



**SHREE VITTHAL RUKMINI TEMPLES
COMMITTEE, PANDHARPUR**

**Post. Pandharpur, Tal. Pandharpur,
Dist. Solapur- 413304**

SERVICE REGULATIONS 2015



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**SHREE VITTHAL RUKMINI TEMPLES
COMMITTEE, PANDHARPUR**

Post. Pandharpur, Tal. Pandharpur,

Dist. Solapur- 413304

SERVICE REGULATIONS 2015

(General Conditions of Services)

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REGULATIONS

Shree Vitthal Rukmini Temples Committee,
Pandharpur, Tal- Pandharpur
Dist- Solapur

Dated - 08/09/2017

Pandharpur
Temples
Act, 1973

No.SVRTCP/EST/165/2015. In exercise of the powers conferred by section 2, 37 & 38 of the Pandharpur Temples Act, 1973 (Mah.IX of 1974), and of all other powers enabling it in that behalf, the Shree Vitthal Rukmini Temples Committee, hereby makes the following regulations, namely :-

CHAPTER I

GENERAL

1. Short title and commencement.- (1) These Regulations may be called the Shree Vitthal Rukmini Temples Committee, Pandharpur, Services (General Conditions of Services) Regulations, 2015.

(2) They shall come into force on 01st January, 2015.

2. Extent of application.- Except as otherwise provided by or under these regulations, these regulations shall apply to all persons appointed to the Committee service and posts in connection with the affairs of the Committee but shall not apply to the officers appointed on deputation by the State Government.

3. Power of Interpretation.- If any question arises relating to the interpretation of these regulations, it shall be referred to the Government whose decision thereon shall be final.



4. Power of relaxation.- Where the Government is satisfied that the operation of any of these regulations causes or is likely to cause undue hardship in the case of any Committee employee or class of Committee employees, it may, by an order in writing, exempt any such Committee employees or class of Committee employees from any provisions of these regulations or may direct that such provisions shall apply to such Committee employees or class of Committee employees with such modifications not affecting the substance thereof as may be specified in such order.

5. Regulation of claims to pay and allowances.- A Committee employee's claims to pay and allowances shall be regulated by the regulations for the time being in force.

6. Exercise and delegation of powers under these regulations.- It shall be open to the Committee to specify, by general or special order, that powers under these regulations may be exercised or delegated to the Executive Officer or any other Officer of the Committee.

CHAPTER II

DEFINITION

1. Definition.- In these regulations, unless there is anything repugnant and subject or context, -

- (1) "**Act**" means the Pandharpur Temples Act 1973 (Mah. IX of 1974);
- (2) "**Cadre**" means a group of permanent as well as temporary post sanctioned, from time to time, of a service or a part of a service sanctioned as a separate unit;



- (3) "**Committee**" means the Shree Vitthal Rukmini Temples Committee constituted under section 21 of the Act;
- (4) "**Appointing Authority**" means Shree Vitthal Rukmini Temples Committee-
- (5) "**Compensatory allowance**" means an allowance granted to meet personal expenditure necessitated by the special circumstances in which duty is performed, including different types of traveling allowances;
- (6) "**Competent authority**", in relation to the exercise of any power, means the Committee, or any authority to which the power is delegated by or under these regulations;
- (7) "**Date of first appointment**" means the date the Committee employee assumes the duties of his first post in the Committee service;
- (8) "**Day**" means the period beginning from one midnight and ending with the next midnight;
- (9) "**Executive Officer**" means the Executive Officer appointed by the Government under section 33 of the Act;
- (10) "**Duty**" includes, -
 - (a) Service as a probationer;
 - (b) Joining time;
 - (c) A course of instructions or training authorized by or under the orders of the Committee:



Note 1.- The time reasonably required for the journeys between the place of training and the station from which the Committee employee proceeds in order to undergo training, is part of the period of training.

Note 2.- When one or more holidays follow the period of training, the training period may be deemed to have been extended to cover such holidays.

(d) The period occupied, -

- (i) in appearing for a language or computer proficiency or any other examination prescribed by the Committee at which a Committee employee has been granted permission to appear;
- (ii) in attending an obligatory departmental & similar examinations of Committee.

(e) The period intervening between the dates on which a Committee employee is engaged on contract or ad-hoc basis temporarily for special or other duty and the date on which he takes over charge:

Provided that, the period does not exceed the joining time that would be permissible to a Committee employee;

- (11) "**First appointment**" means the appointment of a person who is not holding any appointment under the Committee to a substantive post even though he may have previously held such an appointment;



- (12) "**Government**" means the Government of Maharashtra;
- (13) "**Joining time**" means the time allowed to a Committee employee to join a new post or to travel to or from a station to which he is posted;
- (14) "**Leave**" means permission to remain absent from duty granted by a competent authority under this regulations;
- (15) "**Lien**" means the title of a Committee employees to hold substantively, either immediately or on the termination of a period or periods of absence, a permanent post, including a tenure post, to which he has been appointed substantively;
- (16) "**Month**" means a calendar month and in calculating a period expressed in terms of months and day's complete calendar months, irrespective of the number of days in each, should first be calculated and the odd number of days calculated subsequently.

Instruction :- Calculations of period expressed in terms of months and days should be made as under :-

- (a) To calculate 3 months and 20 days on and from the 25th January, the following method should be adopted :-

	Y.	M.	D.
25 th January to 31 st January	0	0	7
February to April	0	3	0
1 st May to 13 th May	0	0	13
	0	3	20



- (b) The period commencing on 30th January, and ending with 2nd March should be deemed as 1 month and 4 days, as indicated below :-

	Y.	M.	D.
30th January to 31st January	0	0	2
February	0	1	0
1st March to 2nd May	<u>0</u>	<u>0</u>	<u>2</u>
	0	1	4

- (17) "**Officiate**" a committee employee officiates in a post when he performs the duties of a post on which another person holds a lien. A Competent Authority may, if it thinks fit, appoint a committee employee to officiate in a vacant post on which no other committee employee holds a lien;
- (18) "**Pay**" means the amount drawn monthly by a committee employee as -
- The pay (including special dearness pay) which has been sanctioned for a post held by him substantively or in an officiating capacity, or to which he is entitled by reason of his position in a cadre;
 - Personal pay and special pay; and
 - Any other emoluments, which may be specially classed as pay by the Committee.
- (19) "**Permanent post**" means a post carrying a definite rate of pay sanctioned without limit of time;
- (20) "**Personal pay**" means additional pay granted to a committee employee, -

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- (a) to save him from a loss of substantive pay in respect of a permanent post other than a tenure post due to a revision of pay or due to pay reduction of such substantive pay otherwise than that as a disciplinary measure; or
- (b) in exceptional circumstances, on other personal considerations;
- (21) "**Presumptive pay**" of a post, when used with reference to any particular committee employee, means the pay to which he would be entitled, if he held the said post and were performing its duties, but it does not include special pay unless the committee employee performs or discharges the work or responsibility, in consideration of which special pay was sanctioned;
- (22) "**Probationer**" means a committee employee employed on probation in or against a substantive or temporary vacancy in the cadre of the committee.

Note 1 .- No person appointed substantively to a permanent post in a cadre is a probationer, unless definite conditions of probation have been attached to his appointment, such as the condition that he must remain on probation pending the passing of certain examination.

Note 2 .- A committee employee other than one who holds substantively a permanent post appointed on promotion to a temporary post will be treated for all purposes as a temporary committee employee.

Note 3 .- The status of a probationer is to be considered as having the attributes of a



substantive status except where the regulations prescribe otherwise;

- (23) "**Salary**" means all emoluments received by a committee employee as pay, additional pay, special pay, personal pay and all allowances attached to the post he is holding and includes ex-gratia payment granted by the Committee;
- (24) "**Selection grade**" means a scale of pay, which has been sanctioned specifically as a selection grade by an order of the Committee;
- (25) "**Special pay**" means an addition, of the nature of pay, to the emoluments of a post or of a committee employee granted in consideration of, -
- (a) the specially arduous nature of the duties;
 - (b) a specific addition to the work or responsibility;
- (26) "**Substantive pay**" means the pay other than special pay, personal pay or emoluments classed as pay to which a committee employee is entitled on account of a post to which he has been appointed substantively or by reason of his substantive position in a cadre;
- (27) "**Temporary employee**" means and includes persons appointed on contract basis, ad-hoc basis, for specific period, for completion of specific work;
- (28) "**Temporary post**" means a post carrying a definite rate of pay sanctioned for a limited time.

Note.- Substantive appointment to temporary post shall be made in a limited number of cases only, as for example, when posts are, to all intents and purposes, quasi- permanent or



when they have been sanctioned for a period of not less than, or there is reason to believe that they will not terminate within a period of three years. In all other cases, appointments in temporary posts shall be made in all officiating capacity only.

Instruction.- The benefit of substantive appointment to temporary posts contemplated in the above note should not be allowed to be enjoyed by more than one person simultaneously. Therefore, where a committee employee has already been appointed substantively to temporary post and there is a temporary interruption in his tenure of the post, it would not be proper to appoint another committee employee substantively to the post during such temporary interruption. For this purpose, interruptions which are likely to last for less than three years may be treated as temporary. It follows, therefore, that where a committee employee is already appointed substantively to it unless the previous holder of the post has been transferred from it permanently or unless he has been transferred temporarily and there is reason to believe that he will remain absent from the post for a period of not less than three years;

- (29) "**Tenure post**" means a permanent post which an individual committee employee may not hold, for more than a limited period without reappointment;
- (30) (a) "**Time - Scale Pay**" means a pay which subject to any conditions prescribed in these



regulations, rises by periodical increments from a minimum to a maximum;

(b) Time-scales are said to be identical, if the minimum, the maximum, the period of increment and the rate of increment of the time-scales are identical;

(c) A post is said to be on the same time-scale as another post on time-scale, if the two time-scales are identical and the posts fall within a cadre, or a Group in a cadre, such cadre of Group having been created in order to fill all posts involving duties of approximately the same character or degree of responsibility in a service or establishment or group of establishments, so that the pay of the holder of any particular post is determined by his position in the cadre or Group and not by the fact that he holds that post;

(31) "**Transfer**" means the movement of a committee employee from one headquarter station in which he is employed to another such station either,-

(a) to take up the duties of a new post; or

(b) in consequence of a change of his headquarters;

(32) "**Transit Time**" means the actual time required to reach the destination of tour from the headquarters or from one outstation to another outstation by the ordinary mode of travel.

(33) "**Registered Trust**" means trust established under section 2 (za) of the Act.



CHAPTER III

CLASSIFICATION, CATEGORIES AND STRENGTH OF STAFF

1. Classification of Posts.- (1) The committee employee shall be classified as under: -

- (i) Group A Officer, the minimum of whose scale of pay is more than Rs. 5200-20200.
 - (ii) Group B Officer, the minimum of whose scale of pay is Rs.5,000-20200 or taking honourium of more than Rs.6000.
 - (iii) Group C Committee employee, the minimum of whose scale of pay is Rs.4440-7440.
 - (iv) Group D Committee employee means temporary employee of the committee who is taking his salary on daily basis.
- (2) In case of revision of pay scales of the Committee employees, the corresponding minimum of the revised scale of pay shall be treated as the minimum of the scale of pay for the purpose of classification of posts as mentioned in sub-rule (1).

2. Categories of Committee Employees.- For the purpose of these regulations there shall be two categories of Committee employees as under:-

- (i) Permanent employees.- Permanent employees are those employees who have been appointed, either by direct recruitment or by promotion, to a permanent post and have completed the prescribed period of probation or subsequent extensions in probation period if any, satisfactorily and whose appointments are confirmed in writing by the appointing authority.



(ii) Temporary Employees.- Temporary employees are those employees, who are not permanent employees.

3. Strength of Staff.- The Committee, with the prior sanction of the State Government, whenever required, shall fix, from time to time, the number of permanent and temporary posts in all Groups and may, from time to time, create new posts for carrying-out functions of the Committee.

CHAPTER IV
APPOINTMENTS, PROBATION, TERMINATION OF
SERVICE AND SUPERANNUATION
(I) APPOINTMENTS

1. Appointing Authority.- Appointments to all the posts other than deputation as per staffing pattern shall be made by the Committee.

2. Recruitment.- (1) After sanction of committee employee Aakrutibandh by Government] committee shall appoint his permanent employees & employees who have completed 5 years service as daily wages workers, on the basis of experience, educational qualification & seniority, on the sanctioned posts. For that there will be no limit of age. While accumulating old posts in new sanctioned staffing pattern, education qualification may be waived for only by the special resolution of Committee. If by this way any sanctioned posts are not filled the committee will fill those posts by sub-regulation no. 2.

(2) At the time of filling those remained posts priority will be given to those employees working in the samittee for minimum two years on daily wage or honorarium. For that the Committee shall by an order lay down the policy and procedure for recruitment to the posts in various Groups and categories and may also prescribe the form or forms of application to be filled in by the candidate and certificates and testimonials to be enclosed with such application. Qualification of each post will be as mentioned in the annexure 'A' of these regulations.

(3) The appointing authority of the Committee shall while making new recruitment to the service of the Committee, follow the directives issued by Government of Maharashtra, from time to time, in connection with recruitment of candidates belonging



to Scheduled Castes, Scheduled Tribes, De-notified Tribes (Vimukta Jatis), Nomadic Tribes, Other Backward Classes, handicapped persons, ex-servicemen for recruitment in Government Service, from time to time, or such other category as may be determined by the Government.

3. Medical Certificate.- (1) Every person appointed for the first time to any post in the Committee shall within one month from the date of joining or enforcement of employee Aakrutibandh sanctioned by Government, furnish a medical certificate of fitness in the form as may be specified by the Committee. Such certificate shall be obtained from the designated Medical Officer of the Committee.

(2) A person who is to be or has been appointed on deputation from the State Government need not furnish medical certificate of fitness.

4. Furnishing of Security.- Every Committee employee shall, if so required by the Executive Officer furnish for faithful discharge of his duties, such security in cash or in such form as the Committee in its discretion may determine and execute a security bond of such amount in the form as may be specified by the Committee. The security so furnished shall be invested by the Committee in such manner as the Committee may determine from time to time.

(II) PROBATION

1. Period of Probation.- Every committee employee except those appointed on deputation shall, on his first appointment in the Committee service, be on probation for a period of not less than two years commencing from the date of appointment unless the appointing authority communicates in writing, the probation shall continue and shall not be deemed to be completed.



Pay during probation period.- (1) Committee employees on probation after first appointment may be paid a stipend to the extent of initial basic pay of the time scale of the pay attached to the post.

(2) Drawl of increment of Committee employee on probation after his first appointment on time scale of pay shall be regulated under the relevant regulations, -

- (a) The first increment shall be released after one year on completion of his probation satisfactorily;
- (b) The orders regarding extension of probationary period issued in individual cases should specifically indicate, the reasons for such extensions.

(III) TERMINATION OF SERVICE

1. Termination of service by Committee.- (I) The Committee may at any time and without assigning any reasons discharge a Committee employee from the service of the Committee on his first appointment by giving notice in writing in that behalf for a period not less than -

- (a) seven days during the first month, and
- (b) one month during the rest of the probation period or by making payment of seven days or one month's initial basic pay, of the time scale, as the case may be, in lieu thereof.

(2) The Committee may, at any time, terminate the service of any temporary Committee employee except the probationer after giving one months notice in writing or one month's pay in lieu thereof.

(3) Power to discharge Committee employees on probation or terminate the Service of the Committee employees under sub-rules (1) and (2) shall be exercised by the committee or the officer authorized by the Committee.



(4) Nothing contained in this regulation shall affect the right of the Committee,-

- (a) to retire in public interest, remove or dismiss a Committee employee without giving notice or pay in lieu thereof; and
- (b) to terminate the service of a Committee employee without notice or pay in lieu thereof on his being certified by the Civil Surgeon to be permanently incapacitated for farther continuous service in the Committee.

Explanation.- For the purpose of this rule, the expression "to retire" means and includes to retire an employee in a public interest.

2. Notice of termination of service by a Committee employee.-

(1) No Committee employee of the Committee shall leave or discontinue his service in the Committee by tendering resignation or otherwise without giving prior notice in writing to the Executive Officer of his intention to leave or discontinue the service. The period of such notice shall not be less than one month.

(2) If a Committee employee leaves or discontinues service of the Committee in contravention of the provision of sub-rule (1), he shall be liable to pay as compensation to the Committee a sum equal to his pay of one month.

Explanation I- The expression "Month" used in this section shall be reckoned according to the English calendar and shall commence from the day following that on which notice is given by the Committee employee or the Committee, as the case may be.

Explanation II.- Notice given by a Committee employee under sub-rule (1) shall be deemed to be proper only, if he remains on duty during the period of the notice and a Committee employee shall not be entitled to set off



any leave earned and not availed of by him against the period of such notice.

Explanation III.- If a Committee employee to whom notice is given by the Committee in pursuance of the provisions of this rule, remains absent from duty without permission or sanction of leave during the period of notice, he shall not be entitled to receive any pay or allowance during the period of absence and shall be further liable to such penalties as the Executive Officer may deem fit to impose.

(IV) HOLIDAYS

1. Holidays.- (1) Holidays which are declared by the Committee from time to time to the Committee employees shall be admissible to them.

(2) Committee employees may avail the holidays, subject to the declaration of such holidays by the Executive Officer by a written order.

