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GOVERNMENT OF ODISHA
DEPARTMENT OF HIGHER EDUCATION

NOTIFICATION

Bhubaneswar, Dated the

October, 2017 3.11.17

No. HE-FE-III-MISC-1/2016 29328 /HE. In exercise of the powers conferred by the proviso to article 309 of the Constitution of India and in supersession of the existing Rules/Regulations/Orders/ Instructions; the Governor of Odisha hereby makes the following rules regulating the method of recruitment and conditions of service of the Junior Librarians, Assistant Librarians and Senior Librarians working in different Govt. Colleges.

PART-I

GENERAL

1. **Short title and commencement-** (1) These rules may be called the Odisha Government College Librarians (Methods of Recruitment and Conditions of Service) Rules, 2017.
(2) They shall come into force on the date of their publication in the Odisha Gazette.
2. **Definition-** (1) In these rules unless the context otherwise requires-
- (a) "Commission" means Odisha Public Service Commission;
 - (b) "Committee" means the Departmental Promotion Committee constituted under rule 11;
 - (c) "Ex-servicemen" means persons as defined in the Odisha Ex-servicemen (Recruitment to State Civil Services and Posts) Rules, 1985;
 - (d) "Government" means the Government of Odisha;
 - (e) "Director" means Director of Higher Education;
 - (f) "OSSC" means Odisha Staff Selection Commission;

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- (g) "Persons with Disabilities" means persons who have been granted with disability certificates by competent authority as per the provisions of the Persons with Disabilities (Equal Opportunities, Protection of Right, and Full Participation) Odisha Rules, 2003;
- (h) "Scheduled Castes and Scheduled Tribes" shall have reference to the Scheduled Castes and Scheduled Tribes specified in the Constitution (Scheduled Castes) Order, 1950 and the Constitution (Scheduled Tribes) Order, 1950, as the case may be, made under Article 341 and 342 of the Constitution of India, respectively;
- (i) "SEBC" means the Socially and Educationally Backward Classes of citizens as defined in clause (a) Section-2 of the Odisha State Commission for Backward Classes Act, 1993;
- (j) "Sportsmen" means persons who have been issued with identity card as sportsmen by the Director, Sports as per Resolution No. 24808/Gen. dated 18th November 1985 of General Administration Department; and
- (k) "Year" means the Calendar Year.

(2) All other words and expressions used in these rules but not specifically defined shall, unless the context otherwise requires, have the same meaning as respectively assigned to them in the Odisha Service Code.

3. **Constitution of Service/Cadre-** The Service/Cadre shall consist of Junior Librarian, Assistant Librarian and Senior Librarian of all the Govt. colleges of the State.

PART-II

METHODS OF RECRUITMENT

4. **Methods of recruitment-** Subject to other provisions made in these rules, the recruitment to the Posts in the Service shall be made by the following methods, namely:-

- (a) In respect of the post of Junior Librarian by competitive examination in accordance with rule-6, and
- (b) In respect of the posts of Assistant Librarian and Senior Librarian by way of promotion in accordance with rule-11.
- 5. Reservation-** Notwithstanding anything contained in these rules reservation of vacancies or posts, as the case may be, for-
- (a) Scheduled Castes and Scheduled Tribes shall be made in accordance with the provisions of the Odisha Reservation of Vacancies in Posts and Services (for Scheduled Castes and Scheduled Tribes) Act, 1975 and the rules made there under; and
- (b) SEBC, women, sportsmen, Ex-servicemen and Persons with Disabilities shall be made in accordance with the provisions made under such Act, rules, orders or instructions issued in this behalf by the Government from time to time.

PART-III

DIRECT RECRUITMENT

- 6. Recruitment Procedure-** (1) Recruitment to the post of Junior Librarian in the service shall be made by way of competitive examination to be held once a year.
- (2) The competitive examination for the post of Junior Librarian shall be conducted by the Odisha Staff Selection Commission (OSSC), the date on which and the places at which the examination are to be held shall be fixed by the Commission.
- (3) The standard, syllabus and subjects of examination shall be as decided by the OSSC.
- (4) The Principals of all the Govt. Colleges every year in the month of January shall report to the Director, the number of vacancies for the respective colleges.

(5) The Director on receipt of actual number of vacancies of Junior Librarian of all the colleges shall report to the Commission the number of vacancies in order to conduct the recruitment examination.

