

## **CRITERIA FOR ENTRY INTO GOVERNMENT SERVICE**

<b>Sl. No.</b>	<b>Reference No.</b>	<b>Date</b>	<b>Subject</b>
<b>PART I - Rules</b>			
1	<a href="#">Notification No. 33068-Gen.</a>	27/10/1989	Orissa Civil Service (Fixation of Upper-Age-limit) Rules, 1989.
2	<a href="#">Notification No. 8711-Gen.</a>	26/03/1991	Orissa Civil Service (Fixation of Upper Age-Limit) Amendment Rules, 1991.
3	<a href="#">Notification No. 8402-Gen.</a>	28/04/1994	Orissa Civil Service (Fixation of Upper Age-Limit) Amendment Rules, 1994.
4	<a href="#">Notification No. 2237-Gen.</a>	07/10/1994	Orissa Civil Service (Fixation of Upper Age-Limit) (Second Amendment Rules, 1994.
5	<a href="#">Notification No. 8874-Gen.</a>	24/04/1997	Orissa Civil Services (Fixation of Upper Age Limit) Amendment Rules, 1996.
6	<a href="#">Notification No. 31581-Gen.</a>	31/10/1998	Orissa Civil Service (Fixation of Upper Age Limit) Amendment Rules, 1998.
7	<a href="#">Notification No. 13386-Gen.</a>	14/07/2011	Orissa Civil Service (Fixation of Upper Age Limit) Amendment Rules, 2011.
8	<a href="#">Notification No. 13968-Gen.</a>	05/06/2015	Odisha Civil Service (Fixation of Upper Age Limit) <b>Second Amendment Rules, 2015.</b>
9	<a href="#">Notification No. 17376-Gen.</a>	10/08/2016	Odisha Civil Service (Fixation of Upper Age Limit) Amendment Rules, 2016.
10	<a href="#">Notification No. 771-Gen.</a>	11/01/2022	Odisha Civil Service (Fixation of Upper Age Limit) Amendment Rules, 2022.
11	<a href="#">Notification No. 1424-Gen.</a>	15/01/2022	Odisha Civil Service (Fixation of Upper Age Limit) Second Amendment Rules, 2022.

**PART II - Instructions**

**(A) LANGUAGE QUALIFICATION**

1	<a href="#">Resolution No. 10719-Gen.</a>	31/08/1961	Requirement of Domicile and Language qualification for entry into Government Service.
2	<a href="#">Resolution No. 21388-Gen.</a>	12/09/1984	Language qualification for entry into Government Service
3	<a href="#">Circular No. 2783-Gen.</a>	24/01/1989	Clarification regarding sanction of second increment of an officer after passing Oriya language test.

**(B) ANTECEDENTS VERIFICATION**

1	<a href="#">Resolution No. 34438-Gen.</a>	20/11/1999	Verification of character and antecedent of candidates before appointment into Government service
---	---	------------	---

**(C) UNDERTAKING**

1	<a href="#">Circular No. 22522-Gen.</a>	18/10/1994	Recovery of loan stipend from Government servants who have availed loan stipend of the Higher Education (LSF) Department.
---	---	------------	---

**(D)**

1	<a href="#">Resolution No. 14327-Gen.</a>	04/07/2017	Principles for first posting of all newly recruits under the State Government.
---	---	------------	--

**(E)**

1	<a href="#">Resolution No. 27374-Gen.</a>	29/11/2017	Enhancement of entry level qualification for entry into different posts under the State Government and corresponding pay scale thereof- clarification regarding.
---	---	------------	--

**(F)**

1	<a href="#">Resolution No. 26540-Gen.</a>	20/09/2019	Validity period of the offer of appointment consequent upon direct recruitment in Groups A, B & C Posts and fixation of inter-se-seniority in cases of joining the post after revalidation of the appointment order.
---	---	------------	--

