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WOMEN & CHILD DEVELOPMENT DEPARTMENT

NOTIFICATION

The 23rd December 2002

No. 26547-W. & C. D.—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 to regulate the recruitment and conditions of service of persons appointed to the Orissa Social Welfare Service Group-B, namely:—

Short title
and
commence-
ment.

1. (1) These Rules may be called the Orissa Social Welfare Service, Group-B (Method of Recruitment and Conditions of Service) Rules, 2002.

(2) They shall come into force on the date of their publication in the *Orissa Gazette*

Definitions

2. (1) In these rules unless the context otherwise requires—

- (a) "Assistant District Social Welfare Officer/Subdivisional Social Welfare Officer" means Assistant District Social Welfare Officer/Subdivisional Social Welfare Officer posted in the district and subdivision offices, as the case may be, on promotion from the post of Social Education Organizations ;
- (b) "Child Development Project Officer" (C.D.P.O.) means the officers recruited as such in accordance with the provisions of the Orissa Children's and Women's Welfare Service Rules, 1989;
- (c) "Commission" means the Orissa Public Service Commission ;
- (d) "Committee" means the Departmental Promotion Committee constituted under Rule 5 ;
- (e) "Department" means the Women & Child Development Department ;
- (f) "Government" means the Government of Orissa ;
- (g) "Recruitment Year" means the calendar year in which the recruitment is actually made ;
- (h) "Scheduled Castes and Scheduled Tribes" means such castes and tribes as notified by the President of India under Articles 341 and 342, respectively of the Constitution of India from time to time ;
- (i) "Service" means the Orissa Social Welfare Service Group-B ;
- (j) "State" means the State of Orissa ; and
- (k) "Year" means calendar year.

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(2) All other words and expressions used but not defined in these rules shall have the same meaning as respectively assigned to them in the Orissa Service Code.

Composition
of Service.

3. The service shall consist of District Social Welfare Officers, Chief Instructress of Home Economics Training Centres and Instructor, State Institute of Rural Development and such other posts as may be notified from time to time.

Method of
Recruitment

4. (1) Recruitment to the service shall be made by the Government on the basis of Selection from among the Assistant District Social Welfare Officers/Subdivisional Social Welfare Officers and Child Development Project Officers in the ratio of 1:4 in accordance with the roster prescribed in the Annexure appended to these rules ;

(2) "The Departmental Promotion Committee constituted under rule 5 shall prepare two separate lists of officers suitable for selection for appointment to the posts of District Social Welfare Officers/Chief Instructress, H.E.T.Cs./Instructor, S.I.R.D., one for Assistant District Social Welfare Officers, Subdivisional Social Welfare Officers and the other for the Child Development Project Officers".

Constitution
of the
Departmental
Promotion
Committee

5 (1) A Departmental Promotion Committee for Selection Officers to the service shall be constituted as follows :

- | | | |
|--|----|------------------|
| (i) Secretary, Women & Child Development Department, | .. | Chairman |
| (ii) Director, Social Welfare, | .. | Member |
| (iii) A nominee of the General Administration Department
not below the Rank of Joint Secretary, | .. | Member |
| (iv) Joint/Deputy Secretary Women & Child Development
Department, | .. | Member-Secretary |

In charge of the establishment of the Service.

(2) The recommendation of the Committee shall be valid and operative notwithstanding the absence of any one or more of its members other than, the Chairman provided the Member so absenting was duly invited to attend the meeting and the majority of the Members constituting the Committee are present in the meeting.

Selection of
the officers
for promotion.

6 (1) The Committee shall ordinarily meet in the month of January each year and prepare a list of suitable officers for appointment to the service.

(2) The Committee shall inclusion in the list, consider the cases of eligible officers arranged in order of seniority in two separate lists, one containing the names of Assistant District Social Welfare Officer/Subdivisional Social Welfare Officers and the other containing the names of Child Development Project Officers, coming within the zone of consideration.

(3) The Committee shall consider the case of an Assistant District Social Welfare Officer/Subdivisional Social Welfare Officer or Child Development Project Officer unless on the 1st day of January of the year of recruitment he/she has completed five years of service as such and possesses a bachelor degree in any discipline of a recognized University.

(4) "The selection for inclusion in the lists shall be based on merit-cum-suitability in all respects with due regards to seniority".

(5) The Committee, while considering the case of the officers for promotion shall follow—

(a) The provision of the Orissa Reservation of Vacancies in Posts and Services for Scheduled Castes and Scheduled Tribes Act, 1975 and rules made thereunder;

(b) The Orissa Civil Services (Zone of Consideration) Rules, 1988;

(c) The Orissa Civil Services (Criteria for Promotion) Rules, 1992, and;

(d) Instructions issued in the General Administration Department Office Memorandum regarding sealed cover procedures.

