION

Dhaka, the 12th March 1986

No. S.R.O. 86-L/86.—In exercise of the powers conferred by section 22 of the Government and Autonomous Bodies Employees Benevolent Fund and Group Insurance Ordinance, 1982 (XXXIX of 1982), the Government is pleased to make the following rules, namely:—

1. **Short title.**—These rules may be called the Board of Trustees Employees (Government and Autonomous Bodies Employees Benevolent and Insurance Funds) Recruitment Rules, 1986.

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

- (a) "appointing authority" means, in respect of Administrative Officer, Assistant Administrative Officer and Accounts Officer, Chairman of the Board; and in respect of other specified post, the Secretary of the Board;
- (b) "probationer" means a person appointed on probation against substantive vacancy;
- (c) "requisite qualification" in relation to a specified post, means the requisite qualification laid down in the Schedule in relation to that post;
- (d) "recognised University" means a University established by or under any law for the time being in force and includes any other University declared by the Government to be a recognised University for the purpose of the rules;

- (e) "Schedule" means the Schedule annexed to these rules; and
- (f) "specified post" means a post specified in the Schedule.

3. **Procedure for recruitment.**—(1) Subject to the provisions of the Schedule, 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 laid down in the Schedule for that post.

4. **Appointment by direct recruitment.**—(1) No appointment to a specified post by direct recruitment shall be made except upon the recommendation of the Selection Committee constituted by the Board with the approval of the Government in this behalf.

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

- (a) is not a citizen of Bangladesh; or
- (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 person selected for appointment is certified by a qualified medical practitioner approved as such by the Board to be of sound mind and fit to discharge the duties of the specified 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 Board.

5. **Appointment by promotion.**—(1) Appointment by promotion to a specified post shall be made on the recommendation of the Selection Committee constituted under rule 4(1).

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

6. **Probation.**—(1) Persons selected 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 aggregate.

(2) Where, during the period of probation of a probationer, the appointing authority is of the opinion that the conduct and work of the probationer is 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 his period of probation has been satisfactory, shall, subject to the provisions of sub-rule (4), confirm him; and
- (b) if it is of the opinion that the conduct and work of the probationer during that period was 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.

(4) A probationer shall not be confirmed in a specified post until he has passed such examination and undergone such training as the Board may, from time to time, prescribe or order.

SCHEDULE

Sl. No.	Name of the specified post.	Age limit for direct recruitment.	Method of recruitment.	Qualification.
1	2	3	4	5
1	Administrative Officer	..	By promotion from the Assistant Administrative Officer or Accounts Officer of the Board, if none is found suitable for promotion, by transfer on deputation of a Government Officer of the rank and status of Section Officer.	Three years' service as Assistant Administrative Officer of Accounts Officer, as the case may be.
2	Assistant Administrative Officer.	..	By promotion from the Upper Division Assistant of the Board.	Five years' service as Upper Division Assistant.
3	Accounts Officer	..	By promotion from Accountant, and if none is found suitable for promotion, by transfer on deputation of a Government Officer of the same scale.	Five years' service as Accountant.
4	Accountant	Between 20 and 25 years.	(a) 50% by promotion from Lower Division Assistant-cum-Typist. (b) 50% by direct recruitment, and if any vacancy in the	<i>For promotion:</i> Five years' experience as Lower Division Assistant-cum-Typist and Departmental examination passed.

For direct recruitment:
Bachelor degree in Commerce from a recognised University.

promotion quota cannot be filled up due to non-availability of suitable candidates, the vacancy shall be filled up by direct recruitment.

For promotion:
Five years' service as Lower Division Assistant-cum-Typist.

(a) Two thirds by promotion from Lower Division Assistant-cum-Typist of the Board; and
(b) One third by direct recruitment.

For direct recruitment:
Bachelor degree from a recognised University.

For promotion:
S.S.C. pass with typing speed of 30 and 20 words per minute in English and Bengali respectively.

(a) 20% by promotion; and
(b) 80% by direct recruitment, and if any vacancy in the promotion quota cannot be filled up due to non-availability of suitable candidates, the vacancy shall be filled up by direct recruitment.

Read up to Class VIII.

Between 16 and 25 By direct recruitment

7 M. L. S. S.

years.

Read up to Class VIII.

By direct recruitment or by employment of *ex-Defence* Service personnel.

Ditto

8 Security Guard

By order of the President

MD. SHAMSUL HAQUE CHISHTY

Secretary,
Ministry of Establishment.

NOTIFICATION

Dhaka, the 12th March 1986

No. S.R.O. 87-L/86.—In exercise of the powers conferred by section 22 of the Government and Autonomous Bodies Employees Benevolent Fund and Group Insurance Ordinance, 1982 (XXXIX of 1982), and in supersession of all existing rules made in this behalf, the Government is pleased to make the following rules, namely:—

1. **Short title.**—These rules may be called the Terms and Conditions of Service (Board of Trustees of the Government and Autonomous Bodies Employees Benevolent and Insurance Funds) Rules, 1986.

2. **Definition.**—In these rules, unless there is anything repugnant in the subject or context, “employee” means a wholetime employee of the Board.

3. **Conduct and Discipline.**—The Government Servants (Conduct) Rules, 1979, and the Government Servants (Discipline and Appeal) Rules, 1985, and any other rules which the Government may, from time to time, make in this behalf shall, *mutatis mutandis*, apply for regulating the conduct and discipline of the employees.

4. **Conditions of service in respect of pay, etc.**—The conditions of service of the employees in respect of—

- (i) pay,
- (ii) leave,
- (iii) age of superannuation,
- (iv) group insurance,
- (v) benevolent fund.
- (vi) travelling allowance,
- (vii) daily allowance,
- (viii) house rent allowance,
- (ix) medical allowance,
- (x) conveyance allowance,
- (xi) washing allowance,
- (xii) entertainment allowance,
- (xiii) recreation allowance,
- (xiv) honorarium, and
- (xv) all other conditions of service for which no provision or insufficient provisions have been made in these rules,

shall be governed by such rules and orders as are applicable to the Government servants, subject to such modifications or variations as the Board may, after consultation with the Government, by order, specify from time to time.

5. **Provident Fund and Retirement Benefits, etc.**—The benefits of the general provident fund scheme, pension and death-*cum*-retirement benefit scheme and such other schemes as are admissible to the Government servants from time to time shall be admissible to the employees under the same conditions as they apply to the Government servants.

6. **House building and other advances.**—An employee shall be entitled to the house building, motor cycle, bicycle and other advances at such rates and on such terms and conditions as are applicable to the Government servants.

By order of the President
MD. SHAMSUL HAQUE CHISHTY
*Secretary,
Ministry of Establishment.*