

GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS
(PERSONNEL WING)

No.A-34012/8/E1/2022/DP&AR(EXAM)

Puducherry, dated: 28.11.2022.

Date and time for submission of online application:
30-11-2022 10:00 a.m.
to
29-12-2022 05:45 p.m.

NOTIFICATION

Applications are invited from the eligible Indian Citizens who are Natives / Residents of the Union Territory of Puducherry for the Common Written Competitive Examination for recruitment to the following categories of posts:

Name of the post, Cadre Controlling Department and Level in the Pay matrix	Total Number of Vacancies	Reservation												
		UR	Vertical									Horizontal		
			EWS	MBC	OBC	EBC	BCM	BT	SC	ST	XSM	PwBD	MSP	
LOWER DIVISION CLERK, Department of Personnel and Administrative Reforms (Personnel Wing), Puducherry. Level-2	165	67	16	30	18	3	3	1	26	1	16	7	8	
STORE KEEPER GRADE-III, Directorate of Accounts and Treasuries, Puducherry. Level-2	55	24	5	9	6	1	1	--	8	1	6	2	3	

Abbreviations:

UR-Un-Reserved, **EWS**-Economically Weaker Section, **MBC**-Most Backward Classes, **SC**-Scheduled Castes, **ST**-Scheduled Tribe, **OBC**- Other Backward Classes, **EBC**-Extreme Backward Classes, **BCM**-Backward Class Muslims, **BT**-Backward Tribes, **PwBD**-Persons with Benchmark Disabilities, **XSM**-Ex-Servicemen, **MSP**-Meritorious Sports Persons.

Note:-

- (i) The vacancies notified are existing as well as anticipated. However, Government reserves the right either to enhance or to reduce the number of vacancies notified depending upon the actual requirement at the time of selection and also to cancel the recruitment process. No interim enquiry will be entertained.
- (ii) Reservation and its inter-se exchange for Persons with Benchmark Disability(PwBD) would be made as per para 8.1 to 8.3 of the O.M. No.36035/02/2017-Estt(Res), dated 15.01.2018 of the DoPT, New Delhi.

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I. QUALIFICATION FOR ELIGIBILITY:

(i) LOWER DIVISION CLERK:

Educational qualification
A pass in H.Sc. (12 th class) or equivalent from a recognized Board or University.

Technical qualification
A pass in Typewriting lower grade examination in English or Tamil or Malayalam or Telugu conducted by Government/Board of Technical Education. (or) A typing speed of 35 w.p.m in English or 30 w.p.m in Tamil / Malayalam/ Telugu on Computer. (35 w.p.m and 30 w.p.m correspond to 10500 KDPH / 9000 KDPH on an average of 5 key depressions for each word). <u>Note:</u> Candidates who have passed the written examination shall also pass the typing speed test on computer for final selection for appointment to the post. However, those who have passed the Typewriting Lower Grade Examination in English/ Tamil / Malayalam / Telugu conducted by Government / Board of Technical Education need not undergo the typing speed test.

(ii) STORE KEEPER GRADE-III

Educational qualification
A pass in Higher Secondary Course (10+2) or equivalent from a recognized Board/University (or) Any Diploma course of duration of two years or more after 10th Standard or equivalent from a recognized Board/University

II. AGE LIMIT:

Between 18 and 32* years of age as on 29-12-2022. Age limit is relaxable in respect of MBC, OBC, EBC, BCM, BT#, SC, ST, Ex-Servicemen, Persons with Benchmark Disabilities, Widows / Divorced Women / Women judicially separated from their husbands and who are not re-married, In-service officials and Meritorious Sports Persons as detailed below:-



