

# **RECRUITMENT RULES**

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GOVERNMENT OF PUDUCHERRY  
LIEUTENANT-GOVERNOR'S SECRETARIAT

(G.O. Ms. No. 02/2020-LGS., Puducherry, dated 6th May 2020)

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 Government of India, Ministry of Home Affairs, New Delhi, the Lieutenant-Governor, Puducherry, hereby makes the following rules regulating the method of recruitment to Group 'B' post of "Public Relation Officer" in the Office of the Lieutenant-Governor's Secretariat, Puducherry, namely:—

1. *Short title and commencement.*— (1) These rules may be called the Government of Puducherry, Lieutenant-Governor's Secretariat, Group 'B' post of 'Public Relation Officer' Recruitment Rules, 2020.

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

2. *Application.*— These rules shall apply to recruitment and appointments to the post specified in Sl.No. (1) of the Schedule hereto annexed and as are in existence in Raj Nivas, Puducherry.

3. *Number of post, its classification and Level in the Pay Matrix.*—The number of the said post, its classification and the Level in the Pay Matrix attached thereto shall be as specified in Sl.Nos. (2) to (4) of the Schedule annexed hereto.

4. *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 Sl.No. (5) to (13) of the Schedules annexed hereto.

5. *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 posts:

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.

6. *Power to relax.*— Where, the Lieutenant-Governor is of the opinion that it is necessary or expedient so to do, he/she may, by order and for reasons to be recorded in writing and in consultation with Union Public Service Commission, relax any of the provisions of these rules with respect to any class or category of persons.

7. *Savings.*— 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 categories of persons in accordance with the rules framed or orders issued by the Government from time to time in this regard.

## SCHEDULE

**RECRUITMENT RULES FOR THE POST OF PUBLIC RELATION OFFICER**

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|---|---|
| 1. Name of the post   | : Public Relation Officer   |
| 2. Number of post   | : 1 (One) [2020] Subject to variation dependent on work-load.   |
| 3. Classification   | : General Central Services–Group 'B' Gazetted–Non-Ministerial.  |
| 4. Level in the Pay Matrix  | : Level–8 (47,600-1,51,100)   |
| 5. Whether selection post or non-selection post   | : Not applicable  |
| 6. Age-limit for direct recruits  | : Not applicable  |
| 7. Educational and other qualifications required for direct recruits.   | : Not applicable  |
| 8. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.   | : Not applicable  |
| 9. Period of probation, if any  | : Not applicable  |
| 10. Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods. | : By deputation (Including Short-Term Contract)/absorption.   |
| 11. In case of recruitment by promotion /deputation/ absorption, grades from which promotion/deputation/absorption is to be made.                                     | <p><b>Deputation</b> (Including Short-Term Contract)/<b>Absorption</b></p> <p>Officers of the Central Government or State Government or Union Territories or Autonomous or Statutory Organizations or Public Sector Undertakings or University or Recognized Research Institutions—</p> <p>(A) (i) holding analogous posts on a regular basis in the Parent cadre or Department; or</p> <p>(ii) with two years service in the grade rendered after appointment thereto on a regular basis in the pre-revised Pay Band PB2 + Grade Pay ₹ 4,600 or Level-7 in the Pay Matrix or equivalent in the Parent cadre or Department;</p> <p>(B) possessing the following educational qualifications and experience.</p> <p><b>Essential</b></p> <p>(i) Bachelor's Degree in any subject and Postgraduate Diploma in Journalism/Mass Communication/Public Relations from a recognised University.</p> |

Or

(i) Degree in Journalism/Mass Communication/ Public Relations from a recognised University.

And

(ii) 3 Years experience in the field of Journalism, Public Relations, Media Management, and Press Liaison including experience in preparing Press Release and other materials for the Press from Central/State Government, Autonomous/ Statutory Organisations/PSUs/Universities/ Recognized Research Institutions.

