



ABSTRACT

Tamil Nadu Municipal Corporations General Subordinate Service Rules, 1996
- Amendments - Issued.

Municipal Administration and Water Supply (MC-5) Department

G.O.(Ms) No.87

Dated 19.08.2020.

சார்வரி, ஆவணி மாதம் 3 -ம் நாள்,
திருவள்ளூர்வராண்டு-2051.

Read:

From the Commissioner of Municipal Administration Letter
No.7885/2019/MCA-1, dated 20.11.2019 and 13.08.2020.

ORDER :

The post of Junior Assistant-cum-Typist exists in Municipal Corporations (except Chennai). This post comes under Class III of Tamil Nadu Municipal Corporations General Subordinate Service Rules, 1996. In Government service, the post of Junior Assistant-cum-Typist has been bifurcated as Junior Assistant and Typist vide G.O.(Ms) No.174, Personnel & Administrative Reforms Department, Dated 08.09.2000.

2. In the letter read above, the Commissioner of Municipal Administration has sent proposal to Government to bifurcate the post of Junior Assistant-cum-Typist in Tamil Nadu Municipal Corporations General Subordinate Service Rules, 1996 as Junior Assistant and Typist and to fix the minimum educational qualification of S.S.L.C. for the post of Steno-Typist, Junior Assistant and Typist in line with the Tamil Nadu Ministerial Service Rules.

3. The Government after careful examination have decided to accept the proposal of the Commissioner of Municipal Administration to disband the post of Junior Assistant-cum-Typist so as to create the posts of Junior Assistant and Typist and also to fix the minimum educational qualification of S.S.L.C. for the post of Steno-Typist, Junior-Assistant and Typist in line with the Tamil Nadu Ministerial Service Rules by amending the Tamil Nadu Municipal Corporations General Subordinate Service Rules, 1996 and order accordingly.

4. The Commissioner of Municipal Administration is instructed to ensure that the total number of Junior Assistant posts and Typist posts now being created does not exceed the total number of Junior Assistant-cum-Typist posts to be disbanded/ extinguished in each Corporation.

5. The following appended Notification shall be published in the Tamil Nadu Government Gazette, Extraordinary, dated the 19th August 2020.

(By Order of the Governor)

**HARMANDER SINGH
ADDITIONAL CHIEF SECRETARY TO GOVERNMENT**

To
The Works Manager, Government Central Press,
Chennai - 75. (for publication and to send 100 copies)
The Commissioner of Municipal Administration, Chennai - 28.
All Commissioners of Municipal Corporations.
(Through Commissioner of Municipal Administration)
The Director of Local Fund Audit, Kuralagam, Chennai - 108.
The Audit General (A&E), Chennai - 18.

Copy to:

The Special Personal Assistant to Hon'ble Minister
(Municipal Administration, Rural Development and Implementation of
Special Programme), Chennai - 9.
The Senior Private Secretary to Additional Chief Secretary to Government,
Municipal Administration and Water Supply Department, Chennai - 9.
The Municipal Administration and Water Supply (OP-2, MC-4 and MC-6,) Department, Chennai -9.

//Forwarded by Order//

D. Sharan Reddy
Section Officer 19/8/20

APPENDIX
NOTIFICATION

In exercise of the powers conferred by section 106 of the Madurai City Municipal Corporation Act, 1971 (Tamil Nadu Act 15 of 1971), section 108 of the Coimbatore City Municipal Corporation Act, 1981 (Tamil Nadu Act 25 of 1981), section 8 of the Tiruchirappalli City Municipal Corporation Act, 1994 (Tamil Nadu Act 27 of 1994), section 8 of the Tirunelveli City Municipal Corporation Act, 1994 (Tamil Nadu Act 28 of 1994), section 8 of the Salem City Municipal Corporation Act, 1994 (Tamil Nadu Act 29 of 1994), section 8 of the Tiruppur City Municipal Corporation Act, 2008 (Tamil Nadu Act 7 of 2008), section 8 of the Erode City Municipal Corporation Act, 2008 (Tamil Nadu Act 8 of 2008), section 8 of the Vellore City Municipal Corporation Act, 2008 (Tamil Nadu Act 26 of 2008), section 8 of the Thoothukudi City Municipal Corporation Act, 2008 (Tamil Nadu Act 27 of 2008), section 8 of the Thanjavur City Municipal Corporation Act, 2013 (Tamil Nadu Act 24 of 2013), section 8 of the Dindigul City Municipal Corporation Act, 2013 (Tamil Nadu Act 25 of 2013), section 8 of the Hosur City Municipal Corporation Act, 2019 (Tamil Nadu Act 10 of 2019), section 8 of the Nagercoil City Municipal Corporation Act, 2019 (Tamil Nadu Act 11 of 2019) and section 8 of the Avadi City Municipal Corporation Act, 2019 (Tamil Nadu Act 24 of 2019), the Governor of Tamil Nadu hereby makes the following amendments to the Tamil Nadu Municipal Corporations General Subordinate Service Rules, 1996 :-

