

## GOVERNMENT OF PONDICHERRY

## LIEUTENANT-GOVERNOR'S SECRETARIAT

(G. O. Ms. No. 1/LGS/96, dated 14th May 1996)

## NOTIFICATION

In exercise of the powers conferred by the proviso to article 309 of the Constitution of India, read with the Notification No. 24/78/68-DH(S) dated the 24th September, 1968 of the Government of India, Ministry of Home Affairs, New Delhi, the Lieutenant-Governor, Pondicherry, hereby makes the following rules regulating the method of recruitment to the Group 'C' post of Typist (Hindi) in the Lieutenant-Governor's Secretariat, Pondicherry, namely:—

1. *Short title and commencement.*—(1) These rules may be called the Government of Pondicherry, the Lieutenant-Governor's Secretariat, Typist (Hindi) Recruitment Rules, 1996.

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

2. *Number of post, its classification and scale of pay.*— The number of the said post, its classification and the scale of pay 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 14 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 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 rules.

5. *Power to relax.*—Where the Lieutenant-Governor is of the opinion that it is necessary or expedient so to do, she 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, the scheduled tribes 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 TYPIST (HINDI)

1. Name of post	Typist (Hindi).
2. Number of post	1 (One) [1996] Subject to variation dependent on work-load.
3. Classification	General Central Services—Group 'C' Non-Gazetted—Ministerial.
4. Scale of pay	Rs. 950-20-1,150-EB—25-1,500.
5. Whether selection post or non-selection post	Not-applicable.
6. Whether benefit of added years of service admissible under rule 30 of the Central Civil Services (Pension) Rules, 1972.	No

## 7. Age limit for direct recruits

Between 18 and 30 years (Relaxable for Government servants up to 40 years in accordance with the instructions or orders 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).

**Note:** The crucial date for determining the age limit shall be the closing date for receipt of applications from the candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tiripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti Districts and Pangi Subdivision of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands or Lakshadweep).

In the case of recruitment made through the 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.

## 8. Educational and other qualifications required for direct recruits.

## 1. Essential:

- (i) S.S.L.C. or its equivalents;
- (ii) Hindi Typewriting (Higher) of a recognised Institution/Board of Technical Education.

## 2. Desirable:

Typewriting in English (Higher) of a recognised Institution/Board of Technical Education.

## 9. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.

Not applicable.

## 10. Period of probation, if any

Two years.

## 11. Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.

By direct recruitment

## 12. In case of recruitment by promotion/deputation/transfer, grades from which promotion/deputation/transfer is to be made.

Not applicable.