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BOARD OF REVENUE, ODISHA: CUTTACK

(Confidential Section)
No.VI-Con- 72/2020- 1062 /CS., Dated: 18.11.20

From,

Dr. Bijay Ketan Upadhyaya, I.A.S.,
Secretary

To,

The All Departments of Government /
All Heads of Departments /
All Collectors

Sub: Recruitment of Odisha Revenue Service(ORS) (Group-B) by way of
Selection for the recruitment year, 2020.

Sir,

I am directed to say that, it has been decided by the Government in Revenue & Disaster Management Department to recruit 03 nos. of Officers (UR-Nil, SC-Nil, ST-03) to the cadre of Odisha Revenue Service(ORS) (Group-B) by way of "Selection" for the recruitment year, 2020 under Rule-4(c) of the Odisha Revenue Service (Recruitment) Rules, 2011 and ORS(Recruitment) Amendment Rules, 2020 from among the officers having the following eligibility criteria with Outstanding merit and ability.

- a) He/ She is a graduate and has worked for at least 05 years of service in Group-C post carrying a scale of pay of Rs. 4,750-7,500/- in pre-revised scale of pay(ORSP Rules 1998) & Pay Band-2, Rs-9,300-34,800/- with Grade Pay of Rs. 4,200/- in pre-revised Scale of pay (ORSP Rules, 2008) Corresponding to pay at Level-9 as per Pay matrix under ORSP Rules, 2017 or higher scale of pay as on 1st January, 2020.
- b) He/ She has passed Departmental Examination, if any.
- c) Not more than 50 years of age as on 1st January, 2020.

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2. For recommendation against Selection, you are requested to ensure that the names of the willing candidates who really deserve consideration on the basis of their outstanding performance and exceptional merit as reflected in their CCRs/PARs are to be sponsored to this office. An undertaking to accept the appointment on selection to ORS (Group-B) should be obtained from the concerned candidates.
3. The recommending authorities are particularly requested to see that all columns of the prescribed proforma(enclosed) are correctly filled up separately in respect of each nominee with accurate particulars duly authenticated.
4. The recommending authorities are requested to furnish the attested copies of relevant pages of Service Books / Orders if any, in support of age, educational qualification, date of entry into Govt. Service with designation, date of pay fixed at pay scale of Rs. 4750-7500/- or higher(as per ORSP Rules 1998), date of pay fixed at pay band-2 Rs. 9,300-34,800/- with grade pay of Rs. 4,200/- or higher(as per ORSP Rules 2008), date of pay fixed at Level-9 or higher (as per pay matrix under ORSP Rules 2017), departmental examination of recommended eligible employees alongwith Service particulars & CCRs/PARs to Board of Revenue after thorough verification.
5. The recommending authorities are requested to furnish attested photocopy of latest available 05(Five) years CCRs/PARs preceding the Recruitment year, 2020(i.e. from 2014-15 to 2018-19) of officers who are eligible as on 1st day of January of the Recruitment year, 2020 as per Rule-3(C) of the Orissa Civil Service (Criteria for Promotion) Rules, 1992 read with clarification issued by Government in General Administration Department vide Letter No. 4280, dated 19.02.2010. The employees having minimum 3 years of CCRs among preceding years(from 2014-15 to 2018-19) may be recommended and in case of non-availability of CCRs/PARs of any of the said period, back CCRs/ PARs of the corresponding number of years may be furnished. No Remarks Certificate may be furnished for the non-available period of CCRs/ PARs. The recommendation should be routed through their respective Heads of Department/ Department of

Govt. as the case may be & reach the Board within the stipulated period. Any application received directly at Board of Revenue without the Knowledge of concerned Heads of Department/ Department of Govt. will be rejected out rightly & will not be considered at all.

