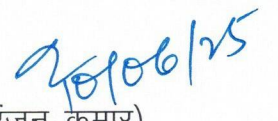


बिहार सरकार
खेल विभाग
अधिसूचना

पटना-15, दिनांक-10.06/2025

सं०-01/स्था०-26(निय०)-03/2024/2637/ अधिसूचना संख्या 2636 दिनांक-10.06.2025 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।

Government Of Bihar
Sports Department
Notification

No. 01/Stha.- 26 (Niy.) - 03/2024/2636.

Patna-15, Dated-10.06/2025

In exercise of the powers conferred under the proviso to Article 309 of the Constitution of India, the Governor of Bihar hereby makes the following Rules for regulating the recruitment and service conditions of the employees of the **Bihar Sports Clerical Cadre** for the regional offices subordinate to the Sports Department.

1. Short Title, Extent and Commencement –

- (i) These Rules may be called the "Bihar Sports Clerical Cadre (Recruitment and Service Conditions) Rules, 2025."
- (ii) It shall extend to the whole of the State of Bihar.
- (iii) It shall come into force immediately on its publication in the official gazette.

2. Definitions - in these Rules, unless anything otherwise requires in the subject or context-

- (i) "Sports" means and includes all physical and intellectual activities whether performed individually or collectively and recognized as sports by the Indian Olympic Association. It must also be regulated by rules and regulations prescribed by National Sports Federation and played in Olympic Games/ Asian Games/ Commonwealth Games/ National Games.

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- (ii) "Sports events" means Any event relating to sports, which includes individual, dual, and team events, recognized by a authorized sports body administering the discipline.
- (iii) "State Government" means the Government of Bihar,
- (iv) "Department" or "Controlling Department" means the Sports Department;
- (v) "Appointing Authority" means the Additional Chief Secretary/Principal Secretary/Secretary, Sports Department, for the clerical cadre of the regional offices subordinate to the Sports Department;
- (vi) "Commission" means the Bihar Staff Selection Commission;
- (vii) "Cadre" means the Bihar Sports Clerical Cadre;
- (viii) "Cadre Controlling Authority" means the Additional Chief Secretary/Principal Secretary/Secretary, Sports Department, for the clerical cadre of regional offices subordinate to the Sports Department;
- (ix) "Member" means the persons appointed and working in the Bihar Sports Clerical Cadre;
- (x) "Appointed Date" means the date of coming into force of these Rules;
- (xi) "Appointment on Compassionate Grounds" means appointment on compassionate grounds of any one of the dependents of a Government Servant who died while on duty/in service, in accordance with the relevant circulars/instructions.

3. Structure of the Cadre –

- (i) The structure of clerical cadre of regional offices subordinate to the Sports Department shall be as follows:-

Sl. No.	Name of Category	Level
1	Lower Division Clerk	Basic Grade
2	Upper Division Clerk	First Promotion Level
3	Head Clerk	Second Promotion Level

- (ii) The sanctioned strength of the posts of this cadre shall be the same as may be prescribed/sanctioned by the State Government from time to time.
- (iii) This cadre will be of State level and will be under the administrative control of the Sports Department.

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- (iv) "Regional offices" means offices subordinate under the sports department.
- (v) The posts in this cadre shall be allowed on the same pay scale/pay level as may be prescribed/sanctioned by the State Government from time to time.
- (vi) The clerks working in regional offices under the Bihar Subordinate Sports and Youth Clerical Cadre under the Department of Arts, Culture and Youth prior to the appointed date shall be deemed to be automatically appointed and working in this cadre.
- (vii) The members of this cadre may be posted at any place within the State. Any member of the cadre may also be posted or deputed to any non-cadre post conforming to his qualification.

4. Educational Qualification-

- (i) For direct recruitment to the basic post of Lower Division Clerk, it shall be mandatory to have minimum educational qualification 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 prescribed/decided by the State Government (General Administration Department) from time to time.

5. Appointment in Basic Grade-

- (i) On the recommendation of Bihar Staff Selection Commission, appointment shall be made by the Appointing Authority in the basic grade of the Lower Division Clerk.
- (ii) The Appointing Authority shall calculate the vacancies on the 1st April of each year and the requisition shall be sent to the Commission by 30th April.
- (iii) Eighty-five percent (85%) of the posts of Lower Division Clerk shall be filled through direct recruitment, while the remaining fifteen percent (15%) shall be filled through promotion from eligible office personnel. The eligibility criteria for promotion from the post of Attendant/Attendant (Special) shall be determined based on years of service (calculated from the date of joining) or other criteria as prescribed by higher authorities. Additionally, the candidate must possess an intermediate qualification and

fulfill the seniority requirements. It shall be mandatory for employees promoted to the post of Lower Division Clerk to pass the Hindi Noting & Drafting Examination and the Departmental Examination to qualify for the next increment after their first increment..

