

२०२५०—का०

कानिक एवं प्रशासनिक सुधार विभाग

संकल्प

३ नवम्बर, १९७७

विषय : - राजकीय सेवाओं की तरह अन्य राजपत्रित एवं अराजपत्रित पदों पर सीधी भर्ती द्वारा नियुक्ति के प्रयो-
जनार्थ निहित आयु-सीमा में ३ वर्षों की वृद्धि ।

राजकीय संकल्प संख्या १७१०५, दिनांक १० सितम्बर, १९७७ द्वारा (प्रतिलिपि संलग्न) सरकारी सेवाओं एवं पदों पर सीधी नियुक्ति के लिये अधिकतम आयु-सीमा २७ वर्ष से बढ़ाकर ३० वर्ष कर दी गयी है और इसी अनुपात में अनुसूचित जातियों एवं अनुसूचित जन-जातियों के उम्मीदवारों के लिये अधिकतम आयु-सीमा ३२ वर्ष से बढ़ाकर ३५ वर्ष कर दी गयी है, जो आयोग द्वारा ली जानेवाली २६वीं संयुक्त प्रतियोगिता परीक्षा से लागू है और १९७९ के अन्त तक उपलब्ध रहेगी ।

२— पूर्वोक्त आदेश उन सेवाओं एवं पदों पर सीधी नियुक्ति के लिये प्रभावी नहीं है जिनके लिये निर्धारित अधिकतम आयु-सीमा २७ वर्ष से कम है जबका जिन पदों पर नियुक्ति संयुक्त प्रतियोगिता परीक्षा के आधार पर नहीं होती है । वास्तव में विभिन्न सेवाओं एवं पदों पर भर्ती के लिए निर्धारित आयु अलग-अलग है, खास तौर पर अराजपत्रित कोटियों में ।

३— जिन कारणों से राजकीय सेवाओं में सीधी भर्ती की अधिकतम आयु-सीमा में ३ वर्षों की वृद्धि की गई है, उन्हीं कारणों की ध्यान में रखते हुये राज्य सरकार ने निर्णय लिया है कि कठिका २ में उल्लिखित कोटि के पदों पर सीधी भर्ती के प्रयोजनार्थ जहाँ जो अधिकतम आयु हो, उसमें ३ वर्षों की वृद्धि की जाय और इसी अनुपात में अनुसूचित जाति / अनुसूचित जन-जाति की आयु-सीमा में भी वृद्धि की जाय । यह अहमियत दिनांक १० सितम्बर, १९७७ से ही लागू मानी जायेगी । राज्य सरकार ने यह भी निर्णय लिया है कि यह सुविधा १९७९ के अन्त तक उपलब्ध रहेगी और पुनः इसकी समीक्षा की जायेगी ।

आदेश :— आदेश दिया जाता है कि सर्वसाधारण की जानकारी के लिए इसे राजपत्र में प्रकाशित किया जाय और इसकी प्रतिलिपि महालेखाकार, बिहार, पटना / सचिव, बिहार लोक-सेवा आयोग, पटना / सरकार के सचिव विभाग / सभी विभागाध्यक्ष / सभी जिम्मा उदाधिकारी को सूचनाार्थ एवं आवश्यक कार्रवाई के लिए भेजी जाय ।

बिहार राज्यपाल के आदेश से,

सचिवराजस विद्या

सरकार के अपर सचिव ।

संकरण

२८ जनवरी १९७९

विषय :— सरकारी कार्यालयों में वर्ग-३ के पदों पर नियुक्ति के प्रयोजनार्थ नयी व्यवस्था का विवरण ।

सरकारी कार्यालयों में लोक-सेवा आयोग के माध्यम से भर्ती किये जानेवाले वर्ग-३ के पदों से/निरम वर्ग के अन्य पदों पर नियुक्तियां, विभिन्न स्तरों के समस्त प्राधिकारी द्वारा प्रतिनियोजित अधिकारियों के अधीन (under delegated power) होती है ।