Category	Relaxation of Upper Age Limit**
MBC/OBC/EBC/BCM/BT[#]	3 years
SC / ST	5 years
Ex-Servicemen (For details of Reservation and Concession to XSM refer Part-V of General Instructions to candidates)	Period of military service plus 3 years.
Persons with Benchmark Disabilities (For Physical requirements & categories of disabilities suitable for this job, refer Part-III of General Instructions to candidates)	10 years (in respect of reserved applicants, over and above the admissible relaxation of 5 years for SC/ST and 3 years for MBC/OBC/EBC/BCM/BT [#]).
Widows / Divorced Women / Women judicially separated from their husbands and who are not re-married.	Up to the age of 35 years (up to 40 years for SC & ST)
In-service applicant (Refer XI)	Relaxable for Government servants upto 40 years (45 for SC/ST officials) in accordance with the instructions or orders issued by Central Government, provided such Government servants are <u>working for not less than 3 years in the posts which are in the same line or allied cadres and where a relationship can be established</u> that the services rendered by them in the Department will be useful for efficient discharge of duties in the post for which selection is made.
Meritorious Sports Persons (For method of selection refer Part-II of General Instruction to candidates)	5 years (over and above the admissible relaxation of 5 years for SC/ST). Applicable only for candidates applying under MSP quota and there is no written test for them.

* Relaxation of two years in the upper age limit prescribed for the post of Lower Division Clerk/ Store Keeper Grade-III has been provided as one time measure as per G.O. Ms. No.50, dated 29.07.2022 issued by the Department of Personnel and Administrative Reforms (Personnel Wing), Puducherry.

** Requirement of Age for candidates belonging to various categories are given in Part-IV of this Notification.

Age relaxation in respect of Backward Tribes is applicable only for the post of Lower Division Clerk and not applicable to the post of Store Keeper Grade-III as there is no reservation for Backward Tribes category for the said post in this recruitment. Hence, candidates belonging to Backward Tribes will be considered only under General / Unreserved category for the post of Store Keeper Gr-III.



III. NATIVITY / RESIDENCE:

Those who are natives of Union Territory of Puducherry or residents by continuous residence in the U.T. for the last 5 years immediately preceding the date of notification only are eligible to apply for the post. The applicants on selection should furnish the fresh Nativity/Residence Certificate issued by an Officer of the Department of Revenue and Disaster Management not below the rank of Deputy Tahsildar at the time of Certificate verification.

IV. COMMUNITY CERTIFICATE:

The selected applicants should submit a fresh Community Certificate for SC/ST/MBC/OBC/EBC/BCM/BT obtained in the prescribed form issued by an Officer of the Department of Revenue and Disaster Management not below the rank of Deputy Tahsildar at the time of certificate verification. Candidates selected under SC quota should furnish Community Certificate issued under "**The Constitution (Puducherry) Scheduled Castes Order, 1964**" and "**The Constitution (Puducherry) Scheduled Castes Order, 2002**" in respect of "**Puthirai Vannan**". Applicants applying under ST Quota should furnish Community Certificate issued under "**The Constitution (Puducherry) Scheduled Tribes Order, 2016**".

V. CERTIFICATE FOR EWS CANDIDATES:

The candidates selected under EWS category should submit income & asset certificate obtained in the prescribed form issued by an Officer of the Department of Revenue and Disaster Management not below the rank of Deputy Tahsildar at the time of certificate verification.

VI. WIDOWS /DIVORCED WOMEN / WOMEN JUDICIALLY SEPARATED FROM THEIR HUSBANDS AND WHO ARE NOT RE-MARRIED.

The applicants who apply against the reservation provided for Widows / Divorced Women / Women judicially separated from their husbands and who are not re-married, should necessarily submit a Certificate issued by an Officer of the Department of Revenue and Disaster Management not below the rank of Deputy Tahsildar to the effect that they are not re-married at the time of certificate verification.

VII. PERSONS WITH BENCHMARK DISABILITY (PwBD):

The applicants who apply against the horizontal reservation provided for Persons with Benchmark Disability (PwBD), on selection should necessarily submit the Medical Certificate issued by District Medical Board, Government of Puducherry at the time of certificate verification. Certificate received from any other authority will not be accepted. The categories of disability suitable for the post are detailed in Part-III of General Instructions to candidates.



