

6. THE DIRECTORAT OF INSPECTION AND
TRAINING (CUSTOMS AND EXCISE)
(EMOLOYEEES) RECRUITMENT RULES, 1984

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GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH

MINISTRY OF FINANCE

Internal Resources Division

NOTIFICATION

Dhaka, the 5th December 1984

No. S.R.O. 535-L/84.—In pursuance of the Proclamation of the 24th March, 1982, and in exercise of all powers enabling him in that behalf, the President, after consultation with the Bangladesh Public Service Commission, is pleased to make the following rules, namely:—

THE DIRECTORATE OF INSPECTION AND TRAINING (CUSTOMS
AND EXCISE) (EMPLOYEES) RECRUITMENT RULES, 1984.

1. **Short title and application.**—(1) These rules may be called The Directorate of Inspection and Training (Customs and Excise) (Employees) Recruitment Rules, 1984.

(2) They shall apply to the officers and other employees of the Directorate of Inspection and Training (Customs and Excise) and the officers and other employees of the Customs and Excise Training Academy of that Directorate.

2. **Definitions.**—In these rules, unless there is anything repugnant in the subject or context,—

- (a) “appointing authority” means the Government and includes, in relation to any specified post or class of such posts, any officer authorised by the Government to make appointment to such post or class of posts;
- (b) “Board” means the National Board of Revenue;
- (c) “Commission” means the Bangladesh Public Service Commission;

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- (d) "probationer" means a person appointed on probation to a specified post;
- (e) "recognised Board" means a Board of Intermediate and Secondary Education established by or under any law for the time being in force and includes any other Board declared by the Government, after consultation with the Commission, as a recognised Board for the purpose of these rules;
- (f) "recognised University" means a University established by or under any law for the time being in force and includes any other university declared by the Government, after consultation with the Commission, to be a recognised university for the purpose of these rules;
- (g) "requisite qualification", in relation to a specified post, means the qualification laid down in the Schedule in relation to that post;
- (h) "Schedule" means the Schedule annexed to these rules;
- (i) "specified post" means a post specified in the Schedule;
- (j) "Selection Committee" means the Committee for selecting candidates for appointment or promotion to a specified post, constituted by the Board, with the approval of the Government.

3. Procedure for recruitment.—(1) Subject to the provisions of the Schedule and instructions relating to reservation of posts, appointment to a specified post shall be made—

- (a) by direct recruitment;
- (b) by promotion; or
- (c) by transfer on deputation.

(2) No person shall be appointed to a specified post unless he has the requisite qualification and, subject to such order as may be made by the Government in this behalf, he is within the age-limit laid down in the Schedule for direct recruitment to that post.

4. Appointment by direct recruitment.—(1) Subject to the provision of the Bangladesh Public Service Commission (Consultation) Regulation, 1979, no appointment to a specified post by direct recruitment shall be made except upon the recommendation of the Commission or the Selection Committee, as the case may be.

(2) No person shall be eligible for appointment to a specified post by direct recruitment, if he—

- (a) is not a citizen of Bangladesh, or a permanent resident of, or domiciled in, Bangladesh:

Provided that this provisions of clause shall not apply in the case of a person who is already in the service of the Republic;

- (b) is married to, or has entered into a promise of marriage with, a person who is not a citizen of Bangladesh.

(3) No appointment to a specified post by direct recruitment shall be made until—

- (a) the person selected for appointment is certified by a Medical Board set up for the purpose by the Director of Health Services or the Civil Surgeon concerned to be medically fit for such appointment and that he does not suffer from any organic defect as is likely to interfere with the discharge of the duties of the specified post; and

(b) the antecedents of the person so selected have been verified through appropriate agencies and found to be such as do not render him unfit for appointment in the service of the Republic.

(4) No person shall be recommended for appointment to a specified post unless—

(a) he applied in such form, accompanied by such fee and before such date, as was notified by the Commission or the appointing authority while inviting applications for the specified post; and

(b) in the case of a person already in Government service or in the service of a local authority, he applied through his official superior.

5. Appointment by promotion.—(1) Appointment by promotion to a specified post shall be made on the recommendation of such Departmental Promotion Committee as the Government may constitute in this behalf:

Provided that appointment by promotion to a specified post of higher class shall be made on the recommendation of the Commission.

