

GOVERNMENT OF ODISHA
FINANCE DEPARTMENT

No.FIN-OTAS-CADRE-34/13- 35216 (256)*/E., Bhubaneswar ,the 23rd November,2013

From

Smt. S.Rout
Deputy Secretary to Government

To

The Secretary to all Departments of Government
All Heads of Departments
All Collectors

Sub: Appointment to Odisha Taxation and Accounts Service(OT&AS) Class-II by way of selection for the year,2013.

Sir/Madam,

I am directed to say that Government have decided to appoint suitable eligible officers to the cadre of Odisha Taxation and Accounts Service(OT&AS) Class-II by way of "promotion by selection" under clause (c) of rule-4 of Odisha Taxation and Accounts Service Rules,2011 from amongst Government officers:-

- (a) He/She is of outstanding merit and ability.
- (b) He/She has worked for three years in a post carrying a scale of pay *Rs.9300-34800/- and Grade Pay Rs.4200/- in PB-2.
- (c) He/She has passed the prescribed Departmental Examination.
- (d) He/She must not be more than 50 years of age on the 1st day of April,2013.

* Note- The following pre revised scale of pay shall be considered while determining the length of service of the candidate in qualifying scale

- (i) Rs. 320-750/- in ORSP Rules,1981
- (ii) Rs. 890-1830/- in ORSP Rules,1985
- (iii) Rs. 1350-2200/- in ORSP Rules,1989
- (iii) Rs. 1400-2300/- in ORSP Rules,1990
- (iv) Rs. 4750-7500/- in ORSP Rules,1998

2. Since the vacancies to be filled up by "Selection" to the service are very limited, you are particularly requested to ensure that names of only willing candidates who really deserve consideration on the basis of their outstanding performance and exceptional merit and ability as reflected in their Character Rolls are sponsored to this Department. *An undertaking to accept the appointment on selection to OT&AS should be obtained from the concerned candidates.*
3. It must also be verified meticulously before recommending the officers that the persons nominated fulfill all the conditions of eligibility relating to age , period of service (in posts carrying the specified scale of pay) and passing of Departmental Examination.
4. No candidate should be nominated against whom CBI / Vigilance / Departmental proceedings etc are pending / contemplated and those who have forgone promotion in the event their selection to OT&AS earlier.
5. The recommending authorities are particularly requested to see that all the columns of the prescribed proforma (enclosed) are correctly filled up separately in respect of each nominated candidate with correct particulars.
6. The recommending authorities are requested to furnish one set of CCRs (attested copies) for the period from 2008-09 to 2012-13. Only the case of candidates having outstanding merit and ability completing five CCRs of the preceding years shall be recommended.
7. It is further requested that all sheets of the CCR dossier including it's folder together with service particulars should contain the full and exact name of the individuals recommended. The period of CCRs furnished and any gaps in period of CCRs shall be clearly mentioned at the appropriate place of the proforma.
8. As per Orissa Reservation of Vacancies in Posts and Services (for SC and ST) Act,1975 and Rules made there under , required number of vacancies will be filled up by eligible SC and ST candidates. Hence due care must be taken to consider the cases of suitable SC/ST candidates while forwarding the recommendations.
9. The recommendations along with the attested photo copy of the CCRs and required service particulars properly filled in respect of such nominated candidate should be forwarded by the Department / Heads of Department / Collector so as to reach Finance Department on or before **31.12.2013 positively.**

10. Recommendations received after the stipulated date shall not be considered and shall be liable for rejection.

11. Any omission, wrong or incomplete information furnished in respect of the service particulars, confidential character rolls and the certificate of the recommending authority etc shall render the nomination invalid and shall be liable for rejection for which the recommending authority shall remain squarely responsible. The names of the officers with identical names must be differentiated clearly by 'A', 'B' or 1,2 etc.

12. The recommendations must be sent securely in sealed cover addressed by name to Smt. Smita Rout, Deputy Secretary to Government, Finance Department.

13. A sample copy of the prescribed proforma is enclosed for submission of the recommendations.

14. The relevant extract of the Odisha Taxation and Accounts Service Rules,2011 is enclosed for reference.

Yours faithfully,


Deputy Secretary to Government

Memo No. 35217 /F dated 23/11/2013

Copy alongwith the copy of the enclosures forwarded to the Head State Portal Group, IT Centre, Secretariat for uploading in the Odisha Government website - www.odisha.gov.in- Finance Department.

