

RESERVED CATEGORIES

Serial No.	Reference No.	Date	Subject
PART I - RULES			
1.	Notification No. 22586 (Gen.)	16-10-1985	Orissa Ex-Servicemen (Recruitment to State Civil Services and Posts) Rules, 1985.
2.	Notification No. 11620 (Gen.)	28-04-2003	Orissa Ex-servicemen (Recruitment to State Civil Services and Posts) Amendment Rules, 2003.
3.	Notification No. 15791 (Gen.)	23-07-1994	Orissa Civil Services (Reservation of Vacancies for Women in Public Service) Rules, 1994.
PART II – INSTRUCTIONS			
(A) EX-SERVICEMEN			
1.	Office Memorandum No. 1758 (Gen.)	08-02-1963	Release of Civil Government Servants to take up Military Service during the present emergency.
2.	Circular No. 6225 (Gen.)	02-05-1963	Service benefits to State Government servants and outsiders who render approved Military Service on return to employment under State Government.
3.	Circular No. 17870 (Gen.)	05-12-1963	Ditto
4.	Circular No. 3361 (Gen.)	05-02-1964	Counting of Military Service rendered before or after the war in conjunction with was service for pension.
5.	Memo. No. 3195 (Gen.)	02-03-1964	Grant of concessions to war service candidates appointed to civil posts on a permanent basis-Counting of Military Service for purposes of civil pension.
6.	Circular No. 25845 (Gen.)	29-11-1966	Service benefits to State Government servants and outsiders who render approved Military Service during the present emergency on return to employment under State Government.
7.	Memo. No. 22070 (Gen.)	28-12-1970	Service benefits to State Government servants and outsiders who rendered approved Military Service on return to employment under State Government from the commencement of emergency – counting of Military Service.
8.	Circular No. 910 (Gen.)	18-01-1974	Service benefits to Civil Engineers and Doctors who undergo training for 4 years in Short Service Regular Commission in the Army under the Compulsory Service Liability Scheme.
9.	Office Memorandum No. 16819 (Gen.)	08-09-1976	Benefit of war service to ex-State personnel.
10.	Letter No. 8507 (Gen.)	25-03-1991	Clarification on extension of service benefits to Ex-Servicemen.
(1)	(2)	(3)	(4)

(B) PHYSICALLY HANDICAPPED & SPORTS PERSONS

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| 1. | Office Memorandum No. 15680 (Gen.) | 18-07-1978 | Grant of concessions to physically handicapped persons in the matter of employment in Public Service. |
| 2. | Resolution No. 16443 (Gen.) | 24-07-1978 | Ditto |
| 3. | Resolution No. 15338 (Gen.) | 04-05-1981 | Reservation of vacancies for rehabilitation of physically handicapped persons in Class III and |

			Class IV posts/services under the State Government and in Public Sector Undertakings.
4.	Resolution No. 16189 (Gen.)	16-07-1982	Extension of reservation of vacancies for rehabilitation of physically handicapped persons in Class II Gazetted posts and Specially Gazetted posts under the State Government
5.	Circular No. 24031 (Gen.)	19-10-1983	Reservation of vacancies for rehabilitation of physically handicapped persons.
6.	Resolution No. 24808 (Gen.)	18-11-1985	Reservation of vacancies for sportsmen in Class II, Class III services/posts and in Class IV posts under the State Government.
7.	Circular No. 22677 (Gen.)	29-08-1991	Reservation of vacancies for rehabilitation of physically handicapped persons in Class III and Class IV posts/services under the State Government and Public Sector Undertakings.
8.	Resolution No. 748 (Gen.)	10-01-1997	Reservation for Ex-Servicemen/Physically handicapped persons and sports persons in 80 point Model Roster in services and posts of the State Government.
9.	Circular No. 26427 (Gen.)	08-09-1999	Reservation of vacancies for rehabilitation of physically handicapped persons in Group-B, Group-C and Group-D posts/services under the State Government and in Public Sector Undertakings.
10	Resolution No.25384 (Gen)	20.09.2005	Reservation of vacancies in favour of Physically Handicapped persons, Sportsmen and Ex-Servicemen in initial recruitment in State Civil Services and posts.
11	Resolution No-3404 (Gen)	13.02.2006	Reservation of vacancies for rehabilitation of persons with disabilities in Group-A,B,C,D posts under State Govt. and Public Sector Undertakings

(C) S. C. S. T. & O. B. C. (S. E. B. C.)

1.	Letter No. 18259 (Gen.)	12-12-1963	Question as to whether candidates belonging to S. C. and S. T. of other States should also be eligible for reservation of posts as well as concess on in respect of maximum age-limits and application of examination fees prescribed in the relevant rules, etc.
2.	Circular No. 752	09-01-1998	Issue of Caste Certificate in favour of S. C./S.T./O. B. C. in prescribed format for appointment to the posts under Government of India.

(D) WOMEN

1.	Resolution No. 43328 (Gen.)	23-12-1992	Reservation of vacancies for women's employment in public services.
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PART I**RULES****GOVERNMENT OF ORISSA****GENERAL ADMINISTRATION DEPARTMENT****NOTIFICATION**

The 16th October 1985

(Published in the *Orissa Gazette* on 18-12-1985)

No. 22586-Gen. – In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India the Governor of Orissa hereby makes the following rules, for regulating the recruitment of ex-servicemen in State Civil Services and Posts, namely :-

Short Title and commencement.

1. (i) These rules may be called the Orissa Ex-Servicemen (Recruitment to State Civil Services and Posts) Rules, 1985.

(ii) 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) “Armed Forces of the Union” means the Naval, Military and Air Forces of the Union;
- (b) “Ex-Servicemen” means a person, who has served in any rank (whether as a combatant or as non-combatant, in the Armed Forces of the Union including the Armed Forces of the former Indian States, but excluding the Assam Rifles, Defence Security Corps, General Reserve Engineering Force, Lok Sahayak Sena and Territorial Army for a continuous period of not less than six months after attestation -
 - (i) has been released, otherwise than at his own request or by way of dismissal or discharge on account of misconduct or inefficiency, or has been transferred to the reserve pending such release, or
 - (ii) has to serve for not more than six months for completing the period of service as a requisite for becoming entitled to be released or transferred to the reserve as aforesaid, or
 - (iii) has been released at this own request, after completing five years service in the Armed forces of the Union;
- (c) “Reserve vacancies” means vacancies reserved under rule 4 for being filled by ex-Servicemen; and
- (d) “year” means the financial year.

Application

3. These rules shall apply to all the State Civil Services and Posts.

Reservation of vacancies.

4. (1) Three per cent of the vacancies arising in a year in each of the categories of Class II posts and Class III posts and of such posts in each class II and Class III services or Class IV posts including permanent vacancies filed initially on a temporary basis and temporary vacancies which are likely to be made permanent or are likely to continue for three months and more to be filled by direct recruitment shall be reserved for being filled by Ex-servicemen as per the roster points shown in the schedule appended to these rules, Different Heads of Offices shall maintain a register regarding implementation of the reservation for the ex-servicemen and should furnish required return to their Administrative Department in such *pro forma* they have been furnishing return on appointment of S. C. & S. T. candidates.

(2) No vacancy reserved for ex-servicemen in a post required to be filled up otherwise than on the results of an open competitive examination under the relevant recruitment rules, shall be filled by the appointing authority by any other candidate, until and unless the said authority-

- (i) has obtained a “Non-availability Certificate” from the Employment Exchange,
- (ii) has verified the non-availability of a suitable candidate by reference to the Rajya Sainik Board, and
- (iii) has obtained approval of the State Government in the Administrative Department.

Special provision regarding age-limit.

5. (1) For appointment to any vacancy in State Civil Services, Class III and Class IV whether reserve or not under these rules, every ex-servicemen who has put in not less than six months continuous service in Armed Forces of the Union shall be allowed to deduct the period of such service from his actual age and if the resultant age does not exceed the maximum age-limit prescribed for the post or service for which he seeks appointment shall be deemed to satisfy the conditions regarding age-limit.

(2) For appointment to any vacancy in Class I or Class II State Civil Services or Posts filled by direct recruitment through the Orissa Public Service Commission, ex-servicemen and Commissioned Officers including Emergency Commissioned Officers and Short Service Commissioned Officers who satisfy the conditions prescribed in sub-clauses (i) to (iii) of clause (b) of rule 2 shall be allowed maximum relaxation of five years in the upper age-limit.

Special provision regarding educational qualification.

6. (1) For appointment to any vacancy in class IV posts, reserved under these rules, every ex-servicemen who has put in not less than three years of service in the Armed Forces of the Union shall be exempted from the minimum educational qualification, if any, prescribed in respect of such posts.

(2) (a) For appointment to any vacancy in Class III posts reserved for ex-servicemen, the appointing authority may relax the minimum educational qualification where the qualification prescribed is a pass in

the Middle School examination or any lower examination in favour of ex-servicemen who have put in atleast three years service in the Armed Force of the Union and who are otherwise considered fit and suitable for appointment to such posts, in view of their experience and other qualifications.

(b) For appointment to any vacancy in Class III posts to be filled partly by direct recruitment and partly by promotion or transfer, where the minimum educational or technical qualification prescribed for appointment by direct recruitment is higher than that prescribed for promotees or transferees, an ex-servicemen shall be deemed to satisfy the prescribed educational or technical qualification, if he -

- (i) satisfies the educational or technical qualification prescribed for direct recruitment to the post form which promotion or transfer to the post in question is allowed;
- (ii) has identical experience of work in a similar discipline and for the same number of years in the Armed Forces of the Union as prescribed for promotees or transferees.

Explanation – for the purposes of this rule, in computing the period of three years service, there shall be added any period of service which an ex-serviceman has rendered while serving in a corresponding post or posts in a civil department under the State Government, public sector undertaking or an autonomous organization under the State Government to the period of service rendered in the Armed Forces of the Union.

¹[(c) For appointment to any reserved vacancy in Class III (Group-C) posts an ex-serviceman, having Matriculation qualification or who has obtained the Indian Army Special Certificate of Education or the corresponding certificate in the Navy or the Air Force and has put in not less than 15 years of service in the Armed Forces of the Union may be considered eligible for appointment to the posts for which the essential educational qualification prescribed is graduation.]

Overriding Effect.

7. All rules regulating the recruitment of Persons to different posts and services under the State Government shall be subject to the provisions of these rules and shall be construed accordingly.

Interpretation.

8. If any question arises as to the interpretation of these rules, the question shall be referred to the Government in the General Administration Department for decision.

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1. Inserted vide G. A. Department Notification No. 19174-Gen., dated 25th June, 1999. Published in the *Orissa Gazette* and given effect to from 13th August 1999.

SCHEDULE

Model roster of 100 points showing the points now reserved for Scheduled Castes and Schedule Tribes, physically handicapped persons and ex-servicemen in initial appointment to posts and service in the State.

See Rule 4 (1)

Reserved quota 39 per cent

Scheduled Castes	..	15 per cent
Scheduled Tribes	..	23 per cent
Physically handicapped person	..	03 per cent
Ex-Servicemen	..	03 per cent

1. Scheduled Tribe	26. Unreserved
2. Unreserved	27. Scheduled Tribe
3. Scheduled Caste	28. Unreserved
4. Physically handicapped	29. Unreserved
5. Unreserved	30. Scheduled Caste
6. Scheduled Tribe	31. Scheduled Tribe
7. Unreserved	32. Unreserved

8.	Sportsman	33.	Ex-Serviceman
9.	Unreserved	34.	Physically handicapped
10.	Scheduled Tribe	35.	Unreserved
11.	Scheduled Caste	36.	Scheduled Tribe
12.	Unreserved	37.	Scheduled Caste
13.	Unreserved	38.	Unreserved
14.	Scheduled Tribe	39.	Unreserved
15.	Unreserved	40.	Scheduled Tribe
16.	Scheduled Caste	41.	Unreserved
17.	Unreserved	42.	Unreserved
18.	Scheduled Tribe	43.	Scheduled Caste
19.	Unreserved	44.	Scheduled Tribe
20.	Unreserved	45.	Unreserved
21.	Ex-Serviceman	46.	Unreserved
22.	Unreserved	47.	Ex-Serviceman
23.	Scheduled Tribe	48.	Unreserved
24.	Scheduled Caste	49.	Scheduled Tribe
25.	Unreserved	50.	Scheduled Caste
51.	Unreserved	76.	Scheduled Caste
52.	Unreserved	77.	Unreserved
53.	Scheduled Tribe	78.	Unreserved
54.	Unreserved	79.	Scheduled Tribe
55.	Unreserved	80.	Unreserved
56.	Scheduled Caste	81.	Unreserved
57.	Unreserved	82.	Unreserved
58.	Scheduled Tribe	83.	Scheduled Caste
59.	Unreserved	84.	Scheduled Tribe
60.	Unreserved	85.	Unreserved
61.	Unreserved	86.	Unreserved
62.	Scheduled Tribe	87.	Unreserved
63.	Scheduled Caste	88.	Scheduled Tribe
64.	Unreserved	89.	Unreserved
65.	Unreserved	90.	Scheduled Caste
66.	Scheduled Tribe	91.	Unreserved
67.	Unreserved	92.	Scheduled Tribe
68.	Unreserved	93.	Unreserved
69.	Physically handicapped	94.	Unreserved
70.	Scheduled Caste	95.	Unreserved
71.	Scheduled Tribe	96.	Scheduled Caste
72.	Unreserved	97.	Scheduled Tribe

73. Unreserved	98. Unreserved
74. Unreserved	99. Unreserved
75. Scheduled Tribe	100. Unreserved

¹[Note – If there are only two vacancies to be filled in a particular year, not more than one may be treated as reserved. If there be only one vacancy in a particular year which falls on a reserved point in the roster, it will be treated as unreserved in the first instance and filled accordingly but the reservation shall be carried forward to subsequent year (s). In the subsequent year (s) the reservation shall be applied by treating the vacancy arising in that year as reserved even though there might be only a single vacancy in that subsequent year (s).]