२. सभी प्रयोजनों का अधिकतम करते हुए सर्व्व सरकार ने निर्णय लिया है कि वर्ग-३ के नये पदों को छोड़कर निम्न पर वर्तमान व्यवस्था के अनुसार नियुक्ति लोक सेवा आयोग द्वारा आयोजित प्रतिनियोजित परीक्षा के आधार पर होगी है, अन्य सभी पदों पर वहांकी समस्त प्राधिकारी द्वारा निम्नांकित निर्णयों के अनुसार होगी :-

(क) सभी कार्यालयों में वर्ग-३ के पदों पर नियुक्ति के लिये आवेदकों को किसी प्रकार की लिखित या मौखिक परीक्षा में सम्मिलित नहीं होना होगा और स्थानीय सेवा आयोग की परीक्षाओं में उनके द्वारा प्राप्त अंकों को आधार मानकर मेरिट लिस्ट तैयार की जाएगी एवं इसी मेरिट लिस्ट से संलग्न व्यवस्था के अनुसार, रिक्त पदों पर नियुक्तियां की जाएगी ।

(ख) विभिन्न तथा सम्बन्ध कार्यालयों को समस्त प्राधिकारी, जिला प्रशासिकारी एवं विभागीय के क्षेत्रीय कार्यालयों के समस्त प्रथमी प्रशासिकारी, जमीन-संपत्ति स्थर पर, नये के प्रयोजनार्थ अपने हाथ करे जानेवाले पदों को लेकर वास्तविक एवं काल के अनुसार होनेवाली रिक्तियों की सूचना सम्बन्ध कार्यालयों से एकत्रित करके एक साथ आवेदन आमन्त्रित करने । इसी आवेदकों में से रिक्ति के अनुसार सुयोग्य व्यक्तियों का चयन होगा, एवं कोमल मेरिट लिस्ट से आवश्यकतानुसार, नियुक्ति के प्रयोजनार्थ विभिन्न सम्बन्ध कार्यालयों को सुयोग्य व्यक्ति आमन्त्रित किये जायेंगे । उनकी नियुक्ति समस्त प्राधिकारी अपने-अपने कार्यालय के लिए करेगी ।

(ग) अतिरिक्त के विभिन्न रिक्तियों एवं सम्बन्ध कार्यालयों में तथा स्थिर स्तर पर होनेवाली रिक्तियों के आकलन बतल-बतल किये जायेंगे । इसके बाद स्थिर रिक्तियों, विभिन्न एम्प्लॉयमेंट एक्सचेंज को सूचित की जाएगी जिसके कार्यक्षेत्र में सम्बन्ध कार्यालय आते हैं । ऐसा होने से नियुक्ति में स्वाधीन व्यक्तियों की प्राथमिकता मिलेगी । साथ ही समस्त आवेदकों की संख्या भी एक सीमा के अन्दर रहेगी ।

(घ) नियुक्तियों में आरम्भ और प्रवेश देने से सम्बन्धित सभी सरकारी आवेदकों का प्रवेश कर के

अनुमान किया जाता है कि विधिक मामलों के अनुसार सर्वोच्च संख्या में अनुसूचित जाति/जनजाति के कर्मचारियों नहीं मिलने पर आरक्षण का कोटा पूरा करने के लिये, जबकि विभिन्न सामान्य मापक को ध्यान में रखा जायगा, तब भी कि इन मामलों के व्यक्ति विधिक के लिए बिल्कुल अवरोध न हों।

