

बिहार सरकार
खेल विभाग
अधिसूचना

पटना-15, दिनांक-25-06/2025

सं०-01/स्था०-26(निय०)-04/2024.2819/ अधिसूचना संख्या.2818..दिनांक-25-06-2025
का निम्नलिखित अंग्रेजी अनुवाद बिहार राज्यपाल के प्राधिकार से एतद् द्वारा प्रकाशित किया जाता है, जो भारत-संविधान के अनुच्छेद 348 के खंड(3) के अधीन अंग्रेजी भाषा में उक्त अधिसूचना का प्राधिकृत पाठ समझा जायेगा।

बिहार राज्यपाल के आदेश से,


(निरंजन कुमार)

सरकार के संयुक्त सचिव।

Bihar Government
Sports Department
Notification

NO.-01 / Stha.-26 (Niy.)-04/2024.2818..., Patna-15, Dated 25-06-2025

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Bihar is pleased to make the following rules for regulating the recruitment and service conditions of clerical cadre personnel for the State Sports Academy and International Cricket Stadium, Rajgir under the Sports Department:-

1. **Short Title, Extent and Commencement.** (i) These Rules shall be known as the "State Sports Academy and International Cricket Stadium, Rajgir Clerical Cadre (Recruitment and Service Conditions) Rules, 2025".
(ii) It shall extend to the entire State of Bihar.
(iii) It shall come into force from the date of its publication in the Official Gazette.
2. **Definitions.-** In these Rules, unless the context or subject otherwise requires
(i) "State Government" means the State Government of Bihar;
(ii) "Department" or "Controlling Department" means the Sports Department;





- (iii) "Appointing Authority" means the Additional Chief Secretary/Principal Secretary/Secretary, Sports Department;
- (iv) "Commission" means the Bihar Staff Selection Commission;
- (v) "Cadre" means the Clerical Cadre of the State Sports Academy and International Cricket Stadium, Rajgir;
- (vi) "Cadre Controlling Authority" means the Additional Chief Secretary/Principal Secretary / Secretary, Sports Department;
- (vii) "Member of the Cadre" means a person appointed and included in the Clerical Cadre for State Sports Academy and International Cricket Stadium, Rajgir;

(viii) "Appointed Date" means the date on which these rules come into force.

3. **Structure of the Cadre.-** (i) The structure of this Cadre shall be as follows-

Sl.No.	Designation	Level	status non
1.	Lower Division Clerk	Basic Grade	Non Gazetted
2.	Upper Division Clerk	First Promotion Level	Non Gazetted
3.	Head Clerk	Second Promotion Level	Non Gazetted

(ii) All the posts of the basic Grade of this cadre shall be filled by direct recruitment.

(iii) The pay scale/pay level of the post in this cadre shall be the same as may be determined/approved by the State Government from time to time.

(iv) This cadre shall be at the State level and the cadre strength shall be such as may be determined by the State Government from time to time.

4. **Qualification.- Educational Qualification-** (i) For direct recruitment to the basic post of Lower Division Clerk, the

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minimum educational qualification must be intermediate (10+2) pass or equivalent and knowledge of computer operation and computer typing.

(ii) The minimum and maximum age limit for recruitment shall be the same as may be prescribed/determined by the State Government (General Administration Department) from time to time.

5. **Appointment in Basic Grade.-** (i) The appointment in the Basic Grade of Lower Division Clerk shall be made by the Appointing Authority on the recommendation of Bihar Staff Selection Commission.

(ii) The Appointing Authority shall calculate the vacancies on the basis of 1st April of every year and send the requisition to the Commission by 30th April.

(iii) The provisions made by the Government from time to time regarding compassionate appointment shall also be applicable. The dependents of such Government servants who died during service may be considered for appointment on compassionate grounds against the vacant posts available for direct recruitment if they fulfill the required criteria for which the recommendation of the Commission shall not be required.

Provided that, after appointment of dependents of Government servants who died during service, requisition for the remaining vacancies of each calendar year shall be sent to the Commission by 30th April.

(iv) The requisition of vacancy by the Appointing Authority shall be duly sent to the Bihar Staff Selection Commission and the Bihar Staff Selection Commission shall publish the advertisement of the vacancies and after selecting the successful candidates on the basis of competitive examination shall recommend the names of the candidates in the merit order to the concerned Appointing Authority. The validity of the merit list shall be one year from the

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date of receipt of the recommendation. In case a candidate does not join, names of other candidates in the merit list may be recommended as per merit.

(v) After due scrutiny, the Appointing Authority shall appoint the candidates on probation for one year.

6. **Reservation.-** For recruitment and promotion in the cadre, the provisions of reservation/roster notified by the State Government from time to time shall be applicable.
7. **Seniority.-** The seniority of the newly appointed lower division clerks in this cadre shall be in order of merit as determined by the Commission.

Provided that the persons appointed on compassionate grounds shall be junior to those who shall be appointed on the basis of competitive examination in the respective recruitment years, but the persons appointed by promotion in any recruitment year shall be senior to the persons appointed through competitive examination in the respective recruitment year.

8. **Probation period.-** (i) The members appointed to the basic grade of the cadre shall be on probation for 01 year. If the service is not found satisfactory during the probation period, it may be extended for 01 more year for reasons to be recorded. If the service is not found satisfactory even during the extended period, the service may be terminated.
9. **Training.-** Newly appointed Lower Division Clerk shall be required to attend training as determined.
10. **Hindi Noting and Drafting examination.-** It shall be essential for the newly appointed lower division clerks to pass the Hindi Noting and Drafting Examination conducted by the Cabinet Department (Rajbhasha) of the Government of Bihar . Second and Subsequent increments shall be payable only after passing of the said examination.

