

**THE STATUTES OF THE  
UNIVERSITY OF HORTICULTURAL  
SCIENCES, BAGALKOTE-2019**

*Compiled by:*  
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Bagalkote**

**STATUTES OF THE  
UNIVERSITY OF HORTICULTURAL SCIENCES, BAGALKOTE UNDER  
THE UNIVERSITY OF HORTICULTURAL SCIENCES ACT - 2009**

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**STATUTES OF THE  
UNIVERSITY OF HORTICULTURAL SCIENCES, BAGALKOTE  
UNDER  
THE UNIVERSITY OF HORTICULTURAL SCIENCES ACT, 2009**

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In exercise of the powers conferred by Sub-Section 2 of Section 53 of the **University of Horticultural Sciences Act, 2009 (Karnataka Act No. 11 of 2010)**, the University hereby makes the following Statutes of the University of Horticultural Sciences, Bagalkote with the approval of the Chancellor vide letter No. \_\_\_\_\_, dated \_\_\_\_\_.

**CHAPTER-I  
GENERAL**

**1. Title and Commencement:**

- (1) These Statutes shall be called The First Statutes of the University of Horticultural Sciences, Bagalkote, 2019.
- (2) They shall come into force on the date of their publication in Karnataka Gazette.

**2. Definitions:**

(A) In these Statutes, unless the context otherwise requires

- (1) “**Act**” means the **University of Horticultural Sciences Act, 2009** (Karnataka Act No.11 of 2010).
- (2) “**Academic Year**” means the period during which a cycle of study is completed. It shall consist of three trimesters or two semesters.
- (3) “**Applicants**” mean persons who have applied in response to an advertisement issued by the University for Direct Recruitment to the post.
- (4) “**Application Form**” means the application form prescribed under these Statutes.
- (5) “**Backward Classes**” shall have the same meaning as defined in “The Karnataka State Scheduled Castes, the Scheduled Tribes and Other Backwards Classes (Reservation of Appointment etc.) Act, 1990” and as amended from time to time.
- (6) “**Cadre**” means a type of service personnel post created by the University with a specific designation, and carrying a specified time scale of pay.
- (7) “**Course**” means a unit of instruction in a subject matter to be covered in a Trimester or a Semester as prescribed by the Academic Council from time to time.
- (8) “**Course Credit**” means a measure of quantity of work done in a course by a student. One credit represents one hour of lecture or two to three hours of laboratory or fieldwork per week.
- (9) “**Course Credit Point**” means a product of course credits and the grade point accrued by a student in a course expressed up to the second decimal place.
- (10) “**Course Load**” means the number of credit hours a student can register in a trimester or a semester as prescribed by the Academic Council from time to time.
- (11) “**Course Outline**” means a short description of the subject matter of a course carefully correlated with other course outlines to avoid undesirable omission and/or duplication of subject matter in a particular curriculum.

- (12) **“Cumulative Grade Point Average (CGPA)”** means a measure of cumulative performance of a student in all the courses taken during a period covering all the preceding trimesters or semesters as the case may be. The CGPA is computed by dividing the total course credit points by the total number of credits completed, expressed up to the second decimal place.
- (13) **“Curriculum”** means a series of courses designed to provide learning opportunities to meet the requirements for awarding the degree.
- (14) **“Dependant”** means any of the following relations of a deceased subscriber to a General Provident Fund, namely a wife, husband, parent, child, brother, unmarried sister, deceased son's widow and child and where no parent of the subscriber is alive, a paternal grand-parent.
- (15) **“Deputation”** means borrowing the service of an employee in the employment of State Government or Central Government or a local authority or a body corporate established by a State Act or a Central Act or established by Government under a State Act or a Central Act and owned or controlled by Government to the University and lending the services of an employee of the University to any of the above authorities.
- (16) **“Direct Recruitment”** means appointment by selection in accordance with the provisions of the Statutes and other than appointment by promotion, contract appointment or deputation.
- (17) **“Employee”** means a whole time officer, teacher, or service personnel who are working in the University on regular/permanent basis.
- (18) **“Equivalent Qualification or Equivalent Examination”** means a qualification or an examination declared by the competent authority authorized by Central or State Government, to be equivalent to the qualification or the examination prescribed under these Statutes.
- (19) **“Ex-Serviceman”** shall have the same meaning as defined in the Karnataka Civil Service (General Recruitment) Rules, 1977 or the corresponding Rules made from time to time.
- (20) **“Grade Point Average (GPA)”** means a measure of quality of work done by a student in a trimester or semester as the case may be. It is a quotient of the total course credit points secured by a student in various courses registered divided by the total course credits during that trimester or semester, expressed up to the second decimal place.
- (21) **“Grade Point of a Course”** means a measure of performance by a student to meet the requirements of a course in a Trimester/Semester as follows:

#### **Under Trimester System**

<b>Marks Scored</b>	<b>Letter Grade</b>	<b>Grade value</b>
91.00-100.00	A	4
81.00-90.99	B	3
71.00-80.99	C	2
60.00-70.99	D	1
Less than 60.00	F	0



**Under Semester System**

<b>Percent</b>	<b>Grade Point</b>
90 to 100.00	9.00 to 10.00
80 to 89.99	8.00 to 8.99
70 to 79.99	7.00 to 7.99
60 to 69.99	6.00 to 6.99
50 to 59.99	5.00 to 5.99
Less than 50.00	Fail

- (22) **“In-service Candidates”** means the University employee working on permanent/regular basis.
- (23) **“Interest”** means the interest which is paid at such percentage as may be determined by the Government of Karnataka from time to time and credited to the account of the subscriber. The total amount of interest payable shall be rounded to the nearest Rupee (50 paise and above counting as the next higher Rupee).
- (24) **“KCSRs”** mean the Karnataka State Civil Services Rules of the Government of Karnataka as amended from time to time.
- (25) **“Merit List”** means the list prepared by the selection committee for selection.
- (26) **“Officers of the University”** means Officers specified under clause (4) to (10) of Section 24 of the Act and those indicated in Section 5 of the Statutes.
- (27) **“Overall Grade Point Average (OGPA)”** means a measure of overall performance of a student on completion of the degree programme. It is computed by dividing the total number of course credit points secured by a student over the semesters or the trimesters by the total number of credits, rounded off to the second decimal place.
- (28) **“Pay”** means the amount drawn monthly by a University employee as the pay which has been sanctioned for a post held by him in an officiating capacity which he is entitled by reason of his position in a cadre.
- (29) **“Promotion”** means appointment of an employee in the service of the University from lower cadre to higher cadre in accordance with these Statutes.
- (30) **“Recognized Qualification”** means qualification recognized by the Central Government or the State Government or any other competent authority authorized by the Central Government or the State Government for purposes of appointment to superior posts.
- (31) **“Savings Bank”** means savings bank account of the University of Horticultural Sciences opened at the State Bank of India or any nationalized bank for purposes of initially crediting the monthly General Provident Fund subscriptions deducted from the employee’s salary.
- (32) **“Schedule”** mean the Schedules to these Statutes.
- (33) **“Section”** means a Section of the Act.
- (34) **“Semester”** means 110 instructional days including 10 days for final examination.
- (35) **“Seniority List”** means the list of teachers and service personnel in a particular category of posts prepared on seniority and notified annually by the Registrar.
- (36) **“Service”** means service in the University.
- (37) **“Service Personnel”** means and includes employees other than Officers and Teachers, appointed on regular basis in accordance with the Statutes.

- (38) **“Special allowance”** means the amount paid to designated Officers in addition to their salary at the rate specified in these Statutes. This amount is to compensate the additional responsibility they discharge in the course of their functioning in the designated post. It shall not count for any purpose.
- (39) **“Sports and Cultural Council”** means the Sports and Cultural Council constituted under the provision of Section 11(6) of the Act.
- (40) **“State Government”** means Government of Karnataka.
- (41) **“Subscriber”** means an employee on whose behalf a deposit is made under Statutes.
- (42) **“Teacher”** means besides the persons mentioned in Section 2 (33) of the Act, any person engaged as Guest Faculty for specific purpose based on the persons specified for offering courses/co-ordinating research/extension programmes.
- (43) **“Time Scale of Pay”** means pay which subject to any conditions prescribed in these statutes rises by periodical increments from a minimum to a maximum.
- (44) **“Trimester”** means a fourteen weeks period.
- (B) **“Words and Expressions”** used but not defined in these Statutes shall have the meaning assigned to them in the Act.

## CHAPTER-II

### OTHER AUTHORITIES OF THE UNIVERSITY

#### 3. Establishment of Faculties:

There shall be one Faculty for each Under-Graduate Programme offered in the University. A Faculty comprises scientific staff involved in teaching/research/extension in the concerned subjects. The Faculties in the University is given in **SCHEDULE-I**.

#### 4. Declaration of Other Bodies to be the Authorities of the University:

- (1) **The Sports and Cultural Council** shall also be an Authority of the University as per Section 11 (6) of the Act.
- (2) The Sports and Cultural Council shall consist of the following Members:
- |   |                     |
|---|---------------------|
| The Vice-chancellor   | .. Chairman         |
| All Directors   | .. Members          |
| Registrar   | .. Member           |
| All Deans   | .. Members          |
| Comptroller   | .. Member           |
| One senior Teacher in Physical Education to be nominated by the Vice-Chancellor for a period of 2 years on rotation | .. Member           |
| Dean of Student Welfare   | .. Member-Secretary |
- (3) **Duties and Responsibilities of Sports and Cultural Council:** The Sports and Cultural Council shall consider and make recommendation in respect of the following.
- (a) Provision of physical, financial and administrative facilities required for implementing students’ extracurricular activities.
- (b) Regulations regarding programmes of students’ advisement and counselling, enlisting the cooperation of prospective employer and employment agencies to assist in placement of the graduates and diploma holders of the University.

- (c) Regulations relating to promotion of discipline among the students of the University.
  - (d) Regulations relating to organizing students extracurricular activities such as sports, cultural and other recreational activities, NCC, NSS and communication skill improvement and other allied activities of the University.
  - (e) Regulations relating to supervision and management of students' hostels, students' amenities and cafeteria.
  - (f) Regulations relating to supervision and control of medical centres and students' health insurance services.
  - (g) Regulations relating to observing National festivals like Independence Day and Republic Day at teaching campuses with the help of respective Deans of the colleges.
  - (h) Regulations relating to conduct of University sports/youth festival/other extra-curricular activities.
  - (i) Regulations relating to students' extra and co-curricular activities such as Students' Associations, Junior Red Cross, Faculty/Students' Clubs.
  - (j) Any other matter pertaining to students' welfare which may be referred to it by the Director of Education or the Vice-Chancellor.
- (4) It shall meet at least once a year and as frequently as deemed necessary by the Vice-Chancellor.

## **CHAPTER-III**

### **OFFICERS OF THE UNIVERSITY**

#### **5. Officers:**

As per UHS Act 2009 Section 24 and amended from time to time.

#### **6. Prescribing Qualifications for Appointment of Officers:**

The qualifications prescribed for the appointment of Officers is given in **SCHEDULE-II**.

#### **7. Constitution of Selection Committee, Appointments and Procedures:**

The category of posts, Selection Committee, the appointing authority and procedure to be followed while making appointments for officer posts shall be as specified in the table below.

Sl. No.	Posts	Constitution of Selection Committee	Appointing Authority
1.	All Directors, Deans, Dean of Student Welfare, Registrar, University Librarian	A Committee to be constituted by the Vice-Chancellor comprising of three serving Vice-Chancellors of SAUs/ DDGs of ICAR and a Governor's nominee. The Vice-Chancellor of the University shall be the Chairman of the Selection Committee. The quorum for the Selection Committee shall be three including the Chairman. <b>The Committee shall invite eligible applicants for interview as per merit list assessed for 90 marks as per the prescribed score card.</b>	Board of Management

### **8. Service Conditions of Officers:**

- (1) Every Officer shall be entitled to leave, leave salary, allowances and other benefits as per KCSRs/ICAR/UGC as the case may be.
- (2) An Officer, other than the Vice-Chancellor, shall not be entitled to be in the service of the University after attaining the age of superannuation as determined by the Government from time to time. Provided that in respect of Officers attaining the age of superannuation, where the date of such age falls on a day other than the first day of a month, they shall retire on the afternoon of the last working day of that month.

### **9. Director of Education – Term of Office, Duties and Emoluments:**

- (1) The term of office of the Director of Education shall be for a period of three years. A person shall be eligible for reappointment as Director of Education for second term only.
- (2) The salary of the Director of Education shall be in the scale of Professor and as revised from time to time by ICAR/UGC, as approved by the State Government from time to time, plus a special allowance of Rs.4,000/- (Rupees Four Thousand only) per month.
- (3) The duties of Director of Education are as defined in the Act.

### **10. Director of Research – Term of Office, Duties and Emoluments:**

- (1) The term of office of the Director of Research shall be for a period of three years and he/she shall be eligible for re-appointment for second term only.
- (2) The salary of the Director of Research shall be in the scale of Professor and as revised by the ICAR/UGC from time to time and as approved by the State Government from time to time, plus a special allowance of Rs.3,000/- (Rupees Three Thousand only) per month.
- (3) The Director of Research shall
  - a) Co-ordinate the planning and conduct of research by the University through the Unit Heads, University Heads of Departments and Deans.
  - b) Prepare annual budget estimates for research as may be required by the University.
  - c) Call for and supervise the publication of research results.

- d) Be responsible to promote the team approach to research problems and foster project-wise rather than discipline-wise research and for this purpose, the Director shall avail the guidance of Research Council with respect to evaluation of current projects, continuation or termination of projects and identification of new problems for research.
- e) Be responsible to the Vice-Chancellor in exercise of the powers and discharge of duties under the Act and Statutes.
- f) Perform such other duties and functions as may be assigned by the Vice-Chancellor.

### **11. Director of Extension – Term of Office, Duties and Emoluments:**

- (1) The term of office of the Director of Extension shall be for a period of three years and he/she shall be eligible for re-appointment for second term only.
- (2) The salary of the Director of Extension shall be in the scale of Professor and as revised by the ICAR/UGC from time to time and as approved by the State Government from time to time, plus a special allowance of Rs.3,000/- (Rupees Three Thousand only) per month.
- (3) The Director of Extension shall:
  - a) Prepare yearly plan and budget needs for the education in connection with extension schemes.
  - b) Supervise off-campus extension programmes of the University.
  - c) Co-ordinate the planning and conduct of extension activities by the University through the Unit Heads, University Heads of Departments and Deans.
  - d) Direct the development of information materials such as publications, films, etc. for use in all phases of extension work.
  - e) Be responsible to co-ordinate all horticultural extension education work in the jurisdiction of the University with the guidance of the Extension Education Council. To this end, it shall be the responsibility of every member of the teaching and research staff engaged in any form of extension work to keep the Director of Extension informed as to all such activities.
  - f) Shall be solely responsible for releasing any material to the media from the University. Any teacher in the University desirous of releasing any information to the media shall route it through the Director of Extension.
  - g) Be responsible to the Vice-Chancellor in the exercise of powers and discharge of duties under the Act and Statutes.
  - h) Shall perform such other duties and functions as may be assigned by the Vice-Chancellor.

### **12. Dean – Term of Office, Duties and Emoluments:**

- (1) The term of office of the Dean shall be for a period of three years and he/she shall be eligible for re-appointment for second term only.
- (2) The salary of the Dean shall be in the scale of Professor and as revised by the ICAR/UGC from time to time and as approved by the State Government from time to time, plus a special allowance of Rs.3,000/- (Rupees Three Thousand only) per month.

- (3) There shall be one Dean for each constituent college of the University and the Dean shall:
- (a) Function as the Chief Executive Officer of the concerned College and exercise overall control of the teaching, research and extension work of the College, in accordance with the overall plans of the University.
  - (b) Prepare proposals for the college activities and budget for the needs thereof, and be responsible that all college funds are handled in accordance with sanctions of the Board.
  - (c) Co-operate with the Director of Research and Director of Extension on the development of plans and budgets for research and extension programmes and on the preparation of reports as may be requested by the Directors.
  - (d) Co-operate with the Estate branch on the educational use of the buildings and rooms assigned to the college, and on the use and safety of equipment assigned to the college.
  - (e) Work in close cooperation with the Dean of Student Welfare in management of hostels, sports infrastructure, cafeteria and medical facilities.
  - (f) Be responsible for students' bodies in the college.
  - (g) Perform such other duties as may be assigned by the Director of Education and/or the Vice-Chancellor to whom they shall be responsible.

### **13. Dean (PGS) – Term of Office, Duties and Emoluments:**

- (1) The term of office of the Dean (PGS) shall be for a period of three years and he/she shall be eligible for re-appointment for second term only.
- (2) The salary of the Dean (PGS) shall be in the scale of Professor and as revised by the ICAR/UGC from time to time and as approved by the State Government from time to time, plus a special allowance of Rs.3,000/- (Rupees Three Thousand only) per month.
- (3) The Dean (PGS) shall:
  - (a) Prepare annual plans and budget for all postgraduate programmes and diploma/certificate courses in the University.
  - (b) Be responsible for all post-graduate programmes in the University through the concerned Unit Heads, Deans and University Heads of Departments.
  - (c) Supervise maintenance of records pertaining to post-graduate courses, instructions and students.
  - (d) Effect general co-ordination of post-graduate thesis, research programmes with the on-going research programmes of the University.
  - (e) Be responsible for all Diploma/Certificate Courses offered by the University.
  - (f) Perform such other duties and functions as may be assigned by the Director of Education and the Vice-Chancellor.

### **14. Dean of Student Welfare – Term of Office, Duties and Emoluments:**

- (1) The term of office of the Dean of Student Welfare shall be for a period of three years and he/she shall be eligible for re-appointment for second term only.
- (2) The salary of the Dean of Student Welfare shall be in the scale of Professor and as revised by the ICAR/UGC from time to time and as approved by the State Government from time to time, plus a special allowance of Rs.3,000/- (Rupees Three Thousand only) per month.

- (3) In addition to the duties set out in Section 31(6) of the Act, the Dean of Student Welfare shall:
- (a) Be responsible to the Vice-Chancellor in the exercise of the powers and discharge of duties under the Act and Statutes.
  - (b) Perform such other duties or functions as may be assigned by the Director of Education and the Vice-Chancellor.

#### **15. Registrar – Term of Office, Duties and Emoluments:**

- (1) The term of office of the Registrar shall be for a period of three years and he/she shall be eligible for re-appointment for second term only.
- (2) The salary of the Registrar shall be in the scale of Professor and as revised from time to time by ICAR/UGC and as approved by the State Government from time to time, plus a special allowance of Rs.3,000/- (Rupees Three Thousand only) per month. Provided, if the Registrar is deputed from State Government, he/she shall carry his/her own pay and grade.
- (3) The Registrar, in addition to discharging the duties set out in Section 31(7) of the Act, shall:
  - (a) Administer the Statutes and Regulations of the University with respect to the admission of students and their continuance as such.
  - (b) Prepare time schedules for academic courses, plan and direct the registration of students for various courses and record transfers and drop-outs.
  - (c) Maintain records of each student of the University including academic accomplishments, conduct as a student, etc.
  - (d) Invite applications for recruitment and promotion to teaching and non-teaching posts with the approval of the Vice-Chancellor and arrange for selection.
  - (e) Maintain the records of all graduates of the University.
  - (f) Be responsible to the Vice-Chancellor in the exercise of the powers and discharge of duties under the Act and Statutes.
  - (g) Act as State Public Information Officer of the University as provided Under Section 2(m) read together with Sec. 5(2) of Right to Information Act.
  - (h) Sign all MoUs on behalf of the University.
  - (i) Perform such other duties and functions as may be assigned by the Vice-Chancellor.
  - (j) Be responsible for construction, repairs and maintenance of buildings, procurement and maintenance of stores and supplies, maintenance of University transport. He shall also be responsible for calling for tenders wherever necessary by following established procedures.
  - (k) Shall serve as Administrative Assistant to the Vice-Chancellor in making arrangements for receptions and granting leave to the officials.
  - (l) Shall be Legal Officer of the University and be the designated Officer to sue and to be sued.

### **16. University Librarian – Term of Office, Duties and Emoluments:**

- (1) The term of office of the University Librarian shall be for three years. University Librarian may be employed either on deputation or by direct recruitment. A person shall be eligible for re-appointment for second term only.
- (2) The salary of the University Librarian shall be as recommended by the ICAR/UGC and as revised from time to time and as approved by the State Government from time to time.
- (3) The University Librarian shall
  - (a) Exercise overall control of the Libraries of the University and organize their services in a manner most beneficial to the needs of the teaching, research and extension programmes of the University.
  - (b) Prepare annual budgets for the development and operation of the libraries of the University.
  - (c) Do such other activities in connection with libraries and improvement thereon as may be required by the Director of Education and the Vice-Chancellor.
  - (d) Perform such other duties and functions as may be assigned by the Director of Education and the Vice-Chancellor.

