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TOURISM & CULTURE (CULTURE) DEPARTMENT

NOTIFICATION

The 4th December 2006

S. R. O. No. 661/06– In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Orissa is pleased to make the following rules to regulate the Method of Recruitment and Conditions of Service of the persons appointed to the Orissa Culture Service, namely :–

CHAPTER I

PRELIMINARY

Short title and Commencement. **1. (1)** These rules may be called the Orissa Culture Service (Method of Recruitment and Conditions of Service) Rules, 2006.

(2) They shall come into force on the date of their publication in the *Orissa Gazette*.

Definitions.

2. (1) In these rules unless the context otherwise requires,—

(a) “Commission” means the Orissa Public Service Commission ;

(b) “Committee” means Departmental Promotion Committee constituted under these rules;

(c) “Government” means the Government of Orissa ;

(d) “Scheduled Caste and Scheduled Tribe” shall have reference to the Scheduled Castes and Scheduled Tribes in the Constitution Order, 1950 made under Articles 341 and 342 of the Constitution of India respectively ;

(e) “Select list” means the list approved by the appointing authority containing the names of Officer considered suitable for appointment/promotion as the case may be ;

(f) “Service” means the Orissa Culture Service;

(g) “Socially and Educationally Backward Classes” means such classes and categories as notified by the Government in Welfare Department from time to time ;

(e) “State” means the State of Orissa ; and

(i) “Year” means the calendar year.

(2) All other words and expressions used herein but not defined shall have the same meaning as respectively assigned to them in the Orissa Service Code.

CHAPTER II
CONSTITUTION OF SERVICE

Composition of Service.

3. (1) The service shall comprise of—

- (a) The Orissa Culture Service (Group - A); and
- (b) The Orissa Culture Service (Group - B).

(2) The (Group -A) of the service shall consist of the following categories of posts, namely :—

- (a) Joint Director, Culture ;
- (b) Deputy Director, Culture ;
- (c) Superintendent, Museum ;
- (d) Superintendent, Archaeology ;
- (e) Superintendent, Archives ;
- (f) Principal, Utkal Sangeet Mohavidyalaya ;
- (g) Principal, Art and Crafts College, Khallikote ; and

(h) Principal, B. K. College of Art and Crafts, Bhubaneswar and such other post or posts as the Government may, from time to time, specify in this behalf.

(3) The (Group - B) of the Service shall consist of the following categories of posts, namely :-

- (a) Assistant Director, (General);
- (b) Curators, State Museum ;
- (c) Curators, State Archaeology ;
- (d) Assistant Archaeological Engineer ;
- (e) Curator, State Archives ;
- (f) Lecturer, Utkal Sangeet Mohavidyalaya ; and

(g) Lecturer, Art and Crafts Colleges and such other post or posts as the Government may, from time to time, specify in this behalf.

Appointing and cadre controlling authority.

4. The Government in the Tourism and Culture (Culture) Department shall be the Appointing and Controlling Authority of the service.

CHAPTER III

RECRUITMENT TO (GROUP-A) SERVICE

Method of
recruitment to
Group-A Service.

5. (1) (a) The post of Joint Director, Culture shall be filled up by way of promotion from among the Officers holding the post of Deputy Director, Culture, Superintendent, Museum, Superintendent, Archives, Superintendent, Archaeology, Principal, Utkal Sangeet Mohavidyalaya and Principal, Art and Crafts Colleges who have rendered at least 5 (five) years of service as such on the 1st day of January of the year in which the Committee meets.

(b) The promotion shall be based on merit and suitability in all respect with due regard to the length of service.

Explanation—Seniority amongst the above ranked officers have not been maintained the words “length of service” have been used.

(2) The posts of Deputy Directors, Culture shall be filled up in the following manner,—

(a) One post shall be filled up by promotion from among the Assistant Directors of Culture ;

(b) Two posts shall be filled up by promotion from among the Curators and 5 (five) Officers of equivalent rank such as Librarian, State Library who have at least 5 (five) years of experience in the subordinate Offices under the Directorate of Culture, on the 1st day of January of the year in which the Committee meets, and

(c) One post shall be filled up by deputation preferably from among Officers of the O A S or OES having expertise in any aspects of Culture.

(3) The post of Superintendent, State Museum shall be filled up by way of promotion, from among the Officers holding the post of Curators, State Museum who have rendered at least 5 (five) years of service as such on the 1st day of January of the year in which the Committee meets.

(4) The post of Superintendent, State Archaeology shall be filled up by way of promotion from among the Officers holding the post of Curators, State Archaeology who have rendered at least 5 (five) years of service as such on the 1st day of January of the year in which the Committee meets.

