

GOVERNMENT OF PUDUCHERRY

Abstract

Judicial Department, Puducherry - The Puducherry Judicial Subordinate Service Rules, 1979 - Amendment to the said Rules - Notification - Order - Issued.

LAW DEPARTMENT

Puducherry, the 5 SEP 2015

G.O.Ms.No. 40/2015-LD

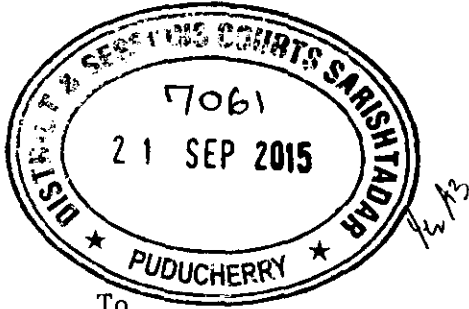
Read: (i) Letter No.293/JD/A/2014, dated 2.4.2014 of the Chief Judge, Judicial Department, Government of Puducherry.  
(ii) Letter in R.O.C.No.39/2015/Pondy, dated 31.8.2015 of the Registrar, High Court of Judicature at Madras.


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ORDER:

The notification alongwith the schedule appended to this order shall be published as a supplement to the Official Gazette of Government of Puducherry.

//BY ORDER OF THE LIEUTENANT-GOVERNOR//



  
(R. MARGARET ROSALINE)  
SECRETARY TO GOVERNMENT(LAW)

To

The Director,  
Directorate of Stationery and Printing,  
Government of Puducherry.

Copy to:

1. The Registrar General, Hon'ble High Court of Judicature at Madras.
2. The Chief Judge, Judicial Department, Puducherry.
3. Spare Copy.

2097  
21.9.2015

**GOVERNMENT OF PUDUCHERRY  
LAW DEPARTMENT**

(G.O.Ms.No. 4P, dated 15<sup>th</sup> September, 2015)

**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 consultation with the Hon'ble High Court of Judicature, Madras vide Letter in R.O.C.No.39/2015/Pondy, dated 31.8.2015 of the Registrar General, High Court of Judicature at Madras and all other powers enabling him in this behalf, the Lieutenant-Governor, Puducherry is pleased to make the following rules further to amend the Puducherry Judicial Subordinate Service Rules, 1979, issued under G.O.Ms.No.17/79-LLD, dated the 20<sup>th</sup> June, 1979 of the Law and Labour Department, Puducherry and published in the Extraordinary Gazette No.90, dated 30<sup>th</sup> June, 1979, namely:-

1. Short title and commencement.- (1) These rules may be called the Puducherry Judicial Subordinate Service (Amendment) Rules, 2015.

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

2. Amendment of Schedule.- In the Puducherry Judicial Subordinate Service Rules, 1979 (hereinafter referred to as the said rules), in Schedule-I, in Part-A, for the existing serial numbers 2, 3, 4, 5, 6, 7, 7A, 8 and 11 and the corresponding entries relating thereto, the following shall be substituted, namely:-

**SCHEDULE-I**

Sl.No.	Category	Designation	Group	Scale of Pay	Strength excluding temporary posts	
(1)	(2)	(3)	(4)	(5)	(6)	
Part-"A"						
2.	I(b)	Senior Grade Stenographer	B	PB2 Rs.9300-34800+GPRs.4200	13	Leave Reserve (FR)
3.	II	Assistant Sarishtadar	C	PB1 Rs.5200-20200+GPRs.2800	10	Leave Reserve (FR)
4.	III(a)	Senior Clerk	C	PB1 Rs.5200-20200+GPRs.2400	70	Leave Reserve (FR)
5.	III(b)	Junior Grade Stenographer	C	PB1 Rs.5200-20200+GPRs.2400	12	Leave Reserve (FR)
6.	III(c)	Translator/Interpreter	C	PB1 Rs.5200-20200+GPRs.2400	2	Leave Reserve (FR)
7.	IV	Junior Clerk	C	PB1 Rs.5200-20200+GPRs.1900	75	Leave Reserve (FR)
7A.	IVA	Typist	C	PB1 Rs.5200-20200+GPRs.1900	24	Leave Reserve (FR)
8.	V	Multi Tasking Staff (Copyist/Amin)	C	PB1 Rs.5200-20200+GPRs.1800	69	Leave Reserve (FR)
11.	VI	Multi Tasking Staff (General)	C	PB1 Rs.5200-20200+GPRs.1800	54	Leave Reserve (FR)

3. In the said rules, in Schedule-III, in Part-A, for the existing serial numbers 2, 3, 4, 5, 6, 7, 7A, 8 and 11 and the corresponding entries relating thereto, the following shall be substituted, namely:-