### **17. Comptroller – Duties and Emoluments:**

- (1) Salary of the Comptroller shall be that of Joint Controller of State Accounts Department or Deputy Accountant General of Audit and Accounts Department, as the case may be.
- (2) The Comptroller shall, in addition to discharging the duties set out in Section 31(9) of the Act.
  - (a) Be responsible for the management of all the funds of the University including the general fund, foundation fund and other funds in accordance with the Statutes, Regulations and Provisions of the Act, subject to the overall direction of the Vice-Chancellor and the Board provided
    - (i) All expenditure up to Rs.5,00,000 (Rupees Five lakhs) on a single item shall have received the sanction or approval of the Comptroller or any other officer.
    - (ii) **All expenditure exceeding Rs.5,00,000 (Rupees Five lakhs) but not exceeding Rs.50,00,000 (Rupees Fifty lakhs) on a single item shall have received the approval of the Vice-Chancellor.**
    - (iii) **All expenditure exceeding Rs.50,00,000 (Rupees:Fifty lakhs) on a single item shall have received approval of the Board.**
    - (iv) Provided that expenditure above Rs.10 crores (Rupees Ten Crores) on single civil works to be taken-up from State Govt. funds shall have the approval of the Government.
    - (v) All purchases exceeding Rs.10,000 (Rupees Ten thousand) shall be made only on the basis of quotations.



- (vi) That no expenditure shall be incurred except in accordance with the financial estimates as approved by the Board under Section 39 of the Act and as delegated under Section 58 of the Act.
  - (vi) The Karnataka Transparency in Public Procurement Act 1999 and the Rules there under shall mutatis mutandis apply to all the purchases made by the University.
  - (b) Collect income and fees, disburse payment, and be responsible for the day to day financial transactions of the University and for the proper accounting thereof as set out in Section 40 of the Act and all incidental matters including correspondence relating thereto.
  - (c) Sign all contracts made on behalf of the University.
  - (d) Exercise such powers and perform duties as may be assigned by the Vice-Chancellor;
  - (e) Assist the Vice-Chancellor in preparing the financial estimates as prescribed under Section 39(1) of the Act and the annual accounts and balance sheets as prescribed under Section 40(1) of the Act;
  - (f) Be responsible to maintain accounts to the satisfaction of the auditors.
- (3). A receipt from the Comptroller or from the person(s) duly authorized in writing in this behalf by the Board for any money payable to the University shall be valid discharge for the same.

#### **18. Special Officer – Duties and Emoluments:**

- (1) There shall be a maximum of two Special Officers in the University in addition to the regular officers at any given time and they shall be nominated for a specific purpose and for a specific period of time specified **by the Vice-Chancellor.**
- (2) The term of office of the Special Officer shall be co-terminus with the term of the emergent activity/project.
- (3) The salary of the Special Officer shall be in the scale of Professor and as revised by ICAR/UGC from time to time, as approved by the State Government from time to time, plus a special allowance of Rs.2,000/- (Rupees Two Thousand only) per month.
- (4) These Special Officers shall
  - (a) responsible for carrying-out the specific activities/projects or assigned by the Vice-Chancellor.
  - (b) responsible for implementing the schemes specific to the designated area.
  - (c) prepare work-plan and budget for the designated activities/projects and implement them with the approval of the Vice-Chancellor.
  - (d) responsible for submitting timely reports to the University and outside agencies, if any, as required.

## CHAPTER-IV

### TEACHERS

#### 19. Teachers - Cadres, Qualifications, Selection, Duties, Salary

- (1) A teacher and equivalent cadres in library shall be appointed by the Vice-Chancellor with the approval of Board in the manner specified for the following cadres.
  - (a) Professor
  - (b) Associate Professor
  - (c) Assistant Professor
- (2) The qualification of teachers and equivalent cadres in library shall be as prescribed by the ICAR/UGC/University and amended from time to time by ICAR/UGC, depending on which scale is adopted.
- (3) The pay scales and incentives provided to the teachers (including research and extension specialists) and Library staff in the University shall be as prescribed by the ICAR/UGC and as revised from time to time by ICAR/UGC, and as approved by the State Government from time to time.
- (4) In making appointments to the posts of teachers and library staff, reservation of posts to the persons belonging to different categories shall be made to same extent as determined by the State Government in this regard from time to time. The classification of Scheduled Caste, Scheduled Tribe and Other Backward Classes, differently abled etc., including reservation to **Kalyana Karnataka region (371-J) applicants** as done by the State Government from time to time shall be made applicable for the purpose of reservation of posts of teachers in the University.
- (5) Recruitment in a particular cadre in a particular discipline shall be made against the total number of posts available, pooling together the University sanctioned posts and posts sanctioned under different schemes operated in the University with the assistance of outside agencies. If and when any posts under the scheme in the particular cadre get abolished, retrenchment or reversion of personnel shall be done on the basis of 'last come first go', keeping the date of joining the post in the cadre as the criterion.
- (6) A representative of SCs/STs, women and differently-abled persons shall be a Member in the Selection Committee whenever the candidate from any of these categories appears for interview.
- (7) **A.** The entry level cadre of Asst. Professor shall be recruited based on the entrance examination (**40% of the weightage**) and **qualifying examination marks i.e., academic, medals/awards, sports, experience, publications and performance in interview (60% of the weightage)** as indicated in the **Table-1**. There shall not be any other criteria as it is an entry cadre. The NET and other eligibility criteria are essential as per UGC/ICAR norms.

Table – 1

Sl. No.	Particulars	Marks allotted
1.	Academic Qualifications	35
2.	Medals/Awards/Recognition	03
3.	Sports & Cultural/NCC/NSS/Scouts & Guides activities	02
4.	Experience in Teaching/Research/Extension	05

5.	Publications	05
6.	Interview performance	10
7.	Entrance Examination	40
<b>Total Marks =</b>		<b>100</b>

- B.** Preliminary screening of applications received for Entrance Examination and then appointment through direct recruitment of Asst. Professor Cadre shall be made by a Committee constituted by the Vice Chancellor to decide the eligibility for the entrance examination. The eligibility of the applicant shall be decided in accordance with the minimum qualification prescribed for the **post by the ICAR/UGC/University** and relevant provisions of The Karnataka Civil Services [Direct Recruitment by Competitive Examinations and Selection (General)] Rules, 2006, and as amended from time to time.
- C.** The entrance examination shall be conducted by the **University**.
- D.** The merit list of the qualified applicants based on the entrance examination marks (**40% of the weightage**) and **qualifying examination marks i.e., academic, medals/awards, sports, experience, publications and performance in interview (60% of the weightage)** shall be prepared and submitted to the Board of Management for approval.
- (8) Notwithstanding the above provisions, the Vice-Chancellor is empowered to engage Teachers (Asst. Professors) temporarily for a period not exceeding one semester (179 days), upon the recommendation of the Local Selection Committee constituted by him in the University against clear vacancies of permanent posts or against study leave vacancies for temporary arrangements. Such appointments shall not require ratification by the Board of Management.
- (9) Notwithstanding anything contained in the above, a teacher or a library staff may be granted advancement from one grade of pay to the prescribed higher grade under Career Advancement Scheme of ICAR/UGC, as per the stipulations of ICAR/UGC and as amended from time to time.
- (10) Duties and responsibilities of teachers (including research, extension) and Library staff shall be as prescribed by the ICAR/UGC regulations.
- (11) No teacher shall be entitled to be in the service of the University after attaining the age of superannuation. Provided that in respect of a teacher attaining the age of superannuation, where the date of such age falls on the day other than the first day of a month, the teacher shall retire on the afternoon of the last working day of that month.
- (12) No teacher who is appointed by the University shall claim transfer to another University except on repatriation.
- (13) Notwithstanding anything contained in (11) above, University teachers who have attained the age of superannuation and have not attained the age of 65 years may be appointed on contract basis subject to the following.
- (a) The Vice-Chancellor is empowered for the engagement of teachers after superannuation in the University, including needy Colleges/Research Stations/KVKs/HEEUs/ICAR Schemes, etc., where dire need of staff is felt, based upon the recommendation made by the Committee as in (h) below.
- (b) Such engagement shall be made against a clear vacancy.

- (c) Such engagement shall be purely on temporary basis not exceeding the duration of 1 year at a given time. However, the same person can be engaged next year also till he reaches 65 years of age by repeating all the formalities.
  - (d) Before engaging any retired teacher, the officer concerned should explore the possibility of getting the work done either through the existing staff placing them as in-charge or through teachers working in various campuses on deputation basis.
  - (e) The Principal Investigators of various research projects may also engage such teachers to make use of their expertise in order to provide technical competence in research projects funded by public and private agencies, by obtaining prior permission from the Vice-Chancellor, giving details regarding qualification, experience, duration of the appointment, emoluments to be paid, etc.
  - (f) The University teachers after superannuation can be engaged on contractual service with remuneration suitable to their qualification/expertise etc., subject to the condition that the remuneration plus pension should not exceed the last pay drawn by such of the retired teacher. (including pension equivalent to DCRG) should not exceed the last pay drawn by such retired teacher and shall be regulated as per rule 313 of KCSRs.
  - (g) The proposals for engaging the teachers after superannuation shall be sent to the Registrar duly verifying the testimonials as to the qualification, experience, expertise of the person concerned suitable to the job to be assigned.
  - (h) A Committee comprising Director of Education as Chairman and the respective Director/Dean and Comptroller as Members and the Registrar as Member-Convener shall be formed to examine the proposals and make suitable recommendations for the engagement of teachers after superannuation, to the Vice-Chancellor.
  - (i) Such teachers shall be entitled to get one day Casual Leave for one completed month plus all the general holidays notified by the University.
  - (j) Such teachers shall be eligible to get TA/DA on official tours as applicable to their cadre and the expenditure to be met out from the grants provided to the respective Colleges, Stations, Units, etc.
  - (k) Superannuated University teachers should be medically fit to undertake the new appointment.
  - (l) The service record of superannuated University teacher should be highly satisfactory and he/she shall be morally sound.
  - (m) The above provision shall be resorted to quite judiciously, sparingly and as a rarest of rare case, so that this should not become a regular feature.
- (14) Teachers who operate externally funded projects may be permitted to draw honorarium from the respective project funds provided that the sanction has been given by the funding agencies explicitly for the honorarium and the honorarium is approved by the Board of Management. The maximum honorarium to be drawn by a teacher shall not exceed Rs.2,500/- (Rupees Two Thousand Five Hundred Only) per month and as revised from time to time.

## **20. Fees and Special Leave for Examination**

Every teacher or Officer shall be permitted to avail Special Casual Leave up to a maximum of ten days in a calendar year for (i) accepting External Examinership and or (ii) Membership on Recruitment Committee/Board of Studies/Academic Council of other organizations and accept fees thereof. The leave period shall be inclusive of travel. The concerned Controlling Officer shall be the authority for sanction of such leave. "Controlling Officer" shall be as defined in the Regulations.

## **21. University Head of the Department:**

- (1) There shall be one University Head of the Department for each Department.
- (2) One post of Professor in each Department shall be designated as University Head.
- (3) The University Head of the Department shall be of the cadre of Professor. Provided that in case there is no Professor in a Department, the post of University Head of the Department will be vacant.
- (4) The University Head of the Department shall be appointed from among the Professors with minimum of 3 years standing in the University by selection following the process set out for Professor.
- (5) The qualifications for the post of University Head of the Department shall be the same as those for Professors in the concerned Department.
- (6) The post of University Head of the Department in the faculties of Horticulture i.e., Fruit Science, Vegetable Science, Floriculture and Landscape Architecture, Plantation, Spices, Medicinal and Aromatic crops, Post Harvest Technology, Entomology, Plant Pathology, Genetics & Plant Breeding, Plant Biotechnology, Natural Resource Management, Social & allied sciences and Basic Sciences & Humanities across the University wherever the Senior Professor is located. Further, the post of University Head of the Department in the faculties of Food Processing Technology, Food Safety and Quality Assurance, Food Process Engineering, Food Business Management, Food Plant Operation and in-plant training shall be located at College of Horticultural Engineering & Food Technology, Devihosur campus.
- (7) The salary of the University Head of Department shall be in the scale of Professor and as revised by ICAR/UGC from time to time, as approved by the State Government from time to time, plus a special allowance of Rs.1,000/- (Rupees One Thousand only) per month.
- (8) The term of office of the University Head of Department shall be for a period of three years and he/she shall be eligible for appointment for second term only.
- (9) The University Head of the Department shall work under the administrative control of the Dean of the concerned College.
- (10) The University Head of the Department shall:
  - (a) Hold meetings of the staff of the Department as and when necessary.
  - (b) Write the Technical part of Annual Evaluation Report of the teachers in the Department and also service personnel attached to the Department.
  - (c) Co-ordinate Teaching, Research and Extension work of the teachers in consultation with the concerned College Head of the Department, concerned Deans, Director of Research and Director of Extension.

- (d) Prepare annual report of the Department.
- (e) Be responsible to the Dean of the concerned college for teaching, Director of Research for research and Director of Extension for extension.
- (f) Recommend all proposals relating to teaching/research/extension prepared by the teachers.

## **22. Head of the Department in Constituent Colleges:**

- (1) A senior most Professor in the concerned teaching Department/Cluster of subjects shall be nominated by the concerned Dean as Head of the Department/Cluster of subjects of the constituent college. Provided that there shall not be nomination of College Head of the Department in the College campuses, where University Head of the Department is operating. In such Department/subject matter where there is no Professor post, a teacher in the preceding cadre shall be considered for the purpose.
- (2) The tenure of the Head of the Department/Cluster of subjects shall be for a period of three years on rotation basis in the order of seniority.
- (3) Duties and Responsibilities of the Head of the Department
  - (a) Responsible for smooth functioning of the Department/Cluster of subjects in the College.
  - (b) Shall monitor Teaching/Research/Extension and other academic activities of the teachers of the Department/Cluster of subjects in the College.
  - (c) Shall be responsible for submission of academic reports to the concerned Dean/Director.
  - (d) Shall be responsible for effective utilization and maintenance of budget, all movable and immovable assets of the Department/Cluster of subjects.
  - (e) Shall perform any other duties assigned by the concerned Dean.
  - (f) The College Head of the Department shall function under the overall supervision and control of the concerned University Head of the Department for technical/scientific matters.

### **Note:**

- 1. The nomination of the Head of the Scheme/KVK shall be as prescribed by the ICAR.
- 2. The Head of the Research Stations/Extension Units of the University shall be nominated by the respective Directors with the approval of Vice-Chancellor.

## **23. Priority Setting, Monitoring and Evaluation (PME) Cell:**

- (1) The University shall establish a PME Cell which assist the Vice-Chancellor in formulating programmes and monitoring the on-going programmes of teaching/research/extension activities in the University. It will be headed by a Coordinator nominated by the Vice-Chancellor.
- (2) The PME Cell shall perform the following functions, namely:-
  - (a) Preparation of perspective plan of the University.
  - (b) Preparation of annual plans for teaching, research and extension.

- (c) Monitoring the implementation of the plans.
- (d) Preparation of reports to be released by the University based on the technologies developed by different faculties of the University.
- (e) Performance evaluation of technologies released by the University.
- (f) To develop a scheme of research priorities in the University.
- (g) To assist the Vice-Chancellor on policy matters, replies to questions raised in the legislature etc.
- (h) Serve as PRO to the Vice-Chancellor

## CHAPTER-V

### SERVICE PERSONNEL

#### 24. Service Personnel – Qualifications, Selection, Duties and Salary

(1) Service personnel shall be appointed as prescribed below:

Sl. No.	Posts	Constitution of Selection Committee	Appointing Authority
1.	Deputy Administrative Officer, Executive Engineer, Deputy Registrar, Deputy Comptroller and others in the equivalent cadre	A Committee to be constituted by the Vice-Chancellor comprising three experts in the concerned discipline with the Vice-Chancellor as Chairman. The quorum is three including the Chairman.	Board of Management
2.	All categories of posts carrying scales of pay lower than the pay scale of an Assistant Professor	A Committee to be constituted by the Vice-Chancellor comprising three experts in the concerned area and one Officer of the University. The Director of Education shall be the Chairman. The quorum shall be three including the Chairman.	Vice-Chancellor

**Note:**

- (a) A representative of SCs/STs, women and differently-abled persons shall be a Member in the Selection Committee whenever the candidate from any of these categories appears for interview.
  - (b) As regards the procedure to be followed for recruiting non-teaching personnel, the instructions issued by the DPAR **vide Notification No.DPAR 112 SCR 2013 dated 31-12-2015** and modified from time to time may be adopted in the Statute and followed.
  - (c) The classification of Scheduled Castes, Scheduled Tribes and other reserved categories, **including KalyanaKarnataka (371-J) applicants'** to be done by the Government from time to time shall be equally made applicable for purposes of reservation of posts in the University.
  - (d) In making appointments to various posts in the University, both by direct recruitment and by promotion, the reservation of posts to the members belonging to Scheduled Castes, Scheduled Tribes and other Backward Classes etc. shall be made as determined by the State Government from time to time in this regard.
- (2) Appointment to such of the categories of posts to be done on promotion and the procedure to be adopted shall be as determined by the Cadre and Recruitment (C&R) Rules.
  - (3) Age and qualifications for service personnel to be appointed on direct recruitment basis in different categories shall be as determined by the C and R Rules.
  - (4) Duties and powers of the service personnel shall be as prescribed in the regulations.
  - (5) The scales of pay of service personnel shall be as determined by the Government of Karnataka from time to time.



- (6) The pay of all service personnel shall be started on the minimum for the scale of pay. In case of directly recruited in-service candidates, if they are drawing a higher basic pay than the minimum of the scale of pay of the post to which they are directly recruited, their initial pay in the directly recruited post shall be fixed in accordance with KCSRs.
- (7) The conditions of the services of all the service personnel in different categories shall be prescribed by the Statutes.
- (8) No member of the service personnel shall be entitled to be in the service of the University after attaining the age of superannuation as prescribed by the Government from time to time.

Provided that in respect of a service personnel attaining the age of superannuation which falls on a day other than the first day of the month he/she shall retire on the afternoon of the last working day of that month.

- (9) No member of the service personnel appointed by the University shall claim transfer to another University, except on repatriation.
- (10) The Vice-Chancellor is empowered to engage persons up to the post of Assistant on temporary basis, for a period not exceeding 179 days based on the proposal /recommendation of the Controlling Officers against clear vacancies or outsourcing basis from Human Resource Institutions under KTPP Act and e-procurement. Further, the instructions issued by the DPAR on 2006 judgement of the Supreme Court also to be followed.
- (11) Notwithstanding anything contained above, service personnel up to and including the cadre of Assistant-Cum-Computer Operator can be appointed by the Vice-Chancellor, appointing wife/husband, a son or unmarried daughter of an University of Horticultural Sciences employee who dies in harness/while in service leaving family in distress and where the family of the deceased employee is in immediate need of assistance on account of his/her sudden death on compassionate grounds as per the Karnataka Civil Services (Appointment on Compassionate Grounds) Rule, 1996 as amended from time to time.

## **CHAPTER VI**

### **CADRE AND RECRUITMENT RULES**

#### **25. Posts, Classification and Scale of Pay**

- (1) The various cadres of posts (Non-teaching) in the University, their classification and scale of pay attached to them shall be as specified in **SCHEDULE-III** to these Statutes.
- (2) The cadre strength shall be notified by the University from time to time with the approval of the State Government.

#### **26. Appointing Authorities**

- (1) The Board of Management shall be the appointing authority for the posts of the rank of Assistant Professor, its equivalent posts and posts in the cadres above it.
- (2) The Vice Chancellor shall be the appointing authority for posts in the cadres below the cadre of Assistant Professor.

## **27. Methods of Recruitment and Qualification**

- (1) Recruitment to the posts in the University shall be made by one of the following methods.
  - a) By direct recruitment
  - b) By promotion
  - c) By outsourcing from Human Resource Institutions under KTPP Act & e-Procurement.
- (2) Specific methods of recruitment and qualification for recruitment to various cadres of posts shall be as prescribed in **SCHEDULE-III**.

## **28. Disqualification for Appointment**

- (1) No person shall be eligible for appointment unless he/she is a citizen of India.
- (2) No person who has more than one spouse living or who has married a person already having a spouse living, notwithstanding the provisions in the personal law applicable to such person for the time being, shall be eligible for appointment.  
 Provided that the University may, if satisfied that there are special grounds for doing so, exempt any person from the operation of this provision.
- (3) No candidate who obtains or attempts to obtain extraneous support by any means for his/her appointment from official or non-official member, as the case may be, shall be eligible for appointment.
- (4) No person shall be eligible for appointment if he/she:
  - (a) is or has been a member of or has associated himself or herself, with a Body or an Association after such Body or Association is declared unlawful.
  - (b) has participated in, or is associated with any activity or programme which would prejudicially affect the sovereignty, integrity, security, strategic, scientific or economic interest of the country.
  - (c) is dismissed from the employment of
    - (i) University or
    - (ii) State Government or Central Government or
    - (iii) A Local Authority or
    - (iv) A body corporate established by an Act of legislature
  - (d) is or has been permanently debarred or disqualified by the Union Public Service Commission or any State Public Service Commission from appearing for any examination or selection conducted by it.
  - (e) has been convicted by a Court of Law for an offence involving moral turpitude.