**PART-I-RULES**  
THE ORISSA CIVIL SERVICE (FIXATION OF UPPER AGE LIMIT)  
RULES, 1989  
GENERAL ADMINISTRATION DEPARTMENT  
NOTIFICATION  
The 27<sup>th</sup> October 1989  
(Published in Orissa Gazette on 27<sup>th</sup> October 1989)

**No. 33068-Gen.**-In exercise of the powers conferred by the provision to Article 309 of the Constitution of India, the Governor of Orissa is pleased to make the following rules to regulate the upper age limit for entry into the service of Government in pensionable service namely:-

Short title and commencement-

1. (1) These rules may be called the Orissa Civil Service (Fixation of Upper Age Limit) Rules, 1989.
- (2) They shall come into force on the date of their publication in the Official Gazette.
- <sup>1</sup>[**IA** <sup>2</sup> [(a) "Persons with Disabilities (or Physically Handicapped Persons)" means persons who would have been granted a disability certificate by competent authority under rule 4 of the Persons with Disabilities (Equal Opportunities, Protection of Right, and Full Participation) Orissa Rules, 2003]
- (b) "Scheduled Castes and Scheduled Tribes" means such Castes and Tribes as notified by the President of India from time to time under Articles 341 and 342 of the Constitution of India respectively.
- (c) "Socially and Educationally Backward Class" means the backward classes of Citizen other than the Scheduled Castes and Scheduled Tribes as may be specified by the State Government from time to time in the list under the Orissa State Commission for Backward Classes Act, 1993.
- <sup>3</sup>[(d) "Ex-servicemen" means persons as defined in the Orissa Ex-servicemen (Recruitment to State Civil Services and Posts) Rules, 1985]

Upper age limit for entry into Government Service-

2. Notwithstanding anything contained in any recruitment rule regulating the method of recruitment in Civil Services and / or Civil Posts in Pensionable establishment under the State Government, the upper age limit for entry into Government Service shall be <sup>4</sup>[Thirty-two] years except where a higher upper age limit has been prescribed for any such service or post:

<sup>5</sup>[\*]

<sup>6</sup>[<sup>7</sup>[\*]]

<sup>8</sup>[\*]

- 
1. Inserted vide G.A. Department Notification No. 31581-Gen., dated the 31<sup>st</sup> October 1998- Published in Orissa Gazette and given effect to from the 13<sup>th</sup> November 1998.
  2. Substituted vide G.A. & P.G. Department Notification No. 13386-Gen., dated the 14<sup>th</sup> July 2011 published in Orissa Gazette and given effect to from the 14<sup>th</sup> July 2011.
  3. Inserted vide G.A. & P.G. Department Notification No. 13386-Gen., dated the 14<sup>th</sup> July 2011 Published in Orissa Gazette and given effect to from the 14<sup>th</sup> July 2011.
  4. Substituted in G.A. Department Notification No. 8711-Gen., dated the 26<sup>th</sup> March 1991-Published in Orissa Gazette and given effect to from the 30<sup>th</sup> March 1991.
  5. Deleted vide G.A. Department Notification No.31581-Gen., dated the 31<sup>st</sup> October 1998.
  6. Inserted vide G.A. Department Notification No. 8402-Gen., dated the 28<sup>th</sup> April 1994 – Published in Orissa Gazette and given effect to from the 18<sup>th</sup> May 1994.
  7. Deleted vide G.A. & P.G. Department Notification No. 13386-Gen., dated the 14<sup>th</sup> July 2011 Published in Orissa Gazette and given effect to from the 14<sup>th</sup> July 2011.
  8. Deleted vide G.A. Department Notification No.31581-Gen., dated the 31<sup>st</sup> October 1998.

<sup>1</sup>[Provided that only for odisha civil Service combined competitive Examinations, if for any reason applications have not been invited by the competent authority to conduct examination during any particular year to fill up the vacancies of the year (applicants, who would have been eligible. If, applications were invited during that year, shall be eligible to compete at the examination held in the subsequent year.]