**SCHEDULE - III**

Sl. No.	Category	Designation	Group	Scale of Pay	Minimum Educational Qualification for Direct Recruits	Minimum Educational or other Qualifications for Promotion	Method of Recruitment	Examination or Tests to be passed during the period of probation
(1)	(2)	(3)	(4)	(5)	(6) I	(7)	(8)	(9)
					<b>PART A</b>			
2.	I(b)	Senior Grade Stenographer	"B"	Pay Band 2 Rs. 9300 – 34800 + Grade Pay Rs.4200/-	1. Degree of a recognised university. 2. A pass in Stenography Lower / Junior Grade Examination in English conducted by State Board of Examination / Board of Technical Examination / Board of Technical Education and Training. 3. A pass in Typewriting Higher / Senior Grade Examination in English conducted by State Board of Examination / Board of Technical Examination / Board of Technical Education and Training. 4. A pass in Typewriting Lower / Junior Grade Examination in Tamil or Malayalam or Telugu conducted by State Board of Examination / Board of Technical Examination / Board of Technical Education and Training.	1. A pass in SSLC or its equivalent. 2. Ten years regular service in Category III(b). 3. Accounts Test for Subordinate Officers. 4. Common General Departmental Test for Ministerial Staff. 5. Office Automation conducted by Government / Recognised University / Board of Technical Education. 6. Judicial Test. 7. Professional Development Training for Stenographers conducted by DP &AR (PW), Puducherry.	(i) By promotion from officers in Category III(b) - 60% failing which by (ii) below.  (ii) Direct Recruitment – 40%.	(i) Accounts Test for Subordinate Officers. (ii) Common General Departmental Test for Ministerial Staff; and (iii) Office Automation conducted by Government / Recognised University / Board of Technical Education. (iv) Judicial Tests.

...2...

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
3.	II	Assistant Sarishtadar	"C"	Pay Band 1 Rs.5200 – 20200 + Grade Pay Rs.2800/-	Degree of a recognised university	1. A pass in SSLC or its equivalent. 2. Five years regular service in category III(a). 3. Accounts Test for Subordinate Officers. 4. Common General Departmental Test for Ministerial Staff. 5. Judicial Test.	By Promotion from Category III(a), failing which, by Direct Recruitment	1. Accounts Test for Subordinate Officers. 2. Common General Departmental Test for Ministerial Staff. 3. Judicial Test.

...3...

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
4.	III (a)	Senior Clerk	"C"	Pay Band 1 Rs.5200 – 20200 + Grade Pay Rs.2400/-	Degree of a recognized University.	1.A pass in SSLC or equivalent. 2. Eight years regular service in category IV/ IVA. 3. Typewriting Test. 4. Common General Departmental Test for Ministerial staff. 5.Office Automation conducted by Government / Recognised University / Board of Technical Education.	By Promotion from Category IV and IVA failing which by Direct Recruitment	1.Accounts Test for Subordinate Officers. 2.Common General Departmental Test for Ministerial staff. 3. A pass in Typewriting in Lower / Junior Grade in English or Tamil or Malayalam or Telugu conducted by a Board of Technical Education. 4.Office Automation conducted by Government / Recognised University / Board of Technical Education. 5.Judicial Tests(The promotes to the post should pass the tests at Sl.Nos.No.1 & 5 above within 2 years from the date of promotion).

...4...

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
5.	III (b)	Junior Grade Stenographer	"C"	Pay Band 1 Rs.5200 – 20200 + Grade Pay Rs.2400/-	1.A pass in H.Sc (12 <sup>th</sup> Class) or equivalent from a recognized Board or University. 2.A pass in Stenography in English in Lower Grade. 3. A pass in Typewriting in Tamil or Telugu or Malayalam in Lower / Junior Grade and 4.A pass in Typewriting in English in Higher / Senior Grade.	Not applicable.	By direct recruitment	1. Accounts Test for Subordinate Officers. 2.Common General Departmental Test for Ministerial staff. 3.Office Automation conducted by Government / Recognised University / Board of Technical Education 4.Judicial Test.

...5...

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
6.	III (c)	Translator / Interpreter	"C"	Pay Band 1 Rs.5200 – 20200 + Grade Pay Rs.2400/-	A degree with the concerned language as the main subject of a recognized University.	Not applicable	By Direct Recruitment	1.Accounts Test for Subordinate Officers. 2.Common General Departmental Test for Ministerial staff. 3.Office Automation conducted by Government / Recognised University / Board of Technical Education. 4. Judicial Test.