(i) उपरोक्त तथा सम्बन्ध कार्यालयों में मेरिट लिस्ट तैयार करने के लिये एक कम समिति रखी जिसके अध्यक्ष हों सम्बन्ध स्थापना के प्रमुख और सदस्य हों उही स्थापना के कोई वरिष्ठ पदाधिकारी जिन्हें स्थापना के प्रमुख मनोनीत करें। दूसरे सदस्य हों विभाग में उपरोक्त अनुसूचित जाति/जनजाति के पदाधिकारी। ऐसे पदाधिकारी के उपलब्ध नहीं हों पर, दूसरे विभाग में यदि उस कोटि के पदाधिकारी उपलब्ध हों तो उनको समिति में शामिल किया जाय और यदि यह भी संभव न हो सके तो कांफि विभाग के उप-सचिव या सचिव-सचिव को अनुसूचित जाति/जनजाति सम्बन्धी कार्यों का सम्भालन करते हैं, जो एक सदस्य के रूप में रखा जाय।

(ii) जिला स्तर पर मेरिट लिस्ट तैयार करने के लिए बठित कम समिति के अध्यक्ष हों सम्बन्ध स्थापना के जिला स्तरीय प्रमुख (District Head) और सदस्य हों उही स्थापना के कोई वरिष्ठ पदाधिकारी। उन्हें उनके जिला स्तरीय प्रमुख मनोनीत करें। दूसरे सदस्य हों, जिला स्तरीय पदाधिकारी ताकि अनुसूचित कर्मचारी सरकारी वाशेब की, मेरिट लिस्ट तैयार करते समय, उपलब्धता न होने काय।

(ब) मेरिट लिस्ट दो भागों में तैयार होनी चाहे "ए" और "बी"। भाग "ए" में विधिकों के अनुसार सुयोग्य व्यक्तियों के नाम अंकित रहेंगे एवं भाग "बी", प्रतीक सूची जीडी डीडी लिस्ट, नाम की किन्तु वर्ष के अंतर होनेवाली विस्तारों में नियुक्तियों की जा सकेंगी।

(घ) टंक, कायुचिपिक आदि के पद जिस पर नियुक्ति के लिये सामान्य अंकभिक योग्यता के अभावे किसी काय विवेकता में पद होना आवश्यक है, इस अर्थवस्था के दावरे से बाहर रहने तथा इन नियुक्तियों में भी सेवा की सामान्य बात समरूप लागू रहेंगी।

(ग) यह वाशेब तुरत लागू होना।

(4) वाशेब किया जाता है कि इस अंकभ को बिहार सरकार के असाधारण अंक में असाधारण के सूचनार्थ प्रकाशित किया जाय।

(5) यह भी ध्यान में रखा जाता है कि इस अंकभ की प्रति असाधारण, बिहार सरकार के सभी विभागों, जिला स्तरीय एवं जिला पदाधिकारियों को सूचना एवं आवश्यक कार्रवाई के लिये असाधारण की जाय।

(३) राज्य सरकार के कमीन सभी स्वतन्त्री बोर्डों, निगमों, निगमों, कम्पनियों एवं विश्वविद्यालयों के अध्यक्षों सभी स्तर की (बर्न-४ एवं उसके समकक्ष पदों को छोड़कर) नियुक्तियां उपर्युक्त प्रक्रिया के अनुसार होगी। इसे सुनिश्चित करने के लिये सम्बन्ध विभागों द्वारा आवश्यक अनुदेश तुरत निर्गत किये जायें।

बिहार राज्यपाल के कार्यालय से,

सी० आर० बॅकटरामन।

सरकार के सचिव।

ज्ञाप संख्या १९१८-का०।

पटना-१३, दिनांक २८ जनवरी, १९७६

प्रतिनिधि महासंघ, बिहार सरकार के सभी विभाग / सभी विभागाध्यक्ष / सभी जिला पदाधिकारी को सूचना एवं आवश्यक कार्रवाई के लिये अवसरित।

२। राज्य पत्रों से अनुरोध है कि बोर्ड से भिसनेजिस क्लस में उपर्युक्त सरकारी निर्णयानुसार आवश्यक संशोधन कर किये जायें।