(5) The post of Superintendent, State Archives shall be filled up by way of promotion from among the Officers holding the posts of Curators, State Archives who have rendered at least 5 (five) years of service as such on the 1 st day of January of the year in which the Committee meets.

(6) The post of Principal of Art and Crafts Colleges shall be filled up by way of promotion from among the Officers holding the post of Lecturers of such Colleges who have rendered at least 10 (ten) years of service as such on the 1st day of January of the year in which the Committee meets :

Provided that the experience shall be reduced to 8 (eight) years in case the lecturer possessing a Doctorate Degree in the Fine Art Education.

(7) The post of Principal, Utkal Sangeet Mahavidyalaya shall be filled up by way of promotion from among the Officers holding the post of Lecturer of such Colleges who have completed at least 10 (ten) years of service as such on the 1st day of January of the year in which the Committee meets :

Provided that the experience shall be reduced to 8 (eight) years in case the Lecturer possessing Doctorate Degree in Music, Dance and Drama.

Constitution of the Committees for different Group A posts in the Service.

6. (1) There shall be constituted a Departmental Promotion Committee/ Selection Board to consider the case of eligible Officers for promotion by way of selection to the post of Joint Director, Culture consisting of the following members, namely :-

- | | | |
|---|----|------------------|
| (i) Chief Secretary, Orissa | .. | Chairman |
| (ii) Secretary to Government
in the Culture Department | .. | Member |
| (iii) Director, Culture | .. | Member |
| (iv) Joint Secretary/Deputy Secretary,
Culture Department. | .. | Member-Secretary |

One Officer not below the rank of Deputy Secretary to Government, Culture Department to be nominated by the Secretary of the Department who shall be the Convenor.

(2) There shall be constituted a Committee to consider the cases of eligible Officers for promotion to the posts of Deputy Director, Culture, Superintendent Archaeology, Superintendent Archives, Superintendent, Museum and Principal of B.K.College of Arts and Crafts, Bhubaneswar and Vikram Dev Arts School, Jeypore and Government College of Art and Crafts, Khallikote, Principal Utkal Sangeet Mahavidyalaya, Bhubaneswar.

The D.P.C. shall consisting of the following members, namely :—

- | | | |
|--|----|-----------------|
| (i) Commissioner- <i>cum</i> -Secretary,
T & C (Cullure) Department | .. | Chairman |
| (ii) Director, Culture | .. | Member |
| (iii) Joint Secretary/Deputy Secretary | .. | Member-Convenor |

(3) The Commillee shall ordinarily meet every year in the month of January to consider the suitability of eligible Officers for promotion to the Group-A posts in the service.

(4) The names of all eligible Officers shall be arranged in order of their seniority and placed before the Committee constituted under sub-rules (1) and (2) alongwith their service records for selection of Officers for promotion, which shall be based on the provision prescribed in the Orissa Civil Service (Criteria for Promotion) Rules, 1992.

(5) The Committee shall consider the case of all Officers placed before them under sub-rule (4) and prepare the list of suitable Officers equal to the number of vacancy existing and the anticipated vacancy of the year for appointment by promotion.

(6) The provisions of the Orissa Reservation of Vacancies in Post and Services (For Schedule Caste and Schedule Tribe) Act, 1975 and Rules framed their under, the Orissa Civil Service (Zone of Consideration) Rules, 1988, Orissa Civil Service (Criteria for Promotion) Rules, 1992 and instructions issued in. G.A. Department relating to sealed cover procedure shall be followed while considering the cases of eligible Officers for promotion.

Consultation with
the Commission.

7. The list of eligible officers considered by the Committee/ SB shall be sent to the Commission alongwith their C.C.Rs. and other service records like Gr. List and proceedings of the Committee and the Commission after assessing the suitability of the officers shall recommend to the Government the list of officers found suitable for promotion.

Select List.

8. (1) The recommendation made by the Commission shall be placed before the Government for approval and shall form the select list after its approval with modification, if any.

(2) The list prepared by the Government in pursuance of sub-rule (1) shall remain in force, ordinarily for one year from the date of its approval by Government :

Provided that the Commission shall be consulted by Government to extend the validity of the list beyond one year if they consider so necessary in exigencies of public service:

Provided further that the Government may at any time in consultation with the Commission for any lapse in the conduct or deterioration in the standard of performance of the duties of any person included in the list remove the name of such person from the list.

(3) Appointment to the posts in the service shall be made by the Government in the order in which their names appear in the select list.

(4) Not withstanding anything contained in the preceding sub-rules and Rule 7 and where the Commission is of opinion that there are no suitable Officer for promotion, Government may fill up the vacancy or vacancies by deputation.

