

**GOVERNMENT OF PONDICHERRY
PLANNING AND RESEARCH DEPARTMENT**

(G.O.Ms. No. 14/2003/PRD/SS, dated 1st October 2003)

NOTIFICATION

In exercise of the powers conferred by the proviso to article 309 of the Constitution of India, read with the Notification No. F5/4/65-GP, dated 11th January, 1965 of the Government of India, Ministry of Home Affairs, New Delhi, and in supersession of the notification issued vide G.O. Ms. No. 53/90/F5, dated 25th July, 1990 of the Finance Department, Pondicherry, and published as Supplement to the Official Gazette No. 32, dated 7th August, 1990, save as respects things done or omitted to be done before such supersession, the Lieutenant-Governor, Pondicherry, hereby makes the following rules, regulating the method of recruitment to the Group 'B' post of Data Processing Assistant in the Planning and Research Department, Pondicherry, namely :-

1. *Short title and commencement.*— (1) These rules may be called the Government of Pondicherry, Planning and Research Department, Group 'B' post of Data Processing Assistant Recruitment Rules, 2003.

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

2. *Number of posts, 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.*— (1) 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 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, relaxations in upper age limit and other concessions required to be provided for the scheduled castes, the scheduled tribes and other special categories 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 DATA PROCESSING ASSISTANT

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| 1. Name of the post. | : Data Processing Assistant. |
| 2. Number of posts | : 15 (Fifteen) [2003] Subject to variation dependent on work-load. |
| 3. Classification | : General Central Services- Group B-(Non-Gazetted)- Non-Ministerial. |
| 4. Scale of pay | : Rs. 5,500-175-9,000. |
| 5. Whether selection post or non-selection post | : Selection. |
| 6. Age limit for direct recruits | : Below 30 years. |

Note 1 : Relaxable for Government servants up to 5 years in accordance with the instructions or orders issued by the Central Government.

Note 2 : The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir States, Lahaul and Spiti District and Pangi Sub-division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep.

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| 7. Whether the benefit of added years of service admissible. | : No |
| 8. Educational and other qualifications required for direct recruits. | : Essential :
(a) Master's Degree in Computer Applications from a recognised University or equivalent.
OR
(b) B.E./B.Tech. in Computer Engineering/Computer Science/Computer Technology or Electronics and Communication Engineering from a recognised University or equivalent.
OR
(c) Bachelor's Degree in Computer Applications/Computer Science from a recognised University or equivalent.
OR
(d) 'A' level Diploma under DOEACC Programme or Post-graduate Diploma in Computer Applications offered under University Programme/Post-Polytechnic Diploma in Computer Applications awarded by State Council of Technical Education or equivalent. |

Note : The qualification(s) regarding experience is/ are relaxable at the discretion of the competent authority in case of candidates belonging to scheduled castes or scheduled tribes, if, at any stage of selection, the competent authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the posts reserved for them.

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

Age : No

Educational qualification : No

Note : But should possess Degree with Post-graduate Diploma in Computer Applications.

10. Period of probation, if any

Two years.

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

Promotion, failing which by deputation (ISTC) failing both by direct recruitment.

Note : Suitability of the officers holding the post of Data Processing Assistant in the pre-upgraded scale of pay of Rs. 1,600-2,000 will be assessed by the competent authority for appointment to the upgraded revised scale of pay of Rs. 5,500-9,000. In case, he/she is found suitable, people will be appointed to the upgraded post. In case he/she is not found suitable, they shall continue to be in the revised scale of pay of Rs. 5,000-8,000 and his/her case will be reviewed every year.

Educational qualification : No

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

Promotion : should possess Degree with Post-graduate

Data Entry Operator with 6 years of regular service in the grade.

Note : 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 two 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.

Deputation (ISTC) :

Officers under the Central/State Government/Union Territories/Public Sector Undertakings/Universities/Recognised Research Institutions/Semi-Government/Statutory/Autonomous Bodies :

(a)(i) Holding analogous posts on regular basis in the parent cadre/department; or

- (ii) With three years' service in the grade rendered after appointment thereto on regular basis in the pay scale of Rs. 5,000-8,000 or equivalent in the parent cadre/department; or
- (iii) With six years' service in the grade rendered after appointment thereto on regular basis in the pay scale of Rs. 4,500-7,000 or equivalent in the parent cadre/department; and
- (b) Possessing the educational qualification prescribed in column (8) for direct recruitment.

The Departmental Officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation/department of the Central Government shall not exceed three years. The maximum age limit for appointment by deputation (ISTC) shall be not exceeding 56 years as on the closing date of receipt of applications.

13. If a Departmental Promotion Committee exists, what is its composition?

Departmental Promotion Committee for Group-B posts consisting of (for considering promotion and confirmation)—

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| (1) Secretary (Planning)-cum-
Development Commissioner. | ... Chairman |
| (2) Deputy Secretary (IT) | ... Member |
| (3) Director (IT) | ... Member |

14. Circumstances in which the Union Public Service Commission is to be consulted in making recruitment.

Consultation with Union Public Service Commission necessary while appointing an officer on Deputation (ISTC) and amendment/relaxation of any provision of these recruitment rules.

(By order of the Lieutenant-Governor)

M. SREEDHARAN,
Deputy Secretary to Government.