VIII. MODE OF RECRUITMENT/PATTERN OF EXAMINATION:

(a) Written Examination:

The vacancies in the above said posts will be filled through a Common Written Competitive Examination. The Question paper will be of H.Sc. Standard of objective type consisting of a single part in forenoon session with a duration of 2 hours having 100 questions carrying one mark each question from General Mathematics, General Science, General English, Indian History and Geography, Indian Economics, Constitution of India, General Knowledge and Current affairs. Negative mark of 0.25 will be awarded for every wrong answer and multiple answers will be treated as a wrong answer. Candidates are, therefore, advised to keep this aspect in mind while answering the questions.

The Question paper will be in bilingual (except General English) i.e., in English and in any one of the regional languages namely, Tamil or Telugu or Malayalam. Therefore, the candidates should indicate the choice of the language in which they prefer to write the examination, in the online application.

Answering would be in the form of shading the correct answer by using BLACK BALL POINT PEN only and the applicants are permitted to take the carbon copy of their answer sheet along with their question booklet.

The answer key will be published in the recruitment website <https://recruitment.py.gov.in> and also in the official website of this Department viz., <https://dpar.py.gov.in> after completion of Examination process.

Minimum qualifying marks prescribed for the written examination:

A list of candidates will be provisionally shortlisted from the merit list based on the marks obtained by the applicants in the Common Written Competitive Examination subject to reservation as per rules in force. Minimum qualifying marks to be secured by the various category of candidates are as follows:-

UR	:	30%
MBC / OBC / EWS / EBC / BCM / BT	:	25%
SC / ST / PwBD / XSM	:	20%

(b) Typing Speed test on Computer(only for the post of Lower Division Clerk):

Those Candidates who are provisionally shortlisted after the Common Written Competitive Examination should also pass the typing speed test on computer to be conducted by this Department for final selection for appointment to the post of Lower Division Clerk. However, those who have already passed the Typewriting Lower Grade Examination in English/ Tamil / Malayalam / Telugu conducted by Government / Board of Technical Education need not undergo the typing speed test on computer.

(c) Mode of selection:

Merit list will be prepared on the basis of the performance of candidates in the Common Written Competitive Examination. Final selection of candidates, in each category will be made on the basis of marks scored by them in the Common Written Competitive Examination and 'preference of post' given by them in the application. Once a candidate is selected for a post as per his/her merit in the Common Written Competitive Examination and first preference opted by him/her in the online application, he/she will not be considered for the post opted by him as second preference. Candidates are, therefore, required to exercise preference of posts very carefully. The option / preference once exercised by the candidates will be treated as FINAL and IRREVERSIBLE. Subsequent request for change of post by candidates will not be entertained under any circumstances/ reasons.

Note:

- (i) The validity of operation of wait list, if drawn, will be two years from the date of declaration of the result / publication of select list. The wait list will be operated in the event of occurrence of a vacancy caused in the Select list due to rejection of candidature for non-production of required certificates, non-appearance of candidate for certificate verification, non-joining of candidate within the stipulated time allowed for joining the post or when a candidate joins but resigns or dies within a period of one year from the date of joining etc.

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(c) For candidates applying under MSP quota:

The selection of candidates for the vacancies reserved under Meritorious Sports Person quota will be made on the basis of their achievements in the sports as per the instructions in Part-II of General Instructions to the candidates. There will not be any written examination for the selection of candidates under MSP quota.

Further, the Meritorious Sports Person category candidates may also participate in the direct recruitment written Examination along with other candidates provided if they are within the age limit under the category to which they belong to.

IX. DATE AND VENUE OF EXAMINATION:

The Common Written Competitive Examination will be held in Puducherry, Karaikal, Mahe and Yanam regions of Union Territory of Puducherry. The exact date, time and venue of the examination will be intimated in due course in the recruitment website & also in leading Newspapers.