(3) Holidays can be prefixed or suffixed or both to any kind of regular leave.

2. Weekly Holidays .- One holiday on any day in a week as specified by an order of the Executive Officer shall be allowed as 'Weekly holiday' to every Committee employee.

3. Compensatory Holiday.- (1) A Committee employee in Group C and Group D who has been directed to attend to duty on his weekly holiday or any other holiday by his immediate superior authority shall be, allowed compensatory holiday equal in number of weekly holiday and or holidays so lost, subject to such condition as may be specified by the Committee, from time to time.

(2) Compensatory holidays shall not be accumulated for more than three days at a time.



(3) Compensatory holidays shall be allowed at the discretion of immediate superior authority keeping in view the exigencies of situation as well as convenience of the Committee employees concerned.

(4) Compensatory holiday shall be availed within a period of two months from the date on which it becomes due.

(5) Compensatory holiday can be prefixed or suffixed to the regular leave or holidays.

(V) SERVICE RECORDS

1. Record of service.- (1) A record of service shall be maintained in respect of each Committee employee in such form as may be prescribed from time to time by the Committee.

(2) Service records of the Committee employees shall be maintained and signed by the Administrative Officers of concerned departments.

2. Seniority.- (1) Every permanent employee of the Committee, on recruitment shall rank for seniority.

(2) Save as otherwise provided, seniority of a Committee employee shall be fixed according to his selection merit list if applicable and date of appointment in the particular post. In case the date of appointment being the same, the seniority should be reckoned with respect to the age.

(3) In case the Committee employees belonging to two or more different posts in the same scale of pay are eligible for promotion in one or more different higher posts in the same scale of pay, a joint seniority list of the Committee employees belonging to different posts in accordance with their dates of appointments, shall be prepared and such joint seniority list may be taken into consideration for fixing seniority for the purpose of promotion to the higher post or posts, subject to other provisions regarding seniority and promotion mentioned in these regulations.



4) The Executive Officer may prescribe any other criteria for the purpose of fixing seniority, if found necessary subject to the approval of the Committee.

(VI) PROMOTION AND REVERSION

1. Promotion.- (1) The Committee reserves the right to fill in the posts in the Committee either by promotion or by direct recruitment or both either wholly or in part in terms of number of posts available for filling in as per the directions given from time to time by the Government.

(2) Promotions shall be generally governed by the principle of "Merit -cum- Seniority" and no Committee employee shall claim promotion only on the basis of seniority.

(3) Criteria may be fixed by the Executive Officer for determining merit for promotion to different posts in accordance with the general directions of the Committee in this behalf.

(4) Promotion to the Committee employee belonging to Scheduled Castes, Scheduled Tribes, De-notified Tribes (Vimukta Jatis), Nomadic Tribes and Other Backward Classes and such other categories as may be determined by the Government, from time to time, shall be considered as per the relevant rules, regulations and orders of the Government of Maharashtra applicable from time to time to the State Government employees belonging to such categories, subject to the fulfillment of other conditions for promotion by such Committee employees.

2. Reversion.- Except in the circumstances mentioned in rule 5 of Shree Vitthal Rukmini Temples Committee Service

(Discipline and Appeals) Regulations, 2015, no Committee employees shall be reverted to a lower post or grade or scale of pay or lower stage in a time scale unless the procedure prescribed in the relevant regulations for imposing major penalties is followed and completed.



3. Transfers.- A Committee employee may be transferred, at any time, from one place to another and also from one Section or Department of the Committee to another at the discretion of the Executive Officer.

(VII) DEDUCTIONS FROM SALARY

1. Deductions.- The Committee shall be entitled to make deductions from the salary of a Committee employee on account of any advance, fine or amount of loss or damage in accordance with the provisions of these regulations or any statutory provisions applicable to such Committee employee.

2. Provident Fund.- The Committee employee, not being on deputation from the Government, shall be governed by to the provisions of Employee Provident Fund and Miscellaneous Provisions Act, 1952, in its application to the State of Maharashtra.

3. Application of rules, regulations, and orders of the Government of Maharashtra.- All matters, for which specific provisions have not been made in the various service regulations made by the Committee, shall, as far as possible and to such extent as may be considered appropriate by the Committee, be regulated in the same manner as in the case of employees of the Government of Maharashtra.

4. Interpretation.- If any question arises in case of interpretation of any clause or sub-clause made hereunder, the Committee will make clarification by making special resolution and take necessary approval for the amendment of such clause or sub-clause from the competent authority.

S. B. Teli
8/9/17

(S. B. Teli)

Executive Officer,

Shree Vitthal Rukmini Temples Committee,
Pandharpur



**SHREE VITTHAL RUKMINI TEMPLES
COMMITTEE, PANDHARPUR**

Post. Pandharpur, Tal. Pandharpur,

Dist. Solapur- 413304

SERVICE REGULATIONS 2015

(Conduct)

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REGULATIONS

Shree Vitthal Rukmini Temples Committee,
Pandharpur, Ta- Pandharpur
Dist- Solapur

Dated - 08/09/2017

Pandharpur
Temples
Act, 1973

No.SVRTCP/EST/165/2015. In exercise of the powers conferred by section 2, 37 & 38 of the Pandharpur Temples Act, 1973 (Mah.IX of 1974), and of all other powers enabling it in that behalf, the Shree Vitthal Rukmini Temples Committee, hereby makes the following regulations, namely :-

CHAPTER I

1. Short title, application and saving.- (1) These Regulations may be called the Shree Vitthal Rukmini Temples Committee, Pandharpur, service (conduct) Regulations, 2015.

(2) They shall come into force on 01 January, 2016

(3) Except as otherwise provided by or under these regulations, these regulations shall apply to all persons appointed to the Trust services and posts in connection with the affairs of the Committee, but shall not apply to the officers appointed on deputation by the State Government.

2. Definition .- In these regulations, unless there is anything repugnant and subject or context, -

- (a) "**Act**" means the Pandharpur Temples Act, 1973 (Mah.IX of 1974);
- (b) "**Committee**" means the Shree Vitthal Rukmini Temples Committee constituted under section 21 of the Act;



- (c) "**Executive Officer**" means the Executive Officer appointed by the Government under section 33 of the Act;
- (d) "**Government**" means the Government of Maharashtra;
- (e) Group A Officer, the minimum of whose scale of pay is more than Rs. 5200-20200.
- (f) Group B Officer, the minimum of whose scale of pay is Rs.5,000-20200 or taking honourium of more than Rs.6000.
- (g) Group C Committee employee, the minimum of whose scale of pay is Rs.4440-7440.
- (h) Group D Committee employee means temporary employee of the committee who is taking his salary on daily basis.
- (i) "**Members of family**", in relation to the Committee Employees includes,-
- (i) the wife or husband, as the case may be, of the Committee employee, whether residing with the Committee employee or not, but does not include a wife or husband, as the case may be, separated from the Committee employee by a decree or order of a competent court;
- (ii) son or daughter or step-son or step-daughter of the Committee employee who is wholly dependent on him, but does not include a son or daughter or step-son or step-daughter who is no longer in any way dependent on the Committee employee or of whose custody the



Committee employee has been deprived by or under any law;

iii) any other person related, whether by blood or marriage to the Committee employee or to the Committee employee spouse and wholly dependent on the Committee employee;

(j) "**Registered Trust**" means trust established under section 2 (za) of the Act.

(k) "**Committee employee**" means a person who is appointed to any service or post in connection with the affairs of the Committee.

3. Duty of Committee employee to maintain integrity, devotion to duty, etc.- (1) Every Committee employee shall at all times-

(i) Maintain absolute integrity;

(ii) Maintain devotion to duty; and

(iii) Do nothing which is unbecoming of a Committee employee.

(2) Every Committee employee holding a supervisory post shall take all possible steps to ensure the integrity and devotion to duty of all Committee employees for the time being under his control and authority.

(3) No Committee employee shall, in the performance of his official duties or in the exercise of powers conferred on him, act otherwise than in his best judgement except when he is acting under the direction of his official superior and shall, where he is acting under the direction of his official superior and shall, where he is acting under such direction obtain the direction in writing, he shall obtain written confirmation of the direction as soon as possible.



(4) Nothing in sub-rule (3) shall be construed as empowering a Committee employee to evade his responsibilities by seeking instructions from, or approval of, a superior officer or authority when such instructions are not necessary under the scheme of distribution of powers and responsibilities.

4. Taking part in politics and elections.- (1) No Committee employee shall contest any election to a local authority, State Legislature or Parliament.

(2) No Committee employee shall be a member of or be otherwise associated with, any political party or any organization which takes part in politics, nor shall he take part in, or subscribe in aid of, or assist in any other manner, any political movement or activity.

(3) It shall be the duty of every Committee employee to endeavor to prevent any member of his family from taking part in, subscribing in aid or, assisting in any other manner, any movement or activity which is, or which tends directly or indirectly to be, subversive of any Government in India as by law established, and where a Committee employee is unable to prevent a member of his family from taking part in subscribing in aid of, or assisting in any other manner, any such movement or activity, he shall make a report to that effect to the Executive Officer.

(4) No Committee employee shall canvass or otherwise interfere with, or use his influence in connection with or take part in an election to any legislature or local authority (hereinafter referred to as "the election"):

Provided that, a Committee employee qualified to vote at such election may exercise his right to vote, and where he does so, he shall give no indication of the manner in which he proposes to vote or has voted.



Explanation.- (1) Where a Committee employee assists in the conduct of an election in due performance of a duty imposed on him by or under any law for the time being in force or by an order of the Competent Authority, he shall not be deemed to have contravened the provisions of this regulations.

(2) The display by a Committee employee on his person, vehicle or residence of any electoral symbol shall amount to using his influence in connection with the election and his proposing or seconding the nomination of a candidate at the election shall amount to taking part in the election within the meaning of this regulation, and accordingly, the Committee employee shall, in any such eventualities, be deemed to have contravened the provisions of this regulation.

5. Demonstration and Strikes.- No Committee employee shall,

- (i) engage himself or participate in any demonstration which is prejudicial to the interest of the sovereignty and integrity of India, the security of the State, friendly relations with foreign States, public order, decency or morality, or which involves contempt of court, defamation or incitement to an offence; or
- (ii) resort to, or in any way abet, any form of strike in connection with any matter pertaining to his service;

Provided that, nothing in this sub-clause shall be deemed to prohibit those Committee employee from resorting to any strike who are expressly permitted to resort to such a strike under any law for the time being in force.



6. Prohibition against unauthorized supply of Information, etc.- No Committee employee shall, except in accordance with any general or special order of the Committee or in the performance in good faith of the duties assigned to him, communicate, directly or indirectly, any official document or any part thereof or information to any Committee employee or any other person to whom he is not authorized to communicate such document or information.

7. Subscriptions .- No Committee employee shall, except with the previous sanction of the Committee or of the Executive Officer, ask for or accept contributions to, or otherwise associate himself with the raising of, any funds or other collections in cash or in kind in pursuance of any object whatsoever.

8. Gifts .- (1) Save as otherwise provided in these regulations, no Committee employee shall accept, or permit any member of his family or any person acting on his behalf to accept, any gift.

Explanation- The expression "gift" includes free transport, boarding, lodging or other service or any other pecuniary advantage when provided by any person other than a near relative or personal friend having no official dealings with the Committee employee.

Note I.-A casual meal, lift or other social hospitality shall not deemed to be a gift.

Note II.- A Committee employee shall avoid accepting lavish hospitality or frequent hospitality from any individual having official dealings with him or from industrial or commercial firms, organizations or any similar bodies.

(2) On occasion, such as weddings, anniversaries, funerals or religious functions, when the making of a gift is in conformity with the prevailing religious or social practice, a Committee



employee may accept gifts from his near relatives, but he shall make a report to the Executive Officer, if the value of any such gift exceeds-rupees 5000.

9. Public demonstrations in honour of Committee Employees.- No Committee employee shall, except with the previous sanction of the Committee, receive any complimentary or valedictory address or accept any testimonial or attend any meeting or entertainment held in his honour, or in the honour of any other Committee employee:

Provided that, nothing in this regulation shall apply to -

- (i) a farewell entertainment of a substantially private and informal character held in honour of a Committee employee or any other Committee employee on the occasion of his retirement or transfer or any person who has recently quit the service of the committee; or
- (ii) the acceptance of simple and inexpensive entertainment arranged by public bodies or institutions.

Note:- Exercise of pressure or influence or any sort on any Committee employee to induce him subscribe towards any farewell entertainment even if it is of a substantially private or informal character and collection of subscriptions from under any circumstances for the entertainment of any Committee employee is forbidden.

10. Purchase of resignation.- A Committee employees shall not enter into any pecuniary arrangement for the resignation by one of the Committee employee of any office held by him under the Committee for the benefit of any other person.



11. Private trade or employment.- No Committee employee shall, except with the previous sanction of the Committee, engage directly or indirectly in any trade or business or undertake any other employment:

Provided that, a Committee employee may, without such sanction, undertake honorary work of a social or charitable nature or occasional work of a literary, artistic or scientific character, subject to the condition that his official duties do not thereby suffer; but he shall not undertake, or shall discontinue, such work if so directed by the Executive Officer.

Explanation.- (1) Canvassing by a Committee Employee in support of the business of insurance agency, Commission agency, etc. owned or managed by his spouse or any other member of his family shall be deemed to be a breach of this on regulation.

(2) Every Committee Employees shall report to the Executive Officer, if any member of his family is engaged in a trade or business or owns or manages an insurance agency or commission agency.

(3) No Committee employee shall, without previous sanction of the Executive Officer, except in the discharge of his official duties, take part in the registration, promotion or management of any bank or other company which is required to be registered under the Companies Act, 1956 (1 of 1956), or any other law for the time being in force or any co-operative society for commercial purposes:

Provided that, a Committee employee may take part in the registration, promotion or management of a co-operative society substantially for the benefit of Committee employees, registered under the Maharashtra Co-operative Societies Act, 1960 (Mah. XXIV of 1961), or any other law for the time being in force, or of



a literary, scientific or charitable society registered under the Societies Registration Act, 1860 (21 of 1860) or any corresponding law in force.

(4) No Committee employees may accept any fee for any work done by him for any public body or any private person without the sanction of the Executive Officer.

(5) No Committee employees shall without obtaining prior written permission from the Executive Officer accept commercial employment immediately within a period of two years of his retirement.

12. Investment, lending and borrowing.- (1) No Committee employee shall speculate in any stock, share or other investment.

Explanation.- Frequent purchase or sale or both of shares, securities or other investment shall be deemed to be speculation with in the meaning of this sub-regulation.

(2) No Committee employee shall make, or permit any member of his family or any person acting on his behalf to make any investment, which is likely to embarrass or influence him in the discharge of his official duties.

(3) If any question arises whether any transaction is of the nature referred to in sub regulation (1) or regulation (2), above the decision of the Committee thereon shall be final.

(4) (i) No Committee employee, shall, save in the ordinary course of business with a bank or a firm of standing duly authorized to conduct banking business, either himself or through any member of his family or any other person acting on his behalf, -

(a) lend or borrow money, as principal or agent, to or from any person within the local limits or with whom he is likely to have official dealing, or



otherwise place himself under any pecuniary obligation to such person, or

- (b) lend money to any person at interest or in a manner whereby return in money or in kind is charged or paid;

Provided that, a Committee employee may give to or accept from a relative, a purely temporary loan of a small amount free of interest, or operate a credit account with a bona fide tradesman or make an advance of pay to his private employee: Provided further that, nothing in this sub-rule shall apply in respect of any transaction entered into by a Committee employee with the previous sanction of the Executive Officer.

- (ii) When a Committee employee is appointed or transferred to a post of such nature as would involve him in the breach of any of the provisions of sub-regulation (2) or sub-regulation (4) above, he shall forthwith report the circumstances to the Executive Officer and shall thereafter act in accordance with such order as may be made by the Executive Officer.

(5) Notwithstanding anything contained in sub-regulations (4),

- (a) The Committee may, regard being had to the circumstances of each case, relax any of the provisions of sub-regulation (4) in the case of Committee employee belonging to Group C or Group D service;
- (b) The Committee may direct that in relation to loans to, or borrowing by Committee employee from, any



co-operative society registered or deemed to be registered under the Maharashtra Co-operative Societies Act, 1960 (Mah.XXIV of 1961), the provisions of sub-regulation (4) shall apply with such restrictions or relaxation as the Committee may specify.

13. Insolvency and habitual indebtedness.- (I) When a Committee employee is adjudged or declared an insolvent or when a moiety of his salary is constantly being attached, or has been continuously under attachment for a period exceeding two years, or is attached for a sum, which in ordinary circumstances, cannot be repaid within a period of two years, he shall be liable to be dismissed and in such cases, the Executive Officer shall report the matter to the Committee.

(2) Where a moiety of the salary of a Committee employee is attached the report shall show the proportion of his debts to the salary, how far the debts detract from the debtor's efficiency as a Committee employee, whether the debtor's position is irretrievable, and whether in the circumstances of the case, it is desirable to retain him in the post held by him at the time when the matter is brought to the notice of the Committee.

(3) In every case under this regulation, the burden of proving that the insolvency or indebtedness is the result of circumstances which, with the exercise of ordinary diligence, the Committee employee could not have foreseen or over which he had no control, and has not proceeded from extravagant or dissipated habits shall be upon the Committee employees.

