



**GOVERNMENT OF ORISSA**

**The Orissa Subordinate Tribal Welfare Education  
(Recruitment and Conditions of Service)  
Rules, 1993**

**TRIBAL WELFARE DEPARTMENT**



**TRIBAL WELFARE DEPARTMENT**  
**NOTIFICATION**

The 13th December 1993

S. R. O. No. 1169/93—In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Orissa is pleased to make the following rules to regulate the method of recruitment and conditions of service of persons appointed to the Orissa Subordinate Tribal Welfare Education Services, namely :—

1. *Short Title and Commencement*—(1) These rules may be called the Orissa Subordinate Tribal Welfare Education (Recruitment and Conditions of Service) Rules, 1993 ;

(2) They shall come into force on the date of their publication in the *Orissa Gazette*

2. *Definitions*—(1) In these rules, unless the context otherwise requires :—

(a) 'Appointing authority' means the Collector of the District in respect of the member of Junior Grade Subordinate Tribal Education Service and the Director Tribal Welfare in respect of the member of Senior Grade Tribal Welfare Education Service ;

(b) 'Approved military' service means military service as approved by Government from time to time ;

(c) 'Committee' means the Committee/Selection Committee constituted under rules 5 and 9 respectively ;

(d) 'Collector' means Collector of the District ;

(e) 'Director' means Director, Tribal Welfare Department ;

(f) 'Government' means Government of Orissa ;

(g) 'Inspector' means Inspector of Schools working under the Tribal Welfare Department ;

(h) 'Scheduled Castes and Scheduled Tribes' means such castes and such tribes as notified from time to time by the President of India under Articles 341 and 342 of the Constitution of India respectively ;

(i) 'Subordinate office' means the Office of—

(i) Headmaster/Headmistress of Boys/Girls' Schools and Deputy Inspector of Schools of Tribal Welfare Department ;

(ii) Headmaster/Headmistress of Ashram Schools/Kanyashram ;

(iii) Head Sevaks/Head Sevikas of Sevashrams/Residential Sevashrams,

(iv) Such other Offices as Government may determine from time to time ;

(j) 'Service' means the Orissa Subordinate Tribal Welfare Education Service ;

(k) 'Select list' means the list approved under these rules ;

(l) 'Year' means a Calendar Year.

(2) All other words and expressions which have been used but not defined in these rules shall have the same meaning as respectively assigned to them in the Orissa Service Code.

3. *Constitution of Service*—(1) The service shall consist of the following two cadres, namely :—

(a) Junior Grade Subordinate Tribal Education Service, and

(b) Senior Grade Tribal Welfare Education Service.

(2) (a) The Junior Grade Subordinate Tribal Education Service shall consist of the post of Headmaster of Ashram Schools, Headmistress of Kanyashrams, trained graduate teachers of Arts and Science, Assistant Teachers/Mistress, Sub-Inspector of Schools, Sanskrit Teachers/Mistress, Hindi Teachers/Mistress, Intermediate in Arts, Intermediate in Science +2 Science, +2 Arts, Certified Teachers/Mistress/Head Sevaks/Head Sevikas, Matric C. T. Teachers/Mistress, Male P. E. T./Female P. E. T., Tailoring Teachers/Mistress, Agriculture Teacher/Music Teachers/Mistress, Sevaks/Sevikas and such other posts as may be declared by Government from time to time.

(b) The Senior Grade Tribal Welfare Education Service shall consist of Headmasters/Headmistres (Non-gazetted), Deputy Inspector of Schools of Tribal Welfare Department and such other posts as may be declared by Government from time to time.

4. *Method of Recruitment* :—(i) Recruitment to the posts in Senior Grade of the service shall be made by way of promotion in accordance with the provisions of rule 10.

(ii) Recruitment to the post of Junior Grade of the service shall be made districtwise by the selection committee in accordance with the provisions under rules 6 and 11.

5. *Direct Recruitment* :—(1) There shall be a District Selection Committee in each District to consider direct recruitment and promotion to the Junior Grade of the Service which shall consist of the following:—

(i) Collector of the district	..	Chairman
(ii) Inspector of Schools, Tribal Welfare Department	..	Member
(iii) D. I. of Schools, T. W. Department	..	Member
(iv) District Welfare Officer	..	Member-Secretary

(2) Fifty percentage of the total vacancies in the posts of trained graduate (Both arts and science) Sanskrit and Hindi Teacher posts arising in a year shall be filled up by direct recruitment.