<sup>2</sup>[Provided further that for advertisements made during calendar years 2021, 2022 and 2023, the said upper age limit shall be thirty-eight years.]

<sup>3</sup>[Provided also that upper age limit as so fixed in the second proviso shall be applicable to those cases where the last date of application for recruitment to any post as per the advertisement issued is still not over as on the date of commencement of the Odisha Civil Service (Fixation of Upper Age Limit) Amendment Rules, 2022.]

Explanation – The expression “recruitment rules” shall mean the rules framed under the proviso to Article 309 of the Constitution of India regulating the recruitment to any Civil Service or authority for that purpose.

<sup>4</sup>3. <sup>5</sup>[The upper age limit prescribed for entry into Government service in rule 2, above shall be relaxed, in case of the following categories of persons, to the extent mentioned against each namely:-

- (a) **Scheduled Castes and Scheduled Tribes:** to such extent as may be provided in the Orissa Reservation of Vacancies in Posts and Services (For Scheduled Castes and Scheduled Tribes) Act, 1975;
- (b) **Socially and Educationally Backward Classes:** to such extent as may be provided in the Orissa Reservation of Posts and Services (for Socially and Educationally Backward Classes) Act, 2008;
- (c) **Women:** to such extent as may be provided in the Orissa Civil Services (Reservation of Vacancies for Women in Public Services) Rules, 1994;
- (d) **Persons with Disabilities:** to such extent as may be provided in the notification published by the Government in Women & Child Development Department in exercise of the power conferred on them in the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995: Provided that until notification is published by the Government in Women & Child Development Department, the Upper Age Limit for Persons with Disabilities shall be relaxed by 10(ten) years; and
- (e) **Ex-servicemen:** to such extent as may be provided in the Orissa Ex-Servicemen (Recruitment to State Civil Services and Posts) Rules, 1985.]

4. A person who comes under more than one category mentioned in rule 3 shall be eligible for only one benefit of relaxation which shall be considered most beneficial to him / her.

<sup>6</sup>[\*]

<sup>7</sup>[Provided that Persons with Disabilities suffering from (a) blindness or low vision, (b) hearing impairment or (c) locomotors disability or cerebral palsy, shall be entitled to cumulative age relaxation of ten years over and above the normal relaxation specified in sub-rule 3(a) and (b).]

By order of the Governor  
R. K. NAYAK  
Special Secretary to Government

- 
1. Added vide G.A. & P.G. Department Notification No. 13968-Gen., dated the 5<sup>th</sup> June 2015 Published in Orissa Gazette and given effect to from the 12<sup>th</sup> August 2015.
  2. Inserted vide G.A & P.G Department Notification No. 771-Gen., dated the 11<sup>th</sup> January 2022.
  3. Inserted vide G.A & P.G Department Notification No. 1424-Gen., dated the 15<sup>th</sup> January 2022.
  4. Added vide G.A. Department Notification No. 31581-Gen., dated the 31<sup>st</sup> October 1998.
  5. Substituted vide G.A. & P.G. Department Notification No. 13386-Gen., dated the 14<sup>th</sup> July 2011 published in Orissa Gazette and given effect to from the 14<sup>th</sup> July 2011.
  6. Deleted vide G.A. & P.G. Department Notification No. 13386-Gen., dated the 14<sup>th</sup> July 2011 published in Orissa Gazette and given effect to from the 14<sup>th</sup> July 2011.
  7. Inserted vide G.A. & P.G. Department Notification No. 17376-Gen., dated the 10<sup>th</sup> August 2016 Published in Orissa Gazette and given effect to from the 20<sup>th</sup> August 2016.

