

**GOVERNMENT OF MEGHALAYA
URBAN AFFAIRS DEPARTMENT
ORDERS BY THE GOVERNOR**

NOTIFICATION

Dated Shillong, the 14th March, 2024.

No. UAU.300/91/Pt.IV/14- In exercise of the power conferred by the Proviso to Article 309 of the Constitution of India, the Governor of Meghalaya is pleased to make the following Rules regulating the method of recruitment and the conditions of service of persons appointed to posts in the Meghalaya Urban Affairs Service namely, “The Meghalaya Urban Affairs (Gazetted) Service Rules, 2024”.

1. Short title and commencement: -

- (i) These Rules may be called, “The Meghalaya Urban Affairs (Gazetted) Service Rules, 2024”.
- (ii) They shall come into force from the date of this Notification issued in the Official Gazette.

2. Definition: - In these Rules, unless there is anything repugnant in the subject or context:

- (a) “Appointing Authority” means the Governor of Meghalaya.
- (b) “Commission” means the Meghalaya Public Service Commission.
- (c) “Committee” means the Committee constituted under Rule 8.
- (d) “Government” means the Government of the State of Meghalaya
- (e) “Governor” means the Governor of Meghalaya.
- (f) “Member of the Service” means a person appointed or deemed to have appointed under these rules to any post in the service.
- (g) “Rules” means the Meghalaya Urban Affairs (Gazetted) Service Rules.
- (h) “Service” means the Meghalaya Urban Affairs (Gazetted) Service constituted under these Rules.
- (i) “Schedule” means the schedule appended to these rules; and
- (j) “Year” means a calendar year.

3. Constitution of the Service: -

There shall be constituted a Service to be known as the Meghalaya Urban Affairs (Gazetted) Service consisting of the following persons, namely;

- (a) Persons appointed to different posts in the service on or after 21.1.72 but before the commencement of these rules.
- (b) Persons appointed to different posts in the service in accordance with the provisions of these Rules.

4. Composition of the Service: -

(A) The Service shall consist of such categories of posts as the Governor may from time to time determine.

(B) The Service shall, at the commencement of these rules consists of the following groups and categories of posts, namely;

- (a) Group “A” : (i) Director.
: (ii) Additional Director.
: (iii) Joint Director (Technical/Design/Planner).
: (iv) Architect.
: (v) District Urban Planner.
: (vi) Executive Engineer.
: (vii) Research Officer.
- (b) Group “B” : (i) Assistant Urban Planner
: (ii) Assistant Engineer / Assistant Engineer
(Investigation & Design)
: (iii) Assistant Architect
: (iv) Assistant Research Officer

5. Status: -

The status of members of the Service holding the post in the Group “A” and Group “B” shall be Gazetted.

6. Strength of the Service: -

- (i) The strength of the service and the post therein shall be as the Governor may from time to time determine.
- (ii) At the commencement of these Rules, the strength of the Service and posts therein shall be as shown in Schedule –I.

7. **Method of Recruitment:** -

(i) **Director:** - The post of Director shall be filled by IAS /MCS officers.

ii) **Additional Director :-** Appointment to the post of Additional Director shall be made by promotion from amongst the senior most member holding the post of Joint Director (Technical/Design/Planner) who have rendered not less than 2(two) years of continuous service in that post or not less than 25 (Twenty Five) years of entire length of service as specified in Schedule II and included in the select list approved under sub-rule (v) of Rule 9.

(iii) (a) **Joint Director (Technical):**-Appointment to the post of Joint Director (Technical) shall be made by promotion from amongst members of the service holding posts of Executive Engineer who have rendered not less than 5 (Five) years of continuous service in the post or not less than **15 (Fifteen) years of the entire length of service** as specified in Schedule II and included in the select list approved under sub-rule (v) of Rule 9.

Provided that the proportion of vacancies to be filled up from amongst **Executive Engineer under Rule 7(iii) shall be Three (3) from Executive Engineer and also under Rule 7(iii) shall be on Seniority basis.**

(b)**Joint Director (Planner):**-Appointment to the post of Joint Director (Planner) shall be made by promotion from amongst members of the service holding posts of District Urban Planner who have rendered not less than 5 (Five) years of continuous service in the post or not less than **15 (Fifteen) years of the entire length of service** as specified in Schedule II and included in the select list approved under sub-rule (v) of Rule 9.

