



Government of Karnataka

Karnataka Municipalities (Recruitment of Officers and Employees)
Rules, 2004

Amended upto 31st December 2004.

Urban Development Department Secretariat,

NOTIFICATION

No.UDD 8 BMS 2004, Bangalore, Dated: 08.7.2004.

Whereas the draft of the Karnataka Municipalities (Recruitment of Officers and Employees) Rules, 2004 which the Government of Karnataka proposes to make in exercise of the powers conferred by section 323 of the Karnataka Municipalities Act, 1964 (Karnataka Act 22 of 1964) was published in Notification No.UDD 8 BMS 2004, dated: 16th January 2004 in Part IV-A of the Karnataka Gazette Extraordinary dated 16th January 2004, inviting objections and suggestions from all persons likely to be affected thereby within thirty days from the date of its publication in the Official Gazette;

And whereas, the said Gazette was made available to the public on 17th January, 2004;

And whereas, the objections and suggestions received in respect of the said draft have been considered by the State Government;

Now, therefore, in exercise of the powers conferred by section 323 of the Karnataka Municipalities Act, 1964 (Karnataka Act 22 of 1964), the Government of Karnataka hereby makes the following rules, namely:-

RULES

1. Title, Commencement and Application.- (1) These rules may be called the Karnataka Municipalities (Recruitment of Officers and Employees) Rules, 2004.

(2) They shall come into force from the date of their publication in the official Gazette.

(3) These rules shall apply to the recruitment of Officers and Employees to all posts in connection with the affairs of the Urban Local bodies in the State of Karnataka, except recruitment to the Karnataka Municipal Administrative Service and the persons employed in work charged establishment or menial establishment or on daily wages or on contract or consolidated pay or in casual employment.

PART - I**PRELIMINARY**

2. **Definitions-** In these rules unless the context otherwise requires,-
- (a) 'Act' means the Karnataka Municipalities Act, 1964, (Karnataka Act 22 of 1964);
 - (b) 'Appointed on probation' or 'Appointed on officiating basis' means appointed on trial.;
 - (c) 'Appointing Authority' means the authority specified in rule 4;
 - (d) 'Commission' means the Karnataka Public Service Commission.;
 - (e) 'Deputy Commissioner' means Deputy Commissioner of a Revenue District;
 - (f) 'Director of Municipal Administration' means the Director of Municipal Administration functioning as Head of the Department;
 - (g) 'Direct recruitment' in relation to any service or post means appointment otherwise than by promotion or transfer or on deputation;
 - (h) 'District' means a revenue district;
 - (i) 'Division' means division consisting of the following districts, namely:-

I. BANGALORE DIVISION:

1. Bangalore (Rural)
2. Bangalore
3. Kolar
4. Shimoga
5. Chitradurga
6. Davangere
7. Tumkur

II. MYSORE DIVISION

1. Mysore
2. Mandya
3. Chamarajnaragar
4. Chikamagalur
5. Madikeri
6. Dakshina
Kannada
7. Udupi
8. Hassan

III. BELGAUM DIVISION**IV. GULBARGA DIVISION**

- | | |
|--------------------|-------------|
| 1. Belgaum | 1. Gulbarga |
| 2. Dharwad | 2. Bidar |
| 3. Bagalkote | 3. Bellary |
| 4. Gadag | 4. Raichur |
| 5. Haveri | 5. Koppal |
| 6. Bijapur | |
| 7. Uttara Kannada. | |

- (j) 'Employee' or 'Municipal Employee' means officer or employee appointed under these rules;
- (k) 'Form' means a form appended to these rules;
- (l) 'Government' means the Government of Karnataka;
- (m) 'Local candidate' means temporary officer or employee not appointed regularly as per rules of recruitment to that service;
- (n) 'Local Employment Exchange' means the employment exchange, which is notified by the Government in the official Gazette as having jurisdiction over municipal area under the Employment Exchange (Compulsory Notification of vacancies) Rules, 1960;
- (o) 'Officer or servant' means an officer or employee employed in an administrative, executive or ministerial capacity in municipalities other than those borne on the Karnataka Municipal Administrative Service and does not include persons employed in work charged establishment or menial establishment or on daily wages or on contract or consolidated pay or in casual employment;
- (p) 'Probationer' means an officer or employee appointed on probation;
- (q) 'Promotion' means the appointment of an officer or employee from a post or grade of service or class of service to a higher post or higher grade of service or higher class of service;
- (r) 'Schedule' means Schedule appended to these rules;
- (s) 'Section' means the section of the Act;
- (t) 'Selection' means selection in accordance with the provisions of these rules-

- (1) after consulting the Commission where such consultation is necessary , or
 - (2) by the recruitment or selection committee if any appointed for the purpose by the Government , or
 - (3) by the appointing authority where no recruitment or selection committee has been appointed, or
 - (4) by any other authority which the Government may empower from time to time;
- (u) 'Service Examinations' means an examination which a Municipal Officer or employee is required to pass under these rules;
 - (v) 'Unit' means all City Municipal Councils, Town Municipal Councils and Town Panchayats which are within the jurisdiction of any particular appointing authority;
 - (w) 'Urban Local Body' means City and Town Municipal Councils and Town Panchayats.

PART - II

GENERAL PROVISIONS RELATING TO RECRUITMENT

3. Designation and classification of posts:- (1) The redesignation of various categories of posts and new posts in urban local bodies shall be as specified in Schedule-I and Schedule IA respectively.

(2) The cadre strength of each of the category of posts in urban local bodies shall be as specified in Schedule-III.

4. Appointing Authorities:- (1) Classification of various categories of posts in Urban Local Bodies shall be,-

- (a) All the posts having pay scale of Rs.7400-13120 and above are classified as Group A.
- (b) All the posts having pay scale of Rs.5575-10620, Rs.6000-11200 and Rs.6300-11840 and above but below the pay scale of Rs.7400-13120 are classified as Group B.
- (c) All the posts having pay scale of pay above Rs.2500-3850 to pay scale of Rs.5200-9580 but below the pay scale of Rs.5575-10620 are classified as Group C.