**Desirable**

(i) Possessing proficiency in local languages, *i.e.*, Tamil or Malayalam or Telugu.

(ii) PGDCA from a recognised University or Institute or Certificate Course in Office Automation.

(iii) Possessing proficiency in 'e' environment and exposure to social media.

*Note:* Period of deputation (ISTC) including period of deputation (ISTC) in another ex-cadre post held immediately preceding this appointment in the same or some other Organization/Department of the Central Government shall ordinarily not to 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 application.

**Absorption**

*Note:* Only Officers of Central/State Governments/Union Territories Shall be eligible to be considered for appointment on absorption basis.

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|--|---|
| 12. If, a Departmental Promotion Committee exists, what is its composition?                          | : Not applicable  |
| 13. Circumstances in which Union Public Service Commission is to be consulted in making recruitment. | : Consultation with Union Public Service Commission is necessary while appointing an Officer on deputation (ISTC)/absorption. |

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(By order of the Lieutenant-Governor)

**R. SRIDHARAN,**  
Private Secretary to Lieutenant-Governor.

GOVERNMENT OF PUDUCHERRY  
LIEUTENANT-GOVERNOR'S SECRETARIAT

(G.O. Ms. No. 03/2020-LGS., Puducherry, dated 6th May 2020)

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 Ministry of Home Affairs, Government of India, New Delhi, the Lieutenant-Governor, Puducherry, hereby makes the following rules regulating the method of recruitment to Group 'C' (Non-Ministerial) post of "Housekeeper" in the Household of the Lieutenant-Governor's Secretariat, Puducherry, namely:—

1. *Short title and commencement.*— (1) These rules may be called the Government of Puducherry, Lieutenant-Governor's Secretariat, Group 'C' post of "Housekeeper" Recruitment Rules, 2020.

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

2. *Application.*— These rules shall apply to recruitment and appointments to the post specified in Sl.No. (1) of the Schedule hereto annexed and as are in existence in Raj Nivas, Puducherry.

3. *Number of post, its classification and Level in the Pay Matrix.*— The number of the said post, its classification and the Level in the Pay Matrix attached thereto shall be as specified in Sl.Nos. (2) to (4) of the Schedule annexed hereto.

4. *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 Sl.No. (5) to (13) of the Schedule annexed hereto.

5. *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 posts:

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.

6. *Power to relax.*—Where, the Lieutenant-Governor is of the opinion that it is necessary or expedient so to do, he/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.

7. *Savings.*— 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 categories of persons in accordance with the rules framed or orders issued by the Government from time to time in this regard.

## SCHEDULE

**RECRUITMENT RULES FOR THE POST OF HOUSEKEEPER**

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|---|---|--|
| 1. Name of the post                             | : | Housekeeper  |
| 2. Number of post                               | : | 1 (One) 2020   |
| 3. Classification                               | : | General Central Services–Group 'C' Non-Gazetted–Non-Ministerial.   |
| 4. Level in the Pay Matrix                      | : | Level–4  |
| 5. Whether selection post or non-selection post | : | Not applicable   |
| 6. Age-limit for direct recruits                | : | Between 18 and 25 years as per DoPT guidelines, (upper age-limit relaxable for Government servants in accordance with the orders/instructions issued by Government provided such Government Servants are working for not less than three years in the posts which are in the same line or allied cadres and where a relationship can be established 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 in the case of recruitment through Employment Exchange is the last date by which Employment Exchanges are asked to submit the names.

