

The Orissa



Gazette

EXTRAORDINARY  
PUBLISHED BY AUTHORITY

No. 953 CUTTACK, TUESDAY, AUGUST 13, 1991/SRAVANA 22, 1913

GENERAL ADMINISTRATION DEPARTMENT

NOTIFICATION

The 1st July 1991

S. R. O. No. 555/91—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 for regulating the method of recruitment to certain State Civil Services, namely :—

- Short title and comment. 1. (1) These rules may be called the Orissa Civil Services (Combined Competitive Recruitment Examination) Rules, 1991.  
(2) They shall come into force on the date of their publication in the *Orissa Gazette*.
- Definitions 2. In these rules, unless the context otherwise requires—  
(a) "Commission" means the Orissa Public Service Commission,  
(b) "Examination" means the Orissa Civil Services Combined Competitive Recruitment Examination,  
(c) "Government" means the Government of Orissa,  
(d) "Schedule" means the Schedule appended to these rules,  
(e) "Year" means the calendar year.
- Direct recruitment 3. Appointment to Services/Posts mentioned in column (2) of Schedule I which are required to be filled up by direct recruitment through competitive examination under the relevant Recruitment Rules/Regulations/Resolutions as mentioned in column (3) thereof shall notwithstanding anything to the contrary contained in such Rules/Regulations, be made in order of merit from out of the candidates recommended by the Commission under rule 15:  
Provided that the Government may include any services/posts in the Schedule I for regulating direct recruitment to that service/post under this rule or exclude any service/post from the purview of this rule by notification in the official gazette.
- Holding of Examination 4. (1) The concerned Department of Government shall intimate the vacancy position to the Commission through the G. A. Department indicating the posts reserved for candidates belonging to the categories of Scheduled Caste, Schedule Tribe, Ex-Servicemen & Sportsmen.  
(2) The Commission shall on receipt of the vacancy position from the G. A. Department announce and invite application from the candidates eligible to appear in the examination.  
(3) The Commission shall conduct the combined Competitive examination in the manner prescribed in Schedule II for recruitment to the Services/Posts mentioned in Schedule I by an order to be issued by the Commission on that behalf.  
(4) The date on which and the place at which the examination will be held, shall be decided and notified by the Commission.  
(5) The candidates shall be examined in any of the subject/subjects specified in Schedule III.

Condition of  
eligibility.

5. In order to be eligible to compete for the examination a candidate must satisfy the following conditions, namely :—

(1) Nationality—

(i) He shall be a citizen of India,

(ii) He shall be able to speak, read and write Oriya; and shall have Oriya as a language subject in the H. S. C. Examination or an equivalent examination or has been declared to have passed a test in Oriya language equivalent to the Middle School standard conducted by the Education Department of the Government of Orissa.

(2) Age—

(i) Candidate shall be under thirty-two years and over twenty-one years of age on the first day of August of the year in which applications are invited;

Provided that the maximum age-limit in the case of candidates belonging to Scheduled Castes or Scheduled Tribes shall be relaxed by five years :

Provided, further, that the upper age-limit in the case of candidates belonging to ex-Servicemen shall be relaxed on the basis of Orissa Ex-Servicemen (Recruitment to State Civil Services and Posts) Rules, 1985 as amended or modified from time to time.

(ii) Evidence of age which shall be accepted by the Commission is that entered in the H. S. C. Examination or Matriculation or Secondary School Leaving Certificate or a Certificate recognised by an Indian University as equivalent thereto.

(3) Educational Qualification —

He must hold a Bachelor's Degree from any University incorporated by an Act of the Central or a State Legislature in India or an Educational Institution established by an Act of Parliament or deemed to be a University under Section 3 of the University Grants Commission Act, 1956 or a foreign University approved by the Central Government from time to time.

NOTE—Copies of only degree certificates or provisional certificates issued by the University duly attested by a Gazetted Officer as true copies shall be accepted as evidence of Educational Qualification. The Originals shall be produced at the time of viva voce test.

