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### NOTIFICATIONS BY GOVERNMENT

#### CONTENTS

*Pages.*

#### PERSONNEL AND ADMINISTRATIVE REFORMS DEPARTMENT

Amendments to the Special Rules for the Tamil Nadu Ministerial Service .. 166-168

## NOTIFICATIONS BY GOVERNMENT

### PERSONNEL AND ADMINISTRATIVE REFORMS DEPARTMENT

#### Amendments to the Special Rules for the Tamil Nadu Ministerial Service

[G.O. Ms. No.163, Personnel and Administrative Reforms (B), 19th November 2010,  
கார்த்திகை 3, திருவள்ளூர் ஆண்டு-2041.]

No. SRO B-83/2010.—In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Tamil Nadu hereby makes the following amendments to the Special Rules for the Tamil Nadu Ministerial Service (Section 22 in Volume-III of the Tamil Nadu Services Manual, 1970).

2. (a) The amendments 1, 2, 3(i), 4, 6 to 21, 22(i), 22(iii), 23 and 24 hereby made shall be deemed to have come into force on the 19th August 1992.

(b) The Amendments 3(ii) and 22(ii) hereby made shall be deemed to have come into force on the 7th September 1993.

(c) The amendment 5 (i) hereby made shall be deemed to have come into force on the 21st February 2001.

(d) The amendment 5(ii) hereby made shall be deemed to have come into force on the 2nd September 2005.

#### AMENDMENTS

In the said Special Rules,—

(1) in rule 1, under category 17, for the expression “Steno-typists”, the following expression shall be substituted, namely:—

“Steno-typist Grade-I, Steno-typist Grade-II and Steno-typist Grade III”;

(2) in rule 2, under category 17, for the expression, “Steno-typist”, the expression “Steno-typist Grade-III” shall be substituted;

(3) in rule 3,—

(i) for the expressions “Steno-typist” and “Steno-typists”, wherever they occur, the expression “Steno-typist Grade-III” shall be substituted;

(ii) in sub-rule (xx), after clause (iii), the following clause shall be added, namely:—

“(iv) Besides direct recruitment as provided in rule 2, appointment to the category of Steno-typist Grade-III shall be made by promotion from the post of Typist.”;

(4) after rule 5-A, the following rule shall be added, namely:—

“5-B. Promotion to the categories of Steno-typist Grade-II and Steno-typist Grade-I”.—

(i) The fully qualified approved probationers in the category of Steno-typist Grade-III opting to remain in the Steno-typist line alone shall be considered for promotion to the category of Steno-typist Grade-II and on promotion they shall be attached to second level officers only.

(ii) Steno-typist Grade-II, shall be considered for promotion to the category of Steno-typist Grade-I and on promotion they shall be attached to the Heads of Departments only.”;

(5) in rule 9,—

(i) after sub-rule (e), the following sub-rule shall be added, namely:—

“(f) Five per cent of the estimated vacancies, in the category of Assistant, in a Department, shall be filled up by transfer from the category of Steno-typist Grade-III, who has put in not less than eight years of service and opts for transfer as Assistant as on the 15th March of the year in which the selection is made and the option so exercised is final.”;

(ii) to sub-rule (f), as so added the following proviso shall be added, namely:—

“Provided that on and from the 2nd September 2005, Steno-typist Grade-III who has put in not less than five years of service shall be considered for appointment as Assistant by transfer.”;

(6) in rule 28, in the first column, for the expression “Typists including Machinists in the Treasury and Accounts Department”, the following expression shall be substituted, namely:—

“Typists and Steno-typists Grade-III including Machinists in the Treasury and Accounts Department.”;

(7) in rule 30, for the expressions "Steno-typist" and "Steno-typists", wherever they occur, the expression "Steno-typist Grade-III" shall be substituted;

(8) in rule 32, for the expression "Steno-typists", the expression "Steno-typists Grade-III" shall be substituted;

(9) in rule 34, for the expressions "Steno-typist" and "Steno-typists", wherever they occur, the expression "Steno-typist Grade-III" shall be substituted;

(10) in rule 35, in sub-rule (ab), in the opening sentence, for the expression "A person", the following expression shall be substituted, namely:—

"Any person appointed by transfer as Assistant from the category of Steno-typist Grade-III and a person";

(11) in rule 36,—

(i) in sub-rule (b), in the fifth paragraph, for the expression "Steno-typists", the expression "Steno-typists Grade-III" shall be substituted;

(ii) in sub-rule (c), in the third proviso, for the expression "Steno- Typists", the expression "Steno-typists Grade-III" shall be substituted;

(12) in rule 38, in sub-rule (h), for the expression "Steno-typists", occurring in two places, the expression "Steno-typists Grade-III," shall be substituted;

(13) in rule 39, for the expression "Steno-typist", the expression "Steno-typist Grade-III" shall be substituted;

(14) in rule 39-A, for the expression "Steno-typist", the expression "Steno-typist Grade-III" shall be substituted;

(15) in rule 39-C, for the expression "Steno-typist", the expression "Steno-typist Grade-III" shall be substituted;

(16) in rule 39-F, in sub-rule (1), for the expression "Steno-typist", the expression "Steno-typist Grade-III" shall be substituted;

