

403  
13/12/11

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Govt. of West Bengal  
Finance Department

No. 10935-F(P)

Dt.: 5.12.2011

Memorandum

In view of severe shortage in clerical staff/field staff/Extension Officers in District Block and Panchayat levels, filling up of at least key posts in those levels were under active consideration of Govt. for some time past. After careful consideration of the matter it has been decided to fill up vacancies in different categories and at different levels in the manner as detailed below from retired employees on contract basis on a consolidated contractual remuneration as follows:

Rs. 10,000/- for Group 'C', Rs. 12,000/- for Group 'B' and Rs. 15,000/- for Group 'A' per month or the remuneration applicable to a reemployed employee as per G.O.No. 3951-F dt. 27.05.2009 whichever is minimum.

1) Posts for which District Magistrate is the Appointing Authority:-

a) Clerical Posts :-

The vacancies in large Districts consisting of 15 blocks or more and small Districts with less than 15 blocks will be filled up as follows

Large Districts	-	11 x 200	=	2200
Small Districts	-	7 x 120	=	840
Kolkata Collectorate	-			20

**Total = 3060**

In large districts with 15 or more blocks, 100 posts are to be filled in Collectorate and 100 in LR set up. In smaller districts 60 posts each are earmarked for Collectorate and LR set up.

b) Field Posts.

Departments	Designation	No. of Posts
Panchayat & Rural Development	SAE(RWP)	30
Panchayat & Rural Development	Nirman Sahayak	700
Panchayat & Rural Development	GP Secretary	388
L & LR Deptt.	Draftsman	170
L & LR Deptt.	Amin	1038
<b>Total</b>		<b>2801</b>

2) Posts for which Deptt./Dte. are appointing Authority

JHAPPRI  
AS (RLC)  
P.P.P.U.  
12/12/11

URGENT

R. Asstt. / S. Ghosh  
P. Post up early  
09/12/11 JS (SS)  
As (Asst) / BO  
Post up in file  
copy - may be sent  
D.S. Panchayat (Asst. Panchayat)  
15/12/11 JS (Asst)

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Posts at Block/GP Level under Deptt./Dte. will be filled up as follows:-

Departments	Designation	No. of Posts
Agriculture	Assistant Agriculture Extension Officer	146
Panchayat & Rural Development	Panchayat Development Officer	59
Land & Land Reforms	Revenue Inspector	1462
Women & CD & SW	Block Welfare Officer	118
Food & Supplies	Sub Inspector of Food	1497
<b>Total</b>		<b>3282</b>

3) Mode of Recruitment .

- a) Open advertisement seeking application from retired employees in the prescribed format giving 15 days notice is to be published in at least two newspapers one in English and one in Bengali having wide circulation.
- b) A selection Committee would be constituted at District Level comprising of following Officials
  - i) An ADM to be nominated by District Magistrate as Chairperson.
  - ii) ADM & DL&LRO and
  - iii) A senior Officer from the Collectorate, preferably Sr. Deputy Collector or any other officer nominated by the District Magistrate as Member Secretary.
- c) The Committee would verify the past service records of the employees/Officer and interview them to verify their physical fitness and mental alertness. Based on the recommendations of the Committee, District Magistrate/ADM & DLLRO (as the case may be) will issue contract appointment for a period of 1(one) year.
- d) The Department / Directorate would follow the same procedure as above for the posts for which they are the appointing authority. A similar recruitment committee would be set up at State Level for processing the cases of re-employment.
- e) The Department would issue detailed guidelines from their end to the respective appointing authorities laying down the modalities of recruitment for filling up the posts as mentioned here in above.

*Qut*  
5.12.11  
Joint Secretary

Cont.....3

No. 10935/1(7)-F(P)

Dt.: 5.12.2011

Copy forwarded for information and necessary action to :

Addl .Chief Secretary/Principal Secretary/Secretary

1. P&AR Department, Writers' Buildings, Kol-1
- ✓ 2. P&RD Department, Jeshop Building, Netaji Subhas Building, Kol-1
3. Agriculture Department , Writers' Buildings, Kol-1
4. Land & Land Reforms Department, Writers' Buildings, Kol-1
5. Women & CD& SW Department, Writers' Buildings, Kolkata.
6. Food & Supplies Department, Free School Street, Kolkata.
7. Accountant General, West Bengal, Kol -1.

  
Assistant Secretary