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|---|---|--|
| 7. Educational and other qualifications required. | : | <p><b>Essential</b></p> <p>(i) 3 Years Diploma in Hotel Management and Catering Technology awarded by National Council for Hotel Management and Catering Technology (NCHMCT), New Delhi (or) Directorate of Technical Education (DTE) of the State and</p> <p>(ii) 2 Years of experience in Sr. Housekeeper capacity in F&amp;B Operation in not less than 3 stared category Hotel.</p> <p style="text-align: center;">Or</p> <p>(i) A Craft Certificate course in F&amp;B Services or Food Production awarded by NCHMCT, New Delhi (or) DTE of the State and</p> <p>(ii) 7 Years of experience in the Hotel Industry of which minimum one year should be in Housekeeper capacity in not less than 3 stared category Hotel.</p> <p>(iii) Working knowledge in Hindi and English.</p> |
|---|---|--|

8. Whether age and educational qualifications : *Age* : No  
prescribed for direct recruits will apply in the *Educational qualification* : Yes  
case of promotion/deputation.
9. Period of probation, if any : Two years.
10. Method of recruitment, whether by direct : By promotion/deputation failing which by direct recruitment.  
recruitment or by promotion or by deputation/  
transfer and percentage of the vacancies to be  
filled by various methods.
11. In case of recruitment by promotion /deputation, : Promotion from the Grade of Head Waiter in Raj Nivas  
grades from which promotion/deputation Household with 8 years of continuous service in the same  
is to be made. grade.
- Deputation**
- (i) Holding analogous posts on a regular basis or
- (ii) With 8 years service in the grade rendered after  
appointment thereto on regular basis in the pre-revised  
Pay Band PB1 + Grade Pay ₹ 1,900 or Level-2 in the Pay  
Matrix or equivalent.
12. If, a Departmental Promotion Committee/Recruitment, : *Departmental promotion Committee/Recruitment*  
Committee exists, what is its composition? *Committee may be prescribed as follows:—*
- (i) Secretary to Lieutenant-Governor, . . . Chairman  
Puducherry.
- (ii) Private Secretary to Lieutenant-Governor, . . . Member  
Puducherry.
- (iii) Under Secretary to Government, (CCD), . . . Member  
Puducherry.
13. Circumstances in which Union Public Service : Not applicable  
Commission is to be consulted in making  
recruitment.
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(By order of the Lieutenant-Governor)

**R. SRIDHARAN,**  
Private Secretary to Lieutenant-Governor.

GOVERNMENT OF PUDUCHERRY  
LIEUTENANT-GOVERNOR'S SECRETARIAT

(G.O. Ms. No. 04/2020-LGS., Puducherry, dated 6th May 2020)

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, the Lieutenant-Governor, Puducherry, hereby makes the following rules regulating the method of recruitment to Group 'C' (Non-Ministerial) post of "Head Waiter" in the Household of the Lieutenant-Governor's Secretariat, Puducherry, namely:—

1. *Short title and commencement.*— (1) These rules may be called the Government of Puducherry, Lieutenant-Governor's Secretariat, Group 'C' post of "Head Waiter" Recruitment Rules, 2020.

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

2. *Application.*— These rules shall apply to recruitment and appointments to the post specified in Sl.No. (1) of the Schedule hereto annexed and as are in existence in Raj Nivas, Puducherry.

3. *Number of post, its classification and Level in the Pay Matrix.*— The number of the said post, its classification and the Level in the Pay Matrix attached thereto shall be as specified in Sl.Nos. (2) to (4) of the Schedule annexed hereto.

4. *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 Sl.Nos. (5) to (13) of the Schedule annexed hereto.

5. *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 posts:

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.

6. *Power to relax.*— Where, the Lieutenant-Governor is of the opinion that it is necessary or expedient so to do, he/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.

7. *Savings.*— Nothing in these rules shall affect the reservation, 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 rules framed or orders issued by the Government from time to time in this regard.



