

No. P.1-86/73-Desk 'B'  
Government of India  
Department of Social Welfare

New Delhi-1, the 11<sup>th</sup> February, 1976.

To:

The Secretary,  
Central Social Welfare Board,  
Parliament Street,  
New Delhi-1.

12 FEB 1976

Subject:- Central Social Welfare Board (Services) Rules 1976

I am directed to refer to the correspondence relating with the Board's D.O.No.P-4-9/73-Adm. dated the 26th June 1975 regarding the draft service rules of the employees of the Board, and to convey the approval of the Government of India to the adoption of these rules for the employees of the Board, as per enclosed copy of the Central Social Welfare Board (Services) Rules 1976. It is requested that these rules may be adopted and published for the employees of the Board immediately, as the rules come into force with immediate effect.

2. The Schedule of Establishment, in accordance with Rule 11 of these rules, may accordingly be revised in the light of these rules and sent to this Department for approval at an early date.

3. These rules issue with the concurrence of the Ministry of Finance vide their U.O.No.23(2)/SWL/75 dated 31st January, 1976.

Yours faithfully,

( B.B. Sahay )  
DIRECTOR

10.  
17- Feb-76  
in a file  
with the  
rule may  
be shown  
the list  
in the file  
12/2  
Original letter with  
service rules 1976  
kept in Recruitment file  
2/9/80

CENTRAL SOCIAL WELFARE BOARD (SERVICES) RULES-1976.

CHAPTER I

Preliminary

- a) These Rules may be called the Central Social Welfare Board (Services) Rules, 1976.
  - b) they shall come into force with immediate effect.
- Unless otherwise provided, these rules do not apply

to:-

- a) Persons not in the whole-time employment of the Board;
- b) Persons whose services have been borrowed from the Government of India or from other Institutions unless such persons opt for these rules and the sending authority has no objection;
- c) Persons who are governed by special contracts which contain specified terms and conditions of service.

2. Unless there will be something repugnant in the subject or context, the terms defined in this Chapter are used in the Rules in the sense here explained.

- a) Appointing Authority in relation to any post under the Board means the Authority competent to make appointment to that post;
- b) Board means, the Central Social Welfare Board;
- c) Executive Committee means, the Committee constituted under Article 10 of the Articles of Association of the Central Social Welfare Board.
- d) Chairman means, the Chairman of the Central Social Welfare Board.
- e) Secretary means, the Secretary of the Central Social Welfare Board.
- f) Employee means, a person appointed to any service or post in connection with the affairs of the Board and does not include a person coming under Rule 2.

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- g) Government means Government of India in the Department of Social Welfare or that Ministry under whose general administrative control the Board functions.
- h) Any words or phrases that have not been defined in these Rules will have the same meaning as defined in the relevant Rules framed by the Government of India and amended from time to time.

CHAPTER II  
Delegation of Financial Powers

- 4. (The Delegation of Financial Powers Rules, 1954, framed and amended by the Government of India from time to time, shall, mutatis mutandis, apply to the Board.) Provided, however, that in case of any doubt, the opinion of the Government shall be final and binding on the Board.
- 5. For the purpose of the aforesaid Rules, the Head of Office means, the Secretary of the Board, and the Head of the Department means, the Chairman of the Board.
- 6. Notwithstanding anything contained in the aforesaid Rules, the Secretary and the Chairman of the Board may continue to enjoy those powers that are enjoyed by them under the existing articles of Association.

CHAPTER III  
Pay and Allowances

- 7. a) The employees of the Board may draw pay as specified in Fundamental Rules and Supplementary Rules, as made applicable to Civil Servants of the Government of India.
- b) The employees of the Board may draw such scales

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of pay as specified in the schedule referred to in Rule 11. For the purpose of drawing and disbursement of pay, the Secretary of the Board shall be the Head of Office. Provided, however, the Board, may not sanction special pay, except with the previous consent of the Government.

- a) The Board may, with the prior approval of the Government, revise the scales of pay of the employees of the Board, to keep them on par with the scales of pay drawn by similar categories of employees of the Government of India.
8. a) The employees of the Board may draw such allowances as are being and may be drawn from time to time by various categories of employees of the Government of India at the specified rates.
- b) For the purposes of sanctioning allowances, the Secretary of the Board, shall be the Head of office and shall be the Drawing and Disbursing officer.

