ABSTRACT

RULES - Information Technology-Tamil Nadu Municipal Information Technology Service – Constituted – Framing of Service Rules - Notification – Issued.

MUNICIPAL ADMINISTRATION AND WATER SUPPLY (ME.1) DEPARTMENT

G.O.(Ms) No. 162 **Dated: 15.11.2016**

Read:-

1. G.O. (Ms) No.201, Municipal Administration and Water Supply (ME.1) Department, dated 30.10.1998.
2. G.O. (Ms) No.202, Municipal Administration and Water Supply (ME.1) Department, dated 30.10.1998.
3. From the Commissioner of Municipal Administration, Chennai D.O. Letter No.5163/2003/IT-1, dated 19.03.2008.
4. G.O. (Ms) No.60, Municipal Administration and Water Supply (ME.1) Department, dated 11.04.2008.
5. From the Director of Municipal Administration Letter No.5163/ 2003/IT-1, dated 26.06.2010.
6. Government Letter No.16286/ME.1/2008-8, dated 19.05.2010 and 23.07.2010.
7. From the Director of Municipal Administration Letter No.5163/2003/IT-1, dated 24.10.2010.
8. G.O. (Ms) No.84, Municipal Administration and Water Supply (ME.1) Department, dated 12.06.2013.
9. From the Commissioner of Municipal Administration Letter No.5163/2003/IT-1, dated 18.01.2014.

ORDER:-

The Government has constituted the Tamil Nadu Municipal Information Technology Services and notified the same in the Government Order eighth read above. The Commissioner of Municipal Administration in his letter ninth read above, has sent proposals for framing the service rules for the Information Technology personnel working in the Municipalities.

2. The Government carefully examined the proposals of the Commissioner of Municipal Administration and have decided to issue a Notification under sub-section(2) of section 77-A of the Tamil Nadu District Municipalities Act, 1920.

3. Accordingly, the Notification appended to this order will be published in the Tamil Nadu Government Gazette.

(BY ORDER OF THE GOVERNOR)

K. PHANINDRA REDDY,
PRINCIPAL SECRETARY TO GOVERNMENT

To
The Commissioner of Municipal Administration,Chennai – 600 005.
All Commissioners of Municipalities.
(through the Commissioner of Municipal Administration)
All Regional Directors of Municipal Administration.
The Director of Stationary and Printing, Chennai – 600 079.
(for publication in the Tamil Nadu Government Gazette and to furnish 150 copies to Government)
The Director, Tamil Nadu Institute of Urban Studies,
Coimbatore – 641 011.
The Accountant General, Chennai – 600 018.
The Director of Local Fund Audit, Chennai – 600 108.
Copy to:-
The Personnel and Administrative Reforms Department, Chennai – 600 009.
The Law Department, Chennai – 600 009.
The Finance Department, Chennai – 600 009.
The Librarian, Secretariat, Chennai – 600 009.
The Principal Private Secretary to Principal Secretary to Government,
Municipal Administration and Water Supply Department,
Chennai – 600 009.
The Municipal Administration and Water Supply (OP.2) Department,
Chennai – 600 009.
Stock file / Spare copy.

//FORWARDED BY ORDER//

SECTION OFFICER

APPENDIX

NOTIFICATION

In exercise of the powers conferred by sub-section (2) of section 77-A of the Tamil Nadu District Municipalities Act,1920 (Tamil Nadu Act V of 1920), the Governor of Tamil Nadu hereby makes the following Rules, namely:-

RULES

1. Short Title and commencement:-(a) These rules may be called the Tamil Nadu Municipal Information Technology Service Rules, 2016.

(b)They shall be deemed to have come into force with effect on and from the 30th October 1998.

2. Constitution:-The Tamil Nadu Municipal Information Technology Service shall consists of the following posts, namely:-

(1) System Analyst;
(2) Programmer;
(3) Assistant Programmer;
(4) Data Entry Operator;

3. Appointment:- Appointment to the posts specified in column (2) of the Table below shall be made by the methods of appointment specified in the corresponding entries in column (3) thereof.

THE TABLE

Sl.No.	Name of the Post	Method of Appointment
(1)	(2)	(3)
1.	System Analyst	By promotion from the holders of the post of Programmer.
2.	Programmer	By promotion from the holders of the post of Assistant Programmer.
3.	Assistant Programmer	(i) By direct recruitment; and (ii) By promotion from the holders of the post of Data Entry Operator: Provided that appointments to the post by direct recruitment and by promotion shall be made in the ratio of 1:1
4.	Data Entry Operator	By direct recruitment

4. Qualification:-No person shall be eligible for appointment to the post specified in column (2) of the Table below unless he possesses the qualifications specified in the corresponding entries in column (3) thereof:-

