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GOVERNMENT OF ORISSA

HOME DEPARTMENT

RESOLUTION

The 10th October 2011

In view of large scale vacancies at the level of Assistant Section Officer in the State Secretariat and delay in the process of recruitment to the said grade due to the legal complications, manning the said vacant posts by way of contractual engagement of retired officers belonging to the Orissa Secretariat Service Cadre was under active consideration of the Government in Home Department for some time past.

Keeping the exigencies of public service in view, Government after careful consideration have been pleased to decide to engage retired O.S.S. Officers i.e. Section Officers, Desk Officers, Under Secretaries and Deputy Secretaries on contractual basis as "**Officer on Special Duty**" in relaxation of the stipulations contained in General Administration Department Resolution No.19637/Gen., dated the 30th June, 1999 against the vacant posts of A.S.O. in the Secretariat in such number as may be decided from time to time and as per the following guidelines:

Guidelines for engagement of retired O.S.S. Officers i.e. Section Officers, Desk Officers, Under Secretaries and Deputy Secretaries on contractual basis against vacant posts of Assistant Section Officers.

1. Posts :

These guidelines shall apply to contractual engagement of retired O.S.S. Officer i.e. Section Officers, Desk Officers, Under Secretaries and Deputy Secretaries as Officer on Special Duty.

2. Eligibility Criteria :

- (i) The O.S.S. Officers retired from the rank of Section Officers, Desk Officers, Under Secretaries and Deputy Secretaries not above the age of 62 years having good service records and who are physically fit will be eligible to apply.

- (ii) A retired Officer against whom a vigilance case or departmental proceeding or criminal prosecution is contemplated or pending or who has been penalized for misconduct during the period up to ten years preceding his/her retirement will not be considered for re-engagement.
- (iii) A retired Officer who has been a member of any political party after his/her retirement shall not be eligible for re-engagement.

3. Section Process :

Each Administrative Department shall decide their requirement of retired O.S.S. Officers for re-engagement as O.S.D. and select the candidates at their end as per the guidelines prescribed in this resolution with the approval of Government and concurrence of Finance Department. The proposal seeking concurrence of Finance Department should be accompanied with the information i.e. (i) Number of vacancies in the Department, (ii) Sanctioned strength of A.S.O., S.O. & D.O., (iii) Men in position (A.S.O., S.O. & D.O.), (iv) Vacancies (A.S.O., S.O. & D.O.) in the format appended to this resolution at Annexure-A.

4. Jobs to be discharged :

- (i) An appointee has to discharge such duties and in such a manner, as may be prescribed by the concerned Department from time to time.
- (ii) Performance of an appointee shall be monitored rigorously by the Administrative Departments against the monthly targets assigned to the appointee.

5. Payment of Remuneration :

The expenditure towards payment of remuneration to the contractual employees shall be borne by the concerned Departments.

6. Tenure, Terms and Conditions :

- (i) The Contractual engagement will be made for a period of one year and that can be extended by further period of one year subject to satisfactory performance and shall not be extended beyond attaining the age of 62 years by the contractual employee.
- (ii) Consolidated remuneration of the contractual employees shall be at the rate of his/her last Pay + Grade Pay drawn minus the amount of pension sanctioned per month subject to maximum of Rs. 10,000 per month.
- (iii) During the period of the contract appointment, the appointee shall also be entitled to get travelling allowances for approved tours at the rate he was entitled for at the time of his retirement.
- (iv) The period of the contractual engagement shall not be counted as Government Service for the purpose of pension or any other retirement benefits.
- (v) The contractual engagement may be terminated at any time by the Concerned Department for unsatisfactory performance, on notice of one month, and in the case of any misconduct including, but not limited to, misappropriation, negligence or causing loss to Government, without any prior notice.

- (vi) General instructions of Government regarding terms and conditions for contractual engagement as issued from time to time, will be applicable and binding on the Officers.
- (vii) In case the Officer desires to resign from the engagement, he may do so by giving a notice of one month in writing to the Secretary of concerned Department. After expiry of the notice period, the officer may be relieved after handing over full charges of records and cash/bank accounts to the relieving officer as decided by the Department.
- (viii) The engaged Officers will be subject to and will abide by the Conduct Rules applicable to the Government Servants.
- (ix) These terms and conditions are subject to codal provisions and memoranda and resolutions issued by the Finance Department from time to time.
- (x) The appointee will furnish an undertaking at the time of joining the duty in regards to the truth and correctness of the information furnished by him/her.

This has been concurred in by the Finance Department vide their U.O.R. No. 4554-PSF., Dt. 12-8-2011.

This Resolution shall come into effect from the date of its issue.

ORDER—Ordered that this Resolution be published in the Extraordinary issue of Orissa *Gazette* and copies furnished to all concerned.

By order of the Governor
U. N. BEHERA
Principal Secretary to Government

Information to be accompanied with proposal for re-engagement of
Retired O.S.S. Officers as O.S.D. on contractual basis

| Nos. of Section in the Department | Sanctioned Strength | | | Men in Position | | | Vacancy | | | REMARKS |
|--------------------------------------|---------------------|------|------|-----------------|------|------|---------|------|------|---------|
| | A.S.O. | S.O. | D.O. | A.S.O. | S.O. | D.O. | A.S.O. | S.O. | D.O. | |
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) | (9) | (10) | (11) |
| | | | | | | | | | | |

Signature of Authorised Officer

Seal