By order of the Governor

C. NARAYANASWAMY

Special Secretary to Government

1. Inserted vide G. A. Department Notification No. 25637-Gen., dated 6th September 1988, Published in the *Orissa Gazette* and given effect to from 2nd December 1988.

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GENERAL ADMINISTRATION DEPARTMENT

NOTIFICATION

The 23rd July 1994

(Published in the *Orissa Gazette* on the 8th August 1994)

No. 15791-2R/1-23/94-Gen. – 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 reservation for women candidates in State Civil Services and Posts, namely :-

Short Title and commencement.

1. (1) These rules may be called the Orissa Civil Services (Reservation of Vacancies for Women in Public Services) Rules, 1994.

(2) They shall deemed to have come into force with effect from the thirty-first December 1992.

Definitions

2. In these rules, unless the context otherwise requires -

(a) “Recruitment Rules means the rules framed under the proviso to Article 309 of the Constitution of India regulating recruitment to any Civil Services or Civil Posts in the rank of Class II, specially declared gazetted, Class III and Class IV by way of direct recruitment and include executive orders and instructions issued by the competent authority for that purpose; and

(b) “Year” means the calendar year in which the vacancies occur

Application

3. These rules shall apply to all the State Civil Services and Posts in the rank of Class II, specially declared gazetted, Class III and Class IV which are filled up by direct recruitment.

4. (1) the following percentage of vacancies, out of the total vacancies arising in a year in Class II, specially declared gazette, Class III and Class IV services/posts to which women candidates are eligible to be appointed and which are filled up by way of direct recruitment, shall be reserved for the women candidates :-

Category (1)	Women (2)	Men (3)	Total (4)
Physically handicapped	1%	2%	3%
Sportsmen	0.33%	0.67%	1%
Ex-Servicemen	-	3%	3%
General candidates	18.33%	36.67%	55%

(2) Notwithstanding anything contained in sub-rule (1), reservation made in favour of women candidates in excess of 30% of the total vacancies in the Class II, specially declared gazetted, Class III and Class IV services/posts, shall continue.

(3) If in any year, the vacancies reserved for a particular category of women candidates specified

under sub-rule (1) remain unfilled due to non-availability of suitable women candidates belonging to the respective category, the unfilled vacancies shall be filled up by suitable male candidates of the same category :

Provided that in case of non-availability of suitable male candidate of that category, the vacancy shall be filled up by women candidate of general category.

Relaxation of upper age limit.

5. The upper age-limit in respect of the women candidates shall be relaxed by five years over and above the upper age-limit prescribed in the Orissa Civil Service (Fixation of Upper Age-limit) rules, 1989.

6. The provisions of these rules shall have overriding effect notwithstanding anything contrary in any other recruitment rules.

By order of the Governor
PRITIMAN SARKAR
Special Secretary to Government

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PART – II
(A) EX-SERVICEMEN
No. 1758-Gen.
GOVERNMENT OF ORISSA
POLITICAL & SERVICES DEPARTMENT
OFFICE MEMORANDUM

The 8th February 1963

Subject – Release of civil Government servants to take up Military Service during the present emergency.

It is found that quite a large number of State Government employees want to offer their Services for Military duty, during the present emergency. While appreciating such response and encouraging them to take up Military Service, Government however feel that, at the same time the efficiency of the civil Administration should also be maintained. The Civil Administration has to shoulder many additional burden of work because of the emergency. The policy of Government that even during the emergency there should be the minimum possible dislocation of development programmes is a further reason why unplanned depletion of civil Service cadres would be undesirable. Considering all these facts the Government have been pleased to decide as follows :-

- (a) As a general rule, officers of All-India Services and the State Service Class I should not be released for Military Services. The only exception may be for an officer who possesses any special qualification for Military Service and if it is considered that his employment in the Military would be of greater value to the country than his continuance in the civil posts.
- (b) With regard to other Services, where the cadres are large, Officers can be released for Military Services. For example, more officers of Class II Services can be released than Class I services, release of Class III Services will be more liberal than Class II and release of Class IV officers may be still more liberal and they should be allowed to apply freely.
- (c) But if the release of a Government servant of any category of cadre is likely to affect the maintenance of an essential Service, such an officer should not be released.
- (d) Services whose members require long training and experience to be really effective in the Military Service may not be released.
- (e) Persons with engineering and medical qualifications may be freely permitted to join Military Services unless they are employed in essential services important to the Defence effort.

2. Government have further decided that the procedure for dealing with applications for joining Military Service should be as follows :-

- (a) Where requests are made by the military authorities to have the services of a particular civil officer serving under State Government, all such request should be initially dealt with in Home Department who will consult the administrative department concerned.
- (b) In all other cases, the appointing authorities may dispose of the applications in accordance with the general policy laid down in paragraph 1 above.

R. N. MOHANTY
Joint Secretary to Government

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No. 6225-(88)-2R/1-2c/63-Gen.
GOVERNMENT OF ORISSA

POLITICAL & SERVICES DEPARTMENT

The 2nd May 1963

To

All Departments of Government/
All Heads of Departments/All Collectors.

Subject – Service benefits to State Government servants and outsiders who render approved Military Service on return to employment under State Government.

In the present emergency large scale recruitments are being made to the Army and other Defence Services connected with National Defence. To encourage Government employees as well as outsiders to join the Military Service during the present emergency Government have been considering to grant them some concessions in matters of recruitment to posts under them and conditions of service. After careful consideration it has been decided that Government servants of the State Government who are permitted to join Military service and persons who are recruited directly to the said service should get the concessions shown in Annexure I and Annexure II respectively on their return or recruitment to posts under Government, when they are released from the Army after satisfactory Military Service.

“Approved Military Service” would include service in the Armed Forces and services in the Territorial Army on mobilisation, Auxiliary Air Force, India Naval Reserve, Indian Naval Volutur Reserve and Military Police and Armed Force Reserve in service in Frontier States.

It is requested that the above decision of Government may be brought to the notice of all Government servants serving in the Departments/Heads of Departments/District Offices and all appointing authorities under the State Government.

[ILLEGIBLE]

Joint Secretary to Government

ANNEXURE I

Service benefits to which employees of Government of Orissa will be eligible on their return to Civil Employment after satisfactory Military Service (as approved) and on their release from such service.

The following concessions are admissible to the employees of the State Government, who have served satisfactorily in the “Approved Military Service” and who return to appointments under the State Government, on release from such service.

1. *Retention of lien* – (a) All Government servants who are permitted to take up Approved Military Service under the present emergency will be allowed to retain lien in their civil posts during the period of their absence on Military Service to enable them to return to their civil posts on release from Military Service.

(b) Under the Orissa Service Code Rules a lien on the posts temporarily held by a civil Government servant cannot be granted. It has been decided that a temporary civil Government servant who is permitted to take up Approved Military Service should, if he so applies be permitted to return to his civil post on release from the Military Service provided the temporary post held by him continues to exist at that time. Where the temporary post is not in existence at the time of his return from the Military Service he will be absorbed in a similar post in preference to other candidates. The period of his Military Service will count towards his total length of service and his seniority, in the post in which he is absorbed on release from Military Service.

(c) If during the period of his War Service, the temporary post which was held by a Government servant is made permanent, the claim of the incumbent for confirmation against the post will be protected, Only on his declining to be confirmed against the post prior to his release another officer can be confirmed against it. On his return to this post after his release, he will be confirmed against the post.

2. *Promotion* – (a) During the period of such Approved Military Service normal prospects of promotion of the incumbent shall also be protected as a result of which the Government servant concerned will be entitled to *pro forma* promotion in his parent Department and also to seniority in the higher post to which he would otherwise have been entitled, if he had not proceeded on Military Service.

(b) 25 per cent of the posts falling vacant and which are to be filled up by promotion, selection and transfer every year, shall be kept reserved for such personnel. These may be filled up by temporary promotions to meet the immediate requirement of the work but these are to be reserved to be filled up ultimately by those returning after Approved Military Service.

3. *Pay* – (a) The Government servant who is permitted to take up such Military Service shall be entitled to draw during Military Service the civil rates of pay and allowances which would be admissible to him from time to time, had he not proceeded on Military Service or the military rates of pay and allowances whichever is higher. In the case of a civil Government servant who takes up Military Service as a J. C. O. other ranks, the civil rates of pay and allowances which would be admissible to him from time to time shall, however, be reduced by Rs. 25 on account of free rations.

(b) Where the civil rates of pay and allowances are admissible, the difference between those rates and the military rates will be paid by the Defence Authority and the debit thereof will subsequently be raised against the Civil Department concerned.

4. *Provident Fund* – A Government servant who takes up such Military Service during the present emergency shall while so employed and subject to the condition stated below retain his rights or liability as the case may be of subscribing in accordance with the rules of the fund concerned to any Provident Fund of which he is a member.

While in Military Service, subscriptions to the Provident Fund and the Government contributions towards the account of a subscriber to the Contributory Provident Fund will be calculated on the basis of the Government servants emoluments. The Government contribution where payable towards the Provident Fund Account of a subscriber during the period of Military Service will form a charge against the Defence Service estimates. Those estimates will, however, be entitled to a refund of the whole amount charged thereto on this account or of a portion thereof, as the case may be in any individual case in which the whole of the Government contribution with interest thereon or a fraction thereon is withheld under relevant rule of the Contributory Provident Fund Rules.

5. *Leave* – A permanent State Government servant who is permitted to take up such Military Service during the present emergency shall be allowed to earn leave during the period of Approved Military Service according to the State Leave Rules applicable to him before his transfer to Military Service. The amount of leave actually taken by such person while in the Military Service shall be deducted from his Civil Leave Account. Any case of excess consumption of leave during Military Service shall be condoned, but if the leave taken during the Military Service is less than the leave earned during that service according to the Civil Leave Rules the balance will be credited to their Civil Leave Account.

The Temporary Government servants during Military Service will be governed by the Military Leave Rules in all respects.

In all cases the leave salary will be paid by the Defence Authorities and no leave salary contribution shall be demanded by the State Government from the Ministry of Defence.

6. *Pension* – The period of Military Service will count for pension in full in the case of permanent Government servants subject to the usual conditions relating to the reckoning of qualifying service. In the case of temporary Government servants, the period will also count subject to the usual conditions on confirmation in a permanent post under the State Government.

7. *Fixation of initial pay* – (a) When a Government servant, after his Military Service, is appointed to a permanent or temporary post outside his parent department or cadre, the Military Service rendered by him shall be taken into account in fixing his initial pay in the new post, provided that he may reserve his choice for such concession in the next higher post.

(b) If such a Government servant reverts to the same post which he held prior to joining the Military Service or to any other post in his parent office held by him by *pro forma* promotion while in Military Service, he may reserve his choice for the next higher post.

(c) The Concession of counting War Service for fixation of initial pay is admissible once only at the choice of the Government servant and the option once exercised is irrevocable. If any one reserves his choice for the next higher post, he should exercise his option within three months from the date of joining of such post.

ANNEXURE II

Service benefits which will be available to persons who are directly recruited to Approved Military Service and who on their release from such Military Service are recruited to civil employment under the State Government

The following concessions are admissible to persons other than Government servants, who have rendered Approved Military Service; if such persons are recruited to civil posts under the State Government on release from such Military Service.

1. *Reservation of posts* – 25 per cent of the posts in different services falling vacant every year which are to be filled up by direct recruitment shall be reserved for those who are released from the army with Approved Military Service. These reserved posts may be filled only by temporary recruitment to meet immediate requirement of work but should ultimately be filled up by ex-Military personnel on their release from Approved Military Service.

2. *Relaxation of age for recruitment* – In calculating the age of a candidate who has rendered Approved Military Service condonation of over-age to the extent of the whole or part of the period of Approved Military Service rendered by such candidate will be allowed. Even where by condoning the over-age in the above manner the candidate is found still to exceed the maximum age limit prescribed for the service Government may relax it further in suitable cases to make the persons eligible for appointment to such service.

3. *Relaxation of educational qualification* – It has been decided that where a University Degree is the prescribed qualification, a Military Service candidate who has passed the Intermediate examination of a University will be eligible. The army special certificate will also be treated as equivalent to Matriculation. For technical services such as the engineering, medical and other services, the appointing authority in his discretion will be competent to relax the educational standard in favour of ex-Military candidates after taking into account their individual experience and fitness. The minimum qualification for educational service such as Professors, administrators and teachers will not however be relaxed.