14. Movable, immovable and valuable property.- (1) Every Committee employee shall on his first appointment to any service or post and thereafter, at such intervals as may be specified by the Committee, submit a return of his assets and



liabilities in such form as may be prescribed by the Government for its employees giving the full particulars regarding-

- (a) the immovable property inherited by him or owned or acquired by him or held by him on lease or mortgage, either in his own name or in the name of any member of his family or in the name of any other persons;
- (b) shares, debentures and cash including bank deposits inherited by him or similarly owned, acquired or held by him;
- (c) other movable property inherited by him or similarly owned acquired or held by him;
- (d) debts and other liabilities incurred by him directly or indirectly.

Note I. - Sub-regulation (1) shall not ordinarily apply to Group D employees but the Committee may direct that it shall apply to any such Committee employees or class of such Committee employees.

Note II. - In all returns the values of item of movable property worth less than rupees 10,000 may be added and shown as a lump sum. The values of articles of daily use such as clothes, utensils, crockery, books, etc., need not be included in such return.

Note III. - Every Committee employee who is in service on the date of the commencement of these regulations shall submit a return under this sub-regulation on or before such date as may be specified by the Committee after such commencement.



(2) No Committee employee shall, except with the previous knowledge of the Executive Officer, acquire or dispose of any immovable property by lease, mortgage, purchase, sale, gift, or otherwise either in his own name or in the name of any member of his family:

Provided that, the previous sanction of the Executive Officer shall be obtained by the Committee employee, if any such transaction is,-

(c) with a person having official dealing with the Committee employee; or

(d) otherwise than through a regular or reputed dealer.

(3) Every Committee employee shall report to the Executive Officer every transaction entered into by him either in his own name or in the name of a member of his family in respect of movable property, if the value of such property exceeds rupees 20,000.

Provided that, the previous sanction of the prescribed authority shall be obtained, if any such transaction is -

(i) with a person having official dealing with the Committee Employee; or

(ii) otherwise than through a regular or reputed dealer.

(4) Notwithstanding anything contained in sub-regulation (2) and (3), any transaction entered into by the spouse or any other member of family of Committee employee out of his or her own funds (including stridhan, gifts, inheritance, etc.) as distinct from the funds of the Committee employee himself, in his or her name and in his or her own right, shall not be treated as a transaction entered into by the member of the family of Committee employee within the meaning of sub-regulation (2) and (3).



(5) The Committee or the Executive Officer may, at any time, by general or special order, require a Committee employees to furnish, within a period specified in the order, a full and complete statement of such movable or immovable property held or acquired by him or on his behalf or by any member of his family as may be specified in the order. Such statement shall, if so required by the Committee or by the Executive Officer, include the details of the means by which, or the source from which, such property was acquired, alongwith the evidence in support of such statement.

Explanation.- For the purpose of this regulation, -

- (1) The expression "movable property" includes-
 - (a) jewellery, insurance policies the annual premium of which exceeds Rupees 10,000 or one sixth of the total annual emoluments received from the Trust, whichever is less, shares, securities and debentures;
 - (b) loans, advances by such Committee employee whether secured or not;
 - (c) motor cars; motor cycles, horses, or any other means of conveyance; and
 - (d) refrigerators and T.V. sets.

15. Vindication of acts and character of Committee employee.- (1) No Committee employee shall, except with the previous sanction of the Committee, have recourse to any court or to the press for the vindication of any official act which has been the subject matter of adverse criticism or an attack of defamatory character.

(2) Nothing in sub-regulation (1) shall be deemed to prohibit a Committee employees from vindicating his private character or any act done by him in his private capacity and, where any action for vindicating his private character or any act done by



him in private capacity is taken, the Committee employee shall submit a report to the Executive Officer regarding such action.

(3) In according sanction under sub-regulation (1)-

- (a) the Committee shall in each case decide-
 - (i) whether it will itself bear the costs of the proceedings; or
 - (ii) whether the Committee employee will institute the proceedings at his own cost, and if so, whether in the event of Committee employee succeeding therein, the Committee will reimburse him to the extent of the whole or any part of the cost incurred by him as is in excess of the cost or damages if any, awarded to him by the court; and
- (b) where the Committee decides to bear the costs of proceedings instituted by a Committee employee, it shall be expressly stated that the amount of compensation, damages or costs awarded by the Court, if any, to the Committee employee shall be first set off against the cost borne by the Committee and the balance, if any, shall only be retained by the Committee employee.

16. Prevention of sexual harassment of working woman.-

(1) No Committee employee shall indulge in any act of sexual harassment of any woman at her work place.

(2) Every Committee employee who is in charge of a work place shall take necessary steps to prevent sexual harassment to any woman at such work place.

Explanation.- For the purpose of this regulation, "sexual harassment" includes such unwelcome sexually determined behavior, whether directly or otherwise such as;



- (a) physical contact and advances;
- (b) a demand or request for sexual favours;
- (c) sexually coloured remarks;
- (a) showing pornography; or
- (e) any other unwelcome physical, verbal or non verbal conduct of a sexual nature.

17. Canvassing of non-official or other outside influences.-

No Committee employee shall bring or attempt to bring any political or other outside influence to bear upon any superior authority in relation to any matter pertaining to his service under the Committee.

18. Membership of or association with communal institutions.-

No Committee employee shall by writing, speech or deed, or otherwise indulge in any activity, which is likely to incite and create feeling of hatred or ill will between different communities in India or outside on religious, racial, regional, communal or other grounds.

19. Association of names with public institutions or works.-

No Committee employee shall, except with the previous sanction of Committee-

- (i) associate his own name or allow it to be associated with any public institution, such as, libraries, hospitals, schools or roads and the like; or with such objects, as shields, trophies, prizes, medals and cups and the like; or
- (ii) allow any member of his family living with or wholly dependent on him to associate his name with any such institution or object.

20. Contracting of marriages.- (1) No Committee employee shall enter into, or contract, a marriage with a person having a spouse living; and



(2) No Committee employee, having a spouse living, shall enter into, or contract, a marriage with any person:

Provided that, the Committee may permit a Committee employee to enter into, or contract, any such marriage as is referred to in sub-regulation (1) or (2) above, if it is satisfied that-

- (a) such marriage is permissible under the personal law applicable to such Committee employee and the other party to the marriage;
- (b) there are other ground for so doing.

(3) A Committee employee who has married or marries a person other than of Indian Nationality shall forthwith intimate the fact to the Executive Officer.

21. Prohibition against Dowry.- No Committee employee shall,

- (i) give or take or abet the giving or taking of dowry, or
- (ii) demand, directly or indirectly, from the parents or guardians of a bride or bridegroom, as the case may be, any dowry.

Explanation. - For the purpose of this regulation, "dowry" has the same meaning as in the Dowry Prohibition Act, 1961 (28 of 1961).

22. Prohibition of employment of children.- No Committee employee shall employ, or permit any member of his family or any person acting on his behalf to employ any child below the age of 14 years for domestic or any other work.

23. Consumption of intoxicating drinks and drugs. - A Committee employee shall, -

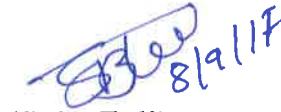
- (a) strictly abide by any law relating to intoxicating drinks or drugs in force in any area in which he may happen to be for the time being;



- (b) not consume any intoxicating drink while on duty or not be under the influence of any intoxicating drinks or drug during the course of his duty and shall also take due care that the performance of his duties at any time is not affected in any way by the influence of any such drink or drug;
- (c) refrain from consuming any intoxicating drink or drug in a public place.

24. uniform.- committee employee have to wear, while on duty, the uniform decided by the committee.

25. Interpretation.- If any question arises relating to the interpretation of these regulations, it shall be referred to the Government, whose decision thereon shall be final.



(S. B. Teli)

Executive Officer,

Shree Vitthal Rukmini Temples Committee,
Pandharpur



**SHREE VITTHAL RUKMINI TEMPLES
COMMITTEE, PANDHARPUR**

**Post. Pandharpur, Tal. Pandharpur,
Dist. Solapur- 413304**

SERVICE REGULATIONS 2015

(Discipline and Appeal)

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REGULATIONS

Shree Vitthal Rukmini Temples Committee,
Pandharpur, Ta- Pandharpur

Dist- Solapur

Dated - 08/09/2017.

Pandharpur
Temples
Act, 1973

No.SVRTCP/EST/165/2015. In exercise of the powers conferred by section 2, 37 & 38 of the Pandharpur Temples Act, 1973 (Mah.IX of 1974), and of all other powers enabling it in that behalf, the Shree Vitthal Rukmini Temples Committee, hereby makes the following regulations, namely :-

CHAPTER I

GENERAL

1. Short title and commencement.- (1) These Regulations may be called the Shree Vitthal Rukmini Temples Committee, Pandharpur, (Discipline and Appeal) Regulations, 2015.

(2) They shall come into force on 01st January, 2016.

2. **Definitions.**- In these regulations, unless there is anything repugnant and subject or context, -

- (a) "**Act**" means the Pandharpur Temples Act 1973 (Mah. IX of 1974);
- (b) "**Appointing Authority**" means Shree Vitthal Rukmini Temples Committee-
- (c) "**Committee**" means the Shree Vitthal Rukmini Temples Committee constituted under section 21 of the Act;
- (d) "**Disciplinary authority**" means the authority competent under these regulations 6 to impose on a Committee employee any of the penalties specified in regulation 5;



- (e) "**Executive Officer**" means the Executive Officer appointed by the Government under section 33 of the Act;
- (f) "**Government**" means the Government of Maharashtra;
- (g) "**Legal practitioner**" means an advocate, Vakil or attorney of any High Court, Mukhtar or revenue agent;
- (h) "**Major penalty**" means any of the penalty specified mentioned in regulation 5 of this regulations, under the head major penalties;
- (i) "**Minor penalty**" means any of the penalty specified mentioned in regulation 5 of this regulations, under the head major penalties;
- (j) "**State**" means the State of Maharashtra;
- (k) "**Registered Trust**" means trust established under section 2 (za) of the Act.
- (l) "**Committee employee**" means a person who is appointed to any Committee service or post in connection with the affairs of the Committee.

3. Application.- (1) These regulations shall apply to every Committee employee except any member of any government service on deputation to the committee;

- (2) If any doubt arises,-
 - (a) whether these regulations or any of them apply to any person, or
 - (b) whether any person to whom these regulations apply, belong to a particular service,

The matter shall be referred to the Government which shall decide the same.



CHAPTER II

SUSPENSION

1. Suspension.- (1) The Committee or any other authority empowered by the Committee in that behalf, by general or special order, may place a Committee employee under suspension,-

- (a) where a disciplinary proceeding against him or her is contemplated or is pending, or
- (b) where in the opinion of the authority aforesaid, he has engaged himself in activities prejudicial to the interest of the committee; or
- (c) where a case against him in respect of any criminal offence is under investigation, inquiry or trial :
Provided that, where the order of suspension is made by an authority other than the Committee, such authority shall forthwith report to the Committee, the circumstances in which the order was made.

(2) A Committee employee shall be deemed to have been placed under suspension by an order of Committee,-

- (a) with effect from the date of his detention, if he is detained in police or judicial custody, whether on criminal charges or otherwise, for a period exceeding forty-eight hours;
- (b) with effect from the date of his conviction, if, in the event of a conviction for an offence, he is sentenced to a term of imprisonment exceeding forty-eight hours and is not forthwith dismissed or removed or compulsorily retired consequent to such conviction.



Explanation- The period of forty-eight hours referred to in clause (b) of this sub-regulation shall be computed from the commencement of the imprisonment after the conviction and for this purpose, intermittent periods of imprisonment, if any, shall be taken into account.

(3) Where a penalty of dismissal, removal or compulsory retirement from service imposed upon a Committee employee under suspension is set aside in appeal or on review under these regulations, and the case is remitted for further inquiry or action or with any other directions, the order of his suspension shall be deemed to have continued in force on and from the date of the original order of dismissal, removal or compulsory retirement and shall remain in force until further orders.

(4) Where a penalty of dismissal, removal or compulsory retirement from service imposed upon a Committee employee is set aside or declared or rendered void in consequence of, or by, a decision of a Court of Law and the disciplinary authority, on a consideration of the circumstances of the case, decides to hold a further inquiry against him on the allegations on which the penalty of dismissal, removal or compulsory retirement was originally imposed, the Committee employee shall be deemed to have been placed under suspension by the Committee from the date of the original order of dismissal, removal or compulsory retirement and shall continue to remain under suspension until further orders:

Provided that, no such further inquiry shall be ordered unless it is intended to meet a situation where the Court has passed an order purely on technical grounds without going into the merits of the case.

(5) (a) An order of suspension made or deemed to have been made under this regulation shall continue to remain in force



until it is modified or revoked by the authority competent to do

(b) Where a Committee employee is suspended or is deemed to have been suspended (whether in connection with any disciplinary proceeding or otherwise), and any other disciplinary proceeding is commenced against him during the continuance of that suspension, the authority competent to place him under suspension may, for reasons to be recorded by it in writing, direct that the Committee employee shall continue to be under suspension until the termination of all or any of such proceedings.

(c) An order of suspension made or deemed to have been made under this regulation may at any time be modified or revoked by the authority which made or is deemed to have made the order or by any authority to which that authority is subordinate.

CHAPTER III

PENALITES AND DISCIPLINARY AUTHORITIES

1. Penalties.- (1) Without prejudice to the provisions of any law for the time being in force, the following penalties may, for good and sufficient reasons and as hereinafter provided, be imposed on a Committee employee, namely:-

Minor Penalties-

- (i) censure;
- (ii) withholding of his promotion;
- (iii) recovery from his pay of the whole or part of any pecuniary loss caused by him to the Committee, by negligence or breach of orders;
- (iv) withholding of increments of pay;

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- (v) reduction to a lower stage in the time scale of pay for a specified period, with further directions as to whether or not the Committee employee will earn increments of pay during the period of such reduction and whether on the expiry of such period, the reduction will or will not have the effect of postponing the future increments of his pay;
- (vi) reduction to a lower time-scale of pay, grade, post or service which shall ordinarily be a bar to the promotion of a Committee employee to the time-scale of pay, grade, post or service from which he was reduced in rank, with or without further directions regarding conditions or restoration to the time-scale of pay, grade, post or service from which the Committee employee was reduced in rank and his seniority and pay on such restoration to that time-scale of pay, grade, post or services;

Major Penalties -

- (vii) compulsory retirement;
- (viii) removal or dismissal from service:

Provided that, in every case in which the charge of acceptance from any person any gratification other than legal remuneration, as a motive or reward for doing or forbearing to do any official act is established, the penalty mentioned in clause (vii) or (viii) shall be imposed:

Provided further that, in any exceptional case and for special reasons recorded in writing, any other penalty may be imposed.

Explanation- The following shall not amount to a penalty within the meaning of this rule, namely: -



- (i) withholding of increments of pay of a Committee employee for his failure to pass any departmental or committee examination or the Hindi and Marathi language examination in accordance with the regulations or orders governing the service to which he belongs or post which he holds or the terms of his appointment;
- (ii) non-promotion of a Committee employee, whether in a substantive or officiating capacity, after consideration of his case, to a service, grade or post for promotion to which he is eligible, on administrative ground unconnected with his conduct;
- (iii) reversion of a Committee employee officiating on a higher service, grade or post to a lower service, grade or post on the ground that he is considered to be unsuitable for such higher service, grade or post or on any administrative ground unconnected with his conduct;
- (iv) reversion of a Committee employee appointed on probation to any other service, grade or post, to his permanent service, grade or post during or at the end of the period of probation in accordance with the terms of his appointment or the regulations and orders governing such probation;
- (v) replacement of the services of a Committee employee, whose service had been borrowed from any Government in India or any authority under its control, at the disposal of such Government, or authority;
- (vi) compulsory retirement of a Committee employee in accordance with the provisions relating to his superannuation or retirement;
- (vii) termination of the services,-



- (a) of a Committee employee appointed on probation, during or at the end of the period of his probation, in accordance with the terms of his appointment or the regulations and orders governing such probation; or
- (b) of a temporary Committee employee employed under an agreement, in accordance with the term of such agreement.

(2) Where a penalty mentioned in item (V) or (VI) in sub-regulation (1) is imposed on a Committee employee, the authority imposing the penalty shall expressly state in the order imposing the penalty that the period for which the reduction is to be effective will be exclusive of any interval spent on leave before the period is completed.

2. Disciplinary authorities.- (1) The Committee may impose any of the penalties specified in regulation 5 on any Committee employee.

(2) Without prejudice to the provisions of sub-regulation (1), the Executive Officer may impose any of the minor penalties specified in regulation 5.

3. Authority to institute proceedings.- (1) The Committee or any authority empowered by it by general or special order may,-

- (a) institute disciplinary proceedings against any Committee employee;
- (b) direct a disciplinary authority to institute disciplinary proceedings against any Committee employee on whom that disciplinary authority is competent to impose under these regulations any of the penalties specified in regulation 5.
- (c) direct the transfer of any pending enquiry from any enquiring authority, appointed by the disciplinary



authority under sub-regulation (2) of regulation 8, to any other enquiring authority if he is satisfied that it is necessary for timely completion of enquiry.

(2) A disciplinary authority competent under these regulations to impose any of the penalties specified in regulation 5 may institute disciplinary proceedings against any Committee employee on whom the disciplinary authority is competent to impose any of the penalties specified in regulation 5.