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
7.	IV	Junior Clerk	"C"	Pay Band 1 Rs.5200 – 20200 + Grade Pay Rs.1900/-	1. A pass in H.Sc., (12 <sup>th</sup> Class) or equivalent from a recognised Board or University). 2. A pass in Typewriting Lower / Junior Grade examination in English or Tamil or Malayalam or Telugu conducted by Government / Board of Technical Examination.	1.A pass in SSLC or its equivalent. 2.Three years regular service in Category V, failing which in Category VI.	1.50% by direct recruitment; and 2.50% by promotion failing which by direct recruitment. Promotion shall be made from Category V failing which from Category VI who opted for promotion to Junior Clerk.	1. Typewriting Test 2. Common General Departmental Test for Ministerial staff 3. Office Automation conducted by Government / Recognised University / Board of Technical Education(The Promotees to the post should pass the above Tests within a period of two years from the date of promotion).
7A.	IVA	Typist	"C"	Pay Band 1 Rs.5200 – 20200 + Grade Pay Rs.1900/-	1. A pass in Higher Secondary Course (12 <sup>th</sup> Class) or equivalent from a recognized Board or University. 2. A pass in Typewriting Lower / Junior Grade examination in English conducted by Government / Board of Technical Education. 3. A pass in Typewriting Lower/Junior Grade examination in Tamil or Malayalam or Telugu conducted by Government/Board of Technical Education.	1.A pass in SSLC or its equivalent. 2. A pass in Typewriting in Lower / Junior Grade examination in English conducted by Government / Board of Technical Education. 3.A pass in Typewriting Lower / Junior Grade examination in Tamil or Malayalam or Telugu conducted by Government/Board of Technical Education. 4. Three years regular service in category V failing which in Category VI.	(i) 50% by direct recruitment; and (ii)50% by promotion, failing which, by direct recruitment. Promotion shall be made from Category V failing which from Category VI who have opted for promotion to Typist.	1.Common General Departmental Test for Ministerial Staff. 2.Office Automation conducted by Government / Recognised University / Board of Technical Education.



...7...

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
8.	V	Multi Tasking Staff (Copyist/Amin)	"C"	Pay Band 1 Rs.5200 – 20200 + Grade Pay of Rs.1800/-	Does not arise	Does not arise	By absorption from Category VI after completion of probation in that category <b>Note:</b> The incumbents who have held the erstwhile posts of Peon or Orderly who do not possess the educational qualification of a pass in SSLC but served on regular basis in these posts prior to the commencement of the Puducherry Judicial Subordinate Service (Amendment) Rules, 2012 and who have been imparted re- training in accordance with Note 1 below rule 7 of the CCS (Revised Pay) Rules, 2008 notified by Government of India and republished vide G.O.Ms.No. 52/F3/08, dated 14.09.2008 of Finance Department, Puducherry in Part 1 of the Extra ordinary Gazette No.64 of the 14 <sup>th</sup> September 2008 and serving as Multi Tasking Staff (General) under these rules shall be eligible for absorption.	Nil

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
11.	VI	Multi Tasking Staff (General)	"C"	Pay Band 1 Rs.5200 – 20200 + Grade Pay of Rs.1800/-	A pass in SSLC or its equivalent from a recognised Board of Education.	Not applicable	(1) 75% by Direct Recruitment. (2) 25% by absorption failing which by direct recruitment. Absorption shall be made from full time Casual Labourers available in the list prepared by the DP& AR(PW) in terms of "The Government of Puducherry Casual Labourers (Engagement & Regularisation) Scheme, 2009", notified vide Extra Ordinary Gazette No.15, dated 27.02.2009 of the Government of Puducherry.	Nil

//BY ORDER OF THE LIEUTENANT-GOVERNOR//

  
(R. MARGARET ROSALINE)  
SECRETARY TO GOVERNMENT (LAW)

# **RECRUITMENT RULES**

**Supplement to the Gazette No. 20  
of the 15th May 1990**

**Published by Authority of Government of Pondicherry**

**Price : Rs. 1-15**

## GOVERNMENT OF PONDICHERRY

## LAW AND LABOUR DEPARTMENT

(G. O. Ms. No. 29/90-LLD, dated 26th April 1990)

## 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 11th January, 1965 of the Government of India, Ministry of Home Affairs, New Delhi, the Lieutenant-Governor, Pondicherry hereby makes the following rules regulating the method of recruitment to the Group 'B' gazetted post of Head Sarishtadar in the Government of Pondicherry, namely :—

1. *Short title and commencement.*—(1) These rules may be called the Government of Pondicherry, Group 'B' Post of Head Sarishtadar Recruitment Rules, 1990.

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

2. *Number of post, its classification and scale of pay.*— The number of the said post, its classification and the scale of pay attached thereto shall be as specified in columns 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 14 of the said Schedule.

4. *Disqualifications.*— 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 post:

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, in consultation with the Union Public Service Commission and for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of 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 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 HEAD SARISHTADAR

1. Name of the post	Head Sarishtadar
2. Number of posts	6 (Six) [1990] Subject to variation dependent on work-load.
	(1) Judicial Department .. 4
	(2) District Forum and State Commission constituted under the Consumer Protection Act, 1986 .. 1
	(3) Family Court .. 1
	Total .. 6
3. Classification	General Central Service—Group 'B' Gazetted—Non-Ministerial.
4. Scale of pay	Rs. 1,640-60-2,600-EB-75-2,900.
5. Whether selection post or non-selection post	Selection.
6. Age limit for direct recruits	Not exceeding 30 years (Relaxable for Government servants up to 5 years in accordance with the instructions or orders issued by the Central Government).
	<b>Note:</b> The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti Districts and Pangi Subdivision of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep).
7. Whether benefit of added years of service admissible under rule 30 of the Central Civil Services (Pension) Rules, 1972.	No
8. Educational and other qualifications required for direct recruits.	Essential:
	(i) Degree in Law from a recognised University or equivalent.
	(ii) Two years' experience in dealing with legal/court matters or two years active practice as an Advocate.