Eligibility of  
Government  
Employees.

6. Government Servants, whether temporary or permanent, are eligible to appear at the examination provided they possess the requisite qualifications and are within the prescribed age-limit. Applications from Government Servants, shall, however be rejected unless submitted through proper channel.

Fees

7. (1) No application shall be considered, unless it is accompanied by an Indian postal Order or challan as provided in the Advertisement showing payment into a Government Treasury the fees as may be prescribed by the Commission in consultation with the State Government for the purpose from time to time;

Provided that a candidate belonging to the Scheduled Castes or Scheduled Tribes is exempted from payment of fee.

(2) No claim for refund of the fees shall in any circumstances, be entertained.

Physical  
fitness.

8. A candidate must be of good mental condition and bodily health and free from any physical defect likely to interfere with the discharge of his duties as an Officer of the Service. A candidate who after such medical examination as the Government may prescribe, is not found to satisfy these requirements will not be appointed. Any candidate called for the personality test by the Commission may be required to undergo medical examination before the Medical Board. No fee shall be payable to the Medical Board by the candidate.

Identity

9. Candidates shall submit two copies of their recent passport size photographs duly signed by them and attested by a Gazetted Officer, one of which shall be affixed on the first page of the application form and the remaining one shall be firmly attached to it.

Disqualifica-  
tion.

10. Any attempt, on the part of a candidate to obtain support for his candidature, by any means, may be held by the Commission to disqualify him for admission to the examination at any stage.

(2) No person who has more than one spouse living or in case of women candidate if married to a person having a spouse living shall be eligible for appearing at the examination.

Provided that the State Government may, if satisfied that such marriage is permissible under the personal law applicable to such person or there are other grounds for so doing exempt any person from the operation of this rule.

Eligibility for admission

11. (1) The decision of the Commission as to the eligibility of a candidate for admission to the examination shall be final and no candidate to whom a certificate of admission has not been issued by the Commission shall be admitted to the examination.

(2) The application of a candidate shall be summarily rejected if the same is not complete in all respects as provided in the rules, regulations, application forms and supplementary instructions to the candidates and is not received by the last date notified for the receipt of applications.

Appearance in examination

12. Candidates who secure such minimum qualifying marks in the written part of the examination as may be fixed by the Commission shall be called for an interview for a personality test:

Provided that the number of such candidates to be called for the personality test shall not exceed twice the total number of vacancies likely to be filled up in different services of that year in case of general category and three times for the Schedules Caste and Scheduled Tribe candidates.

No. of attempts

13. Every candidate appearing at the examination who is otherwise eligible shall be permitted four attempts at the examination irrespective of the No. of attempts he has availed of at the O. A. S., etc. Examination of previous years (prior to enforcement of these rules). This restriction shall not apply in the case of S. C. & S. T. candidates who are otherwise eligible.

NOTE—Notwithstanding the disqualification/cancellation of candidature, the fact of appearance of the candidate at the examination will count as an attempt.

Preparation of merit list

14. (1) On the basis of the results of the examination and tests conducted under Rule 12 the Commission shall prepare a common list of successful candidates found suitable for appointment in order of merit, subject to reservations under different categories and forward this list to Government for allotment of their names in the manner prescribed in Rule 15. This list shall also be published by the Commission for general information.

(2) The list prepared under sub-rule (1) shall include the names of successful candidates equal to the number of vacancies reported to the Commission.

(3) The list submitted by the Commission shall be valid for one year from the date of its approval by the Government:

Provided that the State Government may, at any time, in consultation with the Commission for grave lapse in the conduct on the part of any person included in the list remove the name of such person from the list.

NOTE—(1) Final ranking of the candidates shall be on the basis of marks obtained in the written examination and interview:

Provided that the papers on Indian Languages and English (Paper-I and Paper-II of the examination) shall be of qualifying nature. The marks obtained in these two papers will not be counted for ranking.

(2) In case of two or more candidates securing the same marks in aggregate, the candidate securing higher marks in the personality test will be assigned higher position over the others.