CHAPTER IV

PROCEDURE FOR IMPOSING PENALITIES

1. Procedure for imposing major penalties.- (1) No order imposing any of the major penalties shall be made except after an inquiry held, as far as may be, in the manner provided in this regulation or regulation 9.

(2) Whenever the disciplinary authority is of the opinion that there are grounds for inquiring into the truth of any imputation of misconduct or misbehavior against a Committee employee, it may itself inquire into, or appoint any inquiry authority under this regulation to inquire into the truth thereof.

Explanation- Where a disciplinary authority itself holds an inquiry under this regulation, any reference to an inquiring authority in this regulation shall unless the context otherwise requires, be construed as a reference to the disciplinary authority.

(3) Where it is proposed to hold an inquiry against a Committee employee under this regulation, the disciplinary authority shall draw up or cause to be drawn up-

- (a) the substance of the imputations of misconduct or misbehavior into definite and distinct articles or charge;



(b) a statement of the imputations of misconduct misbehavior in support of each article of charge, which shall contain-

- (i) a statement of all relevant facts including any admission or confession made by the Committee employee; and
- (ii) a list of documents by which and a list of witnesses by whom, the articles of charge are proposed to be sustained.

(4) The disciplinary authority shall deliver or cause to be delivered to the Committee employee, a copy of articles of charge, the statement of the imputations of misconduct or misbehavior, and a list of documents and of the witnesses by which each article of charge is proposed to be sustained and shall by a written notice require the Committee employee to submit to it within such time as may be specified in the notice, a written statement of his defense and to state whether he desires to be heard in person.

(5) (a) On receipt of the written statement of defense, the disciplinary authority may itself inquire into such of the articles or charge as are not admitted, or, if it considers it necessary so to do, appoint under sub-regulation (2), an inquiring authority for the purpose, and where all the articles of charge have been admitted by the Committee employee in his written statement of defense, the disciplinary authority shall record its findings on each charge after taking such evidence as it may think fit and shall act in the manner laid down in regulation 9 of these rules;

(b) If no written statement of defense is submitted by the Committee employee, the disciplinary authority may itself inquire into the articles of charge or may, if it considers it



necessary to do so, appoint under sub-regulation (2) of these regulations an inquiring authority for the purpose;

(c) Where the disciplinary authority appoints an inquiring authority it may, by an order, appoint a Committee employee or a legal practitioner, to be known as the "Presenting Officer" to present the case in support of the articles of charge before the inquiring authority.

(6) The disciplinary authority shall where it is not the inquiring authority, forward to the inquiring authority,-

- (i) a copy of each of the articles of charge and the statement of the imputations of misconduct or misbehavior;
- (ii) a copy of the written statement of defense, if any, submitted by the Committee employee;
- (iii) copies of statements of witnesses, if any, referred to in sub-regulation (3) ;
- (iv) evidence providing the delivery of the documents referred to in sub-regulation (3);
- (v) a copy of the order appointing the Presenting Officer.

(7) The Committee employee shall appear in person before the inquiring authority on such day and at such time within ten working days from the date of receipt by him of the articles of charge and the statement of the imputations of misconduct or misbehavior, as the inquiring authority may, by a notice in writing, specify in this behalf, or within such further time not exceeding ten days, as the inquiring authority may allow.

(8) The Committee employee may take the assistance of any other Committee employee or Government servant or retired Committee employee or Government servant to present the case



on his behalf, but may not engage a legal practitioner for the purpose unless the Presenting Officer appointed by the disciplinary authority is a legal practitioner, or, the disciplinary authority, having regard to the circumstances of the case, so permits.

(9) If the Committee employee who has not admitted any of the articles of charge in his written statement of defense, or has not submitted any written statement of defense appears before the inquiring authority, such authority shall ask him whether he is guilty or has any defense to make and if he pleads guilty to any of the articles of charge, the inquiring authority shall record the plea, sign the record and obtain signature of the Committee employee thereon.

(10) The inquiring authority shall return a finding of guilt in respect of those articles of charge to which the Committee employee pleads guilty.

(11) The inquiring authority shall, if the Committee employee fails to appear within the specified time or refuses or omits to plead, require the Presenting Officer to produce the evidence by which he proposes to prove articles of charge and shall adjourn the case to a later date not exceeding thirty days, after recording an order that the Committee employee may, for the purpose of preparing his defense,-

- (i) inspect within five days of the order or within such further time not exceeding five days as the inquiring authority may allow, the documents specified in the list referred to in sub-regulation (3),
- (ii) submit a list of witnesses to be examined on his behalf,
- (iii) give a notice within ten days of the order or within such further time not exceeding ten days as the



inquiring authority may allow, for the discovery or production of any documents which are in the possession of the Executive Officer of the Committee but not mentioned in the list referred to in sub-regulation (3), indicating the relevance of such documents.

(12) Where the Committee employee applies orally or in writing for the supply of copies of the statements of witnesses mentioned in the list referred to in sub-regulation (3), the inquiring authority shall furnish him with such copies as early as possible, and in any case not later than three days before the commencement of the examination of the witnesses on behalf of the disciplinary authority.

(13) Where the inquiring authority receives a notice from the Committee employee for the discovery or production of documents, the inquiring authority shall forward the same or copies thereof to the authority in whose custody or possession the documents are kept with a requisition for the production of the documents by such date as may be specified in such requisition to the case:

Provided that, the inquiring authority may, for reasons to be recorded by it in writing, refuse to requisition such of the documents as are, in its opinion, not relevant to the case.

(14) On receipt of the requisition referred to in sub-regulation (13), every authority having the custody or possession of the requisitioned documents shall produce the same before the inquiring authority:

Provided that, if the authority having the custody or possession of the requisitioned documents is satisfied for reasons to be recorded by it in writing that the production of all or any of such documents would be against the interest of the Committee, it



shall inform the inquiring authority and the inquiring authority shall, on being so informed, communicate the information to the Committee employee and withdraw the requisition made by it for the production of discovery of such documents.

(15) The inquiry shall be commenced on the date fixed in that behalf by the inquiring authority and shall be continued thereafter on such date or dates as may be fixed from time to time by that authority.

(16) On the date fixed for the inquiry, the oral and documentary evidence by which the articles of charge are proposed to be proved shall be produced by or on behalf of the Presenting Officer and may be cross-examined by or on behalf of the Committee employee. The Presenting Officer shall be entitled to re-examine the witnesses on any points on which they have been cross-examined, but not on any new matter, without the leave of the inquiring authority. The inquiring authority may also put such questions to the witnesses as it thinks fit.

(17) If it shall appear necessary before the close of the case on behalf of the disciplinary authority, the inquiring authority may, in its discretion, allow the Presenting Officer to produce evidence not included in the list given to the Committee employee or may itself call for new evidence or recall and re-examine any witness and in such case the Committee employee shall be entitled to have, if he demands it, a copy of the list of further evidence proposed to be produced and an adjournment of the inquiry for three clear days before the production of such new evidence, exclusive of the day of adjournment and the day to which the inquiry is adjourned. The inquiring authority may also allow the Committee employee to produce new evidence, if it is of the opinion that the production of such evidence is necessary in the interests of justice:



Provided that, no new evidence shall be permitted or called for or any witness shall be recalled to fill up any gap in the evidence unless there is an inherent lacuna or defect in the evidence which has been produced originally.

(18) When the case for the disciplinary authority is closed, the Committee employee shall be required to state his defence, orally or in writing, as he may prefer, if the defense is made orally, it shall be recorded and the Committee employee shall be required to sign the record. In either case, a copy of the statement of defense shall be given to the Presenting Officer appointed, if any.

(19) The evidence on behalf of the Committee employee shall then be produced. The Committee employee may examine himself in his own behalf if he so prefers. The witnesses produced by the Committee employee shall then be examined and shall be liable to cross examination, re-examination and examination by the inquiring authority according to the provisions applicable to the witness for the disciplinary authority.

(20) The inquiring authority may, after the Committee employee closes his case and shall, if the Committee employee has not examined himself, generally question him on the circumstances appearing against him in the evidence for the purpose of enabling the Committee employee to explain any circumstances appearing in the evidence against him.

(21) The inquiring authority may, after the completion of the production of evidence, hear the Presenting Officer, appointed, if any, and the Committee employee, or permit them to file written briefs of their respective case, if they so desire.

(22) If the Committee employee to whom a copy of the articles of charge has been delivered, does not submit a written statement



of defense on or before the date specified for the purpose or does not appear in person before the inquiring authority or otherwise fails or refuses to comply with the provisions of this regulation, the inquiring authority may hold the inquiry exparte.

(23) (a) Where a disciplinary authority competent to impose any of the minor penalties but not competent to impose any of the major penalties has itself inquired into or caused to be inquired into any of the articles of charge and that authority, having regard to its own findings or having regard to its decision on any of the findings of any inquiring authority appointed by it is of the opinion that any of the major penalties should be imposed on the Committee employee, that authority shall forward the records of the inquiry to such disciplinary authority as is competent to impose such major penalty.

(b) The disciplinary authority to which the records are so forwarded may act on the evidence on the record or may, if it is of the opinion that further examination of any of the witnesses is necessary in the interest of justice, recall the witness and examine, cross-examine and re-examine the witness, and may impose on the Committee employee such penalty as it may be deem fit in accordance with these regulations:

Provided that, if any witnesses are recalled, they may be cross-examined by or on behalf of the Committee employee.

(24) Whenever any inquiring authority, after having heard and recorded the whole or any part of the evidence in an inquiry ceases to exercise jurisdiction therein, and is succeeded by another inquiring authority which has, and which exercises such jurisdiction, the inquiring authority so succeeding shall continue the inquiry from the stage on which his predecessor has left such inquiry.



(25) After the conclusion of the inquiry, a report shall be prepared by the inquiring authority. Such report shall contain,-

- (a) the articles of the charge and the statement of the imputations of misconduct or misbehavior;
- (b) the defense of the Committee employee in respect of each article of charge;
- (c) an assessment of the evidence in respect of each article of charge;
- (d) the findings on each article of charge and the reasons there for.

(26) Where, in the opinion of the inquiring authority, the proceedings of the inquiry establishes any article of charge different from the original articles of the charge, it may record its finding on such article of charge:

Provided that, the findings on such article of charge shall not be recorded unless the Committee employee has either admitted the facts on which such article of charge is based or has had a reasonable opportunity of defending himself against such article of charge.

(27) The inquiring authority, where it is not itself the disciplinary authority, shall forward to the disciplinary authority the records of inquiry which shall include-

- (a) the report prepared by it under sub-regulation (25);
- (b) the written statement of defense, if any, submitted by the Committee employee;
- (c) the oral and documentary evidence produced in the course of the inquiry;



- (d) written briefs, if any, filed by the Presenting Officer or the Committee employee or both during the course of the inquiry; and
- (e) the orders, if any, made by the disciplinary authority and the inquiring authority in regard to the inquiry.

2. Action on inquiry report.- (1) The disciplinary authority, if it is not itself the inquiring authority may, for reasons to be recorded by it in writing, remit the case to the inquiring authority for further inquiry and report, and the inquiring authority shall thereupon proceed to hold the further inquiry according to the provisions of regulation 8 of these regulations as far as may be.

(2) The disciplinary authority shall, upon serving the employee a copy of the inquiry report & giving him opportunity of making a representation thereon within 15 days of the receipt of such report, consider the record of the inquiry and record its findings on each charge. If it disagrees with the findings of the inquiring authority on any article of charge, it shall record its reasons for such disagreement.

(3) If the disciplinary authority having regard to its findings on all or any of the articles of charge is of the opinion that any of the minor penalties should be imposed on the Committee employee, it shall, notwithstanding anything contained in regulation 10 of these regulations on the basis of the evidence adduced during the inquiry held under regulation 8 determine what penalty, if any should be imposed on the Committee employee and make an order imposing such penalty.

(4) If the disciplinary authority, having regard to its findings on all or any of the articles of charge and on the basis of the evidence adduced during the inquiry, is of the opinion that any



of the penalties specified in clauses (VII) to (VIII) of sub-regulation (1) of regulation 5, should be imposed on the Committee employee, it shall make an order imposing such penalty.

3. Procedure for imposing minor penalties.- (1) Save as provided in sub-regulation (3) of regulation 9, no order imposing any of the minor penalties on a Committee employee shall be made except after,-

(a) informing the Committee employee in writing of the proposal to take action against him and of the imputations of misconduct or misbehavior on which it is proposed to be taken, and giving him a reasonable opportunity of making such representation as he may wish to make against the proposal;

(b) holding an inquiry in the manner laid down in regulation 8 if the disciplinary authority is of the opinion that such inquiry is necessary;

(c) taking into consideration the representation, if any, submitted by the Committee employee under clause (a) of this regulation and the record of inquiry, if any, held under clause (b);

(d) recording a finding on each imputation of misconduct or misbehavior.

(2) Notwithstanding anything contained in clause (b) of sub-regulation (1), if in a case it is proposed, after considering the representation, if any, made by the Committee employee under clause (a) of that sub-rule, to withhold increments of pay or to withhold increments of pay with cumulative effect for any period, an inquiry shall be held in the manner laid down in sub-regulation (2) and (27) of regulation 8, before making any order of imposing on the Committee employee any such penalty.

(3) The record of the proceedings in such cases shall include-

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- (i) a copy of the intimation to the Committee employee of the proposal to take action against him;
- (ii) a copy of the statement or imputations of misconduct or misbehavior delivered to him;
- (iii) his representation, if any;
- (iv) the evidence produced during the inquiry;
- (v) the findings on each imputation of misconduct or misbehavior; and
- (vi) the orders on the case together with the reasons there for.

4. Communication of orders.- Orders made by the disciplinary authority shall be communicated to the Committee employee who shall also be supplied with a copy of the report of the inquiry, if any, held by the disciplinary authority and a copy of its findings on each article of charge, or where the disciplinary authority is not the inquiring authority, a copy to the report of the inquiry authority and a statement of the findings of the disciplinary authority together with brief reasons for its disagreement, if any, with the findings of the inquiring authority, unless they have already been supplied to him.

5. Common Proceedings .- (1) Where two or more Committee employees are concerned in any case, the Committee or any other authority competent to impose the penalty of dismissal from service on all such Committee employees may make an order directing that disciplinary action against all of them may be taken in a common proceedings.

(2) Where the authorities competent to impose the penalty of dismissal on such Committee employees are different, an order for taking disciplinary action in a common proceeding may be



made by the highest of such authorities with the consent of the others.

(3) Every order for taking disciplinary action in a common proceeding shall specify-

- (i) the authority which may function as the disciplinary authority for the purpose of such common proceeding;
- (ii) the penalties specified in regulation 5 which such disciplinary authority shall be competent to impose and;
- (iii) whether the procedure laid down in regulation 8 and 9 or regulation 10 shall be followed in the proceeding.

CHAPTER V

APPEALS

1. Orders against which appeal lies. - (1) Appeal shall lie against, -

- (i) any order made of the disciplinary authority.
- (ii) any order of an interlocutory nature or of the nature of a step-in-aid or the final disposal of a disciplinary proceeding, other than order of suspension;
- (iii) any order passed by an inquiring authority in the course of an inquiry under regulation 5 of these regulations;

(2) Subject to the provisions of regulation 6, a Committee employee may prefer an appeal to the Committee, if the penalty is imposed by the Executive Officer.



Explanation- In this rule, the expression "Committee employee" includes a person who has ceased to be in Committee service.

2. Appellate Authority: - (1) Subject to the provisions of any law for the time being in force, the Committee employee including a person who belonged to any classes immediately before he ceased to be in service, may appeal to the Committee against the orders passed by the Executive Officer.

(2) Notwithstanding anything contained in sub-regulations (1), an appeal against an order in common proceeding held under regulation 12 of these regulations shall lie to the Committee.

3. Period of limitation for appeals.- No appeal preferred under this part shall be entertained unless such appeal is preferred within a period of thirty days from the date on which a copy of the order appealed against is delivered to the appellant.

4. Mode, form and contents of appeal.- (1) Every person preferring an appeal shall do so separately and in his own name and shall address it to the authority to which the appeal lies.

(2) The appeal shall be complete in itself and shall contain all material statements and arguments on which the appellant relies, but shall not contain any disrespectful or improper language.

5. Submission of appeals.- Every appeal shall be submitted directly to the Committee.

6. Transmission of appeals .- The authority which made the order appealed against shall, on receipt of a copy of the appeal, without any avoidable delay, and without waiting for any direction from the Committee, transmit to the Committee, every such appeal with relevant records.



7. Implementation of orders in appeal.- The authority, which made the order appealed against, shall give effect to the orders passed by the Committee.

CHAPTER VI


MISCELLANEOUS

1. Service of orders, notices, etc.- Every order, notice and other process made or issued under these regulations shall be served in person on the Committee employee concerned or communicated to him by registered post, express courier, fax or e-mail or any other mode of electronic communication.

2. Power to relax time limit and to condone delay.- Save as otherwise expressly provided in these regulations, the authority competent under these regulations to make any order may, for good and sufficient reasons or if sufficient cause is shown, extend the time specified in these regulations for anything required to be done under these regulations or condone any delay.


3. Removal of doubt.- Where a doubt arises as to whether any authority is subordinate to, or higher than, any other authority or as to the interpretation of any of the provisions of these regulations, the matter shall be referred to the Government whose decision thereon shall be final.