- (d) All the posts having pay scale of Rs.2500-3850 is classified as Group D.
- (2) For various categories of posts, in the Urban local bodies, the appointing authorities shall be,-
- (a) Government, in the case of Group-A posts;
- (b) Director of Municipal Administration or an Officer empowered by the Government, in the case of Group-B and C posts
- (c) Deputy Commissioner or an Officer empowered by Government, in the case of Group-D posts;
- (3) For the purpose of seniority,-
- (a) in respect of Group-A and B, it shall be state-wise cadre.
- (b) in respect of Managers, Revenue Officers, Senior Health Inspectors and Junior Engineers in the Group-C Cadre it shall be state-wise cadre.
- (c) in respect of other Group-C cadres it shall be Division-wise Cadre except for Second Division Assistant, and other equivalent posts carrying pay scale upto Rs.3000-5450.
- (d) in respect of Second Division Assistant or equivalent posts carrying pay scale upto Rs.3000-5450 and Group-D, it shall be District-wise cadre. ¹Except Sanitary Supervisor Pourakarmikas and Loaders it shall be Districtwise cadre.
- (e) ²In respect of Sanitary Supervisor Pourakarmikas and Loaders it shall be ULBwise cadre

5. Method of Recruitment and Minimum Qualifications.- In respect of each category of posts specified in column (2) of schedule-II, the pay scale, method of recruitment and minimum qualification shall be as mentioned in the corresponding entries in columns (3), (4) and (5) there of .

6. Appointment by Direct Recruitment for Group A, B and C posts.- Subject to the provisions of the Karnataka Public Service Commission (Conduct of Business and Additional Functions) Act, 1959 and the rules and orders made there under and the special or general orders of the Government., wherever, direct recruitment is specified, as a method of appointment it shall be done through the Karnataka Public Service Commission or by the Directorate of Municipal Administration as the Government

1.Inserted by Corrigendum No.UDD8BMS2004 dt.3.2.2005.

2. Substituted by No.UDD8BMS2004 dt.3.2.2005.

decides from time to time. All appointment by direct recruitment shall be on the basis of competitive examination to be held by the Karnataka Public Service Commission, Director of Municipal Administration as the Government may decide from time to time.

7. Recruitment of Group D employees and Pourakarmikas.- The Government may by special order authorise the Deputy Commissioner of the District to recruit Group D posts in urban local bodies by calling applications from employment exchange or by such other method as Government may specify from time to time.

8. Application of Pension rules.- The existing pension and family pension rules as specified in Karnataka Civil Service Rules and Karnataka Government Servants (Family Pension) Rules, 2002¹ shall not be applicable for the employees appointed after the commencement of these rules.

9. Appointment by promotion.- (1) Save as otherwise provided, all promotions shall be on the basis of seniority cum merit subject to,-

- (a) reservation in promotion for persons belonging to various categories as provided by the Government;
- (b) holding the minimum qualifications specified in Schedule-II;
- (c) having completed the minimum period of qualifying service and having satisfactorily completed probation or officiating period; and
- (d) having passed the Service Examinations prescribed for the promotional post under these rules as specified in Schedule IV.

(2) All appointments by promotion shall be on an officiating basis for a period of one year, which may for reasons to be recorded in writing be extended by the appointing authority for a further period not exceeding one year.

(3) All appointments by promotion shall be subject to the following conditions, namely:-

- (a) at the end of the period of afficiation or the extended period of officiation, as the case may be, the appointing authority shall consider the suitability of the person so promoted to hold the post to which he was promoted;
- (b) if the appointing authority considers that the work of the person so promoted during the period of officiation or extended period of officiation is satisfactory it shall, as soon as possible, issue an order declaring the person to have satisfactorily completed the period of officiation. Such an order, shall have effect from the date of expiry of the period of officiation or extended period of officiation as the case may be;

1. Corrected by Corrigendum No.UDD8BMS2004 dt.11.8.2004..

- (c) if at the end of the period of officiation or the extended period of officiation, as the case may be, the appointing authority considers that the person is not suitable for the post to which he is promoted it shall, by order, revert the person to the post which he held prior to his promotion;
- (d) A person shall not be considered to have satisfactorily completed the period of officiation, unless a specific order to that effect is passed. If such order is not passed or the period of officiation is not extended or if the order of reversion is not passed within three months under clause (b) or clause (c) then he shall be deemed to have satisfactorily completed the period of officiation;
- (e) a person who has been declared to have satisfactorily completed his officiation under clause (b) or deemed to have satisfactorily completed the period of officiation under clause (d), shall be continued as a full member of the service and confirmed in the class or category for which he was promoted at the earliest opportunity in any substantive vacancy which may exist or arise in the permanent cadre of such class or category, provided that where the appointment is made by promotion to a temporary post in any service, the person shall be continued on an officiating basis in the temporary post in any service;
- (f) not withstanding anything contained in these rules or special rules or orders of the Government, no person shall be eligible for promotion till the period of officiation is declared or deemed to have been satisfactorily completed.

10. Application of certain rules.- The provisions of ,–

- (1) The Karnataka Civil Services (Classification, Control and Appeal) Rules, 1957.
- (2) The Karnataka Civil Services (Seniority) Rules, 1957.
- (3) The Karnataka Civil Services Rules, 1958.
- (4) The Karnataka Government Servants (Family Pension) Rules, 2002¹.
- (5) The Karnataka Civil Services (Conduct) Rules, 1966.
- (6) The Karnataka Civil Services (Direct Recruitment by Competitive Examinations) (General Rules), 2001.
- (7) The Karnataka Civil Services (Service and Kannada language Examinations) Rules, 1974.
- (8) The Karnataka Civil Services (Determination of Age) Act, 1974.

¹ Corrected by Corrigendum No.UDD 8BMS2004 dtd.11.8.2004.