३। सरकार के विभागों से अनुरोध है कि नियुक्ति से सम्बन्धित प्रती निवृत्तता जहाँ कहीं भी हो उनमें उपर्युक्त संशोधन कर किये जायें।

सी० आर० बॅकटरामन,

सरकार के सचिव।

ज्ञाप संख्या १९१८-का०।

पटना-१३, दिनांक २८ जनवरी, १९७६।

प्रतिनिधि निदेशक, जन सम्पर्क, बिहार, पटना को व्यापक प्रचार के लिये अवसरित।

सी० आर० बॅकटरामन

सरकार के सचिव।

**INSTRUCTION FOR MAKING APPOINTMENTS TO ALL CLASS III POSTS OUTSIDE
THE PURVIEW OF THE BIHAR
PUBLIC SERVICE COMMISSION.**

1. **Applicability.**— These instructions pertain to all class III posts recruitment to which is made otherwise than through the Bihar Public Service Commission and in respect of which no professional qualification is required.
2. **Pooling of vacancies.**— All existing vacancies and those likely to occur during the year, whether due to retirement, promotion to higher posts or creation of new posts should be pooled at their level, as the case may be, in all local offices subordinate to him by the Direct officer, and by the equivalent administrative head in respect of field officers with which he is concerned, by calling for information from all local establishments under them at the beginning of each year, and processed together with a view to their filling up from a common merit list. Same will apply in the case of vacancies in the Secretariat and attached offices as well where, however, the vacancies will be pooled by the head of the establishment concerned.
3. **Advertisement.**— All vacancies whether permanent or temporary, which are not filled by promotion from within the same office, should be notified, together with draft advertisement as in Appendix-I to the concerned Employment Exchange in accordance with the instructions contained in G. O. No. 8167, dated the 21st June, 1966 (Appendix-II)
4. **Notice to the Employment Exchange** should specifically indicate the number of vacancies reserved for Scheduled Castes, Scheduled Tribes and Ex-Servicemen separately as also preference to be accorded to retrenched hands and sportsmen in accordance with orders issued by Government from time to time. Latest orders of Government on the subject are incorporated in Appendix-III for guidance.
5. **Applications received from the Employment Exchange** will be dealt with in the manner prescribed in Appendix-IV.
6. **Drawing up of merit list.**— Candidates will not be subjected to any kind of test whatsoever and their merit list will be drawn up only on the basis of marks in the manner herein-after indicated.
7. **The percentage of aggregate marks obtained in the examination** which is minimum prescribed for the post would be the base and it should be worked out first. In the case of candidates who have passed higher examinations like, B. A., Com. B, Sc., B. L. or possess any post-graduate degree, ect., they will get weightage of five percent (5%) over the base marks, i. e., the percentage of aggregate marks obtained in the examination relating to the prescribed minimum qualification.

8. General candidates, who on the last date fixed for the receipt of application are 25 years of age and above but not exceeding 27 years will get weightage of additional marks in the following manner :—

Candidates who have attained the				Marks,
age of—				
25 years	2
26 years	4
27 years	8

In this case of candidates belonging to Scheduled Castes and Scheduled Tribes similar weightage will be accorded to those who have attained age of 30, 31 and 32 years.

9. After marks have been worked out in the manner indicated above, the figure so arrived at will be increased by the following rates for sports qualifications :—

(a) International Competition	...	4
(b) National Competition	3
(c) Inter University Tournament	...	2
(d) National School Sports	...	1

10. Approval of merit list —The final merit list drawn in accordance with paragraphs 6 to 9 above will be duly approved by a Selection Committee constituted in the prescribed manner.