## **29. Age Limits for Direct Recruitment**

- (1) Save as otherwise provided in **SCHEDULE-III** to these Statutes in specific cadres at entry level prescribing different age limits, every candidate for appointment by direct recruitment must have attained the age of eighteen years as on last date fixed for receipt of application. The upper age limit shall be prescribed under the Karnataka Civil Services (General Recruitment) Rules, 1977 amended from time to time.

**For appointment of Assistant Professors/equivalents:**

Upper age limit for entry level Assistant Professor Posts at the University up to the age of 40, 38 and 35 for SC/ST, OBC and General Candidates respectively. **However, the age relaxation shall be extended for three years to the candidates who holds Ph.D. degree.**

Notwithstanding anything contained in these Rules in the case of cadres other than those for which different age limits are prescribed in **SCHEDULE-III**, the maximum age limits for direct recruitment shall be enhanced in the following category of cases as indicated therein.

- (a) in the case of candidate who is or was holding post under the Central Government, State Government or Statutory Body established by an Act of Legislature by the number of years during which he/she is or was holding such post or by ten years, whichever is less
- (b) in the case of a candidate who is an Ex-Serviceman, by three years plus the numbers of years of service rendered by him in the Armed Forces of the Union.
- (c) in the case of a candidate who is differently abled, by ten years.

**Note:** These enhancements shall not apply cumulatively. Only one among them can be claimed by a candidate for direct recruitment under these Statutes.

- (2) **Proof of Age:** Every person seeking appointment by direct recruitment in the University shall produce in support of his/her date of birth and age documentary evidence, namely,
  - (a) The authenticated copy of Birth Certificate, or
  - (b) Authenticated copy of Certificate from the school or college in which he/she has studied.

Provided that in the case of a person who has appeared for Secondary School Leaving Certificate examination or any other examination declared equivalent thereto, the date of birth recorded in the certificate/marks card issued in respect of such an examination shall only be accepted as proof of age and date of birth.

**30. Notifying Posts for Direct Recruitment**

- (1) In respect of posts in various cadres, for which appointment by direct recruitment is prescribed in **SCHEDULE-III**, wherever direct recruitment is sought to be made, the posts shall be advertised by Notification in at least two newspapers, that is, one in Kannada and the other in English having wide circulation, inviting applications. The Notification may be advertised in brief and the necessary details may be made available on the University website.
- (2) Every candidate applying for direct recruitment in the University may be required to pay such fees, as may be prescribed by the University, from time to time.
- (3) Applications shall be made by the intending candidates in the format prescribed. The format of the application, the fee to be remitted and also the last date for making the application shall be specified in the Notification and on the University Website.
- (4) All applications received in response to the Notification shall be registered. They shall be scrutinized by a committee constituted for the purpose by the University with reference to the requirements prescribed in these Statutes and also indicated in the Notification and on the University website. Applications received after the last date specified in the advertisement/Notification shall be rejected. Applications received with

incomplete information or not accompanied with copies of the relevant documents and fee payable shall also be rejected.

- (5) Candidates should have fulfilled all the requirements prescribed for eligibility on or before the last date fixed for the receipt of application.
- (6) Filling up or otherwise of the post advertised is the discretion of the University.

### **31. Procedure for Selection by Direct Recruitment and Constitution of Selection Committee**

- (1) There shall be a local Screening Committee constituted by the Vice-Chancellor for screening of applications for appointment to the non-teaching posts in the University. The Screening Committee shall prepare a list of eligible candidates to be called for **interview for group A & B posts. Further, for appointment of group C posts shall be based on marks secured in the Aptitude / General Knowledge Test / Practical Test only as per DPAR Notification No: DPAR 112 SCR 2013 dated 31-12-2015** and modified from time to time.
- (2) All the items as mentioned in the application and supported by the relevant and valid documents only shall be taken into consideration.
- (3) The candidates who are employed in Government/Public Undertakings/Local Bodies/Universities and whose applications are not received through proper channel shall be required to produce a "No Objection Certificate" from their employer at the time of interview, failing which they shall not be considered for interview.
- (4) The Selection Committee for selection of candidates shall be constituted by the appointing authority in each case.
- (5) The Selection Committee shall verify the qualifications of all the candidates appearing for interview with the originals of the degree, diploma, and marks sheet attached to the application.
- (6) The prescribed qualifications are the minimum requirement for a candidate to be eligible to apply for the post and possessing the same does not ipso facto entitle a candidate to be called for interview. Where the number of applications is large, the University may restrict the number of candidates to be called for interview at 1:5 ratio for group A & B posts and call for verification for group C posts candidates for each post based upon the merit in the prescribed qualification for the respective posts and reservations. Merit for the purpose of preparing eligibility list shall be determined in accordance with the relevant provisions of the Karnataka Civil Services (Direct Recruitment by Competitive Examinations and Selection) (General) Rules, 2006 and as amended from time to time.
- (7) The interview intimation letters shall be sent to the candidates by registered post/speed post so as to reach them at least ten days before the date of interview/ Tests/Verification.
- (8) No interviews shall be conducted for appointment of all Group-C posts vide Govt. Notification No. DPAR 112 SCR 2013 dated 31-12-2015 by adopting modified score cards prescribed for various Group C posts in the University. However, the General Knowledge / Practical / Skill & other suitable Test mentioned for the concerned post may be continued.
- (9) The eligible candidates who are called for interview shall be evaluated by the Selection Committee in accordance with the relevant provisions of The Karnataka Civil Services (Direct Recruitment by Competitive Examinations and Selection)

- (General) Rules, 2006 and as amended from time to time, including the provisions relating to maximum marks for interview.
- (10) To become eligible for selection, the candidate must score a minimum of 40 per cent marks. However, in case of SC/ST candidates, 35 per cent marks are essential.
  - (11) It is the responsibility of the Chairman of the Selection Committee to ensure that the recommendations of the Selection Committee are finalized and sent to the Registrar duly sealed immediately on conclusion of the interviews.
  - (12) The selection of candidates for appointment by direct recruitment to the posts shall be made on the basis of marks secured by a candidate as per the prescribed score card for various posts and subject to orders of reservation in direct recruitment. Merit shall be computed in accordance with the relevant provisions of The Karnataka Civil Services (Direct Recruitment by Competitive Examinations and Selection) (General) Rules, 2006, and as amended from time to time, including the provisions relating to maximum marks for interview.

### **32. The Select List**

- (1) The Selection Committee shall draw up the select list in the order of merit on the basis of the marks secured by the candidates and subject to orders of reservation. Merit shall be computed in accordance with the relevant provisions of The Karnataka Civil Services (Direct Recruitment by Competitive Examinations and Selection) (General) Rules, 2006, and as amended from time to time, including the provisions relating to maximum marks for interview.
- (2) The select list shall be sent to the Vice Chancellor in an attested sealed cover by the Chairman of Selection Committee. The Vice Chancellor shall take further action in accordance with the Statutes.

### **33. Certificate of Character**

Every candidate selected by direct recruitment shall furnish to the appointing authority character certificate/s given by his/her school, college or University last attended.

### **34. Physical Fitness**

All candidates selected shall satisfy the physical standards prescribed for appointment. The physical standards prescribed by Government in its Order No. DPAR 35 SRR 77 dated 14th April 1978, shall mutatis mutandis, apply to the candidates seeking recruitment to the posts in the University. Selected candidates shall be referred to a specified authority by the University. A certificate of fitness or otherwise of the candidate for appointment shall be issued by the said authority. The finding of the authority shall be final.

### **35. Pre-Appointment Kannada Language Test and Computer Literacy Test**

- (1) No candidate selected for appointment by direct recruitment shall be appointed to any post in the University unless he/she passes such Kannada language test as may be prescribed by the University by an order or exempted from passing the same. The appointing authority shall conduct the Kannada language test before appointment order is issued to the selected candidates.

Provided that a candidate who has passed

- (a) The Secondary School Leaving Certificate Examination; or

- (b) Any examination declared as equivalent thereto by the State Government; or
- (c) Any examination higher than the Secondary School Leaving Certificate examination; in which, Kannada is the main language, shall be exempted from passing the Kannada language test, on an application made by the candidate with supporting documents.
- (2) The Karnataka Civil Services (Computer Literacy Examination) Rules, 2012 and as amended from time to time, shall mutatis mutandis apply to all the employees of the University.

### **36. Order of Appointment**

- (1) The candidate/s appointed for the post of Teachers, Technical Assistants and equivalent and Non-Teaching shall undergo probationary period of two years in accordance with the KCS(Probation) Rules, 1977 which would be on par with the Government of Karnataka.
- (2) On receipt of the select list and approval by the Vice-Chancellor/Board of Management as the case may be, the claims of reservation/any other Certificate shall be subjected to verification before issuing the orders of appointment.

### **37. Joining Time**

- (1) The candidate/s appointed by direct recruitment shall report to duty within thirty days from date of despatch of the order of appointment by Registered Post/Speed Post.
- (2) Notwithstanding anything contained above, a candidate may, for valid reasons, seek extension of time for reporting to duty by making an application to the Vice Chancellor. Such extension shall be sought within fifteen days from the date of despatch of the order of appointment. The Vice Chancellor, at his discretion, for reasons to be recorded in writing, may extend the joining time by such period, as he/she deems fit but not exceeding a maximum of 90 days excluding the initial thirty days specified above.
- (3) The seniority of a candidate in the selected list, who reports to duty after the expiry of the initial thirty days but before the expiry of the extended period shall not be protected.
- (4) The name of a candidate shall stand deleted from the selected list automatically under the following circumstances:
  - (a) who does not report to duty within the time specified; or
  - (b) who does not seek extension of time; or
  - (c) who is not granted extension of time; or
  - (d) who does not report to duty within the extended time;

### **38. Procedure for Determining Seniority**

The seniority of the non-teaching employees of the University shall be determined in accordance with the Karnataka Government Servants' (Seniority) Rules, 1957 and other Rules, Orders, Office Memoranda and Circulars issued by Government of Karnataka from time to time.

### 39. Appointment by Promotion

(1) There shall be a screening committee comprising the following members.

- (a) One of the Deans/Director of Research/Director of Extension
- (b) Two other Officers of the University
- (c) One of the University Heads of Departments
- (d) Registrar shall be Member-Secretary

The Vice-Chancellor shall nominate the Chairman and other Members of the committee. The quorum for the meeting shall be three members, including the Chairman.

(2) The Screening Committee shall prepare the list of persons eligible for promotion taking into consideration the following aspects:

- (a) Seniority in the cadre from which promotions are to be effected and qualification and experience prescribed for promotion in the **SCHEDULE-III**;
- (b) Annual Confidential Reports of immediate past five years. Non-availability of confidential report for any year or years should not be held against the employee. In such cases the report shall be deemed to be satisfactory.
- (c) The Screening Committee shall furnish the eligibility list so prepared to the Vice Chancellor.
- (d) The Vice Chancellor shall cause the eligibility list to be notified either on the Notice Board or by circulation or by both inviting objections and suggestions, if any, by the aggrieved employees. An aggrieved employee may submit his objections and suggestions, if any, to the Vice-Chancellor within the 30 days from the date of notification/circulation.
- (e) The Vice-Chancellor shall consider the objections and suggestions received, if any, with due application of mind. Wherever they are not accepted specific reasons for doing so shall be recorded.
- (f) The list of promotees shall be approved by the Vice-Chancellor/Board of Management as the case may be. The Registrar shall with the approval of the Vice-Chancellor issue promotion orders considering orders of reservations of the Government of Karnataka from time to time.
- (g) If an employee on promotion does not want to accept the same he/she may, within fifteen days of receipt of order of promotion, make a written request to the appointing authority, with reasons, seeking permission to forego the promotion. The appointing authority, on consideration of the reasons furnished, may permit the employee to forego the promotion.
- (h) The employee who foregoes the promotion shall not be considered for promotion for a period of one year from the date of such request or till the immediate next date of consideration of promotion, whichever is later. On eventual promotion such employee shall lose his seniority in the promoted cadre vis-à-vis his juniors promoted to that higher cadre during such period, irrespective of the fact whether the posts in question are filled by selection or on seniority-cum-merit.

(3) All promotions shall be on the basis of seniority cum merit.

#### **40. Appointments on Compassionate Grounds**

The Vice-Chancellor of the University is empowered to make appointments on compassionate grounds, by following the Rules and Orders issued by Government of Karnataka from time to time.

#### **41. Reservation of Posts in Direct Recruitment and Promotion**

- (1) Posts earmarked for direct recruitment shall be reserved for persons belonging to the Scheduled Castes, the Scheduled Tribes and the other Backward Classes and Kalyana Karnataka applicants to such extent and in such manner as specified by State Government for the purpose of **clause (4) of Article 16 and 371(J) of the Constitution of India** from time to time.
- (2) Posts earmarked for promotion shall be reserved for persons belonging to the Scheduled Castes and the Scheduled Tribes to such extent and in such manner as specified by State Government for the purpose of clause (4A) of Article 16 of the Constitution of India from time to time.
- (3) The orders issued by Government in this regard shall, mutatis mutandis, apply to the employees of the University.
- (4) In the University, the reservation in promotion shall be applicable up to and inclusive of the post of the minimum scale of 'A' group post. The classification of the posts shall be in accordance with the Karnataka Civil Services (Classification, Control and Appeal) Rules, 1957 and as amended from time to time.

#### **42. General**

- (1) Any additional document after submission of the application shall not be entertained.
- (2) If any candidate has submitted more than one application for the same post, the latest application received before last date will be considered as valid for the purpose of recruitment.
- (3) The Registrar shall provide the personal files of the candidates to the local screening committee. Cases of indiscipline, punishment, penalty, if any, need to be noted on the applications which shall be placed before the selection committee for its consideration.
- (4) Whenever eligible candidates for promotion are not available, the posts may be filled up by direct recruitment and these posts shall be carried forward as backlog for promotional vacancy.
- (5) The employees who are appearing for the Departmental Examinations as prescribed for the posts held by them are eligible for reimbursement of examination fees for the first two attempts irrespective of whether he/she appears for the whole examination or particular part or parts and payment of TA for attending the examinations as also to treat the period of absence to attend the examination as on duty in accordance with the rules and provisions as admissible to the Government employees from time to time as per provisions of KCSRs.
- (6) (a) Fifty per cent of the posts under 'C' group reserved for appointment by direct recruitment shall be through general recruitment and 50 per cent of the posts shall be filled by calling for applications from eligible employees of the University. The process of appointment shall be from among applicants in two distinct groups.



- (b) Whenever sufficient numbers of eligible applicants are not available for direct recruitment from in-service employees of the University, the shortfall shall be filled up by direct recruitment from outside candidates.
- (7) Selection Time Scale for 10 and 15 years of service and additional increment for 20, 25 and 30 years of service as applicable to State Government Employees' Orders of the Government of Karnataka and as amended from time to time.
- (8) Where there are 3 or more posts in the cadre and there are no promotional opportunities, 1/3 of sanctioned posts shall be upgraded to be filled up by promotion.
- (9) Where there are less than 3 posts and there is no promotional opportunity after completion of 15 years of service one promotion shall be given, which will be purely personal promotion, subject to fulfilling all the conditions stated 6(d) (Eligibility and Method of Promotion)

Note: Whenever any issue is not covered under these rules, relevant provisions as applicable to State Government Employees in KCSRs shall be mutatis mutandis applicable.

Details of category of posts, scale of pay, method of recruitment and minimum qualifications; and cadre strength are presented in **SCHEDULE-III** and **SCHEDULE-IV** respectively.

## **CHAPTER-VII**

### **EVALUATION OF STAFF AND ASSESSMENT OF SUITABILITY**

#### **43. Evaluation of Staff**

- (1) Every official of the University (teaching and non-teaching personnel) shall be evaluated objectively every year (1<sup>st</sup> April to 31<sup>st</sup> March). Every official shall submit duly filled in Annual Evaluation Report before April 30 every year.
- (2) The Annual Evaluation Report for Teachers consists of two parts, namely, scientific/technical and administrative. The scientific/technical report shall be written by the concerned University Head of the Department while the administrative part of the Annual Evaluation Report shall be written by the concerned Head of the Unit in which the teacher is working. These two parts combined shall be sent to the concerned Controlling Officer who, after considering the reports written by the University Head of the Department and the Head of the Unit, shall rank the performance of the teacher and later submit it to the Vice-Chancellor through the Director of Education.
- (3) The Annual Evaluation Report of the Service Personnel shall be written by the concerned Head of the Unit and submitted to the concerned Controlling Officer who would rank the performance of the official and submit it to the Vice-Chancellor through the Director of Education. The Controlling Officer shall be as specified in the Regulations.
- (4) The Annual Evaluation Report of the University Head of the Department shall be written by the concerned Controlling Officer and submitted to the Vice-Chancellor through the Director of Education.
- (5) The Annual Evaluation Report of all Officers of the University shall be written by the Vice-Chancellor.

- (6) The ranking of the performance of an employee based on the regulations framed for the purpose shall be annually entered in the Service Register of the employees. The consideration of the Annual Evaluation Report shall be compulsory for granting promotions to the employees.

#### **44. Assessment of suitability and compulsory retirement of employees of the University**

- (1) Notwithstanding anything contained in any of the Statutes elsewhere, every officer of the University other than the Chancellor, Pro-Chancellor and Vice-Chancellor, every teacher and every other employee of the University shall be every year subject to assessment of suitability after completing 50 years of age or 25 years of qualifying service by the committee constituted by the Vice-Chancellor from time to time.
- (2) The Committee constituted by the Vice-Chancellor for assessment of the suitability of an employee of the University as stated in Clause (1) above shall consist of the Vice-Chancellor as Chairman and not less than two other members out of which one shall be the Secretary to Government of Karnataka who is also a member of the Board of Management of the University and other being an outside expert who is not connected with the University.
- (3) Notwithstanding anything contained in any of the Statutes elsewhere, the University may by an order retire any employee of the University except the Vice-Chancellor of the University, after completing 25 years of qualifying service, or on attaining 50 years of age, if such retirement is considered necessary in the public interest, provided that such an employee is given an opportunity of being heard with 3 months notice on that behalf before the date he/she is required to retire or threemonths salary in lieu of such notice.

**Note:** (i) This retirement as provided in this Statute shall be ordered by the appointing authority of the University.  
(ii) "Salary" for the purpose of this Statute will include special pay, dearness allowance, house rent allowance, city compensatory allowance, uniform allowance, deputation allowance and any other allowance except conveyance and fixed travelling allowance.

- (4) An employee of the University shall be eligible to avail voluntary retirement after attaining the age of 50 years or after completing 15 years of service in the University by giving a prior notice of 45 days to the University.
- (5) In respect of the transferred employees from State Government and who have not been appointed to the University posts, Rule 285 in the KCSRs will mutatis mutandis be made applicable to them.

## **CHAPTER VIII**

### **UNIVERSITY FUNDS**

#### **45. Manner of handling of University Funds**

- (1) The Comptroller shall receive all money on behalf of the University and shall deposit it in a Nationalized bank. He/she will invest surplus fund, if any, in short term deposit in any Nationalized Bank or Scheduled Bank in the best interest of the University with the approval of the Vice-Chancellor. He/she may prematurely withdraw short term deposits/Overdraft in the event of need of funds with the approval of the Vice-Chancellor.

- (2) The Comptroller shall from time to time make available by transferring necessary funds required by the University officers, Heads of Institutions including Research Stations and other units.
- (3) The Comptroller shall maintain overall accounts for the University. All the units who operate Bank Accounts as per clause (2) above, shall render necessary monthly accounts to the Comptroller.
- (4) The Comptroller shall authorize for payment of pay and allowances of officials working under the control of the Drawing Officer and shall maintain detailed record thereof.
- (5) The Comptroller shall maintain accounts for all payable advances, Provident Fund, endowment funds and other funds.
- (6) The Comptroller shall arrange for the maintenance of separate accounts for those which do not pertain to the University.

#### **46. Maintenance of Accounts of the Funds**

- (1) The Comptroller shall be responsible for maintaining the accounts under the following broad heads.
  - (a) Separate heads for each Scheme or expenditure which is eligible for a block grant or a matching grant from the Government or other bodies.
  - (b) Separate head for each College/Research Station/HEEU/KVK/Unit.
  - (c) He/she shall issue standing orders regarding the manner in which the accounts are to be rendered/kept by the Drawing Officers and on other matters relating to maintenance of account of the University Funds.