(3) In case of candidates securing same marks in the aggregate and personality test, the candidates securing higher marks in General Studies will rank above others.

(4) In case of securing same marks in the personality test, general studies and optional papers final ranking will be determined on the basis of age, i.e. those elder in age will be given preference over others.

Allotment

15. Candidates securing the highest places on the results of the examination shall, subject to the order of preference that has been expressed by them in their applications, be allotted to those services up to the number of vacancies that are decided to be filled up for that year on the result of the examination. Due consideration shall be given to the preference exercised by a candidate at the time of his application, for admission to the examination:

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Provided that in cases where the preferences given by candidates become unworkable either due to the number of candidates giving preference for a particular service being more than one number of vacancies or *vice versa*, Government shall have the right to allot a candidate to any service for which he is considered most suitable irrespective of any preference given by him. In making such allotment, Government shall have regard as far as possible to the professional qualification and background that the candidate possesses.

Consideration for appointment 16. Candidates shall be considered for appointment to different services subject to availability of vacancies in the order in which their names appear in the list furnished by the Commission under rule-14.

Related standard for S. C. and ST Candidates 17. Commission while drawing up the merit list under rule 14 (1) shall arrange in order of merit of the candidates who have qualified by such standard as the Commission may determine and of the candidates belonging to the S. C. & S. T. who though not qualified by the standard are having due regard to the maintenance of efficiency of administration, declared by the Commission to be suitable for appointment to the service.

Penalty 18. A candidate who is or has been declared by the Commission to be guilty by of—

- (i) on obtaining support for his candidature by any means; or
- (ii) impersonation; or
- (iii) procuring Impersonation by any person, or
- (iv) submitting fabricated documents or documents which have been tampered with; or
- (v) making statements which are incorrect or false or suppressing material information or
- (vi) reporting to any other irregular or improper means in connection with his candidature for the examination, or
- (vii) using unfair means during the examination, or
- (viii) writing relevant matter including obscene language or pornographic matter in the script (s); or
- (ix) misbehaving with the fellow examinees or the invigilators in any manner in the examination hall, or
- (x) harassing or causing bodily harm to the staff employed/engaged by the Commission for the conduct of the examination; or
- (xi) violating any of the instructions contained in the admission certificate; or
- (xii) attempting to commit or, as the case may be, abetting the Commission or any of the acts specified in the foregoing clauses, may be liable—
  - (a) to be disqualified by the Commission from the examination for which he is a candidate, or
  - (b) to be debarred, either permanently or for a specified period—
    - (i) by the Commission, from appearing in any examination or selection held by them;
    - (ii) by the State Government, from entering to any employment under them; and
  - (c) if he is already in service under Government, to disciplinary action under the appropriate rules.

Provided that no penalty under this rule shall be imposed except after—

- (i) giving the candidate an opportunity of making such representation to the Commission or Govt. as the case may be, in writing as he may wish to make in that behalf; and
- (ii) taking into consideration the representation, if any submitted by the candidate within the period allowed to him by the Commission or the Government, as the case may be

**Right to appointment.** 19. Inclusion of the name of a candidate in the list confers no right to appointment unless Government are satisfied, after such enquiry as may be considered necessary, that the candidate having regard to his character and antecedents is suitable in all respects for appointment to the Service.

**Repeal and savings.** 20. The rules/regulations specified in column (2) of Schedule-IV shall, to the extent as specified in column (3) thereof, stand repealed:

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

**Interpretation.** 21. If any question arises relating to the interpretation of these rules it shall be referred to Government in the General Administration Department for decision.

#### SCHEDULE-I

(Vide Rule 3.)

