

GOVERNMENT OF RAJASTHAN  
GENERAL ADMINISTRATION GR III DEPARTMENT

No.f.1(14)GA/III/78

Jaipur dated 20th May, 1978

O R D E R

Sub :- Absorption of surplus employees and termination of services of Adhoc/Temporary persons not entitled to absorption-Fixing of crucial date.

In pursuance of Rules 3(1) of the Rajasthan Civil Services (Absorption of Surplus Personnel) Rules, 1969 the question of revision of the crucial date was under consideration Government have now decided in continuation of the earlier instruction on the subject that Temporary employees appointed on or before January 1 of the calendar year, immediately preceding the year in which decision is taken to retrench the Government employees will be eligible for being declared surplus.

2. Temporary Employees appointed after such crucial date are not to be kept in employment except for those :-

1. recruited through RPSC if post are within the purview of RPSC.
2. recruited through competitive examination held by the RPSC e.g. LDC of 1976 PSC test etc.
3. employees belonging to S.C./Schedule Tribes.
4. employees who are ex-service man.

3. The employees of the following categories are not to be continued in employment or retained on higher posts respectively even if they have been in continuous services from Jan 1, of the calendar year immediately preceding the year in which decision was taken to declares the surplus employee or earlier :-

1. Unqualified persons appointed/Promoted on adhoc basis i.e. whose appointment/Promotion were not regular in according with the provisions of the relevent rules e.g. LDCs who either failed in RPSC examination or did not qualify this examination.
2. qualified persons promoted on adhoc basis on abolition of posts who can be reverted to lower posts.

4. Whenever an order abolishing the posts in any deptt. is issued or a decision to discontinue the posts is taken on creation of posts a copy may be sent immediately to the Member Secretary Absorption Committee by the Admn.Deptt/Head of Department.

5. On the basis of the order abolishing the posts all the Heads of Department will explore the possibility of departmental absorption first. In doing so the Head of Department should try to adjust surplus employees in similar posts in the Department for which they are qualified and in order to achieve this object they should revert or discharge employees in other similar posts in the Deptt., who may be junior in service. Such departmental absorption should however be got confirmed by the absorption authority to ensure that junior qualified employees are not unduly retained in the department.

6. On the basis of the order abolishing the posts, the names of person rendered surplus will be immediately intimate the Absorption Committee as the case may be employees should be declared surplus strictly in reverse order of the seniority i.e. the Junior most be declared surplus first. Before persons are declared surplus, the Heads of Department have to record a certificate that persons being declared surplus is Junior most in the cadre of the Deptt, as a whole and not unit wise etc. and certificate of Head of Department, Only will be considered as authentic.

7. Clear one month notice shall be allowed to the Absorption Committee before persons are actually declared surplus.

8. The Heads of Department will issue an order declaring an individual/individuals as surplus in the performance (Annexure 'A') Particular of service of surplus employees (in triplicate) may be sent well in advance to the G.A.D./Collectors as the case may be alongwith the inter-seniority of the surplus personnel and cadre wise seniority of the entire Deptt. from which individuals are declared surplus may be sent well in advance for further necessary action. In case such certificates and service particulars are not received well in advance the surplus employees will not be accepted and for which the Heads of concerned will be responsible.

Sd/- A.K.Pandey

Deputy Secretary to Govt.

Copy forwarded to the following for information and necessary action

1. All Secretaries to the Govt and Special Secretaries.
2. All Sections of the Secretariate.
3. All Heads of Departments.
4. Guard file.

Sd/-

Assistant Secretary to Govt.

Copy forwarded to the following :-

1. Secretary, Rajasthan Public Service Commission, Ajmer.
2. Secretary, Rajasthan Legislative Assembly Jaipur.
3. Registrar, Rajasthan Civil Service Appellate Tribunal, Jaipur.
4. Registrar, Rajasthan High Court, Jodhpur/Jaipur.

Asst. Secy To Govt.