Reference to the Commission.
7. The list prepared by the Committee under rule 6 shall be forwarded by the Government to the Commission together with the following documents:—

- (i) The proceedings of the Committee;
- (ii) The names of the Assistant District Social Welfare Officers/ Subdivisional Social Welfare Officers and Child Development Project Officers who were within the zone of consideration;
- (iii) Gradation list of the Assistant District Social Welfare Officers/Subdivisional Social Welfare Officers and Child Development Project Officers;
- (iv) Details regarding proceedings, if any; and
- (v) Date of retirement of the officers concerned.

Recommendation of the Commission.
8. (1) The Commission shall consider the list prepared by the Committee along with other documents received from the Government and shall accord their recommendation keeping the provisions of sub-rule (5) of rule 6 in view.

(2) The Commission shall follow the principles set out in sub-rule (4) of rule 6 in making their recommendations.

Select List.
9. The recommendations of the Commission under rule 8 shall be placed before Government for approval and shall form the Select List for appointment to the service after its approval by the Government. The select list shall contain the names of suitable officers equal to the number of vacancies and shall remain valid for one year from the date of its approval by Government :

Provided that the Government may, in consultation with the Commission, for a grave lapse in the conduct or deterioration in the standard of performance of the duties on the part of any Assistant District Social Welfare Officer/Subdivisional Social Welfare Officer and Child Development Project Officer included in the Select List, remove his/her name for the select list before appointment to the service with reasons for deterioration to be recorded in writing.

Appointment.
10. (1) Appointment to the service shall be made in the order in which the names of officers appear in the Select List in the ratio of 1:4 as per roster prescribed in Annexure appended to these rules.

(2) The *inter se* seniority of officers appointed to the service shall be determined in the order they have been appointed against posts as per roster in relation to their position in the Select Lists.

Probation.
11. (1) Every person appointed to the service shall be on probation for a period of one year—

“Provided that Government may, if they think fit in any case or a class of cases extend the period of probation for good and sufficient reasons to be recorded in writing.”

(2) The appointment of a probationer may, for good and sufficient reasons, be terminated by the Government at any time without previous notice during the period of probation including extension of such period, if any, and upon such termination, the officer shall revert to his former post. The Commission may, however, be consulted on such termination.

(3) The probation period shall not include the following :—

- (a) extraordinary leave;
- (b) Period of unauthorised absence; and
- (c) Any other period for which the person concerned is held not to be on actual duty.

Reservation

12. Notwithstanding anything contained in these rules vacancies shall be reserved for promotion in favour of candidates belonging to Scheduled Castes and Scheduled Tribes in accordance with provisions of the Orissa Reservation of Vacancies in Posts and Services (for Scheduled Castes and Scheduled Tribes) Act, 1975 and Rules framed thereunder.

Confirmation.

13. A probationer upon successful completion of the period of probation to the satisfaction of the Government shall be eligible for confirmation against a permanent post in the service, subject to availability of such post.

Relaxation

14. Whenever it is considered necessary in the public interest the State Government may, for the reasons to be recorded in writing and in consultation with the Commission, relax any of the provisions of these rules for any class or category of persons.

Repeal and Savings.

15. All rules corresponding to the provisions of these rules and in force before the commencement of these rules are hereby repealed:

Provided that any order made or action taken under the rules so repealed shall be deemed to have been made or taken under the corresponding provisions of these rules.

Interpretation.

16. If any question arises relating to the interpretation of these rules it shall be referred to Government for decision.

By order of the Governor

M. SARANGI

Commissioner-cum-Secretary to Government

ANNEXURE
ROSTER POINTS

[See Rule 4 (1) and 10 (1)]

1. Assistant District Social Welfare Officer/Subdivisional Social Welfare Officer
2. Child Development Project Officer
3. Child Development Project Officer
4. Child Development Project Officer
5. Child Development Project Officer
6. Assistant District Social Welfare Officer/Subdivisional Social Welfare Officer
7. Child Development Project Officer
8. Child Development Project Officer
9. Child Development Project Officer
10. Child Development Project Officer
11. Assistant District Social Welfare Officer/Subdivisional Social Welfare Officer
12. Child Development Project Officer
13. Child Development Project Officer
14. Child Development Project Officer
15. Child Development Project Officer
16. Assistant District Social Welfare Officer/Subdivisional Social Welfare Officer
17. Child Development Project Officer
18. Child Development Project Officer
19. Child Development Project Officer
20. Child Development Project Officer
21. Assistant District Social Welfare Officer/Subdivisional Social Welfare Officer
22. Child Development Project Officer
23. Child Development Project Officer
24. Child Development Project Officer
25. Child Development Project Officer