

Special Rules for the Tamil Nadu Ministerial Service (Municipal and Township Schools)

TAMILNADU

India

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Rule

SPECIAL-RULES-FOR-THE-TAMIL-NADU-MINISTERIAL-SERVICE-MUNICIPAL-AND-TOWNSHIP-SCHOOLS-2000

- Published on 28 August 2000
- Commenced on 28 August 2000
- [This is the version of this document from 28 August 2000.]
- [Note: The original publication document is not available and this content could not be verified.]

Special Rules for the Tamil Nadu Ministerial Service (Municipal and Township Schools) Published vide Notification No. G.O. Ms. No. 227, School Education (C-L), dated 28th August 2000 - No. SRO B-110/2000 In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, read with sub-section (2) of section 77-AA of the Tamil Nadu District Municipalities Act, 1920 (Tamil Nadu Act V of 1920), and all other powers hereunto enabling, the Governor of Tamil Nadu hereby makes the following special Rules for the Tamil Nadu Ministerial Service (Municipal Township Schools) to govern the former Municipal Township Schools Ministerial staff which will be included in Section 22 in Volume III of the Tamil Nadu Service Manual, 1970.

1. Constitution.

- The service shall consist of the following classes and categories, namely: -

Classes Categories

(1)	(2)
I	Assistant
II	Junior Assistant
III	Typist

2. Appointments.

- Appointment to the classes specified in column (1) and the categories specified in column (2) of the Table below shall be made by the methods specified in the corresponding entries in column (3) of the said Table thereof: -

Classes	Categories	Method of appointment
(1)	(2)	(3)
I.	Assistant	(i) Promotion from Classes II and III of the Service; or (ii) Transfer from any other unit in the said service, if no qualified and suitable candidates are available for appointment within the unit.
II.	Junior Assistant	(i) Transfer from Class III of the service; or (ii) Recruitment by transfer from any other service.
III.	Typist	(i) Promotion from any other class and category in rules 1 and 2. (ii) Recruitment by transfer from any other service.

3. Appointing authority.

- Appointment to the classes and categories specified in column (1) of the Table below shall be made by the authorities specified in the corresponding entries in column (2) thereof: -

Classes and Category	Appointing authority
(1)	(2)
I. Assistant	Joint Director of School Education (Personnel).
II. Junior Assistant	District Educational Officer concerned
III. Typist	

4. Qualification.

- No person shall be eligible for appointment to a post specified in the service unless he possesses the qualification specified in the table as follows: -

Class and Category	Qualification
(1)	(2)
I. Assistant	S.S.L.C. passed
II. Junior Assistant	
III. Typist	S.S.L.C. passed with Typewriting Tamil and English Higher Grade

5. Probation.

- Every person appointed to the post shall, from the date on which he joins duty, be on probation for a total period of two years as duty, within the continuous period of three years. The concerned District Educational Officer is competent to issue orders declaring satisfactory completion of probation in the service.

6. Tests.

- Every person appointed to the category of Assistant shall pass the following Special and Departmental Tests: -(1)Account Test for Subordinate Officers, Part I;(2)Deputy Inspector Test Parts I, II and III;(3)District Office Manual Test.

7. Seniority.

- The seniority of a person appointed to any class or category of the service shall be considered within the municipal or township area and each municipality or township is a emit for this purpose.

8. Transfers.

- All transfers of persons in Class I in the service from one emit to another unit shall be made by the Joint Director of School Education (Personnel). The transfers of persons in Classes II and III in the service shall be made by the District Educational Officers of the educational district concerned within their respective jurisdiction and also outside their jurisdiction, if both the District Educational Officers mutually agree after getting concurrence of the Joint Director of School Education (Personnel).