AMENDMENTS

In the said Rules,-

(1) in rule 2, -

(a) under the heading "Group – III" , for the expression "Junior Assistant - cum Typist" against the entry "Category 1", the expression "Junior Assistant" shall be substituted;

(b) after the expression "Category 2 and its corresponding entry, the expression "Category 2-A... Typist" shall be inserted;

(2) in rule 3, in the Table, -

(a) in column (2), for entry (ii) against the corresponding entry "Assistant" in column (1), the following entries shall be substituted, namely:-

"(ii) by promotion from the holders of the post of Junior Assistant;

(iii) by transfer from the holders of the post of Steno-Typist; and

(iv) by promotion from the holders of the post of Typist.";

(b) in column (1), for the expression "Junior Assistant-cum-Typist", the expression "Junior Assistant" shall be substituted;

(c) in column (2), for entry (ii) against the corresponding entry "Steno-Typist" in column (1), the following entry shall be substituted, namely:-

"(ii) by promotion from the holders of the post of Typist";

(d) after the expression "Steno-Typist" in column (1) and its corresponding entries in column (2) thereof, the following entries shall, respectively, be inserted, namely:-

" Typist..... .."	(i) By direct recruitment; or (ii) By transfer from the holders of the post in Category 1 in Group IV; or (iii) by promotion from the holders of posts in Categories 1 and 3 in Group V of this service";
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(e) in column (2), for the entry against the corresponding entry "Conservancy Inspector" in column (1), the following entries shall be substituted, namely:-

- "(i) by transfer from the holders of the post of Junior Assistant; and
- (ii) by transfer from the holders of the post of Typist";

(f) in column (2), for the entry against the corresponding entry "Tax Collector" in column (1), the following entries shall be substituted, namely:-

- "(i) by transfer from the holders of the post of Junior Assistant; and
- (ii) by transfer from the holders of the post of Typist";

(3) in rule 4, in the Table, -

(a) in column (3) against the corresponding entry "Assistant" in column (1), after entry (ii), the following proviso shall be inserted, namely:-

"Provided that five per cent of the estimated vacancies, in the category of Assistant in Corporation, shall be filled up by transfer from the post of Steno-typist, who has put in not less than eight years of service and opts for transfer as Assistant as on the 1st April of the year in which the selection is made.";

(b) for the expression "Junior Assistant-cum-Typist" in column (1) and its corresponding entries in columns (2) and (3) thereof, the following entries shall, respectively, be substituted, namely:-

"Junior Assistant	By direct recruitment and by promotion	Must have passed S.S.L.C Public Examination or its equivalent with eligibility for admission to Higher Secondary Course of studies (or) to College Course of studies.";
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(c) in column (3), for entry (i) against the corresponding entries "Steno-Typist" in column (1), the following entry shall be substituted, namely:-

"(i) Must have passed S.S.L.C Public Examination or its equivalent with eligibility for admission to Higher Secondary Course of studies (or) to College Course of studies";

(d) after the expression "Steno-Typist" in column (1) and its corresponding entries in columns (2) and (3) thereof, the following entries shall, respectively, be inserted, namely:-

"Typist	By direct recruitment and by promotion	(i) Must have passed S.S.L.C Public Examination or its equivalent with eligibility for admission to Higher Secondary Course of studies (or) to College Course of studies; (ii) Must have passed English Type writing and Tamil Type writing of the Government Technical Examination, in Senior Grade in anyone of them; (iii) Must have passed Computer Office Automation (COA).";
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(e) in column (3), for entry (i) against the corresponding entry "Tax Collectors" in column (1), the following entries shall be substituted, namely:-

"(i) By transfer from the holders of the post of Junior Assistant who have completed their probation;

(i-a) By transfer from the holders of the post of Typist who have completed their probation";

(4) for in rule 5, the following rule shall be substituted, namely:-

"5. Inter-se-Seniority between Junior Assistant, Steno-typist and Typist:- There shall be one common Seniority list in a corporation for the post of Junior Assistant, Steno-typist and Typist and the inter-se-seniority for the holders of the post of Junior Assistant, Steno-Typist and Typist shall be fixed based on the date of appointment to that post. If appointments to the posts of Junior Assistant, Steno-typist and Typist are

..5..

made on the same date, the seniority accorded by the Appointment Committee shall be taken.”;

- (5) in rule 6, in the tabular column, after the expression “Group III Category 1 Junior Assistant” and the corresponding entries thereto, the following entries shall, respectively, be inserted namely:-

“Group III Category 2-A Typist	2	1”;
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- (6) (a) rule 8 shall be renumbered as sub-rule (1) of that rule;
(b) after sub-rule (1) as so renumbered, the following rule shall be added, namely:-

“(2) Every person appointed to the post of Junior Assistant and Typist by promotion shall, within the period of his probation, pass the Foundational Training Course prescribed for the Corporation Service”.