## SCHEDULE

## RECRUITMENT RULES FOR THE POST OF HEAD WAITER

- |   |  |
|---|--|
| 1. Name of the post                             | : Head Waiter  |
| 2. Number of post                               | : 1 (One) 2020   |
| 3. Classification                               | : General Central Services–Group 'C' Non-Gazetted–Non-Ministerial.   |
| 4. Level in the Pay Matrix                      | : Level–2  |
| 5. Whether selection post or non-selection post | : Not applicable   |
| 6. Age-limit for direct recruits                | : Between 18 and 25 years as per DoPT guidelines. (Relaxable for Government servants up to 40 years in accordance with the orders/instructions issued by Government, provided such Government servants are working for not less than three years in the posts which are in the same line or allied cadres and where a relationship can be established 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 in the case of recruitment through Employment Exchange is the last date by which Employment Exchanges are asked to submit the names.

- |   |                    |
|---|--------------------|
| 7. Educational and other qualifications required. | : <b>Essential</b> |
|---|--------------------|

(i) 3 Years Diploma in Hotel Management and Catering Technology awarded by National Council for Hotel Management and Catering Technology (NCHMCT), New Delhi (or) Directorate of Technical Education (DTE) of the State and

(ii) 2 Years of experience in Housekeeper capacity in F&B Operation in not less than 3 starred category Hotel.

Or

(i) A Craft Certificate course in F&B Services or Food Production awarded by NCHMCT, New Delhi (or) DTE of the State and

(ii) 7 Years of experience in the Hotel Industry of which minimum one year should be in Head Waiter capacity in not less than 3 starred category Hotel.

(iii) Working knowledge in Hindi and English.

8. Whether age and educational qualifications : *Age* : No  
prescribed for direct recruits will apply in the *Educational qualification* : To the extent indicated in  
case of promotions/deputation. column. 11.
9. Period of probation, if any : Two years.
10. Method of recruitment, whether by direct : By promotion/deputation failing which by direct recruitment.  
recruitment or by promotion or by deputation/  
transfer and percentage of the vacancies to be  
filled by various methods.
11. In case of recruitment by promotion /deputation, : **Promotion**  
grades from which promotion/deputation  
is to be made. Waiter-*cum*-Room Attendant/Room Attendant in Level-I  
in Raj Nivas Household with 3 years of service rendered  
in the respective grade after appointment thereto on  
regular basis possessing at least SSLC or equivalent.
- Deputation**
- (i) Holding analogous posts on a regular basis or
- (ii) With 3 years service in the grade rendered after  
appointment thereto on regular basis in Level-1 in the  
Pay Matrix.
- (iii) Possessing the qualifications prescribed for direct  
recruit under column (7).
12. If, a Departmental Promotion Committee/Recruitment, : *Departmental promotion Committee/Recruitment*  
Committee exists, what is its composition? *Committee for Group 'C' consisting of—*
- (i) Secretary to Lieutenant-Governor, . . . Chairman  
Puducherry.
- (ii) Private Secretary to Lieutenant-Governor, . . . Member  
Puducherry.
- (iii) Under Secretary to Government, (CCD), . . . Member  
Puducherry.
13. Circumstances in which Union Public Service : Not applicable  
Commission is to be consulted in making  
Recruitment.

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(By order of the Lieutenant-Governor)

**R. SRIDHARAN,**  
Private Secretary to Lieutenant-Governor.

GOVERNMENT OF PUDUCHERRY  
LIEUTENANT-GOVERNOR'S SECRETARIAT

(G.O. Ms. No. 05/2020-LGS., Puducherry, dated 6th May 2020)

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, the Lieutenant-Governor, Puducherry, hereby makes the following rules regulating the method of recruitment to Group 'C' (Non-Ministerial) post of "Cook" in the Household of the Lieutenant-Governor's Secretariat, Puducherry, namely:—

1. *Short title and commencement.*— (1) These rules may be called the Government of Puducherry, Lieutenant-Governor's Secretariat, Group 'C' post of "Cook" Recruitment Rules, 2020.

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

2. *Application.*— These rules shall apply to recruitment and appointments to the post specified in Sl.No. (1) of the Schedule hereto annexed and as are in existence in Raj Nivas, Puducherry.