4. Interpretation.- In case of any doubt or difficulty arise in giving effect to the provisions of these regulations, the provisions of the Maharashtra Civil Services (Discipline and Appeal) Rules, 1979 shall be referred to and applied.


(S. B. Teli)

Executive Officer,

Shree Vitthal Rukmini Temples Committee,
Pandharpur





**SHREE VITTHAL RUKMINI TEMPLES
COMMITTEE, PANDHARPUR**
Post. Pandharpur, Tal. Pandharpur,
Dist. Solapur- 413304

SERVICE REGULATIONS 2015
(Leave)

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REGULATIONS

Shree Vitthal Rukmini Temples Committee,
Pandharpur, Ta- Pandharpur

Dist- Solapur

Dated - 08/09/2017.

Pandharpur
Temples
Act, 1973

No.SVRTCP/EST/ 165 /2015. In exercise of the powers conferred by section 2, 37 & 38 of the Pandharpur Temples Act, 1973 (Mah.IX of 1974), and of all other powers enabling it in that behalf, the Shree Vitthal Rukmini Temples Committee, hereby makes the following regulations, namely :-

CHAPTER I

GENERAL

1. Short title and commencement.- (1) These Regulations may be called the Shree Vitthal Rukmini Temples Committee, Pandharpur, Services (Leave) Regulations, 2015.

(2) They shall come into force on 01 January, 2015

2. Definition.- In these regulations, unless there is anything repugnant and subject or context, -

- (a) "**Act**" means the Pandharpur Temples Act 1973 (Mah. IX of 1974);
- (b) "**Appointing Authority**" means Shree Vitthal Rukmini Temples Committee-
- (c) "**Committee**" means the Shree Vitthal Rukmini Temples Committee constituted under section 21 of the Act;
- (d) "**Disciplinary authority**" means the authority competent under these regulations to impose on a Committee employee any of the penalties specified in regulation 5;



- (e) "**Executive Officer**" means the Executive Officer appointed by the Government under section 33 of the Act;
- (f) "**Government**" means the Government of Maharashtra;
- (g) "**Registered Trust**" means trust established under section 2 (za) of the Act.
- (h) "**Committee employees**" means a person who is appointed to any Committee Service or post in connection with the affairs of the Committee;
- (1) "**leave year**" means the year commencing on 1st April and ending on the 31st March of the next year.

3. Application.- (1) These regulations shall apply to every Committee employee not being,-

- (a) any member of any Government Service on deputation to the Committee;
- (b) person in casual employment of the Committee.

(2) Notwithstanding anything-contained in sub-regulation (1), the Committee may, by order, exclude any class of Committee employee from the operation of all or any of these regulations.

(3) If any doubt arises,-

- (a) whether these regulations or any of them apply to any person, or
- (b) whether any person to whom these regulations apply, belong to a particular service, the matter shall be referred to the Committee which shall decide the same.



4. Casual Leave.- (1) Total casual leave admissible to a Committee employee on full pay during a leave year shall be eight days.

Provided that, on first appointment in the Committee, the casual leave shall be admissible to a Committee employee at the prorata basis for each completed month till he completes the service of one year in the Committee.

(2) The following kinds of special casual leave, which shall not be debited to the casual leave admissible to an employee, shall be granted, namely: -

(a) Special Leave under family planning scheme.-

Sr. No.	Occasion	Special Leave admissible
1.	Vasectomy or as the case may be tubectomy operation	Not exceeding six working days
2.	Female employee under going non puerperal sterilization	Not exceeding 14 days

Explanation - The special leave on the above occasions may be combined with ordinary casual leave or regular leave provided the application is supported by a Medical Certificate.

3	Female employee undergoing IUCD insertion	For a day subject to production of a Medical Certificate
4.	Employee whose wife under sterilization. (Non-puerperal tubectomy)	Not exceeding seven days subject to production of Medical Certificate

Explanation I.- The special leave may be combined with ordinary casual Leave or regular leave provided the application is supported by a Medical Certificate by the doctor who actually



performs the operation to the effect that the presence of the employee is essential to look after his wife during the period of leave.

Explanation II - Special leave not exceeding four days shall be granted to the employee himself or whose wife undergoes tubectomy operation immediately after delivery subject to production of a Medical Certificate from the doctor who actually performs the operation.

(b) Special Leave may be given on other occasions as mentioned below :-

Sr. No.	Occasion	Special Leave admissible
1.	Anti-rabic treatment	Upto 3 weeks.
2.	Free Blood Donation	One day

Note. 1- Not more than seven days casual leave including holidays interposed prefixed or suffixed can be availed at a time, which may be extended up to eight days in exceptional circumstances.

Note 2.- Casual leave shall not be combined with any other leave.

Note 3.- If the absence of a Committee employee is extended beyond the limits laid down in this regulation or any other condition laid down in this regulation is not fulfilled, the employee may be treated as on, one or more types of regular leave due and admissible in this behalf for the entire period of his absence.

Note 4.- The casual leave in balance, if any, at the credit of a Committee Employee shall lapse in every year on 31st March.



Note 5.- Ordinarily, casual leave can be availed by a Committee Employee only after giving application and getting prior permission in writing from the authority competent to sanction casual leave. The Executive Officer may, from time to time, specify the procedure for applying for and granting of casual leave and also specify the authorities competent to grant casual leave to various classes of employees.

5. Kinds of Regular leave.- Subject to the provisions of these regulations, the following kinds of regular leaves may be granted to a Committee employee -

(a) Earned Leave -

(1) An employee shall be entitled to earn leave at the rate of the eleventh of the period spent on duty, subject to the accumulation of maximum of 300 days of leave.

(2) The employee may be granted not more than sixty days earned leave at a time. Provided that, the Executive Officer may in his discretion grant a leave for a period exceeding sixty days at a time.

(3) The employee who retires on superannuation or who dies while in service, shall be entitled to the benefit of cash equivalent of unutilized leave standing to his or her credit, on the date of such retirement or death, as the case may be.

(b) Medical leave - A Committee employee shall be entitled to Medical leave for ten days for each completed one half year of service to be calculated on the 1st April and 1st October every year, if not availed in any leave year it shall be accumulated in the forthcoming years.

(c) Maternity leave - A female employee shall be entitled to a maternity leave with full pay for a period of not less than twenty days but which may, on an application made in that behalf, be extended to one hundred eighty days:



Provided that, such maternity leave shall be available till such female employee has not more than two children living at the relevant time:

Provided further that, such leave may be obtained for a pre-natal or post-natal period.

Explanation.- For the purposes of this rule, any number of children born during a single delivery shall be counted as one child.

(d) Extra ordinary leave without pay - In addition to above leave, leave without pay may be granted by the sanctioning authority to meet the necessity caused by special circumstances in individual cases. Leave without pay shall not be more than thirty days in a leave year and not more than one year in a service period of the employee with the Committee.

(e) No Work No Pay Principle - In all cases of absence from duty without leave or permission or in all cases of absence from place of work, principle of " No Work No Pay " shall apply without prejudice to the other provisions of these regulations, unless and until emergency arises.

6. Authority competent to grant regular leave.- The power to grant regular leave shall vest in the Executive Officer: Provided that, the Executive Officer may, from time to time, delegate the power to grant regular leave to employee including those on deputation.

7. Power to refuse leave or recall a Committee employee on leave.- Leave including casual leave cannot be claimed as of right. When the exigencies of service so require, discretion to refuse or revoke leave of any description is reserved with the authority empowered to grant it. A Committee employee already on leave (except leave on medical grounds) may be recalled by



that authority when it is considered necessary in the interests of the Committee:

Provided that, a Committee employee so recalled from leave will be allowed on application to avail the unexpired portion of leave.

8. Return from leave.- Unless he is permitted to do so by the authority, which granted his leave, a Committee employee on leave may not return to duty before the expiry of the period of leave granted to him.

9. Obligation to furnish leave address.- A Committee employee shall before proceeding on leave inform the Competent Authority or mention in his leave application his full postal address, phone number or mobile number while on leave and shall keep the said authority informed of any change in the address provisionally furnished.

10. Station to which a Committee employee should report on duty.- A Committee employee on leave shall, unless instructed to the contrary, return for duty to the place at which he was last stationed.

11. Medical certificate of illness, etc.- (1) Medical leave on medical grounds shall be granted only on production of medical certificate about illness from a registered medical practitioner.

(2) Maternity leave shall be granted only on production of medical certificate from registered medical practitioner.

(3) If any other kind of leave is applied for on medical grounds for more than seven days, such leave application shall be supported by a Medical Certificate from a registered medical practitioner.

(4) The authority competent to grant leave may direct a Committee employee, who applies for or actually avails any kind of leave on medical grounds, to produce a medical certificate



about his illness from or send him for medical examination to Civil Surgeon or any other Government Medical Authority, if deemed necessary to do so :

Provided that, the expenses, if any incurred by a Committee employee for medical examination at the instance of the Committee shall be reimbursed to such employee by the Committee on production of the receipt for the same, if his illness is certified to be true.

12. Medical certificate of fitness.- (1) A medical certificate of fitness shall ordinarily be produced by a Committee employee before his return to duty from leave, if such leave is availed on medical grounds and on the basis of a medical certificate of illness.

(2) The authority competent to grant leave may require a Committee employee, who has availed leave for reasons for ill-health to produce a medical certificate of fitness before he is allowed to resume duty even though such leave was not actually granted on a medical certificate.

(3) If the authority competent to grant leave is not satisfied with the medical certificate of fitness produced by a Committee employee as per sub-regulation (1) or (2), he may direct such employee to produce Medical Certificate of Fitness from a Medical Director or Superintendent or any other Government Medical Authority and in that case the expenses, if any, incurred, by such employee for medical examination, shall be reimbursed to him on production of the receipt, if he is certified to be medically fit to resume duty.

13. Leave not admissible to a Committee Employee under suspension.- Leave may not be granted to a Committee employee under suspension or against whom proceedings are pending under any disciplinary action.



14. Application for regular leave.- (1) Application for earned leave shall ordinarily be submitted at least seven days before the date of proposed commencement of leave.

(2) Nature of leave required alongwith details of prefixing or suffixing holidays, if any, shall be specifically mentioned in the application.

(3) Application which do not satisfy the requirements of these regulations may be refused forthwith.

15. Remaining absent or availing leave without application sanction.- No Committee employee shall remain absent or avail any kind of leave without submitting application for leave as provided for in these regulations and without getting his leave sanctioned from the authority competent to grant such leave.

16. Entitlement to leave, leave salary, etc.- Save as otherwise provided in these regulations, every Committee employee shall, in respect of any kind of leave mentioned in rule 5 and regulation of pay during leave, etc. be governed by the rules and regulations as may be applicable, from time to time, to an employee of the State Government of the corresponding category.

17. Extension of leave.- (1) A Committee employee who desires to extend his leave shall apply in writing stating reasons for such extension of leave well in advance before the expiry of his leave,

(2) Extension of leave may be granted by the authority competent to grant leave subject to fulfillment of requirements under these regulations and after taking into consideration the exigencies of work and reasons for such extension.

18. Contravention of leave regulations.- Any employee, who remains absent or avails any kind of leave in contravention of these regulations, shall be liable to disciplinary action as



provided in this behalf in the corresponding appropriate regulations.

19. Leave in the case of Employee on Deputation.-

Employee on deputation from State or Central Government or any Institution shall continue to be entitled to leave, under the rules to which they would be normally subject to in their parent Department.

S. B. Teli
8/9/17

(S. B. Teli)

Executive Officer,

Shree Vitthal Rukmini Temples Committee,
Pandharpur

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**SHREE VITTHAL RUKMINI TEMPLES
COMMITTEE, PANDHARPUR**

**Post. Pandharpur, Tal. Pandharpur,
Dist. Solapur- 413304**

**SERVICE REGULATIONS 2015
(Payments during Suspension, Dismissal and
Removal)**



REGULATIONS

Shree Vitthal Rukmini Temples Committee,
Pandharpur, Ta- Pandharpur
Dist- Solapur
Dated - 08/09/2017.

Pandharpur
Temples
Act, 1973

No.SVRTCP/EST/165/2015. In exercise of the powers conferred by section 2, 37 & 38 of the Pandharpur Temples Act, 1973 (Mah.IX of 1974), and of all other powers enabling it in that behalf, the Shree Vitthal Rukmini Temples Committee, hereby makes the following regulations, namely :-

CHAPTER I

GENERAL

1. Short title and commencement.- (1) These Regulations may be called the Shree Vitthal Rukmini Temples Committee, Pandharpur, Services (Joining Time and Payments during Suspension, Dismissal and Removal) Regulations, 2015.

(2) They shall come into force on 01 January, 2016

2. Extent of application.- Except as otherwise provided by or under these regulations, these regulations shall apply to all employee appointed to the Committee services and posts in connection with the affairs of the Committee but shall not apply to the officers appointed on deputation by the State Government.

3. Power of Interpretation.- If any question arises relating to the interpretation of these regulations, it shall be referred to the Government, whose decision thereon shall be final.



4. Power of relaxation.- Where the Government is satisfied that the operation of any of these regulations causes or is likely to cause undue hardship in the case of any Committee employee or class of Committee employee, it may, by an order in writing, exempt any such Committee employee or class of Committee employee from any provisions of these regulations or may direct that such provisions shall apply to such Committee employee or class of Committee employee with such modifications not affecting the substance thereof as may be specified in such order.

An order passed by the Committee under this regulation shall be submitted to the State Government within a period of fifteen days from the date of passing of the order. If in the opinion of the Government the order needs to be modified or annulled, the Government, after consultation with the Committee, may issue such directions:

Provided that, any such modification or annulment shall be without prejudice to the validity of anything done or omitted to be done under the order of the Committee so modified or annulled.

5. Validity of terms of contract.- The terms of a specific contract enforceable at law, necessarily override the provisions of these regulations.

6. Regulation of claims to pay and allowances.- A Committee employee's claim to pay and allowances shall be regulated by the regulations in force at the time in respect of which the pay and allowances are earned.

7. Exercise and delegation of powers under these regulations.- It shall be open to the Committee to prescribe by general or special order, that powers under these regulations may be exercised or delegated to the Executive Officer or any other Officer of the Committee.



CHAPTER II

DEFINITIONS

1. Definition. - In these regulations, unless there is anything repugnant and subject or context, -

- (1) "**Act**" means the Pandharpur Temples Act 1973 (Mah. IX of 1974);
- (2) "**Cadre**" means a group of permanent as well as temporary post sanctioned, from time to time, of a service or a part of a service sanctioned as a separate unit;
- (3) "**Committee**" means the Shree Vitthal Rukmini Temples Committee constituted under section 21 of the Act;
- (4) "**Compensatory allowance**" means an allowance granted to meet personal expenditure necessitated by the special circumstances in which duty is performed, including different types of traveling allowances;
- (5) "**Competent authority**", in relation to the exercise of any power, means the Committee, or any authority to which the power is delegated by or under these regulations;
- (6) "**Inquiry authority**", in relation to the disciplinary action, means the Manager appointed by the State Government.
- (7) "**Disciplinary authority**", in relation to the disciplinary action, means the Executive Officer appointed by the State Government.



- (8) "**Appellate authority**", in relation to the disciplinary action, means the Executive Officer appointed by the State Government.
- (9) "**Date of first appointment**" means the date the Committee employee assumes the duties of his first post in the Committee service;
- (10) "**Day**" means the period beginning from one midnight and ending with the next midnight;
- (11) "**Executive Officer**" means the Executive Officer appointed by the Government under section 33 of the Act;
- (12) "**Duty**" includes, -
- (a) service as a probationer ;
 - (b) joining time ;
 - (c) a course of instructions or training authorized by or under the orders of the Committee :

Note I.- The time reasonably required for the journeys between the place of training and the station from which the Committee employee proceeds in order to undergo training, is part of the period of training ;

Note 2.- When one or more holidays follow the period of training, the training period may be deemed to have been extended to cover such holidays ;

- (d) the period occupied,-
 - (i) in appearing for a language or computer proficiency examination prescribed by the Committee at which a



Committee employees has been granted permission to appear;

(ii) in attending an obligatory departmental examinations.

(e) The period intervening between the dates on which a Committee employee is engaged on contract or ad-hoc basis temporarily for special or other duty and the date on which he takes over charge:

Provided that, the period does not exceed the joining time that would be permissible to a Committee employee;

(13) "**First appointment**" means the appointment of a person who is not holding any appointment under the Committee to a substantive post even though he may have previously held such an appointment;

(14) "**Government**" means the Government of Maharashtra;

(15) "**Joining time**" means the time allowed to a Committee employee to join a new post or to travel to or from a station to which he is posted;

(16) "**Leave**" means permission to remain absent from duty granted by a competent authority under this regulations;

(17) "**Lien**" means the title of a Committee employees to hold substantively, either immediately or on the termination of a period or periods of absence, a permanent post, including a tenure post, to which he has been appointed substantively;



- (18) **"Month"** means a calendar month and in calculating a period expressed in terms of months and days complete calendar months, irrespective of the number of days in each, should first be calculated and the odd number of days calculated subsequently.