Provided that the proportion of vacancies to be filled up from amongst **District Urban Planner under Rule 7(iii) shall be Two (2) post from District Urban Planner and also under Rule 7(iii) shall be on Seniority basis.**

(c) **Joint Director (Design):**-Appointment to the post of Joint Director (Design) shall be made by promotion from amongst members of the service holding posts of Architect who have rendered not less than 5 (Five) years of continuous service in the post or not less than **15 (Fifteen) years of the entire length of service** as specified in Schedule II and included in the select list approved under sub-rule (v) of Rule 9.

Provided that the proportion of vacancies to be filled up from amongst **Architect under Rule 7(iii) shall be One (1) post from Architect and also under Rule 7(iii) shall be on Seniority basis.**

Provided that if sufficient members belonging to one of the cadre of amongst Executive Engineer/District Urban Planner and Architect are not available for appointment. The deficiency in the quota reserved for one of the categories shall be kept vacant till such time sufficient members are available for appointment.

Further, One (1) post of Joint Director (Technical) may be created. Two (2) post of Superintendent Engineer recently created are to be subsumed as Joint Director (Technical) respectively. Also, one (1) post of Senior Architect proposed to be redesignate as Joint Director (Design).

(iv) **Architect:** - Appointment to the post of Architect shall be made by promotion from amongst members of the service holding the post of Assistant Architect as given below: -

Assistant Architects with Degree in Architecture who have rendered not less than 5(five) years of continuous service in the post or not less than 7(Seven) years of entire length of service who possess Degree in Architecture as specified in Schedule II and included in the select list approved under sub-rule (v) of Rule 9.

Assistant Architects possessing Diploma in Architecture and having rendered not less than 10(Ten) years of continuous service in the post or not less than 15 (Twenty) years of entire length of service as specified in Scheduled II and included in the select list approved under sub-rule (v) of Rule 9.

(v) **Executive Engineer**:-Appointment to the post of Executive Engineer shall be made by promotion from amongst members of the service holding posts of Assistant Engineer /Assistant Engineer (Investigation and Design) as given below:

Assistant Engineer/Assistant Engineer (Investigation and Design) who possess a Degree/Diploma in Civil Engineering with 5(Five) years of continuous service in the post or not less than 12 (Twelve) years of continuous length of service (borne in the Subordinate Service) who possess a Diploma in Civil Engineering as specified in Scheduled II and included in the select list approved under sub-rule (v) of Rule 9.

(vi) **District Urban Planner**: - Appointment to the post of District Urban Planner shall be made by promotion from amongst members of the service holding the post of Assistant Urban Planner who have rendered not less than 5(Five) years of continuous service in the post and possess a Post Graduate Degree/Post Graduate Diploma in Urban & Regional Planning or its equivalent as specified in Scheduled II and included in the select list approved under sub-rule (v) of Rule 9.

(vii) **Research Officer**: - Appointment to the post of Research Officer shall be made by promotion from amongst members of the service holding the post of Assistant Research Officer with Degree in Arts/Science & preferably in Economics/Statistics/Mathematics who have rendered not less than 5(Five) years continuous service in the post or not less than 8(Eight) years of continuous length of service as specified in Schedule II and included in the select list approved under sub-rule (v) of Rule 9.

(viii) **Assistant Urban Planner**:- Appointment to the post of Assistant Urban Planner shall be made by direct recruitment on the result of the examination conducted by the Meghalaya Public Service Commission. The educational qualification is as prescribed in Schedule II.

(ix) (i) **Assistant Engineer**:- Appointment to the post of Assistant Engineer shall be made in the following manner, namely: -

(a) By promotion from amongst person holding post of Junior-Engineer (borned in the Subordinate Service) who possess a Diploma in Civil Engineering and rendered not less than 8(Eight) years of continuous service in the post or not less than 12 (Twelve) years of entire length of service having a Diploma in Civil Engineering as specified in Schedule II and included in the select list approved under sub-rule (v) of Rule 9.

- (b) By direct recruitment on the result of the examination conducted by the Meghalaya Public Service Commission as per qualification prescribed in Schedule II.
- (c) The proportion of vacancies to be filled up in accordance with clauses (a) and (b) above shall be 30 percent by promotion and 70 percent by direct recruitment.

