

GOVERNMENT OF PUDUCHERRY  
DEPARTMENT OF REVENUE AND DISASTER MANAGEMENT

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No.9739/Rev-Estt/A2/2016

Puducherry, the 30 DEC 2022

MEMORANDUM

The undersigned hereby offers to the candidates mentioned in the annexure-I to this memorandum, a temporary post of **VILLAGE ASSISTANT** (Group 'C') under **COMPASSIONATE GROUNDS**, in the Pay of Rs.19,900/- (Cell 1 of level 2 in the Pay Matrix of 7th CPC). The appointee will also be entitled to draw the dearness and other allowances at the rates admissible and subject to the conditions laid down in rules and orders governing the grant of such allowances in force from time to time.

2. Tmt. Sheela, wife of (Late) K. Senkadir, MTS (G), is granted relaxation in upper age limit and temporarily granted relaxation of passing three months Certificate course in Computer Application conducted by an Institute recognized by the Government for a period of two years from the date of appointment as Village Assistant, If she failed to pass the said course within the period of two years, her services are liable to be terminated forthwith.

3. Selvi. G.Rajeswari, daughter of (Late) N. Gopalakrishnan, MTS(S), is temporarily granted relaxation of passing three months Certificate course in Computer Application conducted by an Institute recognized by the Government for a period of two years from the date of appointment as Village Assistant, If she failed to pass the said course within the period of two years, her services are liable to be terminated forthwith.

4. **The terms of appointment are as follows:-**

- i) The appointment is temporary and may be terminated at any time by a month's notice given by either side without assigning any reason. The Appointing Authority, however, reserves the right of terminating the services of the appointee forthwith or before the expiry of the stipulated period of notice by making payment to him/her of a sum equivalent to the pay and allowances for the period of notice or the unexpired portion thereof.
- ii) Other conditions of service will be governed by the relevant rules and orders in force from time to time.

5. **The appointment will be further subject to:-**

- i) Production of records relating to name, date of birth, educational qualification, Nativity / Residence, Community / Caste, etc.
- ii) Production of a certificate of fitness from the Competent Medical Authority (Resident Medical Officer).
- iii) Submission of a declaration in the form enclosed (Annexure-III) and in the event of the candidate having more than one spouse living or being married to a person, having more than one spouse living, the appointment will be subject to his/her being exempted from the enforcement of the requirement in this behalf.
- iv) Submission of attestation forms for verification of character and antecedents along with joining report.

6. In case it is found that she was guilty of misconduct involving moral turpitude which would disqualify her for Government Service, or had suppressed any material fact relating to her conduct prior to entry into Government Service or if any declaration given or information furnished by the candidate proves to be false, she will be liable to be discharged from service and such other action as Government may deem necessary.



7. As no person professing a religion different from the Hindu or Sikh religion can be deemed to be a member of Scheduled Caste, the candidate should inform about the change, if any, of their religion to their appointing/administrative authority immediately after such a change (This applies only in the case of Scheduled Caste candidates).
8. The offer of appointment is provisional and is subject to the Caste Certificate being verified through the proper channels and if the verification reveals that the claim to belong to SC/OBC/MBC is false, the services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of false certificate.
9. If the candidate accepts the offer on the above terms, he/she should communicate his/her acceptance to or report for duty before the Head of Office concerned immediately and in any case not later than **19.01.2023**. If no reply is received or the candidate fails to report for duty by the prescribed date, the offer will be treated as cancelled.
10. No traveling allowance will be allowed for joining the post.

  
(E. VALLAVAN, I.A.S.)

SECRETARY (REV.)-CUM-DISTRICT COLLECTOR

To  
The individual concerned.

**Copy to:**

1. The Collector, Puducherry.
2. The Deputy Collector (Revenue), North/South, Puducherry.

When the candidate report for duty he/she may be appointed as Village Assistant and posted against the vacancy as per the annexure. It is requested to verify whether the candidates possess the prescribed age and educational qualification, Community Certificate etc., with the original records. The candidates may be asked to produce latest certificates in respect of nativity and Community. The details of relaxation given to the candidates are indicated in the Annexure-I to this memorandum.

The attestation form for verification of character and antecedents may be collected from the candidate at the time of joining the post and forward the same separately to the Confirmation Cell, Department of Personnel & Administrative Reforms (Personnel Wing), Puducherry.

The candidate on appointment as V.A may be placed on probation for a period of 2 years from the date of his/her joining the post.

The Bio-data of the individual in the prescribed proforma (enclosed as Annexure-II) should be sent along with a copy of posting order to the O/o the Special Secretary (Revenue), Puducherry.

3. The Deputy Director of Accounts and Treasuries, Puducherry.
4. The P.A to Secretary (Revenue), Puducherry.
5. Office order file / spare.

...3/-

**ANNEXURE – I to Memorandum No. 9739/Rev-Estt/A2/2016**  
**dated 30.12.2022**

Sl. No.	Name and Address of the candidate	Details of temporary relaxation given	Office to which posted	Officer before whom he/she should report for duty	Vacancy against which posted
1.	Tmt. Sheela, W/o. (Late) Senkadir, No. 31, Mariyamman Koil Street, Periyar Nagar, Kuruvinatham, Puducherry. 607402.	(i) Relaxation in upper age limit. (ii) relaxation of passing in certificate course in Computer Application or its equivalent, conducted by recognized University or an Institute recognized by the Government.	Taluk Office, Bahour	The Deputy Collector (Revenue), South, Villianur, Puducherry.	Against the Existing vacancy.
2.	Selvi. G. Rajeswari, D/o. (Late) N. Gopalakrishnan, No. 1, Mariyamman Kovil Street, Mettupalayam, Puducherry-09.	Relaxation of passing in certificate course in Computer Application or its equivalent, conducted by recognized University or an Institute recognized by the Government.	Taluk Office, Puducherry	The Deputy Collector (Revenue), North, Puducherry.	Against the Existing vacancy.

  
(E. VALLAVAN, I.A.S.)

2/4 SECRETARY (REV.)-CUM-DISTRICT COLLECTOR