**PART II – Instructions**  
**(A) LANGUAGE QUALIFICATION**  
**No. 10719-Gen.**  
**GOVERNMENT OF ORISSA**  
**POLITICAL AND SERVICES DEPARTMENT**  
\*\*\*\*\*

**RESOLUTION**

The 31<sup>st</sup> August 1961

**SUBJECT-** Requirement of Domicile and Language Qualifications for entry into Government Service.

**READ-** Home Department Resolution No. 38-Ref., dated the 18<sup>th</sup> January 1949.

In Home Department Resolution No. 38-Reforms, dated the 18th January 1949, it has been laid down that in matters of Public employment preferences should be given to candidates who satisfy the criteria-

- (1) That he should be permanent resident of the Province of Orissa (permanent resident has been defined as one who or one of whose parents has lived in the Province of Orissa for a minimum period of twelve years); and
- (2) (a) that he is able to speak Oriya ; and  
(b) if he is literate person-
  - (i) is able to read and write it; and
  - (ii) has also passed a test in Oriya equivalent to the middle standard.

Consequent on the passing by Parliament of the Public Employment (Requirement as to Residence) Act, 1957, the requirement of residential qualification prescribed in Home Department resolution cited above in matters of appointment to the various posts and services under the State Government has become inoperative. Government has, therefore, decided that the domicile qualification shall no longer be a stipulation for entry into public services in the State. Modification of the existing recruitment rules to bring them in conformity with Section 2 of the aforesaid Act may be taken up by the Departments of Government.

2. The criteria of language qualification as contained in Home Department Resolution No. 38-Reforms, dated the 18th January 1949, will henceforward be regulated as follows-

- (i) Generally, the language qualification as at present prescribed shall remain for employment in public services in the State. This should be so particularly as regards permanent posts;
- (ii) For technical posts, whether permanent or temporary, recruitment may be made on the condition that within the prescribed probationary period the candidate selected should pass an examination in Oriya equivalent to the M.E'. Standard:  
Provided that the language qualification shall not be insisted upon if so desired by Government in specific cases:

(iii) In certain technical posts, which require special qualifications, Government may relax the condition of language qualification entirely. This will have particular reference to contract posts or temporary posts.

3. Language tests will be held by the Education Department to test candidates by the M.E. Standard in Oriya to enable them to qualify for employment in public service by means of competitive examinations of otherwise. These will be conducted twice every year. Those who have passed Matriculation or an equivalent examination with Oriya as their second language may be exempted from passing the test.

4. The Departments of Government and Heads of Departments etc., are requested to amend their recruitment rules accordingly so as to exclude the residential qualification.

---

ORDER- Ordered that this resolution should be published in the Orissa Gazette.

Ordered also that copies of the resolution be forwarded to all Departments, all District Officers / all Heads of Departments / Superintendent, Orissa Government Press / Secretary to the Orissa Public Service Commission / Secretary to the Governor for information and communication to all appointing authorities under them.

By order of the Governor  
B. R. PATEL  
Secretary to Government

**No. 21388-Gen.**  
GOVERNMENT OF ORISSA  
GENERAL ADMINISTRATION DEPARTMENT

.....

**RESOLUTION**

The 12<sup>TH</sup> September 1984  
(Published in Orissa Gazette on 27<sup>th</sup> October 1984)

**SUBJECT: Language qualification for entry into Government service.**

In General Administration Department Resolution No. 31513-Gen., dated the 16th December 1982, it was laid down that a candidate who has not passed the test in the M.E. School standard should be required to pass such a test within a period of one year of service failing which he will not be allowed to draw his second increment.

2. Now it has been decided that all official business shall be transacted in Oriya from the 1st April 1985, it is felt necessary that knowledge in Oriya should be made mandatory for recruitment to all Government jobs. In super session of the instruction communicated in G.A., Department Resolution No. 31513-Gen., dated the 16th December 1982, Government have therefore been pleased to decide that for all posts with entry qualification of Matriculation and above a pass in Oriya language test equivalent to M.E. standard should be made an essential pre-requisite.

3. Language tests will continue to be held twice a year by the Education & Y.S. Department to test candidates by M.E. standard in Oriya to enable them to qualify for employment in public service by means of competitive examination or otherwise as was laid down in erstwhile P & S Department Resolution No. 10719-Gen., dated the 31st August 1961.

