



THE REPUBLIC OF THE UNION OF MYANMAR

**THE THIRD AMENDING RULES  
OF  
THE CIVIL SERVICE PERSONNEL RULES**

**THE REPUBLIC OF THE UNION OF MYANMAR**  
**THE UNION CIVIL SERVICE BOARD**

**THE THIRD AMENDING RULES**  
**OF**  
**THE CIVIL SERVICE PERSONNEL RULES**

**24<sup>th</sup> August, 2020**

The Republic of the Union of Myanmar  
The Union Civil Service Board  
Notification No.80/ 2020  
The 6<sup>th</sup> Waxing Day of Wagaung, 1382 M.E.  
(24<sup>th</sup> August, 2020)

The Union Civil Service Board hereby issues the following rules in exercise of the power conferred by sub-section (a) of section 76 of the Civil Service Personnel Law with the approval of the Union Government.

1. These rules shall be called **the Third Amending Rules of the Civil Service Personnel Rules**.

2. The expression “out of the State Budget” in rule 2 of the Civil Service Personnel Rules shall be substituted by the expression “by the State Budget”.

3. Sub-rule (e) of rule 4 of the Civil Service Personnel Rules shall be substituted as follows:

“(e) If the person is an external person, medical certificate of fitness and original certificate of clearness from the relevant township police station shall be submitted. Pregnant women may be selected by informing them that they will be appointed only after twelve weeks after giving birth.”

4. Sub-rules (c) and (e) of rule 15 of the Civil Service Personnel Rules shall be substituted as follows:

“15 (c) technical staff grade (1), (2) and (4);  
(e) management staff (economic) grade (1) and (2).”

5. Rule 16 of the Civil Service Personnel Rules shall be substituted as follows:

“16. When the ministries and service personnel organizations need to appoint an external person to technical staff grade (3) post because of the nature of work or the specified qualifications, they shall appoint that person to technical staff grade (2) post as an apprentice against the desired technical staff grade (3) post at first and the appointment shall be confirmed to technical staff grade (3) post if their performance is satisfactory.”
6. In rule 20 of the Civil Service Personnel Rules:
  - (a) Sub-rule (a) shall be substituted as follows:

“(a) When external persons are to be selected and appointed to the vacant posts of technical staff grade (1) and (2), it shall be done through the procedures mentioned in sub-rule (a) of rule 19.”
  - (b) The expression “the posts of technical staff” in sub-rule (b) shall be substituted by the expression “the post of technical staff grade (3)”.
  - (c) The expression “technical staff grade (2) and” shall be inserted before the expression “technical staff grade (4)” in sub-rule (d).
  - (d) The expression “, technical staff grade (2)” shall be inserted before the expression “and technical staff grade (4)” in clause (x) of sub-rule (e).
7. After the expression “professional staff grade (1)” in sub-rule (a) of rule 21 of the Civil Service Personnel Rules, the expression “ and grade (2)” shall be inserted.

8. After the expression “management staff(economic) grade (1)” in sub-rule (a) of rule 22 of the Civil Service Personnel Rules, the expression “ and grade (2)” shall be inserted.
9. After the expression “A service personnel who is under departmental enquiry” in sub-rule (e) of rule 34 of the Civil Service Personnel Rules, the expression “or who is imposed disciplinary penalty at the current post in” shall be inserted.
10. (a) The title above rule 37 of the Civil Service Personnel Rules shall be substituted as follows;  
**“Relaxation of the Term of Post, the Term of Service or Qualification for Promotion of Service Personnel”;**
- (b) Rule 37 of the Civil Service Personnel Rules shall be substituted as follows;
- “37. To award appropriately to an outstanding service personnel by promoting to a one-rank higher post in a reasonable period of time or to honor the service personnel who is outstandingly industriousness and eager to learn even if he do not meet the term of post, term of service or qualification, the relevant Ministry and organization:
- (a) shall consider to promote the service personnel, to two third of the vacant posts within the organizational set-up, who meets necessary qualification normally and has the minimum requirement of the term of post and the term of service. The remaining one third of the vacant posts may be filled with the service personnel by relaxing the minimum requirement of the term of post and the term of service as special case;