X. HOW TO APPLY AND LAST DATE FOR APPLICATION:

Applicants fulfilling the eligibility criteria as mentioned above may apply online only through the official website <https://recruitment.py.gov.in> from 30-11-2022 (10.00 a.m.) to 29-12-2022 (05.45 p.m.).

Note:

1. Applicants applying for more than one post should register only one online application form by indicating their order of preference for the posts for which they are applying.
2. As there is no reservation for BT category for the post of Store Keeper Grade-III in this recruitment, candidates belonging to Backward Tribes will be considered only under General / Unreserved category for the post of Store Keeper Grade-III. The candidates belonging to BT category and whose upper age limit is beyond that of age required for General / Unreserved category will not be considered for the post of Store Keeper Grade-III even if they have indicated their preference for the said post in their online application.

XI. PROCEDURE FOR IN-SERVICE APPLICANTS:

Only the candidates working as Multi-Tasking Staff (Security / House Keeping / General) under the cadre control of Department of Personnel and Reforms (Personnel Wing), Puducherry will be considered as feeder cadre for the post of Lower Division Clerk/ Store Keeper Grade-III and allowed to appear as In-service candidates by availing the permissible age relaxation mentioned in the statement under "II-Age Limit" of this notification.

Applicants working in the Government Departments/ Offices and applying as In-service Applicant with age concession should forward a copy of the online generated application through their respective Heads of Departments / Offices within the due date i.e. on or before 05.45 p.m. on 29-12-2022 to "**The Under Secretary to Govt. (DP&AR), Chief Secretariat, Puducherry-605001**". The applications of In-service candidates which are not duly forwarded by their Head of Departments/ Offices within the due date and time of 5.45 p.m. on 29-12-2022 (last date for applying) will be summarily rejected. Advance copy of application for In-service candidates will not be entertained.

XII. PROCEDURE FOR MERITORIOUS SPORTS PERSONS (MSP) APPLICANTS:

The candidates applying against MSP quota have to send copy of their online generated application along with self attested photocopies of the relevant sports certificates issued by the competent authorities, superscribing on the cover as "**APPLICATION FOR DIRECT RECRUITMENT TO THE POST OF LOWER DIVISION CLERK / STORE KEEPER GRADE-III UNDER M.S.P CATEGORY**" to "**The Under Secretary to Govt. (DP&AR), Chief Secretariat, Puducherry-605001**" within the due date and time of 5.45 pm on 29-12-2022 (last date for applying). Belated applications will not be entertained.

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GENERAL INSTRUCTIONS TO THE CANDIDATES

PART-I

Applicants should read the following instructions carefully before applying:

1. Mode of applying for the Competitive Examination for Recruitment to the post of Lower Division Clerk / Store Keeper Grade-III is **only through online**.
2. **The applicants have to select their order of preference for the post of Lower Division Clerk / Store Keeper Grade-III in their online application. The option / preference once exercised by the candidates will be treated as FINAL and IRREVERSIBLE. Subsequent request for change of post by candidates will not be entertained under any circumstances/ reasons.**
3. Avoid registering multiple online applications and register only a single application. All multiple online applications will be cancelled.

4. **Photograph & Signature uploading:**

Applicants shall upload their Photograph and Signature using either option 1 (or) option 2 provided in the recruitment portal as given below:-

Option 1 (Scanned Photograph and Signature as a single image)

Applicants are instructed to scan their recent passport size colour photograph & signature in an A4 sheet with 200 DPI resolution, dimensions should be minimum of 600 x 600 pixel and the file size should be less than 150KB. (as shown in guidelines video for uploading and cropping your photograph and signature during online application)

Option 2 (Scanned Photograph and Signature as separate images)

Applicants are instructed to scan their Photograph in JPEG format with 238 x 306 pixel dimension and the file size should be less than 50KB.

