

Government of Orissa,  
General Administration Department.

No.2R/1-1/88. 28695/Gen., Dt. / X. 88

From

Shri Binoy B. Misra,  
Joint Secretary to Government.

To

All Collectors.

Sub:-

Clarification regarding holding of type test  
under O.M.S. Rules, 1985.

Sir,

I am directed to say that Para.4 of Appendix appended to the O.M.S. Rules, 1985 prescribes that there shall be a type writing test to judge the proficiency of the candidates of having fair knowledge in type writing to manage the day to day official work. For this purpose, some marks have also been prescribed in the concerned rules. But minimum qualifying marks have not been prescribed.

Clarifications are being sought for from this <sup>dept</sup> as to whether a candidate without having a fair knowledge in type writing shall be selected for appointment for the post of Junior Clerks. This is a wrong proposition. A candidate to be selected shall have to acquire qualifying marks out of the marks prescribed for type writing test.

In order to make it clear, it has been decided that a candidate should be considered to have fair knowledge in type writing if he can type at least 20 words per minute on average from a printed matter lasting for not less than 10 minutes with mistakes not exceeding 1 1/2 percent for appointment of Junior Clerks.

This disposes the letter No.6710 Dt.13.9.88 of Collector, Puri.

This supersedes this Department clarification issued to Collector, Balasore vide letter No.6205 Dt.19.2.88.

Yours faithfully,

*[Handwritten Signature]*  
30/9/88

Joint Secretary to Government.

Memo No.

28696

/Gen.,Dt.

/ X. 88

Copy  
Heads of Depart

ed to all Departments of Government/All  
for information and necessary action.

*[Handwritten Signature]*  
30/9/88

Joint Secretary to Government.

MJ.