Serial No.	Name of the Posts/Services	Relevant Recruitment Rule:
(1)	(2)	(3)
<b>Category-I</b>		
1	Orissa Administrative Service, Class-II	The Orissa Administrative Services, Class-II (Recruitment) Rules, 1978.
2	Orissa Finance Service, Class-II	The Orissa Finance Service, Rules, 1979
3	Orissa Police Service, Class-II	..
4	Orissa Co-operative Service, Class-II	The Orissa Co-operative (Recruitment and Conditions of Service) Rules, 1974.
5	Orissa Employment Service, Class-II	The Orissa Employment Service, Class-II (Recruitment and Condition of Service) Rules, 1990.
6	Orissa Information Service, Class-II	The Orissa Information Service Rules, 1973
<b>Category-II</b>		
7	Sub-Registrars (specially declared gazetted)	The Orissa Sub-Registrars (Recruitment and Conditions of Service) Rules, 1983.
8	Orissa Settlement and Consolidation Service, (specially declared Gazetted),	The Orissa Settlement and Consolidation Service, (Recruitment and Conditions of Service) Rules, 1980.
9	Orissa Employment Service (for Assistant Employment Officer) (specially declared Gazetted).	No Service Rule
10	Inspector of Commercial Taxes (specially declared Gazetted).	The Orissa Subordinate Finance Service Rules 1951.

#### SCHEDULE-II

[ Vide Rule 4 (3) ]

#### The Scheme of Examination

1. The Competitive examination shall comprise as follows, namely:—

(i) Written test,

(ii) Personality test.

2. The Examination shall consist of written examination and personality test. The written examination shall include eight papers of conventional essay type each carrying 300 marks in the subjects set out in Schedule-III

3. Candidates who obtain such minimum qualifying marks in the written part of the Examinations may be fixed by the Commission at their discretion, shall be called for the personality test. However, the papers on Indian Languages and English shall be of qualifying nature. The marks obtained in these papers shall not be counted for ranking. The number of candidates to be called for the personality test shall not be more than twice the number of vacancies to be filled up in that year in respect of general category and three times for Scheduled Caste and Scheduled Tribe candidates. The personality test shall carry 250 marks (with no minimum qualifying marks).

Total marks thus obtained by the candidates in the written examination and personality test would determine their final ranking. Candidates shall be allotted to the various services keeping in view their ranks in the Examination and the preferences indicated by them for the various services.

### SCHEDULE—III

(Vide rule-4(5))

#### Scheme and subjects for the examination

1. The written examination shall consist of the following subjects:—

Paper-I-One of the Indian Languages to be selected by the candidates from the following.	300 marks
(i) Oriya	
(ii) Hindi	
Paper-II-English	.. 300 mark
Paper-III-& IV-General Studies	.. 300 marks for each paper.
Paper V,VI,VII,VIII-Any two subjects to be selected from the list of the optional subjects set out below. Each subject shall have two papers.	300 marks for each paper.
Personality test will carry	.. 250 marks
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	Total .. 2,650 marks
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NOTE—(i) The papers on Indian Languages and English shall be of Matriculation or equivalent standard and shall be of qualifying nature: the marks obtained in these papers shall not be counted for ranking.

(ii) The papers on General Studies and Optional subjects of only such candidates shall be evaluated who attain such minimum standard as may be fixed by the Commission for the qualifying papers on Indian Languages & English.

2. List of Optional subjects ;

1. Agriculture.
2. Animal Husbandry & Veterinary Science.
3. Anthropology.
4. Botany.
5. Chemistry.
6. Civil Engineering.
7. Commerce & Accountancy.
8. Economics.

9. Electrical Engineering.
10. Geography.
11. Geology.
12. History.
13. Law.
14. Literature of one of the following languages.
  - (i) Oriya
  - (ii) Hindi
  - (iii) Sanskrit
  - (iv) Persian
  - (v) English
  - (vi) Urdu
15. Management.
16. Mathematics.
17. Mechanical Engineering.
18. Philosophy.
19. Physics.
20. Political Science & International Relations.
21. Psychology.
22. Public Administration.
23. Sociology.
24. Statistics.
25. Zoology.