While approving the merit list the Selection Committee shall see that Scheduled Caste and Scheduled Tribe candidates are represented therein the prescribed proportion according to instructions issued from time to time for ensuring proper representation of Scheduled Casts and Scheduled Tribes in services and posts under Government. If this cannot be secured by applying the common yardsticks the standard in their case should be relaxed to fix in the vacancies reserved for them provided they are otherwise suitable. Reference in this respect is invited to instructions contained in Government Resolution no. 139577, dated the 31st July, 1972 (relevant portions extracted in Appendix-V);

11. The merit list thus approved shall be in parts. Part—A will consist of names up to the number of vacancies notified for filling. Part—B will consist of names lower down in the merit list beginning from the candidate just below the last candidate in the corresponding Part—A list. It would suffice if Part—B list is to be about half the number of names in Part—A, Part—B of the list is to be utilised for filling up vacancies due to drop outs from Part—A of the list and / or filling up vacancies that may occur in future. Ordinarily the lists shall remain valid for a year. Vacancies occurring hereafter can be filled from the old lists, only in case it is validated by the concerned head of the Department for sufficient reasons to be recorded in writing.

12. Allotment of candidates from the common merit list— Candidates from the common merit list will be allotted by the head of the establishment / District Officer / Departmental head at the corresponding level, as the case may be to the various offices under him according to the requirements of each ascertained under para-2 ibid, for appointment by different authorities under delegated powers. While forwarding name of selected candidates their application forms, along with all enclosed certificates, etc. will also be sent.

13. Verification of certificates from the original and issue of Appointment letter.— On receipt of order allotting candidate (s) for appointment the appointing authority shall ask him / them by registered post to appear before him in persons on a Particular date and time along with all his/their certificates and degrees in original. When the candidate reports he should be asked to fill in the prescribed application form in case this has not been received already and all certificates in regard to qualifications, age, sports activities, in support of his belonging to a Scheduled Cast/Tribe or being an ex-serviceman or a retrenched hand, etc., should be properly scrutinised and checked up with the originals. In appointments after 1st January, 1976 the candidate shall also be asked to furnish in addition to the usual medical certificate and declaration that he has not accepted any dowry, or that if he is unmarried, he will not accept dowry when he gets married. Only thereafter shall the appointing authority proceed to issue the order of appointment.

APPENDIX 1

SPECIMEN OF ADVERTISEMENT

Applications, in plain paper, are invited for the posts of

... .. in (name of office /

Department) under the control of the undersigned.

1. Scale of Pay—Rs. plus usual allowances as admissible to State employees from time to time.

2. Age— Below 27 years on Upper age-limit relaxable by five years for Scheduled Castes and Scheduled Tribes.

3 Minimum educational qualification—

4. Selection—On the basis of marks obtained in the examination relevant to the minimum educational qualification prescribed for the post. Bonus marks are also awarded for higher qualifications, age and posts.

5. All applicants should have registered themselves with the Employment Exchange within whose operational jurisdiction the vacancy lies. They must indicate the registration no. and name of the Employment Exchange in the application form.

6. Vacancies are following :—

7. Application form— Candidates are required to apply in plain paper giving the following particulars : (1) Name in Full, (2) Postal address in full, (3) Date of birth (in Christian era as recorded in the Matriculation or its equivalent examination certificate), (4) If a member of Scheduled Caste or Scheduled Tribe, state— (a) Name of Caste (for S/C only), (b) Name of Tribe, (for S. T. only), (5) Educational qualifications beginning of examination, subjects taken, marks obtained in each subject and total marks, percentage of aggregate marks and name of the University or Board. An attested copy of the marks sheet for each examination should be attached. (6) Particulars of Sports activities, with attested copies of certificate sheet in support of the same, (7) Registration no. and name of Employment Exchange, (8) If ex-serviceman or a retrenched hand give particulars with attested copies of certificate (s).

Note— (Original certificates should not be submitted with the applications).

8. Last date for receipt of applications— Applications should reach the undersigned latest by
The covers should be superscribed in bold letters "Application for recruitment to"

APPENDIX II

No. 59501

Government of Bihar.

Appointment Department.

From

Shri K. K. Srivastava,
Secretary to Government,

To

All Secretaries to Government.
All Heads of Departments.