Memo No. 35218 /F dated 23/11/2013 Deputy Secretary to Government

Copy alongwith the copy of the enclosures forwarded to the OE-I Branch, FD / OE-II Branch, FD / LFA Branch, FD / Small Savings Branch, FD / CCA Branch, FD / Treasury Branch, FD / CT Branch, FD for information and necessary action.


Deputy Secretary to Government

**PROFORMA FOR PROMOTION TO ODISHA TAXATION &
ACCOUNTS SERVICE, CLASS-II BY " SELECTION "**

Shri/Smt..... (Name in full)

Designation

Office & place of posting.....

1. Permanent Home Address: Village :-
P.O :-
P.S :-
District :-
2. Date of birth :
3. Age as on 01.04.2013 :
4. Whether Scheduled Caste /
Scheduled Tribe :
5. Educational Qualification :
6. Date of first appointment in
Government service :
7. Length of service (as on 01.01.2013) :
(in the post / posts carrying a
scale of pay of Rs.9300-34800/-
and Grade Pay Rs.4200/- in PB-2
or its corresponding pre revised
scale of pay in different ORSP Rules
from time to time).

(The following pre revised scale of pay would be considered while determining the length of service of the candidate in qualifying scale

- (i) Rs. 320-750/- in ORSP Rules,1981
- (ii) Rs. 890-1830/- in ORSP Rules,1985
- (iii) Rs. 1350-2200/- in ORSP Rules,1989
- (v) Rs. 1400-2300/- in ORSP Rules,1990
- (vi) Rs. 4750-7500/- in ORSP Rules,1998)

8. Present scale of pay :
9. Present pay :
10. Whether a permanent Government servant and if so, the post in which confirmed. :
11. Whether passed the prescribed Departmental Examination, if any or exempted from passing the same. (exemption cases should be clearly Indicated) :
12. Particulars of the officer in different grades with specific dates of appointment or subsequent promotions and scales of pay in each grade from the beginning of services (specific date of getting the pay in the scale of Rs.400-620/- or its corresponding revised scales of pay or higher from time to time should be indicated):-

Grade (Designation)	Scale of pay as it was on that date (According to Designation)	Period	
		From	To

13. Period of CCRs furnished : From To
(exact period of CCRs to be Mentioned)
14. Whether complete CCRs arranged in proper sequence have been furnished and gap / omissions (if any) have been properly explained.

CERTIFICATE

I hereby certify that -

- i) the particulars furnished in items 1 to 14 are correct to the best of my knowledge.
- ii) I have gone through the complete CCRs of the nominee carefully and the basis of the entries there in , consider him/ her to be an officer of outstanding merit and ability, suitable for selection to the Odisha Taxation and Accounts Service(OT&AS) Class-II
- iii) I have gone through the relevant provisions of the Odisha Taxation and Accounts Service(OT&AS) Rules, 2011 carefully and consider the nominee eligible for "Selection" on the basis of the age , experience and other conditions of eligibility specified in the said Rules and Regulations.
- iv) No C.B.I / Vigilance case or departmental proceedings etc are pending against the nominee.

Signature of the Recommending Authority
(Deptt. of Govt. / Heads of Deptt. / Collector)

Designation-
(with seal)

EXTRACT TAKEN FROM ODISHA TAXATION AND ACCOUNTS SERVICE RULES, 2011

4. Method of Recruitment- Subject to the provisions of these rules, recruitment to the posts in the Service shall be made by the following methods, namely:-

- (c) not more than twenty percent of the posts shall be filled up by way of selection as per rule 7 of these rules.

7. Eligibility Criteria for Selection- (1) No person under clause (c) of rule 4 shall be considered for appointment by selection unless -

- (a) He/She is of outstanding merit and ability.
- (b) He/She has worked for three years in a post carrying a scale of pay Rs.9300-34800/- and Grade Pay Rs.4200/- in PB-2.
- (c) He/She has passed the prescribed Departmental Examination

(2) He/She must not be more than 50 years of age on the 1st day of April of the year in which the selection is made.
