

RECRUITMENT RULES

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GOVERNMENT OF PUDUCHERRY
LAW DEPARTMENT

(G.O. Ms. No. 40, dated 15th September 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 11th January 1965 of the Ministry of Home Affairs, Government of India, New Delhi and in consultation with the Hon'ble High Court of Judicature, Madras vide Letter in R.O.C. No. 39/2015/Pondy, dated 31-8-2015 of the Registrar-General, High Court of Judicature at Madras and all other powers enabling him in this behalf, the Lieutenant-Governor, Puducherry is pleased to make the following rules further to amend the Puducherry Judicial Subordinate Service Rules, 1979, issued under G.O. Ms. No. 17/79-LLD, dated the 20th June 1979 of the Law and Labour Department, Puducherry and published in the Extraordinary Gazette No. 90, dated 30th June 1979, namely:—

1. *Short title and commencement.*— (1) These rules may be called the Puducherry Judicial Subordinate Service (Amendment) Rules, 2015.

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

2. *Amendment of Schedule.*— In the Puducherry Judicial Subordinate Service Rules, 1979 (hereinafter referred to as the said rules), in Schedule-I, in Part-A, for the existing serial numbers 2, 3, 4, 5, 6, 7, 7A, 8 and 11 and the corresponding entries relating thereto, the following shall be substituted, namely:—

SCHEDULE-I

Sl. No.	Category	Designation	Group	Scale of pay	Strength excluding temporary posts
(1)	(2)	(3)	(4)	(5)	(6)
PART-A					
2.	I (b)	Senior Grade Stenographer	"B"	PB2 ₹ 9,300-34,800+GP ₹ 4,200	13 Leave Reserve (FR)
3.	II	Assistant Sairishadar	"C"	PB1 ₹ 5,200-20,200+GP ₹ 2,800	10 Leave Reserve (FR)
4.	III (a)	Senior Clerk	"C"	PB1 ₹ 5,200-20,200+GP ₹ 2,400	70 Leave Reserve (FR)
5.	III (b)	Junior Grade Stenographer	"C"	PB1 ₹ 5,200-20,200+GP ₹ 2,400	12 Leave Reserve (FR)
6.	III (c)	Translator/Interpreter	"C"	PB1 ₹ 5,200-20,200+GP ₹ 2,400	2 Leave Reserve (FR)
7.	IV	Junior Clerk	"C"	PB1 ₹ 5,200-20,200+GP ₹ 1,900	75 Leave Reserve (FR)
7A.	IVA	Typist	"C"	PB1 ₹ 5,200-20,200+GP ₹ 1,900	24 Leave Reserve (FR)
8.	V	Multi-Tasking Staff (Copyist/Amin).	"C"	PB1 ₹ 5,200-20,200+GP ₹ 1,800	69 Leave Reserve (FR)
11.	VI	Multi-Tasking Staff (General).	"C"	PB1 ₹ 5,200-20,200+GP ₹ 1,800	54 Leave Reserve (FR)

3. In the said rules, in Schedule-III, in Part-A, for the existing serial numbers 2, 3, 4, 5, 6, 7, 7A, 8 and 11 and the corresponding entries relating thereto, the following shall be substituted, namely:—

SCHEDULE-III

Sl. No.	Category	Designation	Group	Scale of pay	Minimum educational qualification for direct recruits	Minimum educational or other qualifications for promotion	Method of recruitment	Examination or Tests to be passed during the period of probation
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
PART-A								
2.	I (b)	Senior Grade Stenographer	"B"	Pay Band 2 ₹ 9,300-34,800 + Grade Pay ₹ 4,200	1. Degree of a recognised University. 2. A pass in Stenography Lower/Junior Grade Examination in English conducted by State Board of Examination/ Board of Technical Examination/Board of Technical Education and Training. 3. A pass in Typewriting Higher/Senior Grade Examination in English conducted by State Board of Examination/ Board of Technical Examination/Board of Technical Education and Training. 4. A pass in Typewriting in Lower/Junior Grade Examination in Tamil or Malayalam or Telugu conducted by State Board of Examination/ Board of Technical Examination/Board of Technical Education and Training.	1. A pass in S.S.L.C. or its equivalent. 2. Ten years regular service in category III(b). 3. Accounts Test for Subordinate Officers. 4. Common General Departmental Test for Ministerial Staff. 5. Office Automation conducted by Government/ Recognised University/Board of Technical Education. 6. Judicial Test. 7. Professional Development Training for Stenographers conducted by DP & AR (PW), Puducherry.	(i) By promotion from officers in category III(b) - 60% failing which by (ii) below. (ii) Direct Recruitment - 40%	(i) Accounts Test for Subordinate Officers; (ii) Common General Departmental Test for Ministerial Staff; and (iii) Office Automation conducted by Government/ Recognised University/Board of Technical Education. (iv) Judicial Tests.

3.	II	Assistant Sarishtadar	"C"	Pay Band 1 ₹ 5,200-20,200 + Grade Pay ₹ 2,800	Degree of a recognised University.	1. A pass in S.S.L.C. or its equivalent. 2. Five years regular service in category III(a). 3. Accounts Test for Subordinate Officers. 4. Common General Departmental Test for Ministerial Staff. 5. Judicial Test.	By promotion from category III(a), failing which by direct recruitment.	1. Accounts Test for Subordinate Officers. 2. C o m m o n G e n e r a l Departmental T e s t f o r Ministerial Staff. 3. Judicial Test.
4.	III(a)	Senior Clerk	"C"	Pay Band 1 ₹ 5,200-20,200 + Grade Pay ₹ 2,400	Degree of a recognised University.	1. A pass in S.S.L.C. or equivalent. 2. Eight years regular service in category IV/IV A. 3. Typewriting Test. 4. Common General Departmental Test for Ministerial Staff. 5. Office Automation conducted by Government / R e c o g n i s e d University/Board of Technical Education.	By promotion from category IV and IV A, failing which by direct recruitment.	1. Accounts Test for Subordinate Officers. 2. C o m m o n G e n e r a l Departmental T e s t f o r Ministerial Staff. 3. A pass in Typewriting in Lower/Junior Grade in English or Tamil or Malayalam or Telugu conducted by a Board of T e c h n i c a l Education. 4. O f f i c e Automation conducted by Government/ Recognised University/ Board of T e c h n i c a l Education.