6. The Ministerial Officers/ Revenue Field Service Staff working under Revenue Administration need not be recommended for Recruitment to ORS against "SELECTION" category for the year, 2020 as per Rule 4(C) of ORS(Recruitment) Rules, 2011 as they are coming under the category of recruitment to ORS cadre by way of promotion.
7. No candidate should be recommended against whom CBI/ Vigilance/ Departmental or Judicial Proceeding is pending or being contemplated.
8. While sending the recommendation to the Board of Revenue, Odisha, Cuttack, the recommending authorities are requested to arrange the names according to their seniority following the principle provided under Rule-8 of Odisha Revenue Service(Recruitment) Rules, 2011.
9. The proforma for recommendation along with instructions are available in Board of Revenue Web-site(i.e. <http://boardodisha.nic.in>) which may be accessed. However, a copy of the prescribed proforma is enclosed for reference (Annexure-'B').
10. The recommendations along with CCRs/PARs, required Service particulars in format as at Annexure-'A' & 'B', an undertaking from candidates and supporting documents(as cited in point-4 above) in respect of each nominee should reach Board of Revenue, Odisha, Cuttack on or before 21st December, 2020 by 5 P.M. unfaillingly. The scan copy of the said recommendations alongwith Service particular & CCRs/PARs should be furnished by E-mail address: bor.conf@gmail.com on or before 11.59 P.M. of 24th December, 2020 to avoid receipt of fake/forged recommendations. The sending of

recommendations from official Email of recommending authority to aforesaid E-mail ID is mandatory. Recommendation received after the stipulated date will be rejected out rightly without assigning any reason thereof.

11. Any omission, wrong or incomplete information furnished in respect of service particulars, CCRs/PARs and the certificate of recommending authority etc. may render the recommendation invalid and it shall be liable for rejection for which the recommending authorities shall be entirely responsible.
12. The names of the officers with identical names must be differentiated clearly by A,B (or) 1,2 etc.
13. The recommendations must be sent securely in sealed cover with specification on the cover *Recommendation for "Selection" to ORS against the year of recruitment-2020.*

Yours faithfully,

[Signature]
Secretary

Memo No. 1063 /CS, Dated. 18.11.20

Copy forwarded to F.A., Board of Revenue / Joint Secretary(Establishment), Main Board, Board of Revenue for information & necessary action.

She is requested to furnish the recommendations of suitable Auditors, Board of Revenue in proper format as at Annexure-'A' & 'B' alongwith willing of applicants for the said post (except CCRs/ PARs) within stipulated time period.

[Signature]
Secretary

Memo No. 1064 /CS, Dated. 18.11.20

Copy forwarded to Joint Secretary to Govt., Revenue & D.M. Department, Bhubaneswar for information with reference to their letter No. RDM-CON-MISC-0014-2020-30966/R&DM, Dt. 22.10.2020.


Secretary

**Odisha Police
State Headquarters, Cuttack.**

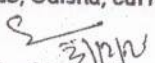
Memo No. 38462 /Min.

Dtd 12.12.2020.

Copy alongwith its enclosures forwarded to all heads of Police Estts. including Vigilance, Home Guards and Fire Services for information and necessary action.

They are requested to submit recommendations in respect of suitable and willing officers who fulfil the prescribed conditions alongwith service particulars in the enclosed proforma and CCRs to this hdqrs. by 10.12.2020 positively for onward transmission to Board of Revenue, Odisha, Cuttack.

(A-03-2020)


A.I.G. of Police (Personnel),
Odisha, Cuttack.

OD 38463 03.12.20

Copy alongwith its enclosures forwarded to all A.Os/all E.Os./ all S.Os. for information and necessary action. They are requested to circulate the same among staffs. The willing staff may submit their willingness to E.O. Esstt. Section in time.

ii) Copy alongwith enclosures to all P.S., P.A. and Senior Stenographers of S.P., Hdqrs. for information.

iii) Copy alongwith enclosures to E.O. Estt. Section for information and necessary action. He is requested to submit the recommendations in respect of suitable and willing officer who fulfil the prescribed conditions alongwith service particulars in the enclosed proforma to Ministerial Section by 10.12.2020 positively.

www.odishapolice.gov.in
Em) sphqrs.odpol@nic.in

Buxi Bazar, Cuttack-753001
Tel. /Fax No.0671-2304001

ANNEXURE-'A'

PROFORMA FOR RECOMMENDATION TO ORS (GROUP-B) BY WAY OF "SELECTION"
(for the recruitment year-2020)

Service Particulars :

1. Name (in full) :
2. (a) Designation as on 01.01.2020
(b) Office Address :
3. Father's Name :
4. Permanent Home Address :