Provided that the number of persons recruited under clause (a) above shall not exceed 30 percent of the total strength in that grade of the Service.

(ix) (ii) Assistant Engineer (Investigation & Design):-Appointment to the post of Assistant Engineer (Investigation & Design) shall be made 100% by promotion from amongst persons holding the post of Surveyor Grade-I who possesses (Three) years Diploma in Civil Engineering or 2 (Two) years Certificate Course in Surveying from Center for Survey Training and Map Production Institute, Survey of India or similar institute and rendered not less than 8(Eight) years of continuous service in the post or not less than 12 (Twelve) years of entire length of service as specified in Schedule II in the select list approved under sub-rule (v) of Rule 9.

(x) Assistant Architect:-Appointment to the post of Assistant Architect shall be made in the following manner, namely: -

- (a) 30% by promotion from amongst person holding post of Planning Draftsman Grade-I who have rendered not less than 10(Ten) years of continuous service in the post and possessing 2 (Two) years Diploma in Draftsmanship or 3 (Three) years Diploma in Architecture from recognized Institutions or not less than 12 (Twelve) years of the entire length of service as specified in Schedule II and included in the select list approved under sub-rule (v) of Rule 9.
- (b) 70% by direct recruitment on the result of the examination conducted by the Meghalaya Public Service Commissions as per qualification prescribed in Schedule II.
- (c) The proportion of vacancies to be filled up in accordance with clauses (a) and (b) above shall be 30 percent by promotion and 70 percent by direct recruitment.

Provided that the number of persons recruited under clause (a) above shall not exceed 30 percent of the total strength in that grade of the Service.

(xi) Assistant Research Officer:- Appointment to the post of Assistant Research Officer shall be made by promotion from amongst persons holding posts of Research Assistant who have rendered not less than 5(Five) years continuous service in the post or not less than 12 (Twelve) years of the entire length of service as specified in Schedule II and included in the select list approved under sub-rule (v) of Rule 9.

8. Departmental Promotion Committee: -

(1) For the purpose of appointment by promotion under Rule 7 to various posts, Pay Level of which is **L-15 and above**, there shall be a Departmental Promotion Committee consisting of the following members, namely: -

- (a) Chief Secretary - Chairman
- (b) Additional Chief Secretary/Principal Secretary/Commissioner & Secretary/Secretary Urban Affairs Department - Member Secretary
- (c) Additional Chief Secretary /Principal Secretary/Commissioner & Secretary/Secretary/Additional Secretary, Personnel & A.R. Department - Member
- (d) Additional Chief Secretary/ Principal Secretary/Commissioner & Secretary/Secretary/ Finance Department - Member
- (e) Director, Urban Affairs (if not a candidate himself) - Member

The Committee may invite any other person to attend its meeting if and when considered necessary.

(2) For the purpose of appointment by promotion to various posts which is **below Pay Level-15**, there shall be a Departmental Promotion Committee consisting of the following members, namely: -

- (a) Additional Chief Secretary/ Principal Secretary/Commissioner & Secretary/Secretary Urban Affairs Department - Chairman
- (b) Additional Secretary/ Principal Secretary/Commissioner & Secretary/Secretary/Additional Secretary, Personal & A.R. Department or his representative - Member
- (c) Additional Chief Secretary/ Principal Secretary/Commissioner & Secretary/Secretary/ Finance Department or his representative - Member
- (d) Director, Urban Affairs - Member Secretary

The Committee may invite any other person to attend its meeting if and when considered necessary.

9. **Procedure for preparing the select list:** -

(i) As soon as a case for promotion to any post in the service arises, the Appointing Authority shall refer to the Committee, the approximate number of vacancies likely to occur in each cadre of the service during the year. To enable the Committee to prepare the lists for promotion to these cadres, the Appointing Authority shall furnish the Committee with the following documents, namely: -

- (a) A list of the members of the services drawn up in order of seniority and consisting three times the number of vacancies referred to in sub-rule (i).

Provided that such restrictions shall not apply in respect of post where the total number of eligible persons is less than three times the number of vacancies and in such a case the Committee shall consider all such eligible Officers.

- (b) The Character Rolls and Service Records of such members, and

- (c) Any other documents and information as may be considered necessary by the Appointing Authority or required by the Committee.

