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**PROCEEDING OF SELECTION COMMITTEE MEETING FOR ENGAGEMENT OF
CONTRACTUAL STAFF IN SPECIAL DEVELOPMENT COUNCIL, KEONJHAR HELD ON
19.07.2018 AT 1.00 PM IN THE OFFICE CHAMBER OF A.D.M., KEONJHAR**

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The Selection Committee meeting for engagement of contractual staffs in Special Development Council, Keonjhar was held on 19.07.2018 at 1.00 PM in the Office Chamber of ADM, Keonjhar under the Chairmanship of the Additional District Magistrate, Keonjhar.

The other committee members present in the meeting are as follows:

- 1) Sambit Kumar Nayak, PA, ITDA, Keonjhar
- 2) Raghu Nandan Sahay, Jr. Employment Officer, Keonjhar (on behalf Dist Employment Officer)
- 3) Valentina Pothal, DC, GM, Keonjhar (on behalf of DIO, NIC)
- 4) Pradyumna Kumar Dash, District Welfare Officer, Keonjhar

The PA, ITDA, Keonjhar placed before the Selection Committee the details of the advertisement published, applications received in response to the advertisement published vide Notification No. 973/ Dtd 20.06.2018 for engagement of different staffs for SDC. He also informed the Committee that the advertisement was published in two leading Odiya Dailies i.e. Sambad & Prameya and also in the District Web site. The last date of receipt of application was 05.07.2018. Further he informed to the members that the applications which received on or before the due date i.e. 05.07.2018 were only accepted and those received after the due /last date have not been considered.

The post wise discussions made and decisions taken by the committee is enumerated below :

1) Personal Assistant/ Stenographer to Chairperson

For this post, the P.A, ITDA, Keonjhar intimated to the committee members that only 2 applications have been received. One of the applicant is a retired person and other applicant is a fresh candidate. Since only a single retired person has applied for the post and that he is only 61 years and 6months old (D.O.B-05.01.1957), the committee decided that in pursuance to the advertisement made the retired person Sri Satyanarayan Panwar shall be selected for the aforementioned post. The appointment order shall be issued by the P.A, ITDA, Keonjhar after approval of the proceedings by the Collector & District Magistrate, Keonjhar who is the Chairman of the Selection Committee. The Committee authorized the P.A, ITDA, Keonjhar to verify the documents submitted by Sri Panwar and follow other formalities before issuance of the engagement order.

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2) Office Assistant

For this post, the P.A, ITDA, Keonjhar informed to the committee members that 10 persons have applied. Out of them 5 persons were fresh applicants and 5 persons were retired persons. The committee decided that since the advertisement was meant for retired persons therefore candidature of 5 fresh applicants were rejected. From among other 5 retired persons it was unanimously decided by the committee members that the candidature of Sri Prananatha Mishra who has retired as a Head clerk of Sub-Collector's Office, Keonjhar shall be suitable for SDC works because of his past experience in the state government job. Secondly, since his age is 62 years and 4 months (D.O.B-18.02.1956) he shall be able to serve the SDC for 02 years. Therefore his name was selected by the committee members. The appointment order shall be issued by the P.A, ITDA, Keonjhar after approval of the proceedings by the Collector & District Magistrate, Keonjhar who is the Chairman of the Selection Committee. The Committee authorized the P.A, ITDA, Keonjhar to verify the documents submitted by Sri Mishra and follow other formalities before issuance of the engagement order.

3) Office Attendant

Regarding this post, the P.A, ITDA, Keonjhar intimated to the Committee Members that the post of Office Attendant was meant for retired Peon. However he informed to the Committee Members that, by due date 17 applications have been received by his office out of which 14 fresh candidates have applied. The committee unanimously decided that since the advertisement was meant for retired persons the candidature of 14 fresh applicants were rejected. From amongst the other 3 retired persons the committee examined and found that Sri Gopal Chandra Senapati was 64 years and 7 months (DOB-07.11.1953) old and Sri Jadumani Rout was 64 years and 6 months (DOB-23.01.1954) old. Thus even before completion of 1 year they shall attain 65 years and which shall render them ineligible to work further in SDC as per guidelines. Thereby, their engagement shall not serve the purpose of this recruitment. Therefore the left out single candidate Sri Bhikari Charan Mahanta who is only 60 years and 3 months (DOB-16.03.1958) old was selected by the committee. The appointment order shall be issued by the P.A, ITDA, Keonjhar after approval of the proceedings by the Collector & District Magistrate, Keonjhar who is the Chairman of the selection committee. The committee authorized the P.A, ITDA, Keonjhar to verify the documents submitted by Sri Mahanta and follow other formalities before issuance of the engagement order.

