



THE ASSAM GAZETTE

অসাধাৰণ

EXTRAORDINARY

প্ৰাপ্ত কৰ্তৃৱৰ দ্বাৰা প্ৰকাশিত

PUBLISHED BY THE AUTHORITY

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No. 90 Dispur, Friday, 6th March, 2009, 15th Phalguna, 1930 (S.E.)

GOVERNMENT OF ASSAM
ORDERS BY THE GOVERNOR
GENERAL ADMINISTRATION (B) DEPARTMENT

NOTIFICATION

The 2nd March, 2009

No. GAG(B)14/95/PT-IV/15. :- In exercise of powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Assam is pleased to make the following rules further to amend the Assam Ministerial District Establishment Service Rules, 1967, here-in-after referred to as Principal Rules, in the manner here-in-after appearing, namely :-

Short title and commencement 1. (1) These Rules may be called the Assam Ministerial District Establishment Service (Amendment) Rules, 2009.

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

Amendment of Rule-2 2. In the Principal Rules, in rule 2, in clause (1), for existing sub-clause (a), the following shall be substituted, namely:-

"(a) the Commissioner & Secretary to the Govt. of Assam, General Administration (B) Department, the Secretary to the Govt. of Assam General Administration (B) Department, in case of appointment to the post of Administrative Officer and Revenue Sheristadar."

Amendment of Rule-4 3. In the Principal Rules, for the existing Rule-4, the following shall be substituted, namely:- "4. Status of Service:- The Status of Administrative Officer and Revenue Sheristadar shall be that of Class-II Gazetted Ministerial Service and that of other members of the service shall be that of Class-III non-Gazetted Ministerial Service."

Amendment of Rule-6 4. In the Principal Rules, in rule-6, after sub-rule (7), the following new sub-rule (8) shall be inserted, namely :-

"(8)(i) The post of Administrative Officer shall be filled up by selection from amongst persons who-(a) have served at least for 15 years in any Deputy Commissioners' establishment and have working experience of different branches in general and in the establishment branch in particular, and (b) have possessed a Graduate Degree in any discipline from a recognized University in India.

(ii) for the purpose of selection, there shall be a 'Selection Board' consisting of the following members, namely:-

(a) Commissioner & Secretary
to the Govt. of Assam, General
Administration (B) Department
and in his absence Secretary to
to the Govt. of Assam, General
Administration (B) Department.

Chairman

- (b) Commissioner of the concerned Division - Member,
- (c) Deputy Commissioner of the concerned district - Member,
- (d) Joint Secretary or his absence Dy. Secretary to the Govt. of Assam, General Administration (B) Department - Member- Secy.
- (iii) The appointing Authority shall advertise the vacancies by itself or may instruct the Deputy Commissioner concerned to advertise the vacancies inviting application from suitable persons eligible for appointment in the post of Administrative Officer fulfilling the requirement of the post as per clause(i) above. The Appointing Authority shall obtain the Annual Confidential Reports for the last five consecutive years and relevant service particulars of the eligible candidates for recruitment to the cadre of Administrative Officer and place the Annual Confidential Reports along with the relevant service particulars of the candidates before the Selection Board with the number of vacancies likely to occur during the year. The Selection Board shall examine the A.C.Rs and service particulars of the candidates taking into the consideration of the respective merit of the candidates and prepare a list of names in order of preference for recruitment to the post.

The list shall be forwarded to the Appointing Authority by the Selection Board.

(iv) The list finally approved by the Appointing Authority shall be the select list for the purpose of appointment of Administrative Officer.

(v) The select list shall remain valid for 12 calendar months from the date of approval by the Appointing Authority.

NOTE :

(1) The Rank and Status of the post of Administrative Officer shall be equal to that of Revenue Sheristadar.

(2) The job description of Administrative Officer & Revenue Sheristadar shall be as follows:-

(i) All revenue matters will be looked after by Revenue Sheristadar,

(ii) The Administrative Officer will look after the following subjects,-

a) Personnel Branch

b) Magistracy Branch.

c) Planning & Development Branch etc"

Amendment of Schedule-II.

5. In the Principal Rules, for Schedule-II the following shall be substituted namely,-

" Schedule-II

(Rule-13)

Name of the post.

Scale of pay

1. (a) Revenue Sheristadar

Rs.5375-175-6600-250-6850-
EB-250-8100-325-10700-/PM.

(b) Administrative Officer

Rs.5375-175-6600-250-6850-
EB-250-8100-325-10700-/PM

2. Head Asstt.(Sadar & Sub-Divisional)

Rs.3940-90-4480-120-5200-
EB-175-6600-250-8100-325-
8425-/PM

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| 3. Supervisory Asstt . | Rs.3850-90-4480-120-4600-EB-
120-5200-175-6600-250-7350/-
PM. |
| 4. U.D.A(Sr.Asstt.) | Rs.3850-90-4480-120-4600-EB-
120-5200-175-6600-250-7350/-
PM. |
| 5. Sadar Nazir &
Sub-Divisional Nazir | Rs.3850-90-4480-120-4600-EB-
120-5200-175-6600-250-7350/-
PM. |

(Special pay for the post of Head Asstt. (Sadar) & Sub-Divisional is at the rate of Rs. 75/- Sadar Nazir Rs. 75/-, Sub-Divisional Nazir Rs. 45/-, Supervisory Asstt. Rs. 45/- and 1 (one) Asstt. dealing confidential work in each S.D.O.(C) office Rs. 30/-

P. K. BORTHAKUR,
Commissioner & Secretary to the Government of Assam,
General Administration Department.