

**MOST IMMEDIATE / TIME BOUND**

GOVERNMENT OF PUDUCHERRY  
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS  
(PERSONNEL WING)

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No.A.12017/22/2016/DPAR/CCD(1)

Puducherry, dated 07.12.2022

**I.D. NOTE / OFFICE MEMORANDUM**

Sub: Public Services – Review of Recruitment Rules / Service  
Rules – Instructions – Issued.

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As per DoP&T guidelines on framing / amendment / relaxation of Recruitment Rules dated 31<sup>st</sup> December, 2010, Recruitment Rules should be reviewed once in five years with a view to effecting such changes as are necessary to bring them in conformity with the changed position, including additions to or reductions in the strength of the lower and higher level posts. Further, consequent upon the implementation of the 7<sup>th</sup> CPC recommendations, DoPT vide O.M. dated 09.08.2016 have issued instructions to all the Ministries / Departments to initiate action to amend the existing Service Rules / Recruitment Rules so as to bring the Recruitment Rules in conformity with revised pay structure. Recently, instructions have also been issued to incorporate the revised norms for minimum eligibility for promotion by making suitable amendments to Recruitment Rules vide DoPT O.M. dated 20.09.2022. These instructions have been communicated to all Cadre Controlling Authorities by the D.P. & A.R. (Personnel Wing) vide I.D. Note / Office Memorandum of even number dated 30.09.2022.

2. In spite of all these instructions, the Cadre Controlling Authorities do not seem have taken any serious steps to amend the Recruitment Rules for the posts coming under their Cadre Control. It is noted that in many cases, the Recruitment Rules notified two to three decades ago are still in force without any amendments in conformity with the Pay Commission recommendations made over the period as a result of which many difficulties are being encountered while making recruitment / promotion affecting the career prospects of the Government servants and leading to litigations. This is a matter of serious concern and immediate steps need to be taken to amend the Recruitment Rules in conformity with the latest position.

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3. All the Cadre Controlling Authorities are therefore directed to launch a special drive to review and amend the Recruitment Rules for all the posts coming under their Cadre Control as per the DoPT guidelines immediately and the exercise shall be completed **before 28.02.2023**. Failure to comply with the above instructions will be viewed seriously and responsibility will be fixed upon the Cadre Controlling Authority concerned with a suitable note in their APAR for the year 2022-2023.

4. All the Cadre Controlling Authorities are also instructed to furnish the information called for in the Annexure to this Office Memorandum to this Department **on or before 20.12.2022**, without fail. A softcopy of the same in **MS-Excel format** shall invariably be sent to the e-mail i.d. **dpar-ccd.pon@nic.in**.

5. The Commissioner-cum-Secretary to Government / Secretaries / Special Secretaries to Government are requested to review the progress periodically to ensure that the drive is completed within the time limit. The progress made in this regard will be reviewed in the regular Secretaries meeting.

/ BY ORDER OF THE CHIEF SECRETARY /



(V. JAISANKAR)

UNDER SECRETARY TO GOVERNMENT

To

All the Cadre Controlling Authorities / Secretariat Departments / Heads of Departments / Public Sector Undertakings / Autonomous Bodies / Societies / Corporations, Puducherry.

Copy to:

1. The Commissioner-cum-Secretary to Government / Secretaries / Special Secretaries to Government.
2. The Secretary to Lieutenant Governor, Puducherry.
3. The Officer on Special Duty to Chief Minister / Home Minister, Puducherry.
4. The Private Secretary to All Ministers / Speaker / Sr. P.A. to Deputy Speaker, Puducherry.
5. The Collector, Karaikal ; Regional Administrator, Mahe / Yanam.
6. The Private Secretary to Chief Secretary, Puducherry.
7. Stock file / C.R.B.

**ANNEXURE**

Name of the Department:

Sl. No.	Name of the post	Group	Date of Notification of the existing RRs with G.O. No. and date	Date of Notification of the last amendment with G.O. No. and date	Reasons for not amending the RRs
1.	2.	3.	4.	5.	6.

SIGNATURE OF THE CCA