---

ORDER- Ordered that this Resolution be published in an extraordinary issue of the Orissa Gazette for general information and copies be forwarded to all Departments of Government / all information and communication to all appointing authorities under them.

By order of the Governor  
C. NARAYANSWAMI  
Special Secretary to Government

**No.2783-2 R/1-5/89-Gen.**  
GOVERNMENT OF ORISSA  
GENERAL ADMINISTRATION DEPARTMENT

.....

The 24<sup>TH</sup> January 1989

To

All Departments of Government  
All Heads of Departments  
All Collectors

SUBJECT:- Clarification regarding sanction of second increment of an officer after passing Oriya Language test.

In G.A. Department Resolution No. 21388/Gen., dated the 12th September 1984 it was laid down that for all posts with entry qualification of Matriculation and above, a pass in Oriya language test equivalent to M.E. standard should be an essential pre-requisite. No second increment of an officer who has failed to have a qualification of Oriya language test equivalent to M.E. standard should be sanctioned until the said incumbent passes the aforesaid qualification. Doubts have been arisen as to whether the second increment of an incumbent which was held up disallowed due to non-passing the Oriya language test would be sanctioned from the date of passing the said test or from the actual date of its accrual.

2. In the above circumstance, the undersigned is directed to clarify that in cases prior to 12th September 1984 where the second and subsequent increment of an incumbent which was held up / disallowed due to the aforesaid reason may be sanctioned from the date of passing the said test. Delay, if any caused for passing the language test shall not have the effect of postponing the increments cumulatively, but arrear incremental dues shall not be allowed. Further, it is clarified that the subsequent increments shall fall due on the next anniversary date of appointment. This disposes of the letter No.574, dated the 5th May 1988 of the I.G.R.-cum-Excise Commissioner, Cuttack.

(ILLEGIBLE)  
Under Secretary to Government

## (B) ANTECEDENT VERIFICATION

**No.34438-2R/1-6/1999-Gen.**  
GOVERNMENT OF ORISSA  
GENERAL ADMINISTRATION DEPARTMENT

.....

**RESOLUTION**  
The 20<sup>TH</sup> November 1999

**SUBJECT- Verification of the character and antecedents of candidates before appointment to Government service.**

A detailed procedure for verification of character and antecedents of Government servants before appointment has been laid down in erstwhile Political and Services Department Memo No. 11852 / Gen., dated the 14th September 1957 read with their Memo No. 17139(78)/Gen., dated the 2nd December 1958 and G.A. Department Memo No. 24197, dated the 25th October 1984. It has been indicated therein that detailed verification of character and antecedents is necessary in the following cases:-

- (i) Appointment to Class-I (Group-A) and Class II (Group-B) posts under the State Government
- (ii) Appointment to Ministerial posts in State Secretariat and its attached offices and Heads of Departments.
- (iii) Appointment to Class-III (Group-C) and Class-IV (Group-D) posts where such verification is considered particularly necessary in the interest of security and
- (iv) In case of candidates who are unable to produce character certificates.

2. In other cases, appointment to Class-III (Group-C) and Class-IV (Group-D) posts, may be made on production of two character certificates from two Gazette (Group-A and Group-B) officers.

3. It has been brought to the notice of the Government that delay in issue of appointment orders to the candidates selected by Orissa Public Service Commission/Orissa, Staff Selection Commission / Selection Committee / Selection Board takes Place invariably due to non-receipt of reports of verification of the character and antecedents of such candidates in time. This causes dislocation in transacting official business in different Government offices.