(ii) The Committee after examining the Character Rolls, Service Records and other documents in respect of all such persons, shall prepare a List based on seniority with due regard to individual merit and suitability. The number of persons to be included in the list shall be according to the actual number of vacancies available at the particular grade. The List shall be forwarded by the Committee to the Appointing Authority.

(iii) The names of persons in the list shall be placed in order of preference for promotion. In every case where a junior member is selected in preference to his seniors, the Committee shall record in writing the reasons for doing so.

(iv) For the purpose of appointment by promotion under sub-rule (i), (ii), (iii), (iv), (v), (vi), (vii), (ix), (x) and (xi) of Rule 7, the appointing Authority shall consider the list prepared by the Committee along with the Character Rolls and Service Records and other documents in respect of each person in the list and unless he considers that any change is necessary, approve the list. If the Appointing Authority considers it necessary to make any change in the list received from the Committee, he shall inform the Committee of the changes proposed and after taking into account the comments if any, of the Committee, approve the said list finally with or without modification as may in his opinion to be just and proper.

(v) The list as approved under sub-rule (iv) shall form the select list for the purpose of appointment by promotion under sub-rules (i), (ii), (iii), (iv), (v), (vi), (vii), (ix) (x) and (xi) of Rule 7.

10. **Validity of Select List:** -

(i) The Select List shall remain in force for a period of 1(One) year unless its validity is extended with the approval of the Committee.

Provided that such an extension shall not be for a total period exceeding 6(Six) months.

Provided further that in the event of any great lapse in the conduct or performance of duties on the part of any person in the Select List, the Appointing Authority may, if he thinks fit, remove the name of such person from the select list where the name of such persons appear in the list which has been finalized in consultation with the Committee, the Committee shall be consulted. The reason for doing so shall be recorded in writing.

(ii) The Committee shall meet once a year to review the Select List.

11. **Direct Recruitment:** -

(i) Competitive Examination for direct recruitment under sub-rule (viii), clause (b) of sub-rule (ix)(i) and clause (b) of sub-rule (x) of Rule 7 shall be held at such intervals as the Appointing Authority may in consultation with the commission from time to time determine. The date on which and the place at which the examination shall be held, shall be fixed by the Commission.

(ii) The examination shall be conducted by the Commission in accordance with such syllabus as the Appointing Authority may, from time to time make in consultation with the Commission.

(iii) Of the number of vacancies to be filled up on the result of each examination, there shall be reservation in favour of candidates belonging to Schedule Castes and Schedule Tribes to the extent and subject to the conditions as the Government may from time to time prescribe.

(iv) On the basis of the result of the Competitive Examination, the Commission shall prepare a list of all successful candidates in order of merits, which shall be determined in accordance with the aggregate marks obtained by each candidate and if two or more candidates obtain equal marks, the Commission shall arrange them in order of their relative merit which shall be determined in accordance with the general suitability of the candidates for appointment to the post. The number of persons to be included in the list shall be according to the actual number of vacancies that are likely to occur during the recruitment year. The list shall be forwarded to the Appointing Authority.

(v) The inclusion of a candidate's name in the list confer no right to appointment unless the Government is satisfied, after such enquiry as may be considered necessary that the candidate is suitable in all respects for appointment to the post and that appointment to any post in the Service is subject to availability of vacancy.

12. **Conditions of eligibility for appearing at the Competitive Examination:** -

(i) In order to be eligible to compete at the examination for direct recruitment a candidate must satisfy the following conditions, namely: -

(a) He/She must be a citizen of India.

(b) He/She must attain the age as specified in Schedule II.

Provided that in the case of candidates belonging to Schedule Castes and Schedule Tribes the upper age limit will be subject to relaxation made by Government from time to time.

(c) He/She must hold educational qualification as laid down in Schedule II; and

(d) He/She must pay the fees as prescribed by the Commission.

(ii) The decision of the Commission as to the eligibility or otherwise of a candidate for admission to the examination shall be final and no candidate to whom the certificate of admission has not been issued by the Commission shall be admitted to the examination.

13. **Disqualification for appointment to posts in the Service:** -

(i) No person shall be appointed who, after such medical examination as the Government may prescribe, is not found to be in good mental or bodily health and free from any physical defect or infirmity which may render him unfit for discharge of his duty.

(ii) No person shall be appointed to posts in the service who has been convicted for any offence involving moral turpitude.

(iii). No person who has more than one spouse living shall be eligible for appointment to any post in the Service.

