



Copy of G.O.Ms.No.1118 Public(Ser) Department dated 2.4.1957 and as amended in G.O.Ms.No.801 Public(Ser) Department dated 10.3.1976.

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## **PUBLIC (SERVICES) DEPARTMENT**

**G.O.Ms.No.1118, 2nd April 1957**

Public Services – Tamil Nadu Civil services Joint Council – Constitution finalised – Orders issued.

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### **READ- the following paper:-**

G.O.Ms.No.3800, Public (Services), dated 31st October 1955.

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Order-No, 1118, Public (Services), dated 2nd April 1957.

In the Government Order cited, the government ordered the establishment of the Tamil Nadu Civil Services Joint Council and pending the settlement, by the Council, of a constitution for itself, it was to function under the constitution set forth in the Annexure to those proceedings. It was thus open to the Council to draft a constitution for itself. Accordingly, the Council at its first meeting held on the 15th September 1956, constituted a sub-committee consisting of the Secretary, Board of Revenue, Assistant Secretary, Public (Services) Department and two representatives of the staff side of the Council for drawing of the same for the approval of the Council. The sub-committee recommended that the constitution embodied in the above Government Order might be amended for adoption as the finalized constitution of the Council and suggested certain amendments to it. The Council at its meeting held on the 18th January 1957 unanimously accepted the amendments recommended by the sub-committee and further resolved that the constitution may also be amended so as to permit a Deputy to attend the meeting of the Council in the place of the Secretary to Government, Finance Department in case the latter is unavoidably unable to be present. The finalized constitution of the Council shall accordingly be as set forth in the annexure.

(By order of the Governor)

**W.R.S. SATTHIANATHAN**

**Chief Secretary.**

To

All Heads of Departments(including Collectors, District Judges and District Magistrates)

- “ the Departments of the Secretariat,
- “ the Accountant-General, Madras.
- “ the Secretary, Tamil Nadu Public Service Commission, Madras.
- “ all the recognized Service Associations concerned.
- “ the Tribunal for Disciplinary Proceedings, Madras-17.
- “ Copy to the Secretary, to the Government of India
- “ Ministry of Home Affairs, New Delhi.
- “ Other State Government.

## **ANNEXURE**

### **CONSTITUTION OF THE TAMIL NADU CIVIL SERVICES JOINT COUNCIL**

#### 1. I. Members and Office Bearers.

Rule I – The Council shall consist of 24 members; one half to be appointed by the Government (official side) and the other half by recognised Service Associations (staff side)

(As amended in G.O.ms.No.801 Public (Ser.K) Department dated 10.3.96)

Rule 2 - The following officers shall be the members of the official side:-

- (i) Chief Secretary to the Government of Tamil Nadu or such other person not lower in rank than a Secretary to Government, nominated by Government- (Ex-Officio) Chairman.
- (ii) Secretary to Government, Personnel and Administrative Reforms Department.
- (iii) Secretary to Government, Finance Department or his deputy to represent the Secretariat.
- (iv) Commissioner for Land Revenue or the Secretary of the Board of Revenue, to represent the Revenue Department.
- (v) Chief Conservator of Forests or his Personal Assistant to represent the Forest Department.
- (vi) Director of Medical Services or the Assistant to the Director of Medical Services (Administration) to represent the Medical Department.
- (vii) One of the Chief Engineers to Government or Deputy Chief Engineers to represent the Public Works Department.
- (viii) Director of Agriculture to represent the Agriculture Department.
- (ix) Registrar of Co-Operative Societies to represent the Co-operation Department.
- (x) Director of Employment and Training.

(xi) Commissioner of Social Welfare

(xii) Under Secretary to Government Personnel and Administrative Reforms Department(Ex-Officio) Secretary to the Council.

Rule 3 – the staff-side shall consist of twelve members appointed by the undermentioned recognized Service Associations from among other members.

1. (1) The Tamil Nadu Non-Gazetted Government Officers' Union (now T.N.Govt.Officials' Union)
- (2) The Secretariat Association, Fort St. George, Madras-9.
- (3) The Tamil Nadi Last Grade Government Servants' Association (Now T.N.Govt.Office Assistants and Basic Servants State (Central) Association.

The number of members to be appointed by the President of the Tamil Nadu Non-Gazetted Government officers' Union (Now T.N.Govt.Officials' Union) shall be nine of which eight shall be drawn from Revenue, Forest, Medical, Public Works, Agriculture, Co-operative Departments and Madras City Centre and from Women Government Employees of the Non-Gazetted Government Officers' Union. The number of members to be appointed by the Tamil Nadu Last Grade Government Servants' Association(now the Government Office Assistants and Basic Servants Association) shall be two and the number of members to be appointed by the Tamil Nadu Secretariat Association shall be one.