Signature file format should be JPEG, dimensions should be 350 x 150 pixel and file size should be less than 30KB

5. The applicants have to Register with their mobile number in the online portal "<https://recruitment.py.gov.in>" for applying through online. Then they will be receiving User Name and Password through SMS in the mobile number provided while registration. Thereafter, the applicants have to login into the online portal using the Username and Password for applying to the post of Lower Division Clerk / Store Keeper Grade-III.
6. The applicants are also advised to change the default Password received in their mobile at first login. It is the applicant's responsibility to take ownership of the password and should not be disclosed to anyone. Otherwise the liabilities arise upon will be the applicant's risk.

7. The applicants will be allowed to view, print & check the status of their application and download the Hall Ticket by login into the online portal using the username and password they received in their mobile number. Hence, they are advised to keep the user name and password safe for future reference until the recruitment process is over.
8. The applicant, after applying, can also make corrections in their online application, if any error occurred while entering the data. They are allowed to avail this facility till 5.45 p.m. on 29-12-2022.
9. The information / data furnished by the applicants in the online application are final and cannot be altered later after the last date for applying i.e. 29-12-2022.
10. The applicants are advised to have a copy of the online generated application for their reference.
11. Applicants except In-service and MSP category candidates, need not send the printout of the online application or any other supporting documents to this Department.
12. The applicants who are applying as In-service candidates should send the duly signed copy of the online generated application through their respective Head of Department / Head of Offices within the due date and time of 5.45 pm on 29-12-2022 to **"The Under Secretary to Government (DP&AR), Chief Secretariat, Puducherry"**. The applicants should also ensure that the Heads of Departments / Offices have duly signed the "Certificate by the Head of Department/Head of Office" provided in the online generated application. The online generated applications received after the due date and time i.e. 5.45 p.m. on 29-12-2022 will be summarily rejected. Transit delay will not be entertained.
13. The candidates applying against MSP quota have to send their online generated application along with self attested photocopies of the relevant sports certificates issued by the competent authorities, superscribing on the cover as "APPLICATION FOR DIRECT RECRUITMENT TO THE POST OF LOWER DIVISION CLERK / STORE KEEPER GRADE-III UNDER M.S.P CATEGORY" to **"The Under Secretary to Government (DP&AR), Chief Secretariat, Puducherry "** within the due date and time of 5.45 pm on 29-12-2022.
14. The candidates applying under the category of In-service and Meritorious Sports Person (MSP) are instructed to make their online application well in advance so as to submit the online generated application within the last date.
15. Certificates are required to be produced by the provisionally short-listed candidates after the notification of results of this recruitment examination, only at the time of Certificate Verification.
16. **This Department will not undertake detailed scrutiny of applications for the eligibility and other aspects at the time of written examination and therefore, candidature will be accepted only provisionally. Candidates must go through the requirements of educational qualification, age, physical and medical standards etc. and satisfy themselves that they are eligible for the post.** Copies of supporting documents will be sought at the time of Certificate Verification. When scrutiny is undertaken, if any claim made in the application is not found substantiated, the candidature will be cancelled and the Departmental Recruitment Committee's decision shall be final.



17. **Candidates seeking reservation benefits available for SC/ST/OBC/MBC/EBC/BCM/BT/EWS/PwBD/XSM/MSP must ensure that they are entitled to such reservation as per eligibility prescribed in the Notification. They should also be in possession of the certificates in the prescribed format in support of their claim at the time of certificate verification.**
18. All the communications with regard to this recruitment will be published in the Website <https://recruitment.py.gov.in>. Applicants are advised to access the above website and watch news and dailies regularly for information. They are advised to keep the Mobile number given in the online application active for sending SMS connected with this recruitment.
19. After scrutiny, the status of the application will be indicated in the Website <https://recruitment.py.gov.in>. The applicants are advised to check the official website to know their application status.
20. The decision of the Government as to the eligibility or otherwise of the applicant for admission to the Examination shall be final.
21. No correspondence will be entertained with regard to the recruitment process. Candidates are advised to verify the status of their Application/Hall Ticket etc., through online only.
22. A separate press note will be issued in leading regional news dailies regarding the issue of hall tickets through online. The eligible applicants can download their Hall Ticket from the Website <https://recruitment.py.gov.in> by using the "User Name and Password".
23. **Change of Address and Mobile number, if any, after submission of application should invariably be intimated to the Department by Registered Post with Acknowledgement Due.** Otherwise the Department will not be responsible for any delay/ non-delivery of letters / SMS messages.
24. No request for change of Exam Centre will be entertained.
25. No TA/DA will be paid for attending this Competitive Examination.
26. The admission to the examination is only provisional. Success in the examination confers no right to appointment. The appointment is subject to verification of educational qualification/residence/community and any other special category claimed by the individual including medical fitness.
27. **HELP LINE:**
For any clarification, if needed, in filling online application, please contact the Help Line Number 0413-2233228 on all working days between 9.30. a.m. and 5.00 p.m.