(3) The rest fifty percentage of the vacancies in the posts of trained graduate (Science, Arts) Sanskrit and Hindi Teacher in a year shall be filled up by promotion by way of selection from the following eligible categories of lower posts who have acquired B. Sc., B. Ed., and B. A., B. Ed. qualification, namely :—

- (i) Matric C. T. Teachers/Mistress
- (ii) Intermediate in Arts/Intermediate in Science/+2 Arts/Science/C. T. Teachers/Mistresses.
- (iii) Sanskrit Teachers/Mistress
- (iv) Hindi Teachers/Mistress
- (v) Tailoring Teachers/Mistresses
- (vi) Agriculture Teachers
- (vii) Sevaks/Sevikas :

Provided that in case of non-availability of in service candidates the promotion quota shall be filled up by direct recruitment.

Provided further that where the total number of vacancies come to an odd number, the said odd number shall go to promotional quota and direct quota on notation basis.

6. *Procedure for direct Recruitment* :—(1) The number of vacancies in the Junior Grade of the Service to be filled up by direct recruitment and by promotion shall be calculated separately ordinarily by October of each year. The vacancy shall be reported to the selection committee for conducting recruitment to those posts.

(2) The Selection Committee shall prepare the list of suitable candidates eligible for appointment by direct recruitment. The basis for preparation of the select list shall be the marks obtained by the candidates in different examinations starting from High School Certificate Examination or equivalent up to the minimum qualification required for the post. For computation of marks, the total marks and the marks obtained at different examinations are to be added up and percentage calculated. The names of candidates shall be arranged according to the percentage of marks secured. No mark shall be added for any extra or additional qualification. Honours at Degree level and 4th optional at +2 level will be treated as normal qualification, but not as additional qualification.

(3) The Selection Committee shall forward a list of candidates arranged in order to merit for appointment by direct recruitment and for appointment by promotion, as the case may be, to the appointing authority.

(4) The appointment orders in each grade will be issued by the appointing authority out of the respective lists received by him in pursuance of Sub-Rule (3).

(5) Inclusion of names of candidates in the merit list shall confer no right to appointment and shall depend upon the actual availability of vacancies.

(6) Failure of the candidates to join the post by the specified date in the absence of any extension of the said date by the appointing authority, shall amount to forfeiture of his claim for such appointment.

7. Eligibility for Direct Recruitment—(1) In order to be eligible for direct recruitment to Junior Grade of the service.

(a) He/She must be a citizen of India ;

(b) He/she must be under 32 years and over 21 years of age on the 1st day of January of the year in which applications are invite :

Provided that maximum upper age limit shall be relaxed by 5 years in case of candidates belonging to the Scheduled Castes and Scheduled Tribes by 10 years in case of physically handicapped persons and by five years in case of women candidates and shall be relaxable for the Ex-Service man as per the Orissa Ex-Servicemen (Recruitment to State Civil Service and Posts) Rules, 1989.

(c) He/She must bear a good character and shall furnish alongwith the application a certificate of good character from the head of the Institutions in which he/she last studied ;

(d) He/She must not have more than one spouse living;

(e) He/She must be able to speak, read and write Oriya and must have passed the High School Certificate Examination or equivalent with Oriya as principal subject or passed Oriya test equivalent to M. E. School standard conducted by the Education Department of Orissa;

and

(2) In addition to the eligibility provided in Sub-Rule (1)—

(a) for the posts of trained Assistant Teacher/Mistress, in the Junior Grade of the service a candidate must be a trained graduate in Arts, Science or Commerce;

(b) for Sanskrit Teacher/Mistress a candidate must be a graduate with Sanskrit as a subject at degree level or Sastree (except Ayurved and Jyotish) or any other qualification equivalent thereto;

(c) for Hindi Teacher/Mistress a candidate must be a graduate with Hindi as an optional subject or having minimum qualification of Matric with Kovida or equivalent with Oriya up to High School Certificate Examination;

(d) for I. A., Certified Teacher/Mistress a candidate must have passed Intermediate in Arts/Intermediate in Science/Intermediate in Commerce or +2 Science/Arts/Commerce with C. T. with Oriya as a subject in High School Certificate Examination;

(e) for Matric C. T. Teachers/Mistress, Sevak/Sevikas, a candidate must have passed Matric with C. T. and with Oriya as a subject in High School Certificate Examination;

(f) for Male P. E. T., Female P. E. T. a candidate must have passed Matric with CPED Course;

(g) for Tailoring Teacher/Mistress a candidate must have passed Matric with Tailoring from Government I. T. I. or one year training from recognised Institutions or training from a Vocational College.

for Agriculture Teacher a candidate must be a Matriculate with Agriculture/Horticulture as an optional subject or Matric with training from Vocational College with Agriculture/Horticulture/Plant Protection as a subject or Matric with one year training on Agriculture/Horticulture from a recognised Institution or Matric with one year training on Agriculture/Horticulture from Government Organisation.