(17) in rule 39-G, for the expression "Steno-typist", the expression "Steno-typist Grade-III" shall be substituted;

(18) in rule 39-H, for the expression "Steno-typist", the expression "Steno-typist Grade-III" shall be substituted;

(19) in rule 39-I, for the expression "Steno-typist", the expression "Steno-typist Grade-III" shall be substituted;

(20) in rule 39-K, for the expression "Steno-typist", the expression "Steno-typist Grade-III" shall be substituted;

(21) in ANNEXURE-II, under the heading "APPOINTING AUTHORITY",—

(i) after the sub-heading "Veterinary Education and Research Department" and the entries thereunder, the following sub-heading and the entries shall be added namely:—

*"All Departments*

(i) Steno-typist Grade-I ... Head of the Department concerned.

(ii) Steno-typist Grade-II ... Head of the Department concerned.;"

(ii) for the expressions "Steno-typist" and "Steno-typists", wherever they occur, the expression "Steno-typist Grade-III" shall be substituted;

(22) in ANNEXURE-III under the heading "SPECIAL QUALIFICATIONS",—

(i) in column (1) for the expression "17. Steno-typist", the expression "17. Steno-typist Grade-III" shall be substituted;

(ii) in column (2) against the entry "17. Steno-typist Grade-III," as so substituted in column (1) thereof, for the words "recruitment by transfer", the words "by promotion" shall be substituted;

(iii) for the expressions "Steno-typist" and "Steno-typists", wherever they occur, the expression "Steno-typist Grade-III" shall be substituted;

(23) in ANNEXURE-IV, under the sub-heading, "Medical Education Department", in column (1), against serial No.3, for the expression "Steno-typists", the expression "Steno-typist Grade-III" shall be substituted;

(24) in ANNEXURE-V,—

(a) under the sub-heading "ALL DEPARTMENTS",—

(i) in item 3, for the expression "Steno-typist" the expression "Steno-typist Grade-III" shall be substituted;

(ii) in item 4, for the expression "Steno-typist" in column (1), the expression "Steno-typist Grade-III" shall be substituted;

(iii) in item 5, for the expression "Steno-typist" in column (1), the expression "Steno-typist Grade-III" shall be substituted;

- (iv) in item 6, for the expression “Steno-typist” in column (1), the expression “Steno-typist Grade-III” shall be substituted;
- (v) in item 7, for the expression “Steno-typist” in column (1), the expression “Steno-typist Grade-III” shall be substituted;
- (b) under the sub-heading, “Medical Education Department”, in column (1), against item 2, for the expression “Steno-typists”, the expression “Steno-typists Grade-III” shall be substituted;
- (c) under the sub-heading, “Panchayat Development Department”,—
- (i) in column (1) against item 1A, for the expression “Steno-typists”, the expression “Steno-typists Grade-III” shall be substituted;
- (ii) in column (1) and in column (3), against item 2, for the expressions “Steno-typists”, and “Steno-Typist” the expression “Steno-typist Grade-III” shall be substituted;

[G.O. Ms. No. 164, Personnel and Administrative Reforms (B), 19th November 2010,  
கார்த்திகை 3, திருவள்ளூர் ஆண்டு-2041.]

No. SRO B-84/2010.—In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Tamil Nadu hereby makes the following amendment to the Special Rules for the Tamil Nadu Ministerial Service (Section 22 in Volume-III of the Tamil Nadu Services Manual, 1970).

2. The amendment hereby made shall be deemed to have come into force on the 18th May 2007.

#### AMENDMENT

In the said Special Rules,—

(1) after rule 5-B, the following rule shall be inserted, namely:—

“5-C. Promotion to the post of Superintendent and equivalent post from those who had worked as Steno-typist Grade-I and Steno-typist Grade-II during the period between 1st August 1992 and 21st February 2001:—

(a) The persons who had worked as Steno-typists Grade-I and Steno-typists Grade-II between the 1st August 1992 and the 21st February 2001 shall alone be considered for promotion as Superintendent or its equivalent post, subject to the satisfaction of the following qualifications, namely:—

- (i) Qualifications as applicable for such promotion in the department concerned;
- (ii) Must have rendered not less than five years of service in the category of Steno-typist in Grade-I and II combined;
- (iii) Must have completed training as Assistant for a period of one year as required by the appointing authority of the department concerned:

Provided that for the panel year 2008 alone, the shortfall of duration of “one year period of training as Assistant” shall be waived in respect of the persons otherwise qualified for promotion as Superintendent;

(b) Five per cent of the estimated vacancies in the category of Superintendent or its equivalent posts in the Department concerned shall be allocated for appointment by promotion from the category of Steno-typist Grade-I and Steno-typist Grade-II;

(c) The Steno-typists Grade-I and Steno-typists Grade-II shall exercise their option at the time of consideration for appointment by promotion as Superintendent or its equivalent post either to continue in the category of Steno-typist, or for promotion as Superintendent or its equivalent post; and such option will be irrevocable, and according to the option exercised, Steno-typist Grade-I and Steno-typist Grade-II shall be considered for appointment as Superintendent or its equivalent post, in the order of seniority in the respective category.

K.N. VENKATARAMANAN,  
Secretary to Government.