Patna—15. the 31st Jyaishta, 1888/21st June, 1966,

Subject :—

Recruitment to State Government vacancies through the agency of Employment Exchange.

Sir,

I am directed to say that the question of recruitment to State Government vacancies through the agency of Employment Exchanges in the State has been under consideration of the Government for sometime past:

2. It has now been decided that henceforth all recruitments to State Government vacancies will be channelised through the Employment Exchanges, on a compulsory basis, except vacancies that are filled on the recommendations of the Bihar Public Service Commission or by promotion, transfer or deputation. For the rest, other sources of recruitment will be tried only when the Employment Exchanges concerned issue a non-availability certificate,

2. Therefore, all such vacancies in State Government establishments to be filled up hereafter should be notified to the nearest Employment Exchange on the prescribed pro forma which is reproduced on Appendix I to this letter. The vacancies should normally be notified to the concerned Employment Exchange by giving reasonable notice, say minimum of three weeks in respect of vacancies to be notified in the newspapers and ten days in respect of other vacancies. In case of urgent demands, however, the candidates may be called for at a shorter notice. A list of Employment Exchanges in the State together with their respective operational jurisdiction has been reproduced on Appendix II to this letter for guidance of all concerned.

4. Employment Exchanges maintain a register of persons who are looking for employment and their names are registered on a free and voluntary basis. In order, however, to ensure that the best available candidates register with the Employment Exchanges, it has been decided that whenever 5 or more vacancies are notified by any State Government establishment, the Employment Exchange concerned will advertise these vacancies in newspapers. This will also ensure that those who have not registered themselves earlier but are desirous of being considered for the post may also take advantage of this opportunity by registering with the Employment Exchange.

5. When the number of vacancies, to be filled in an establishment, is less than 5 the appointment authority, if so desires, may issue an advertisement in the newspaper at his own cost, directing the intending candidates to send their application to the Employment Exchange concerned within a date to be prescribed in the advertisement.

The notification of the vacancies together with a copy of advertisement should however be sent to the Employment Exchange in the manner as prescribed in paragraph 3 above.

6. The Employment Exchange will only be responsible for submitting names and particulars of suitable candidates to the employing authority for his selection against the vacancy notified by him. Whenever so desired by the employing department, the Employment Exchange concerned will associate a representative of his for screening of applications available with the Employment Exchange for the purpose of preparing a short list of candidates who will be called for interview or other tests.

7. It may be noted that from the date of the receipt of these instructions no application in respect of the vacancies specified in paragraph 2 above should be entertained by an employing authority directly unless the Employment Exchange concerned issues a non-availability certificate.

8. Kindly advise local bodies and State enterprises concerned with your department to follow similar procedure in filling up their vacancies.

Yours faithfully,

K. K. SRIVASTAVA,
Secretary to Government.

MEMO. No. ११९७

Patna-15, the 31st Jyaistha, 1888/21 at June 1966.

Copy together with copies of Appendixes forwarded to (1) all Divisional Commissioners, and (2) all District Officers for information and necessary action.

K. K. SRIVASTAVA,
Secretary to Government.

APPENDIX I.

Form for Notification of vacancies to Employment Exchange.

1. Name and address of employer.
2. Telephone number of the employer, if any.
3. Nature of vacancy—
 - (a) Designation
 - (b) Description of duties ...
 - (c) Qualifications required—
 - (i) Essential ...
 - (ii) Desirable ...
 - (d) Age-limits, if any ...
 - (e) Whether women are eligible.
4. Number of vacancies
5. Whether temporary or permanent
6. Pay and allowances ...
7. Place of work (name of town/village and district in which it is situated).
8. If liable to be transferred, region within which transfer possible.
9. Probable date by which the vacancy should be filled.
10. Particulars regarding interview test of applicants—
 - (a) Date of Interview/test
 - (b) Time of Interview/test
 - (c) Place of Interview/test
 - (d) Designation and address of the person to whom applicants should report.
11. Whether there is any obligation or arrangement for giving preference to any category of persons in filling up the vacancies?
12. Reservation for Scheduled Caste/Tribe Candidates—
 - (a) Scheduled Castes ...
 - (b) Scheduled Tribes ...
13. Any other relevant information.