THE TABLE

Sl. No.	Post	Qualifications
(1)	(2)	(3)
1	System Analyst	A minimum service of not less than five years in the post of Programmer.
2	Programmer	(i) A minimum service of not less than five years in the post of Assistant Programmer. (ii) Must have successfully completed training programmes in any three of the following subjects from a Government Institution or certified training centers, namely:- (a) M.S. Share Point; (b) SQL; (c) Network administration; (d) GIS; (e) Web Technologies; (f) Post gress; (g) ASP.Net; (h) LINUX; and (i) M.S. Project.
3	Assistant Programmer	**(i) For Direct recruitment** (a) A Bachelor degree in Computer Science **or** Computer Application from a recognised University; **or** (b) A Bachelor degree in Science **or** Statistics **or** Economics **or** Commerce from a recognized University and a Post Graduate Diploma in Computer Application: **(ii) For Promotion** A minimum service of not less than five years in the post of Data Entry Operator.
4	Data Entry Operator	(i) A Degree from a recognised University with Typewriting Higher in English and Tamil; and (ii) A Certificate in Data Entry Operator course or Diploma in Computer Application obtained from a certified training centre.

Explanation:- *For the purpose of this rule, any recognized University means* any University recognized by the University Grants Commission for the purpose of its grants.

5. Unit of appointment:-The State of Tamil Nadu shall be the unit of appointment to all the posts included in the Service.

6. Procedure for direct recruitment:-(1)The selection of persons for appointment by direct recruitment shall be done by the Selection Committee, which shall consist of the following members, namely:-

(i)	The Commissioner of Municipal Administration, Chepauk, Chennai-600 005.	-	Chairman
(ii)	The Managing Director and Chief Executive Officer, Tamil Nadu Urban Infrastructure Development Corporation Limited or his representative.	-	Member
(iii)	The State Informatics Officer, National Informatics Centre, Besant Nagar, Chennai.	-	Member
(iv)	The Director, Ramanujan Computing Centre, Anna University, Chennai.	-	Member
(v)	Additional Director of Municipal Administration.	-	Member Secretary

(2) The Commissioner of Municipal Administration shall call for a list of eligible candidates from the local Employment Exchange and the Commissionerate of Employment and Training, Chennai. He shall also notify the vacancies, inviting applications from eligible candidates, in atleast two local newspapers having wide circulation in the State, one of which shall be in Tamil. On receipt of the list of candidates and the applications, he shall place the names and details of eligible candidates before the Selection Committee. The Selection Committee shall select the required number of candidates for appointment after conducting a preliminary written test and an oral interview.

7. Appointing Authority:-The appointing authority for all the posts in the Service shall be the Commissioner of Municipal Administration.

8. Age:- No person shall be eligible for appointment to any of the post in the Service by direct recruitment if he has completed the age mentioned below, on the first day of July of the year in which the selection for appointment is made:-

(a)	For Scheduled Caste and Scheduled Tribe	-	40 years
(b)	Others	-	35 years

9. Test:- No person shall be eligible for promotion to any of the posts in the Service unless he had passed the following departmental tests, namely:-

(a) Account Test for Subordinate Officers – Part I

(b) Tamil Nadu Government Office Manual Test

(c) Any other test or training that may be specified by the Government from time to time.

10. Probation:-(1) Every person appointed to a post in the Service by direct recruitment, shall be on probation for a total period of two years on duty within a continuous period of three years from the date of joining duty in that post.

(2) The Regional Director of Municipal Administration, shall be the authority competent to declare the completion of probation in the posts of Assistant Programmer and Data Entry Operator.

(3) No person shall be eligible for promotion unless he has satisfactorily completed probation in any one of the posts in the Service.

11. Preparation of Annual list of approved candidates:-For the purpose of drawing up of the annual list of approved candidates for appointment by promotion or by direct recruitment to the posts specified in the column (2) of the Table below, the crucial date on which the candidates should possess the prescribed qualifications shall be the dates specified in the corresponding entries in column(3) thereof.

THE TABLE

Sl.No.	Name of the post	Crucial Date
(1)	(2)	(3)
1.	System Analyst	15th January
2.	Programmer	15th February
3.	Assistant Programmer	15th March
4.	Data Entry Operator	15th April

12. Applicability of Rules:- In respect of the matters not covered under these Rules, the provisions contained in the Tamil Nadu Municipal Service Rules, 1970 shall apply to this Service.

Pay:-There shall be paid to the holders of the following posts a monthly pay calculated in the scale of pay and revised scale of pay as indicated against the posts.

Sl. No.	Name of the post	Pre-revised scale of pay Rs.	Revised Scale of Pay 2009
1	Data Entry Operator	3200-85-4900	Rs.5200-20200; G.P. Rs.2400/-
2	Assistant Programmer	5500-175-9000	Rs.9300-34800; G.P. Rs.4400/-
3	Programmer	6500-200-11100	Rs.9300-34800; G.P. Rs.4600/-
4	System Analyst	8000-275-13500	Rs.15600-39100; G.P. Rs.5400/-

14. Savings:- Nothing contained in these rules shall adversely affect any person holding any of the posts in these rules on or before the 15th November 2016.

K. PHANINDRA REDDY,
PRINCIPAL SECRETARY TO GOVERNMENT

//TRUE COPY//

SECTION OFFICER