- (9) The Karnataka Civil Services (General Recruitment) Rules, 1977.
- (10) The Karnataka Civil Services (Probation) Rules, 1977
- (11) The Karnataka Civil Services (Regulation of Promotion, Pay and Pension) Rules, 1978.
- (12) The Karnataka Municipalities (Conditions of Service) Rules, 1987.
- (13) The Karnataka Civil Services (Performance Reports) Rules, 2000.
- (14) The Karnataka Civil Services (Appointment on compassionate grounds) Rules, 1996.

and other rules ,made or deemed to have been made under the Karnataka State Civil Services Act, 1978, orders and special orders of Government issued from time to time, and adopted in those rules shall mutatis mutandis apply.

PART –III

CHANGE OF CADRE IN CERTAIN CASES

11. Change of Cadre.- Notwithstanding anything contained in these rules,–

- (1) A Manager possessing qualification for the post of Revenue Officer may change his Cadre to that of Revenue Officer.
- (2) A Revenue Officer possessing qualification for the post of Manager may change his Cadres to that of Manager.
- (3) The persons holding the posts of Chemists, in some Urban local bodies who do not have sufficient work in the Urban local bodies may change the cadre either to that of the Manager or Revenue Officer subject to the conditions as stipulated in rule 9.
- (4) A First Grade Revenue Inspector possessing qualification for the post of First Division Assistant may change his Cadre to that of First Division Assistant.
- (5) A First Division Assistant possessing qualification for the post of First Grade Revenue Inspector may change his Cadre to that of First Grade Revenue Inspector.
- (6) A stenographer possessing qualification specified for the post of First Division Assistant/First Grade Revenue Inspector may change his cadre to that of a First Division Assistant /First Grade Revenue Inspector.

- (7) First Division Assistant/First Grade Revenue Inspector possessing a qualification prescribed for the post of Stenographer may change his cadre to that of a Stenographer.
- (8) Typists possessing qualification prescribed for the post of Second Division Assistant may change his cadre to that of a Second Division Assistant.
- (9) A Second Division Assistant possessing qualification for the post of Bill Collector/Second Grade Revenue Inspector/Tax Collector/Water Supply Meter Reader may change his Cadre to that of Bill Collector/Second Grade Revenue Inspector/Tax Collector/Water Supply Meter Reader.
- (10) Bill Collector/Second Grade Revenue Inspector/Tax Collector/Water Supply Meter Reader possessing qualification for the post of Second Division Assistant may change his Cadre to that of Second Division Assistant.

Provided that such person shall not be promoted till he has put in not less than one year of service in the changed cadre.

12. Procedure for change of cadre,- (1) Persons desiring for change of cadre under rule 11 shall make an application to the appointing authority requesting for a change of cadre and exercising an irrevocable option to change the cadre.

(2) On receipt of the application under sub-rule (1) the appointing authority keeping in view the seniority of the applicant in that cadre and if satisfied that the applicant is entitled to change the cadre may pass orders granting the request, provided the work load in the existing cadre is less and there is adequate work in the opted cadre.

Provided that an employee shall not be entitled to change the cadre under Rule 11 more than once in the entire service.

13. Effect of change of cadre .- Notwithstanding anything contained in the Karnataka Municipalities (Conditions of Service of Officers and Servants) Rules 1987 or such other rules framed or made applicable, the previous service rendered by persons permitted to change their cadre shall count for purpose of pay, pension and seniority, in accordance with rule 6 of the Karnataka Government Servants (Seniority) Rules, 1957 read with rule 16 of the Karnataka Civil Services (General Recruitment) Rules, 1977.

Provided that no person shall be eligible to change his cadre unless he has put in not less than five years of service excluding the period of probation in the original cadre.

Provided further that because of bar of promotion for a period of one year as provided in rule 11, an employee gets promotion later than his juniors in the changed cadre, the seniority in the promoted post will be counted only from the dates of such promotion orders and he shall become junior to those promoted earlier than him.

PART - IV

14. Conduct of examinations.- The Commission shall conduct the Kannada language and Service Examinations Specified in Schedule-IV under these rules subject to the payment of examination fees by the candidates for third and subsequent admission to such examinations.

15. Restriction on Increments, Promotions and Confirmation.- After the expiry of a period of three years from the date of commencement of these rules, or from the date of prescription of the Kannada Language and Service Examinations whichever is later, no employee shall be eligible,-

- (i) for promotion to any higher post unless he has passed if not exempted under the Kannada Language and Service Examinations Rules, 1974 specified service examinations for the cadre to which he belongs.
- (ii) for earning annual increment and for confirmation against the substantive vacancy held by him unless he has passed, if not exempted under the Kannada Language and Service Examination Rules, 1974, specified service examinations for the cadre to which he has been appointed.

Provided that the candidates belonging to Group 'C' and above cadres appointed after publication of these rules in the Official Gazette shall not be confirmed in the service if they do not undergo Basic Level Computer Course prescribed by the Directorate of Municipal Administration and pass the test as specified by the Directorate of Municipal Administration.

16. Abolition of posts.- The posts specified in Annexure-I existing in the Urban local bodies shall be abolished.

Provided that,-

- (i) no such posts shall be abolished unless such posts become vacant due to death, retirement, promotion or otherwise of persons already working; and
- (ii) the posts existing in Education/ Medical or Health institution in the Urban local bodies shall not be abolished till such Institution is handed over to concerned Government Departments.

17. Repeal and Savings.- (1) The Karnataka Municipalities (Recruitment of Officers and Servants) Rules, 1971 are hereby repealed, provided that such repeal shall not affect,-

- (a) the previous operation of the said rules or anything duly done or suffered there under; or
- (b) any right, privilege, obligation or liability acquired, accrued or incurred under the said rules.

(2) Any reference in any rule or order to the rules repealed by sub-rule (1) shall be constructed as a reference to these rules.

(3) All proceedings commenced under the rules repealed by sub-rule (1) and pending on the date of commencement of these rules shall be continued and disposed off in accordance with the provisions of these rules.

(4) Rule 11 and Schedule II of the Karnataka Municipalities (Delegation of Powers, Executive Functions, Duties Powers and Determination of Staff) Rules, 1973 are hereby repealed.

By Order and in the Name of
Governor of Karnataka

(JAGADISH JOIS)
Under Secretary to Govt.
Urban Development Dept.

