

GOVERNMENT OF ORISSA
GENERAL ADMINISTRATION DEPARTMENT

RESOLUTION

(Published in *Orissa Gazette* on the 7th February 1997)

The 29th January 1997

SUBJECT—Promotion of Group 'D' employees to Group 'C' Posts

For enhancing the promotion prospects of the Group 'D' Government Servants, after careful consideration the Government have been pleased to order as follows:—

1. The base cadre of Group 'D' posts shall comprise of posts like Peon, Orderly Peon, Choukidar, Choukidar-cum-Sweeper, Gardener, Collection Peon, Night Watchman, Sweeper, Process Server, Treasury Peon, etc. borne in the regular establishment in an Office in the scale of pay of Rs. 750—940, which is the lowest scale of pay in the Group 'D' posts/services. All recruitments to this scale of pay shall be made direct in the prescribed manner, i. e. by open advertisement/notifying the vacancies with the employment exchange.
2. The recruitment to the Group 'D' Posts/Services in the next higher scale of Pay, i. e. Rs. 775—1,025 (the highest scale for Group 'D' post) shall be done by promotion only. All the persons, who have passed the M. E. School Certificate Examination or any equivalent examination from any recognised institution and have completed 5 years of continuous regular service by working in an office in the lowest Group 'D' scale of pay, would be eligible for consideration if they fall within the Zone of consideration.
3. The Group 'D' employees, working in the highest Group 'D' scale of pay, who have completed a minimum of 3 years of Service, would be eligible for being considered for promotion to the Group 'C' services/posts in the scale of pay of Rs. 800—1,150 like Record Supplier, Treasury Sarkar and similar other posts, where the nature of work does not involve the noting and drafting. These Group 'C' Services/Posts shall be filled up by promotion only.
4. The Group 'C' Services/Posts in the next higher scale of pay of Rs. 950—1,500 like Junior Grade Diarist, Junior Grade Recorder, Pasting Clerk and similar other posts, not ordinarily involving the noting and drafting, would also be filled up by promotion only by the Group 'C' employees, who have completed at least five years of service in Group 'C' posts carrying the scale of pay of Rs. 800—1,150 as referred in Para. 3 above.
5. If the eligible persons in the next below grade of pay are not available for promotion for the above recruitments, for one reason or other, then persons working in the next lower grade may be considered for promotion, if they otherwise fulfil the eligibility criteria excepting the work experience.
6. If there are more than one cadres and/or isolated posts in the same feeder grade in an office, a combined gradation list of all the persons working in such cadres/isolated posts shall be prepared on the basis of their date of joining in the regular service for determining the Zone of consideration for promotion. In case two employees have joined the service in the same grade on the same date, the employee, who is elder in age, would be held senior.
7. No confidential character rolls are maintained for Group 'D' employees. They may, therefore, be assessed for promotion by the Departmental Promotion Committee (to be constituted by the Appointing Authority) on the basis of their service records. If nothing adverse is found in the service records of the employees, they may be considered suitable for promotion, provided they fulfil the eligibility criteria. The qualifying *Viva voce* test may be held for deciding his ability to read and write Oriya, simple English and for assessing his general intelligence.

8. The reservation in direct recruitment and in promotion, as provided in the relevant act and rules of the State Government, shall be followed in the above recruitments. The reserved posts shall be filled up only by the members of the reserved category. In case of recruitment by promotion from the feeder grade, the members of the reserved category may be granted the accelerated promotions. However, they would not be entitled to the accelerated seniority. This would mean that the members of the General Category will regain their seniority of the feeder grade or of the combined gradation list referred in Para. 6 above, as the case may be, on promotion to the higher grade in case the members of the reserved category junior to them were promoted earlier by observing the policy of reservation.

9. The Orissa Civil Service (Criteria for Promotion) Rules, 1992 and the Orissa Civil Service (Zone of Consideration) Rules, 1988 shall be followed in all the recruitments made by promotion to above posts.

10. The aforesaid instructions shall be given effect to from the date of issue of this resolution. The cases already disposed of according to instruction, which were in effect prior to issue of this resolution shall not be reopened. This supersedes General Administration Department Resolution No. 3180-Gen. dated the 9th February 1994.

ORDER—Ordered that the Resolution be published in the *Orissa Gazette* and copy forwarded to all Departments of Government/all Heads of Department/Member, Board of Revenue/all R. D. Cs./all Collectors for information.

By order of the Governor
SANTOSH KUMAR
 Special Secretary to Government