4. After careful consideration of the problems, Government have been pleased to decide that the appointing authority may issue temporary appointment orders to the candidates in order of merit in the select list subject to verification of their character and antecedents by the appropriate authority. Simultaneously, the appointing authority must seek from the appropriate authority, report on the character and antecedents of the candidate concerned and in case an adverse report is received his services shall be terminated forthwith in accordance with the provisions laid down in sub-clause (ii) of Clause (h) of Explanation under rule-13 of the Orissa Civil Services (Classification, Control and Appeal) Rules, 1962. This stipulation should be indicated in the temporary appointment order to be issued to the selected candidate. In case no adverse report is received, the temporary appointment shall be made final from the date the temporary appointment order was issued.

\_\_\_\_\_

ORDER- Ordered that the Resolution be published in the Orissa Gazette and copies thereof shall be forwarded to all Departments of Government / all Heads of Departments/ all Collectors / Registrar, Orissa High Court / Registrar, Orissa Administrative Tribunal Special Secretary, O.P.S.C./ Secretary, Orissa Staff Selection Commission.

By order of the Governor  
S. B. AGNIHOTRI  
Special Secretary to Government

(C) UNDERTAKING

**No. 22522 (150)-2m-33/94-Gen.**  
GOVERNMENT OF ORISSA  
GENERAL ADMINISTRATION DEPARTMENT

.....

The 18<sup>TH</sup> October 1994

To

All Departments of Government  
All Heads of Departments  
All Collectors

SUBJECT- Recovery of loan stipend from Government Servants who have availed loan stipend of the Higher Education (L.S.F.) Department.

The undersigned is directed to say that interest free loan stipend is being granted by the Government since 1946 to needy and deserving meritorious students out of the Orissa Loan Stipend Fund to enable them to persecute higher studies in various subjects, both inside and outside the State. The borrowers are required to repay the loan in installments as per the modalities prescribed in the Money Bond, which they execute while availing themselves of loan.

2. It has come to the notice of Government that most of the loanees do not repay the loan as per the terms of the agreement even after securing employment. In some cases neither they intimate their service particulars nor start repayment of loan of their own accord. The Orissa Loan Stipend Fund Committee while reviewing the matter, have expressed their grave concern over the issue and have recommended to take adequate steps for realization of the amount from the loan Stipendees.

3. After careful consideration Government have been pleased to decide that an undertaking in the enclosed form should be obtained from each Government employee at the time of his first appointment to the effect that he has / has not availed of loan stipend and in case he has availed of loan stipend, he should furnish the particulars thereof. On receipt of the above information, the employing organization shall pass on the same to the Loan Stipend Branch which shall help them to follow up recovery. Sanction of 1st increment may be withheld in case of those Government employees who fail to submit the aforementioned undertaking while entering into Government service.

4. These instructions may be meticulously followed.

PRITIMAN SARKAR  
Special Secretary to Government

(FORM OF UNDERTAKING TO BE FURNISHED AT THE TIME OF 1<sup>ST</sup> APPOINTMENT)

I, Shri.....son of Shri  
..... Village .....P.O. ....  
P.S.....Tahasil, .....Dist. ....appointed as  
..... in the Department / Office of the ..... declare that I have  
availed / not availed loan stipend amounting to Rs. .... from the Department of Higher  
Education (erstwhile Education L.S.F. Department) against loan Ledger No.  
.....during my student career for prosecuting higher study in  
..... Course during the year .....out of which I have already  
paid a sum of Rs. .... leaving a balance of Rs.....

Full name and designation of the employee

(D)

No. 14327–GAD-SC-GCS-0061/2017/Gen

**GOVERNMENT OF ODISHA**

**GENERAL ADMINISTRATION & PUBLIC GRIEVENCE DEPARTMENT**

**RESOLUTION**

The 4th July, 2017

**Subject : Principles for first posting of all newly recruits under the State Government.**

The principle of first posting of newly recruited persons to different posts and services under the State Government has engaged the attention of the Government for sometime past. In order to ensure transparency and fairness in the first posting of direct recruits to posts and services under the State Government, it has been decided to follow a choice based system which is open and transparent. The following procedure should hence forward be followed for deciding the first place of posting of direct recruits to the State Government Posts and Services.