CHAPTER IV

RECRUITMENT TO THE ORISSA CULTURAL SERVICE (GROUP-B)

Constitution of
Committee for
Group-B posts.

9. There shall be constituted a Committee for selection of Officers for promotion to Group-B posts in the services, consisting of the following members, namely :—

- | | |
|---|----------------------|
| (a) Secretary to Government,
Culture Department. | . . Chairman |
| (b) Director, Culture | . . Member |
| (c) Additional Secretary/Joint Secretary/
Deputy Secretary to Government,
Tourism & Culture (Culture) Department. | . . Member-Secretary |

Recruitment to
the Orissa
Cultural Service
Group B by
promotion.

10. (1) (a) Recruitment to 2 (two) post of Assistant Director, Culture (General) shall be made by promotion from among the candidate holding the post of District Culture Officer who have completed at least 10 (ten) years of service as such on the 1st day of January of the year in which the Committee meets.

(b) Recruitment to one post of Assistant Director, Culture (General) shall be made by promotion from among the candidates holding the post of Section Officer Lev.-I & Audit Superintendent in the Directorate of Culture.

(2) Recruitment to the post of Assistant Archaeological Engineer shall be filled up by promotion from among the candidates holding the post of Conservation Assistant (J.E.) who have completed at least 15 (fifteen) years of service as such on the 1st day of January of the year in which the Committee meets.

(3) Recruitment to the post of Curator in different section of the State Museum shall be filled up by way of promotion from among the Officers holding the post of Assistant Curators having ten years of services as such on the 1 st day of January of the year in which the Committee meets.

(4) Recruitment to the post of Curator, State Archaeology shall be filled up by way of promotion from among the candidates holding the post of Technical Assistant of State Archaeology who has completed at least 10 (ten) years of service in this post on the 1st day of January of the year in which the Committee meets.

(5) Recruitment to the post of Curators of the State Archives shall be filled up by promotion from among the candidates holding the post of Technical Assistant, Archivist of the State Archives who has completed at least 10 (ten) years of service on the 1st day of January of the year in which the Committee meets.

(6) The names of eligible Officers shall be arranged in order of their seniority *inter se* and placed before the Committee alongwith their service records.

(7) The provisions of the Orissa Reservation of Vacancies in Posts and Services (For Scheduled Caste and Scheduled Tribes) Act, 1975 and Rules framed there under, the Orissa Civil Service (Zone of Consideration) Rules, 1988, the Orissa Civil Service (Criteria for Promotion) Rules, 1992 and instructions issued in General Administration Department Office memorandum relating to sealed cover procedure shall be followed while considering the cases of eligible Officers for promotion.

(8) The Committee shall consider the cases of all Officers placed before them under sub-rule (6), and prepare the select list of suitable Officers equal to the number of vacancies existing in order of merit and forward it to the Commission for their concurrence.

Consultation with Commission. **11.** On a vacancy due to be filled up by promotion arising in this service, the names of all persons eligible for consideration for appointment by promotion shall be arranged in order of seniority *inter se* and forwarded to the Commission alongwith service records for their recommendation of a name or names for filling up the vacancy or vacancies.

Select List. **12. (1)** The recommendation made by the Commission shall be placed before the Government for approval and shall form the select list after its approval with modification, if any.

(2) The select list shall remain valid for a period of one year from the date of its approval by the Government.

(3) Appointment to the post in the service shall be made by the Government in the order in which their names appear in the select list.

Direct recruitment. **13. (1)** Recruitment to the post of Lecturers in different disciplines of the Arts and Crafts Colleges shall be filled up by direct recruitment through the Commission in accordance with the provisions of these rules.

(2) Recruitment to the post of Lecturers in different disciplines of the Utkal Sangeet Mohavidyalaya shall be filled up by direct recruitment through the Commission in accordance with the provisions of these rules.

Direct Recruitment by the Commission. **14. (1)** Appointment by direct recruitment shall be made through a competitive written examination and *Viva Voce* test to be held by the Commission in accordance with the provisions of these rules and general instructions as provided under Appendix, 'B' appended to these rules.

(2) Each year in the month of January, the Tourism and Culture (Culture) Department shall intimate the number of vacancies, existing and the vacancies which shall occur during the year to be filled up by way of direct recruitment, to the Commission indicating the number of posts to be reserved for the candidate belonging to Scheduled Castes, Scheduled Tribes, Ex-Servicemen, Women, Socially and Economically Backward Classes, Sportsman and Physically handicapped persons.

(3) On receipt of vacancy position the Commission shall invite applications from the candidates eligible to appear in the competitive examination and shall conduct the said examination during that year.

