

**Government of Bihar**  
**Education Department**

**Jagjivan Ram Parliamentary Studies and Political Research Institute Cadre Rules, 2014**  
(Framed under Section-12 of the Bihar Non Government Educational Institutions (Taking Over) Act,1988)

**Notification**

**N0.-15/M 1-36/2013 part...../ Patna, dated...../**

In exercises of the powers conferred under section 12 of the Bihar Non Government Educational Institution (Taking over) Act, 1988 (Act No. 4, 1988), the State Government Bihar is hereby please to make the following Rules :-

**Chapter-1**

**Short title and commencement –**

3. These Rules may be called “Jagjivan Ram Parliamentary Studies and Political Research Institute Cadre Rules, 2014”
4. It shall come into force with immediate effect.

**Chapter-2**

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

- (i) “Act” means “Bihar State Private Educational Institutions (Taking Over Act, 1988).”
- (ii) “Institute” means “Jagjivan Ram Parliamentary Studies and Political Research Institute”
- (iii) “Rules” means “Jagjivan Ram Parliamentary Studies and Political Research Institute, 2014”
- (iv) “Governing Body” means “The body described in Chapter-3 of these Rules.
- (vi) “Director” means “the Officer appointed/working on the post of Director “Jagjivan Ram Parliamentary Studies and Political Research Institute” by the Government.
- (vi) “Director Higher Education” means “the Officer appointed on the post of Director in the Department of Higher Education.
- (vii) “Principal Secretary/Secretary” means “the Officer working on the post of Principal Secretary/Secretary in the Department of Higher Education”.
- (viii) “Public Service Commission” means “The Bihar Public Service Commission”.
- (ix) “Selection Committee” means “The Bihar Staff Selection Committee”.
- (xiv) “Department” means “the Department of Education (Higher Education)”.
- (xv) “Competent Officer” means the Chief Executive Officer of the Institute working as “the Director “Jagjivan Ram Parliamentary Studies and Political Research Institute, Patna.”
- (xvi) “Year” means “Financial Year (from 1<sup>st</sup> April to 31<sup>st</sup> March)”
- (xvii) “State Government” means “the Government of Bihar”.

### Chapter-3

#### 3. **Governing Body (1)** - For the management and functioning of the institute a

Governing Body shall be constituted as follows :-

- (vi) Chairman - The Education Minister, Bihar (*ex-officio*)
- (vii) Deputy Chairman- Principal Secretary/Secretary, the Department of Education (*ex-officio*)
- (viii) Member - Principal Secretary/Secretary, the Department of Finance or any Officer nominated by him.
- (ix) Member - One Director nominated by the Department from amongst the Research Institutes of Higher Level Research Institutes situated in the State of Bihar.
- (x) Member - Three such persons who are eminent scholars of Political Science/Public Administration or Social Sciences, who shall be nominated by the Department.
- (vi) Member - Director Higher Education (*ex-officio*).
- (vii) Member - Director "Jagjivan Ram Parliamentary Studies and Political Research Institute, Patna (*ex-officio*)."
- (viii) Member Secretary- The Secretary Administration/Registrar of the Institute Patna (*ex-officio*)."

(2) The meeting of the governing body shall be conducted four times in one year. The presence of a minimum of five members shall be necessary for the quorum of the meeting.

### Chapter-4

#### Post, Appointment, Promotion and Responsibility

4. **Post-** The posts in the institute shall be as per Annexure-I of these Rules under the provision of Section-6 of the Act. The creation of new posts and deletion of the sanctioned posts may be done by the State Government as per need.
5. **Age Limit - (1)** The minimum age limit for appointment of the employees of the institute shall be 21 years. The determination of maximum age limit for appointment to academic posts shall be done by the Department in the interest of education and research from time to time. The maximum age limit for appointment to the non-academic posts shall be the same as determined from time to time by the General Administration Department, Government of Bihar. The maximum age limit for appointment to the post of Director shall be 65 years.



- (2) The age limit for superannuation of all the employees except the Director of the Institute shall be 60 years.
6. **Appointment-** (1) The appointment of the Director shall be made by the State Government for a period of three years. But the Government may dismiss the Director on the ground of sufficient reasons before the completion of three years.
- (2) The appointment to all other academic posts except Director shall be made by the State Government on the recommendation of Bihar Public Service Commission.
- (3) The appointment to the post of Secretary Administration/Registrar of the institute shall be made by the State Government on the recommendation of Bihar Public Service Commission.
- (4) The appointment of Class-III employees shall be made by the Department on the recommendation of Selection Commission.
- (5) The appointment of Class-IV employees shall be made by the Department in the light of the effective Rules of the Government of Bihar.
- (6) The requisition for appointment shall be sent by the Department of Education to the Bihar Public Service Commission and the Bihar Staff Selection Commission. The concerned Commission shall act for advertisement and selection on the basis of qualifications as laid down in Annexure-I.
7. **Promotion-**(1) The promotion of all the employees working on academic posts except Director and Secretary Administration/Registrar of Institute shall be made by the Government on the recommendation of the Bihar Public Service Commission.
- (2) The benefit of promotion to the employees of non-academic category shall be given by the Department as per the rules of State Government.
8. **Reservation -** The rules of reservation of the state government shall be followed in appointment and promotion to all the posts enumerated in the Annexure.
9. **Responsibility of Director -** This will be the responsibility of the Director to fulfil the aims of the institute. The Director shall be the Chief Executive/Academic Officer of the Institute. The determination of the responsibilities and allotment of work to the employees of the ministerial category of the institute shall be done by the Director from time to time. It will be the responsibility of the Director to follow/to get it followed the directions issued by the governing body/state government.
10. **The Responsibilities of the Secretary Administration/Registrar of Institute -** The Secretary Administration/Registrar shall perform the responsibilities of Drawing and Disbursing Officer under the supervision of the Director.
11. **Provision for working employees of the Institutions-** Working employees of the Institution shall remain unaffected.

