Notification
The_____________/2020

No. G.S.R.____/Const./Art.309/2020. In exercise of the powers conferred by the Proviso to Article 309 of the Constitution of India and all other powers enabling him in this behalf, the Governor of Punjab is pleased to make the following Rules regulating the recruitment and conditions of service of persons appointed to the Department of Water Supply and Sanitation Punjab, Draftsman (Group-B) Service:

RULES

1. **Short title, commencement and application:**
   (i) These Rules may be called the Department of Water Supply and Sanitation Punjab, Draftsman (Group-B) Service Rules, 2020.
   (ii) These Rules shall come into force on and with effect from the date of their publication in the Official Gazette.
   (iii) These Rules shall apply to all the posts specified in Appendix "A".

2. **Definitions:** In these Rules, unless the context otherwise provides:
   (a) 'Appendix' means an Appendix appended to these Rules;
   (b) 'Direct Appointment' means an appointment made otherwise than by promotion or by transfer of an official already in the service of Government of India or of a State Government;
   (c) 'Government' means the Government of the State of Punjab in the Department of Water Supply and Sanitation;
   (d) 'HoD' means the Head of the Department, Punjab, Department of Water Supply and Sanitation as appointed by Government of Punjab.
   (e) 'Service' means the Department of Water Supply and Sanitation Punjab, Draftsman (Group-B) Service;

      Provided that words and expressions used but not defined in these Rules, shall have the same meaning as respectively assigned to them in the Punjab Civil Services (General and Common Conditions of Service) Rules, 1994.

3. **Number and character of posts:** The Service shall comprise the posts specified in Appendix 'A'
Provided that nothing in these Rules shall affect the inherent right of the Government to add to or reduce the number of such posts or to create new posts with different designations and scales of pay, whether permanently or temporarily.

4. **Appointing Authority:-** Appointments to the Service shall be made by the Government.

5. **Pay of the members of the Service:-** The members of the Service shall be entitled to such scales of pay as may be authorized by the Department of Finance from time to time. The scales of pay at present in force, in respect of the members of the Service, are given in Appendix 'A'.

6. **Method of Appointment, Qualification and Experience:-**

   (a) All Appointments to the Service shall be made in the manner specified in Appendix 'B'; Provided that if no suitable candidate is available for appointment to the Service, then appointment to the Service may be made by transfer/deputation of a person holding analogous regular post in Government of India, Punjab Government or any Board or Corporation, Commission or Authority under it.

   (b) No person shall be appointed to a post in the Service unless he/she possesses the qualification and experience as specified against the post in Appendix 'B'.

   (c) Appointment to the Service by promotion shall be made on seniority-cum-merit basis but no person shall have any right to claim promotion on the basis of seniority alone.

7. **Probation:-** All members of the service shall remain on probation as per Punjab Civil Services (General and Common Conditions of Service) Rules, 1994 as amended from time to time.

8. **Training:-** All members of the service shall have to undergo the prescribed mandatory induction and mid-career training as notified by the department from time to time.

9. **Duties and Responsibilities:** - Duties and responsibilities of the members of service shall be as specified by the department from time to time.
10. **Discipline, Punishment and Appeal:-**

   (a) In the matters of discipline, punishment and appeal, the members of the Service shall be governed by the Punjab Civil Services (Punishment and Appeal) Rules, 1970, as amended from time to time.

   (b) The authority empowered to impose penalties as specified in Rule 5 of the Punjab Civil Services (Punishment and Appeal) Rules, 1970, in respect of the members of the Service, shall be as per Appendix 'C'.

11. **Application of the Punjab Civil Services (General and Common Conditions of Service) Rules, 1994:-**

   (a) In respect of the matters, which are not specifically provided in these Rules, the members of the Service shall be governed by the provisions of Punjab Civil Services (General and Common Conditions of Service) Rules, 1994, as amended from time to time.

   (b) The Punjab Civil Services (General and Common Conditions of Service) Rules, 1994 at present in force, are contained in Appendix 'D'.

12. **Repeal and saving:-** The Punjab, Department of Public Works (Public Health Branch Draftsman and Tracers (Class III) Service Rules, 1988 are hereby repealed; Provided that any order issued or any action taken under the Rules so repealed, shall be deemed to have been issued or taken under the corresponding provisions of these Rules.

14. **Interpretation:-** If any question arises as to the interpretation of these Rules, the Government, in consultation with the Department of Personnel, shall decide the same.

JASPREET TALWAR IAS  
Principal Secretary to Government of Punjab,  
Department of Water Supply and Sanitation.
APPENDIX- ‘A’
[See Rule 1(c), 3 and 5]

<table>
<thead>
<tr>
<th>Sr. No</th>
<th>Name of post</th>
<th>Number of Posts</th>
<th>Scale of Pay (In Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Permanent 3</td>
<td>Temporary 4</td>
</tr>
<tr>
<td>1</td>
<td></td>
<td>18</td>
<td>18</td>
</tr>
<tr>
<td>(i)</td>
<td>Circle Head Draftsman</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(ii)</td>
<td>Head Draftsman</td>
<td>62</td>
<td>62</td>
</tr>
<tr>
<td>(iii)</td>
<td>Draftsman</td>
<td>93</td>
<td>93</td>
</tr>
</tbody>
</table>

Note:-
Presently 6 No. posts are filled by Draftsman (Mechanical). In future no further recruitment will be done as Draftsman (Mechanical) and all posts shall be filled as Draftsman (Civil) after the present incumbents retire/ are promoted.
APPENDIX- 'B'  
(See Rule 6)

<table>
<thead>
<tr>
<th>Sr. No</th>
<th>Name of post</th>
<th>Percentage for Appointment by</th>
<th>Qualification and experience for appointment by</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Direct Appointment</td>
<td>Promotion</td>
</tr>
<tr>
<td>1</td>
<td>Circle Head Draftsman</td>
<td>-</td>
<td>100% Hundred Per Cent</td>
</tr>
<tr>
<td>2</td>
<td>Head Draftsman</td>
<td>-</td>
<td>100% Hundred Per Cent</td>
</tr>
<tr>
<td>3</td>
<td>Draftsman</td>
<td>-</td>
<td>100% Hundred Per Cent</td>
</tr>
</tbody>
</table>
APPENDIX 'C'
[See Rule 10 (a) & (b)]

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name of the post</th>
<th>Nature of penalty or order</th>
<th>Authority empowered to impose penalty</th>
<th>Appellate authority</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Circle Head Draftsman</td>
<td>Major and Minor Penalties as provided in Punjab Civil Services (Punishment and Appeal) Rules, 1970</td>
<td>Administrative Secretary</td>
<td>Minster-in-Charge DWSS</td>
</tr>
<tr>
<td>2</td>
<td>Head Draftsman</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Draftsman</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>