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
								5. Judicial Tests (The promotees to the post should pass the tests at Sl. No. 1 & 5 above within 2 years from the date of promotion)
5.	III(b)	Junior Grade Stenographer	"C"	Pay Band 1 ₹ 5,200-20,200 + Grade Pay ₹ 2,400	1. A pass in H.Sc. (12th Class) or equivalent from a recognised Board or University. 2. A pass in Stenography in English in Lower Grade. 3. A pass in Typewriting in Tamil or Telugu or Malayalam in Lower/Junior Grade; and 4. A pass in Typewriting in English in Higher/Senior Grade.	Not applicable	By direct recruitment.	1. Accounts Test for Subordinate Officers. 2. C o m m o n G e n e r a l Departmental Test for Ministerial Staff. 3. O f f i c e Automation conducted by Government/Recognised University/Board of Technical Education. 4. Judicial Test.
6.	III(c)	Translator/Interpreter	"C"	Pay Band 1 ₹ 5,200-20,200 + Grade Pay ₹ 2,400	A degree with the concerned language as the main subject of a recognised University.	Not applicable	By direct recruitment.	1. Accounts Test for Subordinate Officers. 2. C o m m o n G e n e r a l Departmental Test for Ministerial Staff.

								3. Office Automation conducted by Government/Recognised University/Board of Technical Education.
								4. Judicial Test.
7.	IV	Junior Clerk	"C"	Pay Band 1 ₹ 5,200-20,200 + Grade Pay ₹ 1,900	1. A pass in H.Sc. (12th Class) or equivalent from a recognised Board or University. 2. A pass in Typewriting in Lower/Junior Grade examination in English or Tamil or Malayalam or Telugu conducted by Government/Board of Technical Examination.	1. A pass in S.S.L.C. or its equivalent. 2. Three years regular service in category V, failing which in category VI.	1. 50% by direct recruitment; and 2. 50% by promotion failing which by direct recruitment. Promotion shall be made from category V failing which from category VI who opted for promotion to Junior Clerk.	1. Typewriting Test. 2. Common General Departmental Test for Ministerial Staff. 3. Office Automation conducted by Government/Recognised University/Board of Technical Education (The promotees to the post should pass the above tests within a period of two years from the date of promotion).
7A.	IVA	Typist	"C"	Pay Band 1 ₹ 5,200-20,200 + Grade Pay ₹ 1,900	1. A pass in H.Sc. (12th Class) or equivalent from a recognised Board or University.	1. A pass in S.S.L.C. or its equivalent. 2. A pass in Typewriting in Lower/Junior Grade examination in English	1. 50% by direct recruitment; and 2. 50% by promotion failing which	1. Common General Departmental Test for Ministerial Staff.

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					2. A pass in Typewriting in Lower/Junior Grade examination in English conducted by Government/Board of Technical Education.	conducted by Government/Board of Technical Education.	by direct recruitment. Promotion shall be made from category V failing which from category VI who opted for promotion to Typist.	2. Office Automation conducted by Government/Recognised University/Board of Technical Education.
					3. A pass in Typewriting in Lower/Junior Grade examination in Tamil or Malayalam or Telugu conducted by Government/Board of Technical Education.	3. A pass in Typewriting in Lower / Junior Grade examination in Tamil or Malayalam or Telugu conducted by Government/Board of Technical Education.		
						4. Three years regular service in category V, failing which in category VI.		

8.	V	Multi-Tasking Staff (Copyist/Amin).	"C"	Pay Band 1 ₹ 5,200-20,200 + Grade Pay ₹ 1,800	Does not arise	Does not arise	By absorption from category VI after completion of probation in that category.	Nil
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Note : The incumbents who have held the erstwhile posts of Peon or Orderly who do not possess the educational qualification of a pass in S.S.L.C. but served on regular basis in these posts prior to the commencement of the Puducherry

							Judicial Subordinate Service (Amendment) Rules, 2012 and who have been imparted retraining in accordance with Note 1 below rule 7 of the CCS (Revised Pay) Rules, 2008 notified by Government of India and republished <i>vide</i> GO.Ms.No. 52/F3/08, dated 14-9-2008 of Finance Department, Puducherry in Part-I of the Extraordinary Gazette No. 64 of the 14th September 2008 and serving as Multi-Tasking Staff (General) under these rules shall be eligible for absorption.	
11.	VI	Multi-Tasking Staff (General).	"C"	Pay Band 1 ₹ 5,200-20,200 + Grade Pay ₹ 1,800	A pass in S.S.L.C. or its equivalent from a recognised Board of Education.	Not applicable	1. 75% by direct recruitment. 2. 25% by absorption failing which by direct recruitment. Absorption shall be made from full-time casual labourers available in the list prepared by the DP&AR (PW)	Nil

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
							in terms of "The Government of Puducherry Casual Labourers (Engagement and Regularisation) Scheme, 2009", notified <i>vide</i> Extraordinary Gazette No. 15, dated 27-2-2009 of the Government of Puducherry.	

(By order of the Lieutenant-Governor)

R. MARGARET ROSALINE,
Secretary to Government (Law).

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