

**F.No.16-3/2005-PW**  
**ANDAMAN AND NICOBAR ADMINISTRATION**  
**SECRETARIAT**

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Port Blair dated the 17<sup>th</sup> June, 2005.

**CIRCULAR**

Sub : Framing and amendment of Recruitment Rules – reg.

Instructions have been issued from time to time to all Heads of Departments/Offices to finalize review & amend the RRs keeping in view various administrative changes, updated instruction and also as a result of implementation of fifth pay commission report.

2. It is observed that no RR's are in existence for a large number of posts in various departments for past many years. While the posts are got created in view of work requirement, RR's for the post are not followed up with same expediency. Need for officials to discharge duties of posts in absence of RR's are met by resorting to ad-hoc or daily wage appointment, which are not permitted under normal course. This leads to further complication in administrative management of the human resource.

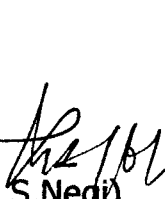
3. No less attention is required to be given to revision of RR's. The field of selection, eligibility requirements and scales of the post change over time due to various reasons and obsolete RR's again hamper timely promotion of the officials. In appointments/ promotions through UPSC, it is mandatory that RR's stand revised in accordance with latest instructions on the subject. Any delay in promotion etc due to obsolete RR's adversely affects the employees from the point of career advancement as well as the general moral.

4. The matter has been recently reviewed in the meetings taken by the L.G. and it is emphasized upon all HOD's to undertake an intensive exercise for framing/revision of RR's for all the posts in their department within a month, and send a status report on the same to personnel department by 20/7/05, as per enclosed proforma.

  
(D.S.Negi)  
Chief Secretary

To

1. All Commissioner-cum-Secretaries
2. All Spl. Secretaries, /DC(A)/DC(C/N)/ H.O.D's.
3. All Asst. Secretaries/ Branch Officers in the Secretariat.
4. All Sections in Secretariat.

  
(D.S.Negi)  
Chief Secretary