Advances

9. The employees of the Board may draw such advances, subject to the availability of the funds, as may be admissible to the employees of the Government of India from time to time.
10. For the purpose of drawing advance the relevant provisions of General Financial Rules, 1963, and House Building Advance Rules, as amended from time to time, shall apply mutatis mutandis in the case of the Board.

CHAPTER - IV

Recruitment and Promotion

11. a) The Board shall, with the prior approval of the Government, prepare and publish a Schedule of Establishment.
- b) The Schedule of Establishment may inter-alia contain the following details, namely:-
  - 1) Name of the post

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- ii) Number of posts
- iii) Classification of the posts
- iv) Scale of pay
- v) Whether selection post or non-selection post
- vi) Age limit for direct recruitment.
- vii) Qualifications required for the post.
- viii) Necessary qualifications in matters relating to promotion.
- ix) Period of probation, etc. etc.

c) The schedule may be revised from time to time with the previous concurrence of the Government.

12. Consistent with the Articles and Memorandum of Association of the Board, the following shall be the Appointing Authority:-
- a) In respect of the posts the maximum of the scale of pay of which exceeds Rs. 800, but does not exceed Rs. 1,000/-, the Executive Committee shall be the Appointing Authority.
  - b) In respect of the posts, the maximum of the scale of pay of which exceeds Rs. 500, but does not exceed Rs. 800, the Chairman shall be the Appointing Authority.
  - c) In respect of the posts, the maximum of the scale of pay of which does not exceed Rs. 500/-, the Secretary shall be the Appointing Authority.
13. For the purpose of Recruitment or promotion to posts mentioned in Rule 11, the Board may constitute a Recruitment cum-Promotion Committee, which should include a Scheduled Caste/Tribe Officer in accordance with the standing instructions of the Government of India.

14. a) The Board may frame, subject to the approval of the Government, rules specifying the working of this Recruitment-cum-Promotion Committee.
- a) The provisions of Fundamental Rules and Supplementary Rules, as amended from time to time, by the Government of India, shall be applicable mutatis mutandis to the employees of the Board.
- b) Leave Travel Concession, Housing, Medical facilities, Travelling Allowance and Dearness Allowance, Children's Education Allowance and Over Time Allowance as are applicable to the employees of the Government of India will also apply to the employees of the Board, subject to the prior approval of the Government of India in respect of individual Rules.
- c) Contributory Provident Fund benefits will be applicable to the employees of the Board as existing at present or as it may be revised from time to time under the executive orders of the Government.
- d) Gratuity will be admissible to the employees of the Board as per separate rules which may be framed by Government.
15. The matters relating to the reservation of posts for Scheduled Caste & Scheduled Tribe candidates will be governed by the orders of the Government of India issued in this regard from time to time.

CHAPTER - V

Miscellaneous

- ✓ 16. a) In matters relating to discipline and conduct, the Central Civil Service (Conduct) Rules, 1964, and the Central Civil Service (Classification, Control and Appeal) Rules, 1965, as amended from time to time
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- b) For the purposes of the aforesaid rules, the Disciplinary and Appellate Authorities shall be as specified in the Schedule referred to in Rule 11.
17. All orders and decisions of the Board and of its Committees shall be authenticated by the signature of Secretary or by such authority, as may be specified by the Board in this behalf.
18. The Board shall observe such holidays as may be observed by the Secretariat of the Government of India located in Delhi, and the employees of the Board stationed at places outside Delhi shall observe such holidays as are enjoyed by the Central Government employees stationed at that place.
19. Notwithstanding anything contained in these rules, the Board may, with the prior approval of the Government relax any one of the provisions contained in these rules.
20. All the previous rules, regulations, orders etc. stand repealed from the date of coming into force of these rules. Provided, however, that those matters which were decided at a time when the previous rules were in force shall not be deemed to be void.
21. All service matters which are not covered under these rules, shall, with the prior approval of the Government, be regulated in accordance with the corresponding rules applicable to the Central Civil Service of the Government of India.

( No. 86/73-SSD(W)/Dada 'B' )

DDR/-