



**EXTRAORDINARY  
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**GENERAL ADMINISTRATION DEPARTMENT**

**NOTIFICATION**

The 30th March 2001

No. 10973—2R-1-57/99 (Pt.II)-Gen.—In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Orissa is pleased to make the following rules further to amend the Orissa Ministerial Service (Method of Recruitment to the posts of Junior Clerks in the District Offices) Rules, 1985, namely:—

1. (1) These rules may be called the Orissa Ministerial Services (Method of Recruitment to the posts of Junior Clerks in the District Offices) Amendment Rules, 2001.

(2) They shall come into force on the date of their publication in the *Orissa Gazette*.

2. In the Orissa Ministerial Services (Method of Recruitment to the posts of Junior Clerks in the District Offices) Rules, 1955, ( hereinafter referred to as the said rules), for rule 3, the following rule shall be substituted, namely:—

“ 3, Recruitment—Recruitment to the posts shall be made by the following methods:—

- (i) direct recruitment by means of a competitive examination to be held ordinarily once in a year;
- (ii) promotion from among Group-D employees”.

3. In the said rules, after rule 11, the following rules alongwith headings shall be added, namely:—

“ 11-A. Promotion from among Group-D employees—

(1) 10% of vacancies in the posts of Junior Clerk in the District Offices shall be filled up by way of promotion from among the Group-D employees of the District Offices of the concerned district on the basis of recommendation of the Departmental Promotion Committee constituted under rule 11-C :

Provided that in case required number of Group-D employees are not available for promotion to the posts of Junior Clerk in a particular year, these vacancies shall be filled up by candidates recruited under rule 3 (i).

(2) No Group-D employee shall be promoted to the post of Junior Clerk unless he has given willingness to that effect in writing and has put in minimum of 10 years of continuous service and has passed the Matriculation or equivalent examination.”

11-B. The Heads of all district offices while intimating the number of vacancies in the post of Junior Clerk of their offices under rule 5, shall also furnish the list of eligible Group-D employees alongwith their service particulars.

11-C. Constitution of Departmental Promotion Committee—

There shall be a Departmental Promotion Committee to consider the eligible Group-D employees for promotion to the posts of Junior Clerk consisting of the following officials:—

- |  |    |           |
|--|----|-----------|
| (i) Collector of the district                    | .. | Chairman  |
| (ii) Two other Heads of District Offices.        | .. | Members   |
| (iii) Establishment Officer of the Collectorate. | .. | Secretary |

11.-D. (1) The Departmental Promotion Committee while preparing the list of suitable Group-D employees for promotion to the post of Junior Clerk shall follow the provisions of the Orissa Civil Services (Zone of Consideration for Promotion) Rules, 1988, and the Orissa Civil Services (Criteria for Promotion) Rules, 1992.

(2) The Departmental Promotion Committee shall take into consideration the service record of the employees. If nothing adverse is found in the service record; the employee concerned shall be treated to have a clean career of service.

(3) A *viva voce* test shall be conducted by the Departmental Promotion Committee".

4. In the said rule, for rule 12, the following rule and heading shall be substituted, namely:—

"12. Validity of the Select List—The select list prepared under sub-rule (1) of the rule 11 in case of direct recruitment and by the Departmental Promotion Committee in case of promotion under rule 11-D(1) to the post of Junior Clerks shall remain valid for a period of one year from the date of publication of the same or till drawal of the next year's list, whichever is earlier".

5. In the said rules, after sub-rule (2) of rule 15, the following sub-rule shall be added, namely:—

"3. Persons appointed to the post of Junior Clerk by way of promotion under rule 11-A shall take rank below those appointed under rule 11 and above those appointed under the Scheme of rehabilitation assistance or otherwise in relaxation of the provision of these rules under rule 14 in a particular year".

By order of the Governor

U. N. BEHERA

Special Secretary to Government