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4) District Programme Coordinator

For this post, the P.A,ITDA, Keonjhar intimated to the members that applications from fresh candidate were invited and by due date 44 applications have been received by his office. For preparation of career marks, during scrutiny it was found that 11 candidates had not submitted mark sheets. Secondly, the committee examined that as per advertisement the candidates experience in working under ITDAs or any Govt. Sponsored Tribal Development Programme needs to be examined. Thirdly, their Skills and proficiency in writing and drafting letter in English and Odia requires to be also evaluated. Fourthly, their knowledge in computer applications (MS Office/ MS Word) needs to be also examined. The committee unanimously decided that on the basis of their performance on the above criteria the selection should be made. Therefore, it was decided that all the 44 candidates shall be called on 7th of August for an interview/ verification of certificates and to attend the computer test & language test. The committee also decided that the P.A,ITDA, Keonjhar shall inform all concerned and coordinate with DIO, NIC, Keonjhar for computer test & D.I. of Schools (SSD), Keonjhar (who shall be also an invitee member) for English and Odia language test. The invitee members shall be requested to submit the result of such test to the committee on the same day. On the basis career marks the test results shall be included & then the selection shall be made.

The meeting ended with a vote of thanks to the Chair and the members present.


19/07/18
PA,ITDA
Keonjhar

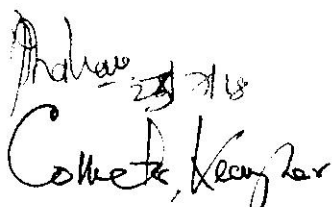

DWO, Keonjhar


19/07/18
Dist. Employment Officer
Keonjhar


19.07.18
DIO, NIC, Keonjhar


23.7.18
Additional District Magistrate,
Keonjhar

Approved


23/7/18
Collector, Keonjhar

Result sheet of Language test for District Programme Coordinator in SDC, Keonjhar
held on Dt.07.08.2018 at EMRS Ranki

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Sl No.	Name of the Candidate	Mark secured in Oriya (F.M-50)	Mark secured in English (F.M-50)	Total	Remark
1	Soumya Ranjan Dash	28	30	58	
2	Bikash Ranjan Mohanta	37	21	58	
3	Chandan Kumar Barik	26	29	55	
4	Gyanendra Kumar Dhir	27	24	51	
5	Madhumita Mishra	28	19	47	
6	Trilochana Ray	28	18	46	
7	Rasmirekha Senapati	27	18	45	
8	Dillip Kumar Sethy	25	19	44	
9	Sasmita Rani Sahoo	18	25	43	
10	Sredheya Kumar Mishra	23	17	40	
11	Jharana Mohanta	18	22	40	
12	Malaya Ranjan Tripathy	13	16	29	
13	Anirudhha Sethy	20	7	27	

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7. 8. 2018.

RESULT OF COMPUTER SKILL TEST FOR THE POST OF
DISTRICT PROGRAMME COORDINATOR SDC, KEONJHAR
HELD ON 07th AUGUST, 2018

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Sl. No.	Name of Candidates	Marks Secured in Computer Skill Test out of 30
1	Malaya Ranjan Tripathy	20
2	Madhumita Mishra	15.5
3	Anirudha Sethy	8.5
4	Trilochan Ray	16.5
5	Sasmita Rani Sahoo	15
6	Rashmirekha Senapati	5.5
7	Soumya Ranjan Dash	11.5
8	Dillip Kumar Sethy	11.5
9	Chandan Kumar Barik	17
10	Sradheya Kumar Mishra	13.5
11	Jharana Mohanta	18
12	Bikash Ranjan Mohanta	14.5
13	Gyanendra Kumar Dhir	23

T.M. 07.08.2018
District Informatics Officer,
NIC, Keonjhar

**District Informatics Officer
I.I.C, Dist, Unit, Keonjhar.**

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**PROCEEDINGS OF THE SELECTION COMMITTEE MEETING FOR ENGAGEMENT
OF CONTRACTUAL STAFF IN SPECIAL DEVELOPMENT COUNCIL, KEONJHAR
HELD ON 06.09.2018 AT 10 AM IN THE OFFICE CHAMBER OF A.D.M, KEONJHAR**

The Selection Committee Meeting for engagement of Contractual Staffs in Special Development Council, Keonjhar was held on 06.09.2018 at 10 AM in the Office Chamber of A.D.M, Keonjhar under his Chairmanship.