4. *Conditions of service* – The period of such Military Service during the period of the emergency, will count for fixation of initial pay, seniority and pension. Leave other than extraordinary leave (While in Military Service) granted by a competent authority will be rewarded as a part of the Military Service.

Pay – In case of a candidate with Military Service who having been directly recruited to Military Service had no lien on any post under government before undertaking Military Service and who is appointed to a temporary or permanent post under Government on release from Military Service the initial pay will be fixed after taking into account the total period of his Military Service, irrespective of the posts held and pay drawn by him while in Military Service.

(b) *Seniority* – The actual period of service rendered in Approved Military Service shall count towards seniority. In other words, such a candidate should be allowed to antedate his seniority by the total length of his actual Military Service, the break in between the Approved Military Services rendered by the candidate and the break in between termination of Military Service and commencement of civil services being ignored from consideration. The seniority of such a candidate should be fixed according to the periods spent in Military Service, in the cadre under the State Government in which he is appointed for the first time and not thereafter.

A war service candidate will be treated as a directly recruited candidate but he will be placed above the direct recruits of the year. His seniority in the service should also be accordingly determined.

(c) *Pension* – The period of Military Service will count towards pension, subject to the usual conditions mentioned in Article 357-A of Civil Service Regulations when the Government servant is confirmed in a permanent post under the State Government.

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No. 17870-2R-1-30/63-Gen.
GOVERNMENT OF ORISSA
POLITICAL & SERVICES DEPARTMENT
 The 5th December 1963

From
 Shri H. Sahu, B. A., O. S. S.,
 Assistant Secretary to Government.

To
 The Accountant-General, Orissa, Bhubaneswar

Subject – Service benefits to State Government servants and outsiders for Approved Military Service on return to employment under State Government.

Sir,

With reference to your No. TM-1-40-1052, dated the 2nd September 1963 (Copy enclosed) I am directed to say that your presumption that the benefits of counting the period of military service towards total length of service and seniority of a temporary Government servant permitted to take up military service in the post in which he is absorbed on release from the Military Service as provided in Para. 1 (b) of Annexure I appended to this Department circular Memo. No. 6225 (88) Gen., dated the 2nd May 1963 will be admissible only when the temporary Government servant is absorbed without break in Government service soon after his release from the military service is correct. The question of break may not be wise in such case as 25% of posts in different services falling vacant every year are to be reserved for such military service candidates. Where however the break occurs due to the fault of such a candidate he may be treated as a new entrant and will avail of the benefit for military service like an outsider under Annexure II of the said Memo.

Your presumption that according to Para. 1 (c) of Annexure I of the said Memo, a temporary Government servant who declines confirmation against the post he was holding while on war service will, on his return to this post after his release, be confirmed against the next available post is also confirmed.

Yours faithfully,

H. SAHU

Assistant Secretary to Government

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No. 152-Tax-1-40
OFFICE OF THE ACCOUNTANT-GENERAL, ORISSA
 The 2nd September 1963

From
 The Accountant-General, Orissa

To
 The Secretary to the Government of Orissa,
 Political & Services Department, Bhubaneswar.

Subject – Service benefits to State Government Servants and outsiders who render Approved Military Service on return to employment under State Government.

Sir,

I am to invite a reference to G. O. Vide P. & S. Department letter No. 6225-(88)-2R/1-20/63-Gen., dated the 2nd May 1963 on the subject mentioned above and to State that Para. (b) of Annexure 1 to the above orders gives the benefit of counting the period of military service towards total length of Service and seniority in the post in which the Government servant is absorbed on release from the military service. It is presumed that this benefit is admissible when the temporary Government servant is absorbed, without break in the Government service soon after the release from the military service.

2. According to Para. 1 (c) of the Annexure I referred to above, a temporary Government servant who declines confirmation against the post he was holding while on war service, will, on his return to this post after his release, be confirmed against the post. It is presumed that the officer on reversion will be confirmed against next available post.

The above presumptions may please be confirmed before accepting the orders in audit.

Yours faithfully,

H. SAHU

Assistant Secretary to Government

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No. 3361-2R/1-33/63-Gen.

**GOVERNMENT OF ORISSA
POLITICAL & SERVICES DEPARTMENT**

The 5th February 1964

From

Shri N. K. Panda

Joint Secretary to Government.

To

The Inspector-General of Police, Orissa

Subject – Counting of military service rendered before or after the war in conjunction with war service for pension.

Sir,

I am directed to invite your attention to your letter No. 6-III-A., dated 19th March 1952 on the above subject addressed to the Secretary to the Government of Orissa, Home Department and to say that neither the State Government nor the Government of India have issued any orders regarding counting of military service rendered by Government servant before and after the last war in conjunction with war service for civil pension. There may, however, be no objection to cases of Government servants who have rendered military service in conjunction with war service before the 3rd September 1939 and after the 1st April 1946 being decided on the analogy of the orders communicated in the Finance Department Memo. No. 1059-1080-F., dated the 17th June 1936 (Copy enclosed).

Yours faithfully,

N. K. PANDA

Joint Secretary to Government

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Memo. No. 3195 (83) – 2R/1-33/63-Gen.

**GOVERNMENT OF ORISSA
POLITICAL & SERVICES DEPARTMENT**

The 2nd March 1964

To

All Departments of Government/ Heads of Departments/Registrar,

Orissa High Court/Secretary to Governor/Superintendent, Government Press.

Subject – Grant of concessions to war service candidates appointed to civil posts on a permanent basis counting of military service for purposes of civil pension.

The undersigned is directed to refer to the Home Department Memo. No. 17442 (55) – A., dated the 27th November 1953 according to which war service candidates appointed permanently to civil posts have been allowed to count for the purposes of civil pension the completed years of their satisfactory whole time war service rendered by them between the 3rd September 1939 and the 1st April 1946, whether as member of His Majesty's Forces or otherwise in world War II up to a maximum of five years. The State Government have since considered the question of allocation of the pensionary liability in

respect of the qualifying service that may be added under the above orders. It has now been decided in consultation with the Finance Department that the general principles of allocation laid down in paragraph 14 of Section (B) (IV) of Appendix 3 to the Accounts Code. Vol. I, should be applied in respect of military service rendered in the last war, that may be counted for civil pension under the above orders.

Yours faithfully,

[ILLEGIBLE]

Joint Secretary to Government

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No. 25845 (127) – 2R/1-10/66-Gen.

GOVERNMENT OF ORISSA
POLITICAL & SERVICES DEPARTMENT

The 29th November 1966

To

All Departments of Government (Including all branches of P. & S. Department)/

All Heads of Departments/All District Magistrates.

Subject – Service benefits to State Government servants and outsiders who render approved Military Service during the present emergency on return to employment under State Government.

The under undersigned is directed to invite a reference to Paragraph 2 (a) of Annexure I appended to this Department circular Memo. No. 6225 (88)-Gen., dated the 2nd May 1963 wherein it has been laid down that during the period of approved military service normal prospects of promotion of the incumbent shall also be protected as a result of which the Government servant concerned will be entitled to *pro forma* promotion in his parent Department and also to seniority in the higher post to which he would otherwise have been entitled, if he had not proceeded on military service.

A question has been raised as to whether in cases where passing of any departmental examination (s) is a condition precedent to promotion, a civil Government servant, who had not already passed the prescribed examination (s) before taking up military service, should be allowed *pro forma* promotion while he is away on military service. After careful consideration Government have been pleased to decide that in such circumstances a civil Government servant who had not already passed the departmental examination (s) before taking up military service should not be promoted while he is away on such service but on reversion from military service he should be allowed to take as many chances to pass the prescribed examination (s) as he might have missed because of joining military service during the present emergency and if he passes the examination (s) in one of those chances, he should be promoted with retrospective effect from the date he would have been so promoted if he had passed the examination (s) in the corresponding chance that he could have otherwise availed himself if, but for his joining military service. To provide for such promotion, sufficient number of persons promoted to the grade concerned should be kept on an officiating basis, if necessary, so that they could be reverted in the event of promotion of the persons, returning from approved military service.

[ILLEGIBLE]

Additional Secretary to Government

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No. 22070 (108) – 2R/1-5/70-Gen.

GOVERNMENT OF ORISSA
POLITICAL & SERVICES DEPARTMENT

The 28th December 1970

To

All Departments of Government/

All Heads of Departments/

All District Offices.

Subject – Service benefits to State Government Servants and outsiders who rendered approved Military Service on return to employment under State Government from the commencement of emergency-Counting of military Service.

It has come to the notice of Government that doubts have been expressed in regard to the period for which various concessions in matters of pay, seniority, pension, etc. to the State Government employees and outsiders on their return to civil employment from Military service as indicated in Political & Services Department Memo. No. 6225, dated the 2nd May 1963

should be given. In this Department letter No. 7566, dated the 12th May 1964 it has been clarified that the period of emergency started from the 26th October 1962, and the same, as is ascertained from the Government of India, ended on the 10th January 1968. As such, the concessions indicated in the letter referred to above will be extended only to the Government employees and outsiders who were recruited to military service in between the 26th October 1962 and the 10th January 1968 and to none else.

[ILLEGIBLE]

Additional Secretary to Government

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No. 910 (115) – SC/5-3/73-Gen.

**GOVERNMENT OF ORISSA
POLITICAL & SERVICES DEPARTMENT**

The 13th January 1974

To

All Departments of Government/
All Heads of Departments/
All Collectors.

Subject – Service benefits to Civil Engineers and Doctors who undergo training for 4 years in Short Service Regular commission in the Army under the Compulsory Service Liability Scheme.

The State Government have had under consideration the question of allowing concessions in the matter of pay, leave and pension, etc., to the Civil Engineers as well as Doctors who served under Compulsory Service Liability Scheme in Short Service Regular Commission and reverted to their civil posts under the State Government from time to time.

2. The Compulsory Service Liability Scheme for Short Service Regular Commission introduced by Government of India, Ministry of Defence came into force during the year 1965 and continued onwards. The terms of the Commission under the Compulsory Liability Scheme was for a period of 4 years. The personnel who were inducted to the Short Service Regular Commission were allowed various concessions such as, pay, leave and pension, etc., which are regulated in terms of the Special Army Instructions issued by the government of India, Ministry of Defence. Paragraph 18 of the Special Army Instructions regarding Short Service Regular Commission provides that lien of an officer on the civil appointment, protection of civil pay, leave, provident fund benefits and other rights accruing in the civil employment will be regulated in accordance with the orders issued on that behalf by the Ministry of Home Affairs in the case of Central Government employees and by the respective State Governments in respect of their employees. The period of SSRC will count for increments of civil pay, promotion, pension and gratuity in civil appointment.

3. After careful consideration it has been decided that the Civil Engineers and Doctors of the State Government who have served under Compulsory Service Liability Scheme in Short Service Regular Commission shall on their return to the civil employment be entitled to the above concessions after being released from the Short Service Regular commission which will be regulated in accordance with the principles laid down in the Annexure attached herewith.

4. It is requested that the above decision of Government may be brought to the notice of all Government Servants serving in the Department/Heads of Departments/District offices and all appointing authorities under the State Government.

[ILLEGIBLE]

Joint Secretary to Government

ANNEXURE

Service benefits to the State Government employees on their release from Short Service Regular Commission in the Army under the Compulsory Service Liability Scheme

1. *Retention of lien* – (a) All Civil Engineers and Doctors who are permitted to undergo training for 4 years in the Short Service Regular commission in the Army under the Compulsory Service Liability Scheme will be allowed to retain lien in their civil posts during period of their absence on SSRC to enable them to return to their civil posts on release from Short Service Regular Commission.

(b) Under the Orissa Service Code Rules, a lien on the posts temporarily held by a Civil Government Servant cannot be granted. It has been decided that temporary Civil Government Servant who is permitted to undergo training in the Short Service Regular Commission under the Compulsory Service Liability Scheme should, if he so applies, be permitted to return to his civil post on release from the SSRC provided the temporary post held by him continues to exist at that time, where the temporary post is not in existence at the time of his return from the Short Service Regular Commission, he will be absorbed in a similar post in preference to other candidates. The period of SSRC will count towards his total length of service and his seniority in the post in which he is absorbed on release from Short Service Regular Commission.

(c) If during the period of his training in the Short Service Regular commission, the temporary post which was held by a Civil Engineer/Doctor is made permanent, the claim of the incumbent for confirmation against the post will be protected. Only on his declining to be confirmed against the Post prior to his release an officer can be confirmed against it. On his return to this post after his release, he will be confirmed against the post.

2. *Promotion* – (a) During the period of such Short Service Regular Commission normally, prospects of promotion of the incumbent shall always be protected as a result of which the Government servant concerned will be entitled to *pro forma* promotion in his parent Department and also to seniority in the higher post to which he would otherwise have been entitled, if he had not proceeded on Short Service Regular Commission.

(b) 25 per cent of the posts falling vacant and which are to be filled up by promotion, selection and transfer every year, shall be kept reserved for such personnel. These may be filled up by temporary promotion to meet the immediate requirements of the work but these are to be reserved to be filled up ultimately by those returned after their satisfactory performance in the Short Service Regular Commission in the Army.

