

RECRUITMENT RULES

**Supplement to the Gazette No. 37
of the 16th September 2025**

Published by Authority of Government of Puducherry

GOVERNMENT OF PUDUCHERRY
CHIEF SECRETARIAT (ESTABLISHMENT)

(G.O. Ms. No. 2, Puducherry, dated 11th August 2025)

NOTIFICATION

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, read with the Government of India, Ministry of Home Affairs, Notification No. F5/4/65-GP., dated 11th January, 1965 and in supersession of the Notification issued in G.O. Ms. No. 1/CS(Estt.)/PGGH-CH/2015, dated 22nd January, 2015 and published as a Supplement to the Gazette No. 6 of the 10th February, 2015, save as respects things done or omitted to be done before such supersession, the Lieutenant-Governor, Puducherry, hereby makes the following rules regulating the method of recruitment to the Group 'C' (Non-Gazetted – Non-Ministerial) post of Room Attendant in the Puducherry Government Guest House at Chennai, namely:—

1. *Short title and commencement.*— (i) These rules may be called the Government of Puducherry, Chief Secretariat (Establishment), Group 'C' (Non-Gazetted, Non-Ministerial) post of Room Attendant (Puducherry Government Guest House, Chennai) Recruitment Rules, 2025.

(ii) They shall come into force on and from the date of their publication in the Official Gazette of the Government of Puducherry.

2. *Number of posts, its classification and Pay Level in the Pay Matrix.*— The number of the said post, its classification and the Pay Level in the Pay Matrix 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 (13) of the said Schedule.

4. *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.

5. *Powers to relax.*— Where, the Lieutenant-Governor is of the opinion that it is necessary or expedient to do so, 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. *Savings.*— 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, Ex-Servicemen and other special categories of persons under the orders issued by the Government from time to time in this regard.

SCHEDULE

**RECRUITMENT RULES FOR THE POST OF ROOM ATTENDANT IN THE PUDUCHERRY
GOVERNMENT GUEST HOUSE AT CHENNAI**

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| 1. Name of the post | : Room Attendant |
| 2. Number of posts | : 8 (Eight) [2025] Subject to variation dependent on workload |
| 3. Classification | : General Central Service – Group – 'C' – Non-Gazetted – Non-Ministerial. |
| 4. Pay Level in the Pay Matrix | : Level-1 (₹ 18,000 - ₹ 56,900) in the Pay Matrix |
| 5. Whether selection post or non-selection post | : Not applicable |
| 6. Age-limit for direct recruits | : Between 18 and 30 years (Relaxable for Government Servants up to 40 years in accordance with the orders or instructions issued by the Central Government).

<i>Note</i> : The crucial date for determining the age-limit shall be as advertised by the Competent Authority. |
| 7. Educational and other qualifications required for direct recruits. | : A pass in S.S.L.C. (10th Class) or its equivalent from a recognized Board. |
| 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 | : Two years for direct recruits and absorbees.

<i>Note</i> : Direct recruits/absorbees would be required to successfully complete a mandatory induction training of at least two weeks duration, as prescribed by the Competent Authority for completion of probation. |
| 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. | : 100% by deputation (ISTC)/absorption failing, which by direct recruitment. |
| 11. In case of recruitment by promotion / deputation / absorption, grades from which promotion / deputation / absorption is to be made. | <p>Deputation (ISTC) / Absorption</p> <p>Officials under the Puducherry Administration–</p> <p>(a) holding analogous posts on regular basis in the parent cadre / Department;</p> <p align="center">and</p> <p>(b) possessing the educational qualifications prescribed for direct recruits under column (7).</p> |

Note 1 : The Government officials shall only be considered for absorption.

Note 2 : Period of deputation including the period of deputation in another *ex cadre* post held immediately preceding this appointment in the same or some other organization or Department of the Central / State / Union Territory Governments shall ordinarily not exceed 3 years. The maximum age-limit for appointment by deputation shall be "not exceeding 56 years" as on the closing date of receipt of applications.

12. If, a Departmental Promotion Committee / Recruitment Committee exists, what is its composition? *Group 'C' Departmental Confirmation Committee (for Considering Confirmation) / Recruitment Committee :—*

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|---|-------------|
| (1) Secretary to Government
(General Administration). | .. Chairman |
| (2) Joint / Deputy / Under Secretary to Government (Establishment),
Chief Secretariat, Puducherry. | .. Member |
| (3) Joint / Deputy / Under Secretary to Government (DP&AR),
Chief Secretariat, Puducherry. | .. Member |

13. Circumstances in which the Union Public Service Commission is to be consulted in making recruitment. : Not applicable

(By order of the Lieutenant-Governor)

SUNDARARAJAN. P.,
Joint Secretary to Government (Establishment).