PART-II

Criteria for selection of candidates against Meritorious Sports Person quota:-

1. The selection will be made only in the order of preference based on the performance, winning of medals / securing of places upto 3rd place as provided in the Office Memorandum No.14034/1/95-Estt.(D), dated 4-5-1995 of the Ministry of Personnel, Public Grievances and Pension (DoP&T), Government of India, New Delhi and the amendments made from time to time as extracted below:-
 - (a) First preference to those candidates who have represented the country in an international competition with the clearance of the Department of Youth Affairs and Sports.
 - (b) Next preference may be given to those who have represented a State / Union Territory in the Senior or Junior level National Championships organized by the National Sports Federations recognized by Department of Youth Affairs and Sports or National Games organized by Indian Olympics Association and have won medals or positions upto 3rd place. Between the candidates participating in Senior and Junior National Championships/Games, the candidates having participated and won medal in Senior National Championship should be given preference.
 - (c) Next preference may be given to those, who have represented a University in an Inter-University Competition conducted by Association of Indian Universities/ Inter-University Sports Board and have won medals or positions upto 3rd place in finals.
 - (d) Next preference may be given to those who have represented the State Schools in the National Sports / Games for Schools conducted by the All India School Games Federation and have won medals or positions upto 3rd place.
 - (e) Next preference may be given to those who have been awarded National Award in physical efficiency under National Physical Efficiency Drive.
 - (f) Next preference may be given to those who represented a State / Union Territory/ University/ State School Teams at the level mentioned in categories (b) to (d) but could not win a medal or position, in the same order of preference.

PART-III

1. Physical requirement for the post of Lower Division Clerk for the category of Persons with Benchmark Disability:

<i>Sl. No.</i>	<i>Physical Requirement</i>
1.	Sitting
2.	Standing
3.	Walking
4.	Manipulation by Fingers
5.	Reading & Writing
6.	Seeing
7.	Communication



Physical requirement for the post of Store Keeper Gr.III for the category of Persons with Benchmark Disability:

<i>Sl. No.</i>	<i>Physical Requirement</i>
1.	Sitting
2.	Standing
3.	Walking
4.	Bending
5.	Lifting
6.	Manipulation with fingers
7.	Reading & Writing
8.	Seeing
9.	Hearing
10.	Communication

2. Categories of Disability suitable for the post of Lower Division Clerk for the category of Persons with Benchmark Disability:

<i>Sl. No.</i>	<i>Category of Disability</i>
1.	Blind, Low Vision.
2.	Deaf, Hard of Hearing.
3.	One Arm, One Leg, Both Arms, Both Leg, One Arm and One Leg, Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims, Muscular Dystrophy.
4.	Autism Spectrum Disorder (Mild), Specific Learning Disability, Mental Illness.
5.	Multiple Disabilities involving (1) to (4) above.

Categories of Disability suitable for the post of Store Keeper Gr.III for the category of Persons with Benchmark Disability:

<i>Sl. No.</i>	<i>Category of Disability</i>
1.	Low Vision
2.	Deaf, Hard of Hearing
3.	One Arm, One leg, One Arm and One Leg, Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims
4.	Specific Learning Disability, Mental Illness
5.	Multiple Disabilities involving (1) to (4) above.