#### **47. Receipts**

- (1) All receipts generated by the Drawing Officer shall be remitted in a Scheduled Bank approved by the University.
- (2) The Comptroller shall authorize the Drawing Officers to collect revenue from any source and remit the collections of the day in to the Scheduled Bank Account of Drawing Officers on the following working day. Wherever the bank is not located in the headquarters, remittances shall be made on the last working day of the week or whenever the collection exceeds Rs.5000/-, whichever is earlier. The revenues shall be remitted to the Bank Account of Drawing Officers and they in turn remit the collections to the Comptroller with full details of Abstract Account Number and Detailed Account Code.
- (3) Grants to the University from the State and Central Government, from funding institutions like ICAR, etc., or any other authority recognized by the Government of India or the State Government shall be received by the Comptroller and remitted to the University account.
- (4) Tuition, examination and other fees due from the students shall be collected by the respective institutions under the authority of the Head of the Institution concerned and remitted into the Schedule Bank of the Drawing Officer and the Drawing Officer shall maintain account for the fees so collected. The Drawing officers in turn remit the collections to the Comptroller by Demand Draft with full details of Abstract Account Number and Detailed Account Code.

#### **48. Budget**

- (1) The Comptroller shall assist the Vice-Chancellor in preparation of the budget estimates of the University for approval by the Finance Committee and the Board of Management.
- (2) Any inevitable expenditure not included in the budget estimates may be incurred with the approval of the Vice-Chancellor subject to ratification by the Finance Committee and the Board of Management.
- (3) If any excess expenditure under one head can be met from the savings of another head, the Vice-Chancellor shall permit re-appropriation of funds other than salary, TA and Medical Allowance on the recommendation of the Comptroller subject to the rules and guidelines of the Government.
- (4) The Comptroller may sanction funds for operation of those Schemes which are sanctioned by the outside funding agencies, subject to budgetary provision of the Scheme, in anticipation of grants received from such agencies.

#### **49. Authorized Drawing and Disbursing Officers**

- (1) The authorized officer shall draw funds required for his/her office establishment, contingencies, etc., in the manner prescribed by the University. Comptroller shall authorize any employee of the University upon the approval of the Vice-Chancellor for drawing any funds of the University. Such authorized persons shall draw the bills pertaining to establishment, contingencies, etc., required for the College/Institution/Centre which is under his/her control in the manner prescribed by the Comptroller.
- (2) Such authorized employee shall operate the Bank accounts as directed by the Comptroller.
- (3) In the Office of the Comptroller, all bills relating to pay, allowances, contingencies, etc., received from other constituent units shall be processed by the authorized employee. The authorized employee shall maintain proper accounts and acquittances. The Authorized employees at other centres shall draw bills and issue cheques for payments more than Rs.1,000/- and maintain proper accounts and acquittances. All authorized employees shall take such safeguards and checks to ensure that the money drawn is on proper bill supported by proper sanctions.
- (4) All authorized employees shall prefer claims according to the financial sanctions and powers delegated to them by the competent authority. Each contingent bill should be accompanied by sanction order issued by the competent authority.
- (5) All amounts shall be drawn only after the supplies are received or services rendered. In exceptional cases where the amount is required to be paid in advance, the concurrence of the Comptroller should be obtained. In such cases, the advance drawn should be adjusted by detailed bills as soon as supply is received or services rendered.
- (6) Every authorized employee shall be given a permanent advance for meeting unforeseen and petty expenses for carrying out his/her duties and responsibilities. The amount of permanent advance shall be fixed by the Vice-Chancellor on the recommendation of the Comptroller.
- (7) The Comptroller shall issue standing orders regarding preparation of bills, furnishing of certificates and other procedural matters.

- (8) While incurring expenditure, every authorized employee shall strictly observe the principles of financial propriety as stipulated in Karnataka Financial Code.

### **50. Delegation of Financial powers**

- (1) The Officers and other employees of the University shall exercise such financial and sanctioning powers as per the powers delegated in writing subject to the general control of immediate superior and the Vice-Chancellor, provided that the Vice-Chancellor may order that an officer or employee shall not exercise a particular power or shall exercise the power with such modifications as he/she considers necessary.
- (2) The financial powers to be exercised shall be subject to the availability of funds in the budget and subject to the prescribed rules and procedures.
- (3) The Vice-Chancellor may delegate such powers to an officer or employee and may withdraw the powers so delegated from any such officer or employee as he/she deems necessary.

### **51. Revolving Fund**

There shall be a fund entitled "Revolving Fund" in the University for taking up of production of seeds, supplying material, bio-inputs, popularization of technologies, maintenance, advisory services in horticulture and allied fields for the benefit of the farming community and any other activity approved by the Vice-Chancellor. The guidelines, terms and conditions for operation of Revolving Funds shall be as prescribed by the committee constituted by the Vice-Chancellor and approved by the Board of Management and such officer is responsible for maintaining, controlling, monitoring, and auditing of such funds as specified by the Board of Management.

## **CHAPTER – IX**

### **GENERAL PROVIDENT FUND AND GROUP SAVINGS LINKED INSURANCE SCHEME**

### **52. Subscriptions to General Provident Fund and Loans**

- (1) An employee of the University shall subscribe to the General Provident Fund at the rate of 10 per cent of his/her salary for which an account shall be opened by the Comptroller at the savings bank. Subscription by employee when on leave on less than full pay shall be based on full pay. A deduction shall be made by the University upon every salary bill presented. In the calculations of this deduction fraction of rupee shall be disregarded.
- (2) The amount deducted in accordance with clause (1) shall be deposited in the savings bank. The deposit in respect of the monthly contributions shall, as far as possible be made into the bank within ten days of the receipt of the money in order that interest may accrue. For the purpose of this Rule, the date of credit shall be deemed to be the first day of the month in which it is credited. The Comptroller shall maintain an individual account for each subscriber to the General Provident Fund.
- (3) (a) Loans may be advanced to the University Employees who voluntarily apply for loans out of the General Provident Fund. Interest at 2% above the rate of interest on

General Provident Fund payable to subscribers per annum, shall be charged on these loans given for specific purposes of purchase of Site/Purchase of House/Construction of House/House Repairs/Purchase of conveyance including Motor Cycles. The eligibility for loan, maximum permissible loan limit and the repayment terms shall be as prescribed by the University. The remaining conditions shall be as per the Karnataka Finance Code.

- (b) The interest payable on such loans obtained from the General Provident Fund shall be computed on monthly basis and shall be payable along with the monthly instalments of recovery towards the principal.
- (4) Any cash balance of the above fund in excess of Rs.100.00 lakhs shall be invested in fixed deposit of the Nationalized Banks/Scheduled Banks, Government securities, National Savings Certificate as approved by the Vice-Chancellor from time to time.
- (5) The interest received by the University on the sums so invested shall be added to the amounts standing to the credit of the General Provident Fund.
- (6) Interest at such per cent per annum as determined by the Government of Karnataka from time to time will be credited yearly on the 31<sup>st</sup> of March on the amount of subscriptions standing to the credit of a subscriber. However, interest on the employee's subscriptions may be credited to the individual account after the 31<sup>st</sup> day of March in the event of a claim arising for payment on account of subscriber ceasing to be in the service of the University.
- (7) Interest at the rate specified in (6) above, will be calculated on product basis on monthly balance in respect of subscriptions and refunds of withdrawals.

### **53. General Provident Fund Advances to Subscribers: Conditions of Repayment**

- (1) A subscriber may borrow interest free advances from his/her general provident fund under the following conditions.
- (a) In case of severe illness of the subscriber or a family member, purchase of land for house, erection and/or repair to house, pay obligatory expenses on a scale appropriate to the applicants status in connection with marriage, tonsure, funeral or ceremonies which by his/her religion it is incumbent on him/her to perform, to pay for medical, engineering and other technical or specialized courses in India/abroad beyond the high school stage of the applicant or any person actually dependant on him/her provided that the course of study is not less than three years.
- (b) The amount of advance admitted shall not exceed 6 months basic pay of the borrower or 80% of the contribution and interest thereon by the subscriber, whichever is less.
- (3) The amount borrowed under clause (1) (a) above shall be repaid to the General Provident Fund in maximum 40 equal monthly instalments, provided that the subscriber may repay two or more instalments at the same time. The repayments shall start with the first full month's salary after the advance was made. Repayments shall be made by compulsory deductions from salary and shall be in addition to the regular subscription payments.

#### **54. Withdrawals from General Provident Fund**

- (1) The procedures for mode of subscriptions, calculations of interest, sanction of advances, temporary advances, partial/final withdrawals, the provisions contained in the Karnataka Government Provident Fund Rules, 1957 and amendments issued from time to time shall apply.
- (2) The provisions contained in the General Provident Fund Rules, 1957 and amendments issued from time to time shall apply mutatis mutandis wherever specific provisions are not made in the Statutes. Wherever the words 'Government' and 'Accountant General' appear in the relevant rules, the words 'University' and 'Comptroller' will have to be substituted respectively.

#### **55. Nomination of Beneficiary, Freedom from Liability**

- (1) A subscriber shall file in the Office of the Comptroller a declaration in a form approved by the Comptroller, showing how he/she wishes the amount of his/her accumulation in the fund to be disposed off in the event of his/her death or becoming insane. If the subscriber has dependant(s) he/she shall not be permitted to nominate a non-dependant. The subscriber may, from time to time change his/her nominee(s) by a written notice duly witnessed to the Comptroller. A register of such nominees shall be kept in the University office under the custody of the Comptroller.
- (2) Any sum, standing to the credit of a subscriber to the Fund at the time of his/her death and payable to a dependant or a nominated beneficiary of the subscriber or to such other person as may be declared by the law, shall be subject to deductions to satisfy debts to the University, but shall not be attached because of any other debts or liability incurred by the dependant or beneficiary before the death of the subscriber.

#### **56. Applicability of GPF Account**

The Statutes from 52 to 55 are applicable for the whole time regular employees of the University who are paid out of University funds and employed under the Statutes who have joined University service on or before March 31, 2006.

#### **57. Voluntary Tier-II Withdrawals Account**

- (1) The regular employees appointed on or after April 1, 2006 are covered under a voluntary Tier-II withdrawals account at the employees option as per Government order FD(Spl.) 04 PET 2005, Bengaluru dated. March 31, 2006 and as amended from time to time by the Government of Karnataka.
- (2) The employees appointed in regular employment on or after April 1, 2006 are also eligible for loans from the General Provident Fund for the purpose of site purchase/house building/house repair subject to the condition that the loans for this purpose depend upon (i) the value of the property, (ii) report submitted by a Committee constituted by the University for inspection and (iii) mortgage of the said property in the name of the University or a risk cover insurance equal to the amount of loan endorsed to the University by the employee. The eligibility for loan, maximum permissible loan limit and the repayment terms shall be as prescribed by the University. The remaining conditions shall be as per the Karnataka Finance Code.

### **58. Group Savings Linked Insurance Scheme**

All regularemployeesof the Universityshall be governed by the provisions of Group Savings Linked Insurance Scheme of the University which is operated in collaboration with LIC of India and as amended from time to time.

## **CHAPTER - X**

### **PENSION, GRATUITY AND FAMILY PENSION FUND**

#### **59. Applicability of Pension**

These Statutes which were in force from July 1, 1981 are applicable to the whole time employees of the University who are paid out of the University funds and employed under the Statutes on or before March 31, 2006. Provided that if persons who were already in regular service in any University/State Government/Central Government/any Statutory Body in which the pension scheme was in vogue prior to April 1, 2006, apply through proper channel for appointment in the University and is relieved by the competent authority, join the University on or after April 1, 2006, will not be treated as new recruitees. They will continue to be governed by the earlier pension schemes. However, this is subject to the condition that the previous employer shall transfer to the University, on pro-rata basis, the pension contribution for the service rendered by the employee in the earlier institution or the employee himself/herself shall pay such contribution to the University within one year from the date of recruitment in the University.

#### **60. Qualifying Service for Pension**

- (1) The services rendered by University employees on consolidated salary/on temporary basis in University before their regular appointment and later on appointed on regular basis without break of services shall be counted as qualifying service for pension as stipulated in KCSRs.
- (2) Pensionary benefits are also admissible to University employees, who have rendered service in any Department(s) of the Government of Karnataka/Central Government/ICAR/in any other Universities in India or Statutory bodies in Karnataka formed by an Act of Legislatureand in those institutions where pension scheme exists.
- (3) Such services in individual cases be treated as services qualifying for pension and related benefits, subject to the condition that in each case, pension contribution as per the provisions of KCSRs shall be paid, on pro-rata basis, by the previous employers within a year.
- (4) In respect of an employee who accepts appointment in any department of the Government of Karnataka/Central Government/ICAR/in any University in India or Statutory bodies in Karnataka formed by an Act of Legislature, where pension scheme exists, with the prior approval of the University, the University will undertake to pay pension and related benefits to the concerned institution, on pro-rata basis, provided, his/her qualifying service is not less than 10 years.
- (5) An employee who is appointed in the University after the age of 30 and who has rendered service in any Government Department of the Karnataka State/Central Government/ICAR/in any University in India or Statutory bodies in Karnataka formed by an Act of Legislature prior to the date of appointment in the University be



entitled to reckon his/her services qualifying for pension the actual period by which his/her age at the time of appointment has exceeded 30 years subject to proviso that 4 years shall be the maximum period which can be so added. No employee can claim the benefit of this rule unless his/her actual qualifying service at the time he/she leaves the University service is less than ten years. This benefit will not be extended to those who were eligible for terminal benefits in previous employment.

### **61. Other Conditions for Pension**

- (1) The amount of Pension and Service Gratuity shall be admissible as per the provisions of pension/family pension rules as amended from time to time by Government of Karnataka.
- (2) The words 'Pension', 'Gratuity', 'Emoluments', 'Employees' and 'Family' will have the same meaning and definition as defined in the KCSRs and the Karnataka Government's (Family Pension) Rules, 1964 as amended from time to time.
- (3) An employee may be permitted to retire voluntarily on proportionate pension at any time on completion of either a qualifying service of 15 years in the University or 50 years of age provided no enquiry is pending against him/her and no proposal for holding an enquiry is under consideration.
- (4) Pensioners under these Statutes are also eligible to draw dearness allowance and any other allowances in accordance with the orders issued by the Government of Karnataka from time to time.
- (5) The application for pension in the prescribed form of KCSRs shall be made through the Drawing Officer who shall prepare the pension papers one calendar year in advance and forward the same to the University for verification and recording a certificate of satisfactory service rendered by the employee. The pension records shall be forwarded to the Comptroller to communicate the pensionary benefits admissible. After receipt of pension papers from the Comptroller, the University shall issue sanction order of the University with the approval of the Vice-Chancellor. On the receipt of sanction orders as well as the pension papers from the University the Comptroller will issue pension payment order in favour of the pensioner concerned.

**Note:** The payment of pension/family pension/anticipatory pension shall be arranged through banks.

- (6) Whenever the delay on the part of the University in the sanction of the pension is anticipated, the Vice-Chancellor may sanction an anticipatory pension not exceeding 75% of the pension that he/she finds on a summary scrutiny to be admissible.

**Note:** The anticipatory pension will be sanctioned by the Vice-Chancellor from the date of retirement and payment shall commence with effect from the date on which the employee finally leaves the service. In other respects, the corresponding rules in KCSRs shall apply mutatis mutandis.

- (7) The pension admissible under these Statutes is not to be given as a matter of course unless the services rendered have been approved as satisfactory. If the services are not satisfactory, the Vice-Chancellor shall be competent to order such reduction in the amount of pension depending upon the gravity of offence and only after giving reasonable opportunity of being heard to the concerned.
- (8) The employee shall furnish family pension and DCRG nomination forms as prescribed in KCSRs to the drawing Officer who shall cause to attest and paste the

same, to the Service Register concerned. Such nomination form shall be furnished within a month from the date of joining University service.

- (9) In matters not expressly provided in these Statutes, the provisions of KCSRs as amended by the Government of Karnataka from time to time shall be applicable. Forms for the application of pension and family pension are those as provided in the KCSRs.

## **62. Pension and Gratuity Fund**

- (1) This fund shall consist of
- (a) Contribution by the University from out of non-plan grants sanctioned by the Government, made either in monthly instalment or in a single instalment at any time before the close of the financial year equal to 12<sup>1/2</sup> % of the total basic pay and DA drawn by the employees governed by these Statutes during the year plus interest accrued thereon.
  - (b) The grants received from the State Government towards constitution of ‘Pension & Gratuity fund’.
- (2) A separate account shall be opened for the pension fund in a scheduled/nationalized bank. The Comptroller shall operate the funds and maintain the accounts of the fund including disbursement of the pension and family pension. Pension and Gratuity Fund shall be invested in fixed deposits in the banks.

## **63. Contributory Pension Scheme**

Whole time employees of the University who are employed on or after 01-04-2006 and are paid out of University funds are entitled to pension as provided under the scheme of new defined Contributory Pension Scheme indicated in Govt. Order No.FD(SN) 04 PET 2006, dated 31.3.2006 and amended from time to time.

# **CHAPTER XI**

## **ACADEMIC PROGRAMMES, ADMISSION, PERFORMANCE**

### **64. Basic Curricula**

The curricula for various under-graduate and post-graduate degree programmes, diploma and certificate courses of the University shall be as determined by the Academic Council, provided the course offerings, infrastructure facility and staff are adequate, together with a stipulation of the number of Course credits.

### **65. University Catalogue**

The University shall publish a catalogue annually containing:

- (a) A historical sketch of the University
- (b) The Academic calendar
- (c) Academic infrastructure and eligibility criteria for admission to various degree programmes.
- (d) Fee structure
- (e) Scholarships and financial assistance.
- (f) Degrees, diplomas and other awards
- (g) Curricula

- (h) Lists of courses offered in each degree programme during the academic year
- (i) Academic information and regulations
- (j) Hostel Regulations
- (k) The roster of admission for each degree programme
- (l) List of teachers
- (m) Any other information deemed essential or desirable.

### **66. Qualification for Students' Admission**

- (1) The minimum academic requirement for admission to various degree programmes in the University shall be as approved by the Academic Council from time to time.
- (2) A candidate seeking admission to the University shall not have any adverse remarks regarding moral character and shall not have been convicted for any criminal offense.
- (3) A candidate who has been found to be qualified for admission to the University shall be notified of his/her admission by the Registrar.

### **67. Credit for Previous Studies**

An enrolled student may be granted course credit(s) for academic attainment procured outside the University subject to the approval of the Admissions committee on the following conditions.

- (a) Satisfactory completion of similar course in another University which has reciprocity standing with the University and/or
- (b) The Student demonstrates, by a comprehensive examination given by the appropriate faculty, that the earned Grade B or above (GPA of 8.00 and above) in the subject covered by a course(s) in the curriculum for the degree.
- (c) Any such credit granted to an enrolled student shall be entered on the records of the student as Approved Transfer Credit (s) for a specific course or courses.

### **68. Evaluation of Student Performance**

The Course Grade earned by an enrolled student shall be determined by the Teacher(s) offering the course. In accordance with academic Regulations, consideration shall be given to (a) daily class performance, (b) internal examinations (c) terminal examination/external examination and (d) other factors specified in the Academic Regulations.

### **69. Controlerate of Examinations**

The University shall establish a Controlerate of Examination and Evaluation at the University headquarters. The Controlerate shall be headed by a Chief Coordinator of Examinations nominated by the University. The guidelines for nomination of the Chief Coordinator of Examinations shall be formulated by the Academic Council.

### **70. Equivalence for courses studied elsewhere.**

The Academic Council shall frame regulations for giving consideration to a candidate admitted to a degree programme in the University to consider courses completed in another University/Institution as equivalent to the courses offered in that degree programme in the University.

### **71. Dual Degree Programmes**

The Academic Council shall frame regulations for offering dual degree programmes to a

candidate offered with any Indian/International Institution admitted to a degree programme in the University.

## **72. Distance Education**

The University shall make arrangements for offering Certificate Courses in distance education mode and the Academic Council shall frame regulations for the same.

## **73. Student Discipline**

The Regulations and procedures governing student discipline shall be formulated by the Academic Council.

## **74. Extra Curricular Activities of Students**

- (1) Any enrolled student can participate in University's extracurricular activities without affecting his/her academic activities.
- (2) An enrolled student shall not engage in work within or outside the University with or without compensation.

## **75. Scholarship and Student Loan Funds**

The University shall establish and maintain University or donor scholarship funds and student loan funds with prior approval of the Board of Management and from these funds, grants/loans may be made to eligible students for bonafide purposes during the period of enrolment. The Academic Council shall make Regulations governing the operation of such funds. The award of scholarship, free studentship/loan, shall be made by a committee consisting of the following members.

1	Director of Education	Chairman
2	Deans of constituent colleges	Members
3	Dean of Post-graduate Studies	Member
4	Dean of Student Welfare	Member
5	Registrar	Member-Secretary

The administration of such funds shall be done by the Director of Education.

## **76. Student Fees**

A student shall pay tuition and other fees as prescribed by the Academic Council from time to time.