SCHEDULE-I
[See rule - 3 (1)]
REDESIGNATION OF VARIOUS CATEGORIES OF POSTS OF EMPLOYEES ALREADY
EXISTING IN URBAN LOCAL BODIES IN THE STATE

Sl. No.	Designation of posts	Pay Scale from 01.07.1998	Re-designated posts
1	Manager Grade I	5200-9580	Office Manager
2	Accounts Superintendent Grade-I	5575-10620	Accounts Superintendent
3	Revenue Officer/Tax Supt. Grade-I	5200-9580	Revenue Officer
4	Tax Inspector Grade-I	3850-7050	First Grade Revenue Inspector
5	Tax Inspector Grade-II/Revenue Inspector Grade-II	3000-5450	Bill Collector, Water Supply Meter Reader
6	Senior Bill Collector/Water Supply Meter Reader/Tax Inspector Grade-III	3000-5450	
7	First Division Clerk, Store Keeper	3850-7050	First Division Assistant
8	Second Division Clerk	3000-5450	Second Division Assistant
9	Junior Stenographer	3850-7050	Stenographer
10	Attender	2500-3850	No change
11	Peon	2500-3850	Attender
12	Assistant Executive Engineer	7400-13120	No change
13	Junior Engineer (Existing Cadre of Junior Engineer Grade-II re-designated as Junior Engineer)	4575-8400	No change
14	Senior Health Inspector	4150-7800	No change
15	Sanitary Inspector/Junior Health Inspector (Existing cadre of Health Inspector Grade-II re-designated as Sanitary Inspector)	3300-6300	Junior Health Inspector
16	Conservancy Daffedar	2600-4350	Sanitary Supervisor
17	Pourakarmika/Sweeper/ Scavenger	2500-3850	Pourakarmika/Loader

(JAGADISH JOIS)
Under Secretary to Govt.
Urban Development Dept.

GENERAL ADMINISTRATION, REVENUE, ACCOUNTS, ENGINEERING & HEALTH		
1	Senior Programmer	7400-13120
2	Environment Engineer	6000-11200
3	Assistant Engineer	6000-11200
4	Accountant	4150-7800
5	Community Affairs Officer	3850-7050
6	Stenographer	3850-7050
7	Junior Programamer	3850-7050
8	Computer Operator/Data Entry Operator	3300-6300
9	Water Supply Operator	3300-6300
10	Electrician Grade-I	3300-6300
11	Community Organiser	3000-5450
12	Electrician Grade-II	3000-5450
13	Assistant Water Supply Operator	3000-5450
14	Driver	3000-5450
15	Lab Technician	3000-5450
16	Plumber	2600-4350
17	Head Gardner	2600-4350
18	Senior Valveman	2600-4350
19	Gardner	2500-3850
20	Loaders	2500-3850
21	Helper/Water Supply Valvemen	2500-3850
22	Cleaners	2500-3850

(JAGADISH JOIS)
Under Secretary to Govt.
Urban Development Dept.

SCHEDULE - II

(See rule 5)

Method of Recruitment and Qualifications

S.No. (1)	Category of Posts (2)	Pay scale (3)	Method of Recruitment (4)	Minimum Qualification (5)
1.	Asst.Executive Engineer	7400- 13120	Twenty five percent by direct recruitment and twenty five percent by deputation of an officer in the equivalent cadre from the Public Works Department or any other Departments of the government or Boards and holding B.E.Degree in Civil/AMIE (Civil) Fifty percent by promotion from the cadre of Assistant Engineer and Junior Engineer in the ratio of 40:60.	For Direct Recruitment: Must be holder of a Bachelor Degree in Engineering (Civil) or AMIE (Civil) from an institution recognised by Government. For Promotion: (1) In the Case of Assistant Engineers, must have put in a service of not less than five years in the cadre of Assistant Engineers provided that if officers who have put in five years of service are not available, the officers who have put in three years of service may be considered (2) In the case of Junior Engineers, must have put in a service of not less than seven years in the cadre of Junior Engineer plus (3) Must have passed Diploma in Civil or Electrical Engineering from an institution recognised by Government.

S.No. (1)	Category of Posts (2)	Pay scale (3)	Method of Recruitment (4)	Minimum Qualification (5)
2.	Senior Programmer	7400- 13120	Work shall be got done through out side agency.	
3.	Asst. Engineer	6000- 11200	Seventy Five percent by Direct Recruitment and Twenty Five percent by deputation from PWD or other departments or Board or Government and holding B.E.Degree in Civil/AMIE (Civil)	For Direct Recruitment: Must be holder of a Bachelor Degree in Civil Engineering or AMIE in Civil from an institution recognised by Government.
4.	Environmental Engineer ¹	6000- 11200	By Direct Recruitment	Must be holder of a Bachelor Degree in Engineering in Environmental or Chemical Engineering from an university recognised by Government.
5.	Accounts Superintendent	5575- 10620	Twenty five percent by deputation from the State Accounts Department and Seventy five percent by promotion from the cadre of Accountants.	For promotion: (1) Must have put-in a service of not less than five years in the cadre of Accountant plus. (2) Must have Bachelor in Commerce (B.Com.) degree from an university recognised by Government and passed the S.A.S examination.

S.No. (1)	Category of Posts (2)	Pay scale (3)	Method of Recruitment (4)	Minimum Qualification (5)
6.	Revenue Officer	5200-9580	Ninety percent by promotion from the cadre of First Grade Revenue Inspector and Ten percent by promotion from the cadre of Community Affairs Officer.	For Promotion: In the case of First Grade Revenue Inspector (FGRI) (1) Must have put in a service of not less than five years in the cadre of First Grade Revenue Inspector plus (2) Must have passed S.S.L.C or its equivalent examination. In the case of Community Affairs Officer, must have put in a service of not less than three years of service in the cadre of Community Affairs Officer.
7.	Office Manager	5200-9580	Ninety percent by promotion from the cadre of First Division Assistant and . Ten percent by promotion from the cadre of Stenographers.	For Promotion: Must have put in a service of not less than five years in the cadre of First Division Assistant or stenographers as the case may be and must have passed SSLC or its equivalent examination.

1 and Health Officer word is deleted by Corrigendum No.UDD8BMS2004 dt.11.8.2004.