3. *Pay* – (a) The Civil Engineers/Doctors who are permitted to join training in the Short Service Regular Commission shall be entitled to draw during the period of SSRC the civil rates of pay and allowances which would be permissible to them from time to time, had they not proceeded on Short Service Regular Commission under the Compulsory Service Liability Scheme or the Army rates of pay and allowances which is higher.

(b) Where the civil rates of pay and allowances are admissible, difference between those rates and the army rates will be paid by Defence Authority and the debit thereof will subsequently be raised against the Civil Department concerned.

4. *Provident Fund* – The officer permitted to undergo training in the Short Service Regular Commission in the Army under the Compulsory Service Liability Scheme while so employed and subject to the condition stated below, retains his rights or liability, as the case may be, of subscribing in accordance with the rules of the fund concerned to any Provident Fund of which he is a member.

While on Short Service Regular Commission in the Army, subscriptions to the Provident Fund and the Government contributions towards the account of a subscriber to the Contributory Provident Fund will be calculated on the basis of the Government servants emoluments. The Government contributions which were payable towards the Provident Fund Account of a subscriber during the period of SSRC will form a charge against the Defence Service estimates. These estimates will, however, be entitled to a refund of the whole amount charged the rate on this account or of a portion thereof, as the case may be, in any individual case in which the whole of the Government contribution with interest thereof or a fraction thereon is withheld under relevant rules of the Contributory Provident Fund Rules.

5. *Leave* – A permanent Civil Engineer/Doctor is permitted to join training in the Short Service Regular Commission in the Army under the Compulsory Service Liability Scheme shall be allowed to earn leave during the period of SSRC of 4 years according to the State Leave Rules applicable to him before his transfer to the said service in the Army. The amount of leave actually taken by such person while in the Short Service Regular Commission in the Army shall be deducted from his civil leave account. Any case of excess consumption of leave during the period of SSRC shall be condoned, but if the leave taken during the period of such service is less than the leave earned during that service according to the Civil Leave Account.

The temporary Government servants during the period of Short Service Regular Commission will be governed by the Army Leave Rules in all respects.

In all cases the leave salary in respect of leave actually taken while in SSRC will be paid by the Defence Authorities and no leave salary contribution shall be demanded by the State Government from the Ministry of Defence.

6. *Pension* – The period of SSRC will count for pension in full in the case of permanent Government servant subject to the usual conditions relating to the reckoning of qualifying service. In the case of temporary government servants, the period will also count subject to the usual conditions on confirmation in a permanent post under the State Government.

7. *Fixation of initial pay* – (a) When a Civil Engineer/Doctor after completion of Short Service Regular Commission is appointed to a permanent or temporary post outside his parent Department or cadre the service rendered by him in SSRC in the Army shall be taken into account in fixing his initial pay in the new post, provided that he may reserve his choice for such concession in the next higher post.

(b) If such Government servant reverts to the same post which he held prior to joining the training in the Short Service Regular Commission in the Army or to any other post in his parent office held by him by *pro forma* promotion while in such service, he may reserve his choice for the next higher post.

(c) The concession of counting SSRC service for fixation of initial pay is admissible once only at the choice of the Government servant and the option once exercised is irrevocable. If any once reserves his choice for the next higher post, he should exercise his option within three months from the date of joining such post.

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The 8th September 1976

To

All Departments of Government/
All Heads of Departments.

Subject – Benefit or War Service to ex-State Personnel.

In Home Department Memo. No. 6490-(50) A dated the 16th June 1952 on the above mentioned subject it was intimated that the concessions available to war service candidates absorbed in services and posts under the State Government, will not be applicable to ex-State employees who rendered war service during the 3rd September 1939 to the 1st April 1946 and were subsequently absorbed under the State Government. The question of allowing such concessions to ex-State employees was under consideration of Government. On re-consideration, it has been decided that the ex-State employees who had rendered war service in between the 3rd September 1939 to the 1st April 1946 and were subsequently absorbed in services and posts under State Government, should be allowed to count the period of their war service for purposes of Civil Pension and D.C.R. gratuity only. The admissibility of this concession shall, in all cases, be subject to the general principles governing Pension and D. C. R. gratuity under the rules and instructions in force. In order to avail of the concession, Government servants in service, retired government servants and legal heirs of deceased Government servants shall, apply to the appropriate authority within 90 days of the date of issue of the memorandum.

This has been concurred in by the Finance Department in their U. O. R. No. 539-C. S.- III, dated the 23rd August 1976.

[ILLEGIBLE]
Joint Secretary to Government

[Top](#)

No. 8507 – (SC/5-2/91 (Pt.) – Gen.

GOVERNMENT OF ORISSA
GENERAL ADMINISTRATION DEPARTMENT

The 25th March 1991

From

Shir M. V. A. Subba Rao,
Deputy Secretary to Government

To

The Chief Engineer,
Electricity, Bhubaneswar.

Subject – Clarification on extension of service benefits to ex-Servicemen.

Sir,

In inviting a reference to your letter No. 427, dated the 7th January 1991 on the subject noted above I am directed to say that the persons who were recruited to Military service during Indo-China and Indo-Pak war in between the period from the 26th October 1962 to the 10th January 1968 and the 3rd December 1971 to the 10th January 1973, respectively are only entitled to get the benefits as enumerated in Annexure II of this Department letter No. 6225, dated the 2nd May 1963. Copies of the Government order to that effect are enclosed herewith for ready reference as requested.

Yours faithfully,
M. V. A. SUBBA RAO
Deputy Secretary to Government

[Top](#)**(B) – PHYSICALLY HANDICAPPED AND SPORTS PERSONS**

No. 15680-Gen.

GOVERNMENT OF ORISSA
POLITICAL & SERVICES DEPARTMENT
OFFICE MEMORANDUM

The 18th July 1978

Subject – Grant of concessions to physically handicapped persons in the matter of employment in public service.

The question of making a suitable provision for enabling disabled persons to secure employment had been engaging the attention of Government for some time past. A physically handicapped person has been looked upon as an object of charity and pity in the society for the physical deformity he suffers from. It is often forgotten that despite of his permanent disability a physically handicapped person still possesses residual resources which in fact, would enable him to take fresh task involving physical ability or mental alertness. It is, therefore, necessary to provide all possible opportunities to the physically handicapped to develop their own personality and economic independence.

2. In consideration of the above fact the Governor has been pleased to decide that no less than one per cent of the vacancies in different services and posts under the Government to which direct recruitment is made, shall be reserved to be filled up by qualified disabled persons as defined in the following paragraph provided such persons possess the minimum prescribed qualifications and fulfill the conditions laid down in the relevant rules, regulations and orders.

3. The physically handicapped means and includes the following categories of physically handicapped persons :-

- (A) Blind – The blinds are those who are suffering from any of the following conditions :-
- (a) Total absence of sight,
 - (b) Visual acuity not exceeding 6/60 or 20/200 (Snellen) in the better eye with correcting lenses,
 - (c) Limitation of the field of vision subtending at angle of 20 degrees or worse.
- (B) Deaf – The deaf are those in whom the sense of hearing is non-functional for the ordinary purposes of life. Generally loss of hearing at 70 decibels or above at 500, 1000 or 2000 frequencies will make residual hearing non-functional and will include deaf-mute persons.
- (C) Orthopaedically handicapped – The orthopaedically handicapped are those who have a physical defect or deformity which causes an interference with normal functioning of bones, muscles and joints.
- (D) Speech defective – A person suffering from Aphasia (Complete loss of speech but sense of hearing normal) or whose speech is not clear and/or normal.

4. The posts or category of posts reserved for the physically handicapped shall be intimated to the Director of Community Development and Social Welfare in the *pro forma* enclosed by 31st March each year.

5. A cell shall be constituted under the Community Development and Social Welfare Department to register the names of physically handicapped category-wise. The cell shall receive applications from physically handicapped for registration. Application for registration in the cell accompany certificate relating to educational qualification, the training, etc. if any, and certificate of age.

6. The Director of C. D. and S. W. will nominate Medical Experts for each category of physically handicapped persons for detailed medical examination for assessing the degree of disability and capability to perform the duties of different posts irrespective of the physical disability for which no fee shall be paid by the physically handicapped. The medical certificate so obtained from the Medical Expert shall be attached to the application of the physically handicapped persons by the Director, Community Development and Social Welfare and identity cards shall be issued to each physically handicapped persons on the said report.

7. The Director of Community Development and Social Welfare, keeping in view the educational qualification of the physically handicapped persons and the medical certificate obtained from the Medical Experts shall recommend the cases to different Departments for appointment against different posts reserved for the physically handicapped persons.

8. Each Department of Government after having due assessment of the nature and functional requirement of each category of post under them and having regard to functional suitability of each category of physically handicapped as contained in paragraph (3) above shall also, keeping in view the recommendation of the Director, Community Development and Social Welfare, fill up the posts in different categories reserved for the physically handicapped.

9. The physically handicapped persons, at the time of appointment against different posts reserved for them, shall produce the identity card issued in their favour by the Director, Community Development and Social Welfare. They shall not be subject to the usual medical examination provided in the respective service rules and regulations and other on first entry into the Government service.

10. In the event of non-availability of suitable candidates for appointment against the posts reserved for them, such vacancies shall be filled up by normal candidates and equivalent number of additional vacancies shall be reserved in the subsequent year. Such of the vacancies which remain so unfilled, shall be carried forward to the subsequent three recruitment years at the maximum and thereafter such reservation would lapse.

11. The maximum age limit prescribed for appointment to various posts and services under the Government shall be relaxed by 5 years in case of physically handicapped persons.

12. The following concessions shall be allowed to the physically handicapped persons for their eligibility for appointment to posts and services under Government reserved for them :-

- (1) 5 per cent of marks wherever minimum percentage of marks in any examination is prescribed,
- (2) The condition or training/test/experience wherever prescribed shall not apply to the physically handicapped persons for appointment to posts reserved for them. Where a particular training is essential for appointment to a post the physically handicapped person shall complete such training within 2 years from the date of appointment.

13. Persons already in employment against different posts under the Government, who may suffer from physical handicap as defined in Para. (3) above shall also be entitled to be absorbed against the vacancies reserved in different posts and services for physically handicapped persons subject to the conditions laid down in this Office Memorandum.

14. The above instructions may be followed by different Departments of Government and the physically handicapped persons may be appointed against different posts reserved for them keeping in view their educational qualification and capability in consultation with the Director of Community Development and Social Welfare. Similar reservation may also be made in the posts in the public sector undertakings under their administrative control and disabled persons appointed against those posts according to their suitability.

[ILLEGIBLE]

Additional Secretary to Government

FORM

(Vide Paragraph 4)

Information of the earmarked posts for the employment of the physically handicapped

1. Year
2. Name of the Department
3. Total No. of posts in the Department

Category-wise –

SI No. (1)	Category of post (2)	No. of posts (3)
1.		
2.		
3.		
4.		
5.		

4. Categories of posts suitable for employment of the physically handicapped –

SI No. (1)	Category of post (2)	Total No. of posts (3)	Category of physically handicapped suitable for employment (4)	No. of posts reserved for physically handicapped on the basis of 1% (5)
1.				
2.				
3.				
4.				
5.				

5. Nature of duties of the posts reserved for the category of physically handicapped –

SI No. (1)	Category of post (2)	Nature of duties (3)
1.		
2.		
3.		

6. No. of physically handicapped already employed –

SI No. (1)	Category of post (2)	Category of physically handicapped employee (3)	No. of physically handicapped employed (4)
1.			
2.			
3.			
4.			
5.			

7. No. of posts to be filled in by the physically handicapped –

SI No. (1)	Category of post (2)	Category of physically handicapped who can be employed (3)	No. of posts filled in by the physically handicapped (4)

- 1.
- 2.
- 3.

Secretary to Government
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No. 16443-2R/1-15/78-Gen.

GOVERNMENT OF ORISSA
POLITICAL & SERVICES DEPARTMENT
RESOLUTION

The 24th July 1978

Subject – Grant of concessions to physically handicapped persons in the matter of employment in public service.

The question of making a suitable provision for enabling disabled persons to secure employment had been engaging the attention of Government for sometime past. A physically handicapped person has been looked upon as an object of charity and pity in the society for the physical deformity he suffers from. It is often forgotten that despite of his permanent disability a physically handicapped person still possesses residual resources which in fact, would enable him to take fresh tasks involving physical ability or mental alertness. It is, therefore, necessary to provide all possible opportunities to the physically handicapped to develop their own personality and economic independence.

2. In consideration of the above fact the Governor has been pleased to decide that no less than one per cent of the vacancies in different services and posts under the Government to which direct recruitment is made, shall be reserved to be filled up by qualified disabled persons as defined in the following paragraph provided such persons possess the minimum prescribed qualifications and fulfill the conditions laid down in the relevant rules, regulations and orders.

3. The physically handicapped means and includes the following categories of physically handicapped persons :-

- (A) Blind – The Blind are those who are suffering from any of the following conditions :-
- (a) Total absence of sight,
 - (b) Visual acuity not exceeding 6/60 or 20/200 (Snellen) in the better eye with correcting lenses,
 - (c) Limitation of the field of vision subtending at angle of 20 degrees or worse.
- (B) Deaf – The deaf are those in whom the sense of hearing is non-functional for the ordinary purposes of life. Generally loss of hearing at 70 decibels or above at 500, 1000 or 2000 frequencies will make residual hearing non-functional and will include deaf-mute persons.
- (C) Orthopaedically handicapped – The orthopaedically handicapped are those who have a physical defect or deformity which causes an interference with normal functioning of bones, muscles and joints.
- (D) Speech defective – A person suffering from Aphasia (Complete loss of speech but sense of hearing normal) or whose speech is not clear and/or normal.