- (i) for the post of Music Teacher/Mistress a candidate must be a Matriculate with Music training from a Government School/College or Graduate in Music from Government recognised Institution.

NOTE-I—(a) The candidate shall furnish his/her application with copies attested by a gazetted officer of the following documents yiz. Certificate of Bachelors' Degree, Certificate of B. Ed., Certificate of High School Certificate Examination and mark-sheet of Degree/Diploma or Certificate which are required for the examination;

(b) Caste Certificate issued by competent authority (in case of candidates belonging to Scheduled Castes and Scheduled Tribes);

(c) Physically Handicapped Certificate if he/she is a Physically Handicapped person;

(d) Declaration regarding home district;

(e) Certificate of actual work and experience, if any;

NOTE-II—The candidates shall be required to produce the originals for verification failing which he/she shall be liable to be disqualified.

8. *Reservation for S.C./S.T. Sportsmen, Physically Handicapped Candidate/Ex-Servicemen/Women*—Notwithstanding any thing in these rules reservation of vacancies for Scheduled Castes/Scheduled Tribes Sportsmen/Physically Handicapped/Ex-Servicemen and Women shall be as provided under the Orissa Reservation of Vacancies in Posts and Services (for Scheduled Castes/Scheduled Tribes) Act, 1975, and the rules framed thereunder and under such other rules and orders issued by the Government from time to time.

9. *Selection Committee*—(1) There shall be a Selection Committee to consider the cases of eligible person for appointment to the post in the senior grade of the service.

(2) The Committee shall consist of the following Officers :—

(i) Director, Tribal Welfare in-charge of Education

.. Chairman

(ii) Deputy Secretary (Office Establishment)

.. Member

(iii) Officer on Special Duty-Cum-Deputy Secretary

.. Member-Secretary

10. *Promotion to the posts in the Senior Grade of the services*—(i) The Committee shall meet as and when necessary and prepare the list of suitable eligible officers for promotion to the post of Senior Grade in the service. The Committee shall consider the cases of such officers in Junior Grade who have—

(a) completed atleast 7 years of continuous service in Junior Grade on the 1st day of January of the year in which recruitment is made and have satisfactory records of performance and conduct ; and

(b) passed such Departmental Examination/Training as may be specified by Government from time to time.

(2) The Orissa Civil Service (Zone of Consideration for Promotion Rules, 1988 and the Orissa Reservation of Vacancies in Posts and Services (for Scheduled Castes Scheduled Tribes) Act, 1975 and the rules framed thereunder shall be followed while considering the cases of eligible officers for promotion.

(3) The selection for inclusion of the list shall be in accordance with the provisions of the Orissa Civil Services (Criteria for promotion) Rules, 1992.

(4) The list prepared by the Committee shall be placed before the Director, Tribal Welfare for approval.

(5) The appointment order to the Senior Grade post shall be made by the Director in the order in which the names appear in the list prepare under Sub-Rule (4).

11. *Promotion to Junior Grade of the Service*—(1) The Committee constituted under rule 5 shall consider the cases of inservice eligible employees for appointment to different posts in junior grade by selection.

(2) The Committee shall meet as and when necessary and prepare a list of eligible candidates/teachers found suitable for promotion.

(3) The Committee shall take into consideration the the cases of all eligible teachers/candidates and scrutinise the service records and character rolls and prepare a list of candidates considered suitable for promotion.

(4) The selection for inclusion in the list shall be in accordance with the provision of the Orissa Civil Services (Criteria for promotion) Rules, 1992.

(5) The appointment to the different posts in the Junior Grade shall be made according to the ranking assigned to the candidates in the list prepared by the Committee.

12. *Recommendations of the Committee*—The recommendation of each committee shall be valid and can be acted upon notwithstanding the absence of any of the member other than the Chairman:

Provided that the member so absented was duly invited to attend the meeting.