S.No. (1)	Category of Posts (2)	Pay scale (3)	Method of Recruitment (4)	Minimum Qualification (5)
8	Accountant	4150- 7800	Seventy five percent by direct recruitment and Twenty five percent by Promotion from the cadre of First Division Assistant. If no suitable person is available for promotion, by direct recruitment.	Direct Recruitment: Must have passed Bachelors degree in Commerce (B.Com) with Accountancy and Commerce from an university recognised by Government. For Promotion: (1) Must have put in a service of not less than Five years in the cadre of First Division Assistant plus, (2) Must have passed B.Com. with Accountancy and Commerce from an institution recognised by Government.

S.No. (1)	Category of Posts (2)	Pay scale (3)	Method of Recruitment (4)	Minimum Qualification (5)
9.	Junior Engineer	4575- 8400	<p>Seventy five percent by direct recruitment and</p> <p>Twenty percent by deputation from PWD or any Board or Corporation. of Government subject to that they hold qualification as prescribed for direct recruitment.</p> <p>If no suitable persons are available for deputation then the posts will be filled by direct recruitment.</p> <p>Five percent by promotion from the cadre of Electrician Grade-I, Water Supply Operator on the basis of combined seniority.</p> <p>If no suitable person is available for promotion then the posts will be filled by direct recruitment.</p>	<p>For Direct Recruitment: (1) Must have passed Diploma in Civil or Electrical Engineering from a Government recognised Institution. The ratio between civil and electrical discipline will be 75:25 respectively.</p> <p>For Promotion: (1) Must have put in a service of not less than five years in cadres of Electrician Grade-I, Water Supply Operator plus (2) Must have passed Diploma in Civil or Electrical Engineering from a Government recognised institution.</p>

S.No. (1)	Category of Posts (2)	Pay scale (3)	Method of Recruitment (4)	Minimum Qualification (5)
10.	Senior Health Inspector	4150- 7800	Seventy five percent by promotion from the cadre of Junior Health Inspector. Twenty five percent by deputation in equivalent cadre from Health and Family Welfare Department. (If no suitable person is available for deputation, then the posts to be filled by promotion from the cadre of Junior Health Inspector).	For Promotion: (1) Must have put in a service of not less than five years in the cadre of Junior Health Inspector plus (2) Must have passed S.S.L.C or its equivalent examination.
11	First Division Assistant	3850- 7050	Fifty percent by direct recruitment and Fifty percent by promotion from the cadre of Second Division Assistant.	For Direct Recruitment: Must be holder of a Bachelor Degree from an institution recognised by Government. For Promotion - Must have put in a service of not less than five years in the cadre of Second Division Assistant and must have passed in SSLC or its equivalent examination.

S.No. (1)	Category of Posts (2)	Pay scale (3)	Method of Recruitment (4)	Minimum Qualification (5)
12.	First Grade Revenue Inspector	3850-7050	<p>Fifty percent by direct recruitment and</p> <p>Fifty percent by promotion from the cadre of Second Grade Revenue Inspector/Bill Collector/ Water Supply Meter Reader on the basis of combined seniority.</p>	<p>For Direct Recruitment: Must be holder of a Bachelor Degree from an institution recognised by Government.</p> <p>For Promotion: (1) Must have put in a service of not less than five years in the cadre of Bill Collector/Second Division Revenue Inspector/ Water Supply Meter Reader plus</p> <p>(2) Must have passed SSLC or its equivalent examination.</p>
13.	Stenographer	3850-7050	<p>Fifty percent by direct recruitment and</p> <p>Fifty percent by promotion from the cadre of Typist</p>	<p>For Direct Recruitment: (1) Must have passed S.S.L.C or its equivalent examination.</p> <p>(2) Must have passed Secretarial Practice/Senior shorthand and Senior typing in Kannada certificate from institutes recognized by Government.</p>

S.No. (1)	Category of Posts (2)	Pay scale (3)	Method of Recruitment (4)	Minimum Qualification (5)
				<p>For Promotion: (1) Must have put in a Service of not less than five years in the cadre of Typist plus (2) Must have Passed in SSLC or its equivalent examination plus (3) must have senior shorthand and senior typing in Kannada. Certificate from the Institute recognized by Government.</p>
14	Community Affairs Officer	3850-7050	Seventy Five percent by direct recruitment. and Twenty Five percent by promotion from the cadre of Community Organiser.	<p>For Direct Recruitment: Must possess Masters degree in Social Work/or Master's Degree in Sociology from an University recognised by Government. For Promotion: Must have put in a service of not less than three years in the cadre of Community Organiser.</p>
15.	Junior Programmer	3850-7050	Work shall be got done through out side agency.	
16.	Computer Operator/ Data Entry Operator	3300-6300	Work shall be got done through out side agency.	

S.No. (1)	Category of Posts (2)	Pay scale (3)	Method of Recruitment (4)	Minimum Qualification (5)
17.	Water Supply Operator	3300-6300	<p>Fifty percent by direct recruitment - and</p> <p>Fifty percent by promotion from the cadre of Assistant Water Supply Operator.</p>	<p>For Direct Recruitment: (1) Must have passed SSLC or its equivalent examination plus</p> <p>(2) Must be holder of an ITI two years course Certificate in Electrical or Fitter Trade from an Industrial Training Institute recognised by Government resulting in National Trade Certificate (NTC) in candidates name plus</p> <p>(3) Must have completed one year Apprenticeship Training in any industry resulting in National Apprenticeship Certificate (NAC) in candidates name.</p> <p>For Promotion: (1) Must have put in a service not less than five years in the cadre of Assistant water supply operator plus</p> <p>(2) Must have passed SSLC or its equivalent examination plus</p> <p>(3) Must have passed a two years course in Electrical or Fitter trade from an ITI recognised by Government resulting in National Trade Certificate (NTC) in candidates name.</p>