Provided that the Governor may, if he is satisfied that there are special grounds for doing so, exempt any person from the operation of this Sub-rule”

(iv) No person who attempts to enlist support for his candidature either directly or indirectly by any recommendation either written or oral or by any other means shall be appointed to post in the service.

14. **Appointment to posts in the service:** -

(i) Appointment to any post in the service under Rule 7 shall be made by the Appointing Authority and shall also be published in the Meghalaya Gazette.

(ii) Subject to the provisions of sub-rule (iii) and (v) of rule 11, appointment by direct recruitment shall be made from time to time in the order of which the names of candidates appear in the Merit list prepared under sub-rule (iv) of rule 11.

(iii) A person appointed by direct recruitment shall join within 15(fifteen) days from the date of receipt of the order of appointment, failing which and unless the Appointing Authority extend the period of joining, which shall not in any case exceed three months, the appointment shall be cancelled.

(iv) Appointment under sub-rule (i), (ii), (iii), (iv), (v), (vi), (vii), clause (a) of sub-rule (ix)(i), sub-rule (ix) (ii), clause(a) of sub-rule (x) and sub-rule (xi) of Rule 7 shall be made in the order in which the names of candidates appear under sub-rule (v) of Rule 9 .

15. **Probation:** -

Every person appointed to the Service under sub-rule (viii), clause (b) of sub-rule (ix) (i) and clause (b) of sub-rule (x) of Rule 7 shall be on probation for a period of 2(Two) years.

Provided that the period of probation may for good and sufficient reasons be extended by the Appointing Authority in any individual case by a period not exceeding 2(two) years.

Provided further that where a person appointed to the post in the service could not be placed under probation for want of permanent vacancy, any period which he has rendered in a temporary capacity may having regard to his performance be counted towards the period of probation.

16. **Discharge or Reversion:** -

A probationer shall be liable to be discharged from the post in the Service or as the case may be, reverted to the permanent post on which he holds a lien or would hold a lien had it not been suspended under the rules applicable to him prior to his appointment to the post if: -

- (a) He / She fail to make sufficient use of opportunities given during the training or otherwise fail to give satisfactory performance during the period of probation; or
- (b) He / She fails to pass the Departmental Examination unless the Appointing Authority permits him to sit for re-examination in the subject or subjects in which he failed; or
- (c) On any information received relating to his nationality, age, health, character and antecedents, the Appointing Authority is satisfied that the probationer is in-eligible or otherwise unfit for being a member of the Service.

17. **Seniority:** -

- (i) The inter se seniority of the members of the Service in any cadre appointed on or after 21.1.72 but before commencement of these rules shall be in the order in which their names appeared in the respective lists prepared by the Commission or the Select List approved by the Commission.
- (ii) The inter se seniority of the number of the service appointed to different cadres after the commencement of these rules shall be in the order in which their names appear in the Merit List prepared under sub-rule (iv) of rule 11 or in the Select List approved under sub-rule (v) of Rule 9. Such person shall be junior to those referred to in sub-rule (i):

Provided that in any cadre, a member of the Service appointed by promotion shall be senior to a member appointed by direct recruitment where such appointment falls in the same year.

- (iii) If confirmation of any member of the service is delayed on account of his failure to qualify for such confirmation, he shall lose his position in order of seniority in the cadre vis-a-vis such of his juniors as may be confirmed earlier than him.

18. **Confirmation:** -

- (i) Confirmation of a member of the Service appointed by promotion shall be made in the respective cadre according to his seniority in that cadre subject to the following conditions, namely: -

- (a) that he has served not less than 1(one) year in the post where he is to be confirmed.
 - (b) that the performance of the employee is satisfactory (which is to be judged on the basis of the Annual Confidential Reports and other relevant records).
 - (c) that there is no departmental proceedings/vigilance enquiry against him
 - (d) subject to availability of vacancy and that no Officer holds a lien on it.
- (ii) Confirmation of a probationer shall be made according to his seniority in that cadre subject to the following conditions, namely: -
- (a)that he has completed the period of probation to the satisfaction of the Appointing authority.
 - (b)that he is considered otherwise fit for consideration by the Appointing Authority.
 - (c)Subject to availability of vacancy.

