

Government of Orissa  
General Administration Department.

Memo No. SC@-29/2009- 4280 /Gen., Dated 19th February' 2010.

To  
All Department of Government/  
All Heads of Department/  
All Collectors.

Sub: - Scrutiny of CCRs/PARs for consideration of Promotion.

As per the provisions under clause © of rule 3 of the Orissa Civil Services (Criteria for Promotion) Rules, 1992 in order to judge the suitability of an officer for promotion, preceding FIVE available annual Confidential Character Rolls (CCRS)/Performance Appraisal Reports (PARs) and other documents, if any, having a bearing on the performance and conduct of all eligible officers are being scrutinized, which cover CCRs/PARs of at least a period of THREE years in preceding FIVE years.

2. It is seen that there are instances of denial of promotion to the Officers eligible for promotion for want of adequate CCRs/PARs. A number of circulars have been issued for ensuring timely submission of CCRs/PARs by the reporting/countersigning officers. This has not been strictly adhered to and as a result the promotional prospect of eligible officers gets adversely affected in some cases.

3. In order to provide adequate safeguards to the deserving officers a "Relaxation" provision has been incorporated as rule 8 of the Orissa Civil Services(Criteria for Promotion), Rules, 1992 vide the Orissa Civil Services (Criteria for Promotion), Amendment Rules, 2009 published in the Orissa Gazette on 21<sup>st</sup> January 2010.

4. Government after careful consideration have now decided that in case of non-availability of recent CCRs as required under the proviso to clause © of rule 3 of the Orissa Civil Services(Criteria for Promotion) Rules, 1992, the suitability of the officer can be judged by referring to five years available CCRs/PARs and other documents, if any, having a bearing on the performance and conduct of the officers by taking recourse to the aforesaid "Relaxation" provision, if non-availability of CCRs/PARs is not on account of the lapses on the part of the officer being considered for promotion.

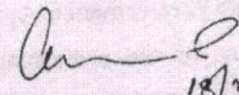
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5. The "Relaxation" provision shall be applicable to the extent specified in Para 4 only.

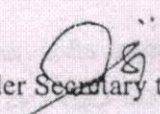
6. Whenever and wherever required the Administrative Department shall issue appropriate "Order" to this effect by invoking the "Relaxation" provision under rule 8 of the Orissa Civil Services (Criteria for Promotion) Rules, 1992.

7. In case of non-availability of CCRs/ PARs even after relaxation as stated above the procedure enumerated in Para 4 of General Administration Department Circular Letter No..2R/1-12/05-20162/Gen., dated 18<sup>th</sup> July 2005 shall be strictly adhered to.

  
18/2/2010  
Special Secretary to Government.

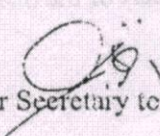
Memo No. 6281 /Gen., Date 17/2/2010

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18/02/2010  
Under Secretary to Government.

Memo No. 6282 /Gen., Date 19-2-2010

Copy forwarded to all Branches of G.A.Department/ Guard File (20 copies)/ G.A.Department Library (20 copies) for information and necessary action.

  
19/02/2010  
Under Secretary to Government.

Bhakta/-  
16.02.10.