# **CHAPTER XII**

## **UNIVERSITY DEGREES, DIPLOMAS, AWARDS, DISTINCTIONS**

### **77. Bachelor's Degrees: Nature, Requirements, Distinction**

- (1) The University shall when so approved by the Board of Management, recommend for conferment on an enrolled student who has met the academic requirements of the University, a four year (8 semesters) Professional/Technical Bachelor's Degree as furnished in **SCHEDULE-V**.
- (2) A student to be eligible for award of a bachelor's degree shall complete the prescribed curriculum of courses formulated by the Board of Studies for Under-Graduate Programmes and approved by the Academic Council. In addition, the student shall in the judgment of the Faculty, possess good moral character and a high sense of honesty.

- (3) An enrolled student, who has met the requirements of the University for a particular degree in an exemplary manner as determined by the academic merit shall be awarded the degree with such academic distinction as recommended by the Academic Council.
- (4) Based on the need of the society, the Board of Management may initiate to start new Professional/Technical Diploma/Certificate/other programmes upon recommendation of the Academic Council in the subject areas related to “Horticulture” as defined in the Act either on campus or through distance education.

### **78. Advanced Degrees: Kinds and Requirements**

- (1) The University shall when so approved by the Board of Management grant to an enrolled student who has met the academic requirement of the University, a Professional/Technical Masters (2 years)/Doctoral Degree (3 years). The details of advanced degrees are furnished in **SCHEDULE-VI**.
- (2) New Courses/Degree Programmes

Based on the needs of the society, the Board of Management may initiate to start new Professional/Technical courses/degree programmes upon recommendation of the Academic Council either on campus or through distance education in the subject areas related to “Horticulture” as defined in the Act.

### **79. Honorary Degree**

The University may confer honorary degrees on persons of eminence who have distinguished themselves in horticultural sciences. The honorary degree shall be conferred with the proposal having received atleast three-fourth majority vote of the approved strength in both the Academic Council and the Board of Management and upon approval of the Chancellor.

As a matter of policy, the University shall be conservative in the matter of granting honorary degrees.

### **80. Diplomas, Certificates, Medals**

- (1) In accordance with Regulations promulgated by the Academic Council, the University may award to the enrolled students/persons who successfully complete the prescribed courses/training either on the Campus or through Distance Education, the appropriate Degree/Diploma/Certificate/Medal, etc.
- (2) Based on the needs of the society, the Board of Management may initiate to start new diploma/certificate/other programmes upon recommendation of the Academic Council in the subject areas related to “Horticulture” as defined in the Act.

### **81. Withdrawals of Degrees, Diplomas, Etc.**

The University reserves the right to withdraw any degree/diploma/certificate conferred on a person, provided the Academic Council has recommended and the resolution has been passed by the Board of Management with not less than two thirds of the approved strength after providing an opportunity to the concerned person to explain his/her action, in person. However, for withdrawal of a degree, the concurrence of the Chancellor shall be obtained.

## ASSOCIATIONS RELATED TO THE UNIVERSITY

### **82. Students' Association**

- (1) There may be a Student Association for each College. The constitution and byelaws shall be approved by the Academic Council. The body shall promote and organize curricular and co-curricular activities for the benefit and welfare of the students.
- (2) The Academic Council, with a minimum of two-thirds majority of its members may dissolve Students' Association when, such action is deemed to be in the interest of the students and the University.

### **83. Alumni Association**

- (1) There may be an Alumni Association of the University. The University degree holders may establish such an Association. Membership of the Association shall be open for Graduates of the University.
- (2) The purpose of the Alumni Association shall be to encourage the University in its various activities, to assist in promoting its growth and to help strengthen the University's capacity to render effective service to the horticulture of the State of Karnataka and to the Nation.

## CHAPTER XIV

### STAFF HOUSING, STUDENT HOSTELS AND OTHER ACCOMMODATION

#### **84. Employees Housing and other Facilities**

- (1) The University may procure, construct and maintain houses for its employees. The Board of Management shall make Regulations for the proper administration of staff housing matters.
- (2) The University may create and operate health, recreational and other facilities for the benefit of its employees, with prior approval of the Board of Management.

#### **85. Students' Accommodation, Cafeteria and other Facilities**

- (1) The University may create and operate hostels and other housing facilities for the benefit of enrolled students of the University.
- (2) Regulations regarding fees and management of hostels and other housing facilities and the conduct of student occupants shall be governed by the hostel regulations approved by the Academic Council. The Regulations shall provide for participation of enrolled students in the management of hostels occupied by them, as is consistent with good management of a University facility.
- (3) The University may create and operate for the benefit of enrolled students cafeteria, health, recreational, shopping and other facilities as may be deemed necessary.
- (4) Regulations regarding management of above facilities shall be as decided by the Academic Council.

## **CHAPTER XV**

### **CONVOCATIONS AND OTHER IMPORTANT UNIVERSITY EVENTS**

#### **86. Convocation**

There shall be an Annual Convocation organized by the University for the conferment of degrees. The Chief Guest shall be decided by the Board of Management on the recommendation of the Academic Council and approval of the Chancellor. The Vice-Chancellor in consultation with the officers of the University may decide the details of the programme.

#### **87. Other events of the University**

The University may organize other events such as Foundation Day, Totagarike mela and so on as decided by the Vice-Chancellor in consultation with the Officers of the University.

## **CHAPTER XVI**

### **REGISTRATION OF GRADUATES**

#### **88. Registration of Graduates**

The procedure for Registration of Graduates shall be as follows.

- (1) The Registrar shall maintain a Register of Registered Graduates in the form determined by the Board of Management.
- (2) All graduates of the University shall be eligible for Registration as a Registered Graduate of the University. The date of convocation on which a person is admitted to the degree either in person or in absentia shall be deemed the date of graduation.
- (3) A graduate who wishes to register shall apply in the prescribed form to the Registrar and pay the prescribed fee to have his/her name entered in the Register and be retained in the Register for life.
- (4) The register of Registered Graduates shall be revised and corrected only on the first working day of January of each year. Applications for revision or correction shall reach the Registrar not later than the 10th day of December of the preceding year.
- (5) A registered graduate shall be entitled to inspect the register and have certificate on application to the Registrar and on payment of the prescribed fees.

#### **89. Procedure for removal of names**

- (1) If the Vice-Chancellor is satisfied that a registered graduate on the list is deceased after due publicity and after lapse of three months from such publication, the Vice-Chancellor may order for removal of names of such deceased graduates.
- (2) If, at any time, after registration as a registered graduate, any person for any reason is deprived in any manner of his/her degree or degrees which entitled him/her to registration as such, he/she shall cease to be a registered graduate of the University from that time and his/her name shall be removed from the Register.

## CHAPTER XVII

### AFFILIATION OF COLLEGES

#### 90. Affiliation of Colleges

The working of the affiliated colleges shall be as follows.

- (1) Affiliation of Colleges should be granted to Colleges which offer Under-Graduate Degree Programmes that are offered by the University.
- (2) The course of study for affiliated Colleges shall be the same as that for the constituent Colleges.
- (3) The maximum intake for the affiliated college for every Degree Programme shall be 60.
- (4) The minimum requirements for admission shall be as prescribed by the University.
- (5) If the admission for any year falls below 50 per cent of the intake capacity, such college will not conduct the Courses for that year. However, if the admissions continue to fall below 50 per cent of the intake capacity for three consecutive years, such college will be closed down.
- (6) The Academic Rules and Regulations for the affiliated colleges shall be the same as that for the constituent colleges in the University.
- (7) The Officer nominated by the Vice-Chancellor shall oversee the functioning of the affiliated colleges.
- (8) The application for the affiliation shall be accompanied by evidence of possession of atleast 50 acres of land, either by ownership or by long lease to the applicant institution.
- (9) The institution shall have all infrastructure facilities like class rooms, laboratories, furniture, library, staff rooms, hostel, etc.
- (10) There shall be a minimum of two regular teachers appointed by the affiliated college in every subject offered in the Course.
- (11) Each applicant affiliated college shall pay an affiliation processing fee of **Rs.1.00 lakh. Further, Rs. 25.00 lakhs per year as Institutional Fee to the University.**
- (12) The maximum fee which can be charged by the affiliated colleges should not exceed 5 times the fees charged by the University in its constituent colleges.
- (13) Failure to adhere to the norms of affiliation shall make the affiliated College liable to be de-affiliated.
- (14) The requirement of teachers, qualification, service conditions shall be similar to those specified for the constituent colleges of the University under its Statutes and Regulations.
- (15) Mode of appointment and promotion of teachers shall be similar to that of the University. The affiliated college shall follow the UGC/ICAR guidelines for selection/promotion of teachers.



## CHAPTER XVIII

### RECOGNITION OF INSTITUTIONS

#### 91. Recognition of Institutions

- (1) Any institution situated either within or outside the University area including those abroad may be recognized by the University for the purpose of faculty research, student research or for undertaking any other academic activities in the interest of the University covering the broad subject "Horticulture" as defined in the Act.
- (2) The process of recognition shall be as approved by the Board of Management on the recommendation of Academic Council from time to time.

## CHAPTER XIX

### MISCELLANEOUS

#### 92. Travelling Allowances and Authorization

- (1) (a) The non-official Members of the Board of Management and Special Invitees shall be paid travelling allowance, daily allowance and other incidental charges when they attend meetings of the Board or any Authority or any Committee or any visits approved by the Board and the Convocation to which they are invited. The allowances payable to the Non-official Members of the Board shall be similar to ones which are entitled to Class-I Officers of the State Government.
  - (b) The Non-official Members and Special Invitees of the Board are entitled to payment of DA for one day before the commencement of the meeting and for one day after completion of the meeting.
  - (c) Every Member of the Board, excluding the employees of the University as Board Members, and the Special Invitees, shall be paid a sitting fee of Rs.3,000/- and as revised by the Government from time to time.
  - (d) Besides the above, the Members of the Finance Committee and other Sub-Committees constituted as per Section 13(2)(x) of the Act, other than the University employees, shall also be eligible for a sitting fee of Rs.3,000/- during the meetings of the Committees.
- (2) Travelling allowances to Officers, Teachers and other personnel of the University shall be regulated as follows:
- If an official stays in a guest house of Government Institution/hotels, he/she shall be eligible for guest house charges of Rs.1200 per day in 'A' class cities, Rs.800 per day in 'B' class cities and Rs.500 per day in other cities, or actual, whichever is less, in addition to regular admissible DA. This is subject to revision as specified by the regulations and approved by the Board from time to time.
- (3) The Controlling Officers shall be competent to authorize travel, other than by air, for the performance of the duties of the University employees within the jurisdiction of the State of Karnataka. Approval of the Vice-Chancellor is necessary for journeys outside the jurisdiction of the State of Karnataka and abroad and all air travels.

**Note:** The following shall be Controlling Officers of the University for approval of tour programmes.

- (a) The Vice-Chancellor shall be Controlling Officer for all the Officers of the University.
- (b) The Director of Education shall be the Controlling Officer for all the staff working in his/her unit.
- (c) The Dean of the College shall be the Controlling Officer for all the staff working under the jurisdiction of the College.
- (d) The Dean(PGS) shall be the Controlling Officer for all the staff working under the Directorate of PG Studies.
- (e) The Deans shall be the Controlling Officers for all the staff working in the respective colleges/units, Research, Seed and Extension establishments located in teaching campuses other than the main campus.
- (f) The Director of Research shall be the Controlling Officer for all the staff working in the Directorate of Research, except the Research establishments located in teaching campuses other than the main campus.
- (g) The Director of Extension shall be the Controlling Officer for all the staff working in the Directorate of Extension, except the Extension establishments located in teaching campuses other than the main campus.
- (h) The Comptroller shall be the Controlling Officer for all the staff working in the Comptroller's Office.
- (i) The Registrar shall be the Controlling Officer for all the staff working in the Registrar's Office.
- (j) The Dean of Student Welfare shall be the Controlling Officer for all the staff working in the Directorate of Students Welfare.
- (k) The University Librarian shall be the Controlling Officer for all the staff working in the University Library.

### **93.Special Aids and Benefits**

- (1) The University may accept aid or gift from any person or Institution in India.
- (2) The Vice-Chancellor shall appoint a Committee to advise what aid or gift may be accepted and in what form or manner.
- (3) If the aid or gift is unconditional, the Vice-Chancellor may, in consultation with the Committee constituted under Clause (2) accept it. Any aid or gift involving conditions shall be accepted only with the approval of the Board.
- (4) The Vice-Chancellor shall implement the terms and conditions of the aid or gift and for that purpose determine in consultation with the Committee referred to in Clause (2) the details as regards the number of professionals needed and the qualification to be possessed by them, the number of persons to be deputed for advanced training in India or abroad or as well as the fields of training for each of them.
- (5) Where the aid is in the form of a gift of commodities, the Vice-Chancellor shall, in consultation with the Committee referred to in Clause (2) above, determine the particulars of commodities to be obtained.

- (6) Where by any terms of the aid, selection of personnel for higher training or study tour becomes necessary, the Vice-Chancellor shall consult the Committee constituted by him.
- (7) **The Vice-Chancellor and/or his nominees shall be authorized to travel abroad to attract academic, research and extension programmes may obtain prior approval from the competent authority.**
- (8) Whenever employees or Officers other than the Vice-Chancellor undertake foreign tours for education, research etc., it shall be approved by the Board of Management.

#### **94. Disciplinary Action**

The provisions of the Karnataka Civil Services (Conduct) Rules 1966 and Karnataka Civil Services (Classification, Control and Appeal) Rules, 1957, and as amended from time to time, shall mutatis mutandis apply to the Teachers and Service personnel of the University.

The following authorities shall deal with the disciplinary cases and shall be vested with powers to recommend suitable punishment.

- (1) A Committee consisting of three Officers of the University, with one of the Officers as Chairman or a person not below the rank of retired District Judge to be nominated by the Vice-Chancellor in respect of disciplinary cases involving all employees other than the Officers. The Committee shall function as the disciplinary authority subject to the provisions of sub-clause (4) below. The Vice-Chancellor shall be the appellate authority to whom the appeals against decisions of the committee be made.
- (2) A Committee consisting of three Officers of the University, with one of the Officers as Chairman or a person not below the rank of retired District Judge to be nominated by the Vice-Chancellor in respect of disciplinary cases involving all University employees other than those mentioned in (1) above and under Section 24(i), (ii), (iii) of the Act. The Committee shall subject to the provision of sub-clause (4) below, shall function as the disciplinary authority. The Board of Management shall be the appellate authority to whom the appeals against the decision of this committee be made.
- (3) The Committees mentioned in (1) and (2) above, shall follow the procedures as laid down in Karnataka Civil Services (Classification, Control and Appeal) Rules, 1957 of the Government of Karnataka and amended from time to time.
- (4) In cases of disciplinary action involving punishments of dismissal, removal or reduction in rank, the principle laid down in Article 311(1) of the Constitution with reference to Government servants, namely, that such punishments shall not be inflicted except by the Appointing Authority or any Authority to which the Appointing Authority is subordinate shall be followed.

#### **95. Grievance Redressal**

The employees may send their grievances to the University. The University after thoroughly examining all the issues may send suitable reply to the employee. However, if the employees are not satisfied with the University action, they may send their grievances to the Registrar with a request to place the same before the Board of Management. The Registrar shall place such grievances to the Board as per the procedure. The grievances regarding SC/ST/Minority/Women employees must be addressed on priority.

### **96. Accounts and Audit:**

- (1) All accounts of University shall be maintained by the Comptroller as contained in the UHS Act 2009 under Section (40) and he shall arrange for internal audit of all the accounts of the University and submit to the Vice-Chancellor and then to the Board of Management with the remarks of the Vice-Chancellor.
- (2) Government Auditor, State Accounts Department, Government of Karnataka shall audit the accounts of the University every year and submit the reports to the Comptroller, in turn the extract of the audit reports shall be sent to the concerned Controlling/Drawing Officer. After obtaining the replies from concerned, the final and concluding replies of the University shall be prepared with the certified copy of the annual accounts.
- (3) The Finance Committee shall review the annual accounts along with the audit reports and recommend to the Board of Management for consideration and approval.
- (4) After the approval of the Board of Management, audit reports along with the annual accounts shall be submitted to the Government of Karnataka to place the same before both the houses of State Legislature.

### **97. Assets and Liabilities of the University**

As per the provisions of the Govt. Office Memorandum No. ೨೮೨೦೩-11ಜೇನಿ೨2, dated 26.4.1994, all the employees of the University shall provide the details of their Assets and Liabilities to the University in the prescribed format every year.

### **98. KCSRs shall be mutatis mutandis applicable**

Provisions made under KCSRs / KFC / KTC / Budget Manual / KTPP Act and all other Government provisions notified from time to time as applicable to Departments of Government of Karnataka shall be mutatis mutandis applicable.

**99. Savings:** If any issue at hand in the University is not resolved under the provisions of these Statutes, the matter shall be referred to the State Government whose decision shall be final and binding on all the concerned.

**SCHEDULE-I****FACULTIES IN THE UNIVERSITY OF HORTICULTURAL SCIENCES, BAGALKOTE**

Sl. No.	Faculty	Subject matter
1.	<b>Horticulture</b>	<p>Horticulture includes Basic and Applied Sciences of-</p> <ul style="list-style-type: none"> <li>(a) All aspects of Horticultural crops such as vegetables, fruits, flowers, spices, plantation crops, medicinal and aromatic crops etc.,</li> <li>(b) Agricultural Crops;</li> <li>(c) Natural Resource Management(Agronomy, Soil Science &amp; Agril. Chemistry, Microbiology, Agril. Engineering, Forestry;</li> <li>(d) Soil and Water Management;</li> <li>(e) Crop improvement including Production and protection;</li> <li>(f) Irrigation and Weed management;</li> <li>(g) Production of Seed and Plant material;</li> <li>(h) Land use planning and management;</li> <li>(i) Landscaping;</li> <li>(j) Horti-Silviculture, Farm-Forestry and Forest and Wild life Management;</li> <li>(k) Economics;</li> <li>(l) Marketing, Co-operation and Business Management;</li> <li>(m) Food Science and Technology;</li> <li>(n) Post harvest Management including Processing;</li> <li>(o) Bio-Technology;</li> <li>(p) Mushroom Culture;</li> <li>(q) Engineering;</li> <li>(r) Veterinary and Animal Sciences including Poultry;</li> <li>(s) Dairy Science and Technology</li> <li>(t) Psiculture and Fisheries Management;</li> <li>(u) Rural Development;</li> <li>(v) Basic Sciences and Humanities;</li> <li>(w) Apiculture;</li> <li>(x) Any other subject related to Horticulture as suggested by the Government/ICAR.</li> </ul>
2.	<b>Food Technology</b>	<ul style="list-style-type: none"> <li>(a) Food Processing Technology</li> <li>(b) Food Process Engineering</li> <li>(c) Food Safety &amp; Quality assurance</li> <li>(d) Food Business Management</li> <li>(e) Basic Sciences and Humanities</li> <li>(f) Horticulture &amp; allied subjects</li> <li>(g) Food plant operations &amp; In-plant training and study tours.</li> <li>(h) Any other subject related to Food Technology as suggested by the Government/ICAR.</li> </ul>

**QUALIFICATIONS FOR APPOINTMENT OF OFFICERS****A. Director of Education:**

- 1) A Bachelor's degree in any discipline of Horticulture /Agriculture sciences from a recognized University.
- 2) A Master's degree in any discipline of Horticulture /Agriculture Sciences with atleast **CGPA of 2.75 out of 4 (Trimester system) and/or OGPA of 8 out of 10 (Semester system).**
- 3) A Doctoral degree in any Horticultural /Agricultural discipline.
- 4) Must have a minimum 10 years of experience in the cadre of Professor at any Horticultural /Agricultural University/National level Institute.
- 5) **The applicant should have a minimum period of two years of service as on the last date of submission of his / her application to the post of Officer.**
- 6) **A minimum of five publications in the referred journals with NAAS rating of not less than five during the service.**

**B. Deans/Director of Research/Director of Extension/Registrar/Dean Students Welfare**

- 1) A Bachelor's degree in any discipline of Horticulture /Agriculture sciences from a recognized University.
- 2) A Master's degree in any discipline of Horticulture /Agriculture Sciences with atleast **CGPA of 2.75 out of 4 (Trimester system) and/or OGPA of 8 out of 10 (Semester system).**
- 3) A Doctoral degree in any Horticultural /Agricultural discipline.
- 4) Must have a minimum 8 years of experience in the cadre of Professor at any Horticultural /Agricultural University/National level Institute.
- 5) **The applicant should have a minimum period of one year of service as on the last date of submission of his / her application to the post of Officers.**
- 6) **A minimum of five publications in the referred journals with NAAS rating of not less than five during the service.**

**The above stated eligibility and a separate Score Card for filling of Officers posts at Farm Universities is adopted as per G.O.No: KruE 69 KruVV 2018, Bengaluru dated 23-11-2018 issued by the Govt.**

**C. University Librarian:**

1. Master Degree in Library Science/Information Science/Documentation with at least 55% marks or its equivalent grade of B in the UGC 7 points scale & consistently good academic record.
2. At least 13 years as Deputy Librarian in a University Library or 18 years experience as a University/National Institutes/College/Librarian of which at least 3 years shall be as Deputy Librarian.