4. The posts or category of posts reserved for the physically handicapped shall be intimated to the Director of Community Development and Social Welfare as in the following *pro forma* by 31st March each year.

FORM

Information of the earmarked posts for the employment of the physically handicapped

1. Year

2. Name of the Department
3. Total No. of posts in the Department

Category-wise –

SI No.	Category of post	No. of post
(1)	(2)	(3)
1.		
2.		
3.		

4. Categories of posts suitable for employment of the physically handicapped –

SI No.	Category of post	Total No. of posts	Category of physically handicapped suitable for employment	No. of posts reserved for physically handicapped on the basis of 1%
(1)	(2)	(3)	(4)	(5)
1.				
2.				
3.				
4.				
5.				

5. Nature of duties of the posts reserved for the category of physically handicapped –

SI No.	Category of post	Nature of duties
(1)	(2)	(3)
1.		
2.		
3.		

6. No. of physically handicapped already employed –

SI No.	Category of post	Category of physically handicapped employee	No. of physically handicapped employed
(1)	(2)	(3)	(4)
1.			
2.			
3.			
4.			
5.			

7. No. of posts to be filled in by the physically handicapped –

SI No.	Category of post	Category of physically handicapped who can be employed	No. of posts filled in by the physically handicapped
(1)	(2)	(3)	(4)
1.			
2.			
3.			

Secretary to Government

5. A cell shall be constituted under the Community Development and Social Welfare Department to register the names of physically handicapped categorywise. The cell shall receive applications from physically handicapped for registration. Application for registration in the cell shall accompany certificate relating to educational qualification, the training, etc., if any and certificate of age.

6. The Director of C. D. & S. W. will nominate Medical Experts for each category of physically handicapped persons for detailed medical examination for assessing the degree of disability and capability to perform the duties of different posts irrespective of the physical disability for which no fee shall be paid by the physically handicapped. The medical certificate so obtained from the Medical Expert shall be attached to the application of the physically handicapped persons by the Director, Community Development & Social Welfare and identity cards shall be issued to each physically handicapped persons on the said report.

7. The Director of Community Development & Social Welfare, keeping in view the educational qualification of the physically handicapped persons and the medical certificate obtained from the Medical Experts, shall recommend the cases to different Departments for appointment against different posts reserved for the physically handicapped persons.

8. Each Department of Government after having due assessment of the nature and functional requirement of each category of post under them and having regard to functional suitability of each category of physically handicapped as contained in paragraph (3) above, shall also, keeping in view the recommendation of the Director, Community Development & Social Welfare, fill up the post in different categories reserved for the physically handicapped.

9. The physically handicapped persons, at the time of appointment against different posts reserved for them shall produce the identity card issued in their favour by the Director, Community Development & Social Welfare. They shall not be subject to the usual medical examination provided in the respective service, rules and regulations and other on first entry into the Government service.

10. In the event of non-availability of suitable candidates for appointment against the posts reserved for them, such vacancies shall be filled up by normal candidates and equivalent number of additional vacancies shall be reserved in the

subsequent year. Such of the vacancies which remain so unfilled, shall be carried forward to the subsequent three recruitment years at the maximum and thereafter such reservation would lapse.

11. The maximum age-limit prescribed for appointment to various posts and services under the Government shall be relaxed by 5 years in case of physically handicapped persons.

12. The following concessions shall be allowed to the physically handicapped persons for their eligibility for appointment to posts and services under Government reserved for them :-

- (1) 5 per cent of marks wherever minimum percentage of marks in any examination is prescribed,
- (2) The condition or training/test/experience wherever prescribed shall not apply to the physically handicapped persons for appointment to posts reserved for them, Where a particular training is essential for appointment to a post the physically handicapped person shall complete such training within 2 years from the date of appointment.

13. Persons already in employment against different posts under the Government who may suffer from physical handicap as defined in Para. (3) above shall also be entitled to be absorbed against the vacancies reserved in different posts and services for physically handicapped persons subject to the conditions laid down in this Resolution.

14. The above instructions may be followed by different Departments of Government and the physically handicapped persons may be appointed against different posts reserved for them keeping in view their educational qualification and capability in consultation with the Director of Community Development & Social Welfare. Similar reservation may also be made in the posts in the public sector undertakings under their administrative control and disabled persons appointed against those posts according to their suitability.

Order – Ordered that this Resolution be published in the *Orissa Gazette*.

Ordered also that copies of the Resolution be forwarded to all Departments of Government/all Heads of Departments/all District Offices/Director, Printing, Stationery and Publication/Secretary, O. P. S. C./Registrar, Orissa High Court/Secretary to Governor for information and communication to all appointing authorities under them.

By order of the Governor
A. N. TIWARI
Additional Secretary to Government

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No. 15338-Gen.

GOVERNMENT OF ORISSA
GENERAL ADMINISTRATION DEPARTMENT
RESOLUTION

The 4th May 1981

(Published in the *Orissa Gazette* on 12-8-1981)

Subject – Reservation of vacancies for rehabilitation of physically handicapped persons in Class III and Class IV posts/services under the State Government and in Public Sector Undertakings.

Read Resolution No. 16443-Gen., dated the 24th July 1978.

Consequent upon the decision of the Government of India in the year, 1978, the State Government made reservation of 1% of vacancies for rehabilitation of physically handicapped persons in the public service.

2. Government of India have now, on consideration of the matter, have decided that for the purpose of employment of the blind, the deaf and the orthopaedically handicapped persons, the reservation in Group C. & D. posts and services for physically handicapped persons should be made to the following extent under the Central Government.

Category of the handicapped	Percentage of reservation
1. The Blind	1%
2. The Deaf	1%
3. The Orthopaedically handicapped	1%

¹3. Accordingly it has been decided by the State Government that the reservations for filling the Group 'C' and Group 'D' posts and services under the State Government and Public Sector Undertakings should be made for rehabilitation of

physically handicapped persons of the above categories at the initial stage of recruitment. The categorisation of the physically handicapped persons for employment will be on the basis of definition as per Annexure.

4. The reservation of posts and services should be made separately for each of the aforesaid three categories of the physically handicapped persons with provision for inter-exchange of vacancies if candidates belonging to a particular category of persons are not available or if the nature of vacancies in an office is such that a given category of persons cannot be employed. If in any year, the vacancies reserved for these categories are not filled up, the reservations should be carried over for a period up to three recruitment years. In order to implement these reservation orders, the jobs which can be performed by various categories of physically handicapped persons without loss of productivity, should be identified by the Government/Departments concerned.

5. Where a department consider that it is not possible to provide employment for the physically handicapped persons to the extent of reservation in view of the nature of duties expected to be performed by the employees in that particular Department, that Department could be partly or fully exempted from implementing the reservation orders. The grant of such exemption shall be decided by an inter-Departmental Committee of C.D.& R. R. (G. A.) (O. & M.) Department of Health and the Administrative Department concerned would be represented.

6. In the categories of jobs which are identified by the Government/Departments as being particularly suitable for handicapped persons other things being the same preference should be given to handicapped persons for such jobs even in excess of the quota reserved for them in accordance with the instructions contained in paragraph 2 above.

1. Amended vide G. A. Department Corrigendum No. 27375, dated the 13th October 1997.

7. With a view to ensuring reservation of vacancies for the physically handicapped persons in Class III and Class IV posts/services under the State Government and Public Sector Undertakings, it has been decided that a continuous account of the vacancies arising in Class III and Class IV posts services from year to year may be kept. Thus the 34th vacancy occurring in a particular recruitment year would be earmarked for the Blind, Similarly, the 67th vacancy and 100th vacancy would be reserved for the Deaf and the Orthopaedically handicapped, respectively in cycle of 100 vacancies. In case any of these vacancies are reserved for the S. C. and S. T. candidates or ex-servicemen, the next clearly available vacancy should be reserved for the physically handicapped persons.

8. The physically handicapped persons are entitled to relaxation of upper age-limit up to 10 years for purpose of appointment to Class III and Class IV posts/services. Nothing in this Resolution shall affect reservations, relaxation of age-limit and other concessions required to be provided for all special categories of persons in accordance with the orders issued by the State Government.

9. Regarding medical examination of physically handicapped persons, they are to be viewed with utmost sympathy for medical examination. On nomination by the C. D. & R. R. Department, physically handicapped persons should not be subjected to the usual medical examination on first appointment and the question should be decided on the basis of the reports of the Medical Board attached to the C. D. & R. R. Department for the physically handicapped. In case a physically handicapped person appointed in Class III/Class IV post and service is found medically unfit for such post or service he is holding and from which he is proposed to be discharged or has been discharged may, wherever, practicable, be considered for another identical/equivalent post for which he may be found suitable against direct recruitment quota without insisting on the condition of appointment through the C. D. & R. R. Department for this purpose, his previous service under State Government or Public Sector Undertakings should be deducted from his actual age and if the resultant age does not exceed the prescribed maximum age-limit by more than three years, he should be deemed to satisfy the condition of upper age-limit for appointment to the posts or services in question under the State Government. Further, in case of a Government Servant or a servant in Public Sector Undertakings retired on medical grounds, his son/daughter/near relative can be considered for appointment on compassionate grounds if the family of the Orthopaedically handicapped Government Servant is in great distress after his premature retirement.

10. A consolidated list of jobs in Class III and Class IV posts/services suitable for each of the categories i.e. the blind, the deaf and orthopaedically handicapped which would help the appointing authorities in appointing physically handicapped persons against 3% of the quota as fixed against such posts/services as are available in the various departments under the State Government and Public Sector Undertakings, is enclosed as Annexure.

By order of the Governor

C. NARAYANASWAMY

Additional Secretary to Government

Definition of the categories of the handicapped for purposes of reservation in employment

The blind are those who suffer from either of the following conditions :-

- (a) Total absence of sight
- (b) Visual acuity not exceeding 6/60 or 20/200 (Snellen) in the better eye with correcting lenses
- (c) Limitation of the field of vision subtending an angle of 20 degrees or worse.

THE DEAF

The Deaf are those in whom the sense of hearing is non-functional for ordinary purposes of life. They do not hear/understand sounds at all even with amplified speech. The cases included in this category will be those having hearing loss more than 90 decibels in the better ear (profound impairment) or total loss of hearing in both ears.

THE ORTHOPAEDICALLY HANDICAPPED

The orthopaedically handicapped are those who have a physical defect or deformity which causes an interference with the normal functioning of the bones, muscles and joints.

JOBS IN GROUPS CLASS III AND CLASS IV POSTS & SERVICES SUITABLE FOR THE PHYSICALLY HANDICAPPED

SI No. (1)	Category of handicap (2)	Occupational groups (3)
I	Orthopaedically Handicapped-	
	(a) Upper Extremities	
	(i) Major defects	Accounts Clerks (U), Copyholders (U), Office Clerks (U-A), Office Superintendents/Peons (U), (U)/Proof Readers (U), Receptionists (U), Stamp Vendors (Postal), Watermen (U).
	(ii) Minor defects	Caretakers (A), Chowkidars (A), Copyholders, Dak Messengers Daftaris (A), Documentation Assistants (A), Editorial Assistant (A), Gardeners, Farash, Gestetner Operators, Junior Engineers (Civil), Key-punch Operators (A), Laboratory Assistants (Chemical), Laboratory Assistants (Clinical), Library Clerks (A), Liftmen (A), Meter Readers, Office Clerks (A), Office Superintendents, Peons, Photographic Retouchers, Proof Readers, Receptionists, Research Investigators, Retiring Room Attendants, Salesmen (Shop) (A), Scientific Assistants, Security Guards (A), Store Keepers (A), Statistical Assistants, Sub-Postmasters (A), Sweepers, Teachers, (Primary), Telegraph Messengers, Technical Assistants, Telephone Operators (A), Time Keepers (A), Translators (A), Typists (A), Waiting Room Attendants (A), Watermen, Ward Boys/Ayahs (A), Wireless Operators (A).
	(b) Lower Extremities -	
	(i) Major defects	Accounts Clerks, Computers, Copyholders, Editorial Assistants, Head Compositors (A), Junior Engineers (Civil) (only designing jobs), Key-punch Operators, Liftmen, Office Clerks, Office Superintendent, Painters Projectionists (A-MNR), Proof Readers, Radio Technicians, Receptionists, Stenographers, Stamp Vendors (Postal), Sub-Postmaster, Telephone Operator, Telex Operators, Translators, Typists.
	(ii) Minor defects	Architectural Assistants (A-MNR), Book Binders, Caretakers (A-MNR), Carpenters (A), Cashiers (A), Compounders, Chowkidars (A-MNR), Commercial Artists, Daftaris (MNR), Documentation Assistants (A-MNR), Dressers, Draughtsmen Ferro Printers, Farash, Gestetner Operator, Instrumentationists, Staff Artists (A-MNR), Laboratory Assistants (Chemical), Laboratory Assistants (Clinical), Librarians (Junior) (A-MNR), Library Clerks (A-MNR), Musicians (Staff Artists) (MNR), Packers, Peons (MNR), Photographer (MNR), Photographic Retouchers. Retiring Room Attendants (MNR), Salesman (Shop) (MNR), Statistical Assistants (MNR), Sweepers (MNR), Teachers (Deaf), Teachers (Primary), Technical Assistants (MNR), Time-Keepers (A), Tracers, Vehicle Cleaners (MNR), Waiting Room Attendants (MNR), Watermen, Wireless Operators.
II	Deaf and deaf and dumb	Accounts Clerks, Book Binders, Canteen Boys, Carpenters, Computers, Commercial Artists, Daftaris, Ferro Printers, Hstfrnrtd, Hrdymrn Operators, Hand Compositors, Key-punch Operators, Meter Readers, Office Clerks, Packers, Painters, Photographers, Photographic

