

Government of West Bengal
Panchayats & Rural Development Department
63, N.S. Road, Jessop Building, Kolkata 700 001

Memo. No. 3734/PN/O/III/2E-62/09

Dated: 03 .07.2012

ORDER

Whereas promotional aspects in respect of the employees of Zilla Parishad has been dealt with in the Chapter – II of the West Bengal Panchayat (Recruitment and Conditions of Appointment of Employees of Zilla Parishad) Rules, 1997;

And whereas promotion is allowed on the basis of merit-cum-seniority as envisaged in the said recruitment rule;

And whereas method and policy of assessing merit of the prospective candidates has not been defined in the said rule;

And whereas a well-defined and clear cut guideline on extending promotion on merit-cum-seniority basis is required for the employees of Zilla Parishad;

Now, therefore after careful consideration of all aspects and in exercise of power conferred under Rule 10 of the West Bengal Panchayat (Recruitment and Conditions of Appointment of Employees of Zilla Parishad) Rules, 1997, the Governor is pleased to frame the following policy for assessing the merit of Z.P. employees in Gr. B and C posts for promotion on merit-cum-seniority basis.

- 1) The eligible candidates shall be required to appear in a written test for 50 (fifty) marks for the purpose of screening. The syllabus of such test will be as follows:-
 - a. The W.B. Panchayat Act, 1973.
 - b. The W.B. Zilla Parishad (Leave & Recruitment of Staff) Rules, 1973.
 - c. D.C.R.B Scheme, 1985.
 - d. ROPA Rules for PRI Employees.
 - e. Reservation Policy.
 - f. Provident Fund rules for the employees of P.R.bodies,1991.
- 2) The qualifying marks required for promotion shall be 15 out of 50 in the written screening test.
- 3) The APR of the candidates for last three years (1st April to 31st March) shall be considered at the time of preparation of panel of prospective candidates.
- 4) 50 point roster shall be maintained strictly.
- 5) There should not be any break in service, vigilance case or any adverse report including Disciplinary/Criminal proceedings against the employee.
- 6) The prospective candidate must have submitted the 'Declaration of Assets as on 1st day of January' for last three years before the competent authority within scheduled date.

- 7) Number of candidates for the post will be five times of the available vacancies. In case of insufficiency in number of eligible candidates, the minimum requirement may be waived off by the appointing authority.
- 8) The written examination shall be only for the purpose of screening and not for the purpose of elimination nor for determining their seniority in the promotional post. The seniority of promoted candidates shall be determined solely on the basis of the position of the qualifying candidate in the existing gradation list of the feeder post.
- 9) If a candidate, being senior in gradation list, fails to secure qualifying marks in the written test, shall not be considered for promotion.

This order issues in supercession of previous orders/clarifications in similar matter including memo.no.155(361)P.N./O/cell III/2E-65/2004 dated 12th January 2005 of this Deptt.

By order of the Governor,
Sd/-
(Saurabh Kumar Das)
Principal Secretary
to the Govt. of West Bengal.

Memo. No. 3734/1(39)/PN/O/III/2E-62/09

Dated: 03.07.2012

Copy forwarded for information & necessary action to:-

1. The Commissioner, Panchayats & Rural Development Department.
2. The Joint Secretary (Policy Cell), Panchayats & Rural Development Department
3. The Joint Secretary (Law), Panchayats & Rural Development Department.
4. The Executive Officer,Zilla Parishad(All)/Siliguri Mahakuma Parishad.
5. The Additional Executive Officer Zilla Parishad (All)/Siliguri Mahakuma Parishad.


OSD & Ex-Officio Deputy Secretary
to the Govt. of West Bengal
Panchayats & Rural Development Department