(2) A person shall not be eligible for appointment by promotion to a specified post if he has unsatisfactory record of service.

6. Probation.—(1) A person selected for appointment to a specified post against a substantive vacancy shall be appointed on probation,—

(a) in the case of direct recruitment, for a period of two years from the date of appointment; and

(b) in the case of promotion, for a period of one year from the date of such appointment:

Provided that the appointing authority may for reasons to be recorded in writing, extend the period of probation by a period or periods so that the extended period does not exceed two years in the aggregate.

(2) Where, during the period of probation of a probationer, the appointing authority is of opinion that his conduct and work is unsatisfactory or that he is not likely to become efficient, it may, before the expiry of that period,—

(a) in the case of direct recruitment, terminate his service; and

(b) in the case of promotion, revert him to the post from which he was promoted.

(3) After the completion of the period of probation including the extended period, if any, the appointing authority,—

(a) if it is satisfied that the conduct and work of the probationer during his period of probation has been satisfactory, shall, subject to the provision of sub-rule (4), confirm him; and

(b) if it is of opinion that the conduct and work of the probationer during that period was not satisfactory, may,—

(i) in the case of direct recruitment, terminate his service; and

(ii) in the case of promotion, revert him to the post from which he was promoted.

(4) A probationer shall not be confirmed in a specified post until he has passed such examination and undergone such training as the Board, may, from time to time, direct.

SCHEDULE

Sl. No.	Name of the specified post.	Age limit for direct recruitment.	Method of recruitment.	Qualifications.
1	2	3	4	5
1	Medical Officer	.. Not exceeding 35 years.	By direct recruitment or by transfer on deputation of a Medical Officer from the Ministry of Health.	M.B.B.S. with at least 5 years' experience as a Medical Officer.
2	Principal Appraiser	..	By transfer on deputation of a Principal Appraiser from the Collectorate of Customs.	..
3	Principal Survey Officer	..	By transfer on deputation of a Principal Appraiser from the Collectorate of Customs.	..
4	Superintendent of Customs and Excise.	..	By transfer on deputation of a Superintendent from the Collectorate of Customs and Excise.	..
5	Survey Officer	..	By transfer on deputation of a Deputy Superintendent of Customs and Excise or an Appraiser of Customs.	..
6	Inspector	..	By transfer on deputation of an Inspector from the Collectorate of Customs and Excise.	..

7	Preventive Officer	..	..	By transfer on deputation of a Preventive Officer from the Collectorate of Customs.
8	Office Superintendent	..	..	By promotion from Head Assistants and Stenographers.
				(i) At least 2 years' experience as Head Assistant.
				(ii) At least 3 years' experience as Stenographers.
9	Librarian	..	Not exceeding 25 years.	By direct recruitment
				Bachelor's Degree from a recognised University. Candidate must have Diploma in Library Science with 3 years' experience.
10	Accountant	..	Ditto	..
				Bachelor of Commerce Degree from a recognised University, with 3 years' experience.
11	Head Assistant	..	..	By promotion from Upper Division Assistants and Cashiers.
				At least 3 years' experience in the feeder post specified in column (4).
12	Store Keeper	..	Not exceeding 25 years.	By promotion from Office Superintendents. If none is found suitable for promotion, by direct recruitment.
				(a) For promotion—At least 3 years' experience in the feeder post specified in column (4).
				(b) For direct recruitment—Bachelor of Commerce Degree from a recognised University, with experience in the store keeping.
13	Subedar	..	Not exceeding 40 years.	By direct recruitment or by transfer on deputation of a Subedar from Army, BDR, Police or Ansar Department.
				For direct recruitment—Retired Army, BDR or Ansar Subedar.