(2) The selection list prepared by the Committees shall be equal to the number of vacancies notified and remain valid for a period of one year from the date of its approval by the Appointing Authority.

13. *Probation*—(1) Every persons shall on appointment to a post in the Service shall be on probation for a period of two years from the date of his/her appointment, in case of direct recruitment and one year in case of appointment made by promotion which shall be calculated from the date of actual joining in the post.

(2) If during or at the end of the said period he/she is found to be unfit to continue further, he shall be reverted to his former post, if he/she is a promotee or his services shall be terminated if he is a direct recruit.

14. *Seniority*—The *interse-seniority* of the persons appointed to the posts in a particular cadre of the service in any particular year shall be determined as follows:—

(a) In case of persons appointed by promotion in pursuance of rule 10, *inter-seniority* shall be determined basing on the position assigned to the in the list prepared the Selection Committee.

(b) In case of persons appointed through direct recruitment in pursuance of rule 6 or the *inter seneniority* shall be determined in accordance with the position secured by them in the merit list.

(c) Persons appointed to the service under the Orissa Civil Services (rehabilitation assistance Rules, 1990) shall be placed below the direct recruit appointed in that year.

(d) In case of promotees and direct recruits appointed to any grade of the service in a particular year the promotees shall be senior en-bloc over the direct recruits.

15. *Gradation list*—(1) A gradation list in respect of junior Grade posts other than trained graduate teachers shall be maintained by respective Collectors.

(2) A gradation list of trained graduates teachers in Junior grade and the post 1 Senior Grade in the service shall be maintained separately by the Director.

16. *Training*—(1) Members of the Service shall be required to undergo such training and shall pass such tests/Departmental examinations as may be directed by Government from time to time.

(2) A person appointed to the service by direct recruitment shall have to pass the training or Departmental examination within a period not exceeding 4 successive chances:

Provided that Government may, by general or special order, exempt any category member of service from the requirement of passing the Departmental Examination or from undergoing Departmental Training.

17. *Relaxation*—Government may, if consider necessary or expedient so to do in public interest, by order for reasons to be recorded in writing relax any of the provisions of these rules in respect of any class or category of the employees.

18. *Repeal and Savings*—All Rules in force before the commencement of these rules on the subject matters covered by the provisions of these rules are hereby repealed.

Provided that notwithstanding such repeal any order made, or action taken, or orders passed, under the rules so repealed shall be deemed to have been made, taken or issued under these rules.

19. *Interpretation*—If any question arises relating to the Interpretation to these rules, it shall be referred to Government in Tribal Welfare Department for decision.

[ No. 33475—Edu-I-(F)-3/93-T-W ]

By order of the Governor

D. P. BHATTACHARYA

Principal-Secretary to Government

The Orissa



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WELFARE DEPARTMENT

NOTIFICATION

The 20th November 1998

S. R. O. No. 759/98—In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Orissa is pleased to make the following rules to amend the Orissa Subordinate Tribal Welfare Education (Recruitment and Conditions of Service) Rules, 1993 namely :—

1. (1) This rule may be called the Orissa Subordinate Tribal Welfare Education (Recruitment and Conditions of Service) Amendment Rule, 1998.

(2) It shall come into force on the date of its publication in the *Orissa Gazette*.

2. In rule 7 of the Orissa Subordinate Tribal Welfare Education (Recruitment and Conditions of Service) Rules, 1993, in sub-rule(2), for clause (e), the following clause shall be substituted, namely :—

“(e) for Matric C. T. teachers/mistresses, Sevak/ Sevikas, a candidate must have passed Matriculation (H.S.C.) Examination with Oriya as principal subject and with C. T.”:

Provided that in case of vacancies reserved for the Scheduled Castes or Scheduled Tribes, if candidates belonging to such Castes or Tribes having the requisite qualification are not available, untrained matriculate candidates may be considered for appointment against such vacancies subject to the conditions that the candidates so appointed, if any, shall ;—

(i) be entitled to untrained matric scale ;

(ii) be allowed to acquire the C. T. qualification within three years from the date of such appointment and, for that purpose, they shall be deputed to undergo C. T. training in the Departmental institutions in the first year of their appointment ; and

(iii) on successful completion of the C. T. training, be entitled to the scale of pay meant for the Matric C. T. teachers with effect from the date of acquiring the C. T. qualification.”

[ No. 32160—Edn (E)-49/97-W. ]

By order of the Governor

G. N. PHGU

Commissioner-cum-Secretary to Government