		Retouchers, Statistical Assistants, Store-keepers, Sweepers, Telex Operators, Translators, Tracers, Typists, Vehicle Cleaners, Waterman.
III	Deaf	Postmen, Telegraph Messengers
IV	Partially Deaf	Architectural Assistants (A), Caretakers (A), Cashiers, Compounders, Chowkidars (A), Dak Messengers, Draftsmen (A), Dressers, Editorial Assistants, Electricians, Junior Engineers (Civil) (A), Laboratory Assistants (Chemical), Laboratory Assistants (Clinical), Laboratory Attendants, Librarians (Junior) (A), Library Clerks (A), Peons, Postmen, Projectionists (A), Research Investigators, Retiring Room Attendants, Scientific Assistants, Salesmen (Shop)(A), Stenographers (A), Security Guards (A), Stamp Vendor (Postal) (A), Sub-Postmasters (A), Technical Assistants, Teachers (Deaf) (A), Teachers (Primary) (A), Time-keepers (A), Waiting Room Attendants, Ward Boys/Ayahs.
V	Blind	Announcers at Railway Stations, Bus Stops and Airports (T), Cane Weavers (T), Instrumentalists (Staff Artists) (T), Messengers (T), Musician (T), Music Teachers (T), Office Superintendents (H), Packers (T), Stenographers (with Dictaphone and Digital Typewriters), Teachers (Primary) (T. & A.), Telephone Operators (Small Boards with Electronic Beep and Embossed Digital Operators), Press Operators, Stampers, Weavers, Packers, Drillers, Store Chippers, Teachers in Social Sciences.
VI	Partially Blind	Dak Messengers, Despatch Clerk (T), Gardeners (T), Gestetner Operators (T. & A.), Liftmen (T and digital controls), Peons, Receptionist (T. & A.), Retiring Room Attendants, Sweepers, Waterman (T), Waiting Room Attendants, Lottery Ticket Sellers.

EXPLANATIONS – U = Unilateral = with Aids, T = With Training, H = With a Helper, MNR = Mobility not restricted.

Note – 1. Jobs which can be performed by those having deformities can also be performed by those having minor deformities, Job which can be performed by Deaf can be performed by partially Deaf also Jobs which can be performed by Blind can be performed by partially Blind also.

Note – 2. There would be a number of jobs in each occupational group. These have not been given separately. For example, Office Clerks include, Lower Division Clerks and Upper Division Clerks, Stenographers include Junior and Senior Stenographers.

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No. 16189-Gen.

GOVERNMENT OF ORISSA
GENERAL ADMINISTRATION DEPARTMENT
RESOLUTION

The 16th July 1982

(Published in the *Orissa Gazette* on 5th August 1982)

Subject – Extension of reservation of vacancies for rehabilitation of physically handicapped persons in Class II gazetted posts and specially gazetted posts under the State Government.

On the basis of the decision of Government of India, the State Government have decided in General Administration Department Resolution No. 15338-Gen., dated the 4th May 1981 that 3 per cent of the vacancies in Class III and Class IV services/posts under the State Government to which directed recruitment is made shall be reserved for the physically handicapped persons.

After careful consideration Government have further decided to extend the aforesaid reservation of 3 per cent of vacancies for physically handicapped persons to gazetted posts in Class II and specially gazetted services and posts under the State Government to which the direct recruitment is made. In any case where it is felt that it will not be possible to appoint the physically handicapped persons in any particular service or group of posts, the Department concerned may take Government orders exempting the particular posts or services in consultation with the General Administration Department. This will take effect retrospectively from the 4th May 1981.

Order – Ordered that this resolution be published in the *Orissa Gazette*.

Ordered also that copies of the Resolution be forwarded to all Departments of Government/all Heads of Departments/all district offices/Director, Printing, Stationery and Publication/Secretary, O. P. S. C./Registrar, Orissa High Court/Secretary to Governor for information and communication to all appointing authorities under them.

By order of the Governor

C. NARAYANASWAMY

Special Secretary to Government

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No. 24031-Gen.

GOVERNMENT OF ORISSA

GENERAL ADMINISTRATION DEPARTMENT

The 19th October 1983

To

All Departments of Government.

Subject – Reservation of vacancies for rehabilitation of physically handicapped persons.

The undersigned is directed to invite a reference to this Department Resolution No. 16443-Gen., dated the 24th July 1978, and subsequent Resolutions No. 15338-Gen., dated the 4th May 1981 and No. 16189-Gen., dated the 16th July 1982 on the subject noted above and to say that this Department's Resolutions dated the 4th May 1981 has not superseded the Resolution, dated the 24th July 1978 excepting in bringing out some modifications on certain points like relaxation of the upper age-limit for appointment to various posts/services, etc. In Resolution No. 16189, dated the 16th July 1982 Government have further decided to extend the aforesaid reservation of 3% of vacancies for physically handicapped persons to gazetted posts in Class II and specially gazetted services/posts under the State Government to which direct recruitment is made.

It is hereby clarified that in the matter of all appointments of physically handicapped persons including appointments to Class II and specially gazetted posts, the upper age-limit will be relaxed by 10 years. Similarly the other concessions regarding marks and experiences, training, etc. allowed to physically handicapped persons as indicated in Para. 12 of the Office Memorandum No. 15680-Gen., dated the 18th July 1978 will be available to these appointments.

By order of the Governor

[ILLEGIBLE]

Under-Secretary to Government

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No. 24808-Gen.

GOVERNMENT OF ORISSA

GENERAL ADMINISTRATION DEPARTMENT

RESOLUTION

The 18th November 1985

(Published in the *Orissa Gazette* on the 17th December 1985)

Subject – Reservation of vacancies for sportsmen in Class II, Class III services/posts and in Class IV posts under the State Government.

In their Resolution No. 1099-S. C., dated the 16th February 1985, the Tourism, Sports & Culture (Sports & Culture) Department have decided to adopt a Sports Policy, broadly in keeping with the National Policy guidelines for ensuring systematic and concerted efforts for development of sports and games in the State. Besides certain other facilities provided for the sportsmen under the Sports Policy, a decision has also been taken that once per cent of the jobs in the Government and Public Sector Organisations will be kept reserved for deserving sportsmen representing the State subject to their meeting the minimum educational requirement.

2. In order to implement this decision in a systematic manner, it has now been decided by Government that one per cent of vacancies arising in year in each of the categories of Class II and Class III services/posts and in Class IV posts filled by direct

recruitment should be reserved for the sportsmen. Further, it has been decided that the 8th Vacancy in cycle of 100 vacancies should be reserved for sportsmen.

3. A cell shall be constituted in the Directorate of Sports to register the names of the sportsmen and one of the Assistant Directors will remain in charge of this cell. The Assistant Director in-charge shall receive applications from the sportsmen for registration. Applications for registration shall be accompanied with certificates relating to educational qualification and training, etc. and also with a certificate to the effect that the candidate is a sportsman and participates and represents the State in regular Open National Events and Championships.

4. Recognised Associations/Federations/Organising bodies may issue the sports certificates to the candidates who participated or represented in the Open National Events and Championships. The Director, Sports shall issue identity cards to the deserving sportsmen on the basis of the above certificates.

5. The sportsmen shall produce the identity card issued in their favour by the Director, Sports at the time of their appointment against the posts reserved for them.

6. The above instructions may be followed by different Departments and Heads of Departments and the relevant recruitment rules framed by the Departments of Government may be amended accordingly.

Order – Ordered that this Resolution be published in the *Orissa Gazette*. Ordered also that copies of the resolution be forwarded to all Departments of Government/all Heads of Departments/all District Offices/Director Printing, Stationery & Publication, Orissa, Cuttack/Secretary, O. P. S. C., Cuttack/Registrar, High Court, Cuttack/Secretary to Governor for information and communication to all appointing authorities under them.

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

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No. 22677-SC/6-19/91-Gen.

GOVERNMENT OF ORISSA
GENERAL ADMINISTRATION DEPARTMENT

The 29th August 1991

To

The Harijan & Tribal Welfare Department/The Education Department.

Subject – Reservation of vacancies for rehabilitation of physically handicapped persons in Class III and Class IV posts/services under the State Government and Public Sector Undertakings.

The undersigned is directed to say that it has been brought to the notice of this Department that no reservations are being kept for the posts of Teachers other than the Primary School Teachers for the rehabilitation of physically handicapped persons on the ground that no such post has been specified in the annexure appended to this Department Resolution No. 15338, dated 4th May 1981. In this connection attention is invited to paragraph 3 of this Department's Resolution referred to above read with Para. 2 of this Department's Resolution No. 16433, dated the 24th July 1978 wherein Government, have taken a decision to keep reservation in all Class III and Class IV posts under the State Government and Public Sector Undertakings for rehabilitation of physically handicapped persons. But the very intention of Government to append the listed jobs as annexure to this Department's Resolution No. 15338, dated the 4th May 1981 is that the physically handicapped persons can be absorbed in excess of the reserved quota fixed for them in these listed jobs. This was clearly mentioned in Para. 6 of this Department's Resolution issued on the 4th May 1981.

In view of the above decision of Government communicated to all concerned there should be no reason as to why the physically handicapped persons shall be deprived of getting the specified reserved quota for their rehabilitation in the post of Secondary School teachers which is Class III post. Besides, Government have also decided that reservation in Class II gazetted posts/services shall be made which are filled up by way of direct recruitment for the physically handicapped candidates which was communicated to all concerned vide this Department's Resolution No. 16159, dated the 16th July 1982. Hence action should be taken accordingly to adhere the aforesaid decision of Government.

This disposes of the reference made by Harijan & Tribal Welfare Department vide their U. O. I. No. 103, dated the 28th January 1991.

[ILLEGIBLE]
Deputy Secretary to Government

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No. 748-SC-2R/1-31/96-Gen.

GOVERNMENT OF ORISSA
GENERAL ADMINISTRATION DEPARTMENT

RESOLUTION

The 10th January 1997

(Published in the *Orissa Gazette* on the 12th February 1997)

Subject – Reservation for ex-servicemen/physically handicapped persons and sports persons in 80 Point Model Roster in services & posts of the State Government.

The extent of reservation for initial recruitment in the Civil Services and posts of Government of Orissa for the ex-servicemen/physically handicapped persons and the sports persons has been respectively fixed at 3% (vide G. A. Department Notification No. 22586-Gen., dated the 16th October 1985), 3% (vide G. A. Department Resolution No. 15338-Gen., dated the 4th May 1981) and 1% (vide G. A. Department Resolution No. 24808-Gen., dated the 18th November 1985). The reservation for the physically handicapped persons and the sports persons have been further qualified by Rule 4 of the Orissa Civil Services (Reservation of Vacancies for Women in Public Services) Rules, 1994. These rules provide for the reservation of 33% for women in direct recruitment. This means that in case of physically handicapped persons and sports persons for every two men appointed on the basis of the reservation meant for them, there shall be one woman belonging to that category.

2. The reservation for the abovesaid categories of persons has not been reflected in the 80-Point Model Roster of the State Government prescribed by the erstwhile Tribal Welfare Department in their notification S.R.O. No. 339/94, dated the 21st April 1994 and modified later by the Welfare Department Resolution No. 15599-W., dated the 27th June 1996 for reflecting 27% reservation for the members of the Socially and Economically Backward Classes (S. E. B. C.).

3. The Government have been pleased to decide that the reservation for the ex-servicemen, physically handicapped persons and sports persons need not be reflected in the Model Roster. Such persons, when selected as per the reservation provided for them, shall claim the vacancies reserved for the categories to which they may belong to, which means that the ex-servicemen, physically handicapped persons/sports persons, if belonging to Scheduled Castes will claim the vacancy reserved for Scheduled Castes; belonging to Scheduled Tribes will claim the vacancy reserved for the Scheduled Tribes and so on. Thus the ex-servicemen/physically handicapped persons, sports persons, who do not belong to either of the reserved categories (i.e. S. C./S. T./ S. E. B. C.) would claim the unreserved vacancies.

4. The ex-servicemen/physically handicapped persons/sports persons together constitute 7% of the reservation. All appointing authorities may, therefore, take care to ensure that one person belonging to these categories is selected for roughly every 14 vacancies filled up so as to ensure that they are recruited proportionately.