HARMANDER SINGH
ADDITIONAL CHIEF SECRETARY TO GOVERNMENT

//TRUE COPY//

[Handwritten Signature]
SECTION OFFICER. 19/8/20



TAMIL NADU GOVERNMENT GAZETTE

EXTRAORDINARY PUBLISHED BY AUTHORITY

No.333]

CHENNAI, WEDNESDAY, AUGUST 19, 2020
Aavani 3, Saarvari, Thiruvalluvar Aandu-2051

Part III—Section 1(a)

General Statutory Rules, Notifications, Orders, Regulations, etc.,
issued by Secretariat Departments.

NOTIFICATIONS BY GOVERNMENT

MUNICIPAL ADMINISTRATION AND WATER SUPPLY DEPARTMENT

AMENDMENTS TO THE TAMIL NADU MUNICIPAL CORPORATIONS GENERAL SUBORDINATE SERVICE RULES, 1996

[G.O.Ms. No.87 Municipal Administration and Water Supply (MC-5), 19th August 2020,
ஆவணி 3, சார்வரி, திருவள்ளூர் ஆண்டு-2051]

No.SRO A-29(a)/2020

In exercise of the powers conferred by Section 106 of the Madurai City Municipal Corporation Act, 1971 (Tamil Nadu Act 15 of 1971), Section 108 of the Coimbatore City Municipal Corporation Act, 1981 (Tamil Nadu Act 25 of 1981), Section 8 of the Tiruchirappalli City Municipal Corporation Act, 1994 (Tamil Nadu Act 27 of 1994), Section 8 of the Tirunelveli City Municipal Corporation Act, 1994 (Tamil Nadu Act 28 of 1994), Section 8 of the Salem City Municipal Corporation Act, 1994 (Tamil Nadu Act 29 of 1994), Section 8 of the Tiruppur City Municipal Corporation Act, 2008 (Tamil Nadu Act 7 of 2008), Section 8 of the Erode City Municipal Corporation Act, 2008 (Tamil Nadu Act 8 of 2008), Section 8 of the Vellore City Municipal Corporation Act, 2008 (Tamil Nadu Act 26 of 2008), Section 8 of the Thoothukudi City Municipal Corporation Act, 2008 (Tamil Nadu Act 27 of 2008), Section 8 of the Thanjavur City Municipal Corporation Act, 2013 (Tamil Nadu Act 24 of 2013), Section 8 of the Dindigul City Municipal Corporation Act, 2013 (Tamil Nadu Act 25 of 2013), Section 8 of the Hosur City Municipal Corporation Act, 2019 (Tamil Nadu Act 10 of 2019), Section 8 of the Nagercoil City Municipal Corporation Act, 2019 (Tamil Nadu Act 11 of 2019) and Section 8 of the Avadi City Municipal Corporation Act, 2019 (Tamil Nadu Act 24 of 2019), the Governor of Tamil Nadu hereby makes the following amendments to the Tamil Nadu Municipal Corporations General Subordinate Service Rules, 1996 :-

AMENDMENTS

In the said Rules,-

(1) in rule 2, -

(a) under the heading "Group - III" , for the expression "Junior Assistant-cum-Typist" against the entry "Category 1", the expression "Junior Assistant" shall be substituted;

(b) after the expression "Category 2 and its corresponding entry", the expression "Category 2-A... Typist" shall be inserted;

(2) in rule 3, in the Table, -

(a) in column (2), for entry (ii) against the corresponding entry "Assistant" in column (1), the following entries shall be substituted, namely:-

- "(ii) by promotion from the holders of the post of Junior Assistant;
- (iii) by transfer from the holders of the post of Steno-Typist; and
- (iv) by promotion from the holders of the post of Typist";

(b) in column (1), for the expression "Junior Assistant-cum-Typist", the expression "Junior Assistant" shall be substituted;

(c) in column (2), for entry (ii) against the corresponding entry "Steno-Typist" in column (1), the following entry shall be substituted, namely:-

"(ii) by promotion from the holders of the post of Typist";