**OR**

M. Phil/Ph.D Degree in Library Science/Information Science/Documentation/Archives & Manuscript keeping with 10 years' experience as a University/National Institutes/College/Librarian of which at least 3 years shall be as Deputy Librarian.

3. Evidence of innovation in Library services & organization of published work is desirable.

**D. Special Officer :**

The Special Officers can be appointed by individual University based on the need of the University. The subject, nature of work, designations, qualification and mode of selection can be decided by the concern University.

**SCHEDULE -III****CATEGORY OF POSTS, SCALE OF PAY, METHOD OF RECRUITMENT AND MINIMUM QUALIFICATIONS**

Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
<b>1. ADMINISTRATION SECTION</b>		
<p>(1.1) Deputy Administrative Officer/ Deputy Registrar (Rs.67550-104600)</p>	<p>50 % of the posts by direct recruitment and 50 % of the posts by promotion on the basis of seniority-cum-merit from the cadres of <b>Asst. Administrative Officer/Assistant Registrar/Secretary</b> in the ratio of 3:1</p>	<p><b>FOR DIRECT RECRUITMENT:</b></p> <p>a) Must possess a minimum secondclass Master's Degree from a University established by law in India.</p> <p>b) Must have a minimum of ten years Administrative Experience out of which a minimum of three years in the Cadre of Assistant Administrative Officer/Assistant Registrar or equivalent cadres in Government or Statutory Bodies.</p> <p>c) Must have passed Accounts Higher and General Law Part I &amp; II examinations.</p> <p><b>DESIRABLE:</b></p> <p>a) Post graduate diploma in Management/Public Administration/HRD of not less than one academic year duration from a recognized institute.</p> <p>b) Possess a certificate of proficiency in computer basics like MS Office/Internet usage or similar latest package; from a recognized institution for having undergone a course of not less than six months duration.</p> <p>c) A degree in Law</p> <p><b>FOR PROMOTION</b></p> <p>a) Must have passed Accounts Higher, General Law Part I &amp; II.</p> <p>b) Must have rendered not less than five years' service in the cadre of <b>Assistant Administrative Officer/Assistant Registrar /Secretary.</b></p> <p>Note: Wherever desirable qualification is prescribed in this schedule, the merit of the candidate possessing such desirable qualification shall be determined in accordance with the provisions of the Karnataka Civil Services (Direct Recruitment by Competitive Examinations and Selection) (General) Rules, 2006, as amended from time to time.</p>



Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
(1.2) Assistant Administrative Officer/Assistant Registrar/Secretary (Rs.52650-97100)	One-third of the posts by direct recruitment and <b>Two-thirds of the posts by promotion on the basis of seniority-cum-merit from cadre of Superintendent (General)/ Personal Secretary in the ratio of 3:1.</b>	<p><b>FOR DIRECT RECRUITMENT</b></p> <p>a) Must possess a Master Degree from a University established by law in India.</p> <p>b) Must possess a Diploma/Post Graduate Diploma in Management/Public Administration/HRD of not less than ten months duration from a recognized Institute.</p> <p>c) Must have a minimum of eight years experience in Administration, of which not less than three years in the cadre of Superintendent (General Administration/Academic Administration) or equivalent post in Government or a Statutory Body.</p> <p>d) Must possess a certificate of proficiency in computer basics like MS Office/Internet usage or similar latest package; from a recognized institution for having undergone a course of not less than six months duration.</p> <p>e) Must have passed Accounts Higher and General Law Part I &amp; II.</p> <p>f) A degree in Law is desirable.</p> <p><b>FOR PROMOTION</b></p> <p>a) Must have rendered not less than five years service <b>in the cadre of Superintendent (General Admn.)/ Personal Secretary.</b></p> <p>b) Must have passed Accounts Higher and General Law part I &amp; II examinations.</p>
(1.3) Superintendent (General) (Rs.43100-83900)	By promotion on the basis of seniority-cum-merit from the cadre of Senior Assistant and Stenographer in the ratio of 5 : 1.	<p><b>FOR PROMOTION</b></p> <p>a) Must have rendered not less than five years of service in the cadre of Senior Assistant <b>Four years as Stenographer &amp; one year as Sr. Assistant.</b></p> <p>b) Must have passed Accounts Higher and General law Part I &amp; II.</p>
(1.4) Senior Assistant (Rs.37900-70850)	By promotion on the basis of seniority-cum-merit from the cadre of Assistant/ Assistant-cum-Computer Operator. Provided that, Stenographers shall be posted to work as Senior Assistants for a period of one year	<p>a) Must have rendered not less than five years of service in the cadre of Assistant/Assistant-cum-Computer Operator.</p> <p>b) Must have passed Accounts Higher and General Law Part I &amp; II.</p>

Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
	on the basis of seniority.	
(1.5) Assistant-Cum-Computer Operator (Rs.30350-58250)	By direct recruitment	a) Must possess a minimum second class Bachelor's Degree from the University established by law in India. b) Must possess a certificate of One Year in Computer Application of a recognized institution. c) Typing knowledge is desirable
<b>2. ACCOUNTS SECTION</b>		
(2.1) Deputy Comptroller (Rs. 67550-104600)	Fifty per cent of the posts by direct recruitment and Fifty per cent of the posts by promotion on the basis of seniority-cum-merit from the cadre of Assistant Comptroller.	<b>FOR DIRECT RECRUITMENT</b> a) Must possess a minimum Second Class Master Degree in Commerce from a University established by law in India. b) Must have a minimum of Ten years experience in Accounts, out of which not less than three years in the Cadre of Assistant Comptroller or equivalent cadre in the Accounts Department in the University/Government/Statutory Body <b>OR</b> Must possess MBA (Finance) from a University established by law India/ICWA/CA and experience in financial management in any reputed organization. Note: Candidates with MBA (Finance)/ICWA/CA on appointment must pass departmental examinations within the period of probation. c) Must have passed SAS Examination (all three parts) of the State or GOI. d) Must have passed General Law Part I & II examinations. <b>DESIRABLE:</b> a) Post graduate diploma in Finance. b) Possess a certificate of proficiency in computer basics like MS Office/Internet usage or similar latest package; of a recognized institution for having undergone a course of not less than six months duration. c) Must produce a record of good service. <b>FOR PROMOTION</b> a) Must have passed SAS Examination (all three parts) of a State or GOI. b) Must have passed General Law Part-I& II. c) Must have rendered not less than five years of service in the cadre of Assistant

Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
		<p>Comptroller.</p> <p>Note: Wherever desirable qualification is prescribed in this schedule, the merit of the candidate possessing such desirable qualification shall be determined in accordance with the provisions of the Karnataka Civil Services (Direct Recruitment by Competitive Examinations and Selection) (General) Rules, 2006 and as amended from time to time.</p>
(2.2) Assistant Comptroller (Rs. 52650-97100)	<p>One-third of the posts by direct recruitment</p> <p>And</p> <p>Two-thirds of the posts by promotion on the basis of seniority – cum – merit from cadre of Superintendent (Accounts).</p>	<p><b>FOR DIRECT RECRUITMENT</b></p> <p>a) Must possess a Master Degree from a University established by law in India.</p> <p>b) Must possess a Diploma/Post Graduation Diploma in Management/Public Administration/HRD of not less than ten months duration from a recognized Institute.</p> <p>c) Must have a minimum of eight years experience in Accounts, out of which a minimum of three years in the Cadre of Superintendent (Accounts) or equivalent cadre in Government or a Statutory Body.</p> <p>d) Must possess a certificate of proficiency in computer basics like MS Office/Internet usage or similar latest package; of a recognized institution for having undergone a course of not less than six months duration.</p> <p>e) Should have passed SAS Examination (all three parts) of the State/Government of India and General Law Part I &amp; II.</p> <p style="text-align: center;"><b>OR</b></p> <p>Must possess MBA (Finance) from a University established by law in India/ICWA/CA and experience in financial management in any reputed organization.</p> <p>Note: Candidates with MBA (Finance)/ICWA/CA on appointment must pass departmental examinations within the period of probation.</p> <p><b>FOR PROMOTION</b></p> <p>a) Must have rendered not less than five years of service in the cadre of Superintendent (Accounts).</p> <p>b) Should have passed SAS Examination (all three parts) of the State/Government of India.</p>

Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
(2.3) Superintendent (Accounts) (Rs. 43100-83900)	By promotion from cadre of Senior Assistant.	a) Must have rendered not less than five years of service in the cadre of Senior Assistant. b) Must have passed SAS Examination (all three parts) of a State or GOI and General Law Part I & II.
<b>3. ESTATE SECTION</b>		
(3.1) Executive Engineer (Civil) (Rs.67550-104600)	Promotion on the basis of seniority – cum – merit from the cadre of Assistant Executive Engineer (Civil).	<b>FOR PROMOTION</b> a) Must have rendered not less than five years service in the cadre of Assistant Executive Engineer (Civil) in the University.
(3.2) Executive Engineer (Elec./Agril.) (Rs.67550-104600)	Promotion on the basis of seniority – cum – merit from the cadre of Assistant Executive Engineer (Elec./Agril.) in the University.	<b>FOR PROMOTION</b> a) Must have rendered not less than five years service in the cadre of Assistant Executive Engineer (Elec./Agril.) in the University.
(3.3) Assistant Executive Engineer (Civil/ Elec.) /Technical Assistant (Civil) (Rs. 52650-97100)	Fifty per cent of the posts by direct recruitment: And Fifty per cent of the posts by promotion on the basis of seniority – cum – merit from the cadres of Assistant Engineer (Degree Holders) and Assistant Engineer (Diploma Holders) in concerned field in the ratio of 2:1.	<b>FOR DIRECT RECRUITMENT</b> a) Must possess a minimum second class Bachelor's degree in Civil or Electrical and Electronics Engineering from a University established by law in India. b) Must have not less than three years experience as Assistant Engineer (Civil/Electrical) in Govt. or a statutory body or a reputed firm. c) Computer knowledge in CAD/CAM/MS Office is essential. d) Must have passed Accounts Higher and General Law part I & II and PWD Part I & II examinations. <b>FOR PROMOTION</b> a) Must possess a Bachelor's degree from a University established by law in India or possess a Diploma in Civil or Electrical and Electronics Engineering of a recognized institution. b) Must have rendered not less than five years experience as Assistant Engineer in the concerned field in the University.
(3.4) Assistant Executive Engineer (Auto) (Rs. 52650-97100)	By promotion on the basis of seniority – cum – merit from the cadre of Assistant Engineer (Auto).	a) Must possess Bachelor's Degree in Mechanical Engineering/Automobile Engineering of a University established by law in India. b) Must have not less than 5 years experience in the cadre of Assistant Engineer (Auto).

Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
(3.5) Assistant Executive Engineer (Agril.) (Rs. 52650-97100)	50 % of the posts by direct recruitment and 50 % of the posts by promotion on the basis of seniority – cum –merit from the cadres of Assistant Engineers (Agril.) (Degree Holders) and Assistant Engineer (Agril.) (Diploma Holders) in the ratio of 2:1.	<p><b>FOR DIRECT RECRUITMENT</b></p> <p>a) Must possess a minimum second class Bachelor's degree in Agricultural Engineering of a University established by law in India.</p> <p>b) Must have experience of not less than three years as Assistant Engineer (Agri).</p> <p>c) Must have passed Accounts Higher, General Law Part I &amp; II and PWD I &amp; II examinations.</p> <p>d) Computer knowledge in CAD/CAM/MS Office is essential.</p> <p><b>FOR PROMOTION</b></p> <p>a) Must possess a Bachelor's degree in Agril. Engineering of a University established by law in India or a Diploma in Agricultural Engineering of a recognized institute.</p> <p>b) Must have rendered not less than five years experience in the cadre of Assistant Engineer (Agri).</p>
(3.6) Store Purchase Officer (Rs. 52650-97100)	By direct recruitment.	<p>a) Must possess a Master Degree in a discipline other than Arts/Commerce of a University established by law in India.</p> <p>b) Must have rendered not less than five years experience in purchase and maintenance of stores in Government or a Statutory Body.</p> <p>c) Knowledge in matters relating to imports and exports and basic computer knowledge is desirable.</p>
(3.7) Assistant Engineer Civil/Electrical (Rs. 43100-83900)	Fifty per cent of the posts by direct recruitment: And Fifty per cent of the posts by promotion on the basis of seniority – cum – merit from the cadre of Junior Engineer in the concerned field.	<p><b>FOR DIRECT RECRUITMENT</b></p> <p>a) Must possess a minimum Second Class Bachelor's degree in Civil or Electrical and Electronics Engineering of a University established by law in India.</p> <p>b) Computer knowledge in CAD/CAM/MS Office is essential.</p> <p>c) Must have passed Accounts Higher, and General Law Part I &amp; II and PWD Part I &amp; II Examinations.</p> <p><b>FOR PROMOTION</b></p> <p>a) Must possess a diploma in Civil or Electrical and Electronics Engineering from a recognized institution.</p> <p>b) Must have rendered not less than five years service in the cadre of Junior Engineer (Civil/Elec.).</p> <p>c) Must have passed Accounts Higher, General Law Part I &amp; II, PWD I &amp; II</p>

Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
		examinations.
(3.8) Assistant Engineer(Auto) (Rs. 43100-83900)	By promotion on the basis of seniority – cum – merit from the cadre of Junior Engineer (Auto).	a) Must possess a diploma in Automobile Engineering of a recognized institution. b) Must have rendered not less than five years service in the cadre of Junior Engineer (Automobile). c) Must have passed Motor Vehicles, Accounts Higher & Gen. Law Part I & II examinations. c) Knowledge in computer operations is essential.
(3.9) Assistant Engineer (Agril.) (Rs. 43100-83900)	Fifty per cent of the posts by direct recruitment: And Fifty per cent of the posts by promotion on the basis of seniority – cum – merit from the cadre of Junior Engineers (Agril.).	<b>FOR DIRECT RECRUITMENT</b> a) Must possess a minimum second class Bachelor's degree in Agricultural Engineering of a University established by law in India. b) Must have passed Accounts Higher, General Law Part I & II and PWD examinations. c) Knowledge in computer operations is essential. <b>FOR PROMOTION</b> a) Must possess a diploma in Agricultural Engineering of a recognized institution. b) Must have rendered not less than five years service in the cadre of Junior Engineer (Agril.). c) Must have passed Accounts Higher, General Law Part I & II and PWD I & II examinations. d) Knowledge in computer operations is essential.
(3.10) Assistant Instrumentation Engineer (Rs. 43100-83900)	By Direct Recruitment.	Must possess BE (Instrumentation) Degree obtained from a University established by law in India.
(3.11) Junior Engineer (Civil/Electrical/ Auto/Agril.)/Head Draftsman (Civil/Electrical/Auto/ Agril.) (Rs.37900-70850)	As and when the incumbents in the posts vacate the posts, the posts shall automatically get converted to equivalent post based on the requirement of the University.	
(3.12) Senior Caretaker (Rs. 37900-70850)	By promotion on the basis of seniority – cum – merit from the cadre of Caretaker.	Must have rendered not less than five years service in the cadre of Caretaker.

Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
(3.13) Telephone Operator (Rs.30350-58250)	By direct recruitment.	a) Must possess a minimum second class Degree of a University established by law in India <b>OR</b> Must possess a Diploma in Telecommunication of a recognized institution and not less than two year experience as Telephone Operator in a Government Telephone Exchange or Statutory Body. b) Must have a not less than one year experience as Telephone Operator in a Government Telephone Exchange or Statutory Body. c) Must have fluency in talking both in English and Kannada.
(3.14) Tracer (Rs. 30350-58250)	By Direct Recruitment.	a) Must have passed P.U.C. Examination conducted by the PUC Board of Karnataka or possess equivalent qualification. b) Must possess a certificate for having undergone a course of two years duration in drawing/tracing from a recognized institution. c) Must have experience of not less than two years as Tracer in a Government or Statutory Body.
(3.15) Draftsman (Rs. 30350-58250)	By direct recruitment	a) Must have passed P.U.C. Examination conducted by the PUC Board of Karnataka or possess equivalent qualification. b) Must possess a certificate for having undergone a course of two years duration in Draftsmanship from a recognized institution. c) Should have not less than three years of experience as Draftsman in any reputed institution.
(3.16) Technician/ Welding/ Turning/ Fitting/Carpentry/ Smithy/ Electrical /Tracer/ Auto Electrician/ Auto Mechanic/ Auto Fitter/ Electrical Wire- man (Rs. 30350-58250)	By direct recruitment.	a) Must have passed P.U.C. Examination conducted by the PUC Board of Karnataka or possess equivalent qualification. b) Must have passed Certificate Course of not less than one year duration in respective field from ITI or JOC. c) Must have experience of not less than one year in concerned field in a Government or Statutory Body. d) Must have a good physique. <b>Note: Auto Electrician/Auto Mechanic/ Auto Fitter must also possess light motor</b>

Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
		vehicle driving license.
(3.17) Caretaker (Rs. 30350-58250)	By direct recruitment	Qualification as prescribed for Assistant cum Computer Operator.
(3.18) Surveyor (Rs. 30350-58250)	By direct recruitment.	a) Must have passed P.U.C. Examination conducted by the PUC Board of Karnataka or possess equivalent qualification. b) Must possess a certificate in Surveyor's Training from a Government recognized institution or JOC. b) Must have experience of not less than one year in surveying in a Government/ Statutory Body.
(3.19) Driver (Heavy Vehicle) (Rs. 30350-58250)	By promotion from among Light Motor Vehicle Drivers in the University.	a) Must possess a Heavy Motor Vehicle Driving License. b) Must have worked as Light Vehicle Driver for not less than five years in the University. c) Must have good physique.
(3.20) Tractor Driver (Rs.27650-52650)	By direct recruitment.	a) Must have passed P.U.C. Examination conducted by the PUC Board of Karnataka or possess equivalent qualification. b) Must have a Tractor with Trailer driving License. c) Must have experience of not less than two years as Tractor Driver in Government/Statutory Body. d) Must have good physique.
(3.21) Drivers (Light Vehicle) (Rs.21400-42000)	By direct recruitment.	a) Must have passed P.U.C. Examination conducted by the PUC Board of Karnataka or possess equivalent qualification. b) Must have a light motor vehicle driving license. c) Must have experience of not less than two years in driving light motor vehicle.
(3.22) Mason (Rs. 21400-42000)	By direct recruitment.	a) Must have passed P.U.C. Examination conducted by the PUC Board of Karnataka or possess equivalent qualification. b) Must have worked as a Mason for not less than five years with a reputed Class-I contractor.
(3.23) Plumber (Rs. 21400-42000)	By direct recruitment	a) Must have passed P.U.C. Examination conducted by the PUC Board of Karnataka or possess equivalent qualification.



Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
		b) Must have experience of not less than five years as a Plumber with Government/ Statutory Body/Class-I contractors.
(3.24) Cook-cum Caretaker (Rs. 21400-42000)	By promotion on the basis of seniority – cum – merit from the cadre of Assistant Cook-cum-Caretaker	a) Must have experience of not less than five years in the cadre of Assistant Cook-cum-Caretaker in the University.
(3.25) Turner (Rs. 21400-42000)	By direct recruitment.	a) Must have passed P.U.C. Examination conducted by the PUC Board of Karnataka or possess equivalent qualification. b) Must have passed ITI certificate course of one year duration in turning. c) Must have not less than two years experience in turning in a reputed workshop.
(3.26) Asst. Cook-cum-Caretaker (Rs.18600-32600)	By direct recruitment.	a) Must have passed P.U.C. Examination conducted by the PUC Board of Karnataka or possess equivalent qualification. b) Must have experience of not less than five years as Cook in a Government/ University Guest House or Hostel in preparing Vegetarian and Non-vegetarian food. c) Must possess good physique.
(3.27) Tinker (Rs. 18600-32600)	By direct recruitment.	a) Must have passed P.U.C. Examination conducted by the PUC Board of Karnataka or possess equivalent qualification. b) Must have experience of not less than five years in a tinkering in a reputed workshop.
<b>4. SECRETARIAL SECTION</b>		
(4.1) Secretary (Rs.52650-97100)	By promotion on the basis of seniority – cum – merit from the cadre of Personal Secretaries.	a) Must have rendered not less than five years service in the cadre of Personal Secretaries.
(4.2) Personal Secretary (Rs.43100-83900)	By promotion on the basis of seniority – cum – merit from the cadre of Stenographers.	a) Must have rendered not less than five years service in the cadre of Stenographer. b) Must have passed Accounts Higher and General Law Part I & II examinations.
(4.3) Stenographer (Rs.37900-70850)	By direct recruitment and promotion from among Assistant-cum-Computer	<b>FOR DIRECT RECRUITMENT</b> a) Must possess a minimum second class in Bachelor's Degree from the University established by law in India.

Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
	Operator in the University. The ratio between direct recruitment and promotion shall be 3:1.	<p>b) Must have passed Senior Grade Shorthand examination in English and Kannada &amp; Senior Grade Typewriting in English and Kannada, conducted by the Secondary Education Examination Board of Karnataka or possess equivalent qualification.</p> <p>c) Computer knowledge is essential.</p> <p>d) Must have put two years of service in any Govt. / Autonomous body.</p> <p>OR</p> <p>a) Must possess a degree from recognized University established by law in India.</p> <p>b) Three years Diploma course in Commercial &amp; Secretarial Practice in both English and Kannada shorthand and English &amp; Kannada Typewriting.</p> <p>c) Computer knowledge is essential.</p> <p>d) Must have put two years of service in any Govt. / Autonomous body.</p> <p>OR</p> <p>a) Must possess a minimum second class degree in Commercial and Secretarial Practice both English &amp; Kannada Shorthand and Typewriting.</p> <p>b) Must have put two years of service in any Govt. / Autonomous body.</p> <p>c) Computer knowledge is essential.</p> <p><b>FOR PROMOTION</b></p> <p>a) Must have passed Senior Typewriting in English and Kannada &amp; Senior Shorthand examination in English and Kannada conducted by KSEEB or possess equivalent qualification.</p> <p>b) Must have rendered not less than five years serve in the cadre of Assistant-cum-Computer Operator in the University.</p>
<b>5. LIBRARY SECTION</b>		
5.1 Library Assistant (Rs.43100-83900)	By direct recruitment.	<p>a) Must possess a minimum Second Class 2-year M.Lib./M.Lib.(Information Science) (MLISc) degree of a University established by law in India.</p> <p>OR</p> <p>(1) Must possess a minimum Second Class 1-year B.Lib. degree of a University established by law in India.</p> <p>And</p> <p>(2) Must possess a minimum Second Class 1-year M.Lib./M.Lib.</p>

Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
		<p>(Information Science) (MLISc) degree of a University established by law in India.</p> <p>b) Experience in classification and cataloguing books and periodicals in Library/College/Research Institute is desirable.</p> <p>c) Computer knowledge is essential.</p>
5.2 Shelf Assistant (Rs.30350-58250)	By direct recruitment.	<p>a) Must have passed Pre-University examination.</p> <p>b) Must have passed Diploma Course of not less than two years duration in Library Science of the State Council of Vocational Education.</p> <p>c) Must have experience of not less than two years in a College/Public/ University Library.</p> <p>d) Computer knowledge is essential.</p>
<b>6. FIELD CUM LAB SUPPORTING SECTION</b>		
(6.1) Field Supervisor (Rs. 43100-83900)	By promotion from the cadre of Senior Field Assistant by upgrading 1/3of total number of sanctioned posts of Senior Field Assistants.	Must have completed a service of 10 (ten) years in the cadre of Senior Field Assistant.
(6.2) Lab Supervisor (Rs. 43100-83900)	By promotion from the cadre of Senior Lab Assistant by upgrading 1/3of total number of sanctioned posts of Senior Lab Assistants.	Must have completed a service of 10 (ten) years in the cadre of Senior Lab Assistant.
(6.3) Senior Field Assistant (Rs. 37900-70850)	By promotion from the cadre of Field Assistant by upgrading 1/3of total number of sanctioned posts of Field Assistants.	Must have completed a service of <b>10 (Ten)years</b> in the cadre of Field Assistant.
(6.4) Senior Lab Assistant (Rs. 37900-70850)	By promotion from the cadre of Lab Assistant by upgrading 1/3of total number of sanctioned posts of Lab Assistant.	Must have completed a service of <b>10 (Ten) years</b> in the cadre of Lab Assistant.
(6.5) Field Assistant (Rs.30350-58250)	By direct recruitment	Must possess a minimum second class Bachelor's degree in Science from the

Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
		University established by law in India. OR Must possess a minimum second class Diploma of not less than two years duration in Horticultural/Agricultural Sciences from SAU with one year experience in Government/Statutory body. OR Must possess a minimum second class Diploma of not less than one year duration in Horticultural/Agricultural Sciences from SAU and two years experience in the field in Government / Statutory body.
(6.6) Lab Assistant (Rs. 30350-58250)	_____%By direct recruitment and _____%By <b>Promotion among            the cadre of            Attender/Jr.            Technician /            Driver(LV) in the            ratio of 5: 3: 1</b>	Must possess a minimum second class Bachelor's degree in Science from the University established by law in India. <b>OR</b> Must possess a minimum secondclassDiploma of not less than two years duration in Horticultural/Agricultural Sciences from SAU with one year experience in Government/Statutory body. <b>OR</b> Must possess a minimum secondclass Diploma of not less than one year duration in Horticultural/Agricultural Sciences from SAU and two years experience in the field in Government / Statutory body. <b>PROMOTION</b> a) <b>Must have passed SSLC Examination conducted by the KSEEB of Karnataka or possess equivalent qualification.</b> b) <b>Must Possessa minimum of 10 months Agriculture / Horticulture / Animal Husbandry course.</b> c) <b>Must have a minimum of 5 years of experience in the University in the pay scale of Rs. 21400-42000.</b>
(6.7) Baker (Rs.23500-47650)	By direct recruitment.	a) Must have passed P.U.C. Examination conducted by the PUC Board of Karnataka or possess equivalent qualification. b) Must have 1 years training in Bakery from a Govt. recognized Institution. c) Must have worked in a reputed bakery as Operator (Bakery) for not less than two years.
(6.8) Pump Attender (Rs.18600-32600)	By direct recruitment.	a) Must have passed P.U.C. Examination conducted by the PUC Board of Karnataka or possess equivalent

Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
		<p>qualification.</p> <p>b) Must have experience of not less than three years in Engine Operations.</p>
(6.9) Apairyman (Rs. 18600-32600)	By direct recruitment.	<p>a) Must have passed P.U.C. Examination conducted by the PUC Board of Karnataka or possess equivalent qualification.</p> <p>b) Must have experience of not less than two years in bee keeping in Government/ Statutory Body.</p>
(6.10) Messenger (Rs.17000-28950)	By direct recruitment.	<p>a) Must have passed SSLC Examination conducted by the Secondary Education Examination Board of Karnataka or possess equivalent qualification.</p> <p>b) Must have good Physique.</p>
(6.11) Bullock man/Farm Labour/Dairyman/ Milkman (Rs.17000-28950)	By promotion of MRE OR By direct recruitment.	<p><b>FOR PROMOTION</b></p> <p>a) MRE with 10 years of experience in the University, as per GO.No.DPAR/2.SLC/90 dated 06.08.1990.</p> <p>b) Must have a record of good service as MRE.</p> <p><b>FOR DIRECT RECRUITMENT</b></p> <p>a) Must possess good physique and active habits.</p> <p>b) Must produce a character certificate from three responsible persons.</p> <p>c) Persons working in the University are preferred.</p>
(6.12) Mali/Gardener (Rs. 17000-28950)	By direct recruitment.	<p>a) Must possess SSLC.</p> <p>b) Undergone Malis Training in Horticultural Department or must have worked as Mali or Gardener in a reputed nursery for a minimum period of 3 years.</p> <p>c) Must possess good physique and good habits.</p> <p>d) Persons working in the University are preferred.</p>
<b>7. MEDICAL SECTION</b>		
(7.1) Deputy Chief Medical Officer (Rs.67550-104600)	By promotion	<p>a) Must possess a MBBS degree of a University established by law in India.</p> <p>b) Must have rendered not less than ten years service in the cadre of Assistant Medical Officer/Assistant Lady Medical Officer in the University.</p>
(7.2) Assistant Medical Officer/Assistant Lady Medical	By Direct recruitment.	<p>a) Must possess a minimum second class MBBS degree of a University established by law in India.</p>

Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
Officer (Rs.52650-97100)		b) Must have experience of not less than three years in a recognized and reputed Nursing Home/Hospital.
(7.3) Senior Pharmacist (Rs.37900-70850)	By Promotion from the cadre of Pharmacist in the University	a) Must have a Diploma in Pharmacy and must have worked for not less than 5 years in the University as Pharmacist.
(7.4) Pharmacist (Rs. 30350-58250)	By direct recruitment.	Must possess a minimum second class degree in Pharmacy from a University established by law in India.
(7.5) Ward Boy/Ward Girl (Rs.18600-32600)	By direct Recruitment	a) Must have passed P.U.C. Examination conducted by the PUC Board of Karnataka or possess equivalent qualification. b) Must have experience of not less than two years in a Hospital or a Nursing Home as a Ward Boy/Ward Girl
<b>8. TECHNICAL</b>		
(8.1) Farm Manager/ Technical Assistant/Field Supervisor/ Training Assistant. (Scale of pay and promotion shall be as prescribed by ICAR from time to time)	By Direct recruitment	Bachelor's degree in Horticulture/Agriculture or any allied subjects from a recognized SAU/ ICAR Institute with good academic record with a minimum OGPA of 6.50/10.00 or CGPA of 2.25/4.00 or its equivalent or 55% of marks (where grade points are not in vogue). However, in the case of SC/ST candidates, a mere pass in the respective degree programme is sufficient.
(8.2) Programme Assistant (Computer) (Scale of pay and promotion shall be as prescribed by ICAR from time to time)	By Direct recruitment	A Bachelor's degree in Computer Science/ Computer Application/Information Science from a recognized University/Institution. OR Any Bachelor's degree from a recognized University with one year Diploma in Computer application.
<b>9. GENERAL</b>		
(9.1) Artist - cum – Photographer (Rs.40900-78200)	By Direct Recruitment	a) Must have a degree in Science of a recognised University. b) Must possess a Diploma in Cinematography. c) Must have experience of not less than 3 years as a Photographer-cum-Artist in a Government / Research Institute. d) Persons who have worked in Horticultural/Agricultural Institute will be preferred.
(9.2) Mechanic (Dairy)	By Direct	a) Must have passed PUC.

<b>Category of Posts and Scale of Pay</b>	<b>Method of Recruitment</b>	<b>Minimum Qualification</b>
(Rs. 30350-58250)	Recruitment	b) Must possess a certificate of having passed 18 months course in any ITI in the trade of Dairy Mechanic or Fitter with not less than Two years experience of working in a Dairy Plant.
(9.3) Duplicator Operator Mechanic (Rs.30350-58250)	By Direct Recruitment	a) Must have passed PUC. b) Must have experience of not less than 5 years in Operating and Maintaining Duplicators.
(9.4) Proof Reader (Rs.27650-52650)	By Direct Recruitment	a) Must have passed PUC. b) Must have experience of not less than 5 years as a Proof Reader in English and Kannada in a reputed Printing Press.
(9.5) Engine drivers (Rs.23500-47650)	By Direct Recruitment only	a) Must have passed PUC. b) Must have experience of not less than five years in light engine driver.
(9.6) Mechanics (Bakery) (Rs.23500-47650)	By Direct Recruitment	a) Must have passed PUC. b) Must have passed ITI Certificate Course in Mechanical Engineering. c) Must have experience of not less than 2 years in the Operation and maintenance of the machinery in a Bakery.
(9.7) Junior Compositors (Rs.23500-47650)	By Direct Recruitment	a) Must have passed PUC. b) Experience of 5 years in reputed printing press. c) Probation one year.
(9.8) Attender (Rs.21400-42000)	By promotion on the basis of seniority – cum – merit from the cadre of Messengers.	a) Must have experience of not less than five years in the cadre of Messenger in the University.
(9.9) Cleaner (Guest House) (Rs.17000-28950)	By direct recruitment only	a) Must have capacity to read and write in Kannada. b) Must have good physique and clean habits. c) Persons working in the University are preferred.
(9.10) Watchman (Rs.17000-28950)	By direct recruitment	a) Must have passed SSLC Examination conducted by the Secondary Education Examination Board of Karnataka or possess equivalent qualification. b) Must have good Physique & be active.
(9.11) Helpers (Bus, Sports, Stores, Wireman, School, Bakery, Marking, Carpentry) (Rs.17000-28950)	By direct recruitment	a) Must have passed SSLC Examination conducted by the Secondary Education Examination Board of Karnataka or possess equivalent qualification. b) Must have good Physique.
(9.12) Janitors	By direct	a) Must possess good physique and active

Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
(Rs.17000-28950)	Recruitment only	habits. b) Must produce a certificate of character from 3 responsible persons. c) Persons working in the University are preferred.
(9.13) Animal Attenders (Rs.17000-28950)	By Direct Recruitment	a) Must be a Literate in Kannada. b) Must possess good physique and active habits. c) Two years experience in a Dairy. d) Persons working in the University are preferred.
(9.14) Fisherman (Rs.17000-28950)	By Direct Recruitment	a) Must have good knowledge of fabrication and maintenance of fishing nets especially drag net and case net. b) Must have a experience in practical fishing particularly in ponds and tanks c) Must be able to read and write Kannada.
(9.15) Farm Labourers (Rs.17000-28950) Supernumerary posts	By absorption of Monthly rated Workers.	

**NOTES:**

- 1) The cadre strength will be as determined by the University with the sanction of posts from the Government from time to time.
- 2) The Computer knowledge is essential for all categories of posts except 'D'
- 3) The cadre posts as detailed below shall stand automatically get converted to equivalent post based on the requirement of the University.

Sl. No	Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
1.	Typist-cum-Computer Operator (Rs. 30350-58250)	By Direct Recruitment	a) Must have passed a Bachelors Degree of recognised University. b) Should have passed junior Typewriting in English and Kannada by the Board of Commercial Examination of Government of Karnataka. c) Should posses a Certificate of Computer Science of not less than 6 months duration from the institution recognised by the Government of Karnataka/Government of India/Any other standard Private Institution. However, the candidates having Bachelor degree in Computer Science to be exempted from possessing the Certificate in Computer Science of 6 months duration from the institution



Sl. No	Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
			recognised by the GOK/GOI/Any other standard Private Institution.
2.	Senior Typists (Rs.37900-70850)	By promotion among the Typists in the University by Upgrading 1/3 <sup>rd</sup> of the existing posts of Typists	Must have experience of not less than 15 years in the cadre of Typists in the University
3.	Bulldozer Driver (Rs. 30350-58250)	By direct recruitment	a) Must have passed SSLC. b) Must possess a Heavy Vehicle Driving Licence. c) Must have experience of not less than five years in operating Bulldozers in a reputed firm or statutory body. d) Ex-army personnel are preferable.
4.	Engine drivers (RRS) (Rs. 23500-47650)	By direct recruitment only	c) Must have passed 7th Standard. d) Must have experience of not less than five years in light engine driver. e)
5.	Head Watchman (Rs.18600-32600)	By promotion	a) Must have not less than five years of experience as watchman in the University. b) Should have a good physique with active habits and good record of service.
6.	Janitors (Rs.17000-28950)	By direct Recruitment only	d) Must possess good physique and active habits. e) Must produce a certificate of character from 3 responsible persons. f) Persons working in the University are preferred.
7.	Cleaner (Guest House/Bakery) (Rs.17000-28950)	By direct recruitment only	d) Must have capacity to read and write in Kannada. e) Must have good physique and clean habits. f) Persons working in the University are preferred.
8.	Senior Foreman (Rs. 43100-83900)	By Promotion from the Cadre of Junior Engineer (Auto)	a) Must possess Diploma in Automobile Engineering. b) Must have put in a service of not less than 3 years in the Cadre of Junior Engineer (Auto)
9.	Security Assistant (Rs. 43100-83900)	By direct recruitment	a) Must possess a degree of a recognised University. b) Must have experience of not less than 10 years in the Army with not less

Sl. No	Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
			than the rank of Subedar Major.
10.	Transport Assistant (Rs. 27650-52650)	By Direct Recruitment	<p>a) Must have passed SSLC with ITI certificate course of 2 years duration in Automobile Engineering.</p> <p>b) Must have experience of not less than 2 years in maintenance of vehicle records and job charts, in a reputed transport organisation.</p> <p>c) Must possess a driving licence.</p> <p>d) Must have passed Motor Vehicle Examination.</p>
11.	Deputy Director of Student Welfare (Rs. 67550-104600)	By Direct Recruitment	<p>a) Must possess a minimum II Class Master's degree in Sociology or Psychology.</p> <p>b) Must have been a Teacher in any University for not less than 10 years.</p> <p>c) Must have participated in sports, hostel and extracurricular activities in the College.</p> <p>d) A degree in Law is desirable.</p> <p>NOTE: Must pass Accounts Higher within 2 years after appointment.</p>
12.	Assistant Director of Student Welfare (Rs.52650-97100)	By Direct Recruitment	<p>a) Must possess a minimum II Class degree in Sociology/Psychology.</p> <p>b) Must have experience of not less than 3 years in teaching in the University.</p> <p>c) Must have participated in sports, hostel and extracurricular activities in the College.</p> <p>NOTE: Must pass Accounts Higher within 2 years after appointment.</p>
13.	Senior Laboratory Technician (Hospital) (Rs.27650-52650)	By Direct Recruitment	<p>a) Must have passed SSLC.</p> <p>b) Must have had Laboratory Technician's training in Government Institutions.</p> <p>c) Must have experience of not less than 5 years in a Clinical Laboratory as Laboratory Technician.</p>
14.	Laboratory Attender (Hospital) (Rs.18600-32600)	By Direct Recruitment	<p>a) Must have passed 7th Standard.</p> <p>b) Must have experience of not less than 2 years in a Clinical Laboratory.</p>
15	Assistant Librarian/ Documentalist 2200-4000 Pre-revised UGC Scale	By Promotion among Library Assistants in the university	Must have worked as Library Assistant in the University for not less than 5 years.

Sl. No	Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
16	Reprographic Assistant (Rs. 40900-78200)	By Direct Recruitment	<p>a) Should be a graduate in Science from a recognised University with Physics as one of the major Subjects of study.</p> <p>b) Knowledge of Scientific literature, ability to locate and retrieve information from the scientific materials from within and from outside and supplying the same to the Scientists and maintenance of proper accounts.</p> <p>c) Must have a thorough knowledge of reprographic equipment and their maintenance.</p> <p>d) Must have experience of not less than 2 years in a Scientific Library.</p>
17.	Record Assistant (Rs. 27650-52650)	By Direct Recruitment	<p>a) Must have passed SSLC.</p> <p>b) Must have experience of not less than 5 years as Binder or Record Keeper in Government/Statutory Body/Business Organisation.</p>
18.	Press Operator (Rs. 30350-58250)	By Direct Recruitment	<p>a) Must have passed SSLC.</p> <p>b) Must have passed Diploma in Printing Technology.</p> <p>c) Experience of not less than five years in operation of printing equipment in a reputed printing press.</p>
19.	Senior Compositor (Rs. 30350-58250)	By Direct Recruitment	<p>a) Must have passed SSLC.</p> <p>b) Must have a Diploma in Printing Technology.</p> <p>c) Must have experience of not less than 5 years as a Compositor in Kannada and English in a reputed Printing Press.</p> <p>d) Knowledge of lino-setting will be a preferential qualification.</p>
20.	Senior Machine Minder (Rs. 30350-58250)	By Direct Recruitment	<p>a) Must have passed SSLC.</p> <p>b) Must have Diploma in Printing Technology.</p> <p>c) Must have experience of not less than 5 years as Machine Minder in a reputed Printing Press.</p>
21.	Assistant Machine Minders (Rs. 30350-58250)	By Direct Recruitment	<p>a) VII Standard pass.</p> <p>b) Experience of 5 years in Machine Minding in reputed Printing Press.</p>
22.	Senior Binder (Rs. 21400-42000)	By Promotion from among the	Must have worked as Binder in the University for not less than 5 years.

