

RECRUITMENT RULES

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GOVERNMENT OF PUDUCHERRY
DIRECTORATE OF ART AND CULTURE
(G.O. Ms. No. 22, dated 25th February 2015)

NOTIFICATION

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, read with the Notification No. F.5/4/65-GP, dated the 11th January 1965 of the Ministry of Home Affairs, Government of India, New Delhi and in supersession of the notification issued in G.O. Ms. No. 108, dated 7th October 2009 of the Chief Secretariat (Art and Culture), Government of Puducherry and published as a Supplement to the Gazette No. 42 of the 20th October 2009, save as respects things done or omitted to be done before such supersession, the Lieutenant-Governor, Puducherry, hereby makes the following rules further to amend the rules regulating the method of recruitment to the Group 'C' (Non-Gazetted-Non-Ministerial) post of Library Clerk in the Directorate of Art and Culture, Government of Puducherry, namely:—

1. *Short title and commencement.*— (i) These rules may be called the Government of Puducherry, Directorate of Art and Culture, Group 'C' (Non-Gazetted-Non-Ministerial) post of Library Clerk Recruitment Rules, 2015.

(ii) They shall come into force on and from the date of their publication in the official gazette.

2. *Number of post, its classification and Pay Band and Grade Pay/Pay Scale.*—The number of the said post, its classification and Pay Band and Grade Pay/Pay Scale attached thereto, shall be as specified in columns (2) to (4) of the Schedule annexed hereto.

3. *Method of recruitment, age-limit and other qualifications.*—The method of recruitment to the said post, age-limit, qualifications and other matters relating thereto, shall be as specified in columns (5) to (13) of the said Schedule.

4. *Disqualifications.*—No person,—

(a) who has entered into or contracted a marriage with a person having a spouse living; or

(b) who, having a spouse living, has entered into or contracted a marriage with any person,

shall be eligible for appointment to the said post:

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

5. *Power to relax.*—Where the Lieutenant-Governor is of the opinion, that it is necessary or expedient so to do, he may, by order and for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

6. *Saving.*— Nothing in these rules shall affect the reservations, relaxation in upper age-limit and other concessions required to be provided for the scheduled castes and other special category of persons in accordance with the orders issued by the Government from time to time in this regard.

SCHEDULE

RECRUITMENT RULES FOR THE POST OF LIBRARY CLERK

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|---|---|---|
| 1. Name of the post | : | Library Clerk |
| 2. Number of posts | : | 11 (Eleven) (2015) Subject to variation dependent on work-load. |
| 3. Classification | : | General Central Services – Group 'C'–Non-Gazetted–Non-Ministerial. |
| 4. Pay Band and Grade Pay / Pay Scale | : | Pay Band–1 ₹ 5,200-20,200 + Grade Pay ₹ 1,900 |
| 5. Whether selection post or non-selection post | : | Non-selection |
| 6. Age-limit for direct recruits | : | Between 18 and 30 years (Relaxable for Government servants up to 40 years in accordance with the instructions issued by the Government, provided such Government servants are working for not less than 3 years in posts which are in the same line or allied cadres and where a relationship can be established 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). |
| | | <i>Note:</i> (1) In the case of recruitment made through advertisement, the crucial date for determining the age-limit shall be the closing date for receipt of applications. |
| | | <i>Note:</i> (2) In the case of recruitment made through Employment Exchange, the crucial date for determining the age-limit, shall in each case, be the last date up to which the Employment Exchanges are asked to submit the names. |
| 7. Educational and other qualifications required for direct recruits. | : | (i) A pass in H.S.C. (12th class) or its equivalent from a recognised Board or University; and
(ii) Certificate in Library Science or Library and Information Science from a recognised university/Institution. |
| 8. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees. | : | Age: No
Educational qualification: No, but must possess at least a pass in S.S.L.C. (10th class) or its equivalent. |
| 9. Period of probation, if any | : | Two years for direct recruits |
| 10. Method of recruitment, whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods. | : | (i) 80% by promotion failing which by direct recruitment
(ii) 20% by direct recruitment |

11. In case of recruitment by promotion/deputation/ : Promotion from Junior Library Attendant with 3 years service
absorption, grades from which promotion/ rendered in the grade after appointment thereto on a regular
deputation/absorption is to be made. basis and successfully completed the training in "Basic
Library Works".
- Note:* (1) Where juniors who have completed their qualifying/eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service by more than half of such qualifying/eligibility service or two years whichever is less, and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.
- Note:* (2) For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1-1-2006/the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding Grade Pay/Pay Scale extended based on the recommendations of the Pay Commission.
12. If a Departmental Promotion Committee exists, : *Group 'C' Departmental Promotion Committee (for
what is its composition? considering promotion) /Departmental Confirmation
Committee (for considering confirmation)/Recruitment
Committee —*
- (1) Secretary to Government (Art and Culture) . . Chairman
- (2) Director of Art and Culture-*cum-* . . Member
Under Secretary to Government
(Art and Culture).
- (3) Assistant Library and Information Officer . . Member
13. Circumstances in which the Union Public Service : Not applicable
Commission is to be consulted in making recruitment.

(By order of the Lieutenant-Governor)

P. RAGINI,
Director of Art and Culture-*cum-*
Under Secretary to Government
(Art and Culture).