PART-IV**REQUIREMENT OF AGE FOR CANDIDATES BELONGING TO VARIOUS CATEGORIES**

Sl. No.	Category	Candidates must have been born	
		Not earlier than	Not later than
1.	General/Unreserved	30-12-1990	29-12-2004
2.	MBC/OBC/EBC/BCM/BT*	30-12-1987	
3.	SC/ST	30-12-1985	
4.	Persons with Benchmark Disabilities & General/Unreserved	30-12-1980	
5.	Persons with Benchmark Disabilities & MBC/OBC/EBC/BCM/BT*	30-12-1977	
6.	Persons with Benchmark Disabilities & SC/ST	30-12-1975	
7.	Widow/Divorced Women/Women Judicially separated from their husband and not remarried & General/Unreserved	30-12-1987	
8.	Widow/Divorced Women/Women Judicially separated from their husband and not remarried & MBC/OBC/EBC/BCM/BT*	30-12-1987	
9.	Widow /Divorced Women / Women Judicially separated from their husband and not remarried & SC/ST	30-12-1982	
10.	In-service [Multi Tasking Staff (General / House Keeping / Security)] & General / Unreserved	30-12-1982	
11.	In-service [Multi Tasking Staff (General / House Keeping / Security)] & MBC/OBC/EBC/BCM/BT*	30-12-1982	
12.	In-service [Multi Tasking Staff (General / House Keeping / Security)] & SC/ST	30-12-1977	
13.	Meritorious Sports Persons & General/Unreserved	30-12-1985	
14.	Meritorious Sports Persons & MBC/OBC/EBC/BCM/BT*	30-12-1985	
15.	Meritorious Sports Persons & SC / ST	30-12-1980	

Note:

- * The dates mentioned for BT category is applicable only for the post of Lower Division Clerk and in case of Store Keeper Grade-III, the dates mentioned against General / Unreserved is applicable for BT category.



PART-V

Government of India, Ministry of Personnel, P.G. and Pensions, Deptt. of Pers. & Training, New Delhi, Office Memorandum No. 36034/21/87-Estt.(SCT), dated 7th November, 1989

Sub: Second time benefit to ex-servicemen for reservation in Groups 'C' and 'D' posts/services not allowed

In this Department's O.M. No.36034/27/84-Estt.(SCT) dated 02.05.1985, it was decided that the second time benefit of ex-servicemen will not be admissible to those ex-servicemen who have already availed of the benefit of Ex-servicemen on their first re-employment in civilian posts. On the request made by Directorate General of Resettlement, Ministry of Defense, that the decision contained in the above OM dated 02.05.1985, should not be made applicable to those Ex-servicemen who have been re-employed or are re-employed by the Private Companies/Autonomous Bodies/Public Sector Undertakings and Government Offices on casual/contract/temporary *ad hoc* basis and who can be removed from such service at any time by the Employer concerned, the matter has been reconsidered by this Department and it has been decided that the provisions contained in this Department's OM No. 36034/27/84- Estt.(SCT) dated 02.05.1985, shall not apply to those ex-servicemen who have been re-employed or are re-employed by Private Companies/Autonomous Bodies/Public Sector Undertakings/ Government Offices on casual/contract/Temporary *ad hoc* basis and who can be removed from such service at any time by their employer concerned.

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Government of India, Ministry of Personnel, P.G. and Pensions, Deptt. of Pers. & Training, New Delhi, Office Memorandum No.36034/6/90-Estt. (SCT), dated 2nd April 1992

Sub: Benefit of age concession to Ex-servicemen who have already joined Govt., service for applying for employment in a higher grade/cadre under the Central Govt., Group C & D.