S.No. (1)	Category of Posts (2)	Pay scale (3)	Method of Recruitment (4)	Minimum Qualification (5)
18.	Electrician Grade-I	3300-6300	Seventy Five percent by direct recruitment Twenty Five Percent by promotion from the cadre of Electrician Grade-II and	<p>For Direct Recruitment: (1) Must have passed SSLC or any equivalent examination plus</p> <p>(2) Must have passed a two years course in Electrical Trade from an Industrial Training Institute recognised by Government resulting in National Trade Certificate (NTC) in candidates name plus</p> <p>(3) Must have completed one year Apprenticeship Training in any industry resulting in National Apprenticeship Certificate (NAC) in candidates name.</p> <p>For Promotion: (1) Must have put in a service of not less than five years in the cadre of Electrician Grade-II.</p> <p>(2) Must have passed S.S.L.C. or equivalent examination plus</p> <p>(3) Must have passed two years course in electrical trade from an ITI recognised by Government resulting in National Trade Certificate (NTC) in candidates name.</p>

S.No. (1)	Category of Posts (2)	Pay scale (3)	Method of Recruitment (4)	Minimum Qualification (5)
19.	Junior Health Inspector	3300- 6300	<p>Seventy Five percent by direct recruitment and Twenty Five percent by promotion from the cadre of Second Division Assistant /Sanitary Supervisor in the ratio of 75:25 respectively.</p> <p>Provided that a second division Assistant shall exercise an irrevocable option before promotion as Junior Health Inspector.</p>	<p>For Direct Recruitment: (1) Must have passed SSLC or equivalent examinations, and (2) must have completed successfully a three years diploma course in Sanitary Health Inspector/Health Inspector conducted by Para Medical Board of Government of Karnataka.¹</p> <p>OR</p> <p>II. (1) Must have passed PUC or its equivalent examination, and (2) must have completed successfully a two years diploma course in Sanitary Health Inspector/health Inspector conducted by Para Medical Board of Government of Karnataka.²</p> <p>OR</p> <p>III. (1) Must have passed SSLC or equivalent examination and (2) must have completed, the course in Sanitary Inspector Diploma conducted by All India Institute of Local Self Government.</p> <p>For Promotion: (1) Must have put in a service of not less than five years in the cadre of Second division Assistant/Sanitary</p>

S.No. (1)	Category of Posts (2)	Pay scale (3)	Method of Recruitment (4)	Minimum Qualification (5)
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¹
² } Corrected by Corrigendum No.UDD8BMS2004 dt.10.9.2004.
³ }

S.No. (1)	Category of Posts (2)	Pay scale (3)	Method of Recruitment (4)	Minimum Qualification (5)
20.	Driver	3000- 5450	Fifty Percent by direct recruitment. and Fifty percent by promotion from any Group D cadre.	<p>For Direct Recruitment: (1) Must have passed VII Standard with Kannada as a Language.</p> <p>(2) Must be holder of a Current Driving Licence for Medium and Heavy Vehicles.</p> <p>(3) Must have Experience of not less than three years in Driving/ First Aid Training Certificate granted by an institution recognised by Government.</p> <p>For Promotion: (1) Must have put in a service of not less than five years in cadre of Cleaner or in any posts in the cadre of 'D' Groups plus</p> <p>(2) Must have passed VII Standard with Kannada as a language plus</p> <p>(3) Must be holder of a Current Driving Licence for Medium and Heavy Vehicles with an experience of three years in Driving plus</p> <p>(4) Must have obtained First Aid Training Certificate granted by an institution recognised by Government.</p>

S.No. (1)	Category of Posts (2)	Pay scale (3)	Method of Recruitment (4)	Minimum Qualification (5)
21.	Second Division Assistant	3000- 5450	Seventy Five percent by direct recruitment and Twenty Five percent by promotion from the cadre of Attenders. If no suitable person is available for promotion by direct recruitment.	<p>For Direct Recruitment: Must have passed SSLC or its equivalent examination.</p> <p>For Promotion: (1) Must have passed SSLC or possess its equivalent examination plus</p> <p>(2) Must have put in a service of not less than five years in the cadre of Attenders .</p>
22.	Bill Collectors/Tax Collectors/Water Supply Meter Readers	3000- 5450	Seventy Five percent by direct recruitment and Twenty Five percent by promotion from the cadre of Sanitary Supervisor. If no suitable person is available for promotion, by direct recruitment.	<p>For Direct Recruitment: Must have passed SSLC or its equivalent examination.</p> <p>For Promotion:- (1) Must have passed SSLC or its equivalent examination plus</p> <p>(2) Must have put in not less than five years of service in the cadre of Sanitary Supervisor.</p>

S.No. (1)	Category of Posts (2)	Pay scale (3)	Method of Recruitment (4)	Minimum Qualification (5)
23.	Electrician Grade II	3000- 5450	By Direct Recruitment	<p>(1) Must have passed SSLC examination. or its equivalent examination plus</p> <p>(2) Must have passed a two years course in Electrical Trade from an Industrial Training Institute recognized by Government resulting in National Trade Certificate (NTC) in candidates name.</p>

S.No. (1)	Category of Posts (2)	Pay scale (3)	Method of Recruitment (4)	Minimum Qualification (5)
24.	Assistant Water Supply Operator	3000- 5450	90% - By Direct Recruitment. 10% - By promotion from the cadre of Plumber.	<p>(1) Must have passed SSLC or its equivalent examination plus</p> <p>(2) Must have passed a two years course in Electrical or Fitter Trade from an Industrial Training Institute (ITI) recognised by Government resulting in National Trade Certificate (NTC) in candidates name.</p> <p>For Promotion: (1) Must have put in a service of five years in the cadre of plumber plus</p> <p>(2) Must have passed a course in plumbing trade from an ITI recognised by Government resulting NTC in candidates name.</p>
25.	Lab Technician	3000- 5450	By Direct Recruitment	<p>(1) Must have passed SSLC or its equivalent examination, and</p> <p>(2) Must have completed Lab Technician Course conducted by an institution recognized by Government.</p>

