

Government of Orissa  
General Administration Department

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No.SC/5-18/2011. 19902/Gen, Bhubaneswar, Dated the 12<sup>th</sup> <sup>September</sup> 2011

To

All Departments of Government

All Heads of Departments

All Collectors.

Subject – Clarification on appointment under the Orissa Civil Service (Rehabilitation Assistance) Rules, 1990 against any post where "**Basic Computer Skill**" is a necessity.

Recruitment to the post of Junior Clerks at District Level is governed under the provisions of the Orissa Ministerial Services (Method of Recruitment to the posts of Junior Clerks in District Offices) Rules, 1985. As per the provision u/r 7(1)(c), minimum qualification is "**Matriculation or any equivalent qualification**". Similarly, Recruitment to the post of Junior Assistant at Heads of Department Level is governed under the provisions of the Orissa Ministerial Services (Method of Recruitment and Conditions of Service of Assistants and Section Officers in the offices of the Heads of Departments) Rules, 1994. As per the provision u/r 9(a), minimum qualification is "**+2 in Arts/Science/Commerce or such other qualification equivalent to +2**".

In both the above cases a PAPER on **Basic Computer Skills** has been included in the **SCHEME of Examination** in order to test the Computer Knowledge of the applicant. The **Basic Computer Skills** prescribed in both these rules can be acquired without acquiring any formal qualification in the field. Further, in the last decade, a large number of computer institutions have been established in the State, which provide Basic Computer Courses. Hence it was not felt necessary to prescribe a specific qualification on Computer Knowledge in these rules.

As per the provision under rule 9(2) of the Orissa Civil Service (Rehabilitation Assistance) Rules, 1990, the applicant for appointment to a particular post, under