

Government of Orissa
General Administration Department

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No. SC/6-66/02 /Gen., dated

From:

Sri D.C. Sahoo,
Deputy Secretary to Govt.

To

The Collector, Cuttack.

Sub: Promotion of Group-D employees to the posts of Junior Clerk.

Sir,

In inviting reference to your D.O. letter No. 1877 dt. 8.4.2002 and No. 5497 dt. 7.10.02 on the above subject I am directed to convey the following clarifications point-wise.

- (i) Under rule 11 A(I) of the OMS Rules, 1985, 10% of the vacancies in the posts of Junior Clerk in district level offices shall be filled up by way of promotion from among the Group-D employees of the district offices of the concerned district. Thus the 10% vacancy shall be worked out from the total number of vacancies in the post of Junior Clerk in a particular district.
- (ii) Since the selection for promotion shall be made from among the eligible Group-D employees who come under the zone of consideration, any such Group-D employee coming under the zone shall be considered for promotion even if no vacancy occurs in the office to which the Group-D employee belongs.
- (iii) Since the Departmental promotion Committee consider the promotion of all eligible Group-D employees of the district, there shall be a common merit list/select list. A candidate from the merit list/select list can be sponsored to any office for appointment at the discretion of the concerned Collector.
- (iv) The Collector shall sponsor the names of selected candidates from the merit list/select list prepared by the D.P.C. to district offices where vacancy occurs as per their intimation under rule 5 of the OMS Rules, 1985. However, the formal order of appointment will be issued by the appointing authority for the post of Junior Clerk of the concerned office.
- (v) Group-D employees shall be promoted on the basis of the recommendations of the Departmental Promotion Committee constituted for that purpose. There is no provision to test the knowledge of type-writing of Group-D employees by the D.P.C. Thus knowledge of typing is not a pre-condition for a Group-D employee for his promotion to the post of Junior Clerk.

Yours faithfully,

Deputy Secretary

P.K.D.
12/13

Memo No. 37215 /Gen., Dated 4/12/52
Copy to G.F. / District Cadre G.F. &
G.A. Deptt. Library for future guidance.

under Secretary to Government
5.12.52

[Faint, mostly illegible typed text, possibly containing a list or detailed report]