S.No. (1)	Category of Posts (2)	Pay scale (3)	Method of Recruitment (4)	Minimum Qualification (5)
26.	Plumber	2600- 4350	By direct recruitment.	<p>For Direct Recruitment: (1) Must have passed SSLC or its equivalent examination, plus</p> <p>(2) Must have passed one year course in Plumbing trade from an Industrial Training Institute (ITI) recognised by Government resulting in National Trade Certificate (NTC) in candidates name.</p>
27.	Community Organiser	3000- 5450	By Direct Recruitment.	Must be holder of a Bachelor Degree in Social Work (BSW) or Bachelor Degree in Sociology from an University recognised by Government.
28.	Senior Valveman	2600- 4350	By Promotion from the cadre of Water Supply Helper/valveman.	Must have put in a service of not less than five years in the cadre of water supply helper/valveman.
29.	Sanitary Supervisor	2600- 4350	By promotion from the cadre of Pourakarmikas/Loaders	<p>(1) Must have put in service of not less than five years service in the cadre of Pourakarmikas /Loaders.</p> <p>(2) Must have passed IV Standard with Kannada as a language.</p>

S.No. (1)	Category of Posts (2)	Pay scale (3)	Method of Recruitment (4)	Minimum Qualification (5)
30.	Head Gardner	2600- 4350	By Promotion from the cadre of Gardner	Must have put in a service of not less than five years in the cadre of Gardner.
31.	Attenders	2500- 3850	By Direct Recruitment	Must have passed VII Standard examination with Kannada as a language.
32.	Water Supply Helper/ Valvemen	2500- 3850	By Direct Recruitment	Must have passed VII Standard Examination with Kannada as a language.
33.	Pourakarmika/Loader	2500- 3850	By Direct Recruitment	Must have knowledge of spoken Kannada.
34.	Gardner	2500- 3850	By Direct Recruitment	<ol style="list-style-type: none"> 1. Must have passed IV Standard Examination . 2. Must be a holder of a certificate for having completed training in Horticulture issued by the Department of Horticulture or any training course recognised by Horticulture department.

(JAGADISH JOIS)
Under Secretary to Govt.
Urban Development Dept.

Schedule III**[See Rule 3(2)]**

The cadre strength of each category of posts in Urban Local Bodies
Annexure-3 to Govt. Order No.UDD 8 BMS 2004, Bangalore, dated: 08.7.2004

Sl.No	Designation of Post	Pay Scale	Grade-I CMC	Grade-II CMC	TMC	TP
1	Municipal Comissioner Grade-I	10620-14960	1			
2	Municipal Comissioner Grade-II	7400-13120		1		
3	Assistant Executive Engineer	7400-13120	1	1		
4	Senior Programmer #	7400-13120	1	1		
5	Assistant Engineer	6000-11200	1	1		
6	Environment Engineer	6000-11200	1	1	1	
7	Chief Officer-I	5575-10620			1	
8	Accounts Superintendent	5575-10620	1	1	^a -	-
9	Office Manager	5200-9580	1	1	1	
10	Revenue Officer	5200-9580	1	1	1	
11	Chief Officer-II	4575-8400				1
12	Accountant	4150-7800	1	1	^b 1	-
13	Junior Engineer	4575-8400	3	3	2	1
14	Senior Health Inspector	4150-7800	3	3	1	
15	First Division Assistant	3850-7050	4	3	2	1
16	Community Affairs Officer	3850-7050	1	1	1	1
17	Stenographer	3850-7050	2	2	1	
18	Junior Programmer#	3850-7050			1	
19	First Grade Revenue Inspector ¹	3850-7050	3	2	1	1

20	Water Supply Operator	3850-7050	8 ⁴	8 ⁴	4 ⁵	1 ⁶
21	Computer Operator/Data Entry Operator#	3300-6300	4	3	2	1
22	Junior Health Inspector	3300-6300	3	3	2	1
23	Electrician Grade-I	3300-6300	1	1		
24	Community Organisers	3000-5450	3	2	1	1
25	Second Division Assistant	3000-5450	14	7	3	3
26	Bill Collector ¹	3000-5450	9	4	2	1
27	Driver	3000-5450	10	5	3	1
28	Electrician Grade-II	3000-5450	1	1		
29	Assistant Water Supply Operator	3000-5450	8 ⁴	8 ⁴	4 ⁵	1 ⁶
30	Lab Technician	3000-5450	1	1		

a. Deleted by Corrigendum

No.UDD8BMS2004

dt.20.8.2004.

b. Substituted by Corrigendum

No.UDD8BMS2004

dt.20.8.2004.

31	Plumber	2600-4350	1	1	1	
32	Sanitary Supervisor ²	2600-4350	9	4	2	1
33	Head Gardner	2600-4350	1	1		
34	Senior Valveman	2600-4350	2	2	2	1
35	Pourakarmikas ^{3 *}	2500-3850	225	100	35	15
36	Attenders	2500-3850	8	8	3	1
37	Loaders*	2500-3850	24	16	8	4
38	Cleaners*	2500-3850	6	4	2	
39	Gardner	2500-3850	5	4	1	
40	Helper/Water Supply Valveman ^{7 *}	2500-3850	50	30	8	3

1. The numbers are indicative, actual numbers shall be based at the rate of one FGRI per 15000 properties and one Bill Collector per 5000 properties.

2. The numbers are indicative, actual numbers shall be based at the rate of one per 25 Pourakarmikas.

3. The numbers are indicative, actual numbers shall be based at the ratio of one per 1000 population

4. The numbers are indicative, actual numbers shall be based at the rate of two per shift for three shifts and a reliever for an existing water supply scheme.

5. The numbers are indicative, actual numbers shall be based at the rate of one per shift for three shifts and a reliever for an existing water supply scheme.

6. The numbers are indicative, actual numbers shall be based at the rate of one per existing water supply scheme.

7. The numbers are indicative actual numbers shall be based at the rate of one per 500 connections or 3000 population.

*50% of the posts shown in the table outsourced for CMCs (both Grades). # 100% of the posts outsourced in all cases.

(JAGADISH JOIS)
Under Secretary to Govt.
Urban Development
Dept.

