

Adhoc Rules for the post of Junior Personal Assistants to Ministers
(G.O.Ms.No.139, Public (Estt.IV) Department, dated 27th January, 1989)

(The rules hereby made shall come into force on the 27th January 1989.)

The General and Special Rules applicable to holders of the permanent posts in the Tamil Nadu Secretariat Service shall apply to the temporary posts of Junior Personal Assistant to Ministers subject to the modification specified in the following rules:-

2. **Constitution**:- The post of Junior Personal Assistant to Minister shall constitute a distinct Class in the Tamil Nadu Secretariat Service.

3. **Appointment** - Appointment to the post of Junior Personal Assistants shall be made –

i) by transfer from the full members or approved probationers in the category of Assistants now redesignated as Assistant Section Officer or any other category in the Tamil Nadu Secretariat Service; or

ii) by recruitment by transfer from any other service; or

iii) by direct recruitment.

4. **Appointing Authority** - The appointing authority for the post shall be the Additional Secretary to Government or Joint Secretary to Government or Deputy Secretary to Government as the case may be who is incharge of establishment in the Public Department.

Provided that the selection of candidates for appointment to the posts shall also be made by the Ministers concerned.

5. **Probation** - A person recruited from Government Service or local authority and appointed as Junior Personal Assistant shall could his service as such towards his probation in the post in the Government Service or in the local authority which he held immediately before his appointment as Junior Personal Assistant or in any other post in such service in which he would have acted to the extent he would have acted in such post but for his appointment as Junior Personal Assistant.

A person appointed to the post by direct recruitment as Junior personal Assistant shall not be regarded as probationers in the Tamil Nadu Secretariat Service or in any other service and their appointment as such shall not confer on them any claims for future appointment to any of those services under the Government of Tamil Nadu.

6. **Tenure** -The Services of persons recruited directly shall be terminated, when the Minister concerned vacates office.

Provided that services of such persons may also be terminated at any time by the Minister concerned.

7. **Penalties** - (i) The penalties referred to in rule 8 of the Tamil Nadu Civil Services (Classification Control and Appeal) Rules may be imposed on the holders of the posts by the Additional Secretary to Government or Joint Secretary to Government or Deputy Secretary to Government as the case may be who is in charge of establishment in the Public Department.

ii) The appellate authority against an order of the said Additional secretary to Government or Joint secretary to Government or the Deputy Secretary to Government imposing a penalty shall be the Chief Secretary to Government of Tamil Nadu.

8. **Pay** - (1) There shall be paid to the holder of the posts –

(i) If recruited direct, a monthly pay calculated in the scale of Rs.780-35-1025-40-1385 per mensem or the scale as applicable to the Assistant Section Officers in Secretariat from time to time plus the Special pay of Rs.100/- per month.

(ii) If appointed otherwise, a pay in the regular line or a pay calculated in the scale of Rs.780-35-1025-40-1385 whichever is more advantageous.

(2) The holders of the post shall be paid the shorthand and typewriting Special pay according to their qualification subject to the conditions laid down in .O.Ms.No.347, Finance, dated the 16th May 1947.

(3) The Junior Personal Assistants are also eligible for a conveyance allowance of Rs.50/- per mensem if they do not maintain a scooter or motor cycle and Rs.80/- per mensem if they maintain a scooter or motor cycle.

9. **Savings** - Nothing contained in these rules shall adversely effect any person holding the post on the date of coming into force of these rules.