**Note 1:** Qualifications are relaxable at the discretion of the Union Public Service Commission in case of candidates otherwise well qualified.

**Note 2:** The qualification (s) regarding experience is/are relaxable at the discretion of the Union Public Service Commission in case of candidates belonging to scheduled castes and scheduled tribes if, at any stage of selection, the Union Public Service Commission is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.

**Desirable:**

Knowledge of Tamil/French.

9. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees. Age: No.  
Educational qualification: To the extent indicated at column No. 12.
10. Period of probation, if any Two years.
11. Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods. By promotion failing which by transfer on deputation (including short-term contract) and failing both by direct recruitment.

**Note:** The suitability of the existing regular incumbent of the Group 'C' post of Head Sarishtadar shall be considered by a regularly constituted Departmental Promotion Committee under the rules and if they are found suitable they shall be deemed to have been appointed to the post at the initial constitution with effect from the date of its upgradation as Group 'B' post (Gazetted).

12. In case of recruitment by promotion/deputation/transfer, grades from which promotion/deputation/transfer is to be made.

**Promotion:**

Five years' regular service in the posts of Sarishtadar/Senior Grade Stenographer in the scale of pay of Rs. 1,400—2,300 of the Judicial Subordinate Service of Pondicherry with a pass in S.S.L.C. or equivalent.

**Note 1:** The eligibility list for promotion shall be prepared with reference to the date of completion by the officers of the prescribed qualifying service in the respective grade/post.

**Note 2:** Sarishtadar and Senior Grade Stenographer should pass the Judicial Test to be considered for promotion to the post of Head Sarishtadar.

**Transfer on deputation (including short-term contract):**

Officers of the Central/State Governments/Union territories/Universities/Statutory Bodies etc.

- (a) (i) holding analogous posts on regular basis; or
- (ii) with 5 years' regular service in posts in the scale of pay of Rs. 1,400-2,300/2,600 or equivalent; and
- (b) possessing the educational qualifications and experience prescribed for direct recruits under column 8.

\* (The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion. Period of deputation/contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation/department of the Central Government shall ordinarily not exceed 3 years)..

13. If a Departmental Promotion Committee exists, what is its composition?

Group 'B' Departmental Promotion Committee (for promotion and confirmation):

- |  |             |
|--|-------------|
| 1. Chief Secretary, Pondicherry Administration | .. Chairman |
| 2. Secretary, Law Department                   | .. Member   |
| 3. The Head of the Judicial Department         | .. Member   |

14. Circumstances in which the Union Public Service Commission is to be consulted in making recruitment.

Consultation with the Union Public Service Commission necessary while making direct recruitment and selecting an officer for appointment on transfer on deputation/contract.

Note: The proceeding of the Departmental Promotion Committee relating to confirmation of a direct recruit shall be sent to the Commission for approval. If however, these are not approved by the Commission a fresh meeting of the Departmental Promotion Committee to be presided over by the Chairman or a Member of the Union Public Service Commission shall be held.

(By order of the Lieutenant-Governor)

V. NARAYANASAMY,  
Deputy Secretary to Government.

Government Press (C)

Directorate of Stationery and Printing

PONDICHERRY - 9

THE PONDICHERRY JUDICIAL SUBORDINATE SERVICE RULES, 1979

(Incorporating amendments made upto May, 1997)



GOVERNMENT OF PONDICHERRY  
LAW AND LABOUR DEPARTMENT

(G.O. Ms. No. 17/79-LLD, dated 20th June, 1979 )

NOTIFICATION

In exercise of the powers conferred by the proviso to article 309 of the Constitution read with the Government of India, Ministry of Home Affairs' Notification No.5/4/65-GP, dated the 11th January, 1965 and all other powers enabling him in this behalf, the Lieutenant-Governor of Pondicherry is pleased to make the following rules, namely:-

PART - I - GENERAL

1. Short title and commencement.- (1) These rules may be called the Pondicherry Judicial Subordinate Service Rules, 1979.\*

(2) They shall come into force on the date of their publication in the Official Gazette.\*\*

2. Definitions.- In these rules, unless the context otherwise requires,-

(a) "Administrator" means the Administrator of the Union territory of Pondicherry appointed under article 239 of the Constitution;

(b) "cadre post" means any post specified in Schedule I and includes temporary posts carrying the same designation as that of any of the posts specified in that schedule and any other temporary post declared as cadre post by the Administrator;

(c) "Head of the Department" means the Head of the Judicial Department of Pondicherry as declared by the Administrator under S.R. 2(10);

(d) "initial recruitment" means the first recruitment and appointment made to the service immediately after the commencement of these rules;

(e) "selection committee" means the committee constituted under rule 13 of these rules;

(f) "service" means the Pondicherry Judicial Subordinate Service.

