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THE HIGH COURT OF ORISSA, CUTTACK

NOTIFICATION

The 30th June 2021

No.801/R.—In exercise of the powers conferred under Article 229 of the Constitution of India, the Chief Justice of the High Court of Orissa has been pleased to amend “The High Court of Orissa (Appointment of Staff and Conditions of Service) Rules, 2019” as follows:

1. Short Title and Commencement:

These Rules may be called “The High Court of Orissa (Appointment of Staffs and Conditions of Service) (Amendment) Rules, 2021” and shall come into force on the date of publication in the Official Gazette.

2. Rule-13(1), Page-12:

Insert the words “Senior Stenographer (which shall be guided by Appendix-2F), Junior Stenographer (which shall be guided by Appendix-2H),” after the words “except for” and before the words “Driver and Group-D” occurring in first line of Rule-13(1) of the High Court of Orissa (Appointment of Staffs and Conditions of Service) Rules, 2019.

3. Appendix-2F, Page-67:

Substitute the following in place of the existing "Appendix-2F" appended to the High Court of Orissa (Appointment of Staffs and Conditions of Service) Rules, 2019.

APPENDIX-2-F

SYLLABUS OF DIRECT RECRUITMENT EXAMINATION
FOR THE POST OF SENIOR STENOGRAPHER

The direct recruitment examination for the post of Senior Stenographer shall comprise of the following tests:-

A. Qualifying Test in English Subject:

Written Test	100 Marks	1 ½ hrs.
(a) An Essay in English	20 Marks	
(b) Translation of passage from Odia to English	20 Marks	
(c) Re-translation of passage from English to Odia	20 Marks	
(d) Knowledge in English Grammar	40 Marks	

A general category candidate securing less than 35 per centum of marks and reserved categories under SC & ST candidates securing less than 30 per centum of marks in the above written test shall be disqualified for appearing the Computer Application Test.

Only those who qualify in English Subject Test shall be called to participate in the Computer Application Test.

B. Computer Application Test (Qualifying in nature):

Computer Application Test	100 Marks	
(i) Theory	50 Marks	30 minutes
(ii) Skill Test	50 Marks	30 minutes
[MS Office (Word, Excel & Power Point), MS Access, Internet Operation/File uploading & downloading].		

A candidate securing less than 50% of marks in the Computer Application Test shall be disqualified and a candidate, who does not qualify in the Computer Application Test, shall not be called to participate in the Skill Test.

C.Skill Test:

<p>Short Hand and Type Writing Test:</p> <p>The dictation of an English passage containing 500 words shall be made at a speed of 100 words per minute and transcription on Computer at a speed of 50 words per minute.</p> <p>N.B.</p> <ol style="list-style-type: none"> 1. For each correct word 0.20 mark will be awarded. 2. Maximum permissible limit of mistakes and/or omissions is 10% of total words. 3. Mistake means wrong spelling of words, substitution of words, overlapping of words and wrong punctuation marks. 4. Mistakes and/or omissions beyond 10% of total words shall be treated as disqualification and the candidates shall be debarred from consideration for selection. 	<p>100 Marks</p>	<p>5 minutes for shorthand/ dictation test and 10 minutes for type writing/transcription test on computer.</p>
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On the basis of marks secured in the Skill Test, a merit list of all candidates (both general and reserved categories) shall be prepared and thereafter separate merit lists for general and reserved categories shall be prepared according to the descending order of total marks for filling of the vacancy.

4. Appendix-2H, Page-70:

Substitute the following syllabus in place of the existing syllabus "Appendix-2H" at Page-70 appended to the High Court of Orissa (Appointment of Staffs and Conditions of Service) Rules, 2019.

SYLLABUS OF DIRECT RECRUITMENT EXAMINATION
FOR THE POST OF JUNIOR STENOGRAPHER

The direct recruitment examination for the post of Junior Stenographer shall comprise of the following tests:-

A. Qualifying Test in English Subject:

Written Test	100 Marks	1 ½ hrs.
(a) An Essay in English	20 Marks	
(b) Translation of passage from Odia to English	20 Marks	
(c) Re-translation of passage from English to Odia	20 Marks	
(d) Knowledge in English Grammar	40 Marks	

A general category candidate securing less than 35 per centum of marks and reserved categories under SC & ST candidates securing less than 30 per centum of marks in the above written test shall be disqualified for appearing the Computer Application Test.

Those who qualify in English Subject Test shall be called to participate in the Computer Application Test.

B. Computer Application Test (Qualifying in nature):

Computer Application Test	100 Marks	
(i) Theory	50 Marks	30 minutes
(ii) Skill Test	50 Marks	30 minutes
[MS Office (Word, Excel & Power Point), MS Access, Internet Operation/File uploading & downloading].		

A candidate securing less than 50% of marks in the Computer Application Test shall be disqualified and a candidate who does not qualify in the Computer Application Test, shall not be called to participate in the Skill Test.

C. Skill Test:

<p>Short Hand and Type Writing Test:</p> <p>The dictation of an English passage containing 400 words shall be made at a speed of 80 words per minute and transcription on Computer at a speed of 40 words per minute.</p> <p>N.B.</p> <ol style="list-style-type: none"> 1. For each correct word 0.25 mark will be awarded. 2. Maximum permissible limit of mistakes and/or omissions is 10% of total words. 3. Mistake means wrong spelling of words, substitution of words, overlapping of words and wrong punctuation marks. 4. Mistakes and/or omissions beyond 10% of total words shall be treated as disqualification and the candidates shall be debarred from consideration for selection. 	<p>100 Marks</p>	<p>5 minutes for shorthand / dictation test and 10 minutes for type writing/transcription test on computer.</p>
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On the basis of marks secured in the Skill Test, a merit list of all candidates (both general and reserved categories) shall be prepared and thereafter separate merit lists for general and reserved categories shall be prepared according to the descending order of total marks for filling of the vacancy.

BY ORDER OF THE CHIEF JUSTICE

S. K. MISHRA

REGISTRAR (JUDICIAL)