

GOVERNMENT OF ODISHA  
GENERAL ADMINISTRATION & P.G. (SE) DEPARTMENT

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No. 1103 /SE, Date 19.05.2020

From:

Sri G.C. Patra,  
Special Secretary to Government,

To

The Addl. Chief Secretaries/  
The Principal Secretaries/  
The Commissioner-cum-Secretaries of all Departments

Sub: Clarification on consideration of "No Remarks Certificates"(NRC)  
During promotion of Group-A & B Government Employees.

Sir,

With reference to this Deptt letter No. 2659/SE, dtd. 06.07.2019 on the above subject, I am directed to say that it has come to the notice of this Department that confusion arises with regard to considering NRCs at the time of promotion of a Government employee. It may be intimated that "No Remarks Certificates" issued on adequate grounds mentioned below are no bar for promotion. "No Remarks Cerifcates" do not carry any adverse entry against the Officer Reported Upon(ORU).

- I. NRC, when the period is less than four months shall be taken into account while counting the period for promotion.
- II. NRC, when the period is more than four months and the Officer Reported Upon(ORU) has submitted his PAR in due time but not assessed by the authorities in the remarks recording chain, shall be taken into account after being duly assessed by the DPC/Selection Board while considering their promotion.
- III. NRC, when the period is more than four months in case of Officer Reported Upon(ORU) who is long leave, study leave, under suspension and on deputation to Foreign Service such as international organization or NGOs, shall be taken into account while counting the period for promotion.

Yours faithfully

*Patra*  
19.5.2020  
Special Secretary to Government

Memo No. 1104 SE, dtd. 19.05.2020

Copy forwarded to all RDCs/All Heads of Departments/All Collectors for information and necessary action

*Patra*  
19.5.2020  
Special Secretary to Government

Memo No. 1105 SE, dtd. 19.05.2020

Copy forwarded to all Sections of G.A & P.S(SE) DEPTs for information and necessary action

*Patra*  
19.5.2020  
Special Secretary to Government