1. Consequent upon completion of selection process and approval of the select list by the concerned Appointing Authorities, the new recruits shall be issued appointment orders without mentioning particular post. In the cases where the new Officers/employees are required to undergo training as per the provisions of the Cadre Rules the appointment order shall also bear mention of the same without detail posting orders.

2. The concerned Establishment of the Administrative Department shall organize a counseling session within a week of issue of appointment orders. The Administrative Department will make careful analysis of all the vacant posts and decide to fill up the posts which are essential for Administration and priorities the same in that order. All the vacant posts with exact place of posting (called Vacant Post List – which must have equal number of posts as the total number of candidates who have been issued appointment orders) shall be made known to all the candidates present on the day of counseling, as well as through online medium.

3. The appointed candidates are to be placed in eight categories in order of merit as follows:—

- 1.ST(W)
- 2.ST(M)
- 3.SC(W)
- 4.SC(M)
- 5.SEBC(W)
- 6.SEBC(M)
- 7.UR(W)
- 8.UR(M)

(Within each of the above eight category lists, PH candidates have to be brought forward to give them overriding priority.)

4. Once the candidates are placed in these lists, they are to be allowed to exercise their choice of posting out of the Vacant Post List, one by one, while ensuring that the choices are exercised alternately between reserved and unreserved category candidates in following order:—

1. ST(W) 2.UR(W) 3.SC(W) 4.UR(W)5.SEBC(W) 6.UR(W)
7. ST(M) 8.UR(M) 9.SC(M) 10.UR(M) 11.SEBC(M) 12.UR(M)

5. The above cycle shall be repeated till all the candidates are allotted against the vacancies. In this process, as the posts are allotted to the first candidate, the Vacant Post List will get reduced by excluding that post, and the next candidate will choose from this reduced Vacant Post List and so on. In case within a particular category, women list is exhausted, the male list of that category should be used while seeking the choice of posting. If a particular category, such as SEBC, gets completely exhausted, then to maintain alternate opportunity to reserved and unreserved category, SEBC and

UR sequence should be removed, making it four post (ST, UR, SC, UR ) cycle. The candidates shall exercise their choice on the spot according to his turn or concerned Establishment shall ensure written choices/online submission of choices. The process will keep on repeating alternately between reserved and unreserved category of candidates till all the candidates are allotted the posts from Vacant Post List, which will keep getting shorter and shorter after exercise of choice by the candidates. In case of absent candidates or the candidates who have not exercised any choice, the original order of posts in the Vacant Post List will be taken as default order of choice.

6. After completion of allotment of posts to all the appointed candidates, on the same day of counseling, a brief orientation must be organized by the Administrative Department, providing general guidance about Service conditions, HRMS and use of Technology, Conduct Rules, need for maintaining absolute integrity, and orientation towards efficient Public service delivery.

7. Where the new recruits are sent for training without issuing posting orders, the procedure outlined above should be adopted on last day of completion of the training. Efforts should also be made to use IT(Information Technology) to automate the entire process.

This shall be effective from the date of issue and must be adhered to scrupulously.

**ORDER**

Ordered that the Resolution be published in the Extraordinary Gazette for general information and copies be forwarded to all Departments, all Heads of Departments and all Collectors for information.

By Order of the Governor  
A.K.K. MEENA  
Special Secretary to Government

(E)

No. 27374–GAD-SC-GCS-0112-2017/Gen

**GOVERNMENT OF ODISHA**

**GENERAL ADMINISTRATION & PUBLIC GRIEVENCE DEPARTMENT**

**RESOLUTION**

The 29th November, 2017

**Sub: Enhancement of entry level qualification for entry into different posts under the State Government and corresponding pay scale thereof- clarification regarding.**

The Government after careful consideration of the demands of different Service Associations have been pleased to raise the entry level qualifications of various services depending on changed service requirement in the interest of efficient public service delivery.