- (iv) The provisions made by the Government from time to time regarding appointment on compassion shall also apply. The dependents of such government servant 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 the appointment of dependents of government servants who died during service, the requisition of remaining vacancies of each calendar year shall be sent to the Commission by 30th April of that Calendar year along with Regular Vacancies.

- (v) The Appointing Authority shall duly send the requisition of vacancy 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 the competitive examination, recommend the name of the candidates to the concerned Appointing Authority in merit order. The validity of merit list shall be for one year from the date of receipt of recommendation.

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

6. Reservation- The provisions of reservation/roster notified by the State Government from time to time for recruitment and promotion in the cadre shall apply.

7. Seniority-

- (i) The inter se seniority of members appointed and working prior to the appointed date shall remain unchanged.
- (ii) The members appointed and working prior to the appointed date shall be senior to the newly appointed employees after the appointed date.
- (iii) The inter se seniority of newly appointed employees in the cadre shall be decided in accordance with their merit order determined by the

Commission. However the inter se seniority decided before the commencement of these Rules shall remain unchanged.

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

- 8. Probation Period** - The members appointed to the basic grade of the cadre shall be on probation for 01 year from the date of joining. If the service is not found satisfactory during the probation period, it may be extended by 01 more year for reasons to be recorded. The Service may be terminated if the service is not found satisfactory even during the extended period.
- 9. Training** - The newly appointed Lower Division Clerk shall be required to participate in the training as determined.
- 10. Hindi Noting and Drafting Examination** - The newly appointed Lower Division Clerks shall be required to pass in Hindi Noting and Drafting Examination as per the provisions contained in Bihar Government Servant (Hindi Examination) Rules, 1968 (As amended from time to time), to be conducted by the Cabinet Department (Rajbhasha) of the Government of Bihar.
- 11. Departmental Examination and Syllabus**- The newly appointed Lower Division Clerks shall be required to pass the computer competency test and the prescribed departmental examination. The subject, 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 the Hindi Noting and Drafting Examination conducted by the Cabinet (Rajbhasha) Department and the Department Examination prescribed by the Central Examination Committee and the Revenue Board.
- 13. Promotion**-
 - (i) Promotion from basic grade to higher grade shall be given on completion of the period determined by the State Government from time to time and on recommendation of the Departmental Promotion Committee

constituted by the Department. The Departmental Promotion Committee shall be constituted by the Department with a separate order.

- (ii) For promotion, it will be necessary to complete the tenure and fulfill other qualification and criteria as prescribed by the Government from time to time. Residual Matters- All provisions, Rules, instructions etc. enforced for employees of equivalent level of the State Government shall also be applicable to members of this cadre with reference to the matter or matters in respect of which specific provision has not been made in these Rules.

14. Residual Matters- All provisions, Rules, Instructions etc. enforce for employees of equivalent level of the State of Government shall also be applicable to members of the cadre with reference to the matter in respect of which specific provision has not been made in these Rules

15. Removal of Difficulties –

- (i) If, in the opinion of the Government, the enforcement of any provision of these Rules causes undue hardship to any member of the service or a group of members, the Government may, for reasons to be recorded in writing and in consultation with the General Administration Department, relax such provision(s) to the extent necessary to remove such hardship.
- (ii) Any relaxation under this Rule shall be granted only in exceptional circumstances and shall not be inconsistent with the objectives and spirit of these Rules.
- (iii) The relaxation shall not confer any undue advantage or preferential treatment to any individual or group, and any such order shall be published in the official gazette for transparency.
- (iv) The Government may constitute a committee consisting of senior officers and subject-matter experts to examine and recommend whether relaxation is justified in each case.

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) "The Bihar Subordinate Sports and Youth Clerical Cadre (Recruitment and Service Conditions) Rules, 2020" notified by the

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Department of Arts, Culture and Youth with reference to the members of this cadre are hereby repealed.

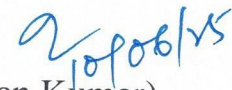
(ii) Notwithstanding such repeal, any act done or any decision taken under the earlier Rules/Resolution/Instruction shall be deemed to have been done or taken under these Rules, as if these Rules were enforced on the day on which such act was done or such action was taken.

By the order of the Governor of Bihar,


(Niranjan Kumar)

Joint Secretary to the Government

Memo No. 01/Stha.- 26 (Niy.) - 03/2024 2636. Patna-15, Dated-10.06/2025
copy forwarded to e-Gazette Cell, Finance Department, Bihar, Patna for
publication in extraordinary issue of Bihar Gazette and sent 300 printed copies
thereof to this Department.


(Niranjan Kumar)

Joint Secretary to Government

