

**Government of Odisha**  
**General Administration & Public Grievance Department**

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No. 7319 / Gen., Bhubaneswar, dated 14<sup>th</sup> March, 2018.  
GAD-SC-GCS-0002-2015

From

Shri A.K.K. Meena, IAS,  
Principal Secretary to Government

To

The Secretaries of all Departments

Sub:- Review of regularisation of contractual employees in pursuance of the principles outlined in G.A. Department Resolution No. 4591/GAD, dated 15.02.2014 & Resolution No 26108/Gen. Dated 17.09.2013 R/w Resolution No. 1066/Gen., dated 16.01.2014.

Ref: - G.A. Department Circular No. 16645/Gen., dated. 30.07.2016.

Sir,

A set of principles have been prescribed by the Government in G.A. Department Resolution No.4591/GAD, dated 15.02.2014 & Resolution No 26108/Gen. Dated 17.09.2013, r/w Resolution No. 1066/Gen., dated 16.01.2014 for regular appointment of contractual Group-"B", "C" & "D" employees who were not holding any post prior to coming into force of the Contractual Group-"B" and Group-"C" & "D" (Contractual Appointment) Rules, 2013 in contravention of any statutory recruitment rules made under the proviso to Article 309 of the Constitution of India.

As per above stated principles, the following mandatory eligibility conditions are required to be satisfied for regularisation of contractual appointees/engagements.

1. Contractual appointments/engagements must have been made against posts created with the concurrence of Finance Department.
2. Contractual appointments/engagements must have been made following the recruitment procedure prescribed for the corresponding regular posts and
3. Principles of reservation of posts must have been followed in case of such contractual appointments/engagements.

In the meantime, the Government have been pleased to allow those appointments pursuant to the advertisement made for regular appointments



**PROFORMA**

**Name of the Department:**

**The date of review conducted by the A/D:**

Review of regularisation of contractual employees in pursuance of the principles outlined in G.A. Department Resolution No. 4591/GAD, dated 15.02.2014 & Resolution No 26108/Gen. Dated 17.09.2013 R/w Resolution No. 1066/Gen., dated 16.01.2014.

Sl. No.	No. of employees regularised post wise.	Date of regular appointment.	Date of initial engagement.	Whether sanction order issued for creation of posts with concurrence of Finance Department. If yes, the copy of the same to be placed.	Whether recruitment made through OSSC/OSS SC. If not, what is the procedure adopted for such engagement.	Whether vacancies were advertised in daily news paper for the purpose of recruitment. If yes, the copy of the same to be placed.	Whether reservation of vacancies advertised for the purpose of recruitment. If yes, the breakup of the same.	Whether the final select list was prepared and approved by the appointing authority. If yes, the copy of the same to be placed.
1	2	3	4	5	6	7	8	9
1								
2								
3								

(Signature)  
Secretary to Government