

**2.120 New category of post - More than 18 years of service as Typist - Grade I**

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Personal and Administrative Reforms (Per-B) Department

G.O. (Ms) No. 45

Dated : 15.02.1994

Read:

1. G.O. (Ms) No.256,Personal Administrative Reforms (Per.B) Dept.dt: 1.08.92
2. G.O. (Ms) No.284,Personal Administrative Reforms (Per.B) Dept.dt: 19.08.92

**ORDER**

Representations have been received by the government requesting for creation of "senior Typist " posts in Tamilnadu Ministerial service/ Tamilnadu judicial ministers services ,also as have been done in the secretariat, for increasing the avenue of promotions to those stagnating over twenty years of services in the post of Typist

2. The Government have carefully examined the said request in its dimensions and it was considered appropriate to open a new line of promotion for those typists who opt to remain in the Typist line called "Typist Grade I" on the ordinary grade scale of pay of Rs. 1200-2040,with Selection Grade on Rs.1400-2660 and special grade on Rs 1640-2900. exactly equivalent to ministerial Assistant in ordinary grade. Selection Grade and Special grade and to fill up those posts by the Typists who have put in 18 years of service and above.

3. The Government accordingly direct that a new category of post viz. "Typist Grade -I" be created in the Tamilnadu ministerial services and the Tamilnadu judicial ministerial service, in the Ordinary Grade scale of pay of Rs . 1200-30-1560-40-2040 with selection grade in the scale of pay of Rs.1400-50-2300-60-2660 and Special Grade in the scale of pay of Rs.1640-60-2600-75-2900.

4. The Head of Departments are requested to send separate proposals to the Government in the administrative department concerned for upgradation of required number Typist posts as "Typist Grade I" based on the number of persons who have rendered more than 18 years of service as typist.

5. The Government also direct that newly created posts of "Typist Grade I" shall be filled up by the holders of the post of Typist who have put in a total 18 years of regular service as Typist and opted to remain in the Typist line, by the method of promotion. This shall be done after obtaining necessary sanction order creating the posts of Typist Grade - I by each Head of Department.

6. The Government further direct that the Typist who have completed 18 years of service as Typist shall be allowed to exercise an option either to remain in the "Typist line" or to go for promotion as Assistant, within one month from the date of issue of this order and such option, once exercised shall be final and irrevocable.

7. Necessary amendments to the Special Rules for the Tamil Nadu Ministerial service / Tamil Nadu Judicial Ministerial Service will be issued separately by the Government in the Personnel and Administrative Reforms Dept. and the Home Department respectively.

8. This order issued with the concurrence of the Finance Department vide its U.O.No.90/SS(M) 94 dated:9-2-1994

(By order of the Governor)

**T.V.VENKATARAMAN**  
CHIEF SECRETARY TO GOVERNMENT