(4) The syllabus for the competitive examination shall be as provided under the Appendix-A appended to these rules.

CHAPTER V

GENERAL CONDITIONS FOR DIRECT RECRUITMENT

Disqualification for appointment. **15.** No person who has more than one spouse living shall be eligible to apply for the post under the service.

Eligibility criteria for direct recruitment. **16.** A candidate in order to be eligible to compete at the examination for direct recruitment must satisfy the following conditions, namely :—

(a) He or she shall be a citizen of India.

(b) He or she shall be able to speak, read and write Oriya and (ii) has passed M. E. School examination with Oriya as medium of examination in non-language subject or (iii) passed in Oriya as a language subject in the final examination of Class-VIII or above, (iv) passed a test in Oriya in M.E.School Standard conducted by the School and Mass Education Department.

(c) He or she shall not be under 21 years and above 32 years of age :

Provided that upper age limit shall be relaxed up to 5 (five) years in case of candidates belonging to Scheduled Castes and Scheduled Tribes and up to such number of years in respect of candidates belonging to category of ex-servicemen, physically handicapped persons, women candidates and backward classes candidates as may be prescribed by Government from time to time.

(d) He or she must be of good character in support of which he or she shall submit to the Commission alongwith his or her application a certificate of character from the Principal, Proctor, Dean or Professor in-charge of Department of teaching of the College or University in which he or she last studied.

(e) He or she must have possessed following qualification or any equivalent qualification from a recognised University or from any recognised Institution in India or abroad, namely :—

(i) Lecturer of Art and Craft Colleges.

Master's Degree in the relevant discipline or its equivalent examination at least 55 of marks :

Provided that a candidate having Doctorate degree in the relevant subject experience as a performing Artist will be given preference.

(ii) Lecturers of Utkal Sangeet Mohavidyalaya.

Master's Degree in the relevant discipline or its equivalent examination with at least 55 of marks :

Provided that a candidate having Ph.D. and experience as a performing Artist and teaching experience in Government or recognised Institutions will be given preference.

Forwarding the list by the Commission.

17. (1) The Commission on the basis of the result of the written examination and *Viva Voce* test shall prepare a list of successful candidates arranged in order of merit and forward the same to Government.

(2) The Commission shall prepare the aforesaid list of successful candidates equal to the number of vacancies notified by the Government. The list after its approval by Government shall form the select list. The select list shall remain valid for a period of one year from the date of its approval by the Government.

Right to appointment.

18. Inclusion of candidates name in the select list shall confer no right to appointment in the service unless Government are satisfied after such enquiry, as may be considered necessary for appointment and appointment shall be subject to actual availability of vacancies.

Filling up the vacancies.

19. Subject to the provisions of Rule 16, appointment to the post shall be made by the Government in the order in which the names appear in the select list.

Reservation of vacancies.

20. Notwithstanding anything contained in these rules, vacancies shall be reserved —

(a) for candidates belonging to Scheduled Castes and Scheduled Tribes in accordance with the provisions of the Orissa Reservation of Vacancies in Posts and Services (for Scheduled Tribes and Scheduled Castes) Act, 1975 and rules made thereunder, and

(b) for physically handicapped persons/ex-servicemen/socially and educationally backward classes candidates/women candidates and Sportsmen as may be prescribed by Government from time to time.

CHAPTER VI

PROBATION AND CONFIRMATION DEPARTMENTAL EXAMINATION AND SENIORITY

Probation.

21. (1) Persons recruited to the service shall be appointed on probation.

(2) Every Officer appointed by promotion shall be on probation for a period of one year and every Officer appointed by direct recruitment shall be on probation for a period of two years and in both cases the period of probation shall count from the date of joining the post of which he is appointed :

Provided that such period of probation shall not include—

(a) Extraordinary leave,

(b) Period of unauthorised absence, or

(c) any other period held to be not being on actual duty.

(3) A probationer shall undergo such training as Government may from time to time determine.

(4) If the Government are satisfied during the period of probation of an Officer that his or her continuance in the service would not be required in public interest, they may order the termination of the services of the probationer where upon the person concerned shall, if recruited through a competitive examination, deemed to have been removed from Government service and if recruited by way of promotion he or she shall be reverted in consultation with the Commission to the post from which he or she was promoted.

Confirmation. **22.** No person appointed to the service shall be considered for confirmation unless he or she has completed the probation satisfactorily, has passed the departmental examination, if any, as may be fixed by the Government and is considered by Government to be fit for confirmation subject to the availability of the permanent vacancy.