7. **Eligibility Criteria for Direct Recruitment-** In order to be eligible for direct recruitment a candidate shall have to satisfy the following conditions, namely:-

(1) **Nationality:** A candidate must be a citizen of India.

(2) **Age Limits:** A candidate must have attained the age of 21 years and must not be above the age of 32 years.

Provided that the upper age limit in respect of reserved categories of candidates referred to in rule-5 shall be relaxed in accordance with the provisions of the Act, rules, orders or instructions, for the time being in force, for their respective categories.

(3) **Knowledge in Odia:** He must be able to read, write and speak Odia; and have-

(a) Passed Middle School Examination with Odia as a language subject; or

(b) Passed Matriculation or equivalent examination with Odia as medium of examination in non-language subject; or

(c) Passed in Odia as language subject in the final examination of class VII from a school or educational institution recognized by the Government of Odisha or the Central Government; or

(d) Passed at least in Odia in Middle English School Standard conducted by the School and Mass Education Department.

(4) **Marital Status:** A candidate if married must not have more than one spouse living:

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

- (5) **Minimum Educational Qualification:** The candidate for recruitment to the post of Junior Librarian should possess Bachelor Degree in Library Science or an equivalent Degree from a recognized institution.
- (6) **Physical Fitness:** A candidate must be of good mental condition and sound health and free from any physical defect likely to interfere with the discharge of his duties in the service. A candidate, who after such medical examination as the Government may prescribe, is not found to satisfy these requirements shall not be appointed to the service.
8. **Select List in case of direct recruitment:** The list of candidates recommended by the Commission for appointment as Junior Librarian shall be equal to the number of vacancies advertised by the OSSC and shall remain valid for a period of one year from the date of publication of the result by the Commission or till drawl of the next select list whichever is earlier.
9. **Allotment of Candidates:** (1) The Commission shall forward the list of candidates ,i.e., the common merit list and category-wise merit list drawn in order of merit to the Director as per the vacancy position intimated to the Commission under Rule- 6 (5).
- (2)After receipt of the select list, the Director shall issue appointment order in respect of the selected candidates in order of merit and as per vacancy position. After receipt of the appointment order, the appointee shall report to the Principal of the concerned college for joining.

PART-IV

PROMOTION

10. (1) **Constitution of Departmental Promotion committee:** There shall be constituted a committee consisting of the following members to consider promotion to the rank of Assistant Librarian and Senior Librarians,:
- (a) Director, Higher Education - Chairman.
- (b) An officer of the Higher Education Department not below the rank of Deputy Secretary to be nominated

- by the Secretary, Higher Education Department. - Member
- (c) Representative of S.T. and S.C. Development Department. - Member
- (d) Two Principals of Govt. Autonomous Colleges (to be nominated by Director). - Members
- (v) Deputy Director in charge of Govt. Colleges Branch. - Member-Convener

(2) The recommendation of the Committee shall be valid and can be acted upon notwithstanding the absence of any one of its members other than the chairman:

Provided that the member so absenting was duly invited to attend the meeting of the committee and the majority of members of the committee attended the meeting.

11. Eligibility Criteria for Promotion- (1) In order to be eligible for promotion to the rank of Assistant Librarian, a Junior Librarian must have completed minimum period of 3 years of service in the feeder grade of Junior Librarian.

(2) In order to be eligible for promotion to the rank of Senior Librarian, an Assistant Librarian must have completed minimum period of 3 years of service in the feeder grade of Assistant Librarian.

12. Procedure for Selection by the Committee - (1) The Committee shall meet at least once in a year preferably in the month of January to prepare a list of officers/employees, as are held by them, suitable for promotion to the next higher grade taking into account the existing vacancies and the anticipated vacancies of the year.

(2) The Committee while considering the promotion cases of suitable officers/employees and preparation of the list shall follow the provisions of --

DATE:

- a. The Odisha Reservation of Vacancies in Posts and Services (for Scheduled Castes and Scheduled Tribes) Act, 1975 and the rules made there under,
- b. The Odisha Civil Services (Zone of Consideration for Promotion) Rules, 1988,
- c. The Odisha Civil Services (Criteria for Selection for Appointment including Promotion) Rules, 2003.
- d. The Odisha Civil Services (Criteria for Promotion) Rules, 1992.
- e. The circular Letter No. 11124/SSD dt.19.03.2007 of ST&SC Development Department ,and
- f. The Resolution No. 34450 dt.03.12.2003 of General Administration Department

13. Consultation with the Commission- (1) The recommendations of the committee shall be referred to the Commission for concurrence along with a list of all eligible candidates, including those who has not been recommended together with the service particulars.