PART - II - CONSTITUTION AND STRENGTH

3. On and from the date of commencement of these rules, there shall be constituted a Civil Service to be known as the Pondicherry Judicial Subordinate Service.

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\* Amended by the rules mentioned at the end.

\*\* Published in the Extraordinary Gazette No.90 dated 30th June, 1979.

4. The authorised permanent strength of the service, the categories of posts included therein and their respective scales of pay shall be as specified in Schedule I.

5. The Administrator may create from time to time as many cadre posts as may be considered necessary.

PART - III - METHOD OF RECRUITMENT

6. The recruitment of personnel to the service shall be made by the Head of the Judicial Department on the recommendations of the Selection Committee.

7. (1) The promotion from one category to another and from one grade to another in the same category shall be made by the Head of the Department in consultation with the Selection Committee.

(2) Such promotion shall be made on the basis of seniority subject to fitness.

(3) If no suitable candidate is available for promotion, the corresponding cadre posts shall be filled through direct recruitment.

8. The initial pay of a direct recruit shall be the initial pay in the same scale as mentioned in Schedule I.

9. The pay of a promotee shall be fixed in the concerned scale in accordance with the financial rules, regulations, orders or directions applicable from time to time to other Government servants of the Union territory belonging to the same class.

10. For the initial recruitment to the service, all persons working in the Judicial Department and belonging to the categories listed in schedule II, shall be incorporated in the service in the corresponding category and grade as shown in that schedule irrespective of their qualifications:

Provided that persons belonging to common categories and persons belonging to ex-French cadres and who express their unwillingness within a month from the date of commencement of these rules shall not be absorbed in the service:

Provided further that persons who had completed three years of service in the Judicial Department and who were transferred to another Department of Pondicherry Administration or were placed on deputation may also be incorporated in the service under the same conditions on the recommendations of the selection Committee, to the extent of existing vacancies, if they express their willingness to that effect, within one month from the date of commencement of these rules.

11. The seniority of the candidates appointed at the initial constitution shall be in accordance with the length of service rendered by them in the cadres to which they belong at the time of their initial recruitment to the service provided that the inter se seniority as already fixed in such cadres shall not be altered.

12. All appointments after the initial recruitment either by way of direct recruitment or by way of promotion are subject to the candidates fulfilling the conditions specified for each category in Schedule III.

13. The selection Committee shall consist of the following:-

- (1) The Head of the Judicial Department ... .. Chairman.
- (2) Joint Secretary, Department of Personnel and Administrative Reforms ... .. Member.
- (3) Deputy Secretary, Law and Labour Department ... .. Member.
- (4) One Head of Office in the Judicial Department designated by the Head of the Department ... .. Member.

14. The general qualifications for direct recruits shall be as follows:-

- (1) Must be a citizen of India;
- (2) Not more than 30 years of age and not less than 18 years of age on the first day of January of the year in which his appointment is made.

15. The Disqualifications for appointment to the service shall be as follows:-

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 service;

Provided that the Administrator may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

16. The Selection Committee before making recommendations may require the applicants to give such particulars as it may prescribe and may further hold such tests as may be considered necessary.

#### PART - IV - PROBATION

17. Persons appointed to the service at the initial constitution shall stand confirmed with effect from the date of appointment, if they were holding substantively their corresponding posts;

Provided that persons who have already served in Judicial Department for three years and have expressed their willingness to be absorbed in the service and have also passed the prescribed tests and completed the period of probation in their respective posts shall also be considered to be confirmed in the service provided they are absorbed in the service and substantive posts are also available for them.

18. All other candidates on appointment shall be on probation for a period of two years:

provided that the Head of the Department may on the recommendation of the Selection Committee, extend the period of probation but in no case shall the period of probation extend beyond three years in all.

19. persons placed on probation shall pass during the period of probation the departmental tests indicated in Schedule III and undergo such training as may be prescribed.

20. The services of a person appointed on probation are liable to be terminated without assigning any reason.

21. After successful completion of the period of probation, the officer shall be confirmed in the service by the Head of the Department, provided substantive posts are available.

#### PART - V - TEMPORARY APPOINTMENT

22. The Administrator may create temporary posts in the service: provided that such posts shall be filled, in the same manner as permanent posts:

provided further that nothing in these rules shall affect the continuance or otherwise of the temporary posts which are in existence in the Judicial Department at the commencement of these rules

23. Notwithstanding anything contained in these rules, the Head of the Department may in consultation with the selection Committee, fill substantive vacancies in the service by making temporary appointments thereto.