19. **Gradation list: -**

There shall be prepared and published annually an up-to-date Gradation List as in 1st January, consisting of the names of all members of the Service, cadre-wise and drawn up in order of seniority and other particulars relating to the date of birth and appointment to the service and such other details relevant to the Service Career shall be also indicated against each name.

20. **Increment: -**

The first increment admissible to a probationer shall accrue on the expiry of one year from the date of joining the post but subsequent increment shall be allowed only on his completion of the period of probation.

21. **Power of the Governor to dispense with or relax any rule: -**

The Governor if satisfied that the operation of any of the provisions of these rules causes undue hardship in any particular case or results in any particular post being left unfilled for want of person possessing the minimum experience as specified by these rules for promotion to such post may dispense with or relax the requirement of any of these rules to such extent and subject to such condition as it may consider necessary for dealing with the case in a just and equitable, or, for meeting the exigencies of public interest;

Provided that the case of any person shall not be dealt within any manner less favourable to him than that provided by any of these rules.

22. **Interpretation: -**

If any question arises relating to interpretation of these rules, the decision of the Government in the Urban Affairs Department with the approval of the Personnel and Administrative Reforms Department shall be final.

23. **Repeal and savings:** -

All Rules, Orders or Notifications corresponding to and in force immediately before the commencement of these rules are hereby repealed;

Provided that all orders made or action taken under the Rules, Orders or Notification so repealed or any action taken in pursuant thereto shall be deemed to have been validly made and taken under the corresponding provision of these Rules.

Sd/- Dr. Vijay Kumar D, IAS
Commissioner & Secretary to the Govt. of Meghalaya
Urban Affairs Department

Memo No.UAU.300/91/Pt.IV/14-A

Dated Shillong, the 14th March,2024

Copy to :-

1. The P.S to the Chief Minister of Meghalaya for kind information of the Chief Minister.
2. The P.S to the Deputy Chief Minister i/c Urban Affairs for kind information of the Deputy Chief Minister.
3. The Chief Secretary to the Govt. of Meghalaya for kind information of the Chief Secretary.
4. The Commissioner & Secretary to the Govt. of Meghalaya, Urban Affairs Department for kind information of the Commissioner & Secretary.
5. The Accountant General (A&E), Meghalaya, Shillong.
6. The Director, Urban Affairs, Meghalaya, Shillong.
7. The Senior Informatics Officer, NIC, Meghalaya, Shillong.
8. The Director of Printing & Stationery, Meghalaya, Shillong for favour of publication in the above Notification in the next issue of the Meghalaya Gazette and to furnish this Department with 50 copies of the same.
9. Office Copy.

Sd/-
Deputy Secretary to the Govt. of Meghalaya
Urban Affairs Department

SCHEDULE – I
(RULE 6 AND RULE 21)

Sl. No	Name of Post	Scale of Pay	No of Post		
			Permanent	Temporary	Total
1	Director	Level - 21	1	-	1
2	Additional Director	Level - 20		1	1
3	Joint Director	Level - 19	2	4	6
4	Architect	Level - 18	1	-	1
5	Executive Engineer	Level - 18	4	-	4
6	District Urban Planner	Level - 18	3	-	3
7	Research Officer	Level - 16	1	-	1
8	Assistant Urban Planner	Level - 15	3	-	3
9 (i)	Assistant Engineer	Level - 15	14	4	18
(ii)	Assistant Engineer (Investigation & Design)	Level - 15	1	-	1
10	Assistant Architect	Level - 15	3	-	3
11	Assistant Research Officer	Level - 12	3	-	3

Sd/-Dr. Vijay Kumar D. IAS
Commissioner & Secretary to the Govt. of Meghalaya
Urban Affairs Department

SCHEDULE –II
(RULE 7 AND 13 (b) (c))

