

GOVERNMENT OF TAMIL NADU

ABSTRACT

Personnel – Tamil Nadu Secretariat Service – Personal Clerks under One Unit Scheme – Promotion as Personal Assistants – Inclusion of certain Personal Clerks in the panel of Personal Clerks fit for promotion as Personal Assistant in relaxation of rules – Orders – Issued.

Personnel and Administrative Reforms (H) Department

G.O.Ms.No.335,

Dated 6.11.1995

Read

From the Tamil Nadu Secretariat Association letter No.129, dated 11.8.1994.

ORDER

The Tamil Nadu Secretariat Association has represented that some Personal Clerks could not be promoted as Personal Assistants consequent on the revision of qualification after 12.4.1988 and prescribing higher qualification for promotion. The Association has further stated that due to advanced age they were not in a position to pass the Government Technical Examination in Shorthand English/Shorthand Tamil by Higher Grade. The Association has, therefore, requested to relax the relevant Special Rules to the extent necessary in favour of all such persons so as to enable them to get promotion as Personal Assistants.

1. The Personal Clerks whom the Association has represented are not fully qualified to hold the posts of Personal Assistants as per the Special Rules for the Tamil Nadu Secretariat Service. They have not passed the Shorthand English by Higher Grade, Shorthand, Tamil by Higher Grade. As such, they are not eligible for appointment as Personal Assistant. However, taking a lenient view, the Government have carefully examined the request of the Tamil Nadu Secretariat Association with reference to the Special Rules which were in existence prior to the amendment and decided to promote thirteen Personal Clerks who have put in more than 15 years of service and are fit for promotion as Personal Assistants as on 1.8.1995, in relaxation of relevant rules relating to Technical Qualification viz. a pass in Shorthand, Tamil and English both by the Higher Grade and Typewriting in Tamil and English, both by the Higher Grade.
2. In exercise of the powers conferred under Rule 48 of the General Rules for the Tamil Nadu State and Subordinate Services contained in Part-II of the Tamil Nadu Service Manual Volume-I, 1987, the Governor of Tamil Nadu hereby relaxes the proviso to item 2(iii) (i.e. qualifications) in the Table relating to rule 14 of the Special Rules for the Tamil Nadu Secretariat Service in respect

of category 2 (Personal Assistants) in favour of the following individuals so as to include them in the panel of Personal Clerks fit for promotion as Personal Assistants as on 1.8.1995:-

1. Tmt.S.Rajeswari ... Public Works
2. Tmt.N.C.Kamala ... Agriculture
3. Thiru K.Raju ... Public
4. Tmt.N.Annapoorani ... Public
5. Tmt.N.Padmini ... P & A.R.
6. Tmt.P.K.Shantha ... A.H & F.
- 7.Thiru C.Marthanda Pillai ... Public
8. Thiru K.G.Radhakrishnan ... Law
9. Tmt.K.V.Suriyakumari ... Home
10. Thiru S.Kasiviswanathan ... Revenue
11. Tmt.T.C.Sakunthala ... Agriculture
12. C.S.Prema ... E & F
13. C.M.Mohankumar ... P & A.R.

4. The above individuals for whom the relaxation is ordered should fully qualify themselves by acquiring the four higher qualifications in Shorthand, English/Tamil and the Typewriting, English/Tamil prescribed in the Special Rules for appointment as Private Secretaries.

5. Necessary entries shall be made in the respective Service Books of the above individuals with reference to para 4 above.

(BY ORDER OF THE GOVERNOR)

M.B.PRANESH
SECRETARY TO GOVERNMENT

To

The Departments of Secretariat, Madras-9
(Except Finance and Planning & Development)

Copy to

The Personnel and Administrative Reforms (D)/ (S) Department, Chennai-9
The President, Tamil Nadu Secretariat Association, Madras-9

Forwarded/By Order

Sd/-.....
SECTION OFFICER.