Instruction:- Calculations of period expressed in terms of months and days should be made as under :-

- (a) To calculate 3 months and 20 days on and from the 25th January, the following method should be adopted :-

	Y.	M.	D.
25 th January to 31 st January	0	0	7
February to April	0	3	0
1 st May to 13 th May	0	0	13
	0	3	20

- (b) The period commencing on 30th January, and ending with 2nd March should be deemed as 1 month and 4 days, as indicated below :-

	Y.	M.	D.
30th January to 31st January	0	0	2
February	0	1	0
1st March to 2nd May	0	0	2
	0	1	4



- (19) "**Officiate**" a Committee employee officiates in a post when he performs the duties of a post on which another person holds a lien. A Competent Authority may, if it thinks fit, appoint a Committee employee to officiate in a vacant post on which no other Committee employee holds a lien;
- (20) "**Pay**" means the amount drawn monthly by a Committee employee as -
- (i) the pay (including special dearness pay) which has been sanctioned for a post held by him substantively or in an officiating capacity, or to which he is entitled by reason of his position in a cadre;
 - (ii) personal pay and special pay; and
 - (iii) any other emoluments, which may be specially classed as pay by the Committee.
- (21) "**Permanent post**" means a post carrying a definite rate of pay sanctioned without limit of time;
- (22) "**Personal pay**" means additional pay granted to a Committee employee,-
- (a) to save him from a loss of substantive pay in respect of a permanent post other than a tenure post due to a revision of pay or due to pay reduction of such substantive pay otherwise than that as a disciplinary measure; or
 - (b) in exceptional circumstances, on other personal considerations;
- (23) "**Presumptive pay**" of a post, when used with reference to any particular Committee employee,



means the pay to which he would be entitled, if he held the said post and were performing its duties, but it does not include special pay unless the Committee employee performs or discharges the work or responsibility, in consideration of which special pay was sanctioned;

- (24) "**Probationer**" means a Committee employee employed on probation in or against a substantive or temporary vacancy in the cadre of the Committee.

Note 1.- No person appointed substantively to a permanent post in a cadre is a probationer, unless definite conditions of probation have been attached to his appointment, such as the condition that he must remain on probation pending the passing of certain examination.

Note 2.- A Committee employee other than one who holds substantively a permanent post appointed on promotion to a temporary post will be treated for all purposes as a temporary Committee employee.

Note 3.- The status of a probationer is to be considered as having the attributes of a substantive status except where the regulations prescribe otherwise;

- (25) "**Salary**" means all emoluments received by a Committee employee as pay, additional pay, special pay, personal pay and all allowances attached to the post he is holding and includes ex-gratia payment granted by the Committee;

- (26) "**Selection grade**" means a scale of pay, which has been sanctioned specifically as a selection grade by an order of the Committee;



- (27) "**Special pay**" means an addition, of the nature of pay, to the emoluments of a post or of a Committee employee granted in consideration of, -
- (a) the specially arduous nature of the duties;
 - (b) a specific addition to the work or responsibility;
- (28) "**Substantive pay**" means the pay other than special pay, personal pay or emoluments classed as pay to which a Committee employee is entitled on account of a post to which he has been appointed substantively or by reason of his substantive position in a cadre;
- (29) "**Temporary employee**" means and includes persons appointed on contract basis, ad-hoc basis, for specific period, for completion of specific work;
- (30) "**Temporary post**" means a post carrying a definite rate of pay sanctioned for a limited time.

Note.- Substantive appointment to temporary post shall be made in a limited number of cases only, as for example, when posts are, to all intents and purposes, quasi-permanent or when they have been sanctioned for a period of not less than, or there is reason to believe that they will not terminate within a period of three years. In all other cases, appointments in temporary posts shall be made in all officiating capacity only.

Instruction.- The benefit of substantive appointment to temporary posts contemplated in the above note should not be allowed to be enjoyed by more than one person simultaneously. Therefore, where a Committee employee has already been appointed substantively to temporary post and there is a temporary interruption in his tenure of the post, it would not be proper to appoint another Committee employee substantively to



the post during such temporary interruption. For this purpose, interruptions which are likely to last for less than three years may be treated as temporary. It follows, therefore, that where a Committee employee is already appointed substantively to it unless the previous holder of the post has been transferred from it permanently or unless he has been transferred temporarily and there is reason to believe that he will remain absent from the post for a period of not less than three years;

- (31) **"Tenure post"** means a permanent post which an individual Committee employee may not hold, for more than a limited period without reappointment;
- (32) (a) **"Time - Scale Pay"** means a pay which subject to any conditions prescribed in these regulations, rises by periodical increments from a minimum to a maximum;
- (b) Time-scales are said to be identical, if the minimum, the maximum, the period of increment and the rate of increment of the time-scales are identical;
- (c) A post is said to be on the same time-scale as another post on time-scale, if the two time-scales are identical and the posts fall within a cadre, or a Group in a cadre, such cadre or Group having been created in order to fill all posts involving duties of approximately the same character or degree of responsibility in a service or establishment or group of establishments, so that the pay of the holder of any particular post is determined by his position in the cadre or Group and not by the fact that he holds that post;



- (33) "**Transfer**" means the movement of a Committee employee from one headquarter station in which he is employed to another such station either, -
- (a) to take up the duties of a new post; or
 - (b) in consequence of a change of his headquarters;
- (34) "**Transit Time**" means the actual time required to reach the destination of tour from the headquarters or from one outstation to another outstation by the ordinary mode of travel.
- (35) "**Registered Trust**" means trust established under section 2 (za) of the Act.

CHAPTER III

PAYMENTS DURING SUSPENSION, DISMISSAL AND REMOVAL

1. **Pay and allowances cease from the date of dismissal or removal.**- The pay and allowances of a Committee employee, who is dismissed or removed from service, ceases from the date of such dismissal or removal.
2. **Grant of leave not permissible during suspension.**- Leave may not be granted to a Committee employee who is under suspension.
3. **Subsistence allowance and compensatory allowances during suspension.**- A committee employee under suspension or deemed to have been placed under suspension by an order of the appointing authority shall be entitled to the following payments, namely: -

[Handwritten signature]



(a) A subsistence allowance at an amount equal to the leave salary which the Committee employee would have drawn if he had been on leave on half pay and, in addition dearness allowance based on such leave salary:

Provided that, where the period of suspension exceeds six months, the authority which made or is deemed to have made the order of suspension shall be competent to vary the amount of subsistence allowance for any period subsequent to the period of first six months as follows: -

(i) It may be increased by a suitable amount, not exceeding fifty percent of the subsistence allowance admissible during the period of first three months if in the opinion of the said authority, the period of suspension has been prolonged for reasons, to be recorded in writing, not directly attributable to the Committee employee;

(ii) It may be reduced by a suitable amount, not exceeding fifty percent of the subsistence allowance admissible during the period of the first three months if, in the opinion of the said authority, the period of suspension has been prolonged due to reasons, to be recorded in writing, directly attributable to the Committee employee;

(iii) The rate of dearness allowance will be based on the increased or, as the case may be, the decreased amount of subsistence allowance admissible under sub-clauses (i) and (ii), above:

(b) Other compensatory allowance shall be based on the increased or, as the case may be, the decreased amount of subsistence allowance admissible under sub-clauses (i) and (ii), above.



Provided that, the Committee employee shall not be entitled to the compensatory allowances unless the said authority is satisfied that the Committee employee continues to meet the expenditure for which they are granted.

4. Recovery of Trust dues from subsistence allowances and furnishing of non-employment certificate while under suspension.-

(1) Notwithstanding anything contained in regulation 17, the authority suspending the Committee employee may withhold the payment of dearness allowance and compensatory allowances to the Committee employee under suspension and appropriate the same towards the payment of any amount which may be due to the Committee.

(2) The following provisions shall apply to the recovery of dues from the subsistence allowance:-

(a) Compulsory deductions.-The following deductions shall be enforced from the subsistence allowance:-

- (i) Income tax and Profession Tax;
- (ii) License fee and allied charges i.e. electricity, water, furniture etc.;
- (iii) Repayment of advances taken from the Committee at such rates as the Executive Officer deems it right to fix;
- (iv) Subscription to Provident Fund;
- (v) Recovery of any amount due to the Committee for which a Committee employee is responsible;

(b) Optional deductions.- The following deductions shall not be made except with the Committee employee's written consent:-



- (i) Premia due on Postal Life Assurance Policies;
- (ii) Amount due and monthly contribution of the Committee Employee Credit Co-operative Society Ltd;
- (iii) Refund of advances taken from Provident Fund;
- (iv) Amounts due on Court attachments;

(3) No payment under regulation 17 shall be made unless the committee employee furnishes a certificate to the following effect before payment is made every month: -

"I certify that I did not accept any private employment or engage myself in trade or business during the period in question."

If the authority has any reasons to doubt this certificate; it may ask any officer of the Committee to verify the certificate and if the Committee employee is found to have given a false certificate that shall be construed as an act of misconduct and made an additional charge against him.

(4) The compensatory local allowance and house rent allowance sanctioned at the discretion of the suspending authority under regulation 17, can be drawn only if the Committee employee under suspension certifies that he or his family or both resided for the period for which the allowance is claimed at the station where he was on duty at the time of suspension.

5. Regularization of pay and allowances and the period of absence from duty where dismissal, removal or compulsory retirement is set aside as a result of appeal and such Committee employee is reinstated.- (1) When a committee employee who has been dismissed, removed or compulsorily retired is reinstated as a result of appeal or review or would



have been so reinstated but for his retirement on superannuation while under suspension or not, the authority competent to order re-instatement shall consider and make a specific order, -

- (a) regarding the pay and allowances to be paid to the Committee employee for the period of his absence from duty including the period of suspension preceding his dismissal, removal or compulsory retirement, as the case may be; and
- (b) whether or not the said period shall be treated as a period spent on duty.

(2) Where the authority competent to order re-instatement is of the opinion that the Committee employee who had been dismissed, removed or compulsorily retired has been fully exonerated, the Committee employee shall, subject to the provisions of sub-regulation (6), be paid the full pay and allowances to which he would have been entitled, had he not been dismissed, removed or compulsorily retired or suspended prior to such dismissal, removal or compulsory retirement, as the case may be:

Provided that, where such authority is of the opinion that the termination of the proceedings instituted against the Committee employee had been delayed due to reasons directly attributable to the Committee employee, it may, after giving him an opportunity to make his representation within sixty days from the date on which the communication in this regard is served shall, subject to the provisions of sub-regulation (7), be paid for the period of such delay, only such amount (not being the whole) of such pay and allowances as it may determine.

(3) In a case falling under sub-regulation (2), the period of absence from duty including the period of suspension preceding



dismissal, removal or compulsory retirement, as the case may be, shall be treated as a period spent on duty for all purposes.

(4) The payment of allowances under sub-regulation (2) shall be subject to all other conditions under which such allowances are admissible.

(5) The amount determined under the proviso to sub-regulation (2) shall not be less than the subsistence allowance and other allowances admissible under regulation 17.

(6) Any payment made under this regulation to a Committee employee on his reinstatement shall be subject to adjustment of the amount, if any, earned by him through an employment during the period between the date of removal, dismissal or compulsory retirement, as the case may be, and the date of reinstatement. Where the pay and allowances admissible under this regulation are equal to or less than the amounts earned during the employment elsewhere, nothing shall be paid to the Committee employee.

6. Regularization of pay and allowances and the period of absence from duty where dismissal, removal, or compulsory retirement is set aside by a Court of law and such Committee employee is reinstated.-

(I) Where the dismissal, removal or compulsory retirement of a Committee employee is set aside by a Court of law and such Committee employee is reinstated without holding any further inquiry, the period of absence from duty shall be regularized and the Committee employee shall be paid pay and allowances in accordance with the provisions of sub-regulation (2) and (3) subject to the directions, if any, of the Court.

(2) If the dismissal, removal or compulsory retirement of a Committee employee is set aside by the Court on the merits of the case, the period intervening between the date of dismissal,



removal or compulsory retirement including the period of suspension preceding such dismissal, removal or compulsory retirement, as the case may be, and the date of reinstatement shall be treated as duty for all purposes and he shall be paid the full pay and allowances for the period, to which he would have been entitled, had he not been dismissed, removed or compulsorily retired or suspended prior to such dismissal, removal or compulsory retirement, as the case may be.

(3) The payment of allowances under sub-regulation (2) shall be subject to all other conditions under which such allowances are admissible.

(4) Any payment made under this regulation to a Committee employee on his reinstatement shall be subject to adjustment of the amount, if any, earned by him through an employment during the period between the date of dismissal, removal or compulsory retirement and the date of reinstatement. Where the

pay and allowances are admissible under this regulation are equal to or less than those earned during the employment elsewhere, nothing shall be paid to the Committee employee.

7. Reinstatement of a committee employee after suspension and specific order of the Executive Officer regarding pay and allowances etc. and treatment of period as spent on duty.-

(1) When a Committee employee who has been suspended is reinstated or would have been so reinstated but for his retirement on superannuation while under suspension, the authority competent to order reinstatement shall consider and make a specific order,-

(a) regarding the pay and allowances to be paid to the Committee employee for the period of suspension ending with reinstatement or the date of his



retirement on superannuation as the case may be;
and

- (b) whether or not the said period shall be treated as a period spent on duty

(2) Notwithstanding anything contained in regulation 17, where a Committee employee under suspension dies before the disciplinary or court proceedings instituted against him are concluded, the period between the date of suspension and the date of death shall be treated as duty for all purposes and his family shall be paid the full pay and allowances for that period to which he would have been entitled, had he not been suspended, subject to adjustment in respect of subsistence allowance already paid.

(3) Where the authority competent to order reinstatement is of the opinion that the suspension was wholly unjustified, the Committee employee shall, subject to the provisions of sub-regulation (8), be paid the full pay and allowances to which he would have been entitled, had he not been suspended :

Provided that, where such authority is of the opinion that the termination of the proceeding instituted against the Committee employee had been delayed due to reasons directly attributable to the Committee employee, it may, after giving him an opportunity to make his representation within sixty days from the date on which the communication in this regard is served on him and after considering the representation, if any, submitted by him, direct, for reasons to be recorded in writing that the Committee employee shall be paid for the period of such delay only such amount (not being the whole) of such pay and allowances as it may determine.



(4) In a case falling under sub-regulation (3), the period of suspension shall be treated as a period spent on duty for all purposes.

(5) In cases other than those falling under sub-regulation (2) and (3), the Committee employee shall, subject to the provisions of sub-regulation (8) and (9), be paid such amount (not being the whole) of the pay and allowances to which he would have been entitled, had he not been suspended, as the Executive Officer may determine, after giving notice to the Committee employee of the quantum proposed and after considering the representation, if any, submitted by him in that connection within such period which in no case shall exceed sixty days from the date on which the notice has been served, as may be specified in the notice

(6) Where suspension is revoked pending finalization of the disciplinary or court proceedings, any order passed under sub-regulation (1), before the conclusion of the proceedings against the Committee employee, shall be reviewed on its own motion in sub-regulation (1), who shall make an order according to the provisions of sub-regulation (3) or (5), as the case may be.

(7) In a case falling under sub-regulation (5), the period of suspension shall not be treated as a period spent on duty, unless the Executive Officer specifically directs that it shall be so treated for any specified purpose :

Provided that, if the Committee employee so desires, such authority may order that the period of suspension shall be converted into leave of any kind due and admissible to the Committee employee

Note.-The order of the Executive Officer under the preceding proviso shall be absolute and cannot be called in question.



(8) The payment of allowances under sub-regulation (2), (3) or (5) shall be subject to all other conditions under which such allowances are admissible.

(9) The amount determined under the proviso to sub-regulation (3) or (5), shall not be less than the subsistence allowance and other allowances admissible under regulation 17.

8. Adjustment of subsistence allowance against final payment.- The amount of subsistence allowance, if any, already drawn is to be deducted from the pay and allowances or proportion of them, which may be granted under regulation 19, 20 or 21, as the case may be.

9. Filling in vacant posts substantively due to reduction, removal or dismissal, after six months.- Posts vacated by Committee employee reduced, removed or dismissed from service, may be filled substantively only after the expiry of the period of six months from the date of such reduction, removal or dismissal, as the case may be, subject to the condition that the arrangements thus made will be reversed if such Committee employee are reinstated on appeal.

10. Grant of pay and allowances on reinstatement does not cancel officiating arrangement.- The grant of pay and allowances or a proportion of them under regulation 13, 14 or 15 does not cancel any acting arrangements which may have been in force during the period of a Committee employee's removal, dismissal or reduction.

CHAPTER IV

RETIREMENT BENEFITS, EMPLOYEES PROVIDENT FUND, RETIREMENT AGE & EXTENSION OF SERVICE

1. Retirement Benefits.- As per condition no. 4 of the Government of Maharashtra, Law & Judicial Department,



Resolution no. PTA 2014/533/Cha.70/Desk 16, dated 29th November, 2016, the committee employees will not be eligible for the benefits of pension scheme after retirement as well as the committee employees will not be eligible for कालबद्ध पदोन्नती व कुंठीत वेतनवाढी (Time bound promotion or Kalbadha Padonnati & Kunthit Vetanvadhi).


2. Employees Provident Fund.- The Employees Provident Funds Scheme will be compulsory. applicable to all committee employees. The contribution to this scheme by the employees will be made by the deduction from his or her salary as per rules of this scheme.

3. Retirement Age.- Every committee employee will be retired from his or her service on the date completing his or her age of 58 years.

(a) But if this date comes on the first day of the month, the day of retirement of the employee will be considered as the last day of the previous month.