Sl. No	Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
		Binders in the university.	
23.	Assistant Binders (Rs. 21400-42000)	By Direct Recruitment	a) VII Standard pass. b) Five years experience in reputed Printing Press.
24.	Book Binder (Rs. 21400-42000)	By Direct Recruitment	a) VII Standard pass. b) Five years experience in reputed Printing Press.
25.	Proof Reader (Rs. 27650-52650)	By Direct Recruitment	c) Must have passed SSLC. d) Must have experience of not less than 5 years as a Proof Reader in English and Kannada in a reputed Printing Press.
26.	Assistant Editor (Rs. 52650-97100)	By Direct Recruitment	a) Must possess a minimum II Class Master's Degree in Science with a Diploma in Journalism. b) Must have experience of not less than 5 years in processing and editing scientific information.
27.	Senior Artist cum Photographer (His assignment should be scientific Photography) (Rs. 52650-97100)	By Promotion among Artist-cum-Photographers in the University.	Must have worked as an Artist-cum-Photographer in the university for not less than 5 years.
28.	Artist - cum - Photographer (Rs. 40900-78200)	By Direct Recruitment	e) Must have a degree in Science of a recognised University. f) Must possess a Diploma in Cinematography. g) Must have experience of not less than 3 years as a Photographer-cum-Artist in a Government/Research Institute. h) Persons who have worked in Horticultural/Agricultural Institute will be preferred.
29.	Production Supervisor (Bakery) (Rs. 40900-78200)	By Direct Recruitment	a) Must possess a degree in Science of a recognised University with not less than a Certificate Course of 20 weeks duration in Bakery. b) Must have experience of not less than 2 years in a mechanised Bakery. c)
30.	Mechanics (Bakery) (Rs. 23500-47650)	By Direct Recruitment	d) Must have passed SSLC. e) Must have passed ITI Certificate Course in Mechanical Engineering. f) Must have experience of not less than

Sl. No.	Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
			2 years in the Operation and maintenance of the machinery in a Bakery.
31.	Operators (Bakery) (Rs. 21400-42000)	By Direct Recruitment	a) Must have passed SSLC. b) Must have a Certificate Course in Bakery Technology. Must have at least one year c) Experience in a Bakery plant.
32.	Driver-cum-Salesman (Bakery) (Rs. 21400-42000)	By Direct Recruitment	a) Must have passed SSLC with Light Vehicle Driving Licence of not less than two Years standing. b) Experience in sales will be a preferential qualification.
33.	Salesman (Department of Kannada) 14550-26700	By Direct Recruitment	a) Must have a degree of a recognised University. b) Must have at least 2 years experience as a Salesman.
34.	Data Entry Operator (Rs. 27650-52650)	By Direct Recruitment	a) Must have passed SSLC. b) Must have an experience of not less than 2 years in data entry operations in an office of Government/Statutory Body or Business Organisation.
35.	Salesman (Bakery)/Caretakers (Hostel)/Senior Attenders (STU) (Rs. 23500-47650)	The ratio between promotion from among Attenders and technicians in the University and direct recruitment shall be 2:1.	FOR PROMOTION Must be working in the University for not less than 5 years as Attenders/Technicians with SSLC qualification. FOR DIRECT RECRUITMENT a) A pass in SSLC. b) Experience of not less than 3 years in a Scientific Laboratory/Stores.
36.	`C' Group (on Promotion from `D' Group) 1/3rd of D Group) new designation will be with prefix of 'Senior' of the post. (Rs. 21400-42000)	By Promotion among the `D' Group Employees.	Must have experience of not less than 5 years in `D' Group Cadre in UHS. a) 91 and 5 refers to the existing posts of Attenders. b) 16 posts of Technicians. c) 1 post Head Watchman. d) 10 and 9 Asst. Cook-cum-Caretaker.
37.	Apiaryman (Rs. 18600-32600)	By Direct Recruitment	a) Must have passed 7th Standard. b) Must have experience of not less than two years in bee keeping.
38.	Senior Technician AEI (Rs. 27650-52650)	By Direct Recruitment	a) Must have ITI Training course of Two years duration as Auto Mechanic or Fitter. b) Should have worked in a workshop of a Horticultural/Agricultural Farm or an Automobile/Tractor Workshop,

Sl. No	Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
			especially, as a Mechanic, for a minimum of three years. c) Should be able to repair and maintain Horticultural/Agricultural Farm Machinery.
39.	Mechanic (Dairy) (Rs. 30350-58250)	By Direct Recruitment	c) Must have passed SSLC. d) Must possess a certificate of having passed 18 months course in any ITI in the trade of Dairy Mechanic or Fitter with not less than Two years experience of working in a Dairy Plant.
40.	Laboratory Technician (Pathology) (Rs. 30350-58250)	By Direct Recruitment	a) Must have Bachelor's Degree in Science with Chemistry and Biology as the fields of study. b) Must have experience of not less than 2 years in a Laboratory as Technician.
41.	Duplicator Operator Mechanic (Rs. 30350-58250)	By Direct Recruitment	c) Must have passed SSLC. d) Must have experience of not less than 5 years in Operating and Maintaining Duplicators.
42.	Mess Supervisor (Rs. 30350-58250)	By posting one of the Assistants.	-
43.	Forest Supervisor (Rs. 40900-78200)	By Direct Recruitment	a) Must have passed B.Sc. (Agri.)/B.Sc. (Hort.). b) A Pass in Ranger's course in forestry is preferable.
44.	Supervisors (Colleges) (Rs. 40900-78200)	By Direct Recruitment	Must be a Graduate in the concerned subject with not less than 2 years of experience in particular field of work. OR Should hold a Diploma certificate in the concerned subject and should have a minimum period of 5 years experience in the field of work.
45.	Foreman (Diesel) (Rs.37900-70850)	By Direct Recruitment	Diploma from a recognised Polytechnic in Automobile or Mechanical Engineering preferably with experience on oil engine particularly marine diesel engines. OR ITI Certificate as Diesel Mechanic with a minimum of 2 years experience as mechanic on oil engine, preferably marine diesel engines.
46.	Foreman (Workshop)	By Direct Recruitment	a) Diploma in Mechanical Engineering from a recognised Polytechnic.

Sl. No	Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
	(Rs.37900-70850)		b) Minimum of one year's experience in a workshop. OR a) ITI Certificate as Mechanic. b) Minimum of Five years experience in a workshop.
47.	Assistant School Teacher (Rs. 23500-47650)	By Direct Recruitment	Must have passed SSLC with a Diploma in Nursery School Education.
48.	Helpers (Press) (Rs. 17000-28950)	By Direct Recruitment	a) 7th standard pass. b) Experience of 5 years as Helper in reputed printing press. c) Probation one year.
49.	Press Superintendent (Rs. 52650-97100)	By Promotion from the Cadre of Senior Compositors/Press Operators/Senior Machine Minders	a) Must possess a Degree of recognised University OR Diploma in Printing Technology. b) Must have put in not less than 10 years of experience in the University as Senior Compositor/Press Operator/Senior Machine Minder provided, that a person who has put in not less than 10 years of service is not available, a person who has put in not less than 7 years of service may be considered for Promotion.
50.	Senior Proof Reader (Rs. 30350-58250)	By Direct Recruitment	a) A degree of a recognised University. b) Must have passed a certificate course in Proof reading Kannada and English. c) Must have experience of not less than 3 years as Proof Reader in a reputed Printing Press.
51.	Junior Proof Reader (Rs. 23500-47650)	By Direct Recruitment	a) Must have passed SSLC. b) Must have passed a certificate course in Proof Reading Kannada and English. c) Must have experience of not less than 2 years as proof Reader in a reputed Printing Press.
52.	Stockman (Rs. 23500-47650)	By Direct Recruitment	a) A pass in SSLC with Science subject as Optional. b) A pass in Stockman training course. c) Experience for having worked as Stockman.
53.	Draughtsman (Estate Branch) (Rs. 33450-62600)	By Direct Recruitment	a) Must have passed SSLC. b) Must have a certificate in Draughtsman-ship. c) Must have experience of not less than 2 years in preparation and scrutiny of

Sl. No	Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
			estimates and data sheets, tender schedules and other miscellaneous work regarding technical matter in Engineering Branch of Government or Educational Institutions.
54.	Artist-Cum-Photographer (Kannada Department) (Rs. 33450-62600)	By Direct Recruitment	a) A Pass in SSLC. b) A Diploma in Arts from a recognised Institute/School. c) Knowledge of Photography. d) Two years of experience in making illustrations in texts and to design cover pages of books.
55.	Artist-cum-Photographer (Rs. 33450-62600)(Two posts KDDC-HCP and NARP Scheme)	By Direct Recruitment	a) A pass in SSLC. b) A Diploma in Arts from a recognised school. c) Knowledge of Photography. d) Two years experience in commercial Arts and Painting.
56.	Laboratory Assistant (Dark Room Assistants) (Rs. 30350-58250)	By Direct Recruitment	a) A pass in SSLC. b) Five Years of Practical experience in Photography, Films processing, developing and printing in Black and White/Colour film in a reputed Organisation/Firm/Institution. c) Candidates with a pass in Cinematography Diploma or possessing certificate from recognised Institute in Photography will be given preference.
57.	Tabulator (Agro Economic Research Scheme(DLAP)GKVK ) (Rs. 30350-58250)	By Direct Recruitment	a) Degree of recognised University. b) Desirable experience of Computation work and experience in data compilation.
58.	Laboratory Technician (World Bank Project on Sericulture, Hebbal) (Rs. 30350-58250)	By Direct Recruitment	a) B.Sc. (Agri.)/B.Sc. (Natural Science) Certificate or Diploma in Laboratory Techniques. b) Three years experience in Laboratory Techniques. c) Experience in Sericultural Laboratory.
59.	Junior Mechanic (Buffalos Breeding Project, RRS, Dharwad) (Rs. 30350-58250)	By Direct Recruitment	a) Diploma in Electrical/Mechanical Engineering/ITI certificate in Refrigeration with working knowledge of maintenance of liquid Nitrogen plant or similar plants.
60.	Graduate Technicians	By Direct	a) B.Sc., degree with CBZ group.



Sl. No	Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
	KDDC, Bengaluru (Rs. 30350-58250)	Recruitment	b) Essential experience in diagnostic Laboratory or Research Laboratory for not less than 2 years. c) Desirable Diploma in clinical Laboratory Technology of Bengaluru University or any other equivalent course.
61.	Technical Assistants (Rs. 23500-47650)	By Direct Recruitment	B.Sc., with Zoology, Botany or Chemistry or PUC with Diploma or Certificate in Laboratory Technicians Course. Those with experience of having worked in a Micro Biology Laboratory will be preferred.
62.	Junior Compositors (Rs. 23500-47650)	By Direct Recruitment	d) 7th Standard pass. e) Experience of 5 years in reputed printing press. f) Probation one year.
63.	Junior Technician (Carpentry) Central Stores, Hebbal/Hebbal (Rs. 23500-47650)	By Direct Recruitment	a) Must have passed 7th Standard. b) Must have experience as Carpenter for 5 years. c) An ITI certificate in Carpentry of one year duration is desirable.
64.	Craftsman (Tinsmith HPHT Scheme, MRS, Hebbal) (Rs. 18600-32600)	By Direct Recruitment	a) ITI Certificate in Tin Smith/General Sheet Metal Work/General Mechanics. b) Two years of experience in a workshop.
65.	Attendants (Poultry) (Rs. 17000-28950)	By Direct Recruitment	a) Should be able to read and write Kannada. b) Should have good physique and active habits. c) Should have two years experience in any large Poultry Farm. d) Persons working in the UAS will be preferred.
66.	Animal Attenders (Rs. 17000-28950)	By Direct Recruitment	e) Must be a Literate in Kannada. f) Must possess good physique and active habits. g) Two years experience in a Dairy. h) Persons working in the University will be preferred. i)
67.	Ward Attendant UHS, Dispensary (Rs. 17000-28950)	By Direct Recruitment	a) Pass in the 7th Standard. b) Two years experience in dispensary as Ward Attendant.
68.	Mechanic (Teaching)	By Direct Recruitment	a) Must have passed a Diploma in Auto-mobile or Diploma in

Sl. No.	Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
	(Rs. 37900-70850)		<p>Agricultural Engineering in Farm Machinery.</p> <p>b) Must have experience of not less than Five years in a well established Work-shop of Government or Public Transport.</p> <p>c) Knowledge of Tractor repair preferred.</p>
69.	Senior Assistant (Stores) (Rs. 37900-70850)	By Promotion from among the Store Assistant/Assistant (Stores) of the Central Stores.	<p>a) Must possess a degree of recognised University.</p> <p>b) Must have put in a minimum Five years service as Stores Assistant in the UAS Central Stores/Assistant (Stores).</p> <p>NOTE: Should pass Store Purchase Manual Examination within two years from the date of appointment as Senior Assistant (Stores).</p>
70.	Seed Processing Plant Operators GKVK –1, Kathalgera –1 (Rs. 37900-70850)	By Direct Recruitment	<p>Essential Diploma in Agricultural Engineering.</p> <p>Desirable Two years of experience/knowledge of working in Seed Processing Units/any other type of plant and machinery.</p>
71.	Farm Labourers (Rs.17000-28950) Supernumerary posts	By absorption of Monthly rated Workers.	Ten years experience in the University as Farm Labourer.
72.	Junior Engineer Special Grade (Rs. 43100-83900)	By Direct Recruitment	<p>(a) A bachelor's degree in Agriculture/Horticulture/Home Science/Agri. Engineering/Veterinary Science/Animal Science/Forestry/Sericulture/Agricultural Marketing &amp; Co-operation/Food Science/Agri. Biotechnology from a recognized Horticultural /Agricultural University with good academic record with a minimum OGPA of 6.50/10.00 or CGPA of 2.25/4.00 or its equivalent or 55% of marks (where grade points are not in vogue).</p> <p>(b) A relaxation of minimum OGPA from 6.50/10.00 to 6.00/10.00 and CGPA of 2.25/4.00 to 2.00/4.00 is provided for SC/ST category (55%</p>

Sl. No.	Category of Posts and Scale of Pay	Method of Recruitment	Minimum Qualification
			to 50% of marks where grade points are not in vogue)
73.	Staff Nurse (Rs. 30350-58250)	By Direct Recruitment	B.Sc. (Nursing) with three years of experience as Staff Nurse in recognised Hospital.
74.	Senior Telephone Operator (Rs. 37900-70850)	By Promotion from among the Telephone Operators in the University by Upgrading 1/3 of the Posts of Telephone Operators.	<p>a) Must have experience of not less than Five years in the Cadre of Telephone Operator in the University.</p> <p>b) Must have passed Accounts Higher and General Law Part-I &amp; II.</p>
75.	Technical Assistant/Field Supervisor/Training Assistant (Pre-revised UGC Pay Scale) 9300-34800+ 4200 (T- 4 Posts)	By Direct Recruitment	<p>(a) A bachelor's degree in Agriculture/ Horticulture/Home Science/Agri. Engineering/Veterinary Science/Animal Science/Forestry/ Sericulture/Agricultural Marketing &amp; Co-operation/Food Science/Agri. Biotechnology from a recognized Agricultural University with good academic record with a minimum OGPA of 6.50/10.00 or CGPA of 2.25/4.00 or its equivalent or 55% of marks (where grade points are not in vogue).</p> <p>(b) A relaxation of minimum OGPA from 6.50/10.00 to 6.00/10.00 and CGPA of 2.25/4.00 to 2.00/4.00 is provided for SC/ST category (55% to 50% of marks where grade points are not in vogue)</p>

**CADRE STRENGTH IN THE UNIVERSITY OF HORTICULTURAL  
SCIENCES, BAGALKOTE**

SL.NO.	CADRE	Non-Plan	Plan	Total
<b>OFFICERS</b>				
1	VICE CHANCELLOR	1	-	1
<b>I.</b>	<b>ABSTRACT OF SANCTIONED POSTS OF OFFICERS:</b>			
1	OFFICERS	17	-	17
	<b>TOTAL (I)</b>	<b>17</b>	<b>-</b>	<b>17</b>
<b>II</b>	<b>TEACHING CADRE</b>			
1	PROFESSORS	39	-	39
2	ASSOCIATE PROFESSORS	91	-	91
3	ASSISTANT PROFESSORS	294	-	294
	<b>TOTAL (II)</b>	<b>424</b>	<b>-</b>	<b>424</b>
<b>III.</b>	<b>TECHNICAL CADRE</b>	18	-	18
	<b>TOTAL (III)</b>	<b>18</b>	<b>-</b>	<b>18</b>
<b>IV.</b>	<b>SERVICE PERSONNEL</b>			
1	DEPUTY REGISTRAR	2	-	2
2	DEPUTY ADMINISTRATIVE OFFICER	1	-	1
3	DEPUTY COMPTROLLER	3	-	3
4	EXECUTIVE ENGINEER	2	-	2
5	ASSISTANT REGISTRAR	15	-	15
6	ASSISTANT ADMINISTRATIVE OFFICER	12	-	12
7	STORE PURCHASE OFFICER	1	-	1
8	ASSISTANT COMPTROLLER	20	-	20
9	ASSISTANT EXECUTIVE ENGINEER (CIVIL)	4	-	4
10	ASSISTANT EXECUTIVE ENGINEER (ELECTRICAL)	1	-	1
11	ASSISTANT MEDICAL OFFICER	9	-	9
12	ASSISTANT LADY MEDICAL OFFICER	1	-	1
13	LIBRARY ASSISTANT	4	-	4
14	SUPERINTENDENT (ACCOUNTS)	22	-	22
15	SUPERINTENDENT (GENERAL)	20	-	20
16	PERSONAL SECRETARY	7	-	7

17	ASSISTANT ENGINEER (CIVIL)	5	-	5
18	ASSISTANT ENGINEER (ELECTRICAL)	1	-	1
19	ASSISTANT ENGINEER (AUTO)	1	-	1
20	SENIOR ASSISTANT	44	-	44
21	STENOGRAPHER	23	-	23
22	JUNIOR ENGINEER (CIVIL)	8	-	8
23	JUNIOR ENGINEER (ELECTRICAL)	1	-	1
24	JUNIOR ENGINEER (AUTOMOBILE)	1	-	1
25	ASSISTANT CUM COMPUTER OPERATOR	166	-	166
26	FIELD ASSISTANT	81	-	81
27	LAB ASSISTANT	72	-	72
28	CARETAKER	13	-	13
29	ARTIST CUM PHOTOGRAPHER	1	-	1
30	TELEPHONE OPERATOR	2	-	2
31	JUNIOR TECHNICIAN	13	-	13
32	PHARMACIST	3	-	3
33	SHELF ASSISTANT	7	-	7
34	LAB TECHNICIAN	6	-	6
35	FOREMAN	3	-	3
36	MECHANIC	1	-	1
37	JUNIOR PROGRAMMER	1	-	1
38	WORK INSPECTOR	4	-	4
39	TRACTOR DRIVER	7	-	7
40	DRIVER (HV)	14	-	14
41	DRAFTS MAN	2	-	2
42	DRIVER (LV)	44	-	44
43	COOK CUM CARETAKER	3	-	3
44	ASSISTANT BINDER	1	-	1
45	ATTENDER	5	-	5
46	LAB ATTENDER	6	-	6
47	PLUMBER	6	-	6
48	ASSISTANT COOK CUM CARETAKER	16	-	16
49	APAIRYMAN	1	-	1
50	PUMP ATTENDER	7	-	7
51	WARDBOY	3	-	3
52	MARKER	1	-	1
53	MESSENGER	84	-	84

54	BULLOCKMAN	1	-	1
55	HELPER	19	-	19
56	GARDENER	42	-	42
57	GRAFTER	1	-	1
58	CLIMBER	1	-	1
59	WATCHMAN	53	-	53
60	JANITOR	10	-	10
61	FARM LABOUR	52	-	52
	<b>TOTAL (IV)</b>	<b>960</b>	<b>-</b>	<b>960</b>
	<b>GRAND TOTAL (I+II+III+IV)</b>	<b>1419</b>	<b>-</b>	<b>1419</b>

**BACHELORS DEGREES IN THE UNIVERSITY OF  
HORTICULTURAL SCIENCES, BAGALKOTE**

Sl. No.	Degree Nomenclature	Degree (Abbreviated form)
a	Bachelor of Science in Horticulture	B.Sc. (Hort.)/ B.Sc. (Hons) Horticulture
b	Bachelor of Technology in Food Technology	B.Tech. (Food Technology)

- a. **B.Sc. (Hort.) / B.Sc. (Hons) Horticulture:** The curricula shall include courses in (i) Horticultural Sciences (ii) Natural Resource Management (iii) Social & allied Sciences (iv) Basic Sciences and Humanities (v) Students READY (Experiential Learning in Horticulture, Rural Horticultural Work Experience (RHWE) and study tours).
- b. **B.Tech.(Food Technology):** The curricula include courses in (i) Food Processing Technology (ii) Food Process Engineering (iii) Food Safety & Quality assurance (iv) Food Business Management (v) Basic Sciences and Humanities, (vi) Horticulture & allied subjects (v) Food plant operations & In-plant training and study tours.

**ADVANCED DEGREES IN THE UNIVERSITY OF  
HORTICULTURAL SCIENCES, BAGALKOTE**

- a) **Master of Science (Horticulture) [M.Sc. (Hort.)] in**
- i. Fruit Science
  - ii. Vegetable Science
  - iii. Plantation, Spices, Medicinal and Aromatic Crops
  - iv. Floriculture and Landscape Architecture
  - v. Post Harvest Technology
  - vi. Genetics and Plant Breeding
  - vii. Entomology
  - viii. Plant Biotechnology
  - ix. Plant Pathology
  - x. Soil Science and Agricultural Chemistry
  - xi. Any other specialized subjects as and when included by the university.
- b) **Doctor of Philosophy [Ph.D.] in**
- i. Fruit Science
  - ii. Vegetable Science
  - iii. Floriculture and Landscape Architecture
  - iv. Plantation, Spices, Medicinal & Aromatic Crops
  - v. Post Harvest Technology
  - vi. Genetics and Plant Breeding
  - vii. Plant Biotechnology
  - viii. Plant Pathology
  - ix. Entomology
  - x. Any other specialized subjects as and when included by the university