



ABSTRACT

Tamil Nadu Village Panchayat Secretaries (Conditions of Service) Rules, 2013 –
Orders - Issued

Rural Development & Panchayat Raj (E5) Department

G.O.(Ms) No.72

Dated: 09.07.2013

Read:

1. G.O. (Ms) No.175, Rural Development and Panchayat Raj (E.5) Department, dated 05.12.2006.
2. G.O. (Ms) No.91, Rural Development and Panchayat Raj (E.5) Department, dated 12.08.2009.
3. G.O.Ms.No.52, Rural Development and Panchayat Raj (E5) Department, dated 29.8.2011.

ORDER

The following notification will be published in the **Tamil Nadu Government Gazette:-**

NOTIFICATION.

In exercise of the powers conferred by sub-section (1) of section 102 of the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994), the Governor of Tamil Nadu hereby makes the following Rules:-

RULES

1. **Short title and commencement.**- (a) These Rules may be called the Tamil Nadu Village Panchayat Secretaries (Conditions of Service) Rules, 2013.
(b) They shall come into force on the 9th day of July 2013.

2. **Definitions.**- In these Rules, unless the context otherwise requires,-

- (1) "Act" means the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994);
- (2) "Collector" means the Collector of the District concerned;
- (3) "Executive Authority" means the executive authority of a Village Panchayat appointed by the Government under section 83 of the Act;
- (4) "Village Panchayat Secretary" means the Secretary of a Village Panchayat;

8. **Termination of probation.**- The Appointing Authority shall, at any time before the expiry of the prescribed period of probation, for reasons to be recorded in writing, terminate the probation of any person and discharge him/her from the service.

9. **Regularisation.**- The appointing authority shall issue orders regularizing the services of the individuals with effect from the date of his/her joining the post. Each District will be the unit for fixing the seniority for the post.

10. **Administrative Control.**- (1) Every person appointed to the post shall be under the control of the Executive Authority of the Village Panchayat concerned. The Block Development Officer (Village Panchayats) shall exercise overall administrative control in respect of the post at the Panchayat Union level.

(2) The Annual increment to a person holding the post shall be sanctioned by the Block Development Officer (Village Panchayats).

11. **Transfer.**- (1) Transfer of a person holding the post shall be made only on administrative grounds supported by valid reasons and after proper enquiry by the authorities concerned.

(2) Transfer and postings within the Block shall be made by the Block Development Officer (Village Panchayats) of the Panchayat Union concerned. Transfer and postings to other Blocks within the District shall be made by the Personal Assistant (Development) to the Collector. All transfers and postings within the Block and the District shall be done in consultation with the Executive Authority of the Village Panchayat concerned. The Commissioner / Director of Rural Development and Panchayat Raj is the competent authority to make transfer from one District to another District based on the specific report from the Collector.

12. **Leave eligibility.**- (1). A person holding the post is,-

(a) eligible for twelve days of casual leave in an year at the rate of one day of leave per month which can be availed with the prior permission of the executive authority of the Village Panchayat concerned. The Executive authority shall intimate the same to the Block Development Officer (Village Panchayats) concerned.

(b) eligible for medical leave and the maximum period of leave admissible on medical grounds shall be limited to ten days at a time and three months with salary in total. The Personal Assistant to Collector (Development) is the competent authority for sanction of leave on medical grounds.

(c) eligible for thirty days of leave without pay and allowances per year which shall be sanctioned by the Block Development Officer (Village Panchayats).

(2). A female Village Panchayat Secretary is eligible for ninety days of maternity leave with salary and not more than ninety days of leave on medical grounds without salary and allowances.

(4). During the period of suspension, a person holding the post is eligible for subsistence allowance of 50% of the last pay and allowances drawn.

18. **Appeal.**- (1) An appeal shall lie with the Collector within thirty days from the date of receipt of the order, imposing the penalty by the appointing authority.

(2). Second appeal shall lie with the Commissioner / Director of Rural Development and Panchayat Raj within sixty days from the date of receipt of the orders of the Collector.

(3). While passing an order in appeal, the Appellate Authority shall consider -
(i) whether the facts on which the order was based have been established;
(ii) whether the facts established afford sufficient ground for taking action, and
(iii) whether the penalty is, adequate or inadequate or excessive and pass such orders, as it may deem fit.

19. **Power of revision.**- Notwithstanding anything contained in these Rules, the State Government may, at any time, call for the records of any inquiry, revise any orders passed in any disciplinary proceedings or appeal under these Rules and pass such orders as they deem fit.

20. **Savings.**- Nothing contained in these rules shall adversely affect the persons holding the post on the date of coming into force of these Rules.

(By Order of the Governor)

C.V. SANKAR,
Principal Secretary to Government

To:

The Director of Stationary and Printings, Chennai – 79.

(for publication in Tamil Nadu Government Gazette)

The Director of Rural Development and Panchayat Raj,
Chennai-15.

The Accountant General, Chennai -18.

The Director of Local Fund, Chennai-108

All District Collectors (Except Chennai)

Copy to

The Law Department, Chennai-9.

National Informatics Centre (Secretariat Unit), Chennai – 9.

Senior P.A. to Hon'ble Minister (M.A,R.D, Law, Courts and Prisons),
Chennai – 9.

SF /SC.

//Forwarded by order//

D. Kantarath
Section Officer 2/11/13