The undersigned is directed to refer to this Department's O.M.No.36034/27/84-Estt. (SCT), dated 2-5-1985 wherein it has been clarified that on an ex-servicemen joining civil appointment he is deemed to be a civil employee and will accordingly be entitled to only such of the benefits like relaxation of age etc. as admissible to civil employees, in accordance with the existing instructions in this regard. Representations have been received requesting the Govt., to reconsider the above decision. The matter has also been raised by the Staff Side of the National Council (JCM) suggesting that at least the benefit of age relaxation should be allowed to those ex-servicemen candidates who have joined a civil post under the Govt. of India and who wish to improve their career prospects.

2. The matter has been examined in this Department in consultation with Ministry of Defence and the Department of Public Enterprises and it has now been decided that such of those ex-servicemen candidates who have already secured employment under the Central Govt, in Group C and D will be permitted the benefit of age relaxation as prescribed for ex- servicemen for securing another employment in a higher grade or cadre in Group C/D under the Central Govt. However, such candidates will not be eligible for the benefits of reservation for ex-servicemen in Central Govt. jobs.

The above decision is in modification of Provision of this Department's O.M. No.36034/27/84-Estt.(SCT), dated 2-5-1985.

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**Government of India, Ministry of Personnel, P.G. and Pensions, Deptt. of Pers.
& Training, New Delhi, Office Memorandum No.36034/1/2014-Estt.(Res.)
dated 14th August, 2014**

Sub: Benefit of reservation to Ex-servicemen, who applies for various examinations/ vacancies before joining civil posts/services in the Government job on civil side.

In terms of this Department's Notification No. 39016/10/79-Estt(C) dated 15th December, 1979 as amended from time to time and which was last amended vide Notification No. 36034/1/2006-Estt (Res) dated 4th October, 2012, the benefit of reservation to ex-servicemen is available at ten percent of the vacancies in Group C posts and twenty percent of the vacancies in Group D posts in all the Central Civil Services and posts. Benefit of reservation is also extended at ten percent of the vacancies in the posts up to of the level of Assistant Commandant in all para-military forces to be filled by direct recruitment.

Vide this Department's O.M. No. 36034/27/84-Estt.(SCT) dated 02.05.1985, it was decided that once an ex-serviceman has joined the Government job on civil side after availing of the benefits given to him as an ex-serviceman for his re-employment, his ex-serviceman status for the purpose of re-employment in Government would cease. It was also decided that on his joining the civil employment, he would be deemed to be a civil employee and would accordingly be entitled to only such of the benefits like relaxation of age etc. as admissible to civil employees in the normal course. Vide this Department's O.M. No. 36034/21/87-Estt.(SCT) dated 07.11.1989, it was clarified that the instructions of 02.05.1985 shall not apply to those ex-servicemen who have been re-employed or are re-employed by private companies/ autonomous bodies/ public sector undertakings/ government offices on casual/ contract/temporary ad-hoc basis and who can be removed from such service at any time by their employer concerned.

An ex-serviceman at the time of his release or discharge from the armed forces normally applies for more than one vacancy, but in case he/she joins any civil employment due to early declaration of results/selection, he/she is not entitled for the benefit of reservation for ex- servicemen for subsequent employment. It has been brought to the notice of this Department that the aforesaid instructions are affecting the chances of ex-servicemen in the case of direct recruitment for subsequent suitable employment.

The matter has, therefore, been considered in consultation with Department of Ex- servicemen, Ministry of Defence. It has now been decided that if an ex-serviceman applies for various vacancies before joining any civil employment, he/she can avail of the benefit of reservation as ex-serviceman for any subsequent employment. However, to avail of this benefit, an ex-serviceman as soon as he/she joins any civil employment, should give self- declaration/ undertaking to the concerned employer about the date-wise details of application for various vacancies for which he/she had applied for before joining the initial civil employment. Further, this benefit would be available only in respect of vacancies which are filled on direct recruitment and wherever reservation is applicable to the ex-servicemen.

The above Orders shall take effect from the date of issue of this Office Memorandum.

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(V. JAISANKAR)
UNDER SECRETARY TO GOVT.(DP&AR)