(b) If this day comes after the first day of that month, then the day of retirement will be consider as the last day of that month.

4. Extension of Service.- The temple committee will have the right to extend the service of the employee after his or her retirement, considering the experience, conduct, knowledge, etc. of the employee & the necessity of the temple committee. But the period of extension should not be more than two years.


(S. B. Teli)

Executive Officer,

Shree Vitthal Rukmini Temples Committee,
Pandharpur





**SHREE VITTHAL RUKMINI TEMPLES
COMMITTEE, PANDHARPUR**

Post. Pandharpur, Tal. Pandharpur,

Dist. Solapur- 413304

SERVICE REGULATIONS 2015

(Pay)

R



REGULATIONS

Shree Vitthal Rukmini Temples Committee,
Pandharpur, Ta- Pandharpur
Dist- Solapur
Dated - 08/09/2017

Pandharpur
Temples
Act, 1973

No.SVRTCP/EST/165/2015. In exercise of the powers conferred by section 2, 37 & 38 of the Pandharpur Temples Act, 1973 (Mah.IX of 1974), and of all other powers enabling it in that behalf, the Shree Vitthal Rukmini Temples Committee, hereby makes the following regulations, namely :-

CHAPTER I

GENERAL

1. Short title and commencement.- (1) These Regulations may be called the Shree Vitthal Rukmini Temples Committee, Pandharpur, Services (Pay) Regulations, 2015.

(2) They shall come into force on 01 January, 2016

2. Extent of application.- Except as otherwise provided by or under these regulations, these regulations shall apply to all employee appointed to the Committee services and posts in connection with the affairs of the Committee but shall not apply to the officers appointed on deputation by the State Government.

3. Power of Interpretation.- If any question arises relating to the interpretation of these regulations, it shall be referred to the Government, whose decision thereon shall be final.

4. Power of relaxation.- Where the Government is satisfied that the operation of any of these regulations causes or is likely to cause undue hardship in the case of any Committee employee or class of Committee employee, it may, by an order in



writing, exempt any such Committee employee or class of Committee employee from any provisions of these regulations or may direct that such provisions shall apply to such Committee employee or class of Committee employee with such modifications not affecting the substance thereof as may be specified in such order.

An order passed by the Committee under this regulation shall be submitted to the State Government within a period of fifteen days from the date of passing of the order. If in the opinion of the Government the order needs to be modified or annulled, the Government, after consultation with the Committee, may issue such directions:

Provided that, any such modification or annulment shall be without prejudice to the validity of anything done or omitted to be done under the order of the Committee so modified or annulled.

5. Validity of terms of contract.- The terms of a specific contract enforceable at law, necessarily override the provisions of these regulations.

6. Regulation of claims to pay and allowances.- A Committee employee's claim to pay and allowances shall be regulated by the regulations in force at the time in respect of which the pay and allowances are earned.

7. Exercise and delegation of powers under these regulations.- It shall be open to the Committee to prescribe by general or special order, that powers under these regulations may be exercised or delegated to the Executive Officer or any other Officer of the Committee.



CHAPTER II

DEFINITIONS

1. Definition.- In these regulations, unless there is anything repugnant and subject or context,-

- (1) "**Act**" means the Pandharpur Temples Act 1973 (Mah. IX of 1974);
- (2) "**Basic Pay**" in the revised pay structure means the pay drawn in the prescribed pay band plus the applicable grade pay but does not include any other type of pay like special pay, etc. In the case of Government servants in the pay scale of higher administrative grade+basic pay means a pay in the prescribed scale;
- (3) "**Cadre**" means a group of permanent as well as temporary post sanctioned, from time to time, of a service or a part of a service sanctioned as a separate unit;
- (4) "**Committee**" means the Shree Vitthal Rukmini Temples Committee constituted under section 21 of the Act;
- (5) "**Competent authority**", in relation to the exercise of any power, means the Committee, or any authority to which the power is delegated by or under these regulations;
- (6) "**Date of first appointment**" means the date the Committee employee assumes the duties of his first post in the Committee service;
- (6) "**Day**" means the period beginning from one midnight and ending with the next midnight;



(8) "**Executive Officer**" means the Executive Officer appointed by the Government under section 33 of the Act;

(9) "**Duty**" includes, -

- (a) service as a probationer ;
- (b) a course of instructions or training authorized by or under the orders of the Committee :

Note 1.- The time reasonably required for the journeys between the place of training and the station from which the Committee employee proceeds in order to undergo training, is part of the period of training ;

Note 2.- When one or more holidays follow the period of training, the training period may be deemed to have been extended to cover such holidays ;

(c) the period occupied,-

- (i) in appearing for a language or computer proficiency examination prescribed by the Committee at which a Committee employees has been granted permission to appear;
- (ii) in attending an obligatory departmental examinations.

(d) The period intervening between the dates on which a Committee employee is engaged on contract or ad-hoc basis temporarily for special or other duty and the date on which he takes over charge:



- (e) **Weekly Holidays & Shifts.-** Weekly holidays & Shifts of the committee employees will be decided by the temple committee.
- (f) **Working Hours.-** Working hours of the committee employees will be eight hours. However this will be extended by the Executive Officer, at the time of festivals, fairs & other necessary times.
- (10) **"First appointment"** means the appointment of a person who is not holding any appointment under the Committee to a substantive post even though he may have previously held such an appointment;
- (11) **"Grade pay"** is a fixed amount corresponding to the pre-revised pay scales or posts specified in column 5 of the Schedule appended to the Maharashtra Civil Services (Revised Pay) Rules, 2009;
- (12) **"Increment"** for the committee employees will be decided by the temple committee.
- (13) **"Government"** means the Government of Maharashtra;
- (14) **"Temples fund"** means the Fund constituted under section 43 of the Act;
- (15) **"Month"** means a calendar month and in calculating a period expressed in terms of months and days complete calendar months, irrespective of the number of days in each, should first be calculated and the odd number of days calculated subsequently.



Instruction :- Calculations of period expressed in terms of months and days should be made as under :-

- (a) To calculate 3 months and 20 days on and from the 25th January, the following method should be adopted :-

	Y.	M.	D.
25 th January to 31 st January	0	0	7
February to April	0	3	0
1 st May to 13 th May	<u>0</u>	<u>0</u>	<u>13</u>
	0	3	20

- (b) The period commencing on 30th January, and ending with 2nd March should be deemed as 1 month and 4 days, as indicated below :-

	Y.	M.	D.
30th January to 31st January	0	0	2
February	0	1	0
1st March to 2nd May	<u>0</u>	<u>0</u>	<u>2</u>
	0	1	4

- (16) "**Pay**" means the amount drawn monthly by a Committee employee as -

- (i) the pay (including special dearness pay) which has been sanctioned for a post held by him substantively or in an officiating capacity, or to which he is entitled by reason of his position in a cadre;
- (ii) personal pay and special pay; and



- (iii) any other emoluments, which may be specially classed as pay by the Committee.
- (17) "**Pay band**" means pay drawn in the running pay bands specified in column 4 of the Schedule appended with the Maharashtra Civil Services (Revised Pay) Rules, 2009;
- (18) "**Permanent post**" means a post carrying a definite rate of pay sanctioned without limit of time;
- (19) "**Personal pay**" means additional pay granted to a Committee employee,-
- (a) to save him from a loss of substantive pay in respect of a permanent post other than a tenure post due to a revision of pay or due to pay reduction of such substantive pay otherwise than that as a disciplinary measure; or
- (b) in exceptional circumstances, on other personal considerations;
- (20) "**Presumptive pay**" of a post, when used with reference to any particular Committee employee, means the pay to which he would be entitled, if he held the said post and were performing its duties, but it does not include special pay unless the Committee employee performs or discharges the work or responsibility, in consideration of which special pay was sanctioned;
- (21) "**Probationer**" means a Committee employee employed on probation in or against a substantive or temporary vacancy in the cadre of the Committee.



Note 1 .- No person appointed substantively to a permanent post in a cadre is a probationer, unless definite conditions of probation have been attached to his appointment, such as the condition that he must remain on probation pending the passing of certain examination.

Note 2 .- A Committee employee other than one who holds substantively a permanent post appointed on promotion to a temporary post will be treated for all purposes as a temporary Committee employee.

Note 3 .- The status of a probationer is to be considered as having the attributes of a substantive status except where the regulations prescribe otherwise;

(22) "**Special pay**" means an addition, of the nature of pay, to the emoluments of a post or of a Committee employee granted in consideration of, -

- (a) the specially arduous nature of the duties;
- (b) a specific addition to the work or responsibility;

(23) "**Substantive pay**" means the pay other than special pay, personal pay or emoluments classed as pay to which a Committee employee is entitled on account of a post to which he has been appointed substantively or by reason of his substantive position in a cadre;

(24) "**Temporary employee**" means and includes persons appointed on contract basis, ad-hoc basis, for specific period, for completion of specific work;

(25) "**Temporary post**" means a post carrying a definite rate of pay sanctioned for a limited time.



Note.- Substantive appointment to temporary post shall be made in a limited number of cases only, as for example, when posts are, to all intents and purposes, quasi-permanent or when they have been sanctioned for a period of not less than, or there is reason to believe that they will not terminate within a period of three years. In all other cases, appointments in temporary posts shall be made in all officiating capacity only.

Instruction.- The benefit of substantive appointment to temporary posts contemplated in the above note should not be allowed to be enjoyed by more than one person simultaneously. Therefore, where a Committee employee has already been appointed substantively to temporary post and there is a temporary interruption in his tenure of the post, it would not be proper to appoint another Committee employee substantively to the post during such temporary interruption. For this purpose, interruptions which are likely to last for less than three years may be treated as temporary. It follows, therefore, that where a Committee employee is already appointed substantively to it unless the previous holder of the post has been transferred from it permanently or unless he has been transferred temporarily and there is reason to believe that he will remain absent from the post for a period of not less than three years;

- (26) "**Tenure post**" means a permanent post which an individual Committee employee may not hold, for more than a limited period without reappointment;
- (27) (a) "**Time - Scale Pay**" means a pay which subject to any conditions prescribed in these regulations, rises by periodical increments from a minimum to a maximum;



- (b) Time-scales are said to be identical, if the minimum, the maximum, the period of increment and the rate of increment of the time-scales are identical;
- (c) A post is said to be on the same time-scale as another post on time-scale, if the two time-scales are identical and the posts fall within a cadre, or a Group in a cadre, such cadre of Group having been created in order to fill all posts involving duties of approximately the same character or degree of responsibility in a service or establishment or group of establishments, so that the pay of the holder of any particular post is determined by his position in the cadre or Group and not by the fact that he holds that post;
- (28) "**Transfer**" means the movement of a Committee employee from one department to another department of temple committee, limited to local transfers.
- (a) to take up the duties of a new post; or
- (b) in consequence of a change of his departments;
- (29) "**Transit Time**" means the actual time required to reach the destination of tour from the headquarters or from one outstation to another outstation by the ordinary mode of travel.
- (30) "**Registered Trust**" means trust established under section 2 (za) of the Act.



CHAPTER III

PAY

1. Pay on first appointment to Committee service.- On first appointment to Committee service, a person shall draw the minimum of the time-scale attached to the post to which he is appointed.

2. Fixation of pay on appointment to another post.- Save as provided in regulation 11, 12 and 14, where a Committee employee holding a post in a substantive, temporary or officiating capacity, is promoted or appointed in a substantive, temporary or officiating capacity, to another post including an ex-cadre post, his initial pay shall be regulated as follows: -

- (1) When appointment to the new post involves assumption of duties or responsibilities of greater importance than those attaching to the old post and,-
 - (a) if he is holding a post not higher than a Group B post, his initial pay in the time-scale of the higher post shall be fixed at the stage next above the pay notionally arrived at by increasing his pay in respect of the lower post by one increment at the stage at which such pay has accrued and in the case of a Committee employee drawing pay at the maximum of the pay-scale, by an amount equivalent to the last increment; and
 - (b) if he is holding a post higher than a Group B post, he will draw as initial pay, the stage of the time-scale next above his pay in respect of the old (lower) post.



(2) If the appointment to the new post does not involve such assumption,-

- (a) if there is a stage in the time-scale of the new post which is equal to his pay in the old post, he shall draw pay at that stage;
- (b) if there is no such stage, he will draw pay at the stage next above his pay in the post:

Provided that, a Committee employee on his appointment to such a new post, may at his option, to be exercised within one month from the date of his appointment, elect for fixation of his pay in one of the following manners, namely: -

- (i) either to get his initial pay fixed straightaway with effect from the date of his appointment to the new post; or
- (ii) to get his pay fixed with effect from the date of his next increment in the old post.

In either case, the date of next increment will fall due only on completion of the required period of qualifying service from the date the pay is fixed in the new post.

- (c) If the minimum of the time-scale of the new post is higher than his pay in the old post, he will draw that minimum as initial pay.

(3) When appointment to the new post is made, -

- (a) on his own request;
- (b) on account of discharge of a Committee employee owing to the abolition of his permanent post or owing to change in the



nature of the duties of that post, and if he opts for acceptance of another appointment or transfer to another establishment even on a lower pay, if offered; and if the maximum of the time-scale of that post to which he is appointed or transferred, is less than his pay in respect of the old post, he will draw that maximum as initial pay:

Instruction 1.- By the strict application of the above Regulation it may happen that Committee employee promoted and appointed to a higher post, he may draw a lower rate of pay in that post than another Committee employee junior to him in the lower grade but promoted and appointed subsequently to another identical post. In such cases the pay of the senior Committee employee in the higher post should be stepped up to figure equal to the pay as fixed for the junior Committee employee in that higher post under regulation 28 with effect from the date of promotion of the junior Committee employee and it should be subject to following conditions viz.: -

- (i) both, the junior and senior Committee employee should belong to one and the same cadre and the post in which they have been promoted or appointed, should be identical and in the same cadre and in the same line of promotion;
- (ii) the scales of pay of the lower and higher post in which they are entitled to draw pay should be identical;



- (iii) the anomaly should be directly as a result of the application of this Regulation. For example, if even in the lower post the junior Committee employee draws from time to time a higher rate of pay than the senior by virtue of fixation of pay under the normal Regulations or by grant of advance increments for any other reason, these provisions shall not be invoked to step up the pay of the senior Committee employee;
- (iv) the next increment of the senior person whose pay has been stepped up should be drawn on completion of the requisite service with effect from the date of re-fixation of pay.

Instruction 2.- In case, a senior Committee employee promoted is drawing less pay than his junior promoted subsequently to another identical post, the pay of the senior Committee employee should be stepped up to a figure equal to the pay of his junior in that higher post under regulation 28 with effect from the date of promotion of his junior subject to the fulfillment of the conditions mentioned at clauses (i) to (iv) of instruction 1, above.

3. Fixation of Pay on reversion from higher to lower post.-

The provisions of regulation 10 do not apply in the case of a Committee employee appointed from a higher post to a lower post due to reduction of establishment or reverting to a lower post on termination of his officiating promotion to a higher post. Where the Committee employee reverts to a lower post after a spell of promotion in a higher post, his pay in the lower post should be fixed at the stage in the time-scale of the lower post at which the Committee employee would have drawn pay but for his appointment to the higher post as admissible under regulation 20.



4. Pay on re-appointment after a break.- The provisions of regulation 10 do not apply in the case of a Committee employee who is re-appointed after a physical break exceeding twenty-four hours following resignation, removal, dismissal or discharge on reduction of establishment or after invalidation out of service. Such an appointment amounts to a fresh appointment for the purpose of regulation 10, and the Committee employee shall therefore, draw the minimum of the time-scale.

Note 1.- If the new appointment is in the same station, for the purpose of computing "Physical break of more than 24 hours", Sunday or Public Holidays by the Committee shall be excluded.

Note 2.- If the new appointment involves movement from one station to another, for the purpose of computing "Physical break of more than 24 hours", the maximum period to cover actual journey (inclusive of Sunday or public Holidays by the Committee shall be excluded).

5. Pay on reversion to lower post as a penalty.- The authority which orders the transfer of a Committee employee as a penalty from higher to lower grade or post, may allow him to draw any pay, not exceeding the maximum of the lower grade or post, which it may think proper:

Provided that, the pay allowed to be drawn by a Committee employee under this regulation shall not exceed the pay, which he would have drawn by the operation of Regulation 10 read with sub-regulation (1) or (2), as the case may be of regulation 21.

6. Relation of officiating pay to substantive pay.- (1) Except in the cases covered by sub-regulation (3) of regulation 10, if the pay of a Committee employee, officiating in a post is at



any time, less than his substantive pay, he shall draw his substantive pay.

(2) If a Committee employee is officiating in a post carrying duties and responsibilities of greater importance than those attached to the post held by him in a substantive capacity and, if there is an enhancement in his substantive pay as a result of increment or otherwise, his pay in the pay-scale of the higher post shall be refixed at the stage next above his substantive pay, if such refixation is to his advantage.

Note.-The provisions contained in this regulation shall not be applicable in the following cases:-

- (a) A Committee employee whose increment is withheld with or without permanent effect, as a measure of punishment;
- (b) A Committee employee who is on probation.

7. Pay when promotion or appointment found to be erroneous.- Notwithstanding anything contained in these regulations, the pay of a Committee employee whose promotion or appointment to a post is found to be or to have been erroneous, shall be regulated in accordance with any general or special orders issued by the Committee in this behalf.