3. *Number of post, its classification and Level in the Pay Matrix.*— The number of the said post, its classification and the Level in the Pay Matrix attached thereto shall be as specified in Sl.Nos. (2) to (4) of the Schedule annexed hereto.

4. *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 Sl.Nos. (5) to (13) of the Schedule annexed hereto.

5. *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 rule.

6. *Power to relax.*— Where, the Lieutenant-Governor is of the opinion that it is necessary or expedient so to do, he/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 categories of persons.

7. *Savings.*— Nothing in these rules shall affect the reservation, 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 rules framed or orders issued by the Government from time to time in this regard.

## SCHEDULE

**RECRUITMENT RULES FOR THE POST OF COOK**

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|---|--|
| 1. Name of the post                             | : Cook   |
| 2. Number of post                               | : 1 (One) 2020   |
| 3. Classification                               | : General Central Services–Group 'C' Non-Gazetted–Non-Ministerial.   |
| 4. Level in the Pay Matrix                      | : Level–2  |
| 5. Whether selection post or non-selection post | : Not applicable   |
| 6. Age-limit for direct recruits                | : Between 18 and 25 years as per DoPT guidelines. (Relaxable for Government Servants up to 40 years in accordance with orders/instructions issued by Government, provided such Government Servants are working for not less than three years in the posts which are in the same line or allied cadres and where a relationship can be established 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 in the case of recruitment through Employment Exchange is the last date by which Employment Exchanges are asked to submit the names.

- |   |                    |
|---|--------------------|
| 7. Educational and other qualifications required. | : <b>Essential</b> |
|---|--------------------|

(i) A Craft Certificate course in F&B Services or Food Production awarded by National Council for Hotel Management and Catering Technology (NCHMCT), New Delhi (or) Directorate of Technical Education (DTE) of the State and

(ii) 2 Years of experience in the Food Production in not less than 3 starred category Hotel.

**Desirable**

Three years Diploma in Hotel Management and Catering Technology awarded by NCHMCT, New Delhi (or) DTE of the State.

8. Whether age and educational qualifications : *Age* : No  
prescribed for direct recruits will apply in the *Educational qualification* : To the extent indicated in  
case of promotion/deputation. column. 11.
9. Period of probation, if any : Two years.
10. Method of recruitment, whether by direct : By promotion/deputation failing which by direct recruitment.  
recruitment or by promotion or by deputation/  
transfer and percentage of the vacancies to be  
filled by various methods.
11. In case of recruitment by promotion /deputation, : **Promotion**  
grades from which promotion/deputation  
is to be made. Assistant Cook in Level-1 in Raj Nivas Household with  
3 years of service rendered in the grade after appointment  
thereto on regular basis possessing at least SSLC or  
its equivalent.
- Deputation**
- (i) Holding analogous posts on a regular basis or
- (ii) With 3 years service in the grade rendered after  
appointment thereto on regular basis in Level-1 in the Pay  
Matrix or equivalent.
- (iii) Possessing the qualifications prescribed for direct  
recruits under column (7).
12. If, a Departmental Promotion Committee/Recruitment, : *Departmental promotion Committee/Recruitment*  
Committee exists, what is its composition? *Committee for Group 'C' consisting of—*
- (i) Secretary to Lieutenant-Governor, . . . Chairman  
Puducherry.
- (ii) Private Secretary to Lieutenant-Governor, . . . Member  
Puducherry.
- (iii) Under Secretary to Government, (CCD), . . . Member  
Puducherry.
13. Circumstances in which Union Public Service : Not applicable  
Commission is to be consulted in making  
recruitment.