Seniority. **23.** The *inter se* seniority of Officers appointed in any cadre of the service in any year shall be regulated in the following manner, namely:—

(a) Officers appointed to the service by promotion shall be ranked *inter se* in the order in which their names are arranged in the final select list.

(b) Officers appointed to the service by direct recruitment shall be ranked *inter se* in the order in which their names appear in the select list.

CHAPTER VIII

MISCELLANEOUS

Relaxation. **24.** If the State Government are of the opinion that it is necessary or expedient to do so in the public interest, they may, by an order and in consultation with the Commission, relax any of the provisions of these rules in respect of any class or category of person in public interest.

Repeal and Savings. **25.** All rules, corresponding to these rules in force, immediately before the commencement of these rules are hereby repealed :

Provided that any order made or action taken under the rules so repealed shall be deemed to have been made or taken under the corresponding provisions of these rules.

Issue of Instructions. **26.** The Government may issue such instruction not inconsistent with the provisions of these rules, as they consider necessary to regulate matter not specifically covered by the provisions of these rules.

Interpretation. **27.** If any question arises relating to the interpretation of these rules, it shall be referred to Government in Tourism and Culture (Culture) Department for decision.

[No. 5045–TC.]

By order of the Governor

G. N. MOHANTY

Commissioner-cum-Secretary to Government

APPENDIX-A

(See Rule 14)

(Syllabus and plan of examination)

The recruitment examination in respect of Lecturers in Utkal Sangeet Mahavidyalaya/Art Colleges shall comprises of the following tests :—

Paper-I (written), Full Mark-100, Duration : 2 Hrs.

1. Language test both in English & Oriya of H.S.C. standard. This test shall aim at evaluation candidate's knowledge both in English and Oriya language. There shall be common Question. It shall be designated as follows :—

- | | | |
|---|----|----|
| (a) An Essay in English of H.S.C. standard | .. | 10 |
| (b) Translation of a passage from English to Oriya. | .. | 10 |
| (c) Translation of a passage from Oriya to English | .. | 10 |
| (d) Questions aiming at assessing the candidate's working knowledge of both English & Oriya language. | .. | 20 |

2. General Knowledge :

Knowledge of current events and such other matters of everyday observation and experience as may be expected from an educated person, with particular reference to Orissa Culture and Turism. 50

3. Paper-II (written), Full Mark-100, Duration : 2 Hrs

The written Examination shall have question of MFA/M. Mus standard pertaining to the subject matters in which the candidate appeared at the interview for the post in relevant discipline. The questions shall be comprehensive type prepared by the eminent experts in respective field. 100

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|-------------------------|----|----|------------|
| 4. (a) <i>Viva voce</i> | .. | 50 | 50 |
| (b) Career mark | .. | 20 | 20 |
| Total marks | .. | | <u>270</u> |

CAREER MARK

	1st Class	2nd Class	3rd Class
+10/H.S.C. Standard	5	3	2
+2 Standard	5	3	2
+3yrs. degree	5	3	2
Master Degree	5	3	2

APPENDIX-B

(See Rule 14)

General instructions to be followed in the competitive examination for direct recruitment.

- (i) Candidate must answer the papers in their own hand, in no circumstances, they will be allowed to help a scribe to write answers for them.
- (ii) The Commission shall be competent to fix qualifying marks in any or all the subjects of the examination.
- (iii) If a candidate's handwriting is not easily legible, a deduction will be made on this account from the total marks accruing to him.
- (iv) Marks will not be allotted for mere superficial knowledge.
- (v) Credit will be given for orderly, effective and exact expression combined with due economy of words in all subjects of the examination.
- (vi) In the question papers, wherever necessary questions involving the metric system of weights and measures only will be set.
- (vii) Candidates shall use only international form of Indian numerals (i.e. 1,2,3,4,5,6 etc.) while answering question papers.
- (viii) Candidates are permitted to bring and use battery operated pocket calculators for conventional (essay) type papers only. Loaning or interchanging of calculators in the Examination Hall is not permitted.
- (ix) Candidates are not permitted to use calculators for answering objective type papers (Text Booklets) and should not bring the same inside the Examination Hall.
- (x) There shall be a personal Test. The candidates shall be interviewed by a Board who will have before them a record of his career. He will be asked questions on matters of general interest. The object of the interview will be to assess the personal suitability of the candidate for a career in public service. The test is intended to judge the mental calibre of a candidate; to Broad terms this is really an assessment of not only his intellectual qualities but also social traits and his interest on current affairs. Some of the qualities to be judged are mental alertness, critical powers of assimilation, clear and logical exposition, balances of judgment, variety and depth of interest ability for social cohesion and leadership, intellectual and moral integrity.