



THE ASSAM GAZETTE

অসাধাৰণ

EXTRAORDINARY

প্ৰাপ্ত কৰ্তৃত্বৰ দ্বাৰা প্ৰকাশিত

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No. 458 Dispur, Thursday, 31st October, 2019, 9th Kartika, 1941 (S. E.)

GOVERNMENT OF ASSAM
ORDERS BY THE GOVERNOR
CULTURAL AFFAIRS DEPARTMENT

NOTIFICATION

The 15th October, 2019

No. CAD.180/2014/117.- Pending finalization of the Assam Public Library Service Rules to be framed under the proviso to Article 309 of the Constitution of India, the Governor of Assam is pleased to make the Executive Order in respect of filling up the post of Deputy Director and District Librarian in the Directorate of Library Services, Assam.

1. Short title & commencements :- This order may be called The Assam Library Gazetted Service Order, 2019. This order will be valid for a year from the date of its publication.

2. Definition :- In this order, unless the context otherwise requires :-

- "State Government" means the Government of Assam.
- "Appointing Authority" means the Governor of Assam.
- "Commission" means the Assam Public Service Commission.
- "Board" means the Selection Board constituted under Rule-6.

3. Procedure for recruitment :-

I. The posts of Deputy Director, Class-I was created vide Letter No/ Notification No. :

- ETM.168/79/pt.IV/25 dated 27/01/1984.
- ETM.145/86/10 dated 05/03/1987.

100% posts under the cadre of Deputy Director, Class-I shall be filled up by promotion from the cadre of District Librarian, Class-II. The details of pay scale and the number of posts in the cadre is shown at Annexure-I.

II. The posts of District Librarian, Class-II was created vide letter No./Notification No. :

- EBS.10/57/13 dated 03/05/1957 (for district Librarian Guwahati/Nagaon/Tezpur/Dibrugarh/Jorhat/Silchar/Dhubri)
- ETM.112/85/6 dated 04/12/1985 (for District Librarian Barpeta/Karimganj/Goalpara/Sivasagar/Mangaldoi/Kokrajhar)
- ETM.112/85/11 dated 22/03/1986 (for District Librarian, Nalbari)

- d) EMI.53/75/15 dated 09/01/1976 (for District Librarian, North Lakhimpur)
- e) ETM.90/88/12 dated 21/03/1989 (for District Library, Golaghat)
- f) ETM.15/80/154 dated 30/10/1995 (for District Librarian, Dhemaji/Morigaon/
Tinsukia/Hailakandi)
- g) ETM.80/46 dated 31/03/1982 (for District Librarian, Diphu/Haflong)
- 100% posts under the cadre of District Librarian, Class-II shall be filled up by promotion from the cadre of Sub-Divisional Librarian, Class-III. The posts equivalent to the post in the cadres of service are mentioned in Schedule-I. Details of pay scale pay scale and number of posts in the cadre are shown at Schedule-II.

4. Recruitment By Promotion :-

Appointment by promotion in the following cadre shall be made in the manner provided hereinafter:-

- (1) Before the end of each year the Appointing authority shall make an assessment of number of vacancies occurred or likely to occur for filling up by promotion in the next year in each cadre.
- (2) Subject to suitability as may be decided by the Board and by the Appointing Authority, an officer belonging to the cadre of District Librarian/Sub-Divisional Librarian in Assam Library Service and possessing the qualification as set forth below shall be promoted to the cadre of Deputy Director/District Librarian respectively in the manner provided in Rules 5 and 6.
- (3) Cent percent of strength of the cadres of **(i) Deputy Director (ii) District Librarian** shall be filled by promotion, subject to availability of suitable candidates, provided that any shortfall of this reservation in the cadre due to non-availability of adequate number of suitable candidates in a particular years shall be carry forward to the subsequent year(s) as per provision of relevant Act and Rules.
- (4) (i) A member of the cadre of District Librarian in the Assam Library Services Class-II shall be eligible for promotion as Deputy Director subject to the following conditions:-
 - a) He has possessed a degree in Arts / Science / Commerce with degree in Library Science.
 - b) He has rendered service as District Librarian for a minimum period of 3 (three) years on the first day of January of the year of promotion.
- (ii) A Member of the cadre of Sub-Divisional Librarian in Assam Library Services Class-III shall be illegible for promotion as District Librarian subject to the following conditions :-
 - (a) He has possessed a degree in Arts/Science/ Commerce with degree in Library Science.
 - (b) He has rendered services as Sub-Divisional Librarian and or an equivalent post for a minimum period of 5 (five) years.

5. General procedure of promotion:

- (1) Before the end of each year the Appointing Authority shall make an assessment of the likely number of vacancies to be filled by promotion in the next year in each cadre.