APPENDIX II.

Name and address of the Employment Exchange.

Area.

1

2

1. Regional Employment Exchange, Patna.

The district of Patna excluding the Thanas of Mokameh and Sarmera in the district of Patna.

2. District Employment Exchange, Arrah (Shahabad).

Arrah Sadar and Buxar Subdivisions of the district of Shahabad.

3. Employment Exchange, Dalmianagar (Shahabad).

Bhabhua and Sasaram Sub-division of the district of Shahabad.

4. District Employment Exchange, Bhagalpur.

Whole of the district of Bhagalpur.

5. District Employment Exchange, Gaya.

Whole of the district of Gaya.

6. District Employment Exchange, Daltonganj (Palamau).

Whole of the district of Palamau.

7. District Employment Exchange, Monghyr.

The district of Monghyr excluding the Subdivision of Begusarai in the district of Monghyr.

8. Sub-Regional Employment Exchange, Muzaffarpur.

Whole of the district of Muzaffarpur.

9. District Employment Exchange, Chapra.

Whole of the district of Saran.

10. District Employment Exchange, Katihar (Purnea).

Whole of the district of Purnea.

11. District Employment Exchange, Motihari (Champaran).

Whole of the district of Champaran.

12. District Employment Exchange, Laheriasarai (Darbhanga).

Whole of the district of Darbhanga.

13. District Employment Exchange, Saharsa.

Whole of the district of Saharsa.

14. Employment Exchange, Barauni at Begusarai.

Begusarai subdivision in the district of Monghyr and the Thanas of Mokameh and Sarmera in the district of Patna.

APPENDIX II—concl'd.

08

Name and address of the Employment Exchange.	Area.
1	2
15. Sub-Regional Employment Exchange, Jamshedpur.	Dalbhum subdivision of the district of Singhbhum.
16. District Employment Exchange, Chaibassa (Singhbhum).	Chibassa Sadar and Saraikella Subdivisions of the district of Singhbhum.
17. Sub-Regional Employment Exchange, Dhanbad.	Whole of the district of Dhanbad except the Thanas of Sindri, Ballapur, Chandankiari, Jorapokhar, Nirsa and Chirkunda in the district of Dhanbad.
18. Employment Exchange, Sindri (Dhanbad).	Thanas of Sindri, Ballapur, Chandankiari, Jorapokhar in the district of Dhanbad.
19. Employment Exchange, Kumardubi (Dhanbad).	Thanas of Nirsa and Chirkunda in the district of Dhanbad.
20. District Employment Exchange, Ranchi.	Whole of the district of Ranchi
21. District Employment Exchange, Hazaribagh.	The district of Hazaribagh excluding the Thanas of Bermo, Gola, Nawadih, Ramgarh, Gomia, Peterbar and Jeridih in the district of Hazaribagh.
22. District Employment Exchange, Dumka (Santhal Parganas).	Whole of the district of Santhal Parganas.
23. Employment Exchange, Bokaro (Hazaribagh).	Thanas of Nawadih, Gomia, Bermo, Gola and Jeridih in the district of Hazaribagh.
24. Pilot Employment Exchange, Jharia (Dhanbad).	Only colliery establishments in thanas of Jharia, Kenduadih, Jogta,
25. Employment Exchange, Patratu (Hazaribagh).	Jorapokhar in the district of Dhanbad. Thanas of Ramgarh and Peterbar.
26. Employment Exchange, Marapahari (Hazaribagh).	Thanas of Bermo, Gola, Nawadih, Gomia and Jeridih in the district of Hazaribagh.