The other Committee members present in the meeting are as follows:

1. Sri Sambit Kumar Nayak, Project Administrator, ITDA, Keonjhar
2. Sri Ajay Kumar Mohapatra, DIO, NIC, Keonjhar
3. Sri Pradyumna Kumar Dash, DWO, Keonjhar
4. Sri Raghunandan Sahay, Jr. Employment Officer, Keonjhar (on behalf Dist. Employment Officer, Keonjhar)
5. Sri Mochiram Baliarsingh, DI of Schools (SSD), Keonjhar

At the outset, the Additional District Magistrate welcome all the members. The P.A, ITDA, Keonjhar initiating the discussions, intimated to the members that as per earlier decision of the Selection Committee, the selected contractual staffs for the posts of Stenographer, Officer Assistant & Office Attendant have already been engaged. After approval of the proceedings of the Selection Committee meeting held on 19.07.2018 by the Collector & Chairman of the Selection Committee, the P.A, ITDA informed to the house that the verification of original documents of the selected candidates were done on 13.08.2018 and thereafter engagement orders were issued to them on 14.08.2018. In the meanwhile, he intimated to the members that the 3 selected candidates namely Sri Satya Narayan Panwar as Stenographer, Sri Pranath Mishra as Office Assistant, & Sri Bhikari Charan Mahanta as Office Attendant have joined in Special Development Council, Keonjhar on 20.08.2018.

Besides, as regard to the post of District Programme Coordinator, as per earlier decision of the Selection Committee (Dt.19.07.2018) the P.A, ITDA, Keonjhar informed to the members that all the 44 candidates were intimated to attend an

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14/09/18

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interview/verification of certificates and to attend Computer Test and Language (English & Odia) Test on 07.08.2018 vide advertisements in the District website and two Odia dailies i.e. the Sambad & the Prameya. In response to the said advertisement, he informed to the members that only 15 candidates attended on 07.08.2018. Further, out of the 15 candidates who appeared in the original certificate verification, only 13 candidates attended the Computer Test and Language (English & Odia) Test conducted by the DIO, NIC, Keonjhar & D.I of Schools (SSD), Keonjhar respectively. The Tests were conducted on 07.08.2018 and the result sheets prepared by them were submitted to P.A, ITDA, Keonjhar in sealed cover. The said sealed covered results were placed before Selection Committee and were opened in their presence.

As also earlier decided, the Selection committee members unanimously decided that the selection shall be made by taking into account the career marks, the marks secured in Computer Test & the marks secured in Language (English & Odia) Test. However, as per terms & conditions laid down in the advertisement, the Selection Committee members decided to give priority to candidates those who had worked directly under ITDA or indirectly with ITDA & its related programmes. While examining their experience certificates, it was unanimously decided that the candidatures of Ms. Jharana Mohanta, Sri Trilochan Roy and Sri Sradheya Kumar Mishra were found suitable for the post as per the provisions of the advertisement.

Thus, the Selection Committee members examined their overall marks as follows:

Sl. No	Name of the Candidates	Career Marks	Marks Secured in Computer Test (out of 30)	Marks Secured in Language (English & Odia) Test (out of 100)	Total
01	Ms. Jharana Mohanta	60.53	18	40	118.53
02	Sri Trilochan Ray	51.96	16.5	46	114.46
03	Sri Sradheya Kumar Mishra	40.38	13.5	40	93.88

Thus from above calculations, since Ms. Jharana Mohanta was found to have secured the highest marks, the Selection Committee members selected her for the post of District Programme Coordinator. The engagement order shall be issued by the P.A,

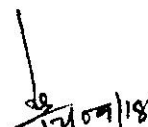
17/08/18

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ITDA, Keonjhar after approval of the proceedings by the Collector & District Magistrate, Keonjhar who is the Chairman of the Selection Committee. Besides, the Selection Committee unanimously decided to make a panel of Waiting List with the rest two candidates on merit for a period of one year from the date of approval of the proceedings by the Collector-cum-Chairman.

It was also decided by the Selection Committee members that after approval of the aforesaid proceedings by the Collector-cum-Chairman, the proceedings of the Selection Committee meeting held on 19.07.2018 and 06.09.2018 along with the results of the Computer Test & Language (English & Odia) Test shall be hoisted in the District website for transparency & wide publicity amongst the applicant-candidates & the general public.

The meeting ended with a vote of thanks to the Chair & the members present.


12/09/18
P.A, ITDA
Keonjhar


D.W.O
Keonjhar

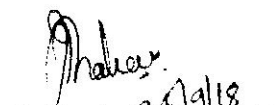

Dist. Employment Officer
Keonjhar


12/09/18
DIO, NIC
Keonjhar


D.I of Schools (SSD)
Keonjhar


25.9.18
Additional District Magistrate
Keonjhar

Approved


Collector
Keonjhar