(As amended in G.O.Ms.No.801 Public(Ser.K) Department dated 10.3.76)

NOTE: Only Government Servants shall be appointed to the Council as representative of the Association.

Rule 4 – It shall be open to the authorities appointing the respective sides of the Council to vary their representatives.

Rule 5 – The first Council shall begin to function with effect from 1st January 1956 and shall be appointed to serve until the close of the annual meeting in 1957. The staff-side shall determine the term for which each members of its side shall serve. Casual vacancies shall be filled by the authority concerned, which shall appoint a member to serve for the remainder of term, for which the outgoing member was appointed.

Rule 6 – If the Chairman is unavoidably absent from any meeting of the Council, another member of the official side who may be elected for the purpose by the members present will act for him.

Rule 7 – The quorum for a meeting shall be eight members on each side of the Council.

Rule 8 – The ordinary meetings of the Council shall be held as often as necessary and not less than once in three months. The meeting in the month of December shall be the annual meeting. An agenda shall be circulated to all members not less than seven days before the meeting of the Council. Business not on the agenda shall only be taken by permission of the Chairman. A special meeting of the Council shall be called, by the Chairman or on requisition from at least eight members as requested. The business to be discussed at such

meetings shall be limited to matters stated in the notice summoning the meeting.

Rule 9 – The Council shall draw up such standing orders and rules for the conduct of its business as it may deem necessary.

### **III. Objects and functions.**

Rule 10 – General objects-The objects of the Council shall be-

(a) to secure the greatest measure of co-operation between the State in its capacity as employer, and the general body of Civil Servants in matters affecting the subordinate services, with a view to increase efficiency in the Public service, combined with the well-being of those employed.

1. (b) to provide machinery for dealing with grievances; and

(c) generally to bring together the experience and different points of view of representatives of the subordinate service.

### **IV. FUNCTIONS**

Rule 11 – The scope of the Council shall comprise all matters which affect the conditions of service of the staff.

Rule 12 – The functions of the Council shall include the following:-

(i) Provision of the best means for utilizing the ideas and experience of the staff.

(ii) Means for securing to the staff a greatest share in and responsibility for the determination and observance of the conditions under which their duties are carried out.

(iii) Consideration of the general principles governing conditions of service, e.g., recruitment, hours of work, discipline, tenure, remuneration and superannuation.

(iv) The encouragement of the further education of Civil Servants and their training in higher administration and organization.

(v) Improvement of Office machinery and organization and the provision of opportunities for the full consideration of suggestions by the staff on this subject.

### **V. REMUNERATION OF CERTAIN CLASSES.**

Rule 13 – The Tamil Nadu Civil Services Joint Council shall be the only joint body to consider the question of remuneration affecting the classes of Government servants in the subordinate service.

### **VI. MANNER OF TAKING DECISIONS:**

Rule 14 – (1) The Council shall not take any decisions unless at least six of the members on the official side and six on the non-official side agree to it. The decisions shall be signed by

the Chairman.

(2) If, on any question, no decision can be reached for the reason that the requisite number of members of both sides do not agree to it and either of the sides wishes to press it, it will forthwith be communicated to Government in the Public (Services) Department who will then decide how to settle it. Government may either refer the question back to the Council or arrive at a final decision which will be communicated to the Council.

#### **VII. IMPLEMENTATION OF THE DECISIONS:**

Rule 15 – (1) The recommendations of the Council will be communicated to the Government for suitable action.

(2) The final decision of the Government on the recommendations will be communicated to the Council.

#### **VII. MINUTES**

Rule 16 – The Council shall keep a record of the minutes of its proceedings.

#### **IX. AMENDMENTS OF THE CONSTITUTION:**

Rule 17 – The constitution of the Council may only be amended at an Annual Meeting. Notice of amendments to the constitution must be given and circulated to the members the Council at least fifteen days before the meeting.

#### **X. SPECIAL PROVISIONS.**

Rule 18 – The Council shall have power to add to its strength one member to represent the official side of a department and another member to represent the staff-side, of the department as and when it and the Government are satisfied that the department is in a position to have representation in the Council and to have a departmental Council of its own.

Rule 19 – The Chairman may, suo moto or at the instance of any other member and for special reasons to be recorded, invite any person who is a Government Servant to attend a meeting of the Council. A person so invited may take part in the deliberations of the Council but he would not be entitled to vote.