NOTE—(i) Candidates shall not be allowed to opt for the following combinations of subjects :

- (a) Oriya, Hindi, Persian, Sanskrit, Linguistics.
  - (b) Civil Engineering, Mechanical Engineering Electrical Engineering.
  - (c) Mathematics, Statistics.
  - (d) Anthropology, Sociology.
  - (e) Political Science & International Relations and public Administration.
- (ii) The question papers for the examination shall be of conventional essay type.
- (iii) Each paper shall be of three hours duration.
- (iv) Candidates shall have to answer all the question papers, except the Indian Language paper in English.
- (v) The question papers other than Indian Language papers shall be set in English.
- (vi) The details of syllabi are to be set out by the Commission.

### 3. General Instructions

- (i) Candidates must answer the papers in their own hand writing. In no circumstances, they will be allowed the help of a scribe to write the answers for them.
- (ii) The Commission shall be competent to fix the qualifying marks in any or all the subjects of the examination.
- (iii) If a candidate's handwriting is not easily legible, a deduction will be made on this account from the total marks otherwise accruing to him.
- (iv) Marks will not be allotted for mere superficial knowledge.
- (v) Credit will be given for orderly, effective and exact expression combined with due economy of words in all subjects of the examination.

- (vi) In the question papers, wherever necessary questions involving the Metric system of weights and measures only will be set.
- (vii) Candidates shall use only International form of Indian numerals ( i. e. 2, 3, 4, 5, 6 etc.), while answering question papers.
- (viii) Candidates shall be permitted to bring and use battery operated pocket calculators for conventional (essay) type papers only.

Candidates shall not be permitted to use calculators for answering objective type papers (Test Booklets.)

#### Personality Test

The candidate shall be interviewed by a Board who will have before them a record of his career. He will be asked questions on matters of general interest. The object of the interview will be to assess the personal suitability of the candidate for a career in public service. The object test shall be to judge the mental calibre of a candidate, his intellectual qualities as well as social traits and his interest in current affairs. Also some of the qualities to be judged will be mental alertness, critical powers of assimilation, clear and logical exposition, balance of judgement, variety and depth of interest, ability for social cohesion and leadership, intellectual and moral integrity.

#### SCHEDULE-V

See Rule 20

Sl. No.	Name of the Recruitment Rules/Regulations	Relevant provisions of the Recruitment Rules/Regulations
(1)	(2)	(3)
1.	The Orissa Administrative Service, Class-II (Recruitment) Rules, 1978.	Rule 4, sub-rule (2) of rule 5, sub-rule (3) of Rule-7.
2.	The Orissa Administrative Service, Class-II (Appointment by competitive examination) Regulations, 1978.	The whole regulations
3.	The Orissa Finance Service Rules, 1979	Clause (a) of sub-rule (1) of rule 3, rule 5, sub-rule (i) of rule 17.
4.	The Orissa information Service Rules, 1973	Clause (2) of rule 5, Rule 14, sub-rule (5), of rule 15, clause (c) of rule 19, clause (c) of rule 20, Rule 21, Schedule I.
5.	The Orissa Police Service	
6.	The Orissa Co-operative Service (Recruitment and conditions of Service) Rules, 1974.	Clause (b) of sub-rule (2) of rule 4, rules-9, 10, 11, 12, 13, 14, 15, 16 and clause (d) of rule 18.
7.	The Orissa Employment Service Rules, 1990	Rules 7, 8, 9, 10, 11, and 12 of Chapter-III
8.	The Orissa Sub-Registrars (Recruitment and condition of Service) Rules, 1983.	Sub-rule (2) of rule 1 and rule 5
9.	The Orissa Settlement and Consolidation Service (Recruitment and Condition of Service) Rules, 1980.	Rules, 5, 6, 10, 11 and 13-A
10.	The Orissa Sub-ordinate Finance Service Rules, 1951.	Rules 6 and 7.

[ No. 16984—2R/1-27/91-Ge.1 ]

By order of the Governor  
C. NARAYANASWAMY  
Special Secretary to Government

Printed and Published by the Director, Printing, Stationery and Publication, Orissa, Cuttack-10  
Ex. Gaz. 575--205+500