

## 2. IMPORTANT G.Os

### 2.113 Filling up of vacancies of post of Jr. Assistant/ Cashier/Typist from among the Part Time/Full Time Clerks of Village Panchayats-Adoption of revised guidelines

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Rural Development (E5) Department

G.O. (Ms) No. 52

Dated : 20.3.1998

Read:

1. G.O. (Ms) No.349 Personal & Administrative Reforms Department dt 12.04.84
2. G.O. (Ms) No.208 Rural Development Department dt .20.3.88
3. G.O. (Ms) No.373 Rural Development Department dt .13.5.87
4. G.O. (Ms) No.964 Rural Development Department dt .28.5.90
5. G.O. (Ms) No.43 Personnel & Administrative Reforms Department dt 15.02.94
6. From Tamilnadu Administrative Tribunal Judgment in OA No .664/95dt .7.10.96
7. From secretary, Tamilnadu Public Service Commission Lr.No.4689/CDB1/94 dt.7.1.98

#### ORDER

In the G.O fourth read above , Government have issued orders interalia framing guidelines in drawing the panel of candidates for appointment to the vacancies reserved for the part time / full time clerks of the Village Panchayats in the posts of junior Assistants, Rural Welfare Officers,Grade.II and cashiers. Among the guidelines, it has been specified that a person to be eligible for appointment as Junior Assistants, Rural Welfare Officers, Grade.II cashiers should have rendered not less then 5 years of service in the lower categories and that he should have been in the first instance recruited through Employment Exchange.

2. Based on the observation of the Tamilnadu Administrative Tribunal for Prescribing a long period of qualifying experience in the lower category, it was ordered interalia in the G.O.(Ms).No.43 Personnel & Administrative Reforms departments, dated16.2.94 that the exiting qualifying experience of 5 years be enhanced to 7 years and that persons appointed as Junior Assistant / Junior Assistant cum Typist by recruitment by transfer from the post of Record clerk, office Assistant, etc, shall undergo training in the Civil Service Training Institute, Bhavanisagar for the period that may be prescribed by the Government from time to time. The Government have decided that the orders issued in G.O.(Ms).No.43 Personnel & Administrative Reforms Department, dated 16.2.94 be made applicable to the categories of Part time / Full time clerks of village Panchayats also.

3. The Tamilnadu Panchayat Assistant Association filed O.A. in Tamilnadu Administrative Tribunal against the orders of Government issued in the Government Order fourth read above regarding recruitment through Employment Exchange. Tamilnadu Administrative Tribunal in it's judgment in OA 664/95 dated 7.10.96, has quashed the guideline regarding recruitment through Employment Exchange specified in Para 5(1)(c) of G.O.(Ms).No.964 Rural Development Department, dt.28/11/90. The Government have decided to comply with the orders of Tamilnadu Administrative Tribunal.

4. In the light of the decisions referred to in paragraph 2 and 3 above, the Government addressed Tamilnadu Public Service Commission to offer its views regarding issue of revised guidelines for appointment of part time / full time Clerks to the posts of junior Assistant / Junior Assistant cum Typist/Cashier/Typist. The Tamilnadu Public Service Commission in its letter seventh read above, has given it's concurrence subject to the condition that the orders should be given effect to from the date of issue of Government order.

5. The Government have decided to accept the views of Tamil Nadu Public Service Commission and order that the following revised guidelines be adopted in drawing the panel of candidates for appointment to the vacancies reserved for the Part time/Full time clerks of the village panchayats in the post of Junior Assistant / Junior Assistant cum Typist/Cashier/Typist in Panchayat Development Unit: -

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- (i) The candidates recommended for employment should satisfy the following qualifications
    - (a) Minimum General Educational qualification or should have passed the General Educational Test conducted by the Tamilnadu Public Service Commission
    - (b) Minimum of seven years continuous service
    - (c) Suitability for promotion, taking into account the previous conduct, previous punishments, pendency of charges etc., should be considered
    - (d) Other things being equal, the seniority of the candidates with reference to their date of joining in the feeder category should be strictly observed.
  - (ii) Such a panel shall be sent by the committee under the Chairmanship of District Collector every year (including a nil report to the Tamilnadu Public Service Commission under intimation to the Director of Rural Development, Chennai before 31st of December of every year. The panel as approved by the Commissioner shall be published by the District Collector.
  - (iii) There shall be no temporary appointment from the above categories to the post of Junior Assistant, Junior Assistant cum Typist, Cashier and Typist under any circumstances and appointments shall be made only from the panel approved by the Tamilnadu Public Service Commission as aforesaid.
  - (iv) The Part time/Full time clerks who were appointed as Junior Assistant /Junior Assistant cum Typist / Cashier/Typist by transfer shall undergo training in the Civil Service Training Institute, Bhavanisagar for the period that may be prescribed by the Government from time to time.
  - (v) The seniority of the persons who were appointed as Junior Assistant / Junior Assistant cum typist / Cashier/ Typist by transfer from the post of part time / full time Clerks of Village Panchayats, shall be fixed on the basis of date of appointment to the Ministerial services.
6. These revised guidelines shall come into effect from the date of issue of this order

(By order of the Governor)

**RAMESH CHANDRA PANDA**  
SECRETARY TO GOVERNMENT