



THE ASSAM GAZETTE

অসাধাৰণ

EXTRAORDINARY

প্ৰাপ্ত কৰ্তৃত্বৰ দ্বাৰা প্ৰকাশিত

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No. 82 Dispur, Monday, 20th March, 2017, 29th Phalguna, 1938 (S.E.)

GOVERNMENT OF ASSAM

ORDERS BY THE GOVERNOR

SECRETARIAT ADMINISTRATION (ESTT.) DEPARTMENT

DISPUR :: GUWAHATI-6

NOTIFICATION

The 15th March, 2017

No.S(E)68/2016/182 .- In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Assam is hereby pleased to make the following rules further to amend the Assam Secretariat Subordinate Service Rules,1963, hereinafter referred to as the principal Rules, namely :-

- | | | |
|-------------------------------|--------|--|
| Short title and commencement. | 1. (i) | These rules may be called the Assam Secretariat Subordinate Service (Amendment) Rules, 2016. |
| | (ii) | They shall come into force on the date of their publication in the Official Gazette. |
| Amendment of rule 8 | 2. | In the principal Rules, in rule 8, in sub-rule (1), for the words "and an interview as per Schedule-II" appearing after the word "examination" the following shall be substituted, namely:- "consisting of an objective type written test and computer test as laid down in Schedule II (as amended)." |
| Amendment in Schedule-II. | 3. | In the principal Rules, in the existing Schedule-II,- (i) in the first line, for the words "competitive examination" occurring in between the words "of" and "and", the words "written test" shall be substituted. And the words "and interview" occurring in between the words "examination" and "for" shall be deleted; |

- (ii) for the existing "Subject" and "Marks" appearing at Serial No. 1 to 5, the following shall be substituted, namely:-

| | Subject | Marks |
|----|---|--------------|
| 1. | General English including General Knowledge and Quantitative Aptitude | 150 |
| 2. | Knowledge of Computer (Theory) | 50 |
| 3. | Language Skills Test in Assamese /Bengali /Bodo/ Alternative English | 50 |
| 4. | Computer Test (Practical) | 50 |
| 5. | Precis Writing | 50"; |

- (iii) in clause (i), for the words "competitive examination" occurring in between the words "the" and "on", the words, "written test" shall be substituted ;
- (iv) in clause (ii), for the words and figures "Sl. 1 and 2 above in the competitive examination" occurring in between the words "at" and "numbering", the words and figures, "Sl. 1, 2 and 3 above in the written test" shall be substituted ;
- (v) in clause (iii), for the words "taking interview" occurring in between the words "for" and "and", the words, "conducting computer test (practical) and precis writing" shall be substituted ;
- (vi) the clause (iv) and (vi) shall be deleted and the existing clauses (v), (vii) and (viii) shall be renumbered respectively as clauses (iv), (v) and (vi);
- (vii) in clause (iv) as renumbered, for the words "competitive examination" occurring in between the words "the" and "taken", the words, "written test" shall be substituted ;
- (viii) in clause (v) as renumbered,
- (a) in the first line for the words "competitive examination" occurring in between the words "the" and "and", the words "written test" shall be substituted,
- (b) the words, "computer test" occurring in between the word "the" and "candidates" and the word "only" occurring in between the word "numbering" and "three" shall be deleted,
- (c) in the third line, for the word "interview" appearing in between the word "for" and "on", the words "the computer test (practical) and precis writing" shall be substituted,
- (d) in the fourth line, for the words and figures "Sl. 1 and 2 above in the competitive examination", the words and figures "Sl. 1, 2 and 3 above in the written test" shall be substituted.

- (ix) in clause (vi) as renumbered, for the words, "subjects mentioned at Sl. 1 and 2 above, in competitive examination and interview", the words "written test and computer test (practical) and precis writing" shall be substituted.
- Amendment of rule 18 4. In the principal Rules, in rule 18, in sub-rule (iii), in clause (B), for the existing second paragraph, the following shall be substituted, namely :-
- “ The candidate for the post of Junior Administrative Assistant must possess knowledge of computer as specified below :-
- (i) He must have good working knowledge of Office productivity software tools (independent of any operating system, i.e., MS Windows, Linux, Mac etc.) such as,
- (a) Word Processor,
(b) Spreadsheet,
(c) Presentation graphics,
(d) Concept of Database,
(e) Internet,
(f) e-mail;
- (ii) He must possess a minimum 6 (six) months Diploma/Certificate in Computer Proficiency from a recognised institute;
- (iii) He must prove his proficiency in Computer through a practical test.”

P. K. TIWARI,

Principal Secretary to the Government of Assam,
Secretariat Administration Department.