(d) after the expression "Steno-Typist" in column (1) and its corresponding entries in column (2) thereof, the following entries shall, respectively, be inserted, namely:-

- * Typist..... (i) By direct recruitment; or
- (ii) By transfer from the holders of the post in Category 1 in Group IV; or
- (iii) by promotion from the holders of posts in Categories 1 and 3 in Group V of this service";

(e) in column (2), for the entry against the corresponding entry "Conservancy Inspector" in column (1), the following entries shall be substituted, namely:-

- "(i) by transfer from the holders of the post of Junior Assistant; and
- (ii) by transfer from the holders of the post of Typist";

(f) in column (2), for the entry against the corresponding entry "Tax Collector" in column (1), the following entries shall be substituted, namely:-

- "(i) by transfer from the holders of the post of Junior Assistant; and
- (ii) by transfer from the holders of the post of Typist";

(3) in rule 4, in the Table, -

(a) in column (3) against the corresponding entry "Assistant" in column (1), after entry (ii), the following proviso shall be inserted, namely:-

"Provided that five per cent of the estimated vacancies, in the category of Assistant in Corporation, shall be filled up by transfer from the post of Steno-typist, who has put in not less than eight years of service and opts for transfer as Assistant as on the 1st April of the year in which the selection is made.";

(b) for the expression "Junior Assistant-cum-Typist" in column (1) and its corresponding entries in columns (2) and (3) thereof, the following entries shall, respectively, be substituted, namely:-

* Junior Assistant	By direct recruitment and by promotion	Must have passed S.S.L.C Public Examination or its equivalent with eligibility for admission to Higher Secondary Course of studies (or) to College Course of studies.";
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(c) in column (3), for entry (i) against the corresponding entries "Steno-Typist" in column (1), the following entry shall be substituted, namely:-

"(i) Must have passed S.S.L.C Public Examination or its equivalent with eligibility for admission to Higher Secondary Course of studies (or) to College Course of studies";

(d) after the expression 'Steno-Typist' in column (1) and its corresponding entries in columns (2) and (3) thereof, the following entries shall, respectively, be inserted, namely:-

Typist	By direct recruitment and by promotion	<p>(i) Must have passed S.S.L.C Public Examination or its equivalent with eligibility for admission to Higher Secondary Course of studies (or) to College Course of studies;</p> <p>(ii) Must have passed English Type writing and Tamil Type writing of the Government Technical Examination, in Senior Grade in anyone of them;</p> <p>(iii) Must have passed Computer Office Automation (COA).";</p>
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(e) in column (3), for entry (i) against the corresponding entry "Tax Collectors" in column (1), the following entries shall be substituted, namely:-

"(i) By transfer from the holders of the post of Junior Assistant who have completed their probation;

(i-a) By transfer from the holders of the post of Typist who have completed their probation";

(4) for in rule 5, the following rule shall be substituted, namely:-

"5. Inter-se-Seniority between Junior Assistant, Steno-typist and Typist:- There shall be one common Seniority list in a corporation for the post of Junior Assistant, Steno-typist and Typist and the inter-se-seniority for the holders of the post of Junior Assistant, Steno-Typist and Typist shall be fixed based on the date of appointment to that post. If appointments to the posts of Junior Assistant, Steno-typist and Typist are made on the same date, the seniority accorded by the Appointment Committee shall be taken.";

(5) in rule 6, in the tabular column, after the expression "Group III Category 1 Junior Assistant" and the corresponding entries thereto, the following entries shall, respectively, be inserted namely:-

"Group III Category 2-A Typist	2	1";
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(6) (a) rule 8 shall be renumbered as sub-rule (1) of that rule;

(b) after sub-rule (1) as so renumbered, the following rule shall be added, namely:-

"(2) Every person appointed to the post of Junior Assistant and Typist by promotion shall, within the period of his probation, pass the Foundational Training Course prescribed for the Corporation Service".

HARMANDER SINGH,
Additional Chief Secretary to Government.

Office of the Commissioner of Municipal
Administration, Chennai-28.

Endt(Roc)No.7885/2019/MCA1

Dated:26.08.2020.

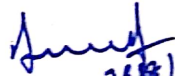
G.O.(Ms).No.87, Municipal Administration & Water Supply (MC5) Department,
dated.19.08.2020 is herewith communicated.

Sd/- K. Achaiya
for Commissioner of Municipal Administration

To

1. The Commisssioners of all Corporations
2. The Superintendent of this office
V / OP / K Sections.
3. The Assistant of this office
MCA2 / MCA3/ MCA4

//Forwarded by Order//


26/8/2020
Superintendent
LSI
26/8/20

அவணி 3 . சார்வரி. கிரவள்எவா உண்டு-20511