

DATELINE URGENT.

OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, NUAPADA.

No. 6648 /Estt.I Date. 14.07.2022

To

The Executive Officer, Zilla Parishad, Nuapada/Project Director, DRDA, Nuapada/Sub-Collector, Nuapada/all Block Development Officers/all Tahasildars/all CDPOs of Nuapada District/District Social Welfare Officer, Nuapada/District Welfare Officer, Nuapada/District Small Saving Officer, Nuapada/Civil Supplies Officer, Nuapada/Deputy Director(P&S).DPMU, Nuapada/Special Officer, CBDA, Sunabeda, Nuapada/all Head Masters, Govt. SSD High School Nuapada District.

Sub: Recommendation for Recruitment to Odisha Revenue Service (ORS) (Group-B) by way of "PROMOTION" for the Recruitment Year 2021.

Ref: Memo No. 681/CS dated 29.06.2022 of Board of Revenue, Odisha, Cuttack.

Sir/Madam,

In inviting a reference to the letters on the subject cited above, I am to say that Govt. in Revenue & Disaster Management Deptt., Odisha have decided to recruit **135 Officers (UR-79, SC-24 & ST-32)** to the cadre of Odisha Revenue Service(ORS) Group-B by way of "Promotion" under Rule-4(b) of the Odisha Revenue Service (Recruitment) Rules 2011, ORS(Recruitment) Amendment Rules, 2017 & ORS(Recruitment) Amendment Rules 2020 from the amongst the Officers of Outstanding merit of the Deptt. having following eligibility criteria.

- a) He/She is graduate and has worked at least 5 years in one or more than one post taken together as Consolidator Grade-1, Kanungo, Revenue Supervisor, Revenue Inspector or Ministerial Officer under Board of Revenue /RDCs /Collectors and other Revenue Offices i.e. as on 01.01.2021
- b) Has passed Departmental Examination, if any.
- c) Not more than 53 years of age as on as on 01.01.2021.

2. The name of the eligible candidates may be recommended for consideration of their promotion. Before forwarding the recommendation, you are requested to verify meticulously that the persons recommended should fulfill all the conditions of eligibility relating to age, period of service, merit, departmental examination and clearance of Vigilance Case, Departmental Proceeding & Criminal Proceeding.

3. The recommending authorities as particularly requested to see that all columns (except Col-17) of the prescribed proforma (enclosed as Annexure-A) 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, Scale of Pay as on 01.01.2021, Departmental Examination of recommended eligible employees along with Service particulars to Collector, Nuapada after thorough verification. In the event of any error or omission by way of inadvertence or otherwise detected later will hold such officer to be entirely responsible.

5. The recommending authorities are also requested to furnish the information regarding other documents in respect of each candidates relating to CBI/Vigilance reports and papers on criminal cases or departmental action and such other confidential reports having bearing with any official performance as per provisions under Rule 3 (c) of O C S (Criteria for Promotion) Rules, 1992.

6. While sending the recommendations to the undersigned, the Recommending Authorities are requested to **arrange the names in respect of Revenue Field Staff & Ministerial Officers separately according to their seniority following the principle provided under Rule-8 of Odisha Revenue Service (Recruitment) Rules, 2011** and a certificate to this effect must be given by the recommending authorities with the recommendation proposal.

7. The recommendation along with required service particulars and supporting documents in respect of each recommended officer should reach to the undersigned through Spl. Messenger by **24.07.2022 unfailingly**. No further extension of time will be allowed. Recommendations received after the stipulated date will be rejected outright without assigning any reason thereof. Any omission, wrong or incomplete information furnished in respect of service particulars and 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.

3. The Recommendation must be sent securely in sealed cover with specification on the cover **"Recommendation for "Promotion" to ORS for the Recruitment Year 2021** within stipulated period.

Yours faithfully,

Encl: Annexure-A


COLLECTOR, NUAPADA.

Memo No **6649** /Estt-I, Date **14.07.2022**

Copy forwarded to District Informatics Officer, N.I.C, Nuapada for information and necessary action . He is requested to hoist the letter in the Nuapada district web-site(www.nuapada.nic.in) for information of all sub-ordinate officers of Revenue administration.


COLLECTOR, NUAPADA

ANNEXURE-'A'

**PROFORMA FOR RECOMMENDATION TO ORS (GROUP-B) BY WAY OF
"PROMOTION"
(For the Recruitment year-2021)**

Service particulars :

1. Name (in full) :
2. Designation with office address :
3. Father's name :
4. Permanent Home Address :
At:
P.O. :
P.S. :
Tahasil :
Home District
5. Date of Birth :
6. Age as on 01.01.2021 :
7. Category (UR/SC/ST) :
8. Educational Qualification :
9. Date of first appointment in Government service with Designation :
10. Date of Joining in the feeder post for ORS cadre with Designation :
11. Date of Joining in the present post :

12. Basic Pay & Scale of pay with Grade Pay / (Cell No./Level) as per Pay matrix under ORSP Rule,2017	As on	As on	As on
	31.12.2015	01.01.2020	01.01.2021

13. 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)

N.B. -Details of Examination with supporting documents must be attached.

14. Whether any CBI/ vigilance case pending (Yes/ No) :
15. Whether any Departmental Proceedings pending (Yes/ No) :
16. Whether complete confidential character rolls arranged in proper sequence/ have been properly explained (Yes/ No)
17. Period of CCRs./ PARs furnished : From _____ To _____

CERTIFICATE

I hereby certify that –

- i) The particulars furnished in items 1 to 17 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, considers him / her to be an officer of outstanding merit and ability, suitable for promotion to the Odisha Revenue Service (ORS) (Group-B).
- iii) I have gone through the relevant provisions of Odisha Revenue Service (ORS) (Recruitment) Rules, 2011, ORS (Recruitment) Amendment Rules, 2017 and ORS (Recruitment) Amendment Rules, 2020 carefully and consider the nominee eligible for "Promotion" on the basis of the age, experience and other conditions of eligibility specified in the said Rules and Regulations.
- iv) No C.B.I./Vigilance case or departmental 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.**