• (2) The Commissions shall consider the list along with the service particulars received under sub-rule (1) and shall furnish its recommendations to the Government.

14. Select List in case of promotion- (1) The recommendations of the commission in respect of reference made to it under sub-rule (1) of rule 13 shall after being approved by Government form the select list.

(2) The lists referred to under sub-rule (1) shall ordinarily be in force for a period of one year from the date of its approval by the Government or until another select list is prepared afresh whichever is earlier.

(3) Appointment to any post in the service shall be in the order in which their names appear in the select list.

PART-V

OTHER CONDITIONS OF SERVICE

15. Probation and Confirmation- (1) Every person appointed to any grade / post in the service by direct recruitment shall be on probation for a period of two years and when appointed on promotion shall be on probation for a period of one year from the date of joining the post:

Provided that the appointing authority may, if think fit in any case or class of cases, extend the period of probation for another year:

Provided further that such period of probation shall not include-

(a) Extraordinary leave

(b) Period of *unauthorized absence*; or

(c) Any other period held to be not being on actual duty

(2) The appointment of a probationer may, for good and sufficient reasons to be recorded in writing, be terminated by Government at any time without previous notice during the period of probation including extension of such period, if any, and after such termination, the employee shall deem to be reverted to his/her former cadre/post, if he/she is a promotee.

(3) A probationer after completing the period of probation to the satisfaction of Government shall be eligible for confirmation subject to the availability of substantive vacancy in the service.

16. Inter-se-seniority- The *inter-se-seniority* of the persons appointed to any post in the service in a particular year shall be in the order in which their names appear in the select list.

17. **Other conditions of service-** The conditions of service in regard to matters not covered by these rules shall be the same as are or as may from time to time be prescribed by the State Government.

PART-VI

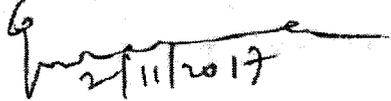
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18. **Relaxation-** When it is considered by the Government that it is necessary or expedient so to do in the public interest, it may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules in respect of any class or category of the employees.

19. **Interpretation-** If any question arises relating to the interpretation of these rule, it shall be referred to Government whose decision thereon shall be final.

20. **Power to issue Instructions-** The Government may also issue instructions not inconsistent with the provisions of these rules as they may consider necessary to regulate the matters not specifically covered by the provisions of these rules.

By Orders of Governor


2/11/2017
(G.V.V. Sarma)

Additional Chief Secretary to Government

Memo No. 29329

/H.E., Dated. 3.11.17

Copy forwarded to the Director, Printing Stationary and publication, Odisha, Cuttack with a request to publish this notification in an extra-ordinary issue of the Odisha Gazette and supply 200 (Two Hundred) copies to this Department.

After issue of the Notification, soft copy will be sent to E-mail.


2/11/2017
Joint Secretary to Government

Memo No. 29330 /H.E., Dated. 3.11.17

Copy forwarded to the Registrars of all Universities/ Presiding Officer, State Educational Tribunal, Bhubaneswar for information and necessary action.

Done
2/11/2017
Joint Secretary to Government.

Memo No. 29331 /H.E., Dated. 3.11.17

Copy forwarded to the Director, Higher Education, Odisha, Bhubaneswar /All Regional Director of Education for information and necessary action.

Done
2/11/2017
Joint Secretary to Government.

Memo No. 29332 /H.E., Dated. 3.11.17

Copy forwarded to the P.S. to the Chief Minister, Odisha/P.S. to the Minister of Higher Education, Odisha/ P.S. to the Chief Secretary/P.S. to the Dev. Comm.-cum-Addl. Chief Secretary, Odisha for favour of information of Hon'ble Chief Minister, Minister, Higher Education, Chief Secretary and Dev. Comm.-cum-Addl. Chief Secretary.

Done
2/11/2017
Joint Secretary to Government.

Memo No. 29333 /H.E., Dated. 3.11.17

Copy forwarded to All Departments of Govt. of Odisha for kind information and necessary action.

Done
2/11/2017
Joint Secretary to Government.

Memo No. 29334 /H.E., Dated. 3.11.17

Copy forwarded to All Govt. Degree Colleges of Odisha for kind information and necessary action.

Done
2/11/2017
Joint Secretary to Government