5. All Departments of Government are requested to intimate the above instructions to Heads of Department/Public Sector Undertakings and other appointing authorities under their control for taking necessary action while filling up the vacancies.

Ordered that the Resolution be published in the extraordinary issue of the Orissa Gazette. Ordered also that copies of the Resolution be forwarded to all Departments of Government/all Heads of Departments/Secretary to Governor/all Collectors/Registrar, Orissa High Court/Secretary, Orissa Public Service Commission/Director, Printing, Stationery & Publication.

By order of the Governor**SANTOSH KUMAR****Special Secretary to Government**[Top](#)

No. 26427-2R/1-28/97-Gen.

GOVERNMENT OF ORISSA**GENERAL ADMINISTRATION DEPARTMENT**

The 8th September 1999

To

All Departments of Government/

All Heads of Departments/All Collectors.

Subject – Reservation of vacancies for rehabilitation of physically handicapped persons in Group-B, Group-C and Group-D posts/services under the State Government and in Public Sector Undertakings.

The undersigned is directed to say that detailed instructions have been issued in G. A. Department Resolution No. 15338, dated the 4th May 1981 and Resolution No. 16189, dated the 16th July 1982 regarding reservation of vacancies for rehabilitation of physically handicapped persons in Class III, Class IV posts and in Class II Gazetted posts and specially Gazetted posts/services under the State Government and in Public Sector Undertakings. Out of 3% of reservation meant for physically handicapped persons 1% has been earmarked for visually handicapped candidates. It was impressed upon all concerned that utmost care should be taken for rehabilitation of physically handicapped persons in above class of posts/services.

It is matter of great concern that though 610 candidates had been empanelled by the National Institute for the visually Handicapped in 1995, so far only 68 of them have been appointed. The validity of the panel has been extended up to the 31st December 1999. On a representation made by apex level organisation for the blind, Prime Minister has expressed his concern at the slow progress of appointment even though there is 3% reservation for the disabled persons (1% being for visually handicapped) under the Persons with Disabilities Equal Opportunities, Protection of Right and Full Participation) Act, 1995 in all Government establishments.

It is, therefore, requested that necessary steps may be taken to expedite the appointment of visually handicapped persons against the reservation made for them in accordance with the instructions issued in G. A. Department Resolutions referred to above.

The subordinate offices under your control may be intimated accordingly.

S. B. AGNIHOTRI
Special Secretary to Government

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(C) S. C., S. T., & O. B. C. (S. E. B. C.)

No. 18259-2R/1-47/63-Gen.

GOVERNMENT OF ORISSA
POLITICAL & SERVICES DEPARTMENT

The 12th December 1963

From
Shri N. K. Panda,
Deputy Secretary to Government

To
The Secretary to the Orissa
Public Service Commission, Cuttack.

Subject – Question as to whether candidates belonging to Scheduled Castes and Scheduled Tribes of other States should also be eligible for reservation of posts as well as concessions in respect of maximum age limits and application of examination fees prescribed in the relevant rules, etc.

Sir,

With reference to your letter No. 2988-P. S. C., dated the 9th October 1963 on the subject noted above, I am directed to say that concessions given to Scheduled Castes and Scheduled Tribes in the matter of appointment to public posts are in discharge of the responsibility of the State Government to undertake measures for the welfare and advancement of the Scheduled Tribes and Scheduled Castes found in the State. In the fitness of things, the State Government can have no similar responsibility for the welfare and advancement of the Scheduled Tribes and Scheduled Castes found in the other States. The reservation of posts for the Scheduled Castes and Scheduled Tribes made in the State is influenced by the proportion in which Scheduled Castes and Scheduled Tribes are found in this State. The posts so reserved can have no room for absorbing the Scheduled Castes and Scheduled Tribes found all over the country. The fact also remains that what is a Scheduled Caste in one State need not necessarily be a Scheduled Caste in another State.

In consideration of what is stated above Government are of the view that it will not be proper to throw open the reserved quota in public services to members of Scheduled Castes or Tribes not belonging to this State. Scheduled Castes and Schedule Tribes in other States may compete for appointments in this State in common with the candidates who do not belong to the Scheduled Castes and Scheduled Tribes either in this State or in any other States.

As regards Para. 2 of your letter under reference I may mention that necessary supply of copies of rules in question is understood to have been made to you by the Superintendent, Government Press, Cuttack before 20th November 1963.

Yours faithfully,
N. K. PANDA
Deputy Secretary to Government

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No. - 752 (e)-2M-160/97-Gen.

GOVERNMENT OF ORISSA
GENERAL ADMINISTRATION DEPARTMENT

The 9th January 1998

To
All Departments of Government
All Heads of Departments
All Collectors.

Subject – Issue of caste certificate in favour of S. C./S. T./O. B. C. in prescribed format for appointments to the posts under Government of India.

The undersigned is directed to enclose herewith the copy of letter No. 6-17/97-P & P-I. dated the 15th September 1997 of the Government of India alongwith the prescribed format for issue of caste certificate in favour of Scheduled Castes, Scheduled Tribes and Other Backward Classes for appointment to posts under the Government of India and the list of competent authorities empowered to issue castes/tribe certificates for information and necessary action.

The subordinate offices may be intimated accordingly.

T. S. CHAKRABORTY
Deputy Secretary to Government

Copy of D. O. No. 6/17/97-P & P-I., dated the 15th September 1997 of Shri B. Sankaran, Government of India, Staff Selection Commission, New Delhi addressed to Shri S. B. Mishra, I. A. S., Chief Secretary, Government of Orissa, Bhubaneswar.....

Kindly refer to this Commission's letter of even No. dated the 5th June 1997 requesting therein to issue caste/community certificate in the prescribed format only. As Commission is accepting the certificate only in the format prescribed by Department of Personnel and Training, I am sending a copy of each format for SC/ST and OBC certificates currently being accepted by this Commission.

If the difficulty is encountered in issuing certificates in these formats, Estt. (SCT) Division of the Department of Personnel & Training, North Block, New Delhi, may please be suitably addressed.

FORMAT FOR SC/ST CERTIFICATE

A candidate who claims to belong to one of the Scheduled Castes or the Scheduled Tribes should submit in support of his claim attested/certified copy of a certificate in the form given below, the District Officer or the Sub-divisional Officer or any other Officer as indicated below of the district in which his parents (or surviving parent) ordinarily reside who has been designated by the State Government concerned as competent to issue such a certificate. If both his parents are dead, the officer signing the certificate should be of the district in which the candidate himself ordinarily resides otherwise than for the purpose of his own education. Wherever photograph is an integral part of the certificate, the Commission would accept only attested photocopies of such certificates and not any other attested or true copy.

The form of the certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under Government of India.

This is to certify that Shri/Smt./Ku.*
 son/daughter * of of village/ town *
 in district/Division * of the State/Union
 Territory * belongs to the
 Caste/Tribe *
 which is recognised as Scheduled Caste/Scheduled
 Tribe * under : -

The Constitution (Scheduled Castes) Order, 1950
 the Constitution (Scheduled Tribes) Order, 1950
 the Constitution (Scheduled
 Castes) Union Territories Order, 1951 *
 the Constitution (Scheduled
 Tribes) Union Territories Order, 1951 *.....

[As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification) Order, 1956 the Bombay Reorganisation Act, 1960, the Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North-Eastern Area (Reorganisation) Act, 1971 and the Scheduled Castes and Scheduled Tribes Order (Amendment Act), 1976].

The Constitution (Jammu & Kashmir) Scheduled Castes Order, 1956 *

The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Casts and Scheduled Tribes Order (Amendment Act), 1976 *

The Constitution (Dadar and Nagar Haveli) Scheduled Castes Order, 1962

The Constitution (Dadar and Nager Haveli) Scheduled Tribes Order, 1962

The Constitution (Pondicherry) Scheduled Castes Order, 1964@

The Constitution (Scheduled Tribe) (Uttar Pradesh) Order, 1967@

The Constitution (Goa, Daman & Diu) Scheduled Castes Order, 1968@

The Constitution (Goa, Daman & Diu) Scheduled Tribes Order, 1968@

The Constitution (Nagaland) Scheduled Tribes Order, 1970@

The Constitution (Sikkim) Scheduled Castes Order, 1978@

The Constitution (Sikkim) Scheduled Tribes Order, 1978@

The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1978@

The Constitution (SC) Orders (Amendment) Act, 1990@

The Constitution (ST) Orders, (Amendment) Ordinance Act, 1991@

The Constitution (ST) Orders (Second Amendment) Act, 1991

The Constitution (S. T.) Orders (Amendments) Ordinance, (1996)

2%. Applicable in the case of Scheduled Castes, Scheduled Tribes persons who have migrated from one State/Union Territory Administration.

This certificate is issued on the basis of the Scheduled Castes/Scheduled Tribes. Certificate issued to Shri/Smt.....
 Father/mother * of Shri/Smt/ Kumari *
 Village/Town *
 District/Division *
 of State/Union Territory *
 who belong to the
 Caste/Tribe which is recognized as a
 Scheduled Caste/Scheduled Tribe in the State/Union Territory * issued by the
 dated

3%. Shri/Smt.Kumari and /or his/her family ordinarily reside (s) in village/town * of District/Division * of the State/Union Territory of

Signature

**** Designation

(With seal of office)

State/Union Territory

Place

Date

* Please delete the words which are not applicable

Please quote specific presidential Order

% Delete the paragraph which is not applicable.

Note – The term ordinarily reside (s) used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

List of authorities empowered to issue Caste/Tribe certificate :-

- (i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Director/1st Class Stipendiary Magistrate/Sub-divisional Magistrate/Extra Assistant Commissioner/Taluka Magistrate/Executive Magistrate.
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
- (iii) Revenue Officers not below the rank of Tahasildar.
- (iv) Sub-divisional Officers of the area where the candidate and/or his family normally resides.

Note – S. T. candidates belong to Tamil Nadu State should submit Castes Certificate only FROM THE REVENUE DIVISIONAL OFFICER.

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA

This is to certify that son/daughter of of village District/Division in the State belongs to the community which is recognised as a backward class under

- (i) Resolution No. 12011/68/93-BCC (C), dated the 10th September 1993 published in the Gazette of India, Extraordinary, Part I, Section I, No. 1, dated the 13th September 1993.
- (ii) Resolution No. 12011/9/94-BCC., dated the 19th October 1994, published in the Gazette of India, Extraordinary Part 1, Section 1, No. 163, dated the 20th October 1994.
- (iii) Resolution No. 12011/7/95-BCC, dated the 24th May 1995 published in the Gazette of India, Extraordinary, Part 1, Section 1, No. 88, dated the 25th May 1995.
- (iv) Resolution No. 12011/44/96-BCC, dated the 6th December 1996, published in the Gazette of India, Extraordinary, Part-I, Section 1, No. 210 dated the 11th December 1996.

Shri and/or his family ordinarily reside (s) in the District/Division of the State. This is also to certify that he/she does not belong to the persons/section (Creamy Layer) mentioned in Column (3) of the Schedule to the Government of India, Department of Personnel and Training, O. M. No. 36012/22/93-Estt. (SCT), dated the 8th September 1993.

**District Magistrate
Deputy Commissioner, etc.**

Dated

Seal

N. B. – (a) The term “ordinarily” used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

- (b) The authorities competent to issue Caste Certificate are indicated below :-
 - (i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/ Additional Deputy Commissioner/Deputy Collector/1st Class Stipendiary Magistrate/Sub-divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner (not below the rank of 1st Class Stipendiary Magistrate).
 - (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
 - (iii) Revenue Officers not below the rank of Tahasildar, and
 - (iv) Sub-divisional Officer of the area where the candidate and/or his family resides :

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(D) WOMEN

No. 43328-2M-54/92-Gen.

GENERAL ADMINISTRATION DEPARTMENT

RESOLUTION

The 23rd December 1992

(Published in the *Orissa Gazette* on the 31st December 1992)

Subject – Reservation of vacancies for women’s employment in public services.

Women in our society face several disabilities both social and economic. These disabilities emanate from gender bias which may be said to be embedded in our culture during centuries of foreign rule. While the need to eliminate discrimination against women has come to be widely accepted, this acceptance is seldom accompanied by specific measures.

2. From the Census of 1991, it is revealed that even though State’s population is almost equally divided between two sexes i.e. male, and female and the literacy of male and female was 62.37% and 34.40%, respectively. It is also revealed that the representation of women in public services is very insignificant in comparison to their percentage of literacy. The State Government have, through what clearly is a revolutionary effort, ensured larger representation of women in Urban, Local Bodies

and Panchyati Raj bodies through statutory provisions in the relevant laws. This needs to be supported by expanding opportunities for employment of women in public services. Therefore, the State Government have decided that there shall be reservation to the extent of 1/3rd of vacancies arising in a year in each of the Class II, Class III including specially declared gazetted and Class IV services/posts filled up by direct recruitment. The details of reservation to be kept for women of each category shall be as follows :-

Category	Women	Men	Total
(1)	(2)	(3)	(4)
Scheduled Castes	5%	10%	15%
Scheduled Tribes	7.66%	15.34%	23%
Physically handicapped	1%	2%	3%
Sportsmen	0.33%	0.67%	1%
Ex-servicemen	-	3%	3%
General candidates	18.33%	36.67%	55%
Total	32.32%	67.68%	100%

3. If in any year, the vacancies reserved for these categories remain unfilled due to non-availability of the eligible women candidates belonging to the relevant category, the unfilled vacancies shall be filled up by male candidates of the same category.