8. Officiating pay in a post pay of which is fixed at a rate personal to another Committee employee.- When a Committee employee officiates in a post, the pay of which has been fixed at a rate personal to another Committee employee, the Committee may permit him to draw pay at any rate not exceeding the rate so fixed or, if the rate so fixed be a time-scale, may grant him initial pay not exceeding the lower stage of that time-scale and future increments not exceeding those of the sanctioned scale.



9. Pay during the course of instruction or training.- When a Committee employee is treated as on duty under regulations 8 (10)(c) and (d), the authority competent to depute him for a course of instruction or training under regulation 8 (10)(c) and (d), may allow during such period of duty, pay (including special pay) equal to the amount he was drawing before joining the training or appearing for the examination, provided he has reason to believe that the Committee employee is likely to continue to hold the post from which he is deputed during the full period of the course of instructions or training and records a certificate to that effect.

10. Increment to be drawn as a matter of course.- An increment shall ordinarily be drawn as a matter of course unless it is withheld as a penalty under the relevant provisions of Shree Vitthal Rukmini Temples committee services (Discipline and Appeals) Regulations, 2015. In ordering the withholding of increment the withholding authority shall state-

- (i) the period for which it is withheld,
- (ii) whether the postponement shall have the effect of postponing future increments; and
- (iii) whether the period for which the increment has been withheld will be exclusive of any interval spent on leave before the period is completed.

11. Overstay of leave and joining time to count for increments.- A period of Overstay of leave and joining time does not count towards increments under regulation 20.

12. Service which counts for increment.- The following provisions specify the conditions on which service counts for increments in a time-scale:-



- (1) Subject to the provisions of regulations 10, 12 and 24, all duty in a post on a time-scale counts for increments in that time-scale.

For the purpose of arriving at the date of next increment in that time-scale, the total of all such periods as do not count for increment in that time-scale shall be added to the normal date of increment:

Note.-The above proviso shall not apply to the persons on probation.

Exception. -

- (a) The increment of a Committee employee appointed directly to a post on probation during the period of probation should be regulated as follows: -
- (i) The first increment should be released on completion of satisfactory probationary period.
- (ii) A probationer whose probationary period is extended on account of failure to pass a departmental examination within the prescribed time limit or on account of leave taken by him during the probationary period, should be allowed to draw, on his appointment to that post on long term basis after completion of the probationary period satisfactorily, such pay as he would have drawn had he not been on probation with consequential arrears.
- (b) The expression "A Committee employee appointed directly to a post" appearing in sub-clause (a) above, includes,-



- (i) a Committee employee who, while holding substantively, a permanent post in the cadre, is appointed by selection in open competition to another post on probation: and
- (ii) a Committee employee who is so appointed but is granted higher starting pay in the time-scale attached to the post.

(2) Subject to the restriction mentioned herein, the following periods shall count for increment in the time-scale applicable to a post in which a Committee employee was officiating: -

- (i) all leave, except extraordinary leave;
- (ii) extraordinary leave on medical ground;
- (iii) period spent on training.

The period to be counted is restricted to that during which he would have continued to officiate in the or in a higher post in the Committee service, but for such interruption.

Provided that, the Committee may, in any case in which they are satisfied that the extraordinary leave was taken for any cause beyond the Committee employee's control or for prosecuting higher scientific or technical studies, direct that the extraordinary leave shall be counted for increments.

Note 1.-In the case of a Committee employee who, while officiating in a post, proceeds to attend a course of training or instructions and who is treated as on duty while undergoing such course, the period of such duty will count for increment in the post in which he was officiating prior to his being



sent for training or instructions, if he is allowed the pay of the officiating post during such period.

Note 2.- The period of leave allowed to count for increment shall be restricted to the period during which the Committee employee would have officiated in the post if he had not proceeded on leave. For this purpose the Executive Officer should furnish the following certificate while allowing the claim for increment:-

Certified that Shri/Smt./Kum. would have continued to officiate in the post of if he/she had not proceeded on leave for the period from to.....

Instruction.- A certificate referred to in Note 2 above shall not be necessary in respect of probationers.

(3) Joining time shall be counted for increment.

13. Reduction of pay as a measure of penalty.- (1) If a pay of Committee employee is reduced as a measure of penalty to a lower stage in his time-scale, the authority ordering such reduction shall state the period for which it shall be effective and whether, on restoration, the period of reduction shall operate to postpone future increments and, if so, to what extent.

(2) If a pay of Committee employee is reduced as a measure of penalty to a lower service, grade or post, or to a lower time-scale, the authority ordering the reduction may or may not specify the period for which the reduction shall be effective, but where the period is specified, that authority shall also state whether, on restoration, the period of reduction shall operate to postpone future increments and, if so, to what extent.



Note.- An authority ordering the reduction should expressly state in the order that the period for which the reduction is to be effective will be exclusive of any interval spent on leave before the period is completed.

14. When an order of withholding increment or reduction is set aside or modified.- Where an order of penalty of withholding of increment of a Committee employee or his reduction to a lower service, grade or post, or to a lower time-scale, or to a lower stage in a time-scale, is set aside or modified by a competent authority on appeal or review, the pay of the Committee employee shall, notwithstanding anything contained in these Regulations, be regulated in the following manner:-

- (a) if the said order is set aside, he shall be given for the period for which such order has been in force, the difference between the pay to which he would have been entitled had that order not been made and the pay he had actually drawn;
- (b) if the said order is modified, the pay shall be regulated as if the order as so modified had been made in the first instance.

Explanation.- If the pay drawn by a Committee employee in respect of any period prior to the issue of the orders of the Competent Authority under this regulation is revised, the leave salary and allowances (other than traveling allowance), if any, admissible to him during that period shall be revised on the basis of the revised pay.

CHAPTER IV

COMBINATION OF APPOINTMENTS

1. Pay during appointment to two or more posts.- A Committee employee already holding a post in a substantive or officiating capacity may be appointed to officiate as a temporary



measure in one or more other independent posts at one time or may be given additional charge of one or more independent posts in addition to his own. In such cases his pay shall be regulated as follows: -

- (a) In the former case, the highest pay to which he would be entitled if his appointment to one of the posts stood alone, may be drawn on account of his tenure of that post.
- (b) For each other post, he may be permitted to draw additional pay or special pay at 20 percent of the presumptive pay of the post limited to rupees 1000 per month irrespective of whether the Committee employee is appointed to such posts or is given additional charge, subject to the condition that such additional pay or special pay should in no case exceed 20 percent of the presumptive pay of the highest post limited to rupees 1000 per month of which he hold additional charge. Even, if a Committee employee is appointed to more than one independent post or is given full or current charge of more than one independent post, the additional pay or special pay should in no case exceed 20 percent of the presumptive pay of the highest post limited to rupees 1000 per month of which he held additional charge. No additional pay or special pay shall, however, be granted if such charge is held for a period of less than sixteen days or if a regular appointment is made for a like period.
- (c) No additional pay or special pay shall be admissible to a Committee employee holding the post of Group A.



Note 1.- The following explains the distinction which should be drawn between additional pay for holding an additional post or posts and special pay for performing additional duties:

- (i) In cases in which a Committee employee continues to perform the duties of his own post, and assumes, in addition, technically plenary, responsibility for the duties of one or more independent posts, the additional remuneration, if any which may be sanctioned will be described as an additional pay.
- (ii) In cases in which a Committee employee, over and above performing his own duties, is required to perform certain duties selected from the some of the duties associated with another post or posts, but the Committee employee is not appointed to hold the additional post or posts, the additional remuneration, if any which may be sanctioned, will be described as special pay.

Note 2.- Presumptive pay for the purpose of clause (b) of this regulation shall, according to regulation 8(19) be taken what the Committee employee, who is placed in additional charge, will draw as initial pay in the time scale of the additional post under regulation 10, where he formally transferred to it. In cases, however, in which the maximum pay of the other post is less than the pay of the Committee employee in his substantive post, the maximum of the pay of the other post should be taken as the presumptive pay for the purpose of clause (b) of this regulation.

Note 3.-In cases where a Committee employee is appointed to hold substantively as a temporary measure, or to officiate in two or more independent posts at one time and if a compensatory allowance is attached to one or more of the posts,



he draws such compensatory allowance as a competent authority may fix, provided that such allowance shall not exceed the total of the Compensatory Allowances attached to all the posts.

Note 4.- In cases where a Committee employee is given additional charge of one or more independent posts in addition to his own, he shall not receive any compensatory allowance attached to the second post, unless it be permanent traveling allowance or conveyance allowance, in which case he may be granted such permanent traveling allowance (or ordinary traveling allowance) or conveyance allowance, as the Committee may decide.

Note 5.- Additional pay or special pay shall be excluded for the purposes for grant of Dearness Allowance but the same shall be taken into account for computing House Rent Allowance and Compensatory Local Allowance.

2. Remuneration when one post is subordinate to another.-

(1) the Committee employee who is appointed to officiate as a temporary measure in two posts of which one is subordinate to the other, is not entitled to any additional remuneration under regulation 25 save in exceptional circumstances.

(2) A Committee employee who, in addition to his own duties, is required to be in charge of the current duties of a second post, may be allowed special pay under clause (b) of regulation 25, when his own post is subordinate to the second post but not when the second post is subordinate to his own post.

CHAPTER V

ALLOWANCES

1. Allowances.- Unless otherwise provided or stipulated in the terms and conditions of Committee service, every Committee employee shall be entitled, inter alia, to dearness allowance,



house rent allowance, compensatory local allowance, etc. at such rates and under such general rules and regulations as are applicable from time to time to the employee of the Government of Maharashtra in the corresponding grades:

Provided that, grant of any allowance (other than dearness, house rent and compensatory local allowance, where these are in accordance with the rates prescribed, for State Government employees) shall be subject to specific sanction of the Committee.

2. Traveling Allowance and Daily Allowance on Tour or Transfer.- (1) Save as otherwise provided in these regulations, traveling allowance and daily allowance on tour or transfer, local traveling allowance shall be admissible to the Committee employee at the rates prescribed from time to time, by the Government.

(2) No traveling allowance shall be admissible for joining on first appointment in the Committee service.

3. Reimbursement of Medical Expenses and Educational Fees,- A Committee employee may be reimbursed the expenses on medical treatment of himself or his family and educational fee at such rates and in such manner as the Committee may determine from time to time.

4. Savings.- In respect of the matters not provided herein, the provisions of Maharashtra Civil Services (Revised Pay) Rules, 2009 shall apply.

S. B. Teli
8/9/17

(S. B. Teli)

Executive Officer,

Shree Vitthal Rukmini Temples Committee,
Pandharpur

[Handwritten signature]



Annexure 'A'

Shree Vitthal Rukmini Temples Committee, Pandharpur
Qualification for sanctioned posts as per Akrutibandh.

Sr. No.	Designation	Minimum Qualifications
Consuming the Sixth Pay Commission salaries posts		
1	Executive Officer	On Deputation from Government
2	Manager	On Deputation from Government
3	Accounting Officer	On Deputation from Government
4	Head of Department (Senior Clerk Scale)	Any Graduate, Computer MSCIT Course & 5 years work experience in recognized organization
5	Sub-Accounting Officer (Senior Clerk Scale)	Graduate in Commerce, Tally Computer Course & 5 years similar work experience in recognized organization.
6	Cashier (Clerk Scale)	Graduate in Commerce, Tally Computer Course & 5 years work experience in similar types of works.
7	Record Keeper (Clerk Scale)	Graduate, MSCIT Computer Course & Government authorized computer typing course.
8	Clerk	Graduate, MSCIT Computer Course & Government authorized computer typing course.
9	Nityopchar Pujari	12 th Pass, Similar training certificate course of at least 6 months or 3 years of similar work experience in Renowned Devsthan.
10	Driver	12 th Pass, Driving license & 2 years experience of Driving.
11	Nityopchar Sevak	12 th Pass, 3 years experience in similar type of work
12	Sevak	12 th Pass & 2 years experience in similar type of work
13	Security Staff	Ex-army person / 5 years experience in the Home Guard service/ NCC 'C' Certificate holder & 3 years experience in similar type of work
14	Electrician	12 th Pass & Electrical Diploma/ITI Exam Pass
15	Cook	12 th Pass & 2 years experience in similar type of work
16	Peon	12 th Pass & 3 years experience in similar type of work
17	Scavengers	10 th Pass & 3 years experience in similar type of work
18	Sweeper (Toilet)	4 th Pass & 3 years experience in similar type of work
Posts on the temporary staff and remuneration		
1	Head of Department	Retired Nayab Tahsildar



	(Property Officer)	of revenue dept (Computer Knowledge is essential)
	Saraf	10 th Pass & 5 years experience in similar type of work
3	Veterinary Officer	Degree or Diploma in Veterinary branch, 3 years of experience in similar type of work & computer knowledge in essential.
4	Head of Department (Computer Expert)	Degree or Diploma in computer branch, computer hardware, software & networking certificate & 3 years of experience in similar type of work .
5	Nityopchar Pujari	12 th Pass, Similar training certificate course of at least 6 months or 3 years of similar work experience in Renowned Devsthan.
6	Civil Engineer	Degree or Diploma in civil branch, 3 years of experience in similar type of work & Computer Knowledge is esseatial.
7	CCTV Operator	Graduate, MSCIT Computer Course & 3 years experience of CCTV Operator in similar type of work
8	Carpenter cum Peon	10 th Pass, ITI Exam pass / 3 years experience in similar type of work
9	Pariwar Devta Pujari	12 th Pass, Similar training certificate courses for at least 6 months or 3 years of similar work experience Prasadhda Shrine.
10	Clerk	Graduate, MSCIT Computer Course & Government authorized computer typing course.
11	Sales Stall Attendant (Sevak)	12 th Pass & 3 years experience in similar work
12	Pariwar Devta Sevak	12 th Pass & 3 years experience in similar type of work
13	Peon	12 th Pass & 3 years experience in similar type of work
14	Salesman (Clerk Grade)	Graduate, MSCIT Computer Course & Government authorized computer typing course.
15	Electrician	12 th Pass & Electrical Diploma/ITI Exam Pass
16	Scavengers	10 th Pass & 3 years experience in similar type of work
17	Sweeper (Toilet)	4 th Pass & 3 years experience in similar type of work

Note : Age limit for all these posts will be as per government rules.



श्री.विठ्ठल रुक्मिणी मंदिरे समिती, पंढरपूर

दिनांक २९/०९/२०१५ रोजीच्या सभेतील लागुपुरता उतारा

विषय क्रमांक : ३ :- समितीच्या कर्मचाऱ्यांच्या सेवा व शर्ती नियमांस मंजूरी देणेबाबत.

ठराव क्रमांक : ३ :- महाराष्ट्र शासन, विधी व न्याय विभाग, यांचेकडील पत्र क्रं. पीटीए २०१४/५३३/प्र.क्र.७०/का.१६ दिनांक ३०/०६/२०१५ अन्वये समितीच्या कर्मचाऱ्यांसाठी नव्याने सेवा व शर्ती निर्माण करून त्यास शासनाची मंजूरी घेण्याबाबत कळविण्यात आले आहे.


समितीच्या कर्मचाऱ्यांसाठीचे सेवा शर्ती नियमांना मंदिर समितीच्या दि.१९/११/१९९६ च्या सभेत ठराव क्र.३ अन्वये मान्यता देण्यात आलेली होती. सदरचे सेवा व शर्ती नियम समितीच्या कर्मचाऱ्यांना दि.०१/१०/१९९९ पासून लागू करण्याचे ठरविण्यात येवून समितीचे पत्र ५७७/९९ दि. २४/११/१९९९ अन्वये मा.धर्मादाय आयुक्त, मुंबई यांना व शासनाच्या विधी व न्याय विभागाला मंजूरीसाठी सादर करण्यात आले होते. परंतु त्यास अद्याप पर्यंत मंजूरी मिळाली नाही. त्यामुळे सदरचे नियम पुन्हा नव्याने तयार करून मंजूरीसाठी सादर करणेबाबत शासनाने कळविले आहे. त्यामुळे श्री.साईबाबा संस्थान विश्वस्त व्यवस्था शिर्डी यांच्या कर्मचाऱ्यांसाठी शासनाने मंजूर केलेल्या सेवा नियमांच्या आधारे मंदिर समितीच्या कर्मचाऱ्यांसाठी श्री.विठ्ठल रुक्मिणी मंदिरे समिती पंढरपूर (सर्व साधारण सेवा नियम २०१५) तयार करणेत आले आहे. सदरचे सेवा नियम समितीच्या बैठकीत सादर करण्यात आले. त्यावर सविस्तर चर्चा करण्यात येवून त्यास सर्वानुमते मंजूरी देण्यात आली. तसेच सदरचे सेवानियम शासनास व धर्मादाय आयुक्त, मुंबई यांना मान्यतेसाठी सादर करण्यास सर्वानुमते ठरविण्यात आले.

(सत्यप्रत)

कार्यकारी अधिकारी,
श्री.विठ्ठल रुक्मिणी मंदिरे समिती,
पंढरपूर



Approved by Shri S. G. Dige, Charity Commissioner,
Maharashtra State, Mumbai in Misc. Application No.
CC/451/2017 on 08th September 2017.


(S. G. Dige)

Date : 08/09/2017

Place: Mumbai

Charity Commissioner,
Maharashtra State, Mumbai



D:\mbsarnobat\Judgments\September, 2017.