Sl. No.	Name of Post	Method of recruitment with percentage of vacancies to be filled in any recruitment year by direct recruitment	By Direct Recruitment			By Promotion		Remarks
			Educational Qualification etc., for direct recruitment	Lower age limit	Upper age limit	Persons Eligible for consideration for promotion to post mentioned in column (2)	Qualification experience etc.	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1.	Director	IAS/MCS cadre	-	-	-			
2.	Additional Director	100 % by Promotion	-	-	-	Joint Director (Technical/ Design/Planner)	Must have rendered not less than 2 (two) years of continuous service in the post shown in column (7) on the first day of the year in which the selection is made or not less than 25(Twenty five) years of entire length of service.	
3	Joint Director (Technical/ Design/Planner)	100 % by Promotion	-	-	-	Executive Engineer/ District Urban Planner / Architect	Executive Engineer/ District Urban Planner / Architect who have rendered not less than 5(Five) years of continuous service in the post shown in column (7) on the first day of the year in which the selection is made or not less than 15(Fifteen) years of entire length of service.	
4.	Architect	100 % by Promotion				Assistant Architect	The Assistant Architect who possess a Degree in Architecture must have	

							rendered not less than 5 (five) years of continuous service in the post or not less than 7(Seven) years of entire length of Service. The Assistant Architect who possess a Diploma in Architecture need 10 (ten) years of continuous service in the post or not less than 15 (Fifteen) years of entire length of service on the first day of the year in which the selection is made.	
5.	Executive Engineer	100 % by Promotion				Assistant Engineer/ Assistant Engineer (Investigation and Design)	The Assistant Engineer who possesses a Degree/Diploma in Civil Engineering needs 5 (five) years of continuous service in the post or not less than 12 (Twelve) years of continuous length of service (borne in the subordinate service) who possess a Diploma in Civil Engineering.	
6.	District Urban Planner	100 % by Promotion				Assistant Urban Planner	The Assistant Urban Planner who possess a Post Graduate Degree/ Diploma in Urban & Regional Planning or its equivalent and who have rendered not less than 5 (Five) years of continuous service in the post shown at column (7) on the first day of the year in which the selection is made	
7.	Research Officer	100 % by Promotion				Assistant Research Officer	The Assistant Research Officer who possess a Degree in Arts/Science & preferably in Economics/ Statistics/Mathematics as one of the subject and have rendered not less than 5(five) years of continuous service in the post shown at column (7) on the first day	

							of the year in which the selection is made or not less than 8(Eight) years of continuous length of service.	
8.	Assistant Urban Planner	100 % by Direct Recruitment	B. Arch/ B. Tech (Civil) with Post Graduate Degree/PG Diploma in Urban & Regional Planning/ city/Town Planning or equivalent qualification desirable Associate membership of the Institute of Town Planner (India) OR M.A./ MSc in Geography/ Social Science with Post Graduate Degree/PG Diploma in Urban & Regional Planning or equivalent from recognized University desirable AITP (India) OR Bachelor Degree in Physical Planning from recognized University with 2 years experience in	18 years	32 years as per Government Notification .			

			Urban/Regional Planning					
9(i).	Assistant Engineer	30 % by Promotion				*Junior Engineer	Junior Engineer who possesses a Diploma in Civil Engineering & rendered not less than 8(Eight) years of continuous service in the post shown at column (7) on the first day of the year in which the selection is made or not less than 12 (Twelve) years of continuous length of service.	*Belonging to the Subordinate Service
		70 % by direct recruitment	B.E (Civil) from a recognized University or equivalent	18 years	32 years as per Government Notification			
9(ii).	Assistant Engineer (Investigation & Design)	100 % by Promotion				Surveyor Grade I	Surveyor Grade-I who possess 3(Three) years Diploma in civil Engineering or 2(two) years Certificate Course in Surveying from Centre for Survey Training and Map Production Institute, Survey of India and rendered not less than 8 (Eight) years of continuous service in the post on the first day of the year in which the selection is made or not less than 12 (Twelve) years of entire length of service.	
10.	Assistant Architect	30 % by Promotion	-	-	-	*Draftsman Grade-I	Draftsman Grade-I (borne in Subordinate Service) who possess a diploma in Architecture or two years Certificate Course in Draftsmanship & have rendered not less than 10(ten) years of continuous service in the post shown at	*Belonging to the subordinate Service

							column (7) on the first day of the year in which the selection is made	
		70 % by direct recruitment	B. Arch from recognized Institution or equivalent	18 years	27 years	-		
11.	Assistant Research Officer	100 % by Promotion	-	-	-	*Research Assistant	Must have rendered not less than 5(five) years of continuous service in the post shown at column (7) on the first day of the year in which the selection is made or not less than 12(Twelve) years of entire length of service.	*Belonging to the Subordinate Service

Sd/-Dr. Vijay Kumar D. IAS
Commissioner & Secretary to the Govt. of Meghalaya
Urban Affairs Department