

Memo. No. 8215 (99) – O. & M.-540/66-Gen.

GOVERNMENT OF ORISSA
POLITICAL & SERVICES DEPARTMENT

The 15th April 1966

To

All Departments of Government/All Heads of Departments.

Subject – Maintenance of gradation lists of officers of all classes and to print them every year.

The undersigned is directed to say that it has been reported by the Orissa Public Service Commission that while referring cases of Gazetted and non-Gazetted officers for offering their views for promotion, sometimes the Departments of Government do not furnish the up-to-date gradation lists of officers while in some cases incorrect or provisional gradation lists are furnished. This does not help the Commission in arriving at correct decision and it very often misleads them while offering their views, resulting in depriving the candidate of their legitimate due for promotion.

To avoid these difficulties and to enable the Commission to offer their impartial views, the Departments of Government are requested to send along with their recommendation a correct and up-to-date gradation list of officers to the Commission.

The gradation list of the officers of the Department should be printed each year and a copy sent to Orissa Public Service Commission along with their recommendation.

S. N. SHARMA
Joint Secretary to Government