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Government of Orissa
General Administration Department

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OFFICE MEMORANDUM

No. SC/6-73/96. 31775 /Gen, Bhubaneswar, dated, the 13-12-96

Sub:- Guidelines for re-deployment of surplus Staff of mother district to the newly created districts on re-organisation of the district.

The re-organisation of the districts in the State has inevitably rendered a lot of staff surplus in the mother districts, not only in the Collectorate but also in the various district offices. It has been decided by the Government that different categories of posts, created in the new districts on re-organisation shall be filled up by deployment of the staff rendered surplus in the mother district. In order to regulate the deployment of surplus staff, the Revenue and Excise Department in their letter No. 42820 dated 21.9.93 read with letter No. 39900 dated 5.9.94 have issued the guidelines and action, accordingly has already been taken by the concerned authorities in most of the districts. The guidelines by Revenue & Excise Department may have no binding effect on all the district offices of various Departments.

2. To over-come this difficulty and after careful consideration, the Government in General Administration Department have been pleased to decide that the following principles shall be followed for deployment of the staff rendered surplus in the mother districts.

2.1. Action for re-deployment of employees borne in the cadres of mother district shall be taken by the respective district cadre controlling authorities of the mother district.

2.2. The cases of the employees, who have already been assigned to the newly created district and have joined there before the issue of these guidelines need not be re-opened. This is, however, subject to any order or direction that may have been received from a Court or Tribunal on the subject.

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2.3. Employees borne in the cadre of the mother district, except those covered by para-2.2, may be asked to submit their order of preference for continuing in the cadre of the mother district or for assignment to the cadres of the districts carved out of the mother district. Those who fail to submit their preference, may be presumed to have opted for the mother district only.

2.4. As far as practicable and subject to the vacancies available in the relevant grades, the assignment of the employees to the cadre of the mother district or the cadres of the newly created districts may be made on the basis of the position in the gradation list of the original district cadre taking into account their preferences. To illustrate, if there are 15 vacancies in a cadre in a district and 30 employees have given their first preference for that district, the senior-most 15 employees of the 30 will be allotted to that district. Having exhausted the first preference, the second and subsequent preferences may be acted upon in that order.

2.5. For splitting the sanctioned posts of the undivided district, instructions issued to the district offices by the Government in the respective administrative Departments shall be followed.

2.6. If all the vacant posts in a cadre of the districts, carved out of the mother district, can not be filled up on the basis of the preferences as above, the posts shall be filled up by following the "bottom up" principle subject to the following exceptions.

i) The widow or any other female member of the family of a deceased or disabled Government Servant, who has been appointed under the rehabilitation assistance scheme may be allowed to continue in the mother district, unless she prefers to be assigned to some other district carved out of the mother district.

ii) An employee, who had come on transfer to the cadre of the mother district from another district by forgoing his/her seniority in pursuance to General Administration Notification No.28949 dated 15.7.92 and Resolution No.13300 dated 26.8.93, may be allowed to continue in the cadre of the mother district unless he/she prefers to be assigned to some other district carved out of the mother district.

iii) The employees, whose son/daughter is/are already enrolled in a school for blind, deaf, dumb or mentally retarded, may be allowed to continue in the cadre of mother district, if similar institutions are not available in the other newly created districts. The proof of admission and continuance of studies of their children in such institutions shall be produced by the employees for the satisfaction of the cadre controlling authority.

3. The re-employment of the remaining surplus staff and the separation of the cadre on the basis of the above principles may be finalised as soon as possible.

4. This supersedes the Revenue & Excise Department letter No. 4232 dt. 21.9.93 and Letter No. 3900 dt. 5.9.94.

5. Any order passed or action taken under the instructions so issued by the Revenue and Excise Department in their letters referred to above shall be deemed to have been passed or taken under these instructions.

6. This has been concurred in by P&C Department, Revenue & Excise Department vide their UOR No. 895/ADC dt. 12.3.96 and UOR No. 80/PSR dt. 25.7.96 respectively.

Santosh Kumar
13.2.96

Santosh Kumar
Special Secretary to Government

Memo No. 31776 /Gen, Dhubaneswar, dated 13-12-96

Copy forwarded to all the Departments of Government/
All the Heads of Departments/ All the Collectors for information
and necessary action.

The Sub-Ordinate Offices may be intimated accordingly.

Santosh Kumar
13.12.96
Special Secretary to Government.