#### PART - VI - OTHER PROVISIONS

24. The reservation of posts, relaxation in upper age-limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes and other special categories shall be in accordance with the orders issued by the Central Government from time to time.

25. Direct recruits shall have to produce before appointment a certificate of physical fitness in accordance with the standards prescribed by the Pondicherry Administration for Government servants belonging to the same class.

26. persons appointed to the various categories of the service shall be designated, if need be, according to the exact duty assigned to them by the Head of the Department or the concerned Head of Office, as the case may be.

27. Where the Administrator has, by general or special order, directed that the holder of any specified post or category of posts shall deposit security for the due and faithful performance of his duties, officers appointed to such post or posts shall deposit such security within one month from the date of the appointment.

28. The Administrator shall make regulations not inconsistent with these rules to provide for all matters for which provisions are necessary or expedient for the purpose of giving effect to these rules.

29. In respect of all such matters regarding the conditions of service for which no provision or insufficient provision has been made in these rules, the rules or order, for the time being in force, and applicable to Government servants of the Union territory holding corresponding posts shall regulate the conditions of such service.

30. power to relax.- Where the Lieutenant-Governor is of the opinion that it is necessary or expedient so to do, he may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

31. If any question arises as to the interpretation of these rules the same shall be decided finally by the Administrator.

(BY ORDER OF THE LIEUTENANT-GOVERNOR)

P.A. SUBRAMANIAN  
Under Secretary to Government

SCHEDULE - I

Sl. No.	Category	Designation	Group	Scale of pay	Strength excluding temporary posts
(1)	(2)	(3)	(4)	(5)	(6)
<u>'Part - A'</u>					
1.	I (a)	Sarishtadar	'C'	Rs. 425-15-500-EB -15-560-20-700	6 Leave Reserve (FR)
2.	(b)	Senior Grade Stenographer	'C'	Rs. 425-15-500-EB -15-560-20-700	7 Leave Reserve (FR)
2A.	(c)	Senior Grade Translator/Interpreter	'C'	Rs. 425-15-500-EB -15-560-20-700	5 Leave Reserve (FR)
3.	II	Assistant Sarishtadar	'C'	Rs. 425-15-530-EB -15-560-20-600	8 Leave Reserve (FR)
4.	III (a)	Senior Clerk	'C'	Rs. 330-10-380-EB -12-500-EB-15-560	28 Leave Reserve (FR)
5.	(b)	Junior Grade Stenographer	'C'	Rs. 330-10-380-EB -12-500-EB-15-560	7 Leave Reserve (FR)
6.	(c)	Translator/Interpreter	'C'	Rs. 330-10-380-EB -12-500-EB-15-560	3 Leave Reserve (FR)
7.	IV	Junior Clerk	'C'	Rs. 260-6-290-EB- 6-326-8-366-EB- 8-390-10-400	60 Leave Reserve (FR)
8.	V	Copyist/Amin/Attender	'D'	Rs. 775-12-371- 14-955-15-1030 -20-1150 (Revised)	43 Leave Reserve (FR)
9.	.	.	.	.	.
10.	.	.	.	.	.
11.	VII	(a) Peon	'D'	Rs. 196-3-220- EB-3-232	61 Leave Reserve (FR)
12.	VII	(b) Orderly	'D'	Rs. 196-3-220- -EB-3-232	7 Leave Reserve (FR)
Total					235
<u>'Part-B'</u>					
1.	I	Driver (Light Motor Vehicle)	'C'	Rs. 950-20-1,150- EB-25-1500 (Revised)	1
Total					1

SCHEDULE - II

## A. Posts the holders of which shall be automatically incorporated in the service

Sl. No.	Present designation of posts	Scale of pay	Corresponding designation in the service
(1)	(2)	(3)	(4)
1.	Sarishtadar (District Court)	Rs. 425-15-500-EB-15 -560-20-700	Sarishtadar
2.	Central Nazir	Rs. 425-15-500-EB-15 -560-20-700	Sarishtadar
3.	Sarishtadar (Sub Court)	Rs. 425-15-530-EB-15 -560-20-600	Assistant Sarishtadar
4.	Chief Judge's Clerk	Rs. 425-15-530-EB-15 -560-20-600	Assistant Sarishtadar
5.	Head Clerk	Rs. 425-15-530-EB-15 -560-20-600	Assistant Sarishtadar
6.	Superintendent of Copyists	Rs. 330-10-380-EB-12 -500-EB-15-560	<del>Senior Clerk</del>
7.	Deputy Nazir	Rs. 330-10-380-EB-12 -500-EB-15-560	Senior Clerk
8.	Head Clerk Grade II	Rs. 330-10-380-EB-12 500-EB-15-560	Senior clerk
9.	Translator/Interpreter	Rs. 330-10-380-EB-12 500-EB-15-560	Translator/Interpreter
10.	Examiner	Rs. 260-6-290-EB-6- 326-8-366-EB-8- 390-10-400	Junior Clerk
11.	Reader	Rs. 260-6-290-EB-6- 326-8-366-EB-8- 390-10-400	Junior Clerk
12.	Copyist Grade I	Rs. 260-6-290-EB-6- 326-8-366-EB-8- 390-10-400	Junior Clerk
13.	Copyist Grade II	Rs. 210-4-250-EB-5- 270	Copyist
14.	Amin	Rs. 210-4-250-EB-5- 270	Amin
15.	Attender	Rs. 200-3-206-4-234 -EB-4-250	Attender
16.	Peon	Rs. 196-3-220-EB-3- 232	Peon
17.	Watchman	Rs. 196-3-220-EB-3- 232	Orderly
18.	Sanitary Assistant	Rs. 196-3-220-EB-3- 232	Orderly
19.	Sanitary Helper	Rs. 196-3-220-EB-3- 232	Orderly