1	2	3	4	5
14	Stenographer	..	As per rules prescribed by the Government in Notification No. SRO-109-L/78/SWIII/3-18-128, dated 16-5-1978.	..
15	Upper Division Assistant	..	As per rules prescribed by the Government in this behalf.	..
16	Stenotypist	..	As per rules prescribed by the Government in this behalf.	..
17	Lower Division Assistant-cum-Typist.	..	As per rules to be prescribed by the Government in this behalf.	..
18	Cashier	..	Not exceeding 27 years.	..
			By promotion from Lower Division Assistants-cum-Typists and Record Keepers. If none is found suitable for promotion, by direct recruitment.	(a) For promotion—3 years' experience in the feeder post having knowledge in handling of cash and writing cash book.
				(b) For direct recruitment—Bachelor's Degree in Commerce from a recognised University.
				(c) Necessary security bond is to be executed by the promotee or direct recruit, under the rules.
19	Compounder	..	Not exceeding 27 years.	..
			By direct recruitment	Secondary School Certificate from a recognised Board, with Diploma from a Para Medical Institute or Certificate of having passed Class VIII with a certificate in Compoundership with 5 years' experience.

20 Nurse	..	Not exceeding 27 years.	Ditto	Secondary School Certificate from a recognised Board with Diploma from a Para Medical Institute or Certificate of having passed Class VII with a Certificate in Nursing having 5 years' experience.
21 Havilder	..	Not exceeding 40 years.	By transfer on deputation of a Havilder from Army, BDR, Police; OR By direct recruitment.	<i>For direct recruitment</i> —Retired Army, BDR or Ansar Havilder.
22 Driver	..	Not exceeding 25 years, relaxable up to 30 years for departmental candidates.	By direct recruitment	(i) Certificate of having read up to Class VIII. (ii) Holder of a Driving Licence with 3 years' experience.
23 Record Keeper	..	Not exceeding 25 years.	(i) 80% by direct recruitment (ii) 20% by promotion of Daftry and M.L.S.S. If suitable Daftry or M.L.S.S. are not available for promotion, the vacancy should be filled up by direct recruitment.	(a) <i>For direct recruitment</i> —Higher Secondary Certificate from a recognised Board, with experience in the record keeping. (b) <i>For promotion</i> —Higher Secondary Certificate from a recognised Board, with 5 years' of service in the feeder post.
24 Pump Operator	..	Not exceeding 25 years.	By direct recruitment	S.S.C./Class VIII having 3 years' experience in the line.
25 Armourer	..	Not exceeding 40 years.	By transfer on deputation of an Armourer from Army, Bangladesh Rifles, Police or Ansar or by direct recruitment.	<i>For direct recruitment</i> —Retired Army, Bangladesh Rifles and Ansar Armourer.

1	2	3	4	5
26	Lineman Electrician	Not exceeding 25 years.	By direct recruitment	Secondary School Certificate or certificate of having passed Class-VIII with licence as Electrician with 3 years' experience. <i>For promotion.</i> —At least 3 years' experience in the feeder post. <i>For direct recruitment.</i> —Secondary School Certificate with experience in operating Duplicating Machine.
27	Duplicating Machine Operator.	Not exceeding 25 years, relaxable up to 30 years for departmental candidates.	By promotion from amongst MLSS, if none is found suitable for promotion, by direct recruitment.	
28	Jamadar	...	By transfer on deputation of Havildar or Naik (Customs and Excise) from the Customs and Excise Collectorates.	
29	Mechanic	Not exceeding 27 years.	By direct recruitment	Secondary School Certificate or certificate of having passed Class VIII with 3 years' experience as Auto-mechanic.
30	Project Operator	Not exceeding 25 years.	By direct recruitment	Secondary School Certificate or certificate of having passed Class VIII with experience in Operating Projector, Public Address System and other electrical apparatus.
31	Sepoy (Customs and Excise).	...	By transfer on deputation of Sepoy (Customs and Excise) from the Customs and Excise Collectorates.	...

82 Daftry

By promotion from amongst the MLSS on the basis of seniority-cum-fitness. If none is found suitable for promotion, by direct recruitment.

For promotion.—At least 3 years' experience in the feeder post with knowledge of book binding.

For direct recruitment.—Certificate of having passed Class VIII with knowledge of book binding.

Certificate of having passed Class V.

Not exceeding 25 years. By direct recruitment

83 Cook

84 M.L.S.S.

85 Sweeper

86 Mali

Ditto

Ditto

Ditto

Ditto

Ditto

Ditto

Ditto

Ditto

Ditto

By order of the President
S. B. CHAUDHURI
Secretary.