

No. 3180-Gen.

GOVERNMENT OF ORISSA  
GENERAL ADMINISTRATION DEPARTMENT

RESOLUTION

(Published in *Orissa Gazette* on the 25th February 1994)

The 9th February 1994

SUBJECT—Promotion of Class IV Employees to Class III Post

In order to provide adequate promotional facilities to qualified Class IV Government servants to Class III posts, Government after careful consideration have been pleased to decide that 50 per cent of the vacancies arising in the categories of Class III posts like Recorder, Assistant Recorder, Diarist, Pasting Clerk and similar other posts in which noting and drafting are not ordinarily required should be filled up by Class IV employees who have passed at least M. E. School Certificate Examination or an equivalent examination and have rendered not less than 5 years of service under Government, provided they come out successful in a qualifying test prescribed for the purpose in this resolution.

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The candidates will be subjected to simple *viva voce* for testing their intelligence, general knowledge and ability to read and write simple English and Oriya. This test should be regarded as qualifying test and not a merit test so that the senior successful employees are not superseded by the junior employees by virtue of securing more marks in the qualifying test.

2. It is further decided that the remaining 50 per cent vacancies will be filled up from amongst the Class IV employees who have passed Matriculation or an equivalent examination and have rendered not less than 5 years of service and Record Supplier and Treasury Sarkar, who are Matriculates. In case sufficient number of Matriculate candidates are not available, the vacancies meant for them shall be filled up by suitable candidates by direct recruitment of Matriculates.

3. If the vacancy arising in a particular year, is one, it should go to Non-matriculate candidates, whereas the next vacancy of the same year or subsequent year shall be filled up by the Matriculate candidates. In other words, every alternative vacancy in Class III posts like Recorder, Assistant Recorder, Diarist, Pasting Clerk and similar other post shall be filled up by Matriculate Class IV employees.

4. It has also been decided that the posts of Record Supplier and Treasury Sarkars which are Class III posts just above Class IV posts should be entirely filled up from among suitable Class IV employees i. e. Daftaries, Jamadars, Peons, who possessed the minimum educational qualification of M. E. Standard. The Record Supplier, Treasury Sarkar, who have passed M. E. School Certificate Examination will however, be allowed to compete in the test prescribed for Class IV employees in paragraph I for promotion to other Class III posts like Recorder, Assistant Recorder, Diarist, Pasting Clerk against the 50 per cent quota meant for Non-matriculate Class IV employees.

5. For each Department of Government the qualifying test will be conducted once a year by a Committee consisting of two officers of the rank of Joint Secretary/Deputy Secretary to Government to be nominated by the Secretary of the Department and the Under-Secretary/Section Officer in charge of office Estt. in the Department. In respect of other offices the qualifying test will be conducted by a Committee consisting of the officer in charge of the office establishment in the office of the appointing authority and two other Gazetted Officers to be nominated by the appointing authority. The seniormost officer will preside over the meeting of the Committee.

6. This supersedes erstwhile Political and Services Department Memo. No. 9433 (70)-Gen., dated the 27th July 1957, Resolution No. 7427-Gen., dated the 6th April 1966 and General Administration Department Resolution No. 2174-Gen., dated the 21st January 1982, Resolution No. 25441-Gen., dated the 14th November 1984 and Resolution No. 16858-Gen., dated the 25th September 1986.

ORDER—Ordered that the Resolution be published in the *Orissa Gazette* and copy forwarded to all Departments of Government/all Heads of Departments/Board of Revenue/ all Revenue Divisional Commissioners/all Collectors for information.

By order of the Governor  
PRITIMAN SARKAR  
Special Secretary to Government