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11. **Departmental Examination and Syllabus.-** It shall be necessary for the newly appointed lower division clerks to pass the computer competency test and the prescribed departmental examination. The subjects, syllabus and procedure of the departmental examination shall be determined by the Central Examination Committee, Revenue Board.
12. **Confirmation.** The service of the probationer shall be confirmed after satisfactory completion of the probation period, passing of the Hindi Noting and Drafting Examination conducted by the Cabinet (Rajbhasha) Department, the Departmental Examination prescribed by the Central Examination Committee and the Revenue Board.
13. **Promotion.-** (i) The promotion from basic Grade to higher grade shall be given after completion of the time period (kalavadhi) determined by the State Government from time to time and on the recommendation of the Departmental Promotion Committee constituted by the Department. The Departmental Promotion Committee shall be constituted by the Department by a separate order.
(ii) The time period for promotion as determined by the Government from time to time and other qualification shall have to be fulfilled.
14. **Residual Matters.-** In respect of the subject or matters in which specific provision could not be made in these rules, all the provisions, rules, instructions etc. in force for the employees of equivalent level of the State Government shall also apply to the members of this cadre.
15. **Removal of Difficulties.-** Where in the opinion of the Government any provision of these rules causes undue hardship to any member or group of members of the service, the State Government may, after consultation with the Law



Department/General Administration Department, issue such general or specific direction as may be necessary for removing the difficulties arising in the implementation of any of the provisions of these rules.

16. **Interpretation.-** Where there is any doubt in the interpretation of any provision of these rules, the same shall be decided by the Department in consultation with the General Administration Department/Law Department and its decision shall be final.
17. **Repeal and Savings.-** (i) All resolutions/circulars issued before the commencement of these rules are hereby repealed.
(ii) Notwithstanding such repeal, anything done or any decision taken under the earlier rules/resolution/instruction shall be deemed to have been done or taken under these rules as if these rules were in force on the day on which such thing was done or such decision was taken.

By order of the Governor of Bihar,

(Niranjan Kumar)

Joint Secretary to the Government.

Memo No.:- 01/Stha.-26 (Niy.)-04/2024 ~~2818~~ Patna-15, Dated ~~25.06.2025~~

Copy forwarded to E-Gazette Cell, Finance Department, Bihar, Patna for publication in the extraordinary issue of Bihar Gazette.

(Niranjan Kumar)

Joint Secretary to the Government.

ज्ञापांक :- 01/स्था0-26(निय0)-04/2024 ~~2818~~ / पटना-15, दिनांक- ~~25.06/2025~~

प्रतिलिपि :- महालेखाकार, बिहार पटना/महामहिम राज्यपाल के सचिव/माननीय मुख्यमंत्री के प्रधान सचिव/महाधिवक्ता, बिहार/मुख्य सचिव, बिहार/सभी विभागीय अपर मुख्य सचिव/प्रधान सचिव/सचिव/सभी विभागाध्यक्ष/सभी प्रमंडलीय आयुक्त

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/महानिबंधक, पटना उच्च न्यायालय/सचिव, बिहार विधान सभा/विधान परिषद/राज्यपाल सचिवालय/मुख्यमंत्री सचिवालय/उप मुख्यमंत्री के आप्त सचिव, बिहार, पटना/सचिव, बिहार लोक सेवा आयोग, पटना/बिहार कर्मचारी चयन आयोग, पटना/बिहार तकनीकी सेवा आयोग, पटना/संबंधित कोषागार को सूचनार्थ एवं आवश्यक कार्रवाई हेतु प्रेषित।

25/06/25

(निरंजन कुमार)

सरकार के संयुक्त सचिव।

ज्ञापांक :-01/स्था0-26(निय0)-04/2024.2818.../ पटना-15, दिनांक-25-06/2025

प्रतिलिपि :-विशेष सचिव, मंत्रिमंडल सचिवालय विभाग को मंत्रिपरिषद की दिनांक-10.06.2025 की बैठक में मद संख्या-02 के प्रसंग में सूचनार्थ एवं आवश्यक कार्रवाई हेतु प्रेषित।

25/06/25

(निरंजन कुमार)

सरकार के संयुक्त सचिव।

ज्ञापांक :-01/स्था0-26(निय0)-04/2024.2818.../ पटना-15, दिनांक-25-06/2025

प्रतिलिपि :-माननीय मंत्री के आप्त सचिव/अपर मुख्य सचिव के आप्त सचिव/निदेशक/संयुक्त सचिव/अवर सचिव/प्रशाखा पदाधिकारी/सभी विभागीय पदाधिकारी, खेल विभाग, बिहार, पटना को सूचनार्थ एवं आवश्यक कार्रवाई हेतु प्रेषित।

25/06/25

(निरंजन कुमार)

सरकार के संयुक्त सचिव।

ज्ञापांक :-01/स्था0-26(निय0)-04/2024.2818.../ पटना-15, दिनांक-25-06/2025

प्रतिलिपि :-श्री पंकज कुमार, आई0टी0 प्रबंधक, खेल विभाग को विभागीय वेबसाईट पर अपलोड करने हेतु प्रेषित।

25/06/25

(निरंजन कुमार)

सरकार के संयुक्त सचिव।

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