4. The women candidates are entitled to relaxation of upper age limit up to five years for purpose of appointment to the posts/services, reserved for them.

5. The provisions of reservation in services/posts so far relating to the category of physically handicapped, sportsmen and general candidates shall come into effect from the date of publication of this Resolution in the *Orissa Gazette* and the reservation relating to SC/ST shall be effective after the provisions under O. R. V. Act, 1975 are amended by T. W. Department.

6. The above instructions may be followed by different Departments, Heads of the Departments and District Offices and the relevant recruitment rules framed by the Departments of Government may be amended accordingly.

7. Concerned Departments of Government shall issue suitable instructions to the Corporations/State Government undertakings under their control to make necessary provision in the recruitment rules, framed by them. [Top](#)

Government of Orissa

Order – Ordered that this Resolution be published in the *Orissa Gazette*. Ordered also that copies of the Resolution be forwarded to all Departments of the Government/all Heads of the Departments/all District Offices/ Director, Printing, Stationery and Publication, Orissa, Cuttack/Secretary, Orissa Public Service Commission, Cuttack/Registrar, High Court of Orissa, Cuttack/Secretary to Governor, Orissa/Registrar, O. A. T., Bhubaneswar for information and communication to all appointing authorities under them.

NOTIFICATION

Bhubaneswar, Dated the 28th April, 2003.

No.2R/1-22/2002/11620/ Gen., In exercise of the powers conferred by the provisions of Article 309 of the Constitution of India, the Governor of Orissa is pleased to make the following rules for the purpose to amend the Orissa Ex-servicemen (Recruitment to State Civil Services and Posts) Rules, 1985, namely :-

1. (1) These rules may be called the Orissa Ex-servicemen (Recruitment to State Civil Services and Posts) Amendment Rules, 2003.
- (2) They shall come into force on the date of their publication in the Orissa Gazette.
2. In the Orissa Ex-servicemen (Recruitment to State Civil Services and Posts) Rules, 1985 (herein after referred to as the said rules), for the words and numericals "Class-I", "Class-II", "Class-III", "Class-IV" wherever they occur, the words and letter "Group-A", "Group-B", "Group-C" and "Group-D" shall respectively be substituted.

3. In the said rules for Clause (d) of rule-2, the following clause shall be substituted, namely :-
(d) 'year' means the Calender year".
4. In the said rules, after clause (C) of sub-rule (d) of rule-6, the following clause shall be inserted namely :- " (d) For appointment to any reserved vacancy in Group-C and Group-D posts, where the prescribed minimum educational qualification is matriculation, the appointing authority, may, at his discretion relax the minimum educational qualifications in favour of an ex-servicemen who has passed the Indian Army Class-I Examination or equivalent Examination in the Navy or the Air Force, and has put in at least 15 years of Service in the Armed Forces of the Union and is otherwise considered fit to hold the post, in view of his experience and other qualifications".

By order of the Governor

S.Srinivasan
Special Secretary to

Government

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Government of Orissa
General Administration Department

RESOLUTION

No. 25384 / Gen. Bhubaneswar, dated 20.09.2005
2R/1-34/2004

Sub: Reservation of vacancies in favour of Physically Handicapped persons, Sportsmen and Ex-Servicemen in initial recruitment in State Civil Services and posts.

The State Government have reserved 3% of the vacancies for Physically Handicapped persons, 1% for Sportsmen, 3% for Ex-Servicemen in case of initial recruitments in State Civil Services and posts in Resolution No. 15338 dt.04.05.1981, Resolution No. 24808 dt.18.11.1985 and Notification No. 22586 dt.16.10.1985 respectively. No post for the above three categories has been earmarked in the 80 point model roster prescribed by the erstwhile Tribal Welfare Department vide their Notification No.13157 dt.21.04.1994 and as modified vide Resolution No.15599/W., dated.27.06.1996.

2. The reservation for Physically Handicapped, Sportsmen and Ex-servicemen together constitutes 7% of the vacancies pertaining to Group 'B', 'C' & 'D' (Class II, III and IV) services / posts filled up by direct recruitment – which is roughly 1 in 14 vacancies.

Instructions have been issued in General Administration Department Resolution No. 748., dt.10.01.1997 to the effect that the Appointing Authorities should take care to ensure that one person belonging to the above three categories is selected for roughly every 14 vacancies filled up so as to ensure that they are recruited proportionately.

3. It has come to the notice of Government that many appointing authorities accord less priority to Physically Handicapped candidates giving preference to Ex-Servicemen and Sportsmen for the reason that under existing instructions, there is no earmarked roster points for these categories and these categories are being treated by many appointing authorities as one block. With a view to providing fair and adequate representation to the Persons with Disabilities (Physically Handicapped) in the State Civil Services and posts and as a matter of compliance of the requirements of Section 33 of the Persons with Disabilities (Physically Handicapped) (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995, it is desirable to specify vacancies for each of the above categories.

4. After careful consideration, Government have been pleased to decide that in the 80 point model roster presently in force, 3 from the category of Persons with Disabilities (Physically Handicapped), 2 from Ex-servicemen and 1 from Sportsmen shall be appointed in the manner specified in the **Schedule**. Resolutions / instructions / guidelines issued by this Department earlier stand modified to the above extent.

5. Persons belonging to Persons with Disabilities (Physically Handicapped), Sportsmen and Ex-Servicemen categories when selected as per the reservation provided for them, shall claim the vacancies reserved for the categories to which they may belong to which means that Persons with Disabilities (Physically Handicapped) / Sportsmen / Ex-servicemen, if belonging to schedule Castes will claim the vacancy reserved for Schedule Castes, belonging to Scheduled Tribes will claim the vacancy reserved for the Scheduled Tribes and those belonging to the S & EBC will claim the vacancy reserved for S & EBC. Thus, the Persons with Disabilities (Physically Handicapped) / Sportsmen / Ex-Servicemen, who do not belong to either of the reserved categories i.e., SC / ST / S & EBC would claim the unreserved vacancies.

6. The appointing authorities while notifying vacancies to be filled up as per the model roster, shall accord priority for the physically handicapped (persons with disabilities) so that the percentage of reservation for the above category is first achieved.

7. The vacancies arising in a year pertaining to the above categories shall also be filled up by women candidates belonging to that particular category (except Ex-servicemen) as per provisions contained in OCS (Reservation of vacancies for woman in Public Service) Rules, 1994.

8. The above instructions may be followed by all the Departments and Heads of Departments and the relevant recruitment rules framed by the Departments of the Government may be amended accordingly.

ORDER :

Ordered that the Resolution be published in the Orissa Gazette. Ordered also that copies of the Resolution be forwarded to all Departments of Government / All Heads of Departments / All Collectors / Registrar, Orissa High Court / Registrar, Orissa Administrative Tribunal / Secretary, Orissa Public Service Commission / Secretary, Orissa Staff Selection Commission / Director, Printing, Stationery and Publication, Orissa, Cuttack / Secretary to Governor for information and communication to all appointing authorities under them.

By order of the Governor

(T.K. Pandey)

Special Secretary to Government

Memo No. 25385 / Gen., Dated. 20.09.2005

Copy forwarded to the Director, Printing, Stationary and Publications, Orissa, Cuttack for information with a request to publish the resolution in the next issue of the Orissa Gazette and 300 (three hundred) copies to this Department for official use.

Deputy Secretary to Government

Memo No. 25386 / Gen., Dated. 20.09.2005

Copy forwarded to all Departments of Government / All Heads of Departments / All Collectors / Registrar, Orissa High Court / Registrar, Orissa Administrative Tribunal / Secretary, Orissa Public Service Commission, Cuttack / Secretary, Orissa Staff Selection Commission, Bhubaneswar for information and necessary action.



Deputy Secretary to Government

Memo No. 25387 / Gen., Dated. 20.09.2005

Copy forwarded to all branches of G.A. Department / Guard file (20 copies) / G.A. Department Library (10 copies) for information and necessary action.

Deputy Secretary to Government

SCHEDULE
80 POINT MODEL ROSTER

- S.T.		28 - S.C. (W)		54 - S.C.	
- U.R.		29 - SEBC		55 - SEBC (W)	
- SEBC		30 - S.T.		56 - U.R.	
- S.C.		31 - U.R.		57 - SEBC	
- U.R.	One person	32 - SEBC (W)	One person	58 - S.T.	One person
- SEBC	from P.W.D.	33 - U.R. (W)	from P.W.D.	59 - U.R. (W)	from
- U.R. (W)	(P.H.) Blind	34 - S.T. (W)	(P.H.) Deaf	60 - S.C.	P.H. (OH)
- S.T. (W)		35 - SEBC		61 - SEBC	
- SEBC (W)		36 - S.C.		62 - S.T. (W)	
0 - S.C. (W)		37 - U.R.		63 - U.R.	
1 - U.R.		38 - S.T.		64 - SEBC (W)	
2 - S.T.		39 - SEBC		65 - U.R.	
3 - U.R.		40 - U.R.		66 - S.C. (W)	
4 - SEBC		41 - U.R. (W)		67 - SEBC	
5 - U.R. (W)		42 - S.C.		68 - S.T.	
6 - S.C.		43 - SEBC (W)		69 - U.R. (W)	
7 - S.T.		44 - S.T.		70 - S.T.	
8 - S.T.		45 - U.R.		71 - SEBC	
9 - SEBC	 One person	46 - S.C. (W)	 One person	72 - S.C.	 One person
0 - S.T. (W)	from Ex-	47 - U.R.	from	73 - U.R.	from Ex-
1 - U.R.	servicemen	48 - S.T. (W)	Sportspersons	74 - SEBC (W)	servicemen
2 - S.C.		49 - SEBC		75 - U.R.	
3 - SEBC (W)		50 - U.R. (W)		76 - S.T. (W)	
4 - U.R. (W)		51 - SEBC		77 - SEBC	
5 - SEBC		52 - S.T.		78 - S.C.	
6 - S.T.		53 - U.R.		79 - U.R. (W)	
7 - U.R.				80 - S.T.	

Explanation:

1. Three Physically Handicapped persons one each from the Blind, the deaf and the Orthopaedically handicapped shall be appointed while filling up posts covering roster point number 1 to 14, 28 to 40 and 54 to 67 respectively.
2. Two Ex-servicemen shall be appointed while filling up posts covering roster point number 15 to 27 and 68 to 80.
3. One Sportsman shall be appointed while filling up posts covering roster point number 41 to 53.

ILLUSTRATION

Suppose an Appointing Authority intends to fill up vacancies pertaining to roster point No.10 to 20 in the 80 Point Model Roster. The office processing the roster will do normal checks with respect to SC, ST, UR & SEBC categories on the one hand as well as Women as a category on the other including any carry forward vacancies, if any. Then it will also determine whether in the roster register (point 1-9) one person from PWD blind (or in exchange other PWD Deaf or PWD OH) category has been earlier appointed or not. It may be noted if any PWD has been appointed, he would have also claimed the vacancy reserved for the categories to which he belongs as SC,ST, SEBC, UR (or as a Women). If in the roster point 1-9, nobody from PWD has been earlier appointed, obviously for range of roster point 10-20, 1 PWD (blind) will need to be advertised.

Further, as per the scheme suggested in the above schedule, one person should also be from Ex-servicemen category in the range of roster point from 15-27. Therefore, between 15-20 range of roster points, one person from Ex-servicemen may also be advertised. Once again, the Ex-servicemen will claim the vacancy reserved for

any of the categories such as SC,ST, SEBC, UR or Women as the case may be . Thus, in the range of roster point 10-20, appointing authority in this ca se will advertise 1 person from PWD (Blind) and 1 person from Ex-servicemen category. If no PWD (Blind or any other PWD in exchange) is available within 10-20 in the range advertised (10-20) roster point, then this reservation will be carried forward and 1 person from PWD (blind) would again be advertised in the next lot of vacancies starting from roster point 21.

It may be noted that the broad approach, which is proposed to be followed, is to keep the primary reservation category of ST, SEBC, and SC as the basic requirement. However, while filling up a particular lot of vacancies it is necessary to first check whether the additional overlapping reservation can also be covered. This can be achieved by constantly trying, in the process of filling up of a particular lot of vacancies, to cover the overlapped categories i.e., women, persons with disability, ex-servicemen and sports persons. In other words, while filling up any vacancy the list of available candidates for selection should be scanned to check whether women, PWD, ex-servicemen or sports persons are available among the same. So long as the vacancy of the overlapping category exists, priority has to be given to them while keeping the primary reservations inviolate. In other words, if there is a vacancy of PWD and PWD candidate is available, irrespective of the inter-se merit among different candidates PWD is to be appointed so long as he also fulfils the primary reservation category of SC, ST and SEBC. Obviously if it is not reserved in the primary category or belongs to UR group, the overlapping reservation becomes the primary reservation. If the post is reserved for women and no additional overlapping category reservation is applicable then first preference is to be given to women so long as the quota remains unfulfilled.

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