B. Posts the holders of which will be incorporated in the service at request

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Sl. No.	present designation of posts	Scale of pay	Corresponding designation in the service
(1)	(2)	(3)	(4)
1.	Superintendent	Rs. 425-15-500-EB-15-560-20-700	Sarishtadar
2.	Senior Grade Stenographer	Rs. 425-15-500-EB-15-560-20-700	Senior Grade Stenographer
3.	Junior Grade Stenographer	Rs. 330-10-380-EB-12-500-EB-15-560	Junior Grade Stenographer
4.	Upper Division Clerk	Rs. 330-10-380-EB-12-500-EB-15-560	Senior Clerk
5.	Librarian	Rs. 330-10-380-EB-12-500-EB-15-560	Senior Clerk
6.	Lower Division Clerk	Rs. 260-6-290-EB-6-326-8-366-EB-8-390-10-400	Junior Clerk
7.	Typist	Rs. 260-6-290-EB-6-326-8-366-EB-8-390-10-400	Junior Clerk

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SCHEDULE - III

Sl. No.	Category	Designation	Group	Scale of pay	Minimum educational and other qualifications for direct recruits	Minimum educational and other qualifications for promotees	Method of recruitment	Examination or tests to be passed during the period of probation
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

'part - A'

1.	I(a)	darishtadar	'C'	Rs.425-15-500-EB-15-560-20-700	Degree in Arts or Science with a degree in law of a recognised University.	A pass in S.S.L.C. and three years experience in category II.	By promotion from officers in Category II failing which by direct recruitment	Accounts Test Higher
2.	I(b)	senior grade stenographer	'C'	Rs.425-15-500-EB-15-560-20-700	A pass in Higher Secondary Examination with a pass in the Higher Grade Examinations in Shorthand and typewriting.	A pass in S.S.L.C. with a pass in the lower grade examinations in shorthand and typewriting. Those from category III should have in addition 5 years of experience in that category.	By promotion from Category II or III failing which by direct recruitment	Higher Grade Examination in shorthand and Typewriting

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
2A.	I(c)	Senior Grade Translator/Interpreter	'C'	Rs.425-15-500 -EB-15-560-20 -700	M.A. in the language concerned. Relaxable for persons belonging to the service	B.A. in the language concerned.	By promotion from category III(c) having 10 years experience in that category, failing which by direct recruitment	Nil
3.	II	Assistant Sanihtadar	'C'	Rs.425-15-530 -EB-15-560-20 -600	Degree in Arts or Science with a degree in law of a recognised University	A pass in S.S.L.C. and five years experience in category III	By promotion from category III failing which by direct recruitment	(1)Judicial Test; and (2)Accounts Test for subordinate officers
4.	III(a)	Senior Clerk	'C'	Rs.330-10-380 -EB-12-500-EB -15-560	A degree in Arts or Science of a recognised University	1.A pass in S.S.L.C. with 5 years experience in category IV; or 2.Studied upto S.S.L.C. with ten years experience in category IV.	By promotion from category IV failing which by direct recruitment	Judicial Tests.

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(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
5.	III(b)	Junior Grade Stenographer	'C'	Rs. 330-10-380 -EB-12-500-EB -15-560	A pass in Higher Secondary Examination with a pass in lower grade examinations in shorthand and type-writing	A pass in S.S.L.C. with lower grade examinations in shorthand and type-writing and two years experience in category IV	By transfer from category III(a) failing which by promotion from category IV failing both by direct recruitment.	Judicial Tests
6.	III(c)	Translator / Interpreter	'C'	Rs. 330-10-380-EB-12-500-EB-15-560	A degree with the concerned language as the main subject of a recognised University	A Degree of a recognised University with the concerned language as the main subject, and two years experience in category IV	By transfer from category III(a), failing which by promotion from category IV failing both by direct recruitment	Judicial tests.