(By order of the Lieutenant-Governor)

**R. SRIDHARAN,**  
Private Secretary to Lieutenant-Governor.

GOVERNMENT OF PUDUCHERRY  
LIEUTENANT-GOVERNOR'S SECRETARIAT

(G.O. Ms. No. 06/2020-LGS., Puducherry, dated 6th May 2020)

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, the Lieutenant-Governor, Puducherry, hereby makes the following rules regulating the method of recruitment to the Group 'C' (Non-Ministerial) post of "Assistant Cook" in the Household of the Lieutenant-Governor's Secretariat, Puducherry, namely:—

1. *Short title and commencement.*— (1) These rules may be called the Government of Puducherry, Lieutenant-Governor's Secretariat, Group 'C' post of "Assistant Cook" Recruitment Rules, 2020.

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

2. *Application.*— These rules shall apply to recruitment and appointments to the post specified in Sl.No. (1) of the Schedule hereto annexed and as are in existence in Raj Nivas, Puducherry.

3. *Number of post, its classification and Level in the Pay Matrix.*— The number of the said post, its classification and the Level in the Pay Matrix attached thereto shall be as specified in Sl.Nos. (2) to (4) of the Schedule annexed hereto.

4. *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 Sl.Nos. (5) to (13) of the Schedule annexed hereto.

5. *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 posts:

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.

6. *Power to relax.*— Where, the Lieutenant-Governor is of the opinion that it is necessary or expedient so to do, he/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 categories of persons.

7. *Savings.*— Nothing in these rules shall affect the reservations, relaxation of 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 rules framed or orders issued by the Government from time to time in this regard.

## SCHEDULE

**RECRUITMENT RULES FOR THE POST OF ASSISTANT COOK**

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|---|--|
| 1. Name of the post                             | : Assistant Cook   |
| 2. Number of post                               | : 1 (One) 2020   |
| 3. Classification                               | : General Central Services–Group 'C' Non-Gazetted–Non-Ministerial.   |
| 4. Level in the Pay Matrix                      | : Level-1  |
| 5. Whether selection post or non-selection post | : Not applicable   |
| 6. Age-limit for direct recruits                | : Between 18 and 25 years as per DoPT guidelines. (Relaxable for Government Servants up to 40 years in accordance with orders/instructions issued by Government, provided such Government Servants are working for not less than three years in the posts which are in the same line or allied cadres and where a relationship can be established 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 in the case of recruitment through Employment Exchange is the last date by which Employment Exchanges are asked to submit the names.
- |   |                    |
|---|--------------------|
| 7. Educational and other qualifications required. | : <b>Essential</b> |
|---|--------------------|
- (i) A Craft Certificate course in Food Production awarded by National Council for Hotel Management and Catering Technology (NCHMCT), New Delhi (or) Directorate of Technical Education (DTE) of the State and

(ii) 1 Year of experience in the Food Production in not less than 3 stard category Hotel.

**Desirable**

Three years Diploma in Hotel Management and Catering Technology awarded by NCHMCT, New Delhi (or) DTE of the State.
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|--|------------------|
| 8. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion/deputation. | : Not applicable |
| 9. Period of probation, if any   | : Two years.     |

10. Method of recruitment, whether by direct : Direct recruitment.  
recruitment or by promotion or by deputation/  
transfer and percentage of the vacancies to be  
filled by various methods.
11. In case of recruitment by promotion /deputation, : Not applicable  
grades from which promotion/deputation  
is to be made.
12. If, a Departmental Promotion Committee/Recruitment, : *Departmental promotion Committee/Recruitment*  
Committee exists, what is its composition? *Committee for Group 'C' consisting of—*
- (i) Secretary to Lieutenant-Governor, . . . Chairman  
Puducherry.
  - (ii) Private Secretary to Lieutenant-Governor, . . . Member  
Puducherry.
  - (iii) Under Secretary to Government, (CCD), . . . Member  
Puducherry.
13. Circumstances in which Union Public Service : Not applicable  
Commission is to be consulted in making  
recruitment.
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(By order of the Lieutenant-Governor)

**R. SRIDHARAN,**  
Private Secretary to Lieutenant-Governor.