SCHEDULE IV(See Rule-14)
SERVICE EXAMINATIONS

Sl. No.	Category of Posts	Service Examinations
I	Office Manager	1) Municipal & Local Boards 2) Accounts Higher 3) General Law Part-I and II 4) Revenue Higher Part I & II
	Revenue Officer	
	Accounts Superintendent	
	Accountant	
	Community Affairs Officer	
II	Assistant Executive Engineer	1) Municipal & Local Boards, 2) Public Works Engineering Part-1 & Part-II 3) Accounts Higher 4) General Law Part -I and II
	Assistant Engineer	
	Junior Engineer	
	Environmental Engineer	
III	Senior Health Inspector	1) Municipal & Local Boards
		2) Accounts Higher
		3) General Law Part-I and II ¹
IV	First Division Assistant	1) Municipal & Local Boards Examination 2) Accounts Higher 3) General Law Part-I and II 4) Revenue Higher Part I & II
	Stenographers	
	First Grade Revenue Inspector	
	Community Organiser	
V	Second Division Assistant	1) Accounts Lower, 2) Municipal and Local Boards
	Computer Operator/Data Entry Operator	
	Electrician Grade I & II	
	Junior Health Inspector	
	Lab Technician	
	Bill Collectors	

Note: For new Appointments done after publication of these rules : Service Examination will also include Basic Level Computer Course prescribed by Directorate of Municipal Administration for all cadres shown in Schedule IV

¹ Health Manual word is deleted by Corrigendum No.UDD8BMS2004 dt.3.2.2005.

(JAGADISH JOIS)
Under Secretary to Govt.
Urban Development Dept.

**Urban Development Secretariat
Corrigendum
No.UDD 8 BMS, 2004, Bangalore, Dated 11th August, 2004**

In Schedule – II to the Government Notification No.UDD 8 BMS 2004 dated 8-7-2004 published in the Extraordinary Gazette on 8-7-2004 where in the Karnataka Municipalities (Recruitment of Officers and Employees) Rules, 2004 are published.

(i) in the nomenclature of the Post appearing as;

“Environmental engineer and Health Officer”.

at Sl.No. 4 in Column (2), the word;

“and Health Officer” shall be deleted.

(ii) in Sl.No.4 of Rule 10 and in Rule 8 the year appearing as “1964” shall be corrected and read as “2002”.

By order and in the name of the
Governor of Karnataka

JAGADISH JOIS
Under Secretary to Govt.
Urban Development Department

**Urban Development Secretariat
Corrigendum
No.UDD 8 BMS, 2004, Bangalore, dated 26th August, 2004**

In Schedule-III to Government Notification No. UDD 8 BMS 2004 dated 8-7-2004 published in the Extraordinary Gazette on 8-7-2004 SI.No. 8 and 12 shall be substituted as follows:-

Sl. No.	Designation of Post	Pay Scale	Grade –I CMC	Grade – II CMC	TMC	TP
8	Accounts Superintendent	5575-10620	1	1	--	--
12	Accountant	4150-7800	1	1	1	--

By order and in the name of the
Governor of Karnataka

JAGADISH JOIS
Under Secretary to Govt.
Urban Development Department

**Urban Development Secretariat
Corrigendum
No.UDD 8 BMS, 2004, Bangalore, dated 10th September, 2004**

In Schedule-II to Government Notification No.UDD 8 BMS 2004 dated 8.7.2004 published in the extraordinary gazette on 8.7.2004 minimum qualification for recruitment to the post of Junior Health Inspector included at Sl.No.19 shall be corrected as follows:

Now appearing Minimum Qualification (5)	To be read as Minimum Qualification (5)
<p>For Direct Recruitment: (1) Must have passed SSLC or equivalent qualification.</p> <p>(2) must have completed, the course in Sanitary Inspector Diploma conducted by All India Institute of Local Self Government.</p> <p>For Promotion: (1) Must have put in a service of not less than five years in the cadre of Second Division Assistant/Sanitary Supervisors.</p> <p>(2) must have passed SSLC; and</p> <p>(3) must have completed successfully the course in Sanitary Inspector Diploma conducted by the All India Institute of Local Self Government.</p>	<p>For Direct Recruitment: I. (1) Must have passed SSLC or its equivalent examinations, and</p> <p>(2) must have completed successfully a three years diploma course in Sanitary Health Inspector/Health Inspector conducted by Para Medical Board of Government of Karnataka.</p> <p style="text-align: center;">OR</p> <p>II. (1) Must have passed PUC or its equivalent examination, and</p> <p>(2) must have completed successfully a two years diploma course in Sanitary Health Inspector/Health Inspector conducted by Para Medical Board of Government of Karnataka.</p> <p style="text-align: center;">OR</p> <p>III (1) Must have passed SSLC or equivalent examination and</p> <p>(2) must have completed, the course in Sanitary Inspector Diploma conducted by All India Institute of Local Self Government.</p>

	<p>For Promotion: (1) Must have put in a service of not less than five years in the cadre of Second Division Assistant/Sanitary Supervisors.</p> <p>(2) must have passed SSLC; and</p> <p>(3) must have completed successfully the Diploma course in Sanitary Health Inspector/Health Inspector conducted by the All India Institute of Local Self Government or by the Para Medical Board of Government of Karnataka.</p>
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By order and in the name of the
Governor of Karnataka

JAGADISH JOIS
Under Secretary to Govt.
Urban Development Department

Urban Development Secretariat
CORRIGENDUM
No.UDD 8 BMS, 2004, Bangalore, Dated 3rd February, 2005

- II. In Government Notification No. UDD 8 BMS 2004 dated 8-7-2004 published in the extra-ordinary gazette on 8-7-2004 under sub-rule (3) of Rule 4, clause (d) shall be corrected and clause (c) shall be inserted as follows:-
- (d) in respect of Second Division Assistant or equivalent posts carrying pay scale upto 3000-5450 and Group-D except Sanitary Supervisors, Pourakarmikas and loaders it shall be Districtwise cadre.
- (e) in respect of Sanitary Supervisors, Pourakarmikas and loaders it shall be ULB wise cadre.
- II. In Sl.No. III of Schedule IV, under Rule 14, the subject "Health Manual" under service examination shall stand deleted.

By order and in the name of the
Governor of Karnataka

JAGADISH JOIS
Under Secretary to Govt.
Urban Development Department