- (2) The Appointing Authority shall then furnish to the Board the following documents and information with regard to as many officers in order of seniority as are eligible for promotion
 - (a) Information about the number of vacancies;
 - (b) List of officers in order of seniority eligible for promotion (separate list for promotion to different cadres shall be furnished) indicating the cadre to which the case of promotion is to be connected;
 - (c) Character Rolls and personal files of the officer listed;
 - (d) Details about reservation in case of promotion to the service under Rule-4, and about carry forward of vacancies as provided under Sub-rule (3) of Rule-4; and
 - (e) Any other documents and information as may be considered necessary by the Appointing Authority or required by the Board.
- (3) The Appointing Authority shall simultaneously request the Board to recommend within a month a list of officers found suitable for promotion in order of preference, in respect of promotion to each of the cadre in which recruitment is to be made by promotion.
- (4) The selection shall be made on the basis of seniority with due regard to merit.
- (5) The Board, after examination of the documents and information furnished by the Appointing Authority shall recommend to the Appointing Authority a list of officers against the number of vacancies, in order of preference, found suitable for promotion.
- (6) The Appointing Authority on receipt of the lists recommended by the Board shall-
 - a) Consider the list prepared by the Board along with character rolls and personal files of the employees and approve the list unless it considers any change necessary. If the Appointing Authority considers it necessary to make any change in the list received from the Board he shall inform the Board of the changes proposed and after taking into account, the comments, if any, of the Board may approve the list finally with such modification, if any as may in his opinion, be just and proper.
 - b) Forward the lists for the post in the cadres (i) District Librarian to the Commission together with the information on the documents as referred to in Sub-rule (2) of Rule 5 with a request to approve the list.
 - c) The Commission shall consider the list recommended by the Board together with the information and document may be required by the Commission and obtained from the Appointing Authority. The Commission shall finally approve the list with such modifications as it considers just and proper.
- (7) The inclusion of a candidate's name in a select list shall confer no right to promotion unless the Appointing Authority is satisfied after such enquiry as may be considered necessary that a candidate is suitable for promotion.
- (8) The list finally approved by the Commission shall be published by the Appointing Authority within 15 days from the date of final approval.
- (9) The select list shall remain valid 12 calendar months from the date of approval by the Commission or by the Board as the case may be.
- (10) The promotion shall be in accordance with list finally approved.

6. Selection Board :-

The Board for promotion to the post of Deputy Director and District Librarian shall consist of the following:-

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| (i) Senior most Secretary of the Department : | Chairman |
| (ii) Joint Secretary / Deputy Secretary/ of the Department: | Member Secretary |
| (iii) Secretary, Personnel Department or his nominee: | Member |
| (iv) Director: | Member |

7. Relaxation :-

Where the Government is satisfied that the operation of any of these orders causes undue hardship in any particular case, it may dispense with or relax the requirement of these provisions to such extent and subject to such conditions as it consider necessary for dealing with the case in just and equitable manner. Provided that the case of any person shall not be dealt with in any manner less favorable to him than that provided in this order.

8. Reservation :-

In all case of appointment by promotion, there shall be reservation in case of candidates belonging to the member of Schedule Castes and Scheduled Tribes, as per the provision of the Assam Schedule Castes and Scheduled Tribes (Reservation of vacancies in Services and Posts) Act, 1978 and the Rules framed thereunder.

9. Interpretation :-

If any question arises as to the interpretation of this Order, the decision of the Government shall be final.

PREETOM SAIKIA,
Commissioner & Secretary to the Govt. of Assam,
Cultural Affairs Department.

SCHEDULE-I**Rule- 3(3)**List of post equivalent to and included in the cadre of the service

Sl.No.	Name of the cadre	Name of the post equivalent to and included in the cadre	Remark
1.	Deputy Director	<u>Class-I Service</u> (i) Deputy Director	
2.	District Librarian	<u>Class-II Service</u> (i) District Librarian	
3.	Sub-Divisional Librarian	<u>Class -III Service</u> (i) Sub-Divisional Librarian (ii) Library Assistant (iii) Reference Librarian (iv) Assistant Librarian (v) Librarian	

SCHEDULE-IIStrength of each cadre of the service and time scale of pay

Cadre of Post	Pay Band	Grade Pay	Number of Post		Total	Remarks
			Permanent	Temporary		
1	2	3	4	5	6	7
1. Deputy Director	30,000 – 1,10,000	13,300/-	2		2	
2. District Librarian	22,000 – 87,000/-	9,400/-	22		22	
3. Sub-Divisional Librarian	14,000 – 49,000	8,700/-	30		30	