At:
PO:
PS:
Tahasil:
Home District:

5. Date of Birth :
6. Age as on 01.01.2020 :
7. Category (UR/SC/ST) :
8. Educational Qualification :
9. Date of first appointment in
Govt. Service :
Year Month Day
10. Length of Service with designation
as on 01.01.2020
11. Basic Pay & Scale of pay with Grade Pay / (Cell No./Level) as per Pay matrix under
ORSP Rules, 2017 :

As on 31.12.2015	As on 01.01.2019	As on 01.01.2020

12. Detail period of Service rendered in

- a) Group-C Post carrying a pay scale of Rs. 4750- 7500/- in pre-revised scale of pay (ORSP Rules 1998) : from _____ to _____
- b) carrying a pay scale in PB-2, Rs. 9300-34,800/- with Grade pay of 4200/- in pre-revised scale of pay (ORSP Rules 2008) or higher scale of pay :
from _____ to _____
- c) carrying a pay in Level-9 or higher Level as per Pay-matrix under ORSP Rules 2017 : from _____ to _____

13. Length of service rendered in Group-C Post carrying a pay scale of Rs. 4750-7500/- in pre-revised scale of pay (ORSP Rule 1998) & PB-2, Rs. 9300-34,800/- with Grade pay of 4200/- in pre-revised scale of pay (ORSP Rule 2008), corresponding to Cell No. & Level as per Pay-matrix under ORSP Rule 2017 or higher scale of pay as on the 1st day of January, 2020.

Year Month Day

14. Whether passed the departmental examination, if any, prescribed or exempted from passing the same. (Yes / No/ Not-Prescribed / Exempted)

(Clearly indicate the position in the Box given below)

15. Whether any CBI/ vigilance case pending (Yes/ No) :

16. Whether any Departmental / Judicial Proceedings pending (Yes/ No) :

17. Whether complete Confidential Character Rolls arranged in proper sequence / have been properly explained.

18. Period of C.C.Rs furnished: From _____ To _____

CERTIFICATE

I hereby certify that-

- i) The particulars furnished in items 1 to 18 are correct to the best of my Knowledge.
- ii) I have gone through the complete CCRs/PARs of the nominee carefully and the basis of the entries therein, consider him/ her to be an officer of Outstanding merit and ability, suitable for Selection to the Odisha Revenue Service (ORS) (Group-B).
- iii) I have gone through the relevant provision of the Odisha Revenue Service (Recruitment) Rules, 2011 and ORS (Recruitment) Amendment Rules, 2020 carefully and consider the nominee eligible for "Selection" on the basis of age, experience and other conditions of eligibility specified in the said Rules and Regulations.
- iv) No C.B.I./ Vigilance case/ Departmental/Judicial Proceedings etc are pending against the nominee.

Signature of the recommending authority
Designation with full official address

Signature of the Countersigning Authority
Designation with full official address

**STATEMENT OF RECOMMENDATIONS FOR RECRUITMENT TO ODISHA REVENUE SERVICE (GROUP-B) BY WAY OF
"SELECTION" FOR THE YEAR, 2020**

Sl No.	Name and Designation of the Employees as on 01.01.2020	Present place of Posting with District	Scale of pay with GP corresponding to (Level/ Cell) as per pay matrix under ORSP Rules, 2017 as on 01.01.2020	Date of Birth	Age as on 01.01.2020 (YY/MM/DD)	Date of entry into Govt. Service	Date of joining in qualifying service i.e. (A) scale of pay of Rs. 4,750/- in pre-revised scale of pay (ORSP Rules 1998)/ (B) Grade Pay of Rs. 4200/- as per ORSP Rules, 2008/ (C) Level-9 of ORSP Rules, 2017 or higher	Length of Service as on 01.01.2020 in the qualifying service (YY/MM/DD) (i.e. Summation of periods in column (8))	Category (UR/SC/ST)	Whether passed Departmental Exam., (yes/ No/Not-prescribed/ Exempted)	Whether any Vigilance/ DP case pending	Years of CCRs/PARs Submitted
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
							A)	A)				
							B)	B)				
							C)	C)				
								Total=				

Signature of the Recommending Authority