

Government of West Bengal
Department of Urban Development & Municipal Affairs
“Nagarayan”

DF- 8, Sector- I, Bidhannagar, Kolkata -700064

No. 664/UDMA-13012(29)/1/2019-BDG-MA

Dated Kolkata the 5th day of October, 2020

ORDER

Whereas, in terms of Order No. 1112-S/09 dt. 04.09.2009 of erstwhile Municipal Affairs Department, Director of Local Bodies, W.B. has been empowered to dispose of all matters relating to appointment and promotion with regard to already sanctioned vacant posts existing in the different Municipalities of West Bengal in terms of already accepted and legitimate norms and on compliance of all laws, rules and notifications and extant practices.

And Whereas, in terms of Finance (Audit) Department's Memo No. 4175-F(P2)/FA/O/2M/71/18(NB)(Pt) dt. 29.06.2018, a State Level Committee on Rationalization and Optimal utilization of Human Resources in State Government Establishments including Boards, Corporations, RLBs/ULBs etc. has been constituted with immediate effect in order to scrutiny/assess/monitor for creation/filling up of posts/restructuring of the service cadre. All proposals for the creation/filling up of posts/restructuring of the service cadre in Government Establishments, Local Bodies, Boards, Corporations, Undertakings and all Grant-in-aid institutions shall be first scrutinized by the Committee before being concurred by the Finance Department and placed before the Cabinet for consideration.

And Whereas, simultaneously, regarding policy decision matter, Finance Department's Memorandum No. FS-73/2018 dt. 09.07.2018 & No. 5933-F(P2) dt. 31.10.2019 are to be followed strictly.

And Whereas, West Bengal Municipal Service Commission is constituted for direct recruitment of personnel for categories of posts and services in the establishment of Urban Local Bodies etc. vide this Department's Notification No. 02/MA/O/C-4/1A-23/2017 dt. 02.01.2019 read with No. 97/MA/O/C-4/1A-23/2017 dt. 31.01.2019. Subsequently, in terms of this Department order no. 34(145)/MA/O/C-4/1A-23/2017 dt. 09.01.2019, concerned Urban Local Bodies have been advised that henceforth all recruitment of personnel shall be made through West Bengal Municipal Service Commission and ULBs to send requisition for selection of personnel to the said Commission as and when necessary.

And Whereas, during the process of filling up/creation of posts by the Urban Local Bodies, the provisions and terms and conditions as laid down in the aforesaid orders as well as provisions of Recruitments Rules are to be adhered to meticulously.

And Whereas, it has been felt that municipal bodies have to be abreast of uniform procedure to be followed for filling up/creation of posts in the light of above referred orders.

And Therefore, Governor is hereby pleased to further clarify that Municipalities while placing proposal before Director of Local Bodies, to fill up sanctioned vacant posts/creation of posts, filled in Summary Sheet (A/B/C, as applicable) in terms of Memorandum No. FS-73/2018 dt. 09.07.2018 of Finance Department is also to be sent. Subsequently, Director of Local Bodies will submit consolidated proposal to the Department for obtaining concurrence from Finance Department. Requisition to West Bengal Municipal Service Commission to conduct recruitment process and selection of personnel for filling up of posts, will be sent centrally from the end of Director of Local Bodies, on receipt of concurrence from Finance Department. Municipal Corporations shall follow the same procedure and shall submit proposals directly to the Department for taking subsequent action from the end of Department.

By, order of the Governor,

Sd/-

Joint Secretary to the Govt. of West Bengal

No. 664/1(145)/UDMA-13012(29)/1/2019-BDG-MA

Dated Kolkata the 5th day of October, 2020

Copy forwarded for information and taking necessary action to: -

1. Director of Local Bodies, West Bengal, with the request to brief all concerned municipal bodies to ensure strict observance of norms as elaborated here in this order.
2. Director, ILGUS
3. FA & ex Officio Special Secretary of this Department
4. Director, State Urban Development Agency
5. All Special Secretary/Joint Secretary of this Department
6. Secretary, West Bengal Municipal Service Commission
7. Secretary, Municipal Engineering Directorate
8. Mayor/Chairman/Chairperson of Board of Administrators/Commissioner/Administrators, _____ Municipal Corporation/Municipality/Notified Area Authority
9. OSD to Hon'ble MIC of this Department
10. Private Secretary to Hon'ble MIC of this Department
11. Sr. P.A. to Principal Secretary of this Department


Joint Secretary