The Fitment Committee for implementation of 7th Pay Commission Report observed that there is not enough rationale in the argument of the service associations regarding enhancement of pay scale pursuant to enhancement of qualification because the pay scale of the different posts are determined depending upon the level of competition, the job responsibility, skill requirement and public service needs. Besides, the public service and sectoral priorities of Government are dynamic in nature and such priorities may influence the pay scale of different cadre posts.

The past experience reveals that enhancement of qualification for entry into the base level posts are being used by different Service Associations to put forth further demands to raise the pay scale attached to the said entry level posts.

**Therefore, Government after careful consideration has now decided that where the entry level qualifications are being raised without any change of job responsibility, there is no justification/need for consideration of up-gradation of pay scale of the said entry level posts. Further, it is made clear that entry level educational qualification has no implication on pay scale attached to any particular post or service.**

**ORDER**

Ordered that the Resolution be published in the Extraordinary issue of the Odisha Gazette for general information. Ordered that copy of this Resolution be forwarded to all Departments of Government/all Heads of the Departments/the Registrar, Orissa High Court/the Registrar, Odisha Administrative Tribunal/the Special Secretary, OPSC, Cuttack.

By Order of the Governor  
A.K. K. MEENA  
Special Secretary to Government

(F)

No. GAD-SC-GCS-0078-2019 - 26540/Gen.,

**GOVERNMENT OF ODISHA**

**GENERAL ADMINISTRATION & PUBLIC GRIEVENCE DEPARTMENT**

**OFFICE MEMORANDUM**

The 20th September, 2019

**Sub: Validity period of the offer of appointment consequent upon direct recruitment in Groups A, B & C Posts and fixation of inter-se-seniority in cases of joining the post after revalidation of the appointment order.**

Instances have come to the notice of the Government that in absence of any principles to regulate the validity period of the offer of appointment consequent upon selection by the recruiting agency/ different administrative departments are taking decisions at their level to allow extra time when applied for by the selected candidates to join the post. In certain cases the candidates offered with the appointment take pretty long time to join and in some cases the candidates are allowed to join the post by way of reviving the order of appointment after it is lapsed / cancelled and the candidates are also allowed the benefit of seniority on the basis of their merit position in the initial selection. This has created discontentment and sometimes invite litigation.

In order to streamline the issue, it has been felt necessary by the Government to prescribe the following principles to ensure uniform time limit to join the post after selection by the recruiting agency and issue of appointment order in favor of the selected candidates:-

1. In the offer of appointment, it shall be mandatory to indicate that the offer of appointment will lapse if the candidate does not join within a period not exceeding 30 days.

2. If, however, within the stipulated period of 30 days, a request is received from the candidate for extension of time to join the post/ service as per the offer appointment of it may be considered by the appointing authority/authority delegated with such- powers and if satisfied, an extension for a limited period may-be granted but the total period granted including the extension during which the offer of appointment will be kept open, should not exceed a total period of six months. The candidates who join within the above period of six months will avail their seniority as per their position in the select list'

3. If even after the extension(s), if any, granted by the competent authority, a candidate does not join within the extended time (which shall not exceed six months) the order of appointment will lapse automatically after expiring of six months from the date' of issue of the original offer of appointment' A formal order to that effect shall be issued by the establishment concerned'

4. An offer of appointment which has lapsed should not ordinarily be revived. In exceptional circumstances, the same shall only be revived in the\_ public interest. The revival of such offer of appointment is not admissible after one year from the date of approval of the select list or publication of the select list of the subsequent recruitment whichever is earlier. The GA & PG Department should in all cases be consulted before such offers are revived.

5. In a case, where after the lapse of the order of appointment, in the same is revived consultation with the GA & PG Department, the seniority of the candidate concerned shall be fixed below those who have already joined the post/servile within the stipulated period of six months.

These Principles will apply to all levels of first appointment groups A, B and C and shall be effective from the date of Issue of the O.M. This shall be followed scrupulously by all concerned authorities.

Principal Secretary to Government