

**GOVERNMENT OF PUDUCHERRY**

Abstract

Public Services – Recruitment Rules for the post of Lower Division Clerk –  
Notified

**DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS  
(PERSONNEL WING)**

G.O.Ms.No.: 115/DP&AR/CC UI/

Puducherry, dated: 28/11/2016

**ORDER:**

The Notification appended to this order shall be published as supplement to the Official Gazette.

// By order of the Lieutenant Governor //

  
28/11/16  
(M. KANNAN)

**UNDER SECRETARY TO GOVERNMENT**

To  
The Director of Stationery & Printing,  
Puducherry. .... With a request to send 100 copies of the Notification to this  
department.

Copy to:- 1. The Central Records Branch, Puducherry  
2. G.O. file / Stock file.

**GOVERNMENT OF PUDUCHERRY**  
**DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS**  
**(PERSONNEL WING)**

(G.O.Ms.No.115/DP&AR/CCUI

dated 28/11/2016

**NOTIFICATION**

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India read with the Notification No. F. 5/4/65-GP dated 11<sup>th</sup> January, 1965 of the Ministry of Home Affairs, Government of India, New Delhi and in supersession of the Notification issued in G.O.Ms. No. 74/DP&AR/CC dated 14<sup>th</sup> December 2010 of the Department of Personnel and Administrative Reforms (Personnel Wing), Puducherry and published as a supplement to the Gazette No. 50 dated 14<sup>th</sup> December 2010, 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 post of Lower Division Clerk in the Government of Puducherry, namely:-

1. **Short title and commencement:** (i) These rules may be called the Government of Puducherry (Lower Division Clerk) Recruitment Rules, 2016.

(ii) They shall come into force on and from the date of their publication in the official gazette.

2. **Number of posts, its classification and Level in the Pay Matrix:-** The number of the said posts, its classification and Level in the Pay Matrix attached thereto, shall be as specified in column (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. **Disqualification:** - 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 posts.

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. **Power to relax:** - Where the Lieutenant-Governor is of the opinion that it is necessary or expedient so to do , 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 or persons.
6. **Saving:-** Nothing in these rules shall affect the reservations, relaxation in upper age limit and other concessions required to be provided for the scheduled castes, the scheduled tribes, the Ex-Servicemen and other special categories of persons in accordance with the orders issued by the Government from time to time in this regard.

#### SCHEDULE

#### **RECRUITMENT RULES FOR THE POST OF LOWER DIVISION CLERK**

1. Name of the post : Lower Division Clerk
2. Number of post : 434 (Four hundred and thirty four) (2016)  
subject to variation dependent on work load.
3. Classification : General Central Services Group "C"  
(Non-Gazetted) – Ministerial.
4. Level in the Pay Matrix : Level – 2 in the Pay Matrix  
(Pre-revised Pay Band – 1 ₹ 5200-20200  
Grade Pay ₹ 1900)
5. Whether selection post or non selection post : Non-Selection.
6. Age limit for direct recruits : Between 18 and 30 years of age  
(Relaxable for Govt. servants including Multi Tasking Staff (Security / House Keeping / General ) upto 40 years in accordance with the instructions or orders issued by central Government, provided such Government servants are working for not less than 3 years in posts which are in the same line or allied cadres and where a relationship can be established that the services rendered by them in the Department will be useful for efficient discharge of duties in the post for which selection is made)