12. **Disciplinary Action** - The provisions of Bihar Government Servant (classification, control and appeal) Rules, 2005 as amended from time to time shall be applicable.
13. **Miscellaneous** - With regard to matters not specifically covered by these Rules, the provisions of the Bihar Service Code and other codes (Bihar Government Servant Conduct Rules) shall be applicable.
14. **Removal of difficulties** - If there is any difficulty in the implementation of the provisions made under these rules, the Department will be empowered to remove any such difficulties.
15. **Repeal & Savings** - (1) All resolutions and instructions issued earlier with regards to this cadre are hereby repealed.

(2) Notwithstanding such repeal, anything done or any action taken in exercise of any power conferred by or under such resolutions, instructions shall be deemed to have been done or taken in exercise of the powers conferred by or under these Rules as if these Rules were in force on the day on which such thing or action was done or taken.

By Order of the Governor of Bihar,

Sd/-

Joint Secretary to the Government

Memo NO.-15/M 1-36/2013 part...../ Patna, dated...../  
Copy (alongwith C.D.) forwarded to The Suprintendent, Government Press, Gulzarbagh, Patna for publishing it in the next (extra ordinary) issue of Bihar Gazette.

Sd/-

Joint Secretary to the Government

Memo NO.-15/M 1-36/2013 part <sup>236</sup>...../ Patna, dated.....<sup>03/2/14</sup>...../

Copy forwarded to Principal Secretary to Honourable Chief Minister/ O.S.D to Chief Secretary/ P.S. to Honourable Education Minister /Principal Secretary, General Administration Department/Principal Secretary, Finance Deptment/ P.S. to Secretary, Law Department/P.S. to Principal Secretary, Education Department/Director, Higher Education/Director, Jagjivan Ran parliamentary Studies and Political Research Institute, Patna/ All Directors of all the Research Institutes under the Directorate of High Education and Sri Gourav Kant, I.T. Manager for information and necessary action.

2. Sri Gourav Kant is directed to ensure uploading it in the Department's website.

*Harman*  
21/02/14  
Joint Secretary to the Government  
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## Schedule

### The Description of the Academic/Non-Academic posts of the Institute

Sl. No.	Designation	Qualification for Appointment	Remarks
1.	Director	<p>M.A. in Political Science/Public Administration/Other Social Science with Ist Class or High 2nd Class with Ph.D &amp; teaching and research experience of a minimum of 15 years in an: University/College/Research Institute.</p> <p style="text-align: center;">Or</p> <p>Experience of 15 years as eminent member of Parliament/ Member of State Legislature.</p> <p style="text-align: center;">Or</p> <p>Experience of 15 years holding post of High Administrative Level.</p> <p style="text-align: center;">Or</p> <p>Working Experience of 15 years on the post of Secretary in the State Legislature or Parliament.</p> <p style="text-align: center;">Or</p> <p>15 years of experience of Research &amp; Publication in Social-Political subjects.</p>	The State Government may relax the qualifications in case a suitable candidate is not available.
<b>Teaching Post:</b>			
2.	Research Fellow	<p>(A) Post Graduate Degree in Ist Class or High 2nd Class (minimum 55% marks) in any subject of Social Science (Political Sciences, Public Administration, History, Economics, Sociology, Psychology, Labour &amp; Social Welfare or Law).</p> <p>And</p> <p>(B) UGC Net/JRF qualified or with Ph.D holder. or Publication of High Standard</p> <p>And</p> <p>(C) Minimum two years of research experience in the desired subject.</p>	-do-
3.	Statistical Officer	<p>(A) Post Graduate Degree in minimum 2<sup>nd</sup> class in Economics/Statistics</p> <p>And</p> <p>(B) Knowledge of Data collection, Compilation &amp; analysis</p> <p>And</p> <p>(C) Knowledge or Experience of desired Social Science research.</p>	-do-
4.	Research Investigator/ Research Analyst	<p>(A) Post Graduate degree in minimum of 2<sup>nd</sup> class in any subject of Social Science/Statistics</p> <p>And</p> <p>(B) Knowledge or experience of Social Science research</p>	-do-
<b>Non-Teaching Post:</b>			
5.	Secretary Administration/ Registrar	<p>(A) Post Graduate degree with 2<sup>nd</sup> class in any subject of Social Science or Statistics.</p> <p>(B) At least minimum experience of 5 years working on administrative/academic posts in any Government/ autonomous/ academic/research Institute</p>	-do-

		(C) At least experience of minimum of 2 years of research in desired subject of Social Science.	
6.	Head Typist	As per the qualifications and provision of the State Government.	
7.	Steno Typist	-do-	
8.	Clerk	-do-	
9.	Lower Division Clerk	-do-	
10.	Storekeeper	-do-	
11.	Librarian	(A) Graduate degree in any subject of social science (B) Diploma/degree in Library science	
12.	Office Peon	As per the qualifications and provision of the State Government	
13.	Night Guard	-do-	
14.	Sweeper/Farrash	-do-	

*Maram*  
31/2/14

Joint Secretary to the Government

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