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(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
7.	IV	Junior Clerk	'C'	Rs.260-6- 290-EB-6- 326-8-366 -EB-8-390 -10-400	A pass in Higher secondary	1. A pass in S.S.L.C. and two years exper- ience in category V; 2. Studied upto S.S.L.C. and five years experience in category V; 3. (deleted) 4. A pass in S.S.L.C. and six years exper- ience in Category VII.  Note:- All persons who have been promoted and appointed as Attender, Copyist or Amin prior to 1st April, 1995 under these rules shall be deemed to have become eligible for promotion to the post of Junior Clerk provided they have rendered not less than 5 years combined service in the posts carrying pre-merged and those carrying merged scales of pay.	50% by direct recruitment and 50 % by promotion. Promotion shall be made from category V, failing which from category VII.	1. Typewriting Test. 2. Common General Departmental test for ministerial staff.

(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
V	Copyist/Amin/ Attender	'C'	<p>Rs.775-12-97 1-14-955-15 -1030 20-1150 (Revised) Note: provided that the persons appointed prior to 1st April, 1995 in the scale of pay of Rs.800-15-10.10-EB-20-1150 (Revised) shall be allowed to be continued in that scale on personal basis: provided further that person(s) appointed in the scale of pay of Rs.775-1025 prior to the commencement of the Pondicherry Judicial Subordinate Service (Amendment) Rules, 1997 shall be placed in the merged scale of pay of Rs.775 - 1150 and his pay shall be fixed under F.R. 22(I) (a) (2) with effect from 1st April, 1995.</p>	<p>A pass in the S.S. L.C. or equivalent of a recognised Board of Education.</p>	<p>A pass in VIII Standard failing which studied upto VIII Standard</p>	<p>By promotion from category VII (a) and (b) of persons who have passed VIII Standard and two years experience in category VII (a) or VII (b) failing which by promotion from category VII (a) or (b) of persons who have studied upto VIII Standard with two years experience in that category and failing both by direct recruitment.</p>	Nil

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	
9.								
10.								
11.	VII (a)	Peon	'D'	Rs. 196-3-220- EB-3-232	studied upto VIII Standard	Does not arise	Direct Recruitment	Nil
12.	VII (b)	Orderly	'D'	Rs. 196-3-220- EB-3-232	studied upto VIII Standard	Does not arise	Direct recruitment	Nil
					<u>'Part - B'</u>			
1.	I	Driver (Light Motor vehicle)	'C'	Rs. 950-20- 1, 150-EB- 25-1, 500 (Revised)	(i) a pass in VIII Standard; (ii) should possess a valid light motor vehicle driving licence; and (iii) a pass in the competency test in driving and the medical test to be conducted by the Government.	(i) Studied upto VIII Standard; (ii) should pos- sess a valid light motor vehicle driving licence; and (iii) a pass in the competency test in driving and the medical test to be conducted by the Government.	By promotion of willing officials from categories V, VI and VII in Part-A, failing which by direct recruitment.  Note: The existing daily rated dri- ver shall be con- sidered and if he fulfils the qual- ifications presc- ribed for direct recruits and is found suitable, he shall be appointed to the post at the initial recruit- ment.	Nil

General remarks: 1) Those possessing educational or other qualifications recognised by the Government as

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- equivalent to the qualifications prescribed in this schedule are duly qualified.
- 2) Those having passed examinations recognised equivalent to the prescribed tests are considered as having passed those tests.
  - 3) Judicial tests are dispensed with in the case of holders of "Capacite en Droit".
  - 4) Those having passed the administrative tests prescribed for their probation period need not pass again the same.

P. A. SUBRAMANIAN,  
UNDER SECRETARY TO GOVERNMENT

(re/28051997.)

\* Amended by:-

1. The Pondicherry Judicial Subordinate Service (Amendment) Rules, 1981 published in Extraordinary Gazette No.37 dated 1st April, 1981.
2. The Pondicherry Judicial Subordinate Service (Amendment) Rules, 1984 published in the Supplement to the Gazette No.15 dated 10th April, 1984
3. The Pondicherry Judicial Subordinate Service (Amendment) Rules, 1987 published in the Supplement to the Gazette No.28 dated 14th July, 1987.
4. The Pondicherry Judicial Subordinate Service (Amendment) Rules, 1988 published in the Extraordinary Gazette No.58 dated 10th November, 1988.
5. The Pondicherry Judicial Subordinate Service (Amendment) Rules, 1990 published in the Extraordinary Gazette No.20 dated 7th May, 1990.
6. The Pondicherry Judicial Subordinate Service (Amendment) Rules, 1990 published in the Extraordinary Gazette No.41 dated 20th December, 1990.
7. The Pondicherry Judicial Subordinate Service (Amendment) Rules, 1991 published in the Extraordinary Gazette No.8 dated 22nd April, 1991.
8. The Pondicherry Judicial Subordinate Service (Amendment) Rules, 1992 published in the Extraordinary Gazette No.31 dated 23rd December, 1992.
9. The Pondicherry Judicial Subordinate Service (Amendment) Rules, 1997 published in the Extraordinary Gazette No.8 dated 15th April, 1997.