- (b) shall mainly take into consideration the following for promoting by relaxing the minimum requirement of the term of post and service:
  - (i) proficiency and industriousness;
  - (ii) loyalty to superior officers and colleagues;
  - (iii) good morale and goodwill for the interest of the State and department;
  - (iv) innovativeness;
  - (v) outstanding academic qualification and skill;
  - (vi) good leadership;
  - (vii) good morale;
- (c) shall form the “Qualification Inspection Boards” and undertake in accordance with the stipulations contained in sub-rules (b) and (f) to promote service personnel by relaxing the minimum requirement of the term of post, the term of service or qualification;
- (d) shall submit the case to the head of the relevant Ministry and service personnel organization and obtain the approval to be able to promote service personnel selected by the Qualification Inspection Board by relaxing the minimum requirement of the term of post, the term of service or qualification;
- (e) shall consider only the service personnel who has at least one year term of service at the current post or whose term of service needs six months to meet the specified term of service for the current post, in coordination with

the Union Civil Service Board and obtain its approval in promoting service personnel to the post of gazetted officer by relaxing the minimum requirement of the term of post and the term of service.

- (f) shall consider the following and obtain the approval of the Union Government for the promotion by relaxing the minimum requirement of the academic qualifications. However, the term of post and term of service must meet the prescribed stipulations. In promoting service personnel to the post of gazetted officer, the relevant Ministry and organisations shall coordinate with the Union Civil Service Board after obtaining the approval of the Union Government:

- (i) proficiency and industriousness;
- (ii) loyalty to superior officers and colleagues;
- (iii) good morale and goodwill for the interest of the State and the department;
- (iv) innovativeness;
- (v) outstanding skill;
- (vi) good leadership;
- (vii) good morale.”

11. The expression “according to schedule (2)” in sub-rule (b) of rule 76 of the Civil Service Personnel Rules shall be substituted by the expression “according to the rate specified by the Ministry of Planning, Finance and Industry from time to time.”

12. The expression “shall not exceed four months” in sub-rule (d) of rule 92 of the Civil Service Personnel Rules shall be substituted by the expression “shall not exceed two months.”

13. The expression “If the husband of the concerned female giving birth is a civil service personnel, he shall be granted for two weeks to care for the baby.” “in sub-rule (c) of rule 101 of the Civil Service Personnel Rules shall be substituted by the expression “If the wife of the Civil Service Personnel gives birth to a baby, the husband shall be granted two weeks to care for the baby within 28 days from the date of giving birth.”

14. The expression “report to the Office of the Union Government” in rule 216 of the Civil Service Personnel Rules shall be substituted by the expression “report to the President.”

15. After the expression “shall be chaired by the said head and composed of the other two members who have not been involved in the disciplinary action;” in sub-rule (a) of rule 222 of the Civil Service Personnel Rules, the expression “as prescribed in the Form (20)” shall be inserted.

16. The expression “from the date of his death up to 15 years” in clause (iv) of sub-rule (a) of rule 250 of the Civil Service Personnel Rules shall be substituted by the expression “from the following date of his death up to 15 years”, and the expression “from the following date of the retirement of the retired service personnel” in clause (iii) and sub-clause (bb) of clause (iv) of sub-rule (b) of rule 250 of the Civil Service Personnel Rules shall be substituted by the expression “from the date of the retirement of the retired service personnel” respectively.

17. Rule 289 of the Civil Service Personnel Rules shall be deleted.



18. The expression “3 years” in Number 4 of clause (1) of Table (1), Minimum term of post for clerical staff Grade (4), of the Civil Service Personnel Rules shall be substituted by the expression “2 years” and the expression “3 years” in Number 5 of clause (2) of Table (1), Minimum term of post for Technician Grade (5), of the Civil Service Personnel Rules shall be substituted by the expression “2 years” respectively.

19. Table (2) of the Civil Service Personnel Rules shall be deleted.

Sd./ Win Thein  
Chairperson  
Union Civil Service Board

**Judgement on the Appeallate Form**

**[ Rule 222 (a) ]**

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(Service Personnel Organization Name)

1. **Appeal Case Number and Year:** -----

2. **The facts relating to the case of Appeal:**

(a) The appellant's name, designation, service personnel organization -

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(b) Appeal Case -----

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3. **Findings:** -----

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4. **Judgment on the Appeallate:** -----

